



## Citizens Water Conservation Implementation Task Force

Meeting Minutes  
Monday, June 15, 2009  
625 E 10<sup>th</sup> Street, Room 105

Members in attendance: Susan Butler, Margot Clarke, Norman Johns, Jody McDaniel, Rusty Osborne, Susan Roth and Jennifer Walker.

- A. Chair Susan Butler called the meeting to order at 5:30 pm.
- B. Citizen Communication
  1. Bill Worsham, a civil engineer and former General Land Office Director of Coastal Programs, expressed interest in the open call for the Citizens Water Conservation Implementation Task Force membership.
  2. Julie Graham introduced herself as a representative for Thompson Marketing, based in San Antonio.
  3. Paul Norris stated that AC condensate, under current residential code, is required to drain into the storm sewer system and that he is concerned about sending distilled water to a wastewater treatment plant. Rusty Osborne indicated he would like to include a discussion item about AC condensate and graywater on the next agenda.
- C. Approval of Minutes from March 16 Meeting
  1. Revisions were made to reflect that Citizens Water Conservation Implementation Task Force members indicated that Rusty Osborne had submitted comments for the Drought Contingency Plan by email.
  2. Norman Johns moved to approve the minutes. Jody McDaniel seconded the motion to approve the minutes with staff changes and the motion passed unanimously.
- D. Voting Items
  1. Recommend City Council approval of issuance of a rebate in the amount of \$54,791.00 to Crowne Plaza for the installation of 293 water efficient toilets at the Crowne Plaza Hotel at 6121 N IH 35.
    - a. Rachel Clampffer stated that Crowne Plaza is renovating the property to be a "Green Hotel." The cost for dual flush toilets is \$155 per unit, with an installation cost of \$30 per unit.
    - b. Jennifer Walker asked questions about the availability of funds in the Water Conservation Division budget for this rebate. Rachel Clampffer and Sonja Stefaniw indicated that there is enough money in the budget to cover this rebate, but that they did not have overall Water Conservation Division budget information on-hand to present, but agreed to do so when the item is put on the agenda in the future.

- c. Jennifer Walker moved to recommend to the City Council that the rebate be approved. Susan Roth seconded the motion and the motion was passed unanimously.
  2. Recommendation on the Home Efficiency Leak repair Program (HELP) contract.
    - a. Rachel Clampffer asked to table this agenda item as the recommendation for the award of the HELP contract is on hold due to receiving 2 incomplete bid applications for the project.
  3. Recommendation on the Multifamily Direct Install contract.
    - a. Rachel Clampffer stated that the program would provide free high efficiency toilets to multi-family properties, a historically underserved area of toilet replacement programs, at no charge.
    - b. Rachel Clampffer stated that the \$198.33 price per fixture includes the toilet, installation and marketing. The money for the program would come from the FY 09-10 budget and that the contract total would be \$1,586,650 with a possibility of 2 one-year extensions.
    - c. Margot Clarke indicated that she has concerns about enough money being available in the new budget for the contract. Susan Butler stated that it was standard practice for vendors to enter into contracts with the understanding that they may or may not receive funding for the next budget year. Ms. Clampffer said that the Water Conservation Division is also applying for grants under the American Recovery and Reinvestment Act of 2009 (ARRA) to fund a portion of the contract.
    - d. Norman Johns asked for clarification of Niagara Conservation's role as the vendor for the contract. Ms. Clampffer responded that Niagara Conservation would be solely responsible for the program and that the Water Conservation Division staff would monitor the contract.
    - e. Jody McDaniel asked if the contract was on a set-draw schedule or on a pay-for-performance schedule. Sonja Stefaniw responded that the contract is on a set-draw schedule and that Niagara Conservation is responsible for targeting the multi-family community.
    - f. Susan Roth moved to recommend to the City Council that the Multifamily Direct Install contract be approved. Rusty Osborne seconded the motion and the motion was passed unanimously.
  4. Approve the day and the time of a special meeting in August for possible action on the 2009 Utility Profile and Water Conservation Plan.
    - a. Susan Butler stated that the Water Conservation Division has reserved a facility from 1:00 pm to 4:00 pm on August 17<sup>th</sup>, at Reicher Ranch.
    - b. Susan Roth moved to approve the day and the time of the special meeting. Jody McDaniel seconded the motion and the motion was passed unanimously.

#### E. Staff Presentations

1. Update on the reclaimed water program.
  - a. Dan Pedersen gave a presentation on the reclaimed water program. Daryl Slusher mentioned that reclaimed water was the second largest savings measure in the Citizens Water Conservation Task Force recommendations.
  - b. Jennifer Walker asked about the Mueller development. Mr. Pedersen responded that the Muller development should be running reclaimed water through its pipes in the next couple of months.

2. Progress report on the implementation of the Citizens Water Conservation Task Force recommendations.
  - a. Sonja Stefaniw gave a presentation on the progress of the implementation of the Citizens Water Conservation Task Force recommendations. The presentation did not include the implementation of the water use management ordinance. Ms. Stefaniw went on to explain that, with the exclusion of the water use management ordinance (as staff is finalizing an analysis of this), the Water Conservation Division still achieved a greater savings than projected by the Citizens Water Conservation Task Force recommendations for FY 2008.
  - b. Jennifer Walker requested that the Water Conservation Division include 2005 and 2006 data with the water usage numbers and Susan Butler requested that the Water Conservation Division include the data with the agenda packet each month.
  - c. Jennifer Walker requested an update on the outreach campaign. Ms. Stefaniw indicated that an update on this will be a future agenda item. Susan Butler agreed to add an update on the outreach campaign as a future agenda item.

F. Task Force requested items.

1. Discussion on the proposed 2009 Water Conservation Plan.
  - a. Rachel Clampffer presented the draft version of the 2009 Utility Profile and Water Conservation Plan.
  - b. Jennifer Walker asked if the Utility Profile and Water Conservation Plan was substantially completed, Ms. Clampffer indicated that it was about 95% complete.
  - c. Jennifer Walker stated that she was not ready to discuss the Utility Profile and Water Conservation Plan at this time. Jody McDaniel responded that the Utility Profile and Water Conservation Plan is not an expanded document and should include the old 5 and 10 year goals.
  - d. Sonja Stefaniw stated that she wants a full complement to the Citizens Water Conservation Implementation Task Force in order to move forward with further discussion at the work session on August 17<sup>th</sup>. Daryl Slusher said that the original resolution stated that the Citizens Water Conservation Implementation Task Force was to advise the Resource Management Commission and that the work session would be a venue for the Citizens Water Conservation Implementation Task Force and the Resource Management Commission to communicate.
  - e. Susan Butler recognized Chris Herbert, who introduced herself as the Chair of the Resource Management Commission. Ms. Herbert stated that she would like the time frame for the Utility Profile and Water Conservation Plan to be pushed back to allow the Resource Management Commission adequate time for review.
  - f. Daryl Slusher mentioned that it would be acceptable to delay forwarding the Utility Profile and Water Conservation Plan to the City Council until September or October.
2. Discussion on the potential Citizens Water Conservation Implementation Task Force & citizen workshop on augmenting water conservation.
  - a. Norman Johns expressed interest in holding a citizen workshop to discuss the Utility Profile and Water Conservation Plan before the Resource Management

Commission and Citizens Water Conservation Implementation Task Force work session.

- b. Susan Butler stated that the work session could be a venue for the Citizens Water Conservation Implementation Task Force members to define their roles and responsibilities.
- c. Norman Johns stated that he would like the work session to have two parts: a discussion of the Utility Profile and Water Conservation Plan and a discussion of supplemental ideas related to water conservation. Susan Butler said that the work session would be a good venue for the laying out of the roles and responsibilities of the Citizens Water Conservation Implementation Task Force.
- d. Jody McDaniel mentioned that the August 17<sup>th</sup> work session would be an appropriate venue for the discussion of public forums.

G. Adjourn

1. Susan Butler moved to adjourn the meeting. Jody McDaniel seconded the motion. The meeting adjourned at 8:08 pm.

**The next regular meeting is scheduled for September 21, 2009 at 5:30 pm in the Waller Creek Center, Room 105.**