



Agenda

DATE 4/2/13 TIME 12:56 pm
BY Laurie Trevizo
ED BY [Signature]

SANTA FE WATER CONSERVATION COMMITTEE MEETING
CITY HALL - 200 LINCOLN AVE.
CITY COUNCILORS' CONFERENCE ROOM
TUESDAY, APRIL 9, 2013
4:00 PM TO 6:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES MARCH 12, 2013 WATER CONSERVATION COMMITTEE MEETING
6. CONSENT AGENDA
 - A. DROUGHT, MONSOON AND WATER RESOURCE MANAGEMENT UPDATE (Rick Carpenter)
 - B. WATER CONSERVATION MARKETING UPDATE (Laurie Trevizo)
 - C. WORKING DRAFT OF RESOLUTION 2013-___ A RESOLUTION IN SUPPORT OF A WATER CONSERVATION CAMPAIGN FOCUSING ON VOLUNTARY OUTDOOR IRRIGATION (Councilor Ives)

DISCUSSION ITEMS:

7. REVIEW OF PARLIMENTARY PROCEDURE (ROBERT'S RULES OF ORDER) (Councilor Ives, 10 minutes)
8. CONSIDERATION OF PAPERLESS PACKETS (Councilor Ives, 10 minutes)
9. CONSIDERATION OF EXTENDING WATER CONSERVATION COMMITTEE MEETING TIMES (Councilor Ives, 10 minutes)

INFORMATIONAL ITEMS:

10. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE INITATIVES INCLUDING IDENTIFYING OBJECTIVES AND GOALS OF INITATIVES (Councilor Ives, 60 minutes)

MATTERS FROM STAFF:

11. ANNUAL WATER REPORT (Alan Hook, 10 minutes)
12. 2012 REPORT ON GALLONS PER CAPITA PER DAY (Alan Hook/ Laurie Trevizo, 10 minutes)

MATTERS FROM COMMITTEE:

ITEMS FOR NEXT AGENDA – TUESDAY, MAY 14, 2013:

CAPTIONS: APRIL 23, 2013
PACKET MATERIAL: APRIL 25, 2013

ADJOURN.

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting date.

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WATER CONSERVATION COMMITTEE
Tuesday, April 9, 2013

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**MINUTES OF THE
CITY OF SANTA FE
WATER CONSERVATION COMMITTEE
Tuesday, April 9, 2013
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 April 9, 2013, 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
Lise Knouse
Tim Michael
Grace Perez – telephonically
Giselle Piburn
Doug Pushard
Lisa Randall
Karyn Schmitt
Stephen K. Wiman
[vacancy]

MEMBERS EXCUSED

Melissa McDonald, Vice-Chair. Excused

OTHERS ATTENDING

Laurie Trevizo, Water Conservation Officer
Rick Carpenter, Water Resources and Conservation Manager
Caryn Grosse, Water Conservation Specialist
Alan Hook, Water Resources Analyst
Bill Roth, guest
Nancy Avedisian, guest
Elizabeth Martin [for Melessia Helberg], Stenographer

There was a quorum of the membership in attendance.

3. APPROVAL OF AGENDA

Ms. Trevizo would like to postpone Item 11 to the next meeting on May 14, 2013.

Mr. Michael would like to move *Items for the Next Agenda* after *Informational Items* and before *Matters from Staff*.

MOTION: Doug Pushard moved, seconded by Giselle Piburn, to approve the agenda as amended.

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

4. APPROVAL OF CONSENT AGENDA

Mr. Michael asked the purpose of the consent agenda.

Chair Ives stated it means we accept and approve these agenda items at face value without discussion.

Mr. Michael asked if action needs to be taken on items on the Consent Agenda.

Chair Ives said action will be needed to approve the Resolution on Item 6(C).

Ms. Schmitt asked the Committee can ask questions about items on the Consent Agenda.

Chair Ives said no, and if there are questions on an item the Committee can remove that item for discussion.

Mr. Pushard asked if this will be standard on agendas in the future, and Chair Ives said yes.

MOTION: Tim Michael moved, seconded by Stephen Wiman, to approve the Consent Agenda as amended.

VOTE: The motion was approved unanimously on a voice vote

5. APPROVAL OF THE MINUTES: MARCH 12, 2013, WATER CONSERVATION COMMITTEE MEETING

MOTION: Giselle Piburn moved, seconded by Karyn Schmitt, to approve the minutes of the meeting of March 12, 2012, as presented.

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

6. CONSENT AGENDA

- A. *[Removed for discussion by Chair Ives]*
- B. **WATER CONSERVATION MARKETING (LAURIE TREVIZO).**
- C. *[Removed for discussion by Chair Ives]*

ITEMS REMOVED FROM CONSENT FOR DISCUSSION

6(A) DROUGHT, MONSOON AND WATER RESOURCE MANAGEMENT UPDATE. (RICK CARPENTER.

Chair Ives asked Rick Carpenter, regarding Article VII on page 2 of his Memorandum, regarding the Rio Grande Compact, is currently in effect.

Mr. Carpenter yes.

Chair Ives asked if it was in effect before the lawsuit.

Mr. Carpenter yes.

Chair Ives asked for how long.

Mr. Carpenter said it was in effect for several years.

Chair Ives spoke about the history of the Rio Grande River and its importance to New Mexico.

Chair Ives asked Mr. Carpenter asked the current capacity of the City's reservoir.

Mr. Carpenter said the reservoir is at 25% capacity.

Ms. Schmitt asked if the capacity considers unusable water at the bottom of the reservoir.

Mr. Carpenter asked if she is speaking of the dead pool, and Ms. Schmitt said yes.

Mr. Pushard said he thought the amount in the dead pool is 15% of the reservoir capacity.

Mr. Carpenter said it is not that much.

Mr. Pushard disagreed, saying he thinks it is that much.

Mr. Carpenter said he will check that out, but that it is not that high.

Alan Hook said there is a water quality issue with 10-15% of the water, and it has to go through the treatment process.

Chair Ives asked the capacity at Abiquiu and Elephant Butte.

Mr. Carpenter said there is 7,000 afy in Abiquiu and 15,000 afy in Elephant Butte. We noted that about 15% a year is lost due to evaporation.

Chair Ives asked about relinquishment credits.

Mr. Carpenter said they are working on issue of relinquishment credits.

Chair Ives asked if that relates to strategic water use, and Mr. Carpenter said no.

Mr. Carpenter said the available pool is around 7,000 afy. He said it is not replenished.

Chair Ives said he would like to see the reports.

Mr. Carpenter said Alan Hook recently shared the numbers with him. He said portions of the Rio Grande will dry up this year, noting there will be water available for irrigation through July.

Mr. Pushard asked if we will be using the Buckman well this summer.

Mr. Carpenter no, we will be using the Northwest well. He said the 10 year permit is about ready to expire.

Chair Ives asked how many protests have we had in the application for the new permit.

Mr. Carpenter said there were 3 or 4 groups that now have bended together into one group that is protesting.

Ms. Schmitt said she is concerned we will not get the flow we need this summer.

Mr. Carpenter again spoke about the probability of the Rio Grand drying up this year.

Mr. Pushard commented that we better go rafting early.

Chair Ives asked Mr. Carpenter to provide a copy of the Rio Grande Compact to him and to Mr. Wiman.

Mr. Carpenter said he will do so

Mr. Michael observed that the numbers in Mr. Carpenter's report are different from the last report.

Mr. Carpenter that was months ago and it was still cold so we did not have as much runoff.

Mr. Michael said the report references the same date.

Mr. Carpenter looked at report and said he forgot to change the date from February to March. He said the report should say March 25, 2013.

Mr. Michael said the date needs to be changed on the 5 year average as well.

Mr. Carpenter that is correct and he will do so.

Chair Ives said in the prior month the ground was dryer and there was more absorption of the runoff.

Mr. Wiman asked, regarding using the Buckman wells, if that will be a temporary issue.

Mr. Carpenter said yes. He said they will not be pumping the Buckman wells any more than is necessary during this time.

Ms. Knouse asked what does the acronym MGPD stand for on the report.

Mr. Carpenter said it stands for Million Gallons Per Day.

6(C) WORKING DRAFT OF RESOLUTION 2013- _____. A RESOLUTION IN SUPPORT OF A WATER CONSERVATION CAMPAIGN FOCUSING ON VOLUNTARY OUTDOOR IRRIGATION.

Ms. Trevizo distributed copies of the redlined Resolution indicating the changes. A copy of the Resolution is included in the Committee packet.

Chair Ives said he has a small change to the Resolution.

MOTION: Doug Pushard moved, seconded by Stephen Wiman, to approve the Resolution.

FRIENDLY AMENDMENT: Chair Ives would like to add "implement immediately," on Page 2, line 4 and in Section 2 at the bottom of the page. **THE AMENDMENT WAS FRIENDLY TO THE MAKER AND SECOND AND THERE WERE NO OBJECTIONS BY THE OTHER MEMBERS OF THE COMMITTEE.**

DISCUSSION ON MOTION AS AMENDED: Ms. Trevizo said she is in agreement, commenting that she deleted the dates for the watering season, which are May 1 to October 31.

Ms. Randall thanked Ms. Trevizo for her hard work.

Mr. Pushard said this is a step in the right direction, a good step.

VOTE: The motion, as amended, was approved unanimously on a voice vote.

DISCUSSION ITEMS:

7. REVIEW OF PARLIAMENTARY PROCEDURE (ROBERT'S RULES OF ORDER). (COUNCILOR IVES).

Chair Ives presented information to the Committee from the information in the Committee packet. He commented in the event of a conflict, the Rules for City Committees take precedence over Robert's Rules.

8. CONSIDERATION OF PAPERLESS PACKETS. (COUNCILOR IVES)

Chair Ives presented a proposal to the Committee regarding paperless packets.

The Committee discussed the pros and cons of receiving their packets in paper or electronically.

Lise Knouse said she prints her own packet, and prefers to receive the packet electronically.

Chair Ives said packets can be printed for those who want a paper packet.

Lise Knouse said it would be helpful if we had colored copies of various charts, graphs and maps.

Ms. Trevizo said her copier does not print in color, commenting that there are associated operational problems.

Chair Ives asked Ms. Trevizo to share with him her specific needs for equipment.

Mr. Michael stated he hasn't made up his mind as to whether he wants a paper or an electronic packet.

Chair Ives said that the goal here is to have City information such as agendas, etc., on the City website the Friday before the week of the meeting.

Ms. Trevizo said she will remove Ms. Knouse from the list receiving paper packets.

Mr. Michael asked if action by the Committee is needed to make this change, and Chair Ives said no.

Chair Ives said it would be nice to have the agenda and packet linked at the website.

Ms. Trevizo we do not have the ability to link the agenda at this time.

Ms. Grosse said the Agenda could be bookmarked.

Chair Ives it would be easier if it was linked to the agenda. He would like to work toward getting that done.

MOTION: Stephen Wiman moved, seconded by Tim Michael, that each member of the Committee be allowed to say how they want to receive the Committee Packet – paper or electronic – and this is the way they will receive their packet in the future.

VOTE: The motion was approved unanimously.

At the direction of the Chair, the stenographer asked each of the Committee members their preference for receiving the packet – paper or electronically:

Doug Pushard– paper
Stephen Wiman – electronically
Tim Michael – electronically
Lisa Randall – electronically
Giselle Piburn – paper
Karyn Schmitt – electronically
Chair Ives – electronically
Grace Perez – electronically

Ms. Perez said sometimes things are added after the agenda and/or packet items are sent to the Committee members, commenting that the Committee needs to get the final Agenda.

Chair Ives we will do the best we can.

Mr. Wiman asked where all the items are posted.

Ms. Schmitt and Ms. Trevizo diagramed instructions to access the agenda, packet and minutes on the City's website.

9. CONSIDERATION OF EXTENDING WATER CONSERVATION COMMITTEE MEETING TIMES.

Chair Ives said he spoke with the City Manager, who said, with the tight budget, if we make changes to the meeting times, we need to start earlier rather than stay later.

Mr. Michael noted that his proposal is that the meeting be extended to a three-hour meeting.

Chair Ives said yes that is the case.

Mr. Pushard thanked Mr. Michael for getting this on the agenda.

Ms. Piburn said she cannot come any earlier, and would be late to the meetings.

Mr. Pushard said 2 hours should be the goal but the end time should not be absolute. He said he is concerned that presentations and discussions are cut off to meet the end time posted on the Agenda.

Chair Ives said he takes responsibility and apologized for not running a better meeting.

Ms. Piburn said if the Committee is more focused, we can get more work done. She suggested two or three people could come at 3:00 p.m. to discuss whatever they need to discuss and the balance of the Committee could come at 4:00 p.m.

Ms. Trevizo said perhaps she could reserve this room an hour earlier.

Ms. Schmitt said our meetings could be 2 hours if the subcommittees would do their work and submit their reports to the Committee prior to the meeting.

Ms. Randall said, "Ditto."

Chair Ives said the committees could submit their reports for inclusion in the Committee packet which are sent out prior to the meeting.

Mr. Wiman said "we" have made efforts in that direction in the last month.

Chair Ives said everyone needs to follow the time frames for submission of materials for the packet that are shown on the agenda.

Mr. Michael asked if there is a clock time associated with the deadline dates.

Ms. Trevizo said yes, it is 3:00 p.m.

Ms. Perez thanked Ms. Trevizo for putting the dates for submitting agenda captions and packet material on the agenda. She asked why the 3:00 p.m. deadline, commenting that some people like to work at night and might want to send items the next morning.

Ms. Trevizo said the 3:00 p.m. deadline is firm, and was agreed to during her meetings with Chair Ives. She said perhaps people should work the night before the day of the 3:00 p.m. deadline if they have items to submit for the Committee packet.

Chair Ives asked if we can just agree to do better in committees and try that before we extend the meeting times.

Mr. Michael said that would be fine with him.

Chair Ives asked Ms. Trevizo to see if she can reserve the room an hour earlier.

Ms. Trevizo said she would reserve the room, if it is available, on a month to month basis, commenting she will need to know whether or not it will be needed.

INFORMATIONAL ITEMS:

10. GROUP REPORTS FROM WATER CONSERVATION COMMITTEE INITIATIVES, INCLUDING IDENTIFYING OBJECTIVES, GOALS AND PRIORITIZATION OF INITIATIVES. (COUNCILOR IVES)

Chair Ives asked for Committee reports.

1. Update Santa Fe Water Conservation and Drought Management Plan

Mr. Pushard said this one is problematic and they need City staff assistance.

Ms. Trevizo said, for clarification, City staff cannot comment on fiscal impact or research, commenting that she does not feel City staff can be a member of these committees.

Mr. Pushard said he just needs someone to be there to answer questions or for clarifications. He said they have gone through the first 2 chapters and are making progress. He said they will report at the next meeting.

Chair Ives asked if they are going to seek Committee comment.

Mr. Pushard said yes, and they will have a draft for Committee comment at the next meeting.

Ms. Randall said Ms. Trevizo has been present at all meetings as well as Ms. Schmitt and Mr. Carpenter.

Ms. Perez asked who actually calls the meetings and schedules them.

Chair Ives said the *ad hoc* groups are the ones who call the meetings – the members themselves consult and schedule the meetings.

Ms. Randall said City staff has indicated that they will send out meeting notices via email on behalf of the committees.

Mr. Pushard said his Committee is meeting every two weeks with a break from meetings in April.

Ms. Trevizo said the committee members are invaluable in updating the plan.

Responding to the Chair, Ms. Trevizo said the Water Conservation and Drought Management Plan is approximately 80 pages.

2. Water Conservation Education/Outreach Program.

Mr. Wiman said he would like to use the slogan "Water By the Numbers" used by the City of Albuquerque. He said he called and received permission from the City of Albuquerque to use the slogan, commenting that it is not copyrighted.

Bill Roth asked if we could "piggy back" on their efforts.

Mr. Wiman said we will do our thing, but we could work with them on events, or such things, commenting that he would not rule that out. He would like City staff to participate in their next meeting, to get feedback on the slogan/name concept.

Chair Ives said there is an elegance to the simplicity of the slogan, Water by the Numbers. He said is a good slogan to begin, and we can tweak it in time if we want to.

Mr. Wiman said that occurred to him as well, commenting we have to start somewhere.

Mr. Roth asked how Albuquerque handles enforcement.

Mr. Wiman said the "water police."

Mr. Roth asked if limits are set for the amount of water that can be used.

Mr. Wiman said no.

Chair Ives said that is a valid issue.

Ms. Perez said we could add a sentence that says these are recommended and are not mandatory.

Lise Knouse said most Santa Feans are aware that there is a need to conserve water. This would be more of a name recognition thing.

Mr. Michael said it is a simple sentence.

Ms. Perez suggested that the committee determine what needs to be done, because we need to get something out ASAP.

Mr. Wiman said the Albuquerque program is voluntary except during drought restrictions.

Chair Ives asked the steps to implement the outreach plan using the new slogan.

Ms. Trevizo said she would like some time to look at this proposal and make comments to the plan.

Chair Ives said we will go over all of this at the next meeting.

Chair Ives asked Ms. Trevizo to ask Brian Snyder if this needs to be heard by the Public Utilities Committee.

Ms. Trevizo said she would like to get PUC input before rolling it out for consideration.

Ms. Trevizo noted that the Childrens Water Fiesta is April 15-16, 2013.

Ms. Perez said reiterated that we need to move on this as quickly as possible so we don't lose the season.

Chair Ives thanked the committees for their reports. He said Committee 4 has had some communication.

Mr. Michael said so far, Committee #5 has agreed on goals, objectives and tasks.

Chair Ives asked that all committees meet and provide a report at the next meeting.

Ms. Schmitt asked if we send the information to staff, and Chair Ives said yes.

MATTERS FROM STAFF

11. ANNUAL WATER REPORT (ALAN HOOK)

This item is postponed to the meeting of May 14, 2013.

12. 2012 REPORT ON GALLONS PER CAPITA PER DAY.

Alan Hook, Water Resources Analyst, reviewed his Memorandum of March 22, 2013, with attachments, to the Public Utilities Committee, which is in the Committee packet. Please see this Memorandum for specifics of this presentation.

Ms. Randall asked Alan to let her know if she can help with the public schools.

Mr. Wiman said he understands there has been an historical decline in the numbers, and Mr. Hook said this is correct.

Chair Ives asked Mr. Hook to call the OSE and get his calculation formula, and get that to Ms. Trevizo to email to the Committee.

MATTERS FROM THE COMMITTEE

There were no matters from the Committee

ITEMS FOR NEXT AGENDA – TUESDAY, MAY 14, 2013

1. Water By The Numbers

2. Water Supply

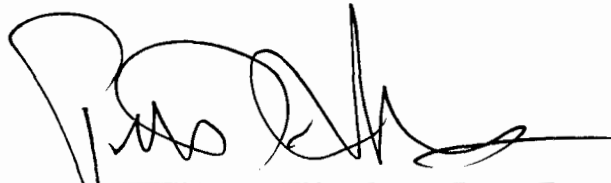
Chair Ives said they should invite someone from city staff to come at 3 to discuss this.

Ms. Trevizo stated that she will email to see what committee members will be here, so staff time isn't wasted if no one shows up.

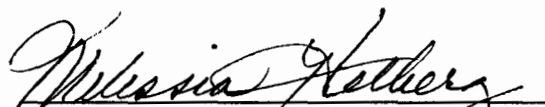
3. Elasticity Study

ADJOURN

There being no further business to come before the Committee, and the Committee, having completed its agenda, adjourned the meeting at approximately 6:10 p.m.



Peter N. Ives, Chair



Melessia Helberg, Stenographer