

City of Prescott

Council Subcommittee on Water Issues



October 3, 2023 | 9:30 AM
201 N Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Prescott Council Subcommittee on Water Issues at their Regular 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 may be attending the meeting through the use of a technological device.

Viewing & Participation

This meeting may be viewed on Channel 64, Facebook Live or on the City's website: [City of Prescott Public Portal](#)

Public comments for Council may be submitted through the City website: [Public Comment Form](#)

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

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

4. DISCUSSION & ACTION ITEMS

- A. Approval of the August 1, 2023 Water Issues Subcommittee Meeting Minutes.
Recommended Action: MOVE to approve the August 1, 2023 minutes as presented
- B. Presentation & Discussion Regarding the Current Residential & Non-Residential Water Budget Overview for July 1, 2023 through September 19, 2023.
Recommended Action: This item is for discussion only. No formal action will be taken.
- C. Presentation & Discussion Regarding the Surface Water and Municipal Separate Storm Sewer System (MS4) Program.
Recommended Action: This item is for discussion only. No formal action will be taken.
- D. Presentation & Discussion Regarding Comprehensive Agreement No. 1 Updates.

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

- 5. GENERAL ANNOUNCEMENTS FROM STAFF**
- 6. ADJOURNMENT**

Upon a public majority vote of a quorum of the City Council, the Council 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 9/25/23 at 2:00 p.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: October 3 Water Issues Subcommittee Meeting
DATE: October 3, 2023
DEPT: City Clerk
ITEM #: 4.A
SUBJECT: Approval of the August 1, 2023 Water Issues Subcommittee Meeting Minutes.

ITEM SUMMARY

Attached for approval are the Council Subcommittee on Water Issues minutes for the August 1, 2023 meeting.

BACKGROUND

None

FINANCIAL IMPACT

None

RECOMMENDED ACTION

MOVE to approve the August 1, 2023 minutes as presented

ATTACHMENTS

1. August 1, 2023 Water Issues Subcommittee Meeting Minutes

City of Prescott
**Council Subcommittee on
Water Issues**



August 1, 2023 | 9:30 AM
201 N Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chairperson Rusing called the meeting to order at 9:32 a.m.

2. ROLL CALL

Chairperson Rusing
Member Montoya
Member Sischka - Excused

3. PUBLIC COMMENT

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

4. DISCUSSION & ACTION ITEMS

A. Approval of the June 6, 2023 Meeting Minutes.

**MOTION BY MEMBER MONTOYA TO APPROVE THE JUNE 6, 2023
MEETING MINUTES; SECONDED BY CHAIRPERSON RUSING: PASSED
(2 - 0)**

B. Current Residential & Non-Residential Water Budget Overview for July 1, 2023 through July 24, 2023

Water Resources Manager Brian Ruiz provided a presentation to the Subcommittee regarding the current residential and non-residential water budget.

Residential

Between July 1 and July 24, 2023, one (1) residential project was administratively approved, totaling 0.17 acre-feet (AF).

Total AF Budgeted – 25 AF

Total AF Approved – 0.17 AF

Total AF Remaining – 24.83 AF

Non-Residential

Between July 1 and July 24, 2023, no non-residential projects were approved.

Total AF Budgeted – 25 AF
Total AF Approved – 0
Total Remaining – 25 AF

Projects Under Existing Contracts

Between July 1 and July 24, 2023, one (1) single-family residential project under existing contracts was approved at 0.17 AF and did not affect the water budget.

Chairperson Rusing commented that this is an unusually low number of applications and asked what the reason is for that.

Mr. Ruiz replied that it could be a sign of a general slowdown or an anomaly for this period.

- C. Water Service Application No. WSA23-014; Submitted by Distinctive Homes and Architecture, on Behalf of Owner Dinh Tran

Chairperson Rusing noted that she had a lot of questions for the applicant, and since the applicant was not present, she preferred to table this item.

MOTION BY CHAIRPERSON RUSING TO TABLE ITEM 4.C.; SECONDED BY MEMBER MONTOYA: PASSED (2 - 0)

Applicant Tom Terry arrived at the meeting, and the Item was reconsidered following discussion on Items 4.D. and 4.E..

MOTION BY MEMBER MONTOYA TO RECONSIDER ITEM 4.C.; SECONDED BY CHAIRPERSON RUSING: PASSED (2 - 0)

Mr. Ruiz provided a presentation to the Subcommittee regarding WSA23-014, a twelve-unit apartment building situated on approximately 2.14 acres. Utilizing the Water Resources Management Model (WRMM) multiplier of 0.12, the estimated demand is 1.44 AF per year. Staff used the Arizona Department of Water Resources (ADWR) multiplier of 1.5 AF per acre to determine the anticipated landscape usage of 0.21 AF. The total anticipated water use for this project is 1.65 AF/year. Planning and Zoning approved this project on July 13, 2023.

Chairperson Rusing asked Mr. Terry if there would be sprinklers and if a structural engineer would build the retaining wall.

Mr. Terry confirmed that the property would have sprinklers and that structural engineering had been done and submitted.

Member Montoya asked what the project's square footage is and if the second phase would be similar.

Mr. Terry replied that the second phase would be similar, adding that the two-bedroom apartments are approximately 800 square feet and the three-bedroom apartments are about 1,000 square feet.

Member of the public Gary Worob addressed the Subcommittee, asking if there are plans to capture rainwater from the rooftop.

Mr. Terry replied that this had not been considered but thanked Mr. Worob for the idea.

MOTION BY MEMBER MONTOYA TO FORWARD WSA 23-014 TO COUNCIL FOR APPROVAL; SECONDED BY CHAIRPERSON RUSING: PASSED (2 - 0)

D. Presentation & Discussion Regarding the city's FY23 Water Conservation Rebate Program (July 1, 2022, through June 30, 2023)

Water Resources Project Manager Kay Sydow provided a presentation to the Subcommittee regarding the city's FY23 Water Conservation Rebate Program.

- Toilets - the 1.28 gallon single-flush rebate increased to \$100, the dual-flush rebate increased to \$125, and the 1.0 gallon single-flush rebate increased to \$150. The total amount rebated was \$18,175, and the total gallons of water saved was 1,219,410. For customers on septic systems, there is an additional credit of \$50.
- Ultra Efficient Washing Machines – the rebate for washing machines on the Consortium for Energy Efficiency (CEE) list is \$200. The total amount rebated was \$9,950, and the total gallons of water saved was 195,400. For customers on septic systems, there is an additional credit of \$50.
- Turf Removal – the turf rebate increased to \$1.00 per square foot. The total amount rebated was \$11, 242.50 and the total gallons of water saved was 397,788.
- Rainwater Harvesting – a 50–65-gallon capacity storage tank remains at \$.50 per gallon, while a 75-gallon capacity storage tank rebate increased to \$1.00. The total amount rebated was \$3,615, and the estimated total gallons of water saved was 83,925.

Chairperson Rusing asked if an HOA can prohibit the use of rainwater barrels.

Ms. Sydow responded that she is currently working with an HOA that would like to go to zero-scaping and install rainwater barrels.

- Rain Gardens – the current rebate amount is \$3.00 per square foot. A minimum of 50 square feet must be installed, with a minimum of 400 square feet of stormwater redirected from the roof. Only native flora can be planted in the rain garden, which can be rock-lined. The total amount rebated was \$500, and the total gallons saved was 16,500.

Member Montoya asked if there has been outreach to landscape companies

regarding the city's water conservation program.

Ms. Sydow responded that she sent rebate program flyers to several landscaping companies over a year ago. Additionally, she sends a list of landscapers to anyone who inquires, and currently, Manzanita Landscapers is the most utilized company.

Mr. Ruiz commented that they would make it an annual or semi-annual practice to send the information to landscaping companies.

- Smart Irrigation Timers – the rebate amount for a drip installation system remains at \$75, and as of 2019, the device must be approved by the Environmental Protection Agency (EPA). The total amount rebated was \$1,425, and the total gallons of water saved was 167,200.

Chairperson Rusing asked if the source of the rebates was the water fund.

Ms. Sydow confirmed, adding that the budgeted amount is \$40,000, which is flexible – an application is not rejected just because the budgeted amount has been reached.

- Hot Water Recirculation Systems – the rebate amount for hot water recirculation systems is \$150. The total amount rebated was \$5,550, and the total gallons of water saved was 61,050.

Ms. Sydow concluded with a recap of the FY23 totals:

- Total amount rebated to city water customers - \$50,582.50.
- Total gallons saved – 2,148,473.

Chairperson Rusing asked for clarification on who is eligible for the rebates and confirmation that the rebates are given as a credit on the water bills.

Ms. Sydow confirmed and explained that any City of Prescott water customer is eligible.

Member Montoya commented that he would like to see this rebate program promoted more.

E. Discussion Regarding the Monthly PFAS Update.

Utilities Manager Steve Olfers provided a presentation to the Subcommittee regarding a PFAS update. He stated that there is limited new information and

staff is continuing sample collection. The last sample collected on April 11 indicates that current blending techniques continue to produce non-detect levels of PFAS at the Chino Wellfield, and the Airport Wellfield continues to produce non-detect PFAS levels.

Chairperson Rusing asked for an update on a filtration system.

Mr. Olfers responded that a study is underway. The intention is to review treatment ideas in the fall and put together a PFAS mitigation plan.

5. GENERAL ANNOUNCEMENTS FROM STAFF

Ms. Sydow provided an update to the Subcommittee regarding the task completion status and final payment from the ADWR for the Water Resources website. She reviewed task completion, stating that tasks 1-3 have been completed. Staff submitted the last task to the ADWR on June 30, 2023. The final check to the web designer Sadie Sarti, will be sent by the City and reimbursed by the ADWR.

Mr. Olfers stated that the annual Water Quality Report for the city's water system is now available online and in print in many different locations throughout Prescott.

6. ADJOURNMENT

There being no further business to discuss, Chairperson Rusing adjourned the meeting at 10:30 a.m.

Cathey Rusing, Chairperson

ATTEST:

Jennifer Wiita, Deputy City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: October 3 Water Issues Subcommittee Meeting
DATE: October 3, 2023
DEPT: Public Works
ITEM #: 4.B
SUBJECT: Presentation & Discussion Regarding the Current Residential & Non-Residential Water Budget Overview for July 1, 2023 through September 19, 2023.

ITEM SUMMARY

Review and discussion regarding the current residential and non-residential water budgets, including projects that have received approval for water between July 1, 2023 and September 19, 2023.

BACKGROUND

The 2022 Water Policy, Policy 11-13, established a semi-annual water budget for residential and non-residential projects. The budget set for July 1, 2023 through December 31, 2023 for residential projects was 25 acre-ft/year and the budget set for non-residential projects was also 25 acre-ft/year.

Between July 1, 2023 and September 19, 2023 a total of 4 residential projects were approved. These projects totaled 2.16 acres-ft. Three projects did not exceed the administrative approval threshold and were administratively approved. One project exceeded the administrative approval threshold and was subsequently reviewed and approved by the Water Issues Subcommittee and City Council. The total remaining residential budget is 22.84 acre-ft/year.

Between July 1, 2023 and September 19, 2023, five non-residential projects were approved totaling 1.97 acre-ft. All five were under the administrative approval threshold and were administratively approved. The total remaining non-residential budget is 23.03 acre-ft/year.

Between July 1, 2023 and September 19, 2023, 13 projects were approved under existing contracts. All 13 were single family residences. Projects under existing contract are not included in the water budget (Policy 9).

FINANCIAL IMPACT

N/A

RECOMMENDED ACTION

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

ATTACHMENTS

1. Water Approval Tracking 9-19-2023

WATER POLICY TRACKING TABLE
APPROVED PROJECTS

RESIDENTIAL PROJECTS							
	PERMIT TYPE	DESCRIPTION	PERMIT NUMBER	AFY	APPROVAL TYPE	WATER SERVICE AGREEMENT	DATE APPROVED
1	RESIDENTIAL	NEW SINGLE FAMILY	B2305-105	0.17	ADMIN - SINGLE FAMILY RESIDENTIAL	WSA23-039	7/11/2023
2	RESIDENTIAL	NEW SINGLE FAMILY	105-09-387	0.17	ADMIN - SINGLE FAMILY RESIDENTIAL	WSA23-042	7/17/2023
3	RESIDENTIAL	NEW SINGLE FAMILY	B2307-176	0.17	ADMIN - SINGLE FAMILY RESIDENTIAL	WSA23-045	8/16/2023
4	RESIDENTIAL	NEW-MULTI FAMILY	B2306-050	1.65	COUNCIL	WSA23-014	8/22/2023
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							

TOTAL APPROVED	2.16
TOTAL BUDGET	25.00
TOTAL REMAINING	22.84

Please see Page 2 for Non-Residential Projects

WATER POLICY TRACKING TABLE
APPROVED PROJECTS

COMMERCIAL PROJECTS						
	PROJECT TYPE	DESCRIPTION	PERMIT NUMBER	AFY	APPROVAL TYPE	DATE APPROVED
1	COMMERCIAL	NEW COMMERCIAL	B2306-082	0.90	ADMIN - Commercial Under 1 AFY	7/17/2023
2	COMMERCIAL	NEW COMMERCIAL	ENG2307-011	0.10	ADMIN - Commercial Under 1 AFY	7/27/2023
3	COMMERCIAL	REMODEL EXISTING/CHANGE IN US	PENDING	0.32	ADMIN - Commercial Under 1 AFY	8/31/2023
4	COMMERCIAL	REMODEL EXISTING/CHANGE IN US	PENDING	0.13	ADMIN - Commercial Under 1 AFY	8/31/2023
5	COMMERCIAL	NEW COMMERCIAL	B2309-027	0.52	ADMIN - Commercial Under 1 AFY	9/11/2023
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						

TOTAL APPROVED	1.97
TOTAL BUDGET	25.00
TOTAL REMAINING	23.03

Please see Page 1 for Residential Projects

	Number of Projects	Res Units	AF
Total Residential	13	13	2.29
Total Commercial	0	0	0.00

Page 1
Page 12 of 16



TO: MAYOR AND CITY COUNCIL
AGENDA: October 3 Water Issues Subcommittee Meeting
DATE: October 3, 2023
DEPT: Public Works
ITEM #: 4.C
SUBJECT: Presentation & Discussion Regarding the Surface Water and Municipal Separate Storm Sewer System (MS4) Program.

ITEM SUMMARY

Review and discussion of the City's MS4 program and update regarding the status of City surface waters.

BACKGROUND

The federal Clean Water Act of 1972 created the Municipal Separate Storm Sewer System (MS4) Program to minimize the discharge of pollutants to Waters of the U.S. That program's primacy was delegated to the state, Arizona Department of Environmental Quality (ADEQ) in 2002.

The City completed its FY2023 MS4 Annual Report on September 19. This discussion will provide an overview of the activities required and conducted under this regulatory program.

Staff will also provide an update on the status of Prescott's surface waters, their associated impairments, and Total Maximum Daily Load (TMDL) modeling and waste load allocations.

FINANCIAL IMPACT

N/A

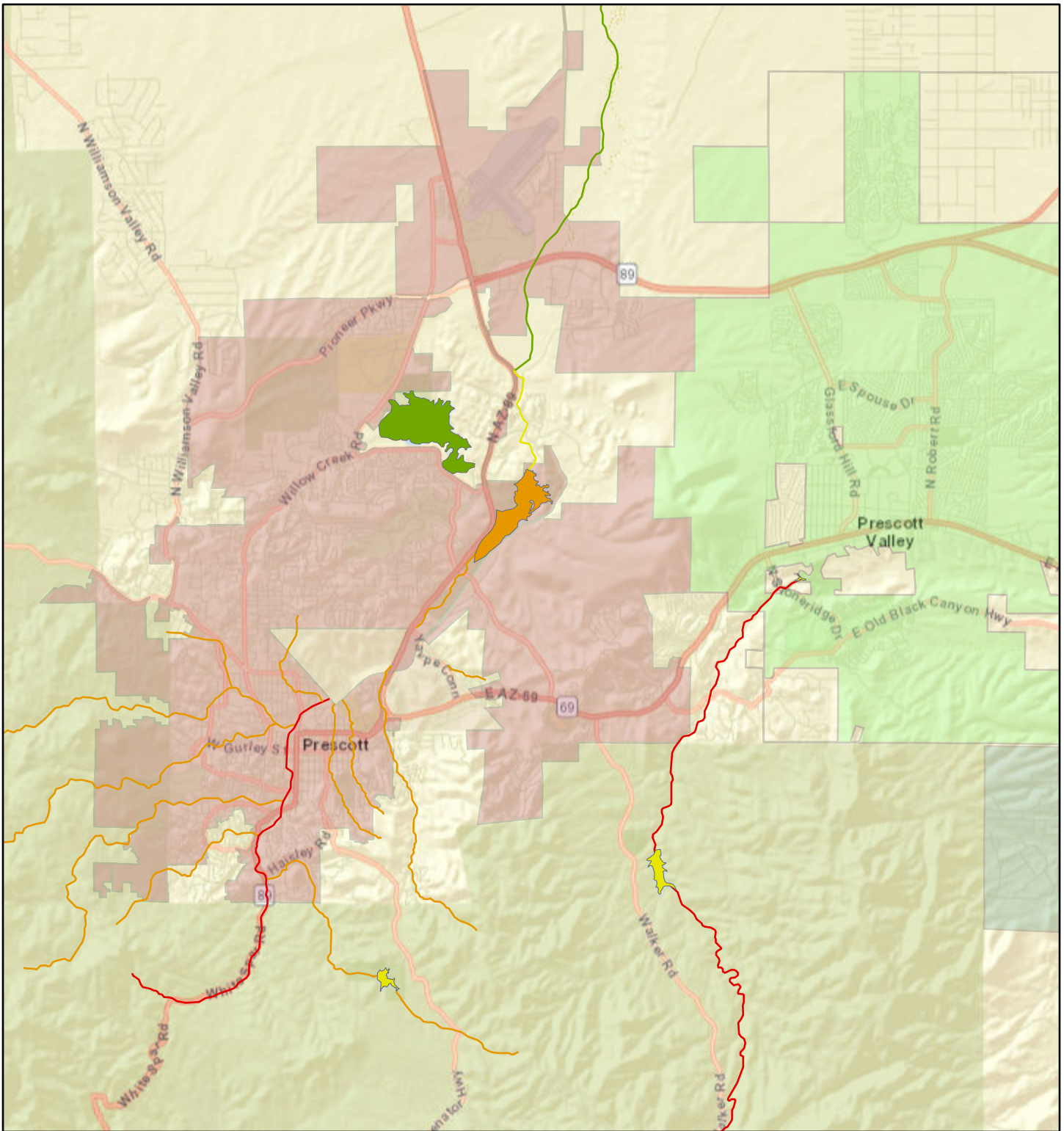
RECOMMENDED ACTION

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

ATTACHMENTS

1. ADEQ Water Quality Map
2. MS4 FY23 summary

ADEQ eMaps



9/20/2023, 11:08:49 AM

Draft Assessed - Lakes 2024

2 Supporting Some Uses

3 Inconclusive

4A Not Attaining TMDL Complete

Draft Assessed - Streams 2024

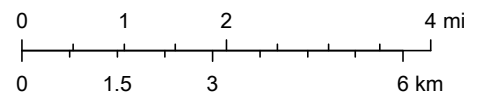
2 Supporting Some Uses

3 Inconclusive

4A Not Attaining TMDL Complete

5 Impaired

1:144,448



Coconino County, County of Yavapai, Bureau of Land Management, Esri, HERE, Garmin, NGA, USGS, NPS

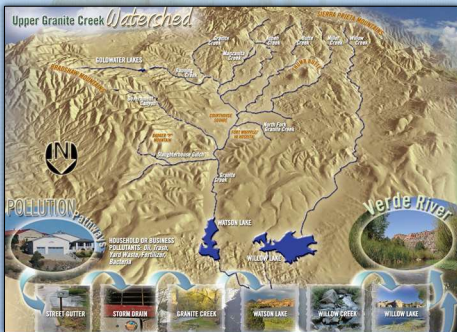
FY23 Statistics

140 Drainage Calls
287 Plan Reviews
57 Outfall inspections
113 Site Inspections
33 Pollution Cases
278 Surface water quality samples
630 Total inspections/Investigations



Pollution Reporting Form

The City's Stormwater Management group oversees all stormwater related issues in the City, including reviews of drainage plans for subdivisions and commercial site development, administering the FEMA National Flood Insurance Program, and ensuring surface water quality compliance.



If **Hazardous Materials** are observed contact the Prescott Fire Department at (928) 445-5357 or 911 in an emergency.

To report **Sewage or Sewer** related spills contact the Wastewater Collection staff immediately, please call:

• Monday-Friday 7:00am – 3:30pm: (928) 777-1630
• Weekends & afterhours: (928) 777-1626

Environmental Services

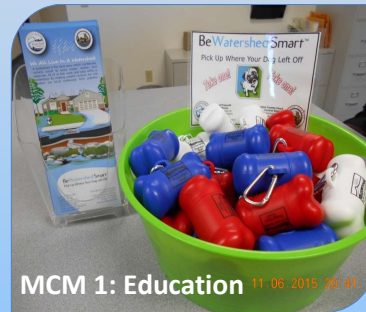


Water Quality of our Creeks & Lakes



Required Activities

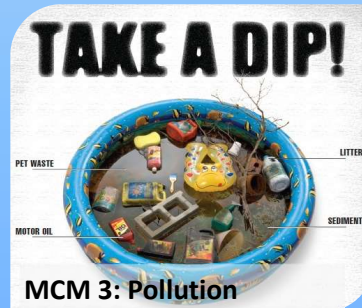
Public Works Department



MCM 1: Education 11-06-2015 29/41



MCM 2: Public Involvement



MCM 3: Pollution



MCM 4: Construction



MCM 5: Post Construction



MCM 6: Good Housekeeping

Lake & Creek Health



Stormwater runoff is flow from rain or snowmelt that does not percolate into the ground.

As it flows over paved, dirt, and landscaped surfaces, it can pick up debris, chemicals, soil and other pollutants. Stormwater then flows untreated into the nearest creek or lake.

Runoff from the built environment is unavoidable.

However, we can work to reduce the pollutants entering our waterways.

By making careful choices in our homes and businesses, we can keep our creeks, lakes, and communities healthy.





TO: MAYOR AND CITY COUNCIL
AGENDA: October 3 Water Issues Subcommittee Meeting
DATE: October 3, 2023
DEPT: Public Works
ITEM #: 4.D
SUBJECT: Presentation & Discussion Regarding
Comprehensive Agreement No. 1 Updates.

ITEM SUMMARY

An update on Comprehensive Agreement No. 1 focusing on Development of a Big Chino Sub-basin Groundwater Flow Model (City Contract No. 2017-246A6).

BACKGROUND

Comprehensive Agreement No. 1 (CA1) is a three-party agreement that includes the City of Prescott, the Town of Prescott Valley, and the Salt River Valley Users' Association and Salt River Project Agricultural Improvement and Power District (SRP); it was executed October 5, 2012. This set forth a collaboration for monitoring and modeling in the Big Chino Sub-basin. The groundwater flow model contract, City Contract No. 2017-246 was executed on February 28, 2017. This contract relied on existing data as well as data collection (monitoring) that was underway through City Contract Nos., 2014-001 (Ephemeral Streamflow), 2014-160 (Geophysics), 2017-143 (Geochemical), 2018-114 (Monitor Well Drilling), and others.

Focusing on the groundwater modeling contract, the latest contract amendment's tasks and timelines will be presented. Possible next steps will be discussed.

FINANCIAL IMPACT

All funding has been provided by the parties as of Calendar Year 2020.

RECOMMENDED ACTION

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

ATTACHMENTS

None