

**CITY OF SHAVANO PARK  
WATER ADVISORY COMMITTEE MEETING  
900 SADDLETREE COURT, SHAVANO PARK, TX 78231  
FEBRUARY 11, 2019  
**6:30 PM**  
AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CITIZENS TO BE HEARD**

The Water Advisory Committee welcomes Citizens to be heard, we request that if you wish to speak that you follow these guidelines – Resolution No. 04-11 residents are given three (3) minutes to speak during Citizens to be heard. Citizens are only allowed to speak once and cannot pass their time allotment to someone else. In compliance with the Texas Open Meetings Act, the Water Advisory Committee may not deliberate on comments (Attorney General Opinion – JC0169)

**4. CONSENT AGENDA**

- a. Approval – Water Advisory Committee Meeting Minutes, January 14, 2019

**5. REPORTS - Public Works Director Update**

- a. Water system
  - a. Water System Infrastructure Updates
- b. Financial Report
  - a. December Report

**6. REGULAR BUSINESS**

- a. Discussion – City of Shavano Park water rate structure - Chairman Walea
- b. Discussion – Backflow Inspection/Ordinance – Director Peterson

**7. FUTURE ITEMS**

- a. Emergency Interconnect with SAWS – expired
- b. Franchise Fees with SAWS expire June 2019 – negotiate supplying DeZavala Place possibly
- c. Delinquent Account Procedures
- d. Addressing inactive wells
- e. Discussion – Policy #12 Water Adjustment Procedure Clarification – Director Peterson

**8. ADJOURNMENT**

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named City of Shavano Park Water Advisory Committee is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on this the 6th of February 2019 at 9:50 a.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Zina Tedford  
City Secretary

**Accessibility Statement**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

**CITY OF SHAVANO PARK  
WATER ADVISORY COMMITTEE MEETING  
900 SADDLETREE CT., SHAVANO PARK, TX 78231  
MONDAY, JANUARY 14, 2019**

**6:30 P.M.  
MINUTES**

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chairman Walea

2. ROLL CALL:                      PRESENT:                                      ABSENT:

Sam Bakke  
Al Walea  
Tomas Palmer  
Matt Trippy  
Steve Fleming  
Tommy Peyton – 6:35 p.m.

3. CITIZENS TO BE HEARD

No one addressed the committee at this time

4. CONSENT AGENDA

- a. Approval – WAC October 15, 2018 Minutes  
Member Palmer moved to accept the minutes as submitted, Member Trippy seconded. Motion passed.

5. REPORTS - Public Works Director Update

a. Water System

a. Water System Infrastructure Update

Director Peterson reviewed the activities on the wells. Well #9 is back in operation and there have been no issues. While investigating the issue of orange filters on Wagon Trail, it was found that there was a valve shut off at Wagon Trail and Shavano which caused the water to act like a dead end instead of flowing freely as in a loop. Once the valve was opened and area flushed there seems to be no problem. The sand filter medium needs to be replaced and one quote is for \$10,500, we are awaiting another quote from a different vendor. It's been 3 years since the medium was replaced.

SPRINT is changing out their communication equipment on the water tower. Well # 7 hasn't had any further fragments coming up into the screens. Apparently calcium fragments broke off and were caught in the screen. Well # 6 is still having

power fault issues, CPS has reviewed every avenue and is trying to locate what is causing the faults, there doesn't seem to be a developing pattern. Well # 8 during last summer had the A/C compressor quit and a blower was put in the building to circulate the air. Director Peterson has received two quotes to replace - \$ 9,700 and \$ 11,200 for a side mount cabinet. Well # 5 was refurbished last August and the vendor has been paid \$19,000 to replace and the motor burned – received another invoice for \$17,000 which is not going to be paid as it should be covered under warranty.

Fire hydrants at dead end mains have been leaking. PW/W staff have put in hydrant risers and extended valves. New fire hydrants have been installed on End Gate and Ponce Bend. Materials for Honey Bee will be coming soon.

b. Financial Report

a. FY2017-18 Year End Report

Director Morey reviewed the End of Year 2017-18 and compared them to revenues and expenses from End Of Years 9/30/2015 to 11/30/18.

b. November Report – Director Morey reviewed the reports.

Member Palmer moved to approve the financial reports, Member Peyton 2<sup>nd</sup>. Motion passed.

6. REGULAR BUSINESS

a. Discussion - Water Rate Study – Chairman Walea

Chairman Walea mentioned that compiling information for the study was ongoing. A review of the handouts that were distributed was done. Chairman asked the committee members to consider two options – Do we bring a company in to do the study at a cost of approximately \$10,000 - \$25,000? Or do we see if there are any people within Shavano Park that would be willing to do a study? After some discussion a sub-committee of three members of the WAC Committee (Tommy Peyton, Matt Trippiey & Chairman Walea) will volunteer to determine ways to recommend raising rates.

b. Discussion/Update – N.W. Military Hwy. Expansion – Water Main Relocation

Director Peterson indicated that there will be a few more meetings regarding drainage, however none in January but more in the next few months.

c. Discussion/Action – Leasing out 200 A/F of water. Member Peyton moved that we proceed with getting on lists of potential lessors of water rights, Member Bakke seconded. Motion passed.

- d. Discussion/Action – Selecting a Vice-Chairman of the Water Advisory Committee  
Member Palmer recommended member Peyton, Member Fleming seconded. Motion passed.

7. FUTURE ITEMS:

- a. Emergency Interconnect with SAWS – Member Peyton informed the members that the City paid initially \$ 25,000 for this agreement. City Manager is working on a compromise with SAWS
- b. Franchise Fees with SAWS expire June 2019 – negotiate supplying DeZavala Place possibly – There is a clause in the agreement that this can't be done – investigate.
- c. Backflow Inspection Enforcement – An ordinance needs to be developed prior to our next TCEQ audit.
- d. Policy # 12 Water Adjustment Procedure clarification
- e. Delinquent Account Procedures
- f. Addressing inactive wells

8. ADJOURNMENT

Member Palmer made a motion to adjourn, member Trippy seconded.  
Motion passed. Meeting adjourned at 8:34 p.m.

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Peggy Stone  
PW/Water Utility  
Office Manager

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Al Walea, Chairman

Date: \_\_\_\_\_

## WATER ADVISORY COMMITTEE STAFF SUMMARY

Meeting Date: February 11, 2019

Agenda item: 5.b.a.

Prepared by: Brenda Morey

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

Presentation of December 2018 Monthly Reports

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### **Attachments for Reference:**

a) December 2018 Revenue and Expense Report

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**BACKGROUND / HISTORY:** The current data provided in the attachments are for the FY 2018-19 budget period, month ending December 31, 2018. The “Current Budget” column within the attached report contains the original adopted budget. This summary sheet highlights a number of key points related to the current month’s activity.

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### **DISCUSSION:**

As of December 31, 2018, the Water Fund total revenues are \$149,140 or 16.68% of the total annual budgeted amount. Water Fund (Water Department & Debt Service) expenses total \$171,313 or 19.16% of budget.

#### **Revenues:**

-Water consumption (5015) billed in December for the month of November is \$19,978. Total consumption for the month is approximately 6,067,000 gallons less than the previous year or \$26,384 of revenue.

-The Debt Service (5018) and Water Service Fee (5019) remain on target with annual budgeted amounts as these are flat fees and are not related to volume charges recognized, at 25.08% and 25.40% respectively.

-The EAA Pass Thru (5036) fees are charged to customers based on usage, \$3,138 was recorded for the month and 13.57% of the annual budgeted amount has been recognized to date.

#### **Expenses:**

Water department (606) expenses for the day-to-day operations are on track with budget with a total of \$43,835 for the month or 24.23% of the budget utilized. Expenses include \$1,600 for six miox system filters in Shavano Drive Pump Station (6071) and \$1,924 for stock water system materials in Water System Maintenance (6072).

Debt service payments are scheduled for February and August.

#### **Payroll:**

The City is on a bi-weekly payroll; there have been 7 pay periods out of 26 so approximately 26.92% should be expensed in the line items directly related to personnel. This is a higher percentage than the % of year completed at 25.00%, which explains why the department is ahead

of the budget in this area at this time. TMRS (1040) expense is at approximately 30.07%, on track with the related salaries (1010) and overtime (1015) accounts and a bit ahead of budget, as discussed earlier. Employee insurance related line items are at approximately 24.65% or 3 months.

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**COURSES OF ACTION:** None related to the Report.

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**FINANCIAL IMPACT:** N/A

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**STAFF RECOMMENDATION:** N/A

20 -WATER FUND

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
NON-DEPARTMENTAL	<u>894,299.00</u>	<u>39,231.95</u>	<u>149,140.02</u>	<u>745,158.98</u>	<u>16.68</u>
TOTAL REVENUES	894,299.00 =====	39,231.95 =====	149,140.02 =====	745,158.98 =====	16.68 =====
<u>EXPENDITURE SUMMARY</u>					
WATER DEPARTMENT	707,084.00	43,835.32	171,312.76	535,771.24	24.23
DEBT SERVICE	<u>187,215.00</u>	<u>0.00</u>	<u>0.00</u>	<u>187,215.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	894,299.00 =====	43,835.32 =====	171,312.76 =====	722,986.24 =====	19.16 =====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 4,603.37)	( 22,172.74)	22,172.74	0.00

20 -WATER FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENTAL</u>					
<u>WATER SALES</u>					
20-599-5015 WATER CONSUMPTION	621,347.00	19,977.50	77,758.10	543,588.90	12.51
20-599-5016 LATE CHARGES	6,000.00	630.11	1,603.19	4,396.81	26.72
20-599-5017 CAPITAL RESERVE FUND	0.00	0.00	0.00	0.00	0.00
20-599-5018 DEBT SERVICE	53,453.00	4,467.20	13,408.00	40,045.00	25.08
20-599-5019 WATER SERVICE FEE	58,092.00	4,897.94	14,755.62	43,336.38	25.40
20-599-5036 EAA PASS THRU CHARGE	83,319.00	3,138.10	11,309.50	72,009.50	13.57
20-599-5037 CONNECTION/DISCONNECT FEE	0.00	0.00	0.00	0.00	0.00
20-599-5040 TAPPING FEES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL WATER SALES	822,211.00	33,110.85	118,834.41	703,376.59	14.45
<u>MISC./GRANTS/INTEREST</u>					
20-599-7000 INTEREST INCOME	9,500.00	1,804.04	3,747.52	5,752.48	39.45
20-599-7011 OTHER INCOME	0.00	218.64	268.64 (	268.64)	0.00
20-599-7012 LEASE OF WATER RIGHTS	17,108.00	2,500.00	2,500.00	14,608.00	14.61
20-599-7040 ASR LEASE PROGRAM	0.00	0.00	0.00	0.00	0.00
20-599-7060 CC SERVICE FEES	1,200.00	63.15	268.44	931.56	22.37
20-599-7075 SITE/TOWER LEASE REVENUE	15,500.00	1,304.77	3,904.51	11,595.49	25.19
20-599-7090 SALE OF FIXED ASSETS	0.00	230.50	230.50 (	230.50)	0.00
20-599-7097 INSURANCE PROCEEDS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MISC./GRANTS/INTEREST	43,308.00	6,121.10	10,919.61	32,388.39	25.21
<u>TRANSFERS IN</u>					
20-599-8072 TRF IN - CAPITAL REPLACEMEN	28,780.00	0.00	19,386.00	9,394.00	67.36
20-599-8090 PRIOR PERIOD ADJUSTMENT	0.00	0.00	0.00	0.00	0.00
20-599-8099 TRF IN - RESERVES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS IN	28,780.00	0.00	19,386.00	9,394.00	67.36
TOTAL NON-DEPARTMENTAL	894,299.00	39,231.95	149,140.02	745,158.98	16.68
TOTAL REVENUES	894,299.00	39,231.95	149,140.02	745,158.98	16.68
	=====	=====	=====	=====	=====

20 -WATER FUND

WATER DEPARTMENT

% OF YEAR COMPLETED: 25.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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PERSONNEL

20-606-1010 SALARIES	185,260.00	14,244.49	49,610.72	135,649.28	26.78
20-606-1015 OVERTIME	7,000.00	1,137.09	2,856.43	4,143.57	40.81
20-606-1020 MEDICARE	2,615.00	227.66	779.57	1,835.43	29.81
20-606-1025 TWC (SUI)	828.00	0.00	0.00	828.00	0.00
20-606-1030 HEALTH INSURANCE	26,544.00	2,216.60	6,651.09	19,892.91	25.06
20-606-1031 HSA	178.00	13.08	39.24	138.76	22.04
20-606-1033 DENTAL INSURANCE	1,480.00	120.82	362.49	1,117.51	24.49
20-606-1035 VISION CARE INSURANCE	325.00	28.72	86.19	238.81	26.52
20-606-1036 LIFE INSURANCE	318.00	26.62	79.89	238.11	25.12
20-606-1037 WORKERS' COMP INSURANCE	6,551.00	1,577.38	1,577.38	4,973.62	24.08
20-606-1040 TMRS RETIREMENT	25,157.00	2,216.49	7,564.68	17,592.32	30.07
20-606-1070 SPECIAL ALLOWANCES	<u>11,400.00</u>	<u>750.04</u>	<u>2,625.14</u>	<u>8,774.86</u>	<u>23.03</u>
TOTAL PERSONNEL	267,656.00	22,558.99	72,232.82	195,423.18	26.99

SUPPLIES

20-606-2020 OFFICE SUPPLIES	1,400.00	104.96	814.57	585.43	58.18
20-606-2030 POSTAGE	2,500.00	232.40	802.97	1,697.03	32.12
20-606-2050 PRINTING & COPYING	600.00	0.00	444.92	155.08	74.15
20-606-2060 MED EXAMS/SCREENING/TESTING	0.00	0.00	0.00	0.00	0.00
20-606-2070 JANITORIAL SUPPLIES	100.00	0.00	0.00	100.00	0.00
20-606-2075 BANK/CREDITCARD FEES	5,100.00	341.01	1,653.92	3,446.08	32.43
20-606-2080 UNIFORMS	1,200.00	0.00	336.22	863.78	28.02
20-606-2090 SMALL TOOLS	2,000.00	185.27	359.23	1,640.77	17.96
20-606-2091 SAFETY SUPPLIES/EQUIPMENT	<u>1,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>	<u>0.00</u>
TOTAL SUPPLIES	14,100.00	863.64	4,411.83	9,688.17	31.29

SERVICES

20-606-3012 ENGINEERING SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
20-606-3013 PROFESSIONAL SERVICES	500.00	0.00	0.00	500.00	0.00
20-606-3020 ASSOCIATION DUES & PUBS	2,215.00	100.00	220.00	1,995.00	9.93
20-606-3030 TRAINING/EDUCATION	3,000.00	310.00	860.00	2,140.00	28.67
20-606-3040 TRAVEL/MILEAGE/LODGING/PERD	1,500.00	34.98	69.96	1,430.04	4.66
20-606-3050 INSURANCE - LIABILITY	3,795.00	0.00	3,870.13 (	75.13)	101.98
20-606-3060 UNIFORM SERVICES	3,000.00	98.69	475.16	2,524.84	15.84
20-606-3070 INSURANCE - PROPERTY	1,850.00	0.00	1,886.62 (	36.62)	101.98
20-606-3075 WATER CONSERVATION EDUCATIO	100.00	0.00	0.00	100.00	0.00
20-606-3080 SPECIAL SERVICES	300.00	17.50	40.00	260.00	13.33
20-606-3082 WATER ANALYSIS FEES	<u>6,500.00</u>	<u>(161.25)</u>	<u>2,041.91</u>	<u>4,458.09</u>	<u>31.41</u>
TOTAL SERVICES	23,760.00	399.92	9,463.78	14,296.22	39.83

CONTRACTUAL

20-606-4075 COMPUTER SOFTWARE/INCODE	10,292.00	0.00	3,281.28	7,010.72	31.88
20-606-4085 EAA -WATER MANAGEMENT FEES	84,084.00	5,606.52	16,819.56	67,264.44	20.00
20-606-4086 CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00
20-606-4099 WATER RIGHTS/LEASE PAYMENTS	<u>10,851.00</u>	<u>0.00</u>	<u>12,281.50</u>	<u>(1,430.50)</u>	<u>113.18</u>
TOTAL CONTRACTUAL	105,227.00	5,606.52	32,382.34	72,844.66	30.77

20 -WATER FUND

WATER DEPARTMENT

% OF YEAR COMPLETED: 25.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>MAINTENANCE</u>					
20-606-5005 EQUIPMENT LEASES	1,500.00	0.00	0.00	1,500.00	0.00
20-606-5010 EQUIPMENT MAINT & REPAIR	6,500.00	0.00	0.00	6,500.00	0.00
20-606-5015 ELECTRONIC EQPT MAINTENANCE	500.00	0.00	0.00	500.00	0.00
20-606-5020 VEHICLE MAINTENANCE	2,000.00	42.35	217.25	1,782.75	10.86
20-606-5030 BUILDING MAINTENANCE	2,000.00	0.00	1,489.04	510.96	74.45
20-606-5060 VEHICLE & EQPT FUELS	<u>3,000.00</u>	<u>286.40</u>	<u>1,442.64</u>	<u>1,557.36</u>	<u>48.09</u>
TOTAL MAINTENANCE	15,500.00	328.75	3,148.93	12,351.07	20.32
<u>DEPT MATERIALS-SERVICES</u>					
20-606-6011 CHEMICALS	17,000.00	680.17	8,542.08	8,457.92	50.25
20-606-6050 WATER METERS & BOXES	4,500.00	88.18	88.18	4,411.82	1.96
20-606-6055 FIRE HYDRANTS	3,000.00	0.00	0.00	3,000.00	0.00
20-606-6060 HUEBNER STORAGE TANK	6,000.00	0.00	0.00	6,000.00	0.00
20-606-6061 ELEVATED STORAGE TANK- #1 W	3,000.00	996.00	996.00	2,004.00	33.20
20-606-6062 WELL SITE #2-EAA MONITORED	100.00	0.00	0.00	100.00	0.00
20-606-6063 WELL SITE #3-NOT OPERATION	0.00	0.00	0.00	0.00	0.00
20-606-6064 WELL SITE #4-NOT OPERATION	0.00	0.00	0.00	0.00	0.00
20-606-6065 WELL SITE #5-EDWARDS BLENDI	3,000.00	0.00	0.00	3,000.00	0.00
20-606-6066 WELL SITE #6-MUNI TRACT	1,000.00	0.00	300.00	700.00	30.00
20-606-6067 WELL SITE #7	5,000.00	0.00	0.00	5,000.00	0.00
20-606-6068 WELL SITE #8	3,500.00	0.00	549.00	2,951.00	15.69
20-606-6069 WELL SITE #9-TRINITY	2,000.00	0.00	0.00	2,000.00	0.00
20-606-6070 SCADA SYSTEM MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
20-606-6071 SHAVANO DRIVE PUMP STATION	7,000.00	3,368.08	6,198.66	801.34	88.55
20-606-6072 WATER SYSTEM MAINTENANCE	13,305.00	2,801.58	3,628.89	9,676.11	27.27
20-606-6080 STREET MAINT SUPPLIES	<u>1,500.00</u>	<u>57.50</u>	<u>57.50</u>	<u>1,442.50</u>	<u>3.83</u>
TOTAL DEPT MATERIALS-SERVICES	71,905.00	7,991.51	20,360.31	51,544.69	28.32
<u>UTILITIES</u>					
20-606-7040 UTILITIES - ELECTRIC	70,000.00	6,044.60	9,835.29	60,164.71	14.05
20-606-7042 UTILITIES - PHONE/CELL	800.00	18.99	56.97	743.03	7.12
20-606-7044 UTILITIES - WATER	<u>300.00</u>	<u>22.40</u>	<u>34.49</u>	<u>265.51</u>	<u>11.50</u>
TOTAL UTILITIES	71,100.00	6,085.99	9,926.75	61,173.25	13.96
<u>CAPITAL OUTLAY</u>					
20-606-8010 NON-CAP ELECTRONIC EQUIPMEN	0.00	0.00	0.00	0.00	0.00
20-606-8015 NON-CAPITAL - COMPUTERS	0.00	0.00	0.00	0.00	0.00
20-606-8020 NON-CAPITAL MAINTENANCE EQU	1,000.00	0.00	0.00	1,000.00	0.00
20-606-8045 CAPITAL-COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
20-606-8050 CAPITAL - VEHICLES	0.00	0.00	0.00	0.00	0.00
20-606-8060 CAPITAL- EQUIPMENT	29,060.00	0.00	19,386.00	9,674.00	66.71
20-606-8080 WATER SYSTEM IMPROVEMENTS	10,000.00	0.00	0.00	10,000.00	0.00
20-606-8081 CAPITAL - BUILDING	0.00	0.00	0.00	0.00	0.00
20-606-8085 CAPITAL-WATER TOWER/STORAGE	0.00	0.00	0.00	0.00	0.00
20-606-8087 WATER METER REPLACEMENT	<u>3,780.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,780.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	43,840.00	0.00	19,386.00	24,454.00	44.22

20 -WATER FUND

WATER DEPARTMENT

% OF YEAR COMPLETED: 25.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>INTERFUND TRANSFERS</u>					
20-606-9000 EOY ASSET RECLASS	0.00	0.00	0.00	0.00	0.00
20-606-9010 TRF TO GENERAL FUND	22,050.00	0.00	0.00	22,050.00	0.00
20-606-9020 TRF TO CAPITAL REP. FUND 72	71,946.00	0.00	0.00	71,946.00	0.00
20-606-9050 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
20-606-9090 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00
20-606-9095 PENSION EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	93,996.00	0.00	0.00	93,996.00	0.00
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TOTAL WATER DEPARTMENT	707,084.00	43,835.32	171,312.76	535,771.24	24.23

20 -WATER FUND  
 DEBT SERVICE  
 % OF YEAR COMPLETED: 25.00

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>					
20-607-8000 BOND PRINCIPAL EOY	0.00	0.00	0.00	0.00	0.00
20-607-8011 ACCRUED BOND INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8012 2009 CO - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
20-607-8013 2009 CO - INTEREST	0.00	0.00	0.00	0.00	0.00
20-607-8014 2009 GO REFUND - PRINCIPAL	40,072.50	0.00	0.00	40,072.50	0.00
20-607-8015 2009 GO REFUND - INTEREST	13,830.00	0.00	0.00	13,830.00	0.00
20-607-8016 2017 GO REFUNDING (2009) PR	65,000.00	0.00	0.00	65,000.00	0.00
20-607-8017 2017 GO REFUNDING (2009) IN	68,162.50	0.00	0.00	68,162.50	0.00
20-607-8020 BOND UNAMORTIZED LOSS	0.00	0.00	0.00	0.00	0.00
20-607-8030 BOND AGENT FEES	150.00	0.00	0.00	150.00	0.00
20-607-8035 BOND ISSUANCE COSTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	187,215.00	0.00	0.00	187,215.00	0.00
<hr/>					
TOTAL DEBT SERVICE	187,215.00	0.00	0.00	187,215.00	0.00
<hr/>					
TOTAL EXPENDITURES	894,299.00	43,835.32	171,312.76	722,986.24	19.16
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (	4,603.37) (	22,172.74)	22,172.74	0.00
	=====	=====	=====	=====	=====



# Advisory of New Water, Water Supply, Wastewater and Recycled Water Rates

PO Box 2449, San Antonio, TX 78298 • 210-704-SAWS • [www.saws.org/rates](http://www.saws.org/rates)

San Antonio Water System is required by law to publish a new rate schedule for water service, water supply, irrigation, wastewater rates and recycled water rates. These new rates will be effective for consumption on or about January 1, 2019. If you would like more information or assistance on estimating your bill, contact SAWS at 210-704-7297 or visit the SAWS Main Office Customer Service Center located at 2800 U.S. Highway 281 North, San Antonio, Texas 78212. An online calculator for SAWS rates is also available at [www.saws.org/rates](http://www.saws.org/rates).

## New Water Supply Fee Rates - 2019

Applicable Rate Class	Usage Blocks, Gallons	Fee to be Assessed (per 100 gallons)
Residential	Block 1: 2,992 Gallons	\$0.1040
	Block 2: 4,489 Gallons	\$0.1819
	Block 3: 5,985 Gallons	\$0.2338
	Block 4: 7,481 Gallons	\$0.2859
	Block 5: 10,473 Gallons	\$0.3379
	Block 6: 14,962 Gallons	\$0.3899
	Block 7: 20,199 Gallons	\$0.4678
	Block 8: Over 20,199 Gallons	\$0.6756
General	Base*	\$0.1961
	>100-125% of Base	\$0.2256
	>125-175% of Base	\$0.2941
	>175% of Base	\$0.3433
Wholesale	Base**	\$0.2554
	Over Base	\$0.7665
Irrigation	Block 1: 8,229 Gallons	\$0.2566
	Block 2: 17,954 Gallons	\$0.3592
	Block 3: 162,316 Gallons	\$0.4619
	Block 4: Over 162,316 Gallons	\$0.5903

\* General Class Base equals 100% of the Annual Average Consumption.

\*\* Wholesale Class Base is defined as 100% of the Annual Average Consumption or as agreed to by the wholesale customer and approved by the SAWS Board of Trustees.

## New Recycled Class Water Rates - 2019

Meter Size	Monthly Service Availability Charge
5/8"	\$12.34
3/4"	\$16.05
1"	\$20.92
1-1/2"	\$33.24
2"	\$48.60
3"	\$129.27
4"	\$192.15
6"	\$366.53
8"	\$552.50
10"	\$757.60
12"	\$934.75

### Volume Charges per 100 Gallons

Edwards Exchange	Standard Rates	Seasonal Rates
Transferred amount	\$0.0325	\$0.0325
All in excess of transferred amount	0.1218	0.1294
Non-Edwards Exchg.	Standard Rates	Seasonal Rates
First 748,000	\$0.1303	\$0.1401
Over 748,000	0.1332	0.1413

## New Residential Class Water Rates - 2019

Monthly Service Availability Charge		
Meter Size	Inside City	Outside City
5/8"	\$12.82	\$16.67
3/4"	\$16.97	\$22.06
1"	\$25.22	\$32.79
1-1/2"	\$45.85	\$59.61
2"	\$70.58	\$91.75
3"	\$128.34	\$166.84
4"	\$210.83	\$274.06
6"	\$417.07	\$542.18
8"	\$664.55	\$863.89
10"	\$953.27	\$1,239.24
12"	\$1,778.20	\$2,311.67
Fee reduction if usage is less than 2,993 gallons	(2.57)	(3.34)

### Volume Charges per 100 Gallons

Block Threshold	Inside City	Outside City
Block 1: 2,992 Gallons	\$0.0740	\$0.0962
Block 2: 4,489 Gallons	\$0.1295	\$0.1683
Block 3: 5,985 Gallons	\$0.1665	\$0.2165
Block 4: 7,481 Gallons	\$0.2034	\$0.2645
Block 5: 10,473 Gallons	\$0.2405	\$0.3125
Block 6: 14,962 Gallons	\$0.2775	\$0.3607
Block 7: 20,199 Gallons	\$0.3329	\$0.4328
Block 8: Over 20,199 Gallons	\$0.4809	\$0.6253

## New Wholesale Class Water Rates - 2019

Meter Size	Monthly Service Availability Charge
6"	\$538.85
8"	\$860.58
10"	\$1,235.91
12"	\$2,308.35

### Volume Charges per 100 Gallons

Base*	\$0.2099
Over Base	\$0.6299

\* Base is defined as 100% of the Annual Average Consumption or as agreed to by the wholesale customer and approved by the SAWS Board of Trustees.

### Rate Table Definitions

**General Class:** Includes Commercial, Industrial and Apartment Customers. **Irrigation Class:** Cu monthly water use. New business service accounts that are installing an in-ground landscape irri who have entered into contracts for wholesale water and/or sewer service with SAWS. **Recycled** separate recycled water meter. **Seasonal Rates:** Recycled water rates applied to all billings beginn **Standard Rates:** Recycled water rates applied to all billings beginning on or about October 1 and average monthly consumption of prior year. **Inside City:** Rates charged for customers living inside City Limits. **Winter Average Consumption:** The fee for sewer service is based on the average month each year and ending on or after three full billing cycles in March. **Wastewater Customers of Other C**

## New Irrigation Class Water Rates - 2019

Monthly Service Availability Charge		
Meter Size	Inside City	Outside City
5/8"	\$13.86	\$16.94
3/4"	\$19.79	\$24.12
1"	\$31.66	\$38.45
1-1/2"	\$61.29	\$74.27
2"	\$96.79	\$117.20
3"	\$179.74	\$217.47
4"	\$298.19	\$360.65
6"	\$594.32	\$718.67
8"	\$949.73	\$1,148.31
10"	\$1,364.34	\$1,649.54
12"	\$2,548.96	\$3,081.65

### Volume Charges per 100 Gallons Standard Rates

	Inside City	Outside City
Block 1: 8,229 Gallons	\$0.3292	\$0.4279
Block 2: 17,954 Gallons	\$0.4607	\$0.5991
Block 3: 162,316 Gallons	\$0.5925	\$0.7702
Block 4: Over 162,316 Gallons	\$0.7570	\$0.9841

## New General Class Wastewater Rates - 2019

Monthly Service Availability Charge		
Meter Size	Inside City	Outside City
5/8"	\$14.53	\$17.43
3/4"	\$15.97	\$19.18
1"	\$18.14	\$21.78
1-1/2"	\$25.41	\$30.50
2"	\$36.31	\$43.58
3"	\$72.61	\$87.12
4"	\$108.91	\$130.70
6"	\$181.52	\$217.83
8"	\$290.41	\$348.52
10"	\$435.65	\$522.77
12"	\$580.86	\$697.03

Customers with no water meter will be charged the Sewer Monthly Service Availability Charge based on a 2" meter.

### Volume Charges per 100 Gallons

Block Threshold	Inside City	Outside City
Block 1: 1,496 Gallons	\$0.0000	\$0.0000
Block 2: Over 1,496 Gallons	\$0.4159	\$0.4992

## New Wholesale Class Wastewater Rates - 2019

Monthly Service Availability Charge	\$ 340.07
Volume Charge per 100 gallons	\$ 0.4438

## New General Class Water Rates - 2019

Monthly Service Availability Charge		
Meter Size	Inside City	Outside City
5/8"	\$13.86	\$16.94
3/4"	\$19.79	\$24.12
1"	\$31.66	\$38.45
1-1/2"	\$61.29	\$74.27
2"	\$96.79	\$117.20
3"	\$179.74	\$217.47
4"	\$298.19	\$360.65
6"	\$594.32	\$718.67
8"	\$949.73	\$1,148.31
10"	\$1,364.34	\$1,649.54
12"	\$2,548.96	\$3,081.65

### Volume Charges per 100 Gallons

	Inside City	Outside City
Base*	\$0.1810	\$0.2354
>100-125% of Base	\$0.2084	\$0.2710
>125-175% of Base	\$0.2717	\$0.3533
>175% of Base	\$0.3171	\$0.4121

\* Base equals 100% of the Annual Average Consumption

For a new general class water customer who does not have a record of prior-year consumption history in order to establish a base use, a default base amount shall be assigned using the average monthly consumption for the prior calendar year for the average apartment, general or industrial account (as applicable) having the same meter size and sub-classification as the customer.

## New Residential Class Wastewater Rates - 2019

Monthly Service Availability Charge		
Meter Size	Inside City	Outside City
5/8"	\$14.53	\$17.43
3/4"	\$15.97	\$19.18
1"	\$18.14	\$21.78
1-1/2"	\$25.41	\$30.50
2"	\$36.31	\$43.58
3"	\$72.61	\$87.12
4"	\$108.91	\$130.70
6"	\$181.52	\$217.83
8"	\$290.41	\$348.52
10"	\$435.65	\$522.77
12"	\$580.86	\$697.03

Customers with no water meter will be charged the Sewer Monthly Service Availability Charge based on a 5/8" meter.

### Volume Charges per 100 Gallons\*

Block Threshold	Inside City	Outside City
Block 1: 1,496 Gallons	\$0.0000	\$0.0000
Block 2: 2,992 Gallons	\$0.3104	\$0.3726
Block 3: Over 2,992 Gallons	\$0.4657	\$0.5588

\* Determined by Winter Average Consumption; customers who do not have a record of winter water usage will be billed an interim average for sewer service assuming 5,985 gallons monthly sewer usage.

that use water for landscaping, either through a separate meter or through a pro-rated amount of system are required to install a separate landscape irrigation meter. **Wholesale Class:** Customers **ass:** Customers that use recycled water produced by SAWS for non-potable applications through a about May 1 and ending after five complete billing months on or about September 30 of each year. ter seven complete billing months on or about April 30 of each year. **Base Consumption:** 100% of an Antonio City Limits. **Outside City:** Rates charged for customers living outside City of San Antonio mption of water during three complete consecutive billing periods beginning on or after November 15 of ifferent rate may apply to customers being billed by SAWS for wastewater for other municipal bodies.

Rate Adjustments by Core Business Unit Since 2009											
	2009	2010	2011 (a)	2012	2013	2014	2015	2016	2017	2018	2019
Water Delivery	3.2%	0.0%	2.2%	3.4%	0.0%	2.5%	3.6%	9.9%	8.6%	9.7%	0.4%
Water Supply	2.8%	0.0%	2.9%	3.0%	2.5%	13.1%	5.1%	9.3%	6.8%	4.5%	4.3%
Wastewater	5.3%	0.0%	11.9%	13.6%	16.5%	3.8%	6.4%	5.3%	5.6%	3.6%	8.0%
Avg. Residential Customer Monthly Bill (7,092 gallons water & 5,668 gallons sewer; no pass-through fees included)	3.9%	0.0%	-1.2%	8.0%	8.4%	5.1%	5.3%	7.7%	6.8%	5.8%	4.7%
Recycled Water	0.0%	0.0%	0.0%	3.4%	0.0%	2.5%	2.7%	9.6%	7.9%	7.6%	1.8%
(a) Rate Changes Effective November 1, 2010; New Rate Structure Also Implemented											

## Water Advisory Committee Agenda Form

Meeting Date: February 11, 2019

Agenda item: 6.b

Prepared by: Brandon Peterson

Reviewed by: Bill Hill

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**AGENDA ITEM DESCRIPTION:**

Discussion/action – Backflow Inspection/Ordinance  
– PW Director

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**Attachments for Reference:**

- 1) Fair Oaks Ranch Ordinance
- 2) CoSA/SAWS Ordinance

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**BACKGROUND / HISTORY:** As of January 2018 TCEQ has implemented a new rule regarding irrigation system installations. It has been stated that irrigation systems are considered health hazards. As such the intent of this new rule is “the prevention of any substance, if introduced into the public water supply that may cause death, illness, or the spread of any disease. Or identify any non-health hazard as any substance that constitutes a nuisance, or that would be aesthetically objectionable if introduced into the public water supply”.

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**DISCUSSION:** Attached in the packet is the adopted ordinance for Fair Oaks Ranch and for SAWS (CoSA). The Shavano Park Water System is working on an ordinance that will reflect similar to both of these. The ordinance will cover all requirements provided by TCEQ and any other items that might be of benefit to protecting the water system and the end users.

Basically this means that any irrigation system within the City Limits of Shavano Park will be required to comply by having what is called a backflow prevention assembly installed and inspected starting January 2019. It also states that “all existing, gauge testable, landscape irrigation systems backflow assemblies installed January 1, 2018 and earlier, that have not been tested in the three proceeding years (January 1, 2015) are to be tested no later than August 21, 2021 and annually thereafter.”

“Any backflow assembly installed prior to January 1, 2018, may remain in service until such time as the assembly can no longer be repaired and pass a successful test. At such time, the assembly must be brought up to current standards and be replaced with an assembly approved for the protection of our water system”.

Staff will continue to work on the ordinance and bring a completed one back to the WAC for approval and make a recommendation to take to council.

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**FINANCIAL IMPACT:** There is no added cost to the Water System. Residents' costs will vary, depending on size of backflow and if it passes inspection each year. Most backflows are tested \$50-\$150 based on the size of service. The other varying cost will be if customers need to have repairs done or will need to replace the complete assembly.

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**STAFF RECOMMENDATION:** N/A

## AN ORDINANCE

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH ESTABLISHING A CROSS-CONNECTON CONTROL AND BACKFLOW PREVENTION PROGRAM FOR THE CITY OF FAIR OAKS RANCH; PROVIDING FOR SEVERABILITY AND REPEAL CLAUSES; PROVIDING FOR A PENALTY NOT EXCEEDING \$2000 PER VIOLATION PER DAY FOR NONCOMPLIANCE; AND PROVIDING FOR AN EFFECTIVE DATE OF FEBRUARY 1, 2019.**

**WHEREAS**, the City of Fair Oaks Ranch (the "City") seeks to protect its public water system from the possibility of contamination or pollution by isolating contaminants or pollutants that could backflow into the public water system;

**WHEREAS**, the City seeks to provide for the maintenance of a continuing program of cross-connection control and backflow prevention that will systemically and effectively prevent the contamination or pollution of the City's public water system; and

**WHEREAS**, the City seeks to comply with Title 30 of the Texas Administrative Code, Chapter 290, Subchapter D: Rules and Regulations for Public Water Systems which prohibits public water systems from connecting to an actual or potential contaminant hazard without first protecting the potable water supply.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:**

That the City Council hereby adopts a Cross-Connection Control and Backflow Prevention Program for the City of Fair Oaks Ranch, Texas.

(a) Purpose.

- (1) Protect the City's public water system from the possibility of contamination or pollution by isolating contaminants or pollutants that could backflow into the public water system;
- (2) Provide for the maintenance of a continuing program of cross-connection control and backflow prevention which will systematically and effectively prevent the contamination or pollution of the City's public water system; and
- (3) Comply with Title 30 of the Texas Administrative Code, Chapter 290, Subchapter D: Rules and Regulations for Public Water Systems which prohibits public water systems from connecting to an actual or potential contaminant hazard without first protecting the potable water supply.

(b) Definitions.

For the purposes of this program, the following definitions shall apply unless the context of their usage clearly indicates otherwise:

Air gap. The unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet conveying water to a tank, fixture, receptor, sink, or other assembly and the flood level rim of the receptacle. The vertical, physical separation must be at least twice the diameter of the water supply outlet; in no case less than three (3) inches.

Auxiliary water supply. Any water source or supply other than the City's public water system that may be available to the customer or on the customer's property, including, but not limited to, ground water, surface waters, a water supply from another public water system, or used waters.

Backflow. The undesirable reversal of flow of water or mixtures of water and other liquids, gases, or other substances into the public water system.

Backflow prevention assembly or assembly. Any assembly used to prevent backflow into a public water system. The type of assembly used is based on the existing or potential degree of health hazard and backflow condition.

City. City of Fair Oaks Ranch, Texas

Contamination. The presence of any foreign substance (organic, inorganic, radiological, or biological) in water which tends to degrade its quality so as to constitute a health hazard.

Cross-connection. A physical connection between a public water system and either another supply of unknown or questionable quality, any source which may contain contaminating or polluting substances, or any source of water treated to a lesser degree in the treatment process.

Customer. Any person, individual, partnership, company, corporation, association, organization or other legal entity receiving water supplied by Fair Oaks Ranch Utilities.

Customer service inspection. An inspection for the purpose of identifying and preventing cross-connections and/or actual or potential contaminant hazards.

Non-potable water. Water that is not suitable for human consumption.

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

Public water system. A system for the provision of water to the public as defined in Title 30 of the Texas Administrative Code, Chapter 290.

Recognized backflow prevention assembly tester. A person who is licensed by the Texas Commission on Environmental Quality to test backflow prevention assemblies and registered with the City, in accordance with the City's policies and procedures.

Reduced-pressure principle backflow prevention assembly. An assembly containing two independently acting approved check valves together with a hydraulically operating mechanically independent pressure differential relief valve located between the two check valves and below the first check valve.

Service connection. The point of delivery up to and including water meters through which the public water system provides water to the customer.

(c) General.

- (1) No water service connection shall be made to any establishment where an actual or potential contaminant hazard exists unless the City's public water system is protected in accordance with the Texas Commission on Environmental Quality Rules and Regulations for Public Water Systems and this Ordinance.
- (2) The Texas Commission on Environmental Quality Rules and Regulations referred to herein shall mean those in effect at the effective date of this Ordinance and any other subsequent approved amendments, or those made effective by any successor regulatory agency of the state.

(d) Designation of program coordinator. The program coordinator shall be designated by the City Manager or his/her designee. It shall be the coordinator's responsibility to implement the provisions of this Ordinance and other appropriate sections pertaining to cross-connection control and backflow prevention. The coordinator is authorized and directed to develop such policies and procedures that are reasonably necessary to provide for the effective and efficient implementation of this Ordinance.

(e) Right-of-way encroachment.

- (1) No person shall install or maintain a backflow prevention assembly upon or within any City right-of-way unless authorized by the City Manager or his/her designee, provided as follows:
  - (A) The City retains the right to approve the location, height, depth of enclosure, and other requisites of the assembly prior to its installation.
  - (B) All applicable permits and inspections required by the City's Building Codes Department shall be obtained.
  - (C) The assembly shall be installed in accordance with the manufacturer's instructions and the American Water Works Association's Recommended Practice for Backflow Prevention and Cross-Connection Control ("Manual M14"). Any assembly or portion of an assembly that extends above ground shall be located no closer than eighteen (18) inches to the face of the curb or edge of pavement.
  - (D) The City shall not be liable for any damage to a backflow prevention assembly installed in any City right-of-way.
  - (E) A customer shall, at the request of the City and at the customer's expense, relocate a backflow prevention assembly which encroaches upon a City right-of-way when such relocation is necessary for street or utility construction or repairs for purposes of public safety.
  - (F) A person commits an offense if, after receiving a written notice from the City, he or she fails to relocate a backflow prevention assembly located in or upon a City right-of-way.

(f) Multiple connections. Any property requiring multiple service connections for adequacy of supply and/or fire protection will require installation of a backflow prevention assembly on

each of the service lines where a cross-connection hazard exists. The type of assembly will be determined by the existing or potential degree of health hazard and backflow condition.

(g) Backflow prevention assembly installation, testing, and maintenance.

- (1) All backflow prevention assemblies, including, but not limited to, assemblies which are installed on irrigation systems, shall be tested and certified to be operating within specifications upon installation and annually thereafter by a recognized backflow prevention assembly tester. Test and maintenance reports shall be submitted, in accordance with the City's policies and procedures, within ten (10) business days of the test.
- (2) All backflow prevention assemblies, including, but not limited to, assemblies which are installed on irrigation systems, shall be tested and certified to be operating within specifications upon repair, relocation, or replacement by a recognized backflow prevention assembly tester. Test and maintenance reports shall be submitted, in accordance with the City's policies and procedures, within ten (10) business days of the test.
- (3) All records related to backflow prevention assembly installation, testing, and maintenance shall be maintained by the customer for a minimum of three (3) years, and made available upon request by the City.
- (4) All backflow prevention assemblies shall be installed and tested in accordance with the manufacturer's instructions, Manual M14, or the University of Southern California's Manual of Cross-Connection Control.
- (5) The City shall not be liable for any damage to a backflow prevention assembly that occurs during testing.
- (6) No backflow prevention assembly shall be removed from use, relocated, or other assembly substituted without the approval of the City.
- (7) All backflow prevention assemblies installed after the effective date of this Ordinance shall be installed in a manner designed to facilitate ease of inspection, testing, and records examination by the City. Any currently installed backflow prevention assemblies, which are located in inaccessible locations or where the tester is subject to physical danger, based on the judgement of the City Manager or his/her designee, shall be relocated at the expense of the customer.
- (8) Test gauges used for backflow prevention assembly testing shall be calibrated on an annual-basis in accordance with Manual M14, current edition, or the University of Southern California's Manual of Cross-Connection Control, current edition.
- (9) All backflow prevention assembly testers operating within the City shall be licensed in accordance with all applicable regulations of the Texas Commission on Environmental Quality, and registered with the City. To complete registration, the backflow prevention assembly tester shall provide proof of the following items:
  - (A) Texas Commission on Environmental Quality license;
  - (B) Calibration of testing equipment; and

(C) General liability insurance policy in the amount of at least \$300,000.

(10) Revocation of Registration

(A) A backflow prevention assembly tester's registration may be reviewed and revoked by the City if it is determined that the tester has:

- i. Falsely, incompletely, or inaccurately reported test and maintenance reports;
- ii. Used improper testing procedures; or
- iii. Created a threat to public health or the environment.

(B) A backflow prevention assembly tester whose registration is revoked under this subsection may appeal the revocation of the permit pursuant to Sec. 13.06.008 (entitled "appeal procedure") of the City Code of Ordinances.

(11) The City will maintain a current list of recognized backflow prevention assembly testers, which will be made available upon request.

(h) Cost of compliance. The cost of complying with this Ordinance shall be the responsibility of the customer. These costs include but are not limited to purchasing, installation, testing, and repair of the assembly.

(i) Landscape irrigation systems. All applicable permits and inspections required by the City's Building Codes Department shall be obtained for all landscape irrigation system installations. Installations must comply with the City's current plumbing code and water conservation plan.

(j) Fire-hydrant protection. A reduced-pressure principle backflow prevention assembly shall be the minimum protection for fire-hydrant water meters that are being used for a temporary water supply during any construction activity or other uses which would pose a potential hazard to the public water system. It is the responsibility of the customer engaging in the use of a fire-hydrant water meter to abide by the conditions of this Ordinance.

(k) Rainwater harvesting systems. Any customer who has a cross-connection between the City's public water system and a rainwater harvesting system shall install an air gap to prevent non-potable water from entering the public water system. All piping that contains non-potable water shall be clearly labeled ("NON-POTABLE WATER").

(l) Customer service inspections.

(1) A customer service inspection shall be completed prior to Fair Oaks Ranch Utilities providing continuous water service to all new construction, or on any existing service connection when the City has reason to believe that cross-connections and/or actual or potential contaminant hazards exist.

(2) Only individuals with the following credentials shall be recognized as capable of conducting a customer service inspection:

(A) Plumbing inspectors and water-supply-protection specialists that have been licensed by the Texas State Board of Plumbing Examiners; or

- (B) Customer service inspectors that hold a current license issued by the Texas Commission on Environmental Quality.
- (3) The customer service inspection must certify that:
  - (A) No direct connection between the City's public water system and a potential source of contamination exists. Potential sources of contamination shall be isolated from the public water system by a properly installed air gap or an appropriate backflow prevention assembly;
  - (B) No cross-connection between the public water system and an auxiliary water supply exists. A properly installed air gap shall be maintained between the public water system and an auxiliary water supply; and
  - (C) No connection exists which allows water to be returned to the public water system.
- (m) Right of entry. The City may enter a customer's property to gain access to a cross-connection, backflow prevention assembly, or piping for the purpose of determining compliance with this Ordinance. The City's right of entry is a condition of a customer's water service. If right of entry is denied by a customer or access is unreasonably delayed, the City may pursue any remedy allowed under this Ordinance or the law.
- (n) Repeal. All ordinances that are in conflict with the provisions of this Ordinance are hereby repealed, and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.
- (o) Severability. 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.
- (p) Enforcement. If a customer fails to comply with any terms of this Ordinance, the City may, upon due notice to the customer, pursue any or all of the following actions:
  - (1) Based on the judgement of the City Manager or his/her designee, discontinue water service to the property where such violations occur. Services discontinued under such circumstances shall be restored only upon compliance with this Ordinance; payment of disconnection and reconnection charges, as set forth in Appendix A of the Code of Ordinances; and any other costs incurred by the City in discontinuing service.
  - (2) Enforce violations of this Ordinance as Class C misdemeanors. Proof of a culpable mental state is not required for conviction of an offense under this Ordinance. Upon conviction, any person violating this Ordinance is punishable by a fine not exceeding two thousand dollars (\$2,000). Each day that one or more of the provisions in this Ordinance is violated shall constitute a separate offense.
  - (3) Enforce this Ordinance by injunction, declaratory relief, or other action at law or in equity.

(q) Effective date. This Ordinance shall take effect February 1, 2019 and after publication as required by law and City Charter.

**PASSED and APPROVED** on first reading this the 15th day of November, 2018.

**PASSED, APPROVED and ADOPTED** on second reading this the 6th day of December, 2018.

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Garry Manitzas, Mayor

ATTEST:

APPROVED AS TO FORM:

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Christina Picioccio, City Secretary

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Denton Navarro Rocha Bernal & Zech, P.C.,  
City Attorney

AN ORDINANCE 2011-06-23-0575

AMENDING CHAPTERS 24, ENTITLED "PLUMBING AND FUEL GAS CODE" AND 34, ENTITLED "WATER AND SEWER" OF THE CITY CODE OF SAN ANTONIO, TEXAS, BY ALTERING REQUIREMENTS FOR BACKFLOW PREVENTION DEVICE INSPECTION AND TESTING IN CHAPTER 24, ADDING A NEW DIVISION 8 ENTITLED "BACKFLOW PREVENTION" TO ARTICLE VI, CHAPTER 34 AND PROVIDING FOR PENALTIES AND AN EFFECTIVE DATE.

\* \* \* \* \*

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

**SECTION 1:** Chapter 24 entitled "Plumbing and Fuel Gas Code" of the City Code of San Antonio, Texas, is hereby amended by altering the requirements for backflow prevention device testing and inspection. Changes are delineated by underlined (added) and stricken (~~deleted~~) language below:

**Sec. 608.14.3.**

**608.14.3** The premise owner or responsible person shall have the *backflow* prevention assembly tested by a *state licensed backflow assembly tester* at the time of installation, repair, or relocation and tested and inspected at least on an annual schedule thereafter, or more often when required by the ~~{code official}~~ public water system that provides water to the property where the backflow prevention assembly is installed. All annual inspection and testing shall be performed in accordance with Chapter 34, Article VI, Division 8, of the City Code of San Antonio, Texas. {The periodic testing shall be performed in accordance with approved procedures.}

**SECTION 2.** Chapter 34 entitled "Water and Sewers" of the City Code of San Antonio, Texas, is amended by adding a new Division 8 entitled "Backflow Prevention" to Article VI. Water Quality Control and Pollution Prevention. Changes are delineated by the underlined (added) language below:

**DIVISION 8. BACKFLOW PREVENTION.**

**Sec. 34-1075. General provisions.**

- (a) Purpose. The purpose of this division is to prevent the contamination of water delivered by public water systems by requiring the maintenance, repair, inspection and testing of backflow prevention devices.
- (b) Application. This division shall apply within the corporate limits of the City and within the extraterritorial jurisdiction of the City.
- (c) Definitions. As used anywhere in this division, the following terms are defined to mean:

Backflow: The reversal of the flow of water or mixtures of water and other liquids, gases, or other substances into the distribution pipes of a public water system.

City: The City of San Antonio, a Texas home rule municipality.

Person: An individual, partnership, joint venture, firm, company, corporation, association, joint stock company, governmental entity, trust, estate, sole proprietorship, or legal entity of any kind or character.

Public water system: A system for the provision of water to the public as defined in Title 30 of the Texas Administrative Code, Section 290.38.

SAWS: The San Antonio Water System, a public water system and an agency of the City, created by City Ordinance No. 75686, passed April 30, 1992.

#### **Sec. 34-1076. Backflow prevention devices.**

- (a) Backflow is prohibited. A person shall not maintain a backflow prevention device, plumbing fixture, equipment, or any other device that permits backflow, or fail to install a backflow prevention device that is required by the City Code of San Antonio, Texas.
- (b) Each property owner shall cause backflow prevention devices to be installed in compliance with the provisions of Chapter 24 of the City Code of San Antonio, Texas, and the International Plumbing Code and appendices as amended that are adopted by the City in that chapter.

#### **Sec. 34-1077. Inspection and testing.**

- (a) Each property owner is responsible for the maintenance and repair of each backflow prevention device that is located on the property owner's property.
- (b) Each property owner shall have each backflow prevention device located on a property owner's property inspected and tested annually by a State of Texas licensed backflow assembly tester. The licensed tester performing the inspection and testing shall complete a report of each inspection and testing on a form

approved by the public water system that provides water to the property where the backflow prevention device is located.

- (c) Each property owner shall repair or replace a backflow prevention device that fails a test before returning the backflow prevention device to service.
- (d) Each property owner shall deliver the annual report of testing and inspection that is required to be performed by this section to the public water system that provides water to the property where the backflow prevention device is located not later than thirty days after the date of the inspection and testing.

**Sec. 34- 1078. Fees.**

To recover the costs for the implementation of this division, each property owner shall pay the applicable fee for Existing Backflow and Maintenance Report that is provided in Chapter 24, Sec. 24-14 of the City Code of San Antonio, Texas, for each backflow prevention device for which an annual inspection is required by this division to the public water system providing water to the location of each backflow prevention device. The fee shall be delivered to the public water system with the report of annual inspection and testing that is required by this division. Subject to City Council approval, the governing body of each public water system is authorized to amend the amount of the fee charged to recover the costs reasonably related to the performance of the functions for which the fee is charged.

**Sec. 34-1079. Emergency suspension.**

- (a) The chief executive officer of a public water system may suspend water service and disconnect service to a person if the chief executive officer determines that contamination or pollution due to backflow presents an imminent threat to the public water system, presents an imminent danger to public health or safety, or threatens to interfere with the operation of the public water system.
- (b) A person notified of the suspension of the person's service by a public water system pursuant to this section shall immediately stop the use of the public water system's water. If a person fails to immediately suspend use of the public water system's water, the public water system may take the actions it determines are necessary to prevent contamination or pollution, or to minimize damage to the public water system.
- (c) The authority granted in this section is in addition to the authority granted to SAWS in Sec. 34-1081 of this division.

**Sec. 34- 1080. Access to property.**

A public water system, through its employees or authorized agents, may enter property that receives water service from the public water system to inspect backflow prevention devices.

**Sec. 34-1081. Enforcement.**

- (a) The failure to perform any action that is required by this division, or the performance of any action that is prohibited by this division shall constitute a violation of this division.
- (b) Criminal penalty. A conviction for a violation of any provision of this division shall constitute a class C misdemeanor. A person convicted of a violation of any provision of this division shall be fined an amount of not less than two hundred dollars (\$200.00) per violation and a maximum of not more than two thousand dollars (\$2,000.00) per violation. Each violation of this division shall constitute a separate offense, and each day a violation continues shall be considered a new offense. A culpable mental state is not required to prove an offense under this division.
- (c) Civil Penalty. A civil penalty may be imposed for each violation of any provision of this division in an amount not to exceed five thousand dollars (\$5,000.00) per violation. Each violation of any provision of this division shall constitute a separate violation, and each day a violation continues shall be considered a new violation.
- (d) Authorization to enforce. SAWS is authorized to take any action authorized by this division against any person committing a violation of this division within SAWS service area. The grant of authority set out in this section does not in any way diminish the authority of the Office of the City Attorney to take any action necessary to enforce the terms of this division, to prosecute violations of this division, and to defend the legality of this division, if challenged.
- (e) Additional enforcement remedies. In addition to any other remedies provided in this division, the City, or SAWS for violations of this division that occur within its service area may, at any time, pursue any other legal and/or equitable remedy to require compliance with this division.
- (f) Should SAWS give written notice of a violation of this division to a property owner and the violation is not completely remedied within ninety (90) days after the date of the notice, then in that event SAWS may terminate water and/or sewer service to the location where the violation occurred upon the approval of a resolution by the SAWS Board of Trustees authorizing such termination.

**SECTION 3.** No other provision of the City Code of San Antonio is amended hereby. All other provisions shall remain in effect.

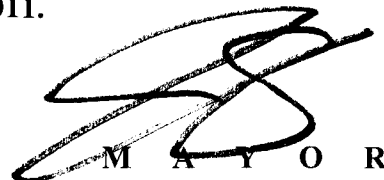
**SECTION 4.** Should any Article, Section, Part, Paragraph, Sentence, Phrase, Clause, or Word of this Ordinance, or any appendix thereof, for any reason, be held illegal, inoperative, or invalid or if any exception to or limitation upon any general provision herein contained be held to be unconstitutional or invalid or ineffective, the remainder shall, nevertheless, stand effective and valid as if it had been enacted and ordained without the portion held to be unconstitutional or invalid or ineffective.

**SECTION 5.** There is no financial impact as a result of the passage of this Ordinance.

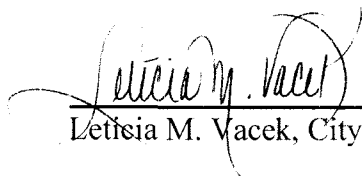
**SECTION 6.** The publishers of the City Code of San Antonio are authorized to amend said Code to reflect the changes adopted herein, to correct typographical errors and to index, format and number paragraphs to conform to the existing code.

**SECTION 7.** This Ordinance becomes effective immediately upon receipt of eight or more affirmative votes; otherwise, it shall become effective on the tenth day after passage.



**PASSED AND APPROVED this 23<sup>rd</sup> day of June, 2011.**

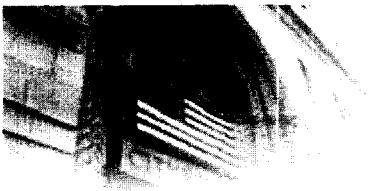
  
M A Y O R  
Julián Castro

**ATTEST:**

  
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Letisia M. Vacek, City Clerk

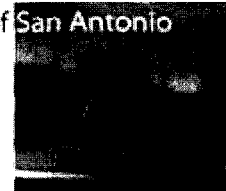
**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Michael D. Bernard, City Attorney  




Request for  
**COUNCIL**  
**ACTION**

City of San Antonio



## Agenda Voting Results - 37

<b>Name:</b>	6A, 6B, 6C, 7, 8, 9, 10, 11, 12, 13, 14A, 14B, 15, 18, 19, 20, 21, 22, 24, 25A, 25B, 25C, 25D, 25E, 25F, 25G, 27, 28, 29, 30A, 30B, 31, 32, 33A, 35, 36, 37, 38A, 38B, 38C, 38D, 38E, 38F, 38G, 38H, 38I, 38J, 38K, 38L, 38M, 38N, 38O, 38P, 38Q, 38R, 38S, 38T, 40, 41, 43, 44, 45, 46, 47, 49A, 49B, 49C, 49D, 50, 51, 52, 53A, 53B, 54, 55, 56A, 56B, 57						
<b>Date:</b>	06/23/2011						
<b>Time:</b>	09:57:52 AM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	An Ordinance amending Chapter 24, Plumbing and Fuel Gas Code, and Chapter 34, Water and Sewer, of the City Code of San Antonio, Texas, in order to provide the San Antonio Water System (SAWS), and other water purveyors, with authority to administer and monitor a program for annual inspections and testing of backflow devices and authorizing the assessment of a filing fee in order to recover costs associated with administering said program. [T.C. Broadnax, Assistant City Manager; Roderick Sanchez, Director, Development Services]						
<b>Result:</b>	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Julián Castro	Mayor		x				
Diego Bernal	District 1		x				
Ivy R. Taylor	District 2		x				
Jennifer V. Ramos	District 3		x				
Rey Saldaña	District 4		x				
David Medina Jr.	District 5		x				x
Ray Lopez	District 6		x			x	
Cris Medina	District 7		x				
W. Reed Williams	District 8		x				
Elisa Chan	District 9		x				
Carlton Soules	District 10		x				