



City of Garden Ridge

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

MINUTES WATER COMMISSION REGULAR MEETING TUESDAY, AUGUST 25, 2020, 6:00 P.M.

Commissioners Present:

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

Commissioners Absent: None.

City Staff, City Councilmembers, and Other Commissioners Present:

Nancy Cain, City Administrator
Jacob Parsons, Water Manager
Marisa Spencer, City Secretary
Kat Balbi, Assistant City Secretary
Michelle Hinojosa, Utility Clerk

1. Call to Order

With a quorum of the Water Commissioners present, Chair Valdez called the regular meeting of the Garden Ridge Water Commission to order at 6:00 p.m. on Tuesday, August 25, 2020, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call: See above.

3. Moment of Silence for former Water Commissioner Ray Pitzen

Chair Valdez spoke regarding the years of service provided by Ray Pitzen and requested everyone join him and observe a moment of silence.

4. Pledge of Allegiance: Chair Valdez led the Pledge of Allegiance.

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

6. Business Items

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

a) Approvals

1. Minutes for July 28, 2020, Water Commission Regular Meeting.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Dr. Carmichael, to approve the minutes for the July 28, 2020, Water Commission Regular Meeting. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates

1. Water Manager Monthly Activity Report.

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

Jacob Parsons, Water Manager, reviewed the monthly water activity report from July and answered questions from the Commission.

2. Items applicable to the Water Commission discussed at the August City Council Meetings.

Chair Valdez updated the Commission on the items applicable to the Commission discussed at the August City Council Meetings.

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

i. Discuss and make recommendations regarding bid proposals for an AMI and MDMS.

Pat Lackey, City Engineer, spoke regarding the Advanced Metering Infrastructure System and Meter Data Management bid proposals. Chris Clark, City Engineer, and Jacob Parsons, Water Manager, answered questions from the Commission.

Motion: A motion was made by Commissioner Mueller, seconded by Commissioner Bullard, to recommend to City Council to authorize the City Administrator to negotiate the bid proposal submitted by Lubin Enterprises for an Advanced Metering Infrastructure System and Meter Data Management System. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Dr. Carmichael, to recommend the bid amount be no more than \$642,591.10. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

4. FM2252 Wastewater Project.

Chair Valdez spoke regarding the bids proposals for the F.M. 2252 Wastewater Project.

c) Recommendations

1. Request for water leak adjustment for 8818 Cherokee Path for the billing period of March 23, 2020 – April 23, 2020.

i. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 8818 Cherokee Path submitted by Henry “Skeeter” Lieberum; the requestor was not in attendance to address questions from the Commission. The Commission discussed the Water Manager’s proposal of a \$604.35 account credit due to the Water Department’s investigation of data revealing a water loss from the billing period of March 23, 2020 – April 23, 2020.

Motion: A motion was made by Vice-Chair Harshbarger, seconded by Commissioner Haltaman, to recommend to City Council for consideration of a water leak adjustment for 8818 Cherokee Path for the billing period of March 23, 2020 - April 23, 2020, and credit the account in the amount of \$604.35. The Commission voted four (4) for and one (1) opposed (Commissioner Dr. Carmichael). The motion passed by a vote of 4-1.

2. Discuss and make possible recommendations on amending Ordinance No. 54-122019 to include Fire Flow Service for individuals outside the City’s CCN.

Chair Valdez spoke regarding the amendments to Ordinance No. 54-122019 to include Fire Flow Service for individuals outside the City’s Certificate of Convenience and Necessity (CCN).

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Bullard, to recommend to City Council to approve the amendments to Ordinance No. 54-122019 to include Fire Flow Service. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Water Commission activities and projects.

i. Discuss and make possible recommendations on Ordinance Review Project.

Commissioner Bullard spoke regarding proposed amendments to Ordinance No. 61-092019 and answered questions from the Commission. The Commission agreed by consensus to direct City Staff to incorporate the amendments discussed into Ordinance No. 61-092019 and bring a revised version of Ordinance No. 61-092019 to the Commission next month.

Commissioner Bullard spoke regarding the amendments to Ordinance No. 159-052015. The Commission agreed by consensus to recommend to the Planning and Zoning Commission that Sections 2-3 of Ordinance No. 159-052015

be incorporated in the new Zoning Ordinance. The Commission agreed by consensus that Sections 4-9 of Ordinance No. 159-052015 should be incorporated in Ordinance No. 54-092019.

Mayor Thompson thanked the Commission for their hard work in updating and revising the Ordinances related to the Water Commission.

ii. Discuss and make possible recommendations on Water Lease Project.

Commissioner Haltaman spoke regarding the expiring water leases with input from Commissioner Dr. Carmichael. Jacob Parsons, Water Manager, answered questions from the Commission and discussed the water usage history of the City.

The Commission agreed by consensus for Nancy Cain, City Administrator, to contact the Leasees of the expiring water leases to begin renewal discussions.

iii. Update of Commissioner's activities and projects.

Commissioner Mueller and Chair Valdez spoke regarding commercial water rates. Chair Valdez spoke regarding water rates in other cities and stated the Water Rate sub-committee will begin meeting after Fiscal Year 2020 has ended. The Commission discussed their activities and projects.

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

The Commission had none at this time.

4. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date.

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

Chair Valdez stated City Council agreed by consensus to waive the requirement of Commissioners attending at least two (2) City Council regular meetings during each calendar year during the COVID-19 health emergency.

d) Future Agenda Items

1. Commissioners input on agenda items.

The Commission had none at this time.

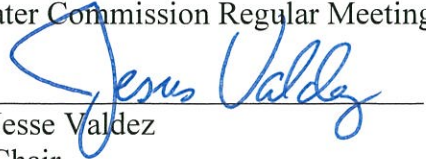
2. Announce the date, time, and location for next meeting (September 22, 2020, at 6:00 p.m. at City Hall).

Chair Valdez announced the next Water Commission Regular Meeting will be held on Tuesday, September 22, 2020, at 6:00 p.m. at City Hall in the City Council Chambers.

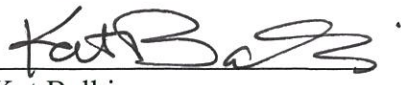
7. Citizen Comment Period: No one wished to speak.

8. Adjournment

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Haltaman, to adjourn. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, August 25, 2020, Water Commission Regular Meeting was adjourned at 9:10 p.m. by Chair Valdez.


Jesse Valdez
Chair

ATTEST:


Kat Balbi
Assistant City Secretary