



City of Garden Ridge

"A way of life, not just a place to live"

AGENDA
CITY WATER COMMISSION
REGULAR MEETING
TUESDAY, APRIL 23, 2019, 6:00 P.M.

The City Water Commission will meet in a regular session on Tuesday, April 23, 2019, at 6:00 p.m. in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted by April 20, 2019, before 6:00 p.m. providing time, place, date, and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Introduction of Jacob Parsons, Water Manager**
5. **Citizen Comment Period – limited to 30 minutes total**

Rules for Citizens' Participation:

The City Water Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you follow these guidelines:

- a) Respect and courtesy:
 - i. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
 - ii. Show the Commission the same respect that you would like to be shown.
 - iii. End your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 1. You are required to sign up to speak.
 2. You are limited to one 3-minute period.
 - ii. Business item period
 1. You are required to sign up to speak.
 2. You are limited to one 3-minute period.
 - iii. Second citizen comment period
 1. You are not required to sign up.
 2. You are limited to one 2-minute period.
 - iv. State your name and address before your comments begin.
 - v. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject must be limited to a proposal to place the subject on the agenda for a future meeting and any response to a

question posed to the City Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

6. Business Items

The following items are for discussion, consideration, and/or action.

- a) Approvals
 - i. Minutes for March 26, 2019, Water Commission Regular Meeting.
- b) Discussions/Reports/Updates
 - i. Water Manager Monthly Activity Report.
 - 1. Water Pumping/usage from City wells, Water system infrastructure maintenance, repairs and/or projects, and Water and/or Drought Management (current Watering Stage).
 - 2. Tank overflow at Elevated Site.
 - ii. Discuss SCADA security concerns.
 - iii. Discussion on Water Leases.
 - iv. Water Rate Study.
 - 1. Discuss and make possible recommendation to City Council on Water Rate study and/or water rate adjustments.
 - v. Estimates for Well Sites.
 - 1. Fire extinguishers for MCC rooms.
 - 2. Water level indicators on ground storage tanks.
 - 3. Pump replacements.
 - vi. Education/Training Sessions.
 - 1. Discuss and provide directions on future education or training sessions.
 - vii. Items discussed at the April 3, 2019, City Council Regular Meeting.
 - viii. Water Commission activities and projects.
 - 1. Receive presentation on Infrastructure from Commissioners Valdez and Harshbarger.
 - 2. Update on Commissioner's activities and projects.
 - 3. Discuss and make possible recommendations on future meetings or direction regarding Water Commission activities and projects.
 - ix. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date.
 - 1. Discuss and accept resignation of Commissioner Pitzen.
 - 2. Discuss the interview process of candidates to fill vacancy.
 - 3. Discuss and make recommendations related to application of Ordinance provisions to Commission members, if needed.

- x. Future Agenda Items.
 - 1. Commissioner's input on agenda items.
 - 2. Announce date, time, and location for next regular meeting (Tuesday, May 28, 2019, at 6:00 p.m. at City Hall – City Council Chambers).

7. Citizen Comment Period – limited to 20 minutes total
See “Rules for Citizen’s Participation” under Item 4.

8. Adjournment

AGENDA NOTICES:

Decorum Required:

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

Action by Commission Authorized:

The Commission may vote or act upon any item within this Agenda. The Commission reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Title 5, Chapter 551, of the Texas Government Code.

Executive Sessions Authorized:

This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of the City Council, other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Kat Balbi
Utility Clerk

This is to certify that I, Kat Balbi, posted this Agenda at 11:00 a.m. on April 18, 2019, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

Kat Balbi
Utility Clerk



City of Garden Ridge

"A way of life, not just a place to live"

MINUTES CITY WATER COMMISSION REGULAR MEETING TUESDAY, MARCH 26, 2019, 6:00 P.M.

Commissioners Present:

Chair David Heier
Commissioner Ray Pitzen
Commissioner Andre Bullard
Commissioner Jesse Valdez

Commissioners Absent:

Vice-Chair Richard Holloway (Voluntary Announced Absence)
Commissioner Keven Harshbarger (Voluntary Announced Absence)
Mayor Larry Thompson, Ex-officio

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Brad Olivarri, Interim Water Manager
Kat Balbi, Utility Clerk

Other Appointed or Elected Officials in Attendance:

None

1. Call to Order

With a quorum of the City Water Commission present, Chair Heier called the regular meeting of the Garden Ridge City Water Commission to order at 6:00 p.m. on Tuesday, March 26, 2019, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call

See above.

3. Pledge of Allegiance

Chair Heier led the Pledge of Allegiance.

4. Citizen Comment Period – limited to 30 minutes total

No one signed up to speak.

5. Business Items

The following items are for discussion, consideration, and/or action.

a) Approvals

i. Minutes for January 22, 2019, Water Commission Regular Meeting.

Motion: A motion was made by Commissioner Valdez, seconded by Commissioner Bullard, to approve the Minutes of the January 22, 2019, Water Commission Regular Meeting. The Water Commission voted three (3) for and none (0) opposed. The motion carried unanimously.

b) Recommendations

i. Request for water bill adjustment/credit for 8810 Tuscan Hills Dr for billing period of December 19, 2018 – January 23, 2019.

1. Review and make a recommendation to City Council regarding the request.

Keith Sanders, 8810 Tuscan Hills Dr, further explained his email to the Commissioners and how his next bill also had a high amount. Mr. Sanders discussed how City staff should be able to handle leak adjustments without approval from City Council. Mr. Sanders explained other billing methods the City may use to prevent large bills for customers per the current rate.

The Commissioners discussed the letter, water bill, and usage provided by the Water Department. Nancy Cain, City Administrator, stated there was no clerical error in the billing cycle and proper City ordinance procedures were followed. Chair Heier suggested Mr. Sanders request be reviewed and considered by City Council.

ii. Request for water bill adjustment/credit for 21935 Bat Cave Rd for billing period of December 19, 2018 – January 23, 2019.

1. Review and make a recommendation to City Council regarding the request.

Chair Heier asked if the resident was present. Receiving no response, the Commission reviewed the letter, water bill, and usage provided by the Water Department.

iii. Request for water bill adjustment/credit for 7838 Garden North for billing period of January 23, 2019 – February 21, 2019.

1. Review and make a recommendation to City Council regarding the request.

Donald Steele, 7838 Garden North, discussed a break on his main water line and how it was fixed.

The Commissioners discussed the letter, water bill, and usage provided by the Water Department. Chair Heier suggested Mr. Steele's request be reviewed and considered by City Council.

c) Discussions/Reports/Updates

i. Water Manager Monthly Activity Report.

1. Water Pumping/usage from City wells, Water system infrastructure maintenance, repairs and/or projects, and Water and/or Drought Management (current Watering Stage).

Brad Olivarri, Interim Water Manager, reviewed the Water Department Monthly Activity Report. The Commissioners discussed the new monthly reports Brad Olivarri, Interim Water Manager, has created and how to keep improving them.

2. Tank overflow at Elevated Site

Brad Olivarri, Interim Water Manager, did not have additional updates for the Water Commission.

ii. Discuss SCADA security concerns.

Brad Olivarri, Interim Water Manager, spoke regarding an estimate provided by Micro-Comm. Chair Heier discussed the importance of training for the Water Department and how beneficial this purchase would be.

iii. Estimates for Well Sites.

1. Fire extinguishers for MCC rooms.

Brad Olivarri, Interim Water Manager, spoke regarding an estimate provided by Cintas.

The Commissioners discussed current TCEQ's procedure for maintaining well sites and how the City should consider purchasing fire extinguishers based on safety concerns.

2. Water level indicators on ground storage tanks.

Brad Olivarri, Interim Water Manager, spoke regarding estimates provided by U.S. Underwater Services, LLC.

The Commissioners questioned the last time replacements or repairs were completed and discussed a one to five-year plan for the storage tanks. The Commissioners discussed the benefits of repairing or updating the storage tanks. Nancy Cain, City Administrator, stated it will be considered during the next fiscal year water budget.

iv. Water Rate Study.

1. Discuss and make possible recommendation to City Council on Water Rate study and/or water rate adjustments.

The Commissioners discussed their questions and concerns about the Water Rate study. Chair Heier stated the new Water Manager should review the study and provide input. Kat Balbi, Utility Clerk, discussed research found for the current billing system.

v. Education/Training Sessions.

1. Discuss and provide directions on future education or training sessions.

Chair Heier stated the Comal Trinity Ground Water Conservation District will have an educational meeting on June 17th at 6pm. Commissioner Bullard and Nancy Cain, City Administrator, discussed other representatives to present training sessions at the Water Commission meetings.

vi. Items discussed at the February 6, 2019, and March 6, 2019, City Council Regular Meeting.

Nancy Cain, City Administrator, stated there were no action items discussed pertaining to the Water Commission.

vii. Water Commission activities and projects.

1. Receive presentation on Education and Leak Adjustments from Commissioner Bullard.

Commissioner Bullard reviewed his educational booklet with the Commission. City staff and Commissioners gave their input on how to improve it. Commissioner Bullard thanked City staff and Commissioners for their help. Chair Heier stated the new Water Manager should review the material and provide input.

2. Update on Commissioner's activities and projects.

Commissioner Valdez presented an update on Infrastructure (see attached). Chair Heier and Brad Olivarri, Interim Water Manager, discussed the system Field Force Manager System. Commissioner Pitzen announced he was resigning from the Water Commission due to health concerns. He stated he will continue to help as a resident.

3. Discuss and make possible recommendations on future meetings or direction regarding Water Commission activities and projects.

Chair Heier stated each Commissioner will continually provide an update on any progress of their activities and projects.

viii. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall

be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date

- 1. Discuss and make possible recommendations regarding matters in Ordinance No. 210-022018.**

Chair Heier discussed term lengths in Ordinance 210 and mentioned the City recruiting for new Commissioners.

ix. Future Agenda Items.

- 1. Commissioner's input on agenda items.**

Chair Heier stated there should flexibility on Commissioner's activities and projects.

- 2. Announce date, time, and location for next regular meeting (Tuesday, April 23, 2019, at 6:00 p.m. at City Hall – City Council Chambers).**

Chair Heier announced the next Water Commission Regular Meeting will be held on Tuesday, April 23, 2019, at 6:00 p.m. at City Hall – City Council Chambers.

6. Citizen Comment Period – limited to 20 minutes total

No one wished to speak.

7. Adjournment

Motion: A motion was made by Commissioner Pitzen, seconded by Commissioner Valdez, to adjourn. The Commission voted three (3) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, March 26, 2019, Water Commission Regular Meeting was adjourned at 7:25 p.m. by Chair Heier.

David Heier
Chair

ATTEST:

Kat Balbi
Utility Clerk

City of Garden Ridge, TX Water Commission

Infrastructure Health & Maintenance Status Update - Draft

Jesus Valdez and Keven Harshbarger
March 26, 2019

1

Project Scope

- Work with Water Manager
 - Examine Infrastructure Health
 - Well, pumps, lines, etc.
 - Maintenance, inspections and testing
 - Equipment and supplies
 - Historical analysis
 - Provide oversight on schedules and budgets (recurring)
- Input findings into Strategic Planning

2

Current State pre-January 2019

- Scheduled inspections and maintenance
 - Daily: Walk by and check all pumps, valves, etc. to look for any visible or audible problems.
 - 6-month: Lubricate all lube points
 - 3000 hours or Annually: Perform maintenance on high speed service pumps
 - 3000 hours or Annually: well motor maintenance (turbine motor)
 - 5 years or as needed: Submersible well motors
- Documentation
 - Technician signed sheets at each well site for daily inspections
 - No procedures on maintenance to be performed
 - No documentation of "as found" condition or of maintenance done
 - Monthly Water Department report (next slide)

3

Current State pre-January 2019 (cont)

- Water Department Monthly Report – Dec 2018:

Location of High Speed Service Pumps shp: Shaft Horse Power	Maintenance performed based on 3,000 hours or annually.	Well motors maintenance based on 3,000 Hours or annually. Submersible based on 5 years or as needed.	Last time well motor was serviced or well motor pulled
F.M. 2252 Pump #1 125 shp	May 2018	Well #2 Turbine Motor	June 2016
F.M. 2252 Pump #2 125 shp	May 2018	Well #5 Turbine Motor	May 2017
Timber Rose Pump #1 50 shp	May 2016	Well #1 Submersible	May 2005
Timber Rose Pump #2 50 shp	May 2016	Well #3 Submersible	May 2005
Elevated Pump #1 125 shp	August 2017	Trinity Well #8 Submersible	June 2016
Elevated Pump #2 125 shp	August 2017	N/A	N/A
F.M. 3009 Pump #1 125 shp	August 2018	Well #9 Submersible	April 2017
F.M. 3009 Pump #2 125 shp	August 2018	Well #10 Submersible	April 2017

4

Current State post-January 2019

- All pumps were serviced in January 2019
 - Old grease removed and replaced
 - Timber Rose pumps worst – grease was caked and dried out
 - Interim Water Manager has photos
 - New lubrication plan initialized for pumps
 - 6 month – add grease
 - 1 year – replace grease
- Developed maintenance documentation plan
 - Maintenance logs and accountability documented
 - Detailed by equipment ID with when, what, who

5

Tanks

- All tanks are internal inspected annually in October by contractor - under water
- Elevated Site Ground Storage Tank
 - Leaks at seam and bolts tighten routinely
 - Investigating internal seal

6

Next Steps

- Continue to investigate OEM maintenance recommendations
- Consider changing strategy for submersible pumps to “Run to Failure”
- Develop a spare parts plan
- Develop plan for Timber Rose Site Total Upgrade

**SIGN IN TO SPEAK AT THE MARCH 26, 2019
CITY WATER COMMISSION REGULAR MEETING
CITIZEN COMMENT PERIOD**

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NAME

ADDRESS

SUBJECT

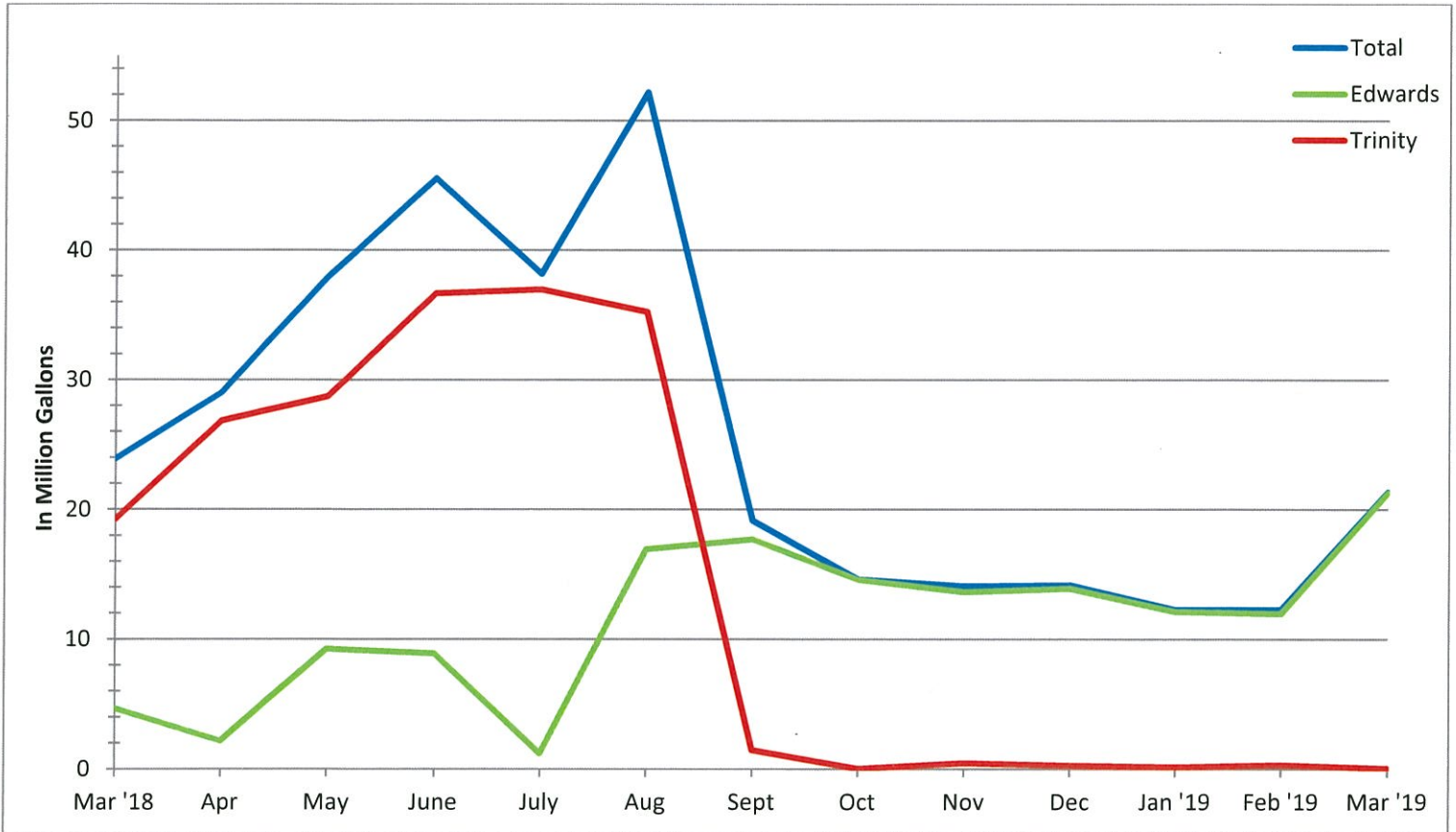
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Water Department Report

As of March 31, 2019

City of Garden Ridge Well Usage



	Month:	Year:	Available:	Stage:
Edwards Well Usage AC/FT:	65.383	139.34	572.947	0
Trinity Well Usage AC/FT:	0.163	1.547	N/A	- 0%

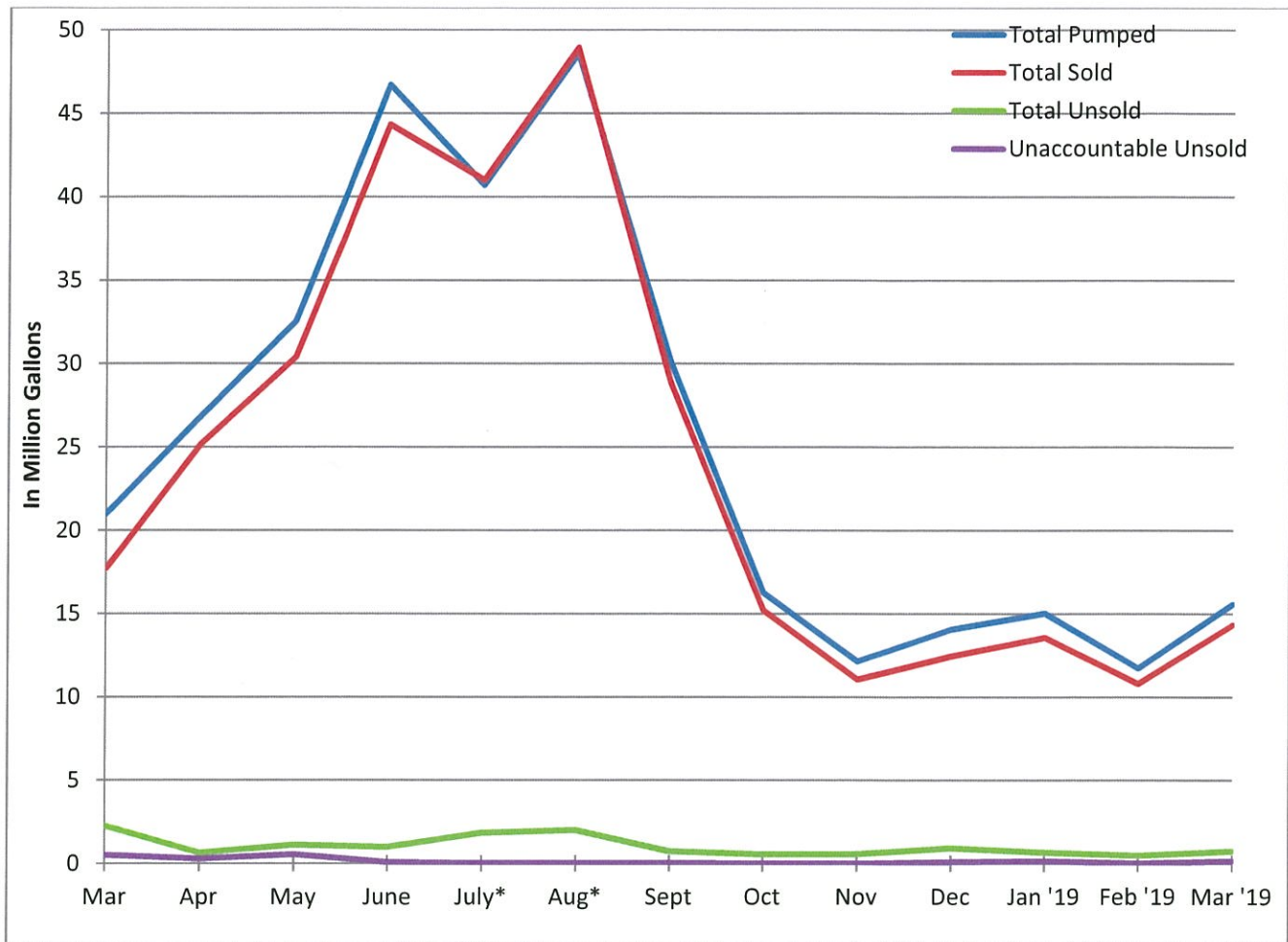
Water Quality

	Due:	Missed:	Passed:	Failed:
Bacteriological:	6	0	6	0
Raw:	4	0	4	0
Chlorine Residual Test:	31	0	31	0

Water Reports

	State:	Edwards:	Trinity:
Due:	2	0	0
Missed	0	0	0

2018 – 2019 Pumping Report



	Total Pumped (Thousands)	Total Sold (Thousands)	Total Unsold (Thousands)	Unaccountable Unsold (Thousands)	Unaccountable Unsold %
Mar	21,011	17,718	2,268	503.8	2.4%
Apr	26,855	25,195	635	282.7	1.1%
May	32,555	30,405	1,125	544.0	1.7%
June	46,719	44,332	987	72.0	0.2%
July*	40,697	41,002	1,842	25.7	0.1%
Aug*	48,604	48,945	2,009	25.7	0.1%
Sept	30,118	28,871	747	31.9	0.1%
Oct	16,256	15,198	558	5.9	0.0%
Nov	12,153	11,057	583	8.8	0.1%
Dec	14,073	12,447	926	92.2	0.7%
Jan '19	15,035	13,556	679	157.4	1.0%
Feb '19	11,738	10,795	493	25.2	0.2%
Mar '19	15,572	14,324	748	150	1.0%

* July and August inaccurate due to inaccuracy of new meters at 3009 wellsite at time.

Booster Pump and Well Motor Maintenance

Pump Maintenance due this Month:	0	Pump Maintenance due Next:	June 2019
Well Maintenance due this Month:	0	Well Maintenance due Next:	February 2020
Next Pump Most Likely to Fail:	Timber Rose Pump	How Long until Fail:	2 – 7 Years

2019 Edwards Lease Permits

Lease		EAA Permit #	A/F Leased	Annual Cost with EAA Fees	EAA Fees / AF Annually	Exp. Of Lease	% of Total EAA water
From	Lloyd Loehman	P107-429	3	\$667.50	\$84.00	12/31/2020	0.42%
From	M. Friesenhahn	P100-745	65	\$14,235.00	\$84.00	12/31/2020	9.13%
Transfer	Keith Zars Pools	P108-775	1	\$84.00	\$84.00	7/3/2019	0.14%
To	BVFD	P107-767	-0.3	\$25.20	\$84.00	12/31/2019	-0.04%

Water Department Monthly Activities:

New Meter Installs	1	Work Orders	47
Meter Replacements	1	Locates	24
City Owned Leaks	0	Irrigations Permits Issued	4
Meters Read February 2019	1,640	Total Rebates	4 (\$300)

Projects:

- Implementing Field Force Management for more efficient everyday operations.
- Working with Water Commission to improve information within Monthly Water Report.
- Working on improving maintenance program, proper maintenance logs and accountability properly documented.
- In contact with Micro-Com, quote received on upcoming maintenance of SCADA and training.
- 3009 Trinity storage tank inspected by manufacturer for warranty.

Employee Updates:

Tank Overflow at Elevated Site Event Report

Date and Time: December 1, 2018 at 0608 hours

Summary of Event: While refilling Elevated Ground Storage tank to refresh water, water was observed flowing under FM 3009 and across Sumac Cove.

11/30/18 – 1450 hrs. Water Manager turned on booster pumps to drain down the ground storage tank

11/30/18 – 1530 hrs. Well pump started automatically. Water Manager turned off the booster pumps.

12/01/18 – 0608 hrs. Water Manager missed 2 restricted calls and a call from Stanley Georg

12/01/18 – 0612 hrs. Water Manager answered a call from Stanley Georg about water flowing from the ground storage tank. Water Manager checked the well status on his phone and found that the Trinity Well pump was still running.

12/01/18 – 0615 hrs. Water Manager logged into the system via cell phone and reset the well pump to off and the well pump stopped. Water Manager checked all the parameters and found that the tank hi/low numbers were at 0.0 instead of 29.6'/11.5'. Water Manager reset the parameters on his phone.

Financial Impact: 518,000 gals of water overflowed from the storage tank at a retail cost of \$22,078.31.

Investigation:

It is believed that water started to overflow the storage tank around 2000 hrs. November 30, 2018.

Ground storage tank was last drained down to refresh the water in the tank on October 2018. No issues were experienced at that time.

Only Water Manager and Public Works Manager have the access to change the set points. The data log shows that no changes to the set points had been made.

The Scada data log showed that the city water system experienced 11 power surges during the month of November.

Root Cause:

Parameters for high/low tank set points were at zero. I will contact Micro Com, our SCADA provider for an explanation of how and why this happened. I will ask for their input on how to prevent this in the future.

Preventive Actions:

1. Add a line of code to shutoff off the well pumps when parameters are at 0.0'. (Status- Contact Micro Com)
2. Implement an inspection procedure for checking set points when well is put into auto and on a bi-weekly basis thereafter. (Status- Active)
3. Limit draining down the ground storage tank manually by starting the process during mornings. (Status- Active)
4. Add a visual of hi/low parameters on tank overview. (Status- Contact Micro Com)
5. Add a float device in every tank for a mechanical overflow shutoff. (Status- Emailed Engineer)

System Checkout and Training

ATTN: Gary

2/6/2019

Garden Ridge, TX
9400 Municipal Parkway
Garden Ridge, TX 78266

Gary,

Code Modifications:

Can we add a line of code that will alarm/notify in scada view if any analog low alarm gets set to zero?

Add passcode to RTU's so that changes can't be made at the SMT unless operator has code (PIN) number?

He would like a quote for system checkout and training.

Wants high low alarms to be added to graphic screens, if possible, show the current values on the screen?

8 hrs. Programming and Graphics Labor @ \$90 per hour = \$720.00

System Checkout/Training:

Verify correct antenna operation, check alignment, and realign as needed. (Antennas and/or coax that are out of spec will be replaced).

Path study, measurements will be taken and noted in dB to determine path reliability site to site and CTU to all RTU's. Recorded reading will be used in updating drawings and software description.

Test all battery backup and entry alarm circuits, repair and/or replace parts as needed i.e. battery, battery cables, door switches, and key switches as needed.

Micro-Comm, Inc. will supply technician, coax, antennas, connectors, batteries, switches, and parts needed to repair issues found during system checkout through system Service Contract Coverage, field service pricing listed below.

Customer will need to have at least 1 person available to travel to all sites and assist Micro-Comm, Inc. technician as needed. Conduit repairs or replacement work to be supplied by customer.

Bucket lift will need to be rented to change antenna and coax at all sites with antennas mounted on wood poles. Lift will be rented from local provider, it can be rented by Micro-Comm, Inc. service technician or by District Name. Whatever you prefer, if tech does rental then a 10% handling charge will be added to invoicing.

Upon receiving signed proposal a Micro-Comm, Inc. Service Technician will be assigned, tech contacts customer to schedule proposed service. Tech will assemble, and ship parts that could be

needed during service call. Upon completion of service call, unused and bad parts will be returned by technician to Micro-Comm, Inc.

TYPE		Units	Rate	Total
Service Contract	Field Service	16	\$90 hr.	\$1440.00
Service Contract	Travel Time	12	\$40 hr.	\$480.00
Overnight Chg.	Expenses	3	\$200 night	\$600.00
Airfare Est	Round Trip	1	\$750 trip	\$750.00
Car Rental Est	Daily Chg.	3	\$125 day	\$375.00
Trip Total				\$3645.00
		8 hrs. Programming and Graphics Labor @ \$90 per hour =		\$ 720.00
		TOTAL =		\$4365.00
		Cost After SC Adjustment =		\$3500.00

Most repairs can be completed in less time than quoted/time requested. Service call will be billed at actual cost not to exceed **\$3500**. When additional time or equipment is needed, customer will be advised before work being done. This pricing does not include any necessary parts that may need replaced/supplied. Parts needing replaced will be through customer Service Contract coverage. Additional equipment or services can to be purchased as needed through customer Service Contract.

- 1) Price does not include any applicable taxes, insurance or bonding.
- 2) Proposal good for 90 days from date above, please call for revision after that date.

If you should have any questions or concerns please give me a call at your convenience.

Sincerely,

Mark Stockton
Service Manager

Micro-Comm, Inc.
15895 S. Pflumm Rd.
Olathe, Kansas 66062
913-390-4500 office
913-909-3195 cell
mstockton@mc-mail.com

Accepted By: _____ Date ____/____/____ P.O.# _____

Water Leases

	Lease from	EAA Permit #	A/F Leased	Annual Cost per AC/FT Leased	Annual Cost of Lease	Annual Cost with EAA Fees	EAA Fees & Cost / AF Annually	Exp. of Lease	% of Total EAA water
Lease	Lloyd Loehman	P107-429	3	\$138.50	\$415.50	\$667.50	\$ 84.00	12/31/2020	0.42%
Lease	M. Friesenhahn	P100-745	65	\$135.00	\$8,775.00	\$14,235.00	\$ 84.00	12/31/2020	9.13%
Lease	Keith Zars Pools	P108-775	1	\$0.00	\$0.00	\$84.00	\$ 84.00	7/3/2019	0.14%
Lease	BVFD	P107-767	-0.3	\$0.00	\$0.00	\$24.20	\$ 84.00	12/31/2019	0.04%

Proposal

Ver. 8.2001

Prepared by:

Cintas Fire Protection
3349 SE Loop 410
San Antonio, TX 78222
210-249-0442



Prepared for:

2149 City of Gardenridge
9400 Municipal Pwky
Garden Ridge TX 78266

Attention:

Brad
water2@ci.garden-ridge.tx.us

Date: 2.8.19
Quoted by: Angela Salinas
Phone: 210-249-0442
E-mail: salinasa@cintas.com

We hereby provide the following price quotations. Changes in quantities may affect unit pricing.

Quantity	Stock Num	Description	Unit Price	Each
1	B21106	10#CO2	\$432.09	\$432.09
1	B23082	11# halotron	\$720.12	\$720.12

Unless Otherwise Noted, Total Does Not Include Sales Tax

Total

Scope of Work

Payment Terms are Net 10 Days from Invoice with approved credit. A Finance Charge of 1.5% per month will be assessed if Invoices are not paid within specified terms. All items are quoted FOB origin. Shipping and delivery charges and sales, use and excise taxes are additional and shall be paid by Buyer. All returns must be pre-approved and are subject to restocking and additional freight charges. Special Order Items may not be returned. This Quotation is valid for 60 Days and is subject to the Additional Terms & Conditions appearing on the attached

Acceptance

Cintas Fire Protection Company ("Seller")

Accepted by ("Buyer")

Signature

Signature

Name/Title

Name/Title

Date of Quotation

Date of Acceptance

US Underwater Services, LLC



U.S. Underwater Services, LLC
123 Sentry Drive
P.O. Box 2168
Mansfield, TX 76063
1 800 860 2178
P 817 447 7321
F 817 447 0021
www.usunderwaterservices.com
sales@usunderwaterservices.com

Service Quote

Account Name	City of Garden Ridge	Date	1/30/2019
Contact Name	Brad Olivarri	Prepared By	Ashleigh Spinks
Bill To	9400 Municipal Parkway Garden Ridge, TX 78266	Email	ashleighspinks@usunderwaterservices.com
Phone	(210) 651-6831	Quote Number	00003787
Email	watermanager@ci.garden-ridge.tx.us	Quote Name	New Water Level Indicator System
		Expiration Date	4/30/2019

Product	Line Item Description	Sales Price	Quantity	UOM	Total Price
Dive Inspection - EST		\$650.00	2.00	each	\$1,300.00
Dive Inspection - GST		\$550.00	4.00	each	\$2,200.00
Water Level Indicator	Installation of New Cables, Float, Hardware and Target Board	\$3,675.00	1.00	each	\$3,675.00
Water Level Indicator	Installation of New Cables, Float, Hardware and Target Board	\$3,675.00	1.00	each	\$3,675.00
Mobilization/Demobilization		\$900.00	1.00	trip	\$900.00

Estimated Total Project Cost

Total Price \$11,750.00

Total Price is based off our best, good faith evaluation of the effort required to complete the scope of work given the information available at the time of the quote. We reserve the right to adjust prices due to changes in the work scope, errors or omission of information

Standard Terms & Conditions

1. Unless otherwise stated, U.S. Underwater Services (USUS) quoted prices are valid for 90 days.
2. Service Quote is contingent upon availability of personnel and equipment.
3. Standard payment terms are Net 30 days.
4. USUS accepts Visa and MasterCard for invoice payment. A 3% processing fee will be added to the total amount invoiced for all payments made using a credit or purchase card.
5. Scope of work will be performed by ADCI certified commercial divers and will meet all American Water Works Association (AWWA) requirements and OSHA 29 CFR specifications, including AWWA current standards (ANSI/AWWA c652-92) regarding disinfection procedures when conducting underwater activities in potable water storage facilities. All equipment used will be for potable water only.
6. Water access hatches must have dimensions of 24" x 24" or greater for diver entry.
7. Client is responsible for coordinating the turning off of all radio frequency (RF) antennas/transmitters which could create an unsafe work environment. USUS will charge \$250.00 per hour for all downtime caused by delays related to unsafe RF activity.
8. In order to efficiently complete work, USUS requires 10 hours access to tank sites per day. If tanks are not accessible for at least the 10 hour minimum, Client may be subject to additional fees and/or mobilization charges. Client must have tanks full prior to arrival of the dive team. Additional onsite delays not caused by USUS will be subject to an hourly charge of \$250.00. This includes but is not limited to: waiting on Client to arrive, waiting for keys, insect infestations, tanks not being full and baffle walls not revealed to USUS prior to agreement in scope of work. Baffle walls create a larger scope of work; please disclose whether or not a tank has baffle walls so that USUS may properly cost & forecast the job.
9. Dive Supervisor will consult with the client representative on the final decision regarding safe working conditions.

10. If additional mobilization is required to complete a project caused by customer related downtime, USUS will invoice additional mobilization fees. Should contractor be inhibited or denied access to a facility to perform a dive inspection, contractor will complete a standard exterior inspection checklist and client will be billed for full quoted inspection price.
11. Unless otherwise noted, standpipes will be diver inspected to 60', and the remainder will be inspected by drop camera.
12. Inspection reports will include a proposal of recommendations for compliance with all applicable AWWA, OSHA, TCEQ (Texas only) or state standards/requirements.
13. Unless otherwise specified, USUS will provide digital copies of the completed report. Paper copies of the report can be obtained but may be subject to a processing/mailling fee.
14. Sediment Removal Clause, If applicable:
Sediment removal prices are based on the removal of up to 2" unless otherwise indicated. Sediment removed will be discharged on-site and will the responsibility of the Client to dispose of. Should Client require the sediment hauled offsite, USUS must reconsider the scope of work and adjust pricing accordingly. In the event sediment exceeds levels quoted, USUS will immediately contact Client to discuss rates for excess sediment removal. Unless otherwise stated, rock & other debris are not included in standard sediment removal. Should these items be found, USUS will notify Client and adjust the price according to the new scope of work. Client must be able to maintain a full water level during the sediment removal process. In the event that the water level cannot be maintained, USUS will charge \$250.00 per hour while tank is being filled. Per EPA regulation, sediment discharged into a storm drain or waterway must be dechlorinated prior to discharge. If Client fails to disclose discharge location at the time of estimate, additional charges may be incurred.
15. Pressure Tank Clause, If applicable:
A full internal (if accessible) and external inspection will be conducted. Client understands tanks must be drained, de-pressurized and opened prior to inspection. Client is responsible for resealing hatches and drains as well as replacing gaskets.
16. If client requires a third party onsite for the project, it is the responsibility of the client to pre-arrange said parties arrival to coincide with the commencement of the work. Any delays caused waiting on a client-required third party [i.e. health department, engineering firm, management company] will be billed at a standby rate of \$250.00 per hour.
17. Indemnity/Hold Harmless agreements required to be signed by field staff must be reviewed and approved by USUS prior to mobilization. Any delays caused by presentation of paperwork onsite will be billed at a rate of \$250.00 per hour.

I hereby certify that I have read and agree to the above terms and conditions of this service quote.

Customer PO# _____

Quote Acceptance Information

Signature

Name

Title

Date

US Underwater Services, LLC



U.S. Underwater Services, LLC
123 Sentry Drive
P.O. Box 2168
Mansfield, TX 76063
1 800 860 2178
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F 817 447 0021
www.usunderwaterservices.com
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Service Quote

Account Name	City of Garden Ridge	Date	1/30/2019
Contact Name	Brad Olivarri	Prepared By	Ashleigh Splinks
Bill To	9400 Municipal Parkway Garden Ridge, TX 78266	Email	ashleighsplinks@usunderwaterservices.com
Phone	(210) 651-6831	Quote Number	00003785
Email	watermanager@ci.garden-ridge.tx.us	Quote Name	Water Level Indicator Repairs
Description	Replacement of the guide cables only; no warranty	Expiration Date	4/30/2019

Product	Line Item Description	Sales Price	Quantity	UOM	Total Price
Dive Inspection - EST		\$650.00	2.00	each	\$1,300.00
Dive Inspection - GST		\$550.00	4.00	each	\$2,200.00
Misc. Repairs	Replacing guide cables to Water Level Indicator - 300K GST - FM 2252	\$2,300.00	1.00	each	\$2,300.00
Misc. Repairs	Replacing guide cables to Water Level Indicator - 328K GST - FM 3009	\$2,300.00	1.00	each	\$2,300.00
Mobilization/Demobilization		\$900.00	1.00	trip	\$900.00

Estimated Total Project Cost

Total Price \$9,000.00

Total Price is based off our best, good faith evaluation of the effort required to complete the scope of work given the information available at the time of the quote. We reserve the right to adjust prices due to changes in the work scope, errors or omission of information

Standard Terms & Conditions

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6. Water access hatches must have dimensions of 24" x 24" or greater for diver entry.
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8. In order to efficiently complete work, USUS requires 10 hours access to tank sites per day. If tanks are not accessible for at least the 10 hour minimum, Client may be subject to additional fees and/or mobilization charges. Client must have tanks full prior to arrival of the dive team. Additional onsite delays not caused by USUS will be subject to an hourly charge of \$250.00. This includes but is not limited to: waiting on Client to arrive, waiting for keys, insect infestations, tanks not being full and baffle walls not revealed to USUS prior to agreement in scope of work. Baffle walls create a larger scope of work; please disclose whether or not a tank has baffle walls so that USUS may properly cost & forecast the job.
9. Dive Supervisor will consult with the client representative on the final decision regarding safe working conditions.

10. If additional mobilization is required to complete a project caused by customer related downtime, USUS will invoice additional mobilization fees. Should contractor be inhibited or denied access to a facility to perform a dive inspection, contractor will complete a standard exterior inspection checklist and client will be billed for full quoted inspection price.
11. Unless otherwise noted, standpipes will be diver inspected to 60', and the remainder will be inspected by drop camera.
12. Inspection reports will include a proposal of recommendations for compliance with all applicable AWWA, OSHA, TCEQ (Texas only) or state standards/requirements.
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17. Indemnity/Hold Harmless agreements required to be signed by field staff must be reviewed and approved by USUS prior to mobilization. Any delays caused by presentation of paperwork onsite will be billed at a rate of \$250.00 per hour.

I hereby certify that I have read and agree to the above terms and conditions of this service quote.

Customer PO# _____

Quote Acceptance Information

Signature

Name

Title

Date

C and C Groundwater Services LLC
29143 Old Fredericksburg Road
Boerne, TX 78015 US
830-981-8979
kylec@gvvc.com

Estimate



- 1070

ADDRESS

Mr. Royce E. Goddard
City of Garden Ridge
9357 Schoenthal Rd.
Garden Ridge, TX 78266-2600

SHIP TO

Mr. Royce E. Goddard
City of Garden Ridge
City of Garden Ridge
Royce E. Goddard
9357 Schoenthal Rd.
Garden Ridge, TX 78266-2600

ESTIMATE

1022

DATE

08/30/2018

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	2 Small Trinity Wells (Per Well)			
Pump	7CL 6STG Submersible Pump	1	4,770.00	4,770.00T
Motor	75 horsepower 460v 3 phase 8 inch Franklin Electric Motor	1	11,183.00	11,183.00T
	Big Trinity Well			
Motor	125 horsepower motor Grundfos 8 inch 460v	1	17,870.00	17,870.00T

Royce,

Give me a call when you get this and I can talk to you about the discount while Eric is still at Preferred. He's leaving mid-week next week.

Thanks,

Kyle

motor #8 for

SUBTOTAL	33,823.00
TAX (0%)	0.00
TOTAL	\$33,823.00

Accepted By

Accepted Date

Water Commission Rolling Attendance at Water Commission Meetings

	3/27/18	05/22/18	7/24/18	9/25/18	10/23/18	11/15/18	11/27/18	12/18/18	01/22/19	03/26/19	04/23/19	05/28/19	06/25/19
	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Special Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting
Heier	P	P	A	P	P	P	P	P	P				
Bullard	P	A	P	P	P	P	P	P	P				
Valdez					P	P	P	P	P				
Vacant													
Holloway	P	P	P	P	P	P	P	P	A	A			
Harshbarger	P	P	P	P	P	P	P	P	P	A			

P	Present
P-QNM	Present but quorum not meet
E	Excused for reasons allowed in Ord. 210
A	Voluntary Announced Absence
U	Unannounced Absence
	Not member yet

**2019 Water Commission's Attendance
at City Council Regular Meetings**

	01/02/19	02/06/19	03/06/19	04/03/19	05/01/19	06/05/19	07/03/19	08/07/19	09/04/19	10/02/19	11/06/19	12/04/19	Total for year
Heier	P	P		P									3
Bullard				P									1
Valdez	P	P	P										3
Vacant													0
Holloway		P											1
Harshbarger													0

	Met requirement
	Not met requirement

June 25, 2019

Regular Meeting

Agenda deadlines:

- | | | |
|--------------------------------|------------|---|
| 14 days before Meetings | (06/11/19) | Water Commission and Staff items are due |
| 11 days before Meetings | (06/14/19) | Water Commission Chair review agenda. <ul style="list-style-type: none"> • City Attorney is sent the agenda to approval |
| 7 days before Meetings | (06/18/19) | Post Agenda on bulletin board <ul style="list-style-type: none"> • Water Commission will receive packet (allowing a day and half for corrections and additional information to be added) |
| 5 days before Meetings | (06/20/19) | Post Agenda Packet to City Website @ noon |
| 4 days before Meetings | (06/21/19) | (72 hours) – Local Government Code requirement for posting |

City Council = Red

Quarry Commission = Purple

Planning & Zoning = Green

Water Commission = Blue

Impact Fee Committee = Pink

Wildlife Management Advisory Commission = Brown

Municipal Court = Gray

Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Approvals

2. Minutes 05-28-19

Recommendations

Discussion/Reports

6. Water Manager Report
7. Commission Activities and Projects
8. City Council Update
9. Ordinance No. 210-022018
10. Future Agenda Items
 - b. Set next meeting (if necessary) July 2, 2019 @ 6

Training Session

Executive Session

PENDING FUTURE AGENDA ITEMS
UPCOMING EDUCATION/TRAINING SESSIONS

May 28, 2019

Regular Meeting

Agenda deadlines:

- 14** days before Meetings (05/14/19) Water Commission and Staff items are due
- 11** days before Meetings (05/17/19) Water Commission Chair review agenda.
 - City Attorney is sent the agenda to approval
- 7** days before Meetings (05/21/19) Post Agenda on bulletin board
 - Water Commission will receive packet (allowing a day and half for corrections and additional information to be added)
- 5** days before Meetings (05/23/19) Post Agenda Packet to City Website @ noon
- 4** days before Meetings (05/24/19) (72 hours) – Local Government Code requirement for posting

City Council = Red
 Quarry Commission = Purple
 Planning & Zoning = Green
 Water Commission = Blue
 Impact Fee Committee = Pink
 Wildlife Management Advisory Commission = Brown
 City Holiday = Orange
 Election Day (7am-7pm) = Yellow
 Municipal Court = Gray

Sun	Mon	Tues	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Approvals

1. Minutes 04-23-19

Recommendations

Discussion/Reports

1. Water Manager Report
2. Commission Activities and Projects
 - a. Presentation from Commissioner Holloway
3. City Council Update
4. Ordinance No. 210-022018
5. Future Agenda Items
 - a. Set next meeting (if necessary) June 25, 2019 @ 6

Training Session

Executive Session