



Agenda DATE 2/2/17 TIME 1:58r  
SERVED BY Christine Chavez  
RECEIVED BY [Signature]

**SANTA FE WATER CONSERVATION COMMITTEE MEETING**  
**CITY HALL - 200 LINCOLN AVE.**  
**CITY COUNCILORS' CONFERENCE ROOM**  
February 7, 2017  
4:00 PM TO 6:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES FROM THE JANUARY 10, 2017 MEETING

**ACTION ITEMS:**

5. A RESOLUTION CALLING FOR A SERIES OF MEETINGS BETWEEN THE CITY OF SANTA FE AND SANTA FE COUNTY REGARDING A POTENTIAL FUTURE JOINT WATER AUTHORITY (Councilor Peter Ives and Andrew Erdmann, 60 minutes)
6. DISCUSSION ON PRESENTATION IDEAS FOR 2017 MEETINGS (Christine Chavez, 20 minutes)

**INFORMATIONAL ITEMS:**

7. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE WORKING GROUPS
  - A. GROUP A - Irrigation Rebate and QWEL (5 minutes)
  - B. GROUP B - Expansion of the K-12 Education Program (5 minutes)
  - C. GROUP C - Scorecard (5 minutes)
  - C. GROUP D - Water Conservation Codes, Ordinances and Regulations (5 minutes)

**MATTERS FROM PUBLIC:**

**MATTERS FROM STAFF:**

**MATTERS FROM COMMITTEE:**

**NEXT MEETING - TUESDAY FEBRUARY 7, 2017:**

**CAPTIONS:** FEBRUARY 27, 2017 @ 3 PM.

**PACKET MATERIAL:** MARCH 1, 2017 @ 3 PM.

**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.

**SANTA FE WATER CONSERVATION COMMITTEE**  
**MEETING INDEX**  
**January 10, 2017**

Item		Page
Call to Order	Ms. Linda Randall, Co-Chair of the Water Conservation Committee called the meeting to order at 4:04 p.m. at the Water Division Conference Room.	1
Roll Call	A quorum was established at 4:05 p.m.	1
Approval of Agenda	Mr. Coombe moved to approve the agenda as presented with a second from Mr. Lyon which passed by voice vote.	1
Approval of Minutes from the December 13, 2016 Meeting	<p><b>CORRECTIONS:</b></p> <p>Title of Lisa Noriega to Education &amp; Compliance Specialist, title of Caryn Grosse, City of Santa Fe Water Conservation Specialist Sr., Title of Alex Puglisi, City Water Division, Source of Supply Manager/Environmental Compliance Specialist. Page 2 Mr. Wiman asked about the downtown <del>brown-water</del> investigation. <i>Change to:</i> ground water. Page 3 The samples showed <del>nuclear-and-sediment</del>. <i>Change to:</i> the samples showed radio nucleid sediment. Page 3 <del>Ms. Grosse</del> will be giving a speech. <i>Change to:</i> Ms. Chavez Page 4 and 5 Committee member. <i>Change to:</i> Commission member. Page 4 Ms. Grosse explained that she tried to make is user friendly. <i>Add:</i> For Homeowners.</p> <p>Mr. Lyon moved to approve the minutes of December 13, 2016 as amended with a second from Mr. Coombe which passed by voice vote.</p>	1,2
<b>ACTION ITEMS:</b> <ul style="list-style-type: none"> <li>Water Conservation scorecard</li> </ul>	Mr. Michael moved to approve the Water Conservation Scorecard with amendments with a second from Mr. Roth which passed by voice vote.	2,3,4
<b>INFORMATIONAL ITEMS:</b> <ul style="list-style-type: none"> <li>GROUP REPORTS FROM WATER CONSERVATION COMMITTEE WORKING GROUPS <ul style="list-style-type: none"> <li>GROUP A Irrigation Rebate and QWEL</li> <li>GROUP B Expansion of the K-12 Education Program</li> <li>GROUP C Scorecard</li> <li>GROUP D Water Conservation Codes, Ordinances and Regulations</li> </ul> </li> </ul>	Discussion Only	4
MATTERS FROM THE PUBLIC	Discussion Only	4
MATTERS FROM STAFF	Discussion Only	4
MATTERS FROM COMMITTEE	Discussion Only	4
NEXT MEETING: Tuesday February 7, 2017 Captions: January 23, 2017 @ 3:00 p.m. Packet Material: January 25, 2017 @ 3:00 p.m.		5
ADJOURN	There being no further business to come before the Santa Fe Water Conservation Committee adjourned at 6:02 p.m.	5
SIGNATURES		5

## **SANTA FE WATER CONSERVATION COMMITTEE MEETING**

### **City Councilor's Conference Room**

200 Lincoln Ave.

January 10, 2017

4:00 p.m. to 6:00 p.m.

### **1. CALL TO ORDER**

Ms. Linda Randall, Co-Chair of the Water Conservation Committee called the meeting to order at 4:04 p.m. at the Water Division Conference Room. A quorum was established at 4:05 p.m.

### **2. ROLL CALL**

#### **PRESENT:**

Lisa Randall, Co-Chair

Aaron T. Kauffman

Robert D. Coombe

Doug Pushard

Tim Michael

Stephen K. Wiman

Bill Roth

Justin Lyon

#### **NOT PRESENT/EXCUSED:**

Councilor Peter Ives, Chair

#### **OTHERS PRESENT:**

Christine Y. Chavez, City of Santa Fe Water Conservation Manager

Andy Otto, Santa Fe Watershed Association

Lisa Noriega, City of Santa Fe Water Conservation

Caryn Grosse, City of Santa Fe Water Conservation Specialist

Linda Vigil for Fran Lucero, Stenographer

### **3. APPROVAL OF THE AGENDA**

**MOTION:** Mr. Coombe moved to approve the agenda as presented with a second from Mr. Lyon which passed by voice vote.

### **4. APPROVAL OF MINUTES December 13, 2016 WATER CONSERVATION COMMITTEE MEETING**

#### **CORRECTIONS:**

Title of Lisa Noriega to Education & Compliance Specialist, title of Caryn Grosse, City of Santa Fe Water Conservation Specialist Sr., Title of Alex Puglisi, City Water Division, Source of Supply Manager/Environmental Compliance Specialist.

Page 2 Mr. Wiman asked about the downtown brown-water investigation. *Change to:* ground water.

Page 3 The samples showed ~~nuclear and sediment~~. *Change to:* the samples showed radio nucleid sediment.

Page 3 ~~Ms. Grosse~~ will be giving a speech. *Change to:* Ms. Chavez

Page 4 and 5 Committee member. *Change to:* Commission member.

Page 4 Ms. Grosse explained that she tried to make is user friendly. *Add:* For Homeowners.

**MOTION:** Mr. Lyon moved to approve the minutes of December 13, 2016 as amended with a second from Mr. Coombe which passed by voice vote.

## **ACTION ITEMS:**

### **5. WATER CONSERVATION SCORECARD**

Ms. Chavez discussed the draft of the scorecard. (See Attachment A) Each goal was discussed with the programs and milestones they would like to achieve.

A discussion was held about the presentation of how to score the milestones. A pass or fail option was discussed for some items and a color spectrum for most items. Mr. Michael stated he would like to see actual numbers along with the color spectrum.

Mr. Pushard asked if it can be posted and updated on the website then it can possibly go to City Council.

#### **Education Outreach**

\*Education Initiative: Ms. Chavez discussed the goal to have five (5) outreach events this year. Mr. Coombe stated it would be beneficial to survey the teachers. Ms. Randall stated the SFPS uses the color spectrum for certain things and it seems to work. Ms. Chavez stated several other departments are interested in doing it.

\*Water Fiesta: Ms. Chavez explained the next event will change. It will be opened up to more students. There will be more peer to peer activities and a follow up and survey of the kids on that day.

A discussion was held about the use of the clickers, a real time app.

\*Poster contest: Ms. Chavez explained this will also change. There was no background education on it before the schools were given the task. Also, they may need to shift the age range. Ms. Chavez explained they are considering posting a video on the website.

\*QWEL: They would like to add grey water to the training. Ms. Chavez would like her staff QWEL certified. Ms. Grosse explained the link with the rebates and why it was not successful. Mr. Roth asked if it can it be merged with Eye on Water.

\*Railyard Workshops: Ms. Chavez explained Mr. Wood presented a few workshop and had very few participants. They would like to work with sponsors. A brief discussion was held about grey water permitting.

\*Master Gardners: Ms. Chavez discussed their staff has always been helpful so they would like to work with them more.

#### Communications and Customer Service

\*Eye on Water App." Ms. Chavez explained a goal would be 10 %. Since Dec. 1,000 people have signed up for the app. and perhaps a robo call maybe used to inform they have a leak also.

***Ms. Randall excused herself from the meeting, Mr. Pushard will now Chair the meeting.***

\*Customer survey: Ms. Chavez states this may be taken out.

\*Indoor and Outdoor Audits: Ms. Chavez stated the self-audits and guide have been made.

\*Residential and Commercial Rebates: Ms. Chaves wants the goal to be 8 applications. Whomever applies will apply and then track it for a year. A discussion was held about the rebates. Mr. Roth maybe they could use a local business to promote the rebate.

\*Enforcement Program: Ms. Chavez needs to find a way to have this done, they are understaffed and cannot respond all the time. An idea was discussed about going to homeowner's association meetings to explain it to them. Mr. Pushard suggested more signage in the summer is critical at commercial establishments.

\*Strategic Marketing Plan: Ms. Chavez explained this is all very relative to Lyn's contract.

#### Effective Program Management

\*Human Resources: Ms. Chavez wants to be fully staffed and maybe change the structure of the division.

\*Financial Resources and Budget: Ms. Chavez would like to do more tracking and purchases.

\*Organizational Development: Ms. Chavez would like all staff to cross train and have varied experience.

\*Water Conservation Committee: Ms. Cahvez stated the Committee has done a good job and have done a lot of collaboration. Mr. Michael would like to see the scorecard align the work with impacts for things in the future with the role of the committee.

\*Integration with Water Resources: Ms. Chaves stated there are things moving and they are working together and will continue working with those groupsMr. Coombe mentioned the specific input to the 40-year plan. There was discussion about the plans and the work that is being done now.

#### Stewardship and Conservation:

\*Regional Collaborations: Ms. Chavez will add more collaborations.

\*GPCD Analysis and AWWA Audit: Ms. Chavez stated they cannot fail on those.

A brief discussion was held about the Annual water report and who will work on it. Ms. Grosse would not mind helping with that. Ms. Chavez explained this needs a vote to approve with the changes and then the baseline document gets written and the tracking begins.

**MOTION:** Mr. Michael moved to approve the Water Conservation Scorecard with amendments with a second from Mr. Roth which passed by voice vote.

Ms. Chavez thanked everyone and the subcommittee for the work on this. She will make the changes and bring back within the next couple of meetings so that it may be presented to the Public Utilities Committee.

## **INFORMATION ITEMS**

### **6. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE WORKING GROUPS:**

#### **A. GROUP A – Irrigation Rebate and QWEL**

This item was discussed earlier.

#### **B. GROUP B – Expansion of the K-12 Education Program**

Ms. Chavez would like to get the teachers to look at the standards. She will present it in the spring.

#### **C. GROUP C – Scorecard**

This item was discussed earlier.

#### **D. GROUP D – Water Conservation Codes, Ordinances and Regulations**

Ms. Chavez stated the Chapter 25 re-write will be discussed at the next meeting.

## **9. MATTERS FROM THE PUBLIC**

Mr. Otto suggested the regional water authority be added to the planning. Mr. Otto stated there is an informational piece on the river flows through the canyon preserve on the city website.

## **10. MATTERS FROM STAFF**

Ms. Chavez passed out a flyer on the public forum for the water reuse feasibility study coming up. (See Exhibit B)

Mr. Wiman asked about Corello report. Ms. Grosse stated the final report will be complete by April.

Ms. Chavez asked the Committee for ideas for guest and topics.

## **11. MATTERS FROM THE COMMITTEE**

Mr. Roth suggested a presentation from Councilor Ives on the Regional Water Authority. Mr. Roth also stated there was a presentation on the Admot water system which would be an idea for a presentation.

**12. NEXT MEETING – TUESDAY FEBRUARY 7, 2017**

**13. ADJOURN**

There being no further business to come before the Santa Fe Water Conservation Committee adjourned at 6:02 p.m.

**SIGNATURES**

\_\_\_\_\_  
Councilor Peter Ives, Chair

A handwritten signature in black ink, appearing to be 'P. Ives', written over a horizontal line.

\_\_\_\_\_  
Linda Vigil for Fran Lucero, Stenographer





<p align="center"><b>ACTION SHEET</b>  <b>PUBLIC UTILITES COMMITTEE MEETING OF 12/7/16</b></p>
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**ISSUE NO. 17**

Request for approval of Resolution No. 2016-\_\_\_\_\_. A resolution calling for a series of meetings between the City of Santa Fe and Santa Fe County regarding a potential future Joint Water Authority. (Councilor Ives) (Andrew Erdmann)

Finance Committee – 12/5/2016  
Public Utilities Committee – 12/7/2016  
City Council - 12/14/2016

**PUBLIC UTILITES COMMITTEE ACTION:** Recommended to postpone until the white paper of regionalization is made available and distributed in advance of the February 1, 2017 Public Utilities Committee meeting.

**SPECIAL CONDITIONS OR AMENDMENTS:**

**STAFF FOLLOW UP:**

<b>VOTE:</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR RIVERA, CHAIR	X		
COUNCILOR MAESTAS	X		
COUNCILOR TRUJILLO	Excused		
COUNCILOR LINDELL	X		
COUNCILOR VILLARREAL	X		

<p align="center"><b>ACTION SHEET</b>  <b>ITEM FROM FINANCE COMMITTEE MEETING OF 12/05/16</b>  <b>FOR CITY COUNCIL MEETING OF 12/14/16</b></p>
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**ISSUE:**

16. Request for Approval of a Resolution Calling for a Series of Meetings Between the City of Santa Fe and Santa Fe County Regarding a Potential Future Joint Water Authority. (Councilor Ives) (Andrew Erdmann)

**Committee Review:**

Public Utilities Committee (scheduled)	12/07/16
City Council (scheduled)	12/14/16

Fiscal Impact – Yes

**FINANCE COMMITTEE ACTION:**

Approved as discussion item.

**FUNDING SOURCE:**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR VILLARREAL	X		
COUNCILOR IVES	X		
COUNCILOR LINDELL		X	
COUNCILOR HARRIS		X	
CHAIRPERSON DOMINGUEZ	X		

4-13-15

# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

### Resolution No. 2016-\_\_\_\_ Regional Water Authority Study

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**SPONSOR(S):** Councilor Ives

**SUMMARY:** The proposed resolution calls for a series of meetings between the city of Santa Fe and Santa Fe County regarding a potential future joint water authority.

**PREPARED BY:** Jesse Guillen, Legislative Liaison

**FISCAL IMPACT:** No

**DATE:** November 1, 2016

**ATTACHMENTS:** Resolution  
FIR

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operating the City of Santa Fe Water System; and

**WHEREAS**, the question of whether or not the City of Santa Fe and the sections of Santa Fe County proximate to Santa Fe City Limits ought to pursue a Regional Water Utility has been raised;

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SANTA FE** that the City Manager direct staff to convene a series of meetings of appropriate representatives from the City of Santa Fe and Santa Fe County to discuss the possibility of a Regional Water Utility Authority in the Santa Fe Basin.

**BE IT FURTHER RESOLVED** that staff shall present a progress report to the Governing Body ninety (90) days from adoption of this resolution.

PASSED APPROVED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
JAVIER M. GONZALES, MAYOR

ATTEST:

\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
KELLEY A. BRENNAN, CITY ATTORNEY

*M/Legislation/Resolutions 2016/Regional Water Authority Study*

## City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

### Section A.      General Information

(Check) Bill: \_\_\_\_\_ Resolution:   X  

(A single FIR may be used for related bills and/or resolutions)

Short Title(s): **A RESOLUTION CALLING FOR A SERIES OF MEETINGS BETWEEN THE CITY OF SANTA FE AND SANTA FE COUNTY REGARDING A POTENTIAL FUTURE JOINT WATER AUTHORITY**

Sponsor(s): Councilor Ives

Reviewing Department(s): Water Division

Persons Completing FIR: Andrew Erdmann Date: 11/1/16 Phone: x4204

Reviewed by City Attorney: *Kelly A. Brennan* Date: 11/2/16  
(Signature)

Reviewed by Finance Director: *Bob K. [Signature]* Date: 11-8-16  
(Signature)

### Section B.      Summary

Briefly explain the purpose and major provisions of the bill/resolution:

**The purpose of this resolution is to call for the convening of a series of meetings between the City of Santa Fe and Santa Fe County regarding the topic of a regionalized water system.**

### Section C.      Fiscal Impact

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

#### **1. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected -- usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate:      "A" if current budget and level of staffing will absorb the costs  
                      "N" if new, additional, or increased budget or staffing will be required
- c. Indicate:      "R" -- if recurring annual costs  
                      "NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: \_\_\_\_\_

X   Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel*	<u>\$2350</u>	<u>A</u>	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
Total:	<u>\$2350</u>			\$ _____			

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

## 2. Revenue Sources:

- To indicate new revenues and/or
- Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____
Total:	\$ _____		\$ _____		

### 3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

N/A

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### Section D. General Narrative

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

None identified.

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### 2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

If this resolution is not enacted, it is likely that the topic of a regional water system not be directly addressed by a City/County meeting regarding that topic.

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### 3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

There are two other alternatives: hold a larger meeting and make it about regionalization in a broader context, or to hold no meeting at all.

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### 4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The passage of this resolution would allow the City and County to bring the issues associated with a regionalized water utility out and put them on the table allowing for a difficult topic that's been discussed in the abstract for some time to be taken on directly. This is beneficial for the community because it will save staff time in the long term and provide transparency into City and County decision making and priorities for residents; this is beneficial for businesses because it will provide insight into the City's future plans; and this is beneficial for the construction and building industry as it may provide some certainty about likely future development patterns.

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