

# City of Prescott

## Council Subcommittee on Water Issues



January 7, 2025 | 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 a 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 Live Meeting Feed](#)

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

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. DISCUSSION & ACTION ITEMS**

- A. Approval of the November 12, 2024 Council Subcommittee on Water Issues Meeting Minutes.  
**Recommended Action: MOVE to approve the minutes as presented**
- B. **WSA24-052:** A Water Service Application Submitted by Ikon.5 Architects, on Behalf of Owner, Embry-Riddle Aeronautical University. Location: APN 106-03-004, Comprising 240 Acres, Requesting 11.33 Acre-ft/Year.  
**Recommended Action: MOVE to recommend forwarding WSA24-052 to Council for approval or denial**
- C. Presentation & Discussion Regarding the Amended 2022 Water Management Policy - Current Residential & Non-Residential Water Budget Overview for July 1, 2024 through December 19, 2024.  
**Recommended Action: This item is for discussion only. No formal action will be taken.**
- D. Presentation & Discussion Regarding an Overview of the 2024 Yearly Water Budget.  
**Recommended Action: This item is for discussion only. No formal action will be taken.**
- E. Presentation & Review Regarding the Calendar Year 2024 Water Conservation Rebate Program.

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

- F. Presentation & Discussion Regarding the Automated Metering Infrastructure (AMI) Project.

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

**4. GENERAL ANNOUNCEMENTS FROM STAFF**

**5. 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 1/2/25 at 12:00 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

*Sarah M. Siep*

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Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL  
AGENDA: January 7 Subcommittee on Water Issues  
DATE: January 7, 2025  
DEPT: City Clerk  
ITEM #: 3.A  
SUBJECT: Approval of the November 12, 2024 Council Subcommittee on Water Issues Meeting Minutes.

## ITEM SUMMARY

Attached for approval are the minutes from the November 12, 2024 Council Subcommittee on Water Issues meeting. Staff recommends approval of the minutes as presented.

## BACKGROUND

None.

## FINANCIAL IMPACT

None.

## RECOMMENDED ACTION

MOVE to approve the minutes as presented

## ATTACHMENTS

1. November 12, 2024 WIS Minutes



# City of Prescott

## Council Subcommittee on Water Issues

November 12, 2024 | 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 9:31 a.m.

#### 2. ROLL CALL

Cathey Rusing, Chairperson  
Lois Fruhwirth, Member  
Ted Gambogi, Member (Excused)

#### 3. DISCUSSION & ACTION ITEMS

- A. Approval of the October 1, 2024 Water Issues Subcommittee Meeting Minutes.

**MOTION BY MEMBER FRUHWIRTH TO APPROVE THE OCTOBER 1, 2024 MINUTES; SECONDED BY CHAIRPERSON RUSING: PASSED (2 - 0)**

- B. WSA24-045 & WSA24-046: Two Water Service Applications Submitted by Dibble Engineering, on Behalf of Owner, Embry-Riddle Aeronautical University. Location: APN 106-03-004, Comprising 240 Acres, in T14N, R02W, Section 03, SE 1/4.

Brian Ruiz, Water Resource and Environmental Services Manager, provided a presentation on the residential hall project which includes two buildings accommodating up to 300 students. The project requires around four acres for landscaping. After conducting a water demand analysis, the engineer estimated a total water usage of 34 acre-feet annually—28 for indoor use and 6 for outdoor landscaping. Since the project's water requirement exceeds 50% of the remaining residential water budget, it triggers an appeal process per water policy guidelines. Embry-Riddle has been informed of the need for the appeal process.

Chairperson Rusing asked for more details on the landscaping water usage, number of students per restroom and stormwater drainage.

Brad Sinn, Director of Facilities for Embry-Riddle responded that there will be very little turf in this project. The dorms are more like apartments rather than a typical dorm setup with private suites with 1 bathroom and 1 bedroom per student. The project aims to address the university's housing shortage, as many students struggle to find affordable off-campus housing. With a trend toward students preferring to live on campus, this housing provides a 9-month lease option, aligning with the academic year. This allows students to save on costs, return home, or pursue internships over the summer, avoiding longer, more expensive leases typically required off campus. Landscaping will be zeroscaping, artificial

turf, and they will use the city's approved plant list.

Member Fruhwirth commented that she noticed the narrative that outlines the benefits to the city mentioned the county often. She would like the City of Prescott benefits highlighted in the future submission.

Chairperson Rusing commented that it is fortunate to have a wonderful quality school such as Embry-Riddle in the City of Prescott.

**MOTION BY MEMBER FRUHWIRTH TO FORWARD WSA24-045 & WSA24-046 TO COUNCIL FOR APPROVAL; SECONDED BY CHAIRPERSON RUSING: PASSED (2 - 0)**

- C. Presentation & Discussion Regarding the Amended 2022 Water Management Policy - Current Residential & Non-Residential Water Budget Overview for July 1, 2024 through October 31, 2024.

Mr. Ruiz provided a presentation on the current status of the water budget. *Residential Water Budget*: Set at 50 acre-feet per year. Five projects were processed, four of which were administratively approved. One was approved by the Water Issues Subcommittee and City Council on October 22 for an 82-unit multifamily site. Total approved usage so far: 11.49 acre-feet. Remaining budget: 38.51 acre-feet. He noted the meeting was held in November instead of December since there would be no December meeting. Some administratively approved projects might slightly reduce the remaining residential water budget before the end of the period.

Chairperson Rusing asked if the Embry-Riddle dorms water application is considered residential or commercial.

Mr. Ruiz responded that the Embry-Riddle dorms were initially placed in the residential water budget but, if approved by Council at the next meeting, the water allocation for this project will not be deducted from the residential budget under the current water policy. He also noted that this project initiated the appeal process, which will conclude with the Council meeting. The next agenda item will address setting the water budget for the next period, with specific values to be discussed.

Member Fruhwirth commented on the challenges in predicting project timelines when setting the residential water budget, which aimed to simplify approvals and avoid appeals. While the Lafferty project avoided the appeal process, the Embry-Riddle project required one due to sequencing and budget limits. The process is a learning experience to improve efficiency and better align water allocations with project needs.

Mr. Ruiz moved on to the *non-residential water budget* during this period: four projects were approved: two administratively, two via the Subcommittee and City Council. Total water usage: 4.27 acre-feet out of the allocated 25 acre-feet, leaving a remaining amount of 20.73 acre-feet. Both the residential and non-residential budgets remain within their allocated limits.

Mr. Ruiz's third slide provided information on water usage from existing contracts

approved through October 31, 2024: 23 projects, including one duplex, totaling 24 residential units. Water usage: 3.98 acre-feet. This usage does not affect the residential or non-residential water budgets and is included for informational purposes only.

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

- D. Presentation & Discussion Regarding the January 2025 - June 2025 Residential & Non-Residential Water Budgets, in Accordance with the Amended 2022 Water Management Policy, Guideline No. 11.

Mr. Ruiz provided a presentation with data to help set the water budget for the first half of 2025 with a recap of the water budget and usage for the period July 1 - December 31, 2024:

*Residential Budget:*

- Initial Allocation: 50 acre-feet.
- Usage to Date: 11.49 acre-feet (23% of the budget).
- Remaining: 38.51 acre-feet.
- If the Embry-Riddle residence hall (34 acre-feet) is approved by Council, it will not technically count toward this budget but brings the total approved for this period to 45.41 acre-feet, showing the 50-acre-feet allocation was well-calculated.

*Non-Residential Budget:*

- Initial Allocation: 25 acre-feet.
- Usage to Date: 4.27 acre-feet.
  - 2 projects administratively approved: 0.75 acre-feet.
  - 2 projects approved by Council: 3.52 acre-feet.
- Remaining: 20.73 acre-feet.

The review highlighted that both budgets were effectively managed, with usage staying within the set limits. Mr. Ruiz displayed a table that provided estimates of upcoming residential projects for the next period, with projected water usage ranging between 10 and 25 acre-feet. These projections are based on current knowledge but may change due to delays or incomplete details.

Member Fruhwirth commented that it is exciting to see some old buildings come back into use. She asked why the new hotel at the old city hall site was not on the expected project list.

Mr. Ruiz responded that his understanding is that the water was included in the contract for that project, so it would be considered an existing contract, and it would not come through the water issue subcommittee.

**MOTION BY CHAIRPERSON RUSING TO FORWARD RECOMMENDATION OF 25 AFY NON-RESIDENTIAL AND 25 AFY RESIDENTIAL WATER BUDGET FOR JANUARY 2025 - JUNE 2025 TO COUNCIL; SECONDED BY MEMBER FRUHWIRTH: PASSED (2 - 0)**

E. Presentation & Discussion Regarding Green Stormwater Infrastructure.

Matt Killeen Environmental Program Manager, and Elise Anderson Stormwater Specialist, provided a presentation on Green Stormwater Infrastructure (GSI) regarding urban challenges.

Mr. Killeen explained that GSI mimics natural processes to manage stormwater by promoting infiltration, reducing runoff, and lowering pollution. Key methods include rain gardens, permeable pavements, and rainwater harvesting at both residential and municipal scales. He emphasized the importance of updated standards, long-term maintenance, and incorporating GSI into city plans to ensure effectiveness and community benefits. Existing Arizona guides serve as valuable references but need modernization to meet current needs.

Chairperson Rusing asked if the construction community is made aware of the efforts/guidelines and would code amendments be helpful in this effort.

Mr. Killeen responded that many design professionals see it as unnecessary unless required by standards. To address this, early engagement through pre-application conferences emphasizes GSI from the start. He also acknowledged the need to update outdated stormwater codes to align with evolving federal and state regulations, stating that discussions with the legal team have begun.

Chairperson Rusing emphasized the importance of incorporating GSI requirements into the Land Development Code to ensure architects and draftsmen are aware of the city's expectations.

Mr. Killeen moved on to explain a plan to use a water quality improvement grant for retrofitting existing sites, such as city parks and school district properties, to incorporate GSI. A consultant, funded entirely by the grant, helped evaluate 25 potential sites based on eight weighted categories. The scoring system is adaptable, allowing priorities to shift depending on specific funding sources, like federal grants from EPA or FEMA. This ensures that top-priority sites align with funding opportunities, enabling quicker action when construction funding becomes available.

Chairperson Rusing asked for an explanation of the Tree Canopy Gap and how Prescott ranks in that area.

Mr. Killeen explained that the American Forest Association, a nonprofit, analyzed data to assess gaps in tree canopy coverage using GIS technology. This analysis compares the current tree canopy to the recommended coverage levels as determined by professionals. Any deficiencies are highlighted through a differential score in the "tree canopy gap" category. Mr. Killeen highlighted that Prescott's tree canopy benefits significantly from its riparian areas and creeks, which enhance coverage even in urban or industrial zones. These natural features contribute to the city's overall ecological health and beauty, making it well-positioned in terms of tree canopy despite varying levels of development.

Member Fruhwirth raised concerns about recurring downtown flooding during heavy storms, noting that even 12-inch-high curbs are insufficient to manage the water. She inquired whether there are potential GSI solutions that could address the issue while also providing environmental benefits.

Mr. Killeen responded that a third of the identified GSI sites are located in disadvantaged areas, including parts of the Dexter neighborhood. Downtown flooding is challenging due to space constraints and the large volume of water. While solutions are possible, addressing these issues in such areas requires careful planning. He noted that being the front line staff to drainage issues, they are fully aware of the challenges.

Ms. Anderson introduced ArcGIS StoryMap and displayed the StoryMap for the Subcommittee. Ms. Anderson explained that the ArcGIS Story Map is an interactive tool that educates the public about green stormwater infrastructure (GSI) in Prescott. It allows users to explore existing sites and encourages community members and businesses to create their own stormwater solutions. The project will be shared with local environmental groups and community champions, and it will continue to be developed as a resource for residents.

Chairperson Rusing asked if the stormwater team works with the parks and recreation services department regarding chemicals sprayed on fields.

Mr. Killeen responded it is not an in depth conversation they have had yet with the department. It is a topic to discuss across all departments within the city. It was noted that holistic management, focusing on natural soil chemistry, can reduce reliance on harmful chemicals. Healthy soil can better absorb stormwater, and plants can help filter out harmful substances like nitrates before they reach water sources like Watson Lake.

Member Fruhwirth praised the story map and educational efforts but emphasized the need for earlier education, particularly for newcomers. She suggested collaborating with local magazines to reach people before they move, educating them about water conservation, plant lists, and other essential resources. This proactive approach could help avoid costly mistakes and enhance long-term awareness of green practices.

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

**4. GENERAL ANNOUNCEMENTS FROM STAFF**

Mr. Ruiz commented that the comprehensive agreement one report is now available on the city website. Water conservation messages are going out via local radio messages, on the city's social media, and [prescottwater.com](http://prescottwater.com). Rebate information and applications are available on the city website.

**5. ADJOURNMENT**

Chairperson Rusing adjourned the meeting to order at 10:47 a.m.

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Cathey Rusing, Chairperson

ATTEST:

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Torey Dawson, Deputy City Clerk



TO: MAYOR AND CITY COUNCIL  
AGENDA: January 7 Subcommittee on Water Issues  
DATE: January 7, 2025  
DEPT: Public Works  
ITEM #: 3.B  
SUBJECT: **WSA24-052:** A Water Service Application Submitted by Ikon.5 Architects, on Behalf of Owner, Embry-Riddle Aeronautical University. Location: APN 106-03-004, Comprising 240 Acres, Requesting 11.33 Acre-ft/Year.

## ITEM SUMMARY

This Water Service Agreement application is for a new student union building, a multi-use facility for studying, meeting, and other campus activities at Embry-Riddle. The site is located on the Embry-Riddle campus west of Willow Creek Road.

## BACKGROUND

Per the Amended 2022 Water Management Policy, a Water Service Agreement (WSA) application was submitted for this project for review of estimated water usage. No formal planning application is required for this project per the Land Development Code. A demand analysis was prepared by Dibble Engineering, using City General Engineering Standards (GES) water multipliers. The project consists of a new student union building to replace 5 old buildings which are being demolished to make space. The estimated net increase in usage is calculated to be 9 AFY. The project's total water demand, including 1.55 acres of landscaping at 1.5 AFY/acre is 11.33 acre-feet per year.

Attachment 1 provides a vicinity map showing the location of the project with respect to the Embry-Riddle campus. Attachment 2 provides a water plan showing the layout of the proposed building and the demand analysis prepared by the engineer.

## FINANCIAL IMPACT

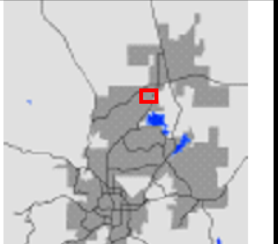
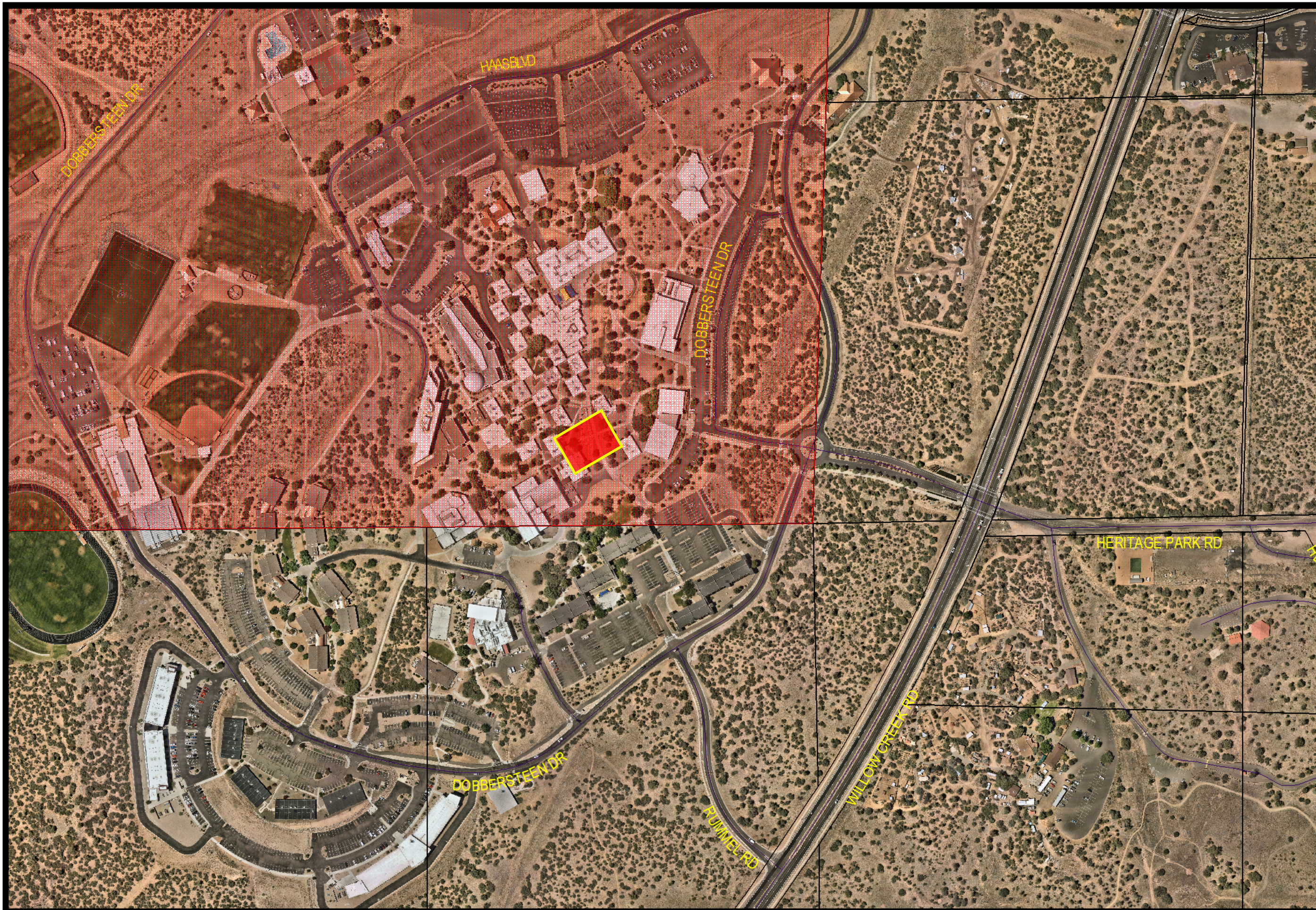
None at this time.

## RECOMMENDED ACTION

MOVE to recommend forwarding WSA24-052 to Council for approval or denial

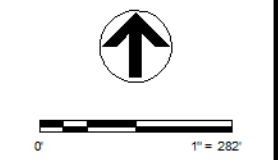
## ATTACHMENTS

1. ERAU Student Union Site Map
2. Attachment 2 - Water Plan & Demand Analysis
3. WSA24-052 Presentation



106-03-004  
3700 Willow Creek Rd  
240 Acres

This map is a product of  
The City of Prescott



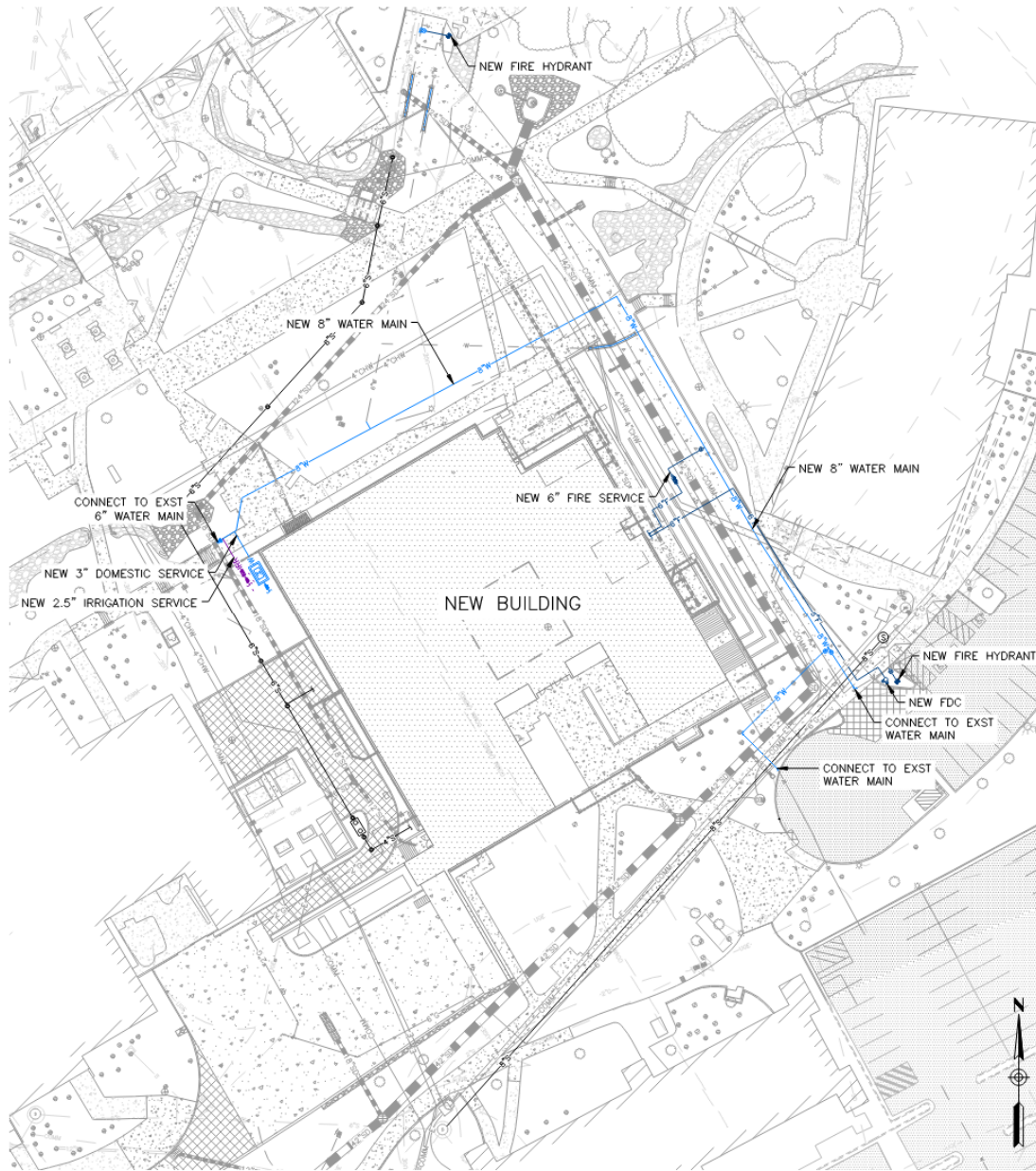


Figure 1 – Water Plan

## WATER DEMAND ANALYSIS

<b>To:</b>	Ben Easley, City of Prescott	<b>Date:</b>	November 7, 2024
<b>Copy:</b>	Brian Ruiz, City of Prescott	<b>Client Project:</b>	
<b>From:</b>	Travis G Dunn, PE, Dibble	<b>Project No:</b>	1122162
	Adrian Carvajal, PE, Dibble		
<b>Subject:</b>	Embry Riddle Aeronautical University (ERAU) Student Union – WSA Water Demand Analysis		

### PROJECT DESCRIPTION

This water demand analysis has been prepared to supplement the previously prepared water design memo for the ERAU Student Union project. The project site is located on a portion of Assessor’s Parcel Numbers (APN) 106-03-004 and 106-08-006, within the existing ERAU campus. The project site is bound by existing campus buildings to the west and east and existing hardscape and plaza area to the north and south. This project includes a new student union building, as well as the associated new utility services and hardscape improvements around the site.

### WATER DEMAND ANALYSIS

The previously prepared water design memo was developed to evaluate the capacity of the existing and proposed water infrastructure in consideration of peak demands at the new building. The intent of this water demand analysis is to provide an estimated overall annual demand increase generated by the new building for the city to verify availability in the City’s overall water budget.

Per the water design memo, the peak flow and maximum daily flow were calculated based on plumbing fixtures, since Table 4-1 of the City of Prescott’s (COP) *General Engineering Standards (GES)* did not have an applicable classification to evaluate the specific demand of the new student union building. To calculate the additional annual demand generated by the new student union, it is appropriate to evaluate the school facilities (no residence halls) throughout the campus using the “School” classification for high school with gym, showers, and cafeteria. **Table 1** provides a summary of the unit demands in gallons per day (gpd) per person for both students and staff.

**Table 1 – Unit Flows from COP GES**

Classification	Unit Design Flow (gpd/person)
Staff	24
Student	Middle & High – 24
	With Gym & Showers – 6
	With Cafeteria – 4
	<b>Total – 34</b>

To calculate the additional demand generated by the new student union, existing facility data was used to calculate total demand per square foot of school facilities on campus (excludes residential buildings). **Table 2** provides a summary of the existing student and staff counts, as provided by ERAU.



**Table 2 – SF Per Person Values**

Total Staff	650
Total Residing Students	1,430
Total Commuting Students	1,820
Total Facility Square Footage	398,946
<b>Unit</b>	<b>Rate (SF per person)</b>
Facility SF per Student	123
Facility SF per Staff Member	614

Using these values, the additional facilities demand can be calculated based on the additional student and staff capacities generated by the addition of the student union. This calculation will also include the offset for the buildings that will be removed as part of the project. **Table 3** provides a summary of the additional school facility square footage that will be added as a result of this project.

**Table 3 – Net Building Area Change (School Facilities)**

Building	Addition/Removal	Square Footage Impact
Student Union (42)	A	+48,411
37	R	-1,684
38	R	-1,686
60	R	-1,840
61	R	-1,685
71	R	-4,738
	<b>TOTAL</b>	<b>+36,778</b>

The net additional average daily demand generated by the project is summarized in **Table 4**.

**Table 4 – Net Additional Daily Demand**

Additional Building Area (sf)	Additional Staff Capacity	Additional Staff Demand (gpd)	Additional Student Capacity	Additional Student Demand (gpd)	Additional Daily Demand (gpd)
36,778	60	1,440	300	10,200	11,640

As shown above, the project will add an average demand of 11,640 gpd to the campus. Per coordination with ERAU, full occupancy is expected for the fall and spring semesters, for a total of 220 days each year. During summer school, 37% occupancy is expected for a total of 86 days. This usage rate is based on data obtained from ERAU showing their 2024 summer usage of existing residence halls, but it is assumed that the residence hall usage rates also reflect the school facility usage rates. Based on the expected occupancy, the added annual domestic water demand due to the new student union building is expected to be 2,931,185 gallons, or approximately 9 acre-feet. Refer to **Table 5** for a summary of the annual domestic water demand calculation.



**Table 5 – Annual Domestic Water Demand**

Added Average Daily Demand (gpd)	Fall/Spring Semester Days	Fall/Spring Occupancy	Summer Days	Summer Occupancy	Annual Demand (acre-feet)
11,640	220	100%	86	37%	9

The project will also include new landscaping around the student union building, which will add irrigation water demand. Per direction from the City of Prescott, irrigation demand is calculated at 1.5 acre-feet per acre of landscaping. Plans show a total landscaping area of approximately 1.55 acres, which will add a demand of approximately 2.33 acre-feet. Adding the irrigation demand for the new landscape to the new domestic demand, the total additional annual demand for the new student union building will be approximately 11.33 acre-feet. Refer to **Table 6** for a summary of the total annual water demand generated by the new student union.

**Table 6 – Total Annual Water Demand (acre-feet)**

Annual Domestic Demand	Annual Irrigation Demand	Total Annual Demand
9	2.33	11.33

**DEVELOPMENT BENEFITS**

The scope of this project is to add a new student union building at the ERAU Prescott campus. The University has been noted to provide economic benefit to the City by bringing additional residents to the City for large parts of the year. In conjunction with the new student residence halls, the student union building will increase the number of people accessing the surrounding area. This will increase the visibility of businesses in Prescott. Jobs will also be added with the completion of the new student union building, as staff will be needed to maintain, work, and manage new facilities within the building.

In addition to the financial benefits, this project will enhance the campus’s appeal, attracting more students from both local and non-local areas, thereby increasing student diversity.



106-03-004  
3700 Willow Creek Rd  
240 Acres

This map is a product of  
The City of Prescott



This document is a graphic representation only of best available sources.  
The City of Prescott assumes no responsibility for any errors.



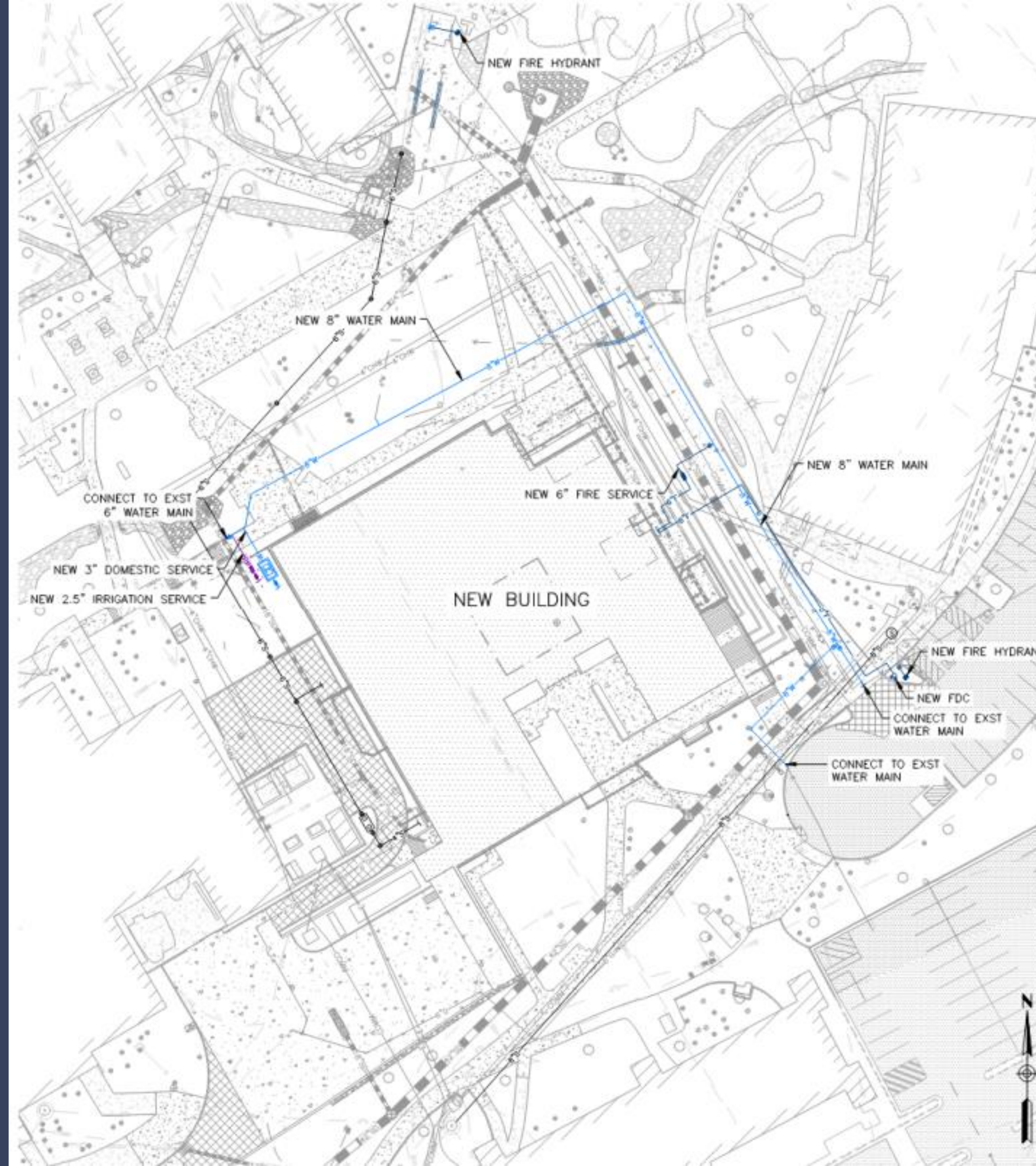


Figure 1 – Water Plan

## WSA24-052 APPLICATION SUMMARY

- New Student Union building to replace 5 old buildings
  - Estimated net increase in usage is 9 AFY
- Estimated Demand Landscape – 1.55 acres at 1.5 AFY/acre
  - Estimated Total Demand – 11.33 AFY

### POSSIBLE ACTIONS:

MOVE to recommend forwarding WSA24-052 to Council for approval

or

MOVE to recommend forwarding WSA24-052 to Council for denial



TO: MAYOR AND CITY COUNCIL  
AGENDA: January 7 Subcommittee on Water Issues  
DATE: January 7, 2025  
DEPT: Public Works  
ITEM #: 3.C  
SUBJECT: Presentation & Discussion Regarding the Amended 2022 Water Management Policy - Current Residential & Non-Residential Water Budget Overview for July 1, 2024 through December 19, 2024.

## 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, 2024, and December 19, 2024.

## BACKGROUND

The Amended 2022 Water Policy, Policy 11-13, established a semi-annual water budget for residential and non-residential projects. The budget set for July 1, 2024, through December 31, 2024, for residential projects was 50 acre-ft/year and the budget set for non-residential projects was 25 acre-ft/year. Attachment 1 provides tables summarizing water allocated between July 1, 2024, and December 19, 2024.

Between July 1, 2024, and December 19, 2024, a total of 5 residential projects were approved. Three projects were individual single-family homes and one was a duplex which were all administratively approved for a total of 0.75 acre-ft/year. WIS and City Council reviewed and approved an 82 unit multifamily complex requesting 10.74 acre-ft/year. The total for administratively approved and City Council approved water was 11.49 acre-ft/year. The total remaining residential budget was 38.51 acre-ft/year.

Between July 1, 2024, and December 19, 2024, a total of 5 non-residential projects were approved. Three of these projects requested less than 1.5 acre-ft/yr and were administratively approved. Two were reviewed and approved by WIS and City Council. The total demand for these 5 projects equals 4.54 acre-ft/year. The total remaining non-residential budget is 20.46 acre-ft/year.

Between July 1, 2024, and October 31, 2024, a total of 34 projects were approved under existing contracts. 31 new single-family homes and two duplex housing units were located mainly within Groundwater Subdivisions. One project for Veterans Housing was approved through an existing IGA for 80 multi-family units totaling 10.73 acre-ft/year (See Attachment 2). The total volume approved under existing contracts was 16.38 acre-ft/year. Projects under existing contracts are not included in the water budget (Guideline 9).

## FINANCIAL IMPACT

None at this time.

## RECOMMENDED ACTION

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

## ATTACHMENTS

1. Attachment 1 -Monthly Water Budget Update
2. Attachment 2 -2024-116 VA IGA- Signed
3. Monthly Budget Presentation

July 1, 2024 - December 31, 2024

**WATER POLICY TRACKING TABLE  
APPROVED PROJECTS**

City of Prescott  
Public Works Department  
928-777-1130

RESIDENTIAL PROJECTS							
	PERMIT TYPE	DESCRIPTION	PERMIT NUMBER	AFY	APPROVAL TYPE	WATER SERVICE AGREEMENT	DATE APPROVED
1	RESIDENTIAL	SFR - Preserve at Prescott	B2406-083	0.17	ADMIN SINGLE FAMILY RESIDENTIAL	WSA24-042	7/11/2024
2	RESIDENTIAL	SFR - Lafferty	B2305-081	0.17	ADMIN SINGLE FAMILY RESIDENTIAL	WSA24-048	8/27/2024
3	RESIDENTIAL	DUPLEX	B2404-124	0.24	ADMIN multifamily 8 units or less	WSA24-051	9/26/2024
4	RESIDENTIAL	New Single Family residence	B2408-046	0.17	ADMIN SINGLE FAMILY RESIDENTIAL	WSA24-054	10/21/2024
5	RESIDENTIAL	Commercial 82 unit multi family	PENDING	10.74	COUNCIL	WSA24-035	10/22/2024
6							
7							
8							
9							
10							

TOTAL APPROVED	11.49
TOTAL BUDGET	50.00
TOTAL REMAINING	38.51

**WATER POLICY TRACKING TABLE  
APPROVED PROJECTS**

<b>NON-RESIDENTIAL PROJECTS</b>						
	<b>PROJECT TYPE</b>	<b>DESCRIPTION</b>	<b>PERMIT NUMBER</b>	<b>AFY</b>	<b>APPROVAL TYPE</b>	<b>DATE APPROVED</b>
1	NON-RESIDENTIAL	Restaurant in mall	PENDING	1.67	COUNCIL	9/24/2024
2	NON-RESIDENTIAL	New Storage Facility	ENG2309-016	0.05	ADMIN - Commercial Under 1 AFY	7/25/2024
3	NON-RESIDENTIAL	Block Manufacturing	B2105-210	1.85	COUNCIL	9/24/2024
4	NON-RESIDENTIAL	New Steel Building	B2407-176	0.70	ADMIN - Commercial Under 1 AFY	8/9/2024
5	NON-RESIDENTIAL	Waxing Salon	B2411-109	0.27	ADMIN - Commercial Under 1 AFY	12/17/2024

TOTAL APPROVED	4.54
TOTAL BUDGET	25.00
TOTAL REMAINING	20.46

**WATER POLICY TRACKING TABLE  
APPROVED PROJECTS**

	PERMIT TYPE	# OF RES UNITS	PERMIT NUMBER	AFY	APPROVAL TYPE	EXISTING ENTITLEMENT	DATE APPROVED	DEMAND METHOD	
1	RESIDENTIAL	SFR - Newport Heights	1	B2404-025	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/5/2024	WRMM Multiplier
2	RESIDENTIAL	SFR - Preserve at Prescott	1	B2407-033	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/23/2024	WRMM Multiplier
3	RESIDENTIAL	SFR - PINNACLE AT PRESCOTT LA	1	B2407-100	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/24/2024	WRMM Multiplier
4	RESIDENTIAL	SFR - PARCEL C2 AT HASSAYAMP	1	B2407-080	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/29/2024	WRMM Multiplier
5	RESIDENTIAL	SFR - Preserve at Prescott	1	B2407-168	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/31/2024	WRMM Multiplier
6	RESIDENTIAL	SFR - PINNACLE AT PRESCOTT LA	1	B2407-134	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/1/2024	WRMM Multiplier
7	RESIDENTIAL	SFR - HIGHLAND PINES	1	ENG2408-010	0.17	N/A EXISTING CONTRACT/AGREEMENT	Highland Pines	8/20/2024	WRMM Multiplier
8	RESIDENTIAL	DUPLEX	2	B2407-160	0.24	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/21/2024	WRMM Multiplier
9	RESIDENTIAL	SFR - East Prescot Add	1	B2408-021	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/21/2024	WRMM Multiplier
10	RESIDENTIAL	SFR - Summit Pointe	1	B2408-110	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/23/2024	WRMM Multiplier
11	RESIDENTIAL	SFR - Preserve at Prescott	1	B2408-128	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/29/2024	WRMM Multiplier
12	RESIDENTIAL	SFR - Ranch at Prescott Unit 4	1	B2407-172	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/30/2024	WRMM Multiplier
13	RESIDENTIAL	SFR - Chino Valley	1	ENG2408-013	0.17	N/A EXISTING CONTRACT/AGREEMENT	2007-278 Mollie Rae	9/3/2024	WRMM Multiplier
14	RESIDENTIAL	SFR - Estancia de Prescott	1	B2408-137	0.17	N/A EXISTING CONTRACT/AGREEMENT	ESTANCIA DE PRESCOTT	9/5/2024	WRMM Multiplier
15	RESIDENTIAL	SFR - Suburban Acres	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	9/6/2024	WRMM Multiplier
16	RESIDENTIAL	SFR - PINNACLE AT PRESCOTT LA	1	B2408-146	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	9/9/2024	WRMM Multiplier
17	RESIDENTIAL	SFR - CLIFF ROSE UNIT 7	1	B2409-110	0.17	N/A EXISTING CONTRACT/AGREEMENT	Cliff Rose Unit 7	9/26/2024	WRMM Multiplier
18	RESIDENTIAL	SFR - Country Village	1	B2409-067	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	9/26/2024	WRMM Multiplier
19	RESIDENTIAL	SFR - Newport Heights	1	B2409-138	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	10/7/2024	WRMM Multiplier
20	RESIDENTIAL	SFR - Suburban Acres	1	B2409-082	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	10/11/2024	WRMM Multiplier
21	RESIDENTIAL	New Single Family residence	1	B2410-047	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	10/30/2024	WRMM MULTIPLIER
22	RESIDENTIAL	New Single Family residence	1	B2410-051	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	10/30/2024	WRMM Multiplier
23	RESIDENTIAL	New Single Family residence	1	B2410-055	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	10/30/2024	WRMM MULTIPLIER
24	RESIDENTIAL	SFR - IDYLWILD TRACT	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/14/2024	WRMM MULTIPLIER
25	RESIDENTIAL	SFR - Palmer hill	1	b2310-211	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/14/2024	WRMM MULTIPLIER
26	RESIDENTIAL	SFR - Gardenland	1	B2411-002	0.17	N/A EXISTING CONTRACT/AGREEMENT	BURTON PARCEL 2	11/14/2024	WRMM MULTIPLIER
27	RESIDENTIAL	SFR-Prescott Riviera	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	11/20/2024	WRMM MULTIPLIER
28	RESIDENTIAL	Duplex	2	B2404-043	0.24	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/20/2024	WRMM MULTIPLIER
29	RESIDENTIAL	US GOVT VA HOUSING	80	PENDING	10.73	N/A EXISTING CONTRACT/AGREEMENT	IGA	11/21/2024	WRMM MULTIPLIER
30	RESIDENTIAL	SFR-Prescott Riviera	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/22/2024	WRMM MULTIPLIER
31	RESIDENTIAL	SFR - PRESCOTT HEIGHTS	1	B2411-096	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/4/2024	WRMM MULTIPLIER
32	RESIDENTIAL	SFR - SOUTHVIEW UNIT 2A	1	b2411-102	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/4/2024	WRMM MULTIPLIER
33	RESIDENTIAL	SFR - Willow Creek Heights	1	B2411-086	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/4/2024	WRMM Multiplier
34	RESIDENTIAL	SFR - Cliff Rose	1	B2405-113	0.07	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/12/2024	WRMM MULTIPLIER

	Number of Projects	Res Units	AF
<b>Total Residential</b>	<b>34</b>	<b>115</b>	<b>16.38</b>
<b>Total Non-Residential</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Totals</b>	<b>34</b>	<b>115</b>	<b>16.38</b>

*Existing Entitlement for water can be in the following forms:*  
*Groundwater Subdivision - Committed demand to platted areas as of 1998*  
*Contract - Recorded agreement with the City for an allocated amount of water for a project of project area.*

CITY CONTRACT NO 2024-116

**INTERGOVERNMENTAL AGREEMENT  
DEPARTMENT OF VETERAN AFFAIRS NORTHERN ARIZONA VA  
HEALTHCARE SYSTEM, PRESCOTT, AZ AND CITY OF PRESCOTT**

THIS INTERGOVERNMENTAL AGREEMENT (the "Agreement"), is entered into as of the date of final signature, by and between the CITY OF PRESCOTT, a municipal corporation of Arizona (hereinafter the "City"), and Department of Veteran Affairs Northern Arizona VA Healthcare System, Prescott, AZ (hereinafter "NAVAHCS")

**WHEREAS**, the City operates a water distribution system that provides water service to parcels of land both inside and outside of its corporate borders; and,

**WHEREAS**, the NAVAHCS does not operate any water distribution systems in the Prescott region; and,

**WHEREAS**, the City operates a sewer collection and treatment system that provides sewer service to parcels of land both inside and outside of its corporate borders; and,

**WHEREAS**, the NAVAHCS does not operate any sewer collection and treatment systems in the Prescott region; and,

**WHEREAS**, the City and NAVAHCS wish to enter into an agreement to allow the City to provide water service and sewer treatment to those improvements on real property owned by the NAVAHCS and near to the City system that currently lack water and sewer infrastructure necessary to serve; and,

**WHEREAS**, the City is authorized to provide water service pursuant to A.R.S. §9-240(8)(6); and,

**WHEREAS**, the City is authorized to provide sewer service pursuant to A.R.S. §9-240(8)(6); and,

**WHEREAS**, the Prescott City Code allows the City to enter into intergovernmental agreements with government entities like NAVAHCS for the provision of City water outside of City limits; and,

**WHEREAS**, A.R.S. §11-952 and the Prescott City Charter allow governmental entities, like the federal government and the City, to enter into intergovernmental agreements for cooperative action; and,

**WHEREAS**, NAVAHCS owns that certain real property located in unincorporated Yavapai County known as Yavapai County Tax Assessor's Parcel Number, 114-01-001G which parcels are collectively referred to herein as the "Property"; and,

**WHEREAS**, it is the understanding of the parties that the existing Yavapai County Tax Assessor's Parcel Number 114-01-001G may be split to allow for the development of an Apartment Complex for Veterans.

**NOW, THEREFORE**, for and in consideration of foregoing introduction and recitals, which are incorporated herein by reference, the mutual covenants and promises herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

Section 1. TERM. The term of this Agreement shall be from the effective date of \_\_\_\_\_, 202\_ through January 1, 2122, unless sooner terminated as set forth in Section 5 herein. NAVAHCS shall have the option of extending this intergovernmental agreement for an additional twenty-five (25) years by providing the City with written notice at least one hundred eighty (180) days before the expiration of the original term. Should NAVAHCS opt to extend the term, the termination provisions of Section 5 shall remain in full force and effect. This Agreement will automatically terminate should fee simple title to the subject Property be sold, or otherwise transfer, to a new owner that is not an entity eligible to be part to an Intergovernmental Agreement. For clarity, the previous sentence does not prohibit leases and subleases of the subject Property, the granting of easements, mortgages, deeds of trust or other security interests in the subject Property or any leasehold interest therein, or the transfer, sale or conveyance of any leasehold or subleasehold interest or any mortgages, deeds of trust or other security interests therein. Should the subject Property (or any part thereof) be annexed into the City of Prescott, this Agreement will terminate automatically as to the portion annexed, but the City will continue to provide water and sewer services to the Property after such annexation.

Section 2. PURPOSE. The purpose of this Agreement is to set forth the duties and responsibilities of the parties and to formalize the provision of water service and sewer treatment within the area shown on the map attached as **Exhibit A**.

Section 3. MUTUAL PUBLIC BENEFITS. The City and NAVAHCS acknowledge that the primary purpose of this Agreement is to provide public water and sewer services to parcel 114-01-001G and any subsequent land splits of said parcel that serve the existing and contemplated buildings as outlined in subsections 3.1 and 3.2 below.

3.1 Four (4) existing buildings, including the warehouse, on the subject parcel to receive maximum amount of 6.48 acre feet of City water per year and City sewer service.

3.2 Apartment Complex for Veterans. A new building or buildings with a maximum of eighty (80) multi-family dwelling units (in the aggregate, regardless of the number of buildings) will be provided City water and sewer service in accordance with the City's existing water policy in an amount not to exceed 10.725 acre feet per year.

Section 4. PERFORMANCE. The performance commitments of the respective parties are as follows:

#### 4.1 City Obligations.

4.1.1 The City shall perform necessary evaluations of water demand for the aforementioned existing buildings in Section 3.1 and share the results with NAVAHCS.

4.1.2 After the date of this Agreement, the City shall accept requests for water service, pursuant to Section 3 above, submitted by the NAVAHCS for buildings now or hereafter located at Parcel No 114-01-001G, and any subsequent land splits of said parcel, that serve the existing and contemplated buildings as outlined in 3.1 and 3.2 above.

4.2 Water and Wastewater Service. The City shall ensure sufficient water supplies are reserved within its Assured Water Supply for the existing and contemplated buildings as outlined in 3.1 and 3.2 above nor or hereafter located at Parcel No 114-01-001G, and any subsequent land splits of said parcel. This obligation to provide sufficient water supplies extends to the successors in interest and assigns of the parties. The City shall require connections to the sewer system for the buildings as a condition of the City providing water service to such buildings.

#### 4.3 General Conditions for Water and Sanitary Sewer Service:

4.3.1 Connection to, and/or, extension of City utilities shall be the responsibility of Fort Whipple Veterans Housing, LLC ("FWVH"). FWVH is a party to a separate agreement with NAVAHCS. FWVH will be solely responsible for any expenses to connect to, or extend City utilities. FWVH shall be subject to all applicable federal, state and local codes, statutes, laws, rules, regulations, policies and fees in existence at time of connection.

4.3.1.A Prior to connecting to City water, all design plans and installations shall be approved by the City and meet the City's then current General Engineering Standards.

4.3.2 Each customer (the "Water Customer") to whom water service is provided shall continue to be billed for such service as provided by the Prescott City Code; as such, the Water Customer shall timely pay all such billings.

4.3.3 Design and construction of the City's public water system and public sewer system providing service to the existing and contemplated buildings as outlined in 3.1 and 3.2 above, shall be accomplished in compliance with all applicable laws and codes.

4.4 Reservation of Wastewater Treatment Capacity. The City shall provide sewer service to the existing and contemplated buildings as outlined in 3.1 and 3.2 above. The City agrees to assure there is sufficient sewer treatment facility capacity for the development.

Section 5. TERMINATION. This Agreement may only be terminated by a party if the other party materially defaults in an obligation hereunder and such default continues for a period of 365 days from the date on which the non-defaulting party sends the defaulting

party a written notice of such default. The cure period set forth in this section shall be extended for so long as is reasonably necessary if the defaulting party commences and is diligently pursuing a cure within the time specified. In the event that the Water Customer does not make timely payments for all utility billings, City shall terminate water service to that meter until full payment is received.

Section 6. NO PARTNERSHIP; NOT EMPLOYEES. Nothing herein is intended to create a partnership or joint venture between the parties, nor does it create an employment relationship between the personnel of the City and the NAVAHCS.

Section 7. NOTICES. All notices provided in connection with this Agreement shall be in writing and shall be deemed to have been sufficiently delivered or served when presented personally or upon the third (3<sup>rd</sup>) day after being deposited in the United States mail, postage prepaid, by registered or certified mail, addressed as follows:

Northern Arizona VA Medical Center:  
500 N. US Hwy 89  
Building 14 MCD  
Prescott, AZ 86313

City:  
Public Works Department City of Prescott  
433 N. Virginia St  
Prescott, AZ 86301

Section 8. FURTHER INSTRUMENTS. Each party hereto shall, promptly upon the request of the other, acknowledge and deliver to the other any and all further instruments and assurances reasonably requested or appropriate to evidence or give effect to the provisions of this Agreement.

Section 9. AMENDMENT AND CONSTRUCTION. This Agreement sets forth the entire understanding of the parties as to the matters set forth herein as of the date of this Agreement and cannot be altered or otherwise amended except pursuant to an instrument in writing signed by each of the parties hereto. This Agreement is intended to reflect the mutual intent of the parties with respect to the subject matter hereof, and no rule of strict construction shall be applied against any party.

Section 10. DISPOSITION OF PROPERTY. The parties do not contemplate the joint purchase of any property under this Agreement. Upon termination of this Agreement for any reason, any property purchased by a party shall remain the property of that party, and any party having possession or use of the other party's property shall return such property to the owning party.

Section 11. NONDISCRIMINATION. The parties agree to comply with the nondiscrimination in government contract provisions of Executive Order No. 2009-09, and hereby incorporate by reference its terms into this Agreement as if fully set forth

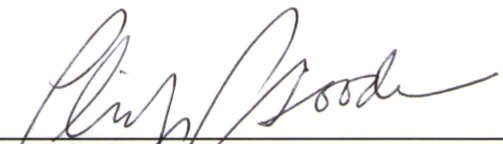
herein.

Section 12. RESOLUTIONS. Attached hereto are the authentic copies of each appropriate action by ordinance, resolution or otherwise of the governing body of each party authorizing the execution of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their authorized representatives the day and year first above written.

**CITY OF PRESCOTT**

**DEPARTMENT OF VETERAN AFFAIRS  
NORTHERN ARIZONA VA HEALTHCARE  
SYSTEM**

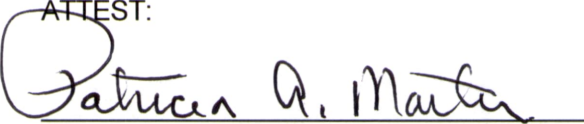
  
By: Philip R. Goode  
Its: Mayor

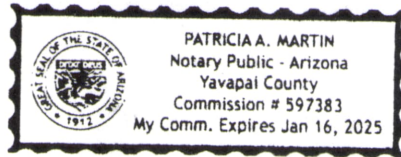
  
By: Steven J. Sample, MS, CHC, VHA-CM  
Its: Medical Center Director

ATTEST:

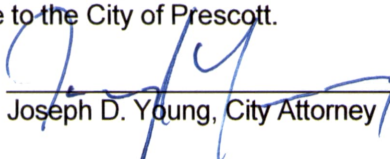
  
Sarah M. Siep, City Clerk

ATTEST:

  
By:  
Its:



Pursuant to A.R.S. § 11-952(D), the foregoing agreement has been reviewed by the undersigned attorney for the City of Prescott, who has determined that the agreement is in proper form and is within the powers and authority granted under the laws of this State to the City of Prescott.

  
Joseph D. Young, City Attorney



- ### Legend
- City Boundaries
  - Cottonwood
  - Peoria
  - Prescott
  - Sedona
  - Camp Verde
  - Chino Valley
  - Clarkdale
  - Dewey-Humboldt
  - Jerome
  - Prescott Valley
  - Wickenburg
  - D County Boundary
  - [ ] Counties
  - ▭ Parcels
  - Major Roads
  - Interstate
  - State Highways
  - Major Roads
  - Road Centerlines

Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

M:\p pt\W...t 4 e-n. 4.5.2022

**WATER POLICY TRACKING TABLE  
APPROVED PROJECTS**

**RESIDENTIAL PROJECTS**

	PERMIT TYPE	DESCRIPTION	PERMIT NUMBER	AFY	APPROVAL TYPE	WATER SERVICE AGREEMENT	DATE APPROVED
1	RESIDENTIAL	SFR - Preserve at Prescott	B2406-083	0.17	ADMIN SINGLE FAMILY RESIDENTIAL	WSA24-042	7/11/2024
2	RESIDENTIAL	SFR - Lafferty	B2305-081	0.17	ADMIN SINGLE FAMILY RESIDENTIAL	WSA24-048	8/27/2024
3	RESIDENTIAL	DUPLEX	B2404-124	0.24	ADMIN multifamily 8 units or less	WSA24-051	9/26/2024
4	RESIDENTIAL	New Single Family residence	B2408-046	0.17	ADMIN SINGLE FAMILY RESIDENTIAL	WSA24-054	10/21/2024
5	RESIDENTIAL	Commercial 82 unit multi family	PENDING	10.74	COUNCIL	WSA24-035	10/22/2024
6							
7							
8							
9							
10							

TOTAL APPROVED	11.49
TOTAL BUDGET	50.00
TOTAL REMAINING	38.51



**WATER POLICY TRACKING TABLE  
APPROVED PROJECTS**

**NON-RESIDENTIAL PROJECTS**

	<b>PROJECT TYPE</b>	<b>DESCRIPTION</b>	<b>PERMIT NUMBER</b>	<b>AFY</b>	<b>APPROVAL TYPE</b>	<b>DATE APPROVED</b>
1	NON-RESIDENTIAL	Restaurant in mall	PENDING	1.67	COUNCIL	9/24/2024
2	NON-RESIDENTIAL	New Storage Facility	ENG2309-016	0.05	ADMIN - Commercial Under 1 AFY	7/25/2024
3	NON-RESIDENTIAL	Block Manufacturing	B2105-210	1.85	COUNCIL	9/24/2024
4	NON-RESIDENTIAL	New Steel Building	B2407-176	0.70	ADMIN - Commercial Under 1 AFY	8/9/2024
5	NON-RESIDENTIAL	Waxing Salon	B2411-109	0.27	ADMIN - Commercial Under 1 AFY	12/17/2024

TOTAL APPROVED	4.54
TOTAL BUDGET	25.00
TOTAL REMAINING	20.46



**WATER POLICY TRACKING TABLE  
APPROVED PROJECTS**

	PERMIT TYPE	# OF RES UNITS	PERMIT NUMBER	AFY	APPROVAL TYPE	EXISTING ENTITLEMENT	DATE APPROVED	DEMAND METHOD	
1	RESIDENTIAL	SFR - Newport Heights	1	B2404-025	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/5/2024	WRMM Multiplier
2	RESIDENTIAL	SFR - Preserve at Prescott	1	B2407-033	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/23/2024	WRMM Multiplier
3	RESIDENTIAL	SFR - PINNACLE AT PRESCOTT LA	1	B2407-100	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/24/2024	WRMM Multiplier
4	RESIDENTIAL	SFR - PARCEL C2 AT HASSAYAMP	1	B2407-080	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/29/2024	WRMM Multiplier
5	RESIDENTIAL	SFR - Preserve at Prescott	1	B2407-168	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	7/31/2024	WRMM Multiplier
6	RESIDENTIAL	SFR - PINNACLE AT PRESCOTT LA	1	B2407-134	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/1/2024	WRMM Multiplier
7	RESIDENTIAL	SFR - HIGHLAND PINES	1	ENG2408-010	0.17	N/A EXISTING CONTRACT/AGREEMENT	Highland Pines	8/20/2024	WRMM Multiplier
8	RESIDENTIAL	DUPLEX	2	B2407-160	0.24	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/21/2024	WRMM Multiplier
9	RESIDENTIAL	SFR - East Prescot Add	1	B2408-021	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/21/2024	WRMM Multiplier
10	RESIDENTIAL	SFR - Summit Pointe	1	B2408-110	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/23/2024	WRMM Multiplier
11	RESIDENTIAL	SFR - Perserve at Prescott	1	B2408-128	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/29/2024	WRMM Multiplier
12	RESIDENTIAL	SFR - Ranch at Prescott Unit 4	1	B2407-172	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	8/30/2024	WRMM Multiplier
13	RESIDENTIAL	SFR - Chino Valley	1	ENG2408-013	0.17	N/A EXISTING CONTRACT/AGREEMENT	2007-278 Mollie Rae	9/3/2024	WRMM Multiplier
14	RESIDENTIAL	SFR - Estancia de Prescott	1	B2408-137	0.17	N/A EXISTING CONTRACT/AGREEMENT	ESTANCIA DE PRESCOTT	9/5/2024	WRMM Multiplier
15	RESIDENTIAL	SFR - Suburban Acres	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	9/6/2024	WRMM Multiplier
16	RESIDENTIAL	SFR - PINNACLE AT PRESCOTT LA	1	B2408-146	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	9/9/2024	WRMM Multiplier
17	RESIDENTIAL	SFR - CLIFF ROSE UNIT 7	1	B2409-110	0.17	N/A EXISTING CONTRACT/AGREEMENT	Cliff Rose Unit 7	9/26/2024	WRMM Multiplier
18	RESIDENTIAL	SFR - Country Village	1	B2409-067	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	9/26/2024	WRMM Multiplier
19	RESIDENTIAL	SFR - Newport Heights	1	B2409-138	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	10/7/2024	WRMM Multiplier
20	RESIDENTIAL	SFR - Suburban Acres	1	B2409-082	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	10/11/2024	WRMM Multiplier
21	RESIDENTIAL	New Single Family residence	1	B2410-047	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	10/30/2024	WRMM MULTIPLIER
22	RESIDENTIAL	New Single Family residence	1	B2410-051	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	10/30/2024	WRMM Multiplier
23	RESIDENTIAL	New Single Family residence	1	B2410-055	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	10/30/2024	WRMM MULTIPLIER
24	RESIDENTIAL	SFR - IDYLWILD TRACT	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/14/2024	WRMM MULTIPLIER
25	RESIDENTIAL	SFR - Palmer hill	1	b2310-211	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/14/2024	WRMM MULTIPLIER
26	RESIDENTIAL	SFR - Gardenland	1	B2411-002	0.17	N/A EXISTING CONTRACT/AGREEMENT	BURTON PARCEL 2	11/14/2024	WRMM MULTIPLIER
27	RESIDENTIAL	SFR-Prescott Riviera	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	Groundwater Subdivision	11/20/2024	WRMM MULTIPLIER
28	RESIDENTIAL	Duplex	2	B2404-043	0.24	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/20/2024	WRMM MULTIPLIER
29	RESIDENTIAL	US GOVT VA HOUSING	80	PENDING	10.73	N/A EXISTING CONTRACT/AGREEMENT	IGA	11/21/2024	WRMM MULTIPLIER
30	RESIDENTIAL	SFR-Prescott Riviera	1	PENDING	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	11/22/2024	WRMM MULTIPLIER
31	RESIDENTIAL	SFR - PRESCOTT HEIGHTS	1	B2411-096	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/4/2024	WRMM MULTIPLIER
32	RESIDENTIAL	SFR - SOUTHVIEW UNIT 2A	1	b2411-102	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/4/2024	WRMM MULTIPLIER
33	RESIDENTIAL	SFR - Willow Creek Heights	1	B2411-086	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/4/2024	WRMM Multiplier
34	RESIDENTIAL	SFR - Cliff Rose	1	B2405-113	0.07	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	12/12/2024	WRMM MULTIPLIER

	Number of Projects	Res Units	AF
<b>Total Residential</b>	<b>34</b>	<b>115</b>	<b>16.38</b>
<b>Total Non-Residential</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Totals</b>	<b>34</b>	<b>115</b>	<b>16.38</b>

**Existing Entitlement for water can be in the following forms:**  
 Groundwater Subdivision - Committed demand to platted areas as of 1998  
 Contract - Recorded agreement with the City for an allocated amount of water for a project of project area.



TO: MAYOR AND CITY COUNCIL  
AGENDA: January 7 Subcommittee on Water Issues  
DATE: January 7, 2025  
DEPT: Public Works  
ITEM #: 3.D  
SUBJECT: Presentation & Discussion Regarding an Overview of the 2024 Yearly Water Budget.

## ITEM SUMMARY

This item will provide an overview of the water allocations completed in 2024 for residential and non-residential projects.

## BACKGROUND

The City Council adopted the Amended 2022 Water Management Policy on March 26, 2024. Guidelines 11-14 provide guidance for setting bi-annual water budgets and the appeal process required if water requests exceed 50-percent of the amounts available within the bi-annual budget. In 2024, City Council approved bi-annual water budgets of 25 and 50 acre-feet for the first and second bi-annual periods for residential projects, and 25 acre-feet for both bi-annual periods for non-residential projects. This presentation will provide calendar year 2024 final values for water allocations granted to residential and non-residential projects within the City's Water Service Area, including the percentage of water allocated by project type, appeals, service sectors, and municipal boundaries.

## FINANCIAL IMPACT

There is no fiscal impact at this time.

## RECOMMENDED ACTION

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

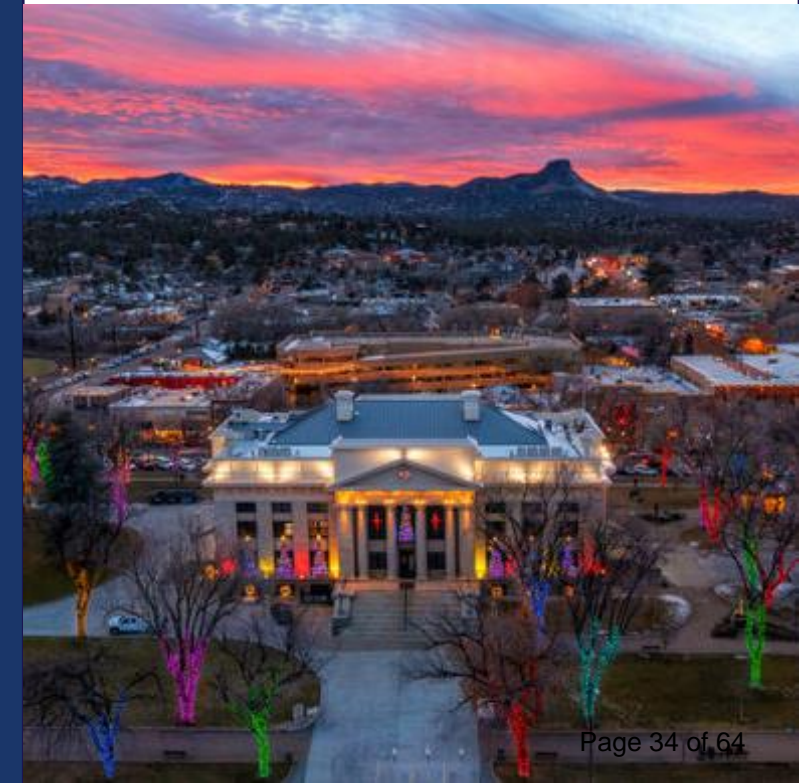
## ATTACHMENTS

1. Item 3.D - Yearly Water Budget\_Presentation

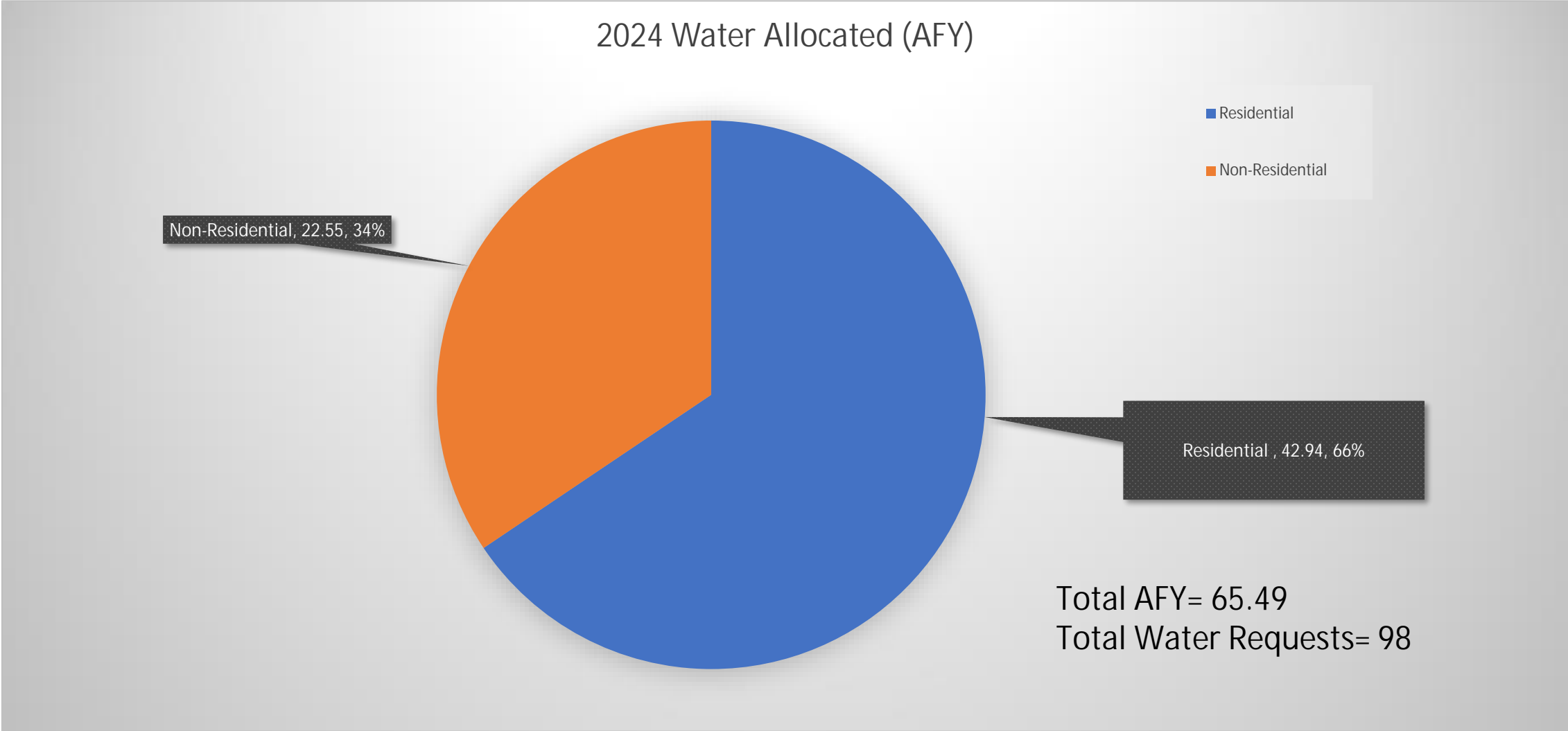
# Calendar Year 2024 Water Budget

## City Council Subcommittee on Water Issues

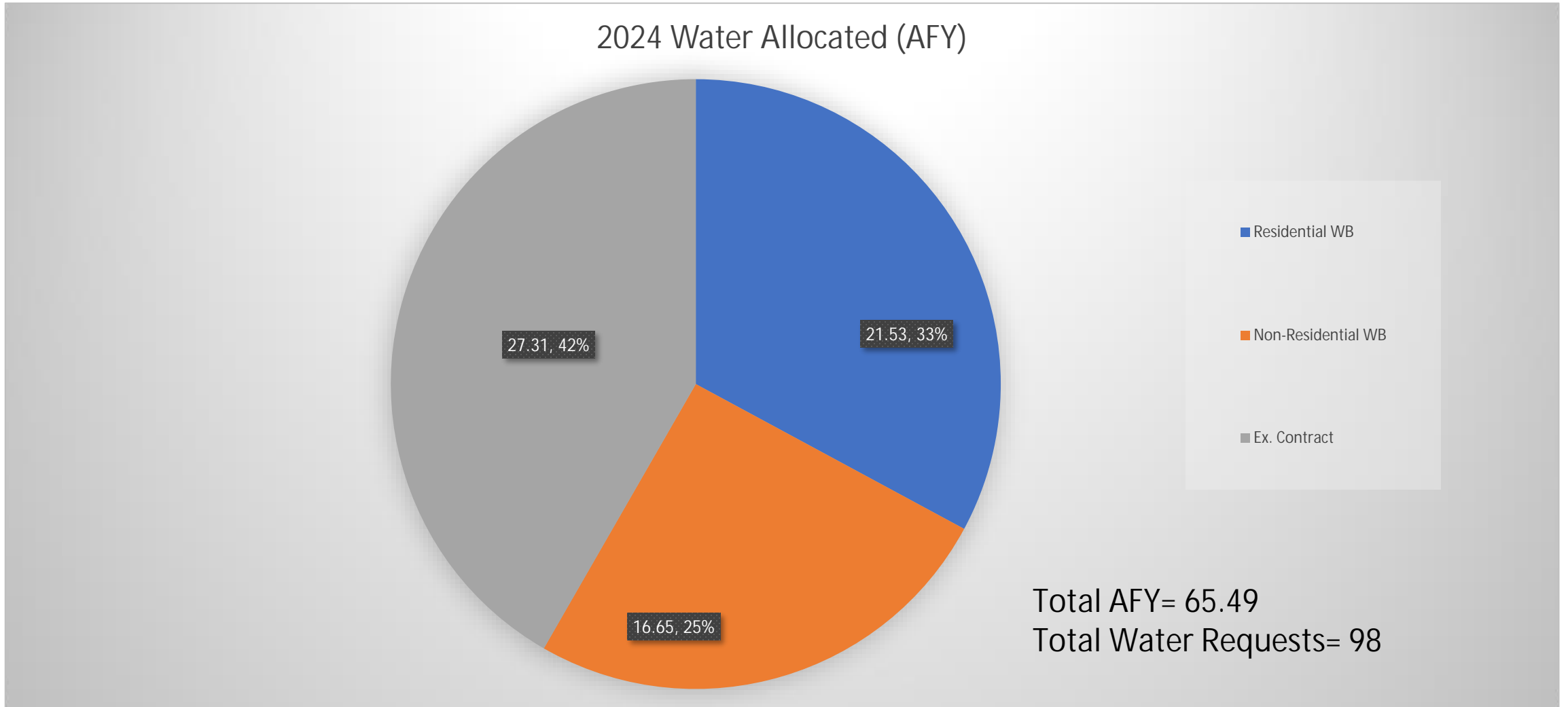
Brian Ruiz, P.E., CFM  
Water Resources and  
Environmental  
Services Manager



# 2024 Water Allocated



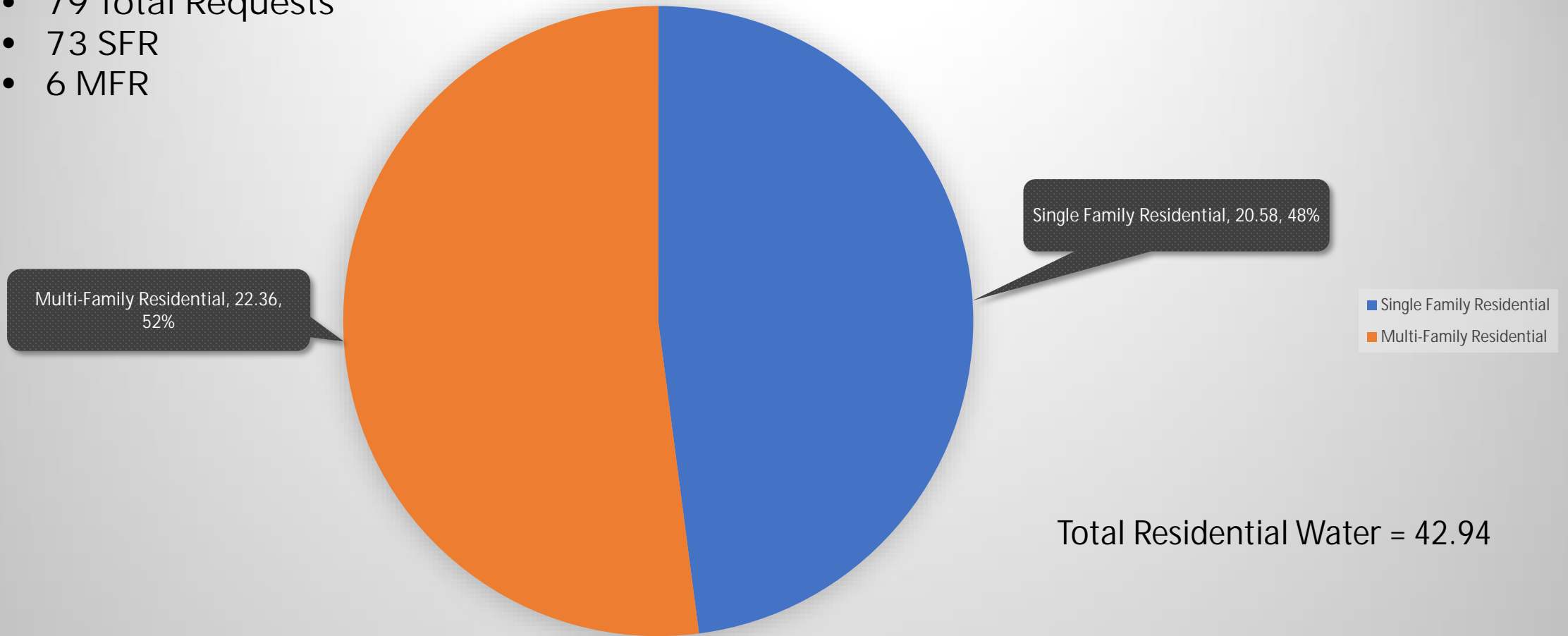
# 2024 Water By Type



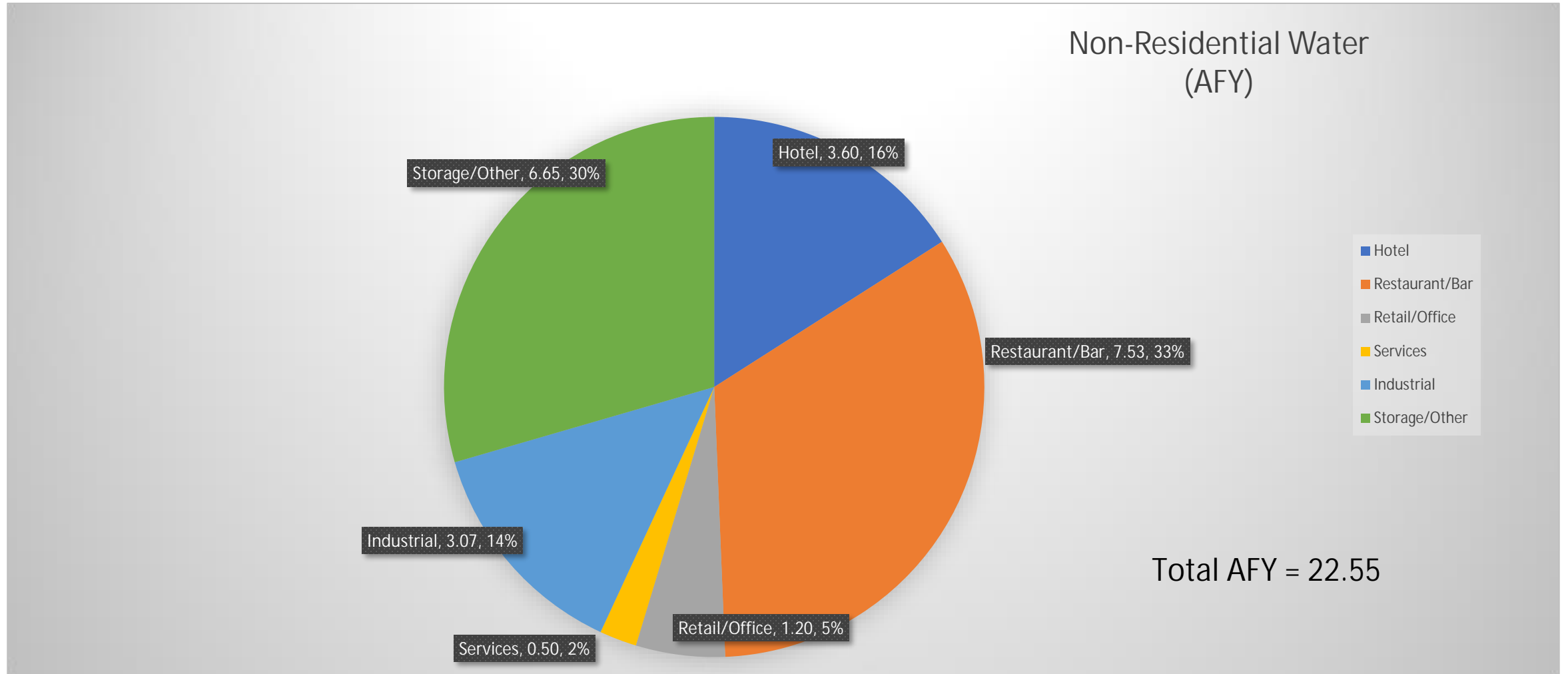
# 2024 Residential Water

- 79 Total Requests
- 73 SFR
- 6 MFR

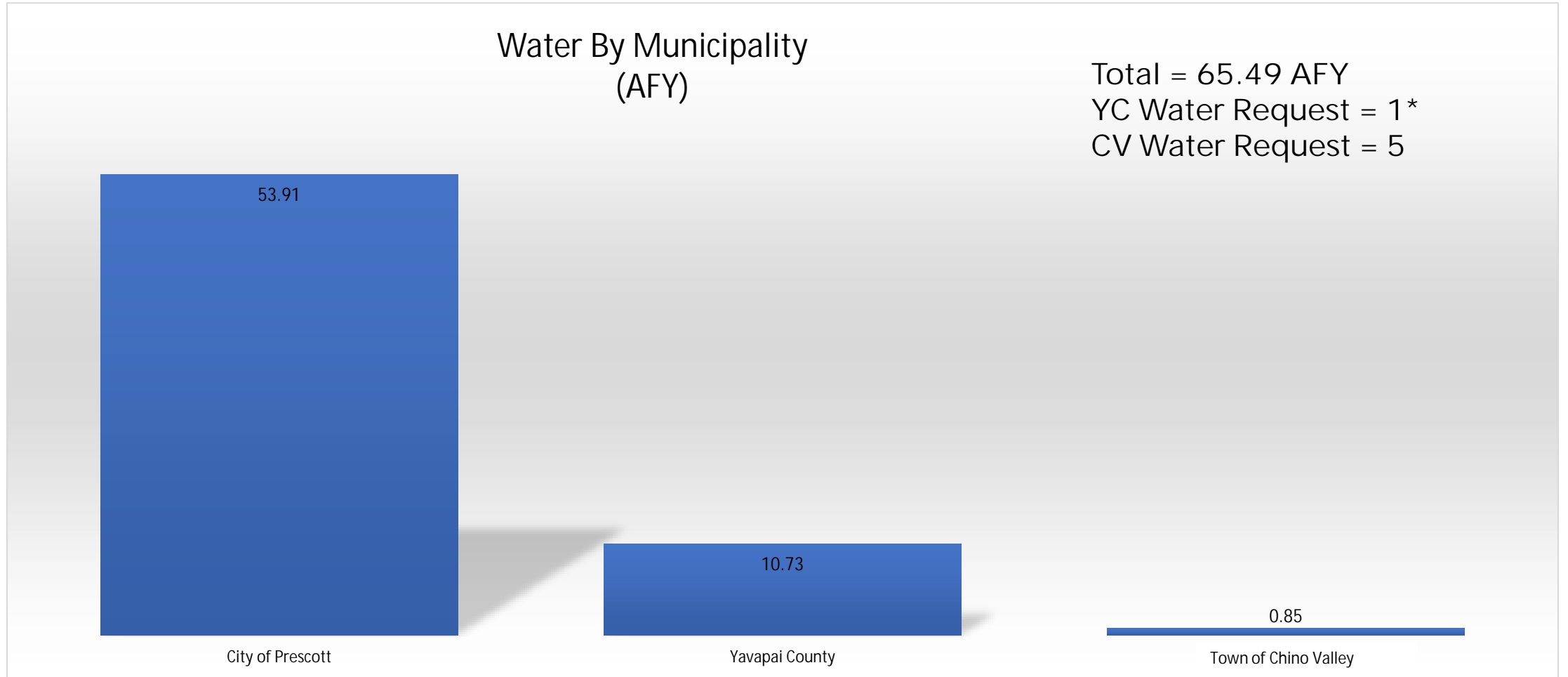
Residential Water (AFY)



# 2024 Non-Residential Water



# 2024 Water By Municipality



\* US VA Housing IGA

# 2023 - 2024 Water Comparison

	2023 (AF)	2024 (AF)
Total Water Allocated	161.25	65.49
Existing Contract	76.70	27.31
Residential	132.25	42.94
Non-Residential	29	22.55
City Limits	158.75	53.91
Outside City Limits	2.5	11.58

# Questions and Discussion

**THANK YOU!**



TO: MAYOR AND CITY COUNCIL  
AGENDA: January 7 Subcommittee on Water Issues  
DATE: January 7, 2025  
DEPT: Public Works  
ITEM #: 3.E  
SUBJECT: Presentation & Review Regarding the Calendar Year 2024 Water Conservation Rebate Program.

## ITEM SUMMARY

Staff will provide a review of the Calendar Year 2024 Rebate Program.

## BACKGROUND

Under Prescott City Code, Chapter 3-10-8, the City manages the ongoing Rebate Incentive Program by encouraging residents and businesses to conserve water. This is accomplished by offering incentives such as turf removal, rain barrels, rain gardens, and irrigation controllers, and by retrofitting plumbing fixtures and selecting new washing machines.

Staff will provide highlights of the Rebate Incentive Program for Calendar Year 2024\* in which \$49,920 dollars were rebated to our applicants, and 2,107,825 gallons were saved. \*January 1-December 19,2024

## FINANCIAL IMPACT

\$60,000 is allocated annually for the Rebate Incentive Program.

## RECOMMENDED ACTION

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

## ATTACHMENTS

1. Water Conservation Rebate Program Presentation

# WATER CONSERVATION REBATE UPDATE

January 01 - December 19, 2024



# REBATES OFFERED IN 2024



- TOILETS
- COMMERCIAL URINALS
- ULTRA-EFFICIENT WASHING MACHINES
- TURF REMOVAL
- RAINWATER CISTERNS
- RAIN GARDENS
- WATERSENSE SMART IRRIGATION TIMERS
- HOT WATER RECIRCULATION SYSTEMS
- SEPTIC SYSTEM INCENTIVE



# TOILETS/COMMERCIAL URINALS

	APPLICATIONS/ UNIQUE CUSTOMERS/ # UNITS	1.28 SINGLE FLUSH \$100	1.0/1.28 DUAL FLUSH \$125	1.0 SINGLE FLUSH \$150	URINALS \$100	SEPTIC SYSTEM INCENTIVES*	AMOUNT REBATED	GALLONS SAVED (ANNUAL)
<b>TOTAL</b>	<b>100/88/166</b>	<b>160</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>25</b>	<b>\$18,625</b>	<b>1,199,360</b>

\*CUSTOMERS ON SEPTIC SYSTEMS RECIEVED AN ADDITIONAL \$50 FOR EACH FIXTURE REPLACED



# ULTRA EFFICIENT WASHING MACHINES

APPLICATIONS/ UNIQUE CUSTOMERS/ # UNITS	AMOUNT REBATED	SEPTIC SYSTEMS*	GALLONS SAVED (Annual)
53/52/53	\$10,950	7	217,300

\$200 REBATE. MUST HAVE AN INTEGRATED WATER FACTOR (IWF) OF 3.2 OR LOWER FOR STANDARD WASHERS. QUALIFYING MACHINES ARE POSTED ON THE CONSORTIUM FOR ENERGY EFFICIENCY LIST. \*CUSTOMERS ON SEPTIC SYSTEMS RECIEVE AN ADDITIONAL \$50.



# TURF REMOVAL

	APPLICATIONS/ UNIQUE CUSTOMERS	SQUARE FEET REPLACED	AMOUNT REBATED	GALLONS SAVED (Annual)
JANUARY 1 - DECEMBER 19, 2024	15/15	14,855	\$12,380	408,540

\$1 PER SQ FT REQUIRES CONVERSION FROM IRRIGATED TURF GRASS TO WATER-SAVING LANDSCAPING, AND, IF IRRIGATED, INSTALLATION OF AN AUTOMATIC WATER TIMER, BACKFLOW PREVENTION DEVICE, AND DRIP OR SIMILAR SYSTEM.



# RAINWATER BARRELS/CISTERNS

JANUARY 1 - DECEMBER 19, 2024	APPLICATIONS/ UNIQUE CUSTOMERS/ # UNITS	\$0.50 PER GALLON OF STORAGE (UP TO 75 GALLON CAPACITY)	\$1.00 PER GALLON OF STORAGE (>75 GALLON CAPACITY)	REBATED AMOUNT	GALLONS SAVED (Annual)
<b>TOTAL</b>	<b>11/10/11</b>	1 (50 gallons)	10 (8265 gallons)	<b>\$3,465</b>	<b>124,725</b>

REBATE REQUIRES A MINIMUM 50 GALLON CAPACITY W/ A MAXIMUM AWARD OF \$500.



# RAIN GARDENS

	APPLICANTS	AMOUNT REBATED	GALLONS SAVED
JANUARY 1 - DECEMBER 19, 2024	0	0	0

\$3.00 PER SQ FT OF BASIN FOOTPRINT. A MINIMUM OF 50 SQ FT. A MINIMUM OF 400 SQ FT OF STORMATER NEEDS TO BE REDIRECTED FROM THE ROOF. MAXIMUM AWARD IS \$500.



# WATERSENSE LABELED SMART IRRIGATION TIMERS

	APPLICATIONS/ UNIQUE CUSTOMERS/ # UNITS	AMOUNT REBATED	GALLONS SAVED
JANUARY 1 - DECEMBER 19, 2024	16/16/16	\$1,200	121,600

\$75 PER TIMER MUST BE EPA WATERSENSE CERTIFIED. MUST USE LOCAL WEATHER OR A SOIL MOISTURE SENSOR.



# HOT WATER RECIRCULATION SYSTEM

	APPLICATIONS/ UNIQUE CUSTOMERS/ # UNITS	AMOUNT REBATED	GALLONS SAVED (Annual)
JANUARY 1 - DECEMBER 19, 2024	22/22	\$3,300	36,300*

\$150 REBATE

\* Existing estimate based on 1,650 gallons per yr (2.2 gallons for 2 people x 365 days)



# REBATE PROGRAM SUMMARY

January 1 - December 19, 2024

APPLICATIONS	REBATES	ONLINE/PAPER	AMOUNT REBATED	GALLONS SAVED (Annual)
217	285	121/96	\$49,920	2,107,825



Photo Credit: Water Use It Wisely



# Water Conservation 2025

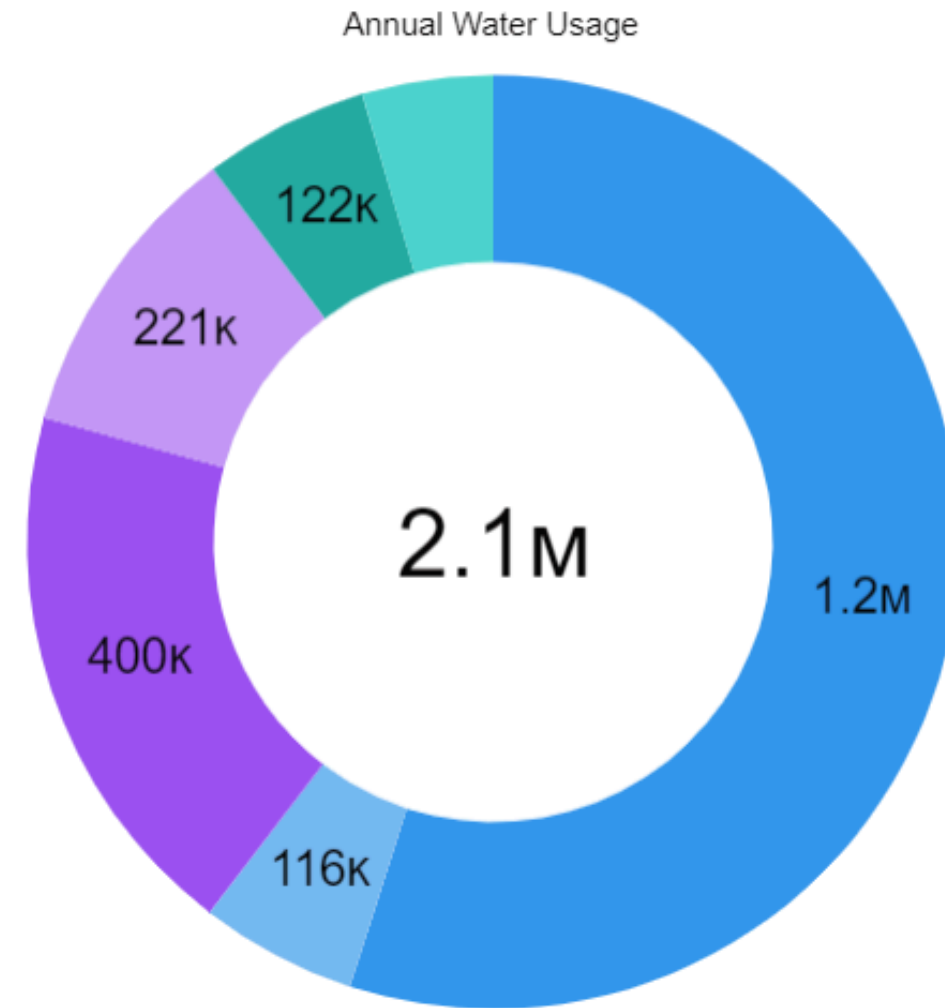


- **Appliance Store Campaign**
  - New Promotional Piece (*rack card*)
- **Adopt ArcSurvey123 for Rebate Management**
  - Streamlined, User-friendly, Cost Savings
  - Better Platform for Integrating Water Use Data Across City
- **Spring Marketing Intern**
- **Outdoor Water Use**
  - New Promotional Piece Focusing on Irrigation (*rack card*)
- **More to Come!**



# Measure Mix

CY 2024



- Equipment: Equipment Name
- Teal: Primarily Hot Water Recirculators
  - Other
  - PAZ\_High Efficiency Toilet - 1.28 Single Flush (PY2023+)
  - PAZ\_Rain Barrels 75+gal (PY2023+)
  - PAZ\_Turf removal (PY2023+)
  - PAZ\_Washing machine replacement (PY2023+)
  - PAZ\_WaterSense Irrigation Timer (PY2023+)



# Thank You





TO: MAYOR AND CITY COUNCIL  
AGENDA: January 7 Subcommittee on Water Issues  
DATE: January 7, 2025  
DEPT: Public Works  
ITEM #: 3.F  
SUBJECT: Presentation & Discussion Regarding the Automated Metering Infrastructure (AMI) Project.

## ITEM SUMMARY

Presentation and Discussion on the Progress of the Automated Metering Infrastructure (AMI) Project.

## BACKGROUND

The Utilities division has been managing the AMI project since the kick-off on March 15, 2023. During the ensuing period, 4817 meters have been upgraded and converted to a cellular read option. Along with the meter installation, an additional service is the Eye On Water program, which allows customers to view their water usage, and make water use adjustments or to recognize increases in their usage. City Staff can also use this interface to track billing, check for leaks, and provide various services that allow us to use the data to determine issues that the owner may not recognize. This project is funded by Water funds in the Capital Budget over a 5-year FY period, 2023-2029, for \$12.5 Million overall. The project is also supported by a Water Infrastructure Finance Authority Water Conservation Grant of \$3 Million, with a City match of \$750,000 until December 2026.

## FINANCIAL IMPACT

There is no Financial Impact at this time.

## RECOMMENDED ACTION

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

## ATTACHMENTS

1. Automatic Meter Reading Project Presentation

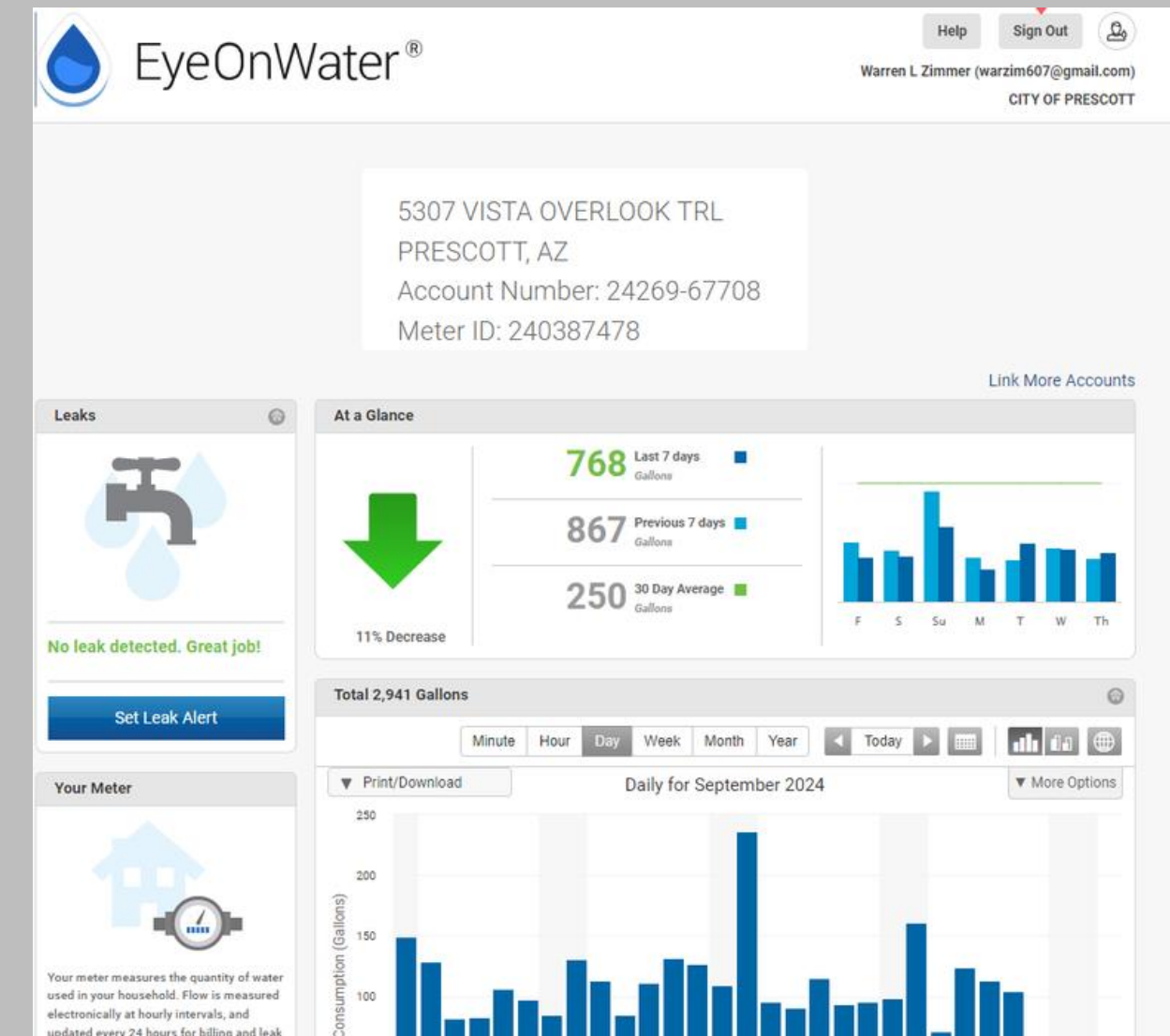
# Update on the Automatic Meter Reading Infrastructure Project (AMI)

Water Issues Subcommittee  
January 7, 2025



# Background

- AMI approved for installation on September 26, 2023
  - Replace all water meters with Badger meters
    - Approximately 25,800 total meters
  - Replace drive-by read endpoints with Orion Cellular endpoints
    - Using cellular system to communicate and read meters
  - Develop front-facing application for customers
    - To view and adjust their usage
    - Set up alarms in case of a leak or other unexpected usage
    - 427 customers currently registered



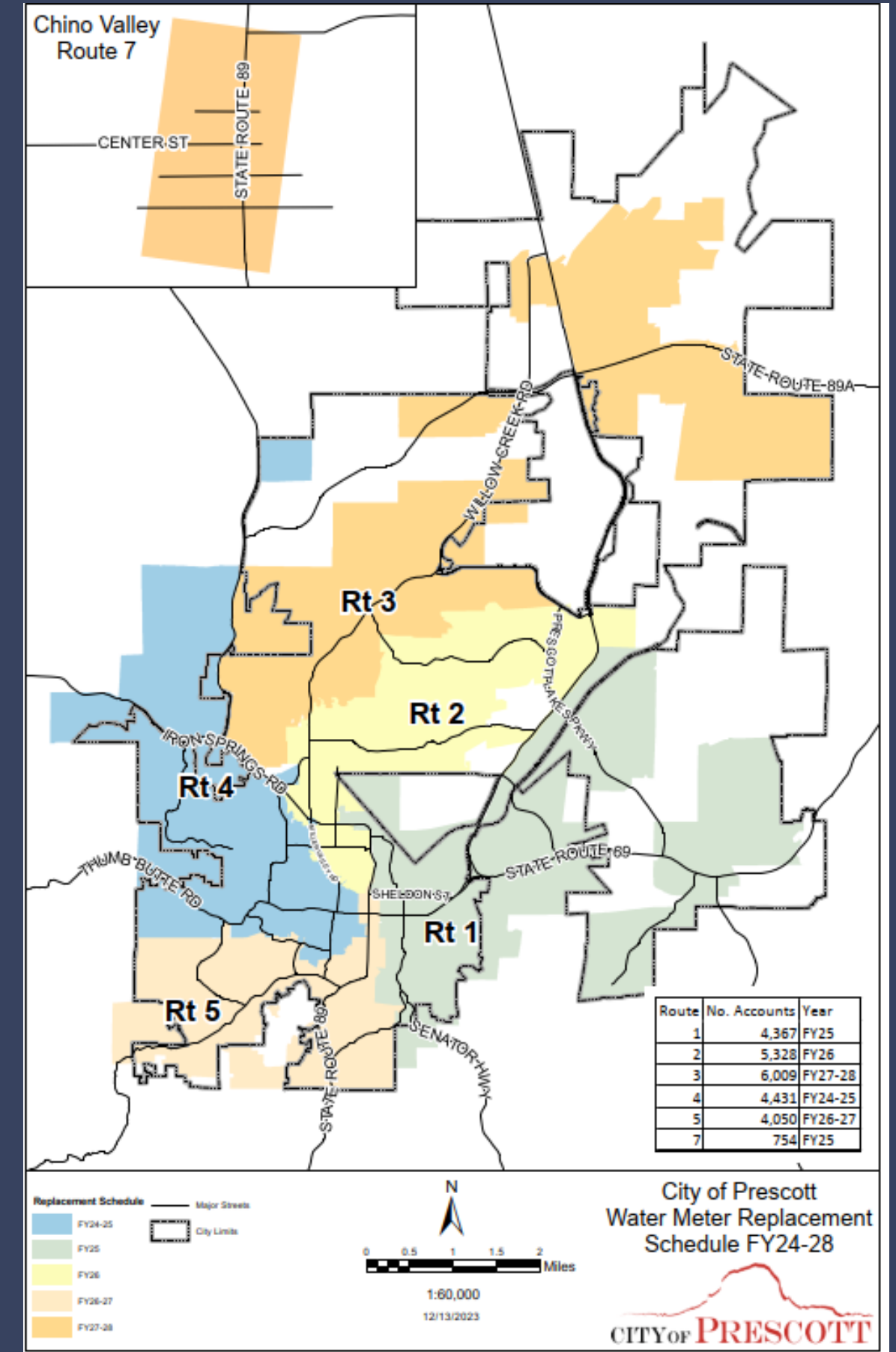
# Funding

- \$12.5 Million from Capital Improvement Funds
- \$3 Million Water Infrastructure Finance Authority grant with a 25% match
- Currently expended approximately \$3.5 million
- Reimbursed by the grant for \$1.6 Million (including current submission)
- Approx \$1.4 million and \$300,000 match remains on grant.



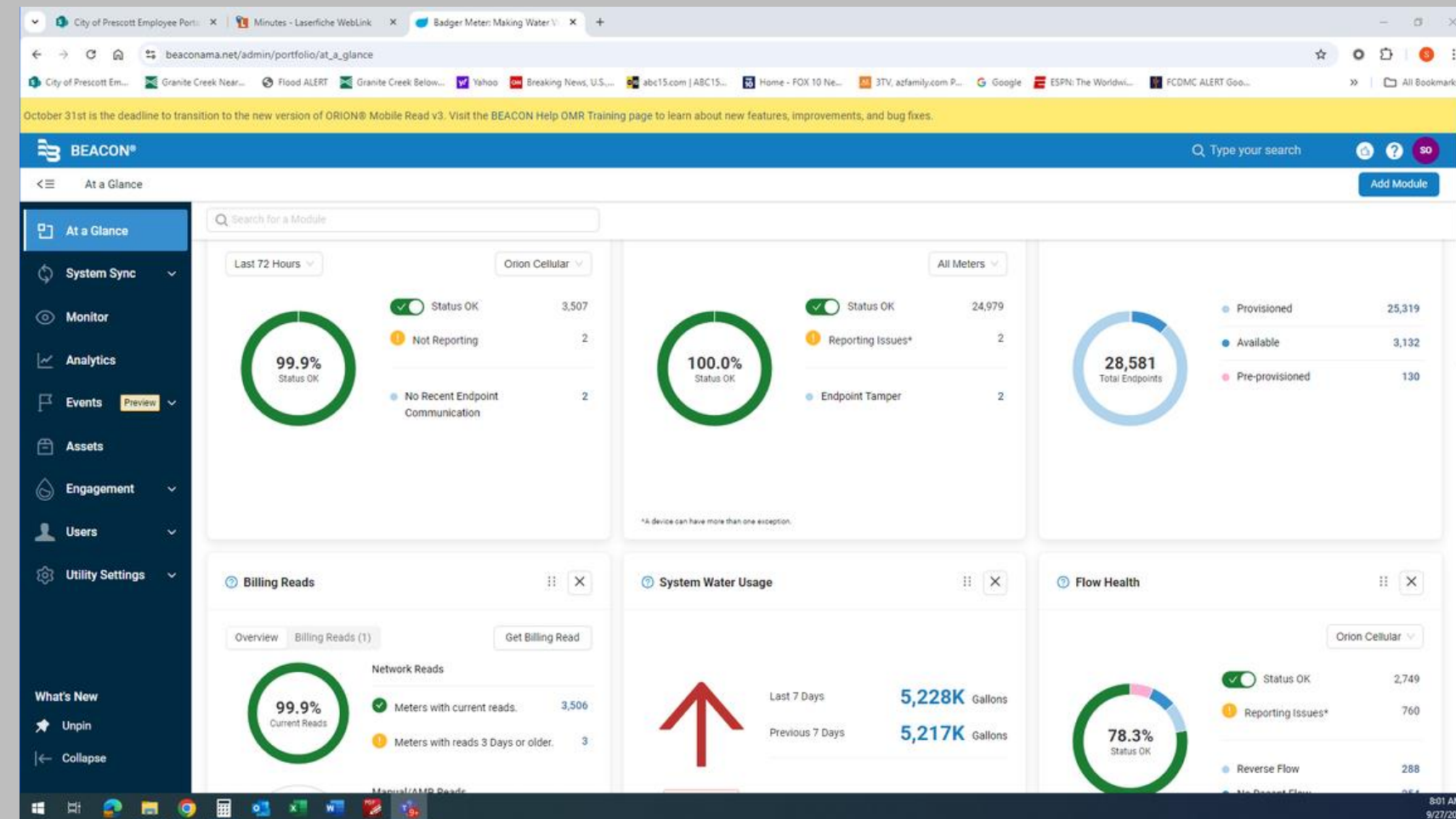
# Progression of Installation

- Official project kickoff: March 15, 2024
- Started in the Chino Valley service area
- Currently in Route 4 Thumb Butte area
  - 4,498 meters to be replaced
  - Approx. 50% complete
- A total of 4739 have been replaced (Dec 12)
- Replacing at a rate of 600 meters per month



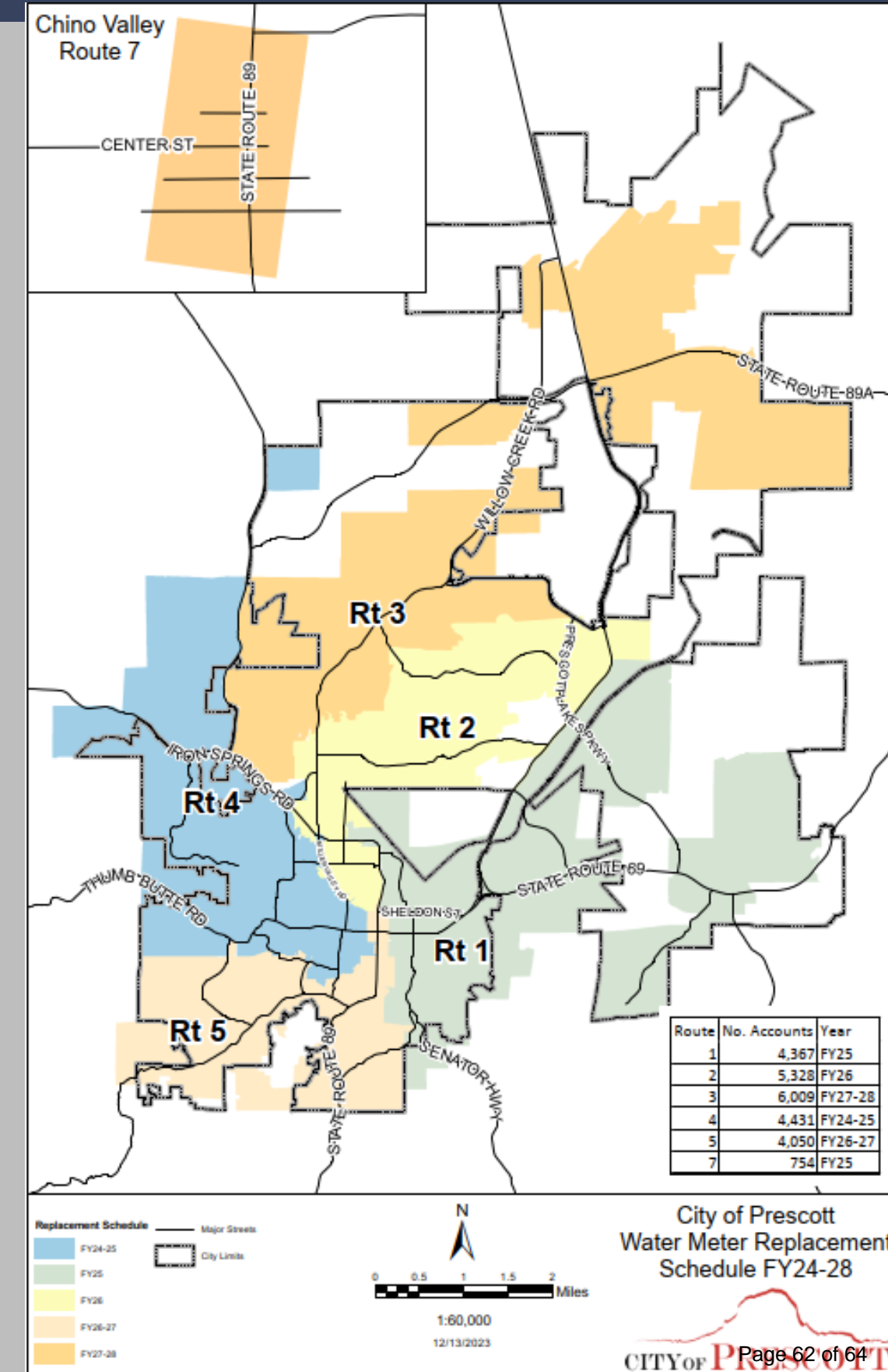
# Potential Challenges/Issues

- Procuring meters/endpoints
  - No issues
- Installation
  - Some push back from customers about making the changes
  - Fear of the cellular effect on health
- Cellular coverage
  - No current issues
- Increase in bills
  - Rate increase combined with accurate meters



# Planning ahead

- Route 4, Thumb Butte area expected to be finished early CY2025.
- Route 1 will be the next
  - 8 months of installation
- Route 2
  - 8 months of installation beginning Early CY2026
- Route 5/Route 3
  - 10,227 meters
  - Start in CY 2027
  - Complete in CY 2028



# Public Outreach

## Current Notifications

- Letters
- Door hangers

## Future Opportunities

- Water Conservation Office Hours
  - *Set up of App*
  - *Set alerts*
  - *Monitor water usage*
  - *Water efficiency strategies*
- Library Presentations



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WATER METER  
TECHNOLOGY  
IS HERE!**



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Questions?