



Agenda

CITY CLERK'S OFFICE

DATE 3/5/15 TIME 10:40am

SERVED BY Caryn Grosse

RECEIVED BY Alicia Martin

SANTA FE WATER CONSERVATION COMMITTEE MEETING

CITY HALL - 200 LINCOLN AVE.

CITY COUNCILORS' CONFERENCE ROOM

TUESDAY, MARCH 10, 2015

4:00 PM TO 6:00 PM

AMENDED

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FEBRUARY 10, 2015 WATER CONSERVATION COMMITTEE MEETING
6. CONSENT ITEMS

DISCUSSION ITEMS:

7. DROUGHT, MONSOON AND WATER RESOURCE UPDATE (Rick Carpenter, 10 minutes)
8. CLIMATE ACTION TASKFORCE (Councilor Ives, 10 minutes)
9. VOTE TO SUPPORT AND RECOMMEND WATER CONSERVATION BILLS CURRENTLY UNDER CONSIDERATION IN 2015 LEGISLATURE (Doug Pushard, 10 minutes)
10. SPRING EVENTS UPDATE (Caryn Grosse, 10 minutes)

INFORMATIONAL ITEMS:

11. UPDATE ON BASIN STUDY (Bill Schneider, 30 minutes)
12. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE INITIATIVES: (Councilor Ives, 40 minutes)
 - A. GROUP #3- WATER CONSERVATION CODES, ORDINANCES & REGULATIONS (10 minutes)
 - B. GROUP #4- REESTABLISH TREND OF NET ANNUAL REDUCTIONS IN PER CAPITA WATER USAGE AND IDENTIFYING LARGE WATER USERS (10 minutes)
 - C. NEW! GROUP #5-WATER SYSTEM MAP (10 minutes)
 - D. GROUP #2- WATER CONSERVATION EDUCATION/OUTREACH (10 minutes)

MATTERS FROM STAFF:

- Search Process for Water Conservation Manager

MATTERS FROM COMMITTEE:

- Reminder Regarding Attendance

MATTERS FROM PUBLIC:

NEXT MEETING – TUESDAY, APRIL 14, 2015:

CAPTIONS: MARCH 30, 2015 @ 3 pm PACKET MATERIAL: APRIL 1, 2015 @ 3 pm

ITEMS FOR NEXT AGENDA:

- New Working Groups/Priorities

ADJOURN.

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

WATER CONSERVATION COMMITTEE
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FEBRUARY 10, 2015

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Roll Call/Call to Order	The Water Conservation Committee Meeting was called to order by the Chair, at 4:00 pm in the City Councilor's Conference Room.	Page 2
Approval of Agenda No staff or committee changes	<i>Ms. Randall moved to approve the agenda as presented, second by Ms. Perez, motion carried by unanimous voice vote.</i>	Page 2
Approval of Consent Agenda	No Action needed	Page 2
Approval of Minutes, January 20, 2015	Edits to names. Melessia should be Melissa Shandler should be Chandler Gross should be Grosse Mr. Wiman moved to approve the minutes of January 20, 2015 with minor name edits, second by Ms. Randall, motion carried by unanimous voice vote.	Page 3
CONSENT AGENDA	No Action Needed	Page 3
<u>Discussion Items</u> 7. Drought Monsoon and Water Resource Update – Rick Carpenter, Water Resources and Conservation Manager (Exhibit A) 8. Climate Action Task Force 9. Historical Changes in Water Use Rate (GPCD) by Sector (Single-Family, Multi-family, and ICI) 10. The Value of Including a GPCD Summary Spreadsheet in the Annual Report (Exhibit B) 11. Agree to Draft a Resolution in support of Senator Wirth's Energy and Water New Home Tax Credit Bill (Exhibit C)	Informational	Page 3-5
Informational Items Groups #4, 5, 2 and 3	No formal action, reports provided verbally.	Page 6
Matters from Staff	Informational	Page 6-7

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Next Meeting	Tuesday, March 10, 2015	Page 7
Adjournment and signature	Meeting was adjourned at 5:40 pm	Page 7

**SANTA FE WATER CONSERVATION COMMITTEE MEETING
CITY HALL - 200 LINCOLN AVE.
CITY COUNCILORS' CONFERENCE ROOM
TUESDAY, February 10, 2015
4:00 PM TO 6:00 PM**

MINUTES

1. CALL TO ORDER

Councilor Ives, Chair called the meeting to order at 4:00 pm

Mr. Pushard nominated Lisa Randall as temporary Chair, seconded by Mr. Roth, motion carried by unanimous voice vote.

2. ROLL CALL

Present:

Councilor Peter Ives, Chair
Stephen Wiman
Nancy Avedisian
Tim Michael
Lisa Randall
Grace Perez
Giselle Piburn

Not Present/Excused

Bill Roth
Doug Pushard, Excused
Melissa McDonald, Resigned
Karen Schmitt, Excused

Others Present:

Caryn Grosse, Water Conservation Specialist
Robert Wood, Water Conservation
Andy Otto, Santa Fe Watershed Association
Eileen Everett, Education Coordinator, SF Watershed Association
Athena Beshur, Owner of Seeds of Wisdom
Fran Lucero, Stenographer

3. APPROVAL OF AGENDA

No Changes from staff or committee.

Ms. Randall moved to approve the agenda as presented, second by Ms. Perez, motion carried by unanimous voice vote.

4. APPROVAL OF CONSENT AGENDA

No action needed.

5. APPROVAL OF MINUTES JANUARY 20, 2015

**Edits to names. Melessia should be Melissa
Shandler should be Chandler
Gross should be Grosse**

Mr. Wiman moved to approve the minutes of January 20, 2015 with minor name edits, second by Ms. Randall, motion carried by unanimous voice vote.

6. CONSENT AGENDA

None

DISCUSSION ITEMS:

7. Drought Monsoon and Water Resource Update – Rick Carpenter, Water Resources and Conservation Manager (Exhibit A)

Mr. Carpenter emphasized that all reservoirs are at a very low level. There is a new graphic included in Exhibit A, information on regional reservoirs. El Nino is nowhere in sight. Graphic 2: Projections for February, March and April are for normal precipitation.

Wild Earth Guardians is part of the settlement with the City of Albuquerque. Wild Earth Guardians did agree to take off San Juan Chama project.

Mr. Wiman asked about the upstream water supply when the reservoirs are not looking good. Mr. Carpenter said that they have storage at Heron and storage at Abiquiu of San Juan Chama Water and they have negotiated exchange of San Juan Chama Water that was with Elephant Butte. In total they have about 19,000 ac. ft. of San Juan Chama Water.

Question on Water Use Report for 2013. Mr. Carpenter said that it is about 2 weeks from being completed and released.

Ms. Randall asked about the status of the automated water meters. Mr. Carpenter said that it is moving forward; the Vendor is working with local legal counsel and the city is moving forward on a normal schedule. There will be a roll out plan and it will be very public, very open and very transparent.

Ms. Perez asked if this graphic could be used in future presentations and if that would be allowed. Mr. Carpenter will send Caryn the electronic version and yes it can be used for public presentations.

8. Climate Action Task Force

The Chair reported that on the energy side it was hoped to roll out the first line of recommendations for the governing body. It has been delayed for release for the last City Council meeting in February. Water will be discussed in the next focus group; more to come. It is expected that David Coss will lead that presentation at the end of the month.

9. Historical Changes in Water Use Rate (GPCD) by Sector (Single-Family, Multi-family, and ICI)

In response to a request from a WCC member, included is the Historical GPCD Data. The value is to have this spreadsheet and to know if we are doing well in our efforts. Graph shows that since 2002 our demand has been constant, population is served by the utility not city population.

10. The Value of Including a GPCD Summary Spreadsheet in the Annual Report (Exhibit B)

Mr. Michael noted that the spreadsheet labeled OSE GPCD Calculator is included in the packet and discussed at the last meeting. Mr. Michael clarified that he had done this spreadsheet for his own informational use.

Mr. Michael asked the WCC members if a graphic like the one presented at the last meeting would be useful to include in an annual report. Mr. Michael is not encouraging the city to go back and verify these historical numbers but he would like to see it used in a future annual report.

Mr. Wiman asked if Mr. Michael would go back and verify those numbers. Mr. Michael said that he would prefer not to. The real exercise would be to reach an exercise on what to do. Mr. Michael does not want to go in to the process in defending the numbers.

Ms. Perez said that she feels a graphic would be very helpful in an annual report and place it in an appendix. There is always the question as to what has gone to the OSE and if it supports transparency. Ms. Perez stated if it was put to a vote, she would support to have it included as these are the city's numbers.

The Chair said he would not have a problem in submitting this report in the Annual Report.

Thank you to Mr. Michael.

11. Agree to Draft a Resolution in support of Senator Wirth's Energy and Water New Home Tax Credit Bill (Exhibit C)

Nancy Avedisian on behalf of Mr. Pushard. Mr. Pushard was seeking approval for support of water conservation bills that are in process at the NM Legislature.

The Chair has no problem waiting until next meeting to formalize the statement of supporting water conservation bills that are in process.

Ms. Avedisian asked for permission to draft the resolution and bring it forward to the next meeting.

The Chair will acquire the legislative bills in relation to water conservation. The Chair asked for Mr. Pushard to send the Bill #'s and give status on where they are in committee.

Included in the packet are the three links in support of Senator's Wirth's Energy and Water New Home Tax Credit Bill.

INFORMATIONAL ITEMS:

12. Group Reports From Water Conservation Committee Initiatives

A. Group #4 – Re-establish Trend of Net Annual Reductions in Per Capita Water Usage and Identifying Large Water Users (Exhibit D)

More information to follow at next meeting.

Ms. Randall reported that SFPS has applied for \$150,000 through Capital Outlay for weather trap controllers. Ms. Grosse stated that the weather trap controller's would qualify for a rebate.

B. *New Group #5 – Water System Map*

Mr. Carpenter provided an update and stated that years back when they had a dedicated GIS employee, they all agreed that something like this map has utility value; it would be useful and very nice to have. "It could grow as we needed it to." Question remains, where the levels of effort intersect and where there is value. We are not sure how much effort it would take. Mr. Carpenter would like to see a state of the art tool. It might require Nick Schiavo talking to Brian Snyder to seek a dedicated GIS person to make it a priority.

The Chair added that he has met with the GIS Department and feels that this could be done. The question is; what data is needed and what data is wanted from the Water Manager. In the management chain of command it would be important to talk to the City IT Director who has a water background as her input would be valuable.

Mr. Carpenter said it would need to be updated; it would be a living tool. It would be labor intensive to build it and labor intensive to keep it up to date.

Mr. Wiman emphasized that if we had a Water Map, which is requested many times, it would be very helpful.

Mr. Carpenter said that the problem with our system is that it is very complex, the portfolios that we have are not that easy to manage. Mr. Carpenter said if there could be a simple map on the website that would be good for the public perception.

The Chair said you could then have layered links that the public could open up with detail.

Mr. Michael reiterated that he envisions the city qualify the numbers on the map. There has to be an agreement of what is included in the map.

Mr. Wiman stated that in the last meeting the components of the proposed map were defined. The question is always asked, what is the right we have to extract this and if

they could have easy access to this non-invasive information. In agreement with Mr. Carpenter it does require cooperation and collaboration.

Mr. Carpenter said that neither he nor any members of his staff have the skills to do the map but he would be happy to meet with the designated WCC members, i.e., (Mr. Michael and Mr. Wiman) and Mr. Carpenter could definitely document the details. Meeting to follow. The positive output is that the information can be gathered collaboratively. The Chair will also take it forward to the GIS staff.

C. Group #2 – Water Conservation Education Outreach

Mr. Michael reported that a local plumbing distributor would like to have someone from the WCC make a presentation to his audience on rebates. Mr. Michael will schedule meetings with Mr. Nelson on this request. Mr. Michael and Ms. Perez said they are comfortable presenting the information on rebates. The WCC agreed to this presentation.

Ms. Perez, in discussion with Mr. Pushard talked about workshops that are free in Las Cruces, NM. (Titles of the workshop were listed). Mr. Pushard wanted to ask the WCC if this is something that could be pursued and topics could be identified to encourage water conservation.

The Chair is happy to get a consensus and noted that there are many other organizations that do educational outreach (Master Gardner's for one), and it might be good to enter into collaboration. Mr. Bob Wood, Water Department noted that he has been making presentations. Ms. Grosse said she would like to have WCC members assist; more so since time and staff are not able to cover all events that come up. Ms. Grosse said that the presentations are tailored to the requesters need.

Ms. Perez asked staff to send possibly 3-4 samples of the presentations we have in our library to review.

Ms. Randall suggested that staff reach out to the WCC members should there be a need for a speaker at a presentation. This offer has been made at previous meetings.

The Chair said that it would be nice to research if there is a place on the city website or other water conservation organizations that might calendar, that would indicate educational presentation opportunities.

Ms. Grosse asked for help the 3rd week in April for Earth Day.

D. Group #3 – Water Conservation Codes, Ordinances and Regulations
Report at March meeting. It is taking shape at the national level.

MATTERS FROM STAFF:

Reminder: Get packet information in on a timely manner, deadlines noted below.
Ms. Laurie Trevizo will be back for March WCC meeting.

MATTERS FROM COMMITTEE:

Mr. Wiman asked about the status of letter discussed with legal. The Chair said that the letter is in the making and will be brought to the next meeting.

Mr. Wiman asked about the follow up with Melissa Byers on the wording for city code violations. The Chair asked for wording and Mr. Wiman will forward the information.

The Chair announced the resignation of Melissa Mc Donald as she has accepted a position with the city that would conflict with her role in the WCC. The Chair said that he would like to have names brought forward to the next meeting for potential candidates. Ms. Grosse clarified that according to the resolution the representation of districts is not balanced. It was recommended that we reach out to Councilor Dimas and Councilor Trujillo from District 4 for nominees.

The Chair asked Ms. Grosse to send the criteria to him and he will reach out to Councilors Dimas and Trujillo

MATTERS FROM PUBLIC

Love Your River Day – Frenchy's Field 10 am – 12 Noon, Saturday, February 14th – Santa Fe Watershed Association – they will get together and pick up garbage. All are welcomed.

Ms. Everett from the Santa Fe Watershed Association announced an event on March 10-12th.

Staff Follow Up for Future Meetings:

- Inclusion of GPCD Worksheet in Annual Report(s).
- Draft of Resolution on Water Conservation legislation.
- Meeting to be set with Rick Carpenter and Staff, Mr. Michael and Mr. Wiman to discuss the Water Map.
- Follow up on listing of upcoming water conservation educational programs citywide.
- Discuss the status of the letter in Legal Counsel.

NEXT MEETING – TUESDAY, MARCH 10, 2015

Reminder:

CAPTIONS: FEBRUARY 23, 2015 @ 3 pm


PACKET MATERIAL: FEBRUARY 25, 2015 @ 3 pm

ADJOURN.

There being no further business to come before the Water Conservation Committee, the meeting was adjourned at 5:40 pm.

Signature Sheet:


Councilor Peter Ives, Chair



Fran Lucero, Stenographer

MEMORANDUM

TO: City of Santa Fe Public Utilities Committee
City of Santa Fe Water Conservation Committee
Buckman Direct Diversion Board

FROM: Rick Carpenter, Water Resources and Conservation Manager 

VIA: Nick Schiavo, Public Utilities Department and Water Division Director

DATE: February 18, 2015

SUBJECT: 42nd Monthly Update on Drought and Water Resource Management

CURRENT UPDATE – GENERAL WATER RESOURCE MANGEMENT

As the Committee/Board is aware, our region is still suffering through a drought. Our region has gone through four consecutive years of record drought and heat, and it appears that we may be heading into our fifth year of drought. This drought is likely present significant challenges to all water purveyors, utilities, and irrigators going forward into the rest of this water-year.

July/August/September, 2014 yielded good summer rains due to a series of moist northeast cold fronts and monsoonal flow, but the monsoons generally exited by early October. Most models are still predicting the likelihood of a return of an El Nino weather pattern, 50%-60% chance of a return to El Nino conditions with normal to above normal precipitation over the rest of winter and through early spring. This could mean good precipitation for the remaining winter months (snow pack) (see attached figure). Therefore, while El Nino seems to be weakening relative to early predictions, normal to above normal snow pack is still likely over the next several weeks. The most recent February NOAA ENSO update states that:

ENSO-neutral (El Nino) conditions continue. Positive equatorial sea surface temperature (SST) anomalies continue across the Pacific Ocean. There is an approximate 50%-60% chance of El Nino conditions for winter and early spring."

It is worth noting that City of Santa Fe has invested in a robust and diverse portfolio of four distinct water supply sources that allows for flexibility in meeting demand: Buckman well field, City well field, Canyon Road Water Treatment Plant on the Upper Santa Fe River, and the Buckman Direct Diversion on the Rio Grande. Supply from these groundwater and surface water sources are expected to be adequate in meeting local demands. The City also has a considerable amount of SJCP water stored ("banked from previous years") in reservoirs upstream from the BDD diversion, and that water could be called for if needed over the coming 2 or 3 years.

LOCAL CONDITIONS

Source of Supply Utilization Summary

January 2014

City Wells	14.78mg/m	45.36af/m
Buckman Wells	0.00mg/m	0.00af/m
CRWTP	84.05mg/m	257.93af/m
BRWTP	141.46mg/m	434.14af/m
<i>Other Wells(Osage, MRC, etc)</i>	<i>0.00mg/m</i>	<i>0.00af/m</i>

Upper Santa Fe River/CRWTP

	Total Combined Reservoir Level	Santa Fe Snow Gage	Reservoir Inflow
February 18, 2015	7.1.0%	34.00 inches	2.33 MGD
5-Year Average for This Date (2010 – 2014)	45.35 %	32.40 inches	1.53 MGD

As of February 18, 2015 total combined storage in Nichols and McClure reservoirs is 7.1% of total (or about 280 acre-feet of storage out of 4,000 acre-feet of capacity). Some flows have been by-passed due to construction on the new intake facilities. Minor inflows are expected to continue for the near future and so the reservoirs have been managed to allow for water treatment plant production, active construction, and draining/drying.

Buckman Regional Water Treatment Plant (BDD)

Flows in the Rio Grande are relatively good for this time of year, and turbidity has been generally good. The BDD has been able to divert and treat in line with demand.

REGIONAL CONDITIONS

Rio Grande Basin

Surface flows in the Rio Grande and its tributaries through mid-January have been relatively good. However, storage levels in regional reservoirs are still very low (see attached figure). There was very little carry-over storage from 2014 into 2015. A good snow pack this winter is essential if there is to be significant runoff into regional reservoirs for next high demand season, but time is running short.

There are no new updates regarding Wild Earth Guardians legal actions or endangered species issues.

San Juan Basin

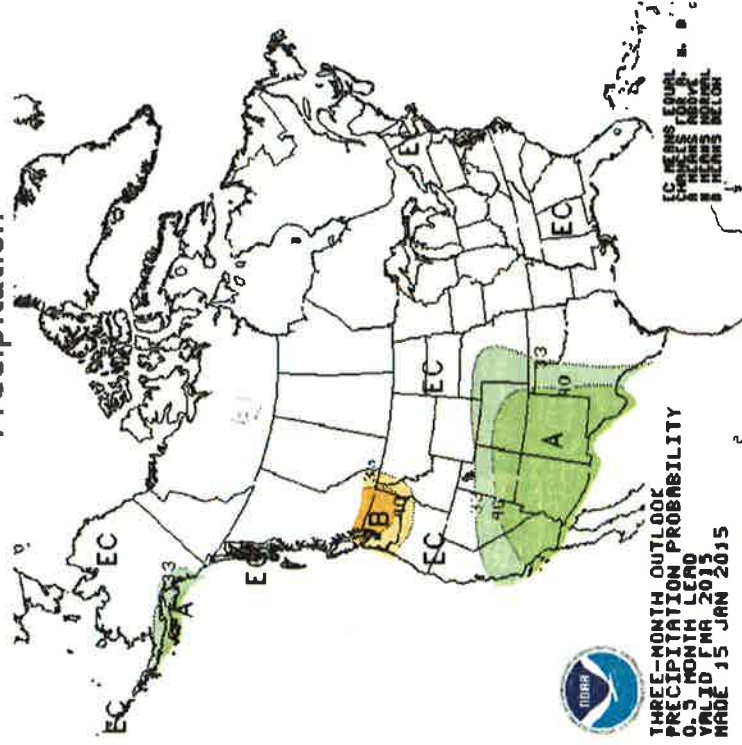
It should be stressed that, conditions could significantly worsen for San Juan Chama Project deliveries this coming year, if the drought persists, due to a lack of carry-over storage in Heron from last year to this year. Heron Reservoir is currently at a very low level. However, the San Juan Basin as well as the local Sangre de Cristo Mountains have experienced several snow storms recently. Recent estimates by the BoR suggest that the snow pack is about 50-60% of normal for this time of year (through December 2014), but with the dry conditions and unseasonably warm temperatures, these figures will likely continue to be revised downward.

U. S. Seasonal Outlooks

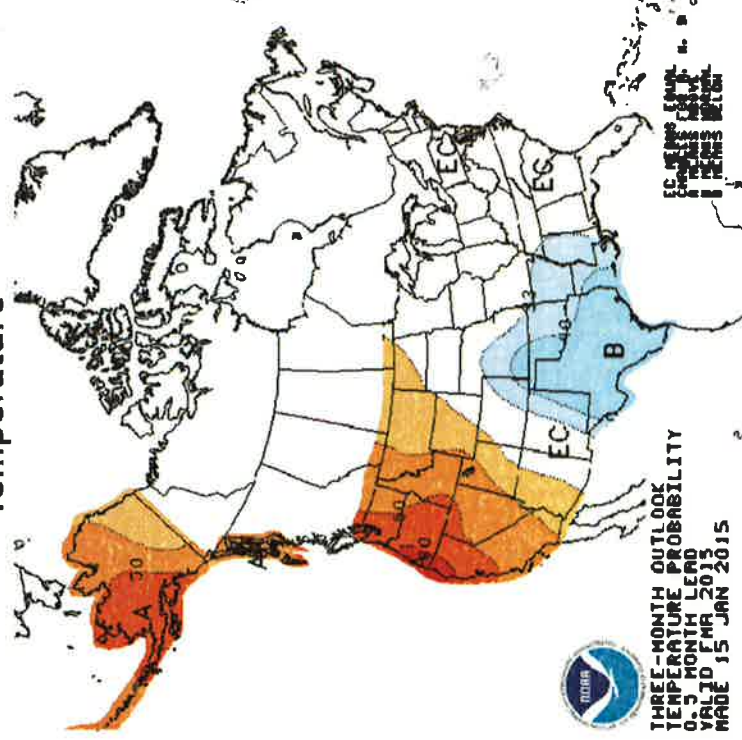
February - April 2015

The seasonal outlooks combine the effects of long-term trends, soil moisture, and, when appropriate, ENSO.

Precipitation



Temperature



Online Resources

Portions of the information provided in this figure can be accessed at the Natural Resources Conservation Service

Arizona: <http://1.usa.gov/19e2BdJ>

New Mexico: http://www.wcc.nrcs.usda.gov/cgibin/resv_rpt.pl?state=new_mexico

Notes

The map gives a representation of current storage for reservoirs in Arizona and New Mexico. Reservoir locations are numbered within the blue circles on the map, corresponding to the reservoirs listed in the table. The cup next to each reservoir shows the current storage (blue fill) as a percent of total capacity. Note that while the size of each cup varies with the size of the reservoir, these are representational and not to scale. Each cup also represents last year's storage (dotted line) and the 1981–2010 reservoir average (red line).

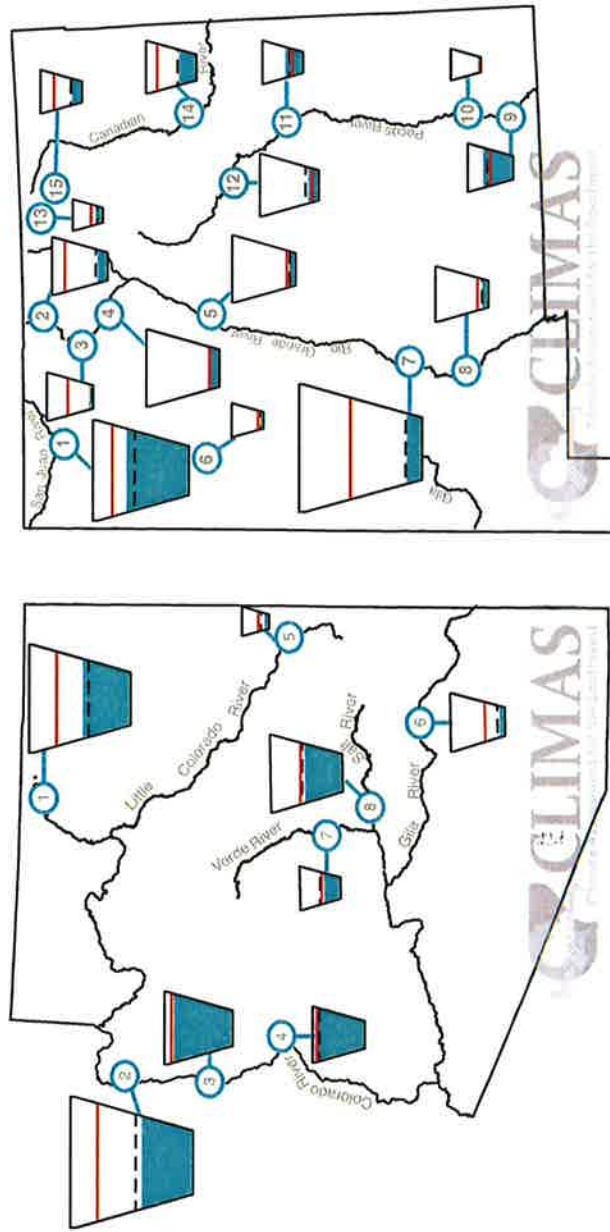
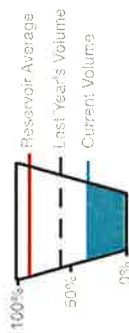
The table details more exactly the current capacity (listed as a percent of maximum storage). Current and maximum storage are given in thousands of acre-feet for each reservoir. One acre-foot is the volume of water sufficient to cover an acre of land to a depth of 1 foot (approximately 325,851 gallons). On average, 1 acre-foot of water is enough to meet the demands of 4 people for a year. The last column of the table lists an increase or decrease in storage since last month. A line indicates no change.

These data are based on reservoir reports updated monthly by the National Water and Climate Center of the U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS).

Reservoir Volumes

DATA THROUGH DECEMBER 31, 2014

Data Source: National Water and Climate Center, Natural Resources Conservation Service



Reservoir	Capacity	Current Storage*	Max Storage*	One-Month Change in Storage*
1. Lake Powell	47%	11,523.0	24,322.0	-406.0
2. Lake Mead	41%	26,676.0	26,159.0	367.0
3. Lake Mohave	86%	1,559.7	1,810.0	39.5
4. Lake Havasu	89%	551.1	619.0	-24.5
5. Lyman	13%	4.0	30.0	0.2
6. San Carlos	8%	74.3	875.0	-0.5
7. Verde River System	38%	110.0	287.4	-3.3
8. Salt River System	50%	1,020.5	2,025.8	11.1
9. Lake Avalon	65%	2.6	4.0	0.6
10. Brantley	8%	81.1	1,008.2	1.6
11. Sumner	41%	41.5	102.0	3.3
12. Santa Rosa	15%	93.2	433.3	-0.6
13. Costilla	21%	3.3	16.0	0.4
14. Cochise	30%	83.9	254.2	-0.7
15. Eagle Nest	22%	17.2	79.0	0.2

*KAF = thousands of acre-feet

Online Resources

Figure 1.4
High Plains Regional Climate Center - HPRCC
<http://www.hprcc.unl.edu/maps/cumen/>

Figure 2
National Climatic Data Center - NCDC
<http://www.ncdc.noaa.gov>

Figure 3
Natural Resources Conservation Service - NRCS
<http://www.wcc.nrcs.usda.gov/gis/snow.html>

Figure 5-6
NOAA-Climate Prediction Center
<http://www.cpc.ncep.noaa.gov/products/forecast/>

January Southwest Climate Outlook

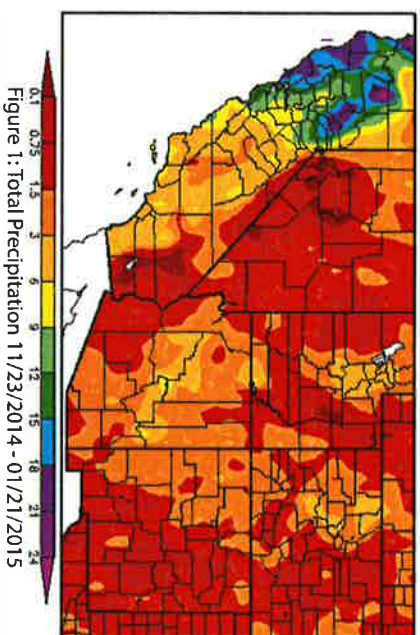


Figure 1: Total Precipitation 11/23/2014 - 01/21/2015



Figure 2: Statewide Average Temperature Ranks Jan-Dec 2014

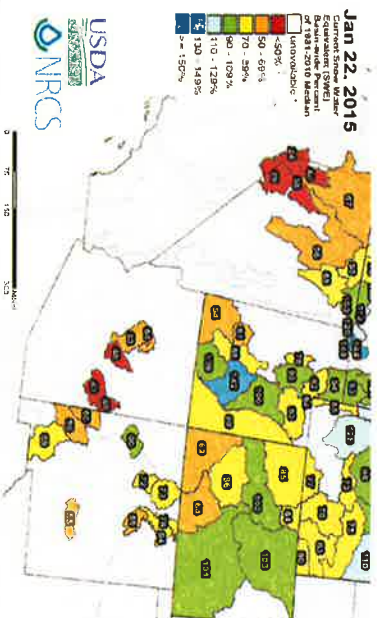


Figure 3: Percent of Normal Snow Water Equivalent (SWE) by Basin

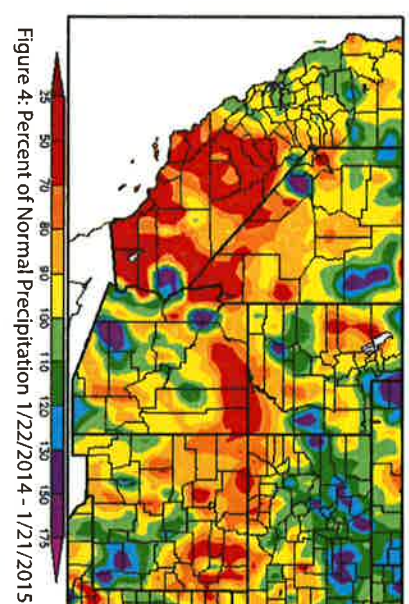


Figure 4: Percent of Normal Precipitation 1/22/2014 - 1/21/2015

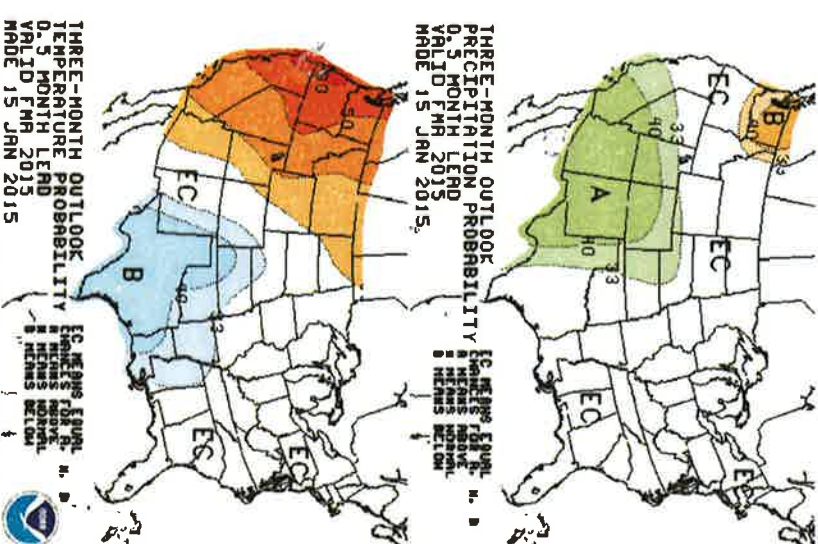


Figure 5-6: Three-Month Seasonal Outlook

CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2015-_____

INTRODUCED BY:

Councilor Peter Ives

A RESOLUTION

**SUPPORTING PROPOSED STATE LEGISLATION, SENATE BILL 279 (SB 279) AND
SENATE BILL 280 (SB 280) – RELATING TO WATER CONSERVATION MEASURES.**

WHEREAS, the 60 day session of the 2015 Legislative Session began on January 20, 2015;
and

WHEREAS, SB 279 and SB 280, have been introduced for consideration by the 52nd
Legislature - State of New Mexico - First Session, 2015; and

WHEREAS, SB 279 would create a “sustainable building tax credit” to be available for and
encourage the construction of a sustainable building or renovation of an existing building into a
sustainable building; and

WHEREAS, SB 280 would create a “water harvesting income tax credit” to provide an
incentive for homeowners and business to collect and store harvested water for future use; and

WHEREAS, the City of Santa Fe aspires to become the water conservation capital of the
nation; and

WHEREAS, the City of Santa Fe has invested in a robust and diverse portfolio of water

1 sources and the city has many options available to meet the water supply needs of its residents; and

2 **WHEREAS**, the City of Santa Fe, the region of Northern New Mexico and the State of New
3 Mexico continue to explore ways to manage residential consumption of water and power and to
4 inspire the residents to care for our natural resources; and

5 **WHEREAS**, the city has an Emergency Water Regulation Ordinance, 25-5 SFCC 1987 that
6 imposes major water restrictions to reduce demand that could cause economic hardship; and

7 **WHEREAS**, it has been reported to the City of Santa Fe Public Utilities Committee that our
8 region is in the fourth consequent year of record drought and heat; and

9 **WHEREAS**, as it has been reported to the City of Santa Fe Public Utilities Committee, the
10 City of Santa Fe's reservoir levels are at record lows.

11 **NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE**
12 **CITY OF SANTA FE** that the Governing Body hereby supports the passage of Senate Bill 279
13 (SB 279) and Senate Bill 280 (SB 280) relating to water conservation measures to create a
14 "sustainable building tax credit" and "water harvesting income tax credit".

15 **BE IT FURTHER RESOLVED** that the City Clerk is directed to forward a copy of this
16 resolution to the City of Santa Fe lobbyist and the City of Santa Fe State Legislative Delegation.

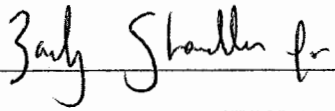
17 PASSED, APPROVED, and ADOPTED this _____ day of _____, 2015.

18
19 _____
20 JAVIER M. GONZALES, MAYOR

21 ATTEST:

22
23 _____
24 YOLANDA Y. VIGIL, CITY CLERK
25

1 APPROVED AS TO FORM:

2
3  _____

4 KELLEY A. BRENNAN, CITY ATTORNEY


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25 *M/Legislation/Resolutions2015/Water Conservation Measures SB 279 & SB 280*


City of Santa Fe, New Mexico

memo

Date: February 25, 2015

To: Water Conservation Committee

From: Caryn Grosse, Water Conservation Specialist 

Via: Rick Carpenter, Water Resources and Conservation Manager 
Nick Schiavo, Public Utilities Department and Water Division Director

RE: Update on Water Conservation Office Spring 2015 Events

The City of Santa Fe Water Conservation Office has a number of upcoming events this spring that provide education and outreach opportunities to a variety of audiences. The Water Conservation Committee is welcome to attend any of these events, however, their participation is especially desired for the Earth Day event at the GCCC on April 18th, as noted below.

Santa Fe Home Show:

March 14-15, 2015

The Water Conservation Office will join Environmental Services Division, Sustainable Santa Fe and Santa Fe County to staff a table at the Santa Fe Area Home Builders Association Home Show.

Fix A Leak Week, March 16-20, 2015:

As part of Fix A Leak Week, the Water Conservation Office will be hosting Flapper Friday on March 20, 10 am – 2 pm in the Water Division lobby, 801 W San Mateo! The Bad Flapper's gang will be handing out new toilet flappers to customers who bring in their water bills.

This is the City of Santa Fe's fifth year to participate in the national event sponsored by the US EPA WaterSense Program. Fixing a leaky toilet can save up to 1,000 gallons of water every month. The number one cause of a leaky toilet is a faulty flapper. This inexpensive rubber part decays or get covered with mineral deposits and can cause leaks, which are often silent, hence the silent-movie roaring 20's villain known as the Bad Flapper.

11th Annual Children's Poster Contest:

Judging: January 15, 2015

Presentation of Awards: March 25, 2015 at City Council Meeting

The theme was "*How Water Connects Us.*" The Water Conservation Office received 421 entries this year! Winners of the poster contest receive a trophy and a prize package that includes conservation kits for saving water at home. The winners are also featured in the next year's Water Conservation Calendar, with the grand prize winning poster on the cover.

The calendar resulting from each year's poster contest is a favorite in the Santa Fe community, with nearly 5,000 of the 2015 calendars already distributed.

13th Annual Children's Water Fiesta:

Teacher's meeting: March 19, 2015

Event: April 8-9, 2015

The online form was utilized to register classes again this year. As of the writing of this memo, 24 classes had signed up, totaling 514 students. It is anticipated that 4-6 more classes will be sign up for the event. Additional volunteers and/or presenters may be needed.

Santa Fe Public Schools students in the 4th grade come for a fun-filled day of learning about water at the Santa Fe Community Convention Center! Fiesta activities cover a wide range of core curriculum areas including language arts, math, science, social studies, visual arts, and health & wellness. Presenters demonstrate water related facts, concepts and values through fun, hands-on learning activities.

Results of the 2014 Water Fiesta:

- 598 students from the Santa Fe Public School (SFPS) system attended, 14 classes each day
- Schools attending: Amy Biehl (4 classes), El Dorado (3), Kearny (4), EJ Martinez (2), Agua Fria (2), Aspen (3), Atalaya (1), Gonzales (3), Wood Gormley (3), Pinon (2)
- 16 organizations donated their time and effort
- 16 different activities were presented (some activities were only presented on one of the two days)

QWEL (Qualified Water Efficient Landscaper) Training:

Dates TBD

The City of Santa Fe and the New Mexico Water Conservation Alliance will be co-sponsoring Qualified Water Efficient Landscaper (QWEL) training in March. QWEL is an approved U.S. EPA WaterSense Irrigation Auditor certification program. Landscape professionals who achieve and maintain QWEL certification and have a current City of Santa Fe business license become approved contractors for the City of Santa Fe Water Conservation Irrigation Efficiency Rebate Program. Training is limited to 25 participants. Information about the program will be disseminated by press releases, flyers provided to irrigation parts vendors, and letters and/or emails to landscaping companies.

Earth Day Events:

The Water Conservation Office will be participating in the following Earth Day events:

- Genoveva Chavez Community Center, April 18, Literature Table, 9:30 am – 2 pm
- The Railyard, April 18, Workshop: Basic Home Water Audit, 10 am – 1 pm

As the Water Conservation Office staff will be divided between these two events, assistance from the Water Conservation Committee would be appreciated for the Earth Day Celebration at the GCCC.

CommUNITY Day:

The Water Conservation Office will have a table at CommUNITY Day, May 9, 10am-3pm

Project WET Workshop:

June 5, 2015

The Water Conservation Office and the Environmental Education Association of New Mexico will be co-hosting a Project WET (Water Education for Teachers) Workshop for teachers and environmental educators to familiarize them with the Project WET Curriculum Guide 2.0. Participants in this event will receive their own copy of the Curriculum Guide, as well as a certificate for 6 hours of training.

Projections of Current and Future Water Supply for the Santa Fe Basin

Public Utilities Committee
4 February 2015

Bill Schneider, P.G. on behalf of Public Utilities Team and Project Partners



Sandia National Laboratories

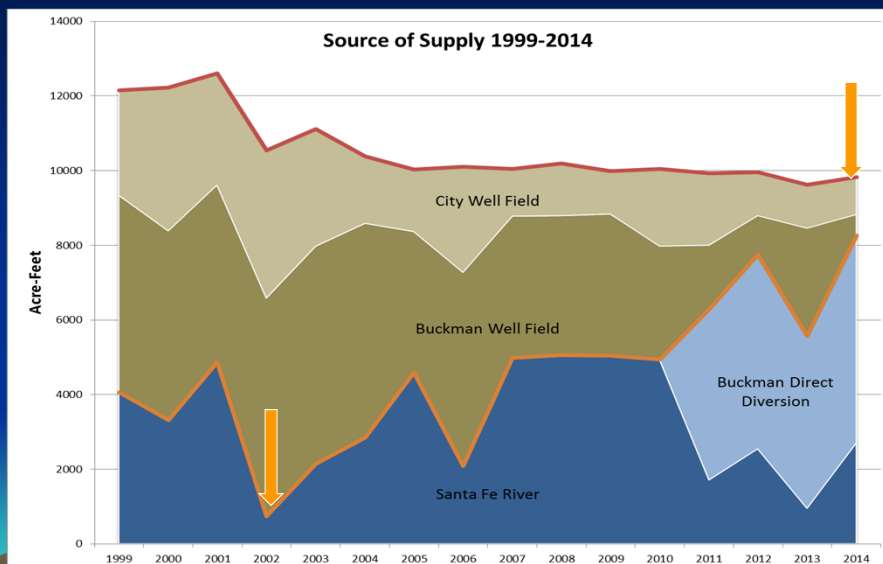
CDM
Smith

Outline

- 2014 Water Supply Summary
- Basin Study Report
- Planning for the Future



Water Supply 1999-2014



San Juan-Chama Project Storage, Dec-2014



HERON

- 5,849 AF*

EL VADO

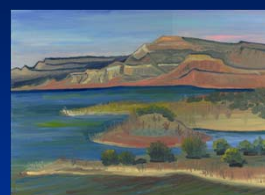
- 8,414 AF

ABIQUIU

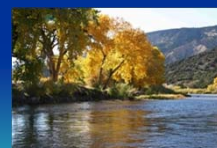
- 2,667 AF

TOTAL

- 16,930 AF



Phyllis Chase



Ron Gardner Audubon

Key Components of Basin Study

Santa Fe Basin Study:

Adaptations to Projected Changes in
Water Supply and Demand

Draft Summary Report

Santa Fe Basin, New Mexico



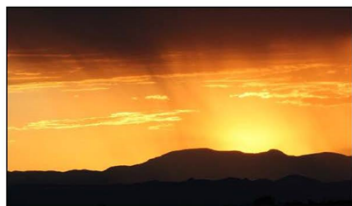
- Preliminary Assessment and public outreach
- Evaluation of water supply and demand for City-County combined water system in 2055, based on climate and population projections
- Assessment of surface-water reliability, 2055.
- Evaluation of proposed adaptation strategies

Preliminary Assessment

October, 2012

Climate Change and the Santa Fe Watershed: A Preliminary Assessment

Bureau of Reclamation WaterSMART Program Initiative



Prepared for:

Bureau of Reclamation

City of Santa Fe

Santa Fe County

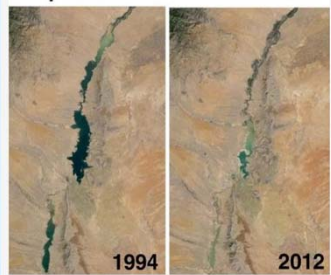


Stakeholder participation

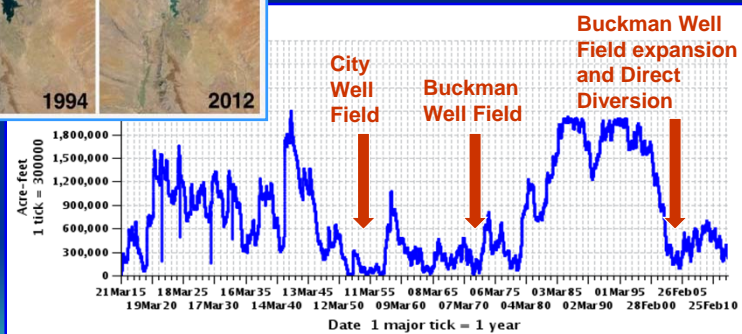
- Watershed vulnerabilities
- Brainstorm of adaptation strategies for watershed, ecosystem, food security, transportation, quality of life...
- Assessment of adaptation actions already underway in the community.

Historic Climate Variability

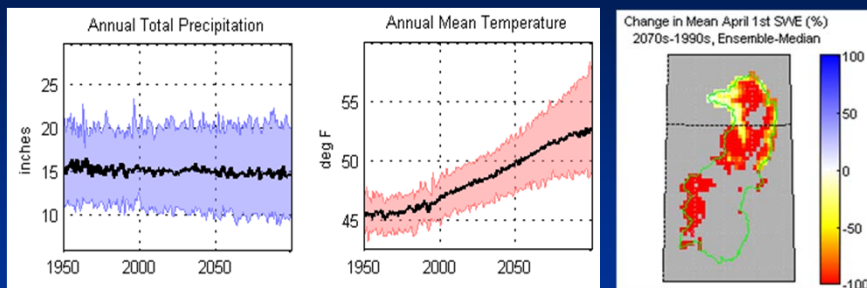
Elephant Butte & Caballo Lake



New water supply sources added during times of drought



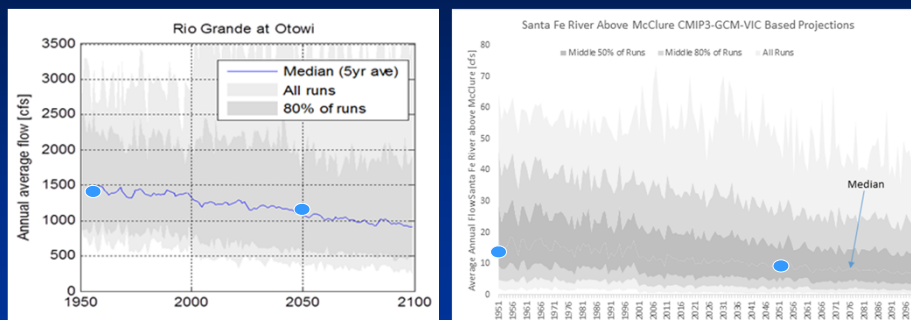
Projected Climate Changes



Key Takeaways:

- Upward of 75% Snowpack Reduction by the 2070s
- 5 Degree F Temperature Increase by 2050
- Higher Evapotranspiration Rates
- Potentially Greater Monsoonal Intensity

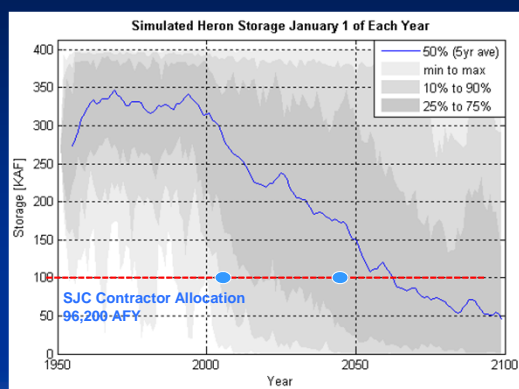
Projected Native River Flows



Key Takeaway (2055):

- ~33% average decline in availability of the native (Santa Fe Watershed and Rio Grande) surface-water supply

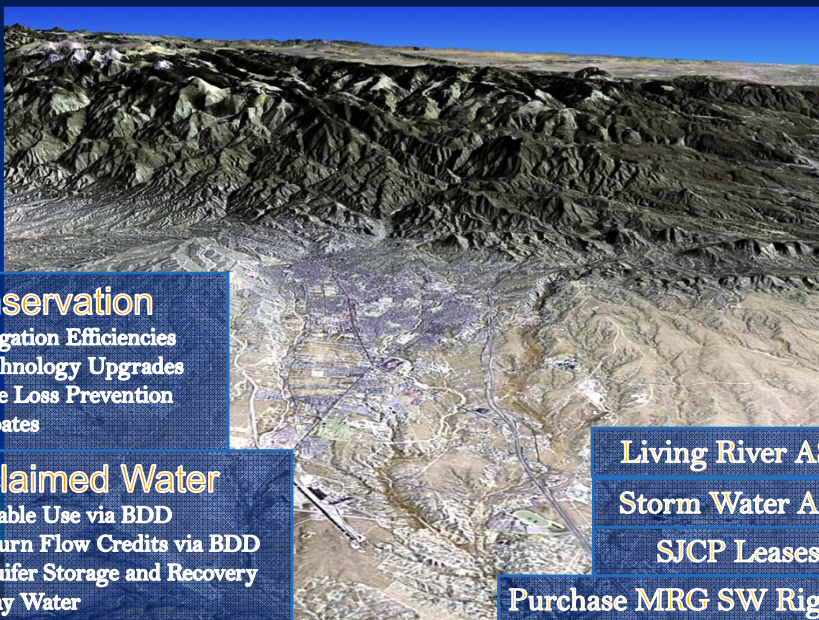
Projected Changes to San Juan-Chama Project Allotments



Key Takeaways (2055)

- San Juan-Chama Project water shows greater reliability than native surface water
- 25% Decline in Project Water Availability
- Initial (Jan. 1) Allocations Diminish over Time

Adaptation Strategies



Conservation

- Irrigation Efficiencies
- Technology Upgrades
- Line Loss Prevention
- Rebates

Reclaimed Water

- Potable Use via BDD
- Return Flow Credits via BDD
- Aquifer Storage and Recovery
- Gray Water

Living River ASR

Storm Water ASR

SJCP Leases

Purchase MRG SW Rights

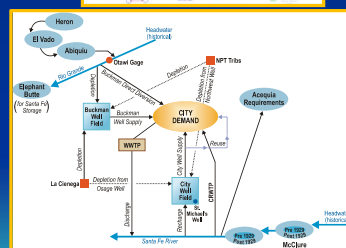
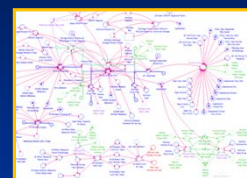
Testing Adaptation Strategy Portfolios using WaterMAPs

Adaptation Strategies Preliminary Assessment

Reliability Screening

Fill Supply Gaps
Sustainable Groundwater Pumping
Annual Deficit less than 2000 AF
90% of years, deficits are less than 100 AFY

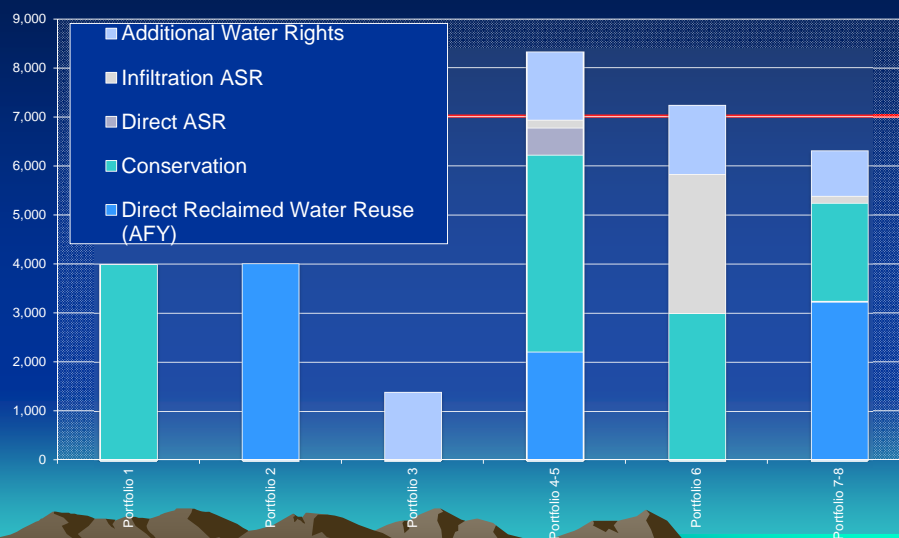
Performance Screening Weighted Criteria and Scoring



Projected Gap between Water Supply and Demand (2055)

Santa Fe Basin Projected 2055 Water Supply Gap				
	Climate Scenario			
	Simulated Historic (no climate change)	Central Tendency	Warm-Wet	Hot-Dry
Total Demand - Average Annual (AFY)	21,643	22,925	22,646	23,299
Total Supply - Average Annual (AFY)	16,488	15,550	16,304	13,976
Water Supply Gap – Difference between Demand and Supply (AFY)	-5,155	-7,375	-6,342	-9,323

Adaptation Portfolios



Basin Study Key Findings

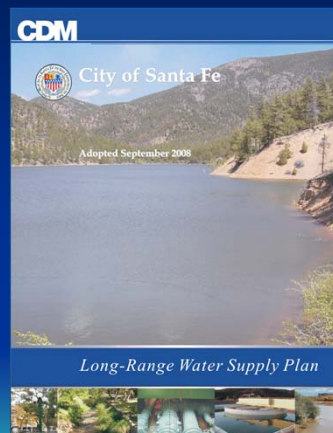
- Considerable uncertainty remains regarding future climate and its impacts
 - Projected surface water supply shortfalls of 20-35%
- No single adaptation solution alone is sufficient to address the projected supply gap
 - Combination of strategies required
 - Additional monitoring and data analysis and future refinements
- More Conservation will be needed
 - Further reductions in GPCD (20% target)
- Increased use of reclaimed water will be a key adaptation
 - 3 highest ranked portfolios emphasized reclaimed water

Planning for Adaptation 2015 Grant Funding

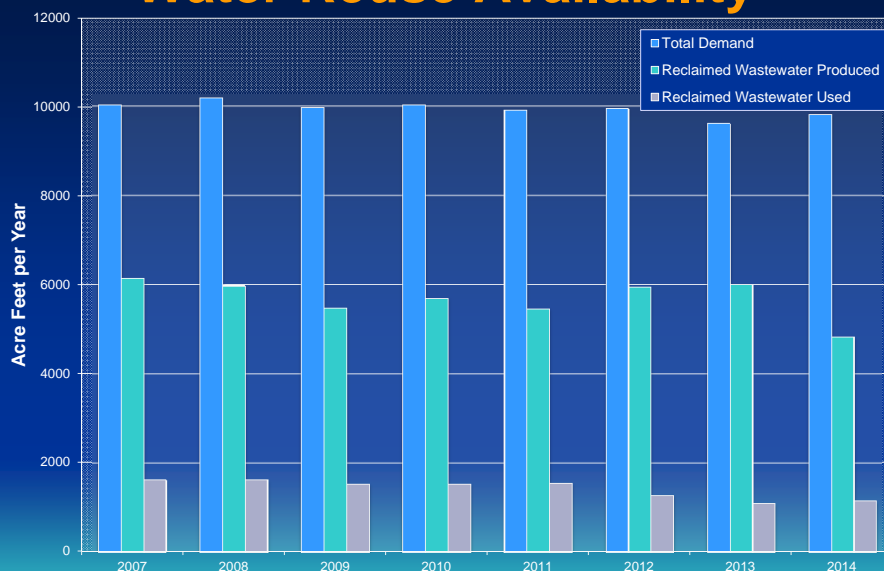
- **BOR: Title XVI Water Reuse Program - \$132,000 (win)**
 - “Providing for Santa Fe Basin’s Future Water Supplies Needs: A Feasibility Study to Optimize the Use of Regional Reclaimed Wastewater”
- **EPA: National Climate Research - \$850,000 (shortlisted)**
 - “Managing forested watersheds for both water and fire during drought”
- **WRRF: Water Reuse Research Foundation \$50,000**
 - “Comprehensive Analysis (Triple Bottom Line) of Alternative Water Supply Projects Compared to Direct Potable Reuse”

Planning for Adaptation 2015 Monitoring, Analysis, and Refinements

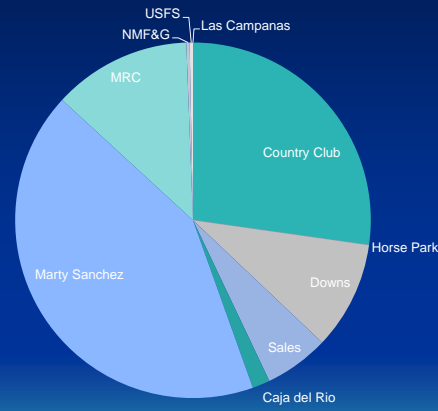
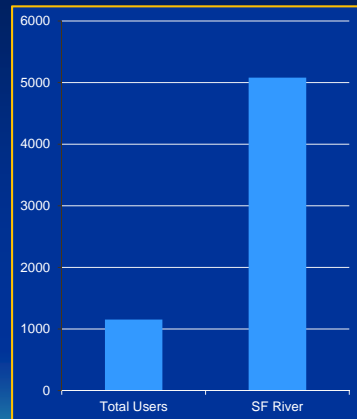
- Reclaimed Wastewater Feasibility Study
- Water Loss Audit
- Long Range Water Supply Plan Update (2008)
- Well Field Sustainability Analyses*
- Aquifer Storage and Recovery Preliminary Assessment**



Water Reuse Availability

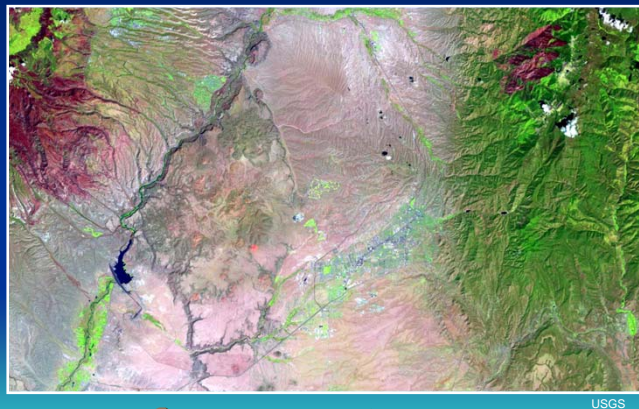


Water Reuse and SF River Releases



Ensuring Future Water Supply for the Santa Fe Basin

Thank You!
Questions?



Working Group #3 Update

Update for March Water Conservation Committee

SB 279 - Passed Conversation Committee and scheduled for Corporation Committee
SB 280 - Passed Conversation Committee and scheduled for Corporation Committee

WERS - In pilot and getting feedback on the tool from a handful of builders and agencies around the county. Several local builders are testing it. Working on how to update SF Building Code. Working on training that will be provided via SFCC. Applying for grant monies to help with developing the course materials.

CITY OF SANTA FE

RULES & PROCEDURES

FOR

CITY COMMITTEES

ADOPTED BY
RESOLUTION NO. 1984-56
DATE August 8, 1984

AMENDED BY
RESOLUTION NO. 1990-16
DATE March 14, 1990

AMENDED BY
RESOLUTION NO. 2009-20
DATE February 11, 2009

INTRODUCTION

The following rules and procedures are intended to serve as a guide for the many committees which serve City government. They are not intended to replace Robert's Rules of Order. If there is a conflict between the committee rules and procedures and the enabling state statute or city ordinance, which creates the committee, the statute or ordinance shall prevail.

TABLE OF CONTENTS

Article 1	DEFINITIONS
Article 2	PROCEDURE FOR ESTABLISHMENT OF COMMITTEES
Article 3	NAME, PURPOSE, DUTIES AND RESPONSIBILITIES
Article 4	ADMINISTRATIVE RESPONSIBILITY
Article 5	ADMINISTRATIVE SUPPORT
Article 6	RELATIONSHIP WITH OTHER ENTITIES
Article 7	MEMBERSHIP
Article 8	OFFICERS
Article 9	REMOVAL, RESIGNATION AND VACANCIES
Article 10	MEETINGS
Article 11	VOTING
Article 12	RULES OF PROCEDURE FOR AGENDAS
Article 13	MINUTES

Exhibit "A" Sample Agenda

List of Existing Committees

ARTICLE 1 - DEFINITIONS

For the purposes of Committee Rules and Procedures:

ADVISORY COMMITTEE	means a city board, commission or committee whose purpose is to advise the governing body on matters within the scope of its authority. Unless otherwise specified by ordinance, all city committees are advisory in nature.
COMMITTEE	means a City board, commission, committee or authority, appointed by the mayor with the approval of the City Council.
GOVERNING BODY	means the Councilors and the Mayor or the Councilors and the Mayor Pro Tempore meeting in a session duly called.
JOINT COMMITTEE	means a committee composed of members of both City and County government.
REGULATORY COMMITTEE	means a committee which has been delegated decision-making authority, either by city ordinance or state statute, or both.
SPECIAL COMMITTEE	means a committee formed by resolution (includes Ad Hoc of the governing body, whose duties and Committee & Task Force) responsibilities generally involve a specific task. When the task is completed, the committee is automatically dissolved.
STAFF LIAISON	means a member of the City staff assigned to coordinate the work of a specific committee.
STANDING COMMITTEE	means a committee formed by resolution or ordinance of the governing body, whose work is to be generally continuous and a part of the fundamental concerns of the governing body.
STATUTORY COMMITTEE	means a committee formed pursuant to state statute.

ARTICLE 2 - PROCEDURES FOR ESTABLISHMENT OF COMMITTEES

ESTABLISHMENT OF COMMITTEES: The creation of a committee requires formal action by the governing body. Statutory committees may be formed by city ordinance in compliance with state law. Departmental and special committees are formed by resolution of the governing body. Unless otherwise specified by city ordinance, all city committee members are advisory in nature to the governing body. All City Committee members, unless otherwise specified by city ordinance shall be appointed by the mayor with the advice and consent of the City Council.

ARTICLE 3 - NAME, PURPOSE, DUTIES AND RESPONSIBILITIES

Section 1. NAME: Each committee shall have a name as stated in the committee's enabling ordinance or resolution.

Section 2. PURPOSE: Each committee shall have a purpose as stated in the committee's enabling ordinance or resolution.

Section 3. DUTIES AND RESPONSIBILITIES: Each committee shall have its duties and responsibilities stated in its enabling ordinance or resolution. Duties and responsibilities include at a minimum, the following:

A. **Duties and Responsibilities:**

- (1) To initiate, review, and make recommendations to the governing body and City staff on matters related to its area of responsibility.
- (2) To assist administrative departments of the City in defining programs which meet the needs of the residents of the City.
- (3) To provide public information for groups interested in its area of responsibility.
- (4) If a regulatory committee, to follow all laws, procedures, rules and regulations governing its area of responsibility.
- (5) To perform other duties as the governing body may direct.
- (6) To submit reports, as required, to the governing body.
- (7) To meet as necessary, to accomplish its duties and responsibilities.
- (8) To hold public meetings and hearings at specified times under the provisions of Article X of Committee rules and procedures and in compliance with the state Open Meetings Act (Sec. 10-15-1 through 10-15-4 NMSA 1978).

(9) To make recommendations to the governing body relative to needed policies, ordinances, and programs to achieve the committee's purposes.

10) To keep minutes of meetings in accordance with Open Meetings Act.

B. Committee Members Responsibilities Include:

(1) Attending meetings when required to carry out the work of the committee.

(2) Reviewing background material in preparation for meetings.

ARTICLE 4 - ADMINISTRATIVE RESPONSIBILITY

DESIGNATION OF STAFF LIAISON TO COMMITTEE: In order to ensure accurate communication and proper information dissemination to the mayor and city council, the public and the news media, a staff liaison to each committee shall be designated by the city manager.

ARTICLE 5 - ADMINISTRATIVE SUPPORT

Section 1. ADMINISTRATIVE SUPPORT: Coordination of secretarial and related administrative support to a committee is a function of the staff liaison, however; when authorized by the city manager, a staff secretary may be assigned to a committee and shall have the following duties and any others as may be prescribed by the chairman of the committee upon approval of the city manager:

- A. To cause the minutes of the committee meetings to be taken, transcribed and typed to provide an accurate summary of the meeting.
- B. To give notice of all meetings in accordance with these procedures and the general guidelines of the committee, to the committee members, city manager's office, and to the staff liaison seven days in advance of the meeting.
- C. To prepare agendas, reports and correspondence for the committee under the direction of the chairman, file them with the City Clerk and send a copy to the staff liaison seven days in advance of the meeting.

ARTICLE 6 - RELATIONSHIP WITH OTHER ENTITIES

Section 1. OVERALL COORDINATION: As advisory representatives of the governing body, committees shall:

- A. provide a forum for discussion and study of matters of mutual interest to other governmental entities, businesses, members of the community and members of the governing body; and
- B. identify, clarify and comprehensively plan for the solution of problems within the committee's area of responsibility.

Section 2. RELATIONSHIP WITH GOVERNING BODY:

- A. The committee is to review, recommend and advise the governing body on policy matters in its area of responsibility.
- B. All actions of a committee, except decisions of regulatory committees, governed by state statute or the City Code, are subject to approval of the governing body.
- C. No action of a committee shall relieve the governing body of its responsibilities or usurp the authority granted to the governing body, except those regulatory committees which have specific decision-making authority, set out in state statutes and the City Code.
- D. Conflicts arising as to decision-making authority versus advisory capacity shall be referred in writing to the governing body through the city manager. The decision of the governing body is final.

Section 3. RELATIONSHIP WITH ADMINISTRATIVE STAFF:

- A. Committees shall be assigned a City staff member who will:
 - (1) be assigned as staff liaison to the committee;
 - (2) attend all committee meetings;
 - (3) provide background information for use by the committee;
 - (4) advocate positions on behalf of the committee, to the governing body; and
 - (5) provide reports to the governing body at their regularly scheduled council meeting and in coordination with the city manager.

- B. The staff liaison shall not vote on committee actions;
- C. Any additional work beyond items A (1) through (5) above staff work shall be requested of the city manager by the chairman of the committee and shall:
 - (1) be in writing;
 - (2) specifically state the nature of the work required; and
 - (3) state the purpose for which the additional work is required.
- D. Conflicts arising as the relationship between a committee and city staff shall be referred, in writing, to the city manager.

Section 4. RELATIONSHIPS WITH OTHER PUBLIC AND PRIVATE AGENCIES:

- A. Committees may call upon private and public agencies for information in order to make decisions and recommendations.
- B. Committees may provide guidance and information requested by such bodies; however, this should be done judiciously, so that no action of a full committee or individual committee members can be interpreted as an official position of the governing body.
- C. Conflicts arising as to the position of a committee or a committee member and a position of the governing body shall be referred, in writing, to the governing body through the city manager.
- D. At the discretion of the committee chairman, members may undertake special assignments outside of committee meetings that are required for the efficient dispatch of its business.

Section 5. RELATIONSHIP WITH JOINT COMMITTEES: Joint committees, unless otherwise specified in their enabling legislation or agreement, or unless otherwise agreed upon by the governing body and the county commissioners, when considering city business, shall follow the procedures of the governing body.

ARTICLE 7 - MEMBERSHIP

Section 1. CRITERIA: The governing body shall consider the following in determining the composition and membership of each committee:

- A. There shall be a minimum of three members on a committee. The exact number of members shall be specified in the enabling ordinance or resolution.

- B. The length of term for each committee member shall be designated in the ordinance or resolution adopted for that committee by the governing body.
- C. All members of city committees shall be residents of the city unless otherwise specified by the governing body.
- D. The prospective committee members shall be asked before appointment if they are willing to serve on the committee. After appointment they shall be informed as to the scope of the committees work.
- E. The City of Santa Fe will strive to obtain and retain on the membership of each City of Santa Fe citizens' board, commission, and committee a geographical balance between the four voting districts for municipal elections.
- F. The Mayor is encouraged, when filling vacancies on the City's boards, commissions, or committees, to endeavor to obtain the names of qualified and interested citizens from cross-section of the community by issuing public notices requesting applications when insufficient names are readily available.

Section 2. APPOINTMENT: Committees, whether standing or special, shall be appointed by the mayor with the approval of the city council, at the organizational meeting of the governing body and at such other times as the governing body deems appropriate.

Section 3. LIABILITY INSURANCE: All members of committees are covered under the city's liability insurance program while acting within the scope of their assigned duties.

ARTICLE 8 - OFFICERS

Section 1. NUMBER OF OFFICERS: Officers shall consist of a chairman and vice chairman.

Section 2. METHOD OF SELECTION: The mayor, with the approval of the city council, shall designate the chairman of each committee; the vice chairman shall be designated by the chairman, unless the enabling legislation specifies otherwise.

Section 3. DUTIES OF OFFICERS: The following duties shall be undertaken by the respective officers with the right to delegate duties to other committee members being reserved to the chairman.

***NOTE:** Article 7 - Amended by Resolution 1990-16
Approved on March 14, 1990

A. The Chairman's duties are to:

- (1) preside at committee meetings.
- (2) call special meetings.
- (3) make appointments to subcommittees, or task force groups.
- (4) represent the committee in public and to speak and act on behalf of the committee.
- (5) execute reports on behalf of the committee.
- (6) take initial action on directives from the governing body.
- (7) establish the agenda for committee members.
- (8) authorize special assignments for committee members.
- (9) inform the committee of results of all committee reports or recommendations to the governing body.
- (10) communicate to the governing body actions and recommendations of the committee through the city manager by memorandum or report signed by the committee chairman or his designated.

B. The Vice Chairman's duties are, in the absence of the committee chairman, to assume all duties and responsibilities of the chairman.

Section 4. TERMS OF OFFICE: Committee officers shall serve for a period of one year unless they are removed from office or are no longer in office due to resignation or illness, or unless the enabling legislation specifies otherwise.

ARTICLE 9 - REMOVAL, RESIGNATION AND VACANCIES

Section 1. REMOVAL:

- A. Any member of a committee may be removed by the mayor with the approval of the city council, with or without cause, unless otherwise provided for by the enabling legislation.
- B. After three consecutive unexcused absences a committee member shall be automatically removed and notified thereof by the chairman.

Section 2. RESIGNATION: Any member of a committee may resign his post or membership upon notification, in writing, to the committee chairman and the mayor.

Section 3. VACANCIES: Notification of occurring vacancies shall be given to the mayor by the committee chairman through the city manager's office.

- A. Upon a vacancy occurring in the office of the committee chairman, the vice chairman shall automatically become chairman for the balance of the unexpired term, unless otherwise stated in the enabling legislation.
- B. Vacancies shall be filled in the same manner as initial appointments and shall be for the remainder of the unexpired term.

Section 4. EXPIRATION OF TERM: A member of a committee whose term has expired continues to serve until such time as his or her successor is appointed.

ARTICLE 10 - MEETINGS

Section 1. REGULAR MEETINGS: Notification to committee members of regular meetings shall be made by the committee's staff liaison, or the designated person to do this task, at least seven days prior to each regular meeting and such notification shall be in the form of the committee's agenda following a format provided by the city manager. (See Exhibit A). The agenda shall be filed with the office of the city clerk and a copy shall be sent to the person designated by the city manager as overall committee liaison. The date, time and location of the meeting shall be posted at City Hall. Committee members may be notified of regular meetings by the staff liaison by telephone. All meetings held for the purpose of discussing public business, shall be in compliance with the Open Meetings Act (10-15-1 through 10-15-4 NMSA 1978).

Section 2. SPECIAL MEETINGS: Special meetings may be called by the committee chairman or in his absence by the vice chairman, or at the request of the city manager.

- A. Notice of meetings so called shall be made in writing by the chairman to all members with the purpose for the meeting so stated.
- B. The calling of special meetings shall allow at least five days notice prior to the meeting date.
- C. Meetings of an emergency nature may be called by the chairman notifying members by phone or in person stating the emergency nature of the special meeting. Such meetings are not subject to a prior notice time requirement but the media must be notified and the meeting is subject to the provisions of the Open Meetings Act.

Section 3. JOINT COMMITTEE MEETINGS: Unless otherwise agreed upon by the governing body and the county commissioners, joint city/county committees shall follow the standard city rules and procedures when considering city business.

Section 4. QUORUM REQUIREMENTS: Unless otherwise specified in committee's enabling legislation, a majority of the regular committee members shall constitute a quorum for the transaction of official business.

Section 5. OPEN MEETINGS ACT: All meetings of committees are subject to the Open Meetings Act.

ARTICLE 11 - VOTING

Section 1. VOTING PRIVILEGES: Committee members shall have the privilege of voting on matters or questions before the committee.

Section 2. MANNER OF VOTING: Voting shall be conducted in the following manner:

- A. A majority of the members shall constitute a quorum.
- B. Each member, excluding the chairman, shall have one vote. The chairman may vote only in the case of a tie or when his or her vote will provide the necessary number of votes required by law for taking action on an issue before the committee.
- C. When a quorum is present at any meeting, the vote of a majority of members present shall decide any questions brought before such a meeting, except when extraordinary majorities are required as determined by Robert's Rules of Order
- D. Telephone polls or proxy voting are not a valid method of voting.

***NOTE:** Article 11 Amended by Resolution 2009-20
Approved on February 11, 2009

ARTICLE 12 - RULES OF PROCEDURE FOR AGENDAS

Section 1. PROCEDURES: All committee meetings shall be conducted in accordance with Robert's Rules of Order.

Section 2. AGENDA: A typed agenda shall be prepared for each meeting and copies shall be distributed by the chairman, or his designee, to all members of a committee, the city clerk's office, and the committee liaison. The agenda shall include, at a minimum:

- A. Roll Call
- B. Approval of Minutes
- C. Reports of Officers, subcommittees and task force groups
- D. Unfinished business
- E. New business
- F. Adjournment

ARTICLE 13 - MINUTES

In accordance with the state Open Meetings Act (Sec. 10-15-1 through 10-15-4 NMSA 1978), any

"... board, commission or other policy-making body shall keep written minutes of all its meetings. The minutes shall include, as a minimum, the date, time and place of the meeting, the names of members in attendance and those absent, the substance of the proposals considered and a record of any decisions and votes taken which show how each member voted. All minutes shall be open to public inspection. Draft minutes shall be prepared within ten working days after the meeting. Minutes shall not become official until approved by the policy-making body. . ."

"The Compliance Guide for New Mexico Public Officials and Citizens" put out by the Attorney General says the following:

"All public bodies subject to the provisions of this Act are required to keep minutes of all open meetings. The minutes of meetings closed pursuant to the specific provisions of this Act or minutes of meetings not subject to this Act do not have to be kept. Minutes of open meetings shall record at least the following information:

- (a) the date, time and place of the meeting;
- (b) the names of all members of the body in attendance and a list of those members absent;
- (c) a statement of what proposals were considered;
- (d) a record of any decision made by the body and of how each member voted at each vote."

*Note from Compliance Guide: ". . .the Attorney General would advise that this requirement would apply only to votes ordinarily taken by roll call in accordance with the rules of parliamentary procedure and does not require a roll call on each vote" . . .

EXHIBIT "A"

SAMPLE AGENDA

Name of Committee

Location of Meeting

Date of Meeting

Time of Meeting

I. PROCEDURES

A. Roll Call

B. Approval of minutes of previous Meeting (dates, if applicable)

II. REPORTS

A. Officers of Committee

1. List individual items

2.

3.

B. Subcommittees

1.

2.

3.

III. UNFINISHED BUSINESS

1. (list topics)

2.

IV. NEW BUSINESS

1. (list topics)

2.

3.

V. ADJOURNMENT

RESOLUTION NO. 2002-25

INTRODUCED BY:

Caleb Robertson



A RESOLUTION

ESTABLISHING A CITY OF SANTA FE WATER CONSERVATION COMMITTEE TO
PROMOTE WATER CONSERVATION, DEVELOP WATER CONSERVATION
PROPOSALS AND ADVISE CITY GOVERNMENT.

WHEREAS, our community needs increased water conservation, not only to help us
meet the challenge of water scarcity this year, but to help us meet the needs of our community in
future years; and

WHEREAS, water conservation shall play an increasingly important role in how we
utilize and manage, not only existing, but new water resources, by reducing water demand so that
those supplies can be stretched farther; and

WHEREAS, water conservation is already a strongly held value in our community and
where per capita water use already compares favorably to most other communities. Even more
extensive water conservation practices need to be considered and adopted as a way of life in our
semi-arid region; and

WHEREAS, public education shall play an important role in fostering new water

1 conservation practices and tools such as household water budgets, education that should be
2 directed to all groups in our community, including Santa Fe's children and youth, who can be
3 encouraged to become involved through education programs that reach out to them and their
4 spirit of idealism, environmental awareness and sense of community; and

5 **WHEREAS**, there is a wealth of expertise in our community for dealing with the
6 challenge of achieving increasing levels of water conservation; and

7 **WHEREAS**, as we consider how to increase levels of water conservation in our
8 community, we can involve a wide range of people in bringing ideas, discussing and debating
9 choices including their costs and benefits, and advising on effective methods of administration;
10 and

11 **WHEREAS**, there shall be a comprehensive examination of ways in which building code
12 provisions, construction practices and land use policies may currently impede water conservation
13 or cause us to miss opportunities for water conservation and proposals shall be developed for
14 how these could be changed; and

15 **WHEREAS**, a citizen's committee created to carry out this mission could add to and
16 amplify current city efforts without delaying them; and

17 **WHEREAS**, Resolution 1984-56 (Articles 1 and 2) requires that all committees, task
18 forces and ad hoc committees be created by resolution.

19 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**
20 **CITY OF SANTA FE** that the Santa Fe Water Conservation Committee (SFWCC) is hereby
21 formed:

22 **NAME:** (Article 3, Section 1): The committee shall be called the Santa Fe Water
23 Conservation Committee (SFWCC).

24 **PURPOSE:** (Article 3, Section 2): To promote water conservation, develop water
25 conservation proposals and advise city government.

DUTIES AND RESPONSIBILITIES: (Article 3, Section 3):

1. The SFWCC is charged with promoting water conservation, developing water conservation proposals and advising city government on water conservation activities;
2. Identifying ways to reach out to groups of all ages to educate them on additional ways to conserve water, discussing water conservation programs, their costs and benefits and methods of administration;
3. Examining building code provisions, construction practices and land use policies and their effect on water use;
4. Propose changes in code, practice and policy that will promote further water conservation; and
5. When time permits, the SFWCC shall be given the opportunity to discuss and make recommendations on water conservation programs being undertaken by the City, so long as that consideration does not delay implementation of any program.

MEMBERSHIP: (Article 7): The committee shall be appointed by the Mayor and consist of eight members, not including the chair. The membership shall be balanced with no more than two persons per group. The membership shall include persons with the following kinds of expertise: (1) landscaping water conservation practices; (2) building construction practices; (3) creating and/or implementing education programs; (4) familiarity with land use policies; (5) familiarity with hydrology, engineering or other forms of water-related technical expertise; and (6) the perspectives of other constituency groups that are an important part of a comprehensive discussion and strategy on water conservation. These other constituencies include homeowners, business owners, youth, and state government.

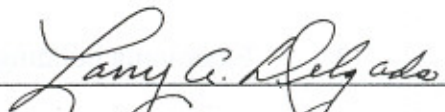
OFFICERS (Article 8): The Mayor shall appoint the chair, the chair shall be a city councilor and the vice chair shall be designated by the chair in accordance with Article 8.

1 MEETINGS: The committee shall meet on an as needed basis to complete its as
2 duties.

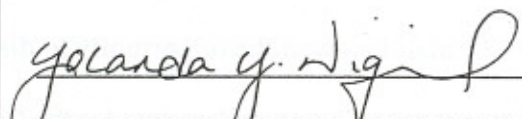
3 STAFF LIASON: The staff liason shall be from the Water Division.

4 TIME: The committee shall serve until terminated by the governing body.

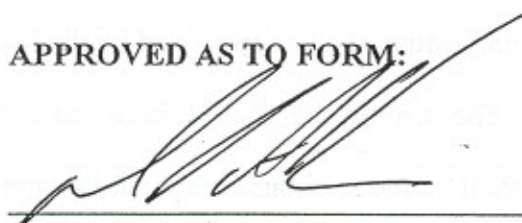
5 PASSED, APPROVED and ADOPTED this 8th day of May, 2002.

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7 
8 LARRY A. DELGADO, MAYOR

9 ATTEST:

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12 YOLANDA Y. VIGIL, CITY CLERK

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14 APPROVED AS TO FORM:

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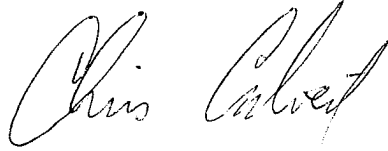
17 MARK L. ALLEN, ACTING CITY ATTORNEY

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CITY OF SANTA FE, NEW MEXICO

RESOLUTION NO. 2008-40

INTRODUCED BY:



A RESOLUTION

**AMENDING RESOLUTION NO. 2002-25 REGARDING MEMBERSHIP OF THE
SANTA FE WATER CONSERVATION COMMITTEE TO INCLUDE TWO
ADDITIONAL MEMBERS.**

WHEREAS, the Governing Body adopted Resolution No. 2002-25 establishing the
Santa Fe Water Conservation Committee; and

WHEREAS, on April 8, 2008, the Water Conservation Committee recommended to the
Governing Body that the Committee should include two additional members of the community
representing the area of water quality and water harvesting/water reuse.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
CITY OF SANTA FE that** Resolution No. 2002-25 shall be amended such that the Santa Fe
Water Conservation Committee (SFWCC) is established as follows:

NAME: The Committee shall be called the Santa Fe Water Conservation Committee
(SFWCC).

PURPOSE: To promote water conservation, develop water conservation proposals and

1 advise City government.

2 DUTIES AND RESPONSIBILITIES:

- 3 1. The SFWCC is charged with promoting water conservation, developing water
4 conservation proposals and advising City government on water conservation
5 activities;
- 6 2. Identifying ways to reach out to groups of all ages to educate them on additional
7 ways to conserve water, discussing water conservation programs, their costs and
8 benefits and methods of administration;
- 9 3. Examining building code provisions, construction practices and land use policies
10 and their effect on water use;
- 11 4. Propose changes in code, practice and policy that will promote further water
12 conservation; and
- 13 5. When time permits, the SFWCC shall be given the opportunity to discuss and
14 make recommendations on water conservation programs being undertaken by the
15 City, so long as that consideration does not delay implementation of any program.

16 MEMBERSHIP: The Committee shall be appointed by the Mayor and consist of ten
17 members, not including the chair. The membership shall be balanced with no more than two
18 persons per group. The membership shall include persons with the following kinds of expertise:
19 (1) landscaping water conservation practices; (2) building construction practices; (3) creating
20 and/or implementing education programs; (4) familiarity with land use policies; (5) familiarity
21 with hydrology, engineering or other forms of water-related technical expertise; (6) water quality
22 and water harvesting/water reuse and (7) the perspectives of other constituency groups that are
23 an important part of a comprehensive discussion and strategy on water conservation. These
24 other constituencies include homeowners, business owners, youth, and state government.

25 OFFICERS: The Mayor shall appoint the chair. The chair shall be a City

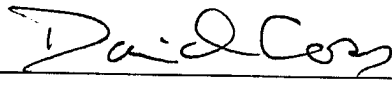
1 Councilor and the vice chair shall be designated by the chair in accordance with Article 8 of
2 Resolution 1984-56.

3 MEETINGS: The Committee shall meet on an as needed basis to complete its assigned
4 duties.

5 STAFF LIAISON: The staff liaison shall be from the Water Division.

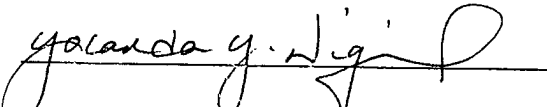
6 TIME: The Committee shall serve until terminated by the Governing Body.

7 PASSED, APPROVED and ADOPTED this 28th day of May, 2008.
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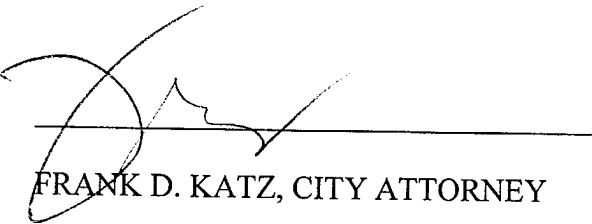
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10 DAVID COSS, MAYOR

11
12 ATTEST:

13
14 
15 YOLANDA Y. VIGIL, CITY CLERK

16
17 APPROVED AS TO FORM:

18
19 
20 FRANK D. KATZ, CITY ATTORNEY