

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



July 18, 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** at their meeting to be held **July 18, 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 June 20, 2023 Meeting Minutes.
Recommended Action: MOVE to approve minutes as presented
 - B. Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 15.
Recommended Action: MOVE to approve the Commission draft recommendation for Policy 15 as presented
 - C. Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 18.
Recommended Action: MOVE to approve the Commission draft recommendation for Policy 18 as presented
 - D. Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 19.
Recommended Action: MOVE to approve the Commission draft recommendation for Policy 19 as presented
 - E. Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 21.
Recommended Action: MOVE to approve the Commission draft recommendation for Policy 21 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 7/14/23 at 10:30 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Siep

Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: July 18 Mayor's Commission on Water Policy Review & Monitoring
DATE: July 18, 2023
DEPT: Public Works
ITEM #: 3.A
SUBJECT: Approval of June 20, 2023 Meeting Minutes.

ITEM SUMMARY

Attached for approval are the Mayor's Commission on Water Policy Review and Monitoring minutes for the June 20, 2023 meeting.

BACKGROUND

None

FINANCIAL IMPACT

None

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. June 20, 2023 Meeting Minutes



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

June 20, 2023 | 11:00 AM
201 N Montezuma Street
City 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. ROLL CALL

Jim Lamerson - Chair
Bob Roecker - Vice Chair
Gary Beverly - Member
Gillian Haley-Meierbachtol - Member
Peter Kroopnick - Member (excused)
Michael Taylor - Member
Gary Worob - Member

3. DISCUSSION & POSSIBLE ACTION ITEMS

A. Approval of Meeting Minutes from May 16, 2023

MOTION BY MEMBER WOROB TO APPROVE THE MAY 16, 2023 MEETING MINUTES; MOTION SECONDED BY VICE CHAIR ROECKER: PASSED (6-0)

B. Discussion & Presentation Regarding Feedback and Outcomes from the May 9, 2023 City Council Study Session.

Staff liaison Leslie Greaser introduced City staff present at the meeting, including Assistant City Attorney Chris Resare, Community Development Planner Tammy DeWitt, Water Resource & Environmental Services Manager Brian Ruiz, & Water Resource Project Manager Kay Sydow.

Ms. Graser presented the outcome and feedback from the recent Council Study Session. A synopsis of key concerns reviewed included the following:

- Although the 2022 Policy is more effective than the 2019 Policy, language that is incorrect or cannot be acted upon should be removed when it is updated. Procedures for staff need to be developed.
- The City is missing a long-term water resource management plan.
- The City should use the WRMM D&O version, when determining if supplies are available when water requests are received. Procedures for staff need to be developed.

Per Ms. Graser, the Council Study Session minutes from May 9, 2023 generally reflect an agreement with using the 2022 Water Management Policy. Some limited edits would be needed to bridge the City until such time the City has an updated the 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, while not subtracting estimates for those seeking appeal. Further, the Council discussed long range water planning and 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).

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, Ms. Graser is seeking the group's timeframe for their ongoing voluntary service and products. There are options to either provide limited edits to bridge the policy until further clarification is received from Arizona Department of Water Resources (ADWR), or, determine another definitive milestone or number to work from.

Chairman Lamerson opened up the agenda item for discussion.

Member Gary Beverly commented on today's agenda, as far as covering specific policies, and how there are additional items to discuss. Ms. Graser confirmed that discussion regarding other policies may be discussed at a future meeting.

Vice Chairman Bob Roecker inquired about timing with ADWR and the D&O review. Per Ms. Graser, the review process continues. However, there is no firm date. Licensing and timeframe rules are suspended while information is being processed related to a deficiency letter.

Member Gary Worob requested information from Ms. Graser for where the commission's focus should be long-term. Per Ms. Graser, Public Works staff is working with Mayor Goode and the City Manager as far as what is to come next, and she will assist with working through that process when the time comes.

Water Resource & Environmental Services Manager, Brian Ruiz, expanded on the activities of staff working with Mayor Goode. Currently, staff is bringing the commission's recommendations before City leadership, and bridging the gap with recommendations to polish up the current Water Policy. However, more information is required from the State regarding the Decision and Order (D&O) process. That information will provide clarity to the City leadership, to start looking at a long-term water plan. Staff is looking at recommendations and how that aligns with the scheduling sequence reviewed earlier, so there can be a timeframe to be able to share with the commission.

Member Worob inquired about whether stormwater and rain water harvesting were going to be addressed. Ms. Graser responded, and explained that the Water Policy does not have those items included or tied in, as those are closely related to a long-term water management policy. The City does not yet have a long-term water management policy.

Members Beverly and Worob expressed concern regarding water protection and various components of water conservation. Ms. Graser explained that this commission was formed to determine the effectiveness of the current Water Policy. The other items Members Beverly and Worob referred to have been tabled as they are not currently included in the goals of the commission. While the commission does not have the authority to change specific items in the Water Policy, current recommendations are encouraged to be able to present to City Leadership.

Chairman Lamerson inquired about post-recommendations and moving forward. Per Ms. Graser, the commission has identified many of the policies thus far. The upcoming goals include working through five of the policies during today's meeting and the remaining four policies next month.

Member Gillian Haley-Meierbachtol commented on working through policies, and added that there may be a need for adding an additional policy beneficial for a short time period. She referred to Mayor Goode for clarification.

Mayor Goode provided information and direction for the commission. He explained that the primary focus is on refining the current Water Policy and making it as effective as possible. Once that goal is achieved, other issues can be reviewed. He added that development is still coming forward, allocations have to be made, and we need to be sure the current Water Policy addresses those as effectively as possible in the short term. The current priorities need to be achieved first.

This item was for discussion only; no formal action was taken.

C. Discussion & Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy #6.

Ms. Graser reviewed the current commission recommendation for Policy 6:

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.

She also explained that the document included in the agenda packet, titled Query from Central Square, was the result of analyzing the current database of Water Service Applications (WSAs).

The database items highlighted were to illustrate those administratively approved, as well as anything coming up to one year expiration.

Mayor Goode added that for a lot of these administratively approved projects, they happened rather rapidly. With expiration for larger projects, the lenders often will not approve until they know water is allocated. Lending is becoming more difficult and taking longer.

He suggested clarification in the recommendation, as a one year expiration could halt or end the project. Certainly, two or three years seems more appropriate.

MOTION BY MEMBER BEVERLY TO APPROVE THE POLICY 6 RECOMMENDATION, WITH LANGUAGE CHANGED FROM “MAY” TO “SHOULD”; MOTION SECONDED BY VICE CHAIR ROECKER: PASSED (6-0)

- D. Discussion & Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy #7.

Ms. Graser reviewed the current commission recommendation for Policy 7:

Council seek a full list of the City's obligations from the calendar year 2017/2018 to calendar year 2021/2022 timeframe. Clear up the 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".

MOTION BY VICE CHAIR ROECKER TO APPROVE THE POLICY 7 RECOMMENDATION; MOTION SECONDED BY MEMBER BEVERLY: PASSED (6-0)

- E. Discussion & Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy #12 and #13.

Ms. Graser reviewed the current commission recommendation for Policy 12:

Council should consider making the unused volumes, if there are any, available to roll into the next six 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 water is removed from the budget. If not, then they need to be prepared.

MOTION BY VICE CHAIR ROECKER TO APPROVE THE POLICY 12 RECOMMENDATION; MOTION SECONDED BY MEMBER WOROB: PASSED (6-0)

Ms. Graser reviewed the current commission 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.

Member Beverly requested clarification regarding policies 12 and 13, regarding the unallocated amounts rolling into the next six month period, and would the amounts be separated between residential and non-residential allocation budgets. Some of the clarification is outlined in Policy 14, per Ms. Graser, and added that the bottom line is not to cross budget.

Member Haley-Meierbachtol expressed concern about the policy language and the lengthy process of the application. Mr. Ruiz provided clarification, and explained that every six months staff presents to the Council Subcommittee on Water Issues all residential and non-residential allocations. That data is reviewed for water trends in the six month period versus the current period.

Data is also gathered from Planning & Zoning for projects on the horizon. Determination can be made for the 25 acre feet and if adjustment needed.

MOTION BY MEMBER BEVERLY TO APPROVE THE POLICY 13 RECOMMENDATION; MOTION SECONDED BY MEMBER WOROB: PASSED (6-0)

F. Discussion & Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy #14 .

Ms. Graser reviewed the current commission recommendation for Policy 14:

Council seek to roll any unused volumes into the following six-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 (current, committed, projected) 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.

MOTION BY MEMBER TAYOR TO APPROVE THE POLICY 14 RECOMMENDATION, WITH LANGUAGE CHANGED TO REMOVE "CAUTION"; MOTION SECONDED BY VICE CHAIRMAN ROECKER: PASSED (6-0)

4. GENERAL ANNOUNCEMENTS

Ms. Graser provided upcoming commission meeting dates, as well as quarterly update to Council meeting dates.

Topics for the next meeting may include the commission's timeframe for ongoing service and outcomes, and possible review of the draft recommendations for policies 15, 18, 19, and 21.

The next meeting is scheduled for July 18, 2023.

5. ADJOURNMENT

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

JIM LAMERSON, Chairman

ATTEST:

MARIKAY WHISENAND, Administrative Specialist

Date



TO: MAYOR AND CITY COUNCIL
AGENDA: July 18 Mayor's Commission on Water Policy Review & Monitoring
DATE: July 18, 2023
DEPT: Public Works
ITEM #: 3.B
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 15.

ITEM SUMMARY

On April 18, 2023 the Commission made no draft recommendation on Policy 15. It has returned for discussion and possible action.

BACKGROUND

Policy 15: Water supplies associated with an existing contract, shall not be amended to increase the number of lots or volume of water used; any such proposal to increase the number of lots or volume of water shall require submission of a new Water Service Application for the revised project, which will be evaluated according to the current Water Management Policy and Water Budget, if applicable.

Commission comment: It appears that this may not be enforced and is confusing with policy 7. Is there a difference between an existing entitlement and an existing contract?

Commission Draft Recommendation: Council seek from the policy development team a definition for the timeframe intended by Policy 7 "existing entitlements", and Policy 15 "existing contracts". Then, align these two policies to reduce confusion and to address which water requests should be administratively approved.

Policy 7 reference from June 20, 2023 Commission meeting minutes:

Discussion & Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy #7.

Ms. Graser reviewed the current commission recommendation for Policy 7: Council seek a full list of the City's obligations from the calendar year 2017/2018 to calendar year 2021/2022 timeframe.

Clear up the 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".

MOTION BY VICE CHAIR ROECKER TO APPROVE THE POLICY 7 RECOMMENDATION;
MOTION SECONDED BY MEMBER BEVERLY: PASSED (6-0)

Two data sources are provided related to "existing",

1. A Contract Master Table formerly used until about 2019/2020
2. A report from the City's Central Square database showing 2022 water service agreements

FINANCIAL IMPACT

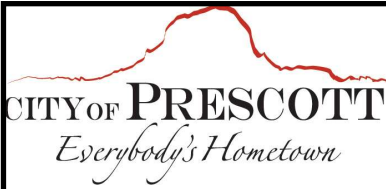
N/A

RECOMMENDED ACTION

MOVE to approve the Commission draft recommendation for Policy 15 as presented

ATTACHMENTS

1. CS_Projects by Type and Date_pg1
2. Contract Master Table_partial_pgs1and14



Projects by Type and Date

City of Prescott

Date Range Between 1/1/2022 and 12/31/2022

By Approved

PROJECT NUMBER	PROJECT TYPE	APPLIED DATE
	PROJECT SUBTYPE	APPROVED DATE
	STATUS	CLOSED DATE
	PLANNER	EXPIRED DATE
DESCRIPTION		STATUS DATE
		COMPLETE DATE
DETAILS		
WSA21-006	WATER SERVICE AGREEMENT	5/13/2021
	INSIDE CITY LIMITS	1/25/2022
	APPROVED	
INSIDE CITY - 22 UNIT TOWNHOME PROJECT		1/25/2022
WSA21-012	WATER SERVICE AGREEMENT	8/5/2021
	OUTSIDE CITY LIMITS	10/26/2022
	APPROVED	
Dells View Apartments - Modified Water Service Agreement		11/10/2021
WSA21-017	WATER SERVICE AGREEMENT	9/20/2021
	INSIDE CITY LIMITS	3/22/2022
	APPROVED	
HIDDEN HILLS PHASES 2-3 REVISED		5/6/2022

	Contract Number	Contract Date	Contract Name	Contract Type	TRS	D&O
1	1944-500	1944	Dougherty Park	Conveyance Contract		GW
2	1944-501	1948	Mile High Park - Center Street	Conveyance Contract		GW
3	1948-500	1948	Dameron Tract	WSA		GW
4	1948-501	1948	Dameron Park Addition	Water Line Easement		GW
5	1948-502	1948	Franklin Heights, Rosser, Oaklawn	Dedication of Water Pipeline		GW
6	1948-503	1948	Prescott Heights	Bill of Sale		GW
7	1948-504	5/1/1905	Prescott Heights, Level Acres	Water Line Agreement		GW
8	1948-505	1949	Willow Creek Road	Water Line Agreement		GW
9	1949-500	1949	Forbis Street & Ainsworth Drive	Bill of Sale		GW
10	1949-501	1949	Dameron Tract	Bill of Sale		GW
11	1949-502	1949	Dameron Park	Bill of Sale		GW
12	1949-503	1949	Dameron Park	Bill of Sale		GW
13	1949-504	1949	Trappman Tract	Bill of Sale		GW
14	1949-505	1949	Dougherty Park & Fairgrounds Ave.	Bill of Sale		GW
15	1949-506	1949	Gardenland Tract Iron Springs Road	Bill of Sale		GW
16	1949-507	1949	Green Manor Heights	Bill of Sale		GW
17	1949-508	1949	Copper Basin Road to White Spar	Bill of Sale		GW
18	1949-509	1950	West Gurley	Bill of Sale		GW
19	1950-500	1950	Highland Avenue	Bill of Sale		GW
20	1950-501	1950	Mile High Properties	Water System Purchase	T13N R2W S4,9,8	GW
21	1950-502	1950	Fairground Avenue	Bill of Sale		GW
22	1950-503	1950	Douglas Street	Bill of Sale		GW
23	1950-504	1950	Hassayampa Mountain Club	Bill of Sale		GW
24	1950-505	1950	Brookside Boulevard	Bill of Sale		GW
25	1950-506	1950	Josephine St.	WSA		GW
26	1950-507	1950	Juniper Heights	WSA		GW
27	1950-508	1951	Copper Basin Road			GW
28	1951-500	1952	Ainsworth Drive	Bill of Sale		GW
29	1952-500	1952	Dameron Tract	Bill of Sale		GW
30	1952-501	1952	Dameron Tract	Bill of Sale		GW
31	1952-502	1954	Dameron Drive	Bill of Sale		GW
32	1954-500	1954	Forbis Street	Bill of Sale		GW
33	1954-501	1954	Tritle Tract Lots 3 and 4	Bill of Sale		GW
34	1954-502	1954	Dameron Tract	Bill of Sale		GW
35	1954-503	1954	Dameron Park	Bill of Sale		GW
36	1954-504	1954	Hassayampa Mountain Club	Bill of Sale		GW
37	1954-505	1954	Country Club Drive at Coronado	Bill of Sale		GW
38	1954-506	1955	Josephine St	Bill of Sale		GW
39	1955-500	1956	Haining Street & Iron Springs Road	Bill of Sale		GW
40	1956-500	1956	Robinson Boulevard	Bill of Sale		GW
41	1956-501	1956	Linden Road - Cortez Park	Bill of Sale		GW
42	1956-502	1956	Hassayampa Mountain Club	Bill of Sale		GW
43	1956-503	1956	Hassayampa Mountain Club	Bill of Sale		GW
44	1956-504	1958	Willow Creek Rd., Franklin Heights	Bill of Sale		GW
45	1958-500	1958	Idylwild Water Association			GW
46	1958-501	1959	Barctus, Goodwin	WSA		GW
47	1959-500	1959	Hassayampa Hills - Plats 1, 11	Bill of Sale		GW
48	1959-501	1960	Green Lane, Estrella Road	Water Main Agreement		GW
49	1960-500	1960	Apple Blossom Lane	Bill of Sale		GW
50	1960-501	1960	Country Club Park	WSA		GW
51	1960-502	1960	Gardenland Tract	Bill of Sale		GW
52	1960-503	1962	Country Park Ranches	WSA		GW
53	1960-503A	1960	Country Park Ranches	Amendment WSA		GW
54	1960-504	12/19/1960	Willow Creek Road	Bill of Sale		GW
55	1960-505	10/12/1961	Ewin Agreement	WSA	T14N R2W S17	
56	1961-500	1961	Country Club Park Unit 2	WSA	T13N R2W S6	GW
57	1961-501	1961	Harvey Tract (Whipple Street)	Bill of Sale		GW
58	1961-502	1961	Nolte Drive and Douglas Lane	Bill of Sale		GW
59	1961-503	1961	Delano & Campbell Ave	Bill of Sale		GW
60	1961-504	10/12/1961	Highland Park Subdivision	Bill of Sale		GW
61	1961-505	10/12/1961	Country Club Park Unit 4	WSA	T13N R2W S6	GW
62	1961-506	1962	Country Club Park Unit 3	WSA	T13N R2W S6	GW
63	1962-500	1962	Bradshaw and Skyview Drive	WSA		GW
64	1962-501	1962	Prescott Heights, The View	WSA		GW
65	1962-502	1962	Near Skyline Subdivision	Bill of Sale		GW
66	1962-503	4/27/1962	Chino Gardens	wsa		GW
67	1962-503A	2/26/1962	Chino Gardens	WSA		GW
68	1962-504	2/26/1962	Country Club Park Unit 6	WSA	T13N R2W S6	GW
69	1962-505	1963	Country Club Park Unit 6A	WSA	T13N R2W S6	GW

	Contract Number	Contract Date	Contract Name	Contract Type	TRS	D&O
664	2019-216	4/19/2019	Pine Acres of Prescott, LLC	WSA		
665	2019-228	5/22/2019	YorkCo, LLC (Judy York)	WSA		
666	2020-005	9/17/2019	Antelope Crossings (All phases) Chamberlain development (nka Saddlewood)	WSA		
667	2020-022	11/8/2019	Alteris & Douglas Schroeder	WSA		
668	2020-048	11/22/2019	Montezuma Partners LLC (Hassayampa Holdings)	WSA		
669	2020-049	9/27/2019	Whipple, LLC (Gagnon Apartments)	WSA		
670	2020-076	9/27/2019	Gary and Linda Liscarelli	WSA		
671	2020-077	10/24/2019	John and Beth Boyd	WSA		
672	2020-090	11/5/2019	Robert F. Burford Trust	WSA		
673	2020-104	11/5/2019	Don & Moira Miller	WSA		
674	2020-105	11/5/2019	Russell Turner, LLC	WSA		
675				WSA		
676				20-001		
677				20-002		
678				20-003		
679				20-004		
680				20-005		
681				20-006		
682				20-007		
683	2020-008	Void	Jon Rocha on behalf of Southwest Homes, LLC	20-008	B(16-2)28DDD	
684	2021-001	3.23.2021	Dana Fonseca on behalf of NCC Prescott	20-001	B(14-2)34CBB	
685	2021-002	3.23.2021	Dorn Homes on behalf of Chamberlain Development Prescott, LLC	20-002	B(15-02)26C	
686	2022-011		AED North & South			



TO: MAYOR AND CITY COUNCIL
AGENDA: July 18 Mayor’s Commission on Water Policy Review & Monitoring
DATE: July 18, 2023
DEPT: Public Works
ITEM #: 3.C
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 18.

ITEM SUMMARY

On April 18, 2023 the Commission made no draft recommendation on Policy 18. It has returned for discussion and possible action.

BACKGROUND

Policy 18 – No new Contracts for water outside of City limits shall be approved except as provided by Prescott City Code 2-1-8. Commitments to serve water outside City limits within existing Contracts will be met.

Commission comment: This is not clear and is deemed ineffective when the city has a General Plan document that envisions more growth into areas that are not already annexed. The use of the word existing is also not clear, existing as of when?

Staff comment: No provisions made for groundwater subdivisions outside the City limits. Groundwater subdivision increase the groundwater allotment and do not reduce the City’s water portfolio. The city can require connection to sewer for groundwater subdivision resulting in return flows for recharge. Ex. Forbing Park, Jackson Acres.

Commission Draft Recommendation: Council seeks from policy development staff how this policy may or may not work with the general plan.

Prescott City Code 2-1-8 reference:

2-1-8 UTILITIES DIVISION; PROVISION OF WATER TO AREAS OUTSIDE OF THE CITY LIMITS; RULES AND REGULATIONS:

(A) Water Service: Water will be furnished to users subject to rules and regulations adopted by the City Council. Those rules and regulations, including the City Code and City of Prescott Water Management Policy, are made a part of every permit, application, license, contract, or other agreement entered into with the City.

(B) Return of Water: Potable water will not be provided to any project that will not return to the City’s sanitary sewer system at least seventy-five percent (75%) of the water served.

(C) Water Outside the City Limits:

1. New water connections may only be made outside of the City limits as follows:

(a) Pursuant to an intergovernmental agreement with the federal government or any federal department or agency, Indian tribes, the state of Arizona, any other state, all departments, agencies, boards and commissions of this state or any other state, counties, school districts, fire

districts, cities, towns, and municipal corporation. The City will not enter any intergovernmental agreement for water service outside City limits with water improvement districts or other specially created districts; or

(b) One single-family residential dwelling unit on a single parcel of land that connects to a City water main and a City sewer main. All wells on the parcel requesting City water and sewer services shall be abandoned through Arizona Department of Water Resources.

2. Applicants for service outside the City of Prescott jurisdictional limits are responsible for the extension of all utility infrastructure necessary to serve their property, unless exempt by prior agreement with the City of Prescott.

(D) Pursuant to A.R.S. § 49-204, gray water reuse is prohibited for those properties receiving City sewer service. (Ord. 4856-1313, 5-28-2013; Ord. 2019-1696, 11-19-2019; Ord. 2020-1712, 4-28-2020; Ord. 2022-1787, 4-26-2022)

One data source is provided related to a request outside City limits.

FINANCIAL IMPACT

N/A

RECOMMENDED ACTION

MOVE to approve the Commission draft recommendation for Policy 18 as presented

ATTACHMENTS

1. Project Reviews_VA_PAC22-028
2. AccountsWNoSewer_Map13Oct20

Project Reviews

City of Prescott

Project Number: PAC22-028

Description: **VA APARTMENTS- NEW 80 UNIT BUILDING**

Applied: **2/16/2022**

Approved:

Site Address:

Closed:

Expired:

City, State Zip Code: ,

Status: **IN REVIEW**

Applicant: **DOUG STROH ARCHITECTURE**

Parent Project:

Owner: **UNITED STATES VETERANS ADMINISTRATION**

Contractor: **<NONE>**

Details:

PAC ORIGINAL COMMENT LETTER

LIST OF REVIEWS

SENT DATE	RETURNED DATE	DUE DATE	TYPE	CONTACT	STATUS	REMARKS
2/16/2022	2/24/2022	2/24/2022	CD - BUILDING REVIEW	Ryan Greene	NOT APPROVED	
Notes: This property is currently located outside of the City of Prescott's jurisdiction. Without an approved IGA or similar agreement, the Building Department is unable to make comment on this proposed structure at this time.						
2/16/2022	2/22/2022	2/24/2022	CD - HISTORIC PRESERVATION REVIEW	Cat Moody	APPROVED WITH CONDITIONS	
Notes: Historic Preservation – Cat Moody, Historic Preservation Specialist, (928) 777-1309 This project site is located on or near known cultural resource sites that have been identified by Environmental Resource Management as part of a study done for City of Prescott and sites covered under other cultural resource studies. Coordination with the Veteran's Affairs Cultural Resource staff will be required.						
2/16/2022	2/22/2022	2/24/2022	CD - PLANNING AND ZONING REVIEW	Tammy DeWitt	NOT REQUIRED	
Notes: In the County.						
2/16/2022		2/24/2022	F - FIRE PLAN REVIEW	Chuck Moore	IN REVIEW	
Notes: 1. Pending determination of legal AHJ of VA, Prescott Fire Department will not have any comments. Prescott Legal department is researching this currently, and when we have more information an email will be sent out. Thank you.						
2/16/2022	2/24/2022	2/24/2022	PW - CITY ENGINEER REVIEW	Aric Stewart	APPROVED WITH CONDITIONS	
Notes: Aric Stewart, City Engineer; aric.stewart@prescott-az.gov, 928-777-1130 For any water/sewer main extensions or fireline connections to a main line:						

Project Reviews

City of Prescott

1. Civil plans shall be prepared and sealed by a licensed Engineer in the State of Arizona for this project. All public improvement(s) and private fire line(s) shall be included in the "as-built" submittal in accordance with City requirements and shall receive an "Approval to Operate and Release" from the City of Prescott prior to a water meter being set on the site.
2. A water report and sewer report may be required for this project.
3. Financial assurances may be required for grading, drainage, bank stabilization and all public infrastructure per the General Engineering Standards, Article 1, and Section 6.7 and 7.6 of the Land Development Code.
 - a. Please note that the amount of the Financial Assurance is set at the discretion of the City Engineer. Typically this amount reflects 10% of your Engineer's Estimate of Cost.
 - b. It is important to remember that these Financial Assurances shall be posted and approved prior to any permits being issued. Please give up to 3 business days to process bonds or letters of credit.
4. A deposit will be required for Public Works inspections for the installation of public infrastructure prior to the issuance of the permit.

2/16/2022	2/24/2022	2/24/2022	PW - DRAINAGE ENGINEER REVIEW	Ben Easley	APPROVED WITH CONDITIONS	
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Notes:
Ben Easley, Civil Engineer; Ben.Easley@prescott-az.gov, 928-777-1130

1. As this property is outside the City Limits all grading and drainage permits will be pulled from Yavapai County Development Services.

2/16/2022	2/22/2022	2/24/2022	PW - ENVIRONMENTAL COORDINATOR REVIEW	Matthew Killeen	APPROVED	
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Notes:
City stormwater requirements do not apply given the land's status. Development of the property could be impacted by county stormwater requirements (as stipulated by ADEQ) and this development will impact waters identified by the EPA as impaired. It would benefit the local impaired surface waters to direct runoff from impervious areas to vegetated landscape swales, otherwise known as green stormwater infrastructure.
Matt Killeen, Environmental Coordinator; matthew.killeen@prescott-az.gov, 928-777-1130

2/16/2022	2/22/2022	2/24/2022	PW - FEMA FLOODPLAIN REVIEW	Jeff Low	APPROVED WITH CONDITIONS	Granite Creek
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Notes:
Per Flood Insurance Rate Map Panel 04025C2062H, the parcel is within a special flood hazard area for Granite Creek. Since the parcel is within Yavapai County, the applicant should contact Yavapai County Flood Control District at 928-771-3197 to find out the required development requirements.
Jeff Low, Project Manager 928-777-1130 // Ben Easley, Civil Engineer; Ben.Easley@prescott-az.gov, 928-777-1130

2/16/2022	2/24/2022	2/24/2022	PW - SOLID WASTE REVIEW	Mark Johnson	APPROVED WITH CONDITIONS	
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Notes:
Mark Johnson, Solid Waste Supervisor 928-777-1673

1. Dumpster enclosure locations and design to be per City of Prescott General Engineering Standards.
2. Design must identify adequate access and egress for collection trucks.

2/16/2022	2/23/2022	2/24/2022	PW - TRAFFIC ENGINEER REVIEW	Ian Mattingly	APPROVED	
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Notes:
No traffic comments.

Project Reviews

City of Prescott

2/16/2022	2/24/2022	2/24/2022	PW - UTILITY ENGINEER REVIEW	Katie Hein	APPROVED WITH CONDITIONS	
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Notes:

Katie Hein – Senior Engineering Technician/Plan Review Supervisor – Katie.hein@prescott-az.gov

1. A 10" water main is located on the property, along the SE property line. The existing main, and any proposed extensions of the water main or fireline and any proposed meters and service lines to serve this property need to be shown on the site/civil plan.
2. If two or more fire hydrants are required onsite, a looped water main extension is required whenever possible to meet fire flow demands. To maintain water quality levels in this looped system, placement of water meters will be reviewed and designated.
3. Each building is required to have its own water meter and sewer connection per City Code section 2-1-15 and 2-1-24. Utility Impact Fees will be assessed for each water meter on the property. Non-Utility Impact fees are based on the building square footage and use. Impact fees for sewer, water, streets, police, and fire can be calculated from the City of Prescott link below. <https://www.prescott-az.gov/business-development/building-permits/development-impact-fees/impact-fee-estimator/>
4. The installation of a private water meter is required for each individual dwelling unit sharing a common master meter for monitoring of individual water usage and to encourage water conservation in multi-family consumer residential development. However, private water meters are not required for apartment buildings with one (1) common plumbing system.
5. For commercial applications, a backflow assembly, if not already existing is to be installed immediately behind ALL water meter(s) per City Code (Resolution No. 2471) and shall be shown on the site plan. An approved enclosure per International Building Code that meets ASSE 1060 for the backflow device is required. Please contact Scott Calvert, Water Protection Inspector at 928-777-1615 to arrange a site visit. A passing backflow test report must be received by the City of Prescott Water Protection Department prior to Backflow Certification approval for the permit final.
6. A 21" sewer main is located in the creek running through the existing property at the proposed N property line. The sewer main and any existing and/or proposed main or service line(s) serving this property need to be shown on the site plan.
7. For commercial applications, a backwater device, if not already existing is to be installed on the sewer service per City Code (Resolution No. 3915) and shall be shown on the site plan.
8. Fire lines for the building, if required, shall be designed, inspected, tested, as-built, certified complete by a registered engineer, and shall be submitted into Community Development for approval by Public Works and the Fire Department prior to construction. NOTE: SITE PLAN APPROVAL IS NOT APPROVAL TO CONSTRUCT. An approved, testable double check valve and a pressure relief valve is required in the fire riser room for dry or water filled systems, with clearances per City Standards. A passing test by a certified Backflow Tester must be delivered to the Water Protection Department prior to Backflow Certification approval. Chemical filled systems will require a higher level of protection as identified by the Cities Backflow Prevention Specialist, (backflow@prescott-az.gov; 928-777-1615). These lines may be shown on the utility extension plans.
9. Any existing and proposed easements within the property need to be accurately depicted on the site plan, called out with the type of easement, size of easement, book and page.
10. Main line extensions of water and sewer, outside of dedicated rights-of-way or existing Public Utility Easements (PUE's), require the dedication of easements within the property per Section 7.4.7.C of the City of Prescott Land Development Code. Twenty feet (20') is required for each individual water and sewer main line, or a total of thirty feet (30') is required if the lines are shown combined on parallel alignments.
11. Provide adequately sized and constructed interceptor and pretreatment per City Code Section 2-1-40 thru Section 2-1-47 in accordance with Chapter 10 of the 2012 International Plumbing Code (IPC). (backflow@prescott-az.gov; 928-777-1615).

- A list of "Prohibited Discharges" is listed in the Prescott City Code, Section 2-1-39 and may be viewed at <http://www.codepublishing.com/AZ/Prescott/>.
- A properly sized grease interceptor, per the IPC, shall be installed as part of this project. Plans shall show sizing calculations.
- Internal backflow preventers required (unless equipped from factory) for ice makers and dishwashing machines. Carbonated drink dispenser require stainless steel backflow preventers.
- Laundry facilities, for commercial application, shall comply with IPC 1003.6/1003.10 prior to discharge in the City sanitary sewer.

12. Do not place permanent structures or significant landscape features, such as trees or large boulders, over water or sewer lines or into the dedicated easements. Civil, architectural, dry utilities and landscape architectural plans must be coordinated to avoid conflicts.

2/16/2022	2/18/2022	2/24/2022	PW - WATER PROTECTION REVIEW	WATER PROTECTION REVIEWER	APPROVED WITH CONDITIONS	
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Notes:

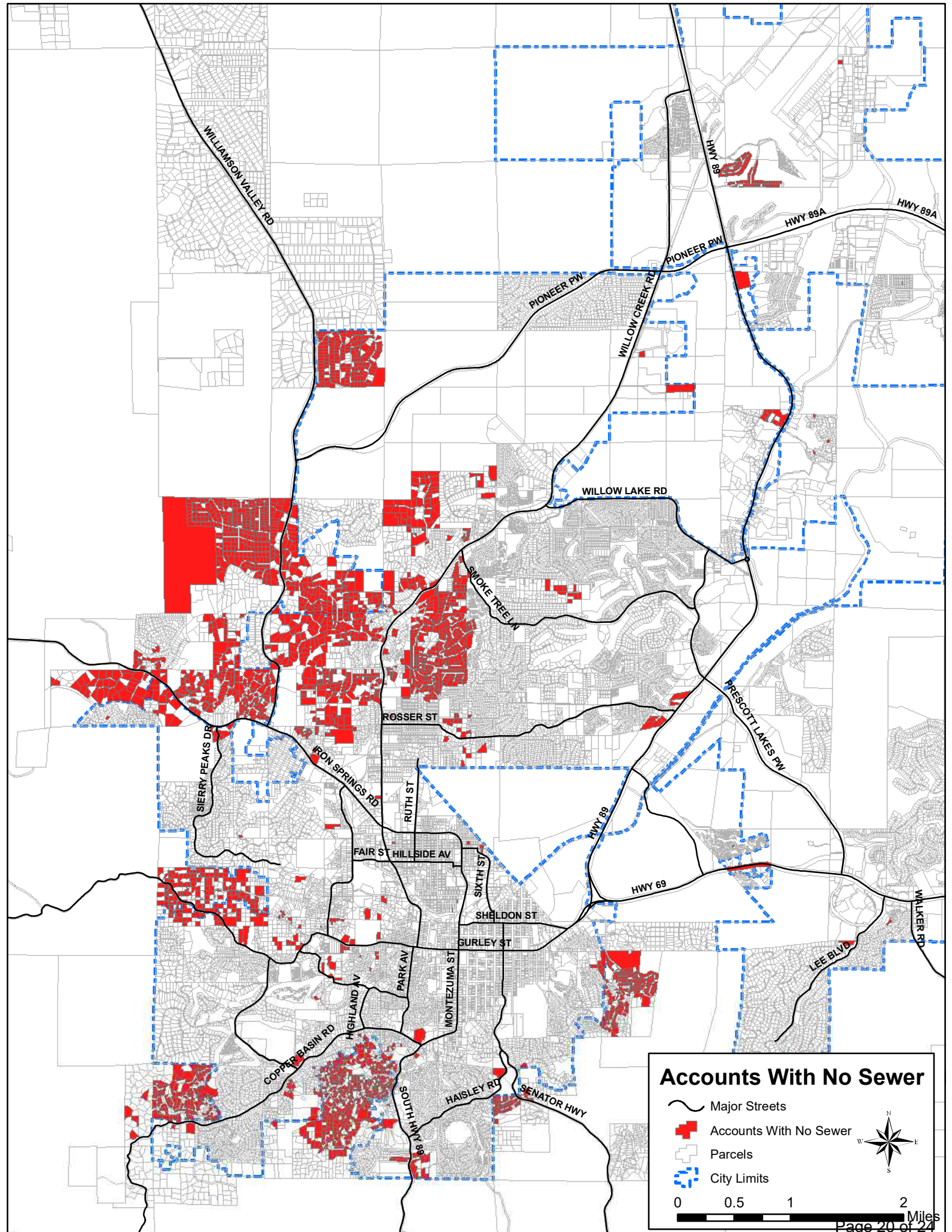
Backflow protection will be required for all meter and fire line connections to city water.

2/16/2022	2/24/2022	2/24/2022	PW - WATER RESOURCES REVIEW	Katie Hein	APPROVED WITH CONDITIONS	
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Notes:

Katie Hein – Senior Engineering Technician/Plan Review Supervisor – Katie.hein@prescott-az.gov

1. This property is currently outside City of Prescott limits. Per the current City water policy, properties outside the City limits will not be permitted connection to City water without an existing agreement for water such as a contract or IGA. If the VA has an existing agreement that includes this land, please provide the document within the submittal for a Water Service Agreement.
2. If a contract or IGA exists, or the property is Annexed, the City will require a water demand analysis in accordance with the City water policy (adopted December 2019), and this analysis will be performed by a civil engineer at the applicant's expense. The analysis shall include domestic/commercial use and landscaping/irrigation use. A multiplier of 0.17afy per SFR or 0.12afy per MF Unit can be used for the domestic use, and a multiplier of 1.5afy per acre of landscaping can be used for landscaping areas. Please submit this water demand analysis within a separate Water Service Agreement Application at www.prescottpermits.com. Once submitted, this project will be scheduled for Water Issues Subcommittee recommendation and subsequent placement on a City Council agenda.
3. If this project will have landscaping as part of the development, all plants must be from the Arizona Department of Water Resources (ADWR) Low-Water-Use Plants & Landscapes list for the Prescott AMA Region. <https://new.azwater.gov/conservation/landscaping>
The landscaping plans should include a planting sheet identifying the type and number of plants, and an irrigation plan identifying the locations of the yardlines, meters, shut off valves, and backflow preventers, including all meter and yardline sizes.



Accounts With No Sewer

- Major Streets
- Accounts With No Sewer
- Parcels
- City Limits

0 0.5 1 2 Miles

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TO: MAYOR AND CITY COUNCIL
AGENDA: July 18 Mayor's Commission on Water Policy Review & Monitoring
DATE: July 18, 2023
DEPT: Public Works
ITEM #: 3.D
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 19.

ITEM SUMMARY

On April 18, 2023 the Commission made no draft recommendation on Policy 19. It has returned for discussion and possible action.

BACKGROUND

Policy 19 – All new development shall install water sense fixtures, meet adopted building and plumbing code standards and install only low-water use landscape plantings per City Code requirements. The Low Water Use/Drought Tolerant Plant List may be found at https://new.azwater.gov/sites/default/files/media/PRAMA2014LWUPL_2020.pdf

Commission comment: Aren't water efficient fixtures already required? Is this just a statement?

Staff comment: See comments on Policy 3 related to landscaping requirements in the Land Development Code.

Commission Draft Recommendation: Council seek input from staff on how the installation of water sense fixture are confirmed in all new development.

Policy 3 reference from April 18, 2023, Commission meeting minutes

2. Policy 3

Commission recommendation:

Protect the allocation and in turn the City's future ability to handle unforeseen circumstances by setting a water allocation figure for residential based on the WRMM's City-wide residential usage number with a .5 increase. For example, $0.17 + (.17 \times .5) = 0.26$ AF/SFR and $0.10 + (.10 \times .5) = 0.15$ AF/MFR. NOTE: Hold this steady until either WRMM averages change by 0.5 (up or down) OR the City's D&O modification is completed and this needs to be reassessed. Alternatively, "If a project is using more than planned, staff should investigate and take corrective action, which should be determined and might include: a substantial water rate surcharge, improved water conservation measures, reductions in landscape water use, or offset actions."

Council seek a recommendation from Community Development to determine the area of Code (Land Development Code) that needs to be updated to allow for further reduced landscaping (more than the use of the ADWR low-water use plant list) and what those redlines to the code should be extending to the sun setting of the irrigation requirements of the long-term plan. Is the Council in agreement to reduce landscaping understanding possible implications (i.e., Counter to Tree City USA discussion at GP, heat island effects, etc.)

Correct the 2022 policy to state how the WRMM averages are determined and when they should be presented to the City's Elected in Council or Subcommittee meetings. If recommendation 1 of this section is applied, annual updates to the elected body may not be necessary.

The Council should verify if the WRMM is being use when new applications come in for either Residential or Non-Residential that may seek densities higher than what the WRMM shows. For example, if the WRMM identifies a parcel for 22 MFR, but the new application for water seeks 100 MFR, what does the city do?

Conduct an analysis of landscape water use

Member Kroopnick inquired about the 0.5 increase justification. Ms. Graser commented that these are draft recommendations, in response.

MOTION BY VICE CHAIR ROECKER TO APPROVE THE POLICY 3 RECOMMENDATION;
MOTION SECONDED BY MEMBER TAYLOR:
PASSED (6-0)

FINANCIAL IMPACT

N/A

RECOMMENDED ACTION

MOVE to approve the Commission draft recommendation for Policy 19 as presented

ATTACHMENTS

None



TO: MAYOR AND CITY COUNCIL
AGENDA: July 18 Mayor's Commission on Water Policy Review & Monitoring
DATE: July 18, 2023
DEPT: Public Works
ITEM #: 3.E
SUBJECT: Discussion and Possible Action Regarding Proposed Recommendations for 2022 Water Management Policy, Policy 21.

ITEM SUMMARY

On April 18, 2023 the Commission made no draft recommendation on Policy 21. It has been returned for discussion and possible action.

BACKGROUND

Policy 21 – Wells on any property to be served by City water must be officially abandoned through the ADWR as part of the approval of a water service application. The increase in groundwater allowance received for these wells shall be retained in the City's water portfolio, and not used to support additional development that is not identified as current, committed, or future within the WRMM

Commission comments: This is unclear.

Staff comments: A method for determining this has not been created by staff. When in the process of a water service agreement does a well need to be abandoned?

Commission Recommendations: Council seeks from the team that developed this policy what practices were in place or would be in place for staff to follow this policy. If a policy doesn't have the practices in place, then it should not be included in a document to give the impression that certain actions are taking place that aren't.

Reference from the City's D&O application filed December 21, 2021

Exempt Wells

In ADWR's Decision and Order dated December 31, 2009, Attachment A: Calculation of Groundwater Allowance, Item A.3.vi states:

If any residential groundwater uses, including residential groundwater uses served by any exempt well, in existence on August 21, 1998, have been replaced by permanent water service from the applicant after August 21, 1998, multiply one-half acre-foot of groundwater by the number of housing units receiving the service and then multiply by 100.

In previous Modification applications filed by the City, this particular item was not pursued and was reported as 0 acre-feet. However, for the 2021 Modification, the City intends to present data in support of this opportunity.

During the Pre-Application meeting held on August 25, 2021, the City asked for direction on how to present exempt wells installed prior to August 21, 1998.

Our GIS expert chose the City's water service area and the Chino Valley Irrigation District (some properties there receive city water), to create the same map submitted each year with the City's

annual report. He then selected all wells from the ADWR Wells-55 database with an “Exempt” status in the WELLTYPE field, with an installation date of “8/21/1998 or prior.” This was then joined with the PARCEL LAYER field using the “Keep only matching records” field to join the two spreadsheets. This resulted in a list of 162 wells.

The City relied on the ADWR Wells-55 database to search for wells that have been abandoned, destroyed or capped, due to the fact that they are now on city water service. A search of 162 wells revealed twenty-four (24) wells had been abandoned, one (1) was destroyed, and two (2) were capped. Attachment G1.8 (table) and Attachment G1.9 (map).

FINANCIAL IMPACT

N/A

RECOMMENDED ACTION

MOVE to approve the Commission draft recommendation for Policy 21 as presented

ATTACHMENTS

None