



Agenda

**AMENDED
PUBLIC UTILITIES COMMITTEE
MEETING
WEDNESDAY, MAY 1, 2019
City Hall
City Council Chambers
Regular Meeting – 5:00pm**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES FROM THE APRIL 3, 2019 PUC MEETING

CONSENT – ACTION CALENDAR

6. Monthly Update of Capital Improvements Projects. (Shannon Jones, Public Utilities Department Director, swjones@santafenm.gov, 955-4267)
7. Update on Current Water Supply Status and Drought, Monsoon and Storage. (Rick Carpenter, Interim Water Division Director, rrcarpenter@santafenm.gov, 955-4206 and Alex Puglisi, Environmental Compliance Specialist, aepuglisi@santafenm.gov, 955-4232)
8. Wastewater Management Division Monthly Update. (Mike Dozier, Wastewater Management Division Director, mldozier@santafenm.gov, 955-4642)
9. Update on grant funding opportunities with US Bureau of Reclamation. (Bill Schneider, Water Resources Coordinator, wtschneider@santafenm.gov, 955-4203)
10. Request for approval of an Advertising Services Contract with Hutton Broadcasting for advertising services for the Environmental Services Division for the amount of \$74,027.38 inclusive of NMGR. (Michaela Beggins, Environmental Services Program Manager, mkbeggins@santafenm.gov, 955-2227)

Public Utilities Committee – 5/1/2019

Finance Committee – 5/20/2019

City Council – 5/29/2019

11. Request for approval of Change Order No. 2 to the original Construction Agreement 18-0835 with Bradbury Stamm Construction for the Wastewater Management Division Anaerobic Digester Project –CIP # 950 for the amount of \$536,585.85 inclusive of NMGRT. (Alan MacGregor, Engineering Supervisor, asmacgregor@santafenm.gov, 955-4623)

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14. Request for approval of Amendment No. 1 to the original PSA Item # 18-1371 with Office of Archaeological Studies for the amount of \$100,000 exclusive of NMGRT. (Paul Duran, Archaeologist, paduran@santafenm.gov, 955-4234)

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15. Request for approval of Amendment No. 2 to the original PSA Item #'s 18-0623 and 18-0749 with Chavez Security for security services for the Water Division and the Utility Billing Division for the amount of \$1,763,023.50 exclusive of NMGRT. (Rick Carpenter, Interim Water Division Director, rrcarpenter@santafenm.gov, 955-4206)

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16. Request for approval of Amendment No. 1 to the original PSA Item # 18-0196 with AECOM Technical Services, Inc. for on-call engineering services for utility projects for the amount of \$500,000 exclusive of NMGR. (Bill Schneider, Water Resources Coordinator, whschneider@santafenm.gov, 955-4203)

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17. Request for approval of Award of Bid No. 19/11/B with B&D Industries for on-call and maintenance services for the City's Water Treatment Plant Facility, Transmission & Distribution Facility and the Wastewater Treatment Plant Facility for four (4) years for the total amount of \$160,000 exclusive of NMGR. (Kenneth Espinoza, Wastewater Management Supervisor, krespinoza@santafenm.gov, 955-4618)

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DISCUSSION AND ACTION

24. Request for approval of Bill No. 2019-_____. An ordinance Amending Section 25-4.3 SFCC 1987 regarding the Commercial Water User Rebate Program to Ease the Application and Rebate Administration Process, and to clarify certain sections of the code. (Councilors Romero-Wirth, Ives, and Villarreal) (Andrew Erdmann, Water Conservation Specialist Sr., paerdmann@santafenm.gov, 955-4223)

City Council – 4/24/2019 (Notice of Public Hearing)
Public Utilities Committee – 5/2/2019
Water Conservation Committee – 5/14/2019
Finance Committee – 5/20/2019
City Council – 5/29/2019 (Public Hearing)

MATTERS FROM THE PUBLIC

MATTERS FROM THE CITY ATTORNEY

MATTERS FROM STAFF

MATTERS FROM THE COMMITTEE

NEXT MEETING: Wednesday, June 5, 2019

ADJOURN

PERSONS WITH DISABILITIES IN NEED OF ACCOMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 505-955-6520, FIVE (5) WORKING DAYS PRIOR TO THE MEETING DATE.

RECEIVED AT THE CITY CLERK'S OFFICE
DATE: April 25, 2019
TIME: 1:46 PM



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**SUMMARY OF ACTION
PUBLIC UTILITIES COMMITTEE MEETING
CITY HALL, CITY COUNCIL CHAMBERS
WEDNESDAY, MAY 1, 2019, 5:00 PM**

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1-2
APPROVAL OF CONSENT AGENDA	AMENDED/APPROVED	2
APPROVAL OF MINUTES	APPROVED	2
<u>CONSENT - ACTION CALENDAR</u>		
MONTHLY UPDATE OF CAPITAL IMPROVEMENTS PROJECTS	APPROVED ON CONSENT	2-3
UPDATE ON CURRENT WATER SUPPLY STATUS AND DROUGHT, MONSOON AND STORAGE	APPROVED	3
WASTEWATER MANAGEMENT DIVISION MONTHLY UPDATE	APPROVED ON CONSENT	3
UPDATE ON GRANT FUNDING OPPORTUNITIES WITH US BUREAU OF RECLAMATION	APPROVED	3-5
REQUEST FOR APPROVAL OF AN ADVERTISING SERVICES CONTRACT WITH HUTTON BROADCASTING FOR ADVERTISING SERVICES FOR THE ENVIRONMENTAL SERVICES DIVISION FOR THE AMOUNT OF \$74,027.38 INCLUSIVE OF NMGR.T.	APPROVED	5-6
REQUEST FOR APPROVAL OF CHANGE	APPROVED	6-7

**ORDER NO. 2 TO THE ORIGINAL
CONSTRUCTION AGREEMENT 18-0835
WITH BRADBURY STAMM
CONSTRUCTION FOR THE WASTEWATER
MANAGEMENT DIVISION ANAEROBIC
DIGESTER PROJECT - CIP # 950 FOR
THE AMOUNT OF \$536,585.85 INCLUSIVE
OF NMGRT.**

**REQUEST FOR APPROVAL OF
AMENDMENT NO. 1 TO THE ORIGINAL
PSA 18-1372 WITH SERVICE LINE
WARRANTIES OF AMERICA: UTILITY
SERVICE PARTNERS TO EXTEND THE
TERM TO JUNE 30, 2022.**

APPROVED

7-8

**1REQUEST FOR APPROVAL OF
AMENDMENT NO. 3 TO THE ORIGINAL
PSA 16-0706 WITH LOUIE CORDOVA,
LLC FOR FIELD AND DRAFTING
SERVICES FOR TIME EXTENSION
AND INCREASE FOR THE AMOUNT
OF \$50,000 EXCLUSIVE OF NMGRT.**

APPROVED ON CONSENT

8

**REQUEST FOR APPROVAL OF
AMENDMENT NO. 1 TO THE ORIGINAL
PSA ITEM # 18-1371 WITH OFFICE OF
ARCHAEOLOGICAL STUDIES FOR THE
AMOUNT OF \$100,000 EXCLUSIVE OF
NMGRT.**

APPROVED

8-9

**REQUEST FOR APPROVAL OF
AMENDMENT NO. 2 TO THE ORIGINAL
PS ITEM #'S 18-0623 AND 18-0749 WITH
CHAVEZ SECURITY FOR SECURITY
SERVICES FOR THE WATER DIVISION
AND THE UTILITY BILLING DIVISION
FOR THE AMOUNT OF \$1,763,023.50
EXCLUSIVE OF NMGRT.**

APPROVED

9-11

**REQUEST FOR APPROVAL OF
AMENDMENT NO. 1 TO THE ORIGINAL
PSA ITEM # 18-0196 WITH AECOM
TECHNICAL SERVICES, INC. FOR ON**

APPROVED ON CONSENT

12

CALL ENGINEERING SERVICES FOR UTILITY PROJECTS FOR THE AMOUNT OF \$500,000 EXCLUSIVE OF NMGR.

REQUEST FOR APPROVAL OF AWARD OF BID NO. '19/11/B WITH B&D INDUSTRIES FOR ON CALL AND MAINTENANCE SERVICES FOR THE CITY'S WATER TREATMENT PLAN FACILITY FOR FOUR (4) YEARS FOR THE TOTAL AMOUNT OF \$160,000 EXCLUSIVE OF NMGR.

APPROVED ON CONSENT 12

REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PSA NO. 18-0910 WITH MOUNTAIN RIVER CONSULTING FOR DATABASE, DEVELOPMENT AND TRAINING & SUPPORT SERVICES FOR THE AMOUNT OF \$700,000 EXCLUSIVE OF NMGR AND EXTEND THE TERM.

APPROVED ON CONSENT 12

REQUEST FOR APPROVAL OF CHANGE ORDER NO. 2 TO THE ORIGINAL CONTRACT NO. 17-1348 WITH SUB SURFACE CONTRACTING, INC. FOR THE PRIORITY LINE REPLACEMENTS PROJECT - CIP # 3043 FOR FY 19/20 FOR \$1,626,562.50 INCLUSIVE OF NMGR.

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APPROVED 12-13

REQUEST FOR APPROVAL OF AMENDMENT NO 2 TO THE ORIGINAL PSA NO. 17-0817 WITH CAROLLO ENGINEERS, INC. FOR THE FY 19/20 PHASE I ENGINEERING AND

APPROVED 13-15

**PERMITTING/PRELIMINARY DESIGN
EVALUATION FOR REUSE PIPELINE
FROM PASEO RAEL WWTP TO RIO
GRANDE FOR THE AMOUNT OF
\$172,758.00 EXCLUSIVE OF NMGRT.**

**REQUEST FOR APPROVAL OF
AMENDMENT NO. 2 TO THE PSA
NO. 17-0943 WITH FINANCIAL
CONSULTING SERVICES GROUP, INC
FORMERLY JMA MUNICIPAL
ADVISORS, INC. FOR FINANCIAL
SERVICES FOR FY 19/20 FOR THE
AMOUNT OF \$148,000 EXCLUSIVE
OF NMGRT.**

APPROVED

15-16

**REQUEST FOR APPROVAL OF
AMENDMENT NO. 1 TO THE ORIGINAL
SERVICES AGREEMENT NO. 19-0115
WITH ALPHA SOUTHWEST, INC. FOR
EMERGENCY REPAIR FOR OPERATIONS
AND MAINTENANCE - CIP # 956 FOR
FY 19/20 FOR THE AMOUNT OF
\$189,765.63 INCLUSIVE OF NMGRT.**

APPROVED ON CONSENT

16

DISCUSSION AND ACTION

**REQUEST FOR APPROVAL OF BILL
NO. 2019 - _____. AN ORDINANCE
AMENDING SECTION 25-4.3 SFCC 1987
REGARDING THE COMMERCIAL WATER
USER REBATE PROGRAM TO EASE
THE APPLICATION AND REBATE
ADMINISTRATION PROCESS, AND TO
CLARIFY CERTAIN SECTIONS OF THE
CODE.**

APPROVED

16-18

MATTERS FROM THE PUBLIC

NONE

18

MATTERS FROM THE CITY ATTORNEY

NONE

18-19

MATTERS FROM STAFF	NONE	19
MATTERS FROM THE COMMITTEE	NONE	19
NEXT MEETING	WEDNESDAY, JUNE 5, 2019	19
ADJOURN	ADJOURNED	19

**PUBLIC UTILITIES COMMITTEE MEETING
CITY HALL, CITY COUNCIL CHAMBERS
WEDNESDAY, MAY 1, 2019, 5:00 PM**

1. CALL TO ORDER

The meeting of the Public Utilities Committee was called to order at 5:00 pm by Chairman Councilor Christopher Rivera, at City Hall, City Council Chambers, on Wednesday, May 1, 2019, Santa Fe, New Mexico.

2. ROLL CALL

Members Present:

Councilor Christopher Rivera, Chair
Councilor Renee Villarreal
Councilor Carol Romero-Wirth
Councilor JoAnne Vigil Coppler

Members Absent:

Councilor Peter Ives, Excused

Others Present:

Shannon Jones, Director, Public Utilities Department
Stephanie López, Public Utilities Department
Marcos Martínez, Assistant City Attorney
Elizabeth Martin, Stenographer

NOTE: *All items in the Committee packet for all agenda items are incorporated herewith to these minutes by reference. The original Committee packet is on file in the Public Utilities Department.*

3. APPROVAL OF AGENDA

Chair Rivera asked item 24 was just presented to us, was it noticed adequately.

Mr. Martinez said he just conferred with the Clerks office and it was published on the meeting list and in the paper.

Councilor Romero-Wirth asked was staff informed that this was on the agenda so that they can respond.

Ms. Lopez said Andrew Erdmann is here.

Councilor Villarreal said she suggests that we postpone item 12. It does not have

the correct packet material so we were unable to review it. She is concerned and does not want to look at it tonight.

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Vigil Coppler, to approve the agenda.

VOTE The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

Mr. Jones said he would like to postpone item 17. There is more work we need to do on that. We will bring it back to the to the next PUC meeting. The Committee could decide on item (1). He is fine either way.

Chair Rivera asked are we under time constraints.

Mr. Jones said June 30th is the date we need approval by.

Councilor Romero-Wirth pulled item 21 for discussion.

Councilor Villarreal pulled items 9,10,12,15 and 20 for discussion.

Councilor Vigil Coppler pulled item 12 for discussion.

Chair Rivera pulled items 7, 11, 14, and 22 for discussion.

MOTION A motion was made by Councilor Villarreal, seconded by Councilor Romero-Wirth, to approve the consent agenda as amended.

VOTE The motion passed unanimously by voice vote.

5. APPROVAL OF MINUTES APRIL 3, 2019

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Vigil Coppler, to approve the minutes as presented.

VOTE The motion passed unanimously by voice vote.

CONSENT - ACTION CALENDAR

6. MONTHLY UPDATE OF CAPITAL IMPROVEMENTS PROJECTS Shannon Jones

Approved on consent.

**7. UPDATE ON CURRENT WATER SUPPLY STATUS AND DROUGHT,
MONSOON AND STORAGE**
Rick Carpenter

Chair Rivera said he heard that the reservoirs are at capacity and the spillways are spilling over, but the status of McClure says it is at 58%. Is that purposely.

Mr. Carpenter said Nichols is a much smaller reservoir. We feel more comfortable to have a controlled release from Nicholas so that is what we are doing.

Chair Abeyta said he just wanted to make sure. Really it is not good for both of them to be full at 100%, is that correct.

Mr. Carpenter said we would rather have a bit of free space in there at this time, but we don't have it. If you are worried about getting into late summer and the spill is still going he does not think that will be a problem in terms of supply. We have a lot of San Juan/Chama water stored in Abiquiu.

Chair Rivera said this report says the weak El Nino conditions. Have we had a weak El Nino.

Mr. Carpenter said we have been lucky with storm tracks, that is why we have had so much snow. It is projected to continue.

Chair Rivera asked are we expecting a dryer summer again.

Mr. Carpenter said that is inconclusive right now. It is too early in the year to project that.

MOTION A motion was made by Chair Rivera, seconded by Councilor Vigil Coppiar, to approve the report.

VOTE The motion passed unanimously by voice vote.

8. WASTEWATER MANAGEMENT DIVISION MONTHLY UPDATE
Mike Dozier

Approved on consent.

**9. UPDATE ON GRANT FUNDING OPPORTUNITIES WITH US BUREAU OF
RECLAMATION**
Bill Schneider

Councilor Villarreal said she supports this. It is a great idea. In the middle or end of this update it talks about how much our parks use in terms of water which is a lot. Is that piece working with our own internal staff to figure out how to conserve water as we look into future irrigation of our parks. Is that what the pilot project is.

Mr. Schneider said yes that is the intent. To find new and creative ways to reduce demand at the parks. It could be anything from irrigation practices to types of grass to use. This is a first step to try to work within the confines of what we have and using stormwater as a new source of supply.

Councilor Villarreal asked is the funding from the City.

Ms. Schneider said it is a 50/50 cost share under the reclamation Smart Program. It can be done in a variety of ways. In house staff can do the counts or an engineering firm under contract. The Basin Study was done like this.

Councilor Villarreal asked they give \$150,000 and we give \$150,000.

Mr. Schneider said the process is this, if Reclamation sees value in the project they may be willing to fund it. They would work with City staff to do a proposal that goes to their national office. Our ask is \$600,000. \$300,000 from us and \$300,000 from the Bureau of Reclamation. We anticipate hearing within two weeks if they feel this has merit. They are trying to accomplish a case study they can use throughout the west. He is fairly confident.

Councilor Villarreal asked you have staff capacity and funding for that.

Mr. Schneider said yes. It would be a combination of in-kind support and engineering support services with Hazen in Corrales.

Councilor Romero-Wirth said you mentioned some of the things to think about such as the type of plants and irrigation systems. It seems we also need to be thinking about staff training and how best to water plants and how much water they need.

Mr. Schneider said noted.

Councilor Vigil Coppler said this says it is an update, but at the end of the attachment is a request for \$300,000. Is this an update or a request for funds.

Mr. Schneider said it is a letter of interest. The City has not committed at this point. The ask is for the Federal Government.

Councilor Romero-Wirth said this is the letter sent to the Bureau.

Councilor Vigil Coppler said on page 4 of the attachment it says City of Santa Fe

request, but you are not asking for that tonight.

Mr. Schneider said absolutely not. It is for the Bureau to mull over as an idea. The next step is the proposal.

Councilor Romero-Wirth said there is a copy of the letter sent to the Bureau in the packet. The request is from the City to the Bureau.

Chair Rivera said when he thinks of stormwater he thinks of storm drains, but here it is stormwater off roofs and effluent. What are we talking about here.

Mr. Schneider said in this case study the intent is to look at coverages of pavement where there is runoff and erosion to channel flows into retention basins to promote infiltration. We are hoping Reclamation sees value. We will bring this back to the PUC.

Chair Rivera said on page 3 we are talking about selecting a park. We would love to have input into as to what park should be considered.

Mr. Schneider said he sees value in having it be a collective effort. We are working with the Division to development a consensus of targeted areas. We will rank the possible sites and see if you agree.

Chair Rivera said thank you for this update.

Councilor Romero-Wirth asked the criteria would be towards where we have stormwater runoff and engineering moving it in a different way.

Mr. Schneider said the primary consideration.

MOTION A motion was made by Councilor Villarreal, seconded by Councilor Vigil Coppler, to approve the update.

VOTE The motion passed unanimously by voice vote.

10. REQUEST FOR APPROVAL OF AN ADVERTISING SERVICES CONTRACT WITH HUTTON BROADCASTING FOR ADVERTISING SERVICES FOR THE ENVIRONMENTAL SERVICES DIVISION FOR THE AMOUNT OF \$74,027.38 INCLUSIVE OF NMGRT. Michaela Beggins/Shannon Jones

Councilor Villarreal said are there ways we could save money. We have an in-house multimedia person. How could we use that free service and resource versus doing ads on radio. She wanted to ask that of Shirleen. She thinks Hutton is charging us a lot here. It seem high. She wanted more details about what was included. It is a

large contract. Maybe there is a better way to do what we are trying to do.

Mr. Jones said he appreciates the discussion. He thinks the strategy is that in addition to the services they provide we would do other things. Our advertisement is not one dimensional. Radio interviews do occur. This is in addition. As far as the media feed this would have our media on a loop going at 44 different location. It is a different dynamic. He agrees that we can look at more outreach. There are other things we can include.

Councilor Villarreal asked does the Division have that plan as well.

Mr. Jones said they plan to do that.

Councilor Villarreal asked do they give us a discount.

Mr. Jones said no.

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Vigil Coppler, to approve the request.

Chair Rivera said he recently heard a radio ad for a water meeting where the date has passed. He wants to caution that someone should be monitoring that.

Councilor Villarreal asked this is a two year contract, can we assess the first year before we renew it.

Mr. Jones said the conditions in that contract allow the City to terminate the contract. He can voice it that we need to bring this back a year from now. We can terminate if we want at any time or continue it.

Councilor Romero-Wirth said radio is a really good way of getting information across. It increases reach. It is money well spent. This does not preclude us from doing the other things you are talking about. This is an important message.

Mr. Martinez said he confirms that the City has built into contracts to renew or terminate at any time for any reason.

VOTE The motion passed unanimously by voice vote.

11. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 2 TO THE ORIGINAL CONSTRUCTION AGREEMENT 18-0835 WITH BRADBURY STAMM CONSTRUCTION FOR THE WASTEWATER MANAGEMENT DIVISION ANAEROBIC DIGESTER PROJECT - CIP # 950 FOR THE AMOUNT OF

\$536,585.85 INCLUSIVE OF NMGRT. Alan MacGregor

Chair Rivera said on page 12 it says the presses are ten years old. If we knew that why was it not included in the original document. Why a change order.

Mr. MacGregor said the project is scheduled for several years from now. We had an opportunity to replace a second one now and take advantage of the contractors being on site. It enables us to retire one of the older presses and use it for parts.

Chair Rivera asked why was something this expensive not identified.

Mr. MacGregor said we felt comfortable with using the two existing presses and adding a new press. Now we have two to be work horses. It is subject to change, but is something that we will be able to make use of right away.

Councilor Rivera asked how long does a press last.

Mr. MacGregor said twenty years is a good time to look at them. The older ones take more work to keep going.

Chair Rivera asked so ten years is half life.

Mr. MacGregor said yes.

Chair Rivera asked is there funding there for this.

Mr. MacGregor said yes.

Councilor Villarreal said Shannon explained to her that this is a proactive way to save us money.

Councilor Rivera asked has demand for composting gone up.

Mr. MacGregor said we sell out every week.

MOTION A motion was made by Chair Rivera, seconded by Councilor Villarreal, to approve the request.

VOTE The motion passed unanimously by voice vote.

12. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE ORIGINAL PSA 18-1372 WITH SERVICE LINE WARRANTIES OF AMERICA: UTILITY SERVICE PARTNERS TO EXTEND THE TERM TO JUNE 30, 2022.
Shannon Jones

Councilor Villarreal said we did not get the packet material. She would like to postpone this to the next PUC meeting.

Mr. Jones said that is not an issue for us.

MOTION A motion was made by Councilor Villarreal, seconded by Councilor Vigil Coppler, to postpone item 12 to the next PUC meeting.

VOTE The motion passed unanimously by voice vote.

Chair Rivera said for the future if anyone notices something like this bring it up with Stephanie. He gets a paper packet and it was all in that one.

- 13. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE ORIGINAL PSA 16-0706 WITH LOUIE CORDOVA, LLC FOR FIELD AND DRAFTING SERVICES FOR TIME EXTENSION AND INCREASE FOR THE AMOUNT OF \$50,000 EXCLUSIVE OF NMGRT. Dee Beingssner**

Approved on consent.

- 14. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE ORIGINAL PSA ITEM # 18-1371 WITH OFFICE OF ARCHAEOLOGICAL STUDIES FOR THE AMOUNT OF \$100,000 EXCLUSIVE OF NMGRT. Paul Duran/Shannon Jones**

Chair Rivera said on page 1 it says the City Manager approved a PSA for \$100,000. He does not have the authority to approve anything that high. He does not see anything with his signature on it. There is a place for the Mayor to sign, but there is no signature. What is the Mayor's signatory authority.

Mr. Jones said that is a typo. It was approved by City Council, but \$100,000 is not the correct number.

Chair Rivera said confirm this before the meeting is over. \$100,000 appears in several places throughout.

Mr. Jones said the typo is the City Manager approval. This contract is in place. Council approved it. We can get you that information, but not during this meeting.

Chair Rivera asked does anyone remember this being approved at City Council. He thinks it would have had to be the City Clerk. The authority level of the City Manager is \$60,000. He is not sure what the Mayor has in terms of approval authority.

Mr. Martinez said the memo is mistaken. City Council approved the original agreement. On page 17 of the packet it is indicated that Yolanda Vigil signed and noted

Mr. Jones said correct.

Councilor Villarreal asked what is the budgeted amount.

Mr. Jones said the Parks Department is responsible for three years of this at \$171,000.

Councilor Villarreal asked what shifted that price. What would security look like at the parks, specifically Railyard Park. How much time and how frequently are they there. It is hard to understand the breakdown.

Mr. Jones said from our experience a device is placed in a location and mobile patrols perform non routine routes and have to touch each button to show they went to each site. It is a deterrent.

Councilor Villarreal asked what would Railyard Park security include. It says Railyard Park in the old packet material. On the new material it shows Railyard Park with no amount.

Chair Rivera said the difference in cost is the GRT. It is not listed in the original memo, but is in this packet.

Councilor Villarreal said she wants to know more about how this breaks down. This does not give a level of detail.

Chair Rivera said this is going to the Finance Committee.

Councilor Villarreal said she is not on the Finance Committee. She would like to understand what they are going to do at the Railyard Park. Do we have information on that.

Mr. Carpenter said standard security is drive by, walk arounds and to have a presence. It is a differing schedule.

Councilor Villarreal asked it is in the evening or day time.

Mr. Carpenter said it varies. Mostly it is 24/7.

Councilor Romero-Wirth said this says 10:00 pm to 6:00 am, 7 days a week.

Mr. Carpenter said the parks close so it is a bit different from us.

Councilor Villarreal said she needs more information. How is this person used. There are so many problems at the Railyard Park.

December 12, 2018 as the Council meeting when this passed. He can go upstairs and pull that meeting if there is doubt. The Mayor only signs if Council approves a transaction above \$60,000.

Councilor Rivera said if this is a typo send him an email about that.

MOTION A motion was made by Chair Rivera, seconded by Councilor Romero-Wirth, to approve the request.

Councilor Vigil Coppler asked how will we get the confirmation. Can you make a motion based on a conversation.

Chair Rivera said Marcos can email us the verification.

Ms. Lopez said she will send an updated memo to Finance.

Councilor Vigil Coppler said generally we approve something like this subject to.

Councilor Romero-Wirth said in this case Yolanda signed it and noted the date it passed Council.

VOTE The motion passed unanimously by voice vote.

15. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE ORIGINAL PSA ITEM #'S 18-0623 AND 18-0749 WITH CHAVEZ SECURITY FOR SECURITY SERVICES FOR THE WATER DIVISION AND THE UTILITY BILLING DIVISION FOR THE AMOUNT OF \$1,763,023.50 EXCLUSIVE OF NMGR. Rick Carpenter

Councilor Villarreal said there is new information here that changes the amount requested. It has increased.

Mr. Jones said what that change reflects is that the Parks Department requested to use our procurement and sign on with this contract.

Councilor Villarreal said it is \$20,000 more.

Chair Rivera said these are all parks locations. They are just jumping on the contract

Mr. Jones said we originated the contract and Parks wanted to use that contract to provide security to their locations.

Chair Rivera asked does this come out of the Parks budget.

Councilor Rivera said this is not the way we should be doing this. This is about Chavez Security providing services for the Water Division and Utility Billing. What we have is Parks not advertised and it muddies up the other one. Parks can still use the same agreement, but come up with their own stand alone proposal to get it done.

Mr. Martinez said he agrees it would be more clear if there was better delineation from Parks about what they are doing. The amendment attempts to do that by adding services to the Water contract. Page 8 describes some work in the Railyard Park, but there is not a lot of detail other than it is focused on a night time patrol. If the concern is that they are not there during the day we can have that come out of the committee process before it goes to Council. He does not have any information beyond what is in the contract itself. He thinks they are trying to build off the existing security contract the Water Division has with a bid for Parks and Recreation.

Councilor Rivera said this amendment is an existing contract for the Water Division and brand new for Parks. If City Council wants more clarity it would delay the services for the Water Company.

Mr. Martinez said shouldn't Council have already approved the contract for the Water Department. They could proceed with this contract as it is making changes along the way to include an agreement with Parks or Parks can go out and do its own RFP.

Ms. Lopez said the caption should have read that the amendment is for services for the parks Department.

Councilor Vigil Coppler said she is concerned about delaying security for Parks. There are a lot of shenanigans going on at all of our parks. She hopes we don't delay this.

Councilor Villarreal said she needs more details.

Councilor Romero-Wirth said we can fix this in Finance.

Mr. Martinez said we can correct the caption as it moves to Finance. There was probably satisfactory notice, but it could be approved and make the clarification going forward. You could move it on to the next committee.

MOTION A motion was made by Councilor Villarreal, seconded by Councilor Vigil Coppler, to move the request forward with out recommendation to correct the numbers and add details about how the security work will be done for various parks, the time frames and the details on the contract numbers and breakdown of costs.

VOTE The motion passed unanimously by voice vote.

16. **REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE ORIGINAL PSA ITEM # 18-0196 WITH AECOM TECHNICAL SERVICES, INC. FOR ON CALL ENGINEERING SERVICES FOR UTILITY PROJECTS FOR THE AMOUNT OF \$500,000 EXCLUSIVE OF NMGR. Bill Schneider**

Approved on consent.

17. **REQUEST FOR APPROVAL OF AWARD OF BID NO. '19/11/B WITH B&D INDUSTRIES FOR ON CALL AND MAINTENANCE SERVICES FOR THE CITY'S WATER TREATMENT PLAN FACILITY FOR FOUR (4) YEARS FOR THE TOTAL AMOUNT OF \$160,000 EXCLUSIVE OF NMGR. Kenneth Espinoza**

Approved on consent.

18. **REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PSA NO. 18-0910 WITH MOUNTAIN RIVER CONSULTING FOR DATABASE, DEVELOPMENT AND TRAINING & SUPPORT SERVICES FOR THE AMOUNT OF \$700,000 EXCLUSIVE OF NMGR AND EXTEND THE TERM. Kathy Valdez**

Approved on consent.

19. **REQUEST FOR APPROVAL OF CHANGE ORDER NO. 2 TO THE ORIGINAL CONTRACT NO. 17-1348 WITH SUB SURFACE CONTRACTING, INC. FOR THE PRIORITY LINE REPLACEMENTS PROJECT - CIP # 3043 FOR FY 19/20 FOR \$1,626,562.50 INCLUSIVE OF NMGR. Bill Huey**

Approved on consent.

20. **REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE ORIGINAL CONTRACT NO. 16-0704 WITH TLC PLUMBING & UTILITY, INC. FOR THE CITY WIDE WATER UTILITY PAVEMENT RESTORATION FOR FY 19/20 FOR THE AMOUNT OF \$216,625.00 INCLUSIVE OF NMGR. Bill Huey**

Councilor Villarreal said she would like to circle back to TLC. When they have made adjustments to asphalt it does not always match. There are uneven surfaces. Do you feel that is improving. She is trying to make it so that when work it done it is approved in a timely manner so if it is not done correctly, we make them redo it.

Mr. Huey said any of the paving projects TLC gets from the Stormwater Division are always subject to repair or redoing. We base our approval on the Streets Division

has the final say. He has not received any requests from the Streets Division to redo any work. With the emergency repair on Zia particularly they were very happy with how that turned out.

Councilor Villarreal said that is good to know. So no redoes.

Mr. Huey said no redoes from the Streets Division.

Councilor Romero-Wirth said up on Canyon Road near the intersection of Monte Del Sol there is a patch and street is very narrow. Is that a water project. It is not patched properly and is pretty bad. She wanted to flag it.

Mr. Jones said we can have our inspectors take a look and let Public Works know. We can get that information back to you.

MOTION A motion was made by Councilor Villarreal, seconded by Councilor Romero-Wirth, to approve the request.

Councilor Vigil Coppler said she has been looking through this contract. This particular company had some issues with pay. In our contracts do we have something that binds companies to abide by all the laws and such regarding paying people who work for them correctly.

Mr. Martinez said he is not sure in this particular contract or amendments, none the less, people who do business in the City of Santa Fe are still bound to pay the appropriate wage rates that the State imposed and the minimum wage the City imposes.

Councilor Villarreal said tht is what she thought. This particular company has had issues. As a general statement she thinks we should have some language in future contacts that specifically states that and we keep an eye on invoices and such.

Mr. Huey said he receives wage rate reports from TLC on all the projects they do for the Water Department. He checks to make sure they are adequate. He has not seen anything appearing to be low. They pay the fair wage rate when they work for the City. He can't speak to their work.

VOTE The motion passed unanimously by voice vote.

- 21. REQUEST FOR APPROVAL OF AMENDMENT NO 2 TO THE ORIGINAL PSA NO. 17-0817 WITH CAROLLO ENGINEERS, INC. FOR THE FY 19/20 PHASE I ENGINEERING AND PERMITTING/PRELIMINARY DESIGN EVALUATION FOR REUSE PIPELINE FROM PASEO REAL WWTP TO RIO GRANDE FOR THE AMOUNT OF \$172,758.00 EXCLUSIVE OF NMGRT.
Bill Schneider**

Councilor Romero-Wirth said on page 8 it says this amendment is to do a bunch of technical work. Talk about what it does.

Mr. Schneider explained that this amendment is designed to address a multitude of requests from the Governing Body and stakeholders in the City and water reuse strategy. We will be doing community outreach to engage the public in the values of water and our water use and in water management of the City and gain an understanding of how reuse can be used as an alternative. There are two technical elements. Further explore the merits and practicability of direct potable and explore ways to better integrate wastewater into alternatives.

Councilor Romero-Wirth said to be clear the tech aspect is we are gathering more information about different options the City has around direct potable and the merits of wastewater. Correct.

Mr. Schneider said correct.

Councilor Romero-Wirth said we are going to develop more information so once we are at that point we can decide the proper path for the City to move forward.

Mr. Schneider said correct.

Councilor Romero-Wirth said we are not at this moment picking a path.

Mr. Schneider said correct.

Councilor Romero-Wirth said on page 8 it talks about community outreach. She wants to be clear that regarding use and reuse alternatives the idea is to talk about all four of the alternatives we have in the public outreach sessions we are doing through this contract and that is the only way we are doing outreach in this contract for the public to understand the four alternatives and options and the best path to take.

Mr. Schneider said it will give us the resources we need to do the most effective job. After this outreach effort he thinks we will end up with a lot of public input and one thing may need additional outreach. He is not sure how to speculate beyond that at this point. He would like to see how when we unveil the material it plays out. We are not restricted to one. We can do additional ones if necessary.

Councilor Romero-Wirth said this contract contemplates only one.

Mr. Schneider said correct.

Councilor Romero-Wirth asked, but it also allows us to do other things like educational materials for all four alternatives.

M. Schneider said correct. All four alternatives are viable options. One did score the highest. The public will get the opportunity to weigh in.

Councilor Romero-Wirth asked is one meeting enough to draft the materials and fact sheets to be used in the outreach.

Mr. Schneider said yes.

Councilor Romero-Wirth so we will be dealing with information and materials we develop to do outreach to the community and will present all four alternatives.

Mr. Schneider said correct.

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Vigil Coppler, to approve the request.

VOTE The motion passed unanimously by voice vote.

22. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PSA NO. 17-0943 WITH FINANCIAL CONSULTING SERVICES GROUP, INC FORMERLY JMA MUNICIPAL ADVISORS, INC. FOR FINANCIAL SERVICES FOR FY 19/20 FOR THE AMOUNT OF \$148,000 EXCLUSIVE OF NMGRT.
Shannon Jones

Chair Rivera said the contract says they cannot assign the contract to anyone else without the approval of the Governing Body. Is that correct.

Mr. Martinez said yes, that is imposed by the City.

Chair Rivera said the new company has a letter in here saying they are willing to accept the terms of the agreement by JMA.

Mr. Martinez said correct.

Chair Rivera said he did not see that both parties had signed their own agreement. The signature pages are here for both but neither has signed.

Ms. Lopez said two signature pages are needed because we need the signature of Mary. We needed more space for the signatures so we added a page.

Mr. Martinez said that is a good question. We will want to have proper signing authority attached to the document. Maybe they are waiting to sign both documents at the same time. We can communicate to them and request from JMA that they sign the assignment document.

Chair Rivera said it is not unreasonable to ask for that prior to moving forward.

Mr. Martinez said no.

MOTION A motion was made by Chair Rivera, seconded by Councilor Vigil Coppler, to approve the request with the request that the assigner and assignee sign the agreements prior to it moving through the process.

VOTE The motion passed unanimously by voice vote.

- 23. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE ORIGINAL SERVICES AGREEMENT NO. 19-0115 WITH ALPHA SOUTHWEST, INC. FOR EMERGENCY REPAIR FOR OPERATIONS AND MAINTENANCE - CIP # 956 FOR FY 19/20 FOR THE AMOUNT OF \$189,765.63 INCLUSIVE OF NMGRT. Bill Huey**

Approved on consent.

DISCUSSION AND ACTION

- 24. REQUEST FOR APPROVAL OF BILL NO. 2019 - _____. AN ORDINANCE AMENDING SECTION 25-4.3 SFCC 1987 REGARDING THE COMMERCIAL WATER USER REBATE PROGRAM TO EASE THE APPLICATION AND REBATE ADMINISTRATION PROCESS, AND TO CLARIFY CERTAIN SECTIONS OF THE CODE. Andrew Erdmann**

Councilor Romero-Wirth said this went through the Water Conservation Committee and was developed there. We are trying to make some improvements we hope will make the program used more. It is to increase the level of participation.

Chair Rivera said there is nothing in the packet on this item. We just got the information now.

Mr. Erdmann said the intention is to have a commercial rebate used as frequently as the residential rebate. Uptake on that program has been very slow. We have had one business participate. The intention is to come back and revisit that. One initial problem was that many commercial customers are not individually metered. We are trying to address that here. The Ordinance lacked some clarity as to if it needed to be existing or newly constructed businesses, but this clarifies that it is for existing businesses. There was a matter of how funds were disbursed. There was a feeling that the distribution of funds after the installation did not provide an incentive toward purchasing the equipment necessary and that might inhibit people from participating because they had to wait to see any financial benefit. This edits that part of the Ordinance to make it more friendly for commercial users to take advantage of this and that we manage it out of the Water

Conservation Office and adds some clarification.

Mr. Erdmann handed out a memo which is attached herewith to these minutes as Exhibit "1".

Councilor Romero-Wirth said in terms of water savings the commercial sector has the biggest potential that we have not tapped. To start implementing a conservation program that measures water use to get more efficient use of water in that sector is a start.

Mr. Erdmann said we have done a good job with residential conservation in the City. Commercial use is much more difficult for us to work with. This is our effort to try to get into that. The restaurant pilot project we did was to tailor a rebate to better meet their needs. We hope to expand to other service entities like hotels. This is part of a larger effort from the Water Conservation Office to expand our efforts.

Councilor Romero-Wirth said the Corolla contract is looking at wastewater and the use of return flow credits. This helps us extend our supply. The Commercial sector is untapped. We need to be more aggressive there.

Councilor Vigil Coppler said this is a good idea. On page 3 it says the owner of the property may not be the applicant so the renter is the applicant and applies for the rebates for stuff they put in and the rebate goes to the owner and they are to pay the renter within 30 days. How do we know that will happen.

Mr. Erdmann said the intention is to make the rebate available to restaurant rental space what is part of a larger meter. It is our intention to allow that to move straight through. He is not sure we have navigated through resolving that.

Councilor Vigil Coppler asked why not rebate to the applicant instead.

Mr. Erdmann said the rebate comes in the form of a credit on the water bill.

Councilor Vigil Coppler asked will you be taking a look at that. Maybe send a letter to the applicant that the rebate has been applied.

Mr. Erdmann said he is hoping to work with a signed agreement with the landlord. This came up in conversations with the restaurants when we were working on the pilot project.

Councilor Vigil Coppler said sometimes there are disputes with landlords and tenants. Some tightening up needs to happen there.

Mr. Erdmann said noted.

Councilor Romero-Wirth said she just realized that the amendments that we need for this amendment we do not have. On page 5 lines 8 through 17, that is all new material. It is lined through by mistake. The lines need to be taken out. Also on page 2, line 12, put a period after office and delete the rest. We need to fix this. There are some technical things that need cleaning up. They will not change the substance of the bill. We can make the changes at Finance.

Councilor Vigil Coppler said we need the amendments to follow.

Councilor Romero-Wirth said there was some new language as well. Andrew we need to do these amendments.

Chair Rivera asked does a home business qualify.

Mr. Erdmann said they would have to qualify for the commercial rebate or could qualify for a residential rebate, but not both. We do track that.

Chair Rivera asked what if the business has already installed water saving measures, but was not aware of the rebate.

Mr. Erdmann said there is a time limit to be eligible. 90 days he believes.

Chair River said there are businesses out there that have probably implemented water savings measures. If it is outside the 90 days the rebate is not available to them.

Mr. Erdmann said that did not come up in the discussion. He will check on that.

Chair Rivera asked is there enough staff to look into and monitor this.

Mr. Erdmann said we have four people. If there was a significant increase in usage we may not have enough.

Chair Rivera said let him know about what we discussed earlier.

Mr. Erdmann said he would do that.

MOTION A motion was made by Councilor Romero-Wirth, seconded by Councilor Villarreal, to approve the request.

VOTE The motion passed unanimously by voice vote.

25. MATTERS FROM THE PUBLIC

None.

26. MATTERS FROM THE CITY ATTORNEY

None.

27. MATTERS FROM STAFF

None.

28. MATTERS FROM THE COMMITTEE

None.

**29. NEXT MEETING
WEDNESDAY, JUNE 5, 2019**

30. ADJOURN

There being no further business before the Committee the meeting adjourned at 6:45 pm.



Councilor Christopher Rivera, Chair



Elizabeth Martin, Stenographer

City of Santa Fe, New Mexico

memo

DATE: 4.2.2019

TO:

VIA:



Conservation Section Manager
Christine Chavez, Water Conservation Manager

FROM: Andrew Erdmann, Water Conservation Specialist

RE: Proposed Ordinance Amending Section 25.4.3 SFCC 1987 Regarding the
Commercial Water Rebate Program to Improve Program Participation

Background:

In 2013 the Water Conservation Office and the Water Conservation Committee worked with Councilor Ives to create the Commercial Water User Rebate Program. This program is designed to allow commercial water customers an opportunity to receive water conservation rebates – like those available to residential water customers for the replacement of inefficient appliances – for water saving investments specific to the business.

Purpose:

Participation in the program has been lower than desired and the proposed amendments are designed to make the program more available for commercial customers, more administrable by Water Conservation staff, and to clarify sections of the existing ordinance that have been interpreted differently. A copy of the proposed ordinance showing the existing text of the document with proposed edits is included as exhibit a.

Financial Impacts:

The Water Conservation Office has allocated budget for commercial rebates from this program since 2014 and uptake has been very low. The proposed changes are intended to make it easier for customers to utilize this rebate program which would assist the Water Conservation Office in effectively budgeting for this rebate program

Requested Action:

Staff requests that the governing body pass the Ordinance Amending Section 25.4.3 SFCC 1987 as proposed.

Exhibit "1"

underscored material = new
[bracketed material] = delete

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CITY OF SANTA FE, NEW MEXICO

BILL NO. 2019-4

INTRODUCED BY:

Councilor Carol Romero-Wirth

Councilor Peter N. Ives

Councilor Renee D. Villarreal

AN ORDINANCE

AMENDING SECTION 25-4.3 SFCC 1987 REGARDING THE COMMERCIAL WATER USER REBATE PROGRAM TO EASE THE APPLICATION AND REBATE ADMINISTRATION PROCESS, AND TO CLARIFY CERTAIN SECTIONS OF THE CODE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:

Section 1. Section 25-4.3 SFCC 1987 (being Ord. #2013-27 § 2) is amended to read:

A. *Purpose.* The purpose of this subsection is to provide rebate incentives for commercial water users to lower water consumption through the installation and use of high-efficiency water-saving equipment or technology.

B. *Commercial Water User.* For purposes of this subsection, a commercial water user is a city of Santa Fe water division customer with a commercial sector designation within the current billing system that has installed high-efficiency water-saving equipment. Commercial water users include schools and governmental entities.

1 C. *Applicability of Commercial Water User Rebate.*

2 ~~[(1) — The city water conservation office shall apply the one-time rebate to an~~
3 ~~applicant's bill after one (1) year of water use monitoring and an evaluation of water~~
4 ~~savings. For new commercial customers, the one (1) year monitoring period will begin~~
5 ~~after the water saving equipment or technology is installed, not at the time water service~~
6 ~~is established.]~~

7 ~~[(2)]~~ The rebate shall be applicable to water saving hardware, equipment,
8 fixtures, appliances, or systems ~~[and for complex or untested measures which shall be~~
9 ~~verified by the city].~~

10 ~~[(3)]~~ An applicant shall coordinate with the city water conservation office
11 prior to the installation ~~[of] or~~ retrofits ~~[of] of~~ high-efficiency water-saving equipment.

12 ~~[(4)]~~ The rebate amount shall be determined by the water conservation office
13 based on the amount of water the high-efficiency water-saving equipment will save ~~[has~~
14 ~~saved].~~

15 D. *Application for Commercial Water User Rebate.* ~~[A new or]~~ An existing
16 commercial water user may apply for a rebate, regardless of meter size. An applicant for a
17 commercial water user rebate shall ~~[provide the following information on the]~~ complete and
18 submit an application in the form and containing such information as the water conservation
19 office shall specify, and shall include the following in the application:

20 (1) The address and account number of the commercial water user to show
21 that the commercial water user is a city of Santa Fe water utility customer; and

22 (2) ~~[The high-efficiency water-saving measures, including hardware or~~
23 ~~systems that relate to the commercial water user's commercial water processes that~~
24 ~~minimize water use and eliminate water waste;~~

25 (3) ~~Data to show that at least eighty percent (80%) of water fixtures are~~

1 ~~water-efficient and free of leaks] If the commercial water user account that supplies water~~
2 ~~to the applicant is in the name of the owner of the property on which the applicant's~~
3 ~~business is located and if the property owner is not the applicant, the signed agreement~~
4 ~~of the property owner that the property owner will pay to the applicant the full amount of~~
5 ~~any rebate provided to the applicant under this rebate program within thirty (30) business~~
6 ~~days of its appearance in the account of the property owner [; and~~

7 ~~(4) An estimate of the amount of water the commercial water user has~~
8 ~~saved as a result of the high-efficiency water-saving measures].~~

9 E. ~~[Application Evaluation] Required Applicant Agreements and Actions.~~

10 ~~(1) An applicant for a commercial water user rebate shall:~~

11 ~~((a)1) Permit and participate in a water-use audit of the applicant's~~
12 ~~premises to be conducted by or at the direction and under the auspices of the~~
13 ~~water conservation office.~~

14 ~~(2) Participate in a [pre-application] meeting with the water~~
15 ~~conservation office to review the results of the water-use audit and examine~~
16 ~~appropriate actions to take to qualify for the water user rebate. [for a water-use~~
17 ~~evaluation prior to installation of the]~~

18 ~~(3) Agree on water-saving equipment or technology that the~~
19 ~~applicant will install or retrofit.~~

20 ~~((b)3) Permit and participate in an [post-installation] inspection by~~
21 ~~the water conservation office of the installed or retrofitted high-efficiency~~
22 ~~water-saving equipment [with the water conservation office].~~

23 ~~((e)4) Provide original receipts for the [purchase] acquisition of the~~
24 ~~equipment [that] specified by the rebate [is being applied for] agreement.~~

25 ~~(5) Agree to provide, and provide to the water conservation office~~

1 upon its request, water-use data for the applicant's premises for a period of one
2 (1) year, commencing with the date of the approval by the office of the rebate
3 agreement.

4 ~~[(2) The city water conservation office shall monitor water consumption of~~
5 ~~the applicant over the course of the first year after the application has been submitted~~
6 ~~to determine whether the overall water consumption per unit has decreased. If after one~~
7 ~~(1) year an applicant's water consumption shows no indication of water savings then~~
8 ~~the rebate shall not be applied to the account.]~~

9 F. *Administrative Procedures.*

10 (1) The city shall establish administratively minimum standards of water-
11 use efficiency for qualifying rebates for commercial fixtures, appliances, and landscape
12 efficiencies, which include, but are not limited to:

- 13 (a) Replacement of water-cooled equipment with new air-cooled
14 equipment;
- 15 (b) Process water reclamation systems;
- 16 (c) Elimination of water intensive phases of industrial processes;
- 17 (d) Cooling tower modifications;
- 18 (e) Industrial laundry equipment upgrades or reuse; or
- 19 (f) Large scale irrigation improvements (when applying under this
20 category, monitoring of water savings will be two (2) watering seasons).

21 (2) All rebates are given in the form of a credit that is applied to the
22 customer's water bill.

23 (3) The city shall also establish administratively the quantity of water
24 conserved by ~~[each piece of]~~ the high-efficiency water-saving equipment and the
25 amount that the water bill will be rebated.

1 G. Award of rebate.

2 ~~[(1) Prescriptive award: In the case of]~~ As soon as the water conservation
3 office has confirmed the installation or retrofit by the applicant of high-efficiency water-
4 saving hardware, equipment, fixtures, appliances, or systems approved by the water
5 conservation office that have established efficiencies, it shall immediately apply the
6 applicable one-time rebate to the relevant water bill [after confirming the installation or
7 retrofit and use].

8 ~~[(2) Performance award: In the case of (a) the performance of a water use~~
9 ~~audit, (b) installation of a submeter in order for the applicant, whose water is provided via~~
10 ~~a master meter measuring the water consumption of more than one person or entity, to~~
11 ~~know with certainty the quantity of water the applicant uses, or (c) the installation or retrofit~~
12 ~~of complex or untested measures the efficiencies of which have not been established, the~~
13 ~~water conservation office shall apply the one-time rebate to the applicant's water bill (or~~
14 ~~the water bill of the property owner in whose name the account is listed under which the~~
15 ~~applicant obtains water) after one (1) year of water use monitoring and an evaluation of~~
16 ~~water savings, and the amount of the rebate provided at that time shall not exceed the value~~
17 ~~of the water saved during the monitoring period.]~~

18 APPROVED AS TO FORM:

19 
20 _____
21 ERIN K. McSHERRY, CITY ATTORNEY
22
23
24

25 M/Legislation/Bills 2019/Commercial Water User Rebate Program

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

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

Section A. General Information

(Check) Bill: X Resolution: _____

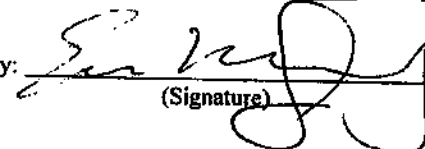
(A single FIR may be used for related bills and/or resolutions)

Short Title(s): AN ORDINANCE AMENDING SECTION 25-4.3 SFCC 1987 REGARDING THE COMMERCIAL WATER USER REBATE PROGRAM TO EASE THE APPLICATION AND REBATE ADMINISTRATION PROCESS AND TO CLARIFY CERTAIN SECTIONS OF THE CODE.

Sponsor(s): Councilor Romero-Wirth

Reviewing Department(s): Public Utilities

Persons Completing FIR: Andrew Erdmann Date: 3/7/19 Phone: 955-4928

Reviewed by City Attorney:  Date: 4/19/19
(Signature)

Reviewed by Finance Director: _____ Date: _____
(Signature)

Section B. Summary

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

The purpose of this bill is to expand the commercial water rebate program. The proposed changes would improve the Water Conservation Office's ability to work with businesses located on properties that don't have individual meters. Water conservation rebates are applied to specific water accounts, which makes the program unavailable to many Santa Fe businesses located on properties with shared water meters.

Section C. Fiscal Impact

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

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

1. Projected Expenditures:

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

Finance Director: _____

X Check here if no fiscal impact

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

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____
Total:	\$ _____			\$ _____			

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

2. Revenue Sources:

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

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

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

3. Expenditure/Revenue Narrative:

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

There is no fiscal impact because the rebate budget is a set amount each fiscal year. Therefore, only a limited amount of funding is available. If an applicant is not provided with a rebate in one year, the applicant is eligible to reapply the following fiscal year. The rebate as currently structured has had no applicants.

Section D. General Narrative

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

The proposed bill will enable businesses located in master-metered developments to benefit from the water conservation rebates in the same manner that individually metered businesses and residences have for many years. It will also allow the water conservation office to expand its conservation work to another type of water user.

2. Consequences of Not Enacting This Bill/Resolution:

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

The Water Conservation Office will not be able to offer rebates to customers who do not have individual water accounts.

3. Technical Issues:

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

None identified.

4. Community Impact:

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

This Resolution could benefit the business community of Santa Fe because many who are not currently able to get water conservation rebates would be able to benefit from the program. Expansion of the program will result in reduced water usage, increased water efficiency, reduced cost for water customers, and will increase available banked water to the Water Budget Office.