



City of Garden Ridge
9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

AGENDA
CITY WATER COMMISSION MEETING

Tuesday, February 23, 2016 at 6 p.m.

The Garden Ridge City Water Commission will meet in a regular meeting on Tuesday, February 23, 2016 at 6 p.m. in the City Council Chambers, City Hall, 9400 Municipal Parkway, Garden Ridge, Texas. This meeting is 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 on Friday, February 19, 2016 before 5:00 p.m., providing time, place, date and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours in advance of this meeting.

1. Call to Order
2. Roll Call
3. Citizen's Participation – 3 minute limit per citizen

Rules for Citizen's Participation:

The Water Commission welcomes citizen participation and comments at all of their Meetings. As a courtesy to your fellow citizens and out of respect to our appointed officials, we must request that if you wish to speak, that you please follow these guidelines.

- a. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
- b. Show the Water Commission the same respect and courtesy that you would like to be shown.
- c. Limit remarks to three (3) minutes per citizen during Item 3 and Item 8.
- d. Citizen comments may be deferred to a specific Business Item set forth in Section 5, below, if such comments pertain to such Business Item.

*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 Commission is limited to either a statement of specific factual information or a recitation of existing policy.*
TEX. GOV'T CODE § 551.042.

4. Approval of Minutes
 - a) January 26, 2016 Water Commission Meeting
 - b) February 1, 2016 Water Commission Water Study Committee Meeting

5. Business Items

The City Water Commission may discuss, consider and/or take possible action on recommendation to the City Council on the following:

- a) Request for water bill adjustment from Gregg DuBois, 21015 Plum Ranch Rd, seeking relief on August 25, 2015 – September 22, 2015 and September 23, 2015 – October 23, 2015 water bill due to billing for 57,00 and 54,000 gallons and asking said bill be adjusted based on prior usage
 - b) Consideration, development of, and possible action on an amendment to Ordinance #54-022010, Section 14.07(c), Entitled Customer Leaks.
6. Update on actions taken by the City Council in previous City Council Meetings related to Commission recommendations.
7. Water Manager Monthly Activity Report
- a) Water pumping/usage from city wells
 - b) Water system infrastructure maintenance, repairs and/or projects
 - c) Static levels, drawdown levels and flow rates on the Trinity Well
 - d) Water and/or Drought Management
8. Citizen Participation – 3 minute limit per citizen
9. Adjourn

AGENDA NOTICES:

Decorum Required:

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

Action by Commission Authorized:

The Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to

allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

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


Shelley Goodwin, TRMC
City Secretary

This is to certify that I, Shelley Goodwin, posted this Agenda at 11:15 am on February 19, 2016 on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Shelley Goodwin, TRMC
City Secretary



City of Garden Ridge

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MINUTES OF CITY WATER COMMISSION REGULAR MEETING January 26, 2016

Members Present:

Chairman David Heier
Commissioner Andre Bullard
Commissioner Keven Harschbarger
Commissioner Pat Ramirez
Commissioner Ray Pitzen (arrived at 6:05pm)
Mayor Nadine Knaus, ex-officio

Member Absent:

Commissioner Richard Holloway

City Staff Present:

Nancy Cain, City Administrator
Royce Goddard, Water Department Manager
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the City Water Commission present, Chairman Heier called the regular meeting of the Garden Ridge City Water Commission to order at 6:00 p.m. on Tuesday, January 26, 2016 in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Citizen's Participation – 3 minute limit per citizen

No one wished to speak.

3. Approval of Minutes

a. December 15, 2015 Regular Water Commission Meeting

Motion: A motion was made by Commissioner Pitzen, seconded by Commissioner Bullard, to approve the minutes of December 15, 2015 Regular Water Commission Meeting, with corrections. The Water Commission voted five (5) for and none (0) opposed. The motion passed unanimously.

b. January 11, 2016 Water Commission Water Study Committee Meeting

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Harschbarger, to approve the minutes of January 11, 2016 Water Commission Water Study Committee Meeting. The Water Commission voted five (5) for and none (0) opposed. The motion passed unanimously.

4. Business Items

The City Water Commission may discuss, consider and/or take possible action on recommendation to the City Council on the following:

- a. **Request for water bill adjustment from Teri and Jack Chance, 20041 Buckhead Lane, seeking relief on July 23, 2015 – August 24, 2015 water bill due to billing for 103,000 gallons and asking said bill be adjusted based on prior usage**

Royce Goddard, Water Manager, reviewed the copies of the water usage for the period of July 23, 2015 through August 24, 2015 for the Chance's residence. He stated the report reflects that the high usage is from their irrigation system. He also stated he had previously given the Chance's a water bill adjustment.

The Chance's were not present for the request for water bill adjustment.

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Ramirez, to recommend to the City Council the denial of the request for water bill adjustment from Teri and Jack Chance, 20041 Buckhead Lane, seeking relief on the July 23, 2015 – August 24, 2015 water bill due to billing for 103,000 gallons and asking said bill be adjusted based on prior usage. The Water Commission voted five (5) for and none (0) opposed. The motion passed unanimously.

- b. **Request for water bill adjustment from Gregg DuBois, 21015 Plum Ranch Rd, seeking relief on August 25, 2015 – September 22, 2015 and September 23, 2015 – October 23, 2015 water bill due to billing for 57,00 and 54,000 gallons and asking said bill be adjusted based on prior usage**

Nancy Cain, City Administrator, stated Mrs. DuBois has requested that the Water Commission postpone their water bill adjustment request until the February meeting.

Motion: A motion was made by Commissioner Ramirez, seconded by Commissioner Harschbarger, to postpone the request for water bill adjustment from Gregg DuBois, 21015 Plum Ranch Rd, seeking relief on August 25, 2015 – September 22, 2015 and September 23, 2015 – October 23, 2015 water bill due to billing for 57,00 and 54,000 gallons and asking said bill be adjusted based on prior usage, until the next Regular Water Commission Meeting scheduled for February 23, 2016. The Water Commission voted five (5) for and none (0) opposed. The motion passed unanimously.

- c. **Consideration, development of, and possible action on an amendment to Ordinance #54-022010, Section 14.07 (c), Entitled Customer Leaks.**

Commissioner Pitzen, reviewed the proposed changes the Sub-Committee is recommending to Ordinance 54, Section 14.07. He stated the committee feels that the homeowners have a role in the leaks especially when it is a mechanical failure or a maintenance issue.

The Water Commission discussed underground leaks that are undetectable, true leaks and non-leaks, extending the moratorium, and providing a vandalism clause with detailed instruction. They also discussed of using a calculated formula for leak adjustments, process with clear instructions for different types of leaks, and procedures for variance request.

The Water Commission Water Study Committee agreed to meet by consensus on February 1, 2016 at 7pm.

5. Update on actions taken by the City Council in previous City Council Meetings related to Commission recommendations.

Nancy Cain, City Administrator, stated the City Council took no action regarding Water Commission items.

6. Water Manager Monthly Activity Report

a) Water pumping/usage from city wells

Royce Goddard, Water Manager reviewed the monthly water pumping/usage from the city wells and discussed the water system operations (see attached report).

Royce Goddard, Water Manager reported 36.89 acre feet from the Edwards Aquifer and 1.32 acre ft. from the Trinity have been pumped. He stated the average daily usage is 478,961.538 gallons.

b) Water system infrastructure maintenance, repairs and/or projects

Royce Goddard, Water Manager stated he Edward's Well #1 rehabilitation has been completed.

c) Static levels, drawdown levels and flow rates on the Trinity Well

Royce Goddard, Water Manager reported as to January 26, 2016 the Edwards static level was at 119.7 feet and the Trinity static level was at 201.6.

d) Water and/or Drought Management

The City of Garden Ridge is currently under no watering restrictions.

7. Adjourn

Motion to adjourn was made by Commissioner Holloway and seconded by Commissioner Pitzen. The motion passed unanimously and the meeting adjourned at 6:57 p.m.

David Heier, Chair

ATTEST:

Shelley Goodwin, TRMC
City Secretary

Water Commission
As Of 26 January 2016

	2015						2016						
	Edwards		Trinity		Total	Quarterly	Edwards		Trinity		Total	Quarterly	
	Gallons	Acre Feet	Gallons	Acre Feet	Acre Feet	Acre Feet	Gallons	Acre Feet	Gallons	Acre Feet	Acre Feet	Acre Feet	
January	2,633,000	8.08	11,167,000	34.27	42.35		12,022,000	36.89	431,000	1.32	38.22		1/1 - 1/26
February	324,000	0.99	14,774,000	45.34	46.33		0	0	0	0	0		Actual
March	14,394,000	44.17	1,922,000	5.90	50.07	138.76	0	0	0	0	0	38.22	Actual
April	17,561,000	53.89	327,000	1.00	54.90		0	0	0	0	0		Actual
May	8,147,000	25.00	8,066,000	24.75	49.76		0	0	0	0	0		Actual
June	1,394,000	4.28	20,378,000	62.54	66.82	171.47	0	0	0	0	0	0	Actual
July	38,650,000	118.61	10,880,000	33.39	152.00		0	0	0	0	0		Actual
August	29,573,000	90.76	30,889,000	94.79	185.55		0	0	0	0	0		Actual
September	13,883,000	42.61	28,345,000	86.99	129.59	467.15	0	0	0	0	0	0	Actual
October	29,538,000	90.65	7,472,000	22.93	113.58		0	0	0	0	0		Actual
November	16,496,000	50.62	1,000	0.00	50.63		0	0	0	0	0		Actual
December	15,997,000	49.09	0	0.00	49.09	213.30	0	0	0	0	0	0	Actual
TOTAL	188,590,000	578.76	134,221,000	411.91	990.67		12,022,000	36.89	431,000	1.32	38.22		
	EAA Stage 0, -0%, Available 847.077 Ac/Ft, Unused 268.317 Ac/Ft						EAA Stage 0, -0%, Available 854.89 Ac/Ft, Unused 818.00 Ac/Ft						854.89
Current Edwards Permits													
Allocated Pumpage		CO00139	P100-767	484.071	Acre Feet		Total Available Edwards Water					854.89 Ac/Ft	
Purchase		BE 00109I	P100-327	2.000	Acre Feet							278,566,761.3 Gals	
Purchase		ME 00417D	P101-185	1.301	Acre Feet		Connections: 1560 Avg. usage per connection: 7,982.692 gals						
Purchase		ME 00479I	P101-315	3.895	Acre Feet		Avg. Daily Usage: 01/01 - 01/26: 478,961.538 gals						
Purchase		UV 00437I	P101-699	2.000	Acre Feet		Avg. connections 2014: 1532 Avg. usage per connection for 2014: 204,988.903 gals						
Purchase		UV 00461I	P101-752	4.000	Acre Feet		Leak Adjustments / month 0 Leak Adjust. YTD 0						
Purchase		UV 00478I	P101-801	2.000	Acre Feet		Monthly Well Progress Report						
Purchase		UV 00537H	P101-959	2.000	Acre Feet		Trinity Well Status: Static Level: Jan 1 st : 201.6' Jan 26 th : 201.6' Diff. of: 0.0'						
Purchase		UV 00576I	P102-040	14.000	Acre Feet		GPM: 840 Pumping Level: Jan 13 st : 169.2' Jan 13 th : 169.2' Diff. of: 0.0'						
Purchase		UV 00630G	P102-146	1.760	Acre Feet		Edwards Wells Status: Static Level: Jan 1 st : 119.7' Jan 26 th : 119.7' Diff. of: 0.0'						
Purchase		BE 00081AE	P100-200	62.000	Acre Feet								
Transfer	K. Zar Pool	UV00435	P106-186	1.000	Acre Foot								
Transfer		CO00118B	P103-312	4.500	Acre Feet								
Transfer		CO00119AA	P102-416	2.000	Acre Feet								
Transfer		CO00119AA	P102-564	0.660	Acre Feet								
Lease	City of Schertz			200.000	Acre Feet								
Lease	Lloyd Loehman		P107-429	3.000	Acre Feet								
Lease	M. Friesenhahn		P100-745	65.000	Acre Feet								
Lease	BVFD		1/1/2015 - 12/31/2015	-0.300	Acre Feet								
Total	Edwards	Allocation		854.89 Acre Feet									

MINUTES OF THE CITY WATER COMMISSION STUDY COMMITTEE MEETING

Monday, February 1, 2016

City Water Commission Members Present:

Commissioner Andre Bullard
Commissioner Richard Holloway
Commissioner Raymond Pitzen

City Staff Present:

Royce Goddard, Water Department Manager

1. Call to Order

With a quorum of the City Water Commissioners present, Commissioner Raymond Pitzen called the meeting to order at 6:10 p.m. on February 1, 2016 in the City Conference Room of the Garden Ridge City Hall, 94 Municipal Parkway, Garden Ridge, Texas 78266.

2. Citizen's Participation

No Citizens attended

3. Business Items:

Consideration of Amendment to Ordinance 54-092015 Section 14.07 (c) Entitled Customer Leaks.

Commissioner Keven Harshbarger sent The Water Manager his concerns about the draft as presented to the full Water Commission on January 25, 2016. Most of his concerns were already included in the Ordinance in sections other than Section 14.07.

The Subcommittee looked at two (2) possible changes to the Ordinance.

1. It was discussed to remove Section 14.07(c) and not give rebates for any water leakage. Any leakage prior to the meter would not be registered on the meter and thus not be eligible for consideration of a leak adjustment. This approach is becoming the norm in the Communities surrounding Garden Ridge and Texas in General. In rare situations, the home owner would not be able to tell if the water system is leaking, either by sound and/or by observing the water meter readings. Royce pointed out that citizens have access to the readings at the meter and any concerned citizen can ask the Water Department how to read the meter and what flow is normal.
2. The second change was to only give leak adjustment to the underground piping to the building. Leaks inside the building should be recognized by the occupant. These leaks are preventable with proper maintenance of the systems affected. Irrigation systems are not required by any city ordinances and are the sole responsibility of the property owner. Leaks in these systems should be noticeable as they can only leak when the system is operational. As pointed out by Mr. Goddard, there is a control valve on the irrigation side of the required backflow device which only allows water to flow if the system is activated. Also during power outages, the irrigation controller may lose the time settings and run improperly causing excessive water flow. These issues are home owner responsibilities and should not be subject to rebates due to lack of proper maintenance.

3. If the second change is implemented, the subcommittee recommends that the present method of giving an automatic 50% reduction be deleted and the leak reduction amount be changes to exclude the minimum water flow and the rebate be based only on the leakage amount determined by the readings calculated by the water department. The amount of the leakage adjustment would be based on 50% of the leaked volume.

Being no further business the meeting was adjourned at 8:10 p.m.