

1 CITY OF SANTA FE, NEW MEXICO

2 RESOLUTION NO. 2010-78

3 INTRODUCED BY:

4  
5 Councilor Romero

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10 A RESOLUTION

11 **ADOPTING REQUIREMENTS FOR THE WATER CONSERVATION REBATE PROGRAM**  
12 **FOR HOME OWNER ASSOCIATIONS AND CONDOMINIUM ASSOCIATIONS WITH**  
13 **WATER MASTER METERS.**

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15 **WHEREAS**, Section 25-2.11 SFCC 1987 authorizes the adoption of water conservation  
16 programs including rebates for water saving devices by resolution provided that the programs do  
17 not exceed funds allocated by the Governing Body each fiscal year; and

18 **WHEREAS**, where there is a home owner association or condominium association  
19 responsible for a water master meter and an individual property owner is seeking a water program  
20 rebate from the city, special requirements shall apply.

21 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
22 **CITY OF SANTA FE** that the requirements for the water conservation rebate program for home  
23 owner associations and condominium associations with water master meters as shown on exhibit  
24 A, attached, are adopted.

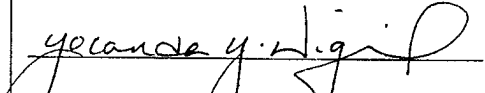
25 PASSED, APPROVED, and ADOPTED this 29th day of September, 2010.

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DAVID COSS, MAYOR

ATTEST:

  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

  
GENO ZAMORA, CITY ATTORNEY

**Water Conservation Rebate Program Requirements**  
**For HOAs and Condo Boards with City Water Master Meters**

Revision Date: August 22, 2010

Home Owner Associations (HOAs) and Condo Boards with City of Santa Fe (City) water master meters shall agree to the following to qualify individual property owners for City Water Conservation Rebates:

**Infrastructure and Process Requirements**

- Each property shall have the water service individually sub-metered.
- Each water sub-meter shall have the water usage read and billed monthly by the HOA and/or Condo Board.
- The HOA and/or Condo Board shall review water sub-meter usage on a monthly basis for potential water leaks, as shown by high consumption, and provide assistance to the individual property in identifying the location of the leak. The HOA and/or Condo Board shall have a policy stating that the water sub-meter is turned off until an identified water leak is fixed.
- The HOA and/or Condo Board shall apply the City Water Division water rate structure to all monthly water bills.
- The HOA and/or Condo Board shall develop and maintain a water meter calibration program and submit the results to the City Water Division Water Conservation Office on an annual basis.
- The HOA and/or Condo Board shall develop and maintain a water infrastructure leak detection program for the water infrastructure between the City's water master meter and the individual water sub-meters and submit the results to the City Water Division Water Conservation Office on an annual basis.
- On an annual basis, the HOA and/or Condo Board shall provide the City Water Division, Water Conservation Office twelve (12) months of uninterrupted water history for all properties and irrigation meters as compared to the monthly water master meter usage. If the unaccounted water (the difference between the City water master meter reading and total reading of all water sub-meters) is more than seven percent (7%), the HOA and/or Condo Board shall within two (2) months conduct an infrastructure leak detection audit, make necessary repairs and submit a follow-up report to the City Water Division, Water Conservation Office.

**Water Conservation Rebate Submittal Requirements**

- The individual property owner shall submit the Water Conservation Rebate request to the HOA and/or Condo Board.
- The HOA and/or Condo Board shall submit the Water Conservation Rebate request to the City Water Division, Water Conservation Office with a signed affidavit stating that the rebate will be applied to the respective sub-meter's account.