



# City of Garden Ridge

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

## AGENDA

### CITY COUNCIL REGULAR MEETING

WEDNESDAY, SEPTEMBER 2, 2020, 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, September 2, 2020, 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 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. City/Employee Recognitions/Employee Introductions**

- a) Thank you note from Larry Verner to Officer McKenzie.
- b) Thank you note from Martha Stipp to City Secretary Marisa Spencer.
- c) Thank you card from The Smotherman Family to Mayor Thompson and the City of Garden Ridge.
- d) Introduction of Utility Clerk Michelle Hinojosa.
- e) Recognition of Employee Service Years with the City of Garden Ridge.
- f) Presentation of 2020 Essential Workers Plaque from the Randolph Metrocom Rotary Club.

**5. Citizen Comment Period – limited to 30 minutes total**

**Rules for Citizens' Participation:** The City Council welcomes citizen participation and comments at all City Council Meetings. If you speak, you must follow these guidelines:

- a) Respect and courtesy:
  1. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
  2. Show the City Council the same respect that you would like to be shown.
  3. End your speaking at the time allotted below.
- b) Speaking:
  1. First citizen comment period.
    - 1.1. You are required to sign up to speak and you are limited to one 3-minute period.
  2. Second citizen comment period.
    - 2.1. You are not required to sign up and you are limited to one 2-minute period.
  3. State your name and address before your comments begin.
  4. 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. Consent Agenda**

**THESE ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A COUNCILMEMBER. PUBLIC COMMENT ON THESE ITEMS MAY BE HEARD DURING CITIZENS' PARTICIPATION; HOWEVER, THAT DOES NOT MEAN THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.**

- a) Approval of Minutes for the August 5, 2020, City Council Regular Meeting.
- b) Approval of Minutes for the August 13, 2020, City Council Special Meeting.

- c) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – July 31, 2020.
- d) Recommendation from the City Administrator to cast a vote for the incumbents on the Official Ballot for Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election.

## **7. Staff Reports**

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

- a) City Administrator Monthly Activity Report.
  - Community and Event Center usage/financial report, Building Permits issued to date for residential, commercial, and minor construction projects, City Council ideas/suggestions, communication efforts, citizen concern/input, upcoming events, personnel updates, and continuity of operations.
- b) Police Department Monthly Activity Report.
  - Traffic and code compliance enforcement, criminal activity, upcoming events, and continuity of operations.
- c) Public Works Monthly Activity Report.
  - Street and right-of-way maintenance, drainage facility and easement maintenance, City parking lots and facility maintenance, Animal Services (domestic and wild), projects, and continuity of operations.
- d) Water Department Monthly Activity Report.
  - Water pumping/usage from City wells, water system infrastructure maintenance/repairs/projects, leak adjustments, water and/or drought management (current watering stage), and continuity of operations.
- e) Library Monthly Activity Report.
  - Upcoming events and continuity of operations.

## **8. City Engineer Projects Status Reports**

- a) FM 2252 TxDOT Project.
- b) FM 2252 Wastewater Project.
  - 1. Force Main Sanitary Sewer Project.
    - 1.1. Receive recommendation regarding bid proposals.
    - 1.2. Take action to award contract.
  - 2. Supply of Goods and Special Services for Grinder Pump Equipment, Installation, On-Call Emergency Service and Repair, and Service Agreement.
    - 2.1. Receive recommendation regarding bid proposals.
    - 2.2. Take action to award contract.
  - 3. Special Services for Bulk Wastewater Pumping, Hauling, and Disposal.
    - 3.1. Receive recommendation regarding bid proposals.
    - 3.2. Take action on recommendation.

## **9. City Commission and Committee Reports/Recommendations/Possible Actions**

- a) Planning and Zoning Commission:
  - 1. Receive monthly activity update as applicable.
- b) Quarry Commission:
  - 1. Receive monthly activity update as applicable.
- c) Water Commission:
  - 1. Fire Flow Service for individuals outside the City's Certificate of Convenience and Necessity (CCN).
    - 1.1. Receive recommendation from Water Commission to amend Ordinance No. 54-122019 to include Fire Flow Service for individuals outside the City's CCN.

- 1.2. Take action on Ordinance No. 54-092020 An Ordinance of the City Council of the City of Garden Ridge, Texas, adopting a comprehensive water company for the City of Garden Ridge; providing definitions; statement of organization; establishing a Water Commission; general policies; regulations and rules; rates and billing cycles; providing for a penalty; providing for severability; and declaring an effective date.
  2. Request for water leak adjustment for 8818 Cherokee Path for the billing period of March 23, 2020 – April 23, 2020.
    - 2.1. Receive recommendation from Water Commission.
    - 2.2. Take action on recommendation.
  3. Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS).
    - 3.1. Receive recommendation from Water Commission regarding bid proposals.
    - 3.2. Take action to award contract.
  4. Receive monthly activity update as applicable.
- d) Wildlife Management Advisory Commission:
1. Receive monthly activity update as applicable.
- e) Parks Committee:
1. Eagle Scout Project at Paul Davis Park.
    - 1.1. Receive recommendation from Parks Committee.
    - 1.2. Take action on recommendation.
  2. Receive monthly activity update as applicable.
- f) *Volunteer Garden Ridge!*
1. Receive monthly activity update as applicable.

#### **10. Approvals/Authorizations**

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

- a) COVID-19.
1. Discuss status, updates, response, and matters related to the COVID-19 Virus.
  2. Discuss funding and expenditures from the Coronavirus Aid, Relief, and Economic Security Act.
  3. Take action on Allocating Funds from Northeast Partnership.
  4. Take possible action on matters related to the COVID-19 Virus, if needed.

#### **11. Updates**

- a) City Administrator Reports.
1. Update on Oak Wilt.
- b) Mayor's Projects.
1. Communication Report.
  2. Citizen Contact Report.

#### **12. Discussion of Future Agenda Items**

#### **13. Citizen Comment Period – limited to 20 minutes total See “Rules for Citizens’ Participation” under Item 5.**

#### **14. Reports and Comments from Mayor and City Councilmembers**

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

Alamo Area Metropolitan Planning Organization  
 Boy Scouts and/or Girl Scouts  
 City of Garden Ridge sponsored events and outreach efforts

Comal ISD (Garden Ridge Elementary School/Danville Middle School/Davenport High School)  
Counties (Bexar/Comal/Guadalupe)  
Garden Ridge Lions Club  
Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol  
Garden Ridge Women's Club  
Greater Bexar County Council of Cities  
Northeast Partnership

### **15. Executive Session**

The City Council will recess its open meeting and reconvene in Executive Session:

- a) Pursuant to Texas Government Code Section 551.071 – Consultation with Attorney.
  - 1. To seek legal advice in connection with deliberating the purchase, lease, exchange, or value of real property and regarding related negotiations for City building projects, and utility projects.
  - 2. To seek legal advice regarding requirements for Comal County Emergency Services and authority to contract for such services through an interlocal agreement.

### **16. Business Items**

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may recall any item posted for Executive Session for action, as necessary.

### **17. Adjournment**

#### **AGENDA NOTICES:**

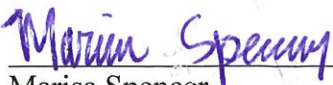
**Decorum Required:** Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an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

**Action by Council Authorized:** The Council may vote or act upon any item within this Agenda. The Council 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 other city boards, 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 are specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

This is to certify that I, Marisa Spencer, posted this Agenda at 5:00 p.m. on August 27, 2020, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

  
\_\_\_\_\_  
Marisa Spencer  
City Secretary

## City Secretary

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**From:** Jill Acha  
**Sent:** Thursday, August 6, 2020 11:19 AM  
**To:** City Secretary  
**Subject:** FW: appreciation for McKenzie

Marissa,  
I just got this one, so here it is for next council meeting.

Jill

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**From:** Daniel <[dbellinger@ci.garden-ridge.tx.us](mailto:dbellinger@ci.garden-ridge.tx.us)>  
**Sent:** Thursday, August 6, 2020 11:14 AM  
**To:** Jill Acha <[jacha@ci.garden-ridge.tx.us](mailto:jacha@ci.garden-ridge.tx.us)>  
**Subject:** FW: PHONE MESSAGE

Jill, please copy this into his appreciation folder

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**From:** Holly McKay <[hmckay@ci.garden-ridge.tx.us](mailto:hmckay@ci.garden-ridge.tx.us)>  
**Sent:** Tuesday, July 14, 2020 3:41 PM  
**To:** Daniel <[dbellinger@ci.garden-ridge.tx.us](mailto:dbellinger@ci.garden-ridge.tx.us)>  
**Cc:** Steve Dennis <[sdennis@ci.garden-ridge.tx.us](mailto:sdennis@ci.garden-ridge.tx.us)>  
**Subject:** PHONE MESSAGE

Mr. Larry Verner called and wanted to express his gratitude for Ofc. McKenzie on checking his brothers burglary alarm that went off last night. He wanted yall to know he truly appreciated it.

## City Administrator

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**From:** M  
**Sent:** Thursday, August 13, 2020 2:33 PM  
**To:** City Administrator  
**Subject:** [EXTERNAL] Thank You to Our City Secretary

I would like to extend my sincere thanks to the city secretary, Marisa Spencer, for reading the emails submitted by concerned citizens at the P&Z meeting on August 11<sup>th</sup>. She read *all* the comments out loud when I assume they could have just been entered into the minutes. It was much appreciated to hear how residents felt who were not able to attend due to the risk of exposure to COVID19. These extraordinary times call for adjustments in the way we do things. We are very fortunate to have such professional, dedicated people like Marisa working for our city. Please let her know how much I appreciated her going above and beyond her duties at the meeting.

Martha Stipp  
21007 Cedar Branch



Dear Mayor Thompson,  
Pam's loss was a personal one,  
but after the vigil it was clear  
that it was a public loss as well.  
We thank the City of Garden Ridge  
and you personally for the support.

Sincerely,  
Virginia Smotherman  
+  
family





# City of Garden Ridge

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

## MINUTES CITY COUNCIL REGULAR MEETING WEDNESDAY, AUGUST 5, 2020, 6:00 P.M.

### **Councilmembers Present:**

Mayor Larry Thompson  
Mayor Pro-Tem John McCaw  
Councilmember Lisa Swint  
Councilmember Bryan Lantzy  
Councilmember Kay Bower  
Councilmember Todd Arvidson

### **Councilmembers Absent:**

None

### **City Staff Present:**

Nancy Cain, City Administrator  
Marisa Spencer, City Secretary  
Kat Balbi, Assistant City Secretary  
Karen Ford, Finance/HR  
Ron Eberhardt, Police Chief  
Jacob Parsons, Water Manager  
Eric Lowman, Deputy Public Works Director  
Linda Crosland, Librarian  
Cynthia Trevino, City Attorney

### **City Commission Representatives Present:**

Dr. Jim Miller, Chair, Planning and Zoning Commission  
Jesse Valdez, Chair, Water Commission

### **Other City Commissioners in Attendance:**

Ken Kneupper, Vice-Chair, Wildlife Management Advisory Commission  
Keven Harshbarger, Vice-Chair, Water Commission  
James Mueller, Water Commissioner

### **1. Call to Order**

With a quorum of the City Councilmembers present, Mayor Thompson called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, August 5, 2020, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

### **2. Roll Call:** See above.

Mayor Thompson spoke regarding Pam Smotherman and requested everyone join him and observe a moment of silence, honoring the life of Pam Smotherman.

### **3. Pledge of Allegiance:** Mayor Thompson led the Pledge of Allegiance and the Texas Pledge.

### **4. City/Employee Recognitions/Employee Introductions**

#### **a) Thank you card from Asa Banks to Officer Hackenberg.**

Nancy Cain, City Administrator, stated a thank you card was received from Asa Banks to Officer Hackenberg for taking the time to attend his birthday party.

**b) Thank you note from Randy Maschek to the Water Department.**

Nancy Cain, City Administrator, stated a thank you note was received from Randy Maschek to the Water Department for being responsive, helpful, and courteous.

**5. Citizen Comment Period – limited to 30 minutes total**

Mayor Thompson reviewed the Rules for Citizens' Participation.

Alex Webster, 25714 Lewis Ranch Road, spoke regarding his Eagle Scout Project at Paul Davis Park.

Tony Frasco, 8802 Wild Wind Park, spoke regarding hours of operation pertaining to businesses, the proposed FY2021 budgets, garden home development, and the Police Department.

**6. Consent Agenda**

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- a) Approval of Minutes for the July 1, 2020, City Council Regular Meeting.**
- b) Approval of Minutes for the July 22, 2020, City Council Special Meeting.**
- c) Financial Statement, Summary Report, and Management's Discussion and Analysis of Results of Operations – June 30, 2020.**
- d) Ordinance No. 11-082020 An Ordinance of the City Council of the City of Garden Ridge, Texas, establishing a comprehensive set of permit fees, service fees, and user fees designed for the health, safety, and welfare of the residents; providing a separate schedule of fees which outlines functions and activities which require a permit, have a service fee, or have a user fee; providing for a penalty of a fine of not less than one hundred dollars (\$100.00), nor more than two thousand dollars (\$2000.00) for each violation involving safety, zoning, or public health; providing for a penalty of a fine of not less than ten dollars (\$10.00) nor more than five hundred dollars (\$500.00) for each violation not involving safety, zoning, or public health; providing for each day of continued violation of this ordinance being considered a separate violation; providing for a time limit for the validity of permits and licenses issued; providing for severability; and declaring an effective date.**

**Motion:** A motion was made by Councilmember Arvidson, seconded by Councilmember Swint, to approve Consent Agenda items a)-d). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

**7. Staff Reports**

**The following items are for discussion, consideration, and action.**

**a) City Administrator Monthly Activity Report.**

Nancy Cain, City Administrator, provided City Council with an update on a structure located on Bat Cave as well as the status of the proposed Fiscal Year 2021 Budgets.

Karen Ford, Finance/HR, spoke regarding funding and expenditures through the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Marisa Spencer, City Secretary, spoke regarding precautionary public health measures implemented at City Hall and continuity of operations related to the Administrative Department. She provided City Council with an update regarding the ability to conduct telephonic and videoconference meetings.

**b) Police Department Monthly Activity Report.**

Chief Eberhardt reviewed the monthly activity report and spoke regarding continuity of operations related to the Police Department. He provided City Council with an update regarding alarm permit letters to citizens, a recent warrant arrest, an active homicide investigation, and Municipal Court.

**c) Public Works Monthly Activity Report.**

Eric Lowman, Deputy Public Works Director, reviewed the monthly activity report and spoke regarding continuity of operations related to the Public Works Department. He addressed questions from Councilmembers.

**d) Water Department Monthly Activity Report.**

Jacob Parsons, Water Manager, reviewed the monthly activity report and spoke regarding continuity of operations related to the Water Department. He addressed questions from Councilmembers.

**e) Library Monthly Activity Report.**

Linda Crosland, Librarian, reviewed the monthly activity report and spoke regarding continuity of operations related to the Library. She also spoke regarding Nena Bratianu and displayed a plaque that will be placed in the Garden Ridge Library, honoring the life of Nena Bratianu.

**8. City Engineer Projects Status Reports**

**a) FM 2252 TxDOT Project.**

Pat Lackey, City Engineer, reviewed the Trihydro Corporation Engineering Report for August 2020 and addressed questions from Councilmembers. The topics of discussion included the FM 2252 TxDOT Project and FM 2252 Wastewater Project.

**b) FM 2252 Wastewater Project.**

**1. Review and discuss solicitation of bids.**

**1.1. Take action to authorize the solicitation of bids regarding Force Main Sanitary Sewer Project.**

**Motion:** A motion was made by Councilmember Bower, seconded by Councilmember Lantzy, to authorize the solicitation of bids regarding Force Main Sanitary Sewer Project. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

**1.2. Take action to authorize the solicitation of bids regarding Supply of Goods and Special Services for Grinder Pump Equipment, Installation, On-Call Emergency Service and Repair, and Service Agreement.**

**Motion:** A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to authorize the solicitation of bids regarding Supply of Goods and Special Services for Grinder Pump Equipment, Installation, On-Call Emergency Service and Repair, and Service Agreement. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

**1.3. Take action to authorize the solicitation of bids regarding Special Services for Bulk Wastewater Pumping, Hauling, and Disposal.**

**Motion:** A motion was made by Councilmember Swint, seconded by Councilmember Bower, to authorize the solicitation of bids regarding Special Services for Bulk Wastewater Pumping, Hauling, and Disposal. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

**9. City Commission and Committee Reports/Recommendations/Possible Actions**

**a) Planning and Zoning Commission:**

**1. Receive monthly activity update as applicable.**

Chair Dr. Miller provided City Council with an update on the ordinance revision process relating to the draft zoning ordinance and addressed questions from Councilmembers.

Nancy Cain, City Administrator, spoke regarding public hearings the Commission will be holding on Tuesday, August 11<sup>th</sup> and stated the City Council will receive the Commission's recommendation and conduct public hearings on Thursday, August 13<sup>th</sup>.

**b) Quarry Commission:**

**1. Take action on the resignation of Commissioner Mark DuBois.**

Mayor Thompson and Councilmembers thanked Mark DuBois for his volunteer service to the community.

**Motion:** A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to accept the resignation of Commissioner Mark DuBois. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

**2. Receive monthly activity update as applicable.**

Mayor Thompson stated the Commission has not met and there are no items to report on at this time.

**c) Water Commission:**

**1. Request for water leak adjustment for 9296 Garden Ridge Drive for the billing period of April 23, 2020 – May 21, 2020.**

**1.1. Receive recommendation from Water Commission.**

Chair Valdez provided City Council with a summary of the Commission's discussion regarding this request. He stated the Commission recommends the Water Manager's proposal of a credit in the amount of \$772.01 for approval by City Council, adding the amount is based on calculating the cost of water lost at the lowest tier rate.

**1.2. Take action on recommendation.**

**Motion:** A motion was made by Councilmember Swint, seconded by Mayor Pro-Tem McCaw, to approve the Water Commission's recommendation for request for water leak adjustment for 9296 Garden Ridge Drive for the billing period of April 23, 2020 – May 21, 2020, and credit the account in the amount of \$772.01. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

**2. Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS).**

**2.1. Receive recommendation from Water Commission.**

Chair Valdez provided City Council with a summary of the City of Garden Ridge Water Meter Project Report and spoke regarding the Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS). He stated the Commission recommends the City Council authorize the solicitation regarding an Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS).

**2.2. Take action on recommendation.**

**Motion:** A motion was made by Mayor Pro-Tem McCaw, seconded by Councilmember Arvidson, to approve the Water Commission's recommendation and authorize the solicitation of bids regarding Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS). The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

**3. Receive monthly activity update as applicable.**

Chair Valdez provided City Council with an update on topics discussed at the Commission's July meeting. He spoke regarding Commissioner activities and projects and leak adjustment requests.

Mayor Thompson and City Council thanked Chair Valdez and the Water Commission for their expertise, hard work, preparation, and dedication in their projects.

**d) Wildlife Management Advisory Commission:**

Mayor Thompson stated the Commission has not met and there are no items to report on at this time.

**e) Parks Committee:**

Rod Chamberlain, Parks Committee, provided City Council with an update on current and future Parks Committee efforts and projects. He spoke regarding park facilities, committee membership, landscaping around the new pavilion at Paul Davis Park, and recommending revisions to Ordinance No. 24.

Mayor Thompson and Councilmembers thanked Rod Chamberlain and the Parks Committee for their hard work.

**f) *Volunteer Garden Ridge!***

**1. Receive monthly activity update as applicable.**

Nancy Cain, City Administrator, stated *Volunteer Garden Ridge!* reported 114 hours for the month of July, despite the necessary COVID restrictions.

Councilmember Bower thanked Families of Garden Ridge for their efforts with FM 2252 roadside cleanup.

**10. Approvals/Authorizations**

**The following items are for discussion, consideration, and action.**

**a) 2020 Tax Rates.**

**1. Review the 2020 No-New-Revenue, Voter-Approval, and De Minimis Tax Rate Calculations.**

Mayor Thompson spoke regarding the new terminology and calculations for the 2020 No-New-Revenue, Voter-Approval, and De Minimis Tax Rate Calculations. Mayor Thompson spoke regarding the tax rate proposal of \$0.321106 for the 2020 tax year, stating this is the same rate as the 2019 tax year.

**2. Propose, by record vote, a tax rate for the 2020 tax year.**

**Motion:** A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to propose a tax rate of \$0.321106 for the 2020 tax year. The City Council voted by roll call:

Mayor Pro-Tem McCaw, Place 1 – aye  
Councilmember Swint, Place 2 – aye  
Councilmember Lantzy, Place 3 – aye  
Councilmember Arvidson, Place 4 – aye  
Councilmember Bower, Place 5 – aye

The motion carried unanimously.

**3. Announce date, time, and place of 2020 Tax Rate Public Hearing and Adoption.**

Nancy Cain, City Administrator, announced the 2020 Tax Rate Public Hearing and Adoption is scheduled for Wednesday, August 26<sup>th</sup> at 6:00 p.m. in the City Council Chambers.

**b) COVID-19.**

**1. Discuss status, updates, response, and matters related to the COVID-19 Virus.**

Mayor Thompson provided City Council with an update on the status and actions taken at the federal, state, and local level in response to COVID-19. He spoke regarding Governor Abbott's disaster declaration renewal, Executive Orders GA-28 and GA-29, as well as the joint statement on school re-openings issued by Governor Abbott, Lt. Governor Patrick, Speaker Bonnen, Senate Education Chairman Taylor, and House Education Chairman Huberty.

Mayor Thompson spoke regarding testing related to COVID-19, continuity of operations related to City parks and the Community and Event Center, and the Community Blood Drive sponsored by the City of Garden Ridge and the Garden Ridge Lions Club scheduled for August 29<sup>th</sup> at the Community and Event Center.

**2. Ordinance No. 210 meeting requirements and possible action for exceptions during COVID-19.**

Mayor Thompson spoke regarding the provision in Ordinance No. 210-022018 that requires all Commissioners to attend at least two (2) City Council regular meetings each calendar year.

The City Council agreed by consensus to waive the provision in Ordinance No. 210-022018 that requires all Commissioners to attend two (2) City Council regular meetings each calendar year until further notice.

**3. Take possible action on matters related to the COVID-19 Virus, if needed.**

No action taken.

## **11. Updates**

### **a) City Administrator Reports.**

#### **1. Upcoming City Council Special Meetings and Public Hearings.**

Nancy Cain, City Administrator, spoke regarding the City Council Special Meetings and Public Hearings scheduled for Thursday, August 13<sup>th</sup> and Wednesday, August 26<sup>th</sup>.

#### **2. Update on Oak Wilt.**

Eric Lowman, Deputy Public Works Director, provided City Council with an update on Oak Wilt within the City of Garden Ridge, including containment and treatment efforts.

#### **3. Finalization of investigation report on complaint against Chief Eberhardt and Officers of the Garden Ridge Police Department.**

Nancy Cain, City Administrator, provided City Council with an update on the finalization of an investigation report regarding a complaint against Chief Eberhardt and Officers of the Garden Ridge Police Department.

The City Council agreed by consensus to move forward with drafting and signing a letter of support to be placed in Chief Eberhardt's personnel file.

### **b) City Council Projects.**

#### **1. Post Office Update (Councilmember Bower).**

Councilmember Bower spoke regarding the Post Office located in Schertz.

### **c) Mayor's Projects.**

#### **1. Communication Report.**

Mayor Thompson spoke regarding the 2020 Census, stating the response rate for City of Garden Ridge is currently ranked as #2 in Texas and on average, the City of Garden Ridge has remained ranked in the top 100 of cities in the nation.

Mayor Thompson spoke regarding options for relocating the City sign on FM 2252 as well as looking into options regarding electronic signage within the City.

Mayor Thompson spoke regarding the Comal County School Task Force and providing situational awareness related to school district decisions.

Mayor Thompson spoke regarding communicating with various news outlets to provide information related to the homicide the Police Department is investigating.

#### **2. Citizen Contact Report.**

Mayor Thompson spoke regarding citizens contacting him about alarm permit letters sent to citizens by the Police Department and stated Chief Eberhardt is working to rectify the concerns caused by the previous letters.

Mayor Thompson spoke regarding a citizen contacting him about the permit fee for installing a flagpole and stated the citizen concern led to the proposed Ordinance No. 11-082020 that was approved by City Council during this meeting's consent agenda.

Mayor Thompson spoke regarding citizens contacting him about the GoFundMe account created for the family of Pam Smotherman and stated over 350 people have donated and expressed their support.

## **12. Discussion of Future Agenda Items**

None at this time.

## **13. Citizen Comment Period – limited to 20 minutes total**

No one wished to speak.

#### **14. Reports and Comments from Mayor and City Councilmembers**

The Mayor and/or City Councilmembers may comment, make general announcements, and/or provide progress reports on events, activities and/or committees/board meetings concerning the following:

Alamo Area Metropolitan Planning Organization, Boy Scouts and/or Girl Scouts, City of Garden Ridge sponsored events and outreach efforts, Comal ISD (Garden Ridge Elementary/Danville Middle School/Davenport High School), Counties (Bexar/Comal/Guadalupe), Garden Ridge Lions Club, Garden Ridge Citizen Police Academy Alumni Association/Citizen Patrol, Garden Ridge Women's Club, Greater Bexar County Council of Cities, Northeast Partnership.

Councilmember Arvidson spoke regarding four (4) new Eagle Scouts in the City of Garden Ridge.

#### **15. Executive Session**

The City Council will recess its open meeting and reconvene in Executive Session:

a) Pursuant to Texas Government Code Section 551.071(1)– Consultation with Attorney.

1. To seek legal advice in connection with deliberating the purchase, lease, exchange, or value of real property and regarding related negotiations for City building projects, and utility projects.
2. To seek legal advice regarding requirements for Comal County Emergency Services and authority to contract for such services through an interlocal agreement.

Mayor Thompson announced the City Council will recess at 8:05 p.m. and reconvene into Executive Session at 8:07 p.m., in accordance with Texas Government Code Section 551.071(1) – Consultation with Attorney to discuss and seek legal advice on the items stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 8:24 p.m.

#### **16. Business Items**

The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may recall any item posted for Executive Session for action, as necessary.

Mayor Thompson asked if any Councilmembers wanted to recall any items posted for Executive Session to allow for any action they wanted to take. Receiving no responses from Councilmembers, Mayor Thompson closed Business Items.

#### **17. Adjournment**

**Motion:** A motion was made by Councilmember Bower, seconded by Councilmember Lantzy, to adjourn. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Wednesday, August 5, 2020, City Council regular meeting was adjourned at 8:25 p.m. by Mayor Thompson.

ATTEST

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Larry Thompson  
Mayor

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Marisa Spencer  
City Secretary

**SIGN IN TO SPEAK AT THE AUGUST 5, 2020  
CITY COUNCIL REGULAR MEETING  
CITIZEN COMMENT PERIOD**

**Rules for Citizens' Participation:**

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

a) Respect and courtesy:

- i. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
- ii. Show the City Council 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. Second citizen comment period
  1. You are not required to sign up.
  2. You are limited to one 2-minute period.
- iii. State your name and address before your comments begin.
- iv. 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*

| NAME            | ADDRESS              | TELEPHONE NUMBER (OPTIONAL) | SUBJECT             |
|-----------------|----------------------|-----------------------------|---------------------|
| 1. Alex Webster | 25714 Lewis Ranch Rd | 210-305-3860                | Eagle Scout Project |
| 2. Tony Fraser  | 8802 Wild Wind Park  |                             | many                |
| 3.              |                      |                             |                     |
| 4.              |                      |                             |                     |
| 5.              |                      |                             |                     |
| 6.              |                      |                             |                     |
| 7.              |                      |                             |                     |
| 8.              |                      |                             |                     |
| 9.              |                      |                             |                     |
| 10.             |                      |                             |                     |

*last item*



# City of Garden Ridge

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

## MINUTES CITY COUNCIL SPECIAL MEETING THURSDAY, AUGUST 13, 2020, 6:00 P.M.

### **Councilmembers Present:**

Mayor Larry Thompson  
Mayor Pro-Tem John McCaw  
Councilmember Lisa Swint  
Councilmember Bryan Lantzy  
Councilmember Kay Bower  
Councilmember Todd Arvidson

### **Councilmembers Absent:**

None

### **City Staff Present:**

Nancy Cain, City Administrator  
Marisa Spencer, City Secretary  
Kat Balbi, Assistant City Secretary  
Karen Ford, Finance/HR  
Ron Eberhardt, Police Chief  
Jacob Parsons, Water Manager  
Steven Steinmetz, Public Works Director  
Linda Crosland, Librarian  
Cynthia Trevino, City Attorney

### **1. Call to Order**

With a quorum of the City Councilmembers present, Mayor Thompson called the special meeting of the Garden Ridge City Council to order at 6:01 p.m. on Thursday, August 13, 2020, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

### **2. Roll Call:** See above.

Mayor Thompson spoke regarding Ray Pitzen and requested everyone join him and observe a moment of silence, honoring the life of Ray Pitzen.

### **3. Pledge of Allegiance:** Mayor Thompson led the Pledge of Allegiance and the Texas Pledge.

Mayor Thompson stated each agenda item includes a public hearing; therefore, this agenda does not include a citizen comment period in the beginning of the meeting but still contains the citizen comment period at the end.

### **4. Approvals/Authorizations**

**The following items are for discussion, consideration, and action.**

#### **a) Proposed Fiscal Year 2021 Budgets for the City of Garden Ridge General Fund, Water Company Operation and Maintenance Fund, Interest and Sinking Fund, and Capital Improvements Fund.**

##### **1. Presentation of budgets.**

Mayor Thompson reviewed a presentation regarding the proposed Fiscal Year 2021 budgets for the City of Garden Ridge General Fund, Water Company Operation and Maintenance Fund, Interest and Sinking Fund, and Capital Improvements Fund (see attached presentation). The City Council reviewed the proposed FY2021 budgets.

## **2. Hold a public hearing.**

Mayor Thompson opened the public hearing at 7:21 p.m. and advised if citizens submitted a written comment to the City Secretary but chose to speak in person then the written comment will not be read aloud.

Three (3) citizens spoke regarding the proposed FY2021 Budgets (see attached).

Marisa Spencer, City Secretary, read written comments received from eleven (11) citizens (see attached).

Mayor Thompson closed the public hearing at 7:45 p.m.

## **3. Adoption of Fiscal Year 2021 Budgets:**

### **3.1. Resolution No. 465-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 General Fund Budget for the period of October 1, 2020, through September 30, 2021.**

**Motion:** A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to approve Resolution No. 465-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 General Fund Budget for the period of October 1, 2020, through September 30, 2021. The City Council voted four (4) for and one (1) opposed (Councilmember Bower). The motion passed by a vote of 4-1.

### **3.2. Resolution No. 466-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Water Company Operation and Maintenance Fund Budget for the period of October 1, 2020, through September 30, 2021.**

**Motion:** A motion was made by Councilmember Arvidson, seconded by Councilmember Lantzy, to approve Resolution No. 466-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Water Company Operation and Maintenance Fund Budget for the period of October 1, 2020, through September 30, 2021. The City Council voted four (4) for and one (1) opposed (Councilmember Bower). The motion passed by a vote of 4-1.

### **3.3. Resolution No. 467-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Interest and Sinking Fund Budget for the period of October 1, 2020, through September 30, 2021.**

**Motion:** A motion was made by Councilmember Bower, seconded by Mayor Pro-Tem McCaw, to approve Resolution No. 467-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Interest and Sinking Fund Budget for the period of October 1, 2020, through September 30, 2021. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

### **3.4. Resolution No. 468-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Capital Improvements Fund Budget for the period of October 1, 2020, through September 30, 2021.**

**Motion:** A motion was made by Councilmember Bower, seconded by Councilmember Swint, to approve Resolution No. 468-082020 A Resolution of the City Council of the City of Garden Ridge, Texas, approving Fiscal Year 2021 Capital Improvements Fund Budget for the period of October 1, 2020, through September 30, 2021. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

- b) Petition by Tony Overman for a Garden Home development on property zoned Neighborhood Services (B-1), for a depth into the property along F.M. 2252 of three hundred (300) feet, and remainder of property zoned Office and Professional (B-2), located at 19780 F.M. 2252, Garden Ridge, Texas, further described as Lot 1, Clay Subdivision. The petition requests variances to Ordinance No. 13-122018 and Ordinance No. 7-042006.**
- c) Petition by Tony Overman, for the issuance of a Special Use Permit for a Garden Home development consisting of approximately sixty-five (65) to seventy (70) garden homes, with associated streets, alleys, and drainage, on property described in agenda item 4. b).**

Mayor Thompson stated the petition by Tony Overman for a Garden Home development that was presented and discussed at the August 11, 2020, Planning and Zoning Commission meeting, has been withdrawn by the petitioner. Therefore, he declared agenda items 4. b) and 4. c) removed from the agenda.

Mayor Thompson thanked Karen Ford, Finance/HR, and Department Heads for their efforts in the budget process.

**5. Citizen Comment Period – limited to 20 minutes total**

Mayor Thompson reviewed the Rules for Citizens' Participation.

Ken Kneupper, 8891 Schoenthal Road, spoke regarding written comments submitted by citizens.

**6. Executive Session**

**The City Council will recess its open meeting and reconvene in Executive Session:**

**a) Pursuant to Texas Government Code Section 551.071(1)– Consultation with Attorney.**

**1. To seek legal advice regarding requirements for Comal County Emergency Services and authority to contract for such services through an interlocal agreement.**

Mayor Thompson announced the City Council will recess at 7:57 p.m. and reconvene into Executive Session at 8:05 p.m., in accordance with Texas Government Code Section 551.071(1) – Consultation with Attorney to discuss and seek legal advice on the item stated above.

Mayor Thompson adjourned the Executive Session and reconvened back into Regular Session at 8:19 p.m.

**7. Business Items**

**The City Council will reconvene into Regular Session upon conclusion of the Executive Session and may recall any item posted for Executive Session for action, as necessary.**

Mayor Thompson asked if any Councilmembers wanted to recall any items posted for Executive Session to allow for any action they wanted to take. Receiving no responses from Councilmembers, Mayor Thompson closed Business Items.

**8. Adjournment**

**Motion:** A motion was made by Councilmember Lantzy, seconded by Councilmember Arvidson, to adjourn. The City Council voted four (4) for and one (1) opposed (Councilmember Bower). The motion passed by a vote of 4-1. There being no further business, the Thursday, August 13, 2020, City Council special meeting was adjourned at 8:20 p.m. by Mayor Thompson.

ATTEST

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Larry Thompson  
Mayor

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Marisa Spencer  
City Secretary



# City of Garden Ridge

## FY 2021 Budget Proposals

General Fund

Water Fund

Interest and Sinking Fund

Capital Improvement Fund



# City Budget Big Picture <sup>1</sup>

- Substantial/significant progress w/ 2020 Budget & Amendment
- 2021 Budget builds on those successes
- Personnel expenses increasing again this year
  - Pay
    - 3% increase to cover Cost of Living (tbd) and Pay for Performance program
    - Set-aside for implementation of Pay Equity, Grades and Steps Program
    - Stipends for Council and Mayor
  - Benefits
    - Increased: Med (9%), Vision (5%), W. Comp (5%), SUI (.65%), Ret (.14%)
    - No Change: Dental, Life/D&D, Long/Short Disability



# City Budget Big Picture <sub>2</sub>

- Reserves
  - 9.9 months for General Fund (9.1 in 2020, 9.1 in 2019, 10.6 in 2018)
  - 13.3 months for Water Fund (11.8 in 2020, 12.8 in 2019, 12.3 in 2018)
  - Built up in order to fund some projects w/o incurring debt
- Debt load
  - Total Debt \$11.7M
  - Healthy & relatively low at 1.48% of Estimated Appraised Value
    - Bond Market Raters accept < 5%
    - Municipalities constitutionally capped to < 10%
- Conservative philosophy is the bedrock of our budget



# Property Value to Debt Ratio

| City           | Prop Value    | Debt        | %     |
|----------------|---------------|-------------|-------|
| New Braunfels  | 7,138,579,463 | 257,886,560 | 3.61% |
| Cibolo         | 2,089,725,081 | 62,590,000  | 3.00% |
| Schertz        | 3,761,245,673 | 82,217,741  | 2.19% |
| Universal City | 1,447,010,917 | 28,439,000  | 1.97% |
| Converse       | 1,598,205,376 | 28,526,950  | 1.78% |
| Selma          | 1,139,076,476 | 17,515,000  | 1.54% |
| Garden Ridge   | 790,037,627   | 11,730,000  | 1.48% |

## Sources

Prop Values: Comal & Guadalupe County

Debt Amounts: [Comptroller.tx.gov](https://comptroller.texas.gov/transparency/) "Transparency" page



# General Fund Big Picture

- General Fund balanced to surplus (+ \$5041)
- Assumptions
  - Estimated 3% tax revenue growth
  - Revenue & expenditures remain flat (vs. 2020 Budget)
- All departmental budgets increased
  - Admin: 11% (5%)\*, Court: 6.4%, Library: 3.8%, Public Works: 2.5%  
Community & Events Center: .4%, Police Department: .06%
  - Budgets will increase though pending personnel system improvements
    - Equity Adjustments, Grades & Steps Program
    - \*Admin is holding area for pending increases in all departmental pay



# Water Fund Big Picture

- Water Fund balanced to surplus (+\$1712)
- Assumptions
  - Overall revenue increase of .3%
    - Water sales increase of 1.5%
    - Increase offset by loss of projected interest revenue
- Water budget increased .2%
  - Largest increase in Personnel Services



# 2020 Budget Successes<sup>1</sup>

- Personnel
  - First full year of Pay and Performance program
    - 1.7% Cost of Living (all) with 1.3% Pay for Performance available to Leadership, tied to Evaluations
- Citizen Communications & Government Transparency
  - Video live streamed/online accessible with indexed agendas for all meetings
- E-Government
  - Billing system and payment options added/improved
- Continuity of Operations
  - Emergency Management provided resources for COVID Contingency Ops
  - Remote work policies written/tested, equipment purchased
  - Library equipped to provide services in COVID environment
- Water Company
  - Sustainable path with new water rates effective Jan 2020



# 2020 Budget Successes<sub>2</sub>

- Security
  - PD Park upgraded with video surveillance
  - Password Management System delivered
- Studies and Analyses
  - Wastewater system designed with extensive external coordination
- Parks
  - Park land expanded and facilities enhanced / increased Child Safe Zones
- Old City Hall complex
  - HVAC replacement
- CIP closed out



# 2020 Budget - Still Working

- Personnel
  - Admin cross-training improving attain “bench-strength” in all reception functions
    - Efforts slowed by COVID and position vacancies
  - Staff / Commissions training & professional development (slowed due to COVID)
- Continuity of Operations
  - Council Chambers & Conf. Room Video Teleconferencing software and equipment
- Studies and Analyses
  - Zoning and Water Ordinances
  - Water Master Plan / Transportation Master Plan pending final review and Impact Fee Committee
  - Water meter system analysis and Bid Solicitation (RFP) package prep
  - Wastewater system Bid Solicitation (RFP) package prep
- Security
  - Camera systems integration, adding critical infrastructure locations
  - City network server upgrades / User access and acceptable use protocols added/improved
  - Password Management System training pending (slowed by COVID)
- Workflow Management (Cartegraph)



# New/Continuing for 2021 <sup>1</sup>

- E-Government and outreach
  - Continue efforts to reduce “touch operations,” paper, and mailings
  - Online improvements: Website reviews/maintenance/improvements and Social Media
- Ordinance reviews and re-writes
  - Prioritized and complete review of all ordinances
- Plat, permit, and variance recording/organizing
  - Acquire/incorporate software integration package, possibly obtain third-party assistance
- Emergency Management
  - Improve training, education, procedures and relationships
- Council Stipend creation
  - Mayor: \$250/pay period, beginning May 2021 // Budget impact 2021: \$2750, 2022: \$6500
  - Council: \$50/Council meeting, beginning May 2022 // Budget impact 2021: \$0, 2022: \$3000
  - Total Budget impact 2021: \$2750, 2022: \$9500 (75/25 General and Water Funds)
  - Implementation tied to new terms of office ~



# New/Continuing for 2021 <sup>2</sup>

- Personnel Staffing
  - Bring up to full strength
  - Continue to develop full inter-office support
- Personnel Training (Leadership & Professional)
  - Increase training and certification opportunities/incentives
    - Explore online offerings to enhance/augment traditional training
- Personnel System
  - Take next step(s) in retention, incentives and “upward mobility”
  - Work toward Market Equity
  - Create/implement city-wide personnel grades and steps
    - Leadership will develop system for implementation in FY 2021
    - Departments may develop unique criteria for steps
    - Budgeted in lump sum holdings (Admin & Water) distributed to departments when ready



# New/Continuing for 2021 <sup>3</sup>

- Two projects are planned, but not in budget (yet)
  - Currently in pre-bid solicitation phase
- Bids received in CY 2020 will be presented to Council for approval
- Funding will come from General and Water Fund Reserves
  - Based on Amended 2020 and Proposed 2021 Budget Reserve levels
  - No debt will be incurred
  - Both projects are projected to repay reserve funds (durations tbd)
  - Repayment is expected but not required to maintain adequate reserves
- Reserves will remain strong
  - Maintain higher than generally acceptable minimums (per auditor)
- Projects
  - Advanced Metering Infrastructure (AMI) system
  - 2252 Pressurized Wastewater system initial start-up



# New/Continuing for 2021 <sup>4</sup>

- Advanced Metering Infrastructure (AMI) System funding
- Pay for project out of Water Fund Reserves
- Water Fund Reserves more than adequate to fund project
  - While retaining Auditor-recommended set-asides

|                                           |            |   |                      |
|-------------------------------------------|------------|---|----------------------|
| Budgeted Reserve level in 2021            |            |   | \$1,831,203          |
| Retained Reserve : 6 Months of Operations | \$ 524,310 | } |                      |
| 1 <sup>st</sup> Debt Serv. Pmt (83%)      | \$ 559,438 |   | - <u>\$1,083,748</u> |
| Remaining/Available for AMI project       |            |   | <b>\$ 747,455</b>    |
| Expected AMI project cost                 |            |   | \$ 700,000           |



# New/Continuing for 2021 <sup>4</sup>

- 2252 Pressurized Wastewater System
- Pay for project with General Fund Reserve loan to Water Fund
- GF Reserves more than adequate to fund project
  - While retaining Auditor-recommended set-asides

|                                                        |                      |
|--------------------------------------------------------|----------------------|
| Budgeted Reserve Level in 2021                         | \$2,494,907          |
| Retained Reserve : 6 Months of Operations              | <u>- \$1,513,740</u> |
| Remaining/Available for loan to Water Fund for project | <b>\$ 981,167</b>    |
| Expected project seed cost                             | \$ 950,000           |



# Individual Budget Reviews

- General Fund
- Water Fund
- Interest and Sinking Fund
- Capital Improvement Fund



# City of Garden Ridge

FY 2021 Budget Proposals

**AUGUST 13, 2020, CITY COUNCIL SPECIAL MEETING**  
**FY2021 PROPOSED BUDGET PUBLIC HEARING**

PLEASE WRITE YOUR NAME AND ADDRESS.

1. Pam Fritz - 8927 Garden Ridge Dr.
2. CURT CARTER 21911 Pasco Corro Drive
3. KEN BRUNNEN 8891 SCHOENTHAL RD.

4. 

5. The City Secretary read comments submitted by the following citizens:

6. Parus Dudley 9290 Cinchona Trail
7. Lee Shilk 21816 Senna Hills
8. David and Dawn Hatch 8377 Twisted Oaks
9. Christi and John Haberer 21120 Forest Waters Circle
10. Annette Cox 9657 Kurre Way
11. Janice Gail Petro 22023 Deer Canyon Drive
12. Lisa Richter 9241 Garden Ridge Drive
13. Shelby Trial 21657 Forest Waters Circle
14. John A. Petro 22023 Deer Canyon Drive
15. Martha Colemeire Stipp 21007 Cedar Branch

16.

17.

18.

19.

20.

**AUGUST 13, 2020**  
**CITY COUNCIL SPECIAL MEETING**  
**CITIZEN COMMENT PERIOD**

|     | NAME        | ADDRESS               | SUBJECT           |
|-----|-------------|-----------------------|-------------------|
| 1.  | HEW KUEPPER | 8891 SCHOEINTHAAL RD. | DAVENPORT, DC150. |
| 2.  |             |                       |                   |
| 3.  |             |                       |                   |
| 4.  |             |                       |                   |
| 5.  |             |                       |                   |
| 6.  |             |                       |                   |
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| 16. |             |                       |                   |
| 17. |             |                       |                   |
| 18. |             |                       |                   |
| 19. |             |                       |                   |
| 20. |             |                       |                   |

## CITY OF GARDEN RIDGE

### MONTHLY ACCOUNT BALANCES & INTEREST RATES

PERIOD ENDED AS OF 07/31/2020

| CITY FUNDS                 | BALANCE                | CURRENT<br>INTEREST RATE |
|----------------------------|------------------------|--------------------------|
| GF OPERATING ACCOUNT       | \$ 142,763.21          | 0.00%                    |
| GF MONEY MARKET            | 2,987,394.19           | 0.55%                    |
| PEG CAPITAL FEES           | 40,936.86              | 0.50%                    |
| TEXPOOL INVESTMENTS        | 6,598.18               | 0.21%                    |
| 2017 I&S                   | 2,122.14               | 0.45%                    |
| 2012 I&S                   | 45,488.93              | 0.50%                    |
| 2012 REFI                  | 25,220.24              | 0.50%                    |
| 2015 I&S                   | 62,892.06              | 0.55%                    |
| TEXPOOL WATER IMPACT FEES  | 170,452.90             | 0.21%                    |
| TEXPOOL STREET IMPACT FEES | 58,990.61              | 0.21%                    |
| CONSTRUCTION BOND          | 139,245.99             | 0.55%                    |
| ASSET/FORFEITURE - STATE   | 98.12                  | 0.00%                    |
| ASSET/FORFEITURE - FED     | 241,436.23             | 0.55%                    |
| <b>TOTAL CITY FUNDS</b>    | <b>\$ 3,923,639.66</b> |                          |

| WATER FUNDS              | BALANCE                | CURRENT<br>INTEREST RATE |
|--------------------------|------------------------|--------------------------|
| TEXPOOL WATER INVEST     | \$ 2,234.82            | 0.21%                    |
| WATER SURCHARGE          | 147,865.18             | 0.55%                    |
| OPERATING ACCOUNT        | 1,779,164.75           | 0.55%                    |
| <b>TOTAL WATER FUNDS</b> | <b>\$ 1,929,264.75</b> |                          |

|                           |                        |  |
|---------------------------|------------------------|--|
| <b>TOTAL ALL ACCOUNTS</b> | <b>\$ 5,852,904.41</b> |  |
|---------------------------|------------------------|--|

**CITY OF GARDEN RIDGE**  
CASH & INVESTMENTS STATEMENT  
CURRENT AND YEAR TO DATE AS OF 07/31/2020

| GENERAL FUND                 | BALANCE                |
|------------------------------|------------------------|
| GF Operational Checking      | \$ 142,763.21          |
| GF Money Market              | 2,987,394.19           |
| TexPool Investments          | 6,598.18               |
| Restricted Amounts           | (506,190.52)           |
| <b>TOTAL AVAILABLE FUNDS</b> | <b>\$ 2,630,565.06</b> |

| WATER FUND                   | BALANCE                |
|------------------------------|------------------------|
| Operational Checking         | \$ 1,779,164.75        |
| TexPool Water Invest         | 2,234.82               |
| Water Surcharge              | 147,865.18             |
| Restricted Amounts           | (45,769.45)            |
| <b>TOTAL AVAILABLE FUNDS</b> | <b>\$ 1,883,495.30</b> |

**CITY OF GARDEN RIDGE**  
 STATEMENT OF ACTIVITIES  
 CURRENT AND YEAR TO DATE AS OF 07/31/2020

| GENERAL FUND                    | Jul-20                 | YTD                  | FY 2020<br>BUDGET    | % OF<br>BUDGET | BUDGET<br>BALANCE      |
|---------------------------------|------------------------|----------------------|----------------------|----------------|------------------------|
| REVENUES                        | \$ 112,243.53          | \$ 2,849,757.69      | \$ 3,025,717.00      | 94.2%          | \$ 175,959.31          |
| <b>EXPENDITURES</b>             |                        |                      |                      |                |                        |
| ADMINISTRATION                  | 235,242.88             | 752,124.04           | 809,632.00           | 92.9%          | 57,507.96              |
| COURT                           | 9,623.33               | 70,501.38            | 86,865.00            | 81.2%          | 16,363.62              |
| POLICE                          | 128,155.79             | 994,195.29           | 1,186,449.00         | 83.8%          | 192,253.71             |
| PUBLIC FACILITIES               | 51,159.74              | 424,402.84           | 628,869.00           | 67.5%          | 204,466.16             |
| COMMUNITY CENTER                | 3,716.78               | 41,550.29            | 54,469.00            | 76.3%          | 12,918.71              |
| LIBRARY                         | 8,958.82               | 76,338.58            | 90,814.00            | 84.1%          | 14,475.42              |
| FARMERS MARKET                  | -                      | 6,499.37             | -                    |                | (6,499.37)             |
| FUND CHANGES/XFER               | -                      | -                    | -                    | 0.0%           | -                      |
| TOTAL EXPENDITURES              | 436,857.34             | 2,365,611.79         | 2,857,098.00         | 82.8%          | 491,486.21             |
| <b>REVENUE +/- EXPENDITURES</b> | <u>\$ (324,613.81)</u> | <u>\$ 484,145.90</u> | <u>\$ 168,619.00</u> |                | <u>\$ (315,526.90)</u> |

| WATER FUND                      | Jul-20            | YTD               | FY 2020<br>BUDGET | % OF<br>BUDGET | BUDGET<br>BALANCE  |
|---------------------------------|-------------------|-------------------|-------------------|----------------|--------------------|
| REVENUES                        | \$ 289,553.06     | \$ 1,443,243.16   | \$ 1,781,866.00   | 81.0%          | \$ 338,622.84      |
| EXPENDITURES                    | 141,156.16        | 929,171.69        | 1,323,084.00      | 70.2%          | 393,912.31         |
| <b>REVENUE +/- EXPENDITURES</b> | <u>148,396.90</u> | <u>514,071.47</u> | <u>458,782.00</u> |                | <u>(55,289.47)</u> |

| OTHER CASH OUTFLOWS              | Jul-20      | YTD                  | FY 2020<br>BUDGET    | % OF<br>BUDGET | BUDGET<br>BALANCE |
|----------------------------------|-------------|----------------------|----------------------|----------------|-------------------|
| BOND PRINCIPLE PAYMENTS          | -           | 441,200.00           | 441,200.00           |                | -                 |
| <b>TOTAL OTHER CASH OUTFLOWS</b> | <u>\$ -</u> | <u>\$ 441,200.00</u> | <u>\$ 441,200.00</u> |                | <u>\$ -</u>       |

## CITY OF GARDEN RIDGE

### STATEMENT OF ACTIVITIES - COMMUNITY CENTER

PERIOD ENDED AS OF 07/31/2020

| REVENUES                 | YTD            | Budget         |
|--------------------------|----------------|----------------|
| RENTALS                  | \$ 21,770.00   | 22,500.00      |
| DEPOSITS                 | 8,200.00       | 9,100.00       |
| CLEAN-UP FEES            | 1,500.00       | 1,950.00       |
| DEPOSITS REFUNDED        | (13,400.00)    | (16,000.00)    |
| DONATIONS                | -              | -              |
| TOTAL REVENUES           | 18,070.00      | 17,550.00      |
| EXPENDITURES             |                |                |
| PAYROLL/TAXES/RETIREMENT | 1,041.07       | 1,452.00       |
| MANAGER FEES             | 11,690.12      | 15,000.00      |
| COMPUTER/INTERNET        | 1,459.10       | 1,753.00       |
| TELEPHONE                | 470.00         | 564.00         |
| UTILITIES                | 6,063.03       | 8,500.00       |
| MAINTENANCE              | 3,747.51       | 5,900.00       |
| SUPPLIES                 | 293.92         | 1,000.00       |
| CLEANING                 | 3,080.53       | 3,800.00       |
| EQUIPMENT                | 305.01         | 500.00         |
| MARKETING                | -              | -              |
| DONATION EXPENDITURES    | -              | -              |
| FACILITY ENHANCEMENTS    | -              | -              |
| TOTAL EXPENDITURES       | 28,150.29      | 38,469.00      |
| NET POSITION             | \$ (10,080.29) | \$ (20,919.00) |

## Management's Discussion and Analysis of Results of Operations – July 2020

### GENERAL FUND

#### Cash

The July 31st Unrestricted Fund Balance is \$2,630.6k.

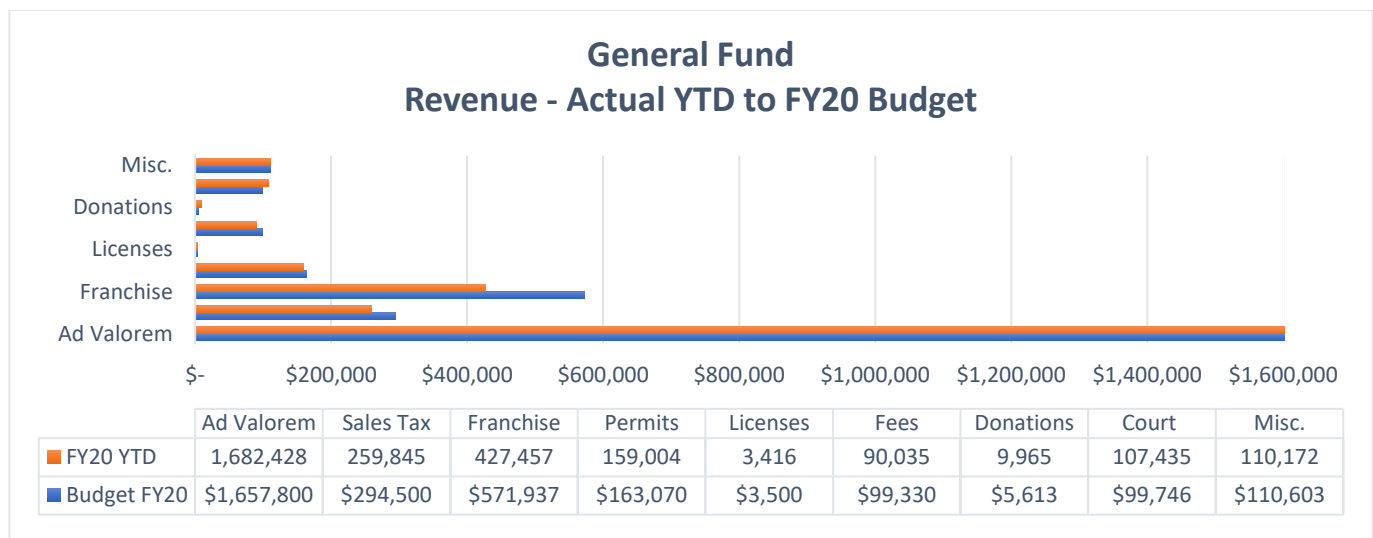
#### Revenue

Ad Valorem Tax collections for July total \$11.7k. YTD collections total \$1,673.6k or 101.4% of the \$1,650k budgeted for FY20.

YTD Sales Tax collections total \$259.8k or 88.2% of the budgeted \$294.5k.

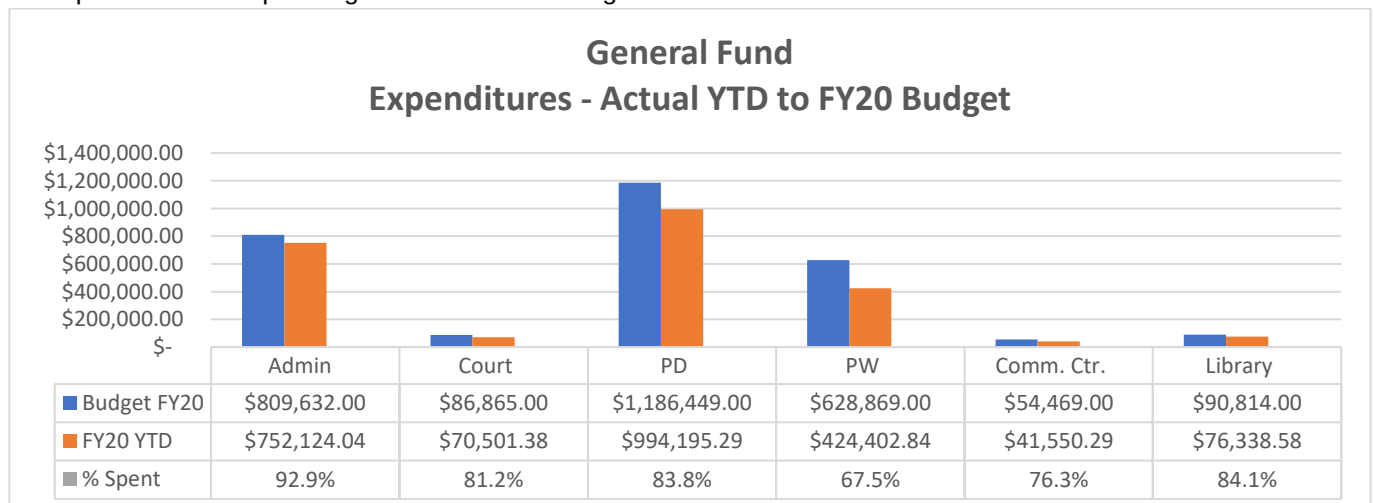
Building Permits YTD are currently at 97.8% or \$156.5k of the \$160k budgeted.

Trash Collections total 84.3% of the FY budget of \$80k. YOY collections are \$67.5k compared to \$67.3k for the previous year.



#### Expenditures

All departments are operating within the FY20 budget.



## **WATER FUND**

### **Meters**

Current meters for July 2020 total 1657 vs 1636 for July 2019.

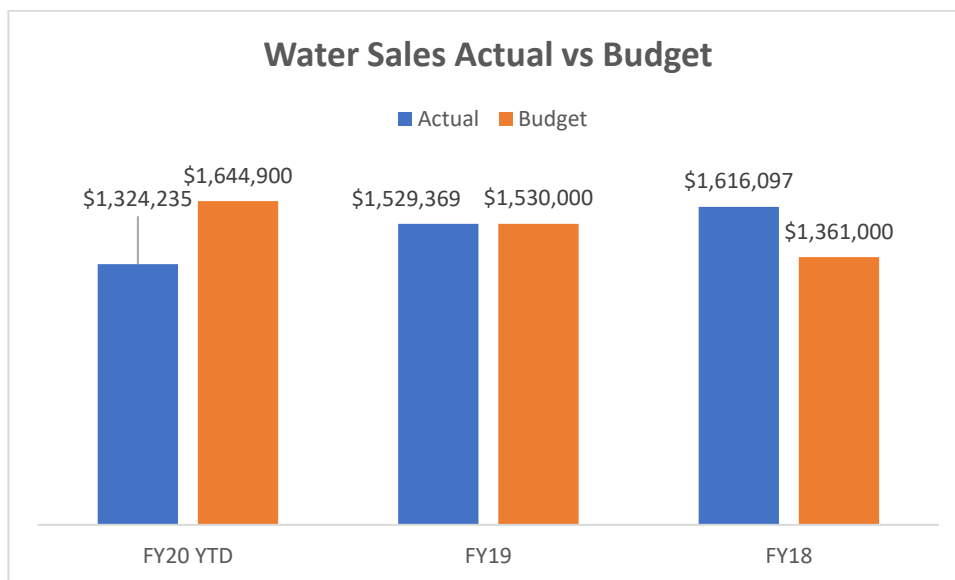
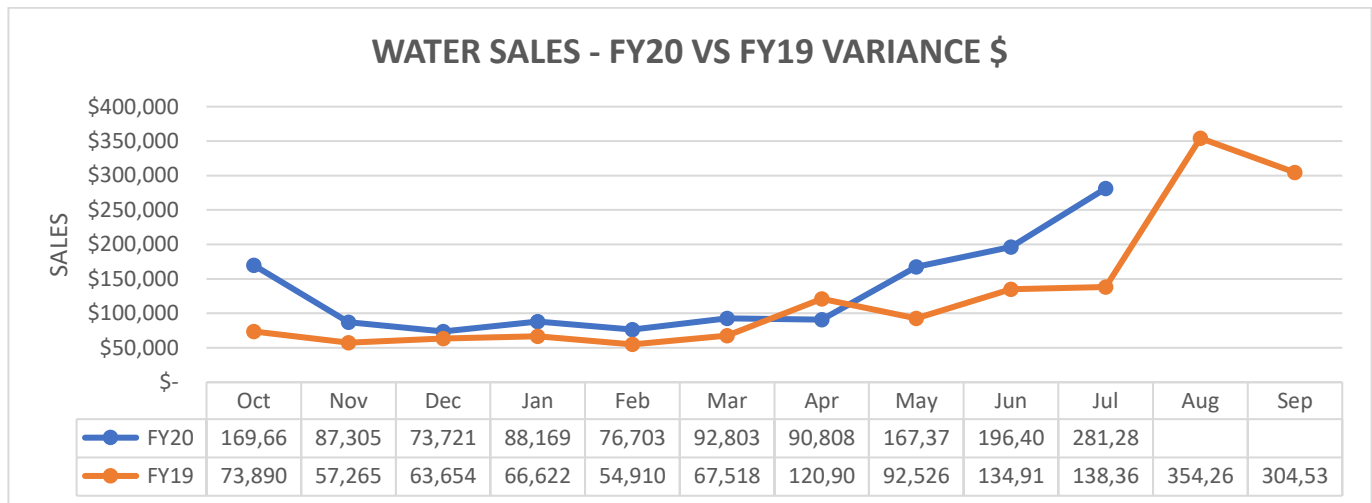
### **Cash**

The July 31st Unrestricted Fund Balance is \$1,883.5k.

### **Revenue**

Currently YTD Total Revenue are at \$1,443.2k vs the previous year at \$987.5k. Total Revenue is 81% of the \$1.781.9k budgeted for FY20.

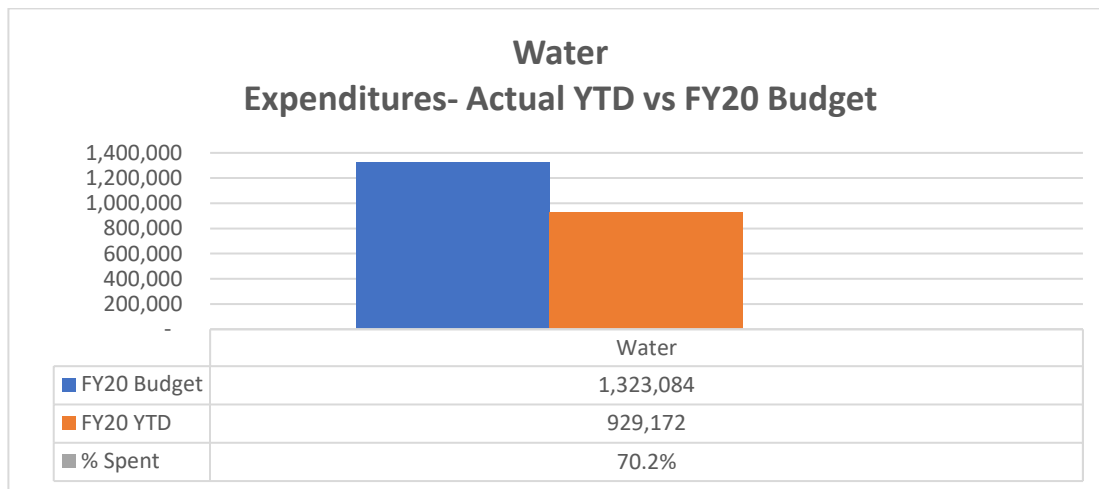
Water Sales YTD totals \$1,324.2k or 80.5% of the \$1,644.9k FY20 budget, compared to the same period last year which was 56.9% of the \$1.530k FY19 budget.



Meter Installations to date total \$22.5k vs \$25.4k for the same period of FY19.

### **Expenditures**

The Water department is operating within the FY20 budget.




---

### **Interest & Sinking Fund**

#### **Revenue**

Ad Valorem Tax collections YTD total \$723.3k of the \$724k budget for FY20.

#### **Expenditures**

Next bond payments are due in August 2020.

---

### **Capital Improvements Fund**

#### **Cash Balance**

Water Impact Fee Balance is \$170.5K.

Street Impact Balance is \$59k.

#### **Revenue**

Total YTD Interest earned for all CIF accounts is \$2.2k.

---

### **Asset Seizure Fund**

#### **Cash Balance**

The Restricted Fund Balance is \$239k.

#### **Revenue**

Asset seizure total annual revenue totals \$42.4k.

#### **Expenditures**

Payment of \$8.1k issued to Tyler Tech. for hard and software.

---

### **Summary**

The City of Garden Ridge is financially sound and operating within the Budget set forth by the City Council.

# **OFFICIAL BALLOT**

## **Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election**

This is the official ballot for the election of Places 1 – 4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. Each Member of the Pool is entitled to vote for Board of Trustee members. Please record your organization's choices by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate for each place.

The officials listed on this ballot have been nominated to serve a six-year term on the TML Intergovernmental Risk Pool (Workers' Compensation, Property and Liability) Board of Trustees. The names of the candidates for each Place on the Board of Trustees are listed in alphabetical order on this ballot.

Ballots must reach the office of David Reagan, Secretary of the Board, no later than September 30, 2020. Ballots received after September 30, 2020, cannot be counted. **The ballot must be properly signed, and all pages of the ballot must be mailed to:**

**Trustee Election  
David Reagan, Secretary of the Board  
P.O. Box 149194  
Austin, Texas 78714-9194**

**If the ballot is not signed, it will not be counted.**

**PLACE 1**

- ☐ **Robert T. Herrera** (Incumbent). City Manager, City of Cibolo (Region 7) since 2012. Mr. Herrera served as City Manager of Hondo, Texas from 2003 to 2012 and as City Manager of La Porte from 1986 to 2002. He has served other Texas cities, including management positions with the cities of San Marcos, Missouri City, and Woodway. Mr. Herrera has been a Board member of the TML Intergovernmental Risk Pool since 1993 and has served as Chair and Vice Chair of the Board. He also served as Chair of the Finance-Information Technology Committee and the Underwriting-Claims Committee of the TML Intergovernmental Risk Pool.

**WRITE IN CANDIDATE:**

---

**PLACE 2**

- ☐ **Chris Armacost.** City Commissioner for the City of Hitchcock (Region 14). Mr. Armacost is Director of Technology, Transportation, Facilities, and Operations for the Hitchcock Independent School District. He serves on the Hitchcock Education Foundation and Hitchcock Chamber of Commerce. He is the president of the Hitchcock Little League Baseball Association and coached several teams. Mr. Armacort has been awarded the Hitchcock Chamber President Award and the Above and Beyond Citizen Award from the Hitchcock ISD. He has obtained a Certified Municipal Official certification from TML.
  
- ☐ **John W. (Buzz) Fullen** (Incumbent). Mayor of the City of Henderson since 2019 and from 2004 to 2012 (Region 15). Mr. Fullen also served as a Commissioner of the Henderson Housing Authority from 2011 to 2019 and is now ex-officio on same. He currently serves on the Henderson Main Street Board (2004–present), Henderson Civic Center Board (2003–present), and the Henderson ETMC Hospital Diabetes Board (2009–present). He has been a Board member of the TML Intergovernmental Risk Pool since 2010, during which time he served as Chair (2018-2020) and Vice Chair (2016-2018).

**WRITE IN CANDIDATE:**

---

### PLACE 3

- ☐ **George Hyde.** City Attorney for the City of Wauwata (Region 8). Mr. Hyde is a partner in the law firm Russell Rodriguez Hyde Bullock, LLP, located in Georgetown. He is a member of and holds Merit Certification in Municipal Law from the Texas City Attorneys Association. He has served as City Attorney for ten other cities across Texas, since 2003. He has also served local governments in various public safety positions within Fire Departments, Parks Departments, and Police Departments. During his tenure as a peace officer, Mr. Hyde received the Texas Commission on Law Enforcement Educational Achievement Award for exceeding normal expectations in job performance.
- ☐ **Roy E. Maynor.** City Alderman, Position 3, for the City of West Columbia (Region 14). He has been an elected official of West Columbia since 2013. Mr. Maynor is a Life Safety Systems Specialist for Vallen Safety Services and a member of Gulf Coast Christian Church. He is also part-owner of Grit Fitness in West Columbia. He and his wife, Rachel, have two children.
- ☐ **Jeffrey Snyder** (Incumbent). City Manager for the City of Plainview (Region 2). He previously served as the Assistant City Manager for Plainview and as the City Manager for Idalou. Mr. Snyder graduated from West Texas A&M University and obtained a Master of Public Administration from Texas Tech University. He is a member of the International City Management Association (ICMA) and TCMA. He is a graduate of the Public Executive Institute through the University of Texas and is a credentialed manager through ICMA. He has been a Board member of the TML Intergovernmental Risk Pool since 2018 and served on various committees with TML, TCMA and ICMA and as past president of the Panhandle City Management Association.

**WRITE IN CANDIDATE:**

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#### PLACE 4

- ☐ **Robert S. Hauck** (Incumbent). City Manager for the City of Tomball (Region 14), a position he has held since April 2018. He began his full-time career in public service with the Los Angeles Police Department in 1988. In 2008, Mr. Hauck retired from the LAPD and joined the City of Tomball, where he has served as Chief of Police, Assistant City Manager, and now City Manager. Mr. Hauck holds a Bachelor of Arts degree in Business Administration, and a Master of Science degree in Management. He has been a Board member of the TML Intergovernmental Risk Pool since 2019. Mr. Hauck and his wife Kathleen have three children – Lauren, Conner, and Madeline.
- ☐ **Dave Martin**. City Councilmember and current Mayor Pro Tem for the City of Houston (Region 14). Mr. Martin serves as Chair of the City Council Budget and Fiscal Affairs Committee. He previously served on the Humble ISD Board of Trustees and as Secretary/Treasurer of the Board of Directors for the Harris County Houston Sports Authority. Mr. Martin is a Managing Director of Marsh & McLennan Companies, Inc., the largest Global Risk Management firm. Previously he worked for two “Big Four” accounting firms, PricewaterhouseCoopers, LLP and Ernst & Young, LLP.
- ☐ **Kimberly Meisner**. Executive Director for General Operations for Kerrville (Region 7), overseeing Human Resources, Municipal Court, Public Library, Public Information, the Senior Services Advisory Committee, and the Kerrville Area Youth Leadership Academy. Ms. Meisner has over 23 years of public service, which includes serving Kerrville and La Porte. She is a member of the TCMA, International Public Management Association for Human Resources (IPMA-HR), Society for Human Resource Management (SHRM), and is a former President of the Bay Area Human Resource Management Association. She has a Master’s degree in Public Administration and is an IPMA-HR Senior Certified Professional and a SHRM Certified Professional.
- ☐ **Sean Overeynder**. City Manager for the City of Lamesa, Texas (Region 3). Sean Overeynder began his career in local government administration in August 2014 in Economic Development, working for various public and private organizations. He has held the position of City Manager for the City of Lamesa since March 2020. Prior to becoming the City Manager, he was appointed as the Economic Development Director for the City of Lamesa on August 27, 2018.

**WRITE IN CANDIDATE:**

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## Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the public entity named below.

Witness my hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name of Authorized Official

\_\_\_\_\_  
Printed Name of Political Entity

**Garden Ridge Community and Event Center  
Monthly Report  
August 1<sup>st</sup> thru August 31<sup>st</sup> 2020**

**Utilization (by Days)**

| FY 19-20<br>(Current Month) | FY 18-19<br>(Current Month) | FY 19-20<br>(Year to Date) | FY 18-19<br>(Year to Date) |
|-----------------------------|-----------------------------|----------------------------|----------------------------|
| 9                           | 15                          | 177                        | 258                        |

**Wildflower** (Booked Current Month)

3

**Bluebonnet** (Booked Current Month)

6

**Category Count (by Events)**

(Current Month)

(Year to Date)

|                                            |   |    |
|--------------------------------------------|---|----|
| 1. Resident / Non-Resident                 | 1 | 32 |
| 2. City Chartered Non-Profit Organizations | 3 | 9  |
| 3. Non-Residents Service Organizations     | 0 | 45 |
| 4. Non-Profit Associations                 | 3 | 43 |
| 5. City Use                                | 2 | 44 |

# CITY OF GARDEN RIDGE BUILDING REPORT

August-20

## Major Permits

| Permit # | Address            | Builder                    | Sq. Ft. | Value \$        | Permit Fees  |
|----------|--------------------|----------------------------|---------|-----------------|--------------|
| 1870 -20 | 20469 Bat Cave Rd. | Continental Homes          | 11808   | \$ 1,535,040.00 | \$ 7,959.80  |
| 1883 -20 | 19818 Wild Wind    | Wagner Holak Homes         | 1164    | \$ 151,320.00   | \$ 2,121.20  |
| 1887 -20 | 19185 FM 2252      | Keller-Martin Construction | 14295   | \$ 1,858,350.00 | \$ 10,487.90 |
|          |                    | Total                      | 27,267  | \$ 3,544,710.00 | \$ 20,568.90 |

## Minor Permits

| Permit # | Address                   | Builder               | Project               | Permit Fees |
|----------|---------------------------|-----------------------|-----------------------|-------------|
| 1239 -20 | 8503 Wild Wind Park       | Airtron               | Minor HVAC            | \$ 100.00   |
| 1240 -20 | 9222 Blazing Star Trail   | North East A/C        | Minor HVAC            | \$ 100.00   |
| 1864 -20 | 9422 Gloxinia Dr.         | Wright Custom Pools   | Pool, Deck            | \$ 475.00   |
| 1865 -20 | 21855 Parkview Dr.        | Paradise Decks & Spa  | Deck                  | \$ 245.76   |
| 1866 -20 | 21330 Osage Trail         | O'Haver Plumbing      | Minor Plumbing        | \$ 100.00   |
| 1867 -20 | 9007 Tuscan Hills Dr.     | G. A. Construction    | Outbuilding           | \$ 100.00   |
| 1868 -20 | 211110 Forest Waters Cir. | S A Outdoor Living    | Outdoor Kitchen       | \$ 100.00   |
| 1869 -20 | 211110 Forest Waters Cir. | Approved Electrical   | Minor Electric        | \$ 125.00   |
| 1871 -20 | 19862 FM 2252             | A&A Plumbing          | Minor Plumbing        | \$ 100.00   |
| 1872 -20 | 8207 Garden Arbor         | Michael Irvin         | Fence                 | \$ 125.00   |
| 1873 -20 | 19870 Bat Cave Rd.        | Todd Hill             | Flagpole              | \$ 50.00    |
| 1874 -20 | 19870 Bat Cave Rd.        | Todd Hill             | Above ground pool     | \$ 275.00   |
| 1242 -20 | 9019 Tuscan Hills         | Champion A/C          | Minor HVAC            | \$ 100.00   |
| 1243 -20 | 9809 Bode Circle          | Visco Home Services   | Minor HVAC            | \$ 100.00   |
| 1875 -20 | 19121 FM 2252             | Shade Pro LLC         | Parking Cover         | \$ 100.00   |
| 1244 -20 | 8407 Orchard Glen         | Jon Wayne A/C         | Minor HVAC            | \$ 100.00   |
| 1245 -20 | 20473 Grass Creek         | Quarter Moon Plumbing | Minor HVAC            | \$ 100.00   |
| 1876 -20 | 10051 Trophy Oaks Dr.     | Keith Zars Pools      | Pool, Spa             | \$ 475.00   |
| 1877 -20 | 8215 Garden Arbor         | Keith Zars Pools      | Pool, Deck            | \$ 475.00   |
| 1878 -20 | 19530 Creekview Oaks      | Shed Brothers         | Outbuilding           | \$ 100.00   |
| 1248 -20 | 22104 Las Cimas           | All Temp. Services    | Minor HVAC            | \$ 100.00   |
| 1879 -20 | 9350 Bluebell Dr.         | Jason Stuart          | Fence                 | \$ 125.00   |
| 1880 -20 | 8307 Apache Forest        | Donald Turco          | Fence                 | \$ 125.00   |
| 1881 -20 | 8283 Apache Forest        | Chesmar Homes         | Steps                 | \$ 125.00   |
| 1882 -20 | 8510 Tuscan Hills         | Keith Zars Pools      | Pool, Spa, Deck       | \$ 803.64   |
| 1884 -20 | 20721 FM 3009             | Favian Acevedo        | Driveway, Outbuilding | \$ 225.00   |
| 1885 -20 | 8814 Timmerman Cove       | Keith Zars Pools      | Pool, Deck            | \$ 615.16   |
| 1250 -20 | 9380 Garden Ridge Dr.     | 1st Call Plumbing     | Water Heater          | \$ -        |
| 1886 -20 | 8803 Timmerman Cove       | Gary Pools            | Pool, Spa             | \$ 475.00   |
| 1888 -20 | 20899 Misty Arbor         | Wolfvalley Buildings  | Outbuilding           | \$ 100.00   |
| 1889 -20 | 20899 Misty Arbor         | Alejandro Cachola     | Spa                   | \$ 100.00   |
|          |                           |                       |                       | \$ 6,239.56 |

|                                |                     |
|--------------------------------|---------------------|
| Total Major Fees for the month | \$ 20,568.90        |
| Total Minor Fees for the month | \$ 6,239.56         |
| <b>TOTAL</b>                   | <b>\$ 26,808.46</b> |

## Fiscal Year 2020

|                              |                      |
|------------------------------|----------------------|
| Total major projects value   | \$ 17,327,960.00     |
| Total major projects sq. ft. | 133,292              |
| Total major permit fees      | \$ 106,222.76        |
| Total minor permit fees      | \$ 47,082.24         |
| <b>Total permit fees</b>     | <b>\$ 153,305.00</b> |

## Council Ideas/Suggestions List by Category

Updated: August 31, 2020

| Ongoing Items                                         | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Completed / Council Approval                                            |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <b>Electronic Water Billing</b> (Mayor Thompson)      | <p>Software upgrade on May 19 Include in FY 2017 Budget Begin implementation. FY 2017. Full implementation TBD. Online water bill payments active September 14, 2016. Online Court payments active October 2016 Electronic utility billing being researched for implementation during 2018 Fiscal Year Software purchase with Incode placed in the proposed FY2018 Budget. Utility billing staff will begin work towards. Software will be installed first week in September. Training in late October. Implementation in November. E-Bill information and sign up form being sent with water bills to be received in October 2019. 130 water customer have signed up for electronic billing. Electronic billing will be tested on 4 customers during this billing period. 220 customers have signed up for electronic water billing. Testing of electronic billing for 4 select customers is ongoing. . 265 customers have signed up for electronic water billing and will begin receiving water bills electronically on January 1, 2020. Staff encountered some program issues with the electronic billing for bills in January but have worked to resolve them. Over 250 electronic water bills have been sent out to customers for delivery by February 1, 2020. 262 water customers received water bills electronically on February 28, 2020. City staff continues to promote electronic water billing. There has not been an increase in the number of water customers signing up for electronic bills. Since COVID-19 has come to the forefront there has been an increase in the number of water customers signing up for auto-draft. The City continues to promote electronic bilings and auto-draft. Water billing late fees and cut-offs have been waived through April 30, 2020. Efforts continue to promote the use of electronic water billing as well as the use of auto-draft for utility payments. There are 282 water customers signed up for electronic water billing and 660 for Auto-Draft. We have experienced some software issues that resulted in last months e-bills having to be mailed to customers as well as some delay in sending out this month's e-bills. City staff continues working with our software provider to resolve the issues. Software issues have been resolved and e-bills were sent out timely.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>Software upgrade completed for online utility and court payments</p> |
| <b>Video stream Council Meetings</b> (Mayor Thompson) | <p>Discuss with legal pros/cons. Sound system in Council room can be planned for future streaming capabilities. Requires additional technology upgrades and equipment. Budget impact. Video streaming of Council meetings will be studied during the fiscal year. Mayor and City Staff researching process and equipment for video streaming Council and Commission meetings. Audio and video equipment in the City Council Chambers is being evaluated for video streaming capabilities and sound improvement. City is awaiting proposals for audio and video upgrades for Council room and large conference room from 3 vendors. Proposals received being reviewed. Proposals are being reviewed with vendors. The evaluation of proposals with vendors continues City Council will receive an update on the status of the project in November. Evaluation of proposals for the project and evaluation of third-party vendors for streaming of meetings are in the final processes. Project pricing is being negotiated and finalized with vendors. Project contracts being reviewed and adjusted with City Attorney recommendations. Scheduling of work for the project being coordinated. Finalizing project work schedule for possible completion of project in February 2019. Installation of audio and video equipment other than the encoder for streaming of meeting are expected to be completed for the March 6, 2019 City Council meeting. Upgrades to the audio and video equipment are near completion. Awaiting shipment and installation of encoder for streaming. Awaiting installation of encoder for streaming and a few minor adjustments to the new audio/visual system. Awaiting training on the BrightSign software for the Lobby monitor. Additional cabling run to connect streaming equipment and lobby monitor to network server Awaiting coordinated onsite work by CIT and DDS-AV to complete connection to network server. Lobby monitor is projecting information about the City. Streaming equipment is connected to the City network. Council meetings are being streamed on the City's YouTube channel. Vendor for software has changed from Icompass to CivicClerk. Training on agenda indexing and template development to be completed in September. Staff continues training on agenda indexing for City Council meeting streaming. City Commission meetings began being streamed on October 21, 2019. Staff continues work on indexing of agendas for City Council meetings and will begin utilizing the minutes section of module. Streaming of Commission meetings continues. Staff is working with Civic Plus to move all archived streamd meetings to Civic Plus. Staff continues to work on agenda templates for Commission meetings City staff continues working on agenda templates for City Commissions. City Council meeting agenda templates have been completed. Staff continues working on creating agenda templates for Commission meetings. Commission meetings are being streamed. City staff continues working on templates for City Commission meetings. Staff continues to learn other aspects of Civic Plus for full utilization of system.</p> |                                                                         |

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Videos for website</b><br>(Mayor Thompson) | <p>Maybe prepared by GRES or students to increase civic involvement</p> <p>Volunteer Garden Ridge! Coordinator Shelby Trial has been filming videos that have been placed on City Website and NextDoor. City Secretary Goodwin is working on a YouTube channel for the City</p> <p>The City's YouTube channel is up and videos have been posted to it</p> <p>New videos have been added to the website. Mayor Thompson recorded and posted a video on March 25, 2020 to update residents on the City's response and actions concerning COVID-19. Staff continues to update the City's website with current COVID-19 information.</p> |  |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

| Pending Items                                                                                      | Status                                                                                                                                                     | Completed / Council Approval |
|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| <b>Annual or semi-annual inspection of buildings and other City facilities</b><br>(Mayor Thompson) | To be implemented semi-annually                                                                                                                            | Implemented Monthly          |
| <b>Disaster recovery plan for City</b><br>(Mayor Thompson)                                         | <p>Discuss at future Council meeting to determine the scope of recovery plan</p> <p>To be incorporated into the Emergency Management Plan for the City</p> |                              |
| <b>Disaster recovery plan for Water Department</b><br>(Mayor Thompson)                             | <p>Discuss at future Council meeting to determine the scope of recovery plan</p> <p>To be incorporated into the Emergency Management Plan for the City</p> |                              |
| <b>Business outreach by Council - walk businesses</b><br>(Mayor Thompson)                          | Discuss at future Council meeting                                                                                                                          |                              |

## **AREA TAX RATE COMPARISON**

### **2019 Tax Rates**

|                  |          |
|------------------|----------|
| Somerset         | 0.756719 |
| Kirby            | 0.728626 |
| Universal City   | 0.601444 |
| Balcones Heights | 0.583    |
| San Antonio      | 0.55827  |
| Seguin           | 0.5412   |
| Schertz          | 0.5146   |
| Hollywood Park   | 0.499254 |
| Cibolo           | 0.4935   |
| Converse         | 0.492252 |
| New Braunfels    | 0.48822  |
| Castle Hills     | 0.480619 |
| Marion           | 0.4801   |
| Olmos Park       | 0.434363 |
| St. Hedwig       | 0.43     |
| Live Oak         | 0.414686 |
| Windcrest        | 0.413544 |
| Alamo Heights    | 0.386439 |
| Fair Oaks        | 0.3735   |
| Terrell Hills    | 0.365    |
| Helotes          | 0.35     |
| Garden Ridge     | 0.321106 |
| Shavano Park     | 0.287742 |
| Selma            | 0.1968   |
| Bulverde         | 0.18     |



## ***POLICE DEPARTMENT MONTHLY BREAKDOWN***

***August 1 to August 31, 2020***

### **Calls for Service**

Dispatched: 115      City Ordinance: 15      Total: 130      False Alarms: 11

### **Arrests**

\* 2 – Manufacture to deliver CS PG 2 or 2-A  $\geq 4G < 400G$

### **Traffic Enforcement**

Crashes: 3      Citations: 9      Warnings: 1      Total: 17

### **Training / Certifications**

- \* Sgt. Thoemke completed Emotional Intelligence for Leaders course and Leadership in Law Enforcement course.
- \* Ofc. McMahan completed Packaging and Submission of Forensic Evidence (AS).
- \* Ofc. Hackenberg completed Field Training Officer course.

### **Outreach Efforts**

- \* National Night Out is cancelled, however an online campaign will be utilized in its place.
- \* Utilizing social media platforms to remind citizens that police services are still available.
- \* Traffic calming devices will be moved within next couple weeks to new locations.

### **Administrative Comments**

- \* Department evaluations completed and forwarded to City Administrator.
- \* Traffic intervention and enforcement will begin to pick up.
- \* Made conditional offer of employment to recent applicant. Training starts on 14 September.

### **Challenges**

- \* Municipal Court was cancelled in August. Working on offering virtual court proceedings.
- \* Still one vacant position within Police Department.



# City of Garden Ridge

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

## MONTHLY PUBLIC WORKS REPORT

August 2020

### Activities for the month

#### Streets

- Potholes repaired 2.
- Signs repaired 2.

#### Storm water Drainage Facility and Easement Maintenance

- Inspected 11 outfalls.
- Inspected 18 detention ponds.
- Stormwater public outreach: 2 message displayed on FM 2252 sign.
- Drainages mowed.: 1.

#### Parks Maintenance

- Paul Davis Park: Mowed 2 times.  
Ongoing cedar mulch removal.  
Daily sanitizing of facilities.  
Painted BBQ pits.  
Dragged ball field 4 times.  
Installed post around the butterfly meadow.  
Stump grinding.  
Repaired hose bib.  
Installed light switch timers for the bathrooms.  
Worked on defining the trails.
- Pocket Parks: Mowed once.
- Park Lane Park: Installed new dog waste disposal receptacle.

#### City Facility/Property Maintenance

- City Hall: Daily cleaning.  
Installed 2 touchless toilet flush valves.  
Met with two door companies to get quotes for automatic doors.
- Community Center: Mowed 1 time.  
Installed a touchless toilet flush valve.
- Public Works Offices: Daily deep clean.
- Former Public Works Shop: Cleaning.

#### Oak Wilt

Waiting for quotes from two oak wilt containment company's .  
Water lines on Sumac Cove have been located.

#### Reports Submitted

Wildlife Management Advisory Commission Report.

#### Education/Training for Staff

Safety meeting handouts.

#### Events/Conducted Education to residents

- None at this time.

#### Future Projects or Needs

- Increase office space at the Public Works building.
- Construct Covered vehicle and equipment storage.

Steven Steinmetz  
Public Works  
Director

Eric Lowman  
Deputy Public  
Works Director

Stanley Georg  
Brian Horn  
Manuel Troncoso

#### Ongoing Responsibilities

- Parks maintenance
- Facilities maintenance
- Streets
- All public facilities grass and right-of-way's
- Storm water Drainage
- Oak Wilt monitoring

#### Upcoming Events

Sep.. 5th & 6th  
Dumpster Weekend

Sep. 12th & 13th  
Dumpster Weekend

Sep. 19th & 20th  
Dumpster Weekend

Sep. 26th & 27th  
Dumpster Weekend

### **Animal Services Monthly Activities**

- 6 deer carcasses were disposed of, which makes for the year 97.
- 1 wild hog was donated this month to Hunters for the Hungry, the year-to-date combined totals for wild hogs and deer donated are 7.
- 2 live traps loaned out this month, traps loaned out year-to-date 9.
- 240 registered/reregistered animals for the year.
- 0 nuisance complaints received.
- 0 animal reported bites.

#### **Adoptions**

- 0 dogs; 0 year-to-date.
- 0 cats; 4 year-to-date.

#### **Returned to owners**

- 4 dogs; 30 year-to-date.
- 0 cats; 0 year-to-date.

#### **Transferred to other agencies**

- 0 dogs for month; 2 year-to-date.
- 0 cats for month; 2 year-to-date.

#### **Currently in City care**

- 3 dogs; cats 3.

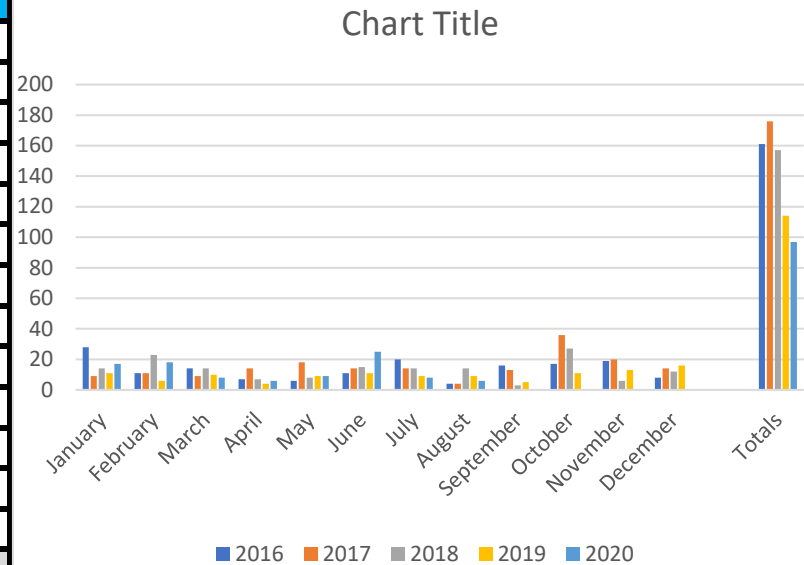


### **Year to Date Wildlife Report**

|            | Jan | Feb. | Mar | Apr. | May | Jun | Jul | Aug. | Sep. | Oct | Nov | Dec. | Total |
|------------|-----|------|-----|------|-----|-----|-----|------|------|-----|-----|------|-------|
| Deer       | 17  | 18   | 8   | 6    | 9   | 25  | 8   | 6    |      |     |     |      | 97    |
| Raccoons   | 6   | 9    | 14  | 6    | 5   | 5   | 14  | 3    |      |     |     |      | 62    |
| Opossums   | 5   | 8    | 5   | 8    | 5   | 8   | 3   | 11   |      |     |     |      | 53    |
| Skunks     | 4   | 6    | 0   | 0    | 2   | 0   | 3   | 1    |      |     |     |      | 16    |
| Wild hogs  | 7   | 5    | 0   | 0    | 0   | 3   | 2   | 1    |      |     |     |      | 18    |
| Turtles    | 0   | 0    | 0   | 1    | 0   | 0   | 1   | 0    |      |     |     |      | 2     |
| Squirrels  | 4   | 6    | 2   | 6    | 3   | 13  | 7   | 5    |      |     |     |      | 46    |
| Foxes      | 0   | 0    | 0   | 0    | 2   | 0   | 2   | 0    |      |     |     |      | 4     |
| Armadillos | 7   | 6    | 2   | 0    | 0   | 3   | 0   | 1    |      |     |     |      | 19    |
| Hawks      | 0   | 0    | 0   | 0    | 0   | 2   | 0   | 0    |      |     |     |      | 2     |
| Bats       | 0   | 0    | 0   | 0    | 0   | 0   | 4   | 1    |      |     |     |      | 5     |
| Coyotes    | 0   | 0    | 0   | 0    | 1   | 0   | 0   | 0    |      |     |     |      | 1     |
| Buzzards   | 1   | 2    | 0   | 1    | 0   | 1   | 0   | 0    |      |     |     |      | 5     |
| Ringtails  | 0   | 0    | 0   | 0    | 0   | 0   | 0   | 0    |      |     |     |      | 0     |
| Snakes     | 0   | 0    | 1   | 2    | 0   | 0   | 0   | 0    |      |     |     |      | 3     |
| Rabbit     | 0   | 0    | 0   | 0    | 0   | 0   | 0   | 0    |      |     |     |      | 0     |
| Total      | 51  | 60   | 32  | 30   | 27  | 60  | 44  | 29   |      |     |     |      | 333   |

## Deer Carcass Removal Totals for 2016-2017-2018-2019-2020

|           | 2016 | 2017 | 2018 | 2019 | 2020 |
|-----------|------|------|------|------|------|
| January   | 28   | 9    | 14   | 11   | 17   |
| February  | 11   | 11   | 23   | 6    | 18   |
| March     | 14   | 9    | 14   | 10   | 8    |
| April     | 7    | 14   | 7    | 4    | 6    |
| May       | 6    | 18   | 8    | 9    | 9    |
| June      | 11   | 14   | 15   | 11   | 25   |
| July      | 20   | 14   | 14   | 9    | 8    |
| August    | 4    | 4    | 14   | 9    | 6    |
| September | 16   | 13   | 3    | 5    |      |
| October   | 17   | 36   | 27   | 11   |      |
| November  | 19   | 20   | 6    | 13   |      |
| December  | 8    | 14   | 12   | 16   |      |
|           |      |      |      |      |      |
| Totals    | 161  | 176  | 157  | 114  | 97   |

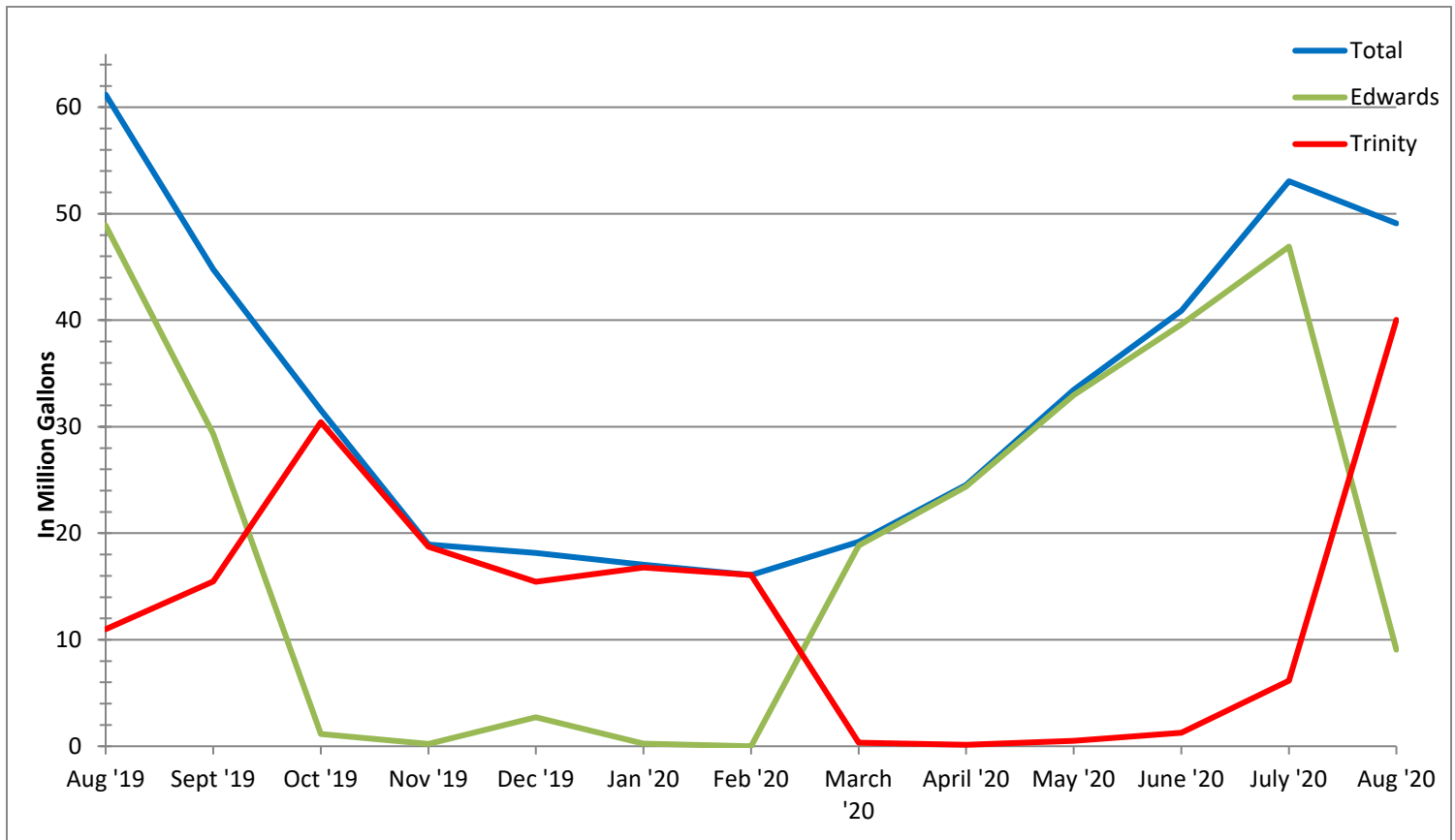




## Water Department Report

As of August 31, 2020

### City of Garden Ridge Aquifer Usage

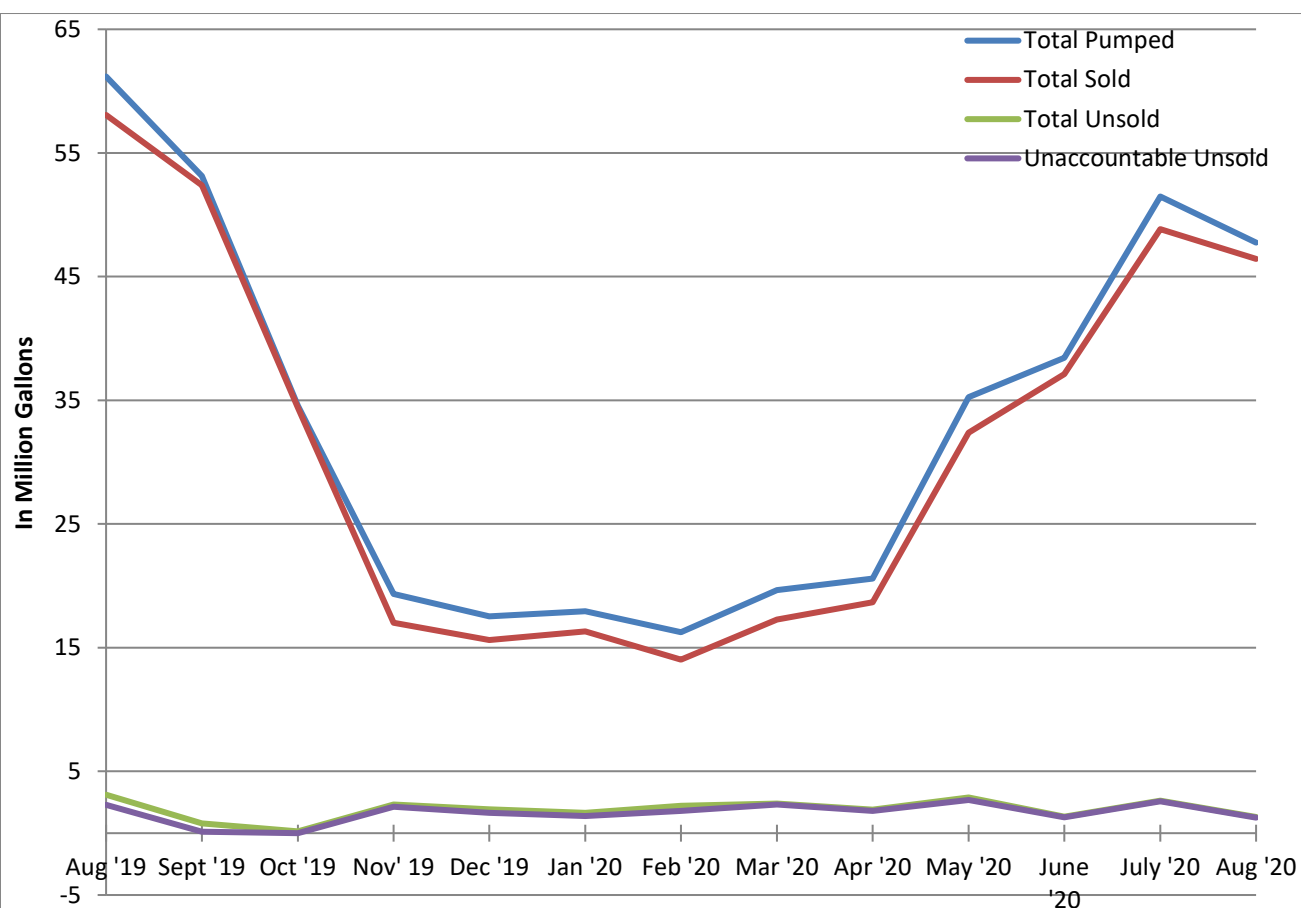


|                           | Month: | Year:  | Available: | Stage: |
|---------------------------|--------|--------|------------|--------|
| Edwards Well Usage AC/FT: | 27.80  | 526.59 | 168.40     | 0      |
| Trinity Well Usage AC/FT: | 122.85 | 249.47 | N/A        | 0      |

### Water Quality

| Backteriological Samples | Due: | Missed: | Passed: | Failed: |
|--------------------------|------|---------|---------|---------|
| Distribution Samples:    | 6    | 0       | 6       | 0       |
| Raw Water Samples:       | 2    | 0       | 2       | 0       |
| Chlorine Residual Test:  | 31   | 0       | 31      | 0       |
|                          |      |         |         |         |

## 2019 – 2020 Pumping Report



|                   | <b>Total Pumped<br/>(Thousands)</b> | <b>Total Sold<br/>(Thousands)</b> | <b>Total Unsold<br/>(Thousands)</b> | <b>Unaccountable<br/>Unsold<br/>(Thousands)</b> | <b>Unaccountable<br/>Unsold %</b> |
|-------------------|-------------------------------------|-----------------------------------|-------------------------------------|-------------------------------------------------|-----------------------------------|
| <b>Aug'19</b>     | 61,184                              | 58,074                            | 3,110                               | 2,298                                           | 3.8%                              |
| <b>Sept '19 *</b> | 53,145                              | 52,395                            | 786                                 | 125                                             | 0.2%                              |
| <b>Oct '19 *</b>  | 34,551                              | 34,405                            | 146                                 | 0                                               | 0.0%                              |
| <b>Nov '19</b>    | 19,344                              | 17,022                            | 2,322                               | 2,149                                           | 11.1%                             |
| <b>Dec '19</b>    | 17,527                              | 15,610                            | 1,917                               | 1,657                                           | 9.5%                              |
| <b>Jan '20</b>    | 17,956                              | 16,308                            | 1,648                               | 1,388                                           | 7.7%                              |
| <b>Feb '20</b>    | 16,250                              | 14,032                            | 2,218                               | 1,806                                           | 11.1%                             |
| <b>March '20</b>  | 19,658                              | 17,270                            | 2,388                               | 2,308                                           | 11.7%                             |
| <b>April '20</b>  | 20,579                              | 18,682                            | 1,897                               | 1,795                                           | 8.7%                              |
| <b>May '20</b>    | 35,266                              | 32,385                            | 2,881                               | 2,668                                           | 7.6%                              |
| <b>June '20</b>   | 38,442                              | 37,110                            | 1,332                               | 1,286                                           | 3.3%                              |
| <b>July '20</b>   | 51,469                              | 48,851                            | 2,618                               | 2,574                                           | 5.0%                              |
| <b>Aug '20</b>    | 47,754                              | 46,446                            | 1,308                               | 1,262                                           | 2.6%                              |

\* September water loss is off due to inaccuracy of the Schoenthal well master meter.

### Water Department Monthly Activities:

|                    |      |                            |     |
|--------------------|------|----------------------------|-----|
| New Meter Installs | 2    | Work Orders                | 313 |
| Meter Replacements | 4    | Locates                    | 42  |
| City Owned Leaks   | 0    | Irrigations Permits Issued | 4   |
| Meters Read        | 1672 | Total Rebates              | 1   |
| Meter Tests        | 3    | Laptop Readings            | 51  |

### Leak Adjustments

|              |    |                      |    |          |   |                 |          |        |   |                          |   |
|--------------|----|----------------------|----|----------|---|-----------------|----------|--------|---|--------------------------|---|
| New Requests | 15 | Waiting for Customer | 13 | Approved | 3 | Amount Approved | \$120.09 | Denied | 2 | Sent to Water Commission | 1 |
|--------------|----|----------------------|----|----------|---|-----------------|----------|--------|---|--------------------------|---|

### Projects:

- Whispering Oaks Project is Ongoing
- Workflow Management System Implementation Ongoing
- AMI Bids
- 2252 Wastewater Project Bids
- Well #9 Repair Ongoing

## COVID-19 Pandemic

The Water Department is continuing to be vigilant to keep our staff and infrastructure safe from the spread of the Coronavirus. We are still cleaning facilities, vehicles, and equipment daily to ensure our staff and water system stay safe. Our team members have a positive outlook even as the number of cases rise in our area. We are keeping a close eye on the situation and can increase or decrease our continuity of operations if and when necessary.



Garden Ridge Library

Volume III, Issue 12

September 2, 2020

# Monthly Library Update

By Linda Crosland, Library Director

**For leisure, for learning, for life!**

## Upcoming Activities and Programs for September

### Children's Activities-beginning week of 9/7

**Tuesdays**, Lego Robotics Class, 3:15 pm

**Wednesdays**, Lego Club, 3:15 pm , use regular Legos to build projects

**Thursdays**, Coding, "Learning *Scratch* from Scratch," 3:15 pm

**Fridays**, Preschool Storytime, 10:30 am; on **9/11 we will have a special storytime** on Community Helpers, with one of our own **Garden Ridge Police Officers**.

All classes will be limited to only 5 students.

### Adults' Activities

**Bingocize Classes** meet in 2 groups, 2 times per week via Zoom.

**Thursdays**, Adult Coloring, 1:00 pm

**3rd Tuesdays**, Card-making Class, 1:00 pm

In each of the above classes participants will be expected to keep social distance and wear masks. Parents will be responsible to help children understand these parameters.

Since we purchased **Libby Advantage**, we have begun working on choosing popular works that are for the exclusive use of Garden Ridge patrons. The other books purchased by the consortium are always available. The extra books will, hopefully, lessen the wait time for popular books.

## Department Statistics for August

|                                   |        |
|-----------------------------------|--------|
| Visits to the Library             | 931*   |
| Items Checked Out                 | 2,507* |
| New Patrons Added                 | 14     |
| New Items Added to the Collection | 48     |
| Volunteer Hours                   | 69     |

\*We have begun adding **electronic check-outs** to both visits and items checked out.

### Activity Statistics

|                                  |    |
|----------------------------------|----|
| Children's Preschool             | 26 |
| Children's Lego Robotics, Coding | 5  |
| Summer Reading                   | 54 |
| Bingocize                        | 77 |
| Adult Classes                    | 94 |

**Activity Total 256**

### Training Webinars for Linda

- Webinar, "Budgets & priorities"
- Web discussion with other libraries, "Adult Programming workshops"

**In spite of discouragement and adversity, those who are happiest seem to have a way of learning from difficult times, becoming stronger, wiser and happier as a result. -Joseph Wirthlin**



**To:** Garden Ridge City Council  
**From:** Trihydro Corporation  
**cc:** Ms. Nancy Cain, City Administrator, City of Garden Ridge  
**Date:** August 26, 2020  
**Re:** Engineering Report for September 2020 Council Meeting

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1. FM 2252 TxDOT Project

- Trihydro is continuing to gather information about TxDOT design. Potential utility conflicts are being analyzed. Trihydro participated in TxDOT conference call meeting on 07/15 & 22/2020. We received TxDOT 60% plan set at the meetings. We have a follow up meeting 07/30/2020, to address City specific questions with plan set.
- We are coordinating “pothole” locates with TxDOT contractor on possible utility conflicts along FM 2252 ROW. We received utility elevation surveys early in August.
- We are coordinating with TxDOT regarding sign relocation.
- Continue to work and coordinate with TxDOT regarding design, impacts, and conflicts.

2. FM 2252 Wastewater Project

- Trihydro continues to gather information about potential wastewater clients. Preferred system routing and line sizing are complete. Bid (100%) plan design for WW lines A & B are under City review. Proposed rates and tariff schedule development is ongoing.
- Bids for Wastewater Grinder Stations/On-Call Services, WW Pump, Haul & Disposal Services and Force Main Installation were received on Friday, August 21, 2020. Bid recommendations are under separate cover sheets.



August 27, 2020

Ms. Nancy Cain  
City Administrator  
City of Garden Ridge  
9400 Municipal Parkway  
Garden Ridge, TX 78266

RE: City of Garden Ridge Force Main Sanitary Sewer - Bid Award Recommendation

Dear Ms. Cain:

Trihydro Corporation, (Trihydro) evaluated bids received on Friday, August 21, 2020 for the City of Garden Ridge Force Main project. Our evaluation included review of the bidders' responsiveness and math calculations for each bid item and total bid price. Two bids were received as shown in the attached Table 1. Summarized below is the total from the apparent low bidder, Qro Mex Construction Co., Inc. (Qro-Mex)

- Qro-Mex Construction Co. Inc.
  - \$699,903.00

Trihydro recommends award to the low bidder, Qro-Mex, for the Base Bid in the amount of \$699,903.00. No alternate bids are proposed for award, only base bid. Bid packages were obtained by eight (8) general contractors. Qro-Mex is a qualified contractor and has completed other projects for the City of Garden Ridge.

If you have any questions, please feel free to contact our office.

Sincerely,  
Trihydro Corporation

A handwritten signature in blue ink that reads "Patrick A. Lackey".

Patrick A. Lackey, P.E.  
Senior Engineer

Attachments

## **ATTACHMENTS**



TABLE 1. CITY OF GARDEN RIDGE  
FORCE MAIN SANITARY SEWER PROJECT



Project: Force Main Sanitary Sewer Project  
Date: 21-Aug-20  
Time: 2:00 PM  
Location: CoGR City Hall

|                     |                                                             |                  |          |                      |                   |            |                         |                     |           |                      | Basis of Bid  |                  |              |              |               | Total Bid Price |
|---------------------|-------------------------------------------------------------|------------------|----------|----------------------|-------------------|------------|-------------------------|---------------------|-----------|----------------------|---------------|------------------|--------------|--------------|---------------|-----------------|
| Contrator Name      | Address                                                     | Contact          | Bid Bond | Bid Form             |                   |            | Qualification Statement |                     |           |                      | Base Bid      | Add Alternatives |              |              |               |                 |
|                     |                                                             |                  |          | Addenda Acknowledged | Bid Form Complete | Bid Signed | Sheets 1-5 Complete     | Schedule A Complete | Signature | Techncial Supplement |               | Alternate A      | Alternate B  | Alternate C  | Alternate D   |                 |
| QroMex Construction | 2801 Prairire Creek<br>Granite Shoals TX<br>78654           | Amber Southworth | Y        | Y                    | Y                 | Y          | Y                       | Y                   | Y         | Y                    | \$ 699,903.00 | \$ 302,275.00    | \$ 68,000.00 | \$ 33,000.00 | \$ 1,682.00   | \$ 699,903.00   |
| BlackCastle GC      | 2115 Stephens Place<br>Ste 210<br>New Braunfels TX<br>78130 | Liz Wood         | Y        | y                    | Y                 | Y          | Y                       | Y                   | Y         | Y                    | \$ 825,228.60 | \$ 502,035.00    | \$ 11,320.00 | \$ 68,904.00 | \$ 492,072.00 | \$ 825,228.60   |
|                     |                                                             |                  |          |                      |                   |            |                         |                     |           |                      |               |                  |              |              |               |                 |
|                     |                                                             |                  |          |                      |                   |            |                         |                     |           |                      |               |                  |              |              |               |                 |
|                     |                                                             |                  |          |                      |                   |            |                         |                     |           |                      |               |                  |              |              |               |                 |



CITY OF GARDEN RIDGE  
FORCE MAIN COM



| ITEM         | DESCRIPTION                                                                  | UNIT | TOTAL QUANTITY | ENGINEERS ESTIMATE |               | QRO MEX       |               | BLACK CASTLE  |               |
|--------------|------------------------------------------------------------------------------|------|----------------|--------------------|---------------|---------------|---------------|---------------|---------------|
|              |                                                                              |      |                | UNIT PRICE         | TOTAL COST    | UNIT PRICE    | TOTAL COST    | UNIT PRICE    | TOTAL COST    |
| 1            | BONDING, MOBILIZATION, AND INSURANCE                                         | LS   | 1              | \$ 67,000.00       | \$ 67,000.00  | \$ 40,000.00  | \$ 40,000.00  | \$ 65,000.00  | \$ 65,000.00  |
| 2            | ENVIRONMENTAL PROTECTION/<br>STORMWATER POLLUTION PREVENTION<br>PLAN (SWPPP) | LS   | 1              | \$ 13,000.00       | \$ 13,000.00  | \$ 10,000.00  | \$ 10,000.00  | \$ 16,600.00  | \$ 16,600.00  |
| 3            | SITE PREPARATION                                                             | LS   | 1              | \$ 15,000.00       | \$ 15,000.00  | \$ 10,000.00  | \$ 10,000.00  | \$ 16,500.00  | \$ 16,500.00  |
| 4            | BARRICADES, SIGNS, AND TRAFFIC HANDLING                                      | LS   | 1              | \$ 25,000.00       | \$ 25,000.00  | \$ 10,000.00  | \$ 10,000.00  | \$ 10,800.00  | \$ 10,800.00  |
| 5            | TRENCH AND EXCAVATION SAFETY PROTECTION                                      | LF   | 8,786          | \$ 1.25            | \$ 10,980.00  | \$ 0.50       | \$ 4,393.00   | \$ 0.10       | \$ 878.60     |
| 6            | PRESSURE TEST FORCE MAIN                                                     | LS   | 1              | \$ 13,180.00       | \$ 13,180.00  | \$ 5,000.00   | \$ 5,000.00   | \$ 6,500.00   | \$ 6,500.00   |
| 7            | 4-INCH DR18 SCH80 PVC PIPE                                                   | LF   | 487            | \$ 25.00           | \$ 12,175.00  | \$ 30.00      | \$ 14,610.00  | \$ 35.00      | \$ 17,045.00  |
| 8            | 3-INCH DR18 SCH80 PVC PIPE                                                   | LF   | 8,299          | \$ 20.00           | \$ 165,980.00 | \$ 26.00      | \$ 215,774.00 | \$ 33.00      | \$ 273,867.00 |
| 9            | 8-INCH STEEL CASING BY BORE                                                  | LF   | 303            | \$ 200.00          | \$ 60,600.00  | \$ 180.00     | \$ 54,540.00  | \$ 179.00     | \$ 54,237.00  |
| 10           | 8-INCH STEEL CASING BY OPEN CUT                                              | LF   | 201            | \$ 70.00           | \$ 14,070.00  | \$ 150.00     | \$ 30,150.00  | \$ 109.00     | \$ 21,909.00  |
| 11           | SCH80 PVC FITTINGS                                                           | LBS  | 44             | \$ 33.00           | \$ 1,452.00   | \$ 50.00      | \$ 2,200.00   | \$ 639.00     | \$ 28,116.00  |
| 12           | TWO-WAY CLEAN OUT ASSEMBLY                                                   | EA   | 13             | \$ 4,200.00        | \$ 54,600.00  | \$ 6,200.00   | \$ 80,600.00  | \$ 5,300.00   | \$ 68,900.00  |
| 13           | TWO-WAY CLEAN OUT ASSEMBLY WITH<br>AIR/VACUUM RELEASE VALVE                  | EA   | 3              | \$ 7,700.00        | \$ 23,100.00  | \$ 9,500.00   | \$ 28,500.00  | \$ 8,900.00   | \$ 26,700.00  |
| 14           | END-OF-LINE CLEAN OUT ASSEMBLY                                               | EA   | 2              | \$ 1,650.00        | \$ 3,300.00   | \$ 3,000.00   | \$ 6,000.00   | \$ 6,600.00   | \$ 13,200.00  |
| 15           | 18,000 GALLON HOLDING TANK                                                   | LS   | 1              | \$ 135,000.00      | \$ 135,000.00 | \$ 75,000.00  | \$ 75,000.00  | \$ 86,000.00  | \$ 86,000.00  |
| 16           | GRAVEL TURN-OUT                                                              | SY   | 223            | \$ 20.00           | \$ 4,460.00   | \$ 50.00      | \$ 11,150.00  | \$ 33.00      | \$ 7,359.00   |
| 17           | REPAIR ASPHALT DRIVEWAY                                                      | SY   | 361            | \$ 272.00          | \$ 98,192.00  | \$ 64.00      | \$ 23,104.00  | \$ 45.00      | \$ 16,245.00  |
| 18           | REPAIR CONCRETE DRIVEWAY                                                     | SY   | 17             | \$ 181.00          | \$ 3,077.00   | \$ 120.00     | \$ 2,040.00   | \$ 356.00     | \$ 6,052.00   |
| 19           | REPAIR WIRE FENCE                                                            | LF   | 116            | \$ 33.00           | \$ 3,828.00   | \$ 12.00      | \$ 1,392.00   | \$ 107.00     | \$ 12,412.00  |
| 20           | REPAIR WOOD FENCE                                                            | LF   | 40             | \$ 49.00           | \$ 1,960.00   | \$ 35.00      | \$ 1,400.00   | \$ 171.00     | \$ 6,840.00   |
| 21           | REVEGETATION                                                                 | AC   | 2.02           | \$ 3,500.00        | \$ 7,070.00   | \$ 2,500.00   | \$ 5,050.00   | \$ 3,900.00   | \$ 7,878.00   |
| 22           | Odor Control Injection Skid                                                  | LS   | 1              | \$ 45,000.00       | \$ 45,000.00  | \$ 49,000.00  | \$ 49,000.00  | \$ 44,500.00  | \$ 44,500.00  |
| 23           | SCADA Electrical                                                             | \$   | 20,000         | \$ 1.00            | \$ 20,000.00  | \$ 1.00       | \$ 20,000.00  | \$ 1.00       | \$ 20,000.00  |
|              |                                                                              |      |                | \$ 798,024.00      |               | \$ 699,903.00 |               | \$ 827,538.60 |               |
| A-1          | ¾" Meter Installation                                                        | EA   | 1650           |                    |               | \$ 175.00     | \$ 288,750.00 | \$ 291.00     | \$ 480,150.00 |
| A-2          | 1" Meter Installation                                                        | EA   | 1              |                    |               | \$ 175.00     | \$ 175.00     | \$ 388.00     | \$ 388.00     |
| A-3          | 1 ½" Meter Installation                                                      | EA   | 27             |                    |               | \$ 350.00     | \$ 9,450.00   | \$ 581.00     | \$ 15,687.00  |
| A-4          | 2" Meter Installation                                                        | EA   | 10             |                    |               | \$ 390.00     | \$ 3,900.00   | \$ 581.00     | \$ 5,810.00   |
| Installation |                                                                              |      |                |                    |               | \$ 302,275.00 |               | \$ 502,035.00 |               |
| B-1          | Replace Meter Vault and Lid                                                  | EA   | 20             |                    |               | \$ 3,400.00   | \$ 68,000.00  | \$ 566.00     | \$ 11,320.00  |
| C-1          | Replace Cast Iron Lid w/RFG Lid                                              | EA   | 132            |                    |               | \$ 250.00     | \$ 33,000.00  | \$ 522.00     | \$ 68,904.00  |
| D-1          | ¾" Meter Installation                                                        | EA   | 132            |                    |               | \$ 1.00       | \$ 132.00     | \$ 291.00     | \$ 38,412.00  |
| D-2          | 1" Meter Installation                                                        | EA   | 1515           |                    |               | \$ 1.00       | \$ 1,515.00   | \$ 291.00     | \$ 440,865.00 |
| D-3          | 1 ½" Meter Installation                                                      | EA   | 26             |                    |               | \$ 1.00       | \$ 26.00      | \$ 291.00     | \$ 7,566.00   |
| D-4          | 2" Meter Installation                                                        | EA   | 9              |                    |               | \$ 1.00       | \$ 9.00       | \$ 581.00     | \$ 5,229.00   |
|              |                                                                              |      |                |                    |               | \$ 1,682.00   |               | \$ 492,072.00 |               |



August 27, 2020

Ms. Nancy Cain  
City Administrator  
City of Garden Ridge  
9400 Municipal Parkway  
Garden Ridge, TX 78266

RE: City of Garden Ridge Bid Award Recommendation  
Wastewater Grinder Pump Equipment, Installation & On-Call Operation & Maintenance  
Service and Repair

Dear Ms. Cain:

Trihydro Corporation, (Trihydro) evaluated bids received on Friday, August 21, 2020 for the City of Garden Ridge Wastewater Grinder Pump Equipment and On-Call Services project. Our evaluation included review of the bidders' responsiveness and math calculations for each bid item and total bid price. One bid was received as shown in the attached table. Summarized below is the total from the apparent low bidder, Hydro-Source Service, Inc.

- Hydro Source Service, Inc.
  - \$86,122.50

Trihydro recommends award to the low bidder, Hydro Source Service, Inc., for the Base Bid in the amount of \$86,122.50. Bid packages were obtained by six (6) pump vendors. Hydro Source is a qualified vendor. We have worked successfully together on other projects.

If you have any questions, please feel free to contact our office.

Sincerely,  
Trihydro Corporation

A handwritten signature in blue ink that reads "Patrick A. Lackey".

Patrick A. Lackey, P.E.  
Senior Engineer

Attachment

## **ATTACHMENTS**



**CITY OF GARDEN RIDGE  
GRINDER PUMP EQUIPMENT, INSTALLATION AND ON-CALL OPERATIONS AND MAINTENANCE**



Project: Grinder Pump Equipment, Installation and On-Call O&M  
 Date: 21-Aug-20  
 Time: 9:00 AM  
 Location: CoGR City Hall

|                           |                                         |         |                |                      |                   |            |                         |                     | Basis of Bid |                            |               |             |                 | Total Bid Price |
|---------------------------|-----------------------------------------|---------|----------------|----------------------|-------------------|------------|-------------------------|---------------------|--------------|----------------------------|---------------|-------------|-----------------|-----------------|
| Contrator Name            | Address                                 | Contact | Bid Bond       | Bid Form             |                   |            | Qualification Statement |                     | Base Bid     | Operations and Maintenance |               |             |                 |                 |
|                           |                                         |         |                | Addenda Acknowledged | Bid Form Complete | Bid Signed | Sheets 1-5 Complete     | Schedule A Complete |              | Annual O&M Cost            | Standard Rate | After Hours | Holiday Service |                 |
| Hydro Source Service Inc. | 14 Applegate Circle Roundrock, TX 78665 |         | Cashiers Check | X                    | X                 | X          | X                       | X                   | \$67,560.00  | \$18,000.00                | \$125.00      | \$187.50    | \$250.00        | \$86,122.50     |
|                           |                                         |         |                |                      |                   |            |                         |                     |              |                            |               |             |                 |                 |
|                           |                                         |         |                |                      |                   |            |                         |                     |              |                            |               |             |                 |                 |

| Item No. | Description                                                    | Unit  | Estimated Quantity | Bid Unit Price | Bid Price          |
|----------|----------------------------------------------------------------|-------|--------------------|----------------|--------------------|
| 1        | Simplex Grinder Pump Station                                   | EA    | 1                  | \$8,125.00     | \$8,125.00         |
| 2        | Duplex Grinder Pump Station                                    | EA    | 2                  | \$15,855.00    | \$31,710.00        |
| 4        | Quadplex Grinder Pump Station                                  | EA    | 1                  | \$27,725.00    | \$27,725.00        |
|          | <b>Total Base Cost</b>                                         |       |                    |                | <b>\$67,560.00</b> |
|          | <b>Operation/Maintenance</b>                                   |       |                    |                |                    |
| 5        | Annual O&M Agreement                                           | \$/yr | 1                  | \$18,000.00    | \$18,000.00        |
| 6        | Standard Service Rate                                          | \$/hr | 1                  | \$125.00       | \$125.00           |
| 7        | After Hours Service Rate                                       | \$/hr | 1                  | \$187.50       | \$187.50           |
| 8        | Holiday Service Rate                                           | \$/hr | 1                  | \$250.00       | \$250.00           |
|          | <b>Total Annual Operation &amp; Maintenance Cost</b>           |       |                    |                | <b>\$18,562.50</b> |
|          | <b>Total of Base + Annual Operation &amp; Maintenance Cost</b> |       |                    |                |                    |
|          |                                                                |       |                    |                | <b>\$86,122.50</b> |



August 27, 2020

Ms. Nancy Cain  
City Administrator  
City of Garden Ridge  
9400 Municipal Parkway  
Garden Ridge, TX 78266

RE: City of Garden Ridge Bid Award Recommendation  
Bulk Wastewater Pumping, Hauling and Disposal Services

Dear Ms. Cain:

Trihydro Corporation, (Trihydro) received no bids on Friday, August 21, 2020 for the City of Garden Ridge Bulk Wastewater Pumping, Hauling and Disposal Services project.

Fifteen (15) qualified companies received bid packages, yet no bids were received. We are prepared to simplify the bid proposal and re-bid the project.

If you have any questions, please feel free to contact our office.

Sincerely,  
Trihydro Corporation

A handwritten signature in blue ink that reads "Patrick A. Lackey".

Patrick A. Lackey, P.E.  
Senior Engineer

Attachment

## **ATTACHMENTS**



## Water Commission Recommendations and Possible Action

For City Council September 2, 2020

Request for water leak adjustment for **8818 Cherokee Path** for the billing period of March 23, 2020 – April 23, 2020. (Henry “Skeeter” Lieberum)

- a. After the April meter readings, the Water Department notified the homeowner of a possible leak. Once the owner found the issue, the water was turned off until it could be repaired. The problem was due to the malfunction of the pool auto fill valve which has been replaced. Upon inspection of the property, the Water Manager found a cross connection between a hose spicket and pool auto fill valve without a backflow preventer. The Water Manager gave the homeowner the option to install a backflow prevention device or remove the cross connection. Homeowner decided to remove the cross connection and manually fill the pool (see photo in packet).
- b. The customer was unable to see the water in the yard due to the pool overflow leaking the water to a lower level behind the pool making it difficult to see from the back porch. The Water Department determined a 75,000-gallon leak due to an automatic pool filling malfunction.
- c. The Water Commission voted 4-1 to recommend the Water Manager’s proposal of a credit of **\$604.35** for approval by City Council. This is based on calculating the cost of water leaked at the lowest tier rate (see calculation below).

|                                                      |                                                     |     |           |                  |
|------------------------------------------------------|-----------------------------------------------------|-----|-----------|------------------|
| Leak from 3/24 to 4/16 => leak of <b>75,579 gals</b> |                                                     |     |           |                  |
| A                                                    | Water Bill (water portion only)                     | 90k |           | \$ 862.25        |
| B                                                    | Leak value at the lowest tier rate (\$2.74/kgal)    | 75k | \$ 205.50 |                  |
| C                                                    | Customer Consumption at standard rates (5k minimum) | 15k | \$ 52.40  |                  |
| D                                                    | Paid by Customer (D=B+C)                            |     |           | \$ 257.90        |
| E                                                    | Credit to Customer (E=A-D)                          |     |           | <b>\$ 604.35</b> |

## Advanced Metering Infrastructure System (AMI) and Meter Data Management System (MDMS).

Last month City Council approved the advertisement for bid solicitation for an AMI/MDM system. Four bids were received and opened in a public forum in Council Chambers on Friday, August 21<sup>st</sup> at 4:00 pm. Representatives of all four bidders were present. The Water Meter Project Subcommittee consisting of Water Commissioner Jim Mueller; Water Manager Jacob Parsons; Trihydro Engineers: Chris Clark and Pat Lackey; and Water Commission Chair Jesse Valdez met on Monday, August 24<sup>th</sup> to review and evaluate bids.

The bids were evaluated on six (6) criteria: 1) Experience; Product Maturity and Future Roadmap; 3) Requirements and Capabilities; 4) Schedule; 5) Base Costs + Option 1 + Option 2 and 6) Life Cycle Costs. Each criterion was assigned a maximum point value available and weighted factor.

Bidders were asked to divide their bids into three categories: Base Cost, Option 1 and Option 2. The Base Cost includes the cost of the meters, the Meter Data Management System and Annual fees. Option 1 includes the Customer Portal and Annual fee for the Customer Portal. Option 2 covers cost of labor and fittings to install the meters.

The Meter Data Management System and Customer Portal annual fees were evaluated on a 20-year Life Cycle Cost based on Present Worth.

### **Project Overview**

#### Water Meters

- New water meters will be brass body construction
  - Polymer composite body are susceptible to cross threading and breakage
- Standard meter size will be ¾" – about 1620 meters will be converted from 1" to ¾"
  - ¾" meter has lowest flow range beginning at 0.015 gpm
  - Maximum flow is 35 gpm
- 1" meters available on request
- 1 ½" and 2" meters will be replaced with same size meters

#### Meter Data Management System

- Two-way communication between the AMI head-end and data collection unit
  - Also capable of one-way drive-by reading
  - Antenna will be mounted to the top of Water Tower
  - Redundant antenna will be mounted FM 2252 Well site
- Provide hourly, daily and monthly data with near real time data
- Hourly data available for 90 days
- Alerts as such leaks, bursts, reverse flows or tamper sent via text or email
- Monthly meter reads for billing will occur all at once at pre-set date and time
- System will integrate with current City billing software

#### Customer Portal

- Customer Portal will be available through a phone app (Android or IOS) or webpage
  - Supplier will provide updates as necessary
- Customers can monitor water usage and set up personal alerts
- Training will be available on customer portal (how-to videos)
- Customers not using the portal will be notified by Water Dept of any potential problems, as such water leaks via phone calls or email
- We can push out notification to customers via text or email

## Security

- Follow industry standards and best practices
- Cloud based architecture and encrypted protecting our customer's data
  - o Minimum customer data will be put on the cloud
- Data is hosted in the United States
- Will not be tie into SCADA system

## Installation

- Installation by meter supplier to reduce installation time period
- Water Department not sufficiently staff to install meters
- Customers will be notified before is system is out of service for meter replacement

## **Issues/Concerns Addressed by Commissioners - Responses**

- Potential bacteria contamination during meter installation – water lines will be flushed through customer's hose spicket after meter installation per AWWA and TECQ standard practice – enough chlorine in system to kill bacteria.
- Savage value – other cities using iPerl AMR technology are also facing similar situation with obsolete equipment and may be looking used/refurbished meters and collector.
- Redundancy – data is collected all the time, if system down, meter will hold data until system returns to service. Annual maintenance service plan included. System has option to be put in truck and used as an AMR system.
- Warranty – 10-year replacement and prorated cost to 20-years.
- Help with customer portal – city staff will be available to help with training.
- Explain criteria evaluation process:
  - o Experience – past history of installation experience (all bidders rated equally).
  - o Product Maturity and Future Roadmap – based on how long product has been on the market and will supplier continue to support.
  - o Requirement and Capabilities – did bidders provide information requested.
  - o Project Schedule – only one bidder provided detailed schedule (scored 5), other 3 only said that they would meet our 6-month time expectation (therefore scored 3).
- Biggest difference in bids is the installation cost – due to change in standard meter size from 1" to ¾", recommended bidder's meter with reducers is the same length as current meter thus lower installation cost.
- Difference with Annual fees – 3 bidders outsource to Google Cloud Platform with Amazon hosting service and 4th bidder used their own software thus higher maintenance fees.
- Customer data on cloud – commissioners recommend minimizing customer data put on the cloud
- System redundancy – two antennas will be back up for each other and service agreement for call out to repair within 48 hours.
- How long does meter retain data – data is retained for 90 days.
- Bid risk on annual fees – bidders provided a bid bond to guarantee pricing.
- Evaluation committee comfort with recommend bidder – Kamstrup AMI meters in service for 29 years, provide solutions to utilities in over 60 countries and in the US Kamstrup services over 300 utilities.
- Customer portal expectation – customers will not be required to use the customer portal – Water Department will be responsible for notifying customers in event of any problems including after hours.

**Conclusion**

- Lubin Entrprise/Kamstrup submitted the lowest cost in both the base cost-plus options and life cycle cost for the project.
- Subcommittee also evaluated same vendor high on the technical evaluation.

**Recommendation**

Water Commission recommends City Council to authorize the City Administrator to go into contract negotiations with Lubin Enterprise/Kamstrup for an Advanced Metering Infrastructure and Meter Data Management System with Customer Portal and installation of meters for \$642,591.10 (Base cost + Option 1 + Option 2). Vote was unanimous.

**Reference**

Letter from Trihydro titled: Bid Recommendation, City of Garden Ridge, Advanced Metering Infrastructure and Meter Data Management System dated August 25, 2020.

**Suggestion**

Consider watching the August 25, 2020 Water Commission Meeting video.



## MEMORANDUM:

To: Chair Valdez and Water Commission  
From: Kat Balbi, Assistant City Secretary  
Date: 08/18/2020  
Reference: Ordinance 54-122019

---

Chair Valdez and Water Commission,

The only change at this time to Ordinance No. 54-122019 is amending the definition for service agreements, section 7.07, and section 27.05 to include the addition of Fire Flow Service for individuals outside the City's CCN. Since the service agreement was previously discussed at the Water Commission meeting on July 28, 2020, City Staff has incorporated the recommended changes to the agreement and Ordinance 54-122019. Those changes are the only suggestions as this time and are reflected on the page attached.

The Fire Flow Service Agreement and Ordinance No. 54-122019 will go to City Council for approval at the September 2, 2020, regular meeting if this Commission recommends the suggested changes. Please let city staff know if you have any questions.

Thank you,

Kat Balbi  
Assistant City Secretary

### **SECTION 3. DEFINITIONS.**

*Service Agreement* is a written agreement between the ~~customer~~ **property owner, tenant, or agent for the property that is connected to the Garden Ridge water system** and the Water Department outlining the responsibilities of each regarding water service.

#### **7.07 -- SERVICE AGREEMENT.**

~~The Water Department must have an executed service agreement with each customer who is brought into the system subsequent to the effective date of this Ordinance. Persons who were customers of the system when the system was acquired by the City of Garden Ridge will be considered to have a service agreement with the Water Department are such agreement will be in accordance with all requirements of this Ordinance.~~

~~Failure of a customer to execute an agreement, when required, shall result in a refusal of service or a disconnection of service. Service agreements will be in written form and will acknowledge an understanding of the Ordinance in force when the service agreement is signed. Subsequent changes to said Ordinance will be published in the official newsletter of the City of Garden Ridge or in the newspaper designated as the official newspaper of the City of Garden Ridge.~~

**There must be a Service Agreement on file for each property that is connected to the Garden Ridge Water System. The agreement must be executed by the property owner, tenant, or agent for the property and by their signature agree to comply with the requirements of this Ordinance. Any property that was connected to the water system prior to its acquisition by the City of Garden Ridge is considered to have an agreement on file and through such agreement the property owner, tenant, or agent for the property agrees to the requirements of this Ordinance.**

**Failure by a property owner, tenant, or agent for a property connected to the Garden Ridge Water System to execute a Service Agreement, when required, shall result in refusal of service, disconnection of service and/or unauthorized connection to services.**

**Service Agreements are in "Appendix D" of this Ordinance.**

#### **27.05 -- CUSTOMER SERVICE CHARGES**

##### **R. Deposits**

|                                                        |                     |
|--------------------------------------------------------|---------------------|
| 1) Residential Water Deposit                           | <b>\$150.00</b>     |
| a. <del>Owner</del>                                    | <del>\$150.00</del> |
| b. <del>Renter</del>                                   | <del>\$150.00</del> |
| 2) Commercial Water Deposit-----                       | \$200.00            |
| 3) Fire Hydrant or Temporary Service Deposit-----      | \$400.00            |
| 4) <b>Fire Flow Service (Inside/Outside CCN)</b> ----- | <b>\$400.00</b>     |

(Deposits refundable at termination of service minus any balance on account)



# City of Garden Ridge

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

## FIRE FLOW SERVICE AGREEMENT OUTSIDE OF GARDEN RIDGE CCN

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_\_ between the City of Garden Ridge Water Company, a municipal water department organized and operated under the laws of the State of Texas and hereinafter called The Department, and the following named person, hereinafter referred to as the Customer:

(NAME) \_\_\_\_\_

The Department agrees to deliver Fire Flow water service to the Customer and the Customer agrees to receive water service from the Department for fire flow service outside of the City's Certificate of Convenience and Necessity in accordance with rules and regulations as specified in City ordinances governing water operations, as amended from time to time by the City of Garden Ridge.

All plans for fire flow service must be engineered and submitted to The Department for approval, in accordance with the City's ordinances before construction begins.

The Customer shall pay the Department a yearly maintenance fee that shall be established by city ordinance.

In the event the Customer shall breach this agreement by (1) refusing or failing without just cause to connect to the Departments facility and use same as soon as the facility is available or (2) refusing or failing, without just cause, to pay the yearly Maintenance fee as established by City of Garden Ridge ordinance or (3) If the customer is found to be unlawfully obtaining water from the city or (4) if the backflow device is not inspected yearly the Department shall not furnish water to Customer for fire flow service, upon the occurrence of either of said events.

All water shall be metered, and meter owned by the Department. The meter is for the sole use of the Customer and is to serve water only for fire suppression in case of an emergency. Only one business will be served and does not permit the extension of pipe or pipes to transfer water from one property to any other, nor share, resell, or sub-meter water to any other persons, dwelling, business, property, etc. unless approved by the Department.

In the event the total water supply is insufficient to meet all the needs of the customers, or in the event there is a shortage of water, the Department may not be held responsible for the lack of serviceable water.

The Customer shall provide the Water Company with proof of acceptance of fire suppression system from the Comal County Fire Marshal's Office prior to connection of service. The service may be required to be upgraded due to future rules or regulations that arise in the future.

The Customer shall hold the Department harmless from any and all claims or demands for damages to real or personal property occurring from the point the Customer ties on to the water meter to the final destination of the line installed by the Customer. The Customer agrees to grant to the Department an easement of right-of-way for the purpose of installing, maintaining, and operating such pipelines, meters, valves, and any other equipment which may be deemed necessary for the Department on forms required by the Department. Any denial of easement will result in a null in void contract and the fire flow water service will be terminated.

The Department shall have the right to locate where the water service meter and the pipe necessary to connect the meter on the property of the Customer is to be located. The Department shall have access to its property and equipment located upon the Customers premises at all reasonable times for any purpose connected with or in the furtherance of its business operations and at all times in case of an emergency. Upon discontinuance of service The Department shall have the right to remove any of its property from Customer's premises.

Billing Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

New Construction: Subdivision \_\_\_\_\_ Block # \_\_\_\_\_ Lot # \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Yearly Maintenance Fee: \$200.00    Security Deposit: \$400.00    BOTH WILL BE ON FIRST BILL**

**Acct # \_\_\_\_\_**

**ORDINANCE NO. 54-092020**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, ADOPTING A COMPREHENSIVE WATER COMPANY FOR THE CITY OF GARDEN RIDGE; PROVIDING DEFINITIONS; STATEMENT OF ORGANIZATION; ESTABLISHING A WATER COMMISSION; GENERAL POLICIES; REGULATIONS AND RULES; RATES AND BILLING CYCLES; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council hereby adopts a formal set of policies and procedures for the establishment and operation of a municipal water company for the City of Garden Ridge, Texas; and

**WHEREAS**, the City Council has determined that maintenance and collection of service within state law is necessary for the public health of the citizens and the protection of the environment and natural resources of the City; and

**WHEREAS**, the City Council finds that City of Garden Ridge Water Company will comply with all TCEQ requirements; and

**WHEREAS**, the City Council finds that the proposed revisions promote the health, safety and welfare of the City and Ordinance 54-122019 is amended as contained herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, TEXAS, THAT:**

**SECTION 1. FINDINGS.**

The findings set out herein are found to be true and correct and are hereby adopted by the City Council and made a part of this Ordinance for all purposes.

**SECTION 2. ORDINANCE REVISIONS.**

Ordinance No. 54-122019 is revised and provided for below:

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### **SECTION 3. DEFINITIONS.**

Words, phrases and terms herein shall be given their usual and customary meaning except where the context clearly indicates a different meaning. Words expressed in the present tense include the future tense; singular words include the plural and the word shall is mandatory. Any office referred to by title means the person employed or appointed to and serving in that position, or that person's duly authorized representative. Definitions not prescribed herein are to be construed in accordance with customary usage in utility and engineering practices.

*Approach Main* is a main which brings service to the perimeter of a property.

*Approval* means accepted by the authority responsible as meeting an applicable specification stated or cited in this section as suitable for the proposed use.

*Auxiliary Water Supply* means any water supply on or available to the premises other than the purveyor's approved public water supply. These auxiliary waters may include water from other purveyor's public potable water supply or any natural source(s), such as a well, spring, river, stream, harbor, and so forth; used waters; or industrial fluids. These waters may be contaminated or polluted, or they may be objectionable and constitute an acceptable water source over which the water purveyor does not have sanitary control.

A.W.W.A. is the American Water Work Association.

*Backflow Preventer* is an assembly or means designed to prevent backflow.

- *Air Gap* is the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet conveying water or waste to a tank, plumbing

*P.U.C.* is the Public Utility Commission of Texas, as established under the Public Utility Regulatory Act of June 1975, Article 1446C, V.A.C.S.

*Records Drawings* are ink on mylar drawings showing locations and size of the Water Department system as near as possible and conforming to Water Department standards.

*Renter* is a person who rents property from another person.

*Restore Service* means to re-establish a disconnected service.

*Service* means the actual delivery of water to a customer, including all acts done, rendered or performed in the delivery of water by the Water Department.

***Service Agreement*** is a written agreement between the property owner, tenant, or agent for the property that is connected to the Garden Ridge water system and the Water Department outlining the responsibilities of each regarding water service.

*Service Connection* means the terminal end of a service connection from the public potable water system, that is, where the water purveyor loses jurisdiction and sanitary control over the water at its point of delivery to the customer's water system. If a meter is installed at the end of the service connection, then the service connection shall mean the downstream end of the meter. There should be no unprotected takeoffs from the service line ahead of any meter or backflow-prevention assembly located at the point of delivery to the customer's water system. Service connection shall also include water service connection from a fire hydrant and all other temporary or emergency water service connections from the public potable water system.

*Shall May* means the word "shall" is always mandatory. The word "may" is merely directory.

*Single-Customer* is a person not qualifying as a Developer-Customer who applies for an extension of water service to one property or lot for a single family dwelling, or other type of establishment, whether existing or to be erected.

*Single Family Residential* means service supplied from one meter or one connection to a single building designed, built and used as a single-family residence.

*Subdivision* is a division of any tract of land within the incorporated limits, or within or partly in the ETJ of the City, or within the County, in two or more parts for the purpose of the laying out any subdivision of any tract of land or any addition of any town or city, or for laying out suburban lots or building lots, or any lots and streets, alleys, or parts or other portions intended for public use or the use of purchasers or owners of lots fronting thereon or adjacent thereto. Subdivision includes re-subdivision but does not include a division of land for agricultural purposes in parcels or tracts of 5 acres or more and not involving any new streets, alleys or easements of access.

*Subdivider (Developer)* is any person or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision as that term is defined herein. In any event, the term 'subdivider' shall be restricted to include only the owner, equitable owner or authorized agent of such owner or equitable owner of land sought to be subdivided.

#### 7.05 -- INTERRUPTIONS OF SERVICE.

The Water Department will exercise reasonable efforts to prevent interruptions of service. When interruptions occur, the Water Department shall re-establish service within the shortest time possible. The Water Department is not obliged to notify customers of service interruptions but will make all possible efforts to do so.

#### 7.06 -- CUSTOMER AND NON-CUSTOMER COMPLAINTS.

Upon complaint to the Water Department, either at the Water Department office, by letter or by telephone, the Operations Manager will promptly make a suitable investigation and advise the complainant of the results. The manager may respond to the complainant in writing or by telephone. In either case, a written record of the complaint and disposition will be kept by the manager and reported monthly to the City Water Commission. If the results are not to the complainant's satisfaction, the complainant may submit to the Water Department a written request to appear before the City Water Commission. The complainant will be placed on the agenda of the next regular City Water Commission meeting.

#### 7.07 -- SERVICE AGREEMENT.

There must be a Service Agreement on file for each property that is connected to the Garden Ridge Water System. The agreement must be executed by the property owner, tenant, or agent for the property and by their signature agree to comply with the requirements of this Ordinance. Any property that was connected to the water system prior to its acquisition by the City of Garden Ridge is considered to have an agreement on file and through such agreement the property owner, tenant, or agent for the property agrees to the requirements of this Ordinance.

Failure by a property owner, tenant, or agent for a property connected to the Garden Ridge Water System to execute a Service Agreement, when required, shall result in refusal of service, disconnection of service and/or unauthorized connection to services.

Service Agreements are in "Appendix D" of this Ordinance.

#### 7.08 -- PRIORITY OF SERVICE.

Priority of service will be in the order of: (1) Emergency Services (Cooperative effort only); (2) Residential in-home use; (3) Agricultural and livestock; (4) Industrial and Commercial; (5) Other.

#### 7.09 -- OPERATING PRESSURES.

Minimum service pressure shall not be below 20 psi operating pressure. Maximum pressures may be at the Water Department's discretion. It will be the customer's responsibility to protect plumbing on the customer's side of the water meter against excessive pressures or surge using individual pressure regulators or other approved devices set forth in the State Plumbing Codes.

#### 7.10 -- SERVICE AREAS.

The Water Department's service area is that area within which its lines and customers are located, and which area is approved by the Certificate of Convenience and Necessity issued by the Texas Water Commission. This area is located in Comal County, Texas, and includes the City of Garden Ridge, Texas, and the ETJ areas of the City of Garden Ridge, Texas, not serviced by another water system having possession of a valid Certificate of Convenience and Necessity to serve said areas.

- a) Classification C-1 -- One Inch (1") Meter (Capacity 25 GPM)
  - 1. See Section 27.02
- b) Classification C-2 -- One and One-Half Inch (1.5") Meter (Capacity 50 GPM)
  - 1. See Section 27.02
- c) Classification C-3 -- Two Inch (2") Meter (Capacity 80 GPM)
  - 1. See Section 27.02
- d) Classification F-1 -- Water Drawn From City Fire Hydrants
  - 1. See Section 27.02 Outside City Rates

*NOTE: The customer is responsible for the cost of repairing or replacing any damage to the hydrant, meter, or valve associated with the hydrant while under contract for service.*

#### 27.04 -- WATER RATES FOR TEMPORARY SERVICE

See Section 27.02 Outside City Rates

#### 27.05 -- CUSTOMER SERVICE CHARGES

All charges for water connections, meter installations, and miscellaneous items detailed in this Section shall be paid in advance of any service being rendered, except in the case of the charge for returned checks. There shall be no exception to this requirement unless approved by a majority vote of the City Water Commission or otherwise authorized by a Section of this Ordinance.

All of the following listed fees and/or charges apply, effective with the date of this Ordinance, for services rendered by the Water Department.

- a) Water Connection Charges.  
Water connection charges are separate and apart from other fees and charges for water service. The water connection charge is a one-time non-refundable charge to a new customer when providing requested water service. The water connection charge is not an "impact fee" but merely a fee intended to cover the cost of the water meter itself plus the costs of making the connection to the water system.

The applicable charge depends on the classification of the customer, as shown below, and shall be paid when application for the requested water service is submitted to the Water Department. Application for service must be submitted at the time the building permit for that residence is issued. Applicable water connection charges are as follows:

- 1. Single-Family Residence:

|                 |           |
|-----------------|-----------|
| 1" Meter-----   | \$1325.00 |
| 1.5" Meter----- | \$1550.00 |
| 2" Meter-----   | \$1850.00 |

(The installation charge for larger meters will be negotiated)

- 2. Commercial Establishment: The charge will depend on the Commercial Classification of the establishment set forth in Section 26.03.

(NOTE: An additional charge of \$50.00 will be imposed for a turn-on or reconnection required to be performed during non-regular working hours.)

O. Turn-Off & Turn-On Transfer of existing meter service to a new customer-----\$40.00

P. Customer Service Charges. As a general rule, the following service charges will not be assessed the first time Water Department personnel are called to service a problem which is determined, by the Water Department, to be the responsibility of the customer. However, if Water Department personnel are called and respond to a service call which has previously been pointed out (to the customer) as his or her area of responsibility, the following charges apply:

1) On-Duty Service Calls

Minimum charge for the first half-hour----- \$30.00

Each hour (or fraction thereof) thereafter-----\$40.00

2) Off-Duty Service Calls

Minimum charge for the first half-hour-----\$35.00

Each hour (or fraction thereof) thereafter-----\$45.00

Q. Check returned for insufficient or non-sufficient funds-----\$30.00

#### R. Deposits

1) Residential Water Deposit-----\$150.00

2) Commercial Water Deposit----- \$200.00

3) Fire Hydrant or Temporary Service Deposit-----\$400.00

4) Fire Flow Service (Inside/Outside CCN)-----\$400.00

(Deposits refundable at termination of service minus any balance on account)

### 27.06 CUSTOMER FEES

The City of Garden Ridge Water Department may be assessed management fees, program fees and pumping fees for water that is allocated from, pumped from and/or supplied from the Edwards Aquifer and/or the Trinity Aquifer. The assessment of such fees as a pass-through fee to all water customers is authorized. Such fees will be collected from all water customers of the Garden Ridge Water Department. The charges will be billed monthly as a separate charge on customer water bills. No pass-through fees shall be charged if there is not metered use by the customer during the billing period. These charges shall be reviewed annually and adjusted as necessary for the full recovery of such fees assessed to the City of Garden Ridge Water Department.

## SECTION 28. REQUESTS FOR SERVICE (GENERAL POLICY).

### 28.01 -- REQUESTS FOR SERVICE -- GENERAL POLICY

The City of Garden Ridge Water Department has adopted the following Policies relative to requests for services:

- d) Patioscape must be at least 200 contiguous feet.
- e) Patioscape must be at least 10 feet wide and cannot be used to create a pathway/walkway.
- f) Foundation for patioscape must be free of debris and be of a hard packed, pervious sub-soil.
- g) Patioscape must be flagstone, steppingstones or pavers. No other materials can be substituted.
- h) A pre inspection of the patioscape location and post inspection of the patioscape must be conducted by the Water Manager.

**SECTION 38. CUMULATIVE AND SAVINGS.**

This Ordinance is cumulative of all provisions of ordinances of the City of Garden Ridge, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. All previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

**SECTION 39. SEVERABILITY.**

The provisions of this Ordinance are declared to be severable. If any section, sentence, clause, or phrase of the Ordinance shall for any reason be held to be invalid or unconstitutional by a court of competent jurisdiction, such decisions shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect; it being the legislative intent that this Ordinance shall remain in effect notwithstanding the validity of any part. In the event that changes are made to state law, the provisions of state law will govern in the event of a conflict.

**SECTION 40. EFFECTIVE DATE.**

This Ordinance shall take effect immediately upon its passage, approval, and publication according to law.

**PASSED AND APPROVED ON** this 2<sup>nd</sup> day of September, 2020.

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Larry Thompson  
Mayor

ATTEST:

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Marisa Spencer  
City Secretary

## APPENDIX "D"

**FIRE FLOW SERVICE AGREEMENT  
OUTSIDE OF GARDEN RIDGE CEN**

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_\_ between the City of Garden Ridge Water Company, a municipal water department organized and operated under the laws of the State of Texas and hereinafter called The Department, and the following named person, hereinafter referred to as the Customer:

(NAME) \_\_\_\_\_

The Department agrees to deliver Fire Flow water service to the Customer and the Customer agrees to receive water service from the Department for fire flow service outside of the City's Certificate of Convenience and Necessity in accordance with rules and regulations as specified in City ordinances governing water operations, as amended from time to time by the City.

All plans for fire flow service must be engineered and submitted to The Department for approval, in accordance with the City's ordinances before construction begins.

The Customer shall pay the Department a yearly maintenance fee that shall be established in the city ordinance.

In the event the Customer shall breach this agreement by (1) refusing or failing without just cause to connect to the Departments facility and use same as soon as the facility is available or (2) refusing or failing, without just cause, to pay the yearly Maintenance fee as established by City of Garden Ridge ordinance or (3) if the Customer is found to be unlawfully obtaining water from the City or (4) if the backflow device is not inspected yearly the Department shall not furnish water to Customer for fire flow service, upon the occurrence of either of said events.

All water shall be metered by and to be owned by the Department. The meter is for the sole use of the Customer and is to serve water only for fire suppression in case of an emergency. Only one business will be served and does not permit the extension of pipe or pipes to transfer water from one property to any other, nor share, resell, or sub-meter water to any other persons, dwelling, business, property, etc. unless approved by the Department.

In the event the total water supply is insufficient to meet all the needs of the customers, or in the event there is a shortage of water, the Department may not be held responsible for the lack of serviceable water.

The Customer shall provide the Water Company with proof of acceptance of fire suppression system from the Comal County Fire Marshal's Office prior to connection of service. The service may be required to be upgraded due to future rules or regulations that arise in the future.

The Customer shall hold the Department harmless from any and all claims or demands for damages to real or personal property occurring from the point the Customer ties on to the water meter to the final destination of the line installed by the Customer. The Customer agrees to grant to the Department an easement of right-of-way for the purpose of installing, maintaining, and operating such pipelines, meters, valves, and any other equipment which may be deemed necessary for the Department on forms required by the Department. Any denial of easement will result in a null in void contract and the fire flow water service will be terminated.

The Department shall have the right to locate where the water service meter and the pipe necessary to connect the meter on the property of the Customer is to be located. The Department shall have access to its property and equipment located upon the Customers premises at all reasonable times for any purpose connected with or in the furtherance of its business operations and at all times in case of an emergency. Upon discontinuance of service, the Department shall have the right to remove any of its property from Customers' premises.

Billing Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

New Construction: Subdivision \_\_\_\_\_ Block # \_\_\_\_\_ Lot # \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Yearly Maintenance Fee: \$200.00 Security Deposit: \$400.00 BOTH WILL BE ON FIRST BILL**

Acct # \_\_\_\_\_



# City of Garden Ridge

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

## APPENDIX "F"

Tracking Number:  
2020-16W

### WATER LEAK ADJUSTMENT REQUEST

To Be Completed By Customer

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Billing Period: \_\_\_\_\_

Bill Amount: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please explain circumstances of the higher bill: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you suspect criminal activity?

Circle:

YES

NO

**If yes, please submit a copy of your Police Report.**

What corrective measures/repairs have been made? Please provide documentation/receipts.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are you specifically requesting of the Water Department? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Signature

5/4/2020

Date

Please attach supporting documentation to this page.



# City of Garden Ridge

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

## To Be Completed By Water Department

Bill Amount: \_\_\_\_\_ Average Bill Amount: \_\_\_\_\_

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Historic Usage and Analysis: \_\_\_\_\_

Customer History of Requests: \_\_\_\_\_

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Water Manager Review and Comments: \_\_\_\_\_

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Additional information requested: \_\_\_\_\_ Date Requested: \_\_\_\_\_

Additional Information submitted: \_\_\_\_\_ Date Received: \_\_\_\_\_

Amount Approved: \_\_\_\_\_

Disapproved: \_\_\_\_\_

Referred to Water Commission: \_\_\_\_\_

Jacob Parsons  
Water Manager or Designee Signature

\_\_\_\_\_  
Date



# City of Garden Ridge

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

Water Commission Recommendation: \_\_\_\_\_

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Referred to City Administrator: \_\_\_\_\_

Date: \_\_\_\_\_

Amount Approved: \_\_\_\_\_

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

Referred to City Council: \_\_\_\_\_

Date: \_\_\_\_\_

Reason referred to City Council: \_\_\_\_\_

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\_\_\_\_\_  
Water Commission Chair

\_\_\_\_\_  
Date



# City of Garden Ridge

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

City Council Action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount Approved: \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_



**City of Garden Ridge Water Department**  
**9400 Municipal Parkway**  
**Garden Ridge, Texas 78266**  
**(210)-651-6831**  
**Fax (210)-651-9638**  
**www.ci.garden-ridge.tx.us**



\*\* AUTO SORT CRRT R164  
 SANDRA LIEBERUM  
 8818 CHEROKEE PATH  
 SAN ANTONIO TX 78266-2925



| Account Number     | Amount Due         |
|--------------------|--------------------|
|                    | \$ 897.39          |
| Due Date           | After Due Date Pay |
| 05 / 15 / 2020     | PAID BY DRAFT      |
| Service Address    |                    |
| 8818 CHEROKEE PATH |                    |

There will be a charge on all returned checks.  
 Please return this portion with your payment.  
 When paying in person, please bring both portions of this bill.

**City of Garden Ridge Water Department**  
**9400 Municipal Parkway**  
**Garden Ridge, Texas 78266**  
**(210)-651-6831**  
**Fax (210)-651-9638**  
**www.ci.garden-ridge.tx.us**

Please return this portion with your payment. When paying in person please bring both portions of this bill.

### CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

| Name            |                |                | Service Address    |                |                | Account Number |
|-----------------|----------------|----------------|--------------------|----------------|----------------|----------------|
| SANDRA LIEBERUM |                |                | 8818 CHEROKEE PATH |                |                |                |
| Status          | Service Dates  |                | Number of Days     | Bill Date      | Penalty Date   | Due Date       |
|                 | From           | To             |                    |                |                |                |
| ACTIVE          | 03 / 23 / 2020 | 04 / 23 / 2020 | 31                 | 05 / 01 / 2020 | 05 / 16 / 2020 | 05 / 15 / 2020 |

|                        |               |
|------------------------|---------------|
| PREVIOUS BALANCE       | 65.36         |
| PAYMENTS               | 65.36 -       |
| <b>CURRENT BALANCE</b> | <b>\$0.00</b> |

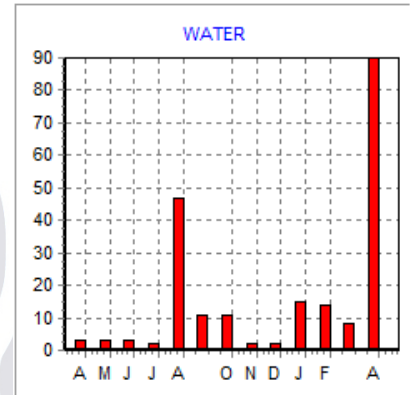
  

|                 |                  |       |  |
|-----------------|------------------|-------|--|
| CURRENT READING | PREVIOUS READING | USAGE |  |
| 827             | 737              | 90000 |  |

|           |        |
|-----------|--------|
| WATER     | 865.25 |
| EAA FEE   | 3.03   |
| GARBAGE   | 26.00  |
| CTG FEE   | 0.60   |
| HAZ WASTE | 0.36   |
| SALES TAX | 2.15   |

**CURRENT BILL \$897.39**  
**AMOUNT DUE \$897.39**  
**\* DO NOT PAY - PAID BY DRAFT \***



BULK DUMPSTERS AVAILABLE MAY 2/3, 9/10, 16/17, AND 23/24 FROM 8AM TO 5PM.  
 INFO ABOUT COVID-19 IS ON THE CITY WEBSITE.  
 CITY HALL AND LIBRARY CLOSED MAY 25.  
 AFTER HOURS CONTACT 210-651-6831  
 FOR WATER AND LOST/FOUND PETS.

|                                  |     |            |            |      |             |       |            |             |          |            |          |          |
|----------------------------------|-----|------------|------------|------|-------------|-------|------------|-------------|----------|------------|----------|----------|
| Account Number: LIEBERUM, SANDRA |     |            |            |      |             |       |            |             |          |            |          |          |
|                                  |     | Service    |            | # of |             | De... |            |             |          | Fuel       | Demand   |          |
| Bill Date                        | Tno | From       | To         | Days | Consumption | Co... | Total Bill | Bill Amount | Tax      | Adjustment | Amount   | Tax      |
| 05/01/2020                       | 896 | 03/23/2020 | 04/23/2020 | 31   | 90          | 0000  | 865.25     | 865.25      | 0.00     | 0.00       | 0.00     | 0.00     |
| 03/31/2020                       | 898 | 02/20/2020 | 03/23/2020 | 32   | 8           | 0000  | 33.22      | 33.22       | 0.00     | 0.00       | 0.00     | 0.00     |
| 02/28/2020                       | 900 | 01/21/2020 | 02/20/2020 | 30   | 14          | 0000  | 49.66      | 49.66       | 0.00     | 0.00       | 0.00     | 0.00     |
| 01/31/2020                       | 902 | 12/20/2019 | 01/21/2020 | 32   | 15          | 0000  | 52.40      | 52.40       | 0.00     | 0.00       | 0.00     | 0.00     |
| 12/31/2019                       | 904 | 11/21/2019 | 12/20/2019 | 29   | 2           | 0000  | 25.00      | 25.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 11/30/2019                       | 906 | 10/23/2019 | 11/21/2019 | 29   | 2           | 0000  | 25.00      | 25.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 10/31/2019                       | 908 | 09/23/2019 | 10/23/2019 | 30   | 11          | 0000  | 39.40      | 39.40       | 0.00     | 0.00       | 0.00     | 0.00     |
| 09/25/2019                       | 910 | 08/22/2019 | 09/23/2019 | 32   | 11          | 0000  | 39.40      | 39.40       | 0.00     | 0.00       | 0.00     | 0.00     |
| 08/30/2019                       | 911 | 07/22/2019 | 08/22/2019 | 31   | 47          | 0000  | 239.64     | 239.64      | 0.00     | 0.00       | 0.00     | 0.00     |
| 07/31/2019                       | 916 | 06/24/2019 | 07/22/2019 | 28   | 2           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 06/30/2019                       | 918 | 05/23/2019 | 06/24/2019 | 32   | 3           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 05/31/2019                       | 920 | 04/22/2019 | 05/23/2019 | 31   | 3           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 04/30/2019                       | 922 | 03/21/2019 | 04/22/2019 | 32   | 3           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 03/31/2019                       | 924 | 02/21/2019 | 03/21/2019 | 28   | 2           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 02/28/2019                       | 926 | 01/23/2019 | 02/21/2019 | 29   | 3           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 01/31/2019                       | 928 | 12/19/2018 | 01/23/2019 | 35   | 5           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 12/31/2018                       | 930 | 11/20/2018 | 12/19/2018 | 29   | 7           | 0000  | 27.80      | 27.80       | 0.00     | 0.00       | 0.00     | 0.00     |
| 11/30/2018                       | 932 | 10/23/2018 | 11/20/2018 | 28   | 3           | 0000  | 23.00      | 23.00       | 0.00     | 0.00       | 0.00     | 0.00     |
| 10/31/2018                       | 934 | 09/21/2018 | 10/23/2018 | 32   | 11          | 0000  | 37.40      | 37.40       | 0.00     | 0.00       | 0.00     | 0.00     |
| 09/30/2018                       | 936 | 08/23/2018 | 09/21/2018 | 29   | 6           | 0000  | 25.40      | 25.40       | 0.00     | 0.00       | 0.00     | 0.00     |
| 08/31/2018                       | 938 | 07/23/2018 | 08/23/2018 | 31   | 42          | 0000  | 196.59     | 196.59      | 0.00     | 0.00       | 0.00     | 0.00     |
| 07/31/2018                       | 940 | 06/22/2018 | 07/23/2018 | 31   | 20          | 0000  | 66.85      | 66.85       | 0.00     | 0.00       | 0.00     | 0.00     |
| 06/30/2018                       | 942 | 05/23/2018 | 06/22/2018 | 30   | 46          | 0000  | 228.47     | 228.47      | 0.00     | 0.00       | 0.00     | 0.00     |
| 05/31/2018                       | 944 | 04/23/2018 | 05/23/2018 | 30   | 12          | 0000  | 39.80      | 39.80       | 0.00     | 0.00       | 0.00     | 0.00     |
|                                  |     |            |            |      | Avg 15      | Avg 0 | Avg 90.64  | Avg 90.64   | Avg 0.00 | Avg 0.00   | Avg 0.00 | Avg 0.00 |

Last Call Plumbing, Inc.

11634 Ware Seguin Rd  
Schertz, Texas 78154

Phone # (210) 946-2255 or (210) 658-6464

FAX: 210-447-7419

ckutza@lastcallplumbing.com

www.lastcallplumbing.com

# Invoice

| Date     | Invoice # |
|----------|-----------|
| 8/5/2020 | 11863     |

**PAID**  
**08/05/2020**

| Bill To                                                           |
|-------------------------------------------------------------------|
| SKEETER LIEBERUM<br>8818 CHEROKEE PATH<br>SAN ANTONIO TEXAS 78124 |

| Description                                                                                                                                                                                                                                                                                                                                      | Qty | Technician | Warranty |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------------|----------|
|                                                                                                                                                                                                                                                                                                                                                  |     | Rate       | Amount   |
| LABOR RESIDENTIAL                                                                                                                                                                                                                                                                                                                                | 1   | 115.00     | 115.00   |
| SANITARY KIT                                                                                                                                                                                                                                                                                                                                     | 1   | 5.00       | 5.00     |
| 1/2 GALVANIZED CAP                                                                                                                                                                                                                                                                                                                               | 2   | 2.39       | 4.78T    |
| came out to job found water line tie into pool. this is cross contamination to water supply. gave customer two options. 1) install a back flow device or 2) cap off water line. customer wants to cap off lines going to pool. we capped off line going to pool with two galvanized 1/2" caps to ensure NO cross contamination. tested no leaks. |     |            |          |

|                          |           |
|--------------------------|-----------|
| <b>Subtotal</b>          | \$124.78  |
| <b>Sales Tax (8.25%)</b> | \$0.39    |
| <b>Total</b>             | \$125.17  |
| <b>Payments/Credits</b>  | -\$125.17 |
| <b>Balance Due</b>       | \$0.00    |

Texas State Board of Plumbing Examiners  
P.O.Box 4200 Austin, Texas 78765  
512-428-2145 Master Lic. No. 38963  
Carlos A. Kutza



INFINITY PLUMBING  
Gary Scott Howard  
M-39325

# INVOICE

CIBOLO, TEXAS 78108

210.957.0672

infinityplumbing10@gmail.com

Valencia-Liberum

8818 Cherokee Path

Garden Ridge 76136

DATE

4-28-20

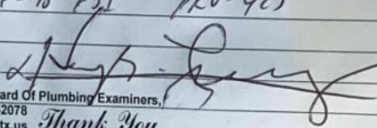
INVOICE #

Lin 1879690

SALESPERSON

G.H.

TERMS:

| QUANTITY                                                                                                                                   | DESCRIPTION                                                                                                                               | PRICE     | AMOUNT |
|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------|
|                                                                                                                                            | Pool filter running constantly, found it to be a triad fill valve. I pulled old one out, and replaced it with new fill valve to fix issue |           |        |
|                                                                                                                                            | WP-70 PSI PRV-403                                                                                                                         |           |        |
|                                                                                                                                            |                                                          |           |        |
| Regulated By The Texas State Board Of Plumbing Examiners,<br>P.O. Box 12078, Austin, TX 78711-2078<br>(512) 936-5200 www.tsbpe.state.tx.us |                                                                                                                                           | Thank You |        |



## Assistant City Secretary

---

**From:**  
**Sent:** Tuesday, July 7, 2020 3:56 PM  
**To:** Water Manager  
**Subject:** [EXTERNAL] FW: Leak Adjustment Request-8818 Cherokee Path - Lieberum  
**Attachments:** Fillable-Leak Adjustment Form\_202003121636537348.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Mr. Parsons,  
See my email below from May 04. I sent you the notice (email below) with my service request number with Landmark Home Warranty, and the assignment to Infinity Plumbing.  
Please let me know if this is going to be sufficient to consider my request.

Skeeter

---

**From:**  
**Sent:** Monday, May 04, 2020 3:43 PM  
**To:** watermanager@ci.garden-ridge.tx.us  
**Cc:**  
**Subject:** Leak Adjustment Request-8818 Cherokee Path - Lieberum

Hello Jacob,  
My name is Henry "Skeeter" Lieberum. We live at 8818 Cherokee Path.

I contacted your office after I got a notice on 4/24/2020 that we had a water leak.  
I asked that the young lady see when the meter or computer reading took place so I could pinpoint the issue. I didn't hear back from her.  
I called today and she said she got readings, but lost my number to call me back. In the meantime, I called our home warranty company and got somebody out the next day.  
We found the leak in our auto-fill at the pool, and replaced it.

She let me know how to request a leak adjustment, so I've attached the form. Please let me know if it filled out correctly.  
She also let me know my water bill was going to be \$900+, but I haven't received it yet.

The young lady in your office was very professional and explained everything to me very well, which I appreciate.

Please let me know if there's any other information I should submit. I don't get a bill from the Landmark Home Warranty folks, just a \$70 deductible.  
This notice was from them:

We have received your request for a service call for your property at 8818 CHEROKEE PATH. Here is what you can expect.

For your reference, the number for this service request is **1879690**. The contractor we've matched you up with is **Infinity Plumbing \*** and their phone number is [210-957-0672](tel:210-957-0672).

## Assistant City Secretary

---

**From:** Water Manager  
**Sent:** Tuesday, July 7, 2020 3:13 PM  
**To:** 'Skeeter Lieberum'  
**Subject:** RE: [EXTERNAL] Re: 8818 Cherokee Path Leak Adjustment

Henry Lieberum,

I have not seen a response from you and will need to receive a receipt of repair for your leak repair no later than July 9<sup>th</sup> at 5:00pm in order to continue your leak adjustment case or it will be closed.

Thank You,  
Jacob Parsons  
Water Manager  
City of Garden Ridge  
Off: (210)651-6632

---

**From:** Skeeter Lieberum

**Sent:** Thursday, June 11, 2020 7:08 PM  
**To:** Water Manager <WaterManager@ci.garden-ridge.tx.us>  
**Subject:** [EXTERNAL] Re: 8818 Cherokee Path Leak Adjustment

Yes sir. I sent it with my previous email. I'll send it again.  
Skeeter

Skeeter Lieberum  
210-860-0667

On Jun 11, 2020, at 6:51 PM, Water Manager <[WaterManager@ci.garden-ridge.tx.us](mailto:WaterManager@ci.garden-ridge.tx.us)> wrote:

Henry Lieberum,

I am glad to hear that you were able to find the problem. Can I get you to send me a receipt or proof of the repair? Once I have it I can continue with the leak adjustment case.

Thank You,  
Jacob Parsons  
Water Manager  
City of Garden Ridge  
Off: (210)651-6632

---

**From:**  
**Sent:** Thursday, May 28, 2020 5:29 PM

**To:** Water Manager <[WaterManager@ci.garden-ridge.tx.us](mailto:WaterManager@ci.garden-ridge.tx.us)>

**Subject:** RE: 8818 Cherokee Path Leak Adjustment

Hi, sorry I wasn't clear. You notified me that I had a water leak. I checked all systems and found out that the autofill for the pool was leaking. I had the repairman out to fix that leak. The pump/mechanism on the autofill needed replacing, which is what we did.

Henry Lieberum

210-860-0667

---

**From:** Water Manager <[WaterManager@ci.garden-ridge.tx.us](mailto:WaterManager@ci.garden-ridge.tx.us)>

**Sent:** Thursday, May 28, 2020 6:19 PM

**To:**

**Subject:** 8818 Cherokee Path Leak Adjustment

Henry Lieberum,

I am confused as to what you are asking for in your leak request. We can only grant a credit if there is a repair of a leak. In your request it states that you found no leak and if there is no leak than I can grant no credit. Please clarify.

Thank You,

Jacob Parsons

Water Manager

City of Garden Ridge

Off: (210)651-6632

## Assistant City Secretary

---

**From:** Skeeter Lieberum  
**Sent:** Monday, August 10, 2020 9:33 AM  
**To:** Water Manager  
**Subject:** Re: [EXTERNAL] Fwd: Invoice from Last Call Plumbing, Inc.  
**Attachments:** Inv\_11863\_from\_Last\_Call\_Plumbing\_Inc.\_13436.pdf

Jacob, attached is the invoice detailing the capping off of the autoflow line to the pool, and how it was done. Please let me know if this is sufficient. Thank you!

Skeeter Lieberum  
210-860-0667

On Thu, Aug 6, 2020 at 11:16 AM Water Manager <[WaterManager@ci.garden-ridge.tx.us](mailto:WaterManager@ci.garden-ridge.tx.us)> wrote:

Skeeter,

Yes that will work and I will be sending out an operator to come and look at it. I will continue to process your request as soon as his report comes in.

Thank You,

Jacob Parsons

Water Manager

City of Garden Ridge

Off: (210)651-6632

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**From:** Skeeter Lieberum  
**Sent:** Thursday, August 6, 2020 8:30 AM  
**To:** Water Manager <[WaterManager@ci.garden-ridge.tx.us](mailto:WaterManager@ci.garden-ridge.tx.us)>  
**Subject:** [EXTERNAL] Fwd: Invoice from Last Call Plumbing, Inc.

Jacob, good morning.

we looked at all options and double-capped the line off. Please let me know if this is sufficient.

Skeeter Lieberum

Skeeter Lieberum

210-860-0667

Begin forwarded message:

**From:** **Date:** August 6, 2020 at 8:26:56 AM CDT

**To:**

**Subject:** Invoicefrom Last Call Plumbing, Inc.

Last Call Plumbing, Inc.

**Invoice** *Due:08/05/2020*  
11863

Amount Due: **\$0.00**

Dear Customer:

Your invoice is attached.

Thank you for your business - we appreciate it very much.

Sincerely,

Last Call Plumbing, Inc.  
11634 ware seguin rd  
schertz texas 78154  
(210)946-CALL (2255)  
(210) 658-6464  
(210) 265-1200 fax  
RMP 38963  
Carlos A. Kutza jr.

| Date      | Time  | Usage |    | Total Usage | 96,686 |
|-----------|-------|-------|----|-------------|--------|
| 3/20/2020 | 23:10 | 3.92  | 32 | Leak        | 75,579 |
| 3/21/2020 | 0:10  | 0.56  | 30 |             |        |
| 3/21/2020 | 1:10  | 0.56  | 30 |             |        |
| 3/21/2020 | 2:10  | 0.56  | 30 | 3/24-4/16   | 75,579 |
| 3/21/2020 | 3:10  | 0.28  | 30 |             |        |
| 3/21/2020 | 4:10  | 4.48  | 29 |             |        |
| 3/21/2020 | 5:10  | 0.28  | 28 |             |        |
| 3/21/2020 | 6:10  | 3.92  | 31 |             |        |
| 3/21/2020 | 7:10  | 3.92  | 32 |             |        |
| 3/21/2020 | 8:10  | 4.48  | 58 |             |        |
| 3/21/2020 | 9:10  | 0.56  | 32 |             |        |
| 3/21/2020 | 10:10 | 0.56  | 30 |             |        |
| 3/21/2020 | 11:10 | 0.41  | 30 |             |        |
| 3/21/2020 | 12:10 | 0.54  | 29 |             |        |
| 3/21/2020 | 13:10 | 0.28  | 29 |             |        |
| 3/21/2020 | 14:10 | 0.28  | 29 |             |        |
| 3/21/2020 | 15:10 | 4.48  | 30 |             |        |
| 3/21/2020 | 16:10 | 0.28  | 28 |             |        |
| 3/21/2020 | 17:10 | 0.28  | 27 |             |        |
| 3/21/2020 | 18:10 | 3.92  | 26 |             |        |
| 3/21/2020 | 19:10 | 0.28  | 23 |             |        |
| 3/21/2020 | 20:10 | 0.28  | 19 |             |        |
| 3/21/2020 | 21:10 | 1.12  | 20 |             |        |
| 3/21/2020 | 22:10 | 4.2   | 51 |             |        |
| 3/21/2020 | 23:10 | 3.64  | 38 |             |        |
| 3/22/2020 | 0:10  | 0.3   | 26 |             |        |
| 3/22/2020 | 1:11  | 0.31  | 28 |             |        |
| 3/22/2020 | 2:11  | 0.28  | 25 |             |        |
| 3/22/2020 | 3:11  | 0.28  | 25 |             |        |
| 3/22/2020 | 4:11  | 0.28  | 25 |             |        |
| 3/22/2020 | 5:11  | 4.2   | 26 |             |        |
| 3/22/2020 | 6:11  | 0.28  | 25 |             |        |
| 3/22/2020 | 7:11  | 0.28  | 25 |             |        |
| 3/22/2020 | 8:11  | 4.48  | 28 |             |        |
| 3/22/2020 | 9:11  | 0.28  | 26 |             |        |
| 3/22/2020 | 10:11 | 4.2   | 29 |             |        |
| 3/22/2020 | 11:11 | 3.92  | 29 |             |        |
| 3/22/2020 | 12:11 | 1.4   | 28 |             |        |
| 3/22/2020 | 13:11 | 2.32  | 35 |             |        |
| 3/22/2020 | 14:11 | 4.36  | 30 |             |        |
| 3/22/2020 | 15:11 | 0.28  | 27 |             |        |
| 3/22/2020 | 16:11 | 4.2   | 30 |             |        |
| 3/22/2020 | 17:11 | 1.4   | 28 |             |        |
| 3/22/2020 | 18:11 | 4.48  | 34 |             |        |
| 3/22/2020 | 19:11 | 1.4   | 29 |             |        |

| In City Limit Rates  |        |          |          |
|----------------------|--------|----------|----------|
| Water Bill           | 90,000 | \$862.25 |          |
| Leak                 | -      | 75,000   | \$205.50 |
| Customer consumption | 15,000 | \$52.40  |          |
| Customer Pays        |        | \$257.90 |          |
| Credit               |        | \$604.35 |          |

|           |       |      |    |
|-----------|-------|------|----|
| 3/22/2020 | 20:11 | 0.28 | 29 |
| 3/22/2020 | 21:11 | 0.28 | 29 |
| 3/22/2020 | 22:11 | 5.6  | 49 |
| 3/22/2020 | 23:11 | 0.28 | 26 |
| 3/23/2020 | 0:11  | 3.92 | 28 |
| 3/23/2020 | 1:11  | 0.28 | 25 |
| 3/23/2020 | 2:11  | 4.24 | 26 |
| 3/23/2020 | 3:11  | 4.27 | 29 |
| 3/23/2020 | 4:11  | 4.2  | 29 |
| 3/23/2020 | 5:11  | 0.56 | 29 |
| 3/23/2020 | 6:11  | 3.92 | 33 |
| 3/23/2020 | 7:11  | 1.4  | 32 |
| 3/23/2020 | 8:11  | 4.48 | 42 |
| 3/23/2020 | 9:11  | 4.2  | 37 |
| 3/23/2020 | 10:11 | 1.96 | 45 |
| 3/23/2020 | 11:11 | 1.12 | 31 |
| 3/23/2020 | 12:11 | 3.92 | 32 |
| 3/23/2020 | 13:11 | 0.56 | 30 |
| 3/23/2020 | 14:11 | 0.56 | 30 |
| 3/23/2020 | 15:11 | 4.23 | 31 |
| 3/23/2020 | 16:11 | 4.54 | 31 |
| 3/23/2020 | 17:11 | 3.92 | 34 |
| 3/23/2020 | 18:11 | 5.32 | 45 |
| 3/23/2020 | 19:11 | 1.68 | 38 |
| 3/23/2020 | 20:11 | 0.56 | 34 |
| 3/23/2020 | 21:11 | 0.56 | 36 |
| 3/23/2020 | 22:11 | 2.52 | 53 |
| 3/23/2020 | 23:11 | 0.84 | 40 |
| 3/24/2020 | 0:11  | 4.48 | 40 |
| 3/24/2020 | 1:11  | 0.84 | 40 |
| 3/24/2020 | 2:11  | 0.84 | 40 |
| 3/24/2020 | 3:11  | 0.84 | 40 |
| 3/24/2020 | 4:11  | 4.66 | 40 |
| 3/24/2020 | 5:11  | 4.56 | 40 |
| 3/24/2020 | 6:11  | 4.76 | 41 |
| 3/24/2020 | 7:11  | 4.48 | 39 |
| 3/24/2020 | 8:11  | 5.32 | 52 |
| 3/24/2020 | 9:11  | 1.68 | 43 |
| 3/24/2020 | 10:11 | 0.84 | 43 |
| 3/24/2020 | 11:11 | 4.2  | 56 |
| 3/24/2020 | 12:11 | 0.56 | 44 |
| 3/24/2020 | 13:11 | 0.84 | 43 |
| 3/24/2020 | 14:11 | 4.2  | 45 |
| 3/24/2020 | 15:11 | 4.48 | 42 |
| 3/24/2020 | 16:11 | 0.56 | 39 |
| 3/24/2020 | 17:11 | 2.31 | 41 |
| 3/24/2020 | 18:12 | 0.56 | 41 |

|           |       |      |    |
|-----------|-------|------|----|
| 3/24/2020 | 19:12 | 3.92 | 43 |
| 3/24/2020 | 20:12 | 4.2  | 59 |
| 3/24/2020 | 21:12 | 4.48 | 45 |
| 3/24/2020 | 22:12 | 0.84 | 44 |
| 3/24/2020 | 23:12 | 0.56 | 44 |
| 3/25/2020 | 0:12  | 0.56 | 44 |
| 3/25/2020 | 1:12  | 0.84 | 44 |
| 3/25/2020 | 2:12  | 4.48 | 45 |
| 3/25/2020 | 3:12  | 0.56 | 44 |
| 3/25/2020 | 4:12  | 0.56 | 45 |
| 3/25/2020 | 5:12  | 3.92 | 48 |
| 3/25/2020 | 6:12  | 4.92 | 47 |
| 3/25/2020 | 7:12  | 4.51 | 46 |
| 3/25/2020 | 8:12  | 5.32 | 55 |
| 3/25/2020 | 9:12  | 4.2  | 49 |
| 3/25/2020 | 10:12 | 4.2  | 52 |
| 3/25/2020 | 11:12 | 4.2  | 54 |
| 3/25/2020 | 12:12 | 1.68 | 53 |
| 3/25/2020 | 13:12 | 0.84 | 49 |
| 3/25/2020 | 14:12 | 0.84 | 48 |
| 3/25/2020 | 15:12 | 4.48 | 51 |
| 3/25/2020 | 16:12 | 0.84 | 51 |
| 3/25/2020 | 17:12 | 4.2  | 53 |
| 3/25/2020 | 18:12 | 0.84 | 52 |
| 3/25/2020 | 19:12 | 3.21 | 62 |
| 3/25/2020 | 20:12 | 4.46 | 52 |
| 3/25/2020 | 21:12 | 1.96 | 53 |
| 3/25/2020 | 22:12 | 4.76 | 58 |
| 3/25/2020 | 23:12 | 2.8  | 71 |
| 3/26/2020 | 0:12  | 5.04 | 60 |
| 3/26/2020 | 1:12  | 1.12 | 57 |
| 3/26/2020 | 2:12  | 4.76 | 58 |
| 3/26/2020 | 3:12  | 1.12 | 56 |
| 3/26/2020 | 4:12  | 1.12 | 57 |
| 3/26/2020 | 5:12  | 4.76 | 61 |
| 3/26/2020 | 6:12  | 1.96 | 57 |
| 3/26/2020 | 7:12  | 4.2  | 61 |
| 3/26/2020 | 8:12  | 4.63 | 72 |
| 3/26/2020 | 9:12  | 4.77 | 58 |
| 3/26/2020 | 10:12 | 4.48 | 60 |
| 3/26/2020 | 11:12 | 0.84 | 58 |
| 3/26/2020 | 12:12 | 4.2  | 60 |
| 3/26/2020 | 13:12 | 1.12 | 58 |
| 3/26/2020 | 14:12 | 4.76 | 51 |
| 3/26/2020 | 15:12 | 0.28 | 0  |
| 3/26/2020 | 16:12 | 0    | 2  |
| 3/26/2020 | 17:12 | 4.76 | 15 |

|           |       |      |    |
|-----------|-------|------|----|
| 3/26/2020 | 18:12 | 1.4  | 23 |
| 3/26/2020 | 19:12 | 1.4  | 24 |
| 3/26/2020 | 20:12 | 1.4  | 28 |
| 3/26/2020 | 21:12 | 0.72 | 28 |
| 3/26/2020 | 22:13 | 0.87 | 39 |
| 3/26/2020 | 23:13 | 0.56 | 25 |
| 3/27/2020 | 0:13  | 6.44 | 30 |
| 3/27/2020 | 1:13  | 3.92 | 25 |
| 3/27/2020 | 2:13  | 4.2  | 3  |
| 3/27/2020 | 3:13  | 0.28 | 13 |
| 3/27/2020 | 4:13  | 0.28 | 19 |
| 3/27/2020 | 5:13  | 0.28 | 23 |
| 3/27/2020 | 6:13  | 3.92 | 28 |
| 3/27/2020 | 7:13  | 5.6  | 43 |
| 3/27/2020 | 8:13  | 1.68 | 41 |
| 3/27/2020 | 9:13  | 3.92 | 60 |
| 3/27/2020 | 10:13 | 1.51 | 67 |
| 3/27/2020 | 11:13 | 2.45 | 73 |
| 3/27/2020 | 12:13 | 0.56 | 42 |
| 3/27/2020 | 13:13 | 0.56 | 42 |
| 3/27/2020 | 14:13 | 0.56 | 43 |
| 3/27/2020 | 15:13 | 4.48 | 48 |
| 3/27/2020 | 16:13 | 4.2  | 52 |
| 3/27/2020 | 17:13 | 0.84 | 52 |
| 3/27/2020 | 18:13 | 1.96 | 55 |
| 3/27/2020 | 19:13 | 0.84 | 58 |
| 3/27/2020 | 20:13 | 0.84 | 59 |
| 3/27/2020 | 21:13 | 0.84 | 61 |
| 3/27/2020 | 22:13 | 6.16 | 86 |
| 3/27/2020 | 23:13 | 1.12 | 66 |
| 3/28/2020 | 0:13  | 1.11 | 66 |
| 3/28/2020 | 1:13  | 1.12 | 67 |
| 3/28/2020 | 2:13  | 1.12 | 64 |
| 3/28/2020 | 3:13  | 1.12 | 65 |
| 3/28/2020 | 4:13  | 1.12 | 65 |
| 3/28/2020 | 5:13  | 1.12 | 65 |
| 3/28/2020 | 6:13  | 5.04 | 67 |
| 3/28/2020 | 7:13  | 4.48 | 71 |
| 3/28/2020 | 8:13  | 5.04 | 91 |
| 3/28/2020 | 9:13  | 1.4  | 72 |
| 3/28/2020 | 10:13 | 1.12 | 71 |
| 3/28/2020 | 11:13 | 2.24 | 77 |
| 3/28/2020 | 12:13 | 2.91 | 79 |
| 3/28/2020 | 13:13 | 4.7  | 73 |
| 3/28/2020 | 14:13 | 1.12 | 74 |
| 3/28/2020 | 15:13 | 3.08 | 66 |
| 3/28/2020 | 16:13 | 3.92 | 60 |

|           |       |      |    |
|-----------|-------|------|----|
| 3/28/2020 | 17:13 | 1.12 | 63 |
| 3/28/2020 | 18:13 | 0.84 | 63 |
| 3/28/2020 | 19:13 | 4.2  | 27 |
| 3/28/2020 | 20:13 | 4.2  | 18 |
| 3/28/2020 | 21:13 | 1.4  | 23 |
| 3/28/2020 | 22:13 | 0.56 | 26 |
| 3/28/2020 | 23:13 | 2.52 | 60 |
| 3/29/2020 | 0:13  | 3.92 | 45 |
| 3/29/2020 | 1:13  | 0.71 | 39 |
| 3/29/2020 | 2:13  | 0.85 | 40 |
| 3/29/2020 | 3:13  | 0.56 | 39 |
| 3/29/2020 | 4:13  | 4.48 | 39 |
| 3/29/2020 | 5:13  | 3.92 | 41 |
| 3/29/2020 | 6:13  | 3.92 | 56 |
| 3/29/2020 | 7:13  | 0.56 | 42 |
| 3/29/2020 | 8:13  | 0.56 | 42 |
| 3/29/2020 | 9:13  | 4.48 | 46 |
| 3/29/2020 | 10:13 | 0.56 | 43 |
| 3/29/2020 | 11:13 | 1.12 | 43 |
| 3/29/2020 | 12:13 | 4.48 | 70 |
| 3/29/2020 | 13:13 | 5.32 | 72 |
| 3/29/2020 | 14:13 | 5.44 | 55 |
| 3/29/2020 | 15:14 | 5.55 | 58 |
| 3/29/2020 | 16:14 | 5.32 | 56 |
| 3/29/2020 | 17:14 | 4.2  | 58 |
| 3/29/2020 | 18:14 | 0.84 | 56 |
| 3/29/2020 | 19:14 | 1.12 | 58 |
| 3/29/2020 | 20:14 | 0.84 | 59 |
| 3/29/2020 | 21:14 | 6.72 | 63 |
| 3/29/2020 | 22:14 | 2.8  | 66 |
| 3/29/2020 | 23:14 | 2.8  | 69 |
| 3/30/2020 | 0:14  | 4.2  | 64 |
| 3/30/2020 | 1:14  | 1.12 | 64 |
| 3/30/2020 | 2:14  | 0.84 | 64 |
| 3/30/2020 | 3:14  | 3.03 | 66 |
| 3/30/2020 | 4:14  | 4.94 | 64 |
| 3/30/2020 | 5:14  | 1.12 | 65 |
| 3/30/2020 | 6:14  | 2.24 | 67 |
| 3/30/2020 | 7:14  | 4.48 | 70 |
| 3/30/2020 | 8:14  | 4.76 | 75 |
| 3/30/2020 | 9:14  | 1.12 | 71 |
| 3/30/2020 | 10:14 | 1.12 | 72 |
| 3/30/2020 | 11:14 | 1.4  | 72 |
| 3/30/2020 | 12:14 | 4.48 | 75 |
| 3/30/2020 | 13:14 | 1.12 | 72 |
| 3/30/2020 | 14:14 | 3.64 | 86 |
| 3/30/2020 | 15:14 | 1.12 | 73 |

|           |       |      |    |
|-----------|-------|------|----|
| 3/30/2020 | 16:14 | 3.08 | 73 |
| 3/30/2020 | 17:14 | 5.04 | 73 |
| 3/30/2020 | 18:14 | 1.12 | 77 |
| 3/30/2020 | 19:14 | 4.48 | 79 |
| 3/30/2020 | 20:14 | 1.12 | 78 |
| 3/30/2020 | 21:14 | 3.92 | 82 |
| 3/30/2020 | 22:14 | 2.8  | 57 |
| 3/30/2020 | 23:14 | 4.2  | 56 |
| 3/31/2020 | 0:14  | 4.2  | 59 |
| 3/31/2020 | 1:14  | 4.76 | 59 |
| 3/31/2020 | 2:14  | 1.12 | 61 |
| 3/31/2020 | 3:14  | 0.84 | 62 |
| 3/31/2020 | 4:14  | 0.84 | 61 |
| 3/31/2020 | 5:14  | 1.93 | 61 |
| 3/31/2020 | 6:14  | 1.89 | 61 |
| 3/31/2020 | 7:14  | 1.96 | 64 |
| 3/31/2020 | 8:14  | 4.76 | 81 |
| 3/31/2020 | 9:14  | 1.12 | 66 |
| 3/31/2020 | 10:14 | 1.12 | 67 |
| 3/31/2020 | 11:14 | 4.48 | 68 |
| 3/31/2020 | 12:14 | 1.12 | 66 |
| 3/31/2020 | 13:14 | 1.12 | 66 |
| 3/31/2020 | 14:14 | 1.12 | 67 |
| 3/31/2020 | 15:14 | 1.12 | 68 |
| 3/31/2020 | 16:14 | 1.12 | 68 |
| 3/31/2020 | 17:14 | 4.76 | 69 |
| 3/31/2020 | 18:14 | 3.36 | 70 |
| 3/31/2020 | 19:14 | 5.59 | 70 |
| 3/31/2020 | 20:14 | 1.12 | 70 |
| 3/31/2020 | 21:14 | 4.48 | 73 |
| 3/31/2020 | 22:14 | 3.08 | 80 |
| 3/31/2020 | 23:14 | 6.16 | 96 |
| 4/1/2020  | 0:14  | 1.4  | 73 |
| 4/1/2020  | 1:14  | 1.12 | 74 |
| 4/1/2020  | 2:14  | 4.48 | 76 |
| 4/1/2020  | 3:14  | 3.92 | 65 |
| 4/1/2020  | 4:14  | 0.84 | 57 |
| 4/1/2020  | 5:14  | 0.84 | 60 |
| 4/1/2020  | 6:14  | 4.76 | 67 |
| 4/1/2020  | 7:14  | 5.87 | 78 |
| 4/1/2020  | 8:15  | 6.14 | 84 |
| 4/1/2020  | 9:15  | 5.6  | 77 |
| 4/1/2020  | 10:15 | 3.92 | 78 |
| 4/1/2020  | 11:15 | 3.92 | 54 |
| 4/1/2020  | 12:15 | 0.84 | 48 |
| 4/1/2020  | 13:15 | 0.84 | 50 |
| 4/1/2020  | 14:15 | 1.12 | 52 |

|          |       |      |    |
|----------|-------|------|----|
| 4/1/2020 | 15:15 | 1.68 | 54 |
| 4/1/2020 | 16:15 | 4.2  | 74 |
| 4/1/2020 | 17:15 | 4.76 | 65 |
| 4/1/2020 | 18:15 | 5.32 | 76 |
| 4/1/2020 | 19:15 | 0.56 | 33 |
| 4/1/2020 | 20:15 | 4.92 | 38 |
| 4/1/2020 | 21:15 | 3.95 | 39 |
| 4/1/2020 | 22:15 | 5.88 | 58 |
| 4/1/2020 | 23:15 | 0.84 | 46 |
| 4/2/2020 | 0:15  | 4.2  | 50 |
| 4/2/2020 | 1:15  | 0.84 | 49 |
| 4/2/2020 | 2:15  | 0.84 | 50 |
| 4/2/2020 | 3:15  | 0.84 | 49 |
| 4/2/2020 | 4:15  | 4.48 | 51 |
| 4/2/2020 | 5:15  | 0.84 | 48 |
| 4/2/2020 | 6:15  | 0.84 | 48 |
| 4/2/2020 | 7:15  | 3.92 | 50 |
| 4/2/2020 | 8:15  | 4.48 | 51 |
| 4/2/2020 | 9:15  | 2.47 | 57 |
| 4/2/2020 | 10:15 | 4.1  | 52 |
| 4/2/2020 | 11:15 | 0.84 | 53 |
| 4/2/2020 | 12:15 | 4.2  | 56 |
| 4/2/2020 | 13:15 | 0.84 | 56 |
| 4/2/2020 | 14:15 | 0.84 | 56 |
| 4/2/2020 | 15:15 | 0.84 | 56 |
| 4/2/2020 | 16:15 | 0.84 | 56 |
| 4/2/2020 | 17:15 | 4.76 | 56 |
| 4/2/2020 | 18:15 | 4.76 | 75 |
| 4/2/2020 | 19:15 | 0.84 | 59 |
| 4/2/2020 | 20:15 | 0.84 | 59 |
| 4/2/2020 | 21:15 | 0.84 | 58 |
| 4/2/2020 | 22:15 | 4.08 | 71 |
| 4/2/2020 | 23:15 | 3.96 | 60 |
| 4/3/2020 | 0:15  | 4.2  | 63 |
| 4/3/2020 | 1:15  | 0.84 | 59 |
| 4/3/2020 | 2:15  | 4.76 | 60 |
| 4/3/2020 | 3:15  | 1.12 | 60 |
| 4/3/2020 | 4:15  | 0.84 | 60 |
| 4/3/2020 | 5:15  | 0.84 | 60 |
| 4/3/2020 | 6:15  | 4.2  | 63 |
| 4/3/2020 | 7:15  | 4.76 | 66 |
| 4/3/2020 | 8:15  | 2.24 | 70 |
| 4/3/2020 | 9:15  | 4.76 | 70 |
| 4/3/2020 | 10:15 | 1.12 | 64 |
| 4/3/2020 | 11:15 | 4.01 | 60 |
| 4/3/2020 | 12:16 | 3.81 | 56 |
| 4/3/2020 | 13:16 | 4.2  | 62 |

|          |       |      |     |
|----------|-------|------|-----|
| 4/3/2020 | 14:16 | 0.84 | 63  |
| 4/3/2020 | 15:16 | 4.2  | 68  |
| 4/3/2020 | 16:16 | 7.84 | 225 |
| 4/3/2020 | 17:16 | 5.32 | 243 |
| 4/3/2020 | 18:16 | 3.92 | 242 |
| 4/3/2020 | 19:16 | 7.56 | 243 |
| 4/3/2020 | 20:16 | 7.56 | 242 |
| 4/3/2020 | 21:16 | 7.28 | 246 |
| 4/3/2020 | 22:16 | 4.2  | 244 |
| 4/3/2020 | 23:16 | 4.2  | 244 |
| 4/4/2020 | 0:16  | 6.21 | 264 |
| 4/4/2020 | 1:16  | 8.22 | 242 |
| 4/4/2020 | 2:16  | 4.2  | 242 |
| 4/4/2020 | 3:16  | 3.92 | 241 |
| 4/4/2020 | 4:16  | 4.2  | 239 |
| 4/4/2020 | 5:16  | 3.92 | 174 |
| 4/4/2020 | 6:16  | 2.8  | 169 |
| 4/4/2020 | 7:16  | 7.56 | 239 |
| 4/4/2020 | 8:16  | 7.28 | 247 |
| 4/4/2020 | 9:16  | 7.56 | 249 |
| 4/4/2020 | 10:16 | 5.04 | 244 |
| 4/4/2020 | 11:16 | 3.92 | 243 |
| 4/4/2020 | 12:16 | 3.92 | 242 |
| 4/4/2020 | 13:16 | 7.97 | 246 |
| 4/4/2020 | 14:16 | 7.25 | 243 |
| 4/4/2020 | 15:16 | 8.68 | 291 |
| 4/4/2020 | 16:16 | 5.04 | 244 |
| 4/4/2020 | 17:16 | 3.92 | 244 |
| 4/4/2020 | 18:16 | 5.32 | 246 |
| 4/4/2020 | 19:16 | 8.4  | 249 |
| 4/4/2020 | 20:16 | 4.2  | 245 |
| 4/4/2020 | 21:16 | 7.28 | 247 |
| 4/4/2020 | 22:16 | 3.92 | 243 |
| 4/4/2020 | 23:16 | 4.2  | 244 |
| 4/5/2020 | 0:16  | 7.28 | 247 |
| 4/5/2020 | 1:16  | 6.16 | 258 |
| 4/5/2020 | 2:16  | 5.72 | 247 |
| 4/5/2020 | 3:16  | 7.23 | 245 |
| 4/5/2020 | 4:16  | 4.2  | 245 |
| 4/5/2020 | 5:16  | 4.2  | 245 |
| 4/5/2020 | 6:16  | 3.92 | 245 |
| 4/5/2020 | 7:16  | 3.92 | 245 |
| 4/5/2020 | 8:16  | 3.92 | 244 |
| 4/5/2020 | 9:16  | 7.28 | 247 |
| 4/5/2020 | 10:16 | 8.68 | 267 |
| 4/5/2020 | 11:16 | 5.32 | 245 |
| 4/5/2020 | 12:16 | 3.92 | 244 |

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|----------|-------|------|-----|
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| 4/5/2020 | 14:16 | 3.92 | 245 |
| 4/5/2020 | 15:16 | 5.12 | 245 |
| 4/5/2020 | 16:16 | 5.19 | 251 |
| 4/5/2020 | 17:16 | 5.04 | 244 |
| 4/5/2020 | 18:16 | 3.92 | 243 |
| 4/5/2020 | 19:16 | 7.28 | 247 |
| 4/5/2020 | 20:16 | 5.32 | 245 |
| 4/5/2020 | 21:16 | 4.2  | 244 |
| 4/5/2020 | 22:16 | 4.2  | 245 |
| 4/5/2020 | 23:16 | 6.16 | 261 |
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| 4/6/2020 | 1:16  | 7.56 | 247 |
| 4/6/2020 | 2:16  | 7.56 | 245 |
| 4/6/2020 | 3:16  | 4.2  | 244 |
| 4/6/2020 | 4:16  | 7.23 | 244 |
| 4/6/2020 | 5:17  | 7.18 | 244 |
| 4/6/2020 | 6:17  | 7.28 | 247 |
| 4/6/2020 | 7:17  | 5.04 | 245 |
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| 4/6/2020 | 10:17 | 7.28 | 252 |
| 4/6/2020 | 11:17 | 3.92 | 244 |
| 4/6/2020 | 12:17 | 3.92 | 244 |
| 4/6/2020 | 13:17 | 4.2  | 244 |
| 4/6/2020 | 14:17 | 7.28 | 246 |
| 4/6/2020 | 15:17 | 6.16 | 261 |
| 4/6/2020 | 16:17 | 3.92 | 244 |
| 4/6/2020 | 17:17 | 5.84 | 247 |
| 4/6/2020 | 18:17 | 7.48 | 245 |
| 4/6/2020 | 19:17 | 4.2  | 244 |
| 4/6/2020 | 20:17 | 7.84 | 247 |
| 4/6/2020 | 21:17 | 3.92 | 242 |
| 4/6/2020 | 22:17 | 7.56 | 249 |
| 4/6/2020 | 23:17 | 3.92 | 244 |
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| 4/7/2020 | 2:17  | 4.2  | 246 |
| 4/7/2020 | 3:17  | 4.2  | 245 |
| 4/7/2020 | 4:17  | 4.2  | 245 |
| 4/7/2020 | 5:17  | 3.92 | 245 |
| 4/7/2020 | 6:17  | 7.53 | 247 |
| 4/7/2020 | 7:17  | 7.5  | 248 |
| 4/7/2020 | 8:17  | 7.56 | 250 |
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| 4/7/2020 | 10:17 | 7.28 | 244 |
| 4/7/2020 | 11:17 | 3.92 | 245 |

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| 4/7/2020 | 13:17 | 7.28 | 247 |
| 4/7/2020 | 14:17 | 3.92 | 245 |
| 4/7/2020 | 15:17 | 3.92 | 245 |
| 4/7/2020 | 16:17 | 3.92 | 245 |
| 4/7/2020 | 17:17 | 3.92 | 244 |
| 4/7/2020 | 18:17 | 7.56 | 245 |
| 4/7/2020 | 19:17 | 4.69 | 243 |
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| 4/7/2020 | 21:17 | 4.2  | 245 |
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| 4/8/2020 | 3:17  | 4.2  | 245 |
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| 4/8/2020 | 6:17  | 3.92 | 243 |
| 4/8/2020 | 7:17  | 3.92 | 243 |
| 4/8/2020 | 8:17  | 6.88 | 248 |
| 4/8/2020 | 9:18  | 7.6  | 249 |
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| 4/8/2020 | 17:18 | 5.32 | 245 |
| 4/8/2020 | 18:18 | 7.84 | 248 |
| 4/8/2020 | 19:18 | 5.32 | 246 |
| 4/8/2020 | 20:18 | 3.92 | 244 |
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| 4/9/2020 | 6:18  | 7.28 | 246 |
| 4/9/2020 | 7:18  | 7.28 | 243 |
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| 4/9/2020 | 9:18  | 7.56 | 264 |
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| 4/9/2020  | 20:18 | 3.92 | 242 |
| 4/9/2020  | 21:18 | 3.92 | 243 |
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| 4/10/2020 | 5:18  | 4.2  | 237 |
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| 4/10/2020 | 13:18 | 3.93 | 243 |
| 4/10/2020 | 14:18 | 3.92 | 242 |
| 4/10/2020 | 15:18 | 7.28 | 244 |
| 4/10/2020 | 16:18 | 3.92 | 243 |
| 4/10/2020 | 17:18 | 7.56 | 246 |
| 4/10/2020 | 18:18 | 5.32 | 250 |
| 4/10/2020 | 19:18 | 3.92 | 240 |
| 4/10/2020 | 20:18 | 5.88 | 245 |
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| 4/11/2020 | 18:19 | 7.84 | 248 |
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| 4/11/2020 | 20:19 | 7.28 | 265 |
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| 4/12/2020 | 16:19 | 7.27 | 244 |
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| 4/12/2020 | 18:19 | 7.56 | 265 |
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| 4/12/2020 | 20:19 | 7.84 | 246 |
| 4/12/2020 | 21:19 | 5.04 | 243 |
| 4/12/2020 | 22:19 | 8.96 | 273 |
| 4/12/2020 | 23:19 | 5.6  | 249 |
| 4/13/2020 | 0:19  | 7.28 | 246 |
| 4/13/2020 | 1:19  | 4.2  | 245 |
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| 4/13/2020 | 3:19  | 3.92 | 245 |
| 4/13/2020 | 4:19  | 3.92 | 245 |
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| 4/13/2020 | 8:19  | 7.84 | 249 |

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| 4/13/2020 | 10:19 | 6.16 | 249 |
| 4/13/2020 | 11:19 | 5.6  | 255 |
| 4/13/2020 | 12:19 | 3.92 | 245 |
| 4/13/2020 | 13:19 | 3.92 | 245 |
| 4/13/2020 | 14:19 | 7.28 | 247 |
| 4/13/2020 | 15:19 | 4.2  | 244 |
| 4/13/2020 | 16:19 | 4.76 | 244 |
| 4/13/2020 | 17:19 | 3.92 | 245 |
| 4/13/2020 | 18:19 | 6.56 | 252 |
| 4/13/2020 | 19:20 | 9.2  | 243 |
| 4/13/2020 | 20:20 | 3.92 | 243 |
| 4/13/2020 | 21:20 | 7.28 | 247 |
| 4/13/2020 | 22:20 | 5.88 | 260 |
| 4/13/2020 | 23:20 | 4.2  | 245 |
| 4/14/2020 | 0:20  | 4.2  | 245 |
| 4/14/2020 | 1:20  | 7.84 | 247 |
| 4/14/2020 | 2:20  | 4.2  | 245 |
| 4/14/2020 | 3:20  | 4.2  | 244 |
| 4/14/2020 | 4:20  | 3.92 | 244 |
| 4/14/2020 | 5:20  | 3.92 | 244 |
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| 4/14/2020 | 7:20  | 7.85 | 244 |
| 4/14/2020 | 8:20  | 7.86 | 250 |
| 4/14/2020 | 9:20  | 7.84 | 249 |
| 4/14/2020 | 10:20 | 3.92 | 244 |
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| 4/14/2020 | 12:20 | 3.92 | 244 |
| 4/14/2020 | 13:20 | 7.28 | 258 |
| 4/14/2020 | 14:20 | 5.6  | 247 |
| 4/14/2020 | 15:20 | 3.92 | 244 |
| 4/14/2020 | 16:20 | 7.28 | 247 |
| 4/14/2020 | 17:20 | 5.04 | 245 |
| 4/14/2020 | 18:20 | 7.84 | 247 |
| 4/14/2020 | 19:20 | 7.84 | 251 |
| 4/14/2020 | 20:20 | 7.57 | 243 |
| 4/14/2020 | 21:20 | 7.29 | 244 |
| 4/14/2020 | 22:20 | 7.84 | 262 |
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| 4/15/2020 | 0:20  | 7.28 | 247 |
| 4/15/2020 | 1:20  | 3.92 | 245 |
| 4/15/2020 | 2:20  | 3.92 | 245 |
| 4/15/2020 | 3:20  | 3.92 | 245 |
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| 4/15/2020 | 6:20  | 7.28 | 257 |
| 4/15/2020 | 7:20  | 3.92 | 242 |

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| 4/15/2020 | 8:20  | 8.4  | 249 |
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| 4/15/2020 | 11:20 | 3.92 | 244 |
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| 4/15/2020 | 13:20 | 3.92 | 245 |
| 4/15/2020 | 14:20 | 3.92 | 245 |
| 4/15/2020 | 15:20 | 4.2  | 245 |
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| 4/15/2020 | 17:20 | 7.28 | 246 |
| 4/15/2020 | 18:20 | 7.84 | 246 |
| 4/15/2020 | 19:20 | 7.56 | 264 |
| 4/15/2020 | 20:20 | 4.76 | 243 |
| 4/15/2020 | 21:20 | 3.92 | 241 |
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| 4/15/2020 | 23:21 | 8.56 | 246 |
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| 4/16/2020 | 2:21  | 3.92 | 244 |
| 4/16/2020 | 3:21  | 3.92 | 244 |
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| 4/16/2020 | 7:21  | 3.92 | 242 |
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| 4/16/2020 | 9:21  | 7.28 | 244 |
| 4/16/2020 | 10:21 | 3.92 | 212 |
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| 4/17/2020 | 5:21  | 0    | 0   |
| 4/17/2020 | 6:21  | 4.48 | 3   |

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| 4/17/2020 | 9:21  | 3.64 | 2  |
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| 4/17/2020 | 15:21 | 0    | 0  |
| 4/17/2020 | 16:21 | 0    | 0  |
| 4/17/2020 | 17:21 | 0    | 0  |
| 4/17/2020 | 18:21 | 3.64 | 3  |
| 4/17/2020 | 19:21 | 4.48 | 6  |
| 4/17/2020 | 20:21 | 1.12 | 0  |
| 4/17/2020 | 21:21 | 1.12 | 5  |
| 4/17/2020 | 22:21 | 2.24 | 27 |
| 4/17/2020 | 23:21 | 0    | 0  |
| 4/18/2020 | 0:21  | 0    | 0  |
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| 4/18/2020 | 2:21  | 0    | 0  |
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| 4/18/2020 | 10:21 | 0    | 0  |
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| 4/18/2020 | 12:21 | 0    | 0  |
| 4/18/2020 | 13:21 | 0    | 0  |
| 4/18/2020 | 14:21 | 0    | 0  |
| 4/18/2020 | 15:21 | 0    | 0  |
| 4/18/2020 | 16:22 | 0    | 0  |
| 4/18/2020 | 17:22 | 0    | 0  |
| 4/18/2020 | 18:22 | 0    | 0  |
| 4/18/2020 | 19:22 | 0    | 0  |
| 4/18/2020 | 20:22 | 4.2  | 1  |
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| 4/18/2020 | 22:22 | 0    | 0  |
| 4/18/2020 | 23:22 | 0    | 0  |
| 4/19/2020 | 0:22  | 0    | 0  |
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| 4/19/2020 | 2:22  | 0    | 0  |
| 4/19/2020 | 3:22  | 0    | 0  |
| 4/19/2020 | 4:22  | 0    | 0  |
| 4/19/2020 | 5:22  | 0    | 0  |

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| 4/19/2020 | 11:22 | 0    | 0  |
| 4/19/2020 | 12:22 | 0    | 0  |
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| 4/19/2020 | 15:22 | 0    | 0  |
| 4/19/2020 | 16:22 | 0    | 0  |
| 4/19/2020 | 17:22 | 0    | 0  |
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| 4/19/2020 | 19:22 | 0    | 0  |
| 4/19/2020 | 20:22 | 0    | 0  |
| 4/19/2020 | 21:22 | 0    | 0  |
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| 4/19/2020 | 23:22 | 0    | 0  |
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| 4/20/2020 | 2:22  | 0    | 0  |
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| 4/20/2020 | 12:22 | 0    | 0  |
| 4/20/2020 | 13:22 | 0    | 0  |
| 4/20/2020 | 14:22 | 0    | 0  |
| 4/20/2020 | 15:22 | 0    | 0  |
| 4/20/2020 | 16:22 | 0    | 0  |
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| 4/20/2020 | 18:22 | 0    | 0  |
| 4/20/2020 | 19:22 | 0    | 0  |
| 4/20/2020 | 20:23 | 0    | 0  |
| 4/20/2020 | 21:23 | 0    | 0  |
| 4/20/2020 | 22:23 | 0    | 0  |
| 4/20/2020 | 23:23 | 0    | 0  |
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| 4/21/2020 | 3:23  | 0    | 0  |
| 4/21/2020 | 4:23  | 0    | 0  |

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| 4/21/2020 | 15:23 | 0    | 0 |           |
| 4/21/2020 | 16:23 | 0    | 0 |           |
| 4/21/2020 | 17:23 | 0    | 0 |           |
| 4/21/2020 | 18:23 | 0    | 0 |           |
| 4/21/2020 | 19:23 | 0    | 0 |           |
| 4/21/2020 | 20:23 | 0    | 0 |           |
| 4/21/2020 | 21:23 | 0    | 0 |           |
| 4/21/2020 | 22:23 | 0    | 0 |           |
| 4/21/2020 | 23:23 | 0    | 0 |           |
| 4/22/2020 | 0:23  | 0    | 0 |           |
| 4/22/2020 | 1:23  | 0    | 0 |           |
| 4/22/2020 | 2:23  | 0    | 0 |           |
| 4/22/2020 | 3:23  | 0    | 0 |           |
| 4/22/2020 | 4:23  | 0    | 0 |           |
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| 4/22/2020 | 6:23  | 0    | 0 |           |
| 4/22/2020 | 7:23  | 0    | 0 |           |
| 4/22/2020 | 8:23  | 0    | 0 |           |
| 4/22/2020 | 9:23  | 0    | 0 |           |
| 4/22/2020 | 10:23 | 0    | 0 |           |
| 4/22/2020 | 11:23 | 0    | 0 |           |
| 4/22/2020 | 12:23 | 0    | 0 |           |
| 4/22/2020 | 13:23 | 0    | 0 |           |
| 4/22/2020 | 14:23 | 0    | 0 |           |
| 4/22/2020 | 15:23 | 0    | 0 |           |
| 4/22/2020 | 16:23 | 0    | 0 |           |
| 4/22/2020 | 17:23 | 0    | 0 |           |
| 4/22/2020 | 18:23 | 3.64 | 2 |           |
| 4/22/2020 | 19:23 | 0    | 0 |           |
| 4/22/2020 | 20:23 | 0    | 0 |           |
| 4/22/2020 | 21:23 | 0    | 0 |           |
| 4/22/2020 | 22:23 | 0    | 0 |           |
| 4/22/2020 | 23:23 | 0    | 0 |           |
| 4/23/2020 | 0:23  | 0    | 0 | 4/23-4/27 |
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| 4/23/2020 | 3:23  | 0    | 0 |           |

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|-----------|-------|------|-----|
| 4/23/2020 | 4:23  | 0    | 0   |
| 4/23/2020 | 5:23  | 0    | 0   |
| 4/23/2020 | 6:23  | 0    | 0   |
| 4/23/2020 | 7:23  | 0    | 0   |
| 4/23/2020 | 8:23  | 0    | 0   |
| 4/23/2020 | 9:23  | 0    | 0   |
| 4/23/2020 | 10:23 | 6.44 | 9   |
| 4/23/2020 | 11:23 | 5.04 | 190 |
| 4/23/2020 | 12:23 | 7.4  | 245 |
| 4/23/2020 | 13:24 | 9.19 | 198 |
| 4/23/2020 | 14:24 | 5.6  | 121 |
| 4/23/2020 | 15:24 | 1.96 | 100 |
| 4/23/2020 | 16:24 | 1.68 | 95  |
| 4/23/2020 | 17:24 | 1.4  | 59  |
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| 4/23/2020 | 19:24 | 0.84 | 53  |
| 4/23/2020 | 20:24 | 0.84 | 52  |
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| 4/23/2020 | 22:24 | 0.84 | 54  |
| 4/23/2020 | 23:24 | 0.84 | 54  |
| 4/24/2020 | 0:24  | 0.84 | 54  |
| 4/24/2020 | 1:24  | 0.85 | 54  |
| 4/24/2020 | 2:24  | 0.85 | 52  |
| 4/24/2020 | 3:24  | 0.84 | 52  |
| 4/24/2020 | 4:24  | 0.84 | 52  |
| 4/24/2020 | 5:24  | 0.84 | 52  |
| 4/24/2020 | 6:24  | 0.84 | 52  |
| 4/24/2020 | 7:24  | 0.84 | 51  |
| 4/24/2020 | 8:24  | 0.84 | 52  |
| 4/24/2020 | 9:24  | 0.84 | 50  |
| 4/24/2020 | 10:24 | 0.84 | 41  |
| 4/24/2020 | 11:24 | 0.56 | 35  |
| 4/24/2020 | 12:24 | 0.56 | 37  |
| 4/24/2020 | 13:24 | 0.56 | 39  |
| 4/24/2020 | 14:24 | 0.56 | 41  |
| 4/24/2020 | 15:24 | 0.56 | 41  |
| 4/24/2020 | 16:24 | 0.56 | 41  |
| 4/24/2020 | 17:24 | 0.56 | 40  |
| 4/24/2020 | 18:24 | 0.56 | 39  |
| 4/24/2020 | 19:24 | 0.56 | 39  |
| 4/24/2020 | 20:24 | 0.56 | 39  |
| 4/24/2020 | 21:24 | 0.56 | 39  |
| 4/24/2020 | 22:24 | 0.56 | 39  |
| 4/24/2020 | 23:24 | 0.56 | 37  |
| 4/25/2020 | 0:24  | 0.56 | 38  |
| 4/25/2020 | 1:24  | 0.56 | 38  |
| 4/25/2020 | 2:24  | 4.48 | 40  |

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|-----------|-------|------|----|
| 4/25/2020 | 3:24  | 0.56 | 39 |
| 4/25/2020 | 4:24  | 0.56 | 39 |
| 4/25/2020 | 5:24  | 0.56 | 39 |
| 4/25/2020 | 6:24  | 0.56 | 39 |
| 4/25/2020 | 7:24  | 0.56 | 38 |
| 4/25/2020 | 8:24  | 0.56 | 38 |
| 4/25/2020 | 9:24  | 0.56 | 38 |
| 4/25/2020 | 10:24 | 0.56 | 38 |
| 4/25/2020 | 11:24 | 0.56 | 38 |
| 4/25/2020 | 12:24 | 0.56 | 39 |
| 4/25/2020 | 13:24 | 0.56 | 42 |
| 4/25/2020 | 14:24 | 0.56 | 43 |
| 4/25/2020 | 15:24 | 0.56 | 42 |
| 4/25/2020 | 16:24 | 0.57 | 41 |
| 4/25/2020 | 17:24 | 0.57 | 39 |
| 4/25/2020 | 18:24 | 0.56 | 38 |
| 4/25/2020 | 19:24 | 0.56 | 36 |
| 4/25/2020 | 20:24 | 0.56 | 35 |
| 4/25/2020 | 21:24 | 0.56 | 35 |
| 4/25/2020 | 22:24 | 0.56 | 34 |
| 4/25/2020 | 23:24 | 0.56 | 34 |
| 4/26/2020 | 0:24  | 0.56 | 33 |
| 4/26/2020 | 1:24  | 0.56 | 33 |
| 4/26/2020 | 2:24  | 0.56 | 32 |
| 4/26/2020 | 3:24  | 0.56 | 32 |
| 4/26/2020 | 4:24  | 0.56 | 32 |
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| 4/26/2020 | 6:25  | 0.53 | 29 |
| 4/26/2020 | 7:25  | 0.28 | 30 |
| 4/26/2020 | 8:25  | 0.56 | 31 |
| 4/26/2020 | 9:25  | 0.56 | 33 |
| 4/26/2020 | 10:25 | 0.56 | 35 |
| 4/26/2020 | 11:25 | 0.56 | 35 |
| 4/26/2020 | 12:25 | 0.56 | 35 |
| 4/26/2020 | 13:25 | 0.56 | 36 |
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| 4/26/2020 | 15:25 | 0.84 | 48 |
| 4/26/2020 | 16:25 | 0.56 | 45 |
| 4/26/2020 | 17:25 | 3.92 | 42 |
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| 4/26/2020 | 19:25 | 4.14 | 35 |
| 4/26/2020 | 20:25 | 4.48 | 38 |
| 4/26/2020 | 21:25 | 1.4  | 33 |
| 4/26/2020 | 22:25 | 2.24 | 46 |
| 4/26/2020 | 23:25 | 1.12 | 29 |
| 4/27/2020 | 0:25  | 3.92 | 30 |
| 4/27/2020 | 1:25  | 0.28 | 27 |

|           |       |       |    |
|-----------|-------|-------|----|
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| 4/27/2020 | 6:25  | 4.48  | 4  |
| 4/27/2020 | 7:25  | 9.52  | 0  |
| 4/27/2020 | 8:25  | 18.76 | 11 |
| 4/27/2020 | 9:25  | 0.28  | 0  |
| 4/27/2020 | 10:25 | 3.64  | 2  |
| 4/27/2020 | 11:25 | 0     | 0  |



August 25, 2020

Ms. Nancy Cain  
City Administrator  
City of Garden Ridge  
9400 Municipal Parkway  
Garden Ridge, TX 78266

RE: Bid Recommendation  
City of Garden Ridge  
Advanced Metering Infrastructure & Meter Data Management System



Dear Ms. Cain:

On Friday August 21, 2020, at 4:00 PM, the City received and opened four (4) sealed bids for the referenced project. The City had received interest in the project from six (6) companies that manufacture, supply and install Advanced Metering Infrastructure and Meter Data Management Systems. Two of the initial bidders declined to submit a bid, stating that they required additional time to prepare a bid, although these companies were contacted during initial project phases.

The bids that were received were opened in accordance with the contract documents prepared for the project. The project was evaluated on five (5) criteria listed in Section 00400 of the Bidding Documents. The criteria were as follows:

1. Experience
2. Product Maturity and Future Roadmap
3. Requirements and Capabilities
4. Schedule
5. Base Proposal Costs Including Options 1 and 2
6. Life Cycle Costs

Costs (Items 5 and 6) provided by each of the bidders was read aloud on Friday August 21, 2020, and the water meter subcommittee evaluated the technical proposal of each of the bidders on Monday, August 24, 2020. The cost and bid requirement summary is contained on the attachment, titled Advanced Metering Infrastructure and Meter Data Management System. The subcommittee scoring is contained on the spreadsheet titled AMI Evaluation. The bid tabulation is contained on the AMI Contractor Comparison attachment.



Ms. Nancy Cain  
August 25, 2020  
Page 2

Based on the evaluation on the last attachment, Lubin Enterprises/Kamstrup submitted the lowest cost in both the base cost and life cycle cost for the project. The submitted cost for Item 5 by the vendor was \$642,591.10 and had a present worth life cycle cost of \$752,171.10. These two submitted costs gave the vendor the maximum amount of points possible in the evaluation. Further, during the technical evaluation, the same vendor scored highly with the subcommittee.

Based on the evaluation both in terms of the cost and technical evaluation, we recommend the City Council award the project to the lowest cost, most responsible proposer, **Lubin Enterprises in the amount of \$642,591.10**. This award will include furnishing meters in sizes required, a metering data system, customer portal, and installation of equipment.

We have met with the supplier and performed respective due diligence in past installation and evaluated the meters to be offered.

If you have any questions, please feel free to contact our office.

Sincerely,  
Trihydro Corporation

Christopher C. Clark, P.E.  
Senior Engineer

Attachments

## **ATTACHMENTS**



CITY OF GARDEN RIDGE  
AMI EVALUATION



|                                                        |    |        | Aquametrics<br>Sensus |                    |                   | Core and Main<br>Neptune |                    |                   | Lubin Enterprises<br>Kamstup |                    |                   | Hydropro<br>MasterMeter |                    |                   |
|--------------------------------------------------------|----|--------|-----------------------|--------------------|-------------------|--------------------------|--------------------|-------------------|------------------------------|--------------------|-------------------|-------------------------|--------------------|-------------------|
|                                                        |    |        | Score                 | Weighing<br>Factor | Weighted<br>Score | Score                    | Weighing<br>Factor | Weighted<br>Score | Score                        | Weighing<br>Factor | Weighted<br>Score | Score                   | Weighing<br>Factor | Weighted<br>Score |
| Experience                                             | 5  | Points | 5                     | 2                  | 10                | 5                        | 2                  | 10                | 5                            | 2                  | 10                | 5                       | 2                  | 10                |
| Product<br>Maturity and<br>Future<br>Roadmap           | 5  | Points | 4.5                   | 3                  | 13.5              | 4.5                      | 3                  | 13.5              | 5                            | 3                  | 15                | 5                       | 3                  | 15                |
| Requirements<br>and<br>Capabilities                    | 5  | Points | 3                     | 4                  | 12                | 4.5                      | 4                  | 18                | 5                            | 4                  | 20                | 4.5                     | 4                  | 18                |
| Project<br>Schedule                                    | 5  | Points | 3                     | 1                  | 3                 | 5                        | 1                  | 5                 | 3                            | 1                  | 3                 | 3                       | 1                  | 3                 |
| Base Proposal<br>Project Costs<br>including<br>Options | 10 | Points | 9                     | 5                  | 45                | 9.5                      | 5                  | 47.5              | 10                           | 5                  | 50                | 8.5                     | 5                  | 42.5              |
| 20-Year Life<br>Cycle Costs                            | 10 | Points | 8.5                   | 5                  | 42.5              | 9.5                      | 5                  | 47.5              | 10                           | 5                  | 50                | 9                       | 5                  | 45                |
| Total                                                  |    |        |                       |                    | 126               |                          |                    | 141.5             |                              |                    | 148               |                         |                    | 133.5             |



CITY OF GARDEN RIDGE  
ADVANCED METERING INFRASTRUCTURE AND METER DATA MANAGEMENT SYSTEM



Project: AMI MDMS  
Date: 21-Aug-20  
Time: 4:00 PM  
Location: CoGR City Hall

| Contrator Name     | Address                                            | Contact       | Bid Bond | Bid Form             |                   |            | Qualification Statement |                     |           |                      | Basis of Bid  |                  |               |          |             |             |             |              | MDMS Annual Cost | PW           | Cutomer Portal Annual Cost | PW            | Base O1 O2      | Life Cycle Cost |
|--------------------|----------------------------------------------------|---------------|----------|----------------------|-------------------|------------|-------------------------|---------------------|-----------|----------------------|---------------|------------------|---------------|----------|-------------|-------------|-------------|--------------|------------------|--------------|----------------------------|---------------|-----------------|-----------------|
|                    |                                                    |               |          | Addenda Acknowledged | Bid Form Complete | Bid Signed | Sheets 1-5 Complete     | Schedule A Complete | Signature | Techncial Supplement | Base Bid      | Add Alternatives |               |          |             |             |             |              |                  |              |                            |               |                 |                 |
|                    |                                                    |               |          |                      |                   |            |                         |                     |           |                      |               | Option 1         | Option 2      | Option 3 | Option 4    | Option 5    | Deductive   |              |                  |              |                            |               |                 |                 |
| AquaMetric Company | 16914 Alamo Parkway Building 2<br>Selma TX 78154   | Scott Kohan   | y        | y                    | y                 | y          | y                       | y                   | y         | y                    | \$ 613,882.40 | \$ 54,297.23     | \$ 93,720.00  | No Bid   | \$ 3,099.20 | \$ 1,190.20 | \$ 1,682.00 | \$ 30,644.66 | \$ 581,864.00    | \$ 13,130.56 | \$ 249,316.00              | \$ 761,899.63 | \$ 1,445,062.40 |                 |
| Core and Main      | 322 Premier Park Loop Dripping<br>Springs TX 78620 | Hunter Allen  | Y        | Y                    | Y                 | Y          | Y                       | Y                   | Y         | Y                    | \$ 544,289.76 | \$ 29,647.07     | \$ 134,359.47 |          | \$ 2,260.40 | \$ 875.40   | No Bid      | \$ 16,463.42 | \$ 312,598.00    | \$ 10,588.24 | \$ 201,044.00              | \$ 708,296.30 | \$ 1,057,931.76 |                 |
| Lubin Enterprises  | 8111 Walnut Run Road Ste 208<br>Cordova TN 38018   | Karen Magness | Y        | Y                    | Y                 | Y          | y                       | Y                   | Y         | Y                    | \$ 538,341.10 | \$ 23,900.00     | \$ 80,350.00  |          | \$ 4,000.00 | \$ 2,000.00 | \$ 4,237.50 | \$ 5,561.60  | \$ 105,601.00    | \$ 5,700.00  | \$ 108,229.00              | \$ 642,591.10 | \$ 752,171.10   |                 |
| HydroPro Solutions | 907 RockMoor Georgetwon TX<br>78628                | Greg Broyles  | Y        | Y                    | Y                 | Y          | Y                       | Y                   | Y         | Y                    | \$ 649,351.00 | \$ 47,000.00     | \$156,330.00  | No Bid   | \$ 1,500.00 | \$ 700.00   | \$ 2,250.00 | \$ 9,200.00  | \$ 174,685.00    | \$ 18,500.00 | \$ 351,268.00              | \$ 852,681.00 | \$ 1,175,304.00 |                 |



CITY OF GARDEN RIDGE  
AMI CONTRACTOR COMPARISONS



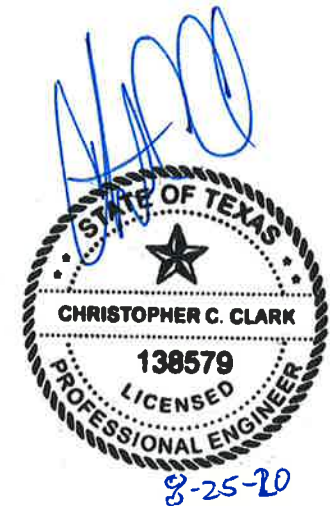
| Item No.                            | Description                     | Unit | Estimated Quantity | Aquametrics Sensus |              | Core and Main Neptune |              | Lubin Enterprises Kamstrup |              | HydroPro MasterMeter |              |
|-------------------------------------|---------------------------------|------|--------------------|--------------------|--------------|-----------------------|--------------|----------------------------|--------------|----------------------|--------------|
|                                     |                                 |      |                    | Bid Unit Price     | Bid Price    | Bid Unit Price        | Bid Price    | Bid Unit Price             | Bid Price    | Bid Unit Price       | Bid Price    |
| 1                                   | 1" x 1" Water Meters            | EA   | 1                  | \$319.60           | \$319.60     | \$294.12              | \$294.12     | \$315.00                   | \$315.00     | \$296.00             | \$296.00     |
| 2                                   | ¾" x ¾" Water Meters            | EA   | 1,620              | \$274.22           | \$444,236.40 | \$264.71              | \$428,830.20 | \$289.50                   | \$468,990.00 | \$295.00             | \$477,900.00 |
| 3                                   | ¾" x ¾" Short Water Meters      | EA   | 30                 | \$274.22           | \$8,226.60   | \$264.71              | \$7,941.30   | \$289.50                   | \$8,685.00   | \$235.00             | \$7,050.00   |
| 4                                   | 1 ½" Water Meters               | EA   | 27                 | \$508.87           | \$13,739.49  | \$500.00              | \$13,500.00  | \$787.50                   | \$21,262.50  | \$615.00             | \$16,605.00  |
| 5                                   | 2" Water Meters                 | EA   | 10                 | \$668.21           | \$6,682.10   | \$537.50              | \$5,375.00   | \$862.50                   | \$8,625.00   | \$680.00             | \$6,800.00   |
| 6                                   | Meter Data Management System    | LS   | 1                  | \$110,033.55       | \$110,033.55 | \$71,885.72           | \$71,885.72  | \$24,902.00                | \$24,902.00  | \$131,500.00         | \$131,500.00 |
| 7                                   | Meter Data Management System/yr | LS   | 1                  | \$30,644.66        | \$30,644.66  | \$16,463.42           | \$16,463.42  | \$5,561.60                 | \$5,561.60   | \$9,200.00           | \$9,200.00   |
| Total Base Cost                     |                                 |      |                    |                    | \$613,882.40 |                       | \$544,289.76 |                            | \$538,341.10 |                      | \$649,351.00 |
| Option 1                            |                                 |      |                    |                    |              |                       |              |                            |              |                      |              |
| O1-1                                | Customer Portal Base Price      | LS   | 1                  | \$41,166.67        | \$41,166.67  | \$19,058.83           | \$19,058.83  | \$18,200.00                | \$18,200.00  | \$28,500.00          | \$28,500.00  |
| O1-2                                | Customer Portal Annual Cost/yr  | LS   | 1                  | \$13,130.56        | \$13,130.56  | \$10,588.24           | \$10,588.24  | \$5,700.00                 | \$5,700.00   | \$18,500.00          | \$18,500.00  |
| Total Option 1                      |                                 |      |                    |                    | \$54,297.23  |                       | \$29,647.07  |                            | \$23,900.00  |                      | \$47,000.00  |
| Option 2                            |                                 |      |                    |                    |              |                       |              |                            |              |                      |              |
| O2-1                                | ¾" Meter Installation           | EA   | 1,650              | \$50.00            | \$82,500.00  | \$74.84               | \$123,486.00 | \$45.00                    | \$74,250.00  | \$85.00              | \$140,250.00 |
| O2-1                                | 1" Meter Installation           | EA   | 1                  | \$50.00            | \$50.00      | \$55.56               | \$55.56      | \$50.00                    | \$50.00      | \$85.00              | \$85.00      |
| O2-1                                | 1 ½" Meter Installation         | EA   | 27                 | \$285.00           | \$7,695.00   | \$265.63              | \$7,172.01   | \$150.00                   | \$4,050.00   | \$385.00             | \$10,395.00  |
| O2-1                                | 2" Meter Installation           | EA   | 10                 | \$347.50           | \$3,475.00   | \$364.59              | \$3,645.90   | \$200.00                   | \$2,000.00   | \$560.00             | \$5,600.00   |
| Total Option 2                      |                                 |      |                    |                    | \$93,720.00  |                       | \$134,359.47 |                            | \$80,350.00  |                      | \$156,330.00 |
| Total of Base + Option 1            |                                 |      |                    |                    | \$668,179.63 |                       | \$573,936.83 |                            | \$562,241.10 |                      | \$696,351.00 |
| Total of Base + Option 1 + Option 2 |                                 |      |                    |                    | \$761,899.63 |                       | \$708,296.30 |                            | \$642,591.10 |                      | \$852,681.00 |
| Option 3                            |                                 |      |                    |                    |              |                       |              |                            |              |                      |              |
| O3-1                                | Meter Finance/Term              | LS   | 1                  | No Bid             | No Bid       | Attached              | Attached     | Attached                   | Attached     | No Bid               | No Bid       |
| Total Option 3                      |                                 |      |                    |                    | No Bid       |                       |              |                            |              |                      | No Bid       |
| Option 4                            |                                 |      |                    |                    |              |                       |              |                            |              |                      |              |
| O4-1                                | Replace Meter Vault and Lid     | EA   | 20                 | \$154.96           | \$3,099.20   | \$113.02              | \$2,260.40   | \$200.00                   | \$4,000.00   | \$75.00              | \$1,500.00   |
| Total Option 4                      |                                 |      |                    |                    | \$3,099.20   |                       | \$2,260.40   |                            | \$4,000.00   |                      | \$1,500.00   |
| Option 5                            |                                 |      |                    |                    |              |                       |              |                            |              |                      |              |
| O5-1                                | Replace Cast Iron Lid w/RFG Lid | EA   | 20                 | \$59.51            | \$1,190.20   | \$43.77               | \$875.40     | \$100.00                   | \$2,000.00   | \$35.00              | \$700.00     |
|                                     |                                 |      |                    |                    | \$1,190.20   |                       | \$875.40     |                            | \$2,000.00   |                      | \$700.00     |
| Deductive Bid Price                 |                                 |      |                    |                    |              |                       |              |                            |              |                      |              |
| Item No.                            | Description                     | Unit | Estimated Quantity | Bid Unit Price     | Bid Price    | Bid Unit Price        | Bid Price    | Bid Unit Price             | Bid Price    | Bid Unit Price       | Bid Price    |
| D1                                  | ¾" Water Meters                 | EA   | 132                | -\$1.00            | -\$132.00    | \$                    | \$0.00       | \$2.00                     | \$264.00     | \$3.00               | \$396.00     |
| D2                                  | 1" Water Meters                 | EA   | 1,515              | -\$1.00            | -\$1,515.00  | \$                    | \$0.00       | \$2.50                     | \$3,787.50   | \$4.50               | \$1,538.00   |
| D3                                  | Brass 1 ½" Water Meters         | EA   | 26                 | -\$1.00            | -\$26.00     | \$                    | \$0.00       | \$5.00                     | \$130.00     | \$8.00               | \$208.00     |
| D4                                  | Brass 2" Water Meters           | EA   | 9                  | -\$1.00            | -\$9.00      | \$                    | \$0.00       | \$8.00                     | \$56.00      | \$12.00              | \$108.00     |
| Total Deductive Price               |                                 |      |                    |                    | -\$1,682.00  |                       | \$0.00       |                            | \$4,237.50   |                      | \$2,250.00   |

Adjustment Key

  3% yearly escalation not included as part of the annual cost.

  Bond price included as part of the bid. Removed for comparison on this analysis. Should be included as part of the unit price.

  Mathematical error. Unit price times the bid quantity governs.



## City Administrator

---

**From:**  
**Sent:** Monday, August 24, 2020 6:25 PM  
**To:** City Administrator  
**Cc:** Public Works;  
**Subject:** [EXTERNAL] FW: Eagle Scout Pictures  
**Attachments:** download.jpg; images.jpg

Ms. Cain,

As promised here are the pictures of the proposed arbor and bench the prospective Eagle Scout wants to build as his Eagle Scout project at Paul Davis Park.

The co-chairs have already given their approval. The Parks Committee has had a week plus to review it and I have received no objections. It costs us and Garden Ridge nothing except possibly some help with labor should he need some. The whole idea is for him to take lead on the project from start to finish. Any city approval, permits, supervision of work etc. are all part of his acquiring the Eagle rank.

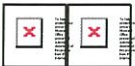
He does understand that we as the beneficiaries get to say where it goes. He is a super young man and his project coach is councilman Arvidson.

There is another young man who will send us pictures of a proposed "GaGa Pit" he is wanting to build for his project also at Paul Davis Park. After the Parks Committee gives that one the thumbs up I will steer that one to you for approval. I have not yet received his sketches.

Right now I'm asking you for your approval of this project and if you have no objections to get it put on the agenda for his presentation before City Council. Rod Chamberlain, as Parks spokesperson, will give the Parks Committee recommendation to council.

Let me know if you have any objections to this fine "gift". It benefits the city as well as serving as a learning tool for these young men.

Thanks,  
Dr. Jim







# Future Agenda Items

## City Council

### October 7, 2020, Regular Meeting

|                               |              |                                                                                                                                      |
|-------------------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>14</b> days before Meeting | (09/23/2020) | City Council and Staff items are due.                                                                                                |
| <b>9</b> days before Meeting  | (09/28/2020) | City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent agenda.                                     |
| <b>6</b> days before Meeting  | (10/01/2020) | Post agenda on bulletin board. City Council receives packet (allowing a day for corrections/request additional information be added) |
| <b>5</b> days before Meeting  | (10/02/2020) | Post agenda packet to City Website.                                                                                                  |
| <b>Meeting Day</b>            | (10/07/2020) | Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.                                                          |

City Council = Red  
 Planning & Zoning = Green  
 Water Commission = Blue  
 Quarry Commission = Purple  
 Wildlife Management Advisory Commission = Brown  
 City Holiday = Orange  
 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  |

### November 4, 2020, Regular Meeting

|                               |              |                                                                                                                                      |
|-------------------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>14</b> days before Meeting | (10/21/2020) | City Council and Staff items are due.                                                                                                |
| <b>9</b> days before Meeting  | (10/26/2020) | City Administrator and Mayor review agenda. Mayor sets the agenda. City Attorney is sent agenda.                                     |
| <b>6</b> days before Meeting  | (10/29/2020) | Post agenda on bulletin board. City Council receives packet (allowing a day for corrections/request additional information be added) |
| <b>5</b> days before Meeting  | (10/30/2020) | Post agenda packet to City Website.                                                                                                  |
| <b>Meeting Day</b>            | (11/04/2020) | Mayor and City Administrator meet with Department Heads Wednesday @ 10 a.m.                                                          |

City Council = Red  
 Planning & Zoning = Green  
 Water Commission = Blue  
 Quarry Commission = Purple  
 Wildlife Management Advisory Commission = Brown  
 City Holiday = Orange

| 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  |      |     |      |     |     |

### **PENDING FUTURE AGENDA ITEMS**

1. Design on Water Tanks at Well Site 9 and 10/Retainer Wall of City Hall...**McCaw**
2. Monitoring Wells in the City of Garden Ridge...**Arvidson**
3. Update on City-funded monument for Paul Davis Park... **Bower**
4. Ethics Ordinance ... **8-30-17 City Council motion**
5. Website and Social Media Policy