



# Agenda

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## SANTA FE WATER CONSERVATION COMMITTEE MEETING

CITY HALL - 200 LINCOLN AVE.

CITY COUNCILORS' CONFERENCE ROOM

TUESDAY, August 14, 2012

4:00 PM TO 6:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES JULY 10, 2012 WATER CONSERVATION COMMITTEE MEETING

### DISCUSSION ITEMS:

5. WATER CONSERVATION POSTER DESIGN FOR PUBLIC SCHOOLS (Lisa Randall) (20 minutes)

### INFORMATIONAL ITEMS:

6. IRRIGATION EFFICIENCY UPGRADES IN CITY PARKS (Robert Wood) (20 minutes)

### MATTERS FROM STAFF:

7. SCHEDULE AND PROPOSAL FOR UPDATE OF WATER CONSERVATION PLAN 2010 (Laurie Trevizo) (15 minutes)
8. UPDATE ON WATER CONSERVATION MARKETING OUTREACH PLAN (Laurie Trevizo) (10 minutes)
9. UPDATE ON RIVERXCHANGE FINAL REPORT FOR SCHOOLYEAR 2011-12 (Laurie Trevizo) (10 minutes)

### MATTERS FROM COMMITTEE:

10. DISCUSSION OF RECOMMENDED WATER CONSERVATION ACTIONS (Councilor Ives) (15 minutes)
11. ATTENDANCE AND PARTICIPATION ON THE WATER CONSERVATION COMMITTEE (Councilor Ives) (10 minutes)
12. SUMMARY OF WATER CONSERVATION COMMITTEE INITIATIVES, INCLUDING WATER CONSERVATION COMMITTEE DUTIES AND RESPONSIBILITIES (Councilor Ives) (10 minutes)

### ITEMS FOR NEXT AGENDA – TUESDAY, SEPTEMBER 11, 2012:

### ADJOURN.

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**Tuesday, August 14, 2012**

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**MINUTES OF THE  
CITY OF SANTA FE  
WATER CONSERVATION COMMITTEE  
Tuesday, August 14, 2012  
4:00 p.m. to 6:00 p.m.**

**1. CALL TO ORDER.**

A meeting of the Water Conservation Committee was called to order by Councilor Peter N. Ives, Chair, at approximately 4:00 p.m., on August 14, 2012, in the City Councilor's Conference Room, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

**2. ROLL CALL**

Roll call indicated the presence of a quorum as follows:

**MEMBERS PRESENT**

Councilor Peter N. Ives, Chair  
Melissa McDonald, Vice-Chair  
Lise Knouse  
Tim Michael  
Grace Perez  
Giselle Piburn  
Doug Pushard  
Lisa Randall  
Karyn Schmitt  
Stephen K. Wiman

**OTHERS ATTENDING**

Laurie Trevizo, Acting Water Conservation Manager  
Rick Carpenter,  
Robert Wood, Parks Division  
Julie Ann Grimm, The Santa Fe Reporter  
Melessia Helberg, Stenographer

There was a quorum of the membership in attendance

**3. APPROVAL OF AGENDA**

Mr. Michael said the most important agenda items are the last 3 on the agenda, and we usually don't get there. He would like those items moved to the front of the Agenda.

Chair Ives said he will be alternating the different presentation matters, so we cover all of the issues of significance.

Ms. Trevizo said the items are at the discretion of the Chair, and asked Committee members to contact her with items they would like to place earlier on the agenda.

Mr. Pushard suggested pushing information items to the end of the agenda..

Ms. Trevizo said she will ask the City Clerk about changing the structure of the agenda.

Chair Ives said he believes the Chair of the Committee has the discretion to set the agenda, and he will work with Ms. Trevizo to structure/restructure the agenda.

Ms. Perez said at the last meeting there was discussion about Ms. Borchert coming to the meeting to talk about the goal number and how that was arrived, and asked if that will happen at some point.

Chair Ives said it was covered at the previous meeting, and there is more discussion about breaking it down within the City and how those rates play out across different sections of the Committee so it is an ongoing topic, and will be on the agenda again in the future. He understands the goal of 85 was derived by projecting out, based upon current savings to 2050, were would need to be in order not to be tremendously concerned about additional supply between now and that time, if we were able to conserve down to the 85 per capita gallons per day rate.

Mr. Pushard said the Committee wanted something on how the 85 figure is calculated, and we had a discussion on the sub-segments, and it would be possible to review to review the sub-segments commercial, multi-tenant, irrigation and single family households and we had that discussion at the last meeting.

Chair Ives said certainly there could be follow-up discussions, and hopefully, we will have those figures by the next meeting, noting this will be an ongoing issue for the family as we try to figure out how we want to motivate and incentivize our system for further water conservation.

**MOTION:** Lisa Randall moved, seconded by Tim Michael, to approve the agenda as presented.

**VOTE:** The motion was approved on a voice vote, with Lise Knouse absent for the vote.

Chair Ives noted he will be trying to make sure, for all City Committees, that we have full packets with agendas with all of the documents to be considered, are available at the City's website on the Friday before the following week's meeting. He said people interested in this Committee as well as other City committees will have access to this information all by way of trying to move the City toward greater transparency.

*Lise Knouse arrived at the meeting*

**4. APPROVAL OF THE MINUTES: JULY 10, 2012, WATER CONSERVATION COMMITTEE MEETING**

**MOTION:** Lisa Randall moved, seconded by Giselle Piburn, to approve the minutes of the meeting of July 10, 2012, as presented.

**VOTE:** The motion was approved unanimously on a voice vote.

**DISCUSSION ITEMS:**

**5. WATER CONSERVATION POSTER DESIGN FOR PUBLIC SCHOOLS (LISA RANDALL)**

Lisa Randall reviewed the information in the Committee packet. Ms. Randall noted there is a Memo dated July 25, 2012, requesting input on a water conservation poster they could design for the schools to put in the hallway, cafeteria, offices, classrooms, anywhere adults and children might be to keep it in mind.

Chair Ives said anyone interested in participating can see Ms. Randall immediately following the meeting.

Ms. Randall said she may have to leave early, so an email would be better.

*The Committee commented and asked questions as follows:*

- Mr. Pushard asked, with regard to the 12.7% reduction in water use, what were the major ways the savings were achieved.
- Ms. Randall said: 1. Hand-washing sink aerators at 0.5 gallons per minute on every hand-washing sink in the District; 2. Smart water heaters on the major users, the high schools and the grass fields so we can find leaks first; 3. Doing more pro-active winterizing before the freezes hit; 4. Spending more time and being very conscious about indoor temperature settings during unoccupied times.
- Ms. Schmitt said Cassidy's takes care of the landscape maintenance, and asked if that is being done school-wide.
- Ms. Randall said all of the irrigation systems are Cassidy.
- Ms. Schmitt believes Cassidy also maintains the grounds.
- Ms. Randall said they have a partial grounds responsibility.

- Ms. Schmitt said she would recommend not using mulch, noting she used to do the maintenance at Wood Gormley School and they're not using any mulch at all, which results in higher water demands.
- Chair Ives said the Public Schools is doing a fabulous job in its pro-active approach toward water conservation. He said the Committee is willing to tour the School when you would like, noting he wants to build this relationship further.

Ms. Randall said "Kudos to the voters in Santa Fe who passed a GO Bond in 2009, and put \$4.5 million into energy and water conservation and the Schools are using the funds wisely."

### **INFORMATIONAL ITEMS:**

#### **6. IRRIGATION EFFICIENCY UPGRADES IN CITY PARKS (ROBERT WOOD)**

Robert Wood gave a brief overview of his experience with the Albuquerque Public Schools as a grounds manager, Director of Los Alamos County Parks and then into water conservation before coming to the City. He said he is a past President of the New Mexico Irrigation Association, which years ago started a program at TVI which is now CNN, on the landscape maintenance side of things. He said they teach programs in water conservation, irrigation, landscape maintenance, horticulture and such, noting there is now an associates degree available in the field. He said they are bringing in landscape architects to get them retrained properly in efficiencies.

Mr. Wood said the Parks system is technology aware. They have a Motorola system that controls most of the irrigation systems – about 90%, noting there are still a few which are operated manually. He said they could do better. He said the system was developed by Motorola in 1986, and there has been only one upgrade to the system to date. He said it was developed for agricultural type applications, and was migrated to an urban irrigation system. He said the system works by wave radio, rather than cellular technology. It works on the system what are called Scorpions, and communicates by radio into the main computer. He said there is some control in changing programs, time of watering, the way we water, the number of waters, time of day, noting alarms can be set if there is over-watering which shuts off the system.

Mr. Wood said systems are much more advanced, and most of the programs are we-based applications instead of program based within the computers. He said a current problem is that if they lose 1 of the two computers containing the program "we have nothing." He said if they get a call that the system is running at the wrong park at the wrong time. He said Wade will shut it off in the system immediately, but it takes about 1½ hour to communicate to the park to shut the system.

Mr. Wood said there are things out there they can do technologically to advance the system. He said they have \$4 million invested in this system. He said they have made some upgrades, but if the device got wet it quit functioning. He said they have changed to a Rain Master type of meter that more accurately measures. He said they are upgrading the system slowly and surely, "so we're now up to

operating, as a metaphor, operating about Windows 3.1.” He said technology is advancing all the time.

Mr. Wood said he, Laurie Trevizo and David Pike from Wastewater have begun sitting together once a month to go over things. He said he hopes to get the plan review process changed. He said the technicians in the field don't get the opportunity to look at what they're going to be handed. He said administration can “look at plans all day long, they still don't understand them sometimes.” He said it goes to the technician at the field level, who knows what parts he has to get, availability and whether he can use the design that is coming forward. He said he is going to push for this change.

Mr. Wood said he has been working on stormwater management, noting the medians aren't designed for stormwater management, and are design more as barricades to keep traffic from crossing over. He said as new areas come on line, they will be looking at that. He said they have new median design guidelines which were developed with Land Use last year, noting these are guidelines, not directives, and are not required.

Mr. Wood said, “So, basically my report here is we're trying to do better and are working in that direction.”

*The Committee commented and asked questions as follows:*

- Chair Ives asked how can this Committee can help Mr. Wood to more prudently, efficiently and effectively bring water to the parks and conserve water in a prudent way..

Mr. Wood said that is an on-going and humongous topic. He has some disagreements with the way the water is budgeted to the park locations based on meter size, rather than the size of the parks. He said we're talking gallons, so they are measuring the amount of gallons used on a regular basis, so the gallons going through the meters always stay the same. However, the budget available to pay those gallons changes for them annually. He said they are on a flat budget, so every time they get a new budget, the watering decreases because they can't afford to pay for it. He said the pricing may seem punitive. He said there is no way they can meet the requirement for the 3 inch or 4 inch meters in certain parks, because it is always undersized. He said they can never enter the watering window from 10 p.m. to 6:00 a.m. He said there are people using the fields first thing in the morning to walk their dogs, and the last thing at night to walk their cats. He said there always are people on the fields during those times. So, the only available watering window is 1:00 a.m. to 6:00 a.m.

Mr. Wood said in some cases the meters don't supply the amount of water through the meter to give water to the parks. He said Franklin Miles has 136,000 gallons to operate in the short window and they can't get that amount. He said there is a lot of programming in the system. He said the City has a lot of parks, and will get quite a few more through annexation. He said his push is going to be for a new type of irrigation monitoring system which can monitor events in the field more effectively.

Mr. Wood noted he provided a copy of one system, which will take a high flow reading on the line. The technician would get a text message on his cell phone and could respond immediately, because it doesn't have to go through City clearing and back through a management operator and so forth. A text message would be sent to the cell phone identifying the valve and location that needs to be worked on that moment, and shuts off the system until it is cleared.

- Chair Ives said this Committee is charged with reviewing ordinances, proposing new ordinances, proposing other ideas which ultimately will work to further water conservation efforts, and the City wants to be a leader in its efforts to do that at its own facilities. So if there are things that will promote that, such as the hoped for new system, would be something to engage this Committee about. He said the Committee can "sink teeth into that and try to get behind it and move it through the City process.

Mr. Wood he has worked with a lot of people on this, and is unsure if he wants to jump back into something like that right away, noting it was a massive document and borrowed the best parts of other programs. He said he sees many of the ordinances as living documents rather than set in stone. He said this Committee should be reviewing those on a regular basis, because if something is not effective, "why have it there."

- Mr. Pushard said he thinks this Committee can help to get the \$5 million, and asked him to bring the proposals and show us how much water it will save and we can help promote it, but not through ordinances. He said we are interest in what will save money and water.
- Ms. Schmitt asked Mr. Wood's thoughts on the option of artificial turf, and if he is finding that heat is generated by it on the sports field.

Mr. Wood said for a department, the cost is even, because over time the fields have to be replaced – about every 7-10 years. He said it makes sense to save gallons of water, and she is correct about the surface temperatures of the artificial turf. He said when he was at the Schools, they found a contractor that manufactured the kinds of turf and fill they wanted specifically for certain applications. He said it was an artificial turf field with irrigation, which is needed, because if it gets too hot they shut down the field and no play is allowed. He said this means loss of revenue, which they rely on to run the system. He said it was a manually operated system which they operated about twice a years, which sometimes was for cleaning. He said the fields were always in use, and that is the good thing about an artificial turf field. He said artificial turf saves water, but doesn't save money.

- Ms. Schmitt said if the entire MRC was replaced with artificial turf, the reduction in water is significant.

Mr. Wood said they use non-potable water for this purpose.

- Mr. Pushard said the group went on a BDD tour and the golf courses were watering at noon and, two weeks later, Alameda was watering after 10:00 a.m. on a weekday on Alameda. He said asked what to do when we find things are abnormal things, and if calling the water hot line is the most efficient way to deal with this.

Mr. Wood said when you see daytime watering, look for an orange sign, which the technician working on the system is required to post which says, "Irrigation testing in progress."

- Mr. Pushard said there was no sign at Alameda.

Mr. Wood said failure to post that sign will result in a disciplinary action of the employee.

- Mr. Pushard said according to City ordinance, the parks will have reduced water based on ET controllers if the City goes to stage orange. He asked if all parks have ET capable controllers.

Mr. Wood said no. He said the City also covers the medians and parkway, some of which are manual operations. He said because of budgetary constraints, they chose a clock that operates on a 9 volt battery called "short timers."

- Mr. Pushard asked Mr. Wood what he would do if we go to orange.

Mr. Wood said he would "go crazy, because the City would be in violation." He said they know from the comments in the newspaper that the citizens not happy already, and if we went to orange and saw parks being watered it would be a problem. He said condition red is the ET replacement only, while condition orange is a reduction. He said if they have a reduction, they make a change in the automated system, which will take about 4 hours, instead of being able to make a command to change all systems.

- Ms. McDonald said she is not in favor of artificial turf because of the heat, and that it is hard on children in play field situations. She likes what they did at Ft. Marcy and any park considering an athletic field. She said it mixes real with artificial turf in two different locations. She said where there are play structures, there is a huge tree shading it which reduces the heat. She said it is important to include all of this in the conversation. She thinks "that it's really going to be that kind of multi-faceted, looking at what makes sense that is going to save the most water."

Mr. Wood said it depends on the field being designed. If it is an elementary play field, and they don't have a lot of money, they aren't going to put millions into a play field which is used 3-4 hours a day, which is one type of application. The last application on which he worked was at Highland High in Albuquerque, which had 6 inch deep artificial turf with a special fill which wasn't black, it was green and absorbed and dissipated the heat at the same time. The field cost about \$175,000. He said depending on the application, you can design the field for that purpose, noting no two artificial fields are alike.

- Ms. McDonald asked if the artificial turf at Ft. Marcy is irrigated, and Mr. Wood said no.

Ms. Trevizo said, with regard to "water warning orange, and for irrigation restrictions it says, the following exemptions may apply: public parks, public schools, athletic fields, public roadsides, landscape. This provision is adopted in order to serve community needs for active and passive recreation deemed essential to the quality of life for persons of all ages and to protect tax paid investment in landscaped facilities. Maximum irrigation for turf and woody plant areas shall be based on evapotranspiration rate, and replacement to maintain the health and vigor of the plant as follows, and they put the ET rates here. However, the City will use information received from its weather stations to determine optimal watering levels, which may be less than those listed in the charts above: woody plant materials on roadside landscapes may be irrigated once a week. Roadside landscapes shall mean those located within the public right-of-way completely as part of a publicly funded project and shall be maintained by the City. Public parks, public schools, athletic fields and roadside landscapes shall be reviewed and retrofitted to incorporate most efficient available technology in irrigation and xeric plants."

- Mr. Pushard said, however, the most efficient change is on a weekly basis. He said we could do that, even if we went to orange.

Ms. Trevizo asked is he is saying "as a function of Robert's job you mean."

Mr. Pushard said this is correct.

Mr. Wood they have gone through their larger athletic... Ft. Marcy, Ragle, Franklin Miles, areas like that. He said, for example, Franklin Miles has several baseball fields and then it has some open areas as well. He said rather than cut water back on the entire park, 30%, that's not what they will do. The main function there would be the athletic areas of the baseball part which would remain the same. The open areas where there isn't much use, would be cut back more than 30%.

- Mr. Pushard told Mr. Wood, "You misunderstand me, I'm on your side."

Ms. Trevizo said the ordinance says, "Based on the established ET rates which are in this book. It doesn't say ET controllers."

Mr. Pushard said, "No, ET rates, which you can't do that."

Mr. Woods said the rates can be established automatically or manually. And once we cut back the program, the technicians go out and use the manual clocks, commenting that at this time they normally are watering the median, parkways, and such once a week.

- Mr. Pushard said, "Okay, so maybe I misunderstood what you said. So, for the record, if we went to orange, do you feel comfortable that you could meet the Ordinance in either orange or red."

Mr. Wood said, "I feel comfortable that we will, whether we can or not, we will meet the needs the Ordinance requires. In other words, we have a system out there that has to be run by and manually watered on a hand basis. Yes, we do that because that's the Ordinance requires."

- Mr. Pushard would rather work the Ordinance, rather than get into a problem after the fact and then all of a sudden find out that we can't."

Mr. Wood said, "Can we do it. Yes. Could we do it better. Yes also. Yes we can do it but we could do it more efficiently in a lot of other ways."

- Chair Ives said that's where we need the \$5 million.
- Mr. Wiman asked if there is a technician on 24/7.

Mr. Wood there is a technician on call, but not on site.

Mr. Wiman asked Mr. Wood if he feels he is protected when there is an evening rainstorm which would shut down the system from watering that night.

Mr. Wood said yes, in the newer system. He said currently they are working with an older system and a hybrid newer system. He said the technician can adjust the system via radio and shut the system off for the new system. However, for the older part of the system, the technician has to come back into the shop and manually shut that down and that's what he does when we have a rain event throughout the City, when there are 5 points of contact.

- Ms. Borchert asked Mr. Wood if knows how much water the parks use annually.

Mr. Wood said no, because he only has 5 years of data he's been able to work with, noting he hasn't had to get back to that. He said they have identified, through the 5-year plan the months when we use more water than others, or less. He said every park has a different function, for example, Ft. Marcy is used for different functions such as Zozobra, while Ragle is used for baseball starting earlier in the year. He said the water use for Ragle peaks early than that at Ft. Marcy.

- Mr. Pushard said when we do the subsegment of the numbers, we break out what we call irrigation and asked what is the number, and if it is parks other things.

Ms. Trevizo said in the billing system there is a water use category, Irr for irrigation, and that's where that comes from, so it could be commercial, private parks, public schools and such.

- Ms. Perez said then there really is no way to know specifically how much water the parks are taking.

Mr. Wood said he can get that information, but it's not readily available. He would have to go into each meter, park by park and put it in a spread sheet.

- Responding to Ms. Perez, Mr. Wood said he can't do it automatically, but it could be more efficiently done through the Water Company if we were able to get a monthly usage by meter bar chart, or in an Excel format they could plug in and maintain themselves. He said he has requested that, and he was told the software is scheduled for updated..

Ms. Trevizo said they are going through the RFP process for the new billing system.

Ms. Borchert said it is a two step process, including going in and flagging all of the meters in the park with a code, and then they could produce that report. She said every time they ask a question about how much water a sector uses, we always bump again the idea that right now they're all categories in irrigation and a much bigger category than City parks. She said it would take manual labor for someone to go into every single meter and code the account.

- Mr. Pushard asked if the current billing could generate that report, if there was someone to do that.
- Ms. McDonald said they are just waiting for the new water system.
- Mr. Pushard said that means another two years.
- Ms. Randall said, "And, it's garbage in, garbage out. If what is going into the new software isn't highly accurate....."
- Mr. Pushard said we'll be having the same conversation in two years.
- Chair Ives said it is always a question of time and money. However, it sounds like he could generate this by hand at the point he gets back to working on that, and if he does, this Committee would like to know what he finds out.
- Ms. Perez this Committee often runs into the limitations of the billing system.
- Chair Ives said it is working its way through the process of bidding and the system and it is not being held up by anything.
- Ms. Perez said she would hate it if we got the new system and still couldn't calculate the commercial use.
- Ms. McDonald said this Committee asked them to come back before they went out to bid, but that never happened, so this Committee is frustrated.
- Chair Ives said he wasn't here for those discussions, but this is a question which well worth asking, reiterating it is going through the RFP process. He asked someone to send him an email capturing the questions at that time, so he can pass those forward and request answers.

Ms. Trevizo said she has made the requests to the appropriate staff and she reminds them every month and asks them if they would like to be on the Committee agenda.

- Mr. Pushard would like to make a formal request for them to be on the agenda.
- Chair Ives said he will do that and use a little better leverage.
- Ms. Schmitt requested that this Committee be included in the process for the replacement of the Firefly system. She said this Committee has been asking for years to be involved when it is replaced.
- Chair Ives said the Committee needs to educate him so he can make those requests. He said he and Water and Wastewater can meet monthly, have coffee, discuss issues and come up with some goals and objectives.

*Too many people talking at the same time to transcribe*

#### **MATTERS FROM STAFF**

**7. SCHEDULE AND PROPOSAL FOR UPDATE OF WATER CONSERVATION PLAN. (LAURIE TREVIZO)**

At the request of Ms. Trevizo, his item is postponed to the next meeting on September 11, 2012, and 15 minutes will be scheduled for this presentation.

Ms. Schmitt noted she is having difficulty accessing the plan on line, and Ms. Trevizo said she will work with her and the members of the Committee in this regard.

**8. UPDATE ON WATER CONSERVATION MARKETING OUTREACH PLAN. (LAURIE TREVIZO)**

This item is postponed to the next meeting on September 11, 2012.

**9. UPDATE ON RIVER XCHANGE FINAL REPORT FOR SCHOOL YEAR 2011-12. (LAURIE TREVIZO)**

This item is postponed to the next meeting on September 11, 2012.

## **MATTERS FROM THE COMMITTEE**

### **10. DISCUSSION OF RECOMMENDED WATER CONSERVATION ACTIONS. (COUNCILOR IVES)**

- 1) *Have water regulations added to Water Waste Hotline and to Laurie's direct telephone number.*

Chair Ives said he and Ms. Trevizo had discussed what could be added to the hotline.

Ms. Trevizo said the majority of the calls to the Water Waste Hotline do not request what are the time of day to water, so that isn't an appropriate use of that message. She would like to retain the discretion to leave her own message on her direct line if this would be okay. In order to satisfy this item, she did have some discussions with the billing department, noting there is a message that can play while customers wait to pay their bills, and that would be the appropriate place to add the regulations.

Chair Ives asked if it would be worthwhile to have a menu selection for people calling the Water Waste Hotline, rather than a single answering point which could direct people to the water regulations.

Ms. Trevizo said she doesn't know if that phone has the capability, but she can ask the billing department. She said the message is long already because they have to have the address and time of day of any violations, noting they can't use cross streets and it has to be a very detailed message.

Chair Ives said then 3 options might make sense: one for bona fide Hotline issues, one for billing issues and one, potentially for water regulations, and people could be directed to what they need, and remove unnecessary billing questions from the Hotline.

Ms. Trevizo said she asked for an investigation into the phone system. She said there is a glitch, and they're working on that so all billing questions are actually directed toward billing, which will help a lot. When people are waiting to pay their bills, they'll hear when our restrictions are.

Ms. Randall asked at the base of the billing do we repeat the Ordinance and the expectations every single month, noting she doesn't read those because she looks at about 70 bills a month.

Ms. Trevizo said bill messages are set aside for every month of the year, so during irrigation season, May 1 through October 31, it will display regulations. She said, in relation to the Marketing Plan, they are looking at re-strategizing those bill messages.

Ms. Perez asked if the website listed on the outgoing message.

Ms. Trevizo said no, because they are purchasing a new domain name and website, noting they are contracting the web developer, so at that point they would have no place to go, although they could go [santa-fe.nm.gov](http://santa-fe.nm.gov).

Mr. Pushard said she could tell them to go there and click on water conservation, because that will be a valid web message.

Ms. Perez said if she has the additional 5-15 seconds to say, "If you need more information on water conservation go this website.

Ms. Trevizo said she has 4 lines, and there have been times when all lines have rung. She said one is her direct line, she has a cell phone, there is the Water Waste Hotline 955-4222, the general line 955-4225. She said most of the general water conservation questions regarding restrictions and water rebates come into 955-4225.

Ms. Trevizo said people waiting to pay their bills and we will capture people who need to hear a message about the time of day restrictions and such.

Chair Ives said then we're moving forward to improve the availability of this information, and as the new website comes on line we'll have a lot more capacity in that regard, as well as the ability to direct folks a little more easily to the water restrictions in the Code.

Ms. Trevizo said, "I hope so, yes."

Mr. Pushard said she was also going to investigate the ability for callers to choose one of three options, and Ms. Trevizo said yes, she will speak to Customer Service to see if this can be done.

2) *Have Smart ET controllers in parks (water only when no rain and when required).*

Chair Ives said we've already heard on this today.

3) *Schedule inter-agency meetings (State, County, etc.) – big water users.*

Chair Ives said we have talked about this for several months, and a lot is driven by time and availability. He said there are regular meetings like this which are scheduled and held. He said if we can't remember, then it's time to do that again. He said the City's ability impose City Code on State and Federal is limited by who has jurisdiction. It has to be done as a joint effort to do the best we can.

*The Committee commented and asked questions as follows:*

- Mr. Michael said he doesn't recall a conversation about meetings with the schools, the County, the State and the City. He believes there are people at the County who is charged with conservation, and Ms. Randall has that responsibility at the schools. However, he doesn't know who to contact at the State. He said his investigation has "led me nowhere" and nobody calls me back. He would like to make those meetings happen.

- Chair Ives said the State and Federal government each have sub-jurisdictional pieces which handle specific functions, and it will be interesting to determine the best person to attend. He said we want decision-makers.
- Mr. Michael said he did contact the person who was identified to him as the appropriate person at the State, but there was no response.
- Chair Ives said he is willing to make those contacts as well.
- Responding to Ms. Schmitt, Mr. Michael said the person he contacted was with the General Services Department, at the direction of the Public Information person.
- Ms. Schmitt asked if it might be the State Engineer's Office.
- Ms. McDonald said water conservation person at OSE doesn't deal with individual buildings, and deals with overall issues..

**Mary Schreiber**, citizen, said the rental property landlord could care less about water conservation in our building, because he bills a flat rate to the State and doesn't want it reduced. She said she tried weekly to fix toilets that ran constantly, and water dripping in washroom and such. She said one weekend she personally replaced the washers in the water spigots in the hand washing sink just to be able to turn them off. She said the landlord wanted to let the water drip so he didn't have to keep rotor-rooting his line down to St. Michael's. She said it is necessary to deal with the landlords of all State rentals in looking at something like this. The landlords have no incentive to conserve water at all.

- Chair Ives said that doesn't mean the City has no capacity to help guide landlords toward the prudent use of water. He said this is an area this Committee could explore.

Ms. Schreiber said the landlord also wasn't interested in water conservation – recapture of water from the roof and it's all fugitive water, and in some instances has caused flooding.

- Chair Ives said a first step might be to develop a listing of all the State and Federal properties within the City's jurisdiction, and then identify which are publicly owned versus privately owned and leased in initiating these types of contacts. He will work with Ms. Trevizo to create a list of those facilities.

Ms. Trevizo said it would be appropriate if Committee members would volunteer to help.

- Mr. Michael said will volunteer, commenting the State General Services Department should have a list of facilities it rents, but it may or may not be able to fix all of the leaks.

**Michael G. Smith, citizen**, asked if there is a document which outlines the water conservation policies and directives at the federal, State and local levels in Santa Fe, and see where there is an over-ride. [The balance of his remarks are inaudible]

*Too many people talking at once here to transcribe*

- Chair Ives said Mr. Michael and the rest of the Committee can mail a list of facilities – federal, State, County and Schools – to him, and he is willing to compile a list for refinement by this Committee, which is the first and important step for outreach.
- Mr. Wiman asked if it is the official position of the City that it has no control over the water used by other governmental entities to which it supplies water.
- Chair Ives is unaware that it is an official or unofficial policy, but it is more a question of who has jurisdiction, commenting nobody relinquishes their jurisdiction lightly.
- Ms. Randall said Building Codes apply different to the schools than they would to others within the City limits. She said the Schools comply with the City's Water Ordinance directives because it wants to be a good partner, but she doesn't know the legal directive. Secondly, in September, every Public School facility will generate a natural gas, electricity and water use per facility on a monthly basis, and that will be on the website so the community can track those numbers.
- Chair Ives said then the plan is to gather information and then try to schedule the meetings.
- Mr. Pushard asked if the billing system could help us identify any of these agencies.

Ms. Trevizo said there is no way she knows of.

- Mr. Pushard said the Committee has requested to invite Peter Ortega to update the Committee, and one of the questions would be what can we flag today.

Ms. Trevizo has made the request to both IT and the billing system people.

- Ms. Schmitt said in the past we have had a list of the highest users, and suggested perhaps that might be in the archives.
- Chair Ives said we need to gather Committee minutes from the three previous meetings.

Ms. Helberg said previous minutes are online at the website for two years, and electronically in the City Clerk's Office. She said she personally has minutes back to 1997 for committees she has covered, although those would have to be obtained at the direction of and through the City Clerk. She said she will speak to the City Clerk about providing the Chair with a disk containing those minutes.

- Responding to Ms. Schmitt, Ms. Trevizo said she previously served as the Water Conservation Officer with Santa Fe County, and asked if there is a successor.

Ms. Trevizo said to her knowledge, no one has been hired to fill that position.

Ms. Trevizo said because an entity/person are large water users, doesn't mean that they are water wasters and are using water appropriately.

- Ms. Schmitt said that is the reason it would be nice to liaison with them and see what is happening and where we can cooperate.
- Chair Ives commented there are significant water users which do significant conservation measures on site. He said he finds the issue of meter size in terms of billing, commenting that "boggles my mind."
- Ms. McDonald said we discussed that perhaps 6 years ago, and it came down to that the City has to change the number of points on what they request at subdivision. She said someone at Land Use tells them what is and is not appropriate, and the regulations. She said in looking at this over the course of many years, "the variations are crazy because they used to let people put in subdivisions with one meter," and some had individual meters. She said it is very complex, and what would be more helpful is to make sure that that is being put in now is very clearly defined in a way that makes sense.
- Chair Ives said it appears there have been improvements to the system over time.
- Ms. McDonald said there have been philosophical changes.
- Chair Ives said changing meter sizes changes as pointed out by Mr. Wood, changes the economics significantly.

Mr. Wood said the data he collected and analyzed, indicated he could save \$185,000 annually by changing all the meters to a 4 inch meter, but they would use more water.

- Mr. Pushard asked the reason there would be a water use ordinance and water budgets where we have larger meters that use more water, but at the same time save money – why is that city policy.
- Chair Ives said he doesn't believe this is the policy, and we have a historic system where meters of various sizes were installed which may or may not be appropriate to the amount of water actually used by a facility. He said what the City does now for new developments/projects is quite different.
- Ms. McDonald said she doesn't recall whether water rates are based on meter size.

Mr. Carpenter said the rates are based on meter size.

- Ms. McDonald there is a chart that goes through all the meters and fees and you can see what it is.

Ms. Trevizo said that information is in the Water Conservation Plan which was updated in 2006.

- Mr. Michael said we are locked into old technology/approach, when conceptually the rate should be infinitely adjustable, and billed per pint if we so chose.
- Chair Ives said this Committee is charged with looking with changes we want to propose. He said changes in water rates generate a lot of heat from the public. However, he would be happy to try to look at this issue conceptually, and we need people who are passionate about these issues to step forward and lead the efforts on this Committee. He said these kinds of issues are being evaluated constantly in the Public Utilities Department, and a good first step would be to sit with Brian Snyder and discuss our questions. He said if the Committee would provide those questions to him, he will provide them to Mr. Snyder and get some feedback.
- Ms. McDonald said there was a rate structure report that was fairly thick which explains the reasons for the various rate structures, which would be helpful for the Committee in terms of the thought process.
- Chair Ives said it would be beneficial to identify the top 25 users in residential and commercial, and tell them the City is available to work them to audit their water use and help them to boost their conservation efforts.
- Ms. Schmitt said she recommends not using the words "audit" or "policing." She feels these words have a negative connotation to the public that the City would have control over there water, and the people might start hiding things.
- Chair Ives agreed, saying the phrasing is critical in our efforts.

Mr. Wood said the term "audit" is a standard term in water conservation.

Too many people talking at the same time here to transcribe

4. *Identify top 10 big residential water users in the City and send them a letter requesting a site visit.*

- Chair Ives asked the Committee if this is a good thing for the Committee to propose and see if we can implement as a policy – engaging the top 25 commercial and top 25 residential waters in a constructive way to make sure that conservation is happening.
- Ms. Randall asked who would do that engagement.

- Chair Ives said he doesn't know who does this currently.
- Ms. McDonald said Mr. Ransom would send a letter to them.
- Ms. Trevizo said at this juncture they are doing water leaks.
- Chair Ives asked if there is anybody capable of doing this.
- Rick Carpenter said there is nobody on staff qualified to do this right now.
- Chair Ives said we want to be clear that none of this comes with any negative approbation at this point.
- Ms. Knouse said just because they are top users, they might not be top wasters.
- Chair Ives said if we start identifying people because of the extent of use we will get a lot of push-back on it.
- Ms. McDonald said the first step would be to get the list and then look at the best way to address that, noting the top users were the hospital, schools, governments, and then the "ice guys or the laundry guys."
- Mr. Pushard said a good first step would be to get a list of the top 25 in each category so we can evaluate it.
- Chair Ives agreed.
- Ms. Randall said, having done billing audits of the 167 various utility and large meters in the Schools, she found a tremendous number of billing errors by the City. So, we should be careful when we say someone is in the top 25.
- Mr. Pushard said one of the things we could work on in the project is to help fix some of the City billing issues to help the accuracy.
- Ms. Schmitt the Firefly was one of the issues in terms of accuracy, and sent erroneous messages many times.
- Chair Ives asked the Committee to send their utility billing questions to him so we can asked about including them in the RFP and the new system.
- Mr. Pushard said we still have several items on the agenda, which he would like to add to the next meeting agenda, so we can go through Items 11 and 12 on the agenda at this time.

5. *Add to the website rebates not listed (i.e. rain detectors and smart irrigation controllers)*

- Ms. Trevizo said she is reevaluating that program to look at the efficacy of that rebate, so we probably will pull back that rebate.
  - Mr. Pushard asked if she will be bringing the proposed rebate changes to this Committee, and Ms. Trevizo said it is possible, but she hasn't gotten there yet.
  - Chair Ives said if rebate exists he would like add it to the website until those decisions are made.
- Ms. Trevizo said it is there under irrigation efficiency.
- Mr. Pushard said it doesn't state it. He would like to put the one-page pdf on the website.
- Ms. Trevizo said she thinks it's there.
- Chair Ives said that is an easy thing to answer and to do.

6. *Hire a cross departmental enforcement officer.*

- Chair said this is a greater discussion, commenting it is a question of training and manpower, noting the City does hire additional enforcement officers during the summer which is the prime watering season.

Ms. Trevizo said there are pending background checks.

- Mr. Pushard asked if it is only for the summer.

Ms. Trevizo said the positions are for the irrigation season – May 1 through October 31. She said the background checks were started in early May, and we are at the mercy of others in terms of doing the background checks.

- Chair Ives said he is willing to help in this regard to move this forward.
- Chair Ives said Land Use has asked personnel to report new buildings and other things, although it is unclear what kind of participation we will get.

7. *Could WCC members give out warnings? Warnings not citations.*

Chair Ives said that would be real problematic, in terms of liabilities and different things. He said it probably would be if you want to become a Police Officer, a Public Safety Aide, or go through formalized training to do Code enforcement. He doesn't know who you would go to. However, if you are passionate about this, go to Code Enforcement to do it and come back, tell us about it and we will congratulate you.

**11. ATTENDANCE AND PARTICIPATION ON THE WATER CONSERVATION COMMITTEE.  
(COUNCILOR IVES)**

Chair Ives said Ms. Trevizo prepared a matrix of attendance, and we don't have a problem in this regard. However, he encouraged the members to attend meetings, and if you can't attend, let Laurie or him know so you can be shown as excused in the minutes. He encouraged people to get here on time so we have a quorum and can take care of business, thanking everyone for doing this today.

**12. SUMMARY OF WATER CONSERVATION COMMITTEE INITIATIVES, INCLUDING WATER CONSERVATION COMMITTEE DUTIES AND RESPONSIBILITIES. (COUNCILOR IVES)**

A copy of the enabling Resolution was distributed and is in the Committee packets. This item is postponed to the next meeting of the Committee on September 11, 2012.

**ITEMS FOR NEXT AGENDA – TUESDAY, SEPTEMBER 11, 2012**

1. All remaining items on the agenda.
2. Put Item #12 early on the agenda.
3. Explanation of the method of calculation of the reduction of per capita water use per day.

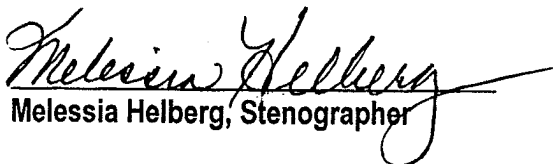
Ms. Trevizo said Ms. Borchert had said the goal is 1% every two years, but that hasn't been approved by the Council, so she has to work on what has been approved. She said when that happens, it will be reflected in our document.

**ADJOURN**

There was no further business to come before the Committee and the meeting adjourned at approximately 6:05 p.m.

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**Peter N. Ives, Chair**

  
**Melessia Helberg, Stenographer**