



# City of Prescott

## Council Subcommittee on Water Issues

March 4, 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 February 4, 2025 Council Subcommittee on Water Issues Meeting Minutes.  
**Recommended Action: MOVE to approve the minutes as presented**
- B. Presentation & Discussion Regarding the 2022 Water Management Policy: Current Residential & Non-Residential Water Budget Overview for January 1, 2025 through February 20, 2025.  
**Recommended Action: This item is for discussion only. No formal action will be taken.**
- C. **WSA25-008:** A Water Service Application for 7.62 Acre-feet Submitted by Granite Basin Engineering on Behalf of Owner Bradshaw Senior III Prescott LP. Location: APN 110-04-193X, 4745 N 7th St. Suite 110, Comprising 1.01 Acres.  
**Recommended Action: MOVE to recommend forwarding WSA25-008 to Council for approval or denial**
- D. **WSA25-009:** A Water Service Application for 13.58 Acre-feet Per Year Submitted by Michael Taylor Architects, on Behalf of Owner YH Development Properties, LLC. Location: APN 109-13-001D, 500 S Marina St., 8 Parcels Comprising 3.5 Acres.  
**Recommended Action: MOVE to recommend forwarding WSA25-009 to Council for approval or denial**

- E. Presentation, Discussion & Update Regarding PFAS and Scope of Request for Statement of Qualifications.  
**Recommended Action: This item is for discussion only. No formal action will be taken.**
- F. Presentation & Discussion Regarding Potential Updates to the Water Service Applications and Water Policy Regarding Hazardous Materials.  
**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 2/27/25 at 12:00 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



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Sarah M. Siep, City Clerk





TO: MAYOR AND CITY COUNCIL  
AGENDA: March 4 Water Issues Subcommittee  
DATE: March 4, 2025  
DEPT: City Clerk  
ITEM #: 3.A  
SUBJECT: Approval of the February 4, 2025 Council Subcommittee on Water Issues Meeting Minutes.

## ITEM SUMMARY

This item is for the approval of the minutes from the February 4, 2025 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. February 4, 2025 WIS Minutes

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

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February 4, 2025 | 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

**3. DISCUSSION & ACTION ITEMS**

A. Approval of the January 7, 2025 Council Subcommittee on Water Issues Meeting Minutes.

**MOTION BY CHAIRPERSON RUSING TO APPROVE THE JANUARY 7, 2025 MINUTES; SECONDED BY MEMBER GAMBOGI: PASSED (2 - 0 - 1) MEMBER FRUHWIRTH ABSTAINING**

B. **WSA24-013:** A Water Service Application for 11.66 Acre-feet Per Year Submitted by Michael Taylor Architects, on Behalf of Owner YH Development Properties, LLC. Location: APN 109-13-001D, 500 S Marina St., 8 Parcels Comprising 3.5 Acres, in T13N, R02W, Section 04, SE 1/4.

Brian Ruiz, Water Resources & Environmental Services Manager, presented the application for review. The project is requesting 11.66 acre-feet of water for the 90 unit multifamily apartment complex, estimated usage per unit is .12 AFY with 10.8 AFY total indoor use, estimated landscape of .57 acres at 1.5 AFY/acre for a total of .86 AFY, estimated total demand of 11.66 AFY.

Chairperson Rusing commented that the current condition of the property is an eyesore, she is glad that a nice apartment complex will replace the eyesore that is also located close to downtown. The water estimate for 90 units is well within the water budget. She is concerned about storm water runoff. She asked the applicant what their next steps would be after the water approval process.

Project Developer Marc VanWormer responded they are still developing the next steps.

**MOTION BY MEMBER FRUHWIRTH TO FORWARD WSA24-013 TO COUNCIL FOR APPROVAL; SECONDED BY CHAIRPERSON RUSING: PASSED (3 - 0)**

C. Presentation & Discussion Regarding a Potential Memorandum of Understanding (MOU) with The Nature Conservancy.

Leslie Graser, Water Resource Project Manager, introduced Kim Schonek, Arizona Water Program Director, and Selena Pao Verde River Project Manager, both with The Nature Conservancy (TNC).

Ms. Schonek began the presentation on the proposal for a MOU for Big Chino Restoration and Partnership and introduced herself as a long-time conservationist with 16 years of experience, particularly in the Chino Valley area. She highlighted TNC's mission to work locally and regionally with partners to address conservation issues rather than following a centralized global approach. She emphasized that TNC operates in all 50 states and internationally. Additionally, she noted that TNC is a non-litigious organization, meaning they do not pursue lawsuits related to environmental issues.

Member Fruhwirth asked for clarification on what type of entity The Nature Conservancy is.

Ms. Schonek responded they are a private non-profit, a 501(c)(3). She continued her presentation and outlined TNC's long-term efforts in the Verde Valley, with a focus since 2018 on the Upper Verde. A stakeholder group identified four key priorities: (1) Recreation & Outreach—improving public access and awareness of the river, (2) Aquifer Recharge—enhancing recharge opportunities, including stormwater management, (3) Pumping Reduction—promoting water efficiency and minimizing unnecessary groundwater use, and (4) Watershed Condition Improvement—supporting healthy landscapes for better water retention. She highlighted partnerships with Del Rio State Park and Abra Water Company, as well as a Big Chino assessment. Additionally, she introduced the Upper Verde Regional Conservation Partnership Program, which secures voluntary conservation easements to protect large farms and ranches from future development. With \$22 million in federal and private funding, the program ensures these lands remain undeveloped while prioritizing large, intact landscapes over urban areas.

Member Gambogi asked for clarification on what farmers are compensated for.

Ms. Schonek responded that they are compensated for the loss of development value with private and federal funds.

Chairperson Rusing asked if they are looking at the whole Big Chino aquifer area and how long the project will continue.

Ms. Schonek responded that the Big Chino is identified as a major part of TNC's strategy, they have five years to get the first round completed and will continue if they are successful.

Chairperson Rusing asked if TNC has any MOU's with the ranchers and do they plan on establishing MOU's with other government entities.

Ms. Schonek clarified that TNC does not have specific agreements with ranchers but has engaged interested landowners. Recently, they collaborated with the Central Arizona Land Trust on a conservation easement for a portion of the Yavapai Ranch and completed the easement last summer. TNC typically secures conservation easements through the purchase of development rights rather than pre-arranged agreements. She explained that TNC is seeking an agreement to establish clear expectations for land-

related projects. The Big Chino assessment involves working directly with landowners, and any requested land-use changes follow a structured process similar to their other landowner collaborations.

Ms. Pao reviewed the Big Chino Assessment that was paid for by a private foundation. They gathered a lot of data, reached out to stakeholders such as federal, state and private landowners. Held a stakeholder meeting to gather the priorities of the landowners and conducted individual outreach to private ranchers to engage and meet on their concerns. The engagement process highlighted grassland restoration as a key priority for landowners, particularly ranchers who depend on healthy grasslands. Erosion was identified as a significant issue, as degraded land impacts grazing areas and contributes to land loss.

Chairperson Rusing asked if they would work on a large burn area.

Ms. Pao responded that their goal is to work with landowners to identify and develop specific restoration projects, so they can look at the burn area if that is an area of concern of the owner of that property.

Chairperson Rusing asked about erosion due to overgrazing.

Ms. Pao responded that one technique is virtual fencing. If a rancher is interested in protecting certain areas, it can be used to rotate areas to rest from grazing.

Member Fruhwirth asked what is in it for the City of Prescott, the positive and negative effects for the city.

Mr. Ruiz stated that it has been a six-to-eight-month process to this point. The city has 4,000 to 5,000 acres in the Big Chino area that is currently leased to a rancher for grazing and wants to maintain health of the property and area. Through this program the City can protect its property through efforts that will slow down water runoff and encourage recharge. TNC has a lot of experience in this area and provides a huge opportunity to help maintain the ranch and collaborate with experienced industry personnel.

Chairperson Rusing commented about water runoff and the need for rainwater capture for recharge.

Ms. Graser added that the MOU could help address those issues. The city believes in land stewardship, aquifer recharge and protection, and is the reasoning behind the staff recommendation to forward it to the Council for approval.

Member Fruhwirth commented that when this comes to Council, please add an internal assessment and clarify if there would actually be no financial impact to the city. Make sure everyone is fully aligned and for the public benefit as well.

Member Gambogi asked for further details regarding costs and funding.

Ms. Schonek responded that due to the parcel's large size, specific areas will be identified for assessment, estimated at \$75,000. The assessment will outline necessary projects, with funding sought rather than relying on city funds. She cited past

successes, including a \$350,000 Granite Creek project and a \$900,000 Clarkdale grant. Potential funding sources include WIFA grants. The goal is to prioritize projects and secure funding, not leave the city responsible for costs.

Chairperson Rusing asked what the city would be on the hook for if they sign the MOU.

Ms. Schonek clarified that the city's main obligation is to grant access for consultants and provide input. The assessment will identify projects but completing it does not obligate the city to proceed. If a project is too costly, they may prioritize smaller, more feasible projects. The process aims to provide clarity on restoration costs through initial engineering design, leading to a rough budget and funding strategy for implementation.

Member Fruhwirth said this has been a good conversation, would like to know the scope of this MOU.

Matt Podracky, Deputy City Attorney, provided his review of the MOU notating details of a 30 day out if needed during the first 30 days, a five-year term, and basic indemnity for negligent acts by either party.

Chairperson Rusing asked the Conservancy what would happen if the city did nothing.

Ms. Schonek responded that if nothing is done the ranch land will continue with erosion and loss of grass lands. With the MOU a number of improvements can be made and benefit everyone, landowners and ranchers, etc.

Chairperson Rusing asked if they have talked to the city's tenant yet.

Ms. Schonek responded that they have not talked to the city's tenant without working with the city first.

Mr. Ruiz added that there is also a budget for management of the 5,000 acres in the water ranch.

**MOTION BY MEMBER GAMBOGI TO FORWARD THE NATURE CONSERVANCY MOU TO COUNCIL FOR APPROVAL; SECONDED BY CHAIRPERSON RUSING: PASSED (3 - 0)**

- D. Presentation & Discussion Regarding Northern Arizona Municipal Water Users Association (NAMWUA).

Mr. Ruiz began a presentation on the city's relationship with NAMWUA.

Chairperson Rusing asked if the city paid \$300,000 for the membership.

Mr. Ruiz responded no, the city pays a membership fee according to population and pays between five and six thousand dollars annually.

Mr. Ruiz provided an overview of NAMWUA, an organization comprising municipalities and water companies from Northern and Central Arizona. Current members include the cities and towns of Prescott, Prescott Valley, Chino Valley, Cottonwood, Clarkdale, Camp Verde, Flagstaff, and Sedona. NAMWUA operates with a board of directors primarily consisting of mayors and council members from member communities. The

board chair is currently Mayor Goode of Prescott. A Technical Advisory Committee (TAC) supports the organization, including representatives from various municipalities and water professionals. The organization's mission is to unite expertise and resources to secure regional and local water resources. Originally formed to explore securing water from the Colorado River, NAMWUA has since evolved into a collaborative body addressing regional water planning, conservation, funding opportunities, and legislative advocacy. NAMWUA plays a critical role in monitoring and influencing water-related legislation, providing recommendations on bills, and lobbying at the state level through its executive director, Ron Doba. The organization works to ensure that the needs of Northern and Central Arizona communities are represented in state-level water policies, fostering regional cooperation in water management and conservation efforts. While NAMWA collaborates with entities like the Arizona Department of Water Resources, it does not have direct partnerships with organizations like the Salt River Project (SRP). However, they maintain communication with SRP and invite them to relevant discussions when needed.

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

E. Presentation & Discussion Regarding Water Service Applications and Potential Water Policy Updates.

Mr. Ruiz provided a discussion on amending the Water Service application to include information on hazardous materials filtering and discharge into sewer systems. He provided an overview of the city's pre-treatment program, which requires industrial users to complete an application detailing their industry, potential chemical discharge, and pre-treatment processes. While the full pre-treatment program document was too large to include, he provided key details, general objectives, and the relevant application. He also referenced City Code 2-1-44, which outlines the city's authority to enforce the program and chemical limitations.

Chairperson Rusing said that she would like to update the application and ask if any hazardous materials would be discharged into the ground or water and add that they will be responsible for mitigation of that discharge, not the city and taxpayers. She suggested defining "high water users" and incorporating these policies into both city and regional water policies.

Member Fruhwirth added that the city is not looking for high water users and a definition of that is important. The Council wants to promote economic development with as much information as possible to attract responsible businesses.

Mr. Podracky noted that the city already has a permitting process for industrial wastewater and questioned whether the proposed application changes would apply only to commercial users, not residential ones. He asked if it made sense to include a question about hazardous material discharge on the general water application or if it should only apply to commercial users requesting water.

Mr. Ruiz supported adding a question about hazardous material discharge to the Water Service Application, as it would provide early insight into potential issues. He explained that industrial users would still need to complete a pre-treatment application as part of the permitting process. He also reassured that the city's water treatment specialist acts as a safeguard, overseeing both pre-treatment permits and backflow preventers, ensuring that any industrial chemical use is identified and properly managed.

Member Fruhwirth added that she supports adding additional questions to the Water Service Application. She asked if the form can be updated now to start the information gathering and then work with the Council to update the water policy.

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

- F. 2022 Water Management Policy Discussion - Current Residential & Non-Residential Water Budget Overview for January 1, 2025 through January 24, 2025.

Mr. Ruiz presented the water policy tracking table activity between January 1, 2025 and January 24, 2025. No new residential projects were approved during the timeframe, the total remaining residential budget is 25 acre-ft. Also, no new non-residential projects were approved leaving the total remaining non-residential budget at 25 acre-ft. During the timeframe, a total of 4 projects were approved under existing contracts. All 4 were new single-family homes located primarily within groundwater subdivisions, totaling 0.68 acre-ft/year. Projects under the existing contract are not included in the water budget.

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

**4. GENERAL ANNOUNCEMENTS FROM STAFF**

Mr. Ruiz commented NAMWUA is reviewing legislative bills, He will bring applicable bills to the Committee for discussion.

**5. ADJOURNMENT**

Chairperson Rusing adjourned the meeting at 11:29 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: March 4 Water Issues Subcommittee  
DATE: March 4, 2025  
DEPT: Public Works  
ITEM #: 3.B  
SUBJECT: Presentation & Discussion Regarding the 2022 Water Management Policy: Current Residential & Non-Residential Water Budget Overview for January 1, 2025 through February 20, 2025.

## ITEM SUMMARY

This item is for the review and discussion of the current residential and non-residential water budgets, including projects that have received approval for water between January 1, 2025 and February 20, 2025.

## BACKGROUND

The 2022 Water Policy, Guidelines 11-13, established a semi-annual water budget for residential and non-residential projects. The budget set for January 1, 2025 through June 30, 2025 for residential projects was 25 acre-ft/year and the budget set for non-residential projects was 25 acre-ft/year.

Between January 1, 2025 and February 20, 2025, no new residential projects were approved. The total remaining residential budget is 25.00 acre-ft.

Between January 1, 2025 and February 20, 2025 one new non-residential projects was approved. This project requested 11.33 acre-feet/year and was approved by WIS and City Council. The total remaining non-residential budget is 13.67 acre-ft.

Between January 1, 2024 and February 20, 2025 a total of 7 projects were approved under existing contracts. Six of these projects were new single-family homes located primarily within Groundwater Subdivisions and one was a non-residential project. The total number of residential dwelling units approved under existing contracts was 6. The total volume approved under existing contracts is 1.05 acre-ft/year. Projects under existing contract are not included in the water budget (Policy 9).

## FINANCIAL IMPACT

There is no fiscal impact associated with this item.

## RECOMMENDED ACTION

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

## ATTACHMENTS

1. Water Budget Presentation

January 1, 2025 - June 30, 2025

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

TOTAL APPROVED	0.00
TOTAL BUDGET	25.00
TOTAL REMAINING	25.00

Last Updated 2/20/2025

January 1, 2025 - June 30, 2025

WATER POLICY TRACKING TABLE  
APPROVED PROJECTS

City of Prescott Public  
Works Department  
928-777-1130

NON-RESIDENTIAL PROJECTS

	PROJECT TYPE	DESCRIPTION	PERMIT NUMBER	AFY	APPROVAL TYPE	DATE APPROVED
	NON-RESIDENTIAL	ERAU Student Union	B2406-084	11.33	COUNCIL	1/28/2025

TOTAL APPROVED	11.33
TOTAL BUDGET	25.00
TOTAL REMAINING	13.67

Last Updated 2/20/2025

January 1, 2025 - June 30, 2025

WATER POLICY TRACKING TABLE  
APPROVED PROJECTS

City of Prescott Public  
Works Department  
928-777-1130

	PERMIT TYPE		# OF RES UNITS 1	PERMIT NUMBER	AFY	APPROVAL TYPE	EXISTING ENTITLEMENT	DATE APPROVED	DEMAND METHOD
1	RESIDENTIAL	SFR - HERITAGE UNIT 3 PH	1	B2412-1581	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	1/6/2025	WRMM MULTIPLIER
2	RESIDENTIAL	SFR - RANCH at PRESCOTT	1	B2412-193	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	1/6/2025	WRMM Multiplier
3	RESIDENTIAL	SFR - SUMMIT POINTE	1	B2412-003	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	1/13/2025	WRMM MULTIPLIER
4	RESIDENTIAL	SFR - STARDUST ESTATES	1	B2412-113	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	1/16/2025	WRMM MULTIPLIER
5	RESIDENTIAL	SFR-HILLTOP ESTATES	1	B2412-153	0.17	N/A EXISTING CONTRACT/AGREEMENT	GROUNDWATER SUBDIVISION	1/31/2025	WRMM MULTIPLIER
6	RESIDENTIAL	ESTANCIA DE PRESCOTT	0	B2412-194	0.17	N/A EXISTING CONTRACT/AGREEMENT	ESTANCIA DE PRESCOTT	2/10/2025	WRMM MULTIPLIER
7	NON-RESIDENTIAL	Self Storage		ENG2410-015	0.03	N/A EXISTING CONTRACT/AGREEMENT	WSA18-013	2/12/2025	EOR Demand

	Number of Projects	Res Units	AF
Total Residential	7	6	1.02
Total Non-Residential	0	0	0.03
Totals	7	6	1.05

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.

Last Updated 2/20/2025



TO: MAYOR AND CITY COUNCIL  
AGENDA: March 4 Water Issues Subcommittee  
DATE: March 4, 2025  
DEPT: Public Works  
ITEM #: 3.C  
SUBJECT: **WSA25-008:** A Water Service Application for 7.62 Acre-feet Submitted by Granite Basin Engineering on Behalf of Owner Bradshaw Senior III Prescott LP. Location: APN 110-04-193X, 4745 N 7th St. Suite 110, Comprising 1.01 Acres.

## ITEM SUMMARY

This item is for discussion and recommendation regarding a Water Service Agreement application is for a new 42-unit low income housing tax credit (LIHTC) project. The site is located on Stetson Rd, east of Bradshaw Dr.

## BACKGROUND

If approved, this Water Service Agreement (WSA) would provide 7.62 acre-feet per year for this project consisting of a 42-unit senior living facility. Per the Amended 2022 Water Management Policy, a Water Service Agreement (WSA) application was submitted for this project for review of estimated water usage (See Attachment 1). No formal planning application is required for this project per the Land Development Code. A demand analysis was prepared by Granite Basin Engineering which determined an annual demand of 7.06 acre-feet per year for the proposed building and 0.56 acre-feet per year for landscaping for a total estimated use demand of 7.62 acre-feet per year (See Attachment 2). The presentation attached to this memo provides a vicinity map showing the location of the project and a basic site plan.

Currently, the residential water budget contains 25 acre-feet with a maximum allowed request of 12.5 acre-feet without appeal. The 7.62 acre-feet per year request for this project is below the maximum allowed request. Since this apartment project provides senior housing for the community and fulfills in-fill development objectives of the General Plan, staff recommend forwarding this project to the Council for approval.

## FINANCIAL IMPACT

There is no fiscal impact associated with this item.

## RECOMMENDED ACTION

MOVE to recommend forwarding WSA25-008 to Council for approval or denial

## ATTACHMENTS

1. Attachment 1\_BRADSHAW SENIOR III - WATER SERVICE AGREEMENT
2. Attachment 2\_BRADSHAW SENIOR III - WATER DEMAND CALCS
3. WSA25-008 Presentation




**WATER SERVICE AGREEMENT APPLICATION**

Public Works – Permit Center  
 201 S. Cortez St., Prescott, AZ 86303  
 (P) 928.777.1269

*Water Service Agreement Applications are submitted in accordance with City Water Management Policy. Submit all required documents directly to the Permit Center at 201 S. Cortez St, Prescott, AZ 86302. Please print your contact information legibly.*

APPLICANT INFORMATION	
Applicant:	<u>Bradshaw Senior III/Prescott LP</u> Contact Person: <u>William Spreitzer</u>
Address:	<u>4745 N 7th St. Suite 110</u> City/State/Zip: <u>Phoenix, AZ 85014</u>
Phone:	<u>602-200-5660</u> Email: <u>wes@wescap.com</u>
Property Owner:	<u>Bradshaw Senior III/Prescott LP</u> Contact Person: <u>William Spreitzer</u>
Address:	<u>4745 N 7th St. Suite 110</u> City/State/Zip: <u>Phoenix, AZ 85014</u>
Phone:	<u>602-200-5660</u> Email: <u>wes@wescap.com</u>
PROJECT SITE	
Address:	<u>N/A</u>
Current Zoning:	<u>Business General (BG)</u> Proposed Zoning: <u>Business General (BG)</u>
Assessor's Parcel Number(s) of Existing Property:	
<u>110 - 04 - 193L</u> <u>110 - 04 - 193X</u> _____	
Existing Water Service (Y/N):	<u>Y</u> Existing Sewer Service (Y/N): <u>N</u>
Existing Well (Y/N):	<u>N</u> If Yes, Well Registry No.: _____
PROJECT DESCRIPTION	
Is the project Residential or Commercial? <u>Commercial</u>	
Please provide brief description:	
<u>A new three-story, low income senior independent-living facility that consists of 42 Units. This is a Low Income Housing Tax Credit (LIHTC) project.</u>	
# of Proposed Units:	<u>42 Units</u> # of Proposed Lots: <u>N/A</u>
Has a Water Demand Analysis been completed (commercial)?	<u>Yes</u>
Has a building permit application been submitted?	<u>No</u>
Has a Planning and Zoning Recommendation been made?	<u>Yes</u>

Applicant Signature:  Date: 02/17/2025  
 William E. Spreitzer, President of WESCAP Investments, Inc.

OFFICE USE ONLY	
Assigned Tracking No. WSA _____	Date entered _____

Updated 2/3/2020

March 26, 2024



Bradshaw III Senior Apartments  
City of Prescott, Arizona  
Water Demand Projections

APN: 110-04-193X  
Bradshaw III Senior Apartments - City of Prescott, Arizona  
Water Demand Projections

Description	#Bed	#Bath	Dwelling Units	Maximum Persons Per Dwelling Unit	Estimated Design Population	Unit Demand (gal/cap/day)	Unit Daily Demand (gpd)	Avg. Day Demand (gpd)	Annual Demand (ac-ft)	Avg. Day Demand (gpm)	Max. Day Demand <sup>1</sup> (gpm)	Peak Hour Demand <sup>2</sup> (gpm)
<b>Apartment Building</b>												
1 bed / 1 bath	1	1	42	1.0	42	150.0	150.0	6,300	7.06	4.38	10.94	21.88
<b>Total:</b>	42	42	42	1.00	42	-	-	6,300	7.06	4.38	10.94	21.88
(avg. per unit)												
<b>Irrigation</b>												
Common Landscape	n/a	n/a	n/a	n/a	n/a	n/a	500	500	0.56	0.35	0.87	1.74

Notes:

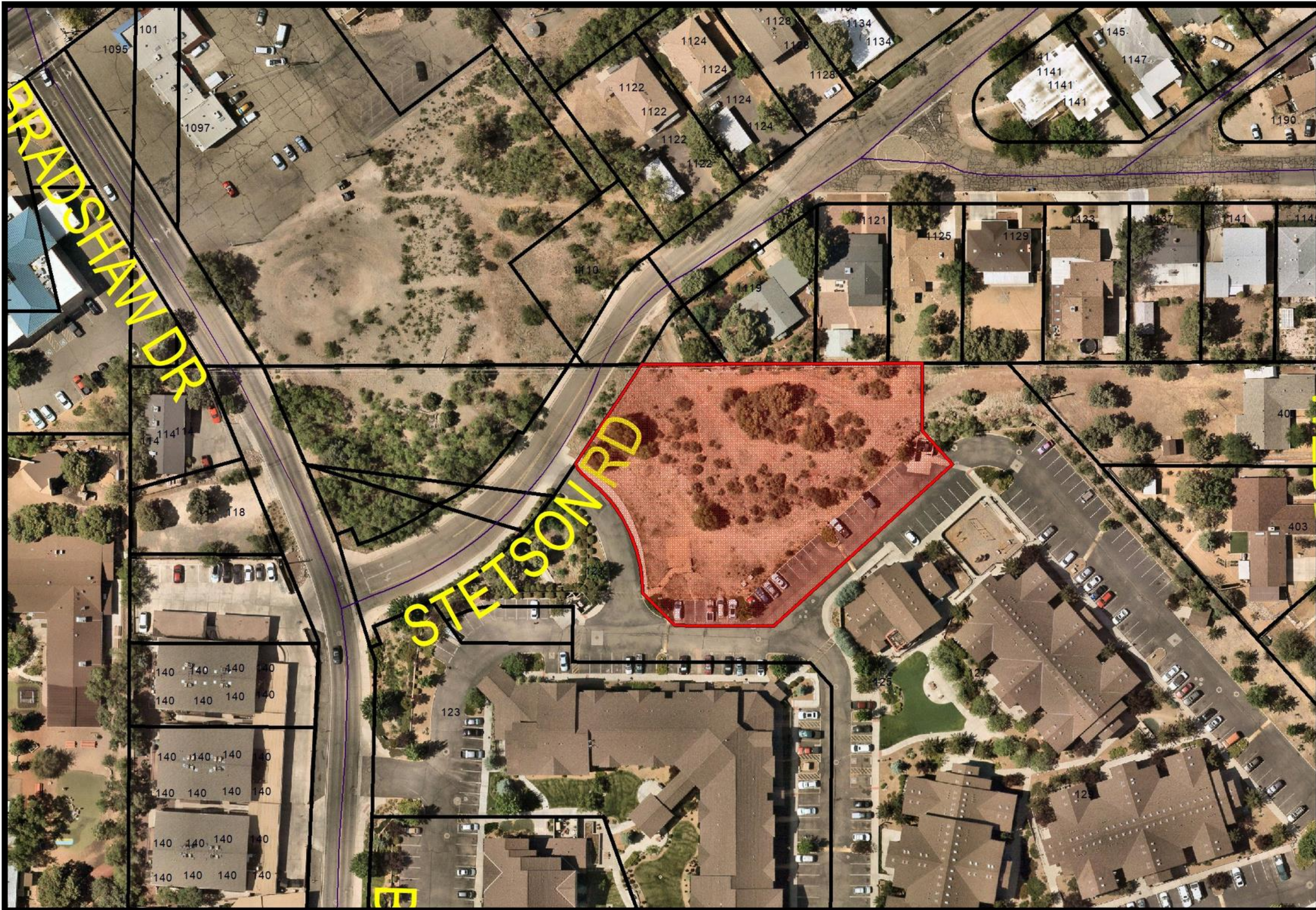
- 1. Max. Day Demand (MDD) = ADD x
- 2. Peak Hour Demand (PHD) = MDD x

2.5
2.0

Total: 6,800 7.62 4.72 11.81 23.61

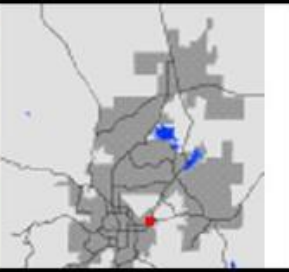
7.62  
ac-ft/year





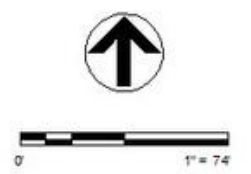
BRADSHAW DR

STETSON RD



Bradshaw III Senior Living  
110-04-193X Stetson  
Road 1.01 Acres

This map is a product of  
The City of Prescott



**SUBJECT PROPERTY**

BRADSHAW III SENIOR COMMUNITY  
PRESCOTT, AZ

PROPOSED  
# OF UNITS: 42 1-BED UNITS  
TOTAL # OF BEDROOMS: 42  
PARKING: 42

PROPOSED  
GROSS SF: 43,279 SF  
TOTAL RESIDENTIAL SF: 30,498 SF  
SITE AREA: 50,529.6 SF  
PARCEL ID # 103-02-778H

MAINTENANCE:  
GROSS SF: 500 SF

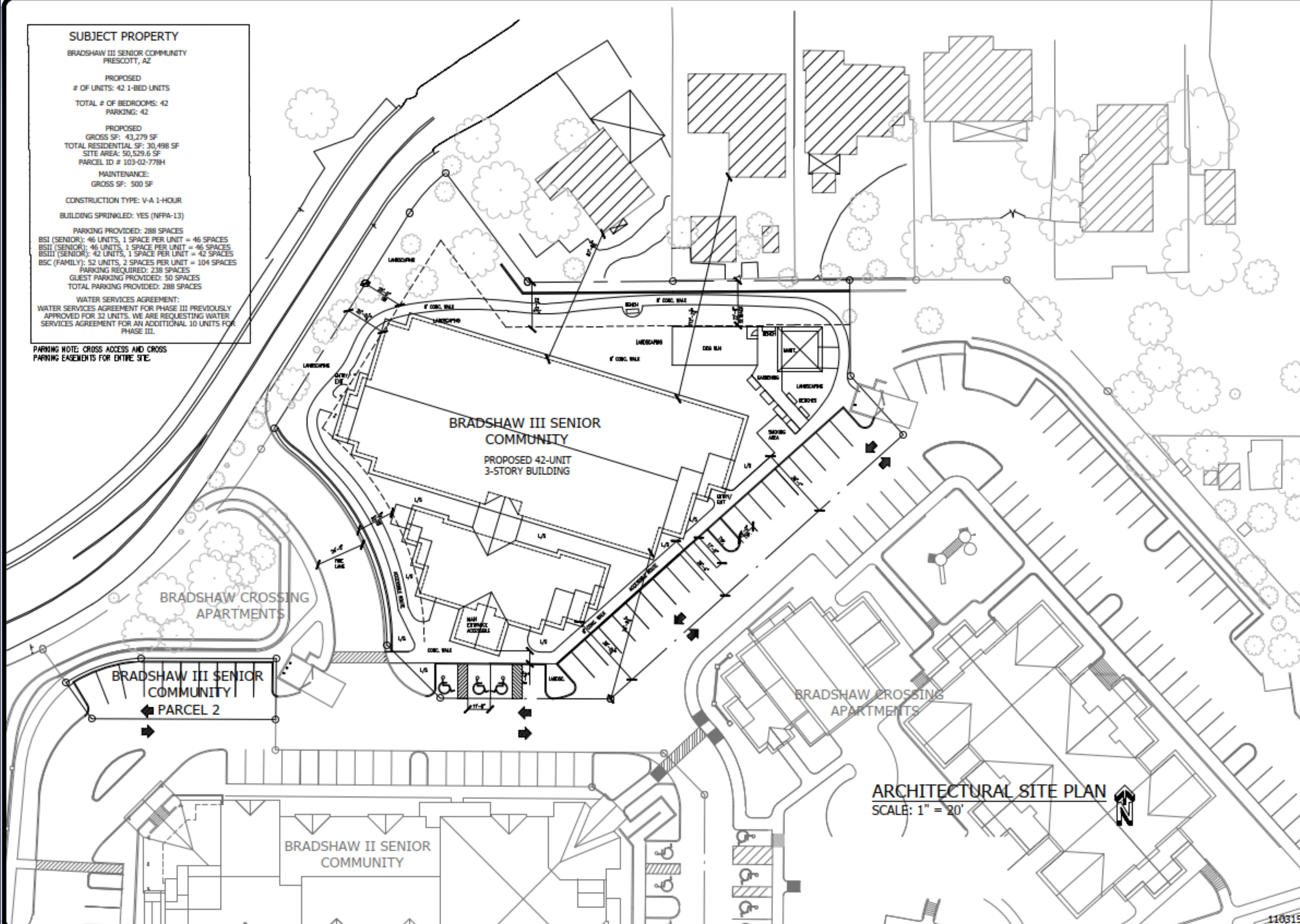
CONSTRUCTION TYPE: V-A 1-HOUR

BUILDING SPRINKLED: YES (NFPA-13)

PARKING PROVIDED: 288 SPACES  
BSI (SENIOR): 46 UNITS, 1 SPACE PER UNIT = 46 SPACES  
BSII (SENIOR): 46 UNITS, 1 SPACE PER UNIT = 46 SPACES  
BSIII (SENIOR): 42 UNITS, 1 SPACE PER UNIT = 42 SPACES  
BSC (FAMILY): 52 UNITS, 2 SPACES PER UNIT = 104 SPACES  
PARKING REQUIRED: 238 SPACES  
GUEST PARKING PROVIDED: 50 SPACES  
TOTAL PARKING PROVIDED: 288 SPACES

WATER SERVICES AGREEMENT:  
WATER SERVICES AGREEMENT FOR PHASE III PREVIOUSLY  
APPROVED FOR 32 UNITS. WE ARE REQUESTING WATER  
SERVICES AGREEMENT FOR AN ADDITIONAL 10 UNITS FOR  
PHASE III.

PARKING NOTE: CROSS ACCESS AND CROSS  
PARKING EASEMENTS FOR ENTIRE SITE.



ARCHITECTURAL SITE PLAN  
SCALE: 1" = 20'

FERGIS & ASSOCIATES, INC.  
4332 E. LUDLOW DR.  
PHOENIX, AZ 85032  
PHONE: (602) 327-2682

BRADSHAW SENIOR III/  
PRESCOTT VALLEY LP  
PRESCOTT DEVELOPMENT, LLC  
4745 N. 7th ST. #110  
PHOENIX, AZ 85014  
c/o WESCAP DEVELOPMENT, LLC

BRADSHAW III SENIOR COMMUNITY  
PRESCOTT, ARIZONA

REVISIONS:

TITLE: ARCHITECTURAL SITE PLAN  
PROJECT: 09019  
DATE: OCTOBER 8, 2024

SHEET:  
AS

110315

# WSA25-008 APPLICATION SUMMARY

- 42-Unit low income housing tax credit (LIHTC) project
- Estimated usage is 7.06 AFY and 0.56 AFY for landscaping
- Estimated total demand -7.62 AFY

## **Recommended Action:**

MOVE to recommend forwarding WSA25-008 to Council for approval



TO: MAYOR AND CITY COUNCIL  
AGENDA: March 4 Water Issues Subcommittee  
DATE: March 4, 2025  
DEPT: Public Works  
ITEM #: 3.D  
SUBJECT: **WSA25-009:** A Water Service Application for 13.58 Acre-feet Per Year Submitted by Michael Taylor Architects, on Behalf of Owner YH Development Properties, LLC. Location: APN 109-13-001D, 500 S Marina St., 8 Parcels Comprising 3.5 Acres.

## ITEM SUMMARY

This item is for discussion and recommendation regarding a Water Service Application for a 106-unit multi-family apartment complex. The site is located south of Leroux Street on Marina Street.

## BACKGROUND

If approved, this Water Service Application (WSA) will provide 13.58 acre-feet per year of water for a 106-unit apartment project.

The current zoning for this project allows for 90 apartment units. The applicant requested a rezoning of the property to increase the density from 90 to 106 apartment units. The rezoning request was heard at the Planning and Zoning Meeting on January 9, 2025, to expand to 106 apartment units. The Commission voted to recommend denial of that request.

The applicant decided to proceed with the 90-unit site plan which meets current zoning and was heard at the February 4th, 2025 Water Issues Subcommittee (WIS) meeting. WIS recommended approval of 11.66 acre-feet per year of water for the 90-unit apartment project. After the February WIS meeting, the applicant decided to move forward with the proposed zoning change to allow the 106 units included in this application. Hence, the project is now being brought back to WIS for the expansion to 106 apartment units and to request 13.58 acre-feet per year of water.

Per the Amended 2022 Water Management Policy, a Water Service Agreement (WSA) application was submitted for this project for review of estimated water usage (See Attachment 1). A demand analysis was prepared by Michael Taylor Architects, using residential and landscape water multipliers provided by City staff (See Attachment 2). Based on average residential use derived from the Water Resources Management Model (WRMM), each unit is assumed to use 0.12 acre-feet per year, giving a total estimated use of 12.72 acre-feet per year for the proposed buildings. According to the current site plan, there is approximately 0.57 acres of landscaping proposed for the project. Using the Arizona Department of Water Resources' (ADWR) 1.5 acre-feet per acre multiplier for low water-use landscape gives an estimated outdoor use of 0.85 acre-feet per year. The previous usage on the site of 0.33 acre-feet per year was subtracted from the new estimated demand, giving a total estimated water use of 13.24 acre-feet per year. The attached presentation includes a vicinity map showing the location of the project and a basic site plan.

Per Water Application Guideline 14, no single WSA application will be approved for water usage estimates greater than 50% of the remaining semi-annual Water Budget. Projects that request more than 50% of the remaining semi-annual water budget may:

- a. File a WSA application to be considered when the next Water Budget is available.

b. Appeal the 50% rule. The applicant shall demonstrate the benefits to the City such as job creation, wages, sales tax, economic impacts, or other benefits to the City. All such requests shall be reviewed by the Water Issues Subcommittee and the Council. If City Council grants an appeal, the amount of water granted in the appeal would be included in the annual water assessment to City Council.

The applicant has requested an appeal of the 50% rule. Attachment 3 includes the appeal letter from the applicant to address the requirements of Guideline 14.

This project requires appeal due to it being greater than 50% of the remaining residential budget, which is set bi-annually by the Council. The Council, at its discretion, can grant appeals for projects using greater than 50% of the budget based on the merits of the project. Any water approved by the Council for this request will not be subtracted from the residential budget but will be included in the annual water assessment to Council.

### **FINANCIAL IMPACT**

There is no fiscal impact associated with this item.

### **RECOMMENDED ACTION**

MOVE to recommend forwarding WSA25-009 to Council for approval or denial

### **ATTACHMENTS**

1. Attachment 1\_Water Service Application 2-19-2025
2. Attachment 2\_Water Demand Analysis for 106 units 2-19-2025
3. Attachment 3\_WSA Appeal letter 2-20-2025
4. WSA25-009 Presentation

Attachment 5 Water Service Agreement application



**WATER SERVICE AGREEMENT APPLICATION**

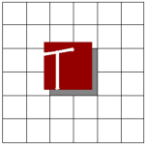
Public Works – Permit Center  
 201 S. Cortez St., Prescott, AZ 86303  
 (P) 928.777.1269

*Water Service Agreement Applications are submitted in accordance with City Water Management Policy. Submit all required documents directly to the Permit Center at 201 S. Cortez St, Prescott, AZ 86302. Please print your contact information legibly.*

<b>APPLICANT INFORMATION</b>	
Applicant: <u>Michael Taylor Architects, Inc.</u>	Contact Person: <u>Michael Taylor, AIA</u>
Address: <u>118 S. Pleasant St.</u>	City/State/Zip: <u>Prescott, Arizona 86303</u>
Phone: <u>928.445.0626</u>	Email: <u>michael@mtai.net</u>
<b>Property</b>	
Owner: <u>Yh Development Properties, LLC</u>	Contact Person: <u>Marc VanWormer</u>
Address: <u>1645 W. Moore Road</u>	City/State/Zip: <u>Tucson, Arizona 85755</u>
Phone: <u>928.237.7154</u>	Email: <u>marc@aspennyvalleyhomesaz.com</u>
<b>PROJECT SITE</b>	
Address: <u>500 S. Marina Street, Prescott, Arizona</u>	
Current Zoning: <u>MF-H</u>	Proposed Zoning: <u>MF-H</u>
Assessor's Parcel Number(s) of Existing Property: <u>109_13_001D 109_13_002B, E, G, J and T</u>	
Existing Water Service (Y/N): <u>Yes</u>	Existing Sewer Service (Y/N): <u>Yes</u>
Existing Well (Y/N): <u>No</u>	If Yes, Well Registry No.: <u>N/A</u>
<b>PROJECT DESCRIPTION</b>	
Is the project Residential or Commercial?	<u>Multi-Family 106 units</u>
Please provide brief description:	<u>A new, 106 unit apartment project on the former County Administrative Complex site.</u>
# of Proposed Units: <u>106</u>	# of Proposed Lots: <u>2</u>
Has a Water Demand Analysis been completed (commercial)?	<u>Yes</u>
Has a building permit application been submitted?	<u>No</u>
Has a Planning and Zoning Recommendation been made?	<u>Yes</u>

Applicant Signature:  Date: 2-19-2025

OFFICE USE ONLY	
Assigned Tracking No. WSA _____	Date entered _____



## Michael Taylor Architects, Inc.

February 19, 2024

Ms. Maggie Whetzel  
City of Prescott  
Public Works Permit Technician/Plans Examiner

Subject: 500 South Marina Street Apartment Buildings – APN 109-13-001D

Per the City request for water demand calculations, we submit the following response based on Table 4-1 Unit Design Flows for Water per GES:

1. The project consists of five apartment buildings containing a total of one hundred and six (106) apartments, which results in the flowing water demand:

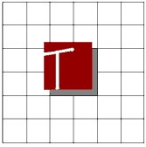
Total average daily water flow for the project:  $106 \text{ Units} * 0.12 \text{ afy} = 12.72 \text{ afy}$

2. The site plan sheet AS101 shows approximately 0.57 acres of landscape area which the city suggests uses 1.5 afy per acre or 0.855 afy.
3. The previous use on this site (County offices) utilized .33 afy

The total estimated water usage including irrigation is therefore calculated as:  
 $12.72 + 0.855 - .33 = 13.24 \text{ afy}$ .

Respectfully submitted,

Michael Taylor, AIA  
Michael Taylor Architects, Inc.



## Michael Taylor Architects, Inc.

February 20, 2025

Brian Ruiz, P.E., CFM  
 Water Resources and Environmental Service Manager  
 City of Prescott  
 433 N. Virginia Street  
 Prescott, Arizona 86301

RE: Request for Appeal  
 WSA25-009  
 APN: 109-13-001D, 109-13-006, 109-13-007, 109-13-002B, E, G, J and T

Brian,

We are aware that the Water Demand Analysis for the project on the above-mentioned parcels shows that it will exceed the remaining 50% available water budget. Aside from that, we have met all other city criteria for our project. Given that, we believe that an appeal for our water budget from the city would greatly benefit both parties.

Some of these benefits for the city include:

- Affordable, downtown housing options for the retired community, young professionals, service workers, etc. Single family housing in this particular neighborhood has increased to the point that it is unaffordable to these members of our community. Interest rates have also exacerbated this issue. Housing prices in this immediate neighborhood range from one home at \$250K to over \$1M with several homes in the \$600K to \$800K range, clearly not affordable or attainable to most working or retired people.
- Sales tax to the benefit of the City is estimated at \$1,520,000 (\$28M estimated construction cost X 65% X current City sales tax rate).
- An increase in property tax on the developed property which benefits the entire community including the City, PUSD and Yavapai College.
- Significant impact fees will be paid by the developer for this project. These impact fees benefit the entire community and were estimated by the City's Public Works Department at +/- \$250,000.
- Redeveloping a vacant, blighted property should increase property values in the area.
- Job creation for local, construction workers and support staff (management, legal, accounting, etc).

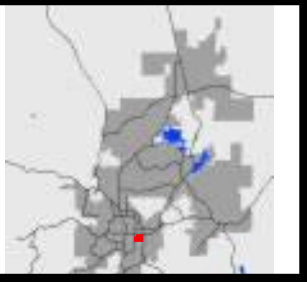
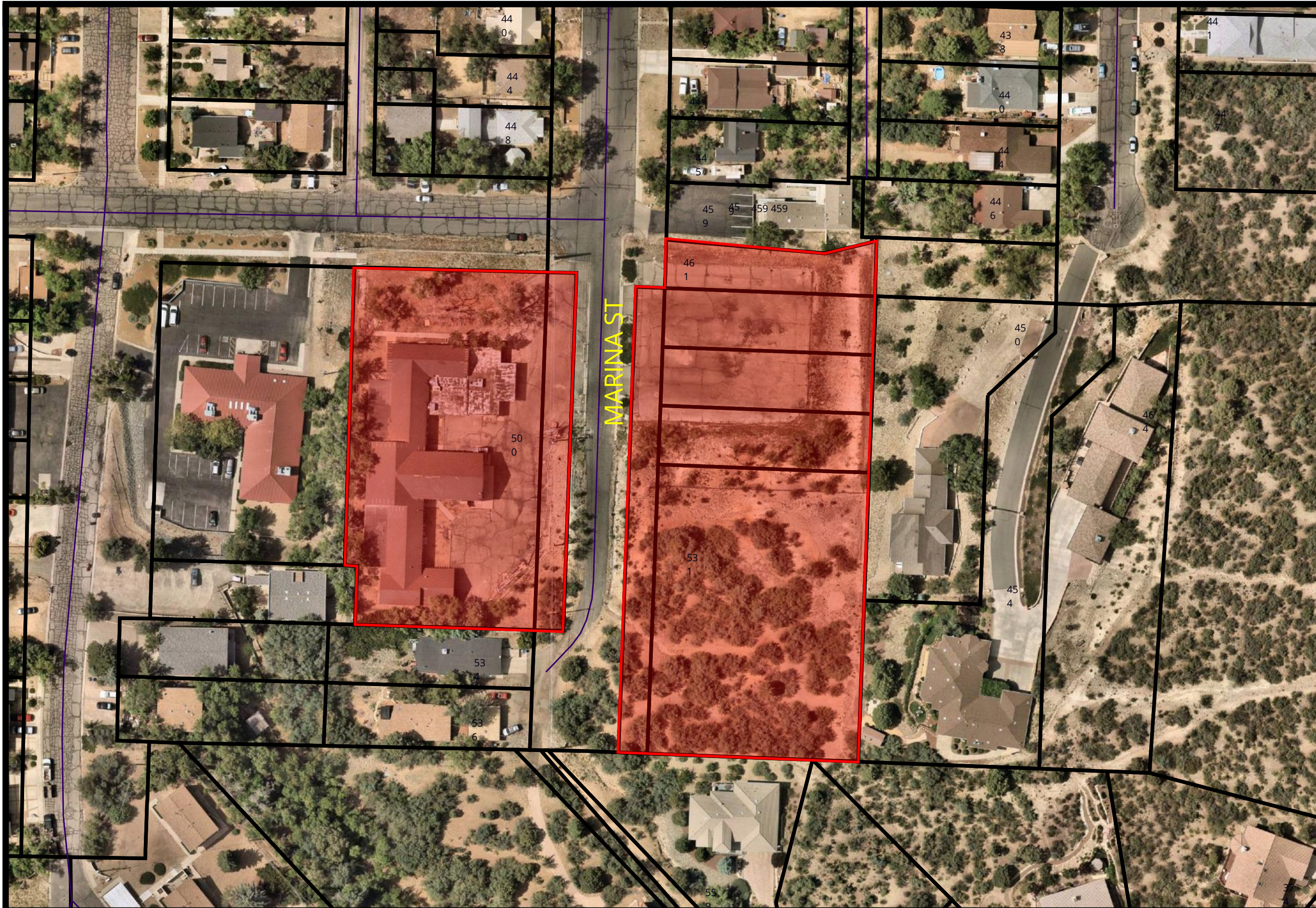
The site is zoned Multi-Family, High Density (MF-H) and apartments are allowed by right. Most projects that could be completed on these parcels that would fit into the MF-H category would likely need an additional water allocation as well. This project both compliments the zoning and helps resolve our ever-growing housing issue.

Please let me know if you need any additional information.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael Taylor". The signature is stylized with a long horizontal line extending to the right.

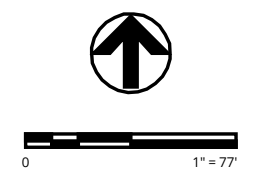
Michael Taylor, AIA  
Michael Taylor Architects, Inc.



109-13-002E, 109-13-002J, 109-13-002G,  
109-13-001D, 109-13-006, 109-13-007,  
109-13-002B, 109-13-002T

500 S Marina St.  
3.5 Total Acres

This map is a product  
of the City of  
Prescott



THE CONSTRUCTION SET FOR THIS PROJECT SHALL INCLUDE THIS DRAWING SHEET, ALL OTHER SHEETS & ASSOCIATED DOCUMENTS LISTED ON THESE SHEETS & ANY OTHER DOCUMENTATION AS SUPPLIED BY THE ARCHITECT & CONSULTING ENGINEER. ALL OF THE PROJECT DOCUMENTS REPRESENT AN ORIGINAL DOCUMENTARY WHICH SHALL BE USED IN FULL FOR RECORD & CONSTRUCTION PURPOSES.



**OWNER**  
 YK DEVELOPMENT PROPERTIES LLC  
 1645 WEST MOORE ROAD  
 TACSON, ARIZONA 85303  
 (602) 237-7154

**ARCHITECT**  
 MICHAEL TAYLOR ARCHITECTS, INC.  
 118 SOUTH PLEASANT STREET  
 PRESCOTT, ARIZONA 86303  
 (928) 442-0826



**MICHAEL TAYLOR ARCHITECTS, INC.**  
 118 SOUTH PLEASANT STREET PRESCOTT, ARIZONA 86303  
 PHONE 928-442-0826 WWW.MTA-INC.COM  
 COPYRIGHT 2023 MTA. ALL RIGHTS RESERVED.

**PROJECT TEAM**

PARCEL #:	109-13-0010
SUBDIVISION & LOT #:	PRESCOTT ORIGINAL TOWNSITE
JURISDICTION:	CITY OF PRESCOTT
ZONING:	MULTI-FAMILY HIGH DENSITY (MF-H) ZONING
BETANKS:	20'-0" FRONT / REAR 7'-0" SIDES
ASSESSOR ACRES:	3.5 ACRES
PROJECT ADDRESS:	500 SOUTH MARINA STREET
PARKING REQUIRED PER COP LDC TABLE 8.2.3:	1-BEDROOM: 52 UNITS = 52 SPACES 2-BEDROOM: 27 UNITS = 54 SPACES 3-BED SEMI: 27 UNITS = 27 SPACES GUEST SPACES = 20 SPACES <b>TOTAL PARKING REQUIRED = 153 SPACES</b>
PARKING PROVIDED:	153 PARKING SPACES
ALLOWABLE LIMITS:	3 UNITS PER FIRST 7,500 SF = 3 UNITS 1 UNIT PER ADDITIONAL 1,400 SF = 123 UNITS <b>TOTAL UNITS = 130 UNITS</b>  (152,468 SF - 7,500 SF) / 1,400 SF = 103.54

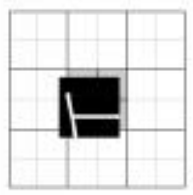
**PROJECT DATA**

**GOVERNING BUILDING CODES**  
 ALL CONSTRUCTION SHALL COMPLY WITH THE FOLLOWING CODES AND AMENDMENTS PER THEIR ADOPTING ORDINANCES:

- 2018 INTERNATIONAL BUILDING CODE
- 2018 INTERNATIONAL MECHANICAL CODE
- 2018 INTERNATIONAL PLUMBING CODE
- 2017 NATIONAL ELECTRICAL CODE
- 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN
- 2012 INTERNATIONAL ENERGY CONSERVATION CODE

ALL PRODUCTS LISTED BY I.C.C. (I.C.C. E.A.R. WARNERS) SHALL BE INSTALLED PER THE REPORT AND MANUFACTURER'S WRITTEN INSTRUCTIONS. PRODUCT SUBSTITUTIONS FOR PRODUCT(S) LISTED SHALL ALSO HAVE I.C.C. APPROVED EVALUATION REPORT(S) OR BE APPROVED AND LISTED BY OTHER NATIONALLY RECOGNIZED TESTING AGENCIES.

**APPLICABLE CODES**  
 1. CODES AND AMENDMENTS PER THEIR ADOPTING ORDINANCES.



**MARINA STREET APARTMENTS**  
 A NEW APARTMENT COMPLEX FOR:  
 PRESCOTT ORIGINAL TOWNSITE  
 APR. 18.15.2023  
 500 SOUTH MARINA STREET  
 500-13-0010  
 MF-H ZONING

PROJECT NUMBER	DATE	DESCRIPTION	PLLOT DATE	REVISION

**SITE PLAN**  
**AS101**

# WSA25-009 Application

## Summary

- 106-unit multi-family apartment complex
- Estimated demand for buildings - 12.72 AFY
- Estimated demand for landscape - 0.85 AFY
- Previous Usage - 0.33 AFY
- Estimated Total Demand - 13.24 AFY



TO: MAYOR AND CITY COUNCIL  
 AGENDA: March 4 Water Issues Subcommittee  
 DATE: March 4, 2025  
 DEPT: Public Works  
 ITEM #: 3.E  
 SUBJECT: Presentation, Discussion & Update Regarding PFAS and Scope of Request for Statement of Qualifications.

**ITEM SUMMARY**

This item is for staff to provide the Water Issues Subcommittee with an update on PFAS and the status of preparing a PFAS remediation study.

**BACKGROUND**

In 2023, new Maximum contaminate level (MCL) for the concentration of PFAS species within the nation's drinking water of 4 ppt for PFOA and 4 ppt for PFOS were announced. In June 2022, sample results from COPs potable wells were received which showed elevated concentrations of PFAS in most of the City's production wells. The City has worked to blend the water from the Chino Wellfield to reduce the amount of PFAS entering the drinking water system. The Airport Well #5 has been removed from service because of the high concentrations being seen. Below are the current results from December 2024.

4th Q PFAS results	PFOS	PFOA
EPDS 11 (Chino Tanks)	ND	2.79
Chino Well 1	ND	3.84
Chino Well 2	ND	3.68
Chino Well 3	ND	4.34
Chino Well 4	ND	ND
Chino Well 5	ND	3.41
AP2	ND	ND
AP3	ND	3.6
AP5	7.7	11.5

Additionally, a Request for Statement of Qualifications (RSOQ) was advertised in the Courier on November 24 and December 1, 2024. As many as 12 firms attended the Mandatory Pre-proposal Meeting on December 18, 2024, and final RSOQs were opened on January 16, 2025. A total of 6

firms applied and scoring was completed on February 7,2025. The highest scoring vendor was determined and Scope and Fee negotiations have begun.

### **FINANCIAL IMPACT**

There is no fiscal impact associated with this item at this time.

### **RECOMMENDED ACTION**

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

### **ATTACHMENTS**

1. Update on PFAS Presentation (1)



# Council Subcommittee on Water Issues

March 4, 2025

Update on PFAS



# Current Testing Results (4<sup>th</sup> Quarter 2024)

4th Q PFAS results	PFOS (PPT)	PFOA (PPT)
EPDS 11 (Chino Tanks)	ND	2.79
Chino Well 1	ND	3.84
Chino Well 2	ND	3.68
Chino Well 3	ND	4.34
Chino Well 4	ND	ND
Chino Well 5	ND	3.41
AP2	ND	ND
AP3	ND	3.6
AP5	7.7	11.5

# PFAS Request for Statement of Qualifications

- Published on November 24 and December 1 in the Courier
- Mandatory Pre-Proposal conference was held on December 18, 2024
  - 10-12 firms attended and showed interest.
  - 6 Firms applied
- Proposal Opening January 16, 2025.
- Scoring complete February 7.
- Scope and Fee being negotiated.



# PFAS Request for Statement of Qualifications (Cont)

- Scope of Work
  - Evaluation of up to 10 Wells for PFAS mediation and Chino Valley Tank EPDS.
    - 3 Airport Wells
    - 5 Chino Wells
    - Chino Tanks EPDS
  - Evaluation of Single site treatment versus whole flow treatment.
  - An evaluation of potential blending sites at the Airport.
  - Focus on AP Well 5 to get it back into operation
  - Siting and drilling another Airport Well

# PFAS Request for Statement of Qualifications (Cont)

- **Scope of Work**
  - Impacts/costs of Capital and O&M costs for 10 years
  - Cost benefit analysis of treatment for AP Well 5 vs. drilling a new well
- **Deliverables**
  - Full cost analysis report
  - Up to 2 public meetings including either WIS or Council





TO: MAYOR AND CITY COUNCIL  
AGENDA: March 4 Water Issues Subcommittee  
DATE: March 4, 2025  
DEPT: Public Works  
ITEM #: 3.F  
SUBJECT: Presentation & Discussion Regarding Potential Updates to the Water Service Applications and Water Policy Regarding Hazardous Materials.

## ITEM SUMMARY

This item is for a general discussion regarding revisions to Water Service Applications (WSA) and the Water Policy to include information on toxic/hazardous materials discharge into the City's wastewater collection and treatment system.

## BACKGROUND

During this discussion, staff will provide an overview of recommended changes to the Water Service Agreement application and Water Policy to include information regarding potential discharge of hazardous materials into the wastewater collection and treatment system.

At the February 4, 2025 Subcommittee on Water Issues (WIS) meeting, staff provided information regarding the City's Pretreatment Program which is designed in accordance with the United States Environmental Protection Agency's General Pretreatment Regulations. The objective of this program is to:

- Prevent discharge of pollutants that could disrupt wastewater treatment processes, cause operational issues, or result in violations of discharge, into the City's wastewater treatment facilities
- Ensure that harmful substances do not bypass treatment and enter surface waters or the groundwater aquifer
- Reduce exposure to toxic substances and ensure the safety of those working in the wastewater treatment facilities

The development of the Pretreatment Program included an extensive evaluation of current sewer users to determine potential risks to the wastewater treatment facilities. The outcome of that evaluation determined that the following user categories had the greatest potential for discharge of hazardous materials into the sewer system.

- Food Service
- Vehicle Service
- Industrial/Manufacturing
- Medical Facilities

Proposed updates to the Water Service Agreement application and Water Policy are based on the recommendations and procedures established by the Pretreatment Program. Attachment 1 includes proposed updates to the Water Service Agreement application to identify water requests in the high potential categories and if any hazardous materials are used. The separation of Dental Facilities as a separate category was based on a recommendation from the City's Water Protection Specialist due to additional pretreatment requirements for fluoride. Attachment 2 provides

recommended language to add to Section 3c: Wastewater Collection and Treatment, of the current Water Policy to address hazardous materials and the Pretreatment Program.

## **FINANCIAL IMPACT**

There is no fiscal impact associated with this item at this time.

## **RECOMMENDED ACTION**

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

## **ATTACHMENTS**

1. Attachment1\_WSAApplication\_Hazardeous Materials
2. Attachment 2\_Water Policy\_Hazardous Materials
3. WSA and Water Policy for Hazardous Materials Presentation

# ATTACHMENT 1



## WATER SERVICE AGREEMENT APPLICATION

Public Works – Permit Center  
201 S. Cortez St., Prescott, AZ 86303  
(P) 928.777.1269

*Water Service Agreement Applications are submitted in accordance with City Water Management Policy. Submit all required documents directly to the Permit Center at 201 S. Cortez St, Prescott, AZ 86302. Please print your contact information legibly.*

APPLICANT INFORMATION	
Applicant: _____	Contact Person: _____
Address: _____	City/State/Zip: _____
Phone: _____	Email: _____
Property Owner: _____	Contact Person: _____
Address: _____	City/State/Zip: _____
Phone: _____	Email: _____
PROJECT SITE	
Address: _____	
Current Zoning: _____	Proposed Zoning: _____
Assessor's Parcel Number(s) of Existing Property: _____ - _____ - _____ - _____	
Existing Water Service (Y/N): _____	Existing Sewer Service (Y/N): _____
Existing Well (Y/N): _____	If Yes, Well Registry No.: _____
PROJECT DESCRIPTION	
Is the project Residential or Commercial? _____	
Please provide brief description: _____	
# of Proposed Units: _____	# of Proposed Lots: _____
Has a Water Demand Analysis been completed (commercial)? _____	
Has a building permit application been submitted? _____	
Has a Planning and Zoning Recommendation been made? _____	

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

OFFICE USE ONLY	
Assigned Tracking No. WSA _____ - _____	Date entered _____

Updated 2/3/2020

- Please check any of the following categories that apply to this development:
- Food Service Facilities     Vehicle Service Facilities
  - Industrial/Manufacturing Facilities     Medical Facilities     Dental Facilities

If yes to any above, please describe any toxic/hazardous materials that may be discharged into the City's Wastewater collection and treatment system.

\_\_\_\_\_

\_\_\_\_\_

March 26, 2024

### Section 3a: Sources

The City relies upon "grandfathered" groundwater for much of its present water supply and augments the groundwater with surface water from Watson and Willow Reservoirs, and reclaimed supplies (treated effluent), for aquifer recharge, storage, and recovery (**Figure 3**). As previously mentioned, the City has also secured Big Chino groundwater for future use.

### Section 3b: Water Production and Distribution

City potable water is pumped from two well fields, one in the Town of Chino Valley and one in the Prescott Regional Airport area. As the City is fortunate to draw from high quality aquifers, Water Operations provides only two treatment processes to reduce the contaminants found in our groundwater. These two processes are disinfection with the use of chlorine and water blending for arsenic removal. The City's water quality is excellent and is monitored daily to ensure it complies with stringent drinking water quality standards (**Figure 3 – Wells**). The City remains vigilant to assess and respond to emerging contaminants.

For more information about Water Services, including how to report a Water Emergency, Water Quality (Consumer Confidence Reports) and Backflow Prevention go to:

<https://prescott-az.gov/water-ops/how-tos-faqs/Section>

### Section 3c: Wastewater Collection and Treatment

The City's Wastewater Collection System (public sewer) is designed to convey the wastewater that is discharged from residential and non-residential customers private sewer service pipes to the Wastewater Treatment Plant or Water Reclamation Facility, where it undergoes processes necessary for reuse and recharge. The treated water, called effluent or reclaimed water, is sold for direct use on golf courses, and use by industrial customers (**Figure 3 – Treat Wastewater**).

The City has a Pretreatment Program which is designed in accordance with the United States Environmental Protection Agency's General Pretreatment Regulations. The objective of this program is to:

- Prevent discharge of pollutants that could disrupt wastewater treatment processes, cause operational issues, or result in violations of discharge, into the City's wastewater treatment facilities
- Ensure that harmful substances do not bypass treatment and enter surface waters or the groundwater aquifer
- Reduce exposure to toxic substances and ensure the safety of those working in the wastewater treatment facilities

These goals are achieved by permitting requirements to identify hazardous materials and pretreatment requirements prior to construction, and monitoring and sampling discharge from industrial users after operations commence. This is done in conjunction with educating industrial, commercial, and residential users about substances that are harmful to the wastewater system and its processes. The Arizona Department of Environmental Quality (ADEQ) issued approval for the City of Prescott Pretreatment Program on October 1, 2013.

The Water Service Agreement application required for each new request for water contains questions regarding industrial usage and hazardous substances that could be potentially introduced into the wastewater system. City Council members can use this information to understand if any pretreatment of wastewater is required for the proposed development and if the water request meets the Council's goals for water use for the community. Identification of hazardous material usage through administration of the Water Policy in conjunction with the implementation of the Pretreatment Program, help reduce potential discharge of hazardous materials into the wastewater system.

For more information about Wastewater Collection and Wastewater Treatment go to:

<https://prescott-az.gov/sewer-and-wastewater/wastewater-operations/>

### Section 3d: Recharge

The effluent or reclaimed water not supplied for direct reuse on golf courses or to industrial users, is recharged to the aquifer, along with surface water from the Watson and Willow Reservoirs, and the hydrologic cycle begins anew (**Figure 3** – Prescott Recharge Facility).

### Section 3e: Water Uses

Water customers use the water supplied for various residential and non-residential purposes. Practicing a low-water-use lifestyle is a way everyone can help ensure a long-term, sufficient water supply; and making efforts to reduce pollutants will help preserve water quality (**Figure 3** – Customer).

# Council Subcommittee on Water Issues

March 4, 2025

**Brian Ruiz**  
Water Resources & Environmental  
Services Manager



### Section 3c: Wastewater Collection and Treatment

The City's Wastewater Collection System (public sewer) is designed to convey the wastewater that is discharged from residential and non-residential customers private sewer service pipes to the Wastewater Treatment Plant or Water Reclamation Facility, where it undergoes processes necessary for reuse and recharge. The treated water, called effluent or reclaimed water, is sold for direct use on golf courses, and use by industrial customers (**Figure 3** – Treat Wastewater).

The City has a Pretreatment Program which is designed in accordance with the United States Environmental Protection Agency's General Pretreatment Regulations. The objective of this program is to:

- Prevent discharge of pollutants that could disrupt wastewater treatment processes, cause operational issues, or result in violations of discharge, into the City's wastewater treatment facilities
- Ensure that harmful substances do not bypass treatment and enter surface waters or the aquifer
- Reduce exposure to toxic substances and ensure the safety of those working in the wastewater treatment facilities

These goals are achieved by permitting, monitoring, and sampling discharge from industrial users, in conjunction with educating industrial, commercial, and residential users about substances that are harmful to the wastewater system and its processes. The Arizona Department of Environmental Quality (ADEQ) issued approval for the City of Prescott Pretreatment Program on October 1, 2013.

The Water Service Agreement application required for each new request for water contains questions regarding industrial usage and hazardous substances that could be potentially introduced into the wastewater system. City Council members can use this information to understand if any pretreatment conditions are required for the proposed development and determine if the water request meets the Council's goals for water use within the community. Identification of hazardous material usage through administration of the Water Policy in conjunction with the implementation of the Pretreatment Program, help reduce potential discharge of hazardous materials into the wastewater system.

For more information about Wastewater Collection and Wastewater Treatment go to:

<https://prescott-az.gov/sewer-and-wastewater/wastewater-operations/>



# WATER SERVICE AGREEMENT APPLICATION

Public Works – Permit Center  
201 S. Cortez St., Prescott, AZ 86303  
(P) 928.777.1269

Water Service Agreement Applications are submitted in accordance with City Water Management Policy. Submit all required documents directly to the Permit Center at 201 S. Cortez St, Prescott, AZ 86302. Please print your contact information legibly.

APPLICANT INFORMATION	
Applicant: _____	Contact Person: _____
Address: _____	City/State/Zip: _____
Phone: _____	Email: _____
Property Owner: _____	Contact Person: _____
Address: _____	City/State/Zip: _____
Phone: _____	Email: _____
PROJECT SITE	
Address: _____	
Current Zoning: _____	Proposed Zoning: _____
Assessor's Parcel Number(s) of Existing Property: _____	
Existing Water Service (Y/N): _____	Existing Sewer Service (Y/N): _____
Existing Well (Y/N): _____	If Yes, Well Registry No.: _____
PROJECT DESCRIPTION	
Is the project Residential or Commercial? _____	
Please provide brief description: _____	
# of Proposed Units: _____	# of Proposed Lots: _____
Has a Water Demand Analysis been completed (commercial)? _____	
Has a building permit application been submitted? _____	
Has a Planning and Zoning Recommendation been made? _____	

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

OFFICE USE ONLY	
Assigned Tracking No. WSA _____ - _____	Date entered _____

Updated 2/3/2020

Please check any of the following categories that apply to this development:

Food Service Facilities    Vehicle Service Facilities  
 Industrial/Manufacturing Facilities    Medical Facilities

If yes to any above, please describe any toxic/hazardous materials that may be discharged into the City's Wastewater collection and treatment system.

\_\_\_\_\_

\_\_\_\_\_

March 26, 2024

