



City of Garden Ridge

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

MINUTES WATER COMMISSION REGULAR MEETING TUESDAY, OCTOBER 27, 2020, 6:00 P.M.

Commissioners Present:

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

Commissioners Absent:

Commissioner Andre Bullard, Voluntary Announced Absence

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 6:01 p.m. on Tuesday, October 27, 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. Pledge of Allegiance: Chair Valdez led the Pledge of Allegiance.

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

5. Business Items

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

a) Approvals

1. Minutes for September 22, 2020, Water Commission Regular Meeting.

Motion: A motion was made by Commissioner Mueller, seconded by Commissioner Haltaman, to approve the minutes for the September 22, 2020, Water Commission Regular Meeting. The Commission voted four (4) 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 September and answered questions from the Commission. He stated the current drought stage for Edwards Aquifer Authority reduces the water use for the Garden Ridge Water Company, but does not effect the water usage of residents.

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

Jacob Parsons, Water Manager, spoke regarding the status of the AMI Project and answered questions from the Commission.

Kat Balbi, Assistant City Secretary, spoke regarding a Pilot Program and Educational Classes for Garden Ridge Water Company customers.

3. FM2252 Wastewater Project.

Jacob Parsons, Water Manager, updated the Commission on the status of the FM2252 Wastewater Project.

4. Items applicable to the Water Commission discussed at the October City Council Meetings.

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

c) Recommendations

1. Request for water leak adjustment for 21935 Cristobal Drive for the billing period of June 22, 2020 – July 23, 2020.

i. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 21935 Cristobal Drive submitted by Hualcoy Garcia. The Commission discussed the high-water usage being related to an equipment malfunction of the irrigation control box; therefore, not an actual leak, but still constituting a water loss.

Motion: A motion was made by Commissioner Haltaman, seconded by Commissioner Dr. Carmichael, to recommend to the City Administrator to not approve a water leak adjustment for 21935 Cristobal Drive for the billing period of June 22, 2020 - July 23, 2020. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

2. Request for water leak adjustment for 19810 Brandywine Cove for the billing period of June 22, 2020 – August 24, 2020.

i. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 19810 Brandywine Cove submitted by Kerry Sparrow. The Commission discussed the Water Manager's proposal of a \$2,807.21 account credit due to the Water Department's investigation of data revealing a water loss from the two billing periods of June 22, 2020 – August 24, 2020.

Commissioner Mueller spoke regarding upkeep of cross-connections due to the high volume of cross connections being discovered while investigating leak adjustments.

Motion: A motion was made by Commissioner Mueller, seconded by Vice-Chair Harshbarger, to recommend to City Council for consideration of a water leak adjustment for 19810 Brandywine Cove for the billing period of June 22, 2020 – August 24, 2020, and credit the account in the amount of \$2,807.21. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

3. Request for water leak adjustment for 21840 Park View Drive for the billing period of June 22, 2020 – July 23, 2020.

i. Review and make a recommendation regarding the request.

The Commission reviewed the water leak adjustment request for 21840 Park View Drive submitted by Jayne Correa. The Commission attempted to contact the requestor by phone to address their questions, but the requestor did not answer. The Commission discussed the Water Manager's investigation revealing no leak during the requested billing period.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Commissioner Haltaman, to recommend to the City Administrator to not approve a water leak adjustment for 21840 Park View Drive for the billing period of June 22, 2020 - July 23, 2020. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

4. Water Commission activities and projects.

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

The Commission reviewed comments submitted by City Staff and the City Attorney for Ordinance No. 61 and reviewed suggestions submitted by Commissioner Mueller for Ordinance No. 54. The Commission agreed by consensus to direct City Staff to incorporate the amendments discussed into Ordinance No. 61 and prepare for a public hearing.

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

Commissioner Dr. Carmichael spoke regarding the expiring Water Leases. Jacob Parsons, Water Manager, reviewed a yearly water usage chart with and without the expiring Water Leases and stated the City does not need to renew the expiring Water Leases.

Motion: A motion was made by Commissioner Dr. Carmichael, seconded by Vice-Chair Harshbarger, to recommend to the City Administrator not to renew the Water Leases expiring December 31, 2020. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

iii. Discuss and make possible recommendations on Water Rates Project.

Chair Valdez and Vice-Chair Harshbarger reviewed the presentation on Water Rates (see attached). The Commission discussed the number of low-tier, mid-tier, and high-tier accounts, the impact on consumption, and billing through the year.

Motion: A motion was made by Commissioner Mueller, seconded by Commissioner Dr. Carmichael, to recommend to City Council the Water Rate Option 2, a base rate increase of \$2.50 and a 3% / 2% increase on the tiers based upon an equation for Inside City Limits with no change to Outside City Limits rates. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

iv. Update of Commissioner's activities and projects.

The Commission had none at this time.

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

The Commission had none at this time.

5. 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. Receive recommendations and consideration of appointment of Water Commission Chair and Vice-Chair for a one-year term effective October 2020.

Chair Valdez and Vice-Chair Harshbarger expressed desire to continue serving as Chair and Vice-Chair.

Motion: A motion was made by Commissioner Mueller, seconded by Commissioner Dr. Carmichael, to appoint Commissioner Valdez as Chair and Commissioner Harshbarger as Vice-Chair of the Water Commission for a one-year term effective October 2020. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

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

The Commission had none at this time.

d) Future Agenda Items

1. Commissioners input on agenda items.

The Commission had none at this time.

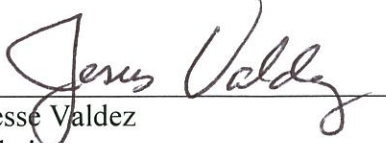
2. Announce the date, time, and location for next meeting (November 17, 2020, at 6:00 p.m. at City Hall).

Chair Valdez announced the next Water Commission Regular Meeting will be held on Tuesday, November 17, 2020, at 6:00 p.m. at City Hall in the City Council Chambers.

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

7. **Adjournment**

Motion: A motion was made by Commissioner Haltaman, seconded by Commissioner Dr. Carmichael, to adjourn. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, October 27, 2020, Water Commission Regular Meeting was adjourned at 9:47 p.m. by Chair Valdez.


Jesse Valdez
Chair

ATTEST:



Kat Balbi
Assistant City Secretary