



Agenda

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SANTA FE WATER CONSERVATION COMMITTEE MEETING

CITY HALL - 200 LINCOLN AVE.

CITY COUNCILOR'S CONFERENCE ROOM

TUESDAY, APRIL 10, 2012

4:00 PM TO 6:00 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES MARCH 13, 2012 WATER CONSERVATION COMMITTEE MEETING

DISCUSSION ITEMS:

INFORMATIONAL ITEMS:

5. UPDATE ON 2010 ANNUAL WATER REPORT AND WATER BANK ACCOUNTING. (Alan Hook)
6. UPDATE ON 2011 ANNUAL WATER REPORT AND WATER BANK ACCOUNTING. (Alan Hook)
7. WHAT WATER CONSERVATION ISSUES ARE IMPORTANT TO COMMITTEE MEMBERS FOR 2012? (Councilor Ives)
8. UPDATE ON THE WATER CONSERVATION PRESENTATION. (Stephen Wiman)

MATTERS FROM STAFF:

9. PACKET SUBMITTAL DEADLINES FOR SANTA FE WATER CONSERVATION COMMITTEE. (Laurie Trevizo)

MATTERS FROM COMMITTEE:

ITEMS FOR NEXT AGENDA – TUESDAY, MAY 8, 2012:

ADJOURN.

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SUMMARY INDEX
WATER CONSERVATION COMMITTEE
Tuesday, April 10, 2012

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER AND ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved [amended]	2
APPROVAL OF THE MINUTES: MARCH 13, 2012, WATER CONSERVATION COMMITTEE MEETING	Approved [amended]	2-3
<u>DISCUSSION ITEMS</u>	None	3
<u>INFORMATIONAL ITEMS</u>		
UPDATE ON 2010 ANNUAL WATER REPORT AND WATER BANK ACCOUNTING	Information/discussion	3-7
UPDATE ON 2011 ANNUAL WATER REPORT AND WATER BANK ACCOUNTING	Information/discussion	2-7
WHAT WATER CONSERVATION ISSUES ARE IMPORTANT TO COMMITTEE MEMBERS FOR 2012	Information/discussion	7-8
UPDATE ON THE WATER CONSERVATION PRESENTATION	Information/discussion	8-12
<u>MATTERS FROM STAFF</u>		
PACKET SUBMITTAL DEADLINES FOR SANTA FE WATER CONSERVATION COMMITTEE	Information/discussion	12-14
<u>MATTERS FROM STAFF</u>		
UPDATE ON MAYOR'S WATER CONSERVATION CHALLENGE	Information/discussion	14-15
<u>MATTERS FROM THE COMMITTEE</u>	None	15
<u>ITEMS FOR NEXT AGENDA – TUESDAY, MAY 8, 2012</u>		15
ADJOURN		15

**MINUTES OF THE
CITY OF SANTA FE
WATER CONSERVATION COMMITTEE
Tuesday, April 10, 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 April 10, 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

Peter Ives, Chair
Lise Knouse
Tim Michael
Grace Perez
Giselle Piburn
Doug Pushard
Karyn Schmitt
Stephen K. Wiman
[Vacancy]

MEMBERS EXCUSED

Melissa McDonald, Vice-Chair
D.H. Strongheart

OTHERS ATTENDING

Dan Ransom, Water Division
Laurie Trevizo, Water Division
Melessia Helberg, Stenographer
Peter Balleau, invited member of the public

There was a quorum of the membership in attendance.

3. APPROVAL OF AGENDA

Ms. Trevizo said she would like to do an update on the Mayor's Conservation Challenge under Matters from Staff.

MOTION: Doug Pushard moved, seconded by Karyn Schmitt, to approve the agenda as amended.

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

Lisa Knouse arrived at the meeting

4. APPROVAL OF THE MINUTES: MARCH 13, 2012, WATER CONSERVATION COMMITTEE MEETING

The following corrections were made to the minutes:

Page 11, under Slide 18, Paragraph 6, correct as follows: "~~Ms. Trevizo~~ Ms. McDonald said..."

Page 6, Item 6, Paragraph 3, line 3, correct as follows: "... commitment to ~~at~~ climate..."

Page 15, Items for Next Agenda, Item 3, correct as follows: "Mr. Wiman would like a..."

MOTION: Giselle Piburn moved seconded by Lisa Knouse, to approve the minutes of the meeting of March 13, 2012, as amended.

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

Councilor Ives said he has questions with regard to items which are in the minutes as follows:

- Page 7 in the last paragraph: "Mr. Pushard said according to Resolution 2007-2, Santa Fe is supposed to be a carbon neutral City by 2012." Councilor Ives asked who is tracking all of this. Mr. Pushard said he doesn't know. Councilor Ives said he would pursue that further in the City and report back on what he learns. Mr. Carpenter suggested he speak with Nick Schiavo. Mr. Pushard said Katherine Mortimer would be another staff person who would know about that.
- Page 8, Paragraph 1, "Mr. Strongheart said there's nothing in the plan about the water/energy nexus.." Councilor Ives asked to what plan Mr. Strongheart is referring. Mr. Pushard said he was referring to the Sustainable Santa Fe Plan, and he should see Katherine Mortimer about that.
- Page 16, Paragraph 1, "Ms. McDonald said we need to send the presentation to legal and ask for an opinion as to whether there is a conflict in putting it on the website." Chair Ives asked if that had been done. Ms. Trevizo said staff did follow up with Legal. She said Legal said since this is the opinion of the Water Conservation Committee and not the City, if the City were to put it on its website it would be inferred that the City is taking ownership, so Legal said they would prefer it not be on the website. Responding to Ms. Knouse, Ms. Trevizo said Legal preferred it not be listed as

a downloadable link on the website. Ms. Knouse asked if that means a link as well. Ms. Trevizo doesn't know, but she will follow-up, commenting we could put a disclaimer to the effect that "You are exiting the City's website."

Mr. Pushard referred to the "Items for Next Agenda" on page 15 of the minutes, and asked the reason Item #3 wasn't included on this agenda: "Mr. Wiman would like a presentation on the relative costs of producing water from the BDD." He asked if staff tries to catch these things.

Mr. Ransom said staff does follow up, and we look at the size of the agenda and whether the presentation is available.

Mr. Carpenter said there are other people involved who have to put the data together, and everything wasn't ready for this meeting.

Chair Ives pointed out it just said he would like the presentation, but it didn't say when.

Mr. Carpenter said he will work to bring that presentation to this Committee as soon as possible.

DISCUSSION ITEMS:

There were no discussion items.

INFORMATIONAL ITEMS

5. **UPDATE ON 2010 ANNUAL WATER REPORT AND WATER BANK ACCOUNTING (ALAN HOOK)**
6. **UPDATE ON 2011 ANNUAL WATER REPORT AND WATER BANK ACCOUNTING (ALAN HOOK)**

Items 5 and 6 were combined for purposes of presentation and discussion

Chair Ives asked what happens to these reports once they leave this Committee.

Alan Hook, Water Resources Analyst, Water Division, said these reports are for 2010 and 2011. He said basically it is compiling all of the information throughout the water utility – production, conservation and such. The reports come to this Committee for review, as required by the Water Budget Ordinance. He noted there is a breakout of the Water Budget accounting giving the status of the City's water credits in 2010 and 2011. He said page 8 of both reports has the breakdown of how the credits were used. Mr. Hook reviewed the breakdowns in each report. Please see Mr. Hook's Memos of April 2, 2012 (2010) and April 3, 2012 (2011) for specifics of this presentation.

Mr. Hook noted that the Public Utilities Committee at its meeting last week decided to leave the allocations as is for 2010 and 2011. The Reports will then go before the City Council for approval at its next meeting, noting the Reports are listed on the Consent Agenda for approval.

The Committee members commented as follows:

- Mr. Pushard asked how the 26.28 afy Water Conservation Rebate Credits are decided, and how does that compare to the number of water savings and acre feet for the water bank which is 32.46 afy, noting those are the figures for 2010, but the question is the same for 2011.

Mr. Hook said that is explained on page 8 of the Memorandum, noting 6.19 afy were used to get to the balance of 26.28 afy.

Mr. Ransom said every rebate has a certain amount of water attached to it as saved, so every rebate adds to the water bank.

- Mr. Pushard suggested we use the 2011 Report which has both numbers.

Responding to Mr. Pushard, Mr. Hook said the difference could be in rounding, noting the numbers carry forward. There is a 26.28 afy carry-over to 2011, 9.04 afy was added which relates to Table 12, and he used private projects of 9.87 afy, which came to 25.45 afy. He said the 6.19 afy is how much of the credits were used for development offsets – new developments within the City, commenting WBO uses those under building permits.

- Ms. Schmitt asked about the privately owned water credits.

Mr. Ransom said prior to 2010, the City did offsets by having contractors and homeowners change out their toilets and get the 1 afy credit. The program was successful, but not all of the credits have been used, and private individuals still have those to be used for new development, noting those were being sold to whoever needed them. Or, they could knock on doors to see who needed retrofits.

- Ms. Schmitt asked if there are names associated with the credit, and Mr. Ransom said this is correct, noting there is a certification process that goes with the number.
- Chair Ives asked, regarding the City water rights credits deposits into the water bank, how those compare to the privately owned side.

Mr. Ransom said the City's water rights credits are City-owned, and used for the City's need, but the privately owned rights usually are for large projects. He said they must bring in 30 afy right away, and then they may use it in chunks, so there is an accounting for those rights, but they do have to account for all the water rights for the project, so the rights are banked.

- Councilor Ives asked, "Is it all in terms of conservation offsets, or are folks bringing acquired water rights." Mr. Ransom said it is all for offsets for new development.

- Mr. Pushard noted there is a 15% drop in the numbers of private wells between 2010 and 2011, which seems weird, noting 95 wells disappeared in one year.

Mr. Hook said they tried as much as possible, through GIS to account for the number of existing wells, noting the previous number was an estimate from Water Division staff. He doesn't believe the wells have gone anywhere. He said perhaps they were rehabilitated, or had to come off because they were hooked up to City water. He said they did the best possible report with the information they had through GIS that had those domestic wells.

- Mr. Pushard suggested he put a footnote for the methodology difference. He asked if the City accounts for the water use by private wells.

Mr. Hook said they try to do an accounting through the average use. He said that would be another project – to pull the permit from the Office of the State Engineer [OSE] and look at the usage. He said the City doesn't know actual usage without metering those wells, so the use is an estimated rate per well.

- Mr. Wiman asked if the City engages in monitoring the privately owned wells within the City limits, and Mr. Hook said no, noting they tried to do a volunteer program to meter those wells.

- Mr. Carpenter said he can see what exists and draft a Memo to this Committee.

- Mr. Wiman said most people don't want the City or State to know about their private wells, and he believes there are a lot more wells than the City knows about.

- Chair Ives asked if the OSE has digitized any of its well location records with GIS.

Mr. Hook said the permits are digitized and could be looked up through the website.

- Chair Ives asked if there is associated location information, and Mr. Hook said he believes there would be location information, usage, and such.

- Chair Ives asked if there is any way of doing an overlay of the OSE information on City GIS maps, which would show existing locations.

Mr. Hook said it would be necessary to check with Engineering to see if they have the time to do that, noting there is only one GIS specialist in the Water Division.

- Mr. Pushard said the real estate information lists the well.

- Ms. Knouse said when the real estate changes hands, the new owners want to know if the well is permitted.
- Mr. Pushard said wells have been re-drilled without being properly documented. He said a student from the Community College could be used to do the work to locate and map all wells through the OSE.
- Chair Ives it would be interesting to figure that out, and how that impacts what we are doing in the City. He would like to keep this as an ongoing item and try to figure out a way to gather more information in a more logical way. He suggested an initial conversation with the State Engineer would be in order to find out what data they do have and if there is something which can be done "slick electronically."
- Mr. Pushard asked the source of data used to calculate water savings per rebate.

Mr. Ransom said they look at AWWA figures or try to link it to some research. In some cases it is the difference, for example, between a low toilet and an HET, and the savings are averaged.
- Chair Ives asked what would be the impact on affordable housing if all of the credits ran out.

Mr. Hook said that wouldn't happen, because the Council would decide to reallocate some of the public water credits, or reallocate the water conservation rebate credits to the affordable housing pool, noting that is part of the reason for this annual report.
- Mr. Wiman asked if there is a breakdown by sources numerically for the Production by Supply Source on page 19, noting there seems to be fairly constant production throughout the year.

Mr. Hook said that was based on actual data from the source of supply – Buckman wells, the City wells, BDD, and the Canyon Road water treatment plant.
- Mr. Wiman asked about the chart on page 18.
- Mr. Hook said the "sustainable" use sort of tracks with our water rights and we won't go beyond those. It also looks at conjunctive management – first we would use surface water which is a more renewable source, then the BDD using the 5,230 afy, and then a combination of the Buckman Wells or the City Wells. He said sustainable use doesn't have a quantitative value at this point, and we might look at that issue moving forward.
- Mr. Pushard quoted from page 23, "... most groundwater level data since 2003 shows either positive groundwater level recovery or significantly reduced rates of decline." Mr. Hook said this is true for the Buckman Well area. Mr. Pushard said that isn't clear in the report.

Mr. Hook said he can call that out a little better in the report.

- Mr. Pushard requested a report on the monthly data for water usage by type.
- Responding to the Chair, Mr. Carpenter said the 5,230 afy is the City's allocation of the San Juan/Chama water which is available, and the 5,605 afy added the 375 afy that belongs to the County from the San Juan/Chama project.
- Chair Ives thanked Mr. Hook for reviewing the information with the Committee, noting it is a good introduction to all of our efforts to track our water usage within the City. He said perhaps we can work on things such as identifying all of the private wells.
- Ms. Schmitt noted the water conservation fund for voluntary water contributions is up.

Mr. Hook said he understands Brian Drypolcher is looking at what to do with the fund for the Santa Fe River, noting that was discussed at the last River Commission meeting. He said it has grown and is now \$260,000, so they are looking at the legal options and that is an ongoing discussion at this point.

- Chair Ives noted on page 3 in the Table of Contents, it should be 2012.

Chair Ives asked what do we as a Committee need to do with these reports in anticipation of the Council meeting, if anything.

Mr. Hook said the Reports will move forward for Council approval, and if approved, they will be posted on the website.

Mr. Ransom said this is just for the information of this Committee, but it does have to go to the PUC and the City Council because of the water credit balances.

Chair Ives expressed appreciation for the staff's hard work on these Reports and in tracking the water through the year.

7. WHAT WATER CONSERVATION ISSUES ARE IMPORTANT TO COMMITTEE MEMBERS FOR 2012 (COUNCILOR IVES)

The Committee discussed Water Conservation issues and made the following suggestions for the Committee discussion/action in 2012:

1. Ongoing discussions about the water/energy nexus.
2. Discuss methods to Identify private wells within the City, understanding the limitations of staff time.

2. Decide if current water regulations are appropriate for drought conditions. There is an argument that the community has been lulled into a false sense of water security because of Buckman, but we can make suggestions to the Council as to whether we feel the Ordinance is appropriate or not.
3. Spend time talking about how to get to the 1% per year water conservation savings – brainstorm on how to meet that goal which is in the Water Conservation Plan.

Chair Ives asked if this is appropriate for the Annual Report in the future, and Mr. Hook said it is possible to call it out and cite it within the Annual Water Report toward the conservation plan.

Chair Ives asked if we have been hitting that mark consistently.

Mr. Pushard said it is a new goal adopted last year, and we are just now putting some meat on it, commenting it is increasing and in 2012 it is important to reverse this trend.

Responding to the Chair, Mr. Ransom said it is to reduce water use by 1%.

Mr. Pushard said advanced countries are way below our water use. He said if we get to 85 gallons, then we don't need to acquire more water rights.

Mr. Carpenter said these are great suggestions, and they can have an internal staff meeting and get suggestions from staff in this regard.

Chair Ives said this will help him to understand where things are in terms of ongoing discussions, as well as additional issues to be discussed. He said it would be helpful to develop a list of ongoing topics, the status and to develop action items to address these.

8. UPDATE ON THE WATER CONSERVATION PRESENTATION. (STEPHEN WIMAN)

A copy of *Summary – Emergency Water Regulations* prepared by Stephen Wiman and Doug Pushard is incorporated herewith to these minutes as Exhibit "1."

Mr. Wiman said the Chamber of Commerce turned down their offer to do a presentation, and there has been no response from the Association of Realtors and the two major realty companies.

Ms. Knouse said she can help in this regard. She will speak to her company, Keller Williams.

Mr. Wiman said they will be presenting to the Santa Fe Chapter of the American Institute of Architects as a continuing education course and what the Association needs to know with regard to water conservation. They also will be presenting to the Homebuilders Association.

Mr. Wiman believes this presentation can "help get out the awareness of water conservation and the need for it, because we have a lot of backfilling to do in the Long Term Plan, and as Doug said, we need to know how to get there. The role in new conservation is huge in the future, and right now, we're just flat."

Mr. Wiman distributed copies of Exhibit "1" to the members to illustrate some of the points they are making in their presentations, commenting he believes it to be true and accurate. He said he put some actual numbers at the bottom. He said the City will go into orange when we are 25-31.25 mgd, and into red when it is more than 31.25 mgd.

Mr. Wiman said it is somewhat vague in the Ordinance as to when the City Manager would declare a higher stage. However, he believes, as a Committee, we should be looking at issues, such as is this the right Ordinance for drought. He said the City's climate change workshop in March was about facts, and not what we can do to change this. He said there were great slide presentations which are now on line. He said historically trees virtually disappeared 600 years ago because of the drought. He said, "Do we want to wait for an ordinance to kick in, when the ordinance is geared toward catastrophic events or *force majeure*, or do we want to be pro-active as a Committee, and I think we're doing the community a favor if we take action before there's a crisis, because is really crisis management, this chart."

Mr. Wiman said the two steepest declines in water consumption in Santa Fe, have been enforced by water conservation and haven't been voluntary and currently we are flat with conservation.

Mr. Wiman said he believes the City should be part of the presentation if the City really believes water conservation is that important. He noted the BDD water is the best quality City water he's ever seen, noting it is way beyond compliance with EPA requirements. He would like to see the City to provide a bigger budget for water conservation. He thinks the Committee should be looking at all of the options for the future. He said it isn't up to this Committee to change the ordinance, but we can make suggestions and recommendations. Mr. Wiman asked the Committee if they feel it is important to get this information to the public.

Mr. Pushard, for the benefit of Chair Ives, gave a brief history and overview of the presentation created by the Committee.

Chair Ives said then you don't think the Ordinance provides for going into emergency conditions, and Mr. Pushard said this is correct.

Ms. Knouse said it seems the warning level isn't high enough.

Mr. Pushard said, "In the Ordinance itself, there is wiggle-room for Brian Snyder or the City Manager to declare an emergency, but again, it's declared. This is the problem, is, you've hit the nail on the head, the emergency that normally would be declared because of an event. If the event happens to also be in a drought in the summertime, which is most likely when an event would occur, we're got a double whammy. Because you've got no warning, the public has no warning because it's an event driven thing. An example, would be the worst catastrophic event that we could imagine is a fire in the watershed

with the wind blowing to the northeast, because the Rio Grande would shut down and the Reservoir would shut down. The Diversion would shut down because of ash and the watershed would be shut down and that would be an event, and unfortunately it'll happen in the summertime."

Chair Ives said the triggers look at supply versus unrestricted demand, and Mr. Pushard is saying that the only thing that would ever cause one of those triggers is some sort of catastrophic events.

Mr. Pushard said yes, it is a mathematical trigger and has nothing to do with weather. He said when we are asked by our friends when we will be going into drought restrictions, the answer is we no longer have drought restrictions, which he and Mr. Wiman think is a problem.

Chair Ives said to him, there seems to be a semantics argument – is the supply sufficient to meet the demand that can exist in the context of continual drought, because you're still wondering whether the demand will meet the supply. He said it sounds as if the Council is saying the point at which we want to see restrictions kick in, is at the point, where we hit the point where supply isn't meeting demand, which certainly seems to be a *bona fide* way to go about it.

Mr. Pushard said he has no problems with the ordinance.

Chair Ives said, "That said, I think it's always wise to plan for worst case scenarios. Hope for the best, plan for the worst. So I think our Committee certainly has a valid job to do, trying to figure out what are those worst case scenarios and do we have a plan in place that can be activated to address that type of circumstance, and that to me would seem to be very event driven. And certainly, everyone lives in fear of some catastrophic fire in the watershed taking out the reservoirs and 45% of the drinking water on a daily basis for the City which clearly puts stresses on our entire systems and be probably exactly one of these that would reduce that availability down to the point where it might not be meeting demand. So I think, we have a *bona fide* job to do in terms of figuring out what are those worst case scenarios. What can we as a City do to address those. What pro active steps do we need to be taking as strongly as possible to make sure we don't get, in the first instance, in that circumstance where those potential events can impact us so severely."

Mr. Pushard said he is most concerned about the latter, where everyone is surprised. The idea is that we should get into a situation gradually.

Mr. Ransom asked Mr. Pushard and Mr. Wiman what drought restrictions they would like to see the City go into.

Mr. Pushard said four meetings ago, he gave him 6 informational things he would like to see happen, and none of those are restrictions. They are communications plans he would like to see in place as our comfort level decreases.

Mr. Ransom said restrictions are completely different from public outreach. He said, "You guys are harping on restrictions."

Mr. Pushard said he apologies for that and he wants to be clear. He said what he would like to see is an increased outreach as the first step.

Mr. Ransom said that differs from restrictions.

Mr. Pushard said he would like to see us go from, for example, recommended 3 days a week watering.

Mr. Ransom said he has difficulty with making recommendations, because that can cause problems..

Mr. Pushard said remove "recommendations," and there are simple things people can do. He said Mr. Ransom spent a lot of time last year on the Landscape Irrigation Design Standards [LIDS]. He would like the LIDS document to go from recommended to mandatory. He said this gets us going in the right direction.

Chair Ives questioned making a document mandatory.

Mr. Ransom said LIDS is recommendations for efficient irrigation design and installation.

Mr. Pushard said most irrigation people in the City doesn't know LIDS exist. He reiterated he is uncomfortable telling people we aren't going to have drought restrictions.

Chair Ives said, without using a heavy hand, there are ways that can lead people to adopt more prudent practices, such as working them into the Ordinance in such a way that they have certain basic systems which are more efficient so people can maintain what they have in their yards. He said with regard to "recommended," he sees recommended used once under irrigation in normal conditions. He said the red seems to be far beyond the point of recommendation to the point of prohibition.

Mr. Ransom said it isn't in that document, and some of it comes to when we make recommendations on irrigation schedules and such, we should try to make recommendations to help people understand that even though they can pick the day they water, they still don't water every day, and they should not water more than 3 times a week. However, that's in the middle of the summer, and Albuquerque has a good 1-2-3 program, and really the savings is to get people to water less in the fall and spring. He said it is a public outreach campaign and where the recommendations come from.

Chair Ives said, then to some degree, we're talking about the possibility of a public outreach campaign to better educate people on a number of topics, the day to day, as well as the catastrophic event. He thinks this is an appropriate service for the City to provide, and how to deal with those events. He would like a discussion as to whether what we have in the City currently is sufficient to address those kinds of issues if they were to happen.

Mr. Pushard two meetings ago, Mr. Ransom and Ms. Trevizo reviewed all the outreach programs. He thinks we do a good job of outreach. He is concerned about getting between orange and red, noting, for example, people are getting lax about serving water in restaurants. He said there are changes in ownership and staff doesn't know about water restrictions.

Mr. Michael asked what do you mix together in terms of outreach, recommendations, encouragement and then mandates. He asked if this is something we should discuss – the ramping levels, the criteria and the action to be taken.

Chair Ives said it seems relevant to the discussion. He said supply and demand change over time, and we always should be doing some planning against the "worst case" scenarios and what happens betwixt here and there. It is a *bona fide* use of our time to figure out what the appropriate plans are for these circumstances, and to remind people what is required by law. He said perhaps we could provide an information packet when there is a change of ownership in commercial space, to see people are informed.

Chair Ives said he would like this Committee to discuss and look pro actively at what other mechanisms we have to store water against those potential circumstances. He said the City works with the Forest Service to do trimming in the watershed to reduce the likelihood of a calamitous event.

Mr. Wiman said the City has considerable water in storage in various reservoirs around the State. He said this Ordinance has not been challenged by the building industry, because the permitting is basically the same across the board in all the various stages. He said there was a lot of pushback from the building industry when the Ordinance was adopted. He said there has been comment in the meetings with regard to who would want to come to Santa Fe if there were water restrictions, and what that would do to tourism. He said all of the cities in the south are looking at these issues. He thinks we need to look at the big picture, the long term. He would like to see the City show more commitment, but it really gets down to money and he would like to see more budget for Water Conservation.

Chair Ives said we would be more likely to succeed in those requests if we have concrete things which are demonstrated to the City's benefit, noting the Finance Committee currently is starting its budget hearings for each City department. He said he will try to get word to this Committee as to when the discussion of the Water Division budget is scheduled, commenting he is ready to argue for more money.

MATTERS FROM STAFF

9. PACKET SUBMITTAL DEADLINES FOR SANTA FE WATER CONSERVATION COMMITTEE (LAURIE TREVIZO)

Ms. Trevizo said she suggested this at the last meeting to get an organizational structure for the Committee. She said it would help them to get information in advance. She said apparently our Committee possibly could not be complying with the Open Meetings by not submitting packet materials timely so the public can view them. She said, to comply with that requirement, she has prepared a schedule of hard deadlines.

Ms. Trevizo said the first step is to look at the minutes to look for things to be on the agenda and to follow-up. She also contacts staff to see their availability to report on these things. They then prepare an agenda, and email the agenda to the Chair for his approval. Once that is done, the agenda goes to the City Clerk's office for posting of the agenda.

Ms. Trevizo reviewed the proposed schedule for the Committee packet as follows:

- 11 days prior to the meeting – packet material is due
- 11 days prior to the meeting – Agenda sent to the Chair for approval
- 11 days prior to the meeting – Agenda emailed to the City Clerk's Office for approval
- 7-8 days prior to the meeting – Agenda packet copied for mailing
- 6 days prior to the meeting – Packets must be mailed
- 72 hours prior to the meeting – Agenda is published and cannot be changed.

Ms. Trevizo said there are less than two weeks to address a request for the agenda, and that is sometimes the reason you don't see a request on the next agenda.

Chair Ives said there have been articles and editorials in the newspaper with regard to the City's compliance with its transparency efforts, noting there is significant sensitivity throughout the City to those processes in compliance with something like the requirements of the Open Meeting Act. He said the more we can do to ensure we are strictly in compliance with those requirements, the better off we'll be and the less criticism we will have. He applauds strict compliance pro-actively with any and all of the requirements of the Open Meetings Act. He said this is required by law, and we have little choice other than to comply.

Ms. Trevizo said another provision is that we can't change an Agenda within 72 hours in advance of a meeting, and we can't add another item after that time.

Chair Ives said the City Code has provisions for emergency actions to be taken to be added to the agenda within this time frame, commenting these generally are at the Council level.

Mr. Michael asked if we can add items to the agenda at the meeting.

Ms. Trevizo said she added an item previously considered for an update.

Chair Ives agreed, saying it is critical for new items, or action items where official act is being taken, to be on the Agenda which is submitted for publication/posting to the City Clerk. He said only by properly identifying an item on the agenda can you give notice to the public of matters to be discussed and/or considered at the meeting, noting It all ties into the effort to be transparent and to have informed decision making.

Ms. Trevizo said she was told that the City Manager does not allow staff to hand out packets at the meetings. She said it is because of printing costs and staff time, and it isn't allowed in other Committees and we need to be cohesive. She said the packets are mailed to Committee members, and they are expected to bring those packets to the meeting. She said interested persons can purchase a copy of the packet upstairs in the City Clerk's Office. She said she needs to comply with the City Manager's request.

Ms. Helberg reminded the Committee that it does have to provide copies of the agenda to the public.

Ms. Trevizo asked if everyone is receiving a Committee packet, and whether they would like an electronic or a hard copy of the packet.

Ms. Schmitt said electronically is okay, but she has noticed that many times there are more items in the packet than she receives electronically.

Mr. Ransom said sometimes those items aren't available electronically.

Ms. Schmitt said if that is the case, then she doesn't have everything she needs.

Ms. Trevizo noted there is a new Committee list in the packet reflecting Councilor Ives as the new Chair, and asked Committee members to advise her of any changes to the information before they leave this afternoon.

10. UPDATE ON MAYOR'S WATER CONSERVATION CHALLENGE

Ms. Trevizo said the City is participating in the Mayor's Water Conservation Challenge, and people can go to www.mywaterpledge.com, and make an electronic commitment for water conservation techniques, such as take shorter showers, water the lawn before 8:00 a.m., plant only native/drought tolerant plants, recycling, composting and such. At the end, it calculates the water savings in your pledges, and tells you how much water you've saved. It give you the waste and hazardous waste reduction units as well.

Chair Ives asked everyone to participate in the Mayor's Challenge and to take the pledge and tell your friends to do so as well.

Mr. Pushard said he wrote an article about the Challenge which was in the last Real Estate Newsletter, commenting he took the pledge.

Ms. Trevizo said Santa Fe is competing against much larger cities in the competition – Denver, L.A. and San Francisco, and currently is number 4 in the competition, up from 33 last week.

Ms. Trevizo said on April 28, 2012, the City is partnering with Brian Drypolcher for the River Commission, to do a Walk for Water on the newly completed SF River Trail. She said the Committee is welcome to come and participate, and she will forward the details to the Committee when they are available.

Ms. Knouse said her company, Keller Williams, is doing a Santa Fe River cleanup on May 10th, 10-4, and anyone can participate.

Mr. Pushard asked if it would be possible to get information on the Mayor's Challenge on the front page of the City's website. Ms. Trevizo said she will work on that, noting a formal request was made to put that on the home page.

Chair Ives said he will talk with the City Manager about contacting the local editorial staff to get more attention to the Challenge in the local newspapers.

Mr. Carpenter said he has submitted a request to the Mayor to ask all City employees to take the pledge.

Mr. Carpenter said he is sad to report that Dan Ransom is leaving the City on April 20, 2012, and moving to Tucson to serve as its Water Conservation Manager, and this will be his last meeting. He said in the interim, Laurie will be the Acting Water Conservation Manager.

Chair Ives said he regrets that his relationship with Mr. Ransom will be ending so quickly, but he wishes him the best of luck in the future. He said Mr. Ransom's skills and experience will help him to make Tucson a better place.

Mr. Ransom thanked everyone for all their efforts on the Committee, and said it's been great working with everyone.

MATTERS FROM THE COMMITTEE

There were no matters from the Committee.

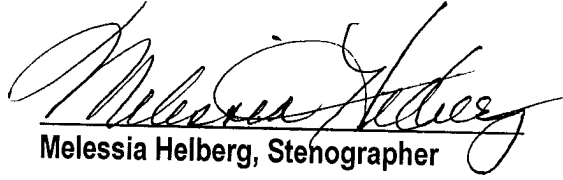
ITEMS FOR NEXT AGENDA – TUESDAY, MAY 8, 2012

1. Update on the Water Conservation Presentation, and continuation of those discussions.

ADJOURN

There being no further business to come before the Committee, and the Committee, having completed its agenda, adjourned the meeting at 6:05 p.m.

Peter N. Ives, Chair



Melessia Helberg, Stenographer

SUMMARY - EMERGENCY WATER REGULATIONS			
	NON-EMERGENCY	EMERGENCY	
STAGES	NORMAL	WARNING	CRISIS
	Green	Orange	Red
TRIGGERS	Supply \geq Unrestricted Demand	Supply 80 - 100% of Unrestricted Demand	Supply < 80% of Unrestricted Demand
AUTHORITY	City Code Chapter XXV	City Manager (based upon supply/demand data from Water Division Director)	City Manager (based upon supply/demand data from Water Division Director)
WATER RATES			
Rate	Seasonal Tiered Rates	Seasonal Tiered Rates	Seasonal Tiered Rates
PLANTING			
Warm Season Grasses	Allowed	Allowed; Comply with 2 days/Week by Address (odd-Tues.&Sat./even-Wed.&Sun.)	Prohibited
Cool Season Grasses or Kentucky Blue Grass	Restricted	Prohibited in New Landscaping	Prohibited in New Landscaping
All Other Plant Materials	Allowed	Allowed, Strongly Discouraged; Comply with 2 Days/Week by Address (odd-Tues.&Sat./even-Wed.&Sun.)	Prohibited
IRRIGATION - RESIDENTIAL & COMMERCIAL			
Days of Week Watering Using Potable Water May 1 - October 31	Prohibited 10AM-6PM; Maximum 3 Days <u>Recommended</u>	Prohibited 10AM-6PM; 2 Days/Week by Address (odd-Tues.&Sat./even-Wed.&Sun.)	Prohibited
IRRIGATION - PUBLIC SPACES			
Parks, Public School Athletic Fields and Roadside Landscaping	Allowed	Reduced by 35%	Based upon evapotranspiration (ET) to maintain health of plants
MISC. OUTDOOR USE			
Vehicle Washing with Positive Shut-Off Nozzle	Yes	Yes	No
Water Features	Allowed	Allowed	Prohibited
CONSTRUCTION			
Building Restrictions	None; Must comply with WBAQ	None; Must comply with WBAQ	None; Must comply with WBAQ
SWIMMING POOLS & SPAS			
Filling (Indoor and Outdoor)	Allowed	1 Initial Filling Only	Prohibited
SALES OF POTABLE WATER OUTSIDE SERVICE AREA			
Sales At Potable Water Filling Station	Allowed	Allowed	Prohibited

Assumption: Total Available Supply = 25 mgd
(mgd = million gallons / day)

WARNING Orange restrictions: 25 – 31.25 mgd

CRISIS Red restrictions: > 31.25 mgd

Maximum Daily Demand in 2011 (May 13th) was 19 mgd!

Exhibit "1"