



**CITIZENS' ADVISORY PANEL
August 21, 2012
Meeting Summary**

Attendance:

Reynolds Cate	Kay Kutchins
Gilbert Gallego	Ron Link
Todd Schroeder	Deborah Gilbertson
Lisa Tatum	Michael Ferguson
Marc Stroope	Olga G. Kauffman
Brice Moczgamba	Lupe Torres
Irma De Leon	Frank Almaraz
Adrian Reyes	Susan Albert
Jesse Pacheco	

Excused:

Bianca Maldonado	Gil Vargas
Alan Dutton	Theo Guidry
Sonia Imperial	Roxanne Faz

Absent:

Adam Greenup

Board Members:

SAWS Staff:

Steven Siebert	Charles Ahrens
Leslie Ehlinger	Kelley Neumann
Brandon Payne	Dan Crowley
Meagan Brown	Nathan Riggs
Julian Perales	

Call to Order:

The meeting was called to order by Judge Cate at 6:00 p.m.

Approval of Minutes:

Judge Cate asked if there were any questions, changes, or motions to the June minutes. Judge Cate requested approval of the minutes. Ms. Tatum motioned for approval. Mr. Schroeder seconded the motion. The minutes were approved for the June 2012 meeting.

Policy and Planning Report (Steven Siebert):

Edwards Aquifer Recovery Implementation Program (EARIP)

Due to the recent rain, SAWS will remain in Stage 2; less irrigation is needed with the shorter days and longer nights beginning in September.

The Aquifer Storage and Recovery Facility is bringing about 10 million gallons per day (mgd) which reduces the pressure on the Edwards Aquifer, and about six to seven mgd of that is from Local Carrizo, so it is a combination of SAWS resources within South Bexar County.

Dr. Gulley visited Albuquerque New Mexico in August regarding the Edwards Aquifer Recovery Implementation Program/Habitat Conservation Plan to meet with the Regional US Fish and Wildlife. US Fish and Wildlife plans to comply with the 2007 SB3 legislation to approve the HCP by December 31, 2012.

The Implementing Committee has approved the 2013 Work Plan. The *2012 Water Management Plan* is scheduled to go to the Board on September 11, once it is approved by the Board, we will have a final presentation to the CAP. This year the CAP spent January through June Benchmarking Demand Management. The CAP will spend the remainder of the session discussing briefing items.

The CAP and CCC Members will have a tour of SAWS Dos Rios Treatment Plant on Saturday, October 27 from 9:00 to 2:00; we need to meet at 8:45 in the SAWS Tower II Customer Service parking lot. Staff will send out an email invitation with an update on specific information. This tour is in addition to the monthly CAP meeting.

It is time to begin the annual follow-up CAP selection calls, this process will start the first week of September.

SAWS website has been updated and includes the daily Aquifer levels.

About one third of the CAP members attended the Board meeting in August for the Demand Management Benchmarking presentation.

Financing a Water Supply Project (Dan Crowley):

Capital Improvement Program/Operating and Maintenance Expenses

- Is a planning and budgeting tool that provides information about SAWS infrastructure needs
- It identifies facility and equipment requirements for sustaining, restoring and modernizing the facilities and infrastructure
- It also prioritizes and schedules them for funding and implementation through a multi-year plan
- Results in additions or improvements of a permanent nature
- Exceeds \$5,000
- Adds value and has a useful life of more than one year
- Prolongs the life of the improved or enhanced property
- Is necessary to establish or implement the use of a fixed asset such that the modification of other existing assets makes the new asset operational
- All current expenses of operating and maintaining the System not paid from the proceeds of any debt, including:
 - Salaries
 - Labor, materials, payments to professionals
 - Auditors, Attorneys, Consultants
 - Repairs and extensions to the system
 - Purchase of water supplies
 - Other materials, goods or services

Comments & Responses:

Mr. Moczgamba asked if the construction loan is a short-term, low interest loan. Mr. Crowley responded yes.

Mr. Moczgamba asked if Bonds could be refinanced. Mr. Crowley responded yes, at a percentage rate of 2 ½ to 3 percent.

Permitting a Water Supply Project (Meagan Brown/Julian Perales)

Project Permit Planning

Steps to Permit Planning

1. Permit Identification
2. Permit Responsibility
3. Permit Acquisition

Permit Identification

- Federal Permits
 - U.S. Corps of Engineers (USCOE) 404
- State Permits
 - Facility Permits
 - Operating Permits
 - New/modified water system & wastewater system permits
 - Discharge Permits
 - Underground Injection Control (TCEQ)
 - Texas Pollutant Discharge Elimination System (TPDES)
- Local Permits
 - Roadway (ROW)
 - Tree Ordinance
 - Railroad Crossing

Permit Responsibilities

- Assign the primary and secondary permit responsibilities
- Identify critical path permits and their priorities within the overall project
 - To ensure permit activities are completed within schedule requirements
 - Desalination Example: Injection Well permits

Permit Acquisition

- Assure that design engineers/contractors have sufficient permitting experience
- Determine the application requirements
- Conduct periodic project update meetings with members of the regulatory community
- Conduct permitting status review meetings to maintain the permitting schedule

Comments & Responses:

Mr. Siebert asked regardless of the project is the permit open-ended. Ms. Brown responded it depends on the permit. Some permits have an expiration date and would require either renewal or reapplication for permitting.

Mr. Link asked if you work with a critical path. Ms. Brown responded yes, part of the feasibility is to identify everything or there could be an impact.

Judge Cate asked with the revenue problems that the State has had the last few years, does it make it more difficult to get a permit on a timely basis. Ms. Brown responded yes.

Non-Revenue Water (Nathan Riggs)

Non-Revenue/Losses

Non-Revenue Water

- Water produced minus water sold

- Always a higher number
- Includes authorized uses that are not billed:
 - Line flushing
 - Firefighting
 - SAWS operations

Water Loss

- Non-Revenue water minus authorized non-billed water
- Only water that is not authorized is included
- This is the percentage usually reported
 - Accuracy of estimates on non-billed authorized uses is critical

Comments & Responses:

Mr. Ferguson asked what is the goal to bring non-revenue water down to. Mr. Riggs replied that the goal is to bring non-revenue water down to 10 to 12 percent.

Citizens to be Heard:

None

Next Meeting:

September 18, 2012

Adjournment:

With no further business to discuss, the Citizens' Advisory Panel Meeting was adjourned at 7:46 p.m. by Judge Cate.