



**CITIZENS' WATER ADVISORY COMMITTEE
CONSERVATION & EDUCATION SUBCOMMITTEE**

Friday, March 29, 2013

Tucson Water Building, 310 W. Alameda, 3rd Floor Director's
Conference Room, Tucson, Arizona

LEGAL ACTION REPORT and MEETING MINUTES

1. Call to Order

The meeting was called to order by Amy McCoy, committee chair at 3:07 p.m. Those present and absent were:

Present:

Jean McLain	Representative, City Manager
Amy McCoy	Representative, Ward 2
Catlow Shipek	Representative, City Manager

Absent:

Evan Canfield	Representative, Ward 5
Mark Day	Representative, City Manager

Staff Members Present:

Daniel Ransom	Tucson Water, Water Conservation Program Manager
Fernando Molina	Tucson Water, Public Information Officer
James MacAdam	Mayor's Office, Mayor's Aide
Jeff Biggs	Tucson Water, Strategic Initiatives Division Administrator
Jennifer Crook	Tucson Water, Administrative Assistant
Joaquim Delgado	Tucson Water, Public Information Specialist
Roberta Lopez-Suter	Tucson Water, Public Information Specialist

2. Call to Audience – None.

3. *Review of March 13, 2013, Legal Action Report and Meeting Minutes - It was moved by committee member McLain, duly seconded by committee member Shipek, and carried by a voice vote of 3 to 0, that the Legal Action Report and Meeting Minutes be approved.

4. *Mid-Year Report –Ransom provided an over view of Mid-Year Report. Brief discussion regarding number of workshops held by Smartscape. Lopez-Suter responded to McLain's question regarding number of teachers the Teacher Internship program can handle. Brief discussion on success of Multi-Family High-Efficiency Toilet Rebate Program. Delgado provided information regarding the work being completed by contractors. Molina stated the Multi-Family market is large in Tucson. MacAdam asked about demo site process at a City facility. Lopez-Suter and Ransom responded to inquiry. Molina stated Mid-Year Report will be sent as an informational memorandum. Motion by committee member Catlow, seconded by committee member McLain, and carried by a voice vote of 3 to 0.

5. Draft of FY14 Program – Ransom provided overview of proposed FY14 budget. McCoy and McLain had questions regarding operating expenses. McLain inquired about method of surveys. Molina provided response and discussed marketing of programs. McLain asked if Project WET was staffed by the University of Arizona or in-house, Ransom confirmed all the University of Arizona. Comment from Catlow suggesting breaking out program costs versus administrative costs. MacAdam requests cost-benefit analysis. Revisions to FY14 budget will be presented at April 10, 2013 meeting.

6. Call to Audience – None.

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Legal Action Report
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7. Future Meeting Agenda Items –FY14 Budget, Strategic Plan, Rainwater Harvesting Rebate modification
8. Adjourn - Meeting was adjourned at 4:28 p.m.

The next meeting is scheduled for Wednesday, April 10, 2013, at 3:30 p.m. in the 3rd Floor Director's Conference Room, Tucson Water Building, 310 W. Alameda, Tucson, Arizona.