



WATER CONSERVATION/SAFE YIELD COMMITTEE MINUTES

GENERAL MEETING
JUNE 19, 2008
PRESCOTT, ARIZONA

MINUTES OF THE **GENERAL MEETING** OF THE **WATER CONSERVATION/SAFE YIELD COMMITTEE** held on **JUNE 19, 2008** in the **UTILITIES DEPARTMENT CONFERENCE ROOM** located at **433 N. VIRGINIA ST.**, Prescott, Arizona.

Members:

Timothy Crews, Ph.D., Chair	A	Howard Mechanic- Vice Chair	P
Ann-Marie Benz	A	Andrew Millison	P
Sandy Griffis	P	Bob Williams	P
Charles Hildebrant	P	John Zambrano	P

(P=Present A=Absent)

Others Present:

Councilwoman Maryann Suttles, Elizabeth Burke, Shaun Rydell, Teresa Ogle, Amelia Ray, Alan Dubiel, Eugene Schmidt

1. Call to order

The meeting was called to order at 3:02 p.m.

2. Roll Call

3. Public Comment

None.

4. Approval of minutes from the May 8, 2008 general meeting

John Zambrano made the motion to approve the minutes as written. Motion passed unanimously.

5. Open Meeting Law – implications for WC & SY committee (including task force)

A.R.S. § 38-431.09 outlines the requirements of the Open Meeting Law. Compliance for the committee will include:

- posting of all agendas at City Hall and on the City's webpage at least 24 hours prior to the meeting
- posting of action taken on the City's webpage within 10 days of committee meeting
- posting of minutes after approved by the committee
- items not on the agenda will not be discussed – need to add an "Announcements" section to the agenda

- it is recommended that a meeting not be held if there isn't a quorum
- if a subcommittee or work group is appointed by the chairman or the committee, all Open Meeting Law requirements would apply; if someone volunteers to work on something and report back the requirements would not apply; subcommittees cannot exceed the quorum
- recent changes in statutes now apply to Advisory Committees
- must make a recording of the meeting available or the written draft minutes completed within 3 days (tapes can be erased after written minutes are approved)
- polling of committee members to reach a decision prior to a meeting is prohibited
- emails of the committee are public record – if documents are to be sent to the committee, it is recommended that they be sent through staff member
- violations of the law can result in fines of up to \$500 for each violation; committee member or staff is personally responsible for payment of the fine

6. Review outcomes of recent City rate structure review.

Howard Mechanic reported that he, John Zambrano and Tim Crews met with City Manager Steve Norwood, Deputy City Manager Craig McConnell and Mayor Jack Wilson to discuss the committee's input to the new water rate structure. The committee had four suggestions which it felt warranted further analysis. Although rates have been approved as submitted by the consultant, Mr. McConnell agreed to revisit the issue within the next year for a new proposal, and will give the committee the opportunity to provide input at that time.

7. Presentation of water conservation survey results.

Shaun Rydell presented information collected through the Regional Water Conservation Opinion Survey. The survey was distributed in October, 2007. 80,000 surveys were sent out via utility bill inserts, and inserts in the Chino Chat, Big Bug and Prescott Valley Tribune. 2,900 surveys were completed and returned (10% of responses were via the web). Of the surveys returned, 1,200 were from Prescott residents. Survey Monkey was used for data input and analysis. Data input was accomplished through a regional effort. For a summary of major findings, please see the attached *Community Water Conservation Survey Summary Report & Conclusions*.

8. Presentation of Regional Water Conservation workbook

Amelia Rae has been working as an intern in the Water Conservation division since February. Amelia has primarily been working with Shaun Rydell on content for a new Regional Water Conservation workbook. The workbook is supported and developed by the Central Yavapai County Water Partners, and is also funded by the Bureau of Reclamation grant. The workbook will be distributed throughout Central Yavapai County and the Prescott AMA. The workbook will include information on basic hydrology, municipal water supplies and private wells, the Prescott AMA and the outdoor water connection. Tools to help consumers conserve will be included. Also information on drought, population increases, elevation changes, temperature,

watershed, and rainfall will be included. Shaun has agreed to post the workbook on the web so that committee members can review.

9. Progress Report from City Facilities Task Force

Howard Mechanic provided an update on City facilities. Howard, Ann-Marie Benz and Bob Williams met with Rudy Baranko, Debbie Horton and Eric Smith from Parks & Recreation to discuss water savings at City facilities. Parks & Rec has many heavily used, high water use toilets but indicated that they do not have the budget to replace them with low water use toilets. \$50,000 has been budgeted in the new year for retrofitting of City facilities. Landscape personnel indicated that they think xeriscape is more difficult to maintain than turf, due to papers/trash getting stuck in the rocks. The group visited Watson Lake to look at a large turf area that is being used for Highland Games and parking for the auto shows. They may be amenable to having a walking area around the outside to cut down on some of the grass. Also discussed was the area where Gurley Street and Sheldon Street meet. Due to the State road project currently under construction, this area will not be a priority this fiscal year.

Turf reductions are being considered at Honor Park on West Gurley, and the grass area in front of Miller Valley School. Parks & Rec will investigate high water use on the meter at the corner of Granite and Gurley Street. Palmer Hill was listed on Parks & Rec's water bill. Evidently the development agreement allowed them to use City water. Rudy Baranko will investigate the development agreement.

10. The next WC/SF meeting will be held August 21, 2008 in the Public Works Conference Room at 433 N. Virginia St.

Topics will include discussion of assigning a work group to analyze the Water Conservation Survey data.

11. Meeting was adjourned at 5:03 p.m.

TIM CREWS, Chairman

TERESA OGLE