



Agenda DATE 1/4/17 TIME 12:24p

SERVED BY Caryn Grosse

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**SANTA FE WATER CONSERVATION COMMITTEE MEETING  
CITY HALL - 200 LINCOLN AVE.  
CITY COUNCILORS' CONFERENCE ROOM  
January 10, 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 DECEMBER 13, 2016 MEETING

**ACTION ITEMS:**

5. WATER CONSERVATION SCORECARD (Christine Chavez, 60 minutes)

**INFORMATIONAL ITEMS:**

6. 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: JANUARY 23, 2017 @ 3 PM.**

**PACKET MATERIAL: JANUARY 25, 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>CORRECTIONS:</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 brown water investigation. <i>Change to:</i> ground water. Page 3 The samples showed nuclear and sediment. <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
ACTION ITEMS:	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
<ul style="list-style-type: none"> <li>• Water Conservation scorecard</li> </ul>		
<p>INFORMATIONAL ITEMS:</p> <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
<p>NEXT MEETING: Tuesday February 7, 2017 Captions: January 23, 2017 @ 3:00 p.m. Packet Material: January 25, 2017 @ 3:00 p.m.</p>		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



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

Water Conservation Scorecard

Programs	Status	Completed	In Progress	Planned	Milestones	Metrics	Comments
<b>Goal: Education Outreach</b>							
Education Initiative	New		2017-18		Allocate budget (FY2017) Sign on 20 classrooms for participation by Fall 2017	schools, classes, students	
Children's Water Fiesta	Ongoing	2016	2017		Expand attendance by 200 students Expand presentations to include peer to peer activities	schools, classes, students	Incorporate into Education Initiative and expand to serve more students
Children's Poster Contest	Ongoing		2016-17		Educational messaging developed prior to contest Link to outreach in schools	schools, classes, students	
Qualified Water Efficient Landscaper (QWEL)	Ongoing			2017	Transition training to SFCC Expand program to include grey water certification All staff QWEL certified	enrolled, passing	Transitioning to SFCC
Railyard Workshops/QWEL Lite	Ongoing	2016		2017	Provide grey water training to public Bring in at least 2 speakers Sponsor or conduct learning sessions (April-September)	attendees	
Master Gardeners	Ongoing	2016			Present as part of 2017 Master Gardener series Work with volunteers on parts of our program	attendees	
<b>Goal: Communications and Customer Service</b>							
Eye On Water App Rollout	New		2016		Increase participation rate to 30% of customer base	participants	
Customer Survey	New	2016			Compile results and present to Council Determine how data will be used to improve conservation programs	participants, responses	
Indoor and Outdoor Audits	Ongoing	2016			Roll out self-audit irrigation program Complete do-it-yourself irrigation system guide	requests, follow up	Rebate devices and values modified in 2016
Residential and Commercial Rebates	Ongoing	2016			Work with commercial customers to increase participation Goal of 8 applicants for CY 2017 Increase residential program participation by 20%	devices, water savings, value	Rebate devices and values modified in 2016
Enforcement Program	Ongoing				Respond to Water Waste Hotline calls within 24 hour period Build education programs during high water season months		
Strategic Marketing Plan	Ongoing		2016	2017	Meet 90% of goals within STM as coordinated by consultant Align STM with conservation programming for FY 2017	analytics, costs, types	New branding, integration with social media



Water Conservation Scorecard

Programs	Status	Completed	In Progress	Planned	Milestones	Metrics	Comments
<b>Goal: Effective Program Management</b>							
Human Resources	Ongoing		2016-17		Fully staffed by June 2017 Enforcement Officer position staffed by May 2017		Fill vacancies
Financial Resources and Budget	Ongoing			2017	Submit Conservation Budget by February 2017 Track budget for FY 2017		Reallocate resources from discontinued programs to new programs
Organizational Development	Ongoing		2016	2017	Staff crossed trained on all elements of programs All staff badge for enforcement All staff certified as relevant to program (ARCSA, Backflow/CCLA, QWEL, WERS)		Professional development
Water Conservation Committee	Ongoing				Align committee work with programs in office Sub-committee work should be aligned with aspect of conservation office		
Integration with Water Resources	Ongoing		2017		40-year water plan Water Reuse plan and outreach AWWA audit and GPCD for 2017		Long Range Water Supply Plan, Reuse Feasibility Study, other planning tools

<b>Goal: Stewardship and Conservation</b>							
Regional Collaborations	Ongoing				AWWA board representation State Water Planning initiatives	participants, follow up	
GPCD Analysis	Ongoing	2015	2016	2017	Complete GPCD calculations on quarterly basis Annual comparison with other SW cities Program adaptation	population, sectors, production, consumption, reuse	
AWWA Audit	Ongoing		2016	2017-18	Align 2016 results with conservation programming	non-revenue water	

**City of Santa Fe, Source of Supply Section/Water Division  
Water Production Update - through December 17th  
Public Utilities Committee Meeting  
January 4, 2017**

**Old Filter Plant Site**

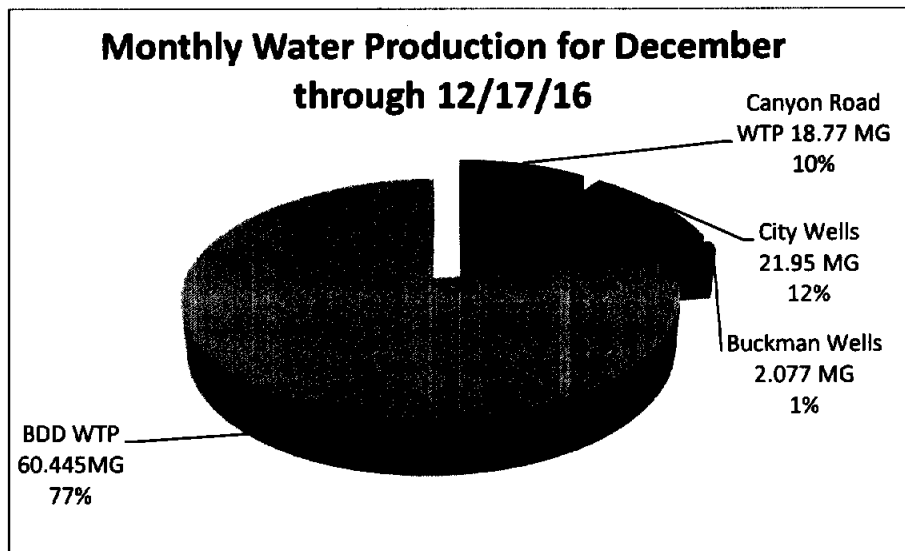
Several stakeholder groups (the Canyon Road Neighborhood Association, the SF Watershed Association, the Nature Conservancy) met with the Source of Supply Section Manager, River Manager, and Parks and Recreation Department at the Old Filter Plant Site on December 7<sup>th</sup> and formulated a preliminary plan to move forward with reseeding, re-contouring, reseeding and replanting at the site. Future trail (Dale Ball Trail Connector) development was also discussed. Re-contouring of the site and reseeding is planned for early Spring 2017.

**Water Production for November (through 11/26/2016)**

Daily water production at the Canyon Road Water Treatment Plant (CRWTP) has remained fairly constant from November through December. Reservoir levels are decreasing on average 0.3 to 0.5 MGD due to lower than normal inflows to McClure reservoir. These low reservoir levels preclude production at rates similar to the 5-7 MGD production levels of this past summer.

Total Production at the CRWTP through December 17<sup>th</sup> was 18.771 MG or 1.01 MGD. The plant was completely offline through November 15th and is slowly being brought back to a constant winter production level. The Buckman Regional WTP produced 60.445 MG for the first 17 days of December, or an average of 3.55 MGD. Total production for the first 17 days of the month from all sources was approximately 103.245 MG. Production from all individual sources are illustrated in the chart below. Average daily usage (customer demand) during the month of December was 6.07 MGD, which was slightly downy from November consumption levels of 6.25 MGD.

Nichols Reservoir storage levels have been maintained at 51.72% storage (111.4 MG). The storage level of McClure Reservoir has decreased slightly to 174.77 MG, or 16.06% of capacity, due to a slight increase in flows between McClure and Nichols Reservoirs to offset Canyon Road Water Treatment Plant production and Living River flows of 0.3 MGD (**Living River Planned Release**). The combined storage level for both reservoirs is 285.59 MG, which reflects a current reservoir storage level of approximately 21.0%. Santa Fe River inflows to McClure Reservoir are currently at 1.23MGD.



### **Baca Street Well**

The City is scheduling a meeting in January, 2017 with the Petroleum Storage Tank Bureau of the New Mexico Environment Department (NMED) to discuss PNM's initial investigation and findings and future requirements for investigation and remediation of the site, as determined by the NMED under the New Mexico Ground Water Corrective Action Fund.

### **Drought/Monsoon, Storage, and ESA Update**

NOAA has recently updated (12/10/16) ENSO (El Nino/La Niña) status to: **La Niña conditions are present, with a transition to ENSO-neutral favored during January-March 2017.** However, Dry conditions in 2016/17 could present significant challenges to all water purveyors, water utilities, and irrigators if there is not significant filling and carry-over storage in regional reservoirs. Regional reservoir levels on the Rio Grande and Chama Rivers are still low. Upper Santa Fe River reservoirs are very low so City draw down has been reduced accordingly, with a corresponding increase in BDD diversions from the Rio Grande, and moderate increases in groundwater well use. Preliminary estimates are for an approximate 95%-100% delivery of full firm-yield of San Juan-Chama Project (SJCP) water. There are no water-related Endangered Species Act (ESA) updates, except that a draft Biological Opinion was issued by the US Fish and Wildlife Service in early this month. Staff is currently evaluating this document. Updates on ESA issues will be made as needed. Rio Grande Compact Article VII storage restrictions went back into effect 4/22/16, which means the City will not be allowed to impound "native" runoff into Nichols and McClure Reservoirs above the pre-Compact pool of 1,061 acre-feet (AF) (unless an exchange for water is made with the NMISC). Updates to this condition will be made as needed.

Most current City of Santa Fe November, 2016 SJCP Reservoir Storage:

Heron:

5,029 AF. 2016 deliveries are at about 95% of annual total.

El Vado:

1,236 AF.

Abiquiu:

10,481 AF SJCP carry-over from previous years, no time limit to vacate due to storage agreement with ABCWUA

TOTAL:

16,746 AF

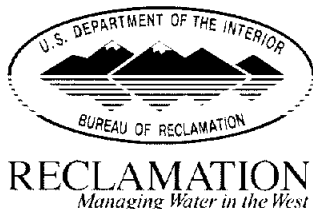
## Public Forum

Date:  
Tuesday, January 17th

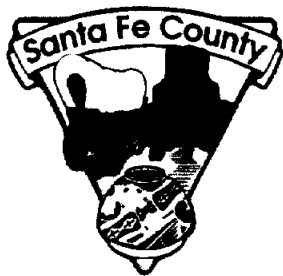
Time:  
4:30 PM - 6:30 PM

Location:  
Genoveva Chavez  
Community Center  
(3221 Rodeo Road)

Refreshments  
will be served



**RECLAMATION**  
*Managing Water in the West*



  
**carollo**  
*Engineers...Working Wonders With Water®*

**Building on Santa Fe's  
commitment to reduce  
future water supply gaps.**

***Public Forum to discuss  
the Santa Fe Water Reuse  
Feasibility Study, an  
engineering evaluation of  
water reuse alternatives  
conducted by City of  
Santa Fe, Santa Fe  
County, and Bureau of  
Reclamation***

The open house will provide an update on Santa Fe's water reuse strategies. Experts will be on hand to answer questions.

To review the provisional report subject to acceptance by the Bureau of Reclamation visit [http://www.santafenm.gov/reclaimed\\_wastewater\\_reuse](http://www.santafenm.gov/reclaimed_wastewater_reuse)

Questions and comments can be made at the forum or emailed to [utilitycustomerservice@santafenm.gov](mailto:utilitycustomerservice@santafenm.gov)

EXHIBIT

abbott's

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