



COUNCIL SUBCOMMITTEE FOR WATER ISSUES MEETING

SUBCOMMITTEE MEETING AGENDA

TUESDAY, JANUARY 8, 2019, 9:00 AM

Lower Level Conference Room, 201 South Cortez Street
Prescott AZ 86303
(928) 777-1272

Jim Lamerson, Chairman

Steve Blair, Councilman

Steve Sischka, Councilman

The following Agenda will be considered by the Prescott **Council Subcommittee for Water Issues** at its **Subcommittee Meeting** pursuant to the Prescott City Charter, Article II, Section 13. Notice of the meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02. One or more members of the Council Subcommittee may be attending the meeting through the use of a technological device.

A. Call to Order

B. Roll Call

SUBCOMMITTEE MEMBERS:

Chairman Jim Lamerson

Member Steve Blair

Member Steve Sischka

C. Approval of Minutes of December 4, 2018

D. 2019 Water Allocation Update

E. Water Service Agreement Applications

1. Bailey (WSA18-021)

2. Lafferty (WSA18-022)

F. Matrix New World Contract Update (City Contract No. 2019-079)

G. Adjournment

EXECUTIVE SESSION

Upon a public majority vote of a quorum of the Council Subcommittee for Water Issues, the Council Subcommittee may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. §38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

THE CITY OF PRESCOTT ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. With 72 hours advanced notice, special assistance can be provided for sight and/or hearing-impaired persons at this meeting. Reasonable accommodations will be made upon request for persons with disabilities or non-English speaking residents. Please call the City Clerk (928) 777-1272 to request an accommodation to participate in this public meeting. Prescott TDD number is (928) 445-6811. Additionally, free public relay service is available from Arizona Relay Service at 1-800-367-8939 and more information at www.azrelay.org

Confidentiality

Arizona statute precludes any person receiving executive session information from disclosing that information except as allowed by law. A.R.S. §38-431.03(F). Each violation of this statute is subject to a civil penalty not to exceed \$500, plus court costs and attorneys' fees. This penalty is assessed against the person who violates this statute or who knowingly aids, agrees to aid or attempts to aid another person in violating this article. The city is precluded from expending any public monies to employ or retain legal counsel to provide legal services or representation to the public body or any of its officers in any legal action commenced for violation of the statute unless Council Subcommittee for Water Issues takes a legal action at a properly noticed open meeting to approve of such expenditures prior to incurring any such obligation or indebtedness. A.R.S. §38-431.07(A)(B).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on _____ at _____ m. in accordance with the statement filed by the Prescott Council Subcommittee for Water Issues with the City Clerk

Maureen Scott, MMC, City Clerk

**COMMITTEE AGENDA MEMO**

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **1-8-19**

DEPARTMENT: **Public Works**

AGENDA ITEM: Approval of Minutes of December 4, 2018

Item Summary

Subcommittee meeting minutes from December 4, 2018, for review and approval.

Attachments

1. Council Subcommittee Minutes of December 4, 2018

Recommended Action: **MOVE** to approve Subcommittee Minutes of December 4, 2018.

MINUTES OF THE CITY COUNCIL SUBCOMMITTEE FOR WATER ISSUES HELD ON DECEMBER 4, 2018, IN THE LOWER LEVEL CONFERENCE ROOM, LOCATED AT 201 S. CORTEZ STREET, PRESCOTT, ARIZONA.

A. Call to Order

Chairman Lamerson called the meeting to order at 9:02 a.m.

B. Roll Call

CITY COUNCIL SUBCOMMITTEE FOR WATER ISSUES MEMBERS:

Present:

- Chairman Jim Lamerson
- Member Steve Blair
- Member Steve Sischka (arrived 9:05)

Staff Present:

- Michael Lamar, City Manager
- Clyde Halstead, Senior Assistant City Attorney
- Leslie Graser, Water Resource Manager
- Leah Hubbard, Water Resource Coordinator
- Gwen Rowitsch, Administrative Support Services Manager
- Teresa Ogle, Administrative Assistant

C. Approval of Minutes for the November 6, 2018 Meeting

COUNCILMAN BLAIR MOVED TO APPROVE THE MEETING MINUTES OF NOVEMBER 6, 2018. CHAIRMAN LAMERSON 2ND. PASSED (2.0). (COUNCILMAN SISCHKA ARRIVED AFTER VOTE)

D. Alternative Water Budget for Calendar Year 2018 Update

For Calendar Year 2018 (January 1, 2018, through December 31, 2018), alternative water for new development was made available ("budgeted") by Council in the categories of Single-family, Multi-family, and Commercial. On October 2, 2018, the Subcommittee took action to combine the remaining 2018 balances in the single family and multi-family categories into one category, Residential, resulting in the following:

	2018 Budget	Amount of Budget Remaining
Residential	20 acre-feet	15.51 acre-feet
Commercial	100 acre-feet	20.0 acre-feet

Attachment: Council Subcommittee Minutes of December 4, 2018 (2298 : ITEM C: Minutes: 12 04 2018)

E. Water Service Agreement Applications

WSA18-020 (Cholewa)

Water Service Agreement Application No. WSA18-020 was filed by Walter Cholewa on November 14, 2018. The applicant is seeking an alternative water allocation of one (1) new single family residential unit, located at 1319 Windwalker (APN 111-03-177E).

Per the Calendar Year 2018 Water Management Policy, as amended, the applicant has submitted Building Permit (B1810-066) and Water Service Agreement (WSA18-020) applications. The project requires a total of 0.25 AF. Per policy it has been approved administratively.

THE SUBCOMMITTEE MADE NO RECOMMENDATION, AS THIS WAS AN INFORMATION ITEM.

F. Herb Dishlip Consulting Update (City Contract No. 2019-080)

The Water Resource Management Model map was reviewed.

Next Steps:

1. Complete data scrubbing/fine tuning
2. Add plats that were either not available or not located at the time of initial build
3. Resolve parcels that didn't have City billing points
4. Complete model documentation
5. Complete Test Case 1 - billed usage vs. various allocation volumes

THE SUBCOMMITTEE MADE NO RECOMMENDATION AS THIS WAS AN INFORMATION ITEM.

G. Southwest Groundwater Consulting Update (City Contract No. 2019-079)

On August 28, 2018, Council approved City Contract No. 2019-079 for specialized technical support on Comprehensive Agreement No. 1. An update was provided regarding the work plan that commenced in late September 2018, and the plans for Calendar Year 2019.

Next Steps:

1. Complete contract review - there are approximately 2 years remaining of the CA1 contract
2. Commence quarterly reports (annual reporting has been active)
3. Complete associated actions to the well drilling contract
4. Review and close contracts, extend those as determined necessary to meet City's objectives

THE SUBCOMMITTEE MADE NO RECOMMENDATION AS THIS WAS AN INFORMATION ITEM.

H. Water Smart: Drop by Drop 2018 Update

Leslie Graser reviewed the Water Smart Series and the topics covered in 2018. The program calendar for 2019 was also reviewed. Councilman Blair suggested that a session be held for commercial landscapers in 2019 to provide training on irrigation practices.

I. Council Subcommittee 2019 Calendar

The Subcommittee for Water Issues will be meeting in 2019 on the first Tuesday of each month, with the exception of January, where the meeting will be held on January 8, 2019, due to the New Year's holiday.

J. Adjournment

There being no further business to discuss, the meeting was adjourned at 9:32 a.m.

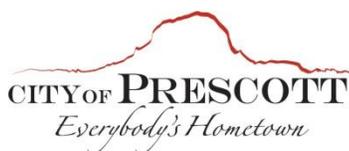
Respectfully Submitted by:

Teresa Ogle, Administrative Coordinator

Councilman Jim Lamerson, Chairman

Date: _____

Attachment: Council Subcommittee Minutes of December 4, 2018 (2298 : ITEM C: Minutes: 12 04 2018)



COMMITTEE AGENDA MEMO

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **1-8-19**

DEPARTMENT: **Public Works**

AGENDA ITEM: Alternative Water Budget for January 1, 2019 through July 1, 2019

Item Summary

For January 1, 2019 until July 1, 2019, alternative water supplies were made available in accordance with City Resolution No. 2018-1663. The available supply is 350 acre-feet and stated to be for, "...any development of any type during this period."

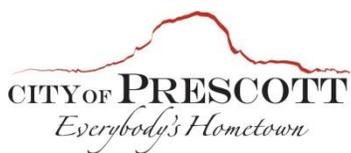
Requests for Water Service

New Water Service Agreement applications existing or filed before December 25, 2018 (submission deadline for 1/8/2019 Subcommittee meeting).

Application No.	Requested Volume (in acre-feet)	Water Remaining (in acre-feet)	Budget
WSA 17-028, Catholic Charities ¹	6.35		343.65
WSA 18-022, Lafferty	23.25		320.40

¹On March 13, 2018, City Council approved a letter of endorsement (City Resolution No. 2018-1635) for water resources to serve the proposed Twin Cedars project. The water supply had been set aside in the City's water portfolio for possible allocation from and use in Calendar Year 2019. In accordance with the Council Agenda Memo of March 13, 2018, "Pending the award of the HUD grant, the Twin Cedars [water service agreement] application will be placed on a City Council agenda for approval of a standard water service agreement (specifying the volume, performance criteria, etc.)"

Recommended Action: For information purposes.



COMMITTEE AGENDA MEMO

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **1-8-19**

DEPARTMENT: **Public Works**

AGENDA ITEM: Water Service Agreement Application No. WSA18-021 by Charles and Frances Bailey for one (1) new single family residential unit, located at 2480 N. Woods Edge Way (APN 100-02-007S).

Summary

Water Service Agreement Application No. WSA18-022 was filed by Steve Perry, the builder for the Bailey's, on November 27, 2018. The applicant is seeking one water service connection in accordance with an historic agreement recorded as Book 350 Page 109.

Background

A City letter dated June 30, 2015, documents the property outside City limits and as a larger parcel identified as Yavapai County Assessor's parcel 100-02-007L. APN 100-02-007L was entitled to one (1) water service connection in accordance with the Iron Springs Improvement District, and lot splits would not be supported.

A second letter was provided on August 22, 2016, when an inquiry was made in regards to a newly created parcel identified as APN 100-02-007S. This letter confirmed that only one connection was available, and could be used for this parcel. The remaining four lots created from splitting APN 100-02-007L would not have City water availability. The applicant and builder have determined that the one (1) connection would go to APN 100-02-007S.

In accordance with the adopted Water Management Policy, water has been allocated at 0.25 acre-feet per year, and per policy was approved administratively.

Attachments

1. Letters of June 30, 2015, and August 22, 2016
2. Location Map
3. Water Service Agreement Application No. 18-021

Recommended Action: For information purposes.



Water Resources
201 S. Cortez, Prescott, AZ 86302
(928) 777-1380 Fax (928) 777-1255

August 22, 2016

Steve Perry

RE: City of Prescott water service for APN 100-02-007S

Mr. Perry:

This letter serves as a response to your inquiry regarding City of Prescott water service to parcel 100-02-007S. The City of Prescott committed one water service connection to your property in a June 30, 2015 letter (attached) stating:

In summary, parcel 100-02-007L is entitled to water service for one residential dwelling unit (0.35 acre feet/ year) but lot splits will not be supported. For example, if the parcel is split into 5 parcels, only one of the parcels will be entitled to water service. Please do not hesitate to contact me with additional questions.

It is my understanding you would like this single water service connection to be committed to parcel 100-02-007S, a parcel split from 100-02-007L. The City of Prescott will accommodate this request regarding the allowance of a water allocation outside of City limits as stated in the June 30, 2015 letter. Applicant shall be solely responsible for the costs of any water and sewer main extensions or upgrades required by the City to serve the Property.

Sincerely,

A handwritten signature in black ink, appearing to read "Annikki Chamberlain".

Annikki Chamberlain
Water Resource Coordinator

Attachment: Letters of June 30, 2015, and August 22, 2016 (2304 : ITEM E.1. WSA 18-021 Bailey)



Water Resources
201 S. Cortez
Prescott, AZ 86302
(928) 777-1380 Fax (928) 777-1255

June 30, 2015

Steve Perry

RE: City of Prescott water service for APN 100-02-007L

Mr. Perry:

This letter serves as a response to your inquiry regarding City of Prescott water service to parcel 100-02-007L. Prescott City Code (PCC) 2-1-8 describes the provision of water to areas outside of the City limits and a copy has been enclosed for your review. In general, the City of Prescott does not provide water service outside of City limits unless the parcel is eligible for one of the exemptions identified in PCC 2-1-8(A). Parcel 100-02-007L is part of a historic agreement known as the Iron Springs Improvement District and therefore entitled to water service (per exception 2-1-8(A)1) for no more than one (1) residential dwelling unit per parcel of property (per PCC2-1-8(C)). The phrase "parcel of property," as used herein, shall mean all of that real property which was contiguous and under common ownership at any time on or after October 4, 2005.

In summary, parcel 100-02-007L is entitled to water service for one residential dwelling unit (0.35 acre feet/ year) but lot splits will not be supported. For example, if the parcel is split into 5 parcels, only one of the parcels will be entitled to water service. Please do not hesitate to contact me with additional questions.

Sincerely,

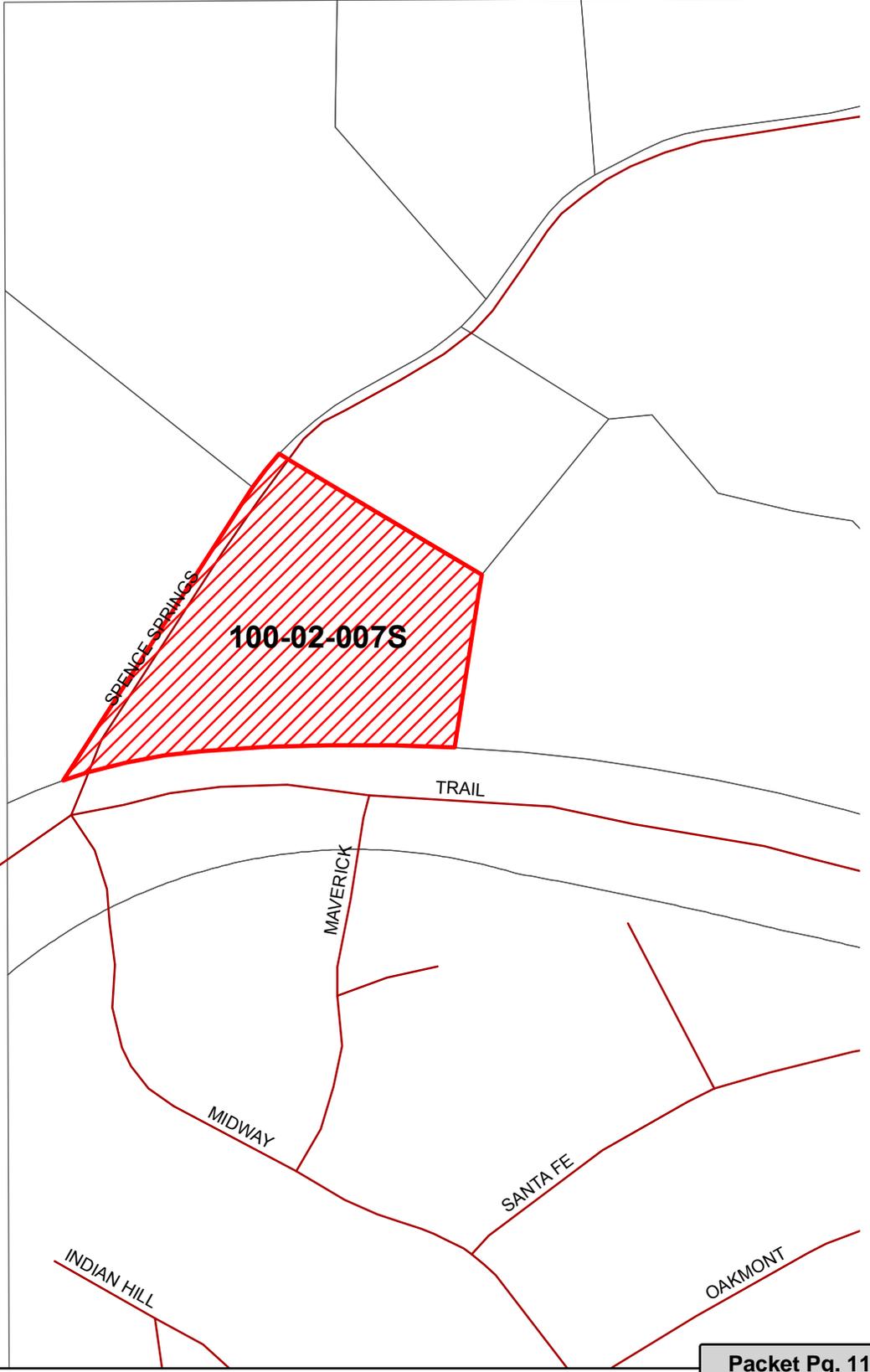
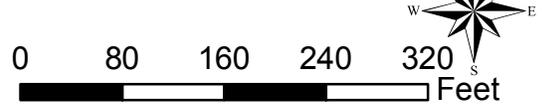
A handwritten signature in black ink, appearing to read "Annikki Chamberlain".

Annikki Chamberlain
Water Resource Coordinator

Attachment: Letters of June 30, 2015, and August 22, 2016 (2304 : ITEM E.1. WSA 18-021 Bailey)

Exhibit B WSA18-021

E.1.b



Attachment: Location Map (2304 : ITEM E.1. WSA 18-021 Bailey)



WATER SERVICE AGREEMENT APPLICATION

Public Works - Water Resource Management Division
201 S. Cortez St., Prescott, AZ 86303
(P) 928.777.1645 (F) 928.777.1255

Please complete this application and submit it with a building permit, site plan, or preliminary plat application. Include a legible legal description (metes and bounds) on a separate sheet of paper. Submit all documents and the filing fee directly to the Permit Center at 201 S. Cortez St, Prescott, AZ 86302.

APPLICANT INFORMATION

Applicant: SS Homes Contact Person: [Redacted]
Address: [Redacted] City/State/Zip: [Redacted]
[Redacted] Email: [Redacted]

Property Owner: Charles + Fran Bailey Contact Person: _____
Address: _____ City/State/Zip: _____
Phone: [Redacted] Email: _____

PROJECT SITE

Address: 2480 N. Woods Edge way Prescott, Arizona
Current Zoning: _____ Proposed Zoning: _____
Assessor's Parcel Number(s) of Existing Property:
100 - 02 - 0075 _____
Existing Water Service (Y/N): (Y) Existing Sewer Service (Y/N): (Y)
Existing Well (Y/N): _____ If Yes, Well Registry No.: _____

PROJECT DESCRIPTION

Is the project Residential or Commercial? Residential
Please provide brief description:
New Single Family Homes

of Proposed Units: one # of Proposed Lots: one

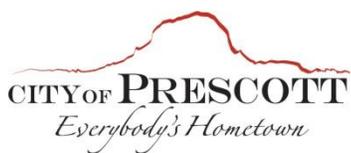
Has a Water Demand Analysis been completed (commercial)? _____
Has a building permit application been submitted? _____
Has a Planning and Zoning Recommendation been made? _____

Applicant Signature: [Redacted] Date: 11-27-18

OFFICE USE ONLY

DATE:	PERMIT #: WSA18-_____	FEE PAID:	ACCELA:	Legal Attached:
SITE PLAN:	BUILDING PERMIT:	PRELIMINARY PLAT:		

Attachment: Water Service Agreement Application No. 18-021 (2304 : ITEM E.1. WSA 18-021 Bailey)

**COMMITTEE AGENDA MEMO**

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **1-8-19**

DEPARTMENT: **Public Works**

AGENDA ITEM: Water Service Agreement Application No. WSA18-022 by Michael Lafferty for 155 apartment units located at 4740 E. Robin Drive (APNs 103-15-160A and 103-15-165)

Summary

Water Service Agreement Application No. WSA18-022 was filed by Michael Lafferty on November 30, 2018. The applicant is seeking an alternative water allocation for one hundred and fifty-five (155) apartment units.

Background

This application is in accordance with the current Water Management Policy. The applicant has submitted Site Plan (PLN18-032) and Water Service Agreement (WSA18-022) applications. The project requires a total of 23.25 acre-feet.

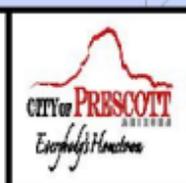
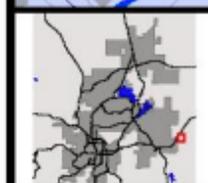
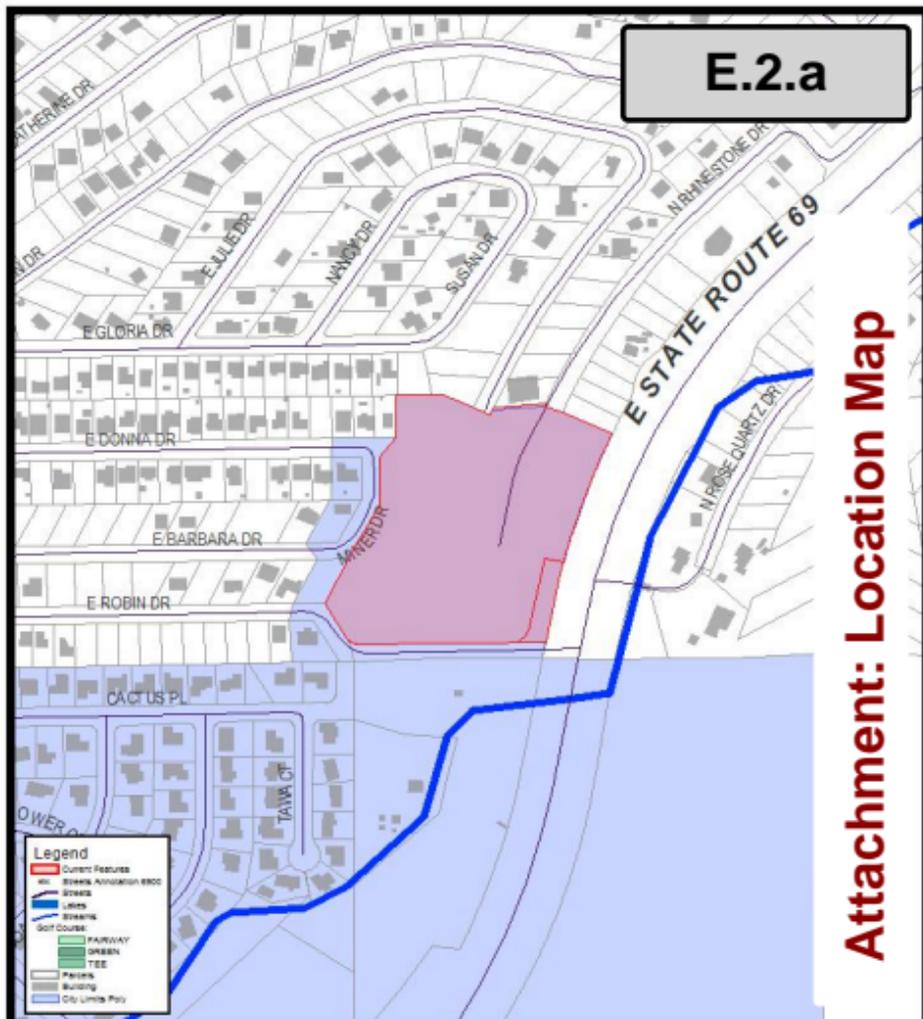
Attachments

1. Location Map
2. Site Plan No. PLN18-032
3. WSA Application No. 18-022

Recommended Action: MOVE to forward the application to Council for consideration.

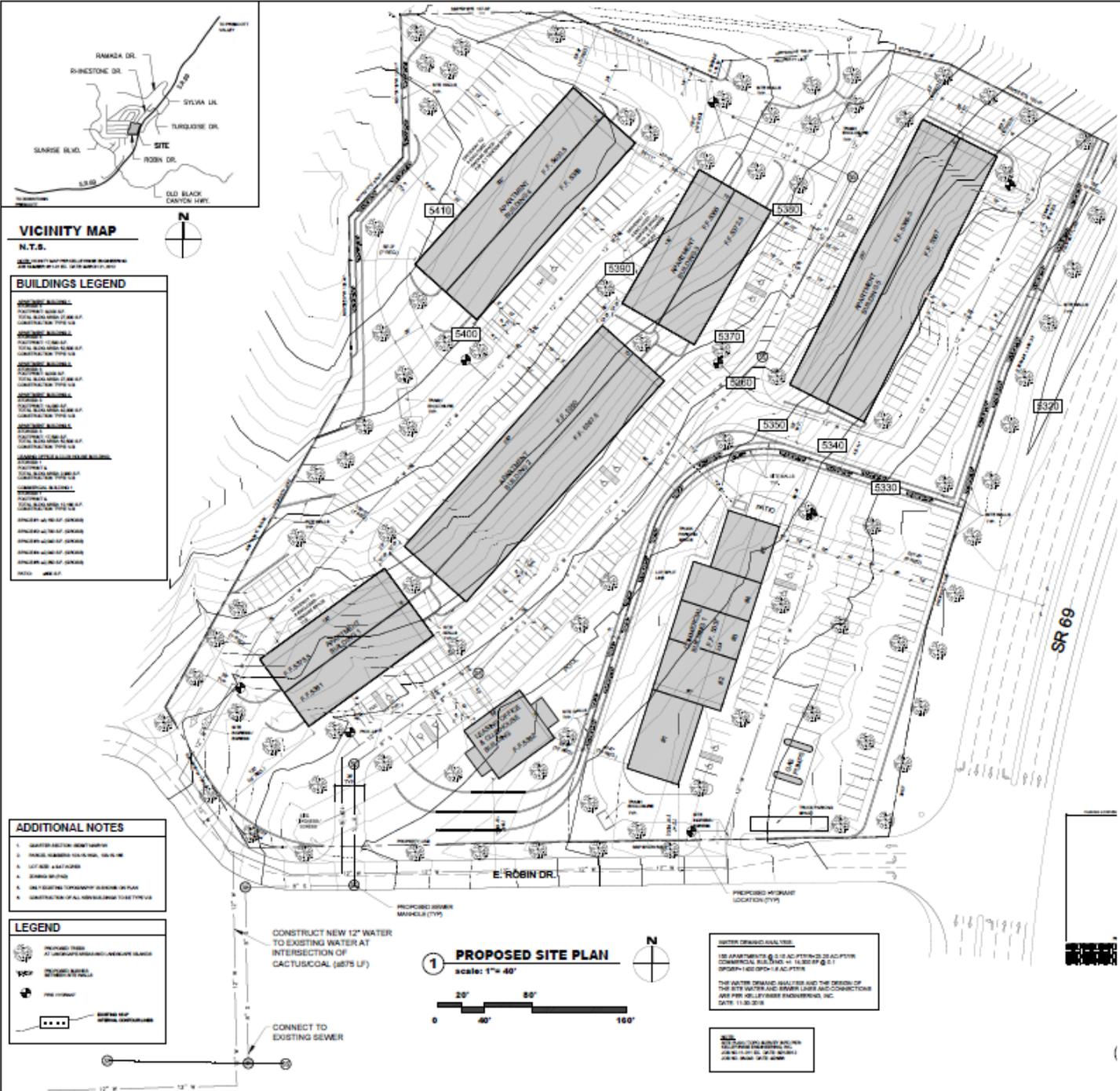
E.2.a

Attachment: Location Map



This map is a product of
The City of Prescott

Packet Pg. 14



Attachment: Site Plan No. PLN18-032 (2301 : ITEM E.2. WSA 18-022, Lafferty)



WATER SERVICE AGREEMENT APPLICATION

Water Resource Management Division
201 S. Cortez St., Prescott, AZ 86303
(P) 928.777.1645 (F) 928.777.1255

Please complete the form and submit a legible legal description on a separate sheet of paper as well as a site plan of the subject property with proposed improvements. Submit all documents and the filing fee directly to the Community Development Department at 201 S. Cortez St, Prescott, AZ 86302.

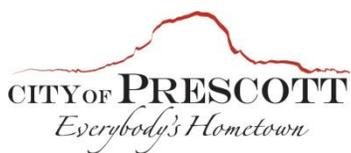
APPLICANT INFORMATION	
Applicant: <u>Michael Lafferty</u>	Contact Person: <u>Michael Lafferty</u>
Address: [REDACTED]	City/State/Zip: <u>Phoenix AZ 85054</u>
Phone: [REDACTED]	Email: [REDACTED]
Property Owner: <u>Broyco Properties, LLC</u>	Contact Person: <u>Bob Broules</u>
Address: [REDACTED]	City/State/Zip: [REDACTED]
Phone: [REDACTED]	Email: [REDACTED]
PROJECT SITE	
Address: <u>4740 E. Robin Drive</u>	<u>Prescott, AZ 86301</u>
Current Zoning: <u>BR (PAD)</u>	Proposed Zoning: <u>N/A</u>
Assessor's Parcel Number(s) of Existing Property: <u>103 - 15 - 160A</u> <u>103 - 15 - 165</u>	
Existing Water Service (Y/N): <u>No</u>	Existing Sewer Service (Y/N): <u>NO</u>
Existing Well (Y/N): <u>NO</u>	If Yes, Well Registry No.: <u>N/A</u>
PROJECT DESCRIPTION	
Is the project Residential, or Commercial? <u>Both</u>	
Please provide brief description: <u>155 multi-family residential apartments and 14,000 square feet of retail.</u>	
# of Proposed Units: <u>155</u>	# of Proposed Lots: <u>2</u>
Has a Water Demand Analysis been completed (commercial)?	<u>Yes (Eric Bay)</u> <i>SHOWN ON SITE PLAN</i>
Has a building permit application been submitted?	<u>No</u>
Has a Planning and Zoning Recommendation been made?	<u>N/A</u>

Applicant Signature: [REDACTED]

Date: 11/30/18

OFFICE USE ONLY				
DATE:	PERMIT #: WSA18-	FEE PAID:	ACCELA:	Legal Attached:
SITE PLAN:	BUILDING PERMIT:	PRELIMINARY PLAT:		

Attachment: WSA Application No. 18-022 (2301 : ITEM E.2. WSA 18-022, Lafferty)

**COMMITTEE AGENDA MEMO**

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **1-8-19**

DEPARTMENT: **Public Works**

AGENDA ITEM: Update on Comprehensive Agreement No. 1 technical support, City Contract No. 2019-079, with Matrix New World (formerly known as Southwest Groundwater Consultants).

Summary

On August 28, 2018, City Council approved City Contract No. 2019-079 for specialized technical support on Comprehensive Agreement No. 1. An update will be provided on work products and their purpose.

Background

On September 19, 2012, Council approved Comprehensive Agreement No. 1 (CA#1) with Salt River Project (SRP) and the Town of Prescott Valley, providing for implementation of an enhanced groundwater and surface water monitoring system, generating data for a refined (“nested”) groundwater model to be developed for the Big Chino Sub-basin and its connection to the Upper Verde River. The total budget for the CA#1, with a cost share among the three parties, is \$5.6 million dollars. The conclusion of the groundwater flow model development is scheduled for May 2020.

Recommended Action: For information purposes.