



**MINUTES
CITY WATER COMMISSION REGULAR MEETING
TUESDAY, AUGUST 27, 2019, 6:00 P.M.**

Commissioners Present:

Chair David Heier
Vice-Chair Richard Holloway
Commissioner Keven Harshbarger
Commissioner Jesse Valdez
Commissioner Andre Bullard
Commissioner Joseph Haltaman
Mayor Larry Thompson, Ex-officio

Commissioners Absent: None

City Staff Present:

Nancy Cain, City Administrator
Jacob Parsons, Water Manager
Kat Balbi, Assistant City Secretary
Denise Bissell, Utility Clerk

Other Appointed or Elected Officials in Attendance: None

1. Call to Order

With a quorum of the City Water Commission present, Chair Heier called the regular meeting of the Garden Ridge City Water Commission to order at 6:00p.m. on Tuesday, August 27, 2019, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. **Roll Call:** See above.

3. **Pledge of Allegiance:** Chair Heier led the Pledge of Allegiance.

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

5. Business Items

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

a) Approvals

i. Minutes for July 23, 2019, Water Commission Regular Meeting.

Motion: A motion was made by Vice-Chair Holloway, seconded by Commissioner Harshbarger, to approve the Minutes of the July 23, 2019, Water Commission Regular Meeting. The Water Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates

i. Water Manager Monthly Activity Report.

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

Jacob Parsons, Water Manager, reviewed the Water Department Monthly Activity Report. He updated the Water Commission on the Lead and Copper samples and the SCADA system. He reported that Chris Graef passed the Customer Service Inspection test. He answered questions from the Water Commission and discussed rebates.

ii. Discussion on FLO by Moen device.

Jacob Parsons, Water Manager, explained the FLO device. Chair Heier requested to keep this item on the agenda.

ii. Items discussed at the August 7, 2019, City Council Regular Meeting.

Nancy Cain, City Administrator, updated the Water Commission on the items discussed at the August 7, 2019, City Council Regular Meeting, that pertain to the Water Commission.

iii. Discussion on Water Pressure in the City and Pressure Releasing Valves.

Commissioner Haltaman discussed how residents have Pressure Releasing Valves (PRV) to regulate pressure in their homes. He questioned if the water pressure could be reduced City wide. Jacob Parsons, Water Manager, discussed the pressure for the City and requirements by the International Plumbing Code. Chair Heier discussed an educational article in the Grapevine or inclusion in the Water Booklet concerning water pressure and PRV's.

iv. Discussion on Water Meter Failures in the City

Jacob Parsons, Water Manager, discussed his meeting with Sensus representatives regarding meter failures and replacements with new meters.

v. Ordinance 61-112017 An Ordinance establishing the drought management plan for the City of Garden Ridge; providing definitions, establishing trigger points for Stages 1 through 5, restricting the use of water upon implementation of specific stages of said plan; establishing water surcharge rates for Stages 3 through 5 of said plan; providing a variance procedure; providing a penalty clause, providing for severability and providing an effective date and amending Ordinance No. 61-012014 Adopted January 9, 2014.

1. Discuss and make a possible recommendation to City Council to amend Section 4.04 Water Rate Surcharge to release restricted funds.

The Water Commission reviewed Section 4.04.

Motion: A motion was made by Vice-Chair Holloway, seconded by Commissioner Bullard, to approve amending Section 4.04 to release restricted funds. The Water Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

vi. Discuss electronic water billing enhancements.

Kat Balbi, Assistant City Secretary, reported on adding graphs to the water bills and the fees Tyler Technologies will charge. Commissioner Haltaman requested more information to be provided. Chair Heier requested this item remain on the agenda. Nancy Cain, City Administrator, discussed the benefit of this enhancement.

Motion: A motion was made by Commissioner Bullard, seconded by Commissioner Haltaman, to table this agenda item until the next meeting. The Water Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

vii. Water Commission activities and projects.

Commissioner Valdez updated the Commission on the City's water infrastructure. Commissioner Harshbargar discussed the SCADA System upgrades. Commissioner Bullard stated the Appendix F Leak Adjustment form was completed, and the Water Information Booklet is still in progress and will give to staff next month.

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

Chair Heir stated there was no action.

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

1. Discuss expiring terms (September 30, 2019) of Commissioner Heier, Commissioner Holloway, and Commissioner Harshbarger.

Vice-Chair Holloway stated his intentions to retire from the Commission at end of his term.

2. Make recommendation to City Council for consideration of reappointment.

Motion: A motion was made by Vice-Chair Holloway, seconded by Commissioner Valdez, for re-appointment of Commissioner Harshbargar to serve another term on the Water Commission with term expiring September 30, 2021. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

3. Interview possible candidates for Water Commission, Place 5 vacancy (term expiring Sept 30, 2021).

The Commission interviewed Jim Mueller for the vacancy with term expiring September 30, 2021.

4. Make recommendation to City Council for appointment of Commissioner.

Motion: A motion was made by Chair Heier, seconded by Commissioner Valdez, to recommend to City Council the appointment of Jim Mueller to the Water Commission Place 5 with term expiring September 30, 2021. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

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

Chair Heier stated there was nothing to discuss.

ix. Education/Training Sessions

1. Discuss and provide directions on future education or training sessions.

Water Manager, Jacob Parsons discussed the recent TCEQ conference he attended. He reported the Environmental Protection Agency is requiring an emergency action plan for all municipalities to be completed by 2021 but the City's goal is compliance by 2020.

x. Future Agenda Items

1. Commissioner's input on agenda items.

Chair Heier stated there was nothing more to add.

2. Announce date, time, and location for next regular meeting (Tuesday, September 24, 2019, at 6:00 p.m. at City Hall – City Council Chambers).

Chair Heier announced the next Water Commission Regular Meeting will be held on Tuesday, September 24, 2019, at 6:00 p.m. at City Hall – City Council Chambers.

6. Citizen Comment Period – limited to 20 minutes total

No one wished to speak.

7. Adjournment

Motion: A motion was made by Vice-Chair Holloway, seconded by Commissioner Valdez, to adjourn. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, August 27, 2019, Water Commission Regular Meeting was adjourned at 7:56 p.m. by Chair Heier.

David Heier
Chair

ATTEST:

Denise Bissell
Utilities Clerk