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**Agenda** DATE 10/10/17 TIME 2:57r  
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**SANTA FE WATER CONSERVATION COMMITTEE MEETING  
RAILYARD – ROUNDHOUSE CONFERENCE ROOM  
500 MARKET STATION, SUITE 200  
October 17, 2017  
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 FROM THE SEPTEMBER 12, 2017 MEETING

**CONSENT AGENDA**

6. UPDATE ON CURRENT WATER SUPPLY STATUS (Christine Chavez)
7. MONTHLY OVERVIEW OF SCORECARD PROGRESS (Christine Chavez)
8. 2017 CHILDREN'S WATER FIESTA SUMMARY (Christine Chavez)

**ACTION ITEM:**

9. PROPOSED 2018 MEETING SCHEDULE (Christine Chavez)

**INFORMATIONAL ITEMS:**

10. GPCD DISCUSSION (Tim Michael, Christine Chavez)
11. WATERSMART CONFERENCE (Doug Pushard, Christine Chavez)
12. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE WORKING GROUPS
  - A. GROUP 1 – Irrigation Subcommittee (no update)
  - B. GROUP 2 – General Education Program (Aaron Kauffman, Christine Chavez)
  - C. GROUP 3 – Marketing Outreach (Doug Pushard, Christine Chavez)
  - D. GROUP 4 – Water Conservation Codes/Ordinances/Regulations (Scott Bunton, Christine Chavez)
  - E. GROUP 5 – Grants (Bob Coombe, Christine Chavez)
  - F. GROUP 6 – Commercial Conservation (Doug Pushard, Christine Chavez)

**MATTERS FROM PUBLIC:**

**MATTERS FROM STAFF:**

**MATTERS FROM COMMITTEE:**

- COMMITTEE REPORT FROM THE RIVER COMMISSION (Aaron Kauffman, Christine Chavez)

**NEXT MEETING – TUESDAY NOVEMBER 14, 2017, LOCATION TBD:**

**CAPTIONS:** Monday, October 30, 2017

**PACKET MATERIAL:** Wednesday, November 1, 2017

**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.

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**SANTA FE WATER CONSERVATION COMMITTEE**  
**October 17, 2017**

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7. Monthly Scorecard Progress		
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**SANTA FE WATER CONSERVATION COMMITTEE  
RAILYARD - ROUNDHOUSE CONFERENCE ROOM  
500 MARKET STATION, SUITE 200  
TUESDAY, OCTOBER 17, 2017, 4:00 PM**

**1. CALL TO ORDER**

The meeting of the Santa Fe Water Conservation Committee was called to order by Ms. Lisa Randall, Co-Chair, at approximately 4:00 pm, on Tuesday, October 17, 2017, at the Roundhouse Conference Room, 500 Market Station, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Lisa Randall, Co-Chair  
Scott Bunton  
Robert D. Coombe  
Aaron Kauffman  
Ken Kirk  
Tim Michael  
Doug Pushard  
Bill Roth

**MEMBERS ABSENT**

Councilor Peter Ives, Chair  
Justin Lyon [excused]  
Stephen K. Wiman [excused]

**OTHERS PRESENT**

Christine Chávez, City of Santa Fe, Water Conservation Manager [arriving later]  
Caryn Grosse, Water Conservation Specialist, Senior  
Andy Otto, Watershed Association  
Carl Boaz, Stenographer for Elizabeth Martin

**2. APPROVAL OF AGENDA**

**MOTION** A motion was made by Member Roth, seconded by Member Kirk, to approve the agenda as presented.

**VOTE** The motion passed unanimously by voice vote.

### **3. APPROVAL OF CONSENT AGENDA**

**MOTION** A motion was made by Member Roth, seconded by Member Coombe, to approve the consent agenda as presented.

**VOTE** The motion passed unanimously by voice vote.

### **5. APPROVAL OF MINUTES FROM THE SEPTEMBER 12, 2017 MEETING**

**MOTION** A motion was made by Member Michael, seconded by Member Kauffman, to approve the minutes of September 12, 2017 as presented.

**VOTE** The motion passed unanimously by voice vote.

### **CONSENT AGENDA LISTING**

- 6. UPDATE OF CURRENT WATER SUPPLY STATUS**
- 7. MONTHLY OVERVIEW OF SCORECARD PROGRESS**
- 8. 2017 CHILDREN'S WATER FIESTA SUMMARY**

### **ACTION ITEM:**

#### **9. PROPOSED 2018 MEETING SCHEDULE (Christine Chávez)**

Ms. Grosse noted a change for the regular meeting dates in June, October and November. June would be held on the first Tuesday and October and November would move to the third Tuesday. She referred to the calendar in the packet.

Member Bunton could not be present in March on the second Tuesday but could be present on the third Tuesday.

Member Roth moved to change the March meeting date from March 13 to March 20.

Ms. Grosse pointed out that there is a risk in changes of meeting dates of not having the Councilor's conference room available.

Member Bunton said if it causes difficulties, he would understand.

Ms. Grosse added that when members let her know, it is an excused absence.  
Member Roth withdrew his motion.

**MOTION:** Member Coombe moved to approve the 2018 meeting schedule as presented. Member Roth seconded the motion.

**VOTE:** The motion passed by unanimous voice vote.

**INFORMATIONAL ITEMS:**

**10. GPCD DISCUSSION**

The Committee passed over this item because of projector problems.

**11. WATERSMART CONFERENCE (Doug Pushard, Christine Chávez)**

Member Pushard said Ms. Grosse did not go to the conference.

Ms. Grosse agreed but clarified that a staff member must be listed on every item.

Member Pushard said he brought his spouse, Gretchen, with him.

Member Pushard said he sent emails about the conference. It was the group's 10<sup>th</sup> anniversary and held in Las Vegas, the water conservation capital of the nation. There were many presentations, each about 30 minutes and 10 minutes in between. Consequently, there was not much networking during the conference. They did have cocktail times for networking. Most of the presentations and all the PDF's are online. They are very good and filled with lots of good information. He is trying to get City Staff to go to it. Every major city in the west was there and their programs are much better than most others. Santa Fe are not there yet.

This year, social media was the big topic. The other discussion was that "water conservation" is not such a great title. A lot of communities see conservation in the negative and a term that is too narrow. That is a conversation we should probably have, and our charter is broader than conservation anyway. At the conference, "Resiliency" and "Sustainability" were recommended.

Ms. Gretchen Pushard said they felt water conservation was an overused term. Some just say "Use Less Water". San Jose did a full focus group on marketing and what to call it. Your Lawn is Dysfunctional. Tucson talked about rainwater harvesting and focusing on smaller income and on high end users. One desert doesn't fit those two demographics. No rebates unless they are free was promoted. The Tucson Water Department does audit on high end users and sits with them face to face and it is working. They observed that people that have rain barrels plant more stuff and have purchased every rebate available to them. They are passionate people. In Tucson, people have to apply for rain barrel rebates and have to answer why they want them. She said she and Doug tried to split up and not go to the same workshops. She mentioned a restaurant in Atlanta that received a Rockefeller grant for their efforts in minimizing water use that their response changed staff behavior. Out of that success, the goal now is to get 100 restaurants

on board and applied for a Rockefeller grant and got it for the City. They agreed to teach youth how to do the water audit and provided Alliance Water Guides to each restaurant.

Member Pushard mentioned the summit for next year. They were successful in getting sponsors and some speakers in the water industry. He reported on a composting toilet that is revenue generating.

Ms. Grosse explained about staff not attending that the City will pay the registration but not transportation, lodging, and food so they don't attend.

Co-Chair Randall thought the Committee should figure out a way to pay their way.

Member Roth asked if Santa Fe has ever applied for that grant.

Ms. Pushard didn't know that it is an ongoing thing for Resilient Cities. It is much more than water.

Ms. Grosse said it is difficult because the process requires going through all the committees to get approval and takes about three months to do so. A resolution this year allows the City Manager to approve if there is no time for the process. That approval has a cap of \$50,000. Registration is covered out of the training budget.

Member Pushard said he is trying to find funds to do it. They accept applications in February or March and most of his presentations get accepted. It would be easy to come up with two topics and get staff there.

Co-Chair Randall said she got a scholarship this year, so she was able to attend. It reimbursed her travel costs.

Member Pushard said this event is in Las Vegas Nevada every year. The Alliance for Water Efficiency is a co-sponsor.

Ms. Pushard said the presenter assistant can also get in free but she didn't know that.

## **10. GPCD DISCUSSION** (Tim Michael, Christine Chávez)

Member Michael spoke about the Report to the State engineer. He said he was a big player in this process. It is not new for the City to be delayed in getting the report to the State Engineer. The delay is in getting the right kind of data from the Building Department.

Ms. Grosse pointed out that it has never been this late before. Typically, they ask for 4-month extension.

Member Michael said he wasn't the right guy for this because to him, it didn't make any sense. In his opinion, the people who extract the data got it right. He had offered to do the presentation that is in the packet. The hang-up is consistency. He was unable to find out the documentation why we need to report to the State Engineer every year. It is part of our requirements related to the Buckman wells. So it is a permit

requirement. In the calculation, he was trying to identify the residential, family, and industrial groups. What is in the packet is the State Engineer required calculator. But it was so confusing that he created his own calculation spreadsheet.

First, he got the information about the city and what is needed includes housing units, household size for owners; for renters; average household size; number of available units; number of occupied units; vacancy rates, etc. What is in yellow in the spreadsheet is required for calculating the GDPC. The volume available (demand) equals the number of gallons divided by number of people and number of days. But that is not the way it is done. It came out to be \$87,000 or 2.9 x number of residential meters. There is inconsistency in all of this. The use resulted in about 87 gallons per capita per day.

Member Roth asked if he would get the same number with the 2.9 without going through breaking it down by type of meter.

Member Michael agreed.

Member Roth reasoned that going through all those steps doesn't do anything

Member Michael agreed. Water Conservation had those numbers in February. That is where we are with this.

He tried to provide a way to show it, but it is confusing, and it prevented the conservation office from seeing how far off they were.

Member Roth asked if the other communities do the same thing.

Ms. Grosse said the calculator was created by the State Engineer to more closely compare apples to apples. It calculates imported water, exported water, produced water, reused water and then the different water meter types. At a summer event, one community said they only gave family numbers because they had so much industry.

Member Michael said that is why he called it "Consistency." It may not be what you want it to be but provides consistency.

Member Roth said comparing it to other southwestern cities without knowing the formula is difficult.

Member Michael said it is all available on online.

Member Coombe asked what number the State Engineer's Office is using.

Member Michael said it is 86.74.

Ms. Grosse said that uses the system data and it is 86.94.

Member Coombe thought it seems to be consistent now. Going through the exercise should offer a

baseline for it in the future.

Ms. Grosse said the clean-up is going on with the current billing system. Some schools are really listed as residences. They are trying to put everything into the right categories and that will improve it even more.

Member Coombe asked if it is necessary to use this method to go back and correct the errors.

Ms. Grosse said there has consistently been a downward trend and they can go back and redo the data, but the trend will remain the same.

Member Michael said he would be very surprised if there was much change in the numbers. Last year, it was 8,000 ac/ft. and this year it is 8.500 ac/ft.

## **12. GROUP REPORTS FROM THE WATER CONSERVATION COMMITTEE WORKING GROUPS**

### **A. GROUP 1 - Irrigation Subcommittee (No Update)**

Member Pushard said the Subcommittee will meet on Friday at 9:00 at the office. They are going through the Great Water training using training materials from California to New Mexico.

### **B. GROUP 2 - General Education Program (Aaron Kauffman, Christine Chávez)**

Member Kauffman and Ms. Chávez had provided education at the Youth Fiesta on October 2 and talked about pre and post tests for various utilities in the city to assess their understanding. We can determine what they learned. They had some success with buy-in on the tours. The infrastructure is set up with UNM to provide a graduate student at some time in the future. The purpose is to determine when they move beyond 4<sup>th</sup> grade how the students understand and retain the knowledge in subsequent years.

### **C. GROUP 3 - Marketing Outreach (Doug Pushard, Christine Chávez)**

Member Pushard said he was not on the Marketing Outreach Committee.

Ms. Grosse said the report is Strategic Marketing.

Member Roth said that would be him. They are reviewing the plan together. They reviewed Lynn's marketing outreach plan and Ms. Chávez was also there. The report was based on the Committee's input and will be reviewed at the next meeting. The third topic was the historical document of water conservation in Santa Fe and went out to all members with the resolutions done through the years. The intent was to broaden and update it. The other idea was to expand it to include land use policies as a water conservation tool. That is important because then we could hand it to candidates for office to have accurate knowledge. The mayor said the water rates were the reason we are #1 in water conservation in the nation.



Member Pushard asked Ms. Grosse to add the time line to see what we did at what time and the impact of actions taken. High water rates were not the reason but just one of several.

Ms. Grosse asked what changes were made and the water savings from the rebate program to the water budget for offsets.

Member Pushard said it should be what we hand people when they join the committee. It is important to put it in hands of the candidates because they will be asked about water. He asked Katherine Mortimer to add something for Land Use and also for Stormwater.

**D. GROUP 4 - Water Conservation Codes/ Ordinances/Regulations. (Scott Bunton, Christine Chávez)**

Member Bunton said he had not seen the minutes.

Ms. Grosse didn't know if Ms. Chávez printed anything out yet. The meeting on September 29 was well attended. It was primarily to look at the restaurant draft water program at participating restaurants and in some cases, was done line by line. Then it would be polished and circulated. Conversation on the value proposition with restaurants. And still open when the meeting adjourned. A questionnaire for each participating restaurant and the # of water using instruments - dishwashers, sinks, urinals, toilets, and tweaks to that list.

Member Roth said the rewrite of the resolution was sent to the City Attorney's office.

Ms. Chávez arrived at 5:30 and Member Bunton told her they were discussing the draft restaurant resolution.

Ms. Chávez mentioned a meeting next Wednesday for getting to the final draft and then through Mr. Guillen and to be voted on at the next regular meeting.

Member Bunton said the other resolution was on grey water and they didn't have time to consider it. That will be looked at also at the meeting which is scheduled next week on October 25<sup>th</sup> at 11 a.m.

Member Pushard told Member Bunton that he had submitted comments and Ms. Chávez was not sure if he had incorporated them.

Member Bunton said he did in the restaurant resolution but not the grey water resolution.

Member Pushard agreed to send it to him with a bullet on percentage of grey water users.

**E. GROUP 5 - Grants (Bob Coombe, Christine Chávez)**

Member Coombe said Grants had a meeting that Ms. Chávez already alluded to. He thanks those

who submitted ideas on projects. It is evident that the water conservation office is so busy and even if there were proposals forthcoming, there is no one to perform it. So we might look for grants for more personnel. The Integrated Education project could evolve with a school for education in K-12 systems. We talked about UNM and possible grant money for that. It might be a real possibility.

The other is a commercial conservation project and they talked about restaurants and a business model about it to make up in a school and impact on business models. The hotel/restaurant school in Minnesota and one in Las Cruces are looking for money for this kind of project.

Member Pushard said there is money and we just need to be in the right place at right time. If we think about a pilot now, there are entities that could fund it for 30 restaurants and tie it to the school. The State of New Mexico is also a source of funds. Job training is one area. Now we are expanding out of restaurants into other areas. He asked if there would be any to look at EPA projects. EPA is very interested in going to public schools and the Trust Fund would pay for the program - a partnering program to set it up and pitch it to the Water Research Fund. If EPA goes in with us, it would help.

Co-Chair Randall asked to sign her up.

Ms. Chávez asked if that could be prioritized and we can look at it.

Member Bunton pointed out that academic institutions tend to have at least one person paid to watch what is happening in world of grant making and maybe the Committee could come up with a person willing to cooperate with us.

Member Roth suggested Amanda Hatherly, who is well versed in writing grants.

Member Pushard agreed. She would be the one to ask for that person.

#### **F. GROUP 6 - Commercial Conservation (Doug Pushard, Christine Chávez)**

Member Pushard said they already talked about it so he didn't have to give an update. We are a month behind because of the resolution and were supposed to knock on doors this month.

Ms. Chávez said the resolutions are following the store. The contract is taking a long time. It involves jumping into the work forms, getting things finalized on financing, etc. and it must be signed by the City Manager. It will probably take two more weeks to get it done but we will start meeting with restaurants next week and forge ahead.

Member Pushard asked if the City is a member of the Alliance for Water Efficiency.

Ms. Chávez said yes.

Ms. Grosse said we have the Canadian paper and are waiting for the American paper.

## **MATTERS FROM THE PUBLIC**

Ms. Pushard asked if she had a printed copy. People in Atlanta raved about it.

Ms. Chávez thought she did, but it is the Canadian version.

## **MATTERS FROM STAFF**

Ms. Chávez reported they had the passport group show up and it was exciting. They are staying busy with a ton of watershed events. There were four in the last two weeks. It is working out well and they have a new employee starting on Monday and she will bring him to the next meeting.

She thanked the Committee for all their work.

## **MATTERS FROM THE COMMITTEE**

Co-Chair Randall said she would be listening at the meeting tomorrow and bring a report back to the Committee.

Ms. Chávez said the idea was to find out what is happening with those groups.

Member Roth asked if she could send that list back out again, so he would know what he signed up for.

Ms. Chávez agreed to send it out.

Co-Chair Randall said she is going to attend the Sustainable Santa Fe Commission meeting.

Ms. Chávez said they just had a couple of days to review the draft. She had asked for it to come here but it is going to bypass Water Conservation and push out the report because the Mayor's term is going to end, and the Commission's term ends also. So they are rushing on it. She had hoped it would make the rounds of the Committee. Sustainable is working with their Brendle Group consultants.

Co-Chair Randall noted that they included many educational components without any consultation with Santa Fe Public School and had no authority to do it.

- **Committee Report from the River Commission (Aaron Kauffman, Christine Chávez)**

Member Kauffman said he attended the River Commission meeting last week with Melissa McDonald. Two things came out of it. They started to discuss the "sweep the poop" campaign. E. Coli is found in the river and they are trying to find where it comes from and will provide results soon. Ms. McDonald is

interested to get the word out to the public. Newspapers, pet stores, etc to create awareness. It is assumed most of it comes from dogs.

The other thing was river management along the West River Corridor. There was not as much discussion of plans after taking out the species - vegetation along the corridor.

Member Michael asked if what is in the packet has been sent to the AG.

Ms. Chávez said no but will be in the Public Utilities packet for Thursday.

Member Michael asked if, when it is finalized, she could also send the spreadsheet.

Ms. Chávez agreed. It will come here and to all the different committees. We talked about the issues.

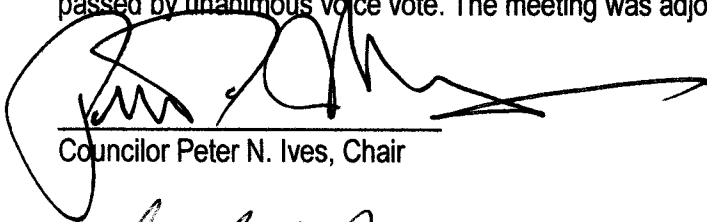
Ms. Chávez asked how the members like this room for the meeting. We could move the tables closer. She thought it was kind of nice moving around and getting presentations from them.

Ms. Grosse said the Committee may be back here at the Railyard next month.

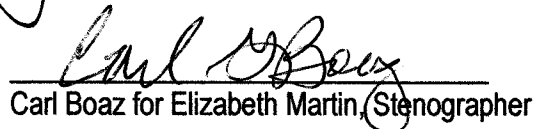
**NEXT MEETING – Tuesday November 14, 2017 Location TBD**

**ADJOURN**

**MOTION:** Member Coombe moved to adjourn the meeting. Member Roth seconded the motion and it passed by unanimous voice vote. The meeting was adjourned at 6:00 p.m.



Councilor Peter N. Ives, Chair



Carl Boaz for Elizabeth Martin, Stenographer