



City of Garden Ridge

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

AGENDA REGULAR CITY COUNCIL MEETING, MARCH 2, 2016 AT 6:00 P.M.

The Garden Ridge City Council will meet in a regular session on Wednesday, March 2, 2016 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 on February 26, 2016 before 5:00 p.m., 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 48 hours prior to this meeting.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Citizen's Participation - Limit remarks to three (3) minutes per citizen

Rules for Citizen's Participation:

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

- a) Direct your comments to the entire Council, not to an individual member, nor to the audience.
- b) Show the City Council the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 5 and to three (3) minutes per citizen during Item 9.
- d) Citizens' comments will be limited to one (1) hour in Item 5 and thirty (30) minutes in Item 9.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 7, 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 Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.*

5. Consent Agenda

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A MEMBER OF CITY COUNCIL. PUBLIC COMMENT ON CONSENT AGENDA ITEMS MAY BE HEARD DURING CITIZEN'S PARTICIPATION, BUT COMMENTS HEARD DURING CITIZEN'S PARTICIPATION DOES NOT MEAN THAT THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) Approval of February 2, 2016 Special City Council Meeting Minutes
- b) Approval of February 3, 2016 Regular City Council Meeting Minutes
- c) Ordinance 190-032016 declaring unopposed candidates in the May 7, 2016 General City Elections, elected to office; canceling the elections; providing a severability clause and providing an effective date
- d) Approval of new employee with 90 day probationary period at a salary set at 5% less than salary set for position in the 2016 Budget applicable to said position:
 - i. Holly McKay as Police Officer effective February 24, 2016
 - ii. Daniel DeLaRosa as Police Officer effective March 16, 2016
- e) Financial Statement and Investment Report –January 31, 2016
- f) State of the City
 - i. City Administrator Monthly Activity Report
 - Sign approvals since prior Council meeting
 - Community Center usage and financial report
 - Building Permits issued to date for residential, commercial and minor Construction projects
 - Recognition of employees and/or city events
 - ii. Library Monthly Activity Report
 - New Patrons
 - Old Patrons
 - Library activities and classes
 - iii. Water Manager Monthly Activity Report
 - Water pumping/usage from city wells
 - Water system infrastructure maintenance, repairs and/or projects
 - Water and/or Drought Management
 - iv. Public Works Monthly Activity Report
 - Street and Right-Of-Way Maintenance

- Drainage Facility and Easement Maintenance
 - Animal Control (domestic and wild)
 - Public Works Projects
- v. Police Department Monthly Activity Report
- Traffic Enforcement
 - Criminal activity within city
 - Code Compliance Enforcement

ACTION ON THE CONSENT AGENDA

6. Business Items

The City Council may discuss, consider and/or take possible action on the following items:

- a) City Engineer Projects Update:
 - i. CIP Project for 2015
 - a. Status report
 - b. Trinity Wells pumpage and water quality

- b) Trap, Transport and Process Program with Texas Parks & Wildlife.

- c) Submission for the Comal Trinity Groundwater Conservation District Registration, Reporting and fees for Non-Exempt Well Users and financial Impact for City of Garden Ridge

- d) Planning and Zoning Commission recommendation and Possible Action:
 - i. Petition by David Pencsak for rezoning from Office and Professional (B2) District to Light Industrial (L-1) District that portion of Lot 1, Clay Subdivision that begins 300' in from F.M. 2252 and extends to the rear property line of said property located at 19780 F.M. 2252, Garden Ridge, Texas (Recommendation only. Public Hearing scheduled for April Council Meeting.)

- e) Water Commission recommendations and Possible Action:
 - i. Leak adjustment- 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.

 - ii. Amendment to Ordinance adoption comprehensive water Ordinance Number 54-032016 for the City of Garden Ridge, Texas and repealing Ordinance 092015 adopted September 2, 2015; providing revised water leak adjustment policy; providing definitions; statement of organization;

general policies; regulations and rules; and billing cycles; and providing for a penalty.

- f) Quarry Commission Recommendations and Possible Action:
No Report
- g) Status update on Personnel Policy and next steps for Staff and Council review.
- h) Discussion regarding Medical Drug Return Program and City participation.
- i) Update from the Garden Ridge Parks Committee
 - i. Status report on development of City Parks plan
 - ii. Status report on July 4th Celebration
- j) Notification of monthly Northeast Partnership and Bexar County Luncheons
- k) Status report on Issues from Council planning session of February 2, 2016
- l) Any item removed from the consent agenda will be recalled for discussion and possible action at this time.

7. Citizen's Participation – Limit remarks to three (3) minutes per citizen
See “Rules for Citizen’s Participation” under Item 4.

8. 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:

Northeast Partnership
Schertz-Seguin Local Government Corporation (“SSLGC”)
Cibolo Valley Local Government Corporation (“CVLGC”)
City Water Commission
City Quarry Commission
City Planning & Zoning Commission
Garden Ridge Police Academy Alumni Association
Citizen on Patrol
Garden Ridge Lion’s Club
Comal County
Comal ISD
Guadalupe County
Bexar County
Alamo Area Metropolitan Planning Organization (“MPO”)
TXDOT
Joint Base Land Use Study-Randolph

Greater Bexar County Council of Cities
Lonestar Light Rail
Northeast Lakeview Friends of Nighthawk
Club at Garden Ridge
Boy Scouts

9. Executive Session

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

- a) Pursuant to Texas Government Code Chapter 551.07 (legal advice) discussion with legal counsel regarding legal issues raised in connection with awarding a contract for the 2015 CIP Project, Streets, Drainage and Waterline Replacement.
- b) Pursuant to Texas Government Code Chapter 551.071 (legal advice) discussion with legal counsel regarding the installation and operation of a sewer system and drainage in the City of Garden Ridge.
- c) Pursuant to Texas Government Code Chapter 551.071 (legal advice) discussion with legal counsel regarding the waving of attorney-client privilege concerning legal opinion on stormwater drainage easement.

***If the Council did not conclude its executive session discussions posted for the March 2, 2016, 1:00 p.m. Special Called Meeting, Council will continue discussion and take action as necessary in open session.

10. Business Items (continued)

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.

11. 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 City Council may vote and/or act upon any item within this Agenda. The Council 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

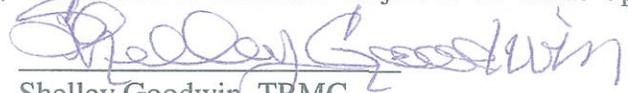
body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

Executive Sessions Authorized:

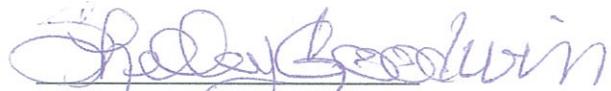
This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the 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 2:00 p.m. on February 26, 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

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

MINUTES OF CITY COUNCIL SPECIAL MEETING, February 2, 2016

Members Present:

Mayor Nadine Knaus
Councilmember Bryan Lantzy
Mayor Pro-Tem John McCaw
Councilmember Larry Thompson
Councilmember Shelby Trial

Member Absent:

Councilmember Todd Arvidson

City Staff Present:

Nancy Cain, City Administrator
Cynthia Trevino, City Attorney
Ron Eberhardt, Police Chief
Royce Goddard, Water Department Manager
Steven Steinmetz, Public Works Director
Karen Ford, Finance/HR
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the City Council Members present, Mayor Knaus called the special meeting of the Garden Ridge City Council to order at 6:00 p.m. on Tuesday, February 2, 2016, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Discussion on present and future needs, processes and goals of the City of Garden Ridge.

See attached Present, Future Needs, Processes and Goals Table for discussion and directions.

3. Citizen's Participation - 3 minute limit per citizen

See attached Present, Future Needs, Processes and Goals Table for citizen comments.

4. Adjournment

There being no further business, the Wednesday, February 2, 2016 Garden Ridge City Council special meeting was adjourned at 7:00 pm by Mayor Knaus.

Nadine L. Knaus
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary

Person	Issue	Comments	Direction
Trial	Including first 5 days of the next month on Grapevine		<ul style="list-style-type: none"> • Shelley start in March
Trail	Website unattached links		<ul style="list-style-type: none"> • Trial to bring these to Shelley's attention • Trial is meeting with Shelley on 2-4-16
Trial	Road condition of CIP Rippling and Cracks <ul style="list-style-type: none"> • Grass Creek • Bluebell • Blazing Star 	Cynthia – <ul style="list-style-type: none"> • Could go after bond if not corrected 	<ul style="list-style-type: none"> • Trial get specific locations to Steven • Cynthia possibly go after bond if not corrected • Steven work with Engineers to get corrected Agenda item
Trial	Water Bills <ul style="list-style-type: none"> • Electronic billing-cut down on mailing 	Nancy – <ul style="list-style-type: none"> • Currently looking into this issue 	
Trial	Expectations of Commissioners and training <ul style="list-style-type: none"> • Commissions need to know Ordinances • Training-conferences • P&Z help with code violations • Water help with billing issues 	Mayor – <ul style="list-style-type: none"> • P&Z has recently had in-house training • Hog Wild offers training • Code Compliance should be done by City Staff McCaw- <ul style="list-style-type: none"> • Texas Town & City offers an article 	Budgetary impact <ul style="list-style-type: none"> • For training of Commissioners-Conference/Seminar class • Possibly hiring part-time • Compliance Officer

Person	Issue	Comments	Direction
		<p>this month on variances</p> <p>Nancy-</p> <ul style="list-style-type: none"> In near future possibly look at Compliance Officer 	
Trial	<p>Water Wells & TCEQ</p> <ul style="list-style-type: none"> Who oversees Who reviewed the drain fills 	<p>Nancy-</p> <ul style="list-style-type: none"> City Engineer, Hydrologist & Drillers of the wells All issues and documentations done before TCEQ would release a permit No drilling could occur until all permits were issued by TCEQ 	
McCaw	<p>Bat Cave Road traffic</p> <ul style="list-style-type: none"> MPO funding cut in half Widen 	<p>Lantzy-</p> <ul style="list-style-type: none"> Election year put pressure on County to fix Bat Cave Road <p>Nancy-</p> <ul style="list-style-type: none"> County wants City to take the portion of Bat Cave Road that belongs to them 	Agenda item
McCaw	Sewer along FM 2252	<p>Mayor-</p> <ul style="list-style-type: none"> Council discussion on 2-3-16 Agenda 	Agenda City Council 2-3-16 Meeting
McCaw	<p>Concealed Handguns</p> <ul style="list-style-type: none"> Court Room Wand 	<p>Ron-</p> <ul style="list-style-type: none"> Can wand, but portable scanner would be more time efficient <p>Bryan-</p> <ul style="list-style-type: none"> Get with Judge first 	<ul style="list-style-type: none"> Ron provide a cost analysis on cost of equipment and man power <p>Budgetary Impact</p> <p>Ron get with Judge Hrncir</p>

Person	Issue	Comments	Direction
Lantzy	Code Compliance <ul style="list-style-type: none"> Fulltime employee 	<p>Ron-</p> <ul style="list-style-type: none"> City isn't growing and feels no need for fulltime employee He is currently handling compliance issues Compliance issues run in cycles <p>Cynthia-</p> <ul style="list-style-type: none"> City needs to decide whether they are doing compliance for punitive or just to have residents stay in compliance If punitive then could create more revenue and the need for an additional personnel 	Budgetary Impact
Lantzy	Ordinances <ul style="list-style-type: none"> Rewrite and bring up to date 	<p>Mayor-</p> <ul style="list-style-type: none"> Get a list of Ordinances that need to be rewritten and up to date City Attorney's Office will have Ordinances from other cities that they can pull from After rewrite consider codifying ordinances <p>Nancy</p> <ul style="list-style-type: none"> Ordinances 7 and 13 being rewritten as part of Land Use Master Plan 	<ul style="list-style-type: none"> Get list of all Ordinances to be updated Eric-Start working on Ordinance 18 (then Nancy and Cynthia) <p>Budgetary</p> <ul style="list-style-type: none"> Ordinance rewrites Codifying Ordinances <p>Agenda items</p>
Lantzy	Annual Town Hall Meeting <ul style="list-style-type: none"> Each Councilmember talk about 1 or 		<p>Mayor-</p> <ul style="list-style-type: none"> Shelley put together a

Person	Issue	Comments	Direction
	2 issues		calendar of all major City Events, so a date can be picked
Lantzy	iPERL Meters <ul style="list-style-type: none"> Get remainder of meters in 	Mayor- <ul style="list-style-type: none"> Staff is working on installing the remaining meters Royce- <ul style="list-style-type: none"> Currently installing 100 to 120 a month 	<ul style="list-style-type: none"> Royce complete installation of iPERL Meters
Lantzy	Community Center <ul style="list-style-type: none"> Update rental agreement Change rental hours Close in garage doors on back of building Look at revenue vs profit 	Nancy <ul style="list-style-type: none"> Originally Community Center was built for Community and not profit Council decide if this is still the same direction Impact on residents renting on behalf of non-residents and receiving cheaper rate Thompson <ul style="list-style-type: none"> See profit vs loss of the Community Center Review rental policy and stop rental abuse Mayor <ul style="list-style-type: none"> Look at other facilities in the area rental cost Nancy <ul style="list-style-type: none"> Steven is replacing projector and looking at sound system Steven is getting estimate for inclosing doors as part of the Bond 	<ul style="list-style-type: none"> Kim get rental cost of other facilities in the area Karen do a profit and lost analysis Steven is getting estimate for inclosing doors <p style="color: red;">Budgetary impact</p> <p style="color: blue;">Agenda items</p>

Person	Issue	Comments	Direction
Mayor	Sound System <ul style="list-style-type: none"> Council Chambers 	Nancy <ul style="list-style-type: none"> Had 1 company come out and look at sound system, they do not want to touch it Getting other companies to come look at sound system 	<ul style="list-style-type: none"> Nancy get quotes from companies regarding the sound system <p>Budgetary Impact</p> <ul style="list-style-type: none"> Possibly new system
Thompson	Water Billing <ul style="list-style-type: none"> Offer paperless Incentives for automatic draft No envelopes to those who automatic draft 	Nancy <ul style="list-style-type: none"> Looking at upgrade to current software Looking at online bill pay Karen <ul style="list-style-type: none"> Currently the City is paying an estimated \$10,000 for credit card charges 	<ul style="list-style-type: none"> Karen look at online bill pay where customer absorbs fees <p>Budgetary Impact</p> <ul style="list-style-type: none"> Software upgrade Contract for online bill pay
Thompson	Strategic Plan <ul style="list-style-type: none"> Goals for the City 	McCaw <ul style="list-style-type: none"> 2001 a Strategic Plan was created Mayor <ul style="list-style-type: none"> All Master Plans make up a Strategic Plan 	
Thompson	City income vs. bills	Mayor <ul style="list-style-type: none"> Have already began working on this Thompson <ul style="list-style-type: none"> Feels this will help the residents understand why prioritizing should be done McCaw	<ul style="list-style-type: none"> Karen complete the financial look of the City (income vs. bills) <p>Agenda</p> <ul style="list-style-type: none"> Shelley add income vs. bills to Town Hall Meeting

Person	Issue	Comments	Direction
		<ul style="list-style-type: none"> • Great topic for Town Hall Meeting 	
Lantzy	Citizen Concern Forms article in Grapevine		<ul style="list-style-type: none"> • Shelley article in Grapevine
Thompson	Commissions <ul style="list-style-type: none"> • Mandated training • Understanding roles and guidelines 		<ul style="list-style-type: none"> • Look at in house training
Thompson	Commission & City Council <ul style="list-style-type: none"> • Members on Commissions • Creation of Commissions 	Mayor- <ul style="list-style-type: none"> • Each Commission is different and are advisory to City Council • Water Commission and Quarry Commission have City Council members as ex-officio • Mayor Dalton proposed an Ordinance for Commission which regulated several issues, but there was a lot of opposition to the Ordinance that it was dropped. • The City Attorney has been asked to be at the P&Z meetings for guidance Nancy- <ul style="list-style-type: none"> • City Council cannot be an ex-officio member on P&Z since City Council acts as the ZBOA-conflict of interest Lantzy- <ul style="list-style-type: none"> • Quarry Commission is currently getting training 	<ul style="list-style-type: none"> • Continue Quarry Commission training • City Attorney to be present at P&Z
Thompson	Citizen Concerns or Suggestions	Nancy- <ul style="list-style-type: none"> • City has a system currently in place 	<ul style="list-style-type: none"> • Provide education to residents regarding the system
Thompson	Citizen Issues not being addressed	Nancy-	<ul style="list-style-type: none"> • Nancy get with

Person	Issue	Comments	Direction
	<ul style="list-style-type: none"> Employees in the field documenting their conversations with residents 	<ul style="list-style-type: none"> Provide a list of the issues not being addressed 	Thompson regarding unaddressed citizen issues
Thompson	Incentive Programs and Performance Measures for Employees and Accountability		<ul style="list-style-type: none"> Bring the ideas to Nancy <p>Budgetary impact</p>
Trial	<p>Water Billing</p> <ul style="list-style-type: none"> No envelopes to those who automatic draft 		<ul style="list-style-type: none"> Shelley see why residents who have automatic draft get a return envelope
Trial	Checklist for Council and Commission members	<p>McCaw-</p> <ul style="list-style-type: none"> Texas Town & City magazine talks about training, legal opinions and roles of Council 	<ul style="list-style-type: none"> Shelley get with Mayor regarding checklist Shelley find out why all the City Council isn't getting TT&C
Trial	Master Plan Map	<p>Nancy-</p> <ul style="list-style-type: none"> It is located in the Admin. Conference Room 	
Trial	County Commission Agenda for County Park in Garden Ridge area	<p>Mayor-</p> <ul style="list-style-type: none"> Currently working with County on FM 2252 and feels that is more important at this time 	<ul style="list-style-type: none"> Possibly a future item to address with County
Mayor	Good City	<p>Mayor-Her goals for City</p> <ul style="list-style-type: none"> Financially Sound Adequate water Adequate bond allowance Land Use Master Plan Reliable revenue along FM 2252 Employee policy 	<p>Continue with</p> <ul style="list-style-type: none"> Financially Sound Adequate water Adequate bond allowance Land Use Master Plan Reliable revenue along

Person	Issue	Comments	Direction
		<ul style="list-style-type: none"> • Good communication 	FM 2252 <ul style="list-style-type: none"> • Employee policy • Good communication •
Trial	City Council prioritize	Trial <ul style="list-style-type: none"> • Allow the City Council to list what they feel is a priority 	
Trial	Reach out to business to see: <ul style="list-style-type: none"> • what their needs are how City can help them	McCaw- <ul style="list-style-type: none"> • Sewer along FM 2252 McCaw - <ul style="list-style-type: none"> • Allow businesses to advertise in Grapevine Nancy- <ul style="list-style-type: none"> • Use to put names of new businesses in Grapevine, but offended some residents 	Mayor- <ul style="list-style-type: none"> • Think about how to handle this request
Kay Bower		<ul style="list-style-type: none"> • Support Town Hall • Non-residents not get resident rental rate at Community Center • Code Compliance is more than P&Z issues • Medical Prescription Disposal Box • City Attorney did provide a clear training regarding variances and a chart 	<ul style="list-style-type: none"> • Get City Council a copy of the City Attorney's Variance Chart
Jessie Valdez		<ul style="list-style-type: none"> • Electronic version of the Grapevine • Christmas Lights still up 	<ul style="list-style-type: none"> • Green lights are to honor a Vet. • Report other lights still up
Roger		<ul style="list-style-type: none"> • Larger bulletin board in front of City 	<ul style="list-style-type: none"> • Ron train Shelley on the

Person	Issue	Comments	Direction
Brockman		Hall <ul style="list-style-type: none"> • Lights at Teakwood • ADA door still isn't working • Name plate for Councilmember Thompson 	ADA door <ul style="list-style-type: none"> • Shelley to get nameplate Budgetary Impact <ul style="list-style-type: none"> • Bulletin Board • Lighting at Teakwood



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MINUTES OF CITY COUNCIL REGULAR MEETING, February 3, 2016

Members Present:

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

Member Absent:

None

City Staff Present:

Nancy Cain, City Administrator
Cynthia Trevino, City Attorney
Ron Eberhardt, Police Chief
Royce Goddard, Water Department Manager
Steven Steinmetz, Public Works Director
Shelley Goodwin, City Secretary

Commission Chairs Present:

David Heier, Water Commission

1. Call to Order

With a quorum of the City Council Members present, Mayor Knaus called the regular meeting of the Garden Ridge City Council to order at 6:00 p.m. on Wednesday, February 3, 2016, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Pledge of Allegiance

Councilmember Lantzy led the Pledge of Allegiance.

3. Citizen's Participation - 3 minute limit per citizen

Mark Friesenhan, 41229 Forest Waters, provided the City Council with a handout (see attached) regarding rare black deer. He encouraged the City Council to not trap the black deer since their gene pool is small.

4. Special Presentation

Teen Dating Violence Awareness Month Proclamation

Mayor Knaus presented a proclamation declaring February Teen Dating Violence Awareness Month to the Crisis Center of Comal County.

5. Consent Agenda

THE FOLLOWING ITEMS MAY BE ACTED UPON IN A SINGLE MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THESE ITEMS WILL BE HELD UNLESS REQUESTED BY A MEMBER OF CITY COUNCIL. PUBLIC COMMENT ON CONSENT AGENDA ITEMS MAY BE HEARD DURING CITIZEN'S PARTICIPATION, BUT COMMENTS HEARD DURING CITIZEN'S PARTICIPATION DOES NOT MEAN THAT THE ITEM WILL BE CONSIDERED OUTSIDE THE CONSENT AGENDA.

- a) **Approval of January 6, 2016 Regular City Council Meeting Minutes**
- b) **Ordinance 188-022016 ordering a General Election on May 7, 2016 for the City of Garden Ridge for the purpose of electing the Aldermen to City Council Places One, Four and Five; making provisions for the conduct of such election and resolving other matters related to the conduct of such election**
- c) **Ordinance 22-022016 An Ordinance regulating traffic on streets, roads, and highways within the City of Garden Ridge by establishing stop sign locations and placements of traffic control devices; establishing prima facie speed limits and placement of traffic control devices; established through truck traffic regulations and placement of traffic control devices; establishing no parking zones; and regulating and requiring permits for certain assemblages and processions, providing for a fine not to exceed five hundred dollar (\$500.00) for each violation concerning assemblages and processions; and amending Ordinance 22-102015 passed and approved October 10, 2015**
- d) **Resignation of Police Officer Timothy Simkins from the Garden Ridge Police Department effective January 21, 2016**
- e) **Financial Statement and Investment Report –December 31, 2015**
- f) **State of the City**
 - i. **City Administrator Monthly Activity Report**
 - Sign approvals since prior Council meeting
 - Community Center usage and financial report
 - Building Permits issued to date for residential, commercial and minor Construction projects
 - Recognition of employees and/or city events
 - ii. **Library Monthly Activity Report**
 - New Patrons
 - Old Patrons
 - Library activities and classes
 - iii. **Water Manager Monthly Activity Report**
 - Water pumping/usage from city wells

- Water system infrastructure maintenance, repairs and/or projects
- Water and/or Drought Management

iv. Public Works Monthly Activity Report

- Street and Right-Of-Way Maintenance
- Drainage Facility and Easement Maintenance
- Animal Control (domestic and wild)
- Public Works Projects

v. Police Department Monthly Activity Report

- Traffic Enforcement
- Criminal activity within city
- Code Compliance Enforcement

Councilmember Trial asked that Agenda Items 5. f) iii, iv, and v be pulled and considered separately

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember McCaw, to approve the Consent Agenda items 5. a)-f) ii, remaining items to be considered separately. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

6. Business Items

The City Council may discuss, consider and/or take possible action on the following items:

a) City Engineer Projects Update:

i. CIP Project for 2015

- a. Status report**
- b. Trinity Wells**

Garry Montgomery, River City Engineering, provided a PowerPoint regarding the CIP Projects for 2015 and the Trinity Well Development (see attached PowerPoint).

He stated he has advertised the new project and the pre-bid meeting is scheduled for February 17, 2016.

The City Council discussed the area of the new waterline replacement in the CIP Project and the timeline. The City Council also discussed the pumping of the new well (Trinity #10) and the timeline for the Trinity Wells.

b) Annual Audit Report for the City of Garden Ridge for the period ending September 30, 2015

Debbie Frazer, Armstrong, Vaughan & Associates, P.C., reviewed the Annual Audit Report for the City of Garden Ridge for the period ending September 30, 2015.

The City Council discussed the modified accrual, actuals and the Texas Municipal Retirement System liability.

Motion: A motion was made by Councilmember Trial, seconded by Councilmember Lantzy, to approve Annual Audit Report for the City of Garden Ridge for the period ending September 30, 2015. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

c) First Amendment to Interlocal Agreement for City of Garden Ridge Demand-Responses Route with Alamo Area Council of Governments

Nancy Cain, City Administrator, stated this agenda item was tabled last month. This agreement is for the ridership on the Demand Responses Route with AR Transport and the renewal for 2016 is \$259.00.

The City Council discussed the ridership and the funding amount.

Motion: A motion was made by Councilmember Trial, seconded by Councilmember Lantzy, to deny the First Amendment to Interlocal Agreement for City of Garden Ridge Demand-Responses Route with Alamo Area Council of Governments. The City Council voted three (3) for and two (2) opposed (McCaw and Arvidson). The motion carried.

d) Renewal of lease agreement between the City of Garden Ridge and Highpoint Church for two city owned buildings located at 9357 Schoenthal Road for a period of three years.

Nancy Cain, City Administrator, stated this agenda item was tabled last month so the revenue and expenses for the past three years could be provided. She stated to date the revenue is \$51,200 and there has been \$1,940.57 in expenditures.

Motion: A motion was made by Councilmember Trial, seconded by Councilmember McCaw, to approve the renewal of lease agreement between the City of Garden Ridge and Highpoint Church for two city owned buildings located at 9357 Schoenthal Road for a period of three years. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

e) Tier 1 – Partial Exemption Racial Profiling Report submission by the Garden Ridge Police Department

Ron Eberhardt, Police Chief, reviewed the Tier 1-Partial Exemption Racial Profiling Report. He stated the City of Garden Ridge Police Department is partially exempted because our vehicles are equipped with video and audio equipment and the videos are maintained for 90 days.

The City Council discussed the report and the reporting system used.

Motion: A motion was made by Councilmember Thompson, seconded by Councilmember Arvidson, to Tier 1 – Partial Exemption Racial Profiling Report submission by the Garden Ridge Police Department . The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.

f) Planning and Zoning Commission Recommendations and Possible Action to City Council:

No Report

g) Water Commission Recommendations and Possible Action:

- i. **Ordinance 189-022016 amending Ordinance No. 54-022010, continuing the suspension of the authority granted to the Water Department, Water Operations Manager and the Water Commission to grant an adjustment to a water bill for a leak or other excess water usage; providing for severability; providing for an effective date.**

David Heier, Water Commission Chair, stated the Water Commission and the Subcommittee has been working on the Leak Adjustment section of Ordinance 54. He stated the Water Commission recommending the suspension for leak adjustment be extended so the Committee and Commission can continue their work.

The City Council discussed the 90-day moratorium.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember McCaw, to approve Ordinance 189-022016 amending Ordinance No. 54-022010, continuing the suspension of the authority granted to the Water Department, Water Operations Manager and the Water Commission 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 five (5) for and none (0). The motion carried unanimously.

- ii. **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**

David Heier, Water Commission Chair, stated the Water Commission held a discussion and reviewed the request for water bill adjustment from Teri and Jack Chance. The Water Commission voted unanimously to recommend to the City Council the denial of the request for water bill adjustment from Teri and Jack Chance of water bill during the period of July 23, 2015-August 24, 2015.

Motion: A motion was made by Councilmember Lantzy, seconded by Councilmember Trail, to deny the 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. The City Council voted five (5) for and none (0). The motion carried unanimously.

h) Quarry Commission Recommendations and Possible Action:
No Report

i) Update from the Garden Ridge Deer Management Committee
i. Trap & Remove Program-Update

Nancy Cain, City Administrator, stated City Staff met with Texas Parks and Wildlife and the trapper to discuss the project. She stated the TPW permit has been completed and submitted and could take an estimated 30 days to receive the permit. She stated we need to identify 6 locations for trapping that requires a cleared area of 80'x80'. She stated the trapping will require feeding regularly at certain times and watching the activity that will be recorded by game recorders. And once there is a large activity of deer in that area then they will trap. She stated 10% of the deer trap must be tested for chronic waste disease.

The City Council discussed the permit requirements and the process for trapping.

- j) Update from the Garden Ridge Parks Committee**
 - i. Status report on development of City Parks plan**
 - ii. Status report on July 4th Celebration**

Councilmember Trial provided an update regarding the Parks Committee's ideas for the July 4th event in the City Park. He stated their next meeting is scheduled for February 10th. He also stated after reading Ordinance 13 he felt the Parks Committee could be stepping on the Planning and Zoning Commission duties.

The City Council discussed the task of the Parks Committee to develop a City Parks plan which would then be reviewed by the Planning and Zoning Commission.

- k) Any item removed from the consent agenda will be recalled for discussion and possible action at this time.**

- f) State of the City**

- iii. Water Manager Monthly Activity Report**

- Water pumping/usage from city wells**
 - Water system infrastructure maintenance, repairs and/or projects**
 - Water and/or Drought Management**

Councilmember Trial stated he pulled this agenda item, because he would like to see the report date change.

Mayor Knaus explained the reason why the report date was that way and the direction was given to leave the date on the reports as it is.

- iv. Public Works Monthly Activity Report**

- Street and Right-Of-Way Maintenance**
 - Drainage Facility and Easement Maintenance**
 - Animal Control (domestic and wild)**
 - Public Works Projects**

Councilmember Trial inquired to the construction occurring on FM 2252.

Steven Steinmetz, Public Works Director, reported the work occurring on FM 2252 is being done by Centerpoint Energy.

- v. Police Department Monthly Activity Report**

- Traffic Enforcement**
 - Criminal activity within city**
 - Code Compliance Enforcement**

Councilmember Trial stated he pulled this agenda item to inquire about the number of tickets on FM 2252 and FM 3009 for the use of handheld items while driving.

Ron Eberhardt, Police Chief, stated he is unable to write tickets for that area until TxDOT allow the City to put up warning signs.

Councilmember Trial stated he would like to see a future agenda item for Police Department incentives to help keep Officers.

Councilmember Thompson stated he had the same concern and inquired about an exit interviews process.

Mayor Kaunas asked the Council to submit their concerns about department retention to the City Administrator so that they could be addressed at a future meeting.

Motion: A motion was made by Councilmember Trail, seconded by Councilmember Lantzy, to approve items pulled off Consent Agenda 5. f) iii, iv, and v to be considered separately. The City Council voted five (5) for and none (0). The motion carried unanimously.

7. Citizen's Participation – Limit remarks to three (3) minutes per citizen

See “Rules for Citizen's Participation” under Item 4.

Ken Knuepper, Bat Cave Road, thanked Councilmember Trial for presenting a plan for July 4th celebrations. He also stated the Garden Ridge Police Academy Alumni Association is in full support of the changes. He also thanked Mayor Knaus and City Staff for attending Building Inspector John Skinner's funeral.

Mark Friesenhan, 41229 Forest Waters, encouraged the City Council to seriously consider not trapping the black deer.

8. 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:

**Northeast Partnership
Schertz-Seguin Local Government Corporation (“SSLGC”)
Cibolo Valley Local Government Corporation (“CVLGC”)
City Water Commission
City Quarry Commission
City Planning & Zoning Commission
Garden Ridge Police Academy Alumni Association
Citizen on Patrol
Garden Ridge Lion's Club
Comal County
Comal ISD
Guadalupe County
Bexar County
Alamo Area Metropolitan Planning Organization (“MPO”)
TXDOT
Joint Base Land Use Study-Randolph
Greater Bexar County Council of Cities
Lonestar Light Rail**

Northeast Lakeview Friends of Nighthawk Forest Waters Club

Councilmember McCaw provided an updated from the Greater Bexar County Council of Cities (see attached) regarding Air Improvement Resources Executive Committee, MPO projects, Pothole Killers, San Antonio Chamber of Commerce Federal Legislative Trip and Opposition of the Vista Ridge Pipeline.

Councilmember Trial stated he feels the paperless agenda was a great move. He also encouraged dropping names off the list in this agenda items. Mayor Knaus explained that if the names are not listed then no one can speak on that subject.

Councilmember Arvidson stated CISD has finalized the design for the new Middle School and should be breaking ground in August. He also stated CISD is considering a Bond Election in 2017 for a new High School.

Councilmember Arvidson stated Boy Scouts will be holding a Pinewood Derby this Saturday at the Elementary from 10am to 2pm. He encouraged everyone to attend.

Councilmember Thompson stated the Police Department and the Garden Ridge Police Academy Alumni Association will be hosting Refuse to Be a Victim on Saturday, February 27th. If you are interested contact the Police Department for more information.

Mayor Knaus stated the MPO has rated the widening of FM 2252 from FM 3009 to Evans Road as their 4th highest project. She stated this project has received a lot of support from elected officials and TxDOT. There will be a public hearing on March 1 in New Braunfels at the Civic Center from 6pm to 8pm. She also stated you can vote for projects online and the link for voting and other public hearing dates can be found on the City website.

9. Executive Session

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

- a) Pursuant to Texas Government Code Chapter 551.071 (legal advice and pending or contemplated litigation), 551.072 (purchase, exchange, lease or value of real property) and 551.087 (deliberations regarding economic development on the following items:**

- 1. discussion with legal counsel regarding the legal requirements for the installation and operation of a sewer system along FM 2252 in the City of Garden Ridge, related potential property issues and economic development impact.**
- 2. seek advice regarding Daniel J. Post's pre-litigation claims made against the City.**

Mayor Knaus announced the City Council will recess into Executive Session at 7:25 pm, in accordance with Section Codes 552.071, to consult with legal counsel, 552.072, purchase, exchange, lease or value of real property, and 551.087, deliberations regarding economic development.

Mayor Knaus adjourned the Executive Session at 8:46 pm and the City Council reconvened back into regular session.

10. Business Items (continued)

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.

11. Adjournment

There being no further business, the Wednesday, January 6, 2016 Garden Ridge City Council regular meeting was adjourned at 8:47 pm by Mayor Knaus.

Nadine L. Knaus
Mayor

ATTEST

Shelley Goodwin, TRMC
City Secretary

**SIGN IN TO SPEAK AT THE FEBRUARY 3, 2016
CITY COUNCIL REGULAR MEETING
CITIZEN COMMENT PERIOD**

Rules for Citizen's Participation:

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

- a) Direct your comments to the entire Council, not to an individual member, nor to the audience.
- b) Show the City Council the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 4 and to three (3) minutes per citizen during Item 9.
- d) Citizens' comments will be limited to one (1) hour in Item 4 and thirty (30) minutes in Item 9.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 7, 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 Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.

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.	MARK FOR RESERVATION	11299 Forest Vista	Deed
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Texas Parks and Wildlife, Black Deer

While melanistic deer are quite rare across North America, there are more black deer in an area comprised of eight Texas counties (Blanco, Burnet, Caldwell, **Comal**, Guadalupe, Hays, Travis and Williamson) than in the rest of the world combined. Still, don't expect to step out your back door and see one. "Even though we have more melanistic deer here than in the whole world," says Baccus, "they're still extremely rare. It's the rarest of the white-tailed deer, even rarer than the big-antlered deer.

Site: <http://www.tpwmagazine.com/archive/2005/nov/scout4/>

Animal Planet, Rare Dark Deer Photographed in Texas

Melanism has been documented in a lot of different species and is typically very rare. That's not the case with white-tailed deer, however, so these photos are pretty unique and special. In fact, while albino deer are also really rare, compared to documented cases of melanistic deer they are much more frequently seen, making this melanistic fawn the rarest of them all.



Site: http://blogs.discovery.com/animal_oddities/2010/09/rare-dark-deer-photographed-in-texas.html

Snopes

The images of the melanistic black fawn displayed above were taken from the web site of photographer Richard Buquoi (of R.M.Buquoi Photographics), who specializes in

nature photography. In response to our query about the origins of these pictures, Mr. Buquoi told us:

I can understand the curiosity from people of the highly melanistic black fawn images that we have on our website. They are a rare phenomenon to see. We're always happy to find someone who enjoys viewing our images as much as we enjoyed taking them. I took the photos of the black fawn near Austin, TX. That area of central Texas seems to have a concentration of black "white-tailed" deer, although it is still extremely rare to find them.

Site: http://blogs.discovery.com/animal_oddties/2010/09/rare-dark-deer-photographed-in-central-texas/

Rarest Whitetails Of All

North American Whitetail, Rarest Whitetails of All

In terms of coloration, which whitetails are the rarest of all? Most hunters would claim that distinction belongs to albinos, which lack any pigment in their skin or hair. But as unusual as it is to see a whitetail that's far too light in color, it's even less common to see one that's far too dark.

On the continent as a whole, "melanistic" or "melanic" deer – so named because their bodies produce far too much of the hair, skin and retina pigment known as melanin – are definitely the rarest of the rare. While millions of whitetails have been harvested across the continent in modern times, only a token number of cases of melanism have been documented. In fact, it's safe to say that most whitetail hunters have never even heard of melanistic deer, much less seen one. For that matter, only a few research biologists ever have observed one in the flesh.

Among those who have are Dr. John T. Baccus and John C. Posey of Southwest Texas State University in San Marcos. Their school's location between San Antonio and Austin gives them handy access to melanistic whitetails for research, for as it turns out, most of the world's supply of these animals lives within an hour's drive of the campus.

Site:

http://www.northamericanwhitetail.com/news/weirdwhitetails_wt_1201melanistic/



McCaw & Salesberry

Retirement Solutions LLC

Contact Report

*Greater Bexar County Council of Cities
01-20-16*

January 20, 2016 - Greater Bexar County Council of Cities

There were a few items of interest on the agenda:

Air Improvement Resources Executive Committee: Mayor Williams -

The EPA is requiring that the air quality standard be reduced to 70 ppm. The anticipated cost for the Austin area alone is \$1.5 Billion. Unfortunately, much of the pollution in the San Antonio area comes from Corpus Christi and Mexico.

Report on the MPO projects –

The area MPO money needs to be used very efficiently in 2016. The anticipated amount is \$1.3 billion. In 2017, and anticipated amount will drop almost 50% to \$670 million due to the drop in oil revenues.

Presentation on “Pothole Killers” from an East Coast company Patch Management, Inc. –

They want to put together a pilot program in the San Antonio area. A couple cities can share services to fill potholes. A few of the advantages include: year around capability, extremely low cost, fewer employees needed, much quicker, as well as lasting a long time.

San Antonio Chamber of Commerce Federal Legislative Trip – Suburban City Issue. –

Area City Representatives will be traveling to DC to encourage a) more airline direct flights to SA, b) more Federal Funding for Lone Star Rail System along the I-35 corridor, c) more Federal Funding for expanding I-35, and d) complain about the Federal government intrusion into “oversight” (Federal speak for taking over) of the EAA and SA River Authority.

Opposition of the Vista Ridge Pipeline and subsequent rate increase. This is the SAWS \$142 million pipeline from Bureson County to San Antonio. Mr. Greg Brockhouse was opposed and felt the project was jammed down the throats of the voters. He wanted further hearings. A couple of the Mayors disagreed with him; noting that if SAWS does not have sufficient water, the military may consider leaving at the next BRAC. A later note from John M. – I researched the companies involved in the construction. The primary company is Abengoa Water USA. It is a totally bankrupt Spanish company that cannot make its debt payments.....

John McCaw,
Mayor Pro-Tem
February 3, 2016

*Lions Club -
- Trees 2 by ones
- Mesquite
- Park*

ORDINANCE 190-032016

AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE MAY 7, 2016, GENERAL CITY ELECTIONS, ELECTED TO OFFICE; CANCELING THE ELECTIONS; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the General City Elections were called for May 7, 2016, by Ordinance 188-022016, for the purpose of electing members to the City Council; and

WHEREAS, the City Secretary has certified in writing that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office; and

WHEREAS, the filing deadlines for placement on the ballot and declaration of write-in candidacy have passed; and

WHEREAS, under these circumstances, Subchapter C, Chapter 2, Election Code authorizes the City Council to declare the unopposed candidates elected to office and cancel the elections;

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

SECTION 1. The following candidates who are unopposed in the May 7, 2016, general city elections, are declared elected to office, and shall be issued a certificate of election following the time the election would have been canvassed:

General Election

City Council, Place 1	John McCaw
City Council, Place 4	Todd Arvidson
City Council, Place 5	Larry Thompson

SECTION 2. The May 7, 2016, General City Elections are canceled, and the City Secretary is directed to cause a copy of this ordinance to be posted on Election Day at each polling place that would have been used in the election.

SECTION 3. It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 4. This Ordinance shall be cumulative of all provisions of ordinances of the City of Bay City, Texas, except where the provisions of the ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in conflict herewith are repealed.

SECTION 5. This ordinance shall be effective immediately upon adoption and any publication required by law.

PASSED AND APPROVED by the City Council of the City of Garden Ridge this the 2nd day of March, 2016.

Nadine L. Knaus
Mayor

Attest:

Shelley Goodwin, TRMC
City Secretary



City of Garden Ridge

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

CERTIFICATION OF UNOPPOSED CANDIDATES

I, Shelley Goodwin, certify that I am the City Secretary of the City of Garden Ridge and the authority responsible for preparing the official ballot for the May 7, 2016, City of Garden Ridge General City Election. I further certify that the following candidates are unopposed for election to said places for the office of City Council, Place 1, City Council, Place 4 and City Council, Place 5, and no candidate's name is to be placed on a list of write-in candidates for those offices for the election scheduled to be held on May 7, 2016.

John McCaw, City Council, Place 1

Todd Arvidson, City Council, Place 4

Larry Thompson, City Council, Place 5

WITNESS MY HAND AND SEAL OF THE CITY OF GARDEN RIDGE, TEXAS, this
the 2nd day of March, 2016.

Shelley Goodwin, TRMC
City Secretary
City of Garden Ridge, Texas

GARDEN RIDGE POLICE DEPARTMENT



MEMORANDUM

To: Mayor and City Council
From: Lt. Dan Bellinger
Date: 17 February 2016
Copies: Nancy Cain, City Administrator
Chief Ron Eberhardt, City Council

Reference: Recommendation for hiring of Holly McKay

During the final evaluation of the hiring cycle, the hiring board recommended that Holly McKay (Herring) be placed on the agenda to be considered for hire. Upon council approval, the hiring of Miss McKay would be affective immediately as she has passed all areas of pre employment screening. This position has already been approved for the police department and will not negatively affect the budget.

Miss McKay comes to us with 2 years of School District Police Department law enforcement experience and an eagerness to learn. Miss McKay has completed quite an extensive hiring process with us and we expect great things from him in Garden Ridge.

We ask that council accept this recommendation from the police department to hire Miss McKay, effective 24 February 2016.

Dan Bellinger, Lieutenant

GARDEN RIDGE POLICE DEPARTMENT



MEMORANDUM

To: Mayor and City Council
From: Chief Ron Eberhardt
Date: 23 February 2016
Copies: Nancy Cain, City Administrator
City Council

Reference: Recommendation for hiring of Daniel DeLaRosa

During the final evaluation of the hiring cycle, the hiring board recommended that Daniel DeLaRosa be placed on the agenda to be considered for hire. Upon council approval, the hiring of Daniel DeLaRosa would be effective upon his successful completion of the pre-hiring process involving weapons qualification, drug screening and employment physical. We do not anticipate any issues at this point and would like to begin his employment in mid-March. This position has already been approved for the police department and will not negatively affect the budget.

Mr. DeLaRosa comes to us with less than 1 year of law enforcement experience and an eagerness to learn. Mr. DeLaRosa has completed quite an extensive hiring process with us and we expect great things from him in Garden Ridge.

We ask that council accept this recommendation from the police department to hire Mr. DeLaRosa effective 14 March 2016.

Respectfully,

A handwritten signature in blue ink that reads "Ron Eberhardt".

Ron Eberhardt
Chief of Police

MONTHLY REPORT

CITY OF GARDEN RIDGE BALANCE OF ALL FUNDS AS OF 1/31/16

ACCOUNT	BALANCE	CURRENT RATE
CITY FUNDS		
OPERATING ACCOUNT	\$ 554,768.36	0%
MONEY MARKET	\$ 1,214,688.57	.15%
ASSET FORFEITURE/SEIZURE (STATE)	\$ 97.58	.10%
ASSET FORFEITURE/SEIZURE (FED)	\$ 58,074.09	.10%
2009 REFINANCE 98 I&S	\$ 123,255.50	.15%
2009 INTEREST & SINKING	\$ 46,603.90	.05%
2012 REFINANCE I&S	\$ 225,325.89	.15%
2012 INTEREST & SINKING	\$ 251,774.70	.15%
2015 INTEREST & SINKING	\$ 94,725.52	.10%
2012 CIP PROJECT	\$ 884,191.38	.15%
2015 CIP PROJECT	\$ 6,564,139.41	.15%
STREET IMPACT FEE	\$ 20,839.10	.05%
TEXPOOL STREET IMPACT FEE	\$ 408.94	0%
TEXPOOL INVESTMENT	\$ 399.67	0%
PEG FEES	\$ 72,628.50	0%
SUBTOTAL OF CITY FUNDS	\$10,111,921.11	
AVERAGE CITY INTEREST RATE		.11818%
 WATER FUNDS		
IMPACT FEES	\$ 181,881.37	.15%
TEXPOOL WATER RIGHTS/INFRASTR	\$ 4,909.89	.2674%
TEXPOOL WATER INVESTMENT	\$ 604.91	0%
TEXPOOL IMPACT FEE	\$ 411.31	0%
WATER SURCHARGE	\$ 144,490.92	.15%
WATER COMPANY OPERATING	\$ 2,731,819.63	.15%
SUBTOTAL WATER FUNDS	\$ 3,064,118.03	
AVERAGE WATER INTEREST RATE		.17935%
TOTAL ALL FUNDS	\$13,176,039.14	
TOTAL AVERAGE INTEREST RATE		.148765%

CITY OF GARDEN RIDGE

GENERAL FUND

CASH & INVESTMENTS AS OF 1/31/16

OPERATING CHECKING	\$ 554,768.36
MONEY MARKET	<u>\$ 1,214,688.57</u>
TOTAL GENERAL FUND	\$ 1,769,456.93
TEXPOOL INVESTMENT	\$ <u>399.67</u>
TOTAL INVESTMENT	\$ 399.67
TOTAL RESERVES FOR CITY	\$ 1,769,856.60

WATER FUND

INVESTMENTS AS OF 1/31/16

WATER COMPANY OPERATING	\$ 2,731,819.63
TEXPOOL WATER INVESTMENT FUND	<u>\$ 604.91</u>
TOTAL WATER COMPANY RESERVES	\$2,732,424.54

EXPENDITURE & REVENUES

PERIOD OF 1/31/16

33.33% OF FISCAL YEAR

REVENUE YEAR TO DATE

GENERAL FUND	\$1,095,094	42.70% of Budget
WATER FUND	\$ 334,705	22.57% of Budget

EXPENDITURES YEAR TO DATE

GENERAL FUND	\$ 718,105	28.43% of Budget
WATER FUND	\$ 336,460	23.25% of Budget

EXCESS REVENUE OVER/(UNDER) EXPENDITURES YEAR TO DATE

GENERAL FUND	\$ 376,990
WATER FUND	\$ (1,755)

REVENUE FOR MONTH ENDING 1/31/16

GENERAL FUND	\$ 741,905
WATER FUND	\$ 76,990

EXPENDITURES FOR MONTH ENDING 1/31/16

GENERAL FUND	\$ 179,953
WATER FUND	\$ 80,629

EXCESS REVENUE OVER/(UNDER) EXPENDITURES FOR MONTH ENDING 1/31/16

GENERAL FUND	\$ 561,952
WATER FUND	\$ (3,639)

Garden Ridge Community Center

1/31/16

Revenues

Rentals	\$ 11,225
Deposits	\$ 4,000*
Donations	\$ 0

Total Deposits Received:	\$ 7,900
Deposits refunded to date:	<u>\$ 3,900</u>
Revenue from deposits to date:	\$ 4,000*

Total Revenue: \$ 15,225

Expenditures

Telephone	\$ 188
Supplies	\$ 688
Utilities	\$ 1,641
Maintenance	\$ 1,295
Cleaning	\$ 1,675
Equipment	\$ 0
Facility Enhancements	\$10,596
Manager	\$ 5,927
Marketing	\$ 0
Donation Expenditures	<u>\$ 0</u>
Total Expenditures:	\$22,010

Revenue Over/ (Under) Expenditures: \$ (6,785)

GARDEN RIDGE COMMUNITY CENTER MONTHLY REPORT

2016

January 21th thru February 20, 2016

New Events Booked in Current Month	Charged	6
	No Charge	1

2015-2016

Total Number of Events for the Month	8
Events cancelled in for the Month	1
Total Number of Days in Use for the Month	9
Wildflower Room Only	

2013-2014

Total Number of Events for the Year	81
Total Number of days Used for the Year	261
Total Number cancelled for the Year	4
Wildflower and Bluebonnet Room	

Past years	# of Events	# of Days
2011-2012	76	257
2010-2011	72	241
2009-2010	65	208
2008-2009	67	199
2008	53	190
2007	58	183
2006		139
2005		116
2004		81

CITY OF GARDEN RIDGE BUILDING REPORT

1/21/2015 THRU 2/20/2016

MAJOR PERMITS

Permit #	Address	Builder	Sq Ft.	Value \$	Permit Fees
0951 -16	21355 Gunther Grove	Aqua Bank INC	3928.5	\$ 510,705.00	\$ 3,307.10
0954 -16	8419 Orchard Glen	Chesmar Homes	3954	\$ 514,020.00	\$ 3,322.40
0955 -16	8238 Shining Elk	Chesmar Homes	3954	\$ 514,020.00	\$ 3,322.40
0959 -16	8423 Orchard Glen	Chesmar Homes	4212	\$ 547,560.00	\$ 3,477.20
0962 -16	19722 Bat Cave Rd.	JP Ross Homes	4054.48	\$ 527,082.40	\$ 3,382.69
0964 -16	8307 Shining Elk	Chesmar Homes	3954	\$ 514,020.00	\$ 3,322.40
TOTAL			24,057	\$ 3,127,407.40	\$ 20,134.19

MINOR PERMITS

Permit #	Address	Builder	Project	Permit Fees
0946 -16	9915 Michelle Hill	Joel Magallaanez	Pool	\$ 503.64
0947 -16	9521 Sumac Circle	IES Residencial TX Solar	Minor Electric Solar	\$ 125.00
0948 -16	22111 Cristobal Dr.	Owner	Outdoor Kitchen	\$ 100.00
0949 -16	19095 FM 2252	Leon Smoot Electrical	Minor Electric	\$ 125.00
0950 -16	9122 Tuscan Hills	GEMM Construction	Driveway	\$ 120.00
0952 -16	19111 FM 2252 #4	Tony Overman	Minor HVAC & Minor Electric	\$ 225.00
0953 -16	8222 Park Lane Dr.	Randy Baclavik	Fence	\$ 125.00
0956 -16	9030 Teakwood Lane	CJ's Remodeling	Car port, Patio, Fence	\$ 886.16
0957 -16	8925 Bent Brook Dr.	Martin Stippen	Fence	\$ 125.00
0958 -16	8966 Garden Ridge Dr.	Beachy Fencing Services	Fence	\$ 125.00
0960 -16	9411 Bluebell	James Pardaen	Fence	\$ 125.00
0961 -16	20810 Glen Cove	Itzo Eazy Contract	Fence	\$ 125.00
0963 -16	19822 Lloyds Park	Wilbert Morgan	Patio	\$ 442.24
0965 -16	22021 Las Cimas	Paradise Lawn	Driveway	\$ 125.00
0966 -16	19080 Naco Loop	BoDen LLC	Outbuilding	\$ 225.00
0967 -16	21645 Valley Park Dr.	Keith Brangan	Fence	\$ 125.00
TOTAL				\$ 3,627.04

TOTAL MAJOR FEES FOR THE MONTH	\$ 20,134.19
TOTAL MINOR FEES FOR THE MONTH	\$ 3,627.04
TOTAL ALL PERMIT FEES FOR THE MONTH	\$ 23,761.23

TOTAL MAJOR PROJECTS VALUE FOR THE YEAR	\$ 4,371,507.40
TOTAL MAJOR PROJECTS SQ FT. FOR THE YEAR	33,627

TOTAL MAJOR PERMIT FEES FOR THE YEAR	\$ 27,777.19
TOTAL MINOR PERMIT FEES FOR THE YEAR	\$ 4,877.04
TOTAL ALL PERMIT FEES FOR THE YEAR	\$ 32,654.23



TEXAS MUNICIPAL CLERKS CERTIFICATION PROGRAM
AT THE

UNIVERSITY OF NORTH TEXAS
1155 Union Circle #305067
Denton, Texas 76203-5017
(940) 565-3488 • Fax (940) 565-2012
<http://municlerks.unt.edu>

January 25, 2016

Nadine Knaus, Mayor
City of Garden Ridge
9400 Municipal Pkwy
Garden Ridge TX 78266

Dear Mayor Knaus:

City Secretary Shelley Goodwin completed her required professional education for **recertification** as a Texas Registered Municipal Clerk. She was awarded her certificate on January 21, 2016, at the graduate luncheon held in conjunction with the Texas Municipal Clerks' Election Law Seminar in Frisco, Texas. Our keynote speaker for this year's luncheon was Bruce Sherbet, Elections Administrator for Ellis County.

As an officer of the city, Shelley makes every professional and personal effort to keep up-to-date in legal and administrative duties. Achieving **recertification** confirms Shelley's commitment to her city.

Certification and **recertification** are neither easy nor automatic. Original certification required successful completion of approximately 200 hours of individual home study on a four-course curriculum and attendance at eight two-day professional development seminars. **Recertification** requires 72 hours of classroom instruction and a selection of additional education options which may include: college-level courses, certificate from the CPM, or facilitated book discussions with independent comprehension assessments.

You and the council should complement yourselves for your support of your city officers in their efforts to be the best of all possible public officials for the benefit of the citizens of the City of Garden Ridge!

Sincerely,

A handwritten signature in blue ink that reads "Miriam Sheehan".

Miriam Sheehan, TRMC

City Administrator

From: Mayor
Sent: Tuesday, February 09, 2016 7:38 AM
To: City Administrator
Subject: Appreciation for hard work on water leak

Nancy

Please express my appreciation to ALL employees who worked on and assisted in notifying citizens of the leak, answering calls, working to get service restored so quickly and all the other efforts surrounding the emergency. Everyone's dedication to the City and its citizens was clearly demonstrated.

Nadine

Sent from my Verizon 4G LTE Smartphone



GARDEN RIDGE POLICE DEPARTMENT



LETTER OF RECOGNITION

To: Chief Eberhardt
From: Lt. Bellinger
Date: 02-01-2016

On January 29, 2016, I received a request from Principle Cronkhite of the Garden Ridge Elementary School. She explained a situation involving a 9-year-old child who was headed down a path of stealing and that she and the child's mother were losing the battle of turning the child around. Principle Cronkhite explained that she had already discussed the idea with the child's parent and asked that a Police Officer swing by the school to speak with the child.

I listened and watched the reactions of the child as Ofc. Pelata and the child conversed over his behavior and discussed the repercussions should he continue in the direction he was headed. Ofc. Pelata took the time to show him compassion while remaining stern with his requests and clear through his communication. He behaved as the Department desires each Police Officer to behave in this situation and I believe his actions should be recognized.

I take great pride in writing this Letter of Recognition to bring special attention to Ofc. Pelata's work. I request this letter remain as part of his permanent file and I encourage Ofc. Pelata to continue being an example for Junior Police Officers to excel towards.

Respectfully,


Daniel Bellinger
Lieutenant

Library Report, March 2016

Activities between January 14 and February 13:

~There were 536 visits to the library.

~There were 925 items checked out.

~7 eBooks were checked out.

~We added 17 new patrons.

~136 new items were added to the Library Collection.

Classes and Activities

<i>Adult Coloring Group, 1/13/16</i>	<i>16</i>
<i>Adult Coloring Group 1/20/16</i>	<i>7</i>
<i>Adult Coloring Group 1/27/16</i>	<i>11</i>
<i>Adult Coloring Group 2/3/16</i>	<i>9</i>
<i>Adult Coloring Group 2/10/16</i>	<i>10</i>
<i>Luncheon to honor volunteers 2/13/16</i>	<i>19</i>

**March
2016**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 12:00 noon - Adult Coloring Group	3	4	5
6	7	8	9 12 noon - Adult Coloring Group	10 Lunch-n- Learn (12) Celeste Derozier, speaking on Mongolia	11	12
13	14	15 1-3 pm Lee Franzel, Master Gardener, Vegetable Gardening	16 12 noon - Adult Coloring Group	17	18	19
20	21	22	23 12 noon - Adult Coloring Group	24 10:30 Easter Story Hour and Egg hunt	25	26
27	28	29	30 12 noon - Adult Coloring Group	31		

Public Works

January 20, 2016—February 20, 2016

Street and Right of Way Maintenance

Signs installed 4

Storm water Drainage Facility and Easement Maintenance

Drainage erosion repairs 5
Outfalls inspected: 19
Detention/Retention ponds inspected: 18
Right of way trash pick up FM 2252 , FM 3009 , Nacogdoches Loop

Park and City Facility/Property Maintenance

Repaired automatic door at the community center.
Pumped out septic tank at the community center.

Animal Control

Domestic Animal Apprehensions:	Dogs 0	Cats 4	YTD Dogs 9	Cats 5
Nuisance Complaint Calls :	0		YTD 0	
Animal Bite Calls :	0		YTD 0	
Deer Carcass Disposals:	28		YTD 46	
Raccoon :	10		YTD 11	
Opossum :	5		YTD 9	
Skunks :	2		YTD 2	
Other: 1 squirrel—1 fox---2 wild hog			YTD 5	
Hunters for the hungry animal donations : Deer /Wild Hogs			YTD 4	
Total animal control apprehensions/pickups for 2016:			YTD 87	
Animal transferred to adoption agency:	0		YTD 2	
Animals returned to owners:	0		YTD 8	
Animals' adopted:	Dogs. 1	Cats 0	YTD	
Current animals in city's care:	Dogs. 0	Cats. 2		
Animals ready for adoption:	Dogs. 0	Cats. 0		

Special Note

Oak Wilt Update: None Found

To: Mayor and City Councilmembers

17 February 2016

From: Royce E. Goddard, Water Manager

Subj.: Low water pressure concerns in Regency Oaks sub-division

On 17 February 2016, I was informed that several residents during the Planning and Zoning Commission meeting on 16 February 2016, expressed concerns that they were experiencing low water pressure at their homes in the Regency Oaks sub-division. At approx. 9:45 am I and Brad Olivarri went to do random and noted pressure checks. The following are the results of that testing and some resident comments.

20338 Regency Run: Has PRV, Resident stated that he has good pressure, around 60 – 70 psi, stated that a guy at the other end of the street complained about low pressure. Resident did not want us to check his house. This is the house at the top end of Regency Oaks sub-division. Highest point in sub-division.

20345 Regency Run: Has PRV, Pressure checked to be 64 psi

9926 Michelle Hill: PRV bad, Pressure checked to be 110 psi, talked with resident about bad PRV.

20114 Regency Run: Has PRV, Pressure checked to be 42 psi (specific pressure set by resident)

20103 Regency Run: Has PRV, Pressure checked to be 72 psi

10002 Calley Circle: PRV bad, Pressure checked to be 100 psi

10009 Calley Circle: PRV bad, Pressure checked to be 100 psi

10026 Calley Circle: Has PRV, Pressure checked to be 67 psi

10015 Audrey Ridge: Has PRV, Pressure checked to be 80 psi, talked with resident about the testing and why we were doing it. He stated that the resident at 20338 Regency Run had been doing the most complaining about the water pressure in the area.

9908 Katherine Glen: Has PRV, Pressure checked to be 70 psi

19802 Regency Run: Has PRV, Pressure checked to be 70 psi. This is the first house when entering the Regency Oaks sub-division. Lowest point in sub-division.

After checking all the above houses for current water pressure and analyzing the results, I cannot find any low water pressure indication in the Regency Oaks sub-division.

#: Locations that commented about low water pressure at Planning and Zoning Commission meeting

PRV: Pressure Reducing Valve

Cc: Nancy Cain, City Administrator
Shelley Goodwin, City Secretary



GARDEN RIDGE POLICE DEPARTMENT

MARCH
JANUARY 21ST – FEBRUARY 20TH

CALLS FOR SERVICE

Location	Calls	Code	Water	Total
ARROWOOD	0	1	0	1
BAT CAVE ROAD	4	0	0	4
BINDSEIL	2	0	0	2
COUNTRY OAK ESTATES	3	0	0	3
ENCLAVE AT GARDEN RIDGE	0	0	0	0
FM 2252	18	3	0	21
FM 3009	12	0	0	12
FOREST WATERS	13	0	0	13
GARDEN RIDGE ESTATES	28	5	0	33
GEORG RANCH	12	1	0	13
MUNICIPAL COMPLEX	7	0	0	7
NACOGDOCHES LOOP	0	0	0	0
OAK MEADOW ESTATES	2	0	0	2
PARK LANE ESTATES	0	0	0	0
REGENCY OAKS	3	1	0	4
SCHOENTHAL ROAD	2	1	0	3
THE FOREST OF GARDEN RIDGE	2	0	0	2
THE PARK AT GARDEN RIDGE	2	1	0	3
TROPHY OAKS	5	0	0	5
TWISTED OAKS	0	0	0	0
WILD WIND	2	0	0	2
WOODLANDS OF GARDEN RIDGE	0	0	0	0
COUNTY	4	0	0	4
OTHER	1	0	0	1
TOTALS	122	13	0	135

ARRESTS – 8
ALARM PERMITS – 3
CRASHES – 7

ALARMS – 17
SOLICITOR PERMITS – 0

Location	Units	Injury	Fatal	Type
19500 BLK FM 2252	vehicle vs. curb	0	0	CR2
9000 BLK Schoenthal Rd (S)	vehicle vs. tree	0	0	CR3
9400 BLK Municipal Parkway	2 vehicles	0	0	CR2
19500 BLK FM 3009	2 vehicles	1	0	CR3
19000 BLK FM 2252	2 vehicles	0	0	CR2
18900 BLK FM 2252	2 vehicles	0	0	CR2
18900 BLK FM 2252	2 vehicles	0	0	CR2

ENFORCEMENT (219)

**Citations – 91*

**Warnings – 128*

INCIDENTS and ARRESTS

- 1/25/2016- After being stopped for expired registration, Ofc. Pelata arrested Shanna Paldi for Possession of Drug Paraphernalia.
- 1/30/2016- After being stopped for no front license plate, Ofc. Pelata arrested Efrain Garcia for Possession of Marijuana <2oz.
- 1/30/2016- After being stopped for expired registration, Ofc. Oehler arrested Kevin Brown for Driving While License Invalid.
- 2/2/2016- After being stopped for speeding 56/40, Ofc. Sanchez arrested Aurelio Martinez-Garcia for No Operator/Driver License.
- 2/4/2016- After being stopped for speeding 53/40, Ofc. Hackenberg arrested Manuel Moran-Meija for No Operator/Driver License.
- 2/6/2016- After being stopped for speeding 58/40, Ofc. Sanchez arrested Victoria Gonzales for No Operator/Driver License.
- 2/9/2016- After being stopped for no front license plate, Ofc. Hackenberg arrested Jonathan Davis for Driving While License Invalid.
- 2/18/2016- After being stopped for a defective brake light, Ofc. Oehler arrested Santa Vasquez for No Operator/Driver License.

INFORMATION | SAFETY TIP

Today we are all facing a growing issue in our society concerning Identity Theft. There has been a lot of talk related to security breaches at large corporations which resulted in the loss of personal information from customers. While this is a huge concern for many people we must not forget the true vulnerability we have every day. Technology has led us to begin thinking about security of our computers and accounts online; however, we tend to forget about the basic protocols that can just as easily allow someone to get our information. People are forgetting to secure their paper documents properly in order to prevent theft. We have focused on electrical data, but have begun to neglect the fact that we are still disposing of large amounts of information in the traditional way of actually throwing it out either in the trash or the recycle bin. The City of Garden Ridge has dedicated a day to have a company come on site to city hall in order to allow our residents the opportunity to bring their sensitive documents and have them destroyed. This service is being provided for free to all residents who wish to participate. The city's shred day will be held on April 16th. Please refer to the city website or the utility bill inserts for details regarding specific times.

TRAINING

- ◆ **“Human Trafficking”**
 - Ofc. Oehler
- ◆ **“Intermediate Crime Scene Investigation”**
 - Ofc. Sanchez
- ◆ **“State and Federal Legislative Updates”**
 - Lt. Bellinger
 - Sgt. Cox
 - Cpl. Dennis
 - Ofc. Galan
 - Ofc. Hackenberg
 - Cpl. McMahan
 - Ofc. Oehler
 - Ofc. Pelata
 - Ofc. Sanchez
 - Inv. Spiller

City of Garden Ridge

Engineers Update

RIVER CITY ENGINEERING, PLLC

MARCH 2, 2016

GARRY MONTGOMERY, P.E.

2013 CIP Project Warranty Update

- The one year warranty for the project ends May 10, 2016
- RCE and City staff have compiled a list of warranty items that the contractor needs to address.
- We will issue a letter to the contractor within the next week detailing all warranty items and request a completion date from the contractor.
- Warranty work includes paving, topsoil and re-vegetation, and minimal concrete work at the Blazing Star drainage crossing
- We have discussed the warranty items with the contractor onsite and he is in process of scheduling the milling and repaving work

2015 CIP Project Update

- Four bids were received, opened and read aloud for the project on February 25, 2016
- Bids totals included: \$4,098,082.32, \$4,553,852.87, \$4,898,948.37 & \$4,963,105.45
- Our construction budget totals \$4,543,069.83 for this project
- Council has 60 days to award the bid from the time of bid opening
- Evaluation of the bid proposals and tabulations is ongoing at this time.

2015 Well 9 & 10 Site Development

- Pump testing and water quality analysis has been completed
- The Contractor, City Staff, RCE and LBG Guyton are working on recommendations for pump, motors and flow capacities
- The well portion of this project should be closed out within the next 30 – 45 days
- RCE is beginning our design and coordination on the tank, pump station and offsite piping.
- We are scheduling meetings with CPS Energy, the electrical sub-consultant and the City's SCADA contractor to coordinate efforts.

LBG-GUYTON ASSOCIATES
PROFESSIONAL GROUNDWATER AND
ENVIRONMENTAL ENGINEERING



12702 Toepperwein Road
Suite 212
San Antonio, TX 78233
(210) 590-1331

www.lbgweb.com

MEMORANDUM

DATE: February 19, 2016
TO: CITY OF GARDEN RIDGE
FROM: William G. Stein, P.G.
SUBJECT: Pumping Tests Summary and Permanent Pump Recommendations
CC: Garry Montgomery, P.E. (River City Eng.) Tyler Davidson, P.E. (LBG-GA)

The purpose of this memorandum is to summarize the pumping tests performed on the two City of Garden Ridge Trinity Wells (No. 9 and No. 10).

Well Construction and Pumping Tests

Well No. 10 was recently constructed by C & C Groundwater of Boerne, Texas in December 2015 and then acidized in January 2016. The 10-inch nominal diameter steel casing is set to a depth of 530 feet below land surface (bls) with open-hole completion from 530 to about 700 feet bls.

After construction and acid treatment, a pumping test on Well No. 10 began on January 21, 2016 and ran for 36-hours. The static water level observed before the test was about 232 feet bls in Well No. 9 and 246 feet bls in Well No. 10. During most of the test, the pumping rate was approximately 450 gallons per minute (gpm). Transducers were installed in Well No. 10 and Well No. 9, which is located about 300 feet west of Well No. 10. The hydrograph of water levels measured in both wells is shown in Figure 1. During the 36-hour test, water levels in the pumping Well No. 10 declined 211.8 feet, which corresponds to a specific capacity of 2.1 gpm per foot of drawdown (gpm/ft). The pumping level at the end of the test was about 460 feet bls. The total drawdown observed in Well No. 9 during this pumping test of Well No. 10 was 152.6 feet.

Well No. 9 was initially constructed by Alsay Inc. of San Antonio in 2010 into the middle Trinity Aquifer at a total depth of about 1,500 feet bls with 12-inch nominal diameter casing.

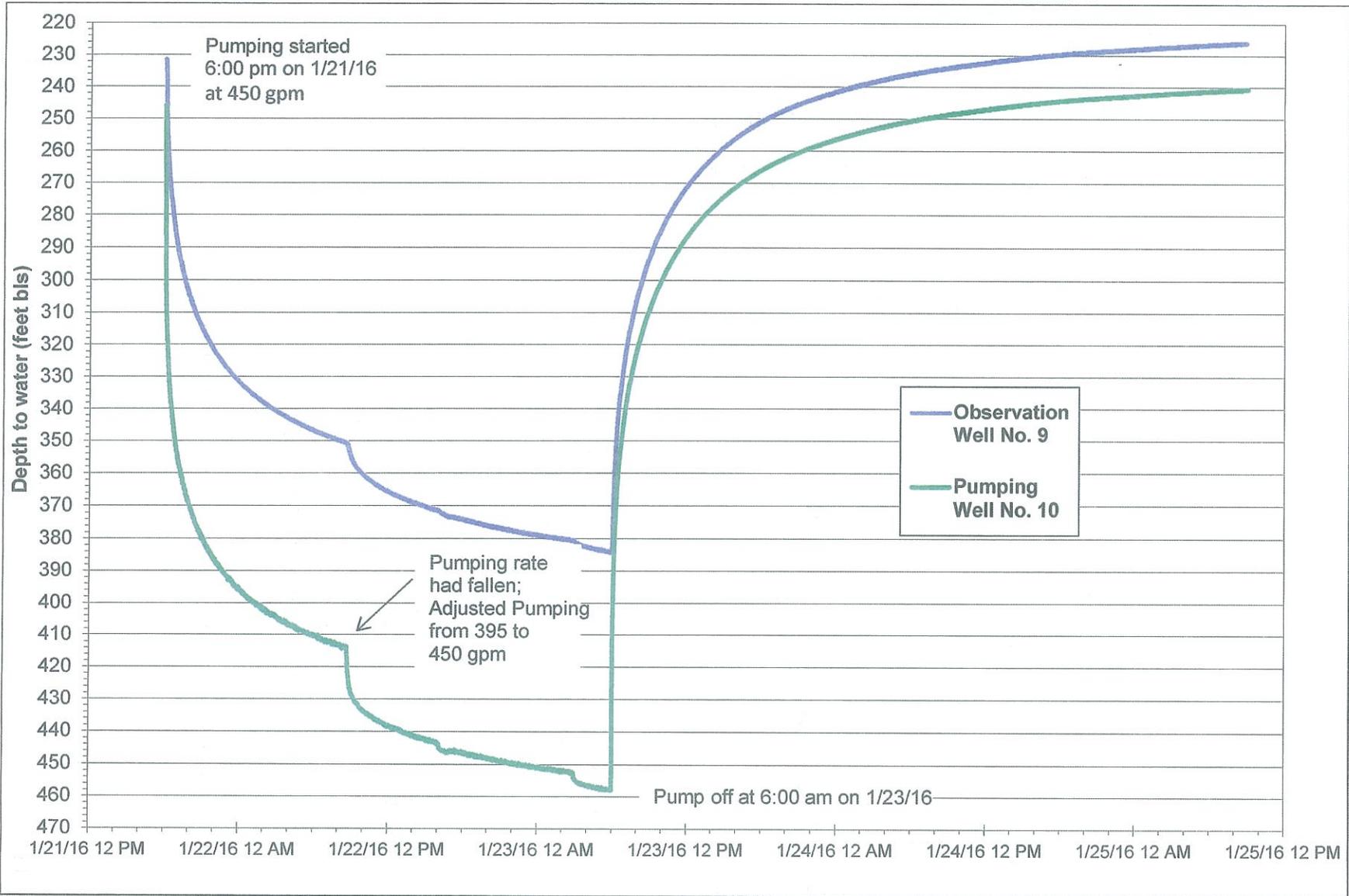
Poor production and water quality led to plugging back to about 1,300 feet. The well was perforated from 575 to 700 feet bls under Alsay's contract. C & C Groundwater performed additional perforations from 502 to 552 feet bls in October of 2014 and February of 2015, which was followed by an acid treatment. One pumping test was performed on Well No. 9 starting on March 2, 2015 for 36-hours at an average rate of 430 gpm with 228.9 feet of drawdown. This correlates to a specific capacity of 1.88 gpm/ft.

A second pumping test on Well No. 9 was conducted starting on February 8, 2016 after Well No. 10 was constructed. The static water level observed before the test was about 222 feet bls in Well 9 and about 237 feet bls in Well No. 10. This second test was for 30-hours at an average rate of 285 gpm. Water levels were measured in both Well No. 9 and Well No. 10 as shown in the Hydrograph in Figure 2. The pumping level in Well No. 9 near the end of the test was about 344 feet bls. The total drawdown during this second pumping test with just Well No. 9 being pumped was 121.8 feet, which corresponds to a specific capacity of 2.3 gpm/ft. This slightly higher specific capacity measured during the second test of Well No. 9 compared to the first test may be a function of the additional acid treatment at Well No. 10 affecting the performance of Well No. 9 or possible due to some increased efficiency from pumping at a lower rate on the second test. The total drawdown observed in Well No. 10 during this pumping test of Well No. 9 was 88.5 feet.

Because of the interference observed between Well No. 9 and Well No. 10, an additional pumping test was performed with both wells pumping simultaneously for a period of about 8-hours. Gate valves were utilized to regulate the pumping rate of each well. Water levels were measured in both wells and are shown on Figure 2. The pump in Well 10 was turned on at 12:20 pm on February 10, 2016 at a rate of 284 gpm and Well No. 9 was turned on about 30 minutes later at a rate of 279 gpm. When pumping both wells, the total drawdown after eight hours in Well No. 10 was 180.2 feet (pumping level of about 424 feet bls) and in Well No. 9 was 178.6 feet (pumping level of about 408 feet bls). For comparison when pumping one well at a about the same rate for eight hours, the drawdown was about 106 feet or a little more than 70 feet difference.

Recommendations

Our recommendation is to install submersible pumps at depths of about 620 feet in each well. The City of Garden Ridge should either operate the wells independently at about 400 to 450 gpm or at less than 300 gpm each if pumping both well at the same time to accommodate well interference effects. Water level monitor equipment should be installed with the permanent pumps and monitored during operation of the wells. We are recommending a minimum of about fifty (50) feet of water be maintained above the pumps during operation as a safety factor for the pumps. The new groundwater district (GCD) is in the process of forming. Some consideration may be needed with regards to permits and fees as the new GCD develops their rules.

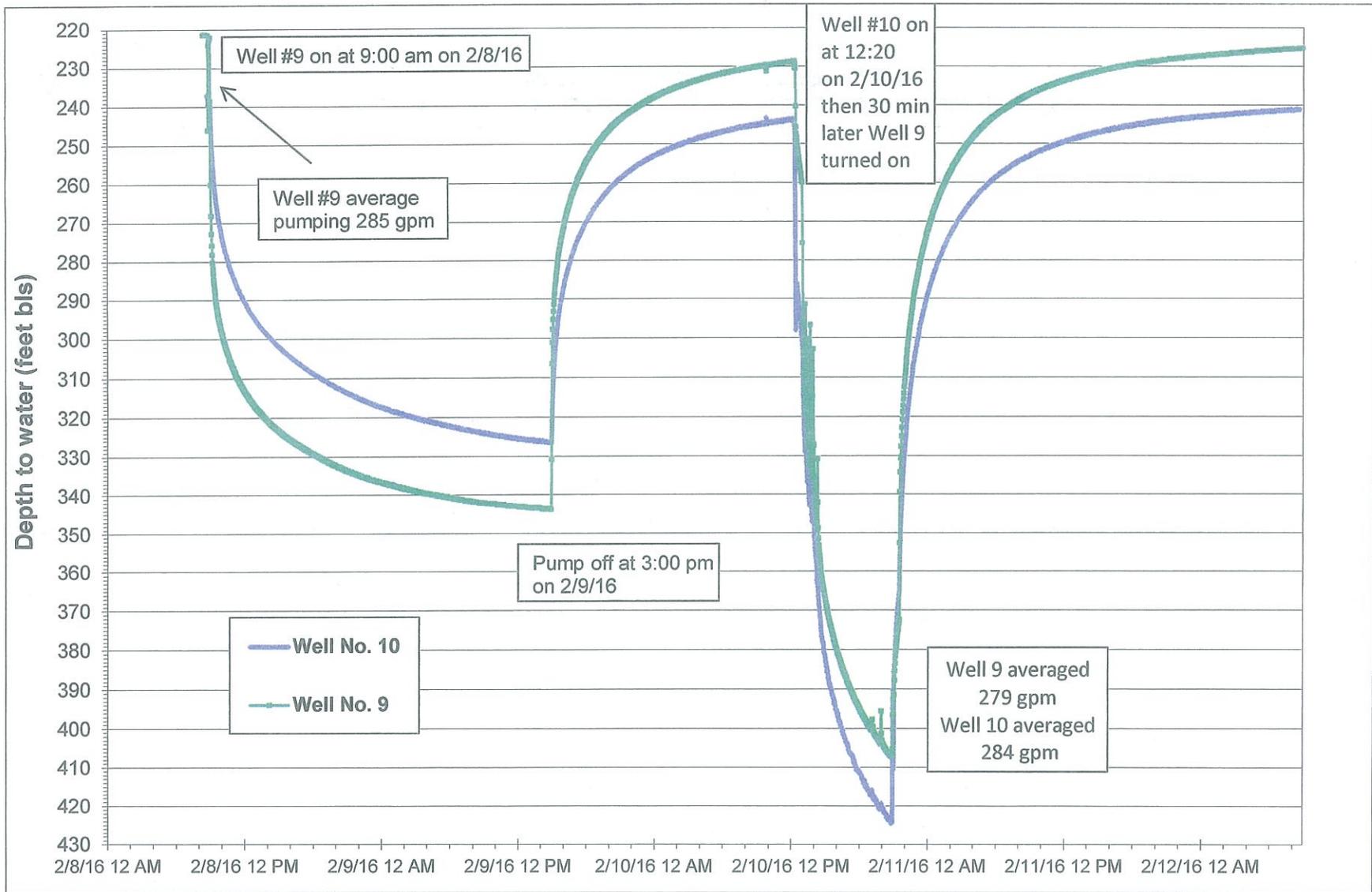


HYDROGRAPH OF GARDEN RIDGE WELL NO. 10 PUMPING TEST
WITH WELL NO. 9 OBSERVATION



LBG-GUYTON ASSOCIATES

FIGURE 1



**HYDROGRAPH OF GARDEN RIDGE PUMPING TESTS
WELL NO. 9 AND WELL NO.10**



February 26, 2016

To: Mayor and City Council

From: City Administrator Cain

Effective January 1, 2016 the City of Garden Ridge is required to report groundwater use and submit pumping fees to the Comal Trinity Groundwater Conservation District. The city will begin submitting a Quarterly Pumpage Report and submitting a fee based on the amount of water pumped from our current Trinity well. The first report and fee is due April 1, 2016 and will be based on the total acre feet of water pumped from our current Trinity well for the period of January 1, 2016 – March 31, 2016.

The following information provides an estimated financial impact to the City of Garden Ridge in relation to the Comal Trinity Groundwater Conservation District fees based on pumping from the city's current Trinity well. Estimates are based on the district's current fee of \$20 per acre foot.

2011 (Highest pumping year): 959.42 acre feet pumped = \$19,188.40 annually

10 Year Pumping Average: 728.123 acre feet pumped = \$14,562.46 annually

The above estimates do not contain pumping from the new Trinity wells (#9 and #10) and estimates will be updated when pumping rates from these wells are more developed.



COMAL TRINITY
GROUNDWATER CONSERVATION DISTRICT
PO Box 450 Bulverde, Texas 78163

January 12, 2016

Nancy Cain
City of Garden Ridge - City Administrator
9400 Municipal Pkwy.
Garden Ridge, Tx 78266

Subject: Comal Trinity GCD Registration, Reporting and Fees for Non-Exempt Well Users

Dear Well Owner:

The Comal Trinity Groundwater Conservation District (the "District") was created by the Texas Legislature in 2015 and confirmed August 1, 2015 following the appointment of the current Board of Directors by the Comal County Commissioners.

The mission of the District is to provide management, conservation, preservation, protection, recharge and prevention of waste of groundwater from the Trinity Group of Aquifers within the boundaries of Comal County. On December 21, 2015, the Board of Directors, following several months of public involvement in rule development, adopted rules governing Registration, Reporting, and Fees for non-exempt wells. Non-exempt wells are defined as well(s) having the capability of producing 25,000 gallons or more per day, e.g. public water supply wells, large irrigation wells, or commercial wells.

We are contacting you at this time because our records indicate that you may either own or control one or more of these types of wells within the District boundaries. The District has adopted a fee of \$20 per acre foot of groundwater produced with this fee becoming effective as of January 1, 2016. All non-exempt wells must be registered with the District on the attached form, or in case of multiple wells, using a **District-approved** alternative format.

As stated in District Rule Chapter 12. Fee Schedule, groundwater use reporting and associated fee submittal are the responsibility of the well owner. Water Use Reports and Payments are due on a quarterly calendar basis with the first quarter beginning January 1, 2016 and ending March 31, 2016. Therefore, payment and usage reports are due April 1, 2016. All groundwater usage must be reported using the attached District form, or in case of reporting use for multiple wells, using a **District-approved** alternative format.

Additionally, per HB2407, the District's enabling legislation, the owner of a non-exempt well shall install and maintain a water well meter, or alternative measuring device, or method **approved by the District**, designed to indicate the flow rate and cumulative amount of water withdrawn by that well, on each individual well no later than 36 months after the effective date of the Act, being August 1, 2015. For non-exempt well(s) not currently equipped with a metering device, methods of calculating water use must be approved by the District.

Current District rules may be found on the District's website at www.comaltrinitygcd.com

In the event you do not own or control a non-exempt well, or own or possess land on which a non-exempt well is located, please advise the District immediately.

If you own or control a non-exempt well or land upon which a non-exempt well is located, your prompt attention to compliance with the District's rules is requested. The District asks that you promptly register each non-exempt well that you own or control *within thirty (30) days* from the receipt of this letter.

Rules and forms may also be found can be viewed and printed at www.comaltrinitygcd.com. If you have any questions regarding this notice, please don't hesitate to contact District staff at 210-219-5555.

Sincerely,

Larry A. Hull

Larry A. Hull
President, CTGCD Board of Directors



**COMAL TRINITY GROUNDWATER
CONSERVATION DISTRICT**
PO Box 450, Bulverde Texas 78163

Please use 1 form per well.

Quarterly Pumpage Report

Organization Name: _____

Address: _____

For the Quarter/Year: _____

Date of Beginning Meter Reading: _____

Beginning Meter Reading: _____

Date of Ending Meter Reading: _____

Ending Meter Reading: _____

Total Pumpage: _____

*(*please report pumpage in total number of gallons only)*

Section 12.2 Fees for Non-Exempt Users

Agricultural: \$0.000030689 per gallon

Other Non-Exempt Production: \$0.00006138 per gallon

Rate effective as of January 1, 2016

Total Amount Submitted: _____

Please refer to District Rule Chapter 12. Fee Schedule for additional information.

12.2(b) Late fee.

A late fee of 10% of the amount due will be assessed if payments due the District are not received within 15 days following the due date. The fee payment and the late payment fee must be made within 30 days following the date of the assessment of the late payment fee.



Comal Trinity Groundwater Conservation District (CTGCD)
Well Registration Form

Owner Name: City of Garden Ridge Water Dept. Telephone: 210-651-6632

Owner Mailing Address: 9400 Municipal Parkway

City: Garden Ridge State: Texas Zip: 78266

Owner Email Address: watermanager@ci.garden-ridge.tx.us

Well Driller Company: Davenport Drilling & Pump Service Telephone: 210-688-3657

Well Driller State License Number: 2669-CMWKD

Mailing Address: 11844 Bandera Rd. PMB 711

City: Helotes State: Texas Zip: 78023

Pump Installer Company: ALSAY INC. Telephone: 210-628-1090

Pump Installer State License Number: 54201 AKPT

Mailing Address: 3359 SE Loop 410

City: San Antonio State: Texas Zip: 78222

Physical (911) Well Location: 9500 Municipal Parkway

City: Garden Ridge State: Texas Zip: 78266

Well Location Longitude: 29°38'19.77"N Well Location Latitude: 98°17'56.31"W

Coordinate Method Used (ie: USGS Map, GPS, ...): Google Earth Well Head Elevation: 988'MSL

Lot, Block, Subdivision: _____ Acreage: _____

Purpose of Well (check all that apply)

- Domestic (private homeowner well) Livestock Irrigation
 Industrial Agricultural Commercial PWS Monitor Well
 Public Safety (specify) _____
 Other (specify) _____

Please answer each of the following questions

1. Will the well be on, or serving, a tract of land of less than five acres? Yes No
2. Do you have the State Well Drillers Report for the well? Yes No
3. Is the well connected to an irrigation system? Yes No
 If yes, how large is the area that is irrigated? _____
4. Is water produced from the well discharged into a pond or impoundment, other than a swimming pool? Yes No
 If yes, describe the pond or impoundment: _____

5. Type of Sewage Disposal: Septic Sanitary Sewer * Neither exist at this location
6. Is property served by a Public Water Supplier (PWS)? Yes No
7. Was an Edwards Aquifer Authority (EAA) permit required? Yes No
 If yes, provide EAA Permit Number: 077-2001
8. Is well metered? Yes No

Well Characteristics

Total Depth of Well: 1560 (ft)

Casing Type Steel Casing Diameter 14 (in) Depth of Casing: 620 (ft)

Cementing method: Pumped Cemented to surface? Yes No

Target formation: Trinity

Well Completion Date: 1-15-2002 Depth to Water: 325' Date Measured: 12-12-2001

How many gallons per day do you expect to withdraw from well on a daily basis? MAX 1,250,000

By signing this form, you declare that you agree to abide by the District's rules and standards, and agree to allow District personnel to enter property to inspect well.

By signing this form, you certify that the information provided is true and correct. By signing this form, you acknowledge that the District reserves the right, to the extent allowed by law, to adopt, revise, and supercede rules applicable to registered wells and to require the owner of a registered well to obtain a permit if the well is not exempt from the District's permitting requirements and that the issuance of the well registration by the District shall not limit the District's authority to regulate the well or the production of water from the well, unless the well is otherwise exempt from such authority.

Signature of Owner or Representative _____ Date _____

Received by _____ Date _____

Additional information may be found at <http://www.comaltrinitygcd.com>

Current Production Well

02-17-'04 16:23 FROM-RIVER CITY ENG

8306263601

T-821 P02/02 U-762

Privilege Notice on Reverse Side

State of Texas WELL REPORT

Texas Water Well Drillers Advisory Council P.O. Box 13087 Austin, TX 78711-3087 512-239-0530

1) OWNER THE CITY OF GARDEN RIDGE ADDRESS 9357 Schoenthal Garden Rid TEXAS 78266

2) ADDRESS OF WELL: County Comal 9357 Schoenthal Garden Rid Tx 78266 GRID # B-22-B

3) TYPE OF WORK (Check): [X] New Well [] Drilling [] Reconditioning [] Plugging [] Monitor [] Environmental Soil Boding [] Domestic [] Industrial [] Irrigation [] Injection [X] Public Supply [] De-watering [] Testwell

6) WELL LOG: Date Drilling: Started 9-24 20 01 Completed 1-15 20 02

Table with 3 columns: Dia. (in.), From ft., To ft. Rows: 18 Surface 620, 9 7/8 620 1560

7) DRILLING METHOD (Check): [X] Air Rotary [] Mud Rotary [] Bored [] Air Hammer [] Cable Tool [] Jelled [] Other

Table with 3 columns: From (ft.), To (ft.), Description and color of formation material. Rows: 0-2 TOP SOIL, 2-200 BROWN LIMESTONE, 200-620 NO RETURNS, 620-800 LIGHT BROWN LIMESTONE, 800-1000 WHITE LIMESTONE, 1000-1160 DARK BROWN LIMESTONE, 1160-1320 TAN LIMESTONE, 1320-1440 GRAY LIMESTONE, 1440-1560 LIGHT BROWN LIMESTONE

8) Borehole Completion (Check): [X] Open Hole [] Straight Wall [] Underreamed [] Gravel Packed Other

Table with 5 columns: Dia. (in.), New or Used, Steel, Plastic, etc. Perf., Slotted, etc. Setting (ft.) From To Gauge Casting Screen. Row: 14 N STEEL 0 620 sch 40

13) TYPE PUMP: [] Turbine [] Jet [] Submersible [] Cylinder [X] Other DID NOT INSTALL

9) CEMENTING DATA (Rule 336.44(1)) Cemented from 620 ft. to 540 ft. No. of sacks used 130 Method used PUMPED Cemented by SCHLUMBERGER

14) WELL TESTS: Type Test: [X] Pump [] Sailer [] Jelled [] Estimated Yield: 80 gpm with 191 ft. drawdown after 5 hrs.

10) SURFACE COMPLETION [X] Specified Surface Slab Installed [X] Specified Steel Sleeve Installed [] Pileless Adapter Used [] Approved Alternative Procedure Used

15) WATER QUALITY: Did you knowingly penetrate any strata when contained undesirable constituents? [] Yes [X] No

11) WATER LEVEL: Static Level 325 ft. below land surface Date 12/12/01

I hereby certify that this well was drilled by me (or under my supervision) and that each and all of the statements herein are true to the best of my knowledge and belief... COMPANY NAME DAVENPORT DRILLING & PUMP SERVICE WELL DRILLER'S LICENSE NO. 2683-WPKT

1184 BANDERA RD. PMB 711 TEXAS 78022

(Signed) [Signature] (Signed) [Signature]

Please attach electric log, chemical analysis, and other pertinent information, if available.



Trinity Well - 3009

ALSAY
INCORPORATED

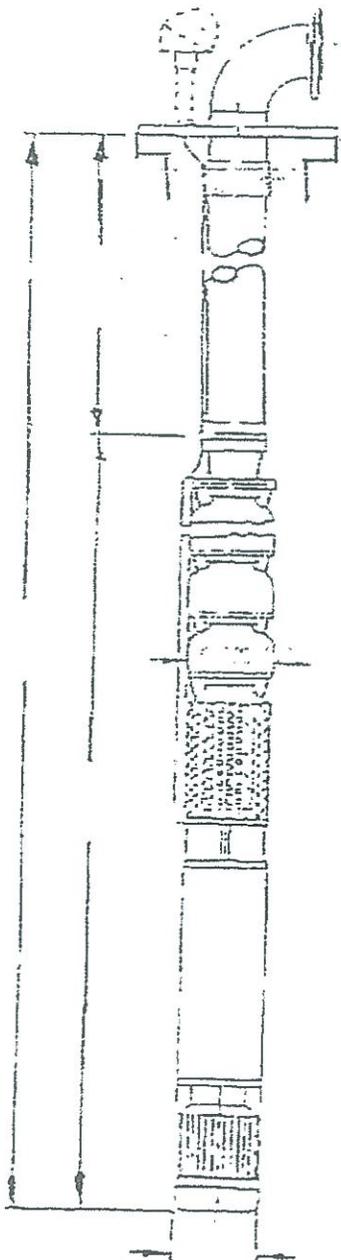
GROUNDWATER EXPLORATION & DEVELOPMENT

REPLY TO: 3359 S.E. Loop 410
San Antonio, Texas 78222
210-628-1090
210-628-1505 Fax

STATE LIC # 54201 AKPT

Pump installed
9/13/02

Date: 9/13/02
Job CITY OF GARDEN RIDGE
2002 WATER SYSTEM IMPVT'S
PART B PLANT IMPVT'S
Location: CITY OF GARDEN RIDGE



MOTOR

Make PLEUGER
HP 75 RPM 3500
Phase 3 Cycle 60
Volts 460 Amps _____
Max. Amps _____
S/N _____
M/N _____

PUMP

Type SUBMERSIBLE Stage 2
GPM 100 TDH 580'
GPM 600 TDH 380'
Make IDP S/N _____
S/N _____
Model No. 10-ELL

CABLE

Size #4 With Ground
Length 570
Type Flat Jacketed

RISERS

Size Pipe 6 Wall Thickness Sch.40
Section Lengths 20'
Existing _____ New X

MATERIAL

Airline 1" Req'd _____ Not Req'd _____
Material PVC
Length 546'

Surface Plate 1 3/8" Steel Plate
Riser Plate 6" Steel
Pump Bowl 9 1/2" Cast Iron
Impeller Bronze
Bearings Bronze
Bowl Shaft Stainless Steel
Strainer Stainless Steel

STATIC WATER LEVEL _____
GPS _____
ELEVATION _____

Remarks: TWO 6-INCH D.I. COLUMN CHECK VALVES
LENGTH 11-INCHES LONG.



2.45-4

July 18, 2001

Mr. Scott Wood
City of Garden Ridge
9357 Schoenthal Road
Garden Ridge, TX 78266

Re: Well Construction Permit Application Number 077-2001

Dear Mr. Wood:

The Edwards Aquifer Authority (the Authority) received your Well Construction Permit Application Number 077-2001 on June 8, 2001. The Authority understands that you have filed this application to provide the legal authority to install a new well through the Edwards Aquifer, to an aquifer below the Edwards Aquifer.

Upon completion of the well, the driller has 60 days to file with the State Well Report with the Authority showing the driller has cased (cemented) off the Edwards Aquifer formations.

The Authority hereby grants you a Well Construction Permit Application Number 077-2001, to drill through and isolate from production, the Edwards Aquifer, using casing and cement grout. You may construct a new well through the Edwards Aquifer, as described in the Permit subject to the conditions contained therein.

Should the water quality and quantity prove unacceptable, the Authority gives you permission to plug all the Trinity Aquifer strata and perforate the lower casing for withdrawal of Edwards Aquifer water, upon approval of your application to amend your Initial Regular Permit, CO00139, by adding an additional point of withdrawal.

If you have any questions, please contact Mr. Jeff Robinson, Regulatory Programs Coordinator, or Mr. Steven D. Walthour, Permitting Program Manager, at (210) 222-2204, 1-800-292-1047.

Sincerely,



Gregory M. Ellis
General Manager

GME:JMR/ys

cc: Newborn Water Well Service.

EDWARDS AQUIFER AUTHORITY

Counties of
Atascosa, Bexar, Caldwell, Comal, Hays,
Guadalupe, Medina and Uvalde

PERMIT TO CONSTRUCT A NEW WELL THROUGH THE EDWARDS AQUIFER

077-2001

THIS CERTIFIES THAT:

City of Garden Ridge (CO00139)
9357 Schoenthal Road
Garden Ridge, TX 78266
210-651-6632

The Permittee, has applied for a permit to construct a new well through the Edwards Aquifer, to an aquifer below the Edwards Aquifer. The Edwards Aquifer Authority (the Authority) has APPROVED the application as follows:

- 1.0 **Type of Permit:** Well construction.
- 2.0 **Permit Term:** This Permit expires on December 28, 2001.
- 3.0 **Well Construction Authorization.**

The Permittee may construct a new well through the Edwards Aquifer pursuant to the terms and conditions in this Permit.

4.0 **Point(s) of Withdrawal.**

The Permittee may construct a new well according to the criteria indicated in the following table:

Well Construction Permit Number	Exempt Well Determination	Well Depth (feet)	Well Location
077-2001	Non-Edwards Aquifer Well	1000	Comal County, 21340 F.M. 3009, 2.002 acres in a tract called 935.258, Christian Busch Survey No. 441, A-52

5.0 **Conditions.**

The construction of the new well under this Permit is subject to the conditions contained in Attachment A (Conditions for Well Construction Permits) is attached hereto and incorporated herein as a part of this Permit for all purposes.

NOW, THEREFORE, THIS WELL CONSTRUCTION PERMIT IS ISSUED pursuant to sections 1.11(b) and 1.15(b), of the Edwards Aquifer Authority Act, Act of May 30, 1993, 73rd Leg. R.S., ch. 626, 1993 Tex. Gen. Laws 2350, as amended by Act of May 28, 1995, 74th Leg. R.S., ch.261, 1995 Tex. Gen. Laws 2505, Act of May 16, 1995, 74th Leg. R.S., ch.524, 1995 Tex. Gen. Laws 3280, and Act of May 6, 1999, 76th Leg. R.S., ch.163, 1999 Tex. Gen. Laws 634, and all other applicable laws, and the Permittee is authorized to construct a new well designed to withdraw groundwater from the Edwards Aquifer only in accordance with this Permit.

DATED, EXECUTED AND EFFECTIVE THIS 28th day of June, 2001, at San Antonio, Bexar County, Texas by the General Manager of the Edwards Aquifer Authority.



Gregory M. Ellis
General Manager
Edwards Aquifer Authority

**ATTACHMENT A
CONDITIONS FOR WELL CONSTRUCTION PERMITS**

1.0 Definitions.

The terms used in this Permit shall have the meanings provided in the Edwards Aquifer Authority Act, Act of May 30, 1993, 73rd Leg. R.S., ch. 626, § 1.03, 1993 Tex. Gen. Laws 2350, 2351-53 (the Act), and the rules of the Authority.

2.0 Fees.

The proposed new well may not be constructed under this Permit unless the Permittee is current in the payment of all applicable fees and charges assessed by and due and owing to the Authority.

3.0 No Legal Authority to Withdraw.

3.1 This Permit authorizes the Permittee to construct a new well through the Edwards Aquifer. Should the water quality and quantity prove unacceptable, this Permit does authorize the Permittee to make withdrawals of groundwater from the Edwards Aquifer upon submitting and approval of amending your Initial Regular Permit, CO00139, by adding an additional point of withdrawal.

4.0 Well Construction, Operation, Maintenance, and Closure Compliance.

4.1 The well constructed under this Permit must be constructed, operated as applicable, maintained, and closed in accordance with the Act, the Authority's rules, and all other applicable federal, state, or local laws. The well must have all Edwards Aquifer members cased (cemented) off.

4.2 Not later than 60 days after the completion of the well, the Permittee shall provide to the Authority a certified mail copy of the well logs showing the Edwards Aquifer was cased (cemented) off and filed with the Texas Department of Licensing and Regulation and the Texas Natural Resources Conservation Commission (Commission) pursuant to the Act § 1.11(d)(11); TEX. WATER CODE ANN. § 32.005(a) (Vernon 2000); and 16 TEX. ADMIN. CODE § 76.700 (West 1999).

4.3 Within 30 days of encountering undesirable water, if any, the Permittee shall submit to the Authority a statement signed by the well driller indicating the characteristics of the water rendering it undesirable. *See* 16 TEX. ADMIN. CODE § 76.701. For the purposes of this permit condition, the term "undesirable water" shall mean "water that is injurious to human health and the environment, or water that can cause pollution to land or other waters." 16 TEX. ADMIN. CODE § 76.10(36).

4.4 A well constructed pursuant to this Permit shall be constructed in accordance with Chapter 32 of the Texas Water Code, TEX. WATER CODE ANN §§ 32.001-.019 (Vernon 2000) and Title 16, Chapter 76, TEX. ADMIN. CODE.

4.5 Should the water quality and quantity prove unacceptable, the Authority gives you permission to plug all the Trinity Aquifer strata and perforate the lower casing for withdrawal of Edwards Aquifer water upon submitting and approval of amending your Initial Regular Permit, CO00139, by adding an additional point of withdrawal. No later than 60 days after the completion of the Edwards Aquifer well, the Permittee shall provide to the Authority a certified mail copy of the well logs filed with the Department of Licensing and Regulation and the Texas Natural Resources Conservation Commission (Commission) pursuant to the Act § 1.11(d)(11); TEX. WATER CODE ANN. § 32.005(a) (Vernon 2000); and 16 TEX. ADMIN. CODE § 76.700 (West 1999).

5.0 Transfers.

This Permit may not be transferred.

6.0 Applications to Amend.

This Permit may be amended only in compliance with the rules of the Authority governing the amendments of permits.

7.0 Compliance With Law.

Activities conducted by Permittee pursuant to this Permit shall comply with the following:

- A. The Edwards Aquifer Authority Act;
- B. Chapter 32, Texas Water Code;
- C. Title 16, Chapter 76, Texas Administrative Code;
- D. The rules of the Authority;
- E. The terms and conditions of this Permit; and
- F. Any other federal, state, or local law that is applicable to the activities authorized under this Permit.

8.0 Enforcement.

The Authority may take any and all enforcement actions within its authority as provided by the Act and other applicable law to enforce compliance with the terms of this Permit.

9.0 References to Law.

Any reference in this Permit to a law shall be interpreted to mean that law as it exists on the effective date of this Permit along with any amendments to that law which are added after the effective date of this Permit.

10.0 Well Construction Permit Review and Compliance Inspection.

In addition, any well constructed under the authorization granted by Well Construction Permit Application No. 077-2001 may be subject to a site compliance inspection. The Authority may take any other appropriate action as may be authorized in the Act or the Authority's rules.

11.0 Change of Address and Telephone Number.

Within 30 days of a change, the Permittee shall provide written notice to the Authority of a change of mailing address or telephone number.

From: Garden Ridge Planning and Zoning Commission
Meeting in Regular Session Tuesday February 16, 2016

To: Garden Ridge City Council

Subject:

- a. *Petition by David Pencsak for rezoning from Office and Professional (B2) District to Light Industrial (L1) District that portion of Lot 1, Clay Subdivision that begins 300' in from F.M. 2252

Commission Recommendation on a. Rezoning Request for back portion of area previously occupied by Golf Driving Range.

Lot is currently split with the front 300 feet zoned B-1 and the remainder of the property zoned B-2. Petitioner wants to leave front 300 feet B-1 and change back from B-2 to L-1. The conceptual property use would be to create 69 garage condo units in 6 buildings plus a club house. All would be enclosed in a fenced area with gated entry available to condo owners 24 hours daily. A video shown by the petitioners conceived the condo units as “man caves” suitable for automobile or RV accessible storage. All units would have water in the unit and the interior would be designed and built as the individual owner determined.

A public hearing was held. Twenty-five citizens spoke in opposition to the change while two spoke in favor. The two in favor thought change along F.M. 2252 was inevitable and would increase the tax basis while providing needed and desired services.

Speakers against rezoning were thoughtful and articulate. They cited a large and varied range of issues including: “increased traffic, noise, light pollution, parking, concern about condo owners living in the units, vehicle parking outside condo units, auto shows, parties, 24 hour access with attendant noise of vehicles coming and going.” Residents of the Regency Oaks subdivision were particularly concerned about the proximity of the garage condos to their homes and how they would affect their peace and tranquility in a very negative way. The higher elevation of the Regency Oaks subdivision above the proposed site would, they felt, exacerbate the impact of the garage condo units (maximum height 28 feet). Safety concerns were also expressed with homeowners envisioning high performance automobiles entering and exiting F.M. 2252 nearly directly across the street from their subdivision entrance. It was mentioned by one speaker that the garage condos referred to in the petitioner shown video were all located in industrial areas – none were located in or immediately adjacent to residential areas.

Finally, a consistent theme among the speakers was the proposed zoning change would be inconsistent with the stated motto of the City of Garden Ridge, “a way of life, not just a place to live.” Most speakers prefaced their remarks by explaining why they chose Garden Ridge when they bought their home. They said they came here for the quiet ambiance of the city expressly because of the contrast between Garden Ridge and the many other locations they purposefully rejected. As one speaker said, “we were seeking what Garden Ridge is . . . a quiet place different from the rest of the surrounding area.”

Prepared for Garden Ridge City Council Meeting of March 2, 2016

Motion was made and seconded to recommend denial of petition and leave current zoning in effect. Vote was unanimous (6 commissioners voting and one commissioner recused).

Recommend Council disapproval of petition to rezone.

Samuel E. Stocks
Chairman

Attachments:

Agenda Packet P&Z February 16, 2016

Notice of Public Hearing dated January 28, 2016

*Language on agenda (below) varies from Notice of Public Hearing (Subject a. above).

“Rezoning request by David Penesak for Lot 1, Clay Subdivision, 19780 FM 2252,
from B-1 Neighborhood Services District and B-2 Office and Professional District
to L-1 Light Industrial District”

ORDINANCE NO. 54-032016

AN ORDINANCE ADOPTING COMPREHENSIVE WATER ORDINANCE NUMBER 54-032016 FOR THE CITY OF GARDEN RIDGE, TEXAS AND REPEALING ORDINANCE 092015 ADOPTED SEPTEMBER 2, 2015; PROVIDING REVISED WATER LEAK ADJUSTMENT POLICY; PROVIDING DEFINITIONS; STATEMENT OF ORGANIZATION; GENERAL POLICIES; REGULATIONS AND RULES; AND BILLING CYCLES; AND PROVIDING FOR A PENALTY.; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Garden Ridge determined that a need existed to study the existing water leak adjustment policy contained in Ordinance No. 54-022010; and

WHEREAS, the City Council determined that it was experiencing a substantial increase in the number of requests for water leak adjustments resulting in an inordinate loss of vital city revenue; and

WHEREAS, the City Council directed the Water Commission to analyze the water leak adjustment policy to determine alternatives to the existing water leak adjustment policy and the impact the suggested alternatives would have on the City's water consumption and related fiscal impact; and

WHEREAS, the Water Commission completed its study and recommends that the City Council amend Ordinance No. 54-022010 repealing Section 14.07(c), Titled - Customer Leaks, in its entirety; and

WHEREAS, the City Council finds that the Water Commission's recommendation would reduce the adverse fiscal impact of a liberal water leak adjustment policy; and

WHEREAS, the City Council finds that the Water Commission's recommendation will make the individual water consumer responsible for their individual water usage;

WHEREAS, the City Council finds that the Water Commission's recommendation will incentivize water consumers to be aware of the need for regular inspection, maintenance and repair of their water systems and serve as a water conservation measure;

WHEREAS, the City Council finds that the Water Commission's recommendation is consistent with the goals of the City's Drought Management Plan which prescribes water conservation regulations to discourage water waste and the Comprehensive Water Ordinance which prohibits water waste;

WHEREAS, the City Council finds that repealing Section 14.07(c), Titled - Customer Leaks, in its entirety, assists the City Council in its duties as good stewards of the City's resources and protects the City's water resources and the health, safety, and welfare of the community.

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

SECTION 1. 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. The City Council hereby repeals Section 14.07(c), Titled - Customer Leaks, in its entirety and the Comprehensive Water Ordinance Number 54-032016 is adopted as shows in **Exhibit "A"** and is incorporated herein in its entirety.

SECTION 3. That this ordinance shall be cumulative of all provisions of the City of Garden Ridge, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event the conflicting provisions of such Ordinance are hereby repealed.

SECTION 4. That it is hereby declared to be the intention of the City Council of the City of Garden Ridge that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrases, clause, sentence, paragraph or section. In the event that changes are made to state law, the provisions of state law will govern in the event of a conflict.

SECTION 5. This ordinance shall be effective upon passage and publication as required by law.

PASSED AND APPROVED this ____ day of _____, 2016.

Nadine Knaus, Mayor

ATTEST:

Shelley Goodwin, City Secretary

EXHIBIT A

AN ORDINANCE ADOPTING COMPREHENSIVE WATER ORDINANCE NUMBER 54-~~092015-032016~~ FOR THE CITY OF GARDEN RIDGE, TEXAS AND REPEALING ORDINANCE 54-~~052015092015~~ ADOPTED ~~MAY 6, 2015~~ ~~SEPTEMBER 2, 2015~~; PROVIDING DEFINITIONS; STATEMENT OF ORGANIZATION; GENERAL POLICIES; REGULATIONS AND RULES; RATES AND BILLING CYCLES; AND PROVIDING FOR A PENALTY

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDEN RIDGE, COMAL COUNTY, TEXAS:

1. The City Council of the City of Garden Ridge, Texas, hereby repeals Ordinance 54-~~052015 092015~~ adopted on ~~May 6 September 2, 2015~~ and adopts Ordinance 54-~~092015032016~~ as the Comprehensive Water Ordinance.

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SECTION 1 -- 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. A main which brings service to the perimeter of a property.

A.W.W.A. The American Water Work Association.

BILL. A periodic statement containing a list of charges due and payable.

BILLING PERIOD. The time between regularly scheduled meter readings. There will be twelve (12) monthly billing periods in each calendar year.

BOARD/WATER BOARD. The appointed Water Commission for the City of Garden Ridge.

BORDER MAIN. A main which abuts the perimeter of a customer's property and also abuts adjacent property and which may serve additional customers on such abutting or adjacent properties.

CAPITAL RECOVERY CHARGES. An equity recovery fee collected from new customers established for the purpose of recovering the early investment and payments of existing debt service. This charge generates funds for future expansion needed for the increase in water demand by additional customers on the system, or for other such municipal projects deemed appropriate by a majority decision of the City Council, City of Garden Ridge, Texas.

CERTIFICATE OF CONVENIENCE AND NECESSITY. An authorization granted by the Texas Water Commission or the Public Utility Commission to the Water Department for service within a defined territory.

CITY. The City of Garden Ridge, Comal County, Texas.

CONSTRUCTION COST OF MAINS. Construction costs of all mains shall be the costs indicated in the construction contract for the installation of the water system extension, requested by the Single-Customer or the Developer-Customer and signed by said customer and the Water Department.

DELINQUENT ACCOUNT. A past due accounts receivable.

DEVELOPER-CUSTOMER. The person, company, or firm subdividing (or platting) parcel of land for development purposes and who applies for water service for the development of a platted subdivision, a group or groups of platted lots, tracts, etc., upon which more than one residential, commercial or other establishment is to be erected and who has entered into a contract with the Water Department for the extension and installation of certain water distribution and fire protection facilities.

DISCONNECTION OF SERVICE. The locking or removal of a meter.

EASEMENT. See "Utility Easement".

ENGINEER. A person duly authorized and registered under the provisions of the Texas Engineering Registration Act to practice the profession of engineering.

EXTRA TERRITORIAL JURISDICTION or ETJ. The unincorporated areas contiguous to the incorporated limits of any city.

FRONTAGE. That side of the property along which a main is located. If the main is installed within a street Right-of-Way, lots on both sides of the street shall be considered as having frontage.

LOT. An undivided tract or parcel of land having frontage on a public street and which is, or in the future may be offered for sale, conveyance, transfer or improvement: which is identified by a tract or lot number or symbol in a duly approved subdivision plat which has been properly filed or recorded.

MAIN COVER DEPTH. The depth at which backfill material commences after the prescribed bedding sand has been installed over the main.

MAIN DEPTH. The depth of the ditch bottom on which the main will be installed, after the bottom layer of sand is in place.

MAPS. Maps located of the Water Department depicting line locations size, etc.

METER. An instrument and appurtenances thereto used to measure water volume.

METER CHARGE. A Water Department charge for the water meter installation. The meter charge will depend on the size of the meter requested by the customer.

METER TESTING. Checking or testing the accuracy of a meter.

NORMAL OFFICE HOURS. Monday through Friday from 8:00 AM to 5:00 PM, except for legal or posted holidays.

OFF-DUTY HOURS. All hours that are not normal office hours.

ON-SITE MAIN. A main which provides service within the perimeter of a property or along abutting roadways, alleys, utility easements and/or other Rights-of-Way and which does not meet the definition of a Border Main.

OTHER REGULATORY AGENCY. The Texas Natural Resource Conservation Commission (TNRCC), The Texas Department of Health Resources (TDH), the Texas Water Commission (TWC), U.S. Environmental Protection Agency (EPA), Edward's Aquifer Authority (EAA), and similar agencies as may exercise regulatory authority in the operation of the Water Department.

OVERSIZE MAIN. A main of larger diameter than that required to provide service to and within the customer's property.

PAVEMENT WIDTH. The portion of a street available for vehicular traffic; where curbs are laid, it is the portion between the face of curbs.

PERSON. Any individual, association, firm, corporation, entity, political subdivision, or governmental agency.

PLAT. A complete and exact plan for subdividing a tract of land into lots for building purposes which, if approved, may be submitted to the County Clerk for recording.

POINT OF DELIVERY. The point at which ownership of the water and pipeline transfers from the Water Department to the customer. This is normally the discharge side of the meter.

PRESSURE REGULATOR. An instrument to regulate pressure. If located on the discharge side of a customer's meter, it is owned and maintained by the customer.

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

RECORD DRAWINGS. Ink on mylar drawings showing locations and size of the Water Department system as near as possible and conforming to Water Department standards.

RENTER. A person who rents property from another person.

RESTORE SERVICE. To re-establish a disconnected service.

SERVICE. 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. A written agreement between the customer and the Water Department outlining the responsibilities of each regarding water service.

SHALL, MAY. The word "shall" is always mandatory. The word "may" is merely directory.

SINGLE-CUSTOMER. 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. Service supplied from one meter or one connection to a single building designed, built and used as a single-family residence.

SUBDIVISION. 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). 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.

SURVEYOR. A licensed State Land Surveyor or Registered Public Surveyor, as authorized by State statutes to practice the profession of surveying.

TYPES OF CONSUMERS:

- A. SINGLE RESIDENTIAL CUSTOMER. A consumer receiving water service to a single-family residence.
- B. COMMERCIAL CUSTOMER. A consumer receiving water service for a commercial/business establishment.
- C. APARTMENT, CONDOMINIUM, AND DUPLEX CUSTOMERS. A consumer with a single owner, but has several residences or units serviced by one meter.
- D. MUNICIPAL OR GOVERNMENTAL WHOLESALE CUSTOMERS. An entity created by the State that owns and operates distribution systems and purchase water from the Water Department.
- E. OTHER CUSTOMERS. Any consumer not specifically identified above. This includes dual residential customers, temporary service customers, mobile home park customers, etc.

TARIFF. A Texas Water Commission approved operating policy of the system organized into written format and available for public inspection. As used in the sense of the word, this Ordinance is a Tariff.

TEXAS NATURAL RESOURCE CONSERVATION COMMISSION. The State agency designated to regulate water service, water rates, and operation of water systems.

UTILITY EASEMENT. An interest in land granted to the Water Department for installing or maintaining utilities across, over and under private land, together with the right to enter thereon with machinery and vehicles necessary for the maintenance of said utilities.

WATER BOARD. The six-member Water Commission appointed by the City of Garden Ridge to govern operations of the water Department.

WATER DEPARTMENT. The municipally owned water company for the City of Garden Ridge, Comal County, Texas.

WATER CONNECTION CHARGES. Those charges of the Water Department to the customer, for the connection of water mains of the Water Department.

WATER MAINS. Water pipe installed to carry water to the customer's property, including all fittings, such as T's, crosses, elbows, fire hydrants, valves, etc., needed to install a proper extension system.

SECTION 2 -- ORGANIZATION

2.01 -- STATEMENT OF ORGANIZATION.

The City of Garden Ridge Water Department is a municipally-owned public utility established for the purpose of furnishing a water supply for domestic residential use, business use, and general farm use in the City of Garden Ridge, the extraterritorial jurisdiction of the City of Garden Ridge, as well as areas outside the extra-territorial jurisdiction of the City of Garden Ridge where no Certificate of Convenience and Necessity is held by another water supply system.

2.02 -- THE CITY WATER COMMISSION.

The City of Garden Ridge will establish a seven-member (six voting and one non-voting member) Commission to be known as the City Water Commission. The Mayor of the City of Garden Ridge will serve as the non-voting member. Commission members shall consist of City residents. The purpose of the Commission is to govern the operation of the City-owned water system and to insure that the water system meets regulatory requirements established by federal, state and other regulatory agencies for municipally owned water systems.

The City Water Commission will be governed by and will report to the City Council of Garden Ridge, said City Council having sole authority to approve water policy and all changes to this Water Ordinance. All changes to this Water Ordinance will be designed to govern the supplying and taking of water service in such a manner as will secure for each consumer the greatest possible latitude in the enjoyment of the service that is consistent with good practice and safety to other consumers.

SECTION 3-- APPLICABILITY OF ORDINANCE

3.01 -- RELEVANCE OF ORDINANCE.

All provisions of this Ordinance shall be deemed to be incorporated into every contract between the Water Department and its water customers and each customer shall be charged with knowledge of the provisions of this Ordinance and, by applying for and accepting water service from the Water Department shall be deemed to have acceded to the provisions of this Ordinance.

3.02 -- UNLAWFUL TO TAKE WATER OTHER THAN PROVIDED BY ORDINANCE.

It is a violation of state and municipal law for a person to take or use water from the water system of the Water Department or to utilize the services of the water system, except under the terms and conditions as specified and stipulated in this Ordinance. Any person violating the terms and provisions of this Ordinance shall be prosecuted in the courts having appropriate jurisdiction.

3.03 -- FAILURE TO COMPLY WITH THE ORDINANCE.

Failure to comply with any provision of this Ordinance relating to the water system of the Water Department shall constitute grounds for discontinuance of water service by the Water Department.

3.04 -- VIOLATIONS OF THE WATER ORDINANCE.

A person commits an offense if that person violates by commission or omission any provision of this Ordinance that imposes upon that person a duty or responsibility. In addition to prohibiting or requiring certain conduct of individuals, it is the intent of this ordinance to hold a corporation, partnership or other association criminally responsible for acts or omissions performed by an agent acting in behalf of the corporation, partnership or other association, and within the scope of his employment.

3.05 -- PUNISHMENT AND FINES FOR VIOLATIONS OF THE WATER ORDINANCE.

That a person who violates a provision of this ordinance is guilty of a separate offense for each day or portion of a day during which the violation is committed, continued or permitted, and each offense is punishable according to the following schedule of fines plus cost of replacement of any damaged items. Any offense not listed below will be punishable by a fine of not less than then (10) dollars nor not more than two thousand (2,000) dollars.

a. Intentional Damage or Tampering with Water Department property	\$ 150.00
b. Unauthorized use of fire hydrants or water service connections	\$ 150.00
c. Wasting water	\$ 200.00
d. Resale of service	\$ 150.00
e. Unauthorized connection to water mains or services	\$ 500.00
f. Alteration or removal of devices on customer side required by this Ordinance	\$ 100.00
g. Failure to comply with cross-connection control measures required by this Ordinance.	\$ 500.00*

* Immediate termination of water service until brought into compliance.

Failure to comply with payment of set fees shall result in termination of water service or considered a class C misdemeanor punishable by the appropriate courts of jurisdiction, or both.

SECTION 4-- GENERAL POLICY

4.01 -- WATER DEPARTMENT NOT BOUND TO SELL WATER.

In the sale of water by the Water Department to any person, firm or corporation, and in the supply of water for use in the protection of property against fires, THE CITY OF GARDEN RIDGE WATER DEPARTMENT DOES NOT AGREE, unless by specific contract, nor is the Water Department bound to furnish water of any special or specific or specified amount, but only undertakes to furnish such water and the amount of water that may be supplied from the wells of the Water Department or such other source or sources as the Water Department may select, and in an amount within the capacity of the Water Department's pumping plants.

4.02 -- NON-LIABILITY FOR FAILURE TO SUPPLY WATER FOR FIRE-FIGHTING.

The Water Department exists for the primary purpose of providing a source of potable water for its customers. The Water Department cooperates with its customers in the establishment of fire-fighting support facilities; however, because of the nature of the support facilities, it **MAKES NO REPRESENTATION IT IS OFFERING FIRE PROTECTION** nor does it contract with its customers to inspect or maintain fire hydrants or tank filling valves. Some areas do not conform with local fire codes.

In the event for any reason the Water Department may become unable to supply water to its customers, or to the municipality for the prevention or suppression of fire, the Water Department will in no manner be liable for damages by reason of any such failure to any customer or customers of the water system, or to any person or persons whose property may have been destroyed by fire, or otherwise damaged.

4.03 -- COMMERCIAL USE OF WATER.

Commercial use of water will be permitted by the Water Department only to the extent of availability to supply domestic needs. Use of water for non-domestic use, such as irrigation, may be curtailed at the Water Department's discretion when the use adversely affects domestic use customers.

4.04 -- WATER SUPPLY TO STEAM BOILERS AND CLOSED WATER HEATERS.

It shall be unlawful for any person to draw water from any Water Department supply pipe directly into any steam boiler which is equipped or arranged for more than fifteen (15) pounds per square inch.

All persons having boilers or closed water heaters supplied with Water Department water are cautioned against the danger of explosion or collapse. The Water Department will not be liable for any damages that may occur on account of the water being shut off for any reason or on account of the breaking of any pipe or fixture by pressure of the water from the Water Department's mains.

Where Water Department water is used to supply a steam boiler of over fifteen (15) pounds of pressure, the owner shall provide a tank of sufficient capacity to afford a supply of at least four (4) hours into which the service pipe must be discharged over the top of the tank, and never into the bottom side.

4.05 -- UNLAWFUL TO WASTE WATER.

It shall be unlawful and subject to the violation provisions of Section 3 of this Ordinance for any person to willfully and negligently waste water supplied by the Water Department in any manner whatsoever, and any person having knowledge of any conditions whereby water is being wasted shall at once notify the Water Department.

The refusal or neglect of an owner or occupant to equip and maintain the premises with proper service connections, utilities or fixtures of approved character and quality to prevent waste of water shall be sufficient grounds for the refusal of the Water Department to connect the premises with the Water Department's water system or to continue water service, after having given notice of the intention to shut off the water, pending the necessary correction.

4.06 -- UNLAWFUL TO OBTAIN WATER BY FRAUD.

It shall be unlawful and subject to the violation provisions of Section 3 of this Ordinance for any person to resort to any fraudulent device or arrangement for the purpose of procuring water for himself or others from private connections on premises contrary to the Water Department's regulation.

4.07 -- NO FREE WATER ALLOWED.

No free water shall be allowed to be given by the Water Department to any customer or consumer.

4.08 -- PRIVACY POLICY

The City of Garden Ridge has adopted a privacy policy for the utilities of the City. Refer to City Ordinance 135-112005.

4.09 – IDENTITY THEFT POLICY

The City of Garden Ridge has adopted an identity theft policy for the utilities of the City. Refer to City Ordinance 152-072009.

SECTION 5-- GENERAL SERVICE RULES AND REGULATIONS

5.01 -- CUSTOMERS.

Every person, firm or corporation connected to the water system of the Water Department of Garden Ridge is considered a customer.

5.02 -- RENTERS.

Any customer who rents or leases property to other parties must transfer customer status to renter or leasor.

5.03 -- TRANSFERS.

All transfers from one customer to another customer must be in writing and approved by the Water Department. If a meter is servicing property that is sold, the customer status must be transferred to the new owner customer.

5.04 -- DELINQUENCY.

Any and all customers that have delinquent accounts for more than 45 days, will have their customer status voided after the Water Department has given written notice, in the form of a disconnect notice to the customer, giving the customer 5 days to cure the delinquency. Any and all customers on meters that have been disconnected more than six months, for any reason, will have their customer status voided. The voided customer status will be renewed only on an “as availability of water permits basis” and will be acted upon as a new meter service.

5.05 -- 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.

5.06 -- 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.

5.07 -- 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.

5.08 -- 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.

5.09 -- 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.

5.10 -- 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.

SECTION 6-- RATES & BILLING (GENERAL)

6.01 -- COMMITTEE TO SET RATES.

The City Council of Garden Ridge, Texas, is empowered to establish water rates, water charges, and special service rates where extenuating circumstances exist. The water rates and charges may be revised from time to time.

6.02 -- BILLS DUE WHEN SENT.

All bills shall be considered rendered when delivered to the U.S. Post Office with postage prepaid for mailing to the customer. Failure of the customer to receive any such bill shall in no way relieve the customer of the duty and obligation to pay for the services rendered.

Charges for each account shall be on a continuous basis, from the date of the initial meter installation until notification for discontinuance is received and accepted by the Water Department. Upon receipt and acceptance of an application for discontinuance, the water meter shall be locked or plugged and no additional charges imposed. Service and charges shall resume when an application for new service has been made and accepted and applicable fees paid by the applicant.

6.03 -- BILLING CYCLE.

Water meters will normally be read on the 23rd day of the month. If the 23rd falls on a weekend or holiday, meters will be read the business day nearest the 23rd (before or after). Statements of charges will be mailed as near the first day of the month following the meter reading as possible and shall include charges for the volume of water used and for any other charges due. Payment shall be received by the Water Department on or before the 15th day of the month immediately following the billing. If the 15th of the month falls on Saturday, Sunday or a legal holiday, payment shall be received on the next business day. Payments not received by the close of business on the 15th day of the month following the billing shall be considered delinquent and will incur a 10% penalty fee on any unpaid portion of the bill. This 10% fee will continue to be added to the charges due for each additional 30-day period the charges remain unpaid.

If the customer's account is considered delinquent, in addition to penalties, actions will be initiated in accordance with Section 7.01.

6.04 -- HOW CHARGES ARE COMPUTED.

Billings for water service will reflect charges computed under a "Net Rate" and a "Gross Rate". The "Net Rate" applies if the charges are paid on or before the 15th day of the month following the billing date. The "Gross Rate" applies if charges are paid after the 15th day of the month following the billing date.

(The "Gross Rate" is a combination of the "Net Rate" plus an additional penalty fee (10% of the "Net Rate") because payment of the charges are overdue. An additional ten percent (10%) of the original "Gross Rate" shall be added for each additional thirty (30) day period for which charges remain unpaid.)

SECTION 7 -- DELINQUENT ACCOUNTS

7.01 -- RESULTS OF NON-PAYMENT.

If water bill charges have not been paid by the close of business on the 15th day of the month following billing, the customer's account is considered to be delinquent. The Water Department will issue a written notice to the customer of the intention to disconnect water service. The due date on this Final notice will allow the customer 10 calendar days within which to request, from the City Water Commission's designated representative, a formal hearing. Failure to make payment on or before the specified due date of the Final notice will result in disconnection of service and the customer will incur a disconnect and

reconnect fee. If the customer wishes to exercise their right to request a formal hearing, they will need to do so within the same 10-day period of the Final notice, or the customer waives the right to such hearing. In addition to immediate disconnection of water, the Water Department may take appropriate legal action to recover any unpaid balances and applicable fees.

The Water Department may waive the disconnection of service for a customer whose delinquent balance is less than the required deposit for service. If a customer has been served by the Water Department from a period preceding the deposit requirement, then the disconnection of service may be waived as if a deposit has been secured. A deposit will be required from said customer if said customer is due to be disconnected a second time.

The Water Department may waive the disconnect and reconnect charges, one time, if the customer signs up for auto-draft payments.

7.02 -- HEARING PROCEDURES.

If the customer exercises the right to request a hearing within the 10 day period, the City Water Commission, or its representative, shall inform the customer of the date, time, and location of the next regularly scheduled meeting of the Commission at which formal hearings will be conducted. Information pertaining to the date, time, and location of the hearing shall be conveyed to the customer who requested the hearing within five (5) days after the receipt of the request for formal hearing by the City Water Commission or its designated representative.

At the hearing requested by the customer, the City Water Commission or its designated representative shall examine the facts and circumstances of each case and consider the views expressed by interested parties attending the hearing. The City Water Commission shall render a final decision concerning the rationality, propriety, or existence of utility charges assessed to the customer who requested the hearing. Such decision will be rendered with ten (10) days after the formal hearing and will be sent to the customer via certified mail, return receipt requested.

The disconnection process will be suspended until the hearing has been completed and the decision of the City Water Commission has been rendered and mailed to the customer. Upon receiving the Commission's decision, the customer shall immediately (within three (3) days) pay all prescribed fees or late charges or face immediate disconnect procedures.

7.03 -- DISCONNECTION OF SERVICE.

If a customer whose account is deemed delinquent waives the hearing process outlined in Section 7.02, or the City Water Commission completes the hearing process requested by the delinquent customer and has determined that said customer is delinquent, the City Water Commission is authorized to order the immediate physical disconnection of water service.

Water service shall not be reinstated until all charges shown on the bill, plus a disconnect and a reconnect fee as shown in Section 25, are paid in full.

In addition to the foregoing, the customer whose service was disconnected shall deposit with the Water Department an amount to secure the user's future charges if reconnection of water service is authorized. This deposit shall be in an amount sufficient to cover the "Gross Rate" water charges the user incurred for the previous two months of service, or one hundred (100) dollars whichever amount is higher. The deposit shall be collected before water service is reconnected and shall be refunded in accordance with the regulations of the Water Department.

SECTION 8-- DISCONTINUANCE AND/OR DISCONNECTION OF WATER SERVICE

8.01 -- DISCONTINUANCE OF WATER SERVICE.

No user of water services from the Water Department shall sell any such service and no such service shall be furnished to any user thereof. Any person violating any provision of this regulation shall be subject to the violation provisions of Section 3 of this Ordinance and subject to immediate discontinuance of water service after due notice has been given the customer if the illegal service thereafter continues.

8.02 -- DISCONNECTION OF WATER SERVICE.

Water service may be disconnected for any of the following reasons:

- a. Failure to pay a delinquent account or failure to comply with the terms of a deferred payment agreement;
- b. Violation of the Water Department's rules pertaining to the use of service in a manner which interferes with the service of others or the operation of nonstandard equipment, if reasonable attempt has been made to notify the customer and the customer is provided with a reasonable opportunity to remedy the situation;
- c. When a dangerous condition exists for as long as the condition exists;

- d. For the unlawful removal of any water meter that has been placed, installed or is owned by the Water Department, or in any manner change, interfere with, bypass or tamper with any such meter. The provisions of this paragraph shall not apply to the employees of the Water Department when acting in their official capacity.

In the event any of these situations are discovered or determined, the Water Department shall take such steps to discontinue the improper use and disconnect the meter. Service will thereafter not be resumed to the user/customer until such user/customer shall have paid all estimated charges for consumed water together with any damage to the meter or mains, plus a one hundred dollar (\$100.00) reconnection charge. If tampering or bypassing the meter occurs again, the meter will be removed and legal action taken against the user/customer to restrain such activity and recover damages.

SECTION 9-- CONTINUANCE OF SERVICE

9.01 -- GENERAL POLICY ON DISCONNECTION OF WATER SERVICE.

Unless a dangerous condition exists, or unless the customer requests a service disconnection, service shall not be disconnected on a day, or on a day immediately preceding a day, when personnel of the Water System are not available to the public for the purpose of making connection and reconnection services.

The Water Department may not abandon a customer for a certified service area without giving fourteen (14) days written notice to its customers therein and all similar neighboring utilities, and approval from the Texas Water Commission.

9.02 -- REASONS WHY WATER SERVICE MAY NOT BE DISCONNECTED.

Water service to a customer of the Water Department may not be disconnected due to the following reasons or situations:

- a. Delinquency in payment for service by the previous occupant of the premises. This situation should not occur if Section 5.03 has been complied with. However, should such an event occur, it shall not be a reason to disconnect water service.
- b. Failure to pay for merchandise or charges for non-utility services which are not billed to the user/customer. (Professional services are considered a water service.)
- c. Failure to pay for a different type or class of water service unless the fee for such service is included on the same bill as the water service.
- d. Failure to pay the account of another customer a guarantor thereof, unless the Water Department has, in writing, the guarantee as a condition precedent to providing service.
- e. Failure of a user/customer to pay charges arising from an under billing occurring due to any misapplication of rates more than six (6) months prior to the current billing.
- f. Failure of a user/customer to pay an estimated bill other than a bill rendered pursuant to an approved meter-reading plan, unless the Water Department is unable to read the meter due to circumstances beyond its control.
- g. Failure of a user/customer to pay charges arising from an under billing due to any faulty metering, unless the meter has been tampered with.

SECTION 10 -- DISCONNECTION AND RECONNECTION OF SERVICE

10.01 -- CHARGES FOR DISCONNECTION AND RECONNECTION SERVICE.

Whenever a customer terminates water service at one address and renews a service, a disconnection fee and a reconnection fee shall be assessed against the customer. These charges are set forth in Section 25. Reconnection will only be made after the customer has otherwise completed an application for service and has Water Department approval for a meter at the new address.

10.02 -- ALL PAST ACCOUNTS MUST BE PAID FOR RECONNECTION SERVICE.

When any customer who is liable for water charges shall leave or vacate premises to which such charges are applicable, the customer shall not be furnished water service at a new location or premise until all water service charges owed by the customer are paid. The customer may still take the necessary and timely steps to request a formal hearing, as set forth in Section 7 of this Ordinance.

In the event the customer liable for water charges is responsible for payment of water service charges to ignore than one residence, location or premise, the Water Department reserves the right to disconnect water service to all residences for which that customer is responsible for payment of water service. Further, reconnection of service to any or all residences may be withheld until all past due accounts are satisfied.

SECTION 11-- WATER CONNECTIONS AND EXTENSIONS (GENERAL)

11.01 -- GENERAL POLICY REGARDING CONNECTIONS AND EXTENSIONS.

The following policies and procedures will apply to all connections and extensions made from and after the effective date of this section:

- a. The Water Department shall supply water to its customers through mains/lines owned or controlled by the Water Department and which shall be located in the streets, between the curb and sidewalk lines or in alleys, adjacent to property being served, or on easements controlled or owned by the Water Department.
- b. No customer shall be provided service unless the property being served has frontage along a Water Department main line.
- c. The Water Department may assess, in addition to the service connection charge, the estimated cost of breaking and replacing pavement necessary to make such connections; such assessment to be paid prior to the work being performed. If the assessment exceeds the actual cost of such pavement crossings, the difference shall be refunded to the customer upon completion of the work.
- d. If a connection or extension requires boring under or crossing over a highway or street the Water Department may assess the estimated cost of boring under or crossing over that highway or street to furnish water service regardless of the distance from the water main to the property line; such assessment to be paid prior to the work being performed. In the event the assessment exceeds the actual cost of boring under or crossing over the highway or street, the excess is refundable to the customer when work is completed.
- e. When a single customer or group of single customers is required to pay the cost of extending water mains in an area where service demands may be made upon those mains, by new customers, then the single customer or group of single customers may enter into a refund contract with the Water Department. This refund contract shall be for a period of fifteen years from the date of the main extension completion or the receipt by the single customer or group of single customers of 100% of the refund due, whichever occurs first. The refund shall in no case exceed the cost of the mains installed.
- f. The Water Department will set a meter, for use by the customer, at the front of the property to be serviced. The meter will sit a distance not to exceed 2 feet off of an adjoining property line and 1 foot off of a Right-of-Way line. When a connection is made by the Water Department to a main on the opposite side of the street, additional charges will be assessed as specified in Section 25.05 (Reference a-3).
- g. All lines constructed and meters installed under the provisions of this section shall be the property of the Water Department and the Water Department shall have full control and jurisdiction over such lines and meters.
- h. All extensions of water main facilities must conform to the City's master plan, ordinances, codes and regulations and must be reviewed by the City Engineer and must be approved by the City Council of Garden Ridge, Texas.
- i. No water service shall be provided unless and until the water connection charges, meter charges, and all other required charges are paid in advance.

11.02 -- RESPONSIBILITY FOR PAYMENT OF WATER CONNECTIONS.

The person who makes application for water service shall be responsible for payment of all charges provided for in this Ordinance until written notice is given the Water Department by such person of the intention to discontinue such service.

11.03 -- UNLAWFUL CONNECTION TO WATER MAINS OR WATER PIPES.

It shall be unlawful for any person to make, or permit to be made, any connection with or to the water mains or service pipes of the Water Department system. It shall also be unlawful to turn on or use water of the Water Department system without first obtaining a connection therefor. Violations will be subject to the provisions of Section 3 of this Ordinance. Application for connections shall be filed with the Water Department on forms prescribed by the Water Department. If the application or applications are approved, the connection shall be effected.

11.04 -- ALL CONNECTIONS SHALL BE MADE BY THE WATER DEPARTMENT.

Upon approval of a connection and payment of the required connection fee, the Water Department shall make, or cause to have made, the necessary connections and furnishing of a meter box and curb stop, the cost of which are included in the meter connection fee.

11.05 -- EVERY PREMISE SHALL HAVE A SEPARATE SERVICE CONNECTION.

Every premise connected with or to any water main, or being supplied with any water from the Water Department, shall have a separate service connection, curb stop, meter (installed by Water Department) and customer supplied shut-off valve (to be installed by customer's plumber).

11.06 -- COMPLIANCE WITH PLUMBING REQUIREMENTS.

No connection shall be made to any house, building or premise to any portion of the Water Department's system if the customer's plumbing has been determined to contain cross connections or other violations of the Health Department requirements or standard building and plumbing codes. When the Water Department becomes aware of and confirms that the plumbing of any house, building or premise already connected to its water system is not or does not comply with the standards of material or workmanship provided for by appropriate provisions of this Ordinance, the Water Department shall have the right and duty, after notice to the owner, occupant or person in charge of such premises, and the failure or refusal of such owner, occupant or person in charge to immediately remedy such condition, to discontinue all or any portion of service provided by the Water Department as may be required or suggested by the situation.

11.07 -- WATER DEPARTMENT INSPECTIONS ARE NOT A WARRANTY OF LIABILITY.

Plumbing inspections made by the Water Department in regards to effecting a water service connection shall not create any liability or warranty for, by or to the Water Department as to the quality or condition of the plumbing of the house, building or premises and such inspections are separate and apart from similar inspections required by other agencies or municipal offices.

SECTION 12-- WATER DEPARTMENT TO MAKE WATER TAPS, CONNECTIONS, REPAIRS, ETC.

12.01 -- UNLAWFUL TAPS, SERVICE PIPES OR CONNECTIONS.

It shall be unlawful and subject to the violation provisions of Section 3 of this Ordinance for any plumber or other person, other than the tapper employed by the Water Department, to tap any water main, make connection with mains or extend service pipes from the main to the meter or to place a stop cock and stop box at that point. All of this equipment shall be under the exclusive control of the Water Department and such taps and service shall be paid for by the plumber or owner ordering the work to be done before work is commenced.

12.02 -- REPAIR AND RENEWAL OF WATER SERVICE PIPES.

The Water Department will make all repairs and renewals of water service pipes from the main to the meter and it shall be unlawful for any person, other than a duly authorized agent of the Water Department to repair or renew any such service pipe from the main to the meter.

SECTION 13-- EXTENSION OF WATER SERVICE FROM ONE PREMISE TO ANOTHER

13.01 -- EXTENSIONS TO BE MADE ONLY BY WATER DEPARTMENT PERSONNEL.

After water is introduced into a building or upon any premises, the same shall not be extended by any plumber or any other person to any other premises for additional fixtures, except upon consent of the Water Department.

13.02 -- CONNECTING SEPARATE BUILDINGS THROUGH ONE METER.

The connecting of separate buildings through one water meter will not be allowed unless authorized in accordance with Section 24.03 of this Ordinance.

13.03 -- USE OF MORE THAN ONE METER PER BUILDING.

Not more than one meter can be supplied to any one building unless an entire separate piping system and separate service connections are provided by the owner of the building, and each meter shall constitute a separate contract, and pay at least the monthly minimum prescribed by this Ordinance.

SECTION 14-- WATER METERS (GENERAL)

14.01 -- ALL WATER SHALL BE MEASURED BY METERS.

All water furnished by the Water Department to its customers shall be measured by a meter and all meters shall conform to Water Department specifications as to size and type.

All water meters connected to the Water Department system are the property of the Water Department. Meters are not owned by the customer whose residence or business served by the meter. The Water Department shall keep all meters owned by it in repair, without expense to the customer, except that the property owner will be charged for meters, boxes and materials damaged or destroyed through the act of negligence, or carelessness of the owner or occupant and for labor costs incurred in reestablishing service.

14.02 -- ONLY ONE CONSUMER CAN PURCHASE WATER THROUGH A SINGLE METER.

Not more than one consumer shall purchase water through any single meter without the consent of the Water Department unless single metering is authorized for more than one unit of occupancy and provided that responsibility for payment of all water services for the single-meter billing is assumed by the single property owner. In cases where single metering is to be used for more than single-unit occupancy and where one of those occupancies requires a higher water use than a single-family residence, a meter sufficient in size to meet the total requirements will be required. The size of the meter will be determined by the Water Department at the time of request for service.

14.03 -- READING METERS BY CUSTOMER.

As a general policy, each customer meter will be read once a month by the Water Department. Under special circumstances and upon approval by the Water Commission, a customer may be authorized to read his/her meter provided the reading is returned to the Water Department in time to effect billing in the normal, established billing cycle.

If a customer is authorized to effect his/her own meter reading, the meter will be read as nearly as possible on the corresponding day of the month, each month, but may be read other than on monthly intervals if circumstances warrant and authorization is received from the Water Commission.

14.04 -- ESTIMATED BILLINGS DUE TO OBSTRUCTION OF ACCESS TO A METER.

If easy access to a water meter is obstructed in any manner whatsoever by a customer, or if entrance to the premises is made dangerous by a vicious animal or otherwise, thereby preventing a meter reader from procuring a reading of the meter, the charges may be estimated for an amount not to exceed double the normal charge. It is further provided that in case the customer does not remedy the condition or should the customer refuse to pay the estimated bill, the Water Department shall have the right to discontinue water services without further notice and service shall not be resumed until the conditions complained of have been remedied and all charges for water service have been paid.

14.05 -- ESTIMATED BILLINGS DUE TO METER FAILURE.

If a meter fails to register the water actually consumed by reason of the register or meter being out of order, the Water Department shall assess the minimum water bill charges to the customer until the defective meter is repaired or replaced.

14.06 -- METER TEST ON REQUEST OF THE CUSTOMER.

Upon request of a customer, the Water Department shall test the accuracy of the customer's meter. The test shall be made at the Water Department's test facility. If it is found that the meter does not register in error more than two (2) percent fast, the customer shall pay the amount as set forth in Section 25.05(i) for making the test and no adjustment of the charges shall be made. If the meter should register more than two (2) percent fast, the consumer shall pay no fee for the meter test and the Water Department shall make appropriate adjustments in the water service charges. Following the completion of any required test, the Water Department shall promptly advise the customer of the date of removal of the meter, and date of the test, the result of the test, and who made the test.

14.07 -- ADJUSTMENT TO BILL FOR FAST METER, CUSTOMER LEAKS, ETC.

- a. **Fast Meter:** Whenever any meter tested by the Water Department is found to have an average error of more than two (2) percent fast (in the Water Department's favor), a refund or credit will be issued to the customer for an overcharge

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.

e. 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.~~

- c. 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

contaminated or polluted, or they may be objectionable and constitute an acceptable water source over which the water purveyor does not have sanitary control.

BACKFLOW. The undesirable reversal of flow in a potable water distribution system as a result of a cross connection.

BACKFLOW PREVENTER. An assembly or means designed to prevent backflow.

- (1) Air gap 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 fixture, receptor, or other assembly and the flood level rim of the receptacle. These vertical, physical separations must be at least twice the diameter of the water supply outlet, never less than one (1) inch (25mm).
- (2) Reduced-pressure backflow prevention assembly. The approved reduced-pressure principle backflow-prevention assembly consists of two (2) independently acting approved check valves together with a hydraulically operating, mechanically independent pressure differential relief valve located between the check valves and below the first check valve. These units are located between two tightly closing resilient-seated shut-off valves as an assembly and equipped with properly located resilient-seated test cocks.
- (3) Double check valve assembly. The approved double check valve assembly consists of two internally loaded check valves, either spring loaded or internally weighted, installed as a unit between two tightly closing resilient-seated shut-off valves and fittings with properly located resilient-seated test cocks. This assembly shall only be used to protect against a non-health (that is, a pollutant).

BACKPRESSURE. A pressure, higher than the supply pressure, caused by a pump, elevated tank, boiler, or any other means that may cause backflow.

BACKSIPHONAGE. Backflow caused by a negative or reduced pressure in the supply piping.

CONTAMINATION. An impairment of a potable water supply by the introduction or admission of any foreign substance that degrades the quality and creates a health hazard.

CROSS-CONNECTION. A connection or potential connection between any part of a potable water system and any other environment containing other substances in a manner that, under any circumstances would allow such substances to enter the potable water system. Other substances may be gases, liquids, or solids, such as chemicals, waste products, steam, water from other sources (potable or non-potable), or any matter that may change the color or add odor to the water.

CROSS CONNECTIONS - CONTROLLED. A connection between a potable water system and a non-potable water system with an approved backflow-prevention assembly properly installed and maintained so that it will continuously afford the protection commensurate with the degree of hazard.

CROSS-CONNECTION CONTROL BY CONTAINMENT. The installation of an approved backflow-prevention assembly at the water service connection to any customer's premises, where it is physically and economically unfeasible to find and permanently eliminate or control all actual or potential cross-connections within the customer's water system; or it shall mean the installation of an approved backflow-prevention assembly on the service line leading to and supplying a portion of a customer's water system where there are actual or potential cross-connections that cannot be effectively eliminated or controlled at the point of the cross-connection.

HAZARD, DEGREE OF. The term is derived from an evaluation of the potential risk to public health and the adverse effect of the hazard upon the potable water system.

- (1) Hazard-health. A cross-connection or potential cross-connection involving any substance that could, if introduced in the potable water supply, cause death, illness, spread disease, or have a high probability of causing such effects.
- (2) Hazard-plumbing. A plumbing-type cross connection in a consumer's potable water system that has not been properly protected by an approved air gap or an approved backflow-prevention assembly.
- (3) Hazard-non-health. A cross connection or potential cross connection involving any substance that generally would not be a health hazard but would constitute a nuisance or be aesthetically objectionable, if introduced into the potable water supply.

- (4) Hazard-system. An actual or potential threat of severe damage to the physical properties of the public potable water system or the consumer's potable water system or of a pollutant or contamination that would have protracted effect on the quality of the potable water in the system.

INDUSTRIAL FLUIDS SYSTEM. Any system containing a fluid or solution that may be chemically, biologically, or otherwise contaminated or polluted in a form a concentration, such as would constitute a health, system, pollution, or plumbing hazard, if introduced into an approved water supply. This may include, but not be limited to: polluted or contaminated waters; all types of process waters and used waters originating from the public potable water system that may have deteriorated in sanitary quality; chemicals in fluid form; plating acids and alkalies; circulating cooling waters connected to an open cooling tower; and/or cooling towers that are chemically or biologically treated or stabilized with toxic substances; contaminated natural waters, such as wells, springs, streams, rivers, bays, harbors, seas, irrigation canals or systems, and so forth; oils, gases, glycerin, paraffins, caustic and acid solutions, and other liquid and gaseous fluids used in industrial or other purposes for fire-fighting purposes.

POLLUTION. The presence of any foreign substance in water that tends to degrade its quality so as to constitute a non-health hazard or impair the usefulness of the water.

SERVICE CONNECTION. 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.

WATER.

- (1) Potable. Water that is safe for human consumption as described by the public health authority having jurisdiction.
- (2) Non-potable. Water that is not safe for human consumption or that is of questionable quality.
- (3) Used. Any water supplied by a water purveyor from a public potable water system to a consumer's water system after it has passed through the point of delivery and is no longer under the sanitary control of the water purveyor.

WATER SYSTEM MANAGER. This person is invested with the authority and responsibility for the implementation of an effective cross-connection control program and for the enforcement of the provisions of this section.

15.03 -- REQUIREMENTS

a. WATER SYSTEM

- (1) The water system shall be considered as made up of two (2) parts: the utility system and the customer system.
- (2) Utility system shall consist of the source facilities and the distribution system, and shall include all those facilities of the water system, under the complete control of the utility, up to the point where the customer's system begins.
- (3) The source shall include all components of the facilities utilized in the production, treatment, storage and delivery of water to the distribution system.
- (4) The distribution system shall include the network of conduits used for the delivery of water the source to the customer's system.
- (5) The customer's system shall include those parts of the facilities beyond the termination of the utility distribution system that are utilized in conveying utility-delivered domestic water to points of use.
- (6) The customer's system shall conform to the current plumbing code for backflow prevention adopted by the City in Ordinance 19. In cases where there is conflict, the stricter code will be enforced.

b. POLICY

- (1) No water service connection to any premises shall be installed or maintained by the water purveyor unless the water supply is protected as required by state laws and regulations and this section. Service of water to any premises shall be discontinued by the water purveyor if a backflow-prevention assembly required by this ordinance is not installed, tested, and maintained, or if it is found that a backflow-prevention assembly has been

removed, bypassed, or if an unprotected cross connection exists on the premises. Service will not be restored until such conditions or defects are corrected.

- (2) The customer's system should be open for inspection at all reasonable times to authorized representatives of the City of Garden Ridge Water Department to determine whether cross connections or other structural or sanitary hazards, including violations of these regulations exist. When such a condition becomes known, the Water System Manager shall deny or immediately discontinue service to the premises by providing for a physical break in the service line until the customer has corrected the condition(s) in conformance with State and City Statutes relating to plumbing and water supplies and regulations adopted pursuant thereto.
- (3) An approved backflow-prevention assembly shall be installed on each service line to a customer's water system at or near the property line or immediately before the first branch line leading off the service line whenever the following conditions exist:
 - (a) In the case of premises having auxiliary water supply that is not or may not be of safe bacteriological or chemical quality and that is not acceptable as an additional source by the Water System Manager, the public water system shall be protected against backflow from the premises by installing an approved backflow-prevention assembly in the service line, appropriate to the degree of hazard.
 - (b) In the case of premises on which any industrial fluids or any other objectionable substances are handled in such a fashion as to create an actual or potential hazard to the public water system, the public system shall be protected against backflow from the premises by installing an approved backflow-prevention assembly in the service line, appropriate to the degree of the hazard. This shall include the handling of process waters and waters originating from the utility system that have been subject to deterioration in quality.
 - (c) In the case of premises having (1) internal cross connections that cannot be permanently corrected and controlled, or (2) intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impractical or impossible to ascertain whether or not dangerous cross connections exist, the public water system shall be protected against backflow from the premises by installing an approved backflow-prevention assembly in the service line.
- (4) The type of protective assembly required under the subsections 15.03(a), 15.03(b), and 15.03(c) shall depend upon the degree of hazard that exists as follows:
 - (a) In the case of any premises where there is an auxiliary water supply as defined in Section 15.02 and it is not subject to any of the following rules, the public water system shall be protected by an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly.
 - (b) In the case of any premises where there is an irrigation system installed
 - (i) If the premises has a traditional septic system, the public water system shall be protected by an approved double-check valve assembly.
 - (ii) If the premises has a septic system with a pump tank, the public water system shall be protected by an approved reduced-pressure principle backflow prevention assembly.
 - (c) In the case of any premises where there is water or substance that would be objectionable but not hazardous to health, if introduced into the public water system, the public water system shall be protected by an approved double check valve assembly.
 - (d) In the case of any premises where there is any material dangerous to health that is handled in such a fashion as to create an actual or potential hazard to the public water system, the public water system shall be protected by an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly. Examples of premises where these conditions will exist include sewage treatment plants, sewage pumping stations, chemical manufacturing plants, hospitals, mortuaries and plating plants.
 - (e) In the case of any premises where there are "uncontrolled" cross connections, either actual or potential, the public water system shall be protected by an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly at the service connection.
 - (f) In the case of any premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete in-plant cross connection survey, the public water system shall be protected against backflow from the premises by either an approved air gap separation or an approved reduced-pressure principle backflow-prevention assembly on each service to the premises.

- (g) In the case of any premises where, in the opinion of the Water System Manager, an undue health threat is posed because of the presence of extremely toxic substances, the Water System Manager may require an air gap at the service connection to protect the public water system. This requirement will be at the discretion of the Water System Manager and is dependent on the degree of the hazard.

In the case of any premises where complete containment is necessary, thermal expansion devices will be required to be properly installed at the water heater.

- (5) Any backflow-prevention assembly required herein shall be a model and size approved by the Water System Manager. The term "approved backflow-prevention assembly" shall mean assembly that has been manufactured in full conformance with the standards by the American Water Works Association titled:

AWWA C510-89-Standard for Double Check Valve Backflow-Prevention Assembly, and

AWWA C511-89-Standard for Reduced-Pressure Principle Backflow Prevention Assembly, and have met completely the laboratory and field performance specifications of the Foundation For Cross-Connection Control and Hydraulic Research of the University of Southern California established by,

"Specification of Backflow-Prevention Assemblies"- Section 10 of the most current issue of the Manual of Cross-Connection Control.

Said AWWA and FCCHR standards and specifications have been adopted by the City of Garden Ridge. Final approval shall be evidenced by a "Certificate of Approval" issued by an approved testing laboratory certifying full compliance with said AWWA standards and FCCHR specifications.

The following laboratory has been qualified by the Water System Manager to test and certify backflow preventers:

Foundation for Cross-Connection Control and Hydraulic Research
University of Southern California
University Park
Los Angeles, Ca. 90089

Testing laboratories, other than the laboratory listed above, will be added to an approved list as they are qualified by the Water System Manager.

Backflow preventers that may be subjected to back-pressure or backsiphonages that have been granted a certificate of approval by said qualified laboratory and are listed on the laboratory's current list of approved backflow-prevention assemblies may be used without further laboratory testing or qualification.

- (6) It shall be the duty of the customer-user at any premises where backflow-prevention assemblies are installed to have certified inspections and operational tests made at least once per year for high health hazard devices or once every two years for low health hazard devices. In those instances where the Water System Manager deems the hazard to be great enough, certified inspections may be required at more frequent intervals. These inspections and tests shall be at the expense of the water user and shall be performed by the assembly manufacturer's representative, water Department personnel, or by a certified tester approved by the Water System Manager. It shall be the duty of the Water System Manager to see that these tests are made in a timely manner. The customer-user shall notify the Water System Manager in advance when the tests are to be undertaken so that the Water System Manager may witness the tests if so desired. These assemblies shall be repaired, overhauled, or replaced at the expense of the customer-user whenever said assemblies are found to be defective. A copy of all testing results are to be turned in to the Water System Manager. Records by Water Department and customer-user shall be maintained for a minimum period of three years.
- (7) All presently installed backflow prevention assemblies that do not meet the standards of this section but were approved assemblies for the purpose described herein at the time of installation and that have been properly maintained, shall be tested annually and, be excluded from the requirements of these rules so long as the Water System Manager is assured that they will satisfactorily protect the utility system. Whenever the existing assembly is moved from the present location, fails its annual test, or when the Water System Manager finds the existing device constitutes a hazard to health, the unit shall be replaced by an approved backflow prevention assembly meeting the requirements of this section.

c. INSPECTION

- (1) The customer shall provide the Department with a customer inspection certification (as required in Section 290.46 j of TNRCC rules for public water systems) on all new construction with city water service.
 - (a) Inside city limits- This certification shall be presented to the Department prior to the final inspection of the building. If not received, a Certificate of Occupancy will not be issued and service will be terminated until certification is received.
 - (b) Outside city limits- This certification shall be presented to the Department upon construction completion or service will be terminated immediately until certification is received.
- (2) The customer shall provide the Department with a customer inspection certification (as required in Section 290.46 j of TNRCC rules for public water systems) on all renovation construction with city water service.
 - (a) Inside city limits- This certification shall be presented to the Department prior to the final inspection of the renovation. If not received, service will be terminated until certification is received.
 - (b) Outside city limits- This certification shall be presented to the Department upon renovation completion or service will be terminated immediately until certification is received.
- (3) The customer shall provide the Department with a customer inspection certification (as required in Section 290.46 j of TNRCC rules for public water systems) if the Department has reason to believe that cross-connections or other potential contaminant hazards exist.

SECTION 16 -- SERVICE OUTSIDE SERVICE AREAS

16.01 -- WATER NOT FURNISHED BEYOND AREAS AUTHORIZED BY TWC.

No water shall be furnished by the Water Department beyond the areas authorized by the Texas Water Commission unless all plumbing, including all fixtures and appliances, through which water from the Water Department is to pass has been approved by the Water Department. In the event additional plumbing is installed on such premises, water service shall be discontinued to such consumer, unless such additional plumbing installation is approved by the Water Department.

16.02 -- SECTIONS CONSTRUING AGAINST THE WATER DEPARTMENT.

Nothing in this section or any other section of this Ordinance shall be now or hereafter be construed to compel the Water Department to furnish water to consumers beyond the Texas Water Commission certificated limits or to continue such service once begun, and the Water Department reserves the right to furnish service to such customers it deems advisable and to, at any time, wholly or partially discontinue the water supply upon violation of any of the terms of this Ordinance, the same as though such customer resided within the certificated territory.

SECTION 17 -- OPERATIONS MANAGER OF THE WATER DEPARTMENT

17.01 -- CREATION OF OFFICE OF OPERATIONS MANAGER.

There is hereby created the office of Operations Manager for the Water Department, which officer shall have general supervision of the water system of the Water Department and shall have general supervision over all employees of the Water Department and shall make repairs deemed necessary and consistent with his or her duties. The Operations Manager shall be given the authority to issue citations for violations of this Ordinance.

17.02 -- REPORTING VIOLATIONS OF THE WATER SYSTEM.

The Operations Manager of the Water Department shall report violations of all regulations governing the establishment, maintenance and operation of the Water Department to the City Water Commission.

17.03 -- AUTHORITY TO TURN WATER ON OR OFF.

Employees of the Water Department are the only individuals having authority to turn water on or off at any Water Department valve. No plumber or other person shall turn water on or off at any Water Department valve without written permission first being obtained from the Operations Manager of the Water Department.

17.04 -- TAMPERING WITH FIRE HYDRANTS AND OTHER WATER DEPARTMENT PROPERTY.

It shall be unlawful and subject to the violation provisions of Section 3 of this Ordinance for any person to open or close any unmetered fire hydrant or stop cock connected with or to the water system of the Water Department or to lift or remove the

covers of any gate valves or shutoff thereof, without the permission of the Operations Manager of the Water Department, except in case of fire, and then under the direction of officers of the fire department.

17.05 -- TURNING ON WATER SERVICE AFTER SERVICE HAS BEEN DISCONNECTED.

It shall be unlawful and subject to the violation provisions of Section 3 of this Ordinance for any person to turn on the water supply or service to any building or to any supply pipe where the supply of water has been turned off, for any reason, by the Water Department, without permission of the Operations Manager of the Water Department.

SECTION 18 -- EASEMENTS, ACCESS AND INSPECTIONS

18.01 -- EASEMENTS

Each Water Department customer will, as specified in the Service Agreement, provide any easement required for right-of-way for the purpose of installing, maintaining, and operating such pipe lines and appurtenances which may be deemed necessary for the Water Department for service to the property owner or to other Water Department customers on such form as is required by the Water Department.

18.02 -- REFUSED EASEMENTS.

Any customer who refuses to grant Easements of Right-of-Way, as required by the Water Department, shall be deemed in breach of the Service Agreement and water service will be discontinued.

18.03 -- FAILURE TO GRANT EASEMENT CONSTITUTES A LIEN.

The failure of any customer or non-customer to grant the Water Department an easement may cause the Water Department extra expenses and liability. These extra expenses and liabilities include, but are not limited to, the extra length of following another route and the relocation of water mains when placed in public Right-of-Ways instead of on private easements. In such an event, the Water Department will notify the customer and/or landowner of these damages and will file a notice of record against his or her land in the County Court House records indicating that future water service to this property will be denied until the cost of these damages is recovered.

18.04 -- ACCESS TO CUSTOMERS PREMISES.

A customer of the Water Department shall give the duly authorized agents of the Water Department permission to enter the customer's property at all reasonable times for any purpose incidental to the supplying of water service.

Any person desiring to obtain or to continue to obtain service from the Water Department shall be required to submit to the inspection of his premises by the Operations Manager of the Water Department, or to his representative, when requested to do so.

SECTION 19 -- DUTIES OF CUSTOMERS/CONSUMERS

19.01 -- MAINTAINING CONDITION OF OWN WATER LINES.

Customers/consumers of water from the Water Department shall keep their own service pipelines and apparatus in good repair and condition, protected from freezing at their own risk and expense, and shall prevent all unnecessary waste of water.

It is especially stipulated that no claim shall be made against the Water Department for or by reason of the breakage of any service pipe or service cock, or from any damage by reason of shutting off the water to repair mains, or for any other purpose, and in case of neglect or refusal to promptly repair an imperfection in the service pipes, lines, stops, or other fixtures which the Operations Manager may cause the water to be turned off.

19.02 -- SAFEGUARDING OF WATER DEPARTMENT LINES.

The customer is required to safeguard the Water Department's mains crossing his or her property and prevent construction along or over the easement therein other than as authorized by the terms of the easement.

SECTION 20 -- MAPS OF THE WATER DEPARTMENT'S WATER SYSTEM

20.01 -- MAPS OF THE WATER DEPARTMENT'S WATER SYSTEM.

The Operations Manager shall keep in his or her office maps and plats of the Water Department's water system showing all mains and pipes laid or belonging to the Water Department, giving the size of same and showing the locations of all valves and fire hydrants.

SECTION 21 -- CUSTOMER CREDIT POLICY

21.01 -- DEFERRED PAYMENT AGREEMENTS.

Upon request, a deferred payment agreement may be offered to a residential customer who has expressed an inability to pay all of his or her bill, if the customer's bill exceeds the average monthly bill for that customer for the previous twelve months by three times, and if that customer has not been issued more than two disconnection notices at any time during the preceding twelve months. Such agreements must be applied for in writing and must receive the approval of the City Water Commission. Deferred payment plans will include a finance charge which will be computed at an annual rate of ten percent (10%) simple interest and such charge shall be clearly stated on the deferred payment agreement.

21.02 -- RE-ESTABLISHMENT OF CREDIT.

Every residential customer who was previously served by the Water Department and whose service was discontinued due to nonpayment of billings shall be required to pay all amounts due the Water Department before further water service is rendered. Such applicants are entitled to apply for a deferred payment agreement.

SECTION 22 -- DEPOSITS FOR WATER SERVICE

22.01 -- POLICY

a. RESIDENTIAL OR COMMERCIAL

The Water Department requires a deposit from all permanent residential, commercial and industrial water users in the amount set forth in Section 25.05.

b. TEMPORARY OR SEASONAL

Temporary or seasonal service will be provided at any fire hydrant after the required deposit set forth in Section 25.05 (reference F-1) is received.

22.02 -- RECORD OF DEPOSIT.

When a deposit for service is required, the Water Department shall keep records to show the name and address of each depositor; the amount and date the deposit was made; and each transaction concerning the deposit. In addition:

- a. The Water Department shall issue a receipt of deposit to each applicant from whom a deposit is received and shall provide means whereby a depositor may establish a claim to the deposit if the receipt is lost.
- b. The Water Department shall maintain a record of each unclaimed deposit for a period of at least four years, during which time the Water Department shall make a reasonable effort to return the deposit.

22.03-- REFUND OF DEPOSIT.

If water service is not connected or after disconnection of service, the Water Department shall promptly and automatically refund the customer's deposit in excess of the unpaid bills for service furnished. A transfer of service from one premise to another within the service area of the Water Department shall not be deemed a disconnection within the meaning of these rules, and no additional deposit may be demanded unless permitted by these rules.

SECTION 23 -- WHEN CASH PAYMENT IS REQUIRED

23.01 -- WHEN CASH PAYMENT IS REQUIRED FROM A CUSTOMER.

If a customer pays a bill from the Water Department by check and that check is returned by a financial institution for insufficient or non-sufficient funds, the customer will be required to pay that month's bill in cash and shall be assessed a fee, as set forth in Section 25.05, for a dishonored check. Should the customer refuse to pay the bill or additional fee, the Water Department reserves the right to discontinue service to that customer.

In the event of a second check being returned for the same customer and for the same reasons stated above, the customer shall, in addition to being required to pay the additional fee set forth in Section 25.05, be required to pay all future Water Department bills in cash.

Any deviation from this policy must be approved by a unanimous vote of the City Water Commission.

SECTION 24-- ESTABLISHMENT OF WATER RATES

24.01 -- UNIFORM RATES FOR CUSTOMERS WITHIN CITY LIMITS.

A uniform monthly water usage rate shall be charged to all single-family residence customers who live within the incorporated limits of the City of Garden Ridge and who secure their water service from the City of Garden Ridge Water Department. Such rate is established in Section 25.02.

24.02 -- UNIFORM RATES FOR CUSTOMERS OUTSIDE THE CITY LIMITS.

A uniform monthly water usage rate shall be charged to all single-family residence customers who live outside the incorporated limits of the City of Garden Ridge and who secure water service from the City of Garden Ridge Water Department. Such rate is established in Section 25.02. Justification for a higher rate is that customers within the incorporated limits of Garden Ridge are assessed ad valorem taxes to recover the capital cost of purchasing the water company. The higher rate for customers residing outside the incorporated limits of Garden Ridge enables such customers to enjoy the services of the Water Department and to share a portion of the capital cost of purchasing the water company.

24.03 -- ARRANGEMENTS FOR OTHERS.

Where a residence, business establishment, complete apartment or mobile home unit is not within reach of a water main of the Water Department from which to secure water service, arrangements may be proposed to secure water from another user who receives service from the Water Department. Such arrangements are only authorized with the consent and at the option of the Water Department.

A special permit must be obtained from the Water Department to secure water through another user of the Water Department. The basic monthly water service charge to the customer through which water service is being provided shall be based on the "minimum" water bill rates established in Section 25.02, multiplied by the number of customer units securing water service through such that customer's meter.

Each "minimum" will entitle the user to the regular minimum quantity of water for the classification of service for which the customer's water rates are billed. The regular minimum, additional minimum, and all water used over the minimums by such consumer shall be charged to the customer having the water meter.

24.04 -- ALL WATER PASSING THROUGH A METER WILL BE CHARGED.

All water that passes through a meter of the Water Department shall be charged for, whether used or not.

24.05 -- PRICE OF WATER PASSING.

Whenever water is purchased by any consumer other than through a service connection through the mains of the Water Department (such as water sold to another municipality) and such water is secured from water taps of the Water Department, such consumer shall pay current applicable rates.

SECTION 25 – RATES AND FEES

25.01 -- APPLICATION OF RATES

All charges for water connections, meter installations, and miscellaneous items detailed in this Section shall be paid in advance of any service being rendered. There will be no exception to this requirement unless approved, in advance, by a majority vote of the City Water Council or unless otherwise authorized in a Section of this Ordinance. Rates outlined in this Section may be changed from time to time by an approved by a majority vote of the Garden Ridge City Council.

25.02 -- BASIC WATER RATES FOR SINGLE FAMILY RESIDENCES

Basic water rates applicable to single-family residential customers depend on whether the residence to receive service is physically located within the incorporated limits of the City of Garden Ridge, Texas. Single family residences physically located

within the extra-territorial jurisdiction area of the City of Garden Ridge, Texas, are considered to be outside the city limits of Garden Ridge, Texas. The rates are as follows:

a.	METERS INSIDE CITY LIMITS	METERS OUTSIDE CITY LIMITS
	Minimum Monthly Charge of \$23.00 (5,000 gallons)	Minimum Monthly Charge of \$38.50 (5,000 gallons)
Each additional 1,000 gallons, up to 15,000	\$2.40	\$3.88
Each additional 1,000 gallons, up to 25,000	\$3.97	\$5.50
Each additional 1,000 gallons, up to 35,000	\$5.69	\$7.96
Each additional 1,000 gallons, up to 45,000	\$7.57	\$10.59
Each additional 1,000 gallons, up to 55,000	\$9.17	\$13.00
Each additional 1,000 gallons, up to 65,000	\$10.77	\$15.39
b. METERS INSIDE CITY LIMITS: Water rates for usage over 65,000 gallons shall be based upon 10,000 gallon block increments. For each 10,000 gallon block, beginning at 65,000 gallons, the applicable rate shall increase by \$1.60.		
c. METERS OUTSIDE CITY LIMITS: Water rates for usage over 65,000 gallons shall be based upon 10,000 gallon block increments. For each 10,000-gallon block, beginning at 65,000 gallons, the applicable rate shall increase by \$1.60.		

25.03 -- BASIC WATER CHARGES FOR COMMERCIAL SERVICE.

- a. Classification C-1 -- One Inch (1") Meter (Capacity 25 GPM)
 -- See Section 25.02 --
- b. Classification C-2 -- One and One-Half Inch (1.5") Meter (Capacity 50 GPM)
 -- See Section 25.02 --
- c. Classification C-3 -- Two Inch (2") Meter (Capacity 80 GPM)
 -- See Section 25.02 --
- d. Classification F-1 -- Water Drawn From City Fire Hydrants
 -- See Section 25.02 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.

25.04 -- WATER RATES FOR TEMPORARY SERVICE

See Section 25.02 Outside City Rates

25.05 -- 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 25.03.

Commercial Classification C-1-----	\$ 1325.00
Commercial Classification C-2-----	\$ 1550.00
Commercial Classification C-3-----	\$ 1850.00

Where the Water Department approves a connection to a main which is across the street from the lot to be served, an additional charge in the amount of the total costs incurred for such additional services and resurfacing of street areas will apply. These costs are in addition to any fees or charges listed in this Section.

- a. Replace a damaged meter box----- \$ 50.00
- b. Replace damaged valve box-----\$ 150.00
- c. Replace damaged fire hydrant-----\$1400.00
- d. Replace sampling station-----\$ 450.00
- e. Replace air relief valve-----\$ 350.00
- f. Replace valve markers-----\$ 50.00
- g. Excavate, install and/or replace a damaged meter valve-----\$ 150.00
- h. Excavate, install and/or replace a damaged curb (meter) valve-----\$ 150.00
- i. Replace a damaged meter:
 - (1) 3/4”-5/8”-1” the cost of the meter plus-----\$ 40.00
 - (2) 1.5” and larger the cost of the meter plus-----\$ 60.00
- j. Upgrading meter size:
 - (1) 5/8” to 3/4”: the difference in price of the meters plus----- \$ 40.00
 - (2) All other upgrades, refer to Section 25.05(a-1)
- k. Relocate a water meter at the request of or for the benefit of the customer-----refer to Section 25.05(a-1) – meter cost

- l. Meter Test When The Meter Is Not In Error----- \$ 50.00
- m. Turn-Off/Disconnection Charges.
Resulting from a delinquency or non-payment of water service bills-----\$ 40.00
- n. Turn-On/Reconnection Charges.
Resulting or following a turn-off or disconnection due to delinquency
or non-payment of water service bills-----\$ 40.00

(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----- \$ 25.00
- r. Deposits
 - (1) Residential Water Deposit
 - (a) Owner -----\$ 150.00
 - (b) Renter -----\$ 150.00
 - (2) Commercial Water Deposit----- \$200.00
 - (3) Fire Hydrant or Temporary Service Deposit-----\$400.00

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

25.06 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 26 -- REQUESTS FOR SERVICE - GENERAL POLICY

26.01 -- REQUESTS FOR SERVICE -- GENERAL POLICY

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

Each request for services involving more than one meter, or where there is some question of adequacy of service, may be referred to the Water Department's Engineer for study. The cost of the Engineering Study and report will be paid for in advance by the petitioner.

The Engineer will evaluate the request to determine, under the existing circumstances, what would be the conditions of service and report this to the City Water Commission and to the petitioner.

SECTION 27-- NEW SERVICE APPLICATIONS AND CONNECTIONS

27.01 -- APPLICATIONS FOR SERVICE.

Persons desiring water service are required to complete an "Application For Service" form and submit it to the Water Department. Upon receipt of a properly executed application, the Water Department will notify the applicant in writing, within five (5) working days, as to whether the application has been approved, disapproved, or is being returned for additional information.

27.02 -- APPROVED APPLICATIONS.

If the application is approved, the customer is then required to execute a Customer Service Agreement and return it, along with any required easements and payment for all fees and charges due to the Water Department or the City of Garden Ridge within thirty (30) calendar days of notice. Failure to complete these transactions within the time specified or otherwise agreed upon may, at the Water Department's option, void the approved application for service.

27.03 -- DISAPPROVED APPLICATIONS.

If the application is disapproved on the basis of inability to provide service, the applicant may engage (at the applicant's expense) an Engineer to evaluate the and or determine the water system's capability for providing the requested service. This Engineering report will be used by the Water Department to reevaluate their decision and determine under what conditions water service may or may not be considered for approval.

27.04 -- DEPARTMENT WATER MAIN IN PLACE ON THE CUSTOMER'S PROPERTY.

After approval of the customer's application and receipt by the Water Department of the applicable charges and fees, the Water Department shall effect installation of a standard meter box and a one inch (1") water meter at a mutually agreeable point.

27.05 -- DEPARTMENT WATER MAIN NOT IN PLACE ON THE CUSTOMER'S PROPERTY.

In the event an applicant desires water service on a property which does not currently have adequate Water Department mains in place, or the Water Department mains in place are insufficient to provide the service applied for, the applicant, in addition to paying the appropriate fees and charges, shall pay for additional facilities as may be required to provide the service. Any facilities so provided shall be the property of the Water Department.

27.06 -- APPLICATIONS REQUIRING PROFESSIONAL ENGINEERING SERVICES.

If the services of a registered professional engineer are required as a result of an application for service received by the Water Department, the engineer will be selected by the Water Department and the applicant for service will bear all expenses incurred from these services.

27.07 -- POLICY ON EXTENSIONS.

It is the policy of the Water Department that all extensions or improvements to facilities which are required as a result of an application or applications for service, except those that are part of a program to be financed by a capital improvement program of the City of Garden Ridge and the Water Department, shall be paid for in full by the applicant or applicants for such service, and will include the cost of engineering under Section 28.03. Payment received by the Water Department for such extension or improvement shall be in addition to the water connection and meter charges.

(see Section 11.01)

27.08 -- REQUESTS FOR NON-STANDARD SERVICE.

If an applicant requires other than the standard service and meter provided by the Water Department, such applicant shall be required to pay 'all expenses incurred by the Water Department in excess of the expense that would be incurred in providing the standard service and meter.

27.09 -- REFUSAL TO PROVIDE SERVICE.

The Water Department may decline to provide service to an applicant until such applicant has complied with the state and governmental regulations and approved rules and regulations of the Water Department on file with the Commission governing the service applied for, or for the following reasons:

- a. If the applicant's installation, facilities or equipment is known to be hazardous or of such character that satisfactory service cannot be given; or
- b. If the applicant is indebted to any utility for the same kind of service as that applied for; or
- c. The Water Department's facilities cannot accommodate the requested service.

In the event the Water Department refuses service to an applicant under the provisions of these rules, the Water Department must inform the applicant of the basis of its refusal and inform the applicant that he or she may file a complaint with the Commission regarding the refused service.

27.10 -- INSUFFICIENT GROUNDS FOR REFUSAL TO PROVIDE SERVICE.

The following shall not constitute sufficient cause for the Water Department to refuse to provide service to a present customer or applicant:

- a. Delinquency in payment for service by a previous occupant of the premises to be served; or
- b. Failure to pay for merchandise, or charges for no utility service (except professional services related to service) purchased from the Water Department; or
- c. Failure to pay a bill to correct previous under billing due to misapplication of rates more than six months prior to the date of application; or
- d. Violation of the Water Department's rules pertaining to operation of nonstandard equipment or unauthorized attachments which interferes with the service of others, unless the customer has first been notified and been afforded reasonable opportunity to comply with said rules; or
- e. Failure to pay a bill of another customer as guarantor thereof, unless the guaranty was made in writing to the Water Department as a condition precedent to service; or
- f. Failure to pay the bill of another customer, at the same address, except where the change of customer identity is made to avoid or evade payment of a utility.

27.11 -- TYPES OF SERVICE.

The following are the different categories or types of service authorized by the Water Department:

- a. **Single Residential Customer.** A single residential customer is a consumer who has one meter for one residence on a single property.
- b. **Commercial Customer.** A commercial customer is a consumer who receives water for a commercial or business purpose.
- c. **Dual Residential Customer.** A dual residential customer is a consumer who has one meter for two residences, one of which must be a mobile home. This is considered to be a temporary situation subject to the removal of the second residence from the property. This service may be terminated by the Water Department at any time.
- d. **Temporary Service Customer.** A temporary service customer is a consumer who will receive water service for a limited period of time. Temporary service can be a metered or a non-metered sale. It is usually for the purpose of road or building construction, or for seasonal service. When using this category of service, water service will be delivered to a point in the distribution system designated by the Operations Manager of the Water Department.
- e. **Mobile Home Park Customer.** A mobile home park customer is a consumer that receives water through a single meter service, supplying more than two mobile home rental spaces, and the owner supplies water for each unit. No sub-

metering or selling of water is allowed. The owner is billed for all service and is responsible for the piping to each unit. This type of service requires a special service agreement.

- f. Apartments, Condominiums and Duplex Customer. These multiple-residence customers are classified as a single consumer having a single owner and are served by one meter. The owner may be a homeowner association or an entity responsible for building maintenance. No sub-metering or selling of water is allowed. The single owner is billed for all service and is responsible for the piping to each unit. This type of service requires a special service agreement.
- g. Municipal Wholesale Customer. Municipal wholesale customers are usually a governmental entity (such as a Municipal Utility District) who own and operate their own distribution systems and purchase water by special contract from the Water Department.

27.12 -- LOCATION OF WATER METERS.

Water meters shall be placed in an easement on the applicant's property or private access road. The Water Department retains the right to choose the location of water meters but, so far as practical, the location should be mutually acceptable to the customer and the Water Department. (see Section 11.01(f))

27.13 -- PERMITS AND EASEMENTS.

It shall be the responsibility of the applicant to secure all permits and easements as deemed necessary or required by the Water Department or by governmental agencies.

SECTION 28-- REQUESTS FOR SERVICE TO SUBDIVISIONS

28.01 -- REQUIREMENT FOR PRELIMINARY PLAT.

If the customer requesting service is a developer of lands (as determined by the Water Department), he or she must provide an overall preliminary plan showing the entire intended development together with a proposed water distribution System layout.

28.02 -- APPROVAL OF SUBDIVISION PLAT.

If the Water Department determines that the customer making application for service is required by law to prepare a subdivision plat for approval by local governmental agencies (County or Municipal), or the subdivision is outside the incorporated limits of the City of Garden Ridge or its extra-territorial jurisdiction, consideration of providing service shall be withheld until the required plat has been reviewed and approved by the Planning & Zoning Commission of Garden Ridge, and properly filed, approved and recorded as required by law with County or Municipal governmental agencies.

28.03 -- WHEN HYDRAULIC CONDITIONS WARRANT STUDY.

If the Water Department determines that the hydraulic conditions for a developer's proposed subdivision warrant a study, they will refer the request for service to the Water Department's Engineer for a study of the conditions. Expenses for such a study shall be paid by the applicant and the Engineer's report will, when completed, be forwarded to the City Water Commission.

Although the Engineer 5 report might indicate that service is possible, the report will not constitute an agreement for service. Prior to a decision by the City Water Commission regarding providing service to the customer, the Commission will review the Engineer 5 report to insure that the conditions will not adversely effect the existing customers or other aspects of the water system. If no adverse impact is determined, the City Water Commission will enter into a water service agreement with the Developer.

28.04 -- APPROVAL OF PRELIMINARY SUBDIVISION PLAN.

Approval of the preliminary subdivision plan by the City Water Commission will not constitute an agreement for service for any or all units of the development.

28.05 -- IF WATER SYSTEM CANNOT ACCOMMODATE THE DEVELOPER'S REQUEST.

If the Water Department determines that the existing water system is inadequate to accommodate the requested services, the Developer will be required to construct any approach mains and all internal lines to the Water Department's specifications and dedicate these to the Water Department.

28.06 -- IF THE SUBDIVISION IS WITHIN CITY LIMITS OR THE CITY E.T.J.

If the subdivision of land is within the City Limits or the extra-territorial jurisdiction of any incorporated city or municipality, the developer must obtain approval or variances from the city or municipality for all proposed water lines.

If any part of a subdivision unit is within or adjacent to the extra-territorial jurisdiction of a city or municipality, as determined by the City Water Commission, the water system within the subdivision will be designed to conform to the fire protection standards of the municipality but will not be less than the standards of the Water Department. If the offsite supply mains are not sufficient to support fire hydrants, then the internal mains will be constructed so as to support fire hydrants in the future.

28.07 -- APPLICATIONS TO THE TEXAS WATER COMMISSION.

Upon completing the previous requirements of this Section, the Water Department may then apply to the Texas Water Commission for a Certificate of Convenience and Necessity, if such a certificate is not already in force. If a certificate is denied by the Texas Water Commission, the agreement with the Developer will be terminated and all fees, less expenses, will be refunded.

28.08 -- CONSIDERATION OF DEVELOPER'S REQUEST FOR SUBDIVISION SERVICE.

The Water Department will consider each request for service to a subdivision on a first-come, first-served basis.

In the event the Developer has not connected to the water system within the contracted time allowed, the Water Department reserves the right to either (1) require payment of a minimum monthly water charge, as specified in Section 25.02, for each unit (lot) platted in the subdivision; or (2) terminate the service agreement.

28.09 -- SUBMISSION OF CONSTRUCTION PLANS.

Upon approval of the preliminary plan of development, the developer shall then prepare a (1)-subdivision plat which conforms to all State, County and City regulations; and (2) detailed construction plans for the water system. These plans will be submitted for review and approval of the City Water Commission.

The developer's plans for construction of the water system must be submitted by the developer's engineers to the Texas State Department of Health Resources and to the Water Department's Engineer for approval.

Upon approval of the water system construction plans, the developer will, at the option of the Water Department, contract with the Water Department to construct the subdivision water system. The Water Department will, at its option, perform the construction, or have it performed, under contract with the developer at a price determined by bidding from at least three legitimate private contractors experienced at construction of water systems. The Water Department shall not be bound to accept the lowest construction bid submitted.

28.10 -- REIMBURSEMENT OF EXPENSES.

The developer shall reimburse the Water Department for all legitimate expenses incurred by the Water Department for plan reviews, inspections, tests, legal fees, etc. Such reimbursement will be effected on a monthly basis and no acceptance or use of the water mains will be made until all fees or expenses due the Water Department are paid in full.

28.11 -- APPROACH LINES TO SUBDIVISIONS.

All approach lines to the subdivision are required to be located on easements on private lands. These easements are to be secured by the developer on behalf of and in the name of the Water Department.

28.12 -- TERMS OF AGREEMENTS BETWEEN CUSTOMERS AND DEVELOPERS.

The terms of all agreements between customers and developers will be indicated in written agreements signed by both parties. No communications other than this will be recognized by the Water Department. Variances to this policy may be considered by the City Water Commission for sufficient and compelling reasons.

28.13 -- POLICIES, RATES, FEES, ETC., ARE SUBJECT TO CHANGE.

The policies, rates, fees, requirements, and other terms and conditions detailed in this Section are subject to change, without notice, at any time.

SECTION 29 -- CONDITION FOR SUBDIVISION PLAT APPROVAL AND WATER SOURCE

29.01 -- EXECUTION OF AGREEMENT FOR SERVICE.

Upon execution of an agreement for service and payment of the Water Department's expenses to be incurred for engineering and or legal services in this regard, and satisfactory performance of the other terms herein, the Water Department agrees to offer the availability of water service to lots (one 1" meter per lot) in the subdivision for a period of twenty-four (24) months from the date of the agreement.

29.02 -- DEVELOPER AGREEMENT REGARDING CERTIFICATES.

The subdivision developer agrees to include the City Of Garden Ridge Water Department Certificate and the Easement Certificate (Appendix A) on the Subdivision plat prior to recording.

29.03 -- SERVICES TO LOTS WITHIN THE SUBDIVISION.

Services to lots within the subdivision will be installed by the Water Department at their initial cost.

29.04 -- DEVELOPER'S EXPENSES FOR ENGINEERING.

The subdivision developer shall, at the developer's expense, engage a professional engineer to prepare construction plans to conform to the City of Garden Ridge Water Department's design standards and those of the regulatory agencies for the internal water distribution system within the subdivision.

These plans shall be submitted to the Water Department for approval and thereafter the developer shall be responsible for securing other governmental agency plan approvals and permits.

29.05 -- CONSTRUCTION PLANS FOR OFF-SITE IMPROVEMENTS.

Construction plans for off-site improvements shall be prepared, at the developer's expense, by the Water Department.

29.06 -- CONSTRUCTION OF INTERNAL AND OFF-SITE WATER LINE SYSTEM.

Construction of the internal and off-site water line system for the subdivision units shall conform to the City of Garden Ridge Water Department's standards of construction. Approval of the plans will be a responsibility of the Water Department and expenses thereof will be an expense to the developer.

At the option of the Water Department, the developer may be permitted to undertake construction of the internal and off-site water line system.

29.07 -- DEVELOPER'S PAYMENT OF CONSTRUCTION COSTS.

Prior to the Water Department executing the Water Department Certificate which has been affixed by the developer to the subdivision plat, the developer shall agree to remit, to the Water Department, the amount estimated by the Water Department for construction of the approach and internal water lines.

Prior to service being initiated to the subdivision, the Water Department will prepare a Final Statement of Cost which represents the Water Department's cost of making these improvements and the developer will remit the difference between the final cost and the estimated amount above. Similarly, the Water Department will return unexpended amounts to the developer.

29.08 -- OFF-SITE IMPROVEMENTS TO BE DEDICATED TO THE WATER DEPARTMENT

Upon completion, the approach lines, the internal water lines, and all other off-site facilities and improvements become the property of the Water Department for their ownership, use and maintenance. When the construction of these facilities has been accomplished by the developer, a twelve (12) month warranty on all facilities is required.

In addition to dedicating off-site improvements to the Water Department, the developer shall agree to pay an additional amount to the Water Department as a pro-rata cost of existing support facilities required to service the facilities. Such payment is to be made upon execution of the Agreement for Service.

If the developer fails to agree to the above dedication and additional payment to service the off-site improvements, the Water Department may void the agreement without refund or penalty.

29.09 -- WATER DEPARTMENT'S AGREEMENT TO ACCEPT THE FACILITIES.

The Water Department agrees, upon completion, to accept the facilities for operation and maintenance and thereafter to offer water services as requested to lot owners within the approved platted areas under the terms then in existence for customers along existing water mains.

Customers requesting service must pay the then current water connection and all other charges associated with securing water service.

Water service to lot owners will be conditional upon the developer having paid all professional service fees incurred by the Water Department's Engineer or Attorney in behalf of the project.

29.10 -- FAILURE TO COMPLETE TERMS OF THE AGREEMENT.

In the event the terms of an agreement relative to subdivision platting and waterline construction are not completed within twelve (12) months, the Water Department may, at its option, void all parts of or change the conditions of the agreement, including initial developer charges. No refunds of developer charges will be made.

The developer may petition the Water Department for time extensions which will be considered by the City Water Commission in light of then current cash flow and availability of water for others.

SECTION 30 -- VARIANCES TO SUBDIVISION REQUIREMENTS

30.01 -- AUTHORIZATION FOR VARIANCES

The City Water Commission may authorize a variance from these regulations when, in its opinion, undue hardship will result from requiring strict compliance. In granting a variance, the City Water Commission shall prescribe only conditions that it deems necessary to or desirable in the public interest. In making the findings herein below required, the City Water Commission shall take into account the nature of the proposed use of land involved, existing uses of land in the vicinity, the number of persons who will reside or work in the proposed subdivision, and the probable effect of such variance upon the public health, safety, convenience and welfare in the vicinity. No variance shall be granted unless the City Water Commission finds:

- a. That there are special circumstances or conditions affecting the land involved such that the strict application of the provisions of the regulation would deprive the applicant of the reasonable use of his or her land; and
- b. That the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant and would deprive the applicant of the reasonable use of his or her land; and
- c. That the granting of the variance will not be injurious to other customers in the area or detrimental to the public health; and
- d. That the granting of the variance will not have the effect of preventing the orderly subdivision of other land in the area in accordance with the provisions of this regulation. Such findings of the City Water Commission, together with the specific facts upon which such variance is granted, shall become a part of the minutes of the City Water Commission meeting that determines whether the requested variance will be granted.

Variations may be granted only when in harmony with the general purpose and intent of this regulation so that the public health, safety and welfare may be secured and substantial justice done. Pecuniary hardship to the developer or subdivider, standing alone, shall not be deemed to constitute undue hardship.

SECTION 31 -- CONSTRUCTION OF SUBDIVISION MAINS

31.01 -- MAINS MUST CONFORM TO THE MASTER PLAN.

All water mains constructed as part of line extension or subdivision agreement will conform to the master plan requirements of the Water Department. All cost of construction will be at the developer's expense.

31.02 -- WHEN OVERSIZED LINES ARE REQUIRED.

Should funds exist and permit, the Water Department may participate in the cost of the materials used to construct the line to a size required beyond that size required be constructed by the developer.

31.03 -- REFUNDS TO THE DEVELOPER.

All refunds due the developer will be in the form of a credit on the charges or pro-rata charges which the developer would owe the Water Department as a result of service to the subdivision.

SECTION 32-- CAPITAL RECOVERY CREDIT FOR CONSTRUCTION COSTS

32.01 -- AUTHORITY AND LIMITS FOR CAPITAL RECOVERY CREDITS.

In the event that a single customer is required to extend off-site mains or approach mains to reach the property to be served, or a subdivision developer is required to construct oversized mains, the City Water Commission may, at its discretion, approve a capital recovery credit to the customer for any and all costs of construction.

If a single customer is required to pay the cost of extending approach mains to his or her property, any capital recovery credit authorized by the City Water Commission shall not exceed the amount the single customer paid in water connection charges for service to his or her lot.

If the Water Department requires that an oversized main or mains be constructed by a subdivision developer (i.e., mains larger than the Water Department minimum size of 6") or requires the subdivision developer to construct mains larger than the developer's subdivision requires, then the difference in the construction cost between the oversized and the regularly required mains can, at the discretion of the City Water Commission, be authorized as a credit against the amount the developer paid in water connection charges.

SECTION 33 -- LINE EXTENSION REQUIREMENTS (GENERAL)

33.01 -- LINE EXTENSION REQUIREMENTS.

The following requirements apply to all line extensions of the Water Department:

- a. All mains shall meet the design and specifications of the Water Department; and
- b. Mains shall be placed in private easements, whenever possible; and
- c. The minimum main size shall be 6"; and,
- d. Main extensions inside the incorporated area of Garden Ridge and its ETJ shall conform with the minimum requirements of the City of Garden Ridge; and
- e. All work done by private contractor and developers shall be guaranteed for a period of one year from the date such work is completed and accepted by the Water Department.
- f. All extensions of water lines shall be across the entire frontage of property being serviced.

SECTION 34 -- CAPITAL IMPROVEMENTS AND ASSESSMENTS

34.01 -- NEED FOR CAPITAL IMPROVEMENTS.

Based on recommendations from the City Water Commission, the City Council of Garden Ridge will determine a need for and effect approval/disapproval of capital improvement project(s) to the city water system. When a capital improvement project(s) is approved, City Council will effect a resolution declaring the need for the improvement project(s) and direct that detailed plans and specifications, to include cost estimates, for the project(s) be prepared and submitted to City Council for approval.

34.02 -- DEFINITIONS. The following definitions apply to this section:

- a. Benefited Property. A lot or tract to which water service is made available.
- b. Cost of improvements. All costs and expenses incident to construction of improvements to the water system to include associated engineering expenses and fiscal fees.

- c. Water System Improvements. The laying of a water main with gates, tees, crosses, taps, meter boxes, manholes or extensions, and any appurtenances required to furnish water for domestic or commercial purposes to the area in which the improvements are constructed, but does not include any off-site appurtenances required to connect the improvements to the existing water system operated by the municipality.

34.03 -- CAPITAL IMPROVEMENT PROJECT DETERMINATIONS.

Upon receipt of detailed plans, specifications and cost estimates for the improvement project(s), City Council will determine:

- a. If cost of the project(s) is to be paid wholly by the City of Garden Ridge Water Department or partly by the Water Department and partly by the owners of the benefited property. If the project(s) cost is to be paid wholly by the City Water Department, City Council will determine the funding procedure and fiscal year the improvements are to be funded and accomplished.
- b. If the project(s) can be accomplished by using personnel and facilities of the City of Garden Ridge Water Department or if professional (outside contracting) assistance is required or appropriate. If outside contacting is required or deemed appropriate, City Council will direct the Water Department (through the Water Department engineer) to formally solicit bids for the approved project. If determined that the improvements can be accomplished utilizing water Department personnel and facilities, the Water Department will be directed to proceed with the improvement project.

34.04 -- DECLARATION OF COSTS AND ESTIMATED ASSESSMENTS.

If the project(s) cost is to be paid partly by the City of Garden Ridge Water Department and partly by the owners of the benefited property, City Council will:

- a. Prior to authorizing construction of the improvement, determine the amount to be paid by the City Water Department and the amount to be paid by the owners of the benefited property. The amount to be paid by the owners of the benefited property shall not exceed ninety (90%) percent of the estimated cost of the improvements.
- b. Establish a date for a public hearing and provide notice of the time, date and place of the hearing to owners of benefited property. Said notice:
 - (1) Will be published in the Official City Newspaper;
 - (2) Will generally describe the property to be benefited and the nature of the improvement for which the City is making the assessment and to which the notice relates;
 - (3) Will describe the water system to be improved or the portion of the system to which the improvements relate;
 - (4) Will state the estimated amount per front foot proposed to be assessed;
 - (5) Will state the estimated total cost of the improvements to be made; and
 - (6) State the time, date and place of a hearing.
- c. File a notice signed by the Mayor, with the County Clerk which substantially shows that the City Council has determined that the water system improvement(s) are necessary, identify the required improvements by location, stating that a portion of the cost of the improvements is to be specifically assessed as a lien against the benefited property, and describing that property.

34.05 -- HEARING PROCEDURES.

In procedures being implemented by this section, the City shall publish the first notice of a public hearing before the 10th day before the date set for the hearing and must publish the notice at least three times in a newspaper of general circulation in the City. Further:

- a. The City Council shall conduct the hearing and insure that each person who owns or claims benefited property or an interest in that property is entitled to be heard.
- b. The City Council shall have the authority to correct any deficiency and may redetermine the amounts of the assessments and other necessary matters.

- c. The City Council may, by ordinance, close the hearing and may levy the assessment for improvements. If assessments are levied:
 - (1) Such levy may take place before, during, or after the construction of the improvements.
 - (3) Such levy may not make any part of such an assessment mature before the acceptance by the City of the improvements for which the assessments are levied.

34.06 -- RIGHT OF APPEAL.

A person who owns or claims assessed property or an interest in that property may appeal the assessment by bringing suit in a court of competent jurisdiction within fifteen (15) days after the date the assessment is levied.

34.07 -- ASSESSMENT PROCEDURES.

In assessments levied under authority of this section, the following terms and conditions apply:

- a. Amounts assessed will not be more than nine-tenths of the estimated cost of improvements against the benefited property and owners of that property;
- b. Amounts assessed will be due and payable to the City not later than thirty calendar days following completion of the improvements for which the assessment was levied and acceptance of the completed improvements by the City.

34.08 -- ASSESSMENT DEFAULTS.

Assessments not paid within the time limits prescribed in Section 34.05 shall be considered in default and will be subject to an interest charge of ten (10%) percent per annum until paid. In addition:

- a. An assessment considered to be in default is collectable with interest, cost of collection, and reasonable attorney's fees.
- b. An assessment considered to be in default is a first prior lien on the assessed property and the lien takes effect on the date that notice of the proposed improvements (see Section 34.02) is made.
- c. An assessment lien for an assessment considered to be in default is superior to any other lien or claim except a state, county, school district, or municipal tax lien.
- d. An assessment considered to be in default is a personal liability and charge against the owners of the assessed property on the date on which the lien takes effect, whether or not the owners are named in a notice, instrument, certificate, or Ordinance provided for under this section.

SECTION 35—REBATE PROGRAMS AND WATER CONSERVATION INCENTIVES

35.01 – WASHING MACHINE REBATE

Customers of the Water Department are entitled to one (1) rebate per household to be credited to their water bill for the proof of purchase and installation of a high efficiency washing machine at the household for which the rebate is being applied. The rebate is allowed for existing residences and businesses.

- a. Washing machines eligible for rebate are only those rated in the Tier 3 Level by the Consortium for Energy, Efficiency (CEE). Tier 3 Level washing machines have a Water Factor (WF) of 4.5 gallons of water per cubic foot of laundry.
- b. Amount of rebate – one hundred dollars (\$100.00).

35.02 – ULTRA-LOW FLOW TOILET REBATE

Customers of the Water Department are entitled to rebates for toilets meeting the EPA WaterSense specifications of 1.28 gallons per flush or less. Each customer is allowed a one-time rebate for each toilet replaced in an existing residence or business (based on the number of toilet locations). In order for the rebate to be credited to their water bill the customer must provide proof of purchase and installation of the toilet/s.

- a. Ultra-low flow toilets are toilets that use no more than 1.28 gallons per flush.

- b. Amount of rebate – seventy-five dollars (\$75.00).

35.03 – HOT WATER ON DEMAND SYSTEM REBATE

Customers of the Water Department are entitle to a one (1) rebate per household to be credited to their water bill for the proof of purchase and installation of a Tankless Hot Water Heater or Recirculating Hot Water System at the household for which the rebate is applied. The rebate is allowed for existing residences and businesses. The rebate will be 10 percent (10%) of the cost of a Tankless Hot Water Heater or Recirculating Hot Water System excluding labor for installation and the total rebate shall not exceed \$200 (two hundred dollars).

35.04 - RESIDENTIAL IRRIGATION DESIGN REBATE

Customers of the Water Department are entitled to one (1) Residential Irrigation Design rebate per household of up to \$800 (maximum) to be credited to their water bill for the proof of purchase and installation of any combination of options, depending on the number of zones converted or capped, and if the irrigation remains at or below a personalized schedule for water use over a one year period and all rebate requirements as set forth below are complied with. Only existing irrigation systems are eligible for the rebate. All rebates will be applied to customer’s water accounts in a series of two installments if the requirements for each installment are met.

- a. Customers will be eligible to receive the first installment of the Residential Irrigation Design Rebate upon completion of the following:
 - 1. Submission of a licensed irrigator’s redesign of a water customer’s irrigation system which includes any combination of the Irrigation Design criteria approved by the Water Manager and a personalized schedule for water use over a one year period, and,
 - 2. The approved irrigation system redesign must be completed in accordance with all city ordinances and state laws governing irrigation system installation and design, and,
 - 3. The Water Manager will provide the water customer with an approved Residential Irrigation Design Rebate application upon final inspection of the completed irrigation system redesign.
- b. Customers will be eligible to receive the second (final) installment of the Residential Irrigation Design Rebate If water usage has remained at or below the personalized schedule of water usage over a one year period beginning upon the date of the final inspection.

IRRIGATION DESIGN REBATE CRITERIA

\$450	Disabling entire irrigation system	Removal of the backflow device, backflow box, all valve boxes and the controller. Cutting the “T” connection and capping snugly to the mainline. Removal and capping of an existing zone valve.
\$250	Capping a zone	Area is now hardscape, has been converted to bedding area instead of turf, or plants are mature and do not require regular irrigation.
\$200	Converting a pop-up spray zone to drip/bubblers	Converting a zone currently irrigated by pop-up spray or rotor irrigation system. Conversion from fixed sprays and rotors to drip system, emitters must not exceed 1 gallon per hour per emitter. Drip irrigation must consist of: (1) Half-inch tubing with built-in emitters; or (2) Smaller point-source tubing connected laterally with individual emitters for specific plants. Tubing with laser holes is not eligible for rebate. Fittings must not be the barbed connection fittings but compression fittings that are more secure. System must include: (1) Pop-up head with its nozzle closed or capped and the stem painted a bright color; or (2) Manufactured flag indicator. This will indicate that the zone is working properly. Misters are not allowed.

Bubblers must be nonadjustable, fixed flow – not to exceed 1 gallon/minute per head.

\$150 Splitting a zone to beds and turf

Conversion of a single zone that covers both turf and beds to two separate zones for turf and beds.

35.05 – SWIMMING POOL FILTER REPLACEMENT REBATE

Customers of the Water Department are entitled to one (1) Swimming Pool Filter Replacement rebate per household of \$250 to be credited to their water bill for the proof of purchase and installation of a high efficiency cartridge filter system for swimming pools that replace sand and diatomaceous earth (D.E.) filters. The rebate applies only to high-efficiency cartridge filter systems purchased after May 6, 2015.

35.06 WATERSAVER PATIOSCAPE REBATE

Customers of the Water Department are entitled to one (1) WaterSaver Patioscape rebate per household of \$100 to be credited to their water bill with proof of replacing 200 square feet of grass with an approved patioscape when complying with the following requirements:

- a. Capping of irrigation system spray heads/rotors or drip lines in the area where the patioscape is installed.
- b. Rebate is for grass/turf replacement with Patioscape only.
- c. Existing beds and /or patios in existence at the time of passage of this ordinance are not eligible.
- 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, stepping stones 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.

36 -- PUBLICATION OF THIS ORDINANCE

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

PASSED AND APPROVED THIS 2nd DAY OF March, 2016.

Nadine L. Knaus
Mayor

ATTEST:

Shelley Goodwin, TRMC
City Secretary

APPENDIX "A"

DESIGN CRITERIA FOR SUBDIVISION DISTRIBUTION SYSTEMS

A-01 -- FLOW REQUIREMENTS.

In sizing the distribution system water mains, the required design flow shall be the sum of the required fire flow and two-thirds of the required domestic flow as outlined below.

A-02 -- REQUIRED DOMESTIC FLOW -- RESIDENTIAL.

The required flow for domestic use in residential areas shall be in accordance with the following table:

<u>Maximum Number Of Dwelling Units</u>	<u>Maximum Supply Per Dwelling Unit (G.P.M.)</u>
50 -----	4.0
100 -----	3.0
200 -----	2.0
Over 200 -----	1.65 + 14 - 6/C

A-03 -- REQUIRED DOMESTIC FLOW -- NON-RESIDENTIAL.

The required flow for commercial, industrial, or other non-residential areas shall be as determined by the Water Department's Engineer. The requirements determined by the Engineer must be approved by the City Water Board and the City Council of Garden Ridge, Texas.

A-04 -- REQUIRED FIRE FLOW -- SINGLE-FAMILY DWELLING AREAS

The required fire flow for single-family dwelling areas shall be in accordance with the following table:

<u>Maximum Number Of Dwelling Units</u>	<u>Minimum Fire Flow (G.P.M.)</u>
50-----	250
100-----	500
200-----	1000
400-----	1500

A-05 -- REQUIRED FIRE FLOW -- OTHER AREAS.

The required fire flow for areas other than those occupied by single-family dwellings shall be as determined by the Water Department's Engineer. The requirements determined by the Engineer must be approved by the City Water Board and the City Council of Garden Ridge, Texas.

A-06 -- DISTRIBUTION MAINS.

Sufficient distribution mains shall be provided to furnish the required flow at pressures and velocities as herein provided. Mains shall be located to provide service to each lot within a subdivision and to provide a loop whenever possible. All mains shall be installed only in dedicated streets, alleys, utility easements, or on public rights-of-way in favor of the City of Garden Ridge Water Department for the use and benefit of the Water Department.

A-07 -- REQUIRED PRESSURE.

Water pressure in the distribution system shall not be less than 35 pounds per square inch under normal operating circumstances or 20 psi under any circumstances.

A-08 -- MINIMUM MAIN SIZE.

Minimum distribution main diameter shall not be less than 6 inches.

A-09 -- STANDARD MAIN SIZE.

Standard sizes of mains used shall have nominal diameters of six inches, eight inches, and twelve inches.

A-10 -- AIR RELEASE VALVES.

Design of distribution system mains shall provide for the installation of adequately sized air release valves at appropriately selected locations, as determined by the Water Department's Engineer.

A-11 -- VALVES.

A sufficient number of valves shall be installed so that no single case or accident, breakage, or repair to the water system will necessitate the shutdown of a length of pipe greater than 2000 feet or the length of one street from each crossroad or street to the next crossroad or street, whichever is the shorter distance. Valves shall be resilient wedge_seated gate valves and will open "left".

A-12 -- FIRE HYDRANTS IN GENERAL.

Fire hydrants shall be located along public right of ways, preferably at street intersections. A six-inch (6.) gate valve shall be installed between the water main and each fire hydrant. Fire hydrants shall be the dry-barrel type with safety flange, steam couplings, and sleeve. Fire hydrants shall be installed on no less than six-inch (6") nominal diameter pipe.

Fire hydrants shall be provided in accordance with State Board of Insurance or municipal requirement. Eddy Iowa and American Darling Fire Hydrants shall not be permitted.

A-13 -- FIRE HYDRANTS IN SINGLE-FAMILY DWELLING AREAS

Fire hydrants in single-family dwelling areas shall be located throughout the distribution system so that every building site is within five hundred (500) feet of a fire hydrant. Sufficient fire hydrants shall be provided so that no more than five hundred (500) feet of fire hose will be required to reach from a fire hydrant to the rear of any building site within the area served unless a variance is granted by the City of Garden Ridge.

A-14 -- CUSTOMER SERVICE LINES.

Customer service lines shall be provided to all lots within a subdivision and will have a nominal diameter of one and one-half inches (1.5") copper on dual services and one inch (1") on single services. All customer service lines are to be encased in larger diameter pipe across all road, sidewalk or driveway crossings.

A-15 -- MINIMUM MATERIAL AND CONSTRUCTION SPECIFICATIONS.

Water mains shall be rated as follows: All valves, fittings, and fire hydrants shall be A.W.W.A. approved and shall have mechanical joints. All valves and fire hydrants shall open "left". Solvent weld plastic joints are prohibited. All pipes will be a minimum of class C-900 or C-909 P.V.C. All mains will be installed so as to have a minimum cover of thirty-six (36) inches upon completion of the subdivision and all pipes is to be bedded with select material.

Compaction of street crossings shall be 90% proctor density of the trench.

Disinfection, testing, and other construction standards shall conform to standards of the Texas Natural Conservation Commission and State Health Department.

APPENDIX "B"

CITY OF GARDEN RIDGE WATER DEPARTMENT CERTIFICATE

Upon request of the customer and payment of all required fees, the City of Garden Ridge Water Department, Garden Ridge, Texas, will provide domestic water service to each lot in this subdivision by Agreement with the Developer.

After _____, the water service will be on an "As Available" and a "First-Come, First-Serve" basis.

(Name of City Water Commissioner)
Water Commissioner
City of Garden Ridge, Texas

(Name of Mayor)
Mayor, City of Garden Ridge, Texas

APPENDIX "C"

EASEMENT CERTIFICATE *

STATE OF TEXAS §

COUNTY OF COMAL §

CITY OF GARDEN RIDGE §

The owner of the land shown on the plat, and whose name is subscribed hereto, and in person or through duly authorized agent, dedicates to the City of Garden Ridge Water Department of Garden Ridge, Texas, its successors and assigns, a perpetual easement with the right to erect, construct, install, and lay over and across those areas marked as "Utility Easement" pipelines, service lines, water meters, and other water system appurtenances as it requires together with the right of ingress and egress, the right to remove from said lands all trees, shrubs, grasses, pavements, fences, structures, improvements, or other obstructions which may interfere with the facility of the access thereto.

It is agreed and understood that no building, concrete slab or walls shall be placed within said easement areas.

Any monetary loss to the City of Garden Ridge Water Department resulting from modifications required of Water Department equipment located within said easement due to grade change, ground elevation alterations, or other alterations to the easement property shall be charged to the person or persons deemed responsible for said changes or alterations

Upon entering in and upon said easement, the Water Department will endeavor to restore the land surface to a usable condition but is not obligated to restore it to a pre-existing condition.

This easement is subject to the provisions of Title VI of the Federal Civil Rights Act of 1964 and the regulations issued pursuant thereto for so long as the easement continues to be used for the same or similar purposes for so long as the Grantee owns it.

* (This Certificate is to be executed and notarized by the property owner.)

APPENDIX "D"

WATER SERVICE AGREEMENT

AGREEMENT made this ___ day of _____ 200__ 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 sell and deliver water service to the Customer and the Customer agrees to purchase and receive water service from the Department 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.

The Customer shall pay the Department for service herein under at the rates and upon the terms and conditions set forth in the rate schedule adopted and from time to time by the Department.

In the event the Customer shall breach this agreement by (1) refusing or failing without just cause to connect to the Department's facility and use same as soon as the facility is available or (2) refusing or failing, without just cause, to pay the minimum monthly water rate as established by the Department, upon the occurrence of either of said events the Customer agrees to pay the Department liquidated damages.

All water shall be metered by meters to be furnished, installed and owned by the Department. The meter is for the sole use of the Customer and is to serve water to only one dwelling or only one business and does not permit the extension of pipe or pipes to transfer water from one property to any another, nor share, resell, or sub-meter water to any other persons, dwelling, business, property, etc.

In the event the total water supply be insufficient to meet all of the needs of the customers, or in the event there's a shortage of water, the Department may probate the water available among the various customers on such basis as is deemed equitable by the Department and may also prescribe a schedule of hours covering the use of water for garden purposes by particular customers and require adherence thereto to prohibit the use of water for garden purposes; provided that, if at any time the total water supply be insufficient to meet all of the needs of all customers, the Department must first satisfy all of the needs of all customers for domestic and livestock purposes before supplying any water for garden purposes.

The Customer shall install, at his own expense, a service line from the water meter or connection to the point of use in accordance with rules of the Department.

The Customer shall provide a Customer Service Inspection Certification to the Department upon construction completion, or service shall be terminated.

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 pipe lines, meters, valves, and any other equipment which may be deemed necessary for the Department on forms required by the Department.

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

TDL# : _____

Billing Name: _____

Service _____ Location: _____

Mailing _____ Address: _____

Phone #: _____ Work #: _____ # in Household: _____

Circle One: Owner Renter Builder

Customer Signature: _____ Date: _____

New Cust. Fee: _____ Security Deposit: _____ Company Rep.: _____

Acct #: _____ First Billing Date: _____

APPENDIX "E"

Customer Service Inspection Certification

City of Garden Ridge Water Department

PWS I.D. #0460027

Location of Service: _____

I _____, upon inspection of the private plumbing facilities connected to the aforementioned public water supply do hereby certify that, to the best of my knowledge at the time of inspection:

- | | Compliance | Non-
Compliance |
|--|------------|--------------------|
| (1) No direct connection between the public drinking water supply and a potential source of contamination exists. Potential sources of contamination are isolated from the public water system by an air gap or an appropriate backflow prevention assembly in accordance with state and local plumbing regulations. Additionally, all pressure relief valves and thermal expansion devices are in compliance with state and local plumbing codes. | | |
| (2) No cross-connection between the public drinking water supply and a private water system exists. Where an actual air gap is not maintained between the public water supply and a private water supply, an approved reduced pressure-zone backflow prevention assembly is properly installed and a service agreement exists for annual inspection and testing by a certified backflow prevention device tester. | | |
| (3) No connection exists which would allow the return of water used for condensing, cooling or industrial processes back to the public water supply. | | |
| (4) No pipe or pipe fitting which contains more than 8.0% lead exists in private plumbing facilities installed on or after July 1, 1988. | | |
| (5) No solder or flux which contains more than 0.2% lead exists in private plumbing facilities installed on or after July 1, 1988. | | |

Water service shall not be provided or restored to the private plumbing facilities until the above conditions are determined to be in compliance.

I further certify that the following materials were used in the installation of the plumbing facilities:

<u>Service Lines</u>	Lead	Copper	PVC	Other
<u>Solder</u>	Lead	Lead Free	Solvent Weld	Other

I recognize that this document shall become a permanent record of the aforementioned Public Water System and that I am legally responsible for the validity of the information I have provided.

Signature of Inspector

Registration Number

Title

Type of Registration

Date

GARDEN RIDGE POLICE DEPARTMENT



To: Nancy Cain

From: Ron Eberhardt

Ref: Drug Return Information

Date: 2 February 2016

Mrs. Cain,

You requested I look into the different aspects regarding a program allowing residents to return medications and drugs to the city at any time throughout the year. Below is some information which has been discovered thus far.

Pharmacies:

There are a few local pharmacies in the San Antonio area that conduct several events throughout the year for residents to turn in medications and drugs. There is 1 pharmacy in San Antonio and 1 in New Braunfels.

City Halls:

The City of San Antonio coordinates their events through a program known as Med Drop SA. This group sets up events at different locations throughout the city at different times of the year.

Cities of Cibolo and Converse have Med Return boxes such as the one depicted on the information submitted. These boxes cost either \$695 or \$995 for the box itself. This company does not offer any services for the disposal of the medications though. It becomes the responsibility of the city to ensure the safeguarding of the medications and the container. The City of Cibolo has the unit mounted on the front porch and had to install video equipment to monitor the box for tampering or theft. They have also incurred the added expense of having to purchase a destruction incinerator in order to allow them to destroy the medications. These incinerators cost approximately \$4000 and the barrels have to be replaced periodically. There are some smaller expenses which have to be filtered in for storage containers and manpower hours of having to inventory and document all the items turned in for destruction. They have had to replace the barrel several times as they wear out with use. Barrels are approximately \$75 each.

Converse had their box donated by CVS Pharmacy. They mounted the box in the lobby as they have employees in that area of the building 24 / 7 / 365 so the need for cameras was not there. They too must also inventory and document all items turned in and store them until destruction through the use of an incinerator.

Emergency Services:

The Schertz EMS Services will take medication from residents at any time for no charge. They then have avenues of destruction through contracts which are already in place to dispose of Bio Waste. These contracts are costly and would not be cost effective to acquire by us for this purpose.

Expenses for Garden Ridge:

\$695 or \$995 for initial unit.

\$4000 approximate- Drug incinerator

\$50 - Storage bins

\$1000 per year for 2 officers to complete paperwork and destroy items

I have acquired quotes from the 2 companies that offer the destruction burn barrels and are available for review. It boils down to whether or not the city wishes to incur the cost of the initial investment along with a continued expense annually for the maintaining and destruction of these items when there are alternative avenues nearby in Schertz at no charge.

Please let me know if you would like me to inquire further into any of these options.

Thank you

October 1, 2015

Dear Nadine and Nancy,

As discussed, Nancy, I thought I'd drop off a copy of the medical disposal box information I researched through Howard County, MD. I know you would both like to know more about the idea.

Howard County's citizen liaison, Officer Andre Lingham, could not be more helpful, and he has offered his email for further discussion should we want it.

I will use my Citizen's Comments time at the beginning of Council Wed. to mention this proposal of mine. I understand our Chief or others already may have experience with such programs but I want to know if it's feasible for GR. I would prefer we "do our own thing" if possible rather than tailgate on Comal County. The costs seem nominal, and the effect could be profound, not only on our superior water program but on the possibility that we could eliminate circulation of some illegal drugs.

Please let me know what you think.

Thanks,
Kay Bower



October 1, 2015

Notes from Officer Andre Lingham/Howard County MD
Re: medical disposal boxes

Alingham@howardcountymd.gov
(410) 313-6089

Howard County used to work with the DEA for a yearly "take-back" program at which they collected as much as 800-1000# that day. The former Director cancelled the program <I don't know why>, but their new Director reinstalled the program.

Howard County purchased the boxes at a cost of about \$1,000 each and installed them in (3) different substations in the County. The boxes are bolted to the floor; the one I saw was in the lobby of the Ellicott City station. To date, they've had no cases of vandalism to the boxes. A picture accompanies this on another sheet.

The station receives an average of 150#-200#/month. They contract with a hazardous waste disposal company who comes 1x/month to retrieve the drugs, place them in biohazard bags, and properly dispose of the contents. I'm not sure of that cost but some containers are about \$30 each.

Officer Lingham is aware of some grants that might cover the monthly costs, or perhaps more. They have a "Howard County Drug Free" grant, I believe. He also suggested contacting a pharmacy such as CVS for a possible grant for monthly fees.

I suggest we implement this program if possible/feasible although I don't anticipate as much volume as the MD locations, but anything would be "successful". We could, of course, advertise the program through The Grapevine, our website and perhaps even GR Elementary and area churches.

One reason I believe we should have our own box is not unlike our annual Hazardous Waste collection day; what happens when you find more batteries, etc., the day *after* the annual collection?? Human nature isn't such that everyone will do the right thing and hold those batteries another year.

Thanks,
Kay Bower



HOWARD COUNTY DEPARTMENT OF POLICE

SPECIAL ORDER 2015-03 PRESCRIPTION DRUG DISPOSAL PROGRAM

EFFECTIVE JULY 7, 2015

This Special Order contains the following numbered sections:

- I. POLICY
- II. DEFINITIONS
- III. PROCEDURES
- IV. REPORTING

I. POLICY

The Howard County Department of Police (HCPD) is committed to providing the citizens of Howard County with a safe and secure way to dispose of unwanted medication, in order to reduce crime related to obtaining and abusing prescription drugs and alleviate public safety and environmental issues that can arise as a result of improper disposal. The prescription drug disposal program is one of total amnesty; any person can come to one of the designated drop-off locations to dispose of expired and current prescription drugs, including controlled dangerous substances, non-controlled dangerous substances, and over-the-counter medication. The Community Outreach Section (COS) will implement, manage and promote the program.

II. DEFINITIONS

- A. Eligible items: Non-narcotic and narcotic prescriptions; ointments and creams; prescription patches; vitamins; over-the-counter herbal and animal medications; and any medication samples.
- B. Ineligible items: Hydrogen peroxide, inhalers, syringes/needles, thermometers, biohazard items, aerosol cans, IV bags, bloody or infectious waste.

III. PROCEDURES

The following procedures will be followed to ensure the proper disposal of unused, unwanted and expired medications that are deposited in the medication drop boxes by citizens.

- A. Medication drop-off boxes will be installed throughout the county at locations selected by the Community Outreach Section and approved by the Chief of Police.
- B. The Community Outreach Section and Public Information Office will be responsible for publicizing the program.
- C. Medication boxes shall remain locked at all times, except when being opened by a sworn police officer for collection and disposal purposes.
- D. Keys for the prescription drug boxes will be kept in a secure location within the districts, accessible only by authorized personnel with an appropriately programmed access card (refer to ADM-36, Building Security and Visitor Control).
- E. The drug boxes shall be checked and emptied the first week of each month, unless an exception is granted by the supervisor of the COS. When the boxes are emptied there shall be two sworn officers present, one of which will serve as witness.
- F. Only sworn officers are permitted to open the drug boxes in order to remove and submit the contents to the property room following procedures outlined in the HCPD Evidence Manual.
- G. Each district administrative officer shall be responsible for managing and emptying the drug box at that district. Drop-off boxes that are not located at a district station will be managed and emptied by the Community Outreach Section.

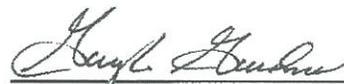
SPECIAL ORDER 2015-03
JULY 7, 2015

- H. When assigned, officers collecting the contents of the drug boxes shall:
1. Wear disposable gloves and use due care when emptying the medication drop box due to the potential for sharp items and leaking/spilled substances.
 2. Unlock and open the medication drop box.
 3. Remove the biohazard bag from the medication drop box and place in a biohazard cardboard box.
 4. Place a new bio-hazard bag in the medication drop box.
 5. Properly secure the medication drop box.
 6. Obtain an Incident Report (IR) number from Communications for Recovered Property Code 083, using a Disposition of Report to Follow (RTF).
 7. Complete a Howard County Police Property Room Submission Form 1300. The biohazard cardboard box and contents will be listed as one item and described in block #30 as "miscellaneous medication". The box will be weighed and annotated in block #30. The contents of the bag will not be inventoried.
 8. Seal the biohazard cardboard box with blue evidence tape and attach a completed property tag.
 9. Place the biohazard cardboard box and related paperwork into an evidence locker or other designated secured location.
 10. Scan and forward the report and property sheet to the Community Outreach Section, HCPDOutreach@howardcountymd.gov, for tracking purposes. If the report cannot be scanned, an email shall be sent with the case number.
 11. The original report shall be submitted to the Records Section.
 12. The HCPD Property Room shall collect and dispose of the property according to established HCPD protocols (SOP PE-04, Destruction of Property/Evidence).
- I. If ineligible items are encountered, they shall be handled in the following manner:
1. Sharpes/syringes: The existence of sharps/syringes shall be documented in the report, using the same IR number. Remove the items and place in a sharps container for disposal in accordance with the HCPD Evidence Manual.
 2. Illegal substances (marijuana, heroine, cocaine, etc.): Remove any obvious CDS and package separately for disposal in accordance with the HCPD Evidence Manual. Document in the report using the same IR number.
 3. Any items located in the drug box that are believed to be evidence of criminal activity (other than CDS violations; knives, weapons, etc) shall be documented using a separate IR number and processed consistent with normal protocols after consultation with immediate supervisor.

IV. **REPORTING**

The Community Outreach Section shall submit an annual report on the status of the program to the Chief of Police through the Chain of Command.

AUTHORITY:



Gary L. Gardner
Chief of Police

MedReturn Drug Collection Unit

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MedReturn Drug Collection Unit

MADE IN U.S.A.

... a safe prescription drug disposal system to collect unwanted or expired household prescription, over-the-counter and other unused medications.

Law enforcement agencies can collect unused household medications with the MedReturn Drug Collection Unit. The MedReturn Drug Collection Unit provides an easy to use community drug collection receptacle for take back programs.



MedReturn Drug Collection Unit Standard Unit



MedReturn II

MedReturn Drug Collection Unit

MedReturn II Drug Collection Unit - specs:

Standard - specs:

- Fully assembled
 - Constructed of 14-gauge powder-coated steel
 - Measures 54" tall x 26" wide x 21" deep
 - Weight 167 lbs
 - Secure enclosure to be chained to secure surface through metal sleeve on back of unit or can be bolted from inside (*chain and bolts not included*)
 - Includes one 50-quart plastic tote
 - Medicine drop opening is 11" wide x 8" high
 - Price includes order processing, handling/shipping costs to any location in the continental U.S.
 - Price: \$995
- Partially assembled - header attached separately
 - Constructed of 14-gauge powder-coated steel
 - Measures 54" tall x 22" wide x 17" deep
 - Weight 120 lbs
 - Secure enclosure to be bolted from inside
 - Includes one 50-quart plastic tote
 - Medicine drop opening is 11" wide x 8" high
 - Price includes order processing, handling/shipping costs to any location in the continental U.S.
 - Ships via FedEx Ground
 - Price: \$695

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MedReturn, LLC
877-218-0990



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MAKE EVERY DAY A DRUG TAKE-BACK DAY!

DEPOSIT YOUR UNWANTED PRESCRIPTION DRUGS HERE!

Keep prescription medicine away from
our children and out of our water supply.

ACCEPTED

- prescriptions including patches and ointments
- over-the-counter medications
- pet medications
- vitamins
- samples

STOP

These items are NOT ACCEPTED

- aerosol cans
- bloody or infectious waste
- hydrogen peroxide
- illegal substances
- inhalers

thermometers



Med-Return





Med-Return

Person	Issue	Comments	Direction	Completion Date
Trial	Including first 5 days of the next month on Grapevine		<ul style="list-style-type: none"> Shelley start in March 	Completed
Trail	Website unattached links		<ul style="list-style-type: none"> Trial to bring these to Shelley's attention Trial is meeting with Shelley on 2-4-16 	Essentially completed - See list of website items corrected
Trial	Road condition of CIP Rippling and Cracks <ul style="list-style-type: none"> Grass Creek Bluebell Blazing Star 	Cynthia – <ul style="list-style-type: none"> Could go after bond if not corrected 	<ul style="list-style-type: none"> Trial get specific locations to Steven Cynthia possibly go after bond if not corrected Steven work with Engineers to get corrected <p>Agenda item</p>	Steven and Garry have walked project Letter to contractor is being developed and will be sent out in early March
Trial	Water Bills <ul style="list-style-type: none"> Electronic billing-cut down on mailing 	Nancy – <ul style="list-style-type: none"> Currently looking into this issue 		Have not been able to work on this month

Trial	<p>Expectations of Commissioners and training</p> <ul style="list-style-type: none"> • Commissions need to know Ordinances • Training-conferences • P&Z help with code violations • Water help with billing issues 	<p>Mayor –</p> <ul style="list-style-type: none"> • P&Z has recently had in-house training • Hog Wild offers training • Code Compliance should be done by City Staff <p>McCaw-</p> <ul style="list-style-type: none"> • Texas Town & City offers an article this month on variances <p>Nancy-</p> <ul style="list-style-type: none"> • In near future possibly look at Compliance Officer 	<p>Budgetary impact</p> <ul style="list-style-type: none"> • For training of Commissioners-Conference/Seminar class • Possibly hiring part-time Compliance Officer 	<p>Will put money in budget for training for commissioners Code Compliance officer discussion to be placed on April Council agenda</p>
Trial	<p>Water Wells & TCEQ</p> <ul style="list-style-type: none"> • Who oversees • Who reviewed the drain fills 	<p>Nancy-</p> <ul style="list-style-type: none"> • City Engineer, Hydrologist & Drillers of the wells • All issues and documentations done before TCEQ would release a permit • No drilling could occur until all permits were issued by TCEQ 		<p>Completed – issues were addressed at the Feb 2 meeting</p>

McCaw	Bat Cave Road traffic <ul style="list-style-type: none"> • MPO funding cut in half • Widen 	Lantzy- <ul style="list-style-type: none"> • Election year put pressure on County to fix Bat Cave Road Nancy- <ul style="list-style-type: none"> • County wants City to take the portion of Bat Cave Road that belongs to them 	Agenda item	Discussion of issues surrounding Bat Cave Road will be placed on the May Council agenda
McCaw	Sewer along FM 2252	Mayor- Council discussion on 2-3-16 Agenda	Agenda City Council 2-3-16 Meeting	Ongoing – Council briefed monthly on status
McCaw	Concealed Handguns <ul style="list-style-type: none"> • Court Room • Wand 	Ron- <ul style="list-style-type: none"> • Can wand, but portable scanner would be more time efficient Bryan- <ul style="list-style-type: none"> • Get with Judge first 	<ul style="list-style-type: none"> • Ron provide a cost analysis on cost of equipment and man power Budgetary Impact Ron get with Judge Hrncir	Chief is studying issue and will bring recommendation to Council in April or May

Lantzy	<p>Code Compliance</p> <ul style="list-style-type: none"> • Fulltime employee 	<p>Ron-</p> <ul style="list-style-type: none"> • City isn't growing and feels no need for fulltime employee • He is currently handling compliance issues • Compliance issues run in cycles <p>Cynthia-</p> <ul style="list-style-type: none"> • City needs to decide whether they are doing compliance for punitive or just to have residents stay in compliance • If punitive then could create more revenue and the need for an additional personnel 	<p>Budgetary Impact</p>	<p>Code Compliance officer discussion to be placed on April Council agenda</p>
Lantzy	<p>Ordinances</p> <ul style="list-style-type: none"> • Rewrite and bring up to date 	<p>Mayor-</p> <ul style="list-style-type: none"> • Get a list of Ordinances that need to be rewritten and up to date • City Attorney's Office will have Ordinances from other cities that they can pull from • After rewrite consider codifying ordinances <p>Nancy</p> <ul style="list-style-type: none"> • Ordinances 7 and 13 being rewritten as part of Land Use Master Plan 	<ul style="list-style-type: none"> • Get list of all Ordinances to be updated • Eric-Start working on Ordinance 18 (then Nancy and Cynthia) <p>Budgetary</p> <ul style="list-style-type: none"> • Ordinance rewrites • Codifying Ordinances <p>Agenda items</p>	<p>List – no work done on this this month Ordinance 18 – staff is reviewing and will submit proposed revisions to Legal in March or April</p>

Lantzy	<p>Annual Town Hall Meeting</p> <ul style="list-style-type: none"> Each Councilmember talk about 1 or 2 issues 		<p>Mayor-</p> <ul style="list-style-type: none"> Shelley put together a calendar of all major City Events, so a date can be picked 	<p>Staff created calendar and it is under review by management</p>
Lantzy	<p>iPERL Meters</p> <ul style="list-style-type: none"> Get remainder of meters in 	<p>Mayor-</p> <ul style="list-style-type: none"> Staff is working on installing the remaining meters <p>Royce-</p> <ul style="list-style-type: none"> Currently installing 100 to 120 a month 	<ul style="list-style-type: none"> Royce complete installation of iPERL Meters 	<p>Monthly water manager's report will be modified in March to show how many brass meters remain</p>

Lantzy	<p>Community Center</p> <ul style="list-style-type: none"> • Update rental agreement • Change rental hours • Close in garage doors on back of building • Look at revenue vs profit 	<p>Nancy</p> <ul style="list-style-type: none"> • Originally Community Center was built for Community and not profit • Council decide if this is still the same direction • Impact on residents renting on behalf of non-residents and receiving cheaper rate <p>Thompson</p> <ul style="list-style-type: none"> • See profit vs loss of the Community Center • Review rental policy and stop rental abuse <p>Mayor</p> <ul style="list-style-type: none"> • Look at other facilities in the area rental cost <p>Nancy</p> <ul style="list-style-type: none"> • Steven is replacing projector and looking at sound system • Steven is getting estimate for inclosing doors as part of the Bond 	<ul style="list-style-type: none"> • Kim get rental cost of other facilities in the area • Karen do a profit and lost analysis • Steven is getting estimate for inclosing doors <p>Budgetary impact</p> <p>Agenda items</p>	<p>Facilities analysis – no work done this month P&L statement – completed - is part of the monthly Community Center Report Enclosing doors – estimates not completed</p>
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Mayor	Sound System <ul style="list-style-type: none"> • Council Chambers 	Nancy <ul style="list-style-type: none"> • Had 1 company come out and look at sound system, they do not want to touch it • Getting other companies to come look at sound system 	<ul style="list-style-type: none"> • Nancy get quotes from companies regarding the sound system <p style="color: red; margin-top: 10px;">Budgetary Impact</p> <ul style="list-style-type: none"> • Possibly new system 	No work done this month
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Thompson	<p>Water Billing</p> <ul style="list-style-type: none"> • Offer paperless • Incentives for automatic draft • No envelopes to those who automatic draft 	<p>Nancy</p> <ul style="list-style-type: none"> • Looking at upgrade to current software • Looking at online bill pay <p>Karen</p> <ul style="list-style-type: none"> • Currently the City is paying an estimated \$10,000 for credit card charges 	<ul style="list-style-type: none"> • Karen look at online bill pay where customer absorbs fees <p>Budgetary Impact</p> <ul style="list-style-type: none"> • Software upgrade • Contract for online bill pay 	<p>Envelopes for automatic draft – Completed - issues corrected</p> <p>Offering paperless – long term project, no work this month</p> <p>Incentives for automatic draft – will be referring to legal</p>
Thompson	<p>Strategic Plan</p> <ul style="list-style-type: none"> • Goals for the City 	<p>McCaw</p> <ul style="list-style-type: none"> • 2001 a Strategic Plan was created <p>Mayor</p> <ul style="list-style-type: none"> • All Master Plans make up a Strategic Plan 		<p>Strategic Planning Session in process of being scheduled</p>
Thompson	<p>City income vs. bills</p>	<p>Mayor</p> <ul style="list-style-type: none"> • Have already began working on this <p>Thompson</p> <ul style="list-style-type: none"> • Feels this will help the residents understand why prioritizing should be done <p>McCaw</p> <ul style="list-style-type: none"> • Great topic for Town Hall Meeting 	<ul style="list-style-type: none"> • Karen complete the financial look of the City (income vs. bills) <p>Agenda</p> <ul style="list-style-type: none"> • Shelley add income vs. bills to Town Hall Meeting 	<p>Income vs. expenses has been part of the budget hearing process – information will be provided at the town hall meeting</p>

Lantzy	Citizen Concern Forms article in Grapevine		<ul style="list-style-type: none"> • Shelley article in Grapevine 	Completed - Article in March Grapevine, plans are to put an article in about every other month
Thompson	Commissions <ul style="list-style-type: none"> • Mandated training • Understanding roles and guidelines 		<ul style="list-style-type: none"> • Look at in house training 	Mandated training – ordinances would need to be modified – suggest discussing at Strategic Planning Session

Thompson	<p>Commission & City Council</p> <ul style="list-style-type: none"> • Members on Commissions • Creation of Commissions 	<p>Mayor-</p> <ul style="list-style-type: none"> • Each Commission is different and are advisory to City Council • Water Commission and Quarry Commission have City Council members as ex-officio • Mayor Dalton proposed an Ordinance for Commission which regulated several issues, but there was a lot of opposition to the Ordinance that it was dropped. • The City Attorney has been asked to be at the P&Z meetings for guidance <p>Nancy-</p> <ul style="list-style-type: none"> • City Council cannot be an ex-officio member on P&Z since City 	<ul style="list-style-type: none"> • Continue Quarry Commission training • City Attorney to be present at P&Z 	See previous item
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		<p>Council acts as the ZBOA-conflict of interest</p> <p>Lantzy-</p> <ul style="list-style-type: none">• Quarry Commission is currently getting training		
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Thompson	Citizen Concerns or Suggestions	Nancy- <ul style="list-style-type: none"> City has a system currently in place 	<ul style="list-style-type: none"> Provide education to residents regarding the system 	See previous item
Thompson	Citizen Issues not being addressed <ul style="list-style-type: none"> Employees in the field documenting their conversations with residents 	Nancy- <ul style="list-style-type: none"> Provide a list of the issues not being addressed 	<ul style="list-style-type: none"> Nancy get with Thompson regarding unaddressed citizen issues 	Scheduling meeting with Councilman to get more details
Thompson	Incentive Programs and Performance Measures for Employees and Accountability		<ul style="list-style-type: none"> Bring the ideas to Nancy <p>Budgetary impact</p>	Need ideas brought to Nancy
Trial	Water Billing <ul style="list-style-type: none"> No envelopes to those who automatic draft 		<ul style="list-style-type: none"> Shelley see why residents who have automatic draft get a return envelope 	Completed - New person stuffing; will keep an eye the stuffing in future
Trial	Checklist for Council and Commission members	McCaw- <ul style="list-style-type: none"> Texas Town & City magazine talks about training, legal opinions and roles of Council 	<ul style="list-style-type: none"> Shelley get with Mayor regarding checklist Shelley find out why all the City Council isn't getting TT&C 	Formal checklist was created Thompson and Trial TT&C names have been added to list A comprehensive orientation book is being developed
Trial	Master Plan Map	Nancy- <ul style="list-style-type: none"> It is located in the Admin. Conference Room 		Completed

Trial	County Commission Agenda for County Park in Garden Ridge area	Mayor- <ul style="list-style-type: none"> Currently working with County on FM 2252 and feels that is more important at this time 	<ul style="list-style-type: none"> Possibly a future item to address with County 	Mayor and City Administrator has meeting scheduled with County in March
Mayor	Good City	Mayor-Her goals for City <ul style="list-style-type: none"> Financially Sound Adequate water Adequate bond allowance Land Use Master Plan Reliable revenue along FM 2252 Employee policy Good communication 	Continue with <ul style="list-style-type: none"> Financially Sound Adequate water Adequate bond allowance Land Use Master Plan Reliable revenue along FM 2252 Employee policy Good communication 	No action required
Trial	City Council prioritize	Trial <ul style="list-style-type: none"> Allow the City Council to list what they feel is a priority 		Part of Strategic Planning and Budgeting process
Trial	Reach out to business to see: <ul style="list-style-type: none"> what their needs are how City can help them 	McCaw- <ul style="list-style-type: none"> Sewer along FM 2252 McCaw - <ul style="list-style-type: none"> Allow businesses to advertise in Grapevine Nancy- <ul style="list-style-type: none"> Use to put names of new businesses in Grapevine, but offended some residents 	Mayor- <ul style="list-style-type: none"> Think about how to handle this request 	No action taken this month

Kay Bower		<ul style="list-style-type: none"> • Support Town Hall • Non-residents not get resident rental rate at Community Center • Code Compliance is more than P&Z issues • Medical Prescription Disposal Box • City Attorney did provide a clear training regarding variances and a chart 	<ul style="list-style-type: none"> • Get City Council a copy of the City Attorney's Variance Chart 	<p>Town Hall – under development</p> <p>Rental Rates – no action taken this moth</p> <p>Code Compliance – see prior issues</p> <p>Medical Prescription Box – to be presented to Council in March</p> <p>Variance Chart - This variance chart was already provided to Council</p>
Jessie Valdez		<ul style="list-style-type: none"> • Electronic version of the Grapevine • Christmas Lights still up 	<ul style="list-style-type: none"> • Green lights are to honor a Vet. • Report other lights still up 	No action required

<p>Roger Brockman</p>		<ul style="list-style-type: none"> • Larger bulletin board in front of City Hall • Lights at Teakwood • ADA door still isn't working • Name plate for Councilmember Thompson 	<ul style="list-style-type: none"> • Ron train Shelley on the ADA door • Shelley to get nameplate <p>Budgetary Impact</p> <ul style="list-style-type: none"> • Bulletin Board • Lighting at Teakwood 	<p>Bulletin Board - need to discuss at Budget time</p> <p>Lights on Teakwood – P&Z to discuss</p> <p>ADA door - 2-2-16-trained on door</p> <p>Nameplate - completed</p>
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Website

Every link, tab and page was reviewed with Councilmember Trial

Archive all items saved the same in:

- City Council Agenda Packets
- Grapevine
- Link fixed

City Council

- Budget was linked and Tax Rate was unhung in the system
- Election was linked and Ballot was unhung in the system

Administration

Work with CivicPlus to removed double drop down.

Police Department

- Racial Profiling was removed