

City of Prescott
**Mayor's Commission on Water Policy
Review & Monitoring**



June 20, 2023 | 11:00 AM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Mayor's Commission on Water Policy Review & Monitoring** to be held **June 20, 2023**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION & ACTION ITEMS**
 - A. Approval of May 16, 2023 Meeting Minutes.
Recommended Action: MOVE to approve minutes as presented
 - B. Discussion & Presentation Regarding Feedback and Outcomes from the May 9, 2023 City Council Study Session.
Recommended Action: This item is for discussion only. No formal action will be taken.
 - C. Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy #6.
Recommended Action: MOVE to approve the Commission draft recommendation for Policy 6 as presented
 - D. Discussion and Possible Action Regarding Proposed Recommendation for 2022 Water Management Policy, Policy #7.
Recommended Action: MOVE to approve Commission draft recommendation for Policy 7 as presented
 - E. Discussion and Possible Action Regarding Proposed Recommendation for 2022 Water Management Policy, Policy #12 and #13.
Recommended Action: 1) MOVE to approve Commission draft recommendation for Policy 12, as presented; and 2) MOVE to approve Commission draft recommendation for Policy 13, as presented
 - F. Discussion and Possible Action Regarding Proposed Recommendation for 2022 Water Management Policy, Policy #14.
Recommended Action: MOVE to approve Commission draft recommendation for Policy 14, as presented
4. **GENERAL ANNOUNCEMENTS**
5. **ADJOURNMENT**

Upon a public majority vote of a quorum of the Board, the Board 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)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 6/15/23 at 10:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: June 20 Mayor's Commission on Water Policy Review & Monitoring
DATE: June 20, 2023
DEPT: Public Works
ITEM #: 3.A
SUBJECT: Approval of May 16, 2023 Meeting Minutes.

ITEM SUMMARY

Attached for approval are the Mayor's Commission on Water Policy Review and Monitoring minutes for the May 16, 2023 meeting.

BACKGROUND

None

FINANCIAL IMPACT

None

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. Meeting Minutes_051623

City of Prescott
**Mayor's Commission on Water Policy
Review & Monitoring**

May 16, 2023 | 11:00 AM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chairman Jim Lamerson called the meeting to order at 11:00 a.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Phil Goode	Mayor	Present
James (Jim) Lamerson	Chairman	Present
Robert (Bob) Roecker	Vice Chairman	Present
Gary Beverly	Member	Present
Gillian Haley-Meierbachtol	Member	Absent
Peter Kroopnick	Member	Present
Michael Taylor	Member	Present
Gary Worob	Member	Present

4. DISCUSSION & ACTION ITEMS

A. Approval of April 18, 2023 Meeting Minutes

**MOTION BY MEMBER TAYLOR TO APPROVE THE APRIL 18, 2023
MEETING MINUTES; SECONDED BY VICE CHAIRMAN ROECKER: PASSED
(6 - 0)**

B. Commission's Text and Other Comments on the 2022 Policy

Staff Liaison, Leslie Graser, opened discussion with a brief recap of documents and resources sent to members via email for review. Recommendations were discussed in the commission's prior meeting, with three key points in the synopsis document. The goal for this meeting was to review the text portion at the beginning of the current 2022 Water Policy document. Ms. Graser encouraged commission members to ask questions and provide feedback as the items below were discussed.

Section 1 - Introduction

Commission Concerns: None at this time.

No additional member comments or inquiries.

Section 2 - State and City Water Management

Commission Concerns: None at this time.

Member Peter Kroopnick inquired about adding water quality language to the goals of the commission; noted per Ms. Graser.

Section 2.a - State Water Management Requirements

Commission Concerns: Water remaining in the portfolio, dependency on groundwater, and request for monthly reports of the data included in the annual report to the Arizona Department of Water Resources (ADWR).

Per Ms. Graser, referring to the commission's concerns, some of the data analysis does not necessarily fall under the Water Policy.

Member Gary Worob inquired about page four of the Water Policy and whether or not the 65% figure included surface water harvesting, as well as long-term plan verbiage was being considered; inquiries noted per Ms. Graser.

Vice Chairman Rocker inquired about relation to the General Plan, and commented that he views the General Plan as a type of umbrella over the Water Policy. There are items that do need to be linked again, according to Ms. Graser, as there is a water resource element within the General Plan.

Section 2.b - Water Management Requirements

Commission Concerns: Budgeting and managing cause and effect relationship with growth, and requests for monthly water allocation totals and remaining balance.

Per Ms. Graser, the information requested is listed on the City website with a current running total.

Member Gary Beverly questioned where effluent was discussed in the section, pertaining to development, and commented that the City's terminology doesn't match with the ADWR water supply dialogue. Per Ms. Graser, staff has been monitoring permanent recharge. The state issued the City a second long-term storage account dedicated to tracking this permanent recharge.

Member Michael Taylor inquired about the section containing information on Proposition 400 annexation. This was a voter initiative approved by citizens that became a topic placed in the City charter, per Ms. Graser. Return flows from annexed acres of 250 or more are now placed into permanent recharge.

Section 3 - Physical Water Supplies

Commission concerns: Water quality tracking, permanent recharge water volumes by annexed area, and wastewater return by month for each development.

Chairman Lamerson referred to a recent radio comment about the City of Prescott being a water management role model for the state of Arizona.

Section 4 - Water Management - Integrating Supplies within the Framework of State Law and other Legal Obligations

Commission Concerns: None at this time.

No additional member comments or inquiries.

Section 4.a - Water Management and the City of Prescott General Plan

Commission Concerns: Adherence to the General Plan and a language correction suggestion.

No additional member comments or inquiries.

Section 4.b - Water Management and Conservation Planning

Commission concerns: Average Daily Water Usage or Gallons Per Capita per Day (GPCD) goal the City is striving to achieve in relation to ADWR, monthly incentive payments and education outreach, and landscape water use analyses.

Per Ms. Graser, there are many considerations and details within the broad picture. For landscape water usage concerns, it is important to review the relation with any revisions to the Water Policy and how it affects Land Development Code and vice versa.

Chairman Lamerson inquired about the GPCD being driven by the community, and demographically using less. Per Ms. Graser, details include both economics and demographics, as well as geography. Chairman Lamerson also commented that in developing a water management strategy, it is important to acknowledge to the public that there are many components to consider. Ms. Graser added that some sectors are weighed more heavily upon than others (i.e. residential).

Member Beverly commented on water law adoption of high GPCD limits, and how the City can do better and be more realistic overall. Per Ms. Graser, the community GPCD was driven down predominantly by the City's tiered rate structure.

Member Gary Worob commented on having a well-informed public regarding landscaping water use, as it helps to encourage and provide opportunity, while maintaining Prescott's natural environment.

Member Taylor commented on landscape ordinance and the importance of engaging with the City's Planning and Zoning staff prior to any recommendations. Ms. Graser agreed.

Section 4.c - Water Management and Drought Planning

Commission concerns: Back-up supply inquiry.

No additional member comments or inquiries.

Section 4.d - Assured Water Supply and Infrastructure Planning

Commission Concerns: None at this time.

Ms. Graser noted that the City is modifying the current Decision and Order (D&O), briefly explained the process, and how this is another aspect of the policy that is a foundation for the water policy and long-term water planning.

Section 5 - Available Water Supplies and City Policies

Commission concerns: Sufficient acre foot balance to meet the proposed 2025 general plan, appeal processes, 100-year D&O, and updates to the Water Resource Management Model (WRMM).

Member Worob inquired about a process for a developer to attend a sit-down meeting to discuss details regarding what can be done to better the future of water supply in reference to specific parcels. Per Ms. Graser, there is a pre-application process currently, for review by all departments for all new developments.

Member Gary Beverly about stormwater collection management and recharge. It is not a supply that can be allocated and included in the D&O, per Ms. Graser.

Vice Chairman Rocker inquired about parameters and the accuracy of the WRMM. Per Ms. Graser, the longer additional billing data is input into the WRMM, the more accurate it becomes. Currently, it is being updated with the 2022 billing data.

Member Kroopnick inquired about the WRMM being used in other communities. Yes, similar are being used, per Ms. Graser, however, the version of the WRMM being utilized has been tailored for the City of Prescott. For instance, if the City were a 100,000 population, a different type of model may be utilized.

5. GENERAL ANNOUNCEMENTS

Ms. Graser provided a brief announcement regarding the new City Manager, Katie Gregory.

Regarding the recent Council Study Session, Ms. Graser informed the committee that staff is working on a presentation for this commission's June 20, 2023 meeting.

6. ADJOURNMENT

There being no further business to discuss, Chairman Lamerson adjourned the meeting at 12:05pm.

JIM LAMERSON, Chairman

ATTEST:

MARIKAY WHISENAND, Administrative Specialist

Date



TO: MAYOR AND CITY COUNCIL
AGENDA: June 20 Mayor's Commission on Water Policy Review & Monitoring
DATE: June 20, 2023
DEPT: Public Works
ITEM #: 3.B
SUBJECT: Discussion & Presentation Regarding Feedback and Outcomes from the May 9, 2023 City Council Study Session.

ITEM SUMMARY

Staff will review comments received from the City Council following presentation of the Committee's draft recommendations for the 2022 Water Management Policy at the May 9 Study Session.

BACKGROUND

In the Commission's April 18, 2023 meeting, members voted on the draft recommendations to present at the May 9, 2023 City Council Study Session. The Commission and City Staff (Community Development and Public Works Permit Center) provided comments, sought clarifications, and asked questions regarding the 16 of the 22 policies. The Commission voted to move 8 policy recommendations forward, and 8 were tabled or not voted upon. The Commission also voted to share their draft synopsis of their work. On May 9, 2023, City Staff Liaison Leslie Graser provided a PowerPoint with the Commission's approved, draft synopsis of the 2022 Water Management Policy:

- It is recommended the City continue with the 2022 policy as it is more effective than the 2019 policy for managing finite water supplies; however, it should remove or correct any language that the City doesn't or can't actually act upon. Some policies that don't have clear procedures for staff or the applicant and may need to be removed until such time procedures are in place and can be enforced fairly.
- It is recommended the City begin the process to develop a long-term water management plan, incorporating the water resource management model and appropriate legal documents. With the Commission identifying disconnects in the 2022 policy, i.e. recommendations for or concerns with 16 of 22 policies, within the document's text (pages 1-15 and attachments), as well as other comments, it is evident the City is lacking a long-range water management plan to carry the City's water health and safety when there are changes from one elected and leadership bodies to another. The 2022 policy may bridge the City while a long-term plan is developed and aligns with its pending Decision and Order of Assured Water Supply (DAWS) which is currently under review with ADWR. Alignment with the City's 2025 General Plan will also be important. Note that the City's service area extends outside of its General Plan area.
- It is recommended the City develop procedures for the use of the Water Resources Management Model (WRMM) that are not currently reflected in the policy. The WRMM appears to be a tool that needs to be fully employed as part of the City's long-term planning tools; however, it is evident there is limited understanding and use of it when the 2022 water policy is examined. It may be important for a team within the City to examine it and set forth meaningful and reproducible tasks from it which inform the City elected and leadership, and

aid in long-term planning. It is concerning as it appears the 2022 water policy is allocating supplies beyond the WRMM as filed with the City's pending DAWs. That is, it appears policy allocates before those uses are verified in the WRMM. Further, the WRMM is updated starting in January of each year.

Minutes from the Council Study Session generally reflect agreement with using the 2022 Water Management Policy with some limited edits to bridge the City until such time the City has an updated ADWR Decision and Order of Assured Water Supply, or other determined milestone for water budgeting and tracking. This is vital as the City is currently estimating how much water it has available for water budgeting, 1,978.44 AF (see policy page 15), with 100 AFY made available, while those seeking appeal (see policy 14, and December 2022 Council added clarification) not having their budgeted water subtracted from the 1,978.44 AF. Further, the Council discussed long range water planning and asked what that may look like understanding that the City currently has an active General Plan Committee.

Staff is currently awaiting additional information from City leadership for whether the Commission should complete limited efforts to edit the 2022 Water Management Policy and working within the schedule provided by City Legal to have those limited edits provided to Council for possible adoption by Council in December 2023 (for implementation in January 2024). Recall, the City's Legal Department recommended a process where the limited edits are provided to the City's Council Subcommittee for Water Issues, then heard at a Council Study Session and last presented for possible approval at a Council Voting Session. Additionally, based on Council interest in long-term water planning, it will need to be determined who and what timeline will be set forth to accomplish this work. On behalf of the Commission, Staff Liaison Graser is seeking the group's timeframe for their ongoing voluntary service and products/outcome.

FINANCIAL IMPACT

None at this time.

RECOMMENDED ACTION

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

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: June 20 Mayor's Commission on Water Policy Review & Monitoring
DATE: June 20, 2023
DEPT: Public Works
ITEM #: 3.C
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy #6.

ITEM SUMMARY

On April 18, 2023 the Commission made a recommendation to study this policy further and that recommendation passed 6-0. The Commission will be provided additional materials for study and to assist with a new, draft recommendation to share with City Council.

BACKGROUND

Policy 6 states, "Water Service Applications **will expire one year after the date the application was submitted** if a building permit or plat for the project described in the application does not move forward through the review process, be authorized by the Water Issues Subcommittee, or be administratively approved. Once a Water Service Application expires, it will need to be submitted for consideration pursuant to the current Water Management Policy and Water Budget."

Although not referenced in the above policy 6, the 2022 Water Management Policy also includes Attachment 5 - Water Application Procedure. For Administrative Approvals (1.E.), it states, "Water Service Applications shall expire 1- year after the application was submitted if the project described in the application has not been issued a permit for construction." For Site Plans (2.F.) it states, "Water Service Applications shall expire 1-year after the application was submitted if the project described in the application is not considered by the Water Issues Subcommittee." For Preliminary Plats (3.F.) it states, "Water Service approval shall expire within one-year of Council approval, unless a final plat has been approved." For Outside City Limits - With an Existing Contract (4.F.), it states, "Following Council approval, a permit application must be submitted within 1 year to the appropriate agency and a permit issued within 18 months or the Water Service Application will expire, and a new Water Service Application will need to be submitted for consideration.

A query was run from the City's Community Development database which houses both projects (e.g. WSA) and permits (various building permits). Results of Calendar Year 2022 are shown in Attachment A.

Draft Recommendation: Staff verify if the City has a process for identifying which applications have met this policy and how they will be identified in the City's databases so they can be addressed. Policy language may need to be adjusted for larger projects which typically have longer timetables. Further, consistency, clarification, or reference needs to be added between Policy 6 and Policy attachment 5.

FINANCIAL IMPACT

None at this time.

RECOMMENDED ACTION

MOVE to approve the Commission draft recommendation for Policy 6 as presented

ATTACHMENTS

1. Attachment A - 6/5/23 Query from Central Square

Attachment A - 6/5/2023 Query from Central Square

PROJECT_NO	PROJECT_NAME	APPLIED	CITY	PARENT_PROJECT_NO	STATUS	STATUS_DATE
WSA22-001	See WSA22-003 - Combined	01/11/2022	OUTSIDE	ANX21-005	VOIDED	05/11/2022
WSA22-002	See WSA22-003 - Combined	01/11/2022	OUTSIDE	ANX21-005	VOIDED	05/11/2022
WSA22-003	4 properties - Cathedral Pines - Under ANX21-005	01/11/2022	OUTSIDE	ANX21-005	ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-004	Prescott Life Church	03/03/2022	INSIDE		ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-005	New 6,451 square foot 2-story office building	04/07/2022	INSIDE	SITE22-002	ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-006	Bright Stone Manufacturing	05/04/2022	INSIDE	SITE22-003	ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-007	Water Service for Storage Project	05/06/2022	INSIDE	REZ21-008	WITHDRAWN	07/12/2022
WSA22-008	Dunkin Restaurant and multi tenant building	05/18/2022	INSIDE	REZ21-007	WITHDRAWN	06/28/2022
WSA22-009	EHC Hospital Project, 10 Bed Full Service Hospital	05/23/2022	INSIDE		APPROVED	08/23/2022
WSA22-010	Luxelocker - Luxury self storage facility	05/24/2022	INSIDE		ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-011	South Ranch Rentals	06/02/2022	INSIDE		ADMINISTRATIVELY APPROVED	06/05/2023
WSA22-012	Preferred Auto Body-Temp Location	06/06/2022	INSIDE	SITE22-007	ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-013	Craftsman Court PAD - CV- 45 SINGLE FAMILY HOMES	06/10/2022	OUTSIDE		APPROVED	08/23/2022
WSA22-014	4 new pre-engineered metal hangar buildings	06/13/2022	INSIDE		ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-015	Temporary Office Trailer 24x44/ Not using water	06/15/2022	INSIDE		CLOSED	06/15/2022
WSA22-016	Temporary Office Trailer 24x44/ Not using water	06/15/2022	INSIDE		CLOSED	06/16/2022
WSA22-017	Healing Hands - 3,843 SF Medical Building	06/16/2022	INSIDE C		APPROVED	08/23/2022
WSA22-018	Air Village - 10 Airstream Unit Short Term Vacation Rentals	06/16/2022	INSIDE	SITE22-010	APPROVED	08/23/2022
WSA22-019	add 757sf to existing building and add 2 bathrooms	06/24/2022	INSIDE		ADMINISTRATIVELY APPROVED	07/20/2022
WSA22-020	6 officers quarters at the VA campus	06/27/2022	INSIDE		APPROVED	01/25/2023
WSA22-021	Install new tool and support processes	07/05/2022	INSIDE		ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-022	2 STORY APARTMENT BUILDING WITH 22 - 3 BEDROOM UNITS	07/05/2022	INSIDE		APPROVED	07/19/2022
WSA22-023	1509-1527 W Gurley TI - Warehouse/Office/Retail/Church	07/06/2022	INSIDE		ADMINISTRATIVELY APPROVED	07/12/2022
WSA22-024	1521 W Gurley	07/06/2022	INSIDE		WITHDRAWN	07/12/2022
WSA22-025	Peregrine Ridge Subdivision - 54 SFR	07/18/2022	INSIDE		APPROVED	07/18/2022
WSA22-026	81,600 SQFT METAL BUILDING W/ 19 LEASABLE SUITES	07/18/2022	INSIDE	SITE22-017	APPROVED	01/26/2023

WSA22-027	Polara Health - TI	07/26/2022	INSIDE	PAC21-166	ADMINISTRATIVELY APPROVED	07/29/2022
WSA22-028	Grabber Power	08/01/2022	INSIDE	SITE22-011	ADMINISTRATIVELY APPROVED	08/15/2022
WSA22-029	NEW DRIVE THRU RESTAURANT IN CHINO VALLEY	08/05/2022	OUTSIDE		ADMINISTRATIVELY APPROVED	09/06/2022
WSA22-030	grocery/smoothie bar	08/05/2022	INSIDE		ADMINISTRATIVELY APPROVED	09/29/2022
WSA22-031	The Preserve at Prescott Phase 5	08/23/2022	INSIDE		APPROVED	12/21/2022
WSA22-032	New Amphitheater	08/31/2022	INSIDE		ADMINISTRATIVELY APPROVED	09/06/2022
WSA22-033	Palmer Apartments - Water Service Agreement	09/08/2022	INSIDE		APPROVED	01/26/2023
WSA22-034	Record of Survey Division of APN 103-20-008B in par, A, B, C	09/14/2022	INSIDE	LSC22-009	ADMINISTRATIVELY APPROVED	09/26/2022
WSA22-035	New Water Connection Connecting City Water and Sewer	09/19/2022	INSIDE		APPROVED	09/19/2022
WSA22-036	Water Demand Analysis for Canyon Bible Church	09/22/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/29/2022
WSA22-037	Water demand analysis for Findlay Hyundai Prescott	09/22/2022	INSIDE	SITE22-016	ADMINISTRATIVELY APPROVED	09/28/2022
WSA22-038	Raze/Rebuild Existing Convenience Store with additional land	09/30/2022	INSIDE		APPROVED	12/21/2022
WSA22-039	Willow Hills Baptist Church	10/05/2022	INSIDE	SITE22-013	ADMINISTRATIVELY APPROVED	12/02/2022
WSA22-040	Westwood Construction Trailer TUP Moving from Lot 54 to 154	10/07/2022	INSIDE		VOIDED	10/13/2022
WSA22-041	CIP: 2108-002 (Snow Equipment Facility)	10/10/2022	INSIDE		ADMINISTRATIVELY APPROVED	10/13/2022
WSA22-042	Espire Sports Addition Restaurant & Bar	10/12/2022	INSIDE		APPROVED	12/21/2022
WSA22-043	Water demand analysis for coffeeshop at 719 Miller Valley	10/18/2022	INSIDE		ADMINISTRATIVELY APPROVED	10/21/2022
WSA22-044	1523 W Gurley - New Tenant submittal	10/21/2022	INSIDE		ADMINISTRATIVELY APPROVED	10/31/2022
WSA22-045	Unisource Training Building	10/24/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/02/2022
WSA22-046	Village at Watson Lake Multifamily development	11/03/2022	INSIDE		ADMINISTRATIVELY APPROVED	01/23/2023
WSA22-047	ERAU Flight Training Center Expansion & Renovation	11/04/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/02/2022
WSA22-048	Water Service for 32 unit Apartment building	11/09/2022	INSIDE	PAC22-018	APPROVED	03/29/2023
WSA22-049	2 Pre Engineered Metal Bldgs on Vacant Lot	11/16/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/02/2022
WSA22-050	PAAR	11/18/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/09/2022
WSA22-051	TENANT IMPROVEMENT AND. HANGE OF USE TO CHURCH	11/28/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/02/2022
WSA22-052	A 4,860 sq ft dog boarding, daycare, and grooming facility.	12/02/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/02/2022
WSA22-053	Add second residence to the existing Yard Water Line	12/27/2022	INSIDE		ADMINISTRATIVELY APPROVED	12/28/2022



TO: MAYOR AND CITY COUNCIL
AGENDA: June 20 Mayor’s Commission on Water Policy Review & Monitoring
DATE: June 20, 2023
DEPT: Public Works
ITEM #: 3.D
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendation for 2022 Water Management Policy, Policy #7.

ITEM SUMMARY

At the April 18, 2023 Commission meeting, the recommendation for this policy was listed as to be determined (TBD). As such, they didn't have any information for a vote. A draft Commission Recommendation has been prepared for review and possible action.

BACKGROUND

This information is housed in the Commission's "DRAFT Recommendations on the 2022 Water Management Policy (v3)" dated 3/10/2023.

Policy 7 - A property with an existing entitlement must fully utilize the water before approving additional water for the property.

Commission comment: This is not clear. What if the “entitlement” is not within a contract but was administratively approved, or approved in Council minutes in the last few years where the 2019 policy stated no contracts would be written? What if the request for additional supplies is in a groundwater subdivision where a contract may not exist, yet the subdivision existed for inclusion in the City’s first D&O and identified to be served with existing groundwater supplies?

Staff comment: The Preserve at Prescott is the only example of this policy where an additional 7 SFRs were approved.

Staff comment: What if the property wants to increase units or usage and the WRMM states a certain water amount or number of units? This is similar to concerns noted in policy 4.

Recall, this table was presented in January 2023 to the Commission. There are questions about the obligations associated with water budgeting in the above stated timeframe.

2019 Water Management Policy	2022 Water Management Policy
Page Count: 3	Page Count: 33 pages
Duration: 2019 – April 2022	Duration: April 2022 - present
Water budget: Not stated	Water budget: 50 AF/year (25 AF for res. and 25 AF for non-res.
Water Allocation Process: “Water will be provided, but no specific amount of water will be allocated to any project through separate contract.”	Water Allocation Process: See Section 5.a. Water Policies, sections New Applications, Water Budget, Existing Contracts, etc.
Volumes associated with a contract or contract amendment: approx. 1,821 AF	Volume placed in Contract: none
Volumes allocated (Council approval, no contract): TBD	Volumes allocated (Council approval, no contract): 68.72 AF

Draft Recommendation: Council seeks a full list of the City's obligations from the Calendar Year 2017/2018 to Calendar Year 2021/2022 timeframe. Clear up language in this policy, written as "existing entitlements", and policy 15 "existing contracts, as well as including a definition of what is the date range for "existing contracts".

FINANCIAL IMPACT

None at this time.

RECOMMENDED ACTION

MOVE to approve Commission draft recommendation for Policy 7 as presented

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: June 20 Mayor's Commission on Water Policy Review & Monitoring
DATE: June 20, 2023
DEPT: Public Works
ITEM #: 3.E
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendation for 2022 Water Management Policy, Policy #12 and #13.

ITEM SUMMARY

At the April 18, 2023 Commission meeting, the recommendation for this policy was listed as to be determined (TBD), as such, it didn't have information for a vote. A draft Commission recommendation has been prepared for review and possible action.

BACKGROUND

This information is housed in the Commission's DRAFT recommendations of the 2022 Water Management Policy (v3) dated. 3/10/2023.

Policy 12 and 13 – Determination of a water budget for residential and non-residential

Commission comment: Commission understands the policy had difficulties related to when the 25 AF supplies were fully allocated or not fully allocated in a given 6-month water budget period.

Staff comment: When does water get removed from the water budget? The approval process through Council can take several months. An application for water can be submitted and not meet the 50% of the allowable budget restriction, but before it goes anywhere, multiple other projects can be administratively approved to reduce the remaining budget. The new reduced budget means the project going through the Council process now doesn't have sufficient budget remaining.

Policy 13 – Non-residential development water budget for request greater than 1 AFY will be reviewed by the Water Issues Subcommittee and Council taking into account estimated water use and the benefits to the City. Administratively approved projects (Policy 2) shall be included in the Water Budget.

Commission comment: A set of guidelines outlining how projects are reviewed is needed. At this time, there isn't a reference for why a project proceeds. It seems that they all do. If that is the case, then why have these statements as a policy.

*Draft Recommendation for Policy 12: Council should consider making the unused volumes, if there are any, available to roll to the next 6-month period, **SEE POLICY 14**. The Council should verify with the policy development team if there were considerations and practices in place related to when the water is removed from the budget. If not, then they need to be prepared.*

Draft Recommendation for Policy 13: Council seek a list of non-residential projects and determine what benefits are needed for a project to be approved so it is not arbitrary.

FINANCIAL IMPACT

None at this time.

RECOMMENDED ACTION

1) MOVE to approve Commission draft recommendation for Policy 12, as presented; and 2) MOVE to approve Commission draft recommendation for Policy 13, as presented

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: June 20 Mayor's Commission on Water Policy Review & Monitoring
DATE: June 20, 2023
DEPT: Public Works
ITEM #: 3.F
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendation for 2022 Water Management Policy, Policy #14.

ITEM SUMMARY

At the April 18, 2023 Commission meeting, the recommendation for this policy was tabled by the Commission 6-0 due to additional discussion and language for the Council to consider.

BACKGROUND

This information is housed in the Commission's DRAFT Recommendations of the 2022 Water Management Policy (v3) dated 3/10/2023.

Policy 14 – No single Water Service Application will be approved for water usage estimates greater than 50% of the remaining semi-annual Water Budget. There is an appeal process where the applicant shall demonstrate the benefits to the City such as job creation, wages, sales tax, economic impacts or other benefits to the City. On December 20, 2022, City Council added additional language to this policy, "If City Council grants an appeal, the amount of water granted in the appeal *would not* reduce the remaining budget for that 6-month period by a commensurate amount.

Commission comment: Related to the original policy, it is suggested adding language that requires a cost benefit analysis as required elsewhere in the policy instead of ambiguous language about "demonstrated benefits". There needs to be a specific set of guidelines for approving appeals.

Commission comment: I'd like to see data on an ongoing basis of projects submitted for water allocation, acre-feet requested and whether they are approved or disapproved and, if disapproved, why? Is there a list available of projects that have not been approved? We understand there is a list that exists of those that are approved for water budget tracking.

April 18th Draft Commission Recommendation: Council seeks to roll any unused volumes into the following 6-month period. However, it would caution the transfer of commercial water budget volumes to the residential water budget volumes until there is clear information from Community Development and possibly other departments that the residential already approved has the complimentary support services (upsizing existing commercial, added commercial, job creation, fire and police, etc) planned and their water available (set aside for when they need it).

Further, on April 18, 2023, the Commission members provide additional information.

Member Kroopnick - If on appeal a single application is awarded more than is budgeted, the overage should be taken into account in future year's budget, perhaps lowered, perhaps to be within the D&O allocation, and perhaps a 5-year average or review process should be instituted.

Member Taylor - Noted the second Commission comment on this policy (shown above) and concern went the Council in December 2022, added the following language, "If City Council grants an appeal, the amount of water granted in the appeal would not reduce the remaining budget for that 6-month period by a commensurate amount." Appeal volumes should be deducted from the overall volumes available for water budgeting, not having no effect as stated in this policy clarification approved by Council.

New Draft Commission Recommendation: Council seeks to roll any unused volumes into the following 6-month period. However, it would caution the transfer of commercial water budget volumes to the residential water budget volumes until there is clear information from Community Development and possibly other departments that the

residential already approved has the complimentary support services (upsizing existing commercial, added commercial, job creation, fire and police, etc) planned and their water available (set aside for when they need it). Any volumes provided on appeal must be subtracted from the City's remaining available water budget. Any appeal volumes must not be greater than the volume identified in the City's WRMM-D&O version.

FINANCIAL IMPACT

None at this time.

RECOMMENDED ACTION

MOVE to approve Commission draft recommendation for Policy 14, as presented

ATTACHMENTS

None