

Agenda 📑

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SANTA FE WATER CONSERVATION COMMITTEE MEETING SANTA FE COMMUNITY CONVENTION CENTER - 200 LINCOLN AVE. CITY COUNCILORS' CONFERENCE ROOM

TUESDAY, NOVEMBER 4, 2014 4:00 PM TO 6:00 PM

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. APPROVAL OF AGENDA
- 4. APPROVAL OF CONSENT AGENDA
- 5. APPROVAL OF MINUTES OCTOBER 7, 2014 WATER CONSERVATION COMMITTEE MEETING
- 6. CONSENT AGENDA
 - A. UPDATE ON JEMEZ Y SANGRE REGIONAL PLAN (Rick Carpenter)

ACTION ITEMS:

7. WATER CONSERVATION COMMITTEE-PROPOSED 2015 SCHEDULE (Caryn Grosse, 10 minutes)

DISCUSSION ITEMS:

- 8. DROUGHT, MONSOON AND WATER RESOURCE UPDATE (Rick Carpenter, 10 minutes)
- 9. CLIMATE ACTION TASK FORCE (Councilor Ives, 10 minutes)
- 10. WATER CONSERVATION & DROUGHT MANAGEMENT PLAN (Laurie Trevizo, 20 minutes)

INFORMATIONAL ITEMS:

- 11. UTILITY BILLING SYSTEM UPDATE (Diana Catanach, 10 minutes)
- 12. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE INITATIVES: (Councilor Ives, 50 minutes)
 - A. GROUP #4- REESTABLISH TREND OF NET ANNUAL REDUCTIONS IN PER CAPITA WATER USAGE AND IDENTIFYING LARGE WATER USERS (10 minutes)
 - B. GROUP #5-DOMESTIC WELLS WITHIN THE CITY LIMITS (10 minutes)
 - C. GROUP #1 WATER CONSERVATION & DROUGHT MANAGEMENT PLAN UPDATE (10 minutes)
 - D. GROUP #2- WATER CONSERVATION EDUCATION/OUTREACH (10 minutes)
 - E. GROUP #3- WATER CONSERVATION CODES, ORDINANCES & REGULATIONS (10 minutes)

MATTERS FROM STAFF:

MATTERS FROM COMMITTEE:

MATTERS FROM PUBLIC:

NEXT MEETING - TUESDAY, DECEMBER 9, 2014:

CAPTIONS: NOVEMBER 19, 2014 @ 3 pm

PACKET MATERIAL: NOVEMBER 21, 2014 @ 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.

WATER CONSERVATION COMMITTEE INDEX November 4, 2014

| Cover Page | | Page 1 |
|--|--|----------|
| Call to Order and Roll Call | Ms. McDonald, Acting Chair for the Water Conservation Committee called the meeting to order at 4:00 pm. A quorum was declared by roll call. | Page 2 |
| Approval of Agenda | Amend agenda: Mr. Carpenter will not be available in person. Pleasure of the committee is to table #8. Mr. Michael moved to table #8 to next month meeting, second by Mr. Wiman, motion carried by unanimous voice vote. | Page 2 |
| | Ms. Randall moved to approve the agenda as amended, second by Mr. Roth, motion carried by unanimous voice vote. | |
| Approval of Consent Agenda | Mr. Michael moved to approve the consent agenda as presented, second by Ms. Piburn, motion carried by unanimous voice vote. | Page 3 |
| Approval of Minutes, October 7, 2014 | Corrections: Ms. Laurie Trevizo was not listed in the attendance list and she was present. Karyn Schmidt – correct spelling of last name: Schmitt Mr. Pushard stated that Exhibit C1 and C2 were not included in minutes and should be provided to the committee. Mr. Pushard will provide electronically to the Stenographer for attachments. Mr. Pushard moved to approve the minutes of October 7, 2014 as amended, second by Mr. Michael, motion carried by unanimous voice vote. | Page 3 |
| Action Items Water Conservation Committee – Proposed 2015 Schedule Discussion Items | Mr. Michael moved to approve Option 1 meeting calendar, included in packet, second by Mr. Wiman, motion carried by unanimous voice vote. | Page 3 |
| Drought Monsoon and Water Resource Update (tabled) Climate Action Task Force City of Santa Fe Water Conservation and Drought Management Plan | Informational | Page 3-5 |
| Informational Items Utility Billing System Update | Informational | Page 5-6 |
| Group Reports from WCC Initiatives | Informational | Page 6-7 |

| Matters from Staff | Informational | Page 7 |
|----------------------------|--|----------|
| Matters from Committee | Informational | Page 8 |
| Matters from the Public | None | Page 8 |
| Staff Follow Up for Future | Informational | Page 8-9 |
| Meetings | | |
| Next Meeting | December 9, 2014 | |
| Adjournment and signature | There being no further business to come before the Water Conservation Committee, the meeting was | Page 9 |
| | adjourned at 6:05 pm. | |

SANTA FE WATER CONSERVATION COMMITTEE MEETING CITY HALL - 200 LINCOLN AVE. CITY COUNCILORS' CONFERENCE ROOM TUESDAY, NOVEMBER 4, 2014 4:00 PM TO 6:05 PM

MINUTES

1. CALL TO ORDER

Ms. McDonald, Acting Chair for the Water Conservation Committee called the meeting to order at 4:00 pm. A quorum was declared by roll call.

2. ROLL CALL

Present:

Melissa McDonald, Acting Chair Doug Pushard Giselle Piburn Bill Roth Stephen Wiman Grace Perez Nancy Avedisian Tim Michael Karyn Schmitt Lisa Randall

Not Present

Councilor Peter Ives, Excused

Others Present:

Diane Catanach, Water Division Sheri Vogel, Water Conservation Office Andy Otto, Santa Fe Watershed Association Laurie Trevizo, Water Conservation Manager Caryn Grosse, Water Conservation Specialist Fran Lucero, Stenographer

3. APPROVAL OF AGENDA

Amend agenda: Mr. Carpenter will not be available in person. Pleasure of the committee is to table #8.

Mr. Michael moved to table #8 to next month meeting, second by Mr. Wiman, motion carried by unanimous voice vote.

Ms. Randall moved to approve the agenda as amended, second by Mr. Roth, motion carried by unanimous voice vote.

4. APPROVAL OF CONSENT AGENDA

Mr. Michael moved to approve the consent agenda as presented, second by Ms. Piburn, motion carried by unanimous voice vote.

5. APPROVAL OF MINUTES OCTOBER 7, 2014

Corrections:

Ms. Laurie Trevizo was not listed in the attendance list and she was present. Karyn Sehmidt – correct spelling of last name: Schmitt

Mr. Pushard stated that Exhibit C1 and C2 were not included in minutes and should be provided to the committee. Mr. Pushard will provide electronically to the Stenographer for attachments.

Mr. Pushard moved to approve the minutes of October 7, 2014 as amended, second by Mr. Michael, motion carried by unanimous voice vote.

6. CONSENT AGENDA

Update on Jemez y Sangre Regional Plan

ACTION ITEMS

7. WATER CONSERVATION COMMITTEE - PROPOSED 2015 SCHEDULE

Mr. Michael moved to approve Option 1 meeting calendar, included in packet, second by Mr. Wiman, motion carried by unanimous voice vote.

DISCUSSION ITEMS:

8. DROUGHT, MONSOON AND WATER RESOURCE UPDATE (Rick Carpenter, Water Resources)

Tabled to December, 2014 meeting.

9. Climate Action Task Force – Laurie Trevizo

The Climate Action Task Force Summit was sponsored by Mayor Gonzales, Councilor Ives and former Mayor, David Coss. They broke into work groups covering urban land, agriculture, transportation, energy; those types of things. John Alejandro, previously on Sustainable Santa Fe Commission has been tasked as the new Staff Liaison to the Climate Action Task Force. Thank you to the WCC members who were in attendance. The focus was to provide the task force members where the city is with respect to water conservation, energy, transportation; all of those issues. Ms. Trevizo reported that the Mayor had received positive feedback from the first meeting.

Mr. Michael noted that the Mayor was going to make an announcement on a Solar Committee and would provide additional announcements related to Public Utilities and asked that the WCC be provided this information.

Ms. Randall stated that there was a good overview on community solar and public utilities. Ms. Randall would like to be assured that the presentations be on the web for

public information. In terms of generating public and community support and interest, it is important to assure that the information gets disseminated and that information on these types of task force meetings be advertised with enough time to attend.

One point of information was that this Climate Task Force meeting was held at 9:00 am and it made it difficult for interested parties to attend.

10. CITY OF SANTA FE WATER CONSERVATION AND DROUGHT

MANAGEMENT PLAN (Laurie Trevizo/Sherri Vogel)

Ms. Trevizo introduced Ms. Sherri Vogel, Contractor who has been hired to help change the plan over from the traditional format that we have had for almost two years and change it over in to the new format that is required by the Office of the State Engineer. That format is Technical Guide 53 and Ms. Vogel in the recent past worked for OSE and was responsible for this guide. Ms. Trevizo reported that Santa Fe would probably be the first municipality that follows the template. Ms. Trevizo said that there are deadlines associated with the plan; one that needs almost immediate attention is the fact that there have been changes on how they do their settling and one of the requirements is a water conservation plan that does fit the Technical Guide 53. That announcement was made end of August, beginning of September and we did advise OSE that it would be difficult for City of Santa Fe to meet that requirement within 4 months. The Plan is approximately 78 pages, working group comments are incorporated and the effort has been made to make this very succinct and clear. Working Group #1 was very good at making those recommendations as well. Allan has taken on new responsibilities and he has been very helpful with updated Water Report information.

Mr. Wiman made reference to page 29, graph for Single Family Residential GPCD 2002-2013.

Ms. Trevizo said that that the way the calculator works; there are approximately 10 spreadsheets that are in the calculator and it calculates its own single family residential use and single family residential population. It is not comprehensive; it is across the board of all consumptive uses included.

Ms. Vogel referred to Page 27 you can see that single family residential is at 52% of your total GPCD is for single family residential. You would be looking at single family build over single family population. The total GPCD is broader for total population.

Mr. Wiman said that the number being used in presentations was 53%.

Ms. Trevizo said that they had done an intro which had a difference between the total wells and single family residential.

Ms. Vogel said that indoor use may have been 53% and 70% would be the annual average.

Mr. Michael said he also saw 70.09% and it was not on the slide.

Ms. Trevizo said she used the complete pie chart for total consumptive use. Had she taken each piece of the pie and how it correlated to each consumptive use individually and how it was calculated than that would correlate? Ms. Trevizo said since it isn't 1:1,

does that make sense? Ms. Trevizo said that a policy decision was made to submit the number to OSE as required by permit, taking the average of table 3 - 101.17 and that is what goes to the office of OSE. This uses the 53% from the single family residential portion. It is the way the calculator works.

Mr. Michael requested that the GPCD calculator discussion be placed on next month's meeting agenda.

Ms. Vogel said that Table 8 & 9 should be deleted and the request has been made to the OSE. That number needs to be tossed out as it adds to the confusion. Ms. Vogel said that in 2007-2008 when it was created, the GPCD had not been updated.

Mr. Wiman asked how it went from 70 to 53 including irrigation water. If you look at the representation in the Water Conservation slide show we use 49 in that breakdown which was for every usage in the household and irrigation was something like 37%.

(Mr. Michael showed Mr. Wiman the bar graphs for the calculator for total consumption).

Page 30: Monthly Single Family GPCD – people probably use less in the winter.

Chair: We are hearing that it is gallons per person per day.

Ms. Vogel stated that there are two calculations – single family population GPCD is calculated using the single family residential population. For multi-family population you use only the multi-family GPCD. The calculator needs to be changed, the built categories are different. Page 27 is more accurate than worksheet 9, the staff bar graph, it is correct in what it is trying to represent. Stick with single family over single family.

Ms. Trevizo noted that the GPCD calculation for February and March shows a distinctive dip which doesn't make sense, which is normally when people turn on their systems. Thanks to Sheri we have found the error and we have asked them to make the change.

Comments back by November 11th to Caryn Grosse. Comments will be incorporated for the PUC meeting and it will come back to the WCC in December.

INFORMATIONAL ITEMS:

11. Utility Billing System Update (Diana Catanach) (Memo included in meeting packet)

Ms. Catanach reported that the project is 60% complete with data integration, functional testing and interface testing. Integrated Testing will begin week of November 3, 2014 and end-user training will begin week of November 30, 2014. Go live will be February 9th. The bar code and feedback on the bill are incorporated.

Meter reading is separate. Currently only 10,000 fireflies remain active and in working condition, all other meters are being read normally. Badger Meter project, with the approval of City Council, will kick off and be implemented in March, 2015.

Ms. Schmitt asked about the meters. Is the billing office doing estimates?

Ms. Catanach: There were about 35,000 but on the records there are about 10,000. Meter reading project has been pushed out to March. We were going to start just on routes, but we may take a group and do it as a pilot.

Ms. Schmitt: Will users be able to access information on line to see what their usage was?

Ms. Catanach: Yes.

Ms. Piburn: There could be up to 40 turn offs a day.

Ms. Catanach said that it is set up by dollar amount. There are two people who will do the evaluations. It is being done manually at this time. If a payment is made we need to go back out and turn the water back on.

Ms. Randall from SFPS, WCC member asked if when doing the testing if names and locations come up. Ms. Catanach is working with GIS Department and working on service addresses that are incorrect.

Ms. Randall: Will there be explanations on adjustment in the bill?

Ms. Catanach: Yes. It will be automated, codes are being set up and there will be a legend that will show what the issues are, it will be more explanatory.

Thank you to Ms. Catanach.

- 12. Group Reports From Water Conservation Committee Initiatives
- A. Group #4 Reestablish trend of net annual reductions in per capita water usage and identifying large water users Giselle Piburn (Report included in packet)

POSAC met with new Parks Director, Richard Thompson. Water conservation and efficiency were discussed. A series of meetings will be set up to look at work that has already been done by the shared working groups to list what else may need to be done. Ms. Randall is going to attend a POSAC meeting to discuss successful strategies of the public schools. POSAC is close to finishing an urban agriculture inventory for the Mayors Climate Change Task Force

Legislative Update: Participated in sustainable building tax credit in 2015 meetings.

Group #4 met to discuss educational materials for large water users. Report indicates the reference material discussed. The group felt that they would like to start with a more general sheet with the title "Why Save Water in Santa Fe?" This sheet would compare water conservation measures/water collection to favorable uses of water.

Ms. Piburn was pleased to announce that Athena Dore Bushur of Seeds of Wisdom Landscaping has joined the working group to help with translating from English to Spanish so that the greatest number of people can read it. The HOA's have also been contacted to see what the needs are for their organizations and homeowners/renters. That may be the next pamphlet.

QWELL training will be scheduled for Athena.

Ms. Schmitt has talked to people at Casas de San Juan to learn more about their Water Conservation methods. Ms. Schmitt is going to meet with Las Campanas to discuss water savings and conservation.

A meeting was held with Kathryn Mortimer to discuss the City Urban Agriculture Policy, specifically related to water conservation and harvesting reuse. There could be educational opportunities there. Other members recommended looking at the rate structure for just urban agricultural, maybe they could have a different rate. Working group #4 recommends that we point them to Qwell. Passive water harvesting to be included in a separate category. These items will come through Group #4 in the future.

The Acting Chair noted that the new Director from Parks is very supportive and brings a great deal of knowledge from his past employment in San Antonio, Texas.

It was noted that with brand new meters and new registers; we will probably recover a lot of our revenue. The size of the new meters is under 2".

- B. Group #5 Domestic Wells Within City Limits
- C. Group #1 Water Conservation & Drought Management Plan Update
- D. Group #2 Water Conservation Education/Outreach

Ms. Grace Perez: The presentation will continue to be streamlined and they are looking for more audiences to make the presentation to.

Ms. Trevizo asked the WCC members if they would be interested in learning about some of the children's activities as they ramp up for the River Fiesta. It might be something to discuss within the work group. Yes.

E. GROUP #3- Water Conservation Codes, Ordinances & Regulations WCC members followed a Power Point presentation narrated by Mr. Doug Pushard.

Mr. Pushard said that he would send the committee a finished document by next week once he incorporated today's feedback from the WCC members.

Explained the sheet that would need to be completed (color codes will be explained in separate e-mail to the committee members)

Lisa Randall: Is there an area that will define the information in the boxes. Mr. Pushard said that by next week that information would be included.

MATTERS FROM STAFF:

During Ms. Trevizo leave of absence send requests to Caryn Gross and copy to Rick Carpenter. If you have a request from staff please follow the chain of command and send request to Rick Carpenter. Ms. Trevizo will return mid-February.

MATTERS FROM COMMITTEE:

Mr. Michael made reference to certain follow up items listed in the minutes and asked that they be placed on the agenda for committee member discussion. He referred to Page 4 of the minutes regarding and in-depth report.

The Acting Chair explained that the Chair approves the agenda which is coordinated with staff.

Page 5: Chair Ives asked about more clarity on the yellow billed cuckoo and the habitat similar to fly catcher and silvery minnow riverine habitat.

Page 8: Lack of enforcement for metering for wells: Chair Ives stated that the WCC members should come prepared to discuss the wording at the next meeting for penalties for non-compliance. Whatever the law provides approved by the governing body should be observed.

Page 8: Mr. Michael: The requirement for metering is in city code – enforcement mechanism. To suggest an ordinance – should be on agenda at next meeting.

Acting Chair made the recommendation that the Engineers report stay on the next agenda. It should be noted that the suggested items can be listed on the agenda with the understanding if we don't get to them they may be delayed.

A request was made for an update on the letter to private well owners that was submitted in May.

Mr. Michael stated that since two work groups have been deleted he wanted to recommend the creation of a new group that would address Water Use to set Goals as indicated on Page 30 of the Water Conservation Drought Management Plan.

Mr. Pushard recommended that the process stay in line with what has been established in setting up a new working group in the past.

SFPS has been working on Energy and Water conservation since summer of 2010. Ms. Randall is the biggest supporter and referred to carbon neutrality as a district strategy informing and guiding future capital projects for SFPS. Ms. Randall continues to include water neutrality in all of her projects. This would be a trajectory change – short term goals and definition and long term goals are important and she will present to SFPS Board.

Ms McDonald: Announced that the Municipal Tree Board is looking for a new member.

MATTERS FROM PUBLIC

None

Staff Follow Up for Future Meetings:

- In-depth report from the Engineers regarding the McClure Project.
- Chair Ives asked about more clarity on the yellow billed cuckoo and the habitat similar to fly catcher and silvery minnow riverine habitat.
- Lack of enforcement for metering for wells: Chair Ives stated that the WCC members should come prepared to discuss the wording at the next meeting for penalties for noncompliance. Whatever the law provides approved by the governing body should be observed.

- The requirement for metering is in city code enforcement mechanism. To suggest an ordinance should be on agenda at next meeting.
- Reclaimed reuse plan.
- Update to climate change base study.
- Approval of the Water Conservation and Drought Plan.
- Reservoir project with engineers coming to December meeting.
- 15 minutes to discuss the calculator.
- Possibly delay the discussion on the OSE calculator to January. Note that Ms. Vogel's contract will expire December 31, 2014.

NEXT MEETING - TUESDAY, DECEMBER 9, 2014

Reminder:

CAPTIONS: NOVEMBER 19, 2014 @ 3 pm PACKET MATERIAL: NOVEMBER 21, 2014 @ 3 pm

ADJOURN.

There being no further business to come before the Water Conservation Committee, the meeting was adjourned at 6:05 pm.

Signature Sheet:

Melissa McDonald, Acting Chair

Fran Lucero, Stenographer

City of Santa Fe, New Mexico

memo

Date:

October 22, 2014

To:

Water Conservation Committee

From:

Caryn Grosse, Water Conservation Specialist

Via:

Laurie Trevizo, Water Conservation Manager

Rick Carpenter, Water Resources and Conservation Manager

Nick Schiavo, Public Utilities Department and Water Division Director

RE:

Water Conservation Committee Meeting Schedule for 2015 Calendar Year

Background:

The Water Conservation Committee customarily meets on the second Tuesday of each month however, in 2015, for the months of September and October an alternate day must be selected due to holidays. Two schedule options were prepared by the Water Conservation Office and presented to the Committee at the October 7, 2014, meeting for the Committee's consideration (please see attached schedule proposals and calendar). Deadlines for captions and packet materials were also included with the proposed schedules.

Recommended Action:

Staff recommends approval of one of the following schedule options by the Committee:

- Option 1, in which the September and October meetings would occur on the Thursday following the second Tuesday of the month, or
- Option 2, in which the meetings would occur on the third Tuesday of the month in September and October.

Following selection, Staff will submit the selected schedule to the City Clerk's Office along with a request that the Councilor's Conference Room be reserved according the schedule for meetings of the Water Conservation Committee.

Attachments:

2015 Meeting Schedule Proposals 2015 Calendar

2015 Meeting Schedule Proposals

Santa Fe Water Conservation Committee

Location: City Councilors' Conference Room, 200 Lincoln Avenue

Time: 4-6 PM

Day: Second Tuesday of the month (except as noted)

Option 1:

| Meeting Date | Caption Deadline, 3 PM | Packet Material Deadline, 3 PM |
|-------------------------------|----------------------------|--------------------------------|
| January 13, 2015 | Tuesday, December 23, 2014 | Monday, December 29, 2014 |
| February 10, 2015 | Monday, January 26, 2015 | Wednesday, January 28, 2015 |
| March 10, 2015 | Monday, February 23, 2015 | Wednesday, February 25, 2015 |
| April 14, 2015 | Monday, March 30, 2015 | Wednesday, April 1, 2015 |
| May 12, 2015 | Monday, April 27, 2015 | Wednesday, April 29, 2015 |
| June 9, 2015 | Friday, May 22, 2015 | Wednesday, May 27, 2015 |
| July 14, 2015 | Friday, June 26, 2015 | Monday, June 29, 2015 |
| August 11, 2015 | Monday, July 27, 2015 | Wednesday, July 29, 2015 |
| September 10, 2015 (Thursday) | Monday, August 24, 2015 | Wednesday, August 26, 2015 |
| October 15, 2015 (Thursday) | Monday, September 28, 2015 | Wednesday, September 30, 2015 |
| November 10, 2015 | Monday, October 26, 2015 | Wednesday, October 28, 2015 |
| December 9, 2015 | Friday, November 20, 2015 | Monday, November 23, 2015 |

Option 2:

| Meeting Date | Caption Deadline, 3 PM | Packet Material Deadline, 3 PM |
|------------------------------------|----------------------------|--------------------------------|
| January 13, 2015 | Tuesday, December 23, 2014 | Monday, December 29, 2014 |
| February 10, 2015 | Monday, January 26, 2015 | Wednesday, January 28, 2015 |
| March 10, 2015 | Monday, February 23, 2015 | Wednesday, February 25, 2015 |
| April 14, 2015 | Monday, March 30, 2015 | Wednesday, April 1, 2015 |
| May 12, 2015 | Monday, April 27, 2015 | Wednesday, April 29, 2015 |
| June 9, 2015 | Friday, May 22, 2015 | Wednesday, May 27, 2015 |
| July 14, 2015 | Friday, June 26, 2015 | Monday, June 29, 2015 |
| August 11, 2015 | Monday, July 27, 2015 | Wednesday, July 29, 2015 |
| September 15, 2015 (Third Tuesday) | Friday, August 28, 2015 | Monday, August 31, 2015 |
| October 20, 2015 (Third Tuesday) | Friday, October 2, 2015 | Monday, October 5, 2015 |
| November 10, 2015 | Monday, October 26, 2015 | Wednesday, October 28, 2015 |
| December 9, 2015 | Friday, November 20, 2015 | Monday, November 23, 2015 |

My Market Market





January 2015

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February 2015

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January 1

New Year's Day

January 19

Martin Luther King Day February 16 Presidents Day and Washing..

May 25

Memorial Day

November 2015

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Independence Day

September 7 Labor Day October 12 Columbus Day

November 11 Veterans' Day

December 2015

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November 26 Thanksgiving December 25 Christmas Day

See more 2015 Holidays