



CITY OF FLAGSTAFF
WATER COMMISSION
October 21, 2021
Virtual Meeting
SUMMARIZED MINUTES

MEMBERS PRESENT

Ward Davis
Malcolm Alter
Timothy Bowers
Ben Ruddell
Marie Jones (P&Z Rep)

MEMBERS ABSENT

Elizabeth Christy

STAFF PRESENT

Andy Bertelsen
Marion Lee
Erin Young
Ed Schenk
Gregg Clifton
Jim Huchel
Bill Case
Jolene Montoya
Genevieve Pearthree
Steve Camp
Sterling Solomon

OTHERS PRESENT

Robert Vane
Robert Huffa

I. CALL TO ORDER

Chair, Ward Davis called the meeting to order at 4:06 p.m.

II. APPROVAL OF MINUTES – August 19, 2021

Moved by Timothy Bowers and seconded by Malcolm Alter to approve the meeting minutes of August 19, 2021. Motion carried unanimously.

III. PUBLIC PARTICIPATION – None

IV. NEW BUSINESS

A. Update the Enforcement Response Plan – Steve Camp

Steve Camp, Regulatory Compliance Manager presented the Update of the Enforcement Response Plan. The Enforcement Response Plan (ERP) adopted by Council has been extremely effective in outlining the expectations of staff and our regulated customers. The plan covers the Pretreatment, Stormwater and Cross Connection programs and was adopted by resolution in December 2018.

Currently there is no requirement for operators to upload testing information to our database within 5 days, as directed by City Code. Each backflow device is required to be tested annually. Water customers with a backflow device typically contract with a backflow tester to have their device tested. The device is tested within the one-year period and the customer has done their part to comply with the City Code. However, if the tester does not enter the data into our database within 5 days and the one-year period has expired, Industrial Pretreatment ends up issuing issue warning letters to water customers. Regulatory Compliance needs the option of issuing warning letters to

the backflow testers for not entering the data within 5 days. This keeps our backflow testers honest and provides a level playing field for the testers that upload data within 5 days.

The proposed change:

7-03-001-0015.K.4 (CODE)

“The tester shall provide a copy of the test report to the City of Flagstaff Industrial Pretreatment Section within five (5) working days from the date of the test.”

- Add violation in ERP to address backflow testers not uploading or submitting backflow information to the Pretreatment Section.
 - The requirement is in code – The violation is not specifically listed in the ERP
- Since this is a Council approved document, the change must be approved by Council.

The Water Commission did not have any input to the proposed changes, so staff will move forward.

B. Out of City Sewer Service Request at 221 S. Dummam St. – Genevieve Pearthree

Genevieve Pearthree, Senior Planner presented the Out of City Sewer service request. Robert Hoffa and Christine Newell, the current owners of the real property located at 221 S. Dummam Street. The property contains a single-family home and is part of a larger county island surrounded entirely by the City of Flagstaff. The applicant intends to abandon the septic system, and requests to connect to the 8-inch city sewer line on City of Flagstaff property (APN 112-49-122A) immediately to the west.

Staff recommends approval of the request for Out of City Sewer Service contingent on the owner entering into a Pre-Annexation Agreement with the City of Flagstaff, payment of applicable fees, and compliance with all conditions of approval from the Concept Plan review associated with this request. The Pre-Annexation Agreement is an agreement to annex in the future if annexation becomes possible and may include other development understandings. The Pre-Annexation Agreement must be approved by a resolution of the City Council and will be recorded against the property so that it will apply to future property owners in the event of ownership changes.

City Code sections 2-04-001-007 and 2-04-001-008 require the Water Commission to consider any application for water and/or sewer service to serve a residence or development in an area outside of corporate city limits. The Water Commission is required to review each application and forward a recommendation to the City Council. The Mayor and Council have the final decision based on the request and the recommendation of the Water Commission.

The Utilities Integrated Master Plan requires requests for Out of City Service to be evaluated by a cross-divisional internal team. The applicant participated in a Pre-Application Meeting with City Staff on July 9, 2021 and submitted a Concept Plan (project number: PZ-21-00172-01), which was reviewed and accepted by the City Inter-Division Staff (IDS) on October 8, 2021.

Five (5) other properties on Dummam St. already receive city sewer service (215, 229, 231, 233, and 235 S. Dummam St.); at least four (4) of these properties have a Pre-Annexation Agreement with the City of Flagstaff. Before connection to the sewer service is made, the applicant will pay sewer capacity fees based on the standard capacity fees of a single-family home that is currently \$3,723 and a sewer tap fee of \$300.25.

Moved by Timothy Bowers and seconded by Malcolm Alter to approve and recommend to City Council the request for Out of City Sewer Service contingent on the owner entering into a Pre-Annexation

Agreement with the City of Flagstaff, payment of applicable fees, and compliance with all conditions of approval from the Concept Plan review associated with this request. Motion carried unanimously.

V. OLD BUSINESS - None

VI. INFORMATIONAL ITEMS TO/FROM THE CHAIR, COMMISSION OR STAFF

A. Update on City Council Retreat – Jim Huchel

Jim Huchel, Wastewater Treatment Manager gave an update on a briefing of the Wastewater Treatment Plant which was presented at the last City Council Retreat.

Topics:

1. Wastewater Treatment Objectives and Standards
2. Flagstaff Water Reclamation Plants
3. History of Wildcat Hill Plant
4. Wildcat Hill Plant Issues, Urgency
5. Wildcat Hill Solids Treatment and Handling Improvements
6. Options for Increasing Wildcat Hill Hydraulic Capacity
7. Future Updates, Discussions

Wildcat Hill Water Plant Issues, Urgency

- Solids Treatments Capacity is at **88 %**
- Liquids Treatment Capacity is at **87%**
- Redundancy
 - ✓ Multiple Single Points of Potential Failure
 - ✓ Limited Operational and Mechanical Flexibility
- Rehabilitation and Replacement
 - ✓ Budget Constraints
 - ✓ Lack of Redundancy to Make Repairs
- Peak Flow Events Increasing Due to Climate Change (3X Daily Flows)

Solids Treatment and Handling at Wildcat Hill

- Two New Digesters
 - ✓ Design funded in FY2022 wastewater capital program
 - ✓ Construction partially funded in FY2022/24, estimated to be completed in 2024
- Solids Dewatering and Handling - Funded in FY 2023-2025
- Solar Drying (Class A Biosolids - Green Energy) – Funded in FY2025-2027
 - ✓ Alternate disposal options (landfill cover, mulch, etc.)
- Rehabilitation and Replacement
 - ✓ Refurbishing existing (2) digesters – After new digesters are completed
 - ✓ Keeping the solids treatment and handling processes operational

Wildcat Hill- Liquids Treatment Capacity

Option 1 – Phased Expansion (Staff Recommendation)

- Fund new treatment plant at 6 Million Gallons per Day (~\$150M)
 - ✓ Provides new capacity for growth and incorporates redundancy
 - ✓ Adaptive management - right size, right time, future technology
 - ✓ Foundation for implementing advanced treatment – Indirect Potable Reuse (IPR), Direct Potable Reuse (DPR), and addressing Constituents of Emerging Concern (CECs)
- Continue to operate Wildcat Hill at 6 MGD until next expansion (+/- 20 years)

- ✓ Fund repair and replace of existing plant - ~\$30M
- Total Cost - ~\$180M (today's costs)

Option 2 – Single Expansion

- Fund new treatment plant at 12 Million Gallons per Day (~\$300M?)
 - Provides new capacity for growth and incorporates redundancy
 - Foundation for implementing advanced treatment – IPR, DPR, and addressing CECs
- Retire Wildcat Hill (+/- 7 years)
 - Fund repair and replace of existing plant - ~\$13M
- Total Cost - \$313M (today's cost)

Future Updates & Discussions

- Wildcat Hill Site Expansion - Options 1 or 2
 - ✓ Capital costs, timeframes, and extending life of the current plant
 - ✓ Sustainability Issues
 - ✓ Continuing assessment of climate change impacts
 - ✓ Integration of Carbon Neutrality Plan provisions
- Reclaimed Water Considerations
 - ✓ Urgency/timeframes for developing unused reclaimed water
 - ✓ Treatment requirements for IPR or DPR uses if applicable
 - ✓ Addressing CECs

Ward Davis asked how this will move forward and Jim indicated staff plan to meet with City Council on November 2nd on funding options. The plan on future expansion will follow.

Robert Vane asked if the digester fund will come from rates but staff does not have answers until after November 2nd. Gregg Clifton, City Manager commented that he does not believe the costs will come from rate increases and mostly likely come from grants and appropriations of state/federal funding sources.

Ed Schenk, Stormwater Manager gave a brief update on his presentation at Council Retreat on September 30th.

Current Capital Projects from 5-year Capital Plan, focused on:

- Rio De Flag Flood Control Project
- Side Laterals/Improvements that connect to Rio De Flag
- Spot Improvements – Annual Allocation
 - Dedicated to ongoing drainage issues

Funded through current (2019) stormwater rate fee

- \$3.74 per Equivalent Runoff Unit - ERU (1500 sq ft impervious surface)
- Projects identified in 2007-2010 Northeast Area Master Drainage Study (NEAMDS)

FY22 Projects, Prioritized Annually:

- Phoenix Ave Bridge (underway in 2021)
- Linda Vista Culvert at Spruce Wash (completed in 2020)
- Rio De Flag Lateral – Santa Fe Ave.
- Rio De Flag Lateral – Malpais (Clay Wash)
- Columbia Circle ~ replaced with Steve's Wash at Soliere Ave. (early 2020)
- Rio De Flag Lateral – Downtown
- A 2021 FEMA BRIC grant application was denied as uncompetitive
- Fanning Wash at Route 66

FY22 Stormwater Capital Budget \$8.3 Million

Includes Annual Base Budget Allocation of \$700,000 for Improvements and Rio De Flag projects

>Spruce Wash (Museum Fire response)

- Dortha Channel Improvements
- Killip Detention Basin- design
- Channel improvements
- FY22 \$1.8 Million

- No funding for other watersheds

> Rio De Flag Projects and related Laterals

- FY22 4.2 Million

>Other Projects, Reserves

- Phoenix Bridge
- Spot Improvements
- FY22 \$2.3 Million

Museum Fire

Review Options:

- Option 1. Continue Annual Response
Potentially \$1.8 million annually in clean-up response, or \$18 million over 10 years.
- Option 2. Spruce Channel Improvements
Improvements to existing infrastructure footprint at \$12-\$18 million
- Option 3. New Stormwater infrastructure
Add 6-8 ft dia. pipe/tunnel, running parallel to existing wash at \$10-\$30 million

Mitigation Costs

- Detention basin on Pipeline property
 - ✓ Mitigates flooding through Shadow Mountain neighborhood
 - ✓ Cost: \$2.9 million
- Channel diversion on Pipeline property
 - ✓ Mitigates flooding of Appalachian Dr. and Monte Vista Dr.
 - ✓ Cost: \$830,000
- Fanning Wash improvements
 - ✓ Needed to mitigate Steve's Blvd, Hemberg Dr. and Route 66
 - ✓ Cost: Unknown, likely \$2 million range

CIP and Maintenance

- CIP annual budget approximately \$700,000
- Maintenance budget approximately \$300,000
 - ✓ 33% open channel, 66% closed system
- Additional funding needs:
 - ✓ Museum Fire mitigations: \$18M – Option 1 or Option 2 (CIP)
 - ✓ Mt. Elden mitigations: \$6M (CIP)
 - ✓ Additional maintenance: \$80,000/year in additional maintenance
 - ✓ Long-term Museum Fire funding -Option 3: \$10-\$30M (estimate)

Stormwater

- Post wildfire flood mitigation – Museum fire flood area - \$12-18 Million over next 5 yrs
- Mt Elden Drainage Mitigations - \$6 Million over next 5 years
- Additional annual maintenance needs: \$80,000

VII. ADJOURNMENT

Meeting adjourned at 5:55 p.m.