

## Minutes: Commercial and Institutional Workgroup Meeting (Conference Call)

December 2, 2015

Time Start: 1:30 PM

Time Stop: 2:20 PM

<b>Members</b>	<b>Alternates</b>	<b>Interested Parties</b>	<b>TWDB Staff</b>
Bill Hoffman	Dustan Compton Craig Elam Denise Hickey	Matthew Berg Alan Berthold Mark Jordan Brandon Leister Art Torres Kevin Wagner Eddie Wilcut	Shae Luther John Sutton

### 1. Introductions/Roll Call

The meeting was called to order at 1:30 PM and roll call was taken.

### 2. Discussion of revisions to draft Best Management Practice: Commercial and Institutional BMPs – A Complete Guide

Workgroup discussed incorporating updates and revisions

- Graphs and charts updated to 2014 data
- Two chapters added (water use patterns and financial incentives & technical assistance)
- Example text boxes and/or pictures should be included for each of the eleven BMP topics

Other discussion topics

- potentially include more details regarding LEED certification
- compiling audit data (metrics and how water used in different sectors)
- incorporating more benchmarking data
- potentially include desktop audit/checklist either as part of the guide or as a companion document
- possibly include another chapter on “considerations for existing and new buildings”
- John Sutton to look into landscaping information for possibly adding as BMP

→ Workgroup will have comments on updates returned by January 31.

→ Next conference call for the Commercial and Institutional Workgroup will be sometime in mid-February 2016.

### 3. Discussion on inputs to audit data

Not discussed at this meeting.

### 4. Adjourn

The call ended at 2:20 pm.