



MINUTES
CITY WATER COMMISSION REGULAR MEETING
TUESDAY, NOVEMBER 19, 2019, 6:00 P.M.

Commissioners Present:

Chair Jesse Valdez
Vice-Chair Keven Harshbarger
Commissioner Andre Bullard
Commissioner James Mueller
Commissioner Joseph Haltaman
Mayor Larry Thompson, Ex-officio

Commissioners Absent:

Vacancy

City Staff Present:

Nancy Cain, City Administrator
Jacob Parsons, Water Manager
Kat Balbi, Assistant City Secretary
Denise Bissell, Utility Clerk

Other Appointed or Elected Officials in Attendance: None

1. Call to Order

With a quorum of the City Water Commission present, Chair Valdez called the regular meeting of the Garden Ridge City Water Commission to order at 6:00 p.m. on Tuesday, November 19, 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 Valdez led the Pledge of Allegiance.

4. Citizen Comment Period: No one signed up to speak.

5. Business Items

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

a) Approvals

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

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Haltaman, to approve the minutes for the October 22, 2019, Water Commission Regular Meeting. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

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).

Jacob Parsons, Water Manager, reviewed the water department monthly activity report and spoke regarding the Edwards Aquifer, the Trinity Aquifer, and the smaller storage tank on FM 2252. He stated the City of Garden Ridge received a Superior Public Water System rating from the Texas Commission on Environmental Quality (TCEQ), and Brad Olivarri, Deputy Water Manager, obtained his Backflow and Assembly Testing License from TCEQ. He updated the Commission on a fire hydrant hit and run incident, stating the incident is still under investigation by the Police Department.

ii. Items discussed at November 6, 2019, City Council Regular Meeting.

Chair Valdez updated the Commission on the items discussed at the November 6, 2019, City Council Regular Meeting. He stated City Council approved the water rate structure, reviewing the water rates annually, and appointing Dr. Richard Carmichael to Place 4 on the Water Commission effective December 6, 2019.

c) Recommendations

i. Request for water leak adjustment for 19907 Wild Crest for the billing period of June 24, 2019 - July 22, 2019.

1. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 19907 Wild Crest submitted by Helen and Bryan Stensrud; however, the requestor was not in attendance to address questions from the Commission. The Commission discussed the Water Manager's proposal of a \$3,959.58 account credit due to the Water Department's investigation of data revealing a water loss from June 30th to July 9th.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Haltaman, to recommend to send request to the City Council for consideration of a water leak adjustment for 19907 Wild Crest for the billing period of June 24, 2019-July 22, 2019, and credit the account in the amount of \$3,959.58. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

ii. Request for water leak adjustment for 21319 Forest Waters Circle for the billing period of July 22, 2019 - August 22, 2019.

1. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 21319 Forest Waters Circle submitted by Keith Scudday, who was in attendance and addressed questions from the Commission. The Commission discussed the Water Manager's proposal of a \$571.18 account credit due to the Water Department's investigation of data revealing a water loss from August 7th to September 4th.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Mueller, to recommend to send request to the City Council for consideration of a water leak adjustment for 21319 Forest Waters Circle for the billing period of July 22, 2019-August 22, 2019, and credit the account in the amount of \$571.18. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

iii. Request for water leak adjustment for 9627 Kurre Way for the billing period of July 22, 2019 - August 22, 2019.

1. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 9627 Kurre Way submitted by Sam Lock, who was in attendance and addressed questions from the Commission. Vice-Chair Harshbarger recused himself from further deliberations and any potential action due to being personally acquainted with the requestor. The requestor provided documentation of a leak and requested an adjustment of an average water usage of the last three months or the average water usage of the same month for the past three years. The Commission discussed the Water Manager's investigation revealing the laptop reading provided insufficient data to determine a leak.

Motion: A motion was made by Commissioner Mueller, seconded by Commissioner Bullard, to postpone any Water Commission recommendation until a process is in place to determine a possible water leak adjustment without sufficient data from the Water Department. The Commission voted three (3) for and none (0) opposed (Vice-Chair Harshbarger did not vote). The motion carried unanimously.

iv. Request for water leak adjustment for 20019 Hickory Bend for the billing period of July 22, 2019 -August 22, 2019.

1. Review and make a recommendation regarding the request.

Jacob Parsons, Water Manager, stated the requestor withdrew this request for a water leak adjustment.

v. Request for water leak adjustment for 9925 Trophy Oaks Drive for the billing period of July 22, 2019 - August 22, 2019 and August 22, 2019 - September 23, 2019.

1. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 9925 Trophy Oaks Drive submitted by Mark and Cheryl Bither, who was in attendance and addressed questions from the Commission. Cheryl Bither, 9925 Trophy Oaks Drive, provided documentation showing a leak was caused by a faulty solar water heating device for the swimming pool; therefore, the Water Commission recommended the resident try to receive a refund from the solar company. Jacob Parsons, Water Manager, stated the laptop read was inconclusive and did not appear to show a leak, adding the resident has a history of higher water usage in the summer months.

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Haltaman, to recommend to the City Administrator approval of the request for water leak adjustment for 9925 Trophy Oaks Drive for the billing period of July 22, 2019-August 22, 2019 and August 22, 2019-September 23, 2019, and credit the account in the amount of \$10.00. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

vi. Request for water leak adjustment for 9331 Gardenia Bend Drive for the billing period of July 22, 2019 - August 22, 2019.

1. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 9331 Gardenia Bend Drive submitted by Dallas Cloud, who was in attendance and addressed questions from the Commission. The Water Commission discussed the high water usage being related to an equipment malfunction of the irrigation control box; therefore, not an actual leak, but still constituting a water loss.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Bullard, to recommend to send request to the City Council for consideration of a water leak adjustment for 9331 Gardenia Bend Drive for the billing period of July 22, 2019-August 22, 2019, as it does not fall into the category of a water leak adjustment as it related to an equipment malfunction. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

vii. Request for water leak adjustment for 21330 Forest Waters Circle for the billing period of July 22, 2019 - August 22, 2019.

1. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 21330 Forest Waters Circle submitted by Karl Tibbetts, who was in attendance and addressed questions from the Commission. The Water Commission discussed the high water usage being related to a water softener malfunction; therefore, not an actual leak, but still constituting a water loss.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Mueller, to recommend to the City Administrator approval of the request for a water leak adjustment for 21330 Forest Waters Circle for the billing period of July 22, 2019-August 22, 2019, and credit the account in the amount of \$48.25. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

viii. Water Commission activities and projects.

1. Update on Commissioner's activities and projects.

Commissioner Bullard discussed adding leak detection suggestions in the educational pamphlet.

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

Chair Valdez stated the remaining Commissioner projects will be reassigned.

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 make recommendations related to application of Ordinance provisions to Commission members, if needed.

Chair Valdez stated the Commission did not have any matters to address at this time.

d) Future Agenda Items

i. Commissioners' input on agenda items.

Vice-Chair Harshbarger requested the water leak deliberation process and the standard of evidence be discussed at the next meeting. He stated a process for the annual water rate review should be discussed at a future meeting as well.

Chair Valdez requested the process for water leaks without sufficient data available be discussed at the next meeting.

Commissioner Bullard requested the water information pamphlet be finalized at the next meeting.

Mayor Thompson recommended a discussion and clarification of the roles of the Water Commission and the Water Manager in the leak adjustment process. He also recommended another discussion on the FLO by Moen device at a future meeting.

ii. Announce date, time, and location for next regular meeting (Tuesday, December 17, 2019, at 6:00 p.m. at City Hall – City Council Chambers).

Chair Valdez announced the next Water Commission Regular Meeting will be held on Tuesday, December 17, 2019, at 6:00 p.m. at City Hall in the City Council Chambers.

6. Citizen Comment Period: No one wished to speak.

7. Adjournment

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Haltaman, to adjourn. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, November 19, 2019, Water Commission Regular Meeting was adjourned at 8:13 p.m. by Chair Valdez.


Jesse Valdez
Chair

Minutes prepared by Denise Bissell

ATTEST:


Kat Balbi
Assistant City Secretary