SUSTAINABLE ENVIRONMENT COMMISSION

Steve McGeehan
Commission Chair
sec@ci.moscow.id.us

Regular Meeting
~Agenda~

Kyle Steele
Staff Liaison
208-883-7133

https://www.ci.moscow.id.us/551/Sustainable-Environment-Commission

Tuesday **December 14, 2021**	**6:00 PM**	**Hamilton Indoor Recreation Center** **1724 E F St,**

NOTE: this meeting will be held in the Hamilton Indoor Recreation Center (1724 E F St.)

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. **Approval of Sustainable Environment Commission November 16, 2021 Minutes (ACTION ITEM)**
   Minutes presented for approval.

   PROPOSED ACTIONS: Approve the November minutes as presented; approve minutes with amendments; or provide staff further direction.

2. **Public Comment and Response to Previous Comments (limited to 10 minutes)**
   Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and city of residence for the record and limit your remarks to three (3) minutes.

3. **SEC Code and Brochure Updates (ACTION ITEM)**
   Continued discussion of revisions to Chapter 9 of the City Code describing the structure and duties of the Sustainable Environment Commission. The SEC will also discuss updates to the commission brochure

   PROPOSED ACTIONS: Approve the updates and revisions or take other action as appropriate.

REPORTS

1. City Sustainability Report- Kelli Cooper
2. Moscow High School Subcommittee Report- Nicole Xiao (or delegate)
3. Climate Action Working Group – Tina Hilding

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ANNOUNCEMENTS

UPCOMING EVENTS / MEETINGS

1. Next SEC meeting January 18, 2022

ADJOURN

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

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Volunteer

The City of Moscow is always seeking applicants to fill positions on boards and commissions. For additional information regarding this group please visit the 'Commission' webpage online at **www.ci.moscow.id.us.**
If you are interested in applying, please fill out and return the Application for Appointment form available at City Hall or online. Successful applicants will be appointed by the Mayor and confirmed by the City Council to fill the term of appointment.

If you have any questions or would like information regarding a specific board or commission, please contact the City at **208.883.7000.**

Giving Back to the

Community

The City of Moscow delivers quality municipal services while ensuring responsible use of resources. We anticipate and meet the needs of our diverse population in order to build trust and enhance a sense of community.

City of Moscow

206 E. Third Street
Moscow, ID 83843

Phone: 208-883-7000
Fax: 208-883-7018
www.ci.moscow.id.us

CITY OF MOSCOW 1887 IDAHO

Sustainable Environment Commission

The Sustainable Environment Commission

The City established the Commission to solicit advice and information about sound environment management practices for promoting public health and safety of the citizens of Moscow.

Who are the members of the Sustainable Environment Commission?

People like you! The Commission seats 9 voting members, 3 of which can reside outside the City limits and including at least one college student for a term of 1 year. All other members have a 3-year term. The Commission may include at least 1 non-voting high school student for a term of 1 year and at least 1 non-voting county resident who does not reside within City limits for a 3-year term.

Commission Roster

Commissioner	Term Expiration
Steve McGeehan, *Chair*	12/31/2022
Tina Hilding *Vice Chair*	12/31/2022
Jassen Bluto	12/31/2021
Jamal Lyksett	12/31/2023
Kristin Haltinner	12/31/2023
Victoria Seever	12/31/2021
Amber Ziegler	12/31/2023
Ilan Carter, MHS seat	12/31/2021
Marley Pankratz, College Seat	12/31/2021
Natalie Wiley, College Seat	12/31/2021

Contact the Commission:

Kyle Steele — Staff Liaison

Email: sec@ci.moscow.id.us

Phone: 208-883-7133

How do I become a member?

If you would like to become a member, simply do one of the following:

- Apply online at the Commissions Home Page on the City's website at: www.ci.moscow.id.us/commissions, and follow the instructions
- Contact the City of Moscow at 208-883-7000
- Contact any current member of the Commission

Current Initiatives

- Working with a citizen-based Pollinator Working Group and the MHS Environmental club on an initiative for Moscow to become a 'Bee City USA'
- Worked with the City's Sustainability Specialist to review yearly reports on progress on the City of Moscow's Greenhouse Gas Reduction initiative
- Formed the Climate Action Working Group (CAWG) which recently assisted in preparing a Climate Change Impacts Assessment for Moscow
- Researching alternatives to pesticide and herbicide applications, particularly in areas used by children and pets. Alternatives being investigated include: 1. buffer areas around playgrounds where pesticides would not be applied and 2. demonstrating Organic Land Management practices in selected parks

Chapter 9

Sustainable Environment Commission

Sec. 9-1: Statement of Intent and Purpose
Sec. 9-2: Commission Established
Sec. 9-3: Organization
Sec. 9-4: Duties
Sec. 9-5: Rules of Conduct
Sec. 9-6: Reports

Sec. 9-1. Statement of Intent and Purpose.

The City intends, by the establishment of this Sustainable Environment Commission, to solicit advice and information about sound environmental management practices for promoting the public health and safety of the citizens of Moscow. (Ord. 2008-23, 10/20/2008)

Sec. 9-2. Commission Established.

There is hereby established a Sustainable Environment Commission. This Commission shall consist of up to nine (9) voting members serving without pay. A non-voting member of this Commission shall not be considered in determining the number required for a quorum or whether a quorum is present. Members of the Commission shall be appointed by the Mayor, with the consent and approval of the City Council. Not more than three (3) members of the Commission may reside outside the city limits. Except as otherwise specifically provided herein, the term of office of the Commission members chosen from the residents at large shall be three (3) years, or until their successors are appointed and qualified, except that the members of such Commission will be appointed and/or reappointed to such term that the terms of approximately one-third (1/3) of the members expire annually thereafter. There shall be one (1) ex-officio member who shall be a member of the City Council, who shall not vote, and whose term shall be two (2) years. Where possible, this Commission shall include at least one (1) student enrolled at least three quarters (3/4) time in a post-secondary educational program, who shall serve a one (1) year term, which term may be renewed. At least one (1) student enrolled in high school or an equivalent educational program shall serve as a non-voting member of this Commission for a one (1) year term, which term may be renewed. This Commission shall also include at least one (1) Latah County resident who does not reside ~~in~~ within City limits who shall serve as a non-voting member of this Commission for a three (3) year term.

The members shall hold office at the pleasure of the Mayor. ~~He~~ The Mayor may revoke ~~their~~ member appointments at any time and for any reason ~~he~~ they deem~~s~~ sufficient, with approval of the City Council. Any vacancy in such Commission occurring other than through the expiration of a term, shall be filled by the Mayor, with approval by the City Council for the unexpired term. (Ord. 2008-23, 10/20/2008)

Sec. 9-3. Organization.

The members of the Commission shall meet and organize by electing one of their members chairperson, and such other officers as may be necessary, every year on the first regularly scheduled meeting after January 1. Roberts Rules of Order shall regulate the conduct of business. A majority of members of the Commission shall constitute a quorum. The Commission may establish subcommittees and advisory committees to advise and assist in carrying out the duties of the Commission. Where possible, this Commission shall coordinate efforts with other local boards, commissions, and groups. A record of meetings, hearings, testimony, resolutions, studies, findings, and actions taken shall be maintained.

Sec. 9-4. Duties.

DRAFT

It shall be the duty of the Commission to advise and inform the City Council about sound environmental management practices for promoting the public health and safety of citizens of Moscow. The duty of the Commission shall include, but not be limited to, ~~conducting public hearings;~~ receiving public comment; and gathering, assessing, and evaluating information pertaining to the health and environmental concerns of the City. ~~The Commission shall maintain a data bank at City Hal to assist it in monitoring health and environmental situations.~~ The~~Further, the~~ Commission may implement programs with consent of the Council to achieve the stated duties.

Specifically, the Commission will make recommendations to the Council in the following matters:

A. Pesticide/Herbicide/Chemical Use: recommending voluntary guidelines for the use of pesticides and other potentially harmful chemicals in and around the city by:
   1. Encouraging adoption of best management practices~~Integrated Pest Management (IPM)~~ on all property within the City;
   2. Reviewing~~Developing~~ procedures to notify the public as necessary when and where chemical application is to occur~~, subject to voluntary provision of prior notification by applicators when such application involves property not owned by the City.~~

B. Pollinator Protection
   1. Working with city staff and experts to regularly assess the status of regional pollinators.
   2. Working with city staff and the public to promote native landscape, habitat corridors, non-adverse chemical toward pollinators, and other feasible methods to ensure the health and encouragement of pollinators, and other feasible methods to ensure the health and encouragement of pollinator activity within the city and natural connections to surrounding agriculture and other properties.

~~B.~~ Air Quality

C.
   ~~1. Informing the public regarding proper use of solid fuel heating appliances to reduce emissions;~~
   ~~2. Developing procedures to notify the public when air pollution alert has been declared;~~
   ~~3. Develop~~Review recommendations to deal with air quality issues which affect Moscow residents, such as, but not limited to, refuge from regionally persistent wildfire smoke
   1.

D. Water Quantity and Quality:
   ~~C.~~1. R~~r~~ecommending programs for the protection of water quality and quantity (as it relates to water conservation) with emphasis on groundwater, surface waterways and drainages within Moscow and buffer zone extending five hundred feet (500') in width beyond the city limits boundary.

E. Waste Stream:
   1. A~~a~~iding the City in implementing programs relative to waste reduction, and recycling, ~~and deposits~~ specifically by providing review of the solid waste reduction and education program.

F. Climate Change
   1. Working with city staff and experts to regularly assess projected climate impacts to the City of Moscow
   2. Work with city staff and the public on climate action planning, including mitigation and adaptation strategies
   ~~D.~~3. Recommending educational opportunities, policy changes, infrastructure updates, or incentives that will help the community address climate change challenges.

~~E.~~G. Any other health and environmental issues as may be directed by the City. (Ord. 2003-09; 04/08/03)

Sec. 9-5. Rules of Conduct

The Commission shall address issues and concerns relating to health and the environment not currently being addressed by other local boards, commissions or groups. The Commission may offer ~~offer assistance to~~aid other local entities in relation to health and environmental concerns.

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DRAFT

Sec. 9-6. Reports.

The Commission shall make full and complete annual reports to the Mayor and Council. Other reports shall be made to the Mayor and/or Council as necessary. (Ord. 2002-10, 04/16/02; Ord. 2003-09; 04/08/03)

DRAFT

SUSTAINABLE ENVIRONMENT COMMISSION

Steve McGeehan
Commission Chair
sec@ci.moscow.id.us

Regular Meeting
~Minutes~

Kyle Steele
Staff Liaison
208-883-7133

https://www.ci.moscow.id.us/551/Sustainable-Environment-Commission

Tuesday **November 16, 2021**	**6:00 PM**	**Mayor's Conference Room** **206 E. 3rd St.**

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

PRESENT: Steve McGeehan-Chair; Tina Hilding-Vice; Victoria Seever; Al Poplawsky; Jamal Lyksett
STAFF: Jenifer Rossini, Administrative Assistant; Kelli Cooper, Environmental Education and Sustainability Specialist
OTHERS: David Hall; Kinzie (Student); Kathy (Student), Jonathan Kukel (Gritman Medical Center)
ABSENT: Marley Pankratz; Gordon Wilson; Asaph Cousins; Jassen Bluto

REGULAR AGENDA

1. **Approval of Sustainable Environment Commission October 19, 2021 Minutes (ACTION ITEM)**
   Minutes presented for approval.
   PROPOSED ACTIONS: Approve the October minutes as presented; approve minutes with amendments; or provide staff further direction.

Al moved to approve October 19, 2021 minutes, Jamal second to approve minutes as presented.
Roll Call Vote: Ayes: Unanimous Nays: None. Abstentions: None. Motion carried.

2. **Public Comment and Response to Previous Comments (limited to 10 minutes)**
   Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and city of residence for the record and limit your remarks to three (3) minutes.

Kathy stated that in the October meeting the Climate Action Working Group mentioned they would like more ways to reach the public. Kathy has suggestions on how to make this happen.

3. **SEC Mission Statement (Action Item)**
   Continued discussion of revision to the SEC Mission Statement.
   PROPOSED ACTIONS: Approve the revision of take other action as appropriate.

Draft

Kelli has combined comments from the commission and David into one document. Tina clarified that the reason there are updates to the mission's statement is that a group of high school students mentioned there was nothing about climate change in the SEC mission statement. Kelli clarified these changes are suggestions and Council will have the ultimate decision in changes.

Steve also mentioned that there are members of the SEC that don't 100% agree with climate change being human caused. Victoria said that the public has brought climate change to Council for the SEC to look at.

The group did agree that pollinators needed to be in the statement. As well as making sure it reads water quality and quantity. The commission cut out the first two points on the air quality section. As well as adding wildfire smoke concerns.

Tina added "four tools" she believes are essential to action on a climate action plan; education, changes to statutes, infrastructure updates, and incentives.

They also discussed using "policy" as the wording for changes instead of "code". Example, policy changes, instead of code changes.

Victoria also suggested to cut out several sentences in regards to pesticides use. David also suggested, under the pesticide section, that perhaps this section should include less specific wording; the commission agreed that adding less specific wording would read better.

Al added to delete "deposits' from the waster stream section, since no one on the Commission believed that to be currently relevant.

They will review changes tonight and make the official vote to send the document to council at the next meeting.

For clarification on the mission statement pending updates, please refer to the attached documents

4. 2021 Palouse Basin Water Summit

Discussion of the 2021 Palouse Basin Water Summit and what we can learn from it.

The topic of this year's water summit was water conservation. The speaker for the summit talked about how cities should focus on outside water irrigation to further conserve water. Al proposed showing the residents of Moscow a study on the benefits to the aquifer by only watering twice a week.

Tina suggested the City use more reclaimed water. Kelli explained further that the University of Idaho uses reclaimed water from our wastewater plant to water their green spaces.

Steve also brought up about the type of irrigation will help conserve as well.

Draft

Kelli gave examples of how other cities conserve water. She also did point out that Moscow has a very low rate of water loss and Moscow is well below the national average water use. Kelli also discussed the other water alternatives that are being discussed with the Palouse Basin Aquifer Committee (PBAC) and reinstated that water conservation measures still need to be used in combination with the alternative water source. (Please refer to http://palousebasin.org/ for potential alternative water supply projects.)

REPORTS

1. City Sustainability Report- Kelli Cooper

Kelli says the Water Department is running a trial on smart meters. These meters will help homeowners be more aware of water usage.

Kelli will become a certified irrigation auditor next summer.

February 23rd and 24th will be the next Pollinator summit in person. There will be speakers, a movie and child programs.

Nichole (Water Conservation Specialist) is looking to make updates to the water conservation plan, due to the drought this past summer. There was discussion about creating a water budget. Victoria suggested a joint meeting with Planning and Zoning about water with City officials.

2. Moscow High School Subcommittee Report- Ilan Carter/Nicole Xiao

No report given

3. Climate Action Working Group (CAWG)-Tina Hilding

The group has expanded. Ben Ewert gave a presentation about his proposal for mitigation strategies in building and transportation for his school project.

Website was launched this week and will include emissions inventories from the past several years.

As part of Nicole's extended learning internship, she is working to develop a draft resolution which will include climate goals for City Council to eventually adopt. Tim is working on adaptation strategies for the climate action plan.

Mary Dupree suggested having a regular column in the newspaper in regards to climate topics. As well as household energy audits to engage the public more.

Tina is working with Avista for incentives for electrification.

Tom Lamar says Palouse Clearwater Environmental Institute does tree plantings and would like to work with the City to create a tree planting goal.

Draft

The University of Idaho has a climate action plan from 2010, that is being updated and revised to include carbon neutral by 2030.

The CAWG is meeting on December 13th at 6pm. They will meet on the second Monday of each month.

ANNOUNCEMENTS

Steve has been lobbying with a group of people on proposing climate concerns to Mike Crapos office in regards to the Forest Bill, that will put control over wood come in from deforested areas.

UPCOMING EVENTS / MEETINGS
Next Commission meeting is undetermined due to the holidays.

ADJOURN
The meeting adjourned at 7:37 PM

_____
Steve McGeehan, Chair *(or stamped by Deputy City Clerk)*

Draft

Notes on a
Water Use Budget

Submitted to the
City of Moscow Planning and Zoning Commission
and
Moscow City Council

Maintaining an adequate water supply is probably the most important function that Moscow must meet. It is spending money to support research on alternative water supplies, all of which will be very expensive. It is promoting citizen water conservation. It needs to do more there – more of the evaluated conservation measures should be implemented. As it is illegal in Idaho to "mine" (pump more than is naturally recharged to) the Grande Ronde aquifer, Moscow and the other pumping entities in the Basin can not continue to pump from it, as it has essentially no known natural recharge. As the City has stated (see below), "Without a sustainable, safe, reliable, and adequate potable water supply the City's growth and vitality will be limited, economic development curtailed, residential development impacted, and fire protection and public health compromised."

There seems to be a big gap in the City's procedures. It has no water use budget. The City should develop and enact such a budget. The state of California is requiring municipalities and water utilities to develop water use budgets, and there are examples Moscow can look to. The City of Menlo Park, California, is one place to look.

Moscow also may not have a restriction on resale of its water. Could a company come in and bottle Moscow water for resale?

Two areas for which a water use budget would be particularly useful is determining whether a property should be allowed to be annexed for potential development, and subsequently regulating any development. Currently, as per Planning & Zoning Commission request, City staff estimates the amount of water that might be used in a proposed development plan. But Planning & Zoning passes the buck to the City Council. The current City Council seems ready to welcome any growth, and has not, to my knowledge, denied any annexation or development plan based on the amount of water that the City would potentially be required to provide on build-out. Passing all annexation and development proposals through a water use budget would be invaluable in keeping a handle on withdrawals from our aquifers.

> 24. It is anticipated that under commonly observed residential household water use within the City (114 gallons per day per occupant) that the proposed development could be reasonably anticipated to use approximately 4.21 million gallons of water per year (45 du x 2.25 occupants/du x 114 gallons/occupant x 365 days/year = 4.21 million gallons/year). [*Gateway on Sixth Reasoned Statement of Relwvant Criteria and Standards, Relevant Facts and Conclusions]*
> *https://moscowid.civicclerk.com/web/UserControls/DocPreview.aspx?p=1&aoid=784*

Development of such a budget was a Moscow City Council goal for fiscal year 2007, and $10,000 was marked in the fiscal year 2010 budget for developing a water use budget. It was subsequently struck as a goal in 2017. I have found no record of the reasoning for that action.

A water use budget could guide the City as to whether it should annex land based upon how much water it is opening itself up to providing. Perhaps growth of the City by the annexation is not sufficiently beneficial to the public to outweigh the toll of draw down of the aquifer upon development.

At the development stage, a water use budget could require that offsets or compensation be used.
Set some sort of limit on water use. Have new development be required to offset its projected water use by some means, and keep the development's water use as low as is practical. Offsets to consider include supplying funding to extend the reach of recycled water use within the City or UI, compensation through replacing others' toilets to low flow, and converting others' lawns to low-water-use plantings. Actually, the new development could contribute to a fund to pay for any or all of the Water Conservation Plan conservation measures to balance out their additional water use (some being through an educational angle):

23 Free Devices
24 Free Irrigation Audits
25 Free Landscape Guide Booklet
26 Rebate Program – Toilet
27 Rebate Program – Urinals
28 Rebate Program – Hot Water Valve
29 Rebate Program – Clothes Washer
30 Rebate Program – Cooling System
31 Rebate Program – Ice Machines
32 Rebate Program – Rain Barrel
35 Efficient Parks Irrigation System
36 FUI Effluent Program

1 Low-volume toilets
2 HET toilets
3 Low-volume urinals
4 Waterless urinals
5 Toilet-leak detection and repair
6 Toilet-tank displacement devices
7 Decreased toilet flushes
8 Low-flow showerheads
9 Decreased shower use
10 Instant Hot Water Valve
11 Faucet aerators – bathroom
12 Faucet aerators – kitchen
13 Decreased faucet use

14 Efficient clothes washers
15 Eliminate partial clothes washer loads
16 Air-cooled ice machines
17 Audits for automatic irrigation
18 Audits for manual irrigation
19 Outdoor device giveaways
20 Low water use plants guide book
21 [50 gallon] Rain Barrel Catchment
22 Less Lawn
23 Efficient restaurant spray heads
24 Hotel bedding and towel message
25 Infrastructure Leak Detection and Repair
26 Flushing Water Use Reductions

Guidance in the building stage, such as, "All new buildings shall be dual plumbed for the internal use of recycled water." can be included.

The current City of Moscow *Water Conservation Plan* recommends, in Table 3-4 (reproduced in part below), a *regulatory incentive for new development* to conserve water.

Table 3-4 Ranking of Conservation Incentives for WCP

Incentive	***Ranking Parameter***	***Ranking Results***
Regulatory: New Development Water Use	*Other Department*	*Recommended*

Resources

City of Menlo Park, California, *Water Use Budget Guidelines for New Developments in the Office, Life Sciences and Residential Mixed-Use Zoning Districts* (2018)

G7 - Water Budget 03272018_1.pdf [8 pages]

"The green and sustainable building measures require that new construction ... incorporate water efficiency and recycled water measures to address potential future water supply shortfalls. Most of the area is served by Menlo Park Municipal Water..."

"The green and sustainable water efficient and recycled water requirements include the following:

1. Single pass cooling systems shall be prohibited in all new buildings.
2. All new buildings shall be built and maintained without the use of well water.
3. All new buildings shall be dual plumbed for the internal use of recycled water.
4. All new buildings more than one hundred thousand (100,000) square feet of gross floor area shall prepare and submit a proposed water budget and accompanying calculations following the methodology approved by the City.
5. All new buildings two hundred and fifty [sic] (250,000) square feet or more in gross floor area shall use an alternate water source for all City approved non-potable applications and shall be required to submit an Alternate Water Source Assessment to be reviewed and approved by the City's Public Works Director and Community Development Director prior to certification of building occupancy. Conservation measures to meet the requirements of this section may be proposed and are subject to approval of the City Council."

Analysis

As discussed earlier, new development 100,000 square feet of gross floor area and larger requires the development of a water budget. The intent of the water budget is to account for a project's estimated total water demand from outdoor and indoor uses at full occupancy. The water use budget guidelines are included as Attachment A. In summary, the water use budget will be based on the following:

1. Building use and size,
2. Lot size.
3. Description of intended water uses.
4. Indoor water demand based on the number and use from plumbing fixtures and fittings, heating and cooling systems, and other indoor uses and processes.
5. Outdoor use demand based on requirements of the Menlo Park Municipal Code Chapter 12.44 Water Efficient Landscaping Ordinance.
6. Other pertinent information as required by the Public Works Director.

To calculate water demand, the guidelines present a calculation methodology based on the State's Building Code, local regulations and other industry standards. For all new buildings two hundred and fifty [sic] (250,000) square feet or more in gross floor area, the water use budget shall account for the potable water demand reduction resulting from the use of an alternative water source for all City approved non-potable applications. An Alternate Water Source Assessment shall be submitted that describes the alternative water source and proposed non-potable application as described in the water use budget guidelines."

"On May 31, 2018, two long-term water-use efficiency conservation bills (SB 606 and AB 1668) were signed into law by Gov. Jerry Brown. These call for the creation of indoor and outdoor water-use targets for [urban] water agencies."

Water Conservation FAQs _ Thousand Oaks, CA.pdf

Six-Year Goal Review An update and review of Council Goals from 2007 – 2012
Gary J. Riedner, City Supervisor & Department Heads March 6, 2012
Hall, David March 2012 6-year goal review.pdf

Abandoned Goals

2007 Develop and implement Paradise Creek protection program.

Miscellaneous Status

Year	Goal	Status
2009	Establish sustainable water use "budget."	Limited Progress
2010	Establish sustainable water use "budget."	Limited Progress

Infrastructure Water

Goal: 2009, Establish sustainable water use "budget".
Staff Involved: Administration, Community Development, Public Works
Status: Limited Progress
History:

City continues to participate in Palouse Basin Aquifer Committee, Palouse Water Summit and WIRA 34 process. Some research occurring on water budget programs in other jurisdictions. Goal carried over to 2010.

Challenges: N/A

Funds Budgeted:	**Funds Expended:**
FY07 $0	FY07 $0
FY08 $0	FY08 $0
FY09 $0	FY09 $0
FY10 $0	FY10 $0
FY11 $0	**FY11 $0**
FY12 $0	

Infrastructure Water

Goal 2010, Establish sustainable water use "budget".
Staff Involved: Administration, Community Development, PublicWorks
Status: Limited Progress
History:

City continues to participate in Palouse Basin Aquifer Committee, Palouse Water Summit and WIRA 34 process. Some research occurring on water budget programs in other jurisdictions. Goal carried over from 2009.

Challenges: N/A

Funds Budgeted:	**Funds Expended:**
FY07 $0	FY07 $0
FY08 $0	FY08 $0
FY09 $0	FY09 $0
FY10 $0	FY10 $0
FY11 $0	FY11 $0
FY12 $0	

WATER USE BUDGET GUIDELINES

Engineering Division
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6740; fax 650-327-5497

CITY OF MENLO PARK

Water use efficiency requirements

A. All new building construction within the Office, Life Sciences, and Residential Mixed-Use shall comply with the California Green Building Standards Code (CALGreen), Cal. Code Regs.,Title 24, Part 11 and water use efficiency and recycled water requirements per the corresponding zoning ordinances: Office (O) Section 16.43.140 Green and sustainable building; Life Sciences (LS) Section 16.44.140 Green and sustainable building; and Residential Mixed-Use (R-MU), Section 16.45.140 Green and sustainable building.
   1. All new buildings more than one hundred thousand (100,000) square feet of gross floor area shall prepare and submit a proposed water budget and accompanying calculations following the methodology described in Section B for review and approval by the City's Public Works Director prior to certification of building occupancy.
   2. All new buildings two hundred and fifty (250,000) square feet or more in gross floor area shall use an alternate water source for all City approved non-potable applications and shall be required to submit an Alternate Water Source Assessment as described in Section C to be reviewed and approved by the City's Public Works Director and Community Development Director prior to certification of building occupancy.
      a. Alternative water sources shall include rainwater, graywater, stormwater, and blackwater as defined below and other as approved by the City's Public Works Director and Community Development Director.
         - Rainwater – precipitation collected from aboveground surfaces, such as building roofs.
         - Graywater – wastewater generated from indoor uses such as showers, bathtubs, bathroom sinks and laundry equipment.
         - Stormwater – precipitation collected from surface drainage and underground piping.
         - Blackwater – wastewater generated from toilets, dishwashers and kitchen / utility sinks.
      b. Non-potable applications shall include toilet and urinal flushing, cooling applications, process water, dust control and soil compaction, water features / decorative fountains, irrigation and other as approved by the City's Public Works Director and Community Development Director and as allowed by Division 4 of Title 22 of the California Code of Regulations and the California Plumbing Code.
      c. Applicants may propose conservation measures to meet the requirements of this section subject to approval of the City Council. The conservation measures shall achieve a reduction in potable water use equivalent to the projected demand of City approved non-potable applications, but in no case shall the reduction be less than 30 percent compared to the approved water budget. The conservation measures may include on-site measures, off-site measures or a combination thereof.

B. New and rehabilitated landscapes associated with projects requiring City review and approval shall comply with the requirements of the Menlo Park Municipal Code Chapter 12.44 Water-Efficient Landscaping Ordinance.

Water use budget

A. For projects determined to be subject to the California Environmental Quality Act ("CEQA") and Water Code §10910(a) and 10912(a)(3), thus requiring a Water Supply Assessment, the water use budget shall provide the basis for the water demand.
B. The water use budget shall be comprehensive and account for a project's estimated total water demand from outdoor and indoor uses at full building occupancy.
C. The water use budget shall include the following:
   1. Project background, applicant information, location, lot size, building size (gross square footage), land use designation, building use(s) and space type(s), and estimated date of project completion.
   2. Description of all intended water uses.
   3. Detailed projections of the total annual indoor and outdoor potable water demand on a monthly basis per the calculation methods presented in Section B.2. The water demand calculations shall be presented based on building space types(s) and uses, number of plumbing fixtures and fittings with respective duration times and frequency of use, occupancy counts, days of operation, heating / cooling system modeling data and results, process water requirements and modeling data and results, irrigation needs, and other pertinent data. The calculations shall be detailed, state all assumptions, note referenced material, and be provided in Microsoft Excel.
   4. Other pertinent information as required by the Public Works Director.

D. Methodology:
   1. Indoor water demand – shall consist of the demand from plumbing fixtures and fittings, heating and cooling systems, and other indoor uses and processes.
      a. Non-residential
         - Plumbing fixtures and fittings
            - Flow rates shall be based on the latest version of CALGreen.
            - Fixture / fitting frequency of use and duration time per occupant type and gender ratio shall be based on values provided in the latest version of Leadership in Energy and Environmental Design (LEED) Water Use Reduction Additional Guidance.
            - Occupancy counts shall be based on the latest version of LEED for Building Operations and Maintenance and include numbers for Full Time Equivalents (FTEs) and Transient FTEs per building space type and gross square footage.
         - Days of operation shall be based on the project's intended use of the building space types(s).
      b. Residential Mixed-Use
         - Plumbing fixtures and fittings
            - Flow rates shall be based on the latest version of CALGreen.
            - Fixture / fitting frequency of use and duration time per occupant type and gender ratio shall be based on values provided in the latest version of LEED Water Use Reduction Additional Guidance.
         - Household size shall be based on the average number of residents per dwelling unit as determined by the Public Works Director.
         - Days of operation shall be based on 365 days.
      c. Heating and cooling - Demand from heating and cooling shall be specific to the requirements and intended use of the proposed systems and shall be based on modeling results that account for the local climate conditions and days of operation. The water demand shall be presented on a monthly and annual basis.
      d. Process water - Demand from process water shall be specific to the requirements and intended use of the proposed system(s) and shall be based on modeling results, if applicable. The water demand shall be presented on a monthly and annual basis.
      e. Other indoor demand - Demand from other indoor uses shall be specific to the requirements and intended use of the proposed system(s).
   2. Outdoor water demand – shall consist of the demand from irrigation and other outdoor uses.
      a. Irrigation demand shall be determined based on the Menlo Park Municipal Code Chapter 12.44 Water-Efficient Landscaping Ordinance.
      b. Demand from other outdoor uses shall be specific to the requirements and intended use of the proposed system(s).

E. The applicant may propose adjustments to the water budget methodology that more accurately reflect specific uses from the project subject to the review and approval by the Public Works Director.

Alternate water source assessment

A. The Alternate Water Source Assessment shall include the following:
   1. Project background, building size, land use designation, location and applicant information.
   2. Description of alternative water source(s) and projected monthly and annual generation rates based on availability and seasonal variability.
   3. An annual water budget as described in Section B that quantifies the projected potable water demand, demand of City approved non-potable applications and reduction in total water demand resulting from the use of an alternative water source. The water budget shall include monthly water demand / reduction projections.
   4. Proposed method of water treatment and system capacity.
   5. Description of the non-potable application(s), distribution method, monthly demand and potable make-up / supplemental needs, if applicable.
   6. Conceptual design drawings and flow diagrams.
   7. Planned method of system operation, maintenance and monitoring.
   8. Compliance with State, San Mateo County and City regulatory requirements.
   9. Description of all required permits, permitting process and schedule.
   10. Other information as required by the Public Works Director and Community Development Director.

B. Applicants may meet the alternate water source requirements through conservation measures with approval from the City Council.

1. The conservation plan shall include the following:
    - Project background, building size, land use designation, location and applicant information.
    - Description of conservation measures.
    - An annual water budget as described in Section B that quantifies the projected potable water demand, demand of City approved non-potable applications and reduction in total water demand resulting from the conservation measures. The water budget shall include monthly water demand / reduction projections.
    - Compliance with the minimum potable water demand reduction requirements.
2. Approval from the City Council must be obtained prior to certification of building occupancy.

Monitoring requirements

A. Twelve (12) months after the date of the certification of occupancy, the building owner shall submit data and information to the City's Public Works Director sufficient to allow the City to compare the actual water use to the allocation in the approved water budget.
B. In the event that actual water consumption exceeds the water budget, a water conservation program, as approved by the City's Public Works Director, shall be implemented. Twelve (12) months after City approval of the water conservation program, the building owner shall submit data and information sufficient to allow the City to determine compliance with the conservation program. If water consumption exceeds the budgeted amount, the City's Public Works Director may prohibit the use of water for irrigation or enforce compliance as an infraction pursuant to Chapter 1.12 of the Municipal Code until compliance with the water budget is achieved.

Chapter 9

Sustainable Environment Commission

Sec. 9-1: Statement of Intent and Purpose
Sec. 9-2: Commission Established
Sec. 9-3: Organization
Sec. 9-4: Duties
Sec. 9-5: Rules of Conduct
Sec. 9-6: Reports

Sec. 9-1. Statement of Intent and Purpose.

The City intends, by the establishment of this Sustainable Environment Commission, to solicit advice and information about sound environmental management practices for promoting the public health and safety of the citizens of Moscow. (Ord. 2008-23, 10/20/2008)

Sec. 9-2. Commission Established.

There is hereby established a Sustainable Environment Commission. This Commission shall consist of up to nine (9) voting members serving without pay. A non-voting member of this Commission shall not be considered in determining the number required for a quorum or whether a quorum is present. Members of the Commission shall be appointed by the Mayor, with the consent and approval of the City Council. Not more than three (3) members of the Commission may reside outside the city limits. Except as otherwise specifically provided herein, the term of office of the Commission members chosen from the residents at large shall be three (3) years, or until their successors are appointed and qualified, except that the members of such Commission will be appointed and/or reappointed to such term that the terms of approximately one-third (1/3) of the members expire annually thereafter. There shall be one (1) ex-officio member who shall be a member of the City Council, who shall not vote, and whose term shall be two (2) years. Where possible, this Commission shall include at least one (1) student enrolled at least three quarters (3/4) time in a post secondary educational program, who shall serve a one (1) year term, which term may be renewed. At least one (1) student enrolled in high school or an equivalent educational program shall serve as a non-voting member of this Commission for a one (1) year term, which term may be renewed. This Commission shall also include at least one (1) Latah County resident who does not reside ~~in~~ within City limits who shall serve as a non-voting member of this Commission for a three (3) year term.

The members shall hold office at the pleasure of the Mayor. The Mayor~~He~~ may revoke ~~their~~ Commission appointments at any time and for any reason they~~he~~ deems sufficient, with approval of the City Council. Any vacancy in such Commission occurring other than through the expiration of a term, shall be filled by the Mayor, with approval by the City Council for the unexpired term. (Ord. 2008-23, 10/20/2008)

Sec. 9-3. Organization.

The members of the Commission shall meet and organize by electing one of their members chairperson, and such other officers as may be necessary, every year on the first regularly scheduled meeting after January 1. Robert's Rules of Order shall regulate the conduct of business. A majority of members of the Commission shall constitute a quorum. The Commission may establish subcommittees and advisory committees to advise and assist in carrying out the duties of the Commission. Where possible, this Commission shall coordinate efforts with other local boards, commissions, and groups. A record of meetings, hearings, testimony, resolutions, studies, findings, and actions taken shall be maintained.

Sec. 9-4. Duties.

It shall be the duty of the Commission to advise and inform the City Council about sound environmental management practices for promoting the public health and safety of citizens of Moscow. The duty of the Commission shall include, but not be limited to, ~~conducting public hearings;~~ receiving public comment; and gathering, assessing, and evaluating information pertaining to the health and environmental concerns of the City. ~~The Commission shall maintain a data bank at City Hal to assist it in monitoring health and environmental situations. Further,~~ The Commission may implement programs with consent of the Council to achieve the stated duties.

Specifically, the Commission will make recommendations to the Council in the following matters:

A. Pesticide/Chemical Use: recommending voluntary guidelines for the use of pesticides and other potentially harmful chemicals in and around the city by:
   1. Encouraging adoption of Integrated Pest Management (IPM) on all property within the City;
   2. ~~Developing procedures to notify the public as necessary when and where chemical application is to occur, subject to voluntary provision of prior notification by applicators when such application involves property not owned by the City.~~

~~B.~~ B. Air Quality

   1. ~~Informing the public regarding proper use of solid fuel heating appliances to reduce emissions;~~
   2. ~~Developing procedures to notify the public when air pollution alert has been declared;~~
   3. Develop recommendations to deal with air quality issues which affect Moscow residents, such as refuge from regionally persistent wildfire smoke.

B. Water ~~Quality~~:

   C.1. R recommending programs for the protection of water quality and quantity (as it relates to water conservation) with emphasis on groundwater, surface waterways and drainages within Moscow and buffer zone extending five hundred feet (500') in width beyond the city limits boundary.

C. Waste Stream:

   1. ~~Aiding~~Aaiding the City in implementing programs relative to waste reduction, recycling, and deposits specifically by providing review of the solid waste reduction and education program.

D. Climate Change

   1. Working with city staff and academic experts to regularly assess projected climate impacts to the City of Moscow
   2. Working with city staff and the public on climate action planning, including mitigation and adaptation strategies
   ~~D.~~3. Recommending educational opportunities, statutory changes, infrastructure updates, or incentives that will help the community address climate change challenges.

E. Any other health and environmental issues as may be directed by the City. (Ord. 2003-09; 04/08/03)

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The Commission shall address issues and concerns relating to health and the environment not currently being addressed by other local boards, commissions or groups. The Commission may offer assistance to other local entities in relation to health and environmental concerns.

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The Commission shall make full and complete annual reports to the Mayor and Council. Other reports shall be made to the Mayor and/or Council as necessary. (Ord. 2002-10, 04/16/02; Ord. 2003-09; 04/08/03)

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Commented [6]: I this always the best? Maybe less specific, "best management practices"?

Commented [7]: ... but within City limits? How does this occur?

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