
MEMORANDUM

TO: ALL DEPARTMENT HEADS
FROM: MICHAEL KAUFFMANN, WATER/WASTEWATER DIRECTOR
SUBJECT: WATER CONSERVATION – LEADING THE WAY
DATE: 10/26/07

As I'm sure you are all aware, Governor Purdue has mandated that all water producers in the northern half of the state must reduce their water production by at least ten percent. As a water provider, it is not only our responsibility to encourage the public to conserve water but we must also lead the way by showing our commitment to save water within our own ranks. Please help out by looking for ways to reduce water consumption in your departments.

While some departments use a substantial amount of water, others may only have a toilet and a sink or two. Just because your total usage is small, that doesn't mean your efforts are not important. Even if your efforts only save us a thousand gallons a month that thousand gallons may be the difference between being able to stand up proudly saying we supported our Governor's efforts or getting out the checkbook to pay a fine to EPD.

Once you've identified ways to save water, please send your plans to me so that I can share them with the public to show our City's commitment to this effort. If you have implemented water conservation measures in the past, be sure to mention those efforts as well and explain how successful they have been.