



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, December 15, 2015 at 6 p.m.

The Garden Ridge City Water Commission will meet in a regular meeting on Tuesday, December 15, 2015 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, December 11, 2015 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) November 10, 2015 Joint City Council and Water Commission 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) 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.

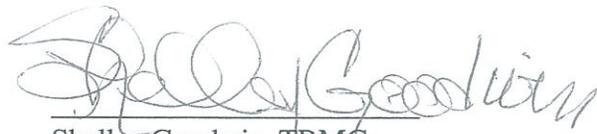
Attendance By Other Elected or Appointed Officials:

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 4:00 pm on December 10, 2015 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

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

MINUTES OF CITY COUNCIL AND CITY WATER COMMISSION JOINT MEETING November 10, 2015

City Council Members Present:

Mayor Nadine Knaus
Councilmember Todd Arvidson
Councilmember Bryan Lantzy
Mayor Pro-Tem John McCaw
Councilmember Shelby Trial

City Council Member Absent:

Councilmember Bobby Roberts

City Water Commission Members Present:

Chairman David Heier
Commissioner Keven Harshbarger
Commissioner Richard Holloway
Commissioner Ray Pitzen
Mayor Nadine Knaus, ex-officio

City Water Commission Member Absent:

Commissioner Andre Bullard
Commissioner Pat Ramirez

City Staff Present:

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

1. Call to Order

With a quorum of the City Council and City Water Commission present, Mayor Knaus called the joint meeting of the Garden Ridge City Council and City Water Commission to order at 6:00 p.m. on November 10, 2015 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) October 27, 2015 Regular Water Commission Meeting

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Pitzen, to approve the minutes of October 27, 2015 Regular Water Commission Meeting, with corrections. The Water Commission voted three (3) 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. Presentation on iPERL Water Meters System

Justin Hamilton, Sensus iPERL Water Meters, introduced Mike Cartwright, Sensus Distributor. Mr. Hamilton presented a PowerPoint regarding the iPERL Water Meters System. He explained how the meters work and their accuracy with measuring water flow.

Royce Goddard, Water Manager, explained the billing process and the process for reviewing the water usage with customers.

The City Council and Quarry Commission discussed the warranty on the meters, additional software for automatic reads, and different areas that Garden Ridge can improve on to eliminate a lengthy billing process.

b. Consideration and possible action on an amendment to Ordinance #54-022010, Section 14.07(c), Entitled Customer Leaks, to suspend the authority granted to the Water Department, the Water Operations Manager and the Water Commissions' to grant an adjustment to a water bill for a leak or other excess water usage; providing for severability; providing for an effective date.

Cynthia Trevino, City Attorney, explained why the Water Leaks Adjustment request section in Ordinance 54 needs to be reviewed. She stated there are areas of the Ordinance that do not provide sufficient guidance to the Staff regarding water leak adjustments. She stated the proposed Ordinance would suspend the authority to grant water leak adjustments for ninety days. She stated this would allow the Water Commission and City Council to both review and approve an amendment to Ordinance 54 defining water leaks and adjustments.

The Water Commission agreed by consensus for Commissioner Pitzen, Commissioner Bullard, Commissioner Holloway and Royce Goddard, Water Manager to work together on a subcommittee to bring back wording regarding an amendment to Ordinance 54 and water leaks.

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Pitzen, to recommend to City Council the approval of Ordinance 187-112015 to propose an amendment to Ordinance #54-022010, Section 14.07(c), Entitled Customer Leaks, to suspend the authority granted to the Water Department, the Water Operations Manager and the Water Commissions' to grant an adjustment to a water bill for a leak or other excess water usage; providing for

severability; providing for an effective date. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

Motion: A motion was made by Councilmember McCaw, seconded by Councilmember Lantzy, to approve Ordinance 187-112015 to propose an amendment to Ordinance #54-022010, Section 14.07(c), Entitled Customer Leaks, to suspend the authority granted to the Water Department, the Water Operations Manager and the Water Commissions' to grant an adjustment to a water bill for a leak or other excess water usage; providing for severability; providing for an effective date. The City Council voted four (4) for and none (0) opposed. The motion passed unanimously.

c. Update on Edward's Well #1 rehabilitation

Royce Goddard, Water Manager, stated Edward's Well #1 at FM 2252 is at 117.9 feet and holding. He stated the soft start went out so he has to turn it on and off manually. He also stated Edward's Well 1 has been pulled offline to rehab for a few days. He stated next year Edward's Well #2 will have to have maintenance work done on it.

d. Rescheduling December 22, 2015 Water Commission Regular Meeting to December 15, 2015 (Water Commission action only)

Motion: A motion was made by Commissioner Holloway, seconded by Commissioner Pitzen, to Rescheduling December 22, 2015 Water Commission Regular Meeting to December 15, 2015. The Water Commission voted three (3) for and none (0) opposed. The motion passed unanimously.

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 approved the recommendation for the appointment of Keven Harshbarger. She stated they denied the request of leak adjustments on the second month's utility bill, but allow the customer to receive a fifty percent relief adjustment off of one bill and the customer chooses which one of the two months bill they want the relief on, for customers Ashley, Perry, Wagner and White. The request from Haley was denied

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 90.65 acre feet from the Edwards Aquifer and 113.58 acre ft. from the Trinity have been pumped. He stated the average daily usage is 1,161,645.1 gallons.

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

Royce Goddard, Water Manager stated he previously reported on Edward's Well #1 rehabilitation.

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

Royce Goddard, Water Manager reported that at this time he does not have those levels.

d) Water and/or Drought Management

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

7. Citizen Participation – 3 minute limit per citizen

Robert Balch, 20592 Timber Rose, stated he feels Royce Goddard needs assistance with creating an Excel spreadsheet template for the water reads from iPERL meters. He feels by doing this it will reduce the time it takes on every request he gets for water readings. He also stated the water lease with the City of Schertz was an insurance that we would have enough water for any situation, and now we have used all that water.

8. Adjourn

Motion to adjourn was made by Commissioner Holloway and seconded by Commissioner Harshbarger. The motion passed unanimously and the meeting adjourned at 7:14 p.m.

Nadine L. Knaus
Mayor

David Heier, Chair

ATTEST:

Shelley Goodwin, TRMC
City Secretary

**SIGN IN TO SPEAK AT THE NOVEMBER 10, 2015
CITY COUNCIL AND WATER COMMISSION JOINT MEETING**

Rules for Citizen's Participation:

The City Council and 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 elected officials, we must request that if you wish to speak, that you follow these guidelines.

- a. Direct your comments to the entire City Council and Commission, not to an individual member nor to the audience.
- b. Show the Commission the same respect and courtesy that you expect to be shown to you.
- c. Limit remarks to three (3) minutes.

Disclaimer:

Any disruptive behavior, including shouting or derogatory statements or comments, will 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.

NAME	ADDRESS	SUBJECT
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

**Water Managers
Monthly Department Report
Oct-15**

	2014						2015						Report Date Actual Month
	Edwards		Trinity		Total Acre Feet	Quarterly Acre Feet	Edwards		Trinity		Total Acre Feet	Quarterly Acre Feet	
	Gallons	Acre Feet	Gallons	Acre Feet			Gallons	Acre Feet	Gallons	Acre Feet			
January	0	0.00	16,743,000	51.38	51.38		2,633,000	8.08	11,167,000	34.27	42.35		Actual
February	1,000	0.00	17,438,000	53.52	53.52		324,000	0.99	14,774,000	45.34	46.33		Actual
March	567,000	1.74	20,501,000	62.92	64.66	169.56	14,394,000	44.17	1,922,000	5.90	50.07	138.76	Actual
April	5,793,000	17.78	25,304,000	77.66	95.43		17,561,000	53.89	327,000	1.00	54.90		Actual
May	6,107,000	18.74	24,441,000	75.01	93.75		8,147,000	25.00	8,066,000	24.75	49.76		Actual
June	27,186,000	83.43	4,145,000	12.72	96.15	285.33	1,394,000	4.28	20,378,000	62.54	66.82	171.47	Actual
July	30,026,000	92.15	6,424,000	19.71	111.86		38,650,000	118.61	10,880,000	33.39	152.00		Actual
August	27,471,000	84.31	12,003,000	36.84	121.14		29,573,000	90.76	30,889,000	94.79	185.55		Actual
September	19,419,000	59.59	8,904,000	27.33	86.92	319.92	13,883,000	42.61	28,345,000	86.99	129.59	467.15	Actual
October	13,667,000	41.94	14,646,000	44.95	86.89		29,538,000	90.65	7,472,000	22.93	113.58		Actual
November	14,967,000	45.93	1,806,000	5.54	51.47		0	0.00	0	0.00	0.00		
December	16,152,000	49.57	332,000	1.02	50.59	188.95	0	0.00	0	0.00	0.00	113.58	
TOTAL	161,356,000	495.18	152,687,000	468.58	963.76		156,097,000	479.04	134,220,000	411.91	890.95		Total EAA Allocations 1,054.89
<i>EAA Stage 3, -35%, Available 630.14 Ac/Ft, Unused 134.96 Ac/Ft</i>						<i>EAA Stage 2, 30%, Available 798.552 Ac/Ft, Unused 319.512 Ac/Ft</i>							
Current Edwards Permits													
Allocated Pumpage	CO00139		P100-767		484.071	Acre Feet	Year Comparison: January/December – January/December						
Purchase	BE 00109I		P100-327		2.000	Acre Feet	2014		2015				
Purchase	ME 00417D		P101-185		1.301	Acre Feet	Edwards: 130,237,000 gals 399.68 ac/ft. 156,097,000 gals 479.04 ac/ft.						
Purchase	ME 00479I		P101-315		3.895	Acre Feet	Trinity: 150,549,000 gals 462.04 ac/ft. 134,220,000 gals 411.91 ac/ft.						
Purchase	UV 00437I		P101-699		2.000	Acre Feet	Total: 280,786,000 gals 861.72 ac/ft. 290,317,000 gals 890.95 ac/ft.						
Purchase	UV 00461I		P101-752		4.000	Acre Feet	Difference from 2014 – 2015: 9,525,000 gals 29.23 ac/ft. more usage						
Purchase	UV 00478I		P101-801		2.000	Acre Feet	Water Connections: 2014 – 1518 2015 - 1555						
Purchase	UV 00537H		P101-959		2.000	Acre Feet							
Purchase	UV 00576I		P102-040		14.000	Acre Feet							
Purchase	UV 00630G		P102-146		1.760	Acre Feet							
Purchase	BE 00081AE		P100-200		62.000	Acre Feet	Avg. Daily Usage for October 2015: 1,161,645.1 gals						
Transfer	CO00119AA		P102-564		0.660	Acre Feet							
Transfer			P103-312		4.500	Acre Feet	Avg. usage per connection for October 2015: 23,158.199 gals						
Transfer			P102-416		2.000	Acre Feet							
Transfer	Keith Zar Pools		P106-186		1.000	Acre Feet	Avg. connections 2014: 1532 Avg. usage per connection for 2014: 204,988.903 gals						
Lease	City of Schertz				400.000	Acre Feet							
Lease	M. Friesenhahn		P100-745		65.000	Acre Feet							
Lease	Lloyd Loehman		P107-429		3.000	Acre Feet							
Lease	BVFD		P102-302		-0.300	Acre Feet							
Total Edwards Allocations Available					1,054.89	Acre Feet							

based upon previous usage. An overcharge will not be adjusted for a time period longer than three months prior to the testing and only to the present meter owner.

- b. Non-Registering Meter: When a meter is found not to register for any period, unless bypassed or tampered with, the Water Department shall assess the minimum water bill charges to the customer for the billing period and will take immediate action to repair or replace the defective meter.
- c. Customer Leaks:
 1. First adjustment. The Water Department will adjust, at the customer's request, excess usage on one monthly bill per leak, with proper documentation (i.e. receipts) and inspection of repair by Water Department personnel. The customer will pay the basic minimum charges plus fifty percent (50%) of the remaining dollar amount. The adjustment is allowed once in a twenty-four (24) month period.
 2. Subsequent adjustments. The Water Operations Manager will report to the Water Commission at the next regularly scheduled meeting any subsequent adjustment requests received from any customer in a twenty-four (24) month period from the last adjustment request. All such requests must be made in writing by the customer. The Water Commissioners may recommend to City Council approval for a subsequent adjustment to a water bill. The adjustment will be no more than one half of the water bill minus the basic charges. Adjustment will only be recommended due to circumstances normally beyond the control of the customer such as vandalism or other criminal activity, or acts of nature.
- d. Adjustments for any water bill, for any reason, must be applied for no more than three months from the billing date of the bill in question.

14.08 -- RE-READING OF METERS.

The Water Department will re-read a customer's meter upon request of the customer. If the reading is determined to be in error, the Water Department will make the necessary adjustment. No charge is made for re-reading the meter unless the Water Department determines that there is no basis for such requested re-reading.

SECTION 15 -- CROSS CONNECTION CONTROL

15.01 -- GENERAL POLICY.

a. PURPOSE

- (1) To protect the public potable water supply of the City of Garden Ridge, Texas from the possibility of contamination or pollution by isolating within the customer's internal distribution system(s) or the customer's private water system(s) such contaminants or pollutants that could backflow into the public water system.
- (2) To promote the elimination or control of existing cross connections, actual or potential, between the customer's inplant potable water system(s) and non-potable water systems, plumbing fixtures, and industrial piping systems.
- (3) To provide for the maintenance of a continuing program of cross-connection control that will systematically and effectively prevent the contamination or pollution of all potable water systems.

- b. RESPONSIBILITY. The Water System Manager shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to the backflow of contaminants or pollutants through the water service connection. If, in the judgment of said System Manager an approved backflow prevention assembly is required at the customer's water service connection; or, within the customer's private water system for the safety of the water system, the System Manager or his/her designated agent shall give notice in writing to said customer to install such an approved backflow prevention assembly(s) at his/her own expense; and, failure, refusal, or inability on the part of the customer to install, have tested, and maintain said assembly(s) shall constitute grounds for discontinuing water service to the premises until such requirements have been satisfactorily met.

15.02 -- DEFINITIONS.

APPROVAL. 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. 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