



Agenda

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SANTA FE WATER CONSERVATION COMMITTEE MEETING
CITY HALL - 200 LINCOLN AVE.
CITY COUNCILORS' CONFERENCE ROOM
March 8, 2016
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 TUESDAY FEBRUARY 9, 2016 WATER CONSERVATION COMMITTEE MEETING

ACTION ITEMS:

6. CHANGES TO RESOLUTION NO. 2008-40 TO INCLUDE TERM LIMITS FOR WCC MEMBERS (20 minutes)
7. CHANGES TO INFORMATIONAL ITEMS ON THE AGENDA (20 minutes)

DISCUSSION ITEMS:

8. WATER SYSTEM MAP (Christine Chavez, 10 minutes)
9. DRAFT GPCD ANALYSIS (Christine Chavez, 10 minutes)
10. 2015 REBATE SUMMARY (Christine Chavez, 10 minutes)
11. CHANGES TO THE RESIDENTIAL REBATE FORM (Christine Chavez, 5 minutes)

INFORMATIONAL ITEMS:

12. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE INITIATIVES: (Councilor Ives, 35 minutes)
 - A. GROUP #5- WATER SYSTEM MAP
 - B. GROUP #1- TREATED WASTE WATER AS DRINKING WATER SOURCE. (5 Minutes)
 - C. GROUP #2- WATER CONSERVATION EDUCATION/OUTREACH (10 minutes)
 - D. GROUP #3- WATER CONSERVATION CODES, ORDINANCES & REGULATIONS – LEGISLATIVE UPDATE (10 minutes)
13. Source of Supply – Drought Update

MATTERS FROM STAFF:

- Update on Water Conservation Program activities

MATTERS FROM PUBLIC:

MATTERS FROM COMMITTEE:

NEXT MEETING – TUESDAY APRIL 12, 2016:

CAPTIONS: MARCH 28, 2016 @ 3 PM.

PACKET MATERIAL: MARCH 30, 2016 @ 3 PM.

ITEMS FOR NEXT AGENDA:

Commercial Rebate Resolution Changes to WCC for review (Christine Chavez)
Urban Agriculture Ordinance (John Alejandro)

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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MARCH 8, 2016

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Roll Call/Call to Order	Councilor Peter Ives, Chair, called the Water Conservation Committee Meeting to order at 4:05 pm in the City Councilor's Conference Room. A quorum is reflected in roll call.	Page 1
Approval of Agenda	<i>Mr. Wiman moved to approve the agenda as amended, second by Mr. Michael, motion carried by unanimous voice vote.</i>	Page 1
Approval of Consent Agenda	<i>No items to approve, no action.</i>	Page 1
Approval of Minutes, February 9, 2016	Minutes will be approved at April meeting, not included in packet.	Page 1
CONSENT AGENDA None	No action.	Page 1
Action Items <ul style="list-style-type: none"> - Changes to Resolution No. 2008-40 to include term limits for WCC - Changes to Informational Items on the Agenda - Draft GPCD Analysis No Action, to be placed on April Agenda - 2015 Rebate Summary - Change to the Residential Rebate Form 	<i>NO FORMAL VOTE.</i> <i>Informational</i>	Page 2-5
Informational Items Group Reports Source of Supply, Drought Update	Informational	Page 5-6
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Adjournment and signature	Meeting was adjourned at 6:10 pm	Page 6

**SANTA FE WATER CONSERVATION COMMITTEE MEETING
CITY HALL - 200 LINCOLN AVE.
CITY COUNCILORS' CONFERENCE ROOM
MARCH 8, 2016
4:00 PM TO 6:10 PM**

MINUTES

1. CALL TO ORDER

Councilor Peter Ives, Chair for the Water Conservation Committee called the meeting to order at 4:05 pm in the City Councilors' Conference Room. A quorum is reflected in roll call.

2. ROLL CALL

Present:

Councilor Peter Ives, Chair
Lisa Randall, Vice Chair
Doug Pushard
Tim Michael
Stephen Wiman

Not Present/Excused:

Bill Roth
Giselle Piburn

Staff Present:

Christine Chavez, Director, Water Conservation Manager
Lisa Noriega, Water Conservation Education & Compliance Specialist

Others Present:

Andy Otto, Santa Fe Watershed Association
Anna Serrano for Fran Lucero, Stenographer

3. APPROVAL OF AGENDA

Action Items #6 – For discussion only.

Discussion Items #9 – Draft GPCD Analysis, remove from Agenda as this item is not complete.

Mr. Wiman moved to approve the agenda as amended, second by Mr. Michael, motion carried by unanimous voice vote.

4. APPROVAL OF CONSENT AGENDA

No items to approve, no action.

5. APPROVAL OF MINUTES – FEBRUARY 9, 2016

No changes from staff.

Minutes could not be approved as they were not included in packet for review. The Chair asked that February 9, 2016 minutes be included in next month packet.

ACTION ITEMS:

6. CHANGES TO RESOLUTION NO. 2008-40 TO INCLUDE TERM LIMITS FOR WCC MEMBERS

Ms. Chavez did solicit input from the City Manager. Ms. Chavez said that in reviewing the resolution there was no term limit for the Water Conservation Committee and the changes as indicated below outlines the terms.

The proposed resolution states: TERMS: Beginning with the adoption of this resolution, the five members who have served the longest uninterrupted terms shall be appointed to a one-year term, and the three existing members who have served the shortest period uninterrupted terms shall be appointed a two year term. Subsequent terms shall be for two years to maintain staggering for terms. Members may serve no more than two consecutive terms, but may be appointed following a minimum one year hiatus. After three consecutive unexcused absences, a commission member shall be automatically removed and notified thereof by the chairperson.

Basically it would be 2 – 2 year terms with reappointment after 1 year. Ms. Chavez feels that this will also help in recruitment and they can commit to a specific term. Councilor Ives will follow up with Jessie to request clarification in the contents of this proposal regarding the staggering of terms.

Ms. Randall said that it is a challenge to keep the seat full on committee and noted that we need a more defined term so people know what they are committing too. She asked if it would be possible to remove the 1 year hiatus and the excused and unexcused absences, possibly get rid of the “excused” absences. 3 months in a row whether you call or not remains the same as an absence. Mr. Michael noted that absences do not really fall under terms of membership and wasn’t sure if he agreed with the 1 year hiatus. He noted that there are pros and cons and we have had problems keeping members on the committee.

The Chair noted that the objective is getting all of the groups represented and relevant voices heard.

Ms. Randall asked if they could propose a person from Santa Fe County as it says it would need to be approved by the Governing Body. The Chair said that he could see this playing out a number of ways; the governing body is the Mayor and City Council and it would need to be included in the resolution to assure that the boundaries are defined. Ms. Randall feels that the expertise that a county representative could contribute would be beneficial. (Item 9-c)

Mr. Michael asked that a draft copy be sent to the WCC members including all recommended changes.

Ms. Chavez noted that she would integrate all comments; adding 4 meetings total a year for unexcused absences and “remove excused” and look in to the staggering of the terms. She recognized the member’s commitment and investment in the committee and noted they need to manage term limits so that we are not always looking for members. She will continue to do research on membership and recruitment.

7. CHANGES TO INFORMATIONAL ITEMS ON THE AGENDA

Ms. Chavez noted that she has been taking time to meet with each of the WCC members one-on-one to better acquaint herself with each one’s goals for the WCC. She will continue to reach out to those she has not made personal contact with.

Ms. Chavez proposed some slight changes to the agenda to designate stakeholder groups again and ask for specific input from each one. Question to the WCC members is if they were comfortable in volunteering to report on one of those. This would be different from the established Group reports. Ms. Chavez feels that more direction needs to be pin pointed and collaboration with the WCC members. Ms. Chavez respects the initiatives set by the WCC members and would like to add the staff reports to the WCC. Ms. Chavez referred to her memo of February 19, 2016 to the WCC members detailing the proposed changes to meeting agenda. (Exhibit A)

The WCC members welcomed this addition to the agenda and the open communication which will streamline information and be useful for the members. The Chair reiterated that this would open a positive line of communication for the members and staff. Mr. Michael complimented Ms. Chavez and said he looks forward to a more collaborative approach and noted that implementation has to be more global in educating the community and not just focusing in this meeting. Ms. Chavez reiterated that she is trying to build more of a collaborative program that staff can implement. She stated that the diverse and unique background that the WCC members possess is a priceless attribute to the Water Conservation Committee. The Chair also stated that one mechanism would be setting aside 15-20 minutes to talk about what is happening in the Division.

It was asked; "how can we improve and try new things?" Ms. Chavez reiterated that breaking up the agenda into stake holder groups will be one way to keep communications flowing outside of meeting dates to strengthen information sharing. Mr. Wiman suggested lectures and workshops in the community on water conservation; Ms. Chavez supports that idea.

Ms. Chavez said some of the item examples would be, 1) gearing up to on the revised rebate application. This new program will have new forms to be implemented May 1, 2016. It was noted that there is a resolution associated with the commercial rebate, information to be brought to next meeting. Irrigation rebate is currently not working. More training is needed in order to promote this information on the irrigation rebate program. Ms. Chavez noted that there was an application for the commercial rebate program and asked the committee members if they had an opportunity to review that. It did have a resolution with it and had a \$25,000 cap on it as far as changes. Ms. Chavez said that they have come across some issues, and this is the only application. Being that the way the resolution reads it doesn't necessarily match the application the way it reads, therefore there is a conflict. At this time Ms. Chavez is in review of that application, she will bring the information to the next meeting once it is corrected. This action is very important as it is the first one and we need to be prepared for future applicants. Ms. Chavez said that if changes are not expressed today to please send her the information.

Another important topic is the Irrigation Rebate, it is not working. Ms. Chavez is pulling all outreach on this rebate; not promoting it, not handing out information, not promoting it as part of QWELL. Ms. Chavez believes QWELL training is a stand along. Goal is to provide training. The irrigation part of it needs to be looked at to figure out another method of rebate earning.

Our school outreach is great with some of the programs that we presently have. Ms. Noriega, who is now on staff in the Water Division, will be extremely an asset to work with the schools. One way to change the behavior is to invest in educating our children. The children take the information back home to their families to implement; it is one good way to do outreach with our school children. In discussion with staff we need to build a program for our schools. We have ordered a great model display which explains many water components for education. We need to work together to create a K-12 water program. We can tie in to watershed tours and work closer with our collaborators and teachers and connect our current programs. Ms. Chavez asked for suggestions of contacts and

collaborators from the WCC members. Ms. Chavez also recognized Mr. Otto from the Santa Fe Watershed for the tours that are conducted and she would like to collaborate with him.

In mentioning these examples, Ms. Chavez looks forward to working with the WCC members. The Chair recommended that a 20-minute allowance be set on the Agenda for Staff Update and recommended that possibly two topics per meeting be discussed.

Ms. Chavez talked about the historical snags that have transpired on the map progress. Mr. Wiman met with Ms. Chavez to define what has not taken place and after review there is a compromise we can make. We should be able to make a first phase of this project and get it on to the website as we have good information available. With the other things that the WCC members have identified they would like to see on the map, we can continue to work on those items as a Phase II. Mr. Wiman and Ms. Chavez have worked with Andrew Erdman and after several meetings the information that should be placed on the website was discussed. Mr. Erdman was not available to bring the proposed map today as he is out; but the more complete map will be available at the next meeting. Ms. Wiman has ideas on what can be populated to bring up additional information on the reservoirs. Engineers are on board with that so the updates will be work in progress. It is important to inform people where they get their water from. As our meeting progress we need to continue that conversation on the use of non-potable water, treated effluent, water quality and other areas of interest. Today's presentation is to give the WCC members an opportunity to suggest any changes in the interim to Mr. Wiman or Ms. Chavez. Now that there is a common goal, it is nice to work on this initiative together.

WCC members were able to see the website and its content. Feedback is that there is way too much on the website. Staff would like to work on streamlining the information and making it more users friendly. Mr. Michael said he is fond of cartoons and has asked for 2 years to see the demonstration of systems dynamics model. He said if we got some cartoon pieces which could go on the website and see how it interacts. Ms. Chavez asked if he was referring to a flow chart or diagram and Mr. Michael said yes, something to that effect. Ms. Chavez noted that this got lost in the process; once it was brought up in a staff meeting everyone was supportive so we need to resurrect what it is we want and need. We also want to target messaging through social media and that will require more conversation. Ms. Chavez will bring the map back to the members next month. Ms. Chavez said they have made progress and they can now go back and identify who has looked at the website to measure if it is effective or not.

8. *DRAFT GPCD ANALYSIS (NO ACTION AT THIS MEETING, NOT COMPLETED)*

9. 2015 REBATE SUMMARY

Ms. Grosse put together the summary for 2015. Mr. Pushard requested that the 2013-2014 summaries be included for review. In regards to the rebates, Lisa has provided the consistency that we needed in the actual processing of the rebates. Before we had 4-5 different staff members doing the input for rebates so there was inconsistency when end of year audit was conducted. Lisa is working on it consistently and Ms. Chavez feels comfortable that data will be accurate. Ms. Chavez noted that most rebates are for toilets. With the washing machines had the change in tiers and there were not a lot that qualified. They are now looking at the denials. Under the new rebate program there are a lot more washing machines that will qualify as they can be tier 2 or 3 models and that will help the programs.

The Chair commented that we need to get the State involved again.

Ms. Chavez said that this rebate program has been in place for such a long time that she feels it needs to re-energize. Mr. Michael offered himself and Mr. Pushard to meet with Ms. Chavez on the rebate

program. Ms. Chavez has made a contact with PNM to work on the rebate program and she will continue to contact NM Gas Company.

10. CHANGES TO THE RESIDENTIAL REBATE FORM

There is also discussion on a whole house rebate and we can continue to discuss that. Again, this rebate program hasn't changed for 8 years – we are now introducing a new form and asked that the WCC members make their changes and send to Ms. Chavez. We will also bring the commercial rebate form which is for hotels/motels. There is a commercial rebate related say to car washes, there is an applicant who has found a loop hole so we need to review carefully.

INFORMATIONAL ITEMS

11. Group Reports from Water Conservation Committee Initiatives

- a. Group #5 – Water System Map
(Reported on above.)
- b. Group #1 – Treated Waste Water as Drinking Water Source
(Deferred back to the Water Division). Ms. Chavez said that she would follow up on this item and report at next meeting. The Chair stated that it would be helpful to have a chart, report and website list and dates with the links. Ms. Chavez said there is also discussion on making changes to Chapter 25.
- c. Group #2 – Water Conservation Education/Outreach (nothing to report)
The Chair made note at the city level there are problems with billing at the water company. This hampers getting information out on water conservation for a while.
- d. Group #3 - Water Conservation Codes, Ordinances and Regulations – Legislative Update.

Mr. Pushard informed the members that the summary sheet was not included in the packet. The operating budget approval was not available; he will bring the water related items to the next meeting.

At the WERS level, the Sustainable Building Tax Credit was approved, gets refunded in 2017 and training is going on right now. WERS is part of that program, they are training in Albuquerque today and they will train for the builders here in Santa Fe. Mr. Pushard would like to see whole house rebates. Mr. Pushard said he is circulating legislation for next year for existing home and he will talk to Ms. Chavez on how we get this moving forward. The International Code Committee meeting is in 2 months, first draft is on rainwater harvesting codes and there are some new irrigation codes that are being published that might affect our standards and our irrigation codes. Hope is to have the draft of at least one of them in the packet for the next meeting. Mr. Pushard noted that the wire reports that Tucson is leading in the west in water conservation. Mr. Pushard will continue to share information with the members through the monthly meeting packet. Mr. Pushard said he would like to see press releases more frequent to report successes. Ms. Chavez welcomes help from the WCC members if they should ever want to draft any press releases. Mr. Pushard is happy to do both, write and get it posted.

Ms. Chavez has spoken to Katherine and Mr. Pushard said that she too is in the class. Katherine is expecting to be on the agenda next month.

(Vice Chair Randall assumed leadership of WCC in the absence of the Chair)

12. Source of Supply – Drought Update

Mr. Pushard said that having Alex or Rick at the WCC meetings quarterly would be helpful. Ms. Chavez welcomes feedback if there are any questions to please send to Ms. Chavez beforehand. Mr. Pushard said that the summary report does not give enough information. Mr. Wiman added that having someone monthly from the Water Division. It was noted that Allen would represent the discussion on the GPCD at the April meeting. Mr. Wiman said that if there was representation this could eliminate items of discussion being deferred. Ms. Chavez will follow up on this request, possibly have representation every other month and identify who the person would be so questions could be given to Ms. Chavez on the agenda. Mr. Wiman suggested that staff should be placed at the beginning of the agenda for all meetings.

MATTERS FROM STAFF

- Update On Water Conservation Program Activities
- Free Well Water Testing
- Home Show This Weekend.
- March 22nd, World Water Day
- March 18th – Flapper Friday. Information to Be E-Mailed To All Members. It Was Requested That Helping To Promote Any Of These Events Is Appreciated. Councilor Ives Will Promote On The Radio Weekly Show.

MATTERS FROM THE PUBLIC

NONE

MATTERS FROM COMMITTEE:

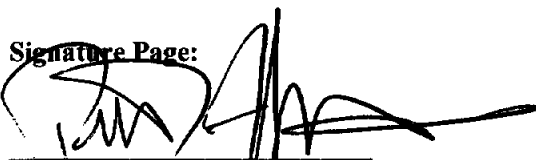
- Councilor Ives announced his successful re-election and he has been asked to remain on the Water Conservation Committee.
- Mr. Michael requested an update on the Strategic Marketing Plan. Ms. Chavez noted that there are some small changes that she wants to incorporate that were recommended by the WCC members.
- Next Agenda: Mr. Pushard would like to discuss on-going grants for water projects.
- Allen for GPCD at April meeting.
- May was the date identified by Bill. Report on Treated Effluent in June vs. May.
- Identify date for Rick Carpenter to attend meeting.

NEXT MEETING – TUESDAY, APRIL 12, 2016

ADJOURN

There being no further business to come before the Water Conservation Committee, the meeting was adjourned at 6:10 pm

Signature Page:


Councilor Peter Ives, Chair


Fran Lucero, Stenographer

City of Santa Fe, New Mexico

memo

Date: 2/19/2016

To: Water Conservation Committee

From: Christine Y. Chavez, Water Conservation Manager

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

RE: Informational Items on the Agenda

Background:

The Water Conservation Program needs assistance in moving beyond the traditional marketing approach to implement a data-driven and integrated content marketing approach. This would ensure that our advertising efforts and our educational events and programs all work together to meet measurable goals. We would like to ask the WCC to aid us in the effort as part of delegated tasks per stakeholder group.

Proposed Changes to Meeting Agenda:

As part of the informational items on the agenda we would like to continue to include WCC initiatives but also designate tasks to each stakeholder group in this section that will aid us in current and proposed programs and initiatives out of the Water Conservation Program. This help from the Committee would be of tremendous value to the work of Conservation Staff. Within each stakeholder designation a committee member would be given a focus area that would be of assistance to Water Conservation Staff.

Recommendations:

1. Approval of changes to the agenda structure to include stakeholder focus work

Attachments:

Appendix A Draft agenda changes

Exhibit A



Agenda

**SANTA FE WATER CONSERVATION COMMITTEE MEETING
CITY HALL - 200 LINCOLN AVE.
CITY COUNCILORS' CONFERENCE ROOM**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES
6. CONSENT ITEMS
7. CONSENT AGENDA

DISCUSSION ITEMS:

All items for review by the WCC and pertinent to the business of the WCC will be discussed here.

ACTION ITEMS:

INFORMATIONAL ITEMS:

9. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE INITIATIVES: (Councilor Ives, 35 minutes)
 - A. Landscaping/Water Conservation Practices
 - B. Building Construction Practices
 - C. Creating/Implementing Education Programs
 - D. Land Use Policies
 - E. Water Quality/Water Harvesting/Water reuse
 - F. Constituency Groups
10. Source of Supply – Drought Update

MATTERS FROM STAFF:

- Staff update and designation of work needed in above perspective areas

MATTERS FROM COMMITTEE:

MATTERS FROM PUBLIC:

NEXT MEETING

CAPTIONS:

PACKET MATERIAL:

ITEMS FOR NEXT AGENDA:

ADJOURN.

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