



COUNCIL SUBCOMMITTEE FOR WATER

ISSUES MEETING

SUBCOMMITTEE MEETING AGENDA

TUESDAY, SEPTEMBER 1, 2020, 9:30 AM

Council Chambers, 201 South Cortez Street

Prescott AZ 86303

(928) 777-1272

Steve Blair, Councilman

Steve Sischka, Councilman

Billie Orr, Mayor Pro Tem

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.

This meeting may be viewed on Channel 64, and Facebook Live as well as on the City's website:
<https://prescott.12milesout.com/live-video>

Or Via Zoom By Registering in advance at (after registering you will receive a confirmation email with info to join the meeting):

<https://us02web.zoom.us/join/register/tZltc-2hqzsvGND0Dwn-rkzy9IPvGFY8HFZS>

Comments from the public may be submitted through the City website: <http://www.prescott-az.gov/city-management/leadership/speaker-request-form/>

1. Call to Order

2. Roll Call

Chairman Steve Blair

Member Billie Orr

Member Steve Sischka

3. Public Comment

Public Comment will be accepted following each agenda item and limited to three (3) minutes. Please complete a comment card and return it to City staff; speakers will be called in the order received.

4. Approval of August 4, 2020 Meeting Minutes

5. Water Requests (more than 2 AF/year) - WSA20-006

6. Infrastructure Topic: Pumping vs. Recharge January to July Update

7. Focus Topic: FY21 Conservation and Education Outreach

8. 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

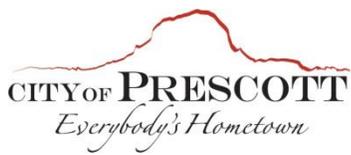
Arizona statute precludes any person receiving executive session information from disclosing that information except as allowed by law. A.R.S. §38-431.03(F). Each violation of this statute is subject to a civil penalty not to exceed \$500, plus court costs and attorneys' fees. This penalty is assessed 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 Aug. 27, 2020 at 3:00 pm. in accordance with the statement filed by the Prescott Council Subcommittee for Water Issues with the City Clerk



Sarah M. Siep, City Clerk

**COMMITTEE AGENDA MEMO**

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **9-1-20**

DEPARTMENT: **Council Subcommittee for Water Issues**

AGENDA ITEM: Approval of August 4, 2020 Meeting Minutes

Item Summary

Approval of August 4, 2020, Council Subcommittee on Water Issues Minutes.

Attachments

1. August 4, 2020 Minutes

Recommended Action: **MOVE** to approve the August 4, 2020 Minutes.



COUNCIL SUBCOMMITTEE FOR WATER ISSUES MEETING

SUBCOMMITTEE MEETING MINUTES

TUESDAY, AUGUST 4, 2020, 9:30 AM

Council Chambers, 201 South Cortez Street
Prescott AZ 86303
(928) 777-1272

Steve Blair, Councilman
Steve Sischka, Councilman Billie Orr, Mayor Pro Tem

MINUTES OF THE CITY OF PRESCOTT COUNCIL SUBCOMMITTEE FOR WATER ISSUES HELD ON AUGUST 4, 2020, IN THE COUNCIL CHAMBERS LOCATED AT 201 South Cortez Street, PRESCOTT, ARIZONA.

1. Call to Order

Chairman Blair called the meeting to order at 9:34 a.m.

2. Roll Call

Chairman Steve Blair - Present
Member Billie Orr - Present
Member Steve Sischka - Present

3. Public Comment

Public Comment will be accepted following each agenda item and limited to three (3) minutes. Please complete a comment card and return it to City staff; speakers will be called in the order received.

4. Approval of July 7, 2020 Meeting Minutes

CHAIRMAN BLAIR MOVED TO APPROVE ITEM 4; SECONDED BY MEMBER ORR: PASSED [2-0].

5. Infrastructure Topic: Pumping vs. Recharge Update

Water Resource Project Manager Leslie Graser provided a presentation to the Subcommittee regarding an infrastructure update for the current year to date. The city collects information on a daily basis and that information is filed annually with the department of water resources. Total Water pumped 3,312.33 acre feet and 4,102.21 acre feet delivered to recharge facility so far in 2020.

Attachment: August 4, 2020 Minutes (3093 : Minutes 8/4/2020)

Chairman Blair commented that the city is recharging more than we are pumping, but some say that it is not going into the aquifer and asked how staff and Council respond to that.

Ms. Graser responded that the recovery well at the recharge facility does fluctuate which is normal. The intent is for it to go down below ground and offset the pumping. The Prescott AMA model, which is produced by the State of AZ, confirms that the water moves to the recharge facility at different rates depending on where you are, there is not a fixed number, however the numbers prove that more is being recharged than pumped.

Chairman Blair asked how often do our wells fluctuate in the Chino area and if there is any correlation between unregulated wells in the Paulden area that have impacted our levels.

Public Works Director Craig Dotseth commented that all wells are monitored in association with production on a monthly basis so we see that the water levels change from time to time depending on the weather and precipitation. He added that we don't monitor anything in the Paulden area and don't have enough information to have a direct correlation.

Chairman Blair thanked staff for their comments and said that it is safe to say that we are recharging more than we are pumping year to date.

Member Orr echoed Blair's comments and stated that she feels the city is doing a great job.

6. Conservation and Education Topic: Facebook Update

Water Resources Project Manager Leslie Graser provided a presentation to the Subcommittee regarding staff's conservation and education efforts on the city's social media particularly Facebook. Staff posts monthly tips and other items with the goal of discussing the conservation rebate program regularly. Rebate for changing toilet is \$100 and septic customers get an additional \$50. Residents qualify if they are receiving water from the city of Prescott.

Chairman Blair commented that people recognize things visually so it might be good to put the actual rebate amounts on the messaging the next time it goes out. He asked if staff has done number counts on people outside of city limits that are on city water.

Public Works Director Craig Dotseth commented that staff is working on that currently and they will target all water users that are on septic.

Ms. Graser continued the presentation with additional examples of postings that have been utilized on social media and what will be done seasonally moving forward.

This item was for discussion only. No formal action was taken.

7. Focus Topic: Prescott AMA Groundwater Users Advisory Council (GUAC)

Water Resources Project Manager Leslie Graser provided a presentation to the Subcommittee regarding the Council who was responsible for providing a report to the Department of Water Resources focused on the \$150,000 grant award. COVID caused some delays in the process, but at a June 30th meeting a recommendation was made on the proposed projects, which stemmed from \$2,000,000 appropriation to various active management areas.

Four project applications were reviewed and presented:

- * SR 89 Stormwater recharge pilot project
- * Territorial early childhood education center water management planning
- * Town of Prescott Valley water smart customer portal
- * Rainwater harvesting for aquifer recharge upper Verde river watershed protection (\$65,131)

Recommendation was that items 3 and 4 went forward and were within \$150,000 and leaving \$7,000 used toward item 1 and used funds from other sources to complete. This recommendation is before the Director at this time and a decision will be made and then presented at a future meeting.

Chairman Blair asked if we have had any results from the rainwater harvesting that has been done off Highway 89.

Ms. Graser responded that we do, and a write up has been done. Those pilot project lessons learned will be applied to the next round.

Chairman Blair commented that these are important topics, there isn't always movement every month but he appreciates being updated as needed on them and he looks forward to the Study Session presentation on Aug. 11th.

Member Orr commented that she would like a lot of focus on the recharge numbers and addressing the misinformation regarding that topic.

Chairman Blair echoed Member Orr's comments and said that we are the leader in Arizona and should be promoting that fact.

This item was for discussion only. No formal action taken.

8. Adjournment

There being no further business to discuss, Chairman Blair adjourned the meeting at 10:07 a.m.

STEVE BLAIR, Councilman

Respectfully Submitted by:

Sarah M. Siep, City Clerk



COMMITTEE AGENDA MEMO

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **9-1-20**

DEPARTMENT: **Council Subcommittee for Water Issues**

AGENDA ITEM: Recommend Water Service Agreement Application No. WSA20-005 by Walter Brown Jr. Representing Diversified Partners, for Residential Water Supplies on APNs 103-20-570K and 570R.

Item Summary

Water Service Agreement Application No. WSA20-005 was filed on July 28, 2020. The applicant is seeking water supplies for 25 single-family dwelling units.

Background

City of Prescott Water Management Policy (WMP) adopted on November 19, 2019, includes a Water Connection Policy. The City estimates the demand for these 25 lots to be 4.25 AF/year.

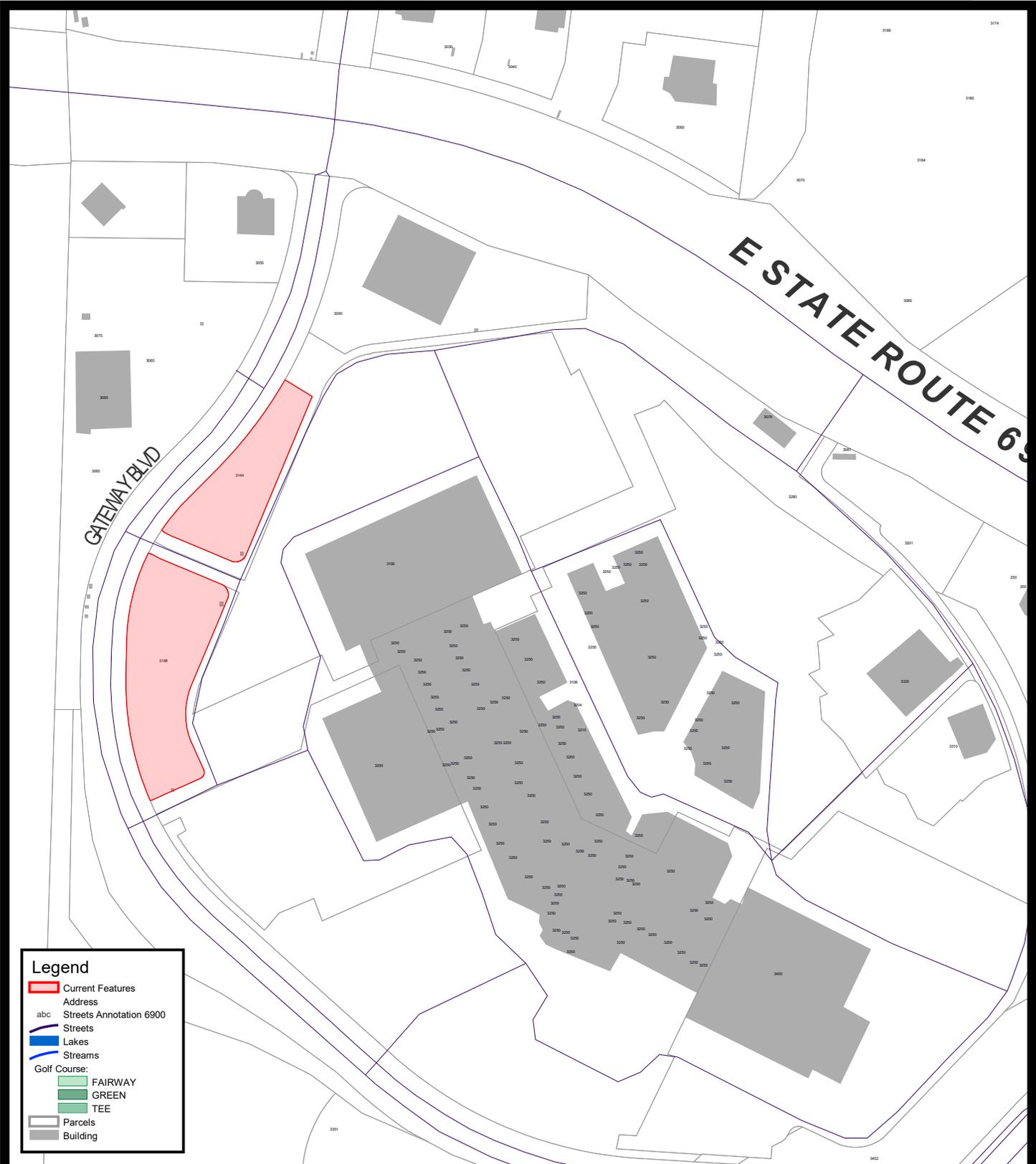
Further, the WMP sets forth a Water Application Procedure for Projects within City Limits requiring more than 2 AF/year. The applicant has completed the following:

Contact Community Development for instructions on how to proceed	√
Attend Pre-Application Conference (PAC)	2/6/2020
Submit all required applications	√
Complete the platting process, if required	In Review
Present the project to the Subcommittee for Water Issues	9/1/2020
City Council will consider the proposed project and water use	9/8/2020

Attachments

1. Location Map
2. Water Service Agreement Application No. 2020-005

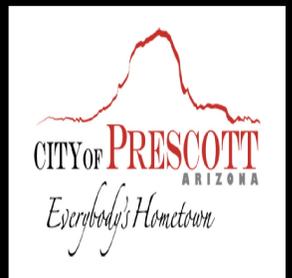
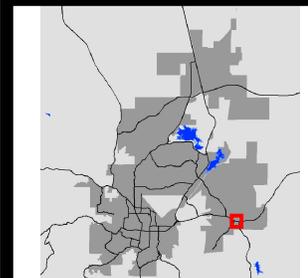
Recommended Action: **MOVE** to recommend Water Service Agreement Application No. WSA20-005 to Council.



Legend

- Current Features
- Address
- abc Streets Annotation 6900
- Streets
- Lakes
- Streams
- Golf Course:
 - FAIRWAY
 - GREEN
 - TEE
- Parcels
- Building

Attachment: Location Map (3094 : WSA20-005 Diversified Partners)



Diversified Partners
APN 103-20-570 K and R
25 Single Family Residential

This map is a product of
The City of Prescott






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.

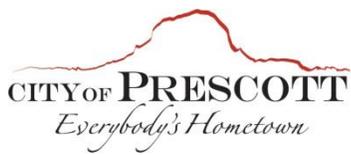
APPLICANT INFORMATION	
Applicant: <u>Sunrise Engineering</u>	Contact Person: <u>Jena Becker</u>
Address: <u>2045 S Vineyard, Suite 101</u>	City/State/Zip: <u>Mesa/AZ/85210</u>
Phone: <u>480-768-8600</u>	Email: <u>jbecker@sunrise-eng.com</u>
Property Owner: <u>Diversified Partners</u>	Contact Person: <u>Walter Brown Jr</u>
Address: 	City/State/Zip:
Phone: 	Email:
PROJECT SITE	
Address: <u>3144 Gateway Blvd & 3188 Gateway Blvd Prescott, AZ 86303</u>	
Current Zoning: <u>BR</u>	Proposed Zoning: <u>PAD</u>
Assessor's Parcel Number(s) of Existing Property: <u>103 - 20 - 570K</u> <u>130 - 20 - 570R</u> _____	
Existing Water Service (Y/N): <u>N</u>	Existing Sewer Service (Y/N): <u>N</u>
Existing Well (Y/N): <u>N</u>	If Yes, Well Registry No.: _____
PROJECT DESCRIPTION	
Is the project Residential or Commercial?	<u>Residential</u>
Please provide brief description:	<u>Proposed 25 lot single-family residential development</u>
# of Proposed Units: <u>25</u>	# of Proposed Lots: <u>25</u>
Has a Water Demand Analysis been completed (commercial)?	<u>N/A</u>
Has a building permit application been submitted?	<u>No</u>
Has a Planning and Zoning Recommendation been made?	<u>Yes</u>

Applicant Signature: *Jena Becker*

Date: 7/28/20

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

Attachment: Water Service Agreement Application No. 2020-005 (3094 : WSA20-005 Diversified Partners)

**COMMITTEE AGENDA MEMO**

MEETING DATE/TYPE: SUBCOMMITTEE MEETING 9-1-20

DEPARTMENT: Council Subcommittee for Water Issues

AGENDA ITEM: Infrastructure Topic: Pumping vs. Recharge Update

Item Summary

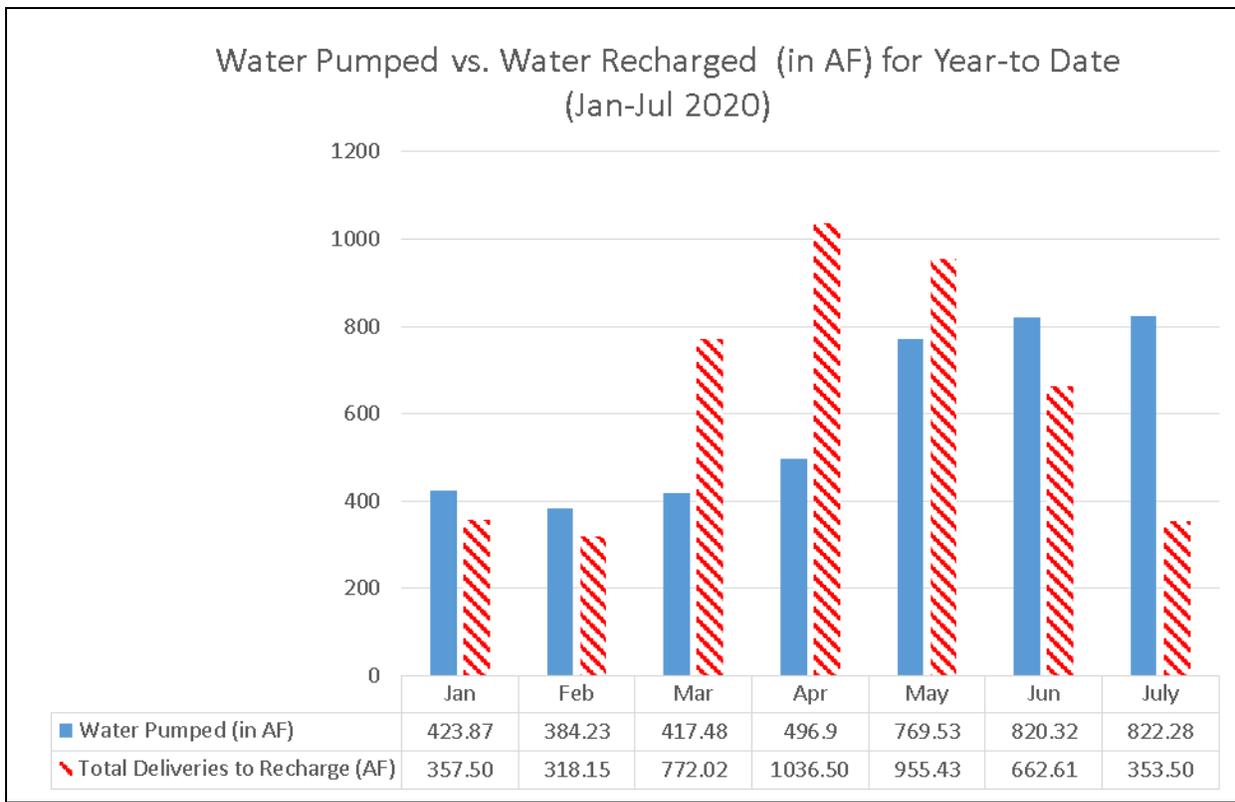
This is a standing item for the Subcommittee agenda. Updates on the City's pumping of water supplies and the recharge thereof will be provided each month as provisional. In July 2020, the Subcommittee reviewed pumping vs recharge for the last 5-years. At this and future meetings, updates will be provided for year-to-date, with this meeting information for January – July.

Background

Every year the City collects daily information on its water and wastewater systems. This data is compiled in various formats and subsequently also meets Annual Water Withdrawal and Use reporting requirements to the Arizona Department of Water Resources (ADWR).

Calendar Year 2020 – January through July

AGENDA ITEM: Infrastructure Topic: Pumping vs. Recharge Update

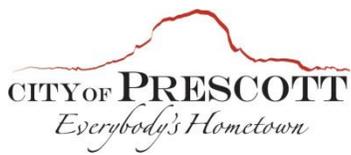


YTD total pumped: 4,134.61 AF
YTD total recharged: 4,455.71 AF

Note 1: In accordance with A.R.S. §45-851.01(B), surface water supplies,
If water is stored pursuant to a water storage permit and its use is based on a decreed or appropriative water right, the approximate recoverable amount of water stored in a month shall be recovered on or before the last day of the following month or within the same calendar year, whichever is earlier, unless the water is credited to a long-term storage account as prescribed by section 45-852.01

Note 2: The City holds a non-recoverable long-term storage account for permanent recharge volumes (City Charter, Article I, Section IV).

Recommended Action: This item is for discussion only. No formal action will be taken.

**COMMITTEE AGENDA MEMO**

MEETING DATE/TYPE: **SUBCOMMITTEE MEETING** **9-1-20**

DEPARTMENT: **Public Works**

AGENDA ITEM: Focus Topic: FY21 Conservation and Education Outreach

Item Summary

Presentation and discussion of Conservation and Water Education outreach options.

Background

Water Resource Management which includes Conservation and Water Education produces three-year programs to develop professional and branded outreach to connect with water customers and the greater community. These programs have a focus and supporting elements (e.g. K-12 education, marketing, public events, etc). Previous programs have focused on reducing outdoor watering and native landscapes, the City's rebate program (City Code 3-10-8), and water conservation education for adults and newcomers to the area.

Attachments

1. Draft FY21 Conservation and Education Menu of Options

Recommended Action: This item is for discussion only. No formal action will be taken.

Summary: Water Resource Management is seeking from the Council Subcommittee for Water Issues their input on the focus and components of the FY21 Conservation Program. Below is a menu of the possible foci that are consistent with the City's FY21 Budget document. Recall the Conservation work targets are the rebate program and Mayor's Water and Sewer Commission.

Focus
Rebate Program
Outdoor Conservation
Indoor Conservation
Special Projects
K-12 education
Adult/Customer education
Customers using septic systems

Marketing
Facebook
Website
Radio
HOA Newsletters
Mailed information
Local magazines

Partnerships
Yavapai County Cooperative Extension
Highland Center for Natural History
Yavapai County Contractor's Association
Community Nature Center
HOAs

Topics
Water 101
Rebate Program
Water System
Groundwater
Recharge and Recovery
Prescott AMA
Finding and Fixing Leaks
Conservation retro fits at your home or business