

**Summary of Minutes**  
**SB 181 / SB 660 Committee Conference Call**

Date: Tuesday February 14, 2012  
Time: 2:00pm – 3:05 pm.  
Location: Texas Water Development Board  
1700 North Congress Ave.  
Austin, TX 78701

Meeting Facilitators: TWDB support staff  
Meeting Attendees: Members of the SB 181 /SB 660 Committee  
Chris Loft Kevin Kluge  
Justin Weinheimer Comer Tuck  
Ken Kramer John Sutton  
Dean Minchillo Vanessa Escobar  
Ruthanne Haut  
Gene Montgomery  
Donna Howe  
Scott Swanson  
Karen Guz

At 2:00pm the conference call began and roll call was taken. The discussion focused on how guidance should be viewed and what should be included in guidance for SB 181 reporting tools. The following are topic areas that the committee suggested to put into a guidance document:

- Guidance on Texas Commission on Environmental Quality (TCEQ) Chapter 288 Definitions.
- Guidance on population, permanent versus temporary.
- Guidance on population service areas.
- Guidance on determining gallons per capita per day (gpcd).
- Guidance on measuring savings.
- Guidance on how a supplier can evaluate their institutional customer's water use.
  - *Identify the total water use of the institutional sector.*
  - *Determine 5 &10 year goals for the institutional sector.*
  - *Identify high users in the institutional sector.*
  - *Identify which institutional users to conduct a survey or audit for.*
  - *Create conservation programs for the institutional sector.*
- Guidance on how a supplier can evaluate their industrial customer's water use.
  - *Identify the total water use of the industrial sector.*
  - *Determine 5 &10 year goals for the industrial sector.*
  - *Identify high users in the industrial sector.*
  - *Identify which industrial users to conduct a survey or audit for.*
  - *Create conservation programs for the industrial sector.*
- Guidance on how a supplier can evaluate their commercial customer's water use.
  - *Identify the total water use of the commercial sector.*
  - *Determine 5 &10 year goals for the commercial sector.*
  - *Identify high users in the commercial sector.*
  - *Identify which commercial users to conduct a survey or audit for.*
  - *Create conservation programs for the commercial sector.*
- Guidance on how a supplier can evaluate their residential customer's water use.
  - *Identify the total water use of the residential sector.*
  - *Determine 5 &10 year goals for the residential sector.*
  - *Identify high users in the residential sector.*
  - *Identify which residential users to conduct a survey or audit for.*
  - *Create conservation programs for the residential sector.*

Council support staff will begin drafting a guidance document to be shared at the March 22 Council meeting. The meeting was adjourned at 3:05pm.