

WORK SESSION AGENDA

CITY COUNCIL WORK SESSION
TUESDAY
JANUARY 23, 2024

COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
3:00 P.M.

All City Council Meetings are live streamed on the city's website
(<https://www.flagstaff.az.gov/1461/Streaming-City-Council-Meetings>)

*****PUBLIC COMMENT*****

Verbal public comments may be given through a virtual public comment platform or in-person

If you want to provide a verbal comment during the Council Meeting, use the link below to join the virtual public comment room.

VIRTUAL PUBLIC COMMENT WAITING ROOM

Written comments may be submitted to publiccomment@flagstaffaz.gov. All comments submitted via email will be considered written comments and will be documented into the record as such.

1. Call to Order

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this work session, the City Council may vote to go into executive session, which will not be open to the public, for discussion and consultation with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

2. Roll Call

NOTE: One or more Councilmembers may be in attendance through other technological means.

MAYOR DAGGETT
VICE MAYOR ASLAN
COUNCILMEMBER HARRIS
COUNCILMEMBER HOUSE

COUNCILMEMBER MATTHEWS
COUNCILMEMBER MCCARTHY
COUNCILMEMBER SWEET

3. Pledge of Allegiance, Mission Statement, and Land Acknowledgement

MISSION STATEMENT

The mission of the City of Flagstaff is to protect and enhance the quality of life for all.

LAND ACKNOWLEDGEMENT

The Flagstaff City Council humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.

4. **Public Participation**

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

5. **Proclamation: National Gun Violence Survivors Week**

6. **Proclamation: Career and Technical Education Month**

7. **January Work Anniversaries**

Recognition of employees celebrating work anniversaries in the month of January

8. **Beautification in Action Grants plus Beautification, Arts and Sciences New Program Logo**

Hear and see an overview of the Beautification in Action grant program, including extended outreach, recently completed projects, and a preview of 2024 projects. Hear and see the new Beautification, Arts and Sciences program logo and its uses and provide responses.

9. **FAIR Item: City Seal/Logo & Civic Symbols**

Provide information to Council on the current City Seal and Logo.

Obtain feedback and direction from Council on if and how City Staff should embark on a process to redesign the City seal, logo, or other civic symbols.

10. **Water, Wastewater, and Reclaimed Water Rates and Cost-of-Service Study - Presentation 2 of 3 on Capacity Fees**

Staff and Stantec are seeking City Council's direction on establishing a new capacity fee for water and wastewater systems. Staff will return to Council on February 6 for final direction on these five elements of the fees determination:

1. Utilize the Combined Methodology for calculating capacity fees:
 - a. Proceed with Stantec and Staff's recommendation to follow the Combined Methodology for calculating the capacity fee for both the water and wastewater systems.
 - b. Revisit the Buy-In or Incremental methodologies for water and/or wastewater

- systems.
- 2. Utilize system actuals as a basis for Level-of-Service calculations
 - a. Proceed with Stantec and Staff's recommendation to base the water and wastewater capacity fee level-of-service assumption on actual data
 - b. Base capacity fee level-of-service assumption for water and/or wastewater on the water and wastewater design standards in City Code
- 3. Collect capacity fees towards the cost of future water supply infrastructure projects (such as Red Gap Ranch, direct potable reuse, or indirect potable reuse projects, at Council direction)
 - a. Proceed with a capacity fee model that collects fees toward water supply infrastructure projects
 - b. Do not collect a portion of capacity fees towards a new water supply infrastructure project
- 4. Collect capacity fees towards the cost of a new wastewater treatment facility
 - a. Proceed with a capacity fee model that collects fees towards a new wastewater treatment facility
 - b. Do not collect a portion of capacity fees towards a new wastewater treatment facility
- 5. Include or do not include loadings capacity along with the flow capacity as a basis for calculating the level-of-service for the wastewater system

11. Public Participation

12. Informational Items To/From Mayor, Council, and City Manager; future agenda item requests

13. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2024.

Stacy Saltzburg, MMC, City Clerk

THE CITY OF FLAGSTAFF ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. With 48-hour advance notice, reasonable accommodations will be made upon request for persons with disabilities or non-English speaking residents. Please call the City Clerk (928) 213-2076 or email at stacy.saltzburg@flagstaffaz.gov to request an accommodation to participate in this public meeting.

NOTICE TO PARENTS AND LEGAL GUARDIANS: Parents and legal guardians have the right to consent before the City of Flagstaff makes a video or voice recording of a minor child, pursuant to A.R.S. § 1-602(A)(9). The Flagstaff City Council meetings are live-streamed and recorded and may be viewed on the City of Flagstaff's website. If you permit your child to attend/participate in a televised Council meeting, a recording will be made. You may exercise your right not to consent by not allowing your child to attend/participate in the meeting.

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Stacy Saltzburg, City Clerk
Date: 01/17/2024
Meeting Date: 01/23/2024



TITLE:

January Work Anniversaries

DESIRED OUTCOME:

Recognition of employees celebrating work anniversaries in the month of January

EXECUTIVE SUMMARY:

INFORMATION:

Attachments: [Presentation](#)



TEAM FLAGSTAFF



January Employee Work Anniversaries!





TEAM FLAGSTAFF



First Year Anniversaries

- Patricia Loomis, Finance Specialist
- Anne Billings, Temporary Water Conservation Enforcement Aide
- Lynette Cooper, Administrative Specialist
- Ty Furr, Police Officer Recruit
- Lilly Price, Administrative Specialist
- Daniel Kelly, Emergency Program Manager
- Cristen Crujido, Beatification Arts & Science Coordinator





TEAM FLAGSTAFF

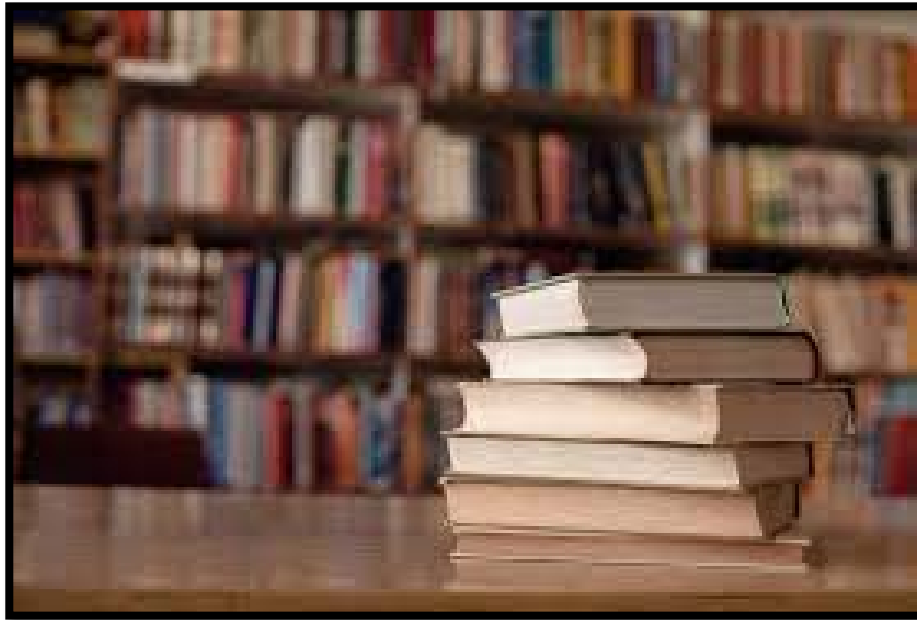


First Year Anniversaries

- Gerald Dominguez, Solid Waste Equipment Operator II
- Doris Mensah, Executive Assistant I
- Morgan Brown, Property Control Coordinator
- Sarah Holditch, Open Space Coordinator



Five Year Anniversaries



Sally Stapleton
Temporary Library Clerk

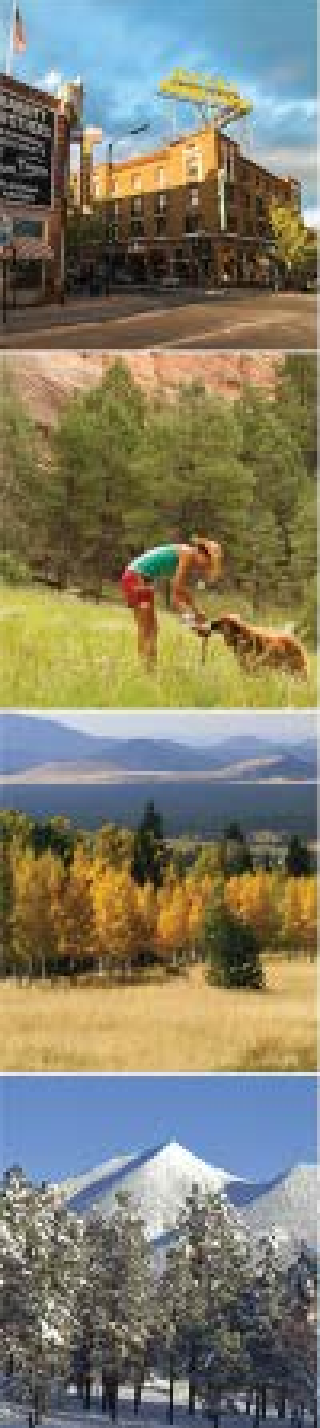


TEAM FLAGSTAFF
WE MAKE THE CITY BETTER



Five Year Anniversaries

Megan Travis
Recreation Leader I



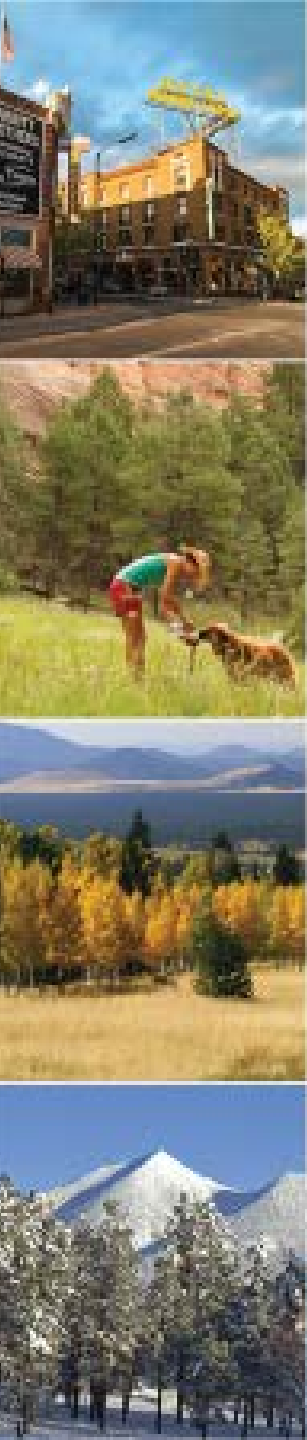
TEAM FLAGSTAFF
WE MAKE THE CITY BETTER



Ten Year Anniversaries



Manuel Sierra
Meter Tech Supervisor

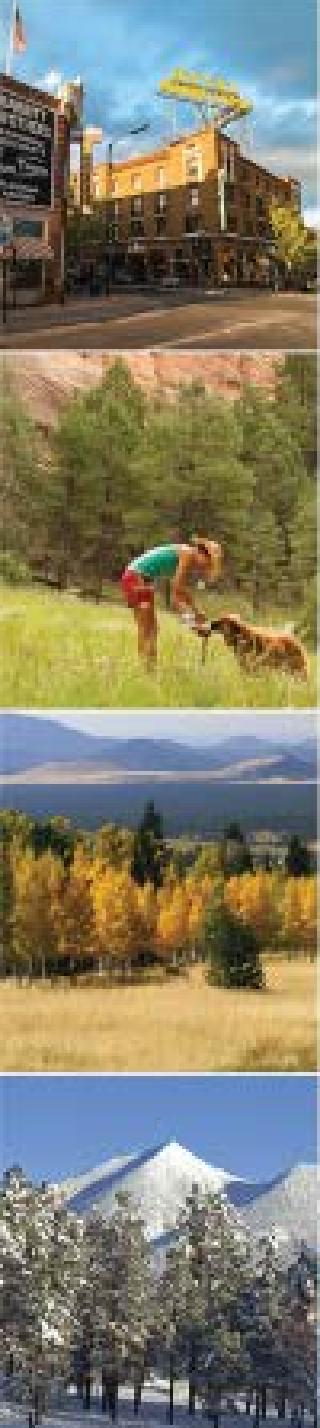


TEAM FLAGSTAFF
WE MAKE THE CITY BETTER



Ten Year Anniversaries

Amy Tressler
Building Official



TEAM FLAGSTAFF
WE MAKE THE CITY BETTER



Twenty-Five Year Anniversaries

Kim Burns began working for the City on January 11, 1999. She had also worked as a temporary employee prior as a Scorekeeper and Facility Site Supervisor for the Recreation program.

Kim moved over to Customer Service as a temporary employee in 1998 and this is where she began her full-time career in 1999. In 2014, she became a billing specialist.

She was awarded a quality service increase in 2004, multiple wonderful outstanding worker awards in 2006, 2013 and 2016, and the City Manager's Excellence Award in 2015.

We appreciate Kim's dedication to the organization and the Flagstaff community. Congratulations Kim!



TEAM FLAGSTAFF
WE MAKE THE CITY BETTER



**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Jana Weldon, Beautification Arts & Sciences Program Manager
Date: 01/09/2024
Meeting Date: 01/23/2024



TITLE:

Beautification in Action Grants plus Beautification, Arts and Sciences New Program Logo

DESIRED OUTCOME:

Hear and see an overview of the Beautification in Action grant program, including extended outreach, recently completed projects, and a preview of 2024 projects. Hear and see the new Beautification, Arts and Sciences program logo and its uses and provide responses.

EXECUTIVE SUMMARY:

The Beautification, Arts and Sciences program has expanded its outreach in 2023 in order to offer more opportunity to local artists and to solidify Flagstaff as a desirable place to live, work, and play.

The Beautification in Action grant program is community-led beautification projects. Private, artists, non-profits are all free to initiate a project. Many different types of projects qualify. A limitation is that the project has to be publicly accessible. The presentation will inform City Council of the efforts, successes, and aspirations of the Beautification in Action grant program. Staff will also facilitate an understanding of the program background and grant guidelines; the expanded outreach and application process; and how the program meets various City goals, policies, and key community priorities.

In creative partnership with Discover Flagstaff’s Jennifer Schaber, a program logo was developed that highlights impactful art around the community. The images focus on, though are not exclusively drawn from, the popular artwraps on traffic signal cabinets. The flexibility of the logo will allow more imagery to be developed and allows use in a variety of ways including promotion of the City of Flagstaff.

INFORMATION:

Goal CC.4: Design and develop all projects to be contextually sensitive, to enhance a positive image and identity for the region.

Goal CC.5: Support and promote art, science, and education resources for all to experience.

Goal LU.3: Continue to enhance the region’s unique sense of place within the urban, suburban, and rural context.

Goal NH.1. Foster and maintain healthy and diverse urban, suburban, and rural neighborhoods in the Flagstaff region.

Goal ED.7: Continue to promote and enhance Flagstaff ’s unique sense of place as an economic development driver

Attachments: [Presentation](#)
[BIA Grant Guidelines](#)

Beautification in Action Grants

Cristen Crujido
Art Collections & Beautification Coordinator





Presentation Overview

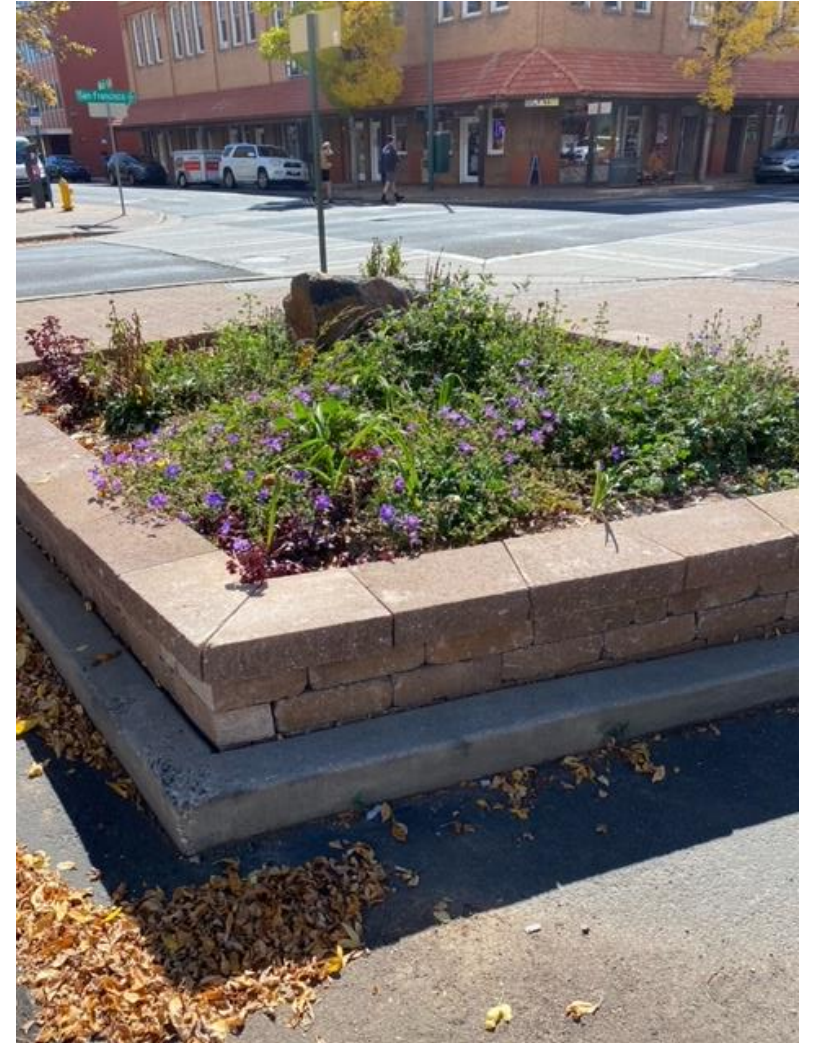


- Background & Guidelines
- Outreach & Application Process
- Program Goals
- Recently Completed Projects
 - Highlight CoF Goals & Policies
 - Highlight Key Community Priorities



What are Beautification in Action Grants?

- Mini-grants for **publicly accessible and publicly visible** art and beautification projects that “beautify” our built environment.
- Funded by the Bed, Board & Beverage Tax (BBB Tax) generated by Flagstaff’s hotels, motels, bars and restaurants.
- Up to **\$4500 is available per project**





What are Beautification in Action Grants?

- **Public Art**
 - Murals, mosaics & sculptures
- **Landscaping Projects**
 - Community or pollinator gardens
 - Corner site or block improvements
 - Benches, pathways & flowers

Must create a physical project.





Who Can Apply?



- Artists
- Individuals
- Community Groups
- Local Businesses
- Schools
- Nonprofit Organizations

When in doubt, reach out!



Application Process



- Complete a brief application
 - <https://flagstaff.az.gov/4411>
- Deadlines: September 15 & March 15

Staff can provide help every step of the way!



Program Goals



Continue to

- Expand grassroots marketing/PR
- Foster community capacity & assist grant applicants
- Diversify scope of applications

Small projects with a BIG impact!



BIA Projects



Grant Recipient: Joel Geist



BIA Projects



Grant Recipient: Flagstaff Leadership Program



BIA Projects



Grant Recipient: Terra BIRDS
Artwork by Robert Chambers



BIA Projects



Photo: Rachel Gibbons, Arizona Daily Sun

Grant Recipient: W.F. Killip Elementary School



BIA Projects



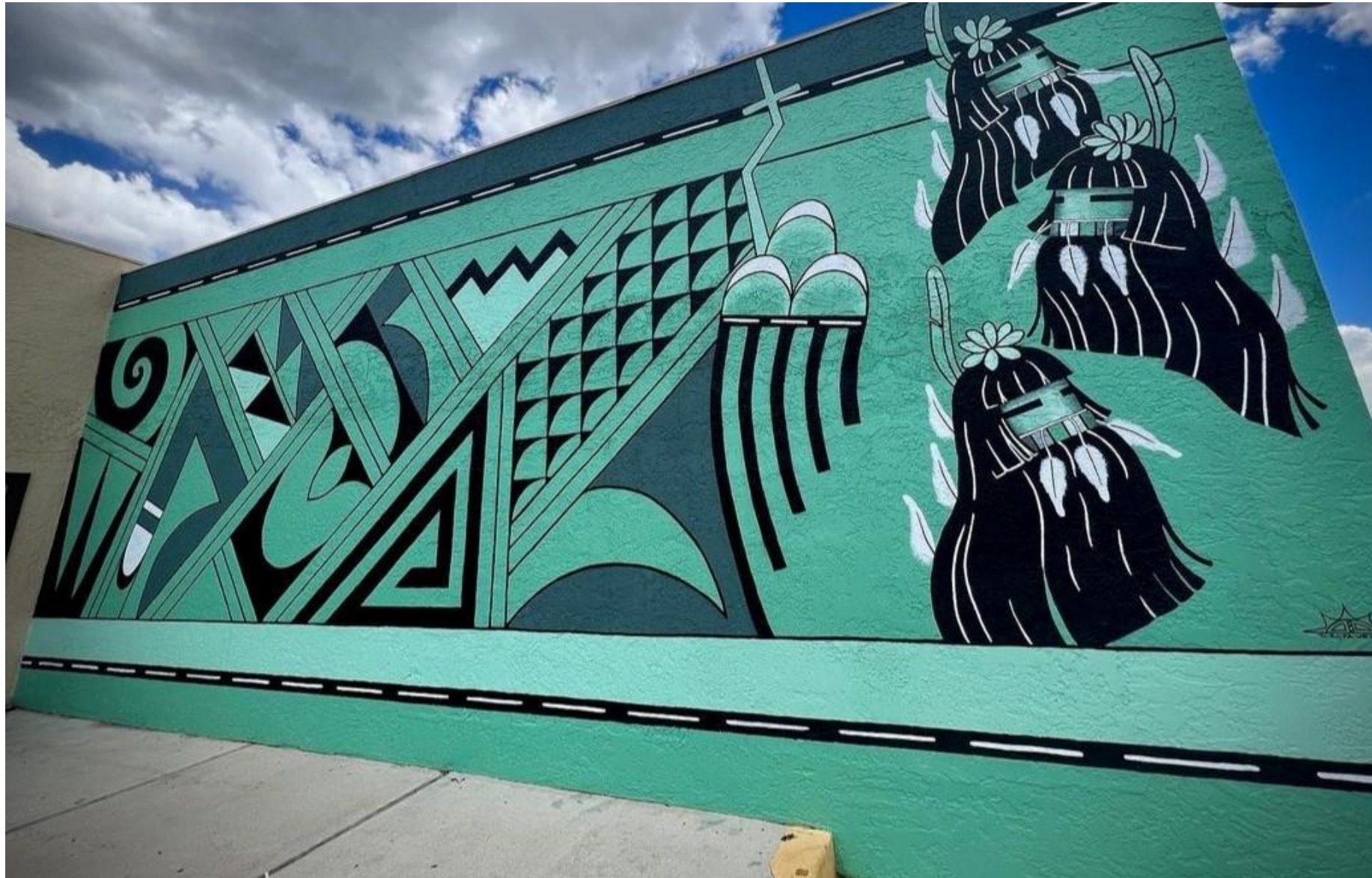
Grant Recipient: Margaret Morson
Artwork by Jill Sands



Grant Recipient: Flagstaff Downtown Business Alliance
Artwork by Dana Kamberg



BIA Projects



Grant Recipient:
Chocolita Chocolate Café
Artwork by Duane Koyawena



Outreach



Apply for a Beautification in Action Grant!



Enliven Flagstaff's public spaces through art & beautification projects.

Artists, community members/groups, schools, local businesses and nonprofits are eligible to apply. Grants of up to \$4,500 are available.

Deadline: March 15 & September 15 at 5 p.m.

To apply or to learn more, visit Flagstaff.az.gov/4411 or scan the QR code.



Beautification in Action grants are funded by the Bed, Board and Beverage (BBB) tax.

Expanded PR & marketing efforts

- Solid coverage in local media outlets
- Direct email campaigns (400+ subscribers)
- Social media platforms & partner emails
- Flyer distribution
- KNAU underwriting



2024 BIA Projects



10 Projects!

Flagstaff Family Food Center Garden & Mural

A welcome garden oasis featuring farm-to-table opportunities for the community and increasing food access in a vulnerable population.

Wildflower Meadow Maze

A garden maze featuring wildflowers and flowering shrubs to be enjoyed by Willow Bend Environmental Education Center visitors.



Bushmaster Park Community Fruit Orchard

Lasting, local, and sustainable food production that supports biodiversity and ecosystem resiliency.



2024 BIA Projects

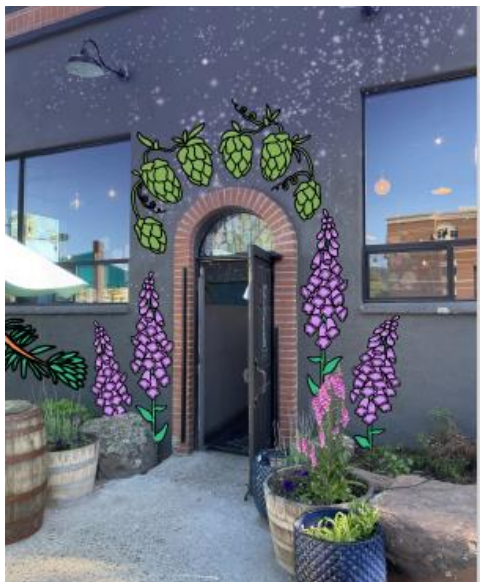


Little Free Libraries for Sunnyside

Five locations to foster community connections and help those challenged with access to books.

NAU Utility Box Wrap

Pilot project to transform a drab utility box with artwork by a student or professional artist.



Dark Sy Brewing Beer Garden Mural

A colorful mural to create year-round community enjoyment in a newly expanded space.

Texas Roadhouse Utility Box Wrap-Flagscape

Kitschy desert images will adorn a highly visible utility box on Route 66.



2024 BIA Projects



Canyon Colors Collaboration

A vibrant mural on the Habitat for Humanity building featuring the breathtaking beauty of Flagstaff's high desert landscape.

Historic Train Rail Bench

An artistic bench made from century-old rails that captures Flagstaff's train heritage to be installed at the Visitor Center.

Sunnyside "Sunflowers in Bloom"

A resident-initiated project designed to enliven Sunnyside using youth-created public art amalgamated with technology.



Canyon Colors Collaboration by Molly Keen



Discussion, Comments



Questions?

Cristen Crujido
Art Collections & Beautification Coordinator

Cristen.Crujido@flagstaffaz.gov

928.213.2963

BAS Program Logo

Jana L Weldon, Program Manager





Program Logo – Variable images



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF

**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF

**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF

**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF

**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



Sample with other Logos



CITY OF **FLAGSTAFF**

**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



FLAGSTAFF
SUSTAINABILITY OFFICE



Signature Gif



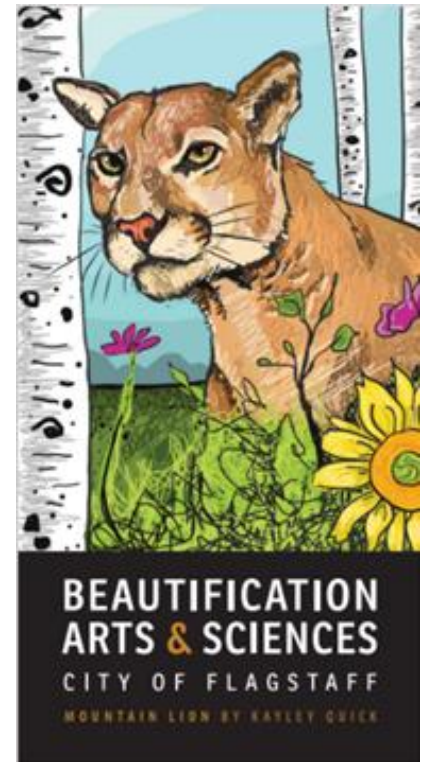
**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



Discussion, Comments & Swag



**BEAUTIFICATION
ARTS & SCIENCES**
CITY OF FLAGSTAFF



Beautification in Action

Introduction & Guidelines



Table of Contents

Beautification in Action Introduction	1
Guidelines and Eligibility	2
How to Apply	4
What Happens Next?	5
Project Selection Scorecard.....	7

Cover photos: The Flagstonian by Joshua Meyer (upper left); Sound of Flight by Sky Black and Mural Mice Universal (upper right); Roots by Sky Black (lower left); Haven Montessori School Mural by Mural Mice Universal (lower right)

Beautification in Action Grants

The City of Flagstaff, through its Beautification and Public Art Commission, seeks grant applications for projects that beautify our urban environment. Any eligible applicant is encouraged to apply for this competitive grant opportunity.

Grant Application Deadlines

March 15 and September 15 at 5:00 p.m.

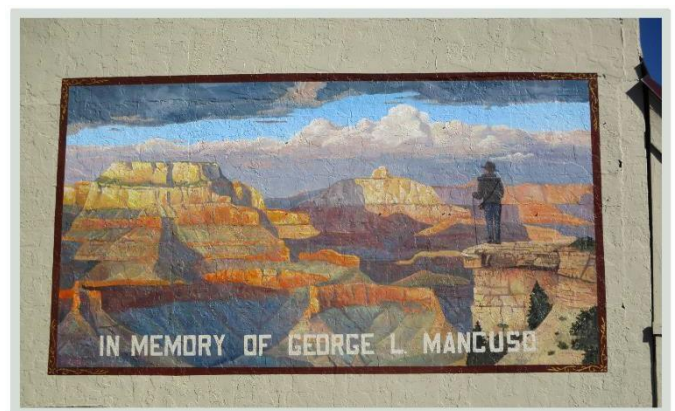
Background

Beautification projects are funded by local tax dollars generated by our hotels, motels, bars and restaurants (the Bed, Board and Beverage (BBB) tax, or “hospitality industry tax”). Members of the Beautification and Public Art Commission are appointed by the City Council to provide recommendations to the City of Flagstaff on which applications should move forward. Per City Code, beautification funds include items such as landscaping and irrigation systems, beautification of buildings and facilities, streetscapes and gateways, public art, and purchase of property interests necessary for beautification projects.

Examples of specific projects that may be eligible for a grant include (but are not limited to) improvement of a neighborhood block or corner site, installation of a publicly accessible garden, an environmental or living art piece, or a new neighborhood path. Projects should provide lasting benefit to the community! Benefits of beautification and public art projects may include enhancement of community aesthetics, building neighborhood relationships, inspiring playfulness, instilling community pride, and “greening” our environment.

Grants Available

Grants of up to \$4,500 per project are available. Grants are awarded through a competitive biannual process. Up to half of the grant may be used for artist/contractor fees – this cannot exceed (a maximum of) \$2,250. Projects with multiple funding sources are encouraged.



Beautification in Action:
Mural in Memory of George Mancuso by Sky Black

Guidelines for Beautification in Action Projects

Eligible Applicants

1. Groups of individuals, community groups, not-for-profit organizations, businesses, and educational institutions with direct student participation are invited to apply and will be prioritized throughout the review process (“Eligible Applicants”).

Grants will NOT be awarded to:

- Political or partisan groups, exclusive clubs or associations.
 - Applicants who have failed to successfully carry out a previous grant project, unless appropriate justification is made.
 - Applicants that discriminate based on race, color, religion, gender, age, citizenship, non-disqualifying disability, national origin, or sexual orientation.
 - Applicants that allocate more than half the grant to artist/contractor time.
2. Any Eligible Applicant may work with a non-eligible entity in order to complete or carry out the project. For example, an Eligible Applicant may obtain an easement from a religious institution to install and maintain a garden and public bench at a street corner accessible to the public.

Eligible Projects

1. Mandatory:
 - Spending limitations on items described on page 1 as defined by City Code.
 - Beautification project will be accessible to the public.
 - All necessary approvals for use of the property are or will be obtained.
 - Project will comply with all applicable laws and codes.
 - The project will be completed within 12 months of grant award.
 - The applicant will arrange for any necessary water, electricity, or ongoing maintenance needed for the project.
2. Strongly Recommended:
 - Community engagement (involvement of residents, community partnerships, and/or community groups).
 - Demonstrated support of the community.
 - Priority will be given to projects with lasting benefit to the community and to nonprofit groups and individuals such as artists. In some cases, temporary projects may be considered if the public benefit is great enough.

3. **Encouraged:** Project proposals that:
 - Utilize volunteers and/or student participation.
 - Are inclusive and demonstrate cooperative and collaborative efforts.
 - Involve in a meaningful way historically underserved communities with a focus on equity.
 - Enhance the knowledge and enjoyment of gardening through site beautification.
 - Have educational or historical relevance to the community.
 - Enhance the quality of life for people with disabilities.

4. **Not allowed:** Grant funds are intended for new physical improvements and must NOT be used to:
 - Support ongoing programs or services unless it is a new physical improvement project that does so.
 - Duplicate an existing public or private project.
 - Pay for operating expenses such as events, refreshments, or publicity expenses.
 - Pay for expenditures or commitments made before the grant is approved.

5. **Discouraged:** The Commission discourages, except in the case of extraordinary circumstances, projects that:
 - Add any improvements, even aesthetic elements, to a larger project installed or constructed at the same time.
 - Would add or have the effect of signage unless the signage is interpretive or identification signage that is clearly secondary (in scale and cost) to the proposed project. Signage that exceeds 10% of the grant amount is not considered secondary.



Beautification in Action: Water Justice Mural by Mural Mice Universal and Flagstaff High School Students

Application Submittal

1. Complete applications must be submitted by the closing date and time: Rolling applications March 15 or September 15 by 5:00 p.m. Late applications will not be considered and will be returned.
2. All applications are confidential until consideration by the Beautification and Public Arts Commission. An application may be discussed at a public meeting of the Beautification and Public Arts Commission.
3. Any grant awards are subject to available funding and Council allocation of funding.

Applications should be addressed to:
Cristen Crujido,
Cristen.Crujido@flagstaffaz.gov
(928) 213-2963
City Hall, 211 West Aspen Avenue, Flagstaff, Arizona 86001
Emailed applications preferred, mailed applications welcome

Application Review Process

1. The Commission will use the following evaluation criteria:
 - The application is clear, complete, and compelling.
 - Conformance with program purpose and Guidelines for Beautification in Action Projects.
 - Feasibility of the project budget and schedule.
2. The Commission and the City reserve the right, solely at its discretion, to:
 - Refuse any application or any grant, in whole or in any part, for any reason.
 - Require additional information from the applicant prior to making a decision.
 - Conduct a background check if application includes work with vulnerable populations, if required by the site.
3. If the completed work does not meet the intent of the original project application and award of funds, the applicants will be required to return any funds disbursed.
4. The City of Flagstaff reserves the right to remove any physical installations or improvements on public land at any time without compensation to the grantee or the artists/contractors involved in the project.

What Happens Next?

- All applicants will be notified if their application moves forward or not. Applicants will hear if the grant is successful to move forward within one (1) month of the grant deadline.
- If your written proposal is successful, it will move on to the next step and you will be asked to present to the Beautification and Public Art Commission, made up of community members who will provide direction to staff on which projects they recommend for funding. Applicants may present a PowerPoint that explains their proposal or can do so verbally if preferred. Having a clear budget and visuals is key. See page 6 for suggested tips in preparation for and during this stage.
- Final grantees will be determined after presentations are made.
- The Commission may ask applicants for additional information on projects after presentations.
- If an approved project requires subsequent processes (e.g., insurance requirements for some organizations, processes for projects on City property, and/or additional project presentations), we will work with applicants to ensure these needs are met, if possible.
- If successful, you are able to bill for 50% of your project in advance. The general payment policy includes half of grant disbursed at the beginning of the project, with the other half disbursed after submission of the final report. However, up to 90% of grant amount may be disbursed at the beginning of the project, if justified by the project and/or unique situation as indicated by the applicant. If the applicant desires to adjust the initial grant allowance, appropriate justification must be made within the proposed budget and additional written or verbal justification may be requested by staff during their review.
- Disbursement of funds may take 45 days or longer after invoicing.
- **A final report** that includes photos, a brief narrative about the project completion, and a brief description that explains how funds were spent is due 60 days after project completion. Final payments will only be made after the report is complete and accepted.



Beautification in Action:
UNITY by Karen Fiorito

Applicant Presentations

Upon review of submitted applications by the Beautification & Public Art Commission (BPAC), successful applicants will be invited to present their project to the seven volunteer community members who have experience in the arts and culture sector. BPAC meets the second Monday of each month at 4:00 p.m. Staff and Commissioners will discuss the projects and make recommendations for funding after each presentation.

Location

All presentations will be held in-person at City Hall. Staff will provide meeting location details via email.

Guidelines & Format

Please confirm with staff that you plan on attending the meeting at least one (1) week prior to the BPAC meeting. This ensures you will be added to the agenda.

Presenters will have five (5) minutes to present their project proposal with roughly three (3) minutes of Q&A to follow. Presenters may prepare a PowerPoint or discuss the project verbally without props – it is up to the individual. If you are presenting a PowerPoint, please share it with staff one (1) week prior to the meeting date for staff review and so we may share the slides during the meeting if needed (sometimes technical issues occur).

Tips & Suggestions

The following items are suggestions only; they are not requirements. They are based on City of Flagstaff staff's observations of past presentations and the Commission's responses to them. You are welcome to approach your presentation in the way you feel is best to represent your organization regardless of these optional suggestions.

1. Keep in mind that you are presenting to members of the community who volunteer their time to serve on the Commission. They are involved in the arts and culture sector and want to see applicants succeed in beautifying Flagstaff.
2. In your presentation, be sure to include any community involvement or partnerships planned for the proposed project. This demonstrates to the Commission that you have community support and can be a marker of a successful project.
3. Discuss any additional funding sources you have or plan to pursue, if applicable.
4. Make sure your budget is clear.
5. Arrive early.
6. Feel free to invite other members of your team, community members who will benefit from your project, current volunteers, etc. to join the call as they can provide additional information about how the proposed project will be beneficial to Flagstaff.
7. Practice your presentation in advance. It can be helpful to time yourself to make sure you touch on all your points within five (5) minutes.

Beautification and Public Art Commission Project Selection Scorecard

Beautification and Public Art Commission

Project Selection Scorecard

		5 (High)	4	3	2	1 (Low)	Fatal Flaw
Overall Fit – Mission	In partnership with Flagstaff citizens, protect and enhance the quality of life through beautification of the built and natural environment.						
Authorities	Ordinances, City Council Resolutions, Purchasing Policies, and Secured Property and Access Rights.						
Council Direction	General (City Budget and adopted Five-year Plan) and any specific project, program, location, or other direction.						
Community Involvement	Appropriate level for project.						
Programmatic Factors	Sensibility, Priority Need, Impact, Visibility, Project Scale (Small, Medium, and Large), Distribution, and Comprehensive Coordination.						
Equity	Equity created through location or representation. For example, location is in a historically underserved neighborhood, particularly those with few or without previous beautification or public art projects.						
Aesthetics	Overall (function, space, form, scale, texture, continuity, composition, rhythm, emphasis, transition, simplicity, and balance) and Context.						
Sustainability	Overall (social, environmental, and economic factors), Place-making, Education/Demonstration, Plant Selection, and Water.						
Programmatic Partnerships	Accomplishes other City goals, or goals of other City Boards and Commissions (such as Beautification and Public Art, Heritage Preservation, or Sustainability).						
Value	Overall (Long-term Benefits and Life-cycle Cost), Grants and Donations, and Partnerships.						
Maintenance	Adequate provisions for, and reasonable and appropriate ongoing needs (physical and financial).						
Safety	Public (direct and indirect) and maintenance and other municipal crews.						
Cost	Overall (Cost in light of authorities, sustainability, life cycle, impact, value, grants, donations, partnerships, distribution, and maintenance).						
Total							

**CITY OF FLAGSTAFF
STAFF SUMMARY REPORT**

To: The Honorable Mayor and Council
From: Chris Rhode, Management Analyst
Date: 01/17/2024
Meeting Date: 01/23/2024



TITLE:

FAIR Item: City Seal/Logo & Civic Symbols

DESIRED OUTCOME:

Provide information to Council on the current City Seal and Logo.

Obtain feedback and direction from Council on if and how City Staff should embark on a process to redesign the City seal, logo, or other civic symbols.

EXECUTIVE SUMMARY:

This presentation seeks to provide background on the civic symbols used by the City of Flagstaff and provide examples of similar symbols used by other governmental agencies. It also provides several options for how these symbols could be successfully redesigned.

INFORMATION:

The City of Flagstaff has an official City Seal defined in City Code and a widely used logo that is not defined in City Code. The city of Flagstaff does not have an official City Flag. Both existing symbols have been used by the City of Flagstaff for decades, though the logo is more recognizable and known through the community. There is also a discrepancy in the dates used on the current logo and seal.

Attachments: [Presentation](#)

FAIR Item: City Seal/Logo & Civic Symbols

Chris W. Rhode

Management Analyst,
Communications & Civic Engagement





Background



Common Governmental Symbols

- Seal: Used on official documents and proclamations
 - Small, intricate, meant to go on a piece of paper
- Logo: Graphic symbol of the Organization
 - Bold, recognizable, many applications
- Flag: Flown banner of the organization
 - Meant to be flown or displayed



Background

What Makes a Good Seal

- Conveys history and/or culture
- Works in Black and White
- Meaningful Symbolism
- Can be intricate





Background



What Makes a Good Logo

- Works in various sizes
- Works in Black and White
- Meaningful Symbolism
- Distinct and identifiable





Background

What Makes a Good Flag

- Simple
- Just a few main colors
- Meaningful Symbolism
- No Lettering or Seals
- Distinct and identifiable





Background



Current City Seal

- Defined in City Code
- Contains City Name and Date of incorporation
- Not well known in community





Background



Current City Logo

- Not defined in City Code
- Well recognized throughout community
 - Often mistaken for City Seal
- Has changed subtly over time
- Different year than Seal





Background



Current City Flag

- Not defined in City Code
- Not used throughout community
- Older version of logo on white background



Path Forward



Options for Redesigns

1. Take no or minimal action
2. Redesign through hired design firm
3. Redesign internally
4. Redesign through commissions or public process



Path Forward



1) Take no or minimal action

- Make dates consistent
- Begin using existing Logo as Seal
- Other small tweaks
- Negligible cost



Path Forward

2) Redesign through hired design firm

- Common choice for local governments
- Other AZ Cities have spent \$20,000 - \$65,000





Path Forward



3) Redesign internally

- Less common choice in other municipalities
- City Staff has skills/expertise to undertake redesign in-house
- Could utilize commissions to help with design
- Cost would largely be staff time



Path Forward



4) Redesign through public-first process

- Common choice for new governmental symbols
- Public process creates buy-in from the community
- Possibly time consuming; may struggle to create good design
- Has been more common for flags than logos/seals
- Cost would largely be staff time



Path Forward



4) Redesign through public-first process (cont.)

What a public process could look like:

- Step 1: Accept submissions from public
- Step 2: Panel selects contenders
 - City staff digitizes any submissions in need
- Step 3: Citizen Survey selects finalists
- Step 4: Panel makes tweaks and recommendations
- Step 5: Council makes final selections(s)



Path Forward



Possible involvement of commissions/panel

Possible Composition of Panel:

- Could utilize existing commission
- Could create panel with members of several commissions
 - Public Arts & Beautification
 - Indigenous
 - Diversity Awareness
 - Heritage Preservation
 - Employee Advisory Committee



Path Forward



Options to implement

1. Replace all current symbols upon adoption
 - Would create immediate new city identity
 - Cost: \$10,000s - \$100,000s
2. Replace digitally and physically as needed
 - Could be phased in digitally in weeks-months
 - Current logo would exist on vehicles/buildings until replacement
 - Negligible cost



Seeking Council Direction

What elements should be redesigned?

1. Small or no changes to City Seal/Logo
2. Redesign the City Seal
3. Redesign the City Logo
4. Create a City Flag



Seeking Council Direction



Options for Redesigns

1. Seek further information on using a hired design firm
2. Redesign internally
3. Redesign through public-first process

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: Erin Young, Water Resources Manager
Co-Submitter: Shannon Jones
Date: 01/12/2024
Meeting Date: 01/23/2024



TITLE:

Water, Wastewater, and Reclaimed Water Rates and Cost-of-Service Study - Presentation 2 of 3 on Capacity Fees

DESIRED OUTCOME:

Staff and Stantec are seeking City Council's direction on establishing a new capacity fee for water and wastewater systems. Staff will return to Council on February 6 for final direction on these five elements of the fees determination:

1. Utilize the Combined Methodology for calculating capacity fees:
 - a. Proceed with Stantec and Staff's recommendation to follow the Combined Methodology for calculating the capacity fee for both the water and wastewater systems.
 - b. Revisit the Buy-In or Incremental methodologies for water and/or wastewater systems.
2. Utilize system actuals as a basis for Level-of-Service calculations
 - a. Proceed with Stantec and Staff's recommendation to base the water and wastewater capacity fee level-of-service assumption on actual data
 - b. Base capacity fee level-of-service assumption for water and/or wastewater on the water and wastewater design standards in City Code
3. Collect capacity fees towards the cost of future water supply infrastructure projects (such as Red Gap Ranch, direct potable reuse, or indirect potable reuse projects, at Council direction)
 - a. Proceed with a capacity fee model that collects fees toward water supply infrastructure projects
 - b. Do not collect a portion of capacity fees towards a new water supply infrastructure project
4. Collect capacity fees towards the cost of a new wastewater treatment facility
 - a. Proceed with a capacity fee model that collects fees towards a new wastewater treatment facility
 - b. Do not collect a portion of capacity fees towards a new wastewater treatment facility
5. Include or do not include loadings capacity along with the flow capacity as a basis for calculating the level-of-service for the wastewater system

EXECUTIVE SUMMARY:

A capacity fee is a one-time charge paid by a new customer to recover a portion or all of the cost of constructing water and wastewater system capacity. The fees can also be assessed to existing customers requiring increased system capacity. In general, capacity fees are based on the costs of current and/or future utility infrastructure including, but not limited to, water supply facilities, treatment facilities, effluent disposal facilities, and transmission mains and sewer interceptors. Capacity fees serve as the mechanism by which growth can “pay its own way” and minimize the extent to which existing customers must bear the cost of facilities that will be used to serve new customers.

INFORMATION:

There are three primary approaches to the calculation of capacity fees, all of which are outlined within the American Water Works Association (AWWA) and Water Environment Federation (WEF) guidance documents. Each of the approaches is described below.

Buy-In Method

This approach determines the capacity fees solely on the existing utility system assets. The replacement cost in today's dollars, less accumulated depreciation, of each system's major functional components serves as the cost basis for the capacity fee calculation. This approach is most appropriate for a system with ample excess capacity, such that most new connections to the system will be served by that existing excess capacity and the customers are effectively “buying-in” to the existing system, or limited capital improvement program (CIP).

Incremental Method

The second approach is to use the portion of each system's multi-year CIP associated with the provision of additional system capacity by a functional system component as the cost basis for the capacity fee calculation. This approach is most appropriate where 1) the existing system has limited or no excess capacity to accommodate growth, and 2) the CIP contains a significant number of projects that provide additional system capacity for each functional system component representative of the cost of capacity for the entire system.

Combined Method

The third approach is a combination of the two previous approaches described. This approach is most appropriate when 1) there is excess capacity in the current system that will accommodate some growth, but additional capacity is needed in the near-term as reflected in each system's CIP, and 2) the CIP includes a significant number of projects that will provide additional system capacity.

Proposed Method

Given that the City has existing, but limited, capacity within both the water and wastewater systems to sell, as well as capital spending planned over the next 10 years, the Combined Method is proposed by Stantec and Staff for the calculation of the capacity fee for both the water and wastewater systems. Using the Combined Method requires a Buy-In calculation and an Incremental calculation. The following outlines the process to determine the net value (cost basis) for each (water and wastewater) system under the Combined Method.

1. The City's existing major water and wastewater system components assets are analyzed to determine the replacement cost new less depreciation (RCNLD).
2. Any non-core system assets with an original cost less than \$5,000 are excluded from the existing system value including items such as office and computer equipment and other non-core system assets.
3. Growth-related capital projects over the next 10 years as identified in the City's CIP are added. This includes projects designated to add new capacity to the system, whether partially or entirely.
4. Any donated assets and/or assets not funded by the City (funded by grants or contributed by developers) are removed from the net system value (both existing assets and future within the capital improvement plan).

5. The net value of the water and wastewater systems is further reduced by the outstanding principal on existing debt and the net present value of future debt over the planning period for each system.
6. The resulting net system value is used in the determination of the capacity fee using capacity and level of service standards.

Reclaimed Water Investments

The City does not charge reclaimed water capacity fees because reclaimed water supply is limited and allocated to existing customers. Reclaimed water distribution system investments, however, benefit existing water supply and therefore are included in the water system capacity fee calculations. The value of the wastewater treatment portion of reclaimed water treatment provided at the City's wastewater treatment plants is included in the wastewater system capacity fee calculations.

Major Project Alternatives

The City is currently reviewing the need for major projects such as future water supply projects and a wastewater treatment plant expansion. While specific details are still being developed, it is understood that growth is driving a large portion of these costs. Including these future costs as capacity fee options for consideration by the Water Commission and City Council was recommended in previous Water Commission Rate Study meetings and the joint City Council-Water Commission meeting on October 23, 2023.

The following sections outline other assumptions used to calculate the water and wastewater capacity fees.

System Capacity

The City's water and wastewater systems comprise numerous functional components such as water production, wastewater treatment, and transmission/conveyance. Each of the functional components has a physical or regulatory permitted capacity. While treatment, supply, and disposal capacities are readily available and generally accepted to be the physical or regulatory permitted capacity of such facilities, transmission system capacities are more difficult to quantify. Stantec obtained the system capacities through reviews and discussions with City staff and references to the City's system master plans.

Added System Capacity

The expansion-related capital improvement projects identified in the City's CIP will all add capacity to the City's water and wastewater systems. Incremental increases in capacity for the water and wastewater system projects were obtained from discussions with City Staff and the City's Engineering Consultants.

Level of Service Assumptions

Capacity fees are typically assessed based on a "Service Unit" which represents a unit of measure of system capacity, typically defined as an equivalent residential unit (ERU). Expressing the system capacities in terms of ERUs allows for the development of the unit pricing of capacity which is essential for the determination of capacity fees. The basis for the determination of the ERU needs to be related to a specific level of service (LOS) used by the local government for system engineering and planning purposes.

The City's current levels of service or (design standards) in City Code have not been updated since the 1980s. According to the AWWA Manual M1:

For water service, the level-of-service standard that is commonly used in the utility industry is the amount of capacity (service) allocable to an ERU expressed as the amount of usage (e.g., gallons, cubic feet) on an average-day or peak basis. This allocation of capacity represents the amount of capacity allowable to an ERU for system engineering and planning purposes, whether or not such capacity is actually used by the customer.

A review of historical customer and per capita flows and peak-to-average-daily-flow water production relationships and trends can indicate whether an existing level-of-service standard is still appropriate or

whether it should be updated.

The City's design standards, from the 1980's, for a water ERU include the following assumptions:

- 3.5 people per household (pph)
- 100 gallons of water use per capita per day (gpcd)
- 2.5 maximum day peaking factor

Design standards result in a LOS for an ERU of 875 gpd. Using actual water and wastewater production and usage data for the last three years, the LOS for one ERU for the City is calculated and presented in the capacity fee calculations as Actual Use LOS. The updated metrics are:

- 2.4 people per household (pph) from the last census
- 90 gallons of total water use (residential + non-residential + non-revenue water) per capita per day (gpcd) average for time period 2020-2022
- 1.6 3-year average maximum day peaking factor

The City's design standards for a wastewater ERU include the following assumptions:

- 3.5 people per household (pph)
- 75 gallons of water use per capita per day (gpcd)
- 1.6 maximum day peaking factor

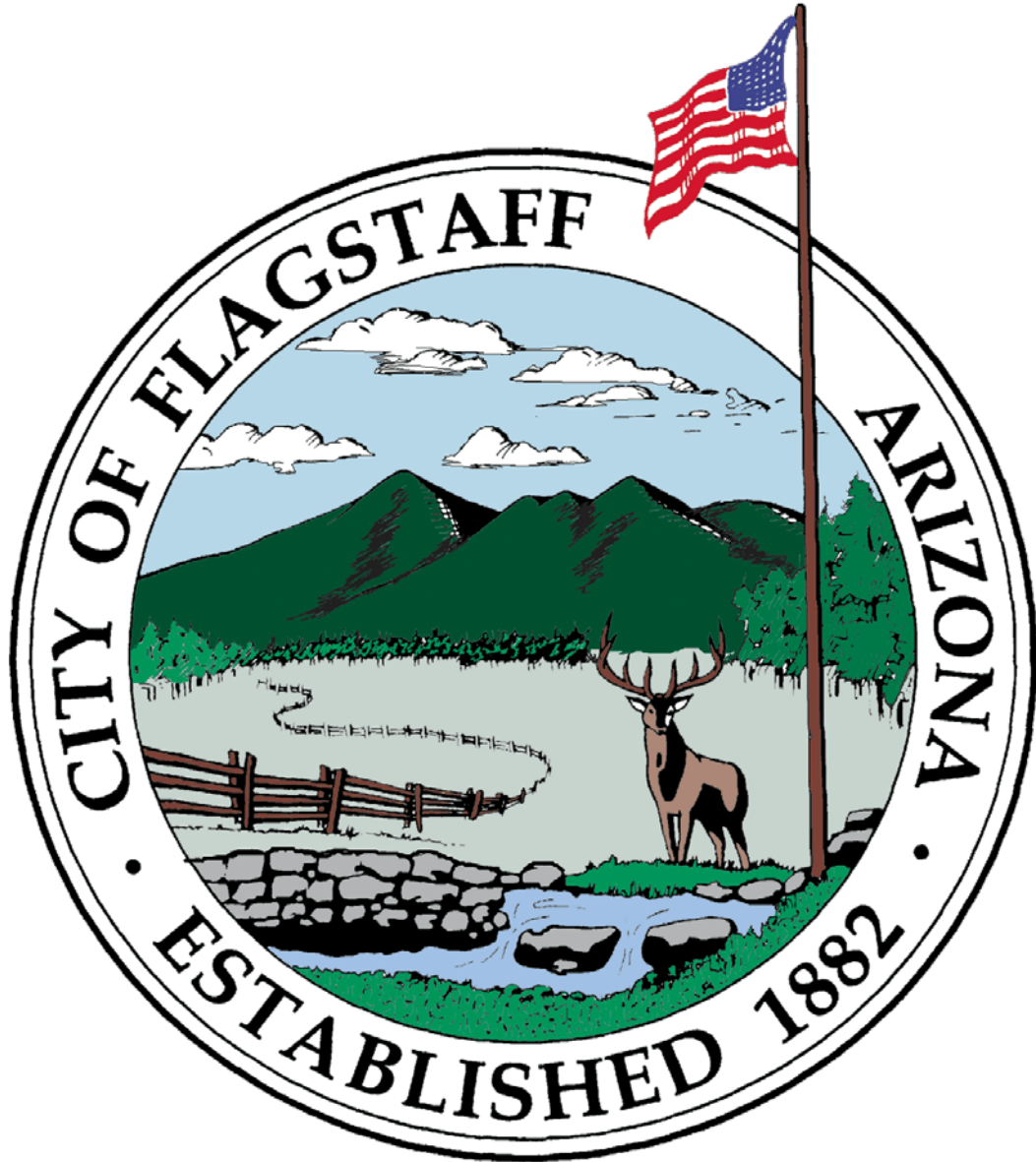
The City's actual use for a wastewater ERU are:

- 2.4 people per household (pph) from the latest census
- 68 gallons of wastewater inflow per capita per day (gpcd) average from time period 2020-2022
- 1.6 maximum day peaking factor

The total system capacity (in million gallons per day for each system) divided by the level of service in gallons per day is equal to the total number of ERUs the City can serve with the system capacity. Capacity fees are then calculated assuming the unit cost in gallons per day, or per ERU.

Additionally, Stantec will present an alternative to the wastewater capacity calculation that is based on a portion of the fee being attributed to the current and future loadings capacity of the wastewater treatment plants. This alternative was developed to acknowledge that the growth projects do not increase flow capacity.

Attachments: [Presentation](#)
 [Outreach Presentation](#)



City of Flagstaff, AZ

Water, Reclaimed Water, & Wastewater Cost-of-Service Study

*City Council Work Session
January 23, 2024*

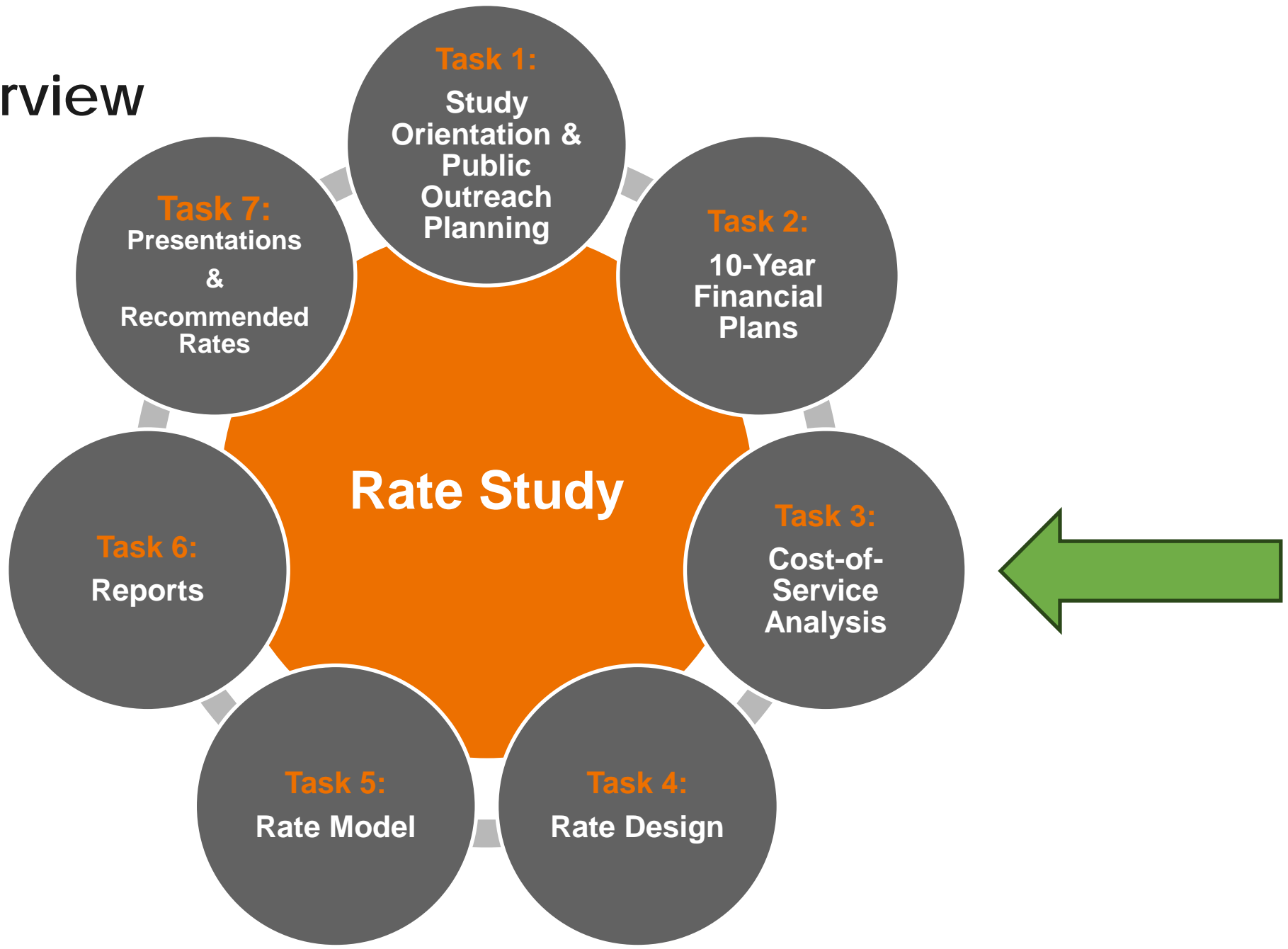


Agenda

1. Overview of Scope
2. Capacity Fees
 1. Overview
 2. Draft Results
3. Discussion



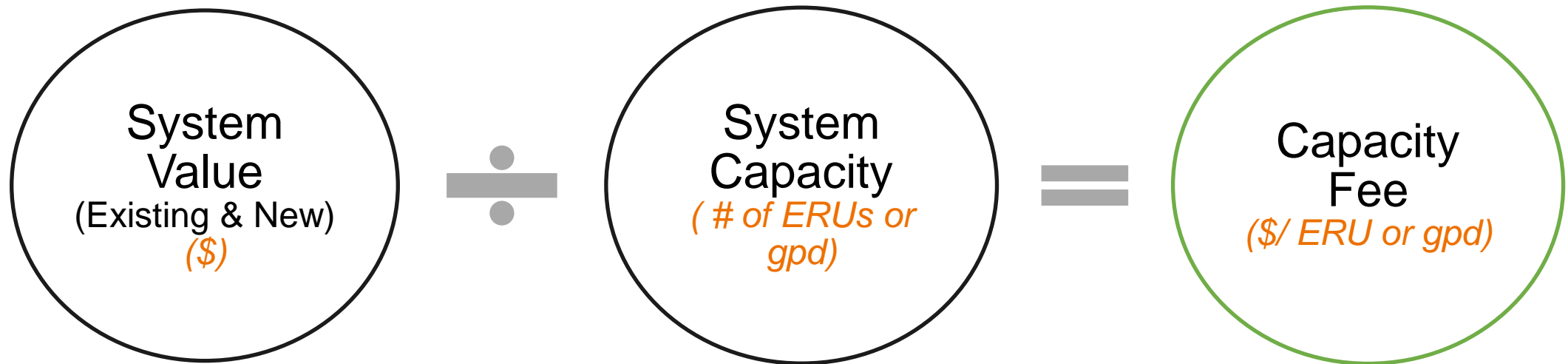
Scope Overview





Capacity Fee Approach Overview

- One-time charge to new connections to finance growth portion of system capacity



ERU = Equivalent Residential Units in terms of usage level of service
gpd = gallons per day



Capacity Fee Approaches

Methodology	Existing System Capacity	New Capacity from Growth CIP
Buy- In Method	Available	No Growth CIP
Incremental Method	Limited/ No Capacity	Available
Combined Method	Available	Available

Current approach (exception: wastewater treatment – uses the combined approach)



Capacity Fee Options

Methodology	Water Fund *	Wastewater Fund
Buy- In Method		
<i>Fixed Assets: RCNLD**</i>	\$187.0M	\$128.6M
<i>Existing Capacity (Flow in million gallons per day)</i>	16.90 MGD	10.00 MGD
<i>Existing Capacity (Loadings in pounds per day)</i>	N/A	23,410 PPD
Incremental Method***		
<i>Total 10-Year CIP</i>	\$209.5M	\$115.3M
<i>Expansion-Related CIP</i>	\$70.5M	\$38.3M
<i>Incremental Capacity (Flow)</i>	1.53 MGD	0.00 MGD
<i>Incremental Capacity (Loadings)</i>	N/A	16,400 PPD
Combined Method		
<i>Total System Value</i>	\$257.5M	\$166.9M
<i>Total System Capacity (Flow)</i>	18.43 MGD	10.00 MGD
<i>Total System Capacity (Loadings)</i>	N/A	39,810 PPD

* Water Fund capacity fees include growth-related Reclaimed Water distribution capital projects

Ⓢ ** Replacement Cost New Less Depreciation

*** Does not include Future Water Supply Projects or Wastewater Treatment Plant Expansion Project



Growth Related Water Projects

WATER, RECLAIMED WATER, & WASTEWATER STUDY

DRAFT – FOR DISCUSSION PURPOSES

List	10-Year Project Cost (\$)	Percentage Growth	Added Capacity (MGD)
Water System Master Plan	\$300,000	50%	
Water Rate Study	\$262,000	50%	
Future Water Rights - Red Gap Waterline	\$320,941	100%	
New Well and Pumphouse	\$26,248,619	100%	
Soliere Waterline 12" Upsizing	\$3,406,176	60%	1.51
Lake Mary Land Acquisition	\$3,000,000	100%	
McAllister-Well Design/Construction	\$148,912	100%	
Switzer Canyon Transmission Line Phase 4	\$7,162,560	50%	
Switzer Canyon Transmission Line Phase 5	\$7,000,000	50%	0.97
Fort Tuthill Waterline Loop - Phase 2	\$2,000,000	100%	0.81
Fort Tuthill Well	\$7,620,000	100%	
Zone B Storage	\$1,050,000	100%	
Red Gap Ranch SOFT COSTS	\$4,425,000	100%	
Railroad Springs #3 Storage Tank	\$1,500,000	100%	
JW Powell Waterline Oversizing	\$2,300,000	100%	1.12
Pine Del Waterline Upsizing	\$2,500,000	100%	0.95
8" Bottleneck – Replacement	\$3,933,433	100%	
Reclaim Loop - Fox Glenn to Country Club	\$5,000,000	100%	
Rio Storage Tank	\$500,000	100%	
WCH Storage tank	\$500,000	100%	
<i>Total Growth-Related Projects</i>		<i>\$70,500,000</i>	
<i>Large Projects/Future Water Supply Projects</i>	<i>\$230,000,000</i>	<i>100%</i>	<i>18.00</i>





Growth Related Wastewater Projects

List	10-Year Project Cost (\$)	Percentage Growth	Added Capacity
Master Plan - Collections	\$400,000	50%	
Wildcat Dewatering Facility	\$6,100,000	50%	
Sewer Rate Study	\$125,000	50%	
Country Club Interceptor to WCH	\$12,300,000	50%	16.03 MGD
Rio Solids Treatment	\$24,700,000	100%	5,000 PPD
East Industrial Sewer Improvements	\$520,000	50%	1.23 MGD
Sunnyside Trunk Upsizing	\$260,000	50%	1.44 MGD
Ponderosa Pkwy - McMillan Mesa	\$400,000	50%	0.49 MGD
East Railhead Upsizing	\$5,000,000	50%	0.84 MGD
University Heights Oversizing	\$5,000,000	50%	1.12 MGD
Wildcat Solar Drying Facility	\$3,000,000	100%	
<i>Total Growth-Related Projects</i>		<i>\$38,253,000</i>	
<i>Wastewater Treatment Plant Expansion</i>	<i>\$245,000,000</i>	<i>100%</i>	<i>9.00 MGD</i>

WATER, RECLAIMED WATER, & WASTEWATER STUDY

DRAFT – FOR DISCUSSION PURPOSES





Level of Service Discussion

Level of Service (LOS)*	Water Fund	Wastewater Fund	
		Flow	Loadings
Design Standards (City Code)	875 GPD	420 GPD	N/A
Actual Use	335 GPD	257 GPD	0.67 PPD

Level of Service Industry Guidance**

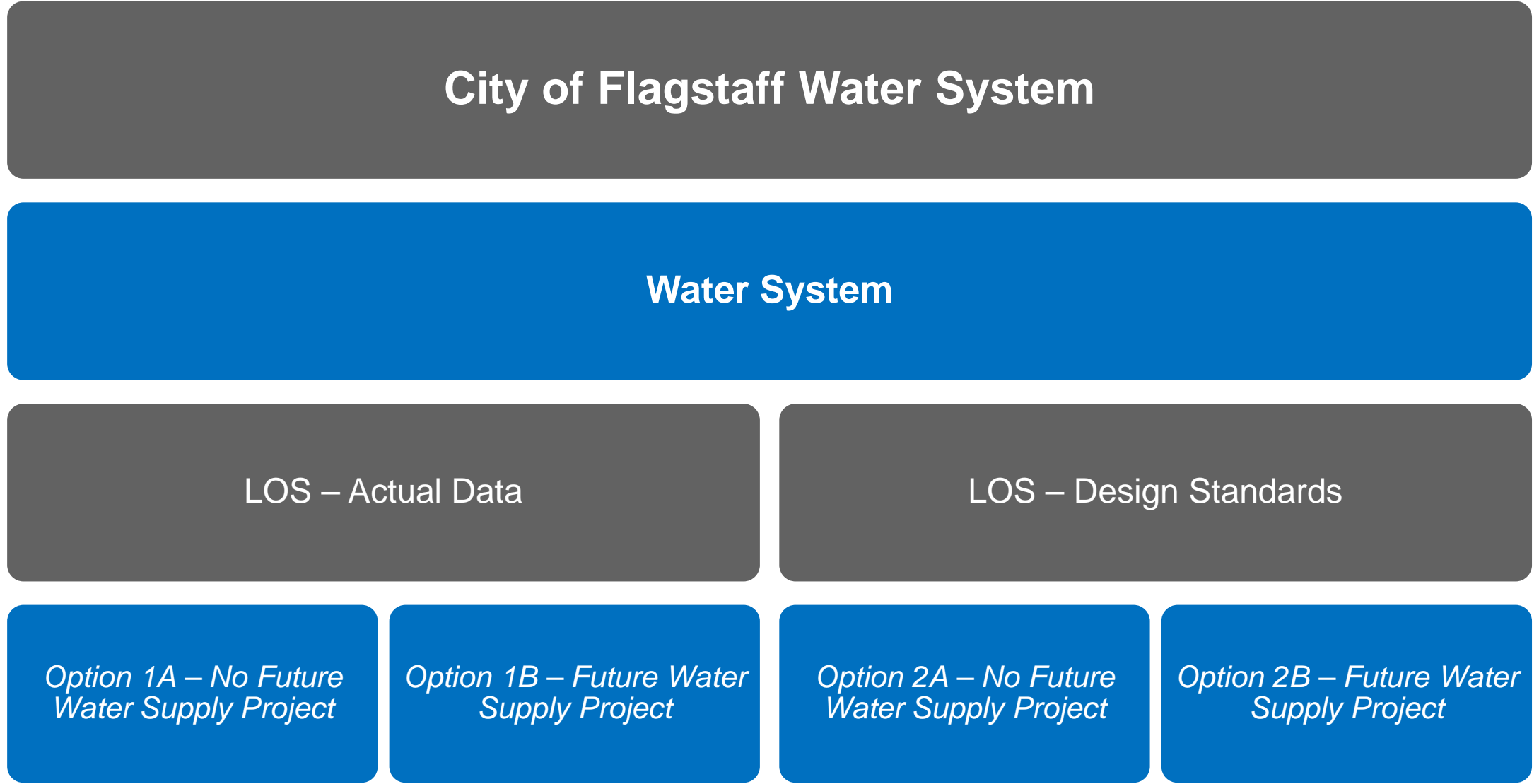
- Water system LOS standard is the amount of capacity allocable to an ERU on an average-day or peak basis.
 - This represents the amount of capacity allowable to an ERU, whether or not such capacity is actually used by the customer
- *“A review of historical customer and per capita flows and peak-to-average-daily-flow water production relationships and trends can indicate whether an existing level-of-service standard is still appropriate or whether it should be updated.”*

* Based on peak day demand

** From AWWA M1 Manual – Principles of Water Rates, Fees, and Charges



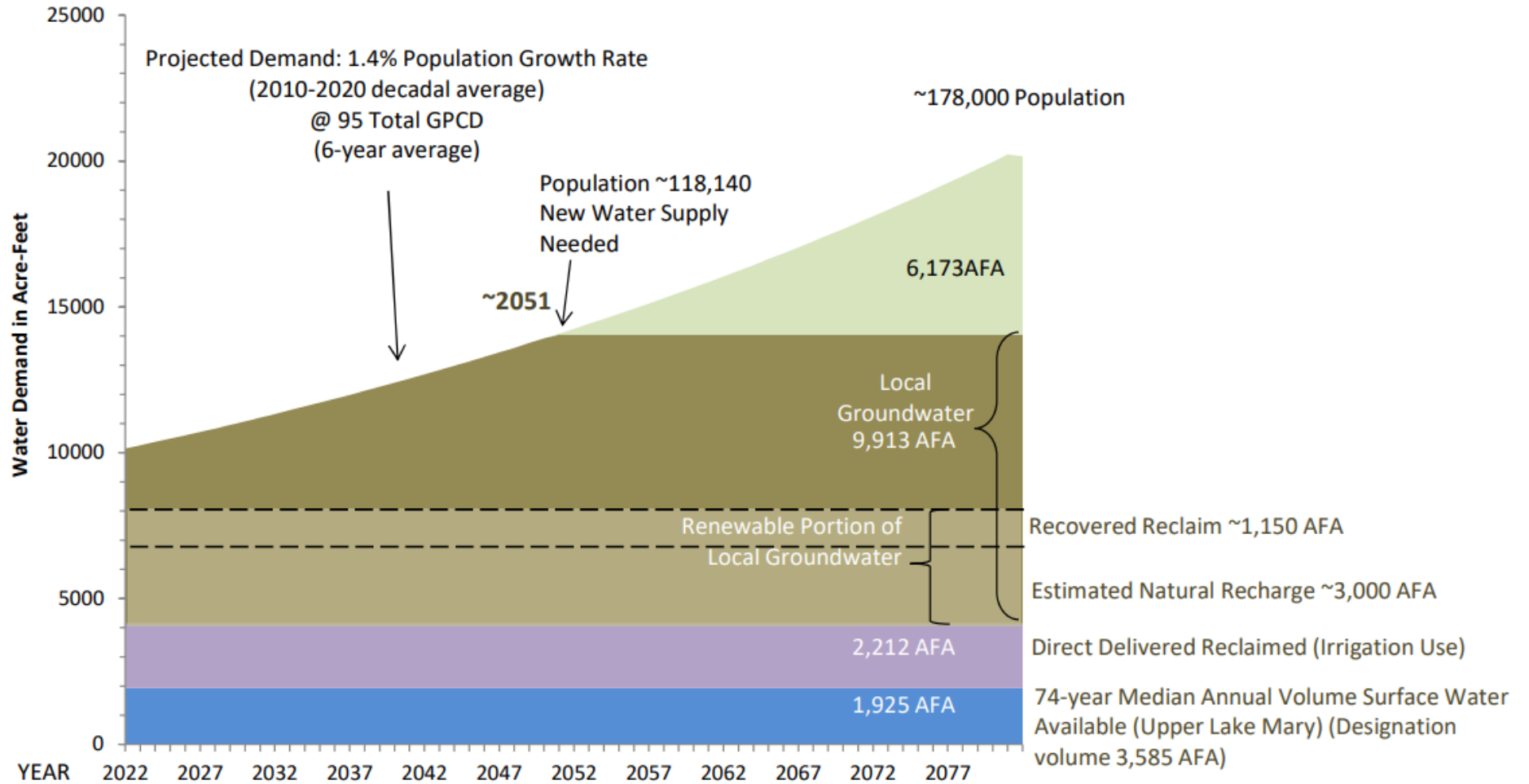
Capacity Fee Options using the Combined Method





Future Water Supply Needs – Basecase Scenario

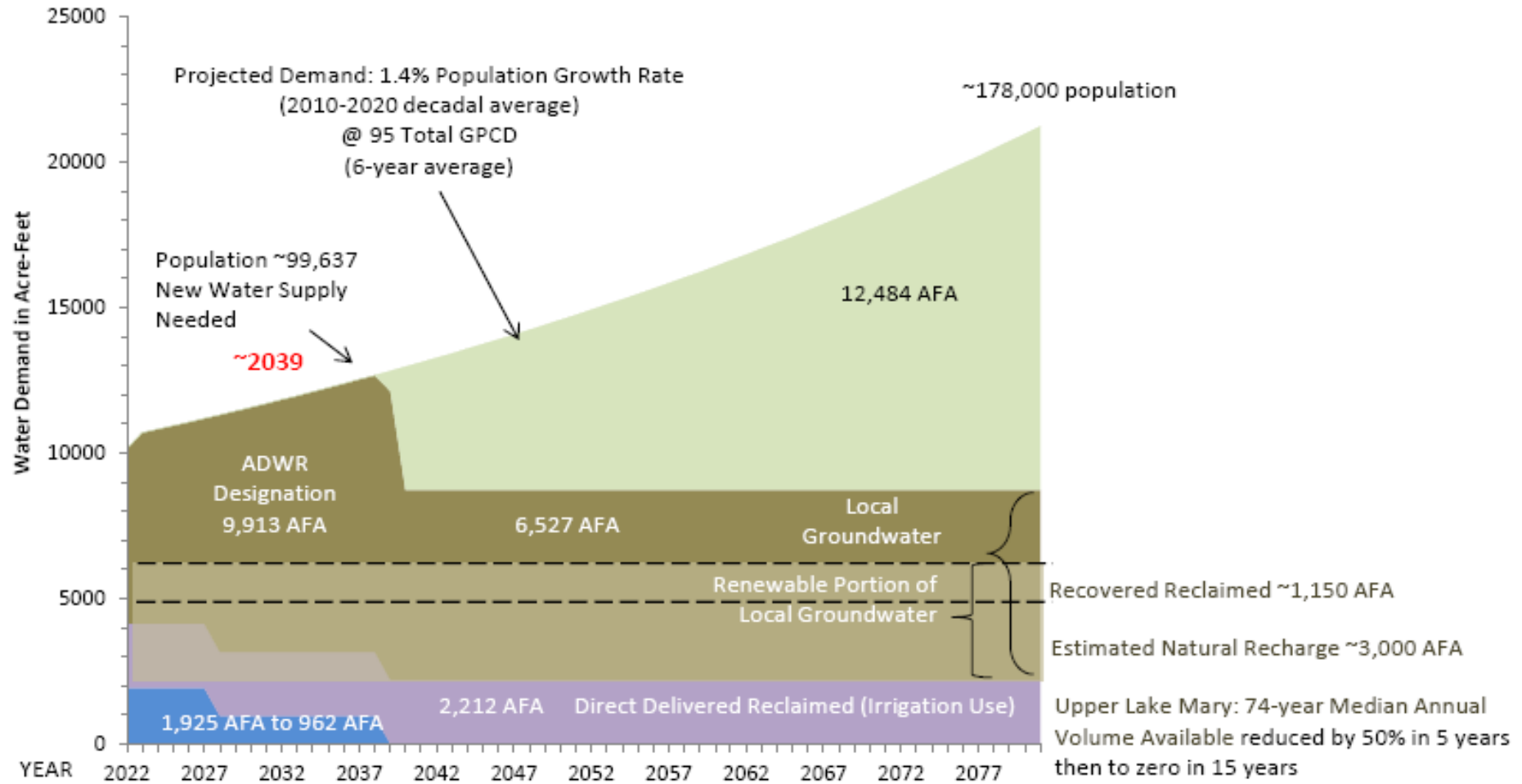
Supplies are in acre-feet annually [AFA]





Future Water Supply Needs – Resiliency Scenario

Supplies are in acre-feet annually [AFA]





Capacity Fee Options using the Combined Method

DRAFT – FOR DISCUSSION PURPOSES

City of Flagstaff Water System

Wastewater System

LOS – Actual Data

LOS – Design Standards

LOS – Flow Only

LOS – Flow & Loadings

LOS – Flow Only

LOS – Flow & Loadings

Option 1A –
No WWTP
Expansion

Option 1B –
WWTP
Expansion

Option 1C –
No WWTP
Expansion

Option 1D –
WWTP
Expansion

Option 2A –
No WWTP
Expansion

Option 2B –
WWTP
Expansion

Option 2C –
No WWTP
Expansion

Option 2D –
WWTP
Expansion



Current Capacity Fees

- Based on meter size, regardless of customer class

CITY OF FLAGSTAFF WATER & SEWER SYSTEM FEES

Effective July 1, 2019 except as otherwise noted (**Subject to Change**)

WATER AND SEWER FEES

All Single Family Subdivisions: Residential and Townhomes (1 Meter, 1 Unit) EXCEPT as listed in next section

Any Meter Larger than a 3/4" Must have documentation approved by Water Services 928-213-2400

Meter Size	Meter Fee	Water Capacity Fee	Sewer Capacity Fee	Service Fee	Taxes	Total Fees
3/4"	\$ 340	\$ 5,728	\$ 3,723	\$ 24	\$ 33.42	\$ 9,848.42
1"	\$ 520	\$ 9,566	\$ 3,723	\$ 24	\$ 49.94	\$ 13,882.94
1 1/2"	\$ 920	\$ 19,074	\$ 3,723	\$ 24	\$ 86.67	\$ 23,827.67
2" or larger Call	Call	Call	Call	Call	Call	Call

Exceptions Single Family Residential Subdivisions (1 Meter, 1 Unit)

Linwood Heights & Rock Ridge West (1" Meter Required)

1"	\$ 520	\$ 9,566	\$ 3,723	\$ 24	\$ 49.94	\$ 13,882.94
----	--------	----------	----------	-------	----------	--------------

Pine Canyon (1 1/2" Meter Required)

1" *(See Comment Below)*	\$ 520	\$ 9,566	\$ 3,723	\$ 24	\$ 49.94	\$ 13,882.94
1 1/2"	\$ 920	\$ 19,074	\$ 3,723	\$ 24	\$ 86.67	\$ 23,827.67

** Meters <1 1/2" in Pine Canyon must be approved by the Fire Department as adequate to handle domestic & fire sprinkler system

Multi-Family Residential, Condos, Mobile Homes (Sewer Fees are Per Unit) *Water Services Invoice Required 928-213-2400*

Meter Size	Meter Fee	Water Capacity Fee	Sewer Capacity Fee	Service Fee	Taxes	Total Fees
3/4"	\$ 340	\$ 5,728	\$3,723 (Per Unit)	Based on # of Units		
1"	\$ 520	\$ 9,566	\$3,723 (Per Unit)	Based on # of Units		
1 1/2"	\$ 920	\$ 19,074	\$3,723 (Per Unit)	Based on # of Units		
2"	\$ 1,070	\$ 30,530	\$3,723 (Per Unit)	Based on # of Units		
3"	\$ 3,130	\$ 57,279	\$3,723 (Per Unit)	Based on # of Units		
4"	\$ 4,130	\$ 95,484	\$3,723 (Per Unit)	Based on # of Units		
6" or Larger			Call			

Commercial/Non-Residential *Water Services Invoice Required 928-213-2400*

Meter Size	Meter Fee	Water Capacity Fee	Sewer Capacity Fee	Service Fee	Taxes	Total Fees
3/4"	\$ 340	\$ 5,728	\$ 3,723	\$ 24	\$ 33.42	\$ 9,848.42
1"	\$ 520	\$ 9,566	\$ 6,218	\$ 24	\$ 49.94	\$ 16,377.94
1 1/2"	\$ 920	\$ 19,074	\$ 12,399	\$ 24	\$ 86.67	\$ 32,503.67
2"	\$ 1,070	\$ 30,530	\$ 19,845	\$ 24	\$ 100.44	\$ 51,569.44
3"	\$ 3,130	\$ 57,279	\$ 37,233	\$ 24	\$ 289.57	\$ 97,955.57
4"	\$ 4,130	\$ 95,484	\$ 62,068	\$ 24	\$ 381.38	\$ 162,087.38
6"	\$ 6,130	\$ 190,910	\$ 124,099	\$ 24	\$ 565.00	\$ 321,728.00
8"	\$ 13,737	\$ 305,468	\$ 198,566	\$ 24	\$ 1,263.40	\$ 519,058.40
10" Call	Call	\$ 439,157	\$ 285,468	\$ 24	Call	Call





Water Capacity Fee Options using the Combined Methodology

Level of Service (LOS) Scenario	¾" Residential Meter		2" Commercial Meter	
	<i>Existing Fee</i>	<i>Calculated Fee</i>	<i>Existing Fee</i>	<i>Calculated Fee</i>
LOS – Actual Data				
1A: No Future Water Supply & New Ground Water Capacity	\$5,728	\$6,507	\$30,530	\$34,682
1B: Future Water Supply & New Ground Water Capacity		\$8,146		\$43,418
LOS – Design Standards	<i>Existing Fee</i>	<i>Calculated Fee</i>	<i>Existing Fee</i>	<i>Calculated Fee</i>
2A: No Future Water Supply & New Ground Water Capacity	\$5,728	\$17,341	\$30,530	\$92,427
2B: Future Water Supply & New Ground Water Capacity		\$21,603		\$115,143





Water Capacity Fee Options using the Combined Methodology

Meter Size	Existing Number of Accounts	FY 2023 Average Usage per Month (gal)*	Max Flow Rate (GPM)	Existing Fee	Option 1A**	Option 1B**
¾"	19,188	4,147	30	\$5,728	\$6,507	\$8,146
1"	1,068	10,000	50	\$9,566	\$10,867	\$13,604
1 ½"	378	34,505	100	\$19,074	\$21,668	\$27,126
2"	676	84,485	160	\$30,530	\$34,682	\$43,418
3"	34	212,656	350	\$57,279	\$65,069	\$81,459
4"	24	387,872	500	\$95,484	\$108,470	\$135,791
6"	5	255,082	1,000	\$190,910	\$216,873	\$271,500
8"	4	2,170,630	1,600	\$305,468	\$347,011	\$434,417
10"	0	0	4,200	\$439,157	\$498,882	\$624,541

*Based on FY 2023 billing data

**Calculated fees resulting from LOS based on actual usage data



Wastewater Capacity Fee Options using the Combined Methodology

Level of Service (LOS) Scenario	$\frac{3}{4}$ " Residential Meter		2" Commercial Meter	
	<i>Existing Fee</i>	<i>Calculated Fee</i>	<i>Existing Fee</i>	<i>Calculated Fee</i>
LOS – Actual, Flow Only				
1A: No WWTP Expansion	\$3,723	\$4,203	\$19,845	\$22,404
1B: WWTP Expansion		\$4,249		\$22,649
LOS – Actual, Flow + Loadings				
1C: No WWTP Expansion	\$3,723	\$3,824	\$19,845	\$20,383
1D: WWTP Expansion		\$4,086		\$21,780
LOS – Design Standards, Flow Only				
2A: No WWTP Expansion	\$3,723	\$6,861	\$19,845	\$36,572
2B: WWTP Expansion		\$6,937		\$36,977
LOS – Design Standards, Flow + Loadings				
2C: No WWTP Expansion	\$3,723	\$5,785	\$19,845	\$30,836
2D: WWTP Expansion		\$5,866		\$31,268





Wastewater Capacity Fee Options using the Combined Methodology

Meter Size*	Existing Fee	Option 1A**	Option 1B**	Option 1C**	Option 1D**
¾"	\$3,723	\$4,203	\$4,249	\$3,824	\$4,086
1"	\$6,218	\$7,020	\$7,097	\$6,387	\$6,824
1 ½"	\$12,399	\$13,998	\$14,151	\$12,735	\$13,608
2"	\$19,845	\$22,404	\$22,649	\$20,383	\$21,780
3"	\$37,233	\$42,033	\$42,493	\$38,243	\$40,863
4"	\$72,068	\$81,360	\$82,250	\$74,023	\$79,095
6"	\$124,099	\$140,099	\$141,632	\$127,466	\$136,199
8"	\$198,566	\$224,167	\$226,620	\$203,953	\$217,927
10"	\$285,468	\$322,273	\$325,800	\$293,212	\$313,302

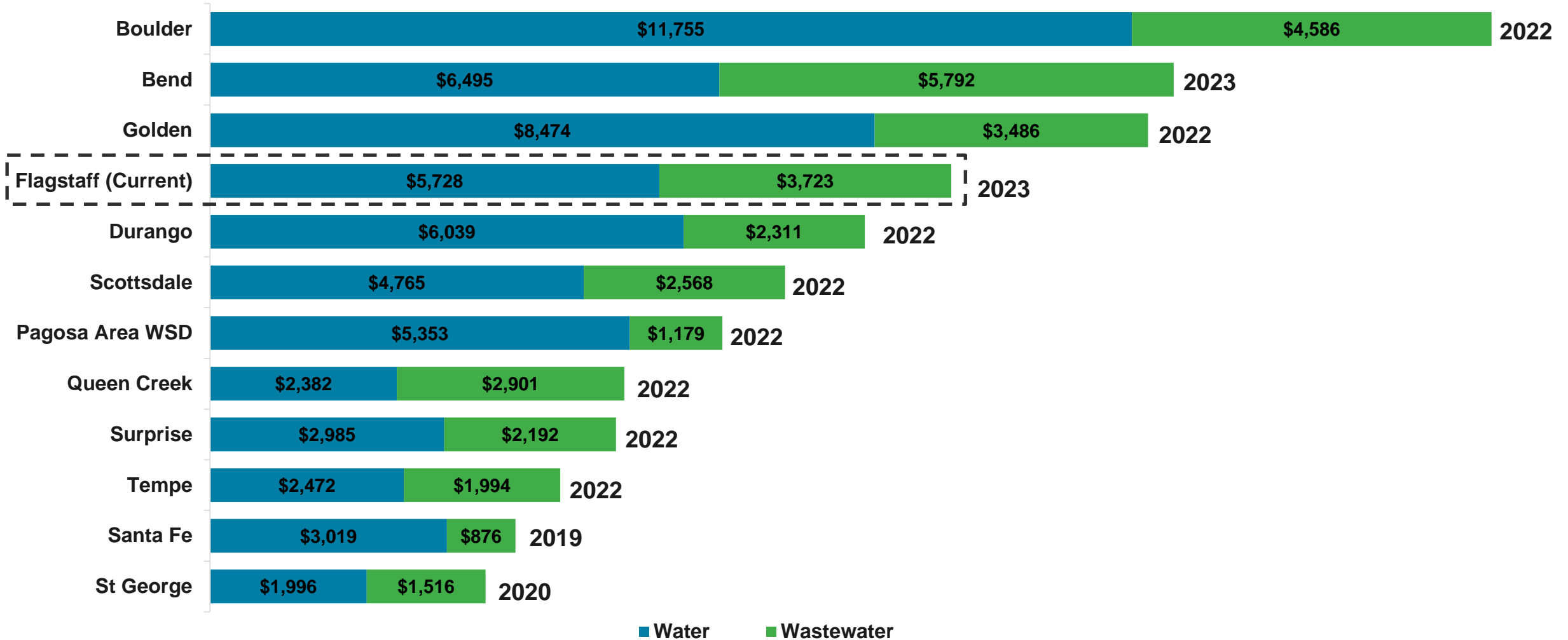
*For larger meter sizes, Stantec recommends customized fee calculations

**Calculated fees resulting from LOS based on actual usage data





Capacity Fee Comparison per ERU





Discussion



Next Steps

- February 6, 2024 City Council – provide direction on capacity fees; review preliminary rate designs
- February 15, 2024 Water Commission – rate design review
- February 26, 2024 *Possible Joint City Council & Water Commission Rate Design Discussion*
- *Future requests for direction:*
 - Rate design direction from Council in March
 - April work sessions for policy topic discussions
- Final rates and fees starting in April – May
- Public hearings in June
- September 1, 2024 - new rates are effective



Thank You!

Feedback/Questions?



Water Capacity Fee Options

Option 1A



City of Flagstaff, AZ - WATER CAPACITY FEE

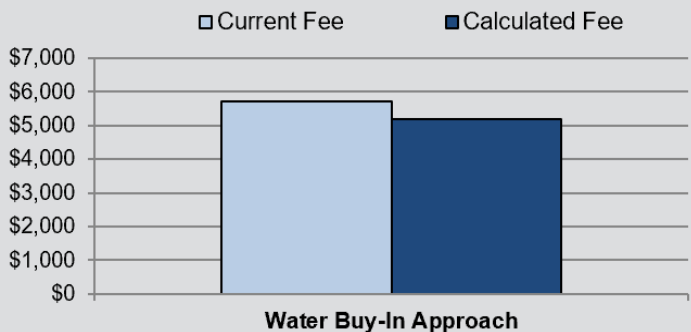
Actual Use Level of Service - No Future Water Supply Project

Water Buy-In Approach

Plant in Service (RCNLD)	\$ 282,104,419
(Less: Debt Principal)	\$ (13,108,094)
(Less: Grants)	\$ -
(Less: Donated Assets / Exclusions)	\$ (81,967,922)
Total Net System Costs	\$ 187,028,403

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 15.50
Level of Service (GPD)	335
Single ERU	\$ 5,189

Current Fee:	\$ 5,728
Dollar Change:	\$ (539)
Percentage Change:	-9%

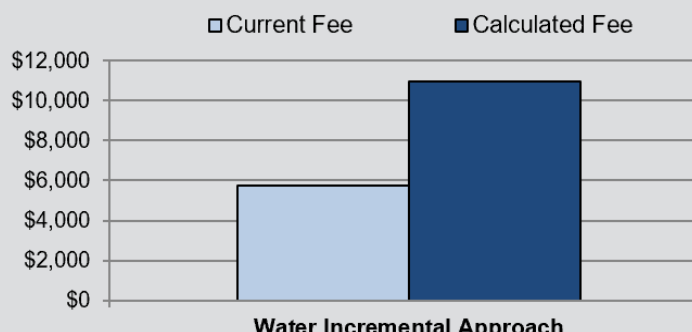


Water Incremental Approach

Expansion Capital Costs	\$ 70,452,891
(Less: Revenue Credit)	\$ -
(Less: Grants)	\$ -
(Less: Additional Credits)	\$ -
Total Net System Costs	\$ 70,452,891

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 32.73
Level of Service (GPD)	335
Single ERU	\$ 10,959

Current Fee:	\$ 5,728
Dollar Change:	\$ 5,231
Percentage Change:	91%

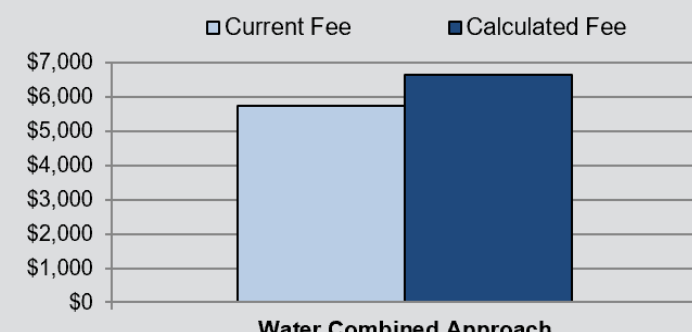


Water Combined Approach

Plant in Service (RCNLD)	\$ 282,104,419
Expansion Capital	\$ 70,452,891
(Less Principal and Donated)	\$ (95,076,016)
(Less Revenue Credit and Grants)	\$ -
Total Net System Costs	\$ 257,481,294

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 19.82
Level of Service (GPD)	335
Single ERU	\$ 6,635

Current Fee:	\$ 5,728
Dollar Change	\$ 907
Percent Change	16%





Water Capacity Fee Options

Option 1B



City of Flagstaff, AZ - WATER CAPACITY FEE

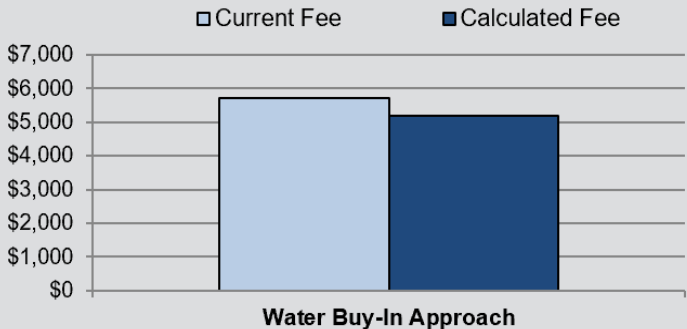
Actual Use Level of Service - Future Water Supply Project

Water Buy-In Approach

Plant in Service (RCNLD)	\$	282,104,419
(Less: Debt Principal)	\$	(13,108,094)
(Less: Grants)	\$	-
(Less: Donated Assets / Exclusions)	\$	(81,967,922)
Total Net System Costs	\$	187,028,403

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	15.50
Level of Service (GPD)		335
Single ERU	\$	5,189

Current Fee:	\$	5,728
Dollar Change:	\$	(539)
Percentage Change:		-9%

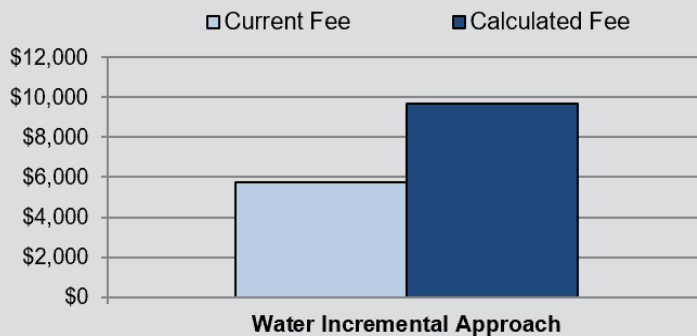


Water Incremental Approach

Expansion Capital Costs	\$	300,452,891
(Less: Revenue Credit)	\$	-
(Less: Grants)	\$	-
(Less: Additional Credits)	\$	-
Total Net System Costs	\$	300,452,891

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	28.86
Level of Service (GPD)		335
Single ERU	\$	9,662

Current Fee:	\$	5,728
Dollar Change:	\$	3,934
Percentage Change:		69%

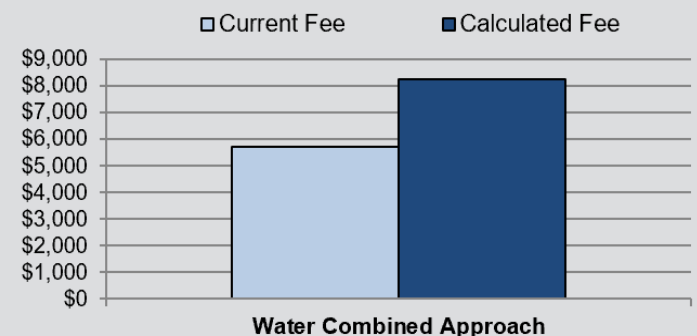


Water Combined Approach

Plant in Service (RCNLD)	\$	282,104,419
Expansion Capital	\$	300,452,891
(Less Principal and Donated)	\$	(95,076,016)
(Less Revenue Credit and Grants)	\$	-
Total Net System Costs	\$	487,481,294

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	24.69
Level of Service (GPD)		335
Single ERU	\$	8,266

Current Fee:	\$	5,728
Dollar Change	\$	2,538
Percent Change		44%





Water Capacity Fee Options

Option 2A



City of Flagstaff, AZ - WATER CAPACITY FEE

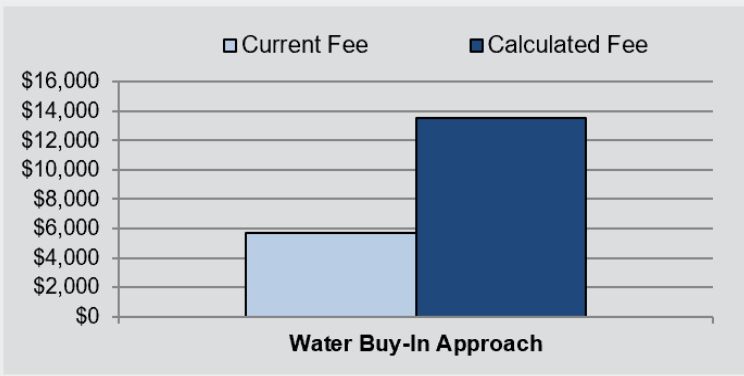
City Code Level of Service - No Future Water Supply Project

Water Buy-In Approach

Plant in Service (RCNLD)	\$ 282,104,419
(Less: Debt Principal)	\$ (13,108,094)
(Less: Grants)	\$ -
(Less: Donated Assets / Exclusions)	\$ (81,967,922)
Total Net System Costs	\$ 187,028,403

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 15.50
Level of Service (GPD)	875
Single ERU	\$ 13,561

Current Fee:	\$ 5,728
Dollar Change:	\$ 7,833
Percentage Change:	137%

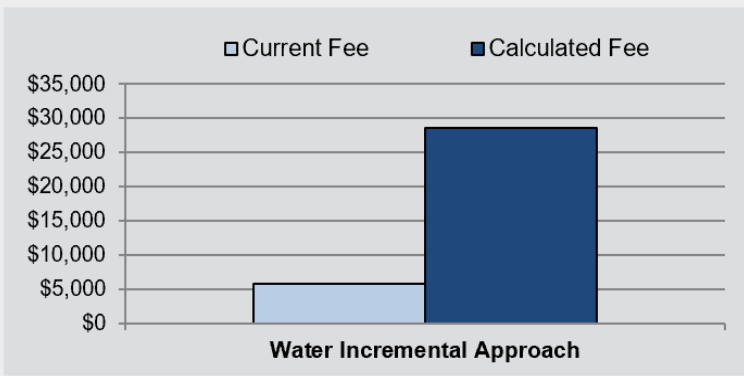


Water Incremental Approach

Expansion Capital Costs	\$ 70,452,891
(Less: Revenue Credit)	\$ -
(Less: Grants)	\$ -
(Less: Additional Credits)	\$ -
Total Net System Costs	\$ 70,452,891

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 32.73
Level of Service (GPD)	875
Single ERU	\$ 28,641

Current Fee:	\$ 5,728
Dollar Change:	\$ 22,913
Percentage Change:	400%

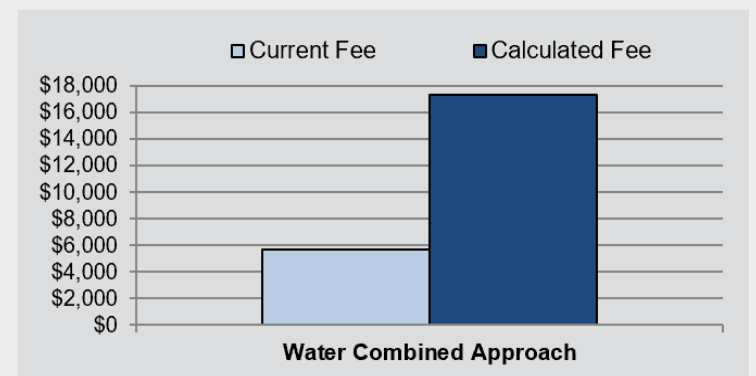


Water Combined Approach

Plant in Service (RCNLD)	\$ 282,104,419
Expansion Capital	\$ 70,452,891
(Less Principal and Donated)	\$ (95,076,016)
(Less Revenue Credit and Grants)	\$ -
Total Net System Costs	\$ 257,481,294

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 19.82
Level of Service (GPD)	875
Single ERU	\$ 17,341

Current Fee:	\$ 5,728
Dollar Change	\$ 11,613
Percent Change	203%





Water Capacity Fee Options

Option 2B



City of Flagstaff, AZ - WATER CAPACITY FEE

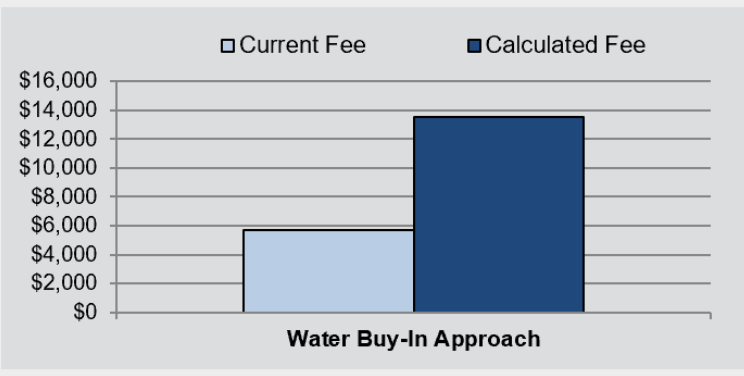
City Code Level of Service - Future Water Supply Project

Water Buy-In Approach

Plant in Service (RCNLD)	\$ 282,104,419
(Less: Debt Principal)	\$ (13,108,094)
(Less: Grants)	\$ -
(Less: Donated Assets / Exclusions)	\$ (81,967,922)
Total Net System Costs	\$ 187,028,403

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 15.50
Level of Service (GPD)	875
Single ERU	\$ 13,561

Current Fee:	\$ 5,728
Dollar Change:	\$ 7,833
Percentage Change:	137%

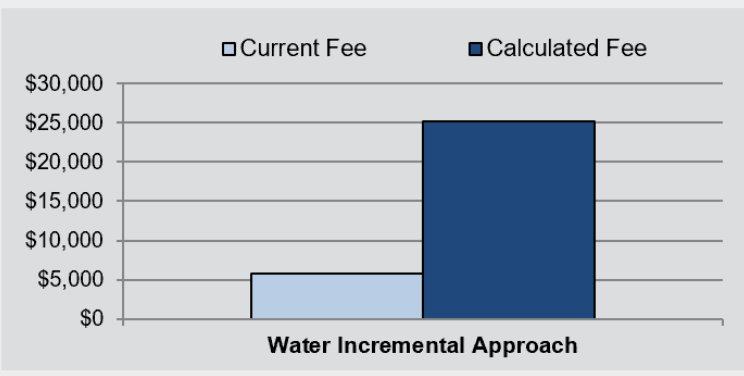


Water Incremental Approach

Expansion Capital Costs	\$ 300,452,891
(Less: Revenue Credit)	\$ -
(Less: Grants)	\$ -
(Less: Additional Credits)	\$ -
Total Net System Costs	\$ 300,452,891

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 28.86
Level of Service (GPD)	875
Single ERU	\$ 25,250

Current Fee:	\$ 5,728
Dollar Change:	\$ 19,522
Percentage Change:	341%

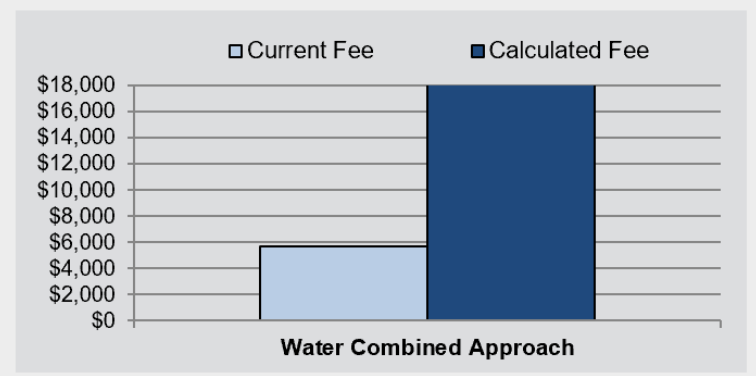


Water Combined Approach

Plant in Service (RCNLD)	\$ 282,104,419
Expansion Capital	\$ 300,452,891
(Less Principal and Donated)	\$ (95,076,016)
(Less Revenue Credit and Grants)	\$ -
Total Net System Costs	\$ 487,481,294

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 24.69
Level of Service (GPD)	875
Single ERU	\$ 21,603

Current Fee:	\$ 5,728
Dollar Change	\$ 15,875
Percent Change	277%





Wastewater Capacity Fee Options

Option 1A



City of Flagstaff, AZ - SEWER CAPACITY FEE

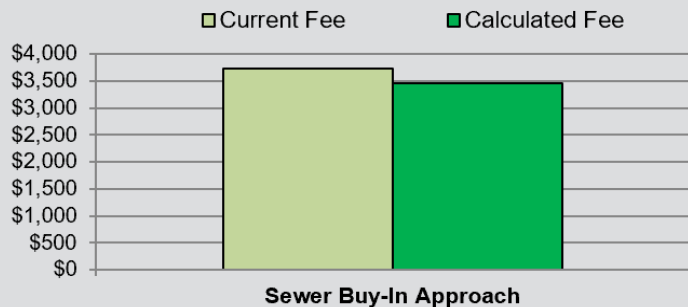
Actual Use Level of Service with Flow Only - No WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$ 199,167,278
(Less: Debt Principal)	\$ (13,819,004)
(Less: Grants)	\$ -
(Less: Donated Assets / Exclusions)	\$ (56,710,853)
Total Net System Costs	\$ 128,637,421

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 13.41
Level of Service (GPD)	257
Total Calculated Fee per Pound:	\$ -
Level of Service (PPD)	0.67
Single ERU	\$ 3,449

Current Fee:	\$ 3,723
Dollar Change:	\$ (274)
Percentage Change:	-7%

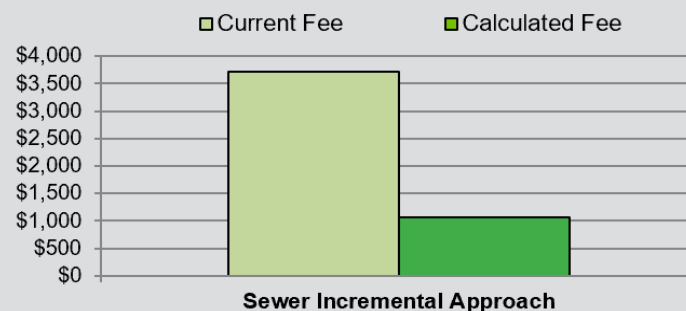


Sewer Incremental Approach

Expansion Capital Costs	\$ 38,252,500
(Less: Revenue Credit)	\$ -
(Less: Grants)	\$ -
(Less: Required Additional Credits)	\$ -
Total Net System Costs	\$ 38,252,500

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 4.15
Level of Service (GPD)	257
Total Calculated Fee per Pound:	\$ -
Level of Service (PPD)	0.67
Single ERU	\$ 1,067

Current Fee:	\$ 3,723
Dollar Change:	\$ (2,656)
Percentage Change:	-71%

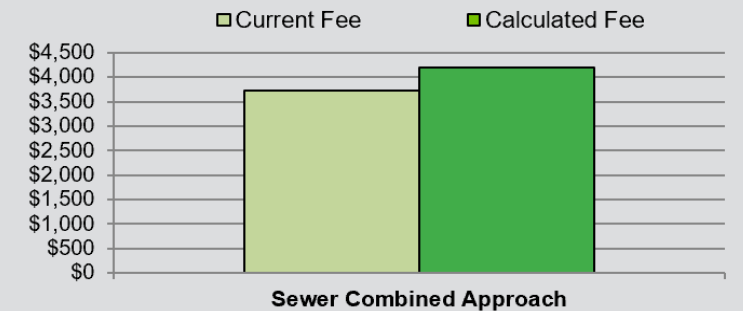


Sewer Combined Approach

Plant in Service (RCNLD)	\$ 199,167,278
Expansion Capital	\$ 38,252,500
(Less Principal and Donated)	\$ (70,529,857)
(Less Revenue Credit and Grants)	\$ -
Total Net System Costs	\$ 166,889,921

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 16.33
Level of Service (GPD)	257
Total Calculated Fee per Pound:	\$ -
Level of Service (PPD)	0.67
Single ERU	\$ 4,203

Current Fee:	\$ 3,723
Dollar Change	\$ 480
Percent Change	13%





Wastewater Capacity Fee Options

Option 1B



City of Flagstaff, AZ - SEWER CAPACITY FEE

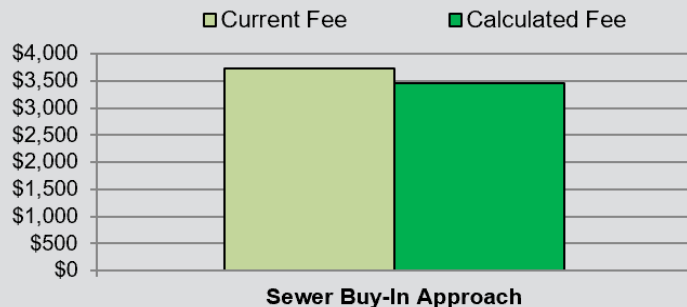
Actual Use Level of Service with Flow Only - WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$	199,167,278
(Less: Debt Principal)	\$	(13,819,004)
(Less: Grants)	\$	-
(Less: Donated Assets / Exclusions)	\$	(56,710,853)
Total Net System Costs	\$	128,637,421

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	13.41
Level of Service (GPD)		257
Total Calculated Fee per Pound:	\$	-
Level of Service (PPD)		0.67
Single ERU	\$	3,449

Current Fee:	\$	3,723
Dollar Change:	\$	(274)
Percentage Change:		-7%

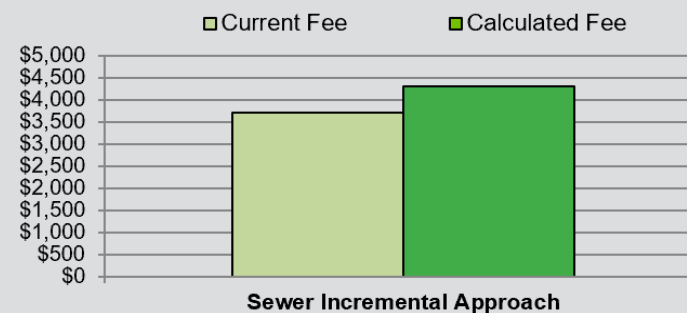


Sewer Incremental Approach

Expansion Capital Costs	\$	160,752,500
(Less: Revenue Credit)	\$	-
(Less: Grants)	\$	-
(Less: Required Additional Credits)	\$	-
Total Net System Costs	\$	160,752,500

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	16.77
Level of Service (GPD)		257
Total Calculated Fee per Pound:	\$	-
Level of Service (PPD)		0.67
Single ERU	\$	4,314

Current Fee:	\$	3,723
Dollar Change:	\$	591
Percentage Change:		16%

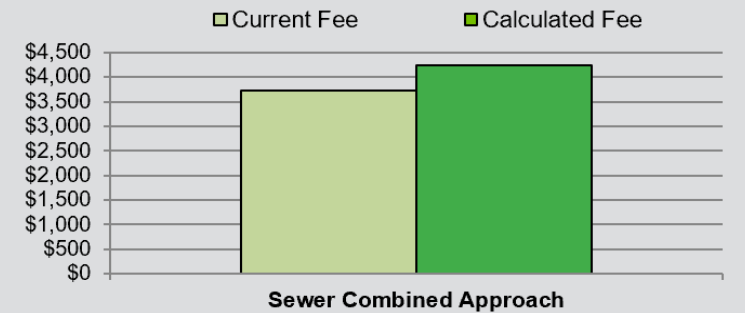


Sewer Combined Approach

Plant in Service (RCNLD)	\$	199,167,278
Expansion Capital	\$	160,752,500
(Less Principal and Donated)	\$	(70,529,857)
(Less Revenue Credit and Grants)	\$	-
Total Net System Costs	\$	289,389,921

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	16.52
Level of Service (GPD)		257
Total Calculated Fee per Pound:	\$	-
Level of Service (PPD)		0.67
Single ERU	\$	4,249

Current Fee:	\$	3,723
Dollar Change	\$	526
Percent Change		14%



WATER, RECLAIMED WATER, & WASTEWATER STUDY

DRAFT - FOR DISCUSSION PURPOSES



Wastewater Capacity Fee Options

Option 1C



City of Flagstaff, AZ - SEWER CAPACITY FEE

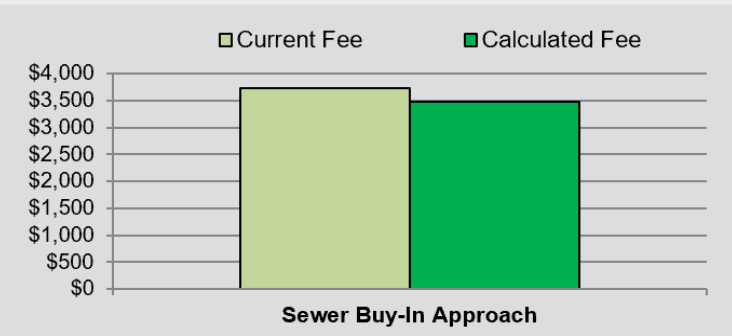
Actual Use Level of Service with Flow & Loadings - No WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$ 199,167,278
(Less: Debt Principal)	\$ (13,819,004)
(Less: Grants)	\$ -
(Less: Donated Assets / Exclusions)	\$ (56,710,853)
Total Net System Costs	\$ 128,637,421

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 12.33
Level of Service (GPD)	257
Total Calculated Fee per Pound:	\$ 462.27
Level of Service (PPD)	0.67
Single ERU	\$ 3,482

Current Fee:	\$ 3,723
Dollar Change:	\$ (241)
Percentage Change:	-6%

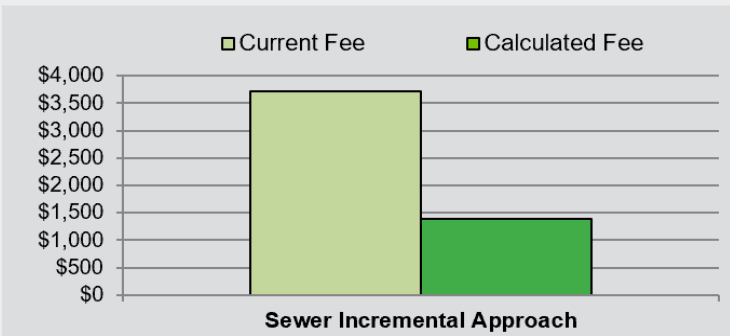


Sewer Incremental Approach

Expansion Capital Costs	\$ 38,252,500
(Less: Revenue Credit)	\$ -
(Less: Grants)	\$ -
(Less: Required Additional Credits)	\$ -
Total Net System Costs	\$ 38,252,500

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 0.33
Level of Service (GPD)	257
Total Calculated Fee per Pound:	\$ 1,931.25
Level of Service (PPD)	0.67
Single ERU	\$ 1,383

Current Fee:	\$ 3,723
Dollar Change:	\$ (2,340)
Percentage Change:	-63%

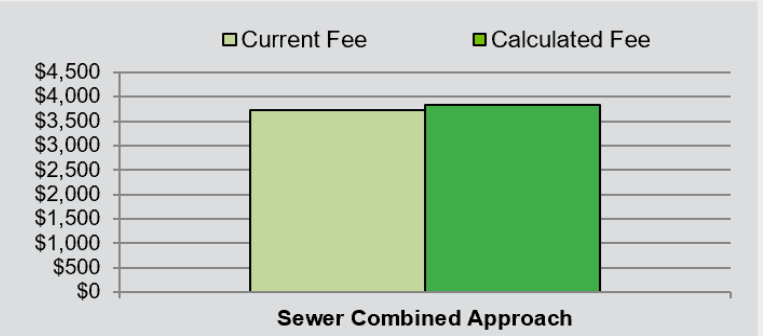


Sewer Combined Approach

Plant in Service (RCNLD)	\$ 199,167,278
Expansion Capital	\$ 38,252,500
(Less Principal and Donated)	\$ (70,529,857)
(Less Revenue Credit and Grants)	\$ -
Total Net System Costs	\$ 166,889,921

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 12.05
Level of Service (GPD)	257
Total Calculated Fee per Pound:	\$ 1,075.70
Level of Service (PPD)	0.67
Single ERU	\$ 3,824

Current Fee:	\$ 3,723
Dollar Change	\$ 101
Percent Change	3%





Wastewater Capacity Fee Options

Option 1D



City of Flagstaff, AZ - SEWER CAPACITY FEE

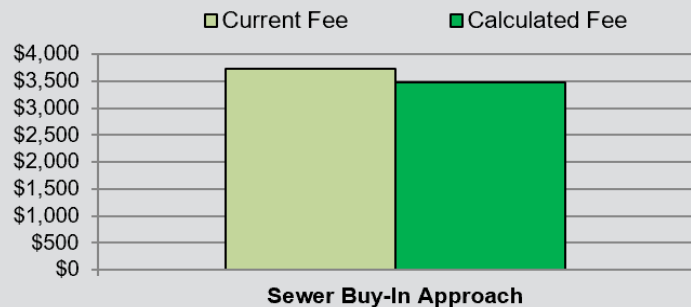
Actual Use Level of Service with Flow & Loadings - WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$	199,167,278
(Less: Debt Principal)	\$	(13,819,004)
(Less: Grants)	\$	-
(Less: Donated Assets / Exclusions)	\$	(56,710,853)
Total Net System Costs	\$	128,637,421

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	12.33
Level of Service (GPD)		257
Total Calculated Fee per Pound:	\$	462.27
Level of Service (PPD)		0.67
Single ERU	\$	3,482

Current Fee:	\$	3,723
Dollar Change:	\$	(241)
Percentage Change:		-6%

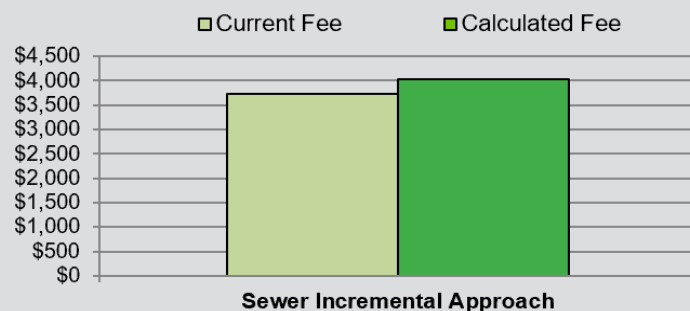


Sewer Incremental Approach

Expansion Capital Costs	\$	160,752,500
(Less: Revenue Credit)	\$	-
(Less: Grants)	\$	-
(Less: Required Additional Credits)	\$	-
Total Net System Costs	\$	160,752,500

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	8.06
Level of Service (GPD)		257
Total Calculated Fee per Pound:	\$	2,906.75
Level of Service (PPD)		0.67
Single ERU	\$	4,028

Current Fee:	\$	3,723
Dollar Change:	\$	305
Percentage Change:		8%

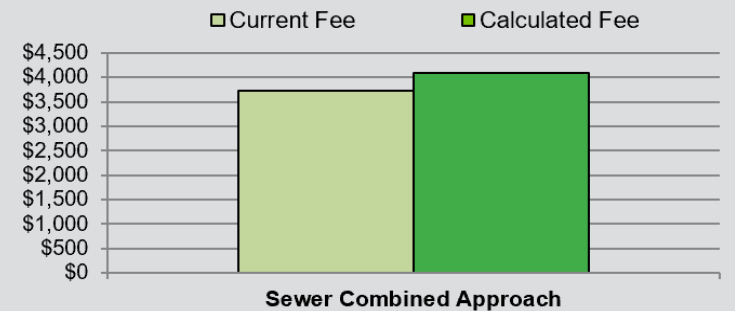


Sewer Combined Approach

Plant in Service (RCNLD)	\$	199,167,278
Expansion Capital	\$	160,752,500
(Less Principal and Donated)	\$	(70,529,857)
(Less Revenue Credit and Grants)	\$	-
Total Net System Costs	\$	289,389,921

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	10.94
Level of Service (GPD)		257
Total Calculated Fee per Pound:	\$	1,890.94
Level of Service (PPD)		0.67
Single ERU	\$	4,086

Current Fee:	\$	3,723
Dollar Change	\$	363
Percent Change		10%



WATER, RECLAIMED WATER, & WASTEWATER STUDY

DRAFT – FOR DISCUSSION PURPOSES



Wastewater Capacity Fee Options

Option 2A



City of Flagstaff, AZ - SEWER CAPACITY FEE

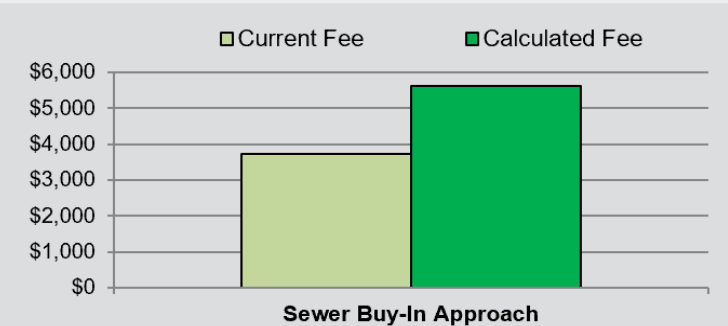
City Code Level of Service with Flow Only - No WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$ 199,167,278
(Less: Debt Principal)	\$ (13,819,004)
(Less: Grants)	\$ -
(Less: Donated Assets / Exclusions)	\$ (56,710,853)
Total Net System Costs	\$ 128,637,421

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 13.41
Level of Service (GPD)	420
Total Calculated Fee per Pound:	\$ -
Level of Service (PPD)	0.67
Single ERU	\$ 5,631

Current Fee:	\$ 3,723
Dollar Change:	\$ 1,908
Percentage Change:	51%

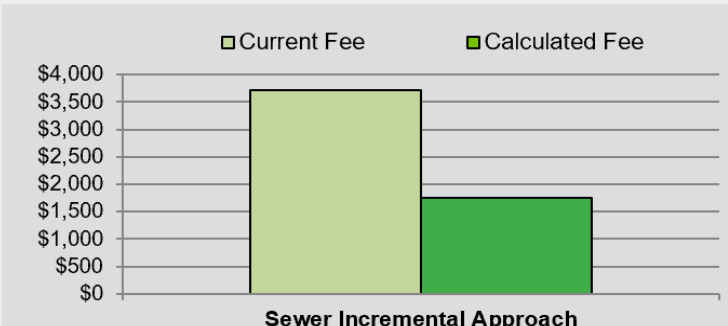


Sewer Incremental Approach

Expansion Capital Costs	\$ 38,252,500
(Less: Revenue Credit)	\$ -
(Less: Grants)	\$ -
(Less: Required Additional Credits)	\$ -
Total Net System Costs	\$ 38,252,500

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 4.15
Level of Service (GPD)	420
Total Calculated Fee per Pound:	\$ -
Level of Service (PPD)	0.67
Single ERU	\$ 1,743

Current Fee:	\$ 3,723
Dollar Change:	\$ (1,980)
Percentage Change:	-53%

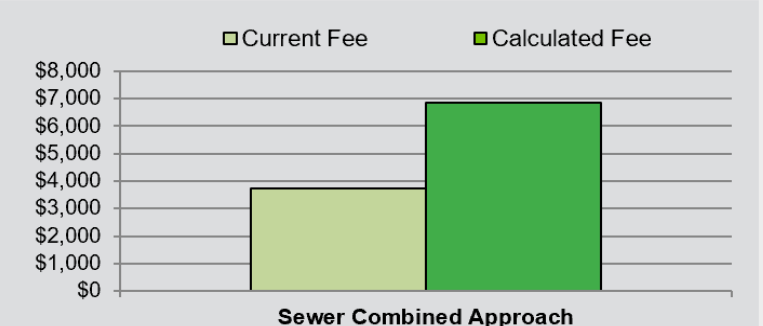


Sewer Combined Approach

Plant in Service (RCNLD)	\$ 199,167,278
Expansion Capital	\$ 38,252,500
(Less Principal and Donated)	\$ (70,529,857)
(Less Revenue Credit and Grants)	\$ -
Total Net System Costs	\$ 166,889,921

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 16.33
Level of Service (GPD)	420
Total Calculated Fee per Pound:	\$ -
Level of Service (PPD)	0.67
Single ERU	\$ 6,861

Current Fee:	\$ 3,723
Dollar Change	\$ 3,138
Percent Change	84%



WATER, RECLAIMED WATER, & WASTEWATER STUDY

DRAFT – FOR DISCUSSION PURPOSES



Wastewater Capacity Fee Options

Option 2B



City of Flagstaff, AZ - SEWER CAPACITY FEE

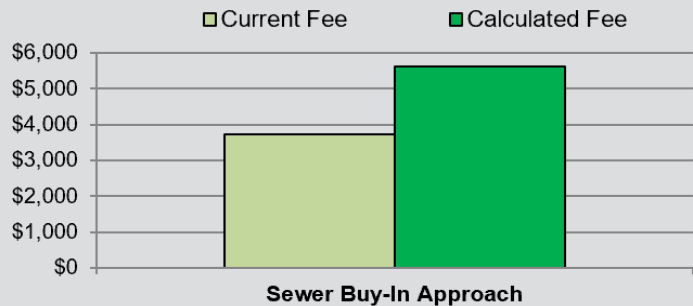
City Code Level of Service with Flow Only - WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$	199,167,278
(Less: Debt Principal)	\$	(13,819,004)
(Less: Grants)	\$	-
(Less: Donated Assets / Exclusions)	\$	(56,710,853)
Total Net System Costs	\$	128,637,421

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	13.41
Level of Service (GPD)		420
Total Calculated Fee per Pound:	\$	-
Level of Service (PPD)		0.67
Single ERU	\$	5,631

Current Fee:	\$	3,723
Dollar Change:	\$	1,908
Percentage Change:		51%

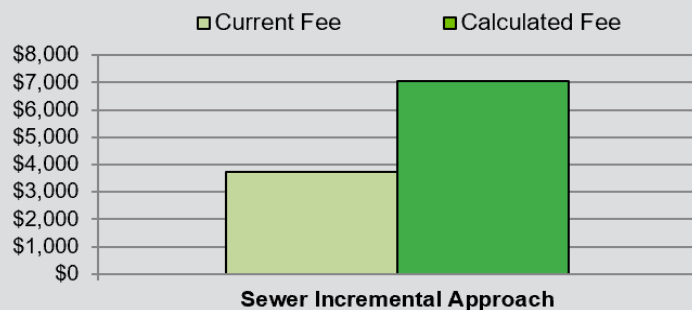


Sewer Incremental Approach

Expansion Capital Costs	\$	160,752,500
(Less: Revenue Credit)	\$	-
(Less: Grants)	\$	-
(Less: Required Additional Credits)	\$	-
Total Net System Costs	\$	160,752,500

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	16.77
Level of Service (GPD)		420
Total Calculated Fee per Pound:	\$	-
Level of Service (PPD)		0.67
Single ERU	\$	7,042

Current Fee:	\$	3,723
Dollar Change:	\$	3,319
Percentage Change:		89%

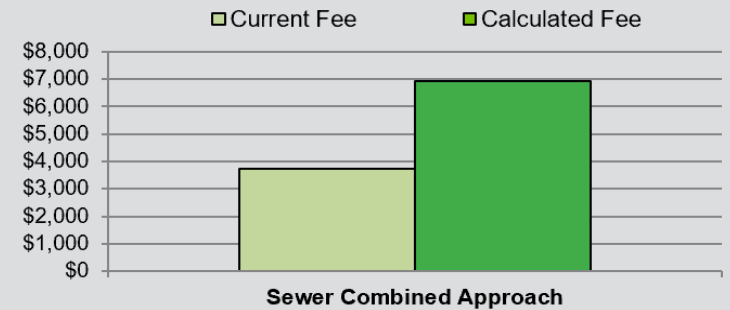


Sewer Combined Approach

Plant in Service (RCNLD)	\$	199,167,278
Expansion Capital	\$	160,752,500
(Less Principal and Donated)	\$	(70,529,857)
(Less Revenue Credit and Grants)	\$	-
Total Net System Costs	\$	289,389,921

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	16.52
Level of Service (GPD)		420
Total Calculated Fee per Pound:	\$	-
Level of Service (PPD)		0.67
Single ERU	\$	6,937

Current Fee:	\$	3,723
Dollar Change	\$	3,214
Percent Change		86%



WATER, RECLAIMED WATER, & WASTEWATER STUDY

DRAFT – FOR DISCUSSION PURPOSES



Wastewater Capacity Fee Options

Option 2C



City of Flagstaff, AZ - SEWER CAPACITY FEE

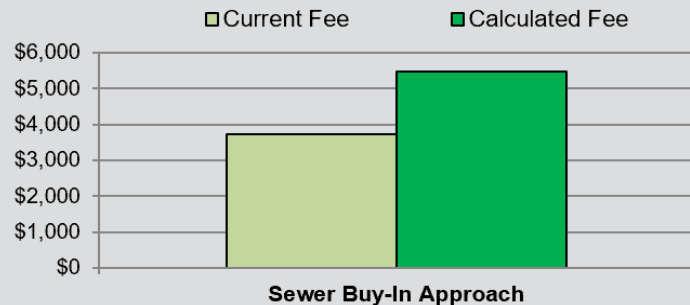
City Code Level of Service with Flow & Loadings - No WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$	199,167,278
(Less: Debt Principal)	\$	(13,819,004)
(Less: Grants)	\$	-
(Less: Donated Assets / Exclusions)	\$	(56,710,853)
Total Net System Costs	\$	128,637,421

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	12.33
Level of Service (GPD)		420
Total Calculated Fee per Pound:	\$	462.27
Level of Service (PPD)		0.67
Single ERU	\$	5,487

Current Fee:	\$	3,723
Dollar Change:	\$	1,764
Percentage Change:		47%

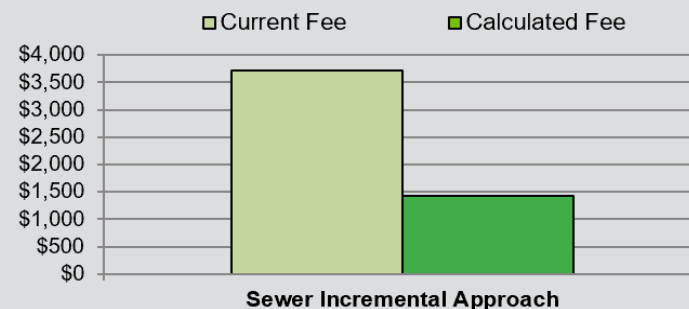


Sewer Incremental Approach

Expansion Capital Costs	\$	38,252,500
(Less: Revenue Credit)	\$	-
(Less: Grants)	\$	-
(Less: Required Additional Credits)	\$	-
Total Net System Costs	\$	38,252,500

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	0.33
Level of Service (GPD)		420
Total Calculated Fee per Pound:	\$	1,931.25
Level of Service (PPD)		0.67
Single ERU	\$	1,437

Current Fee:	\$	3,723
Dollar Change:	\$	(2,286)
Percentage Change:		-61%

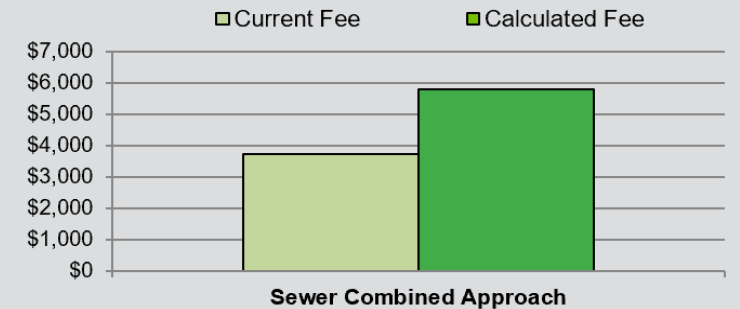


Sewer Combined Approach

Plant in Service (RCNLD)	\$	199,167,278
Expansion Capital	\$	38,252,500
(Less Principal and Donated)	\$	(70,529,857)
(Less Revenue Credit and Grants)	\$	-
Total Net System Costs	\$	166,889,921

Cost Recovery Percentage		100%
Total Calculated Fee per Gallon:	\$	12.05
Level of Service (GPD)		420
Total Calculated Fee per Pound:	\$	1,075.70
Level of Service (PPD)		0.67
Single ERU	\$	5,785

Current Fee:	\$	3,723
Dollar Change	\$	2,062
Percent Change		55%





Wastewater Capacity Fee Options

Option 2D



City of Flagstaff, AZ - SEWER CAPACITY FEE

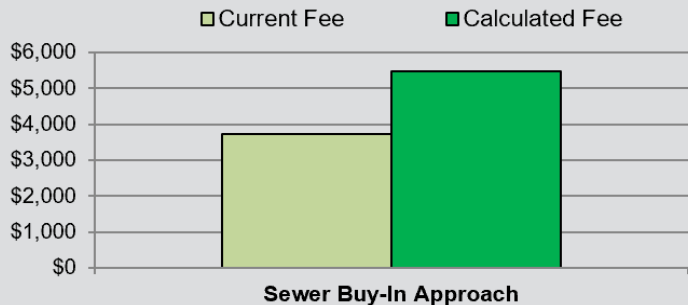
City Code Level of Service with Flow & Loadings - WWTP Expansion Project

Sewer Buy-In Approach

Plant in Service (RCNLD)	\$ 199,167,278
(Less: Debt Principal)	\$ (13,819,004)
(Less: Grants)	\$ -
(Less: Donated Assets / Exclusions)	\$ (56,710,853)
Total Net System Costs	\$ 128,637,421

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 12.33
Level of Service (GPD)	420
Total Calculated Fee per Pound:	\$ 462.27
Level of Service (PPD)	0.67
Single ERU	\$ 5,487

Current Fee:	\$ 3,723
Dollar Change:	\$ 1,764
Percentage Change:	47%

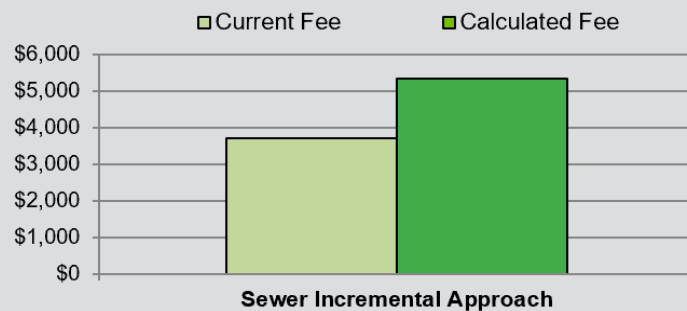


Sewer Incremental Approach

Expansion Capital Costs	\$ 160,752,500
(Less: Revenue Credit)	\$ -
(Less: Grants)	\$ -
(Less: Required Additional Credits)	\$ -
Total Net System Costs	\$ 160,752,500

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 8.06
Level of Service (GPD)	420
Total Calculated Fee per Pound:	\$ 2,906.75
Level of Service (PPD)	0.67
Single ERU	\$ 5,340

Current Fee:	\$ 3,723
Dollar Change:	\$ 1,617
Percentage Change:	43%

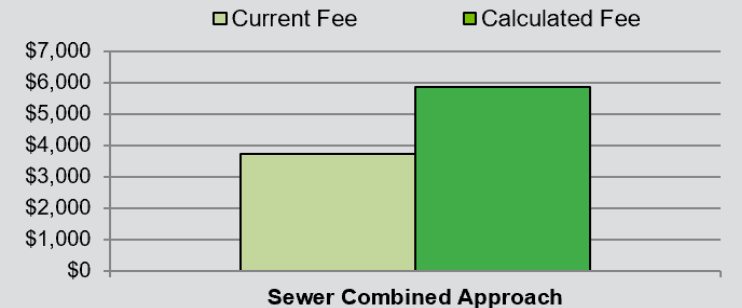


Sewer Combined Approach

Plant in Service (RCNLD)	\$ 199,167,278
Expansion Capital	\$ 160,752,500
(Less Principal and Donated)	\$ (70,529,857)
(Less Revenue Credit and Grants)	\$ -
Total Net System Costs	\$ 289,389,921

Cost Recovery Percentage	100%
Total Calculated Fee per Gallon:	\$ 10.94
Level of Service (GPD)	420
Total Calculated Fee per Pound:	\$ 1,890.94
Level of Service (PPD)	0.67
Single ERU	\$ 5,866

Current Fee:	\$ 3,723
Dollar Change:	\$ 2,143
Percent Change:	58%





Staff Update and Tonight's Agenda

Erin Young, Water Resources Manager
Lisa Deem, Management Analyst
Water Services Division

January 23, 2024



Outreach Update

- Three "Roundtable" meetings in early September
 - Invited each Board or Commission to send a member, plus 70 local organizations.
 - 36 people in attendance.

- Press Release ~ Rate Study Notice on October 16, 2023

- Town Hall-style Informational meeting on December 7, 2023
 - Phone-in feature and Spanish Interpretation available
 - Advertised in social media, newspaper (both print and digital media)
 - Message on municipal bills

- Launched cleanwaterflagstaff.com website on December 8, 2023
 - Video release and social media posting

- Sent Rate Study Notice to Community Engagement Groups Jan 16, 2024
 - 43 local organizations – business community, non-profits, homeowner's associations and community organizations

Emailed to Community Engagement List Jan 16th



CITY OF
FLAGSTAFF



The City of Flagstaff is conducting a rate study to evaluate the rates and fees you pay for potable water, wastewater and reclaimed water services to determine whether any adjustments to these rates and fees are needed. Our goal is to continue providing clean, safe drinking water and sanitary wastewater services for the community of Flagstaff.



Our Rates Consultant will bring forward draft capacity fees to the Water Commission and City Council in January and February and draft updates to water, wastewater, and reclaimed water rates in March and April. Council will be asked to adopt final changes to rates and fees in June, 2024 with new rates effective September 1, 2024.

For more information, go to cleanwaterflagstaff.com

To schedule a meeting with City staff to discuss
the rate study,
please email flagwater@flagstaffaz.gov, or call (928)213-2400
We look forward to hearing from you!



Community Engagement List


Alpine Mesa HOA
American Society of Civil Engineers
CCC&Y (Coconino Coalition for Children & Youth)
Coconino Plateau Watershed Partnership
ECoNA
Flagstaff Community Foundation
Flagstaff Downtown Business Alliance
Flagstaff Family Food Center
Flagstaff Professionals
Friends of Flagstaff's Future
Friends of the Rio de Flag
FUSD
Grand Canyon Trust
Greater Flagstaff Chamber of Commerce
Housing Solutions of Northern Arizona
La Plaza Vieja Neighborhood Association
Local First Arizona
Museum of Northern Arizona
NACOG
Native Americans for Community Action
NAU
Northern Arizona Association of Realtors
Northern Arizona Behavioral Health Assn (NARBHA)
Northern Arizona Leadership Alliance
Northern Arizona Lodging, Tourism Assoc (NALTRA)
Northern Arizona Manufacturing Partnership
Peaks HOA Management Association
Sierra Club
Southside Community Association
Sterling HOA Real Estate Management
Sunnyside Neighborhood Association
Sustainable Economic Development Initiative (SEDI)
Terra BIRDS
Townsite Community Land Trust
Townsite Neighborhood Association
United Way of Northern Arizona




Email to Developers and Contractors

- Press Release January 23, 2024
- Growth-Related Capacity Fee discussion drop-in events on January 30 and 31, 2024

Press Release
and
Personal Email
to the
Identified Interest Group



CITY OF
FLAGSTAFF



Flagstaff area developers and contractors invited to capacity fee drop-in events

The City of Flagstaff is hosting two drop-in events on proposed changes to growth-related water and sewer capacity fees. Flagstaff area developers and contractors are invited to attend to learn more about the proposed fee changes, as well as the City's Water, Wastewater, and Reclaimed Water Rate Study. City staff will be available to take feedback and answer questions.

Water/ sewer capacity fee drop-in events

- Location: Water Services Administrative Building (2323 N Walgreens Blvd, Suite 1)
- Date/ time: Tuesday, January 30 from 4 – 6 p.m., and Wednesday, Jan. 31 from 11 a.m. – 2 p.m.

The City of Flagstaff is conducting a rate study to evaluate the rates and fees paid for potable water, wastewater, and reclaimed water services. One of several aspects of the Rate Study is the evaluation of capacity fees. The City's rate consultant will bring forward draft capacity fees for City Council direction during the Feb. 6 Council Meeting. City Council will vote on final changes to all water, wastewater, and reclaimed water rates and fees in May and June with changes effective Sept. 1, 2024.

The City's goal is to continue providing clean, safe drinking water and sanitary wastewater services for the community of Flagstaff. For further information, please visit cleanwaterflagstaff.com.

*For more information, go to cleanwaterflagstaff.com
To schedule a meeting to discuss the rate study,
email flagwater@flagstaffaz.gov, or call (928) 213-2400
We look forward to hearing from you*

Water – Wastewater – Reclaimed Water – Stormwater

<p>Administration Offices 2323 N. Walgreens St., Suite 1 Flagstaff, Arizona 86004</p>	<p>City Hall 211 W. Aspen Ave. Flagstaff, Arizona 86001</p>
---	---



Developer/Contractor List

All Services Building Construction
AHC Construction
B3 Construction
Barden Home Builders
Builder's Showcase
Capstone Homes
Evolution Construction
Harmony Builders Inc
High Caliber Construction
Holdsworth Construction
Hope Construction
Hunter Building Group
JKC Inc
Jirsa Construction Inc
Kinney Construction Services

Kohl Design and Construction
Loven Contracting
Mike Furr Construction
Miramonte Homes
Mountain Country Builders Inc
Outlook Construction & Remodeling
RC Hubbard LLC
Reve Design and Custom Construction
Ridge Top Construction
Smith Built LLC
Stilley Tullos Design Build Group
Straightline Construction
US Building Company
Wespac Construction



Outreach Update – Website and Tabling Materials

WATER, RECLAIMED WATER, & WASTEWATER STUDY

- General water and sewer rates events in February
- Top Water Users (Non-Residential) Outreach
- Water Awareness Month in April – rate study outreach all month

City of Flagstaff - January 2024

Understanding Your Municipal Services Bill Single-Family Residential

Below are standard fees and charges for a single-family residential Municipal Services Bill

Color Key	Current Activity	Usage	Rate	Amount
	Base Meter Charge		16.84	16.84
	Tier 1 Residential Water	3,500	3.44	12.04
	Tier 2 Residential Water	1,000	4.48	4.48
	Energy Surcharge	4,500	1.24	5.54
	Water Protection Fee	4,500	0.53	2.41
	Sewer Charge	6,250	5.35	33.44
	Stormwater Fee			11.10
	Solid Waste Charge			12.87
	Recycling Fee			25.45
	Environmental Management Program Fee			5.58
	State and Local Taxes			2.48
				3.73

Water Charges

Base Meter Charge

A fixed fee is charged each month based on the diameter of the water meter. This charge funds the water system operations, maintenance, and capital projects.

Sewer Charge

This charge is based on your average water consumption billed in December to March, updated as an average consumption rate in June each year. This charge funds the wastewater system operations, maintenance, and capital projects.

Stormwater

This fee is based on an "Equivalent Rate Unit". An ERU is a measure of the impact a property has to the stormwater system. One ERU is equal to 1,500 square feet of non-porous surface on the property. Funding provides greater flood mitigation and flood risk reduction.

Tiered Water Charges

For single-family residential customers, this charge is based on how much water is used within these tiers shown on the Rates Tables:

- Tier 1 (0-3,500 gallons)
- Tier 2 (3,501-6,200 gallons)
- Tier 3 (6,201-11,500 gallons)
- Tier 4 (11,501+ gallons)

This charge funds the water system operations, maintenance, and capital projects.

Water Protection Fee

This fee is a rate that is applied to water usage and supports the Wildland Fire Management Program (WFMP). The WFMP Program helps increase and maintain wildfire resilience, protect our valuable water, wastewater, and stormwater resources and infrastructure.

Environmental Management Program Fee

This fee is a rate that is applied to a portion of the total of water, sewer, stormwater, trash, and recycling services. The fee funds environmental management, waste prevention, recycling, sustainability, climate change, and conservation education programs.

Energy Surcharge

This fee, calculated annually, captures fluctuations in water production energy costs.

Solid Waste Charge

Cost for monthly residential trash and recycling collection, including bulky waste charge.

Recycling Fee

Cost for supplemental glass recycling service.

For questions related to your Municipal Bill, please contact Customer Service at solutions@flagstaffaz.gov or 928-213-2231
View our Rate Tables at flagstaffaz.gov/3596

City of Flagstaff - January 2024

Understanding Your Municipal Services Bill Commercial

Below are standard fees and charges for a Commercial customer

Color Key	Current Activity	Usage	Rate	Amount
	Base Meter Charge		16.84	16.84
	Water Protection Fee	51,750	0.53	27.43
	Water Charge Commercial	51,750	4.59	237.71
	Sewer Charge	51,750	5.68	293.94
	Stormwater Fee			37.71
	Solid Waste Charge			157.90
	Recycling Fee			25.04
	Environmental Management Program Fee			68.17
	State and Local Taxes			28.92
				31.65

Water Charges

Base Meter Charge

A fixed fee is charged each month based on the diameter of the water meter. This charge funds the water system operations, maintenance, and capital projects.

Sewer Charge

This charge is based on your average water consumption billed in December to March, updated as an average consumption rate in June each year. This charge funds the wastewater system operations, maintenance, and capital projects.

Stormwater Fee

This fee is based on an "Equivalent Rate Unit". An ERU is a measure of the impact a property has to the stormwater system. One ERU is equal to 1,500 square feet of non-porous surface on the property. Funding provides greater flood mitigation and flood risk reduction.

Water Charge

For a commercial customer, this charge is based on how much water is used. This charge funds the water system operations, maintenance, and capital projects.

Water Protection Fee

This fee is a rate that is applied to water usage and supports the Wildland Fire Management Program (WFMP). The WFMP Program helps increase and maintain wildfire resilience, protect our valuable water, wastewater, and stormwater resources and infrastructure.

Environmental Management Program Fee

This fee is a rate that is applied to a portion of the total of water, sewer, stormwater, trash, and recycling services. The fee funds environmental management, waste prevention, recycling, sustainability, climate change, and conservation education programs.

Solid Waste Charge

Cost for monthly residential trash and recycling collection, including bulky waste charge.

Recycling Fee

Cost for supplemental glass recycling service.

For questions related to your Municipal Bill, please contact Customer Service at solutions@flagstaffaz.gov or 928-213-2231
View our Rate Tables at flagstaffaz.gov/3596

Charges & Fees Evaluated Under the Rate Study

The rate study provides an in-depth review of all costs associated with specific services provided outside of the basic water and sewer rates. These fees are intended to be self-sufficient and not subsidized by ratepayers.

STANDARD CHARGES AND FEES

- Water and Sewer Capacity Fees - One Time Fee
- Monthly Water Meter Fee
- Monthly Sewer Rates - Based on Consumption
- Septage
- Restaurant grease
- Mud sump
- After hours fee for scavenger wastes dumping 7-02-001-0041
- Surcharge rates for BOD & TSS
- Higher surcharge rates
- Sewer tap fees
- New customer turn on/off working hours
- Emergency turn off working hours
- New customer turn on/off after hours
- Collection/ Non Payment charge
- Existing meter testing for accuracy
- Backflow compliance fee
- Unauthorized connection fee

PERMIT FEES

- Connection Fees 7-03-001-0004
- Industrial pretreatment discharge permit fee 7-02-001-0050
- Scavenger wastes permit fee for each truck 3-10-001-0008
- Backflow Prevention permit fee

FINES

- Penalty for not complying to code concerning reclaimed water pipeline 7-02-001-0026

For questions related to the rate study visit www.cleanwaterflagstaff.com or 928-213-2300

WATER 10-Year Capital Improvement Projects

Water Supply Security Projects	10 Year Estimate \$19.5 M
System Maintenance	10 Year Estimate \$15.2 M
Infrastructure Projects	10 Year Estimate \$15.2 M
System Resiliency Upgrades	10 Year Estimate \$15.2 M
Master Planning	10 Year Estimate \$700,000

- Secure Red Gap Ranch Pipeline Alignment as a Future Source - \$3,550,000
- Four New Groundwater Wells and Pumphouses - \$16,000,000
- Lake Mary Projects - \$27,000,000
- Waterline Relocation Projects - \$1,900,000
- Inner Basin Projects - \$16,800,000
- Water Systems, Wastewater Systems, Wastewater Facilities, Reclaimed Water, Water Resources - \$691,561

For questions related to the rate study visit www.cleanwaterflagstaff.com or 928-213-2300



Rate Tables – What Charges & Fees Are We Evaluating?

CITY OF FLAGSTAFF WATER & SEWER RATES				
Effective January 1, 2024 (**Subject to Change**)				
MONTHLY FIXED CHARGE				
Meter Size:	Customer Class	Inside City Rate	Outside City Rate	
3/4"	All	\$16.64	\$18.30	
1"	All	\$19.60	\$21.56	
1 1/2"	All	\$26.98	\$29.88	
2"	All	\$35.84	\$39.42	
3"	All	\$56.52	\$62.17	
4"	All	\$86.05	\$94.66	
6"	All	\$159.88	\$175.87	
8"	All	\$248.47	\$273.32	
10"	All	\$351.83	\$387.01	

WATER RATES				
POTABLE WATER: (per 1,000 gallons)				
Single Family	Tier 1 (0 - 3,500 gallons)	R1 or R4	\$3.44	\$3.78
	Tier 2 (3,501 - 6,200 gallons)		\$4.45	\$4.90
	Tier 3 (6,201 - 11,500 gallons)		\$6.86	\$7.55
	Tier 4 (11,501+ gallons)		\$13.72	\$15.09
Multi-Family Units		R2 or R3	\$4.42	\$4.86
Commercial/Schools		C	\$4.69	\$5.16
Northern Arizona University		NA	\$4.30	\$4.70
Manufacturing		MN	\$4.63	\$5.09
Landscaping/Lawn Meters		LM	\$4.89	\$5.16
Hydrant Meter		HM	\$7.17	\$7.89
Standpipe**		SP	\$10.16	\$11.18

RECLAIMED WATER: (per 1,000 gallons)				
Private Residential	Tier 1 (0 - 3,500 gallons)	R1	\$1.63	\$1.79
	Tier 2 (3,501 - 6,200 gallons)		\$1.98	2.18
	Tier 3 (6,201 - 11,500 gallons)		\$2.82	3.11
	Tier 4 (11,501+ gallons)		\$5.23	5.75
Commercial (no main Ext):		C	\$2.07	2.27
Commercial (w/ main Ext):		C	\$4.43	4.87
Manufacturing (no main Ext):		MN	\$2.04	2.25
Manufacturing (w/ main Ext):		MN	\$4.38	4.82
NAU (No main extension):		NA	\$1.93	N/A
NAU (with main extension):		NA	\$4.13	N/A
Hydrant Meter		WR	\$4.19	N/A
Standpipe**		RS	\$4.79	N/A
Off Peak/Golf Course:	All Tiers	WR	\$1.80	1.98

**includes sales tax and environmental fee

SEWER RATES				
SEWER: (per 1,000 gallons)				
Residential	Customer Class	Inside City Rate	Outside City Rate	
*Single- and Multi-Family	R1 - R4	\$5.35	\$5.89	
Non-Residential				
Car Washes	CW	\$5.38	\$5.92	
Laundromats	L	\$5.53	\$6.08	
Commercial	C	\$5.68	\$6.25	
Hotels & Motels	H	\$7.58	\$8.34	
Restaurants	RF	\$9.09	\$10.00	
Industrial Laundries	IL	\$8.36	\$9.20	
Manufacturing	MN	\$6.09	\$6.70	
Pet Food Manufacturers	PF	\$13.34	\$14.67	
Soft Drink Bottling	SD	\$10.57	\$11.63	
Ice Cream Cone Manufacturing	IC	\$16.48	\$18.13	
NAU	NA	\$4.91	\$5.40	

*Residential usage based on WQA (usage billed in winter months of December, January, February, March)

STORMWATER RATE				
STORMWATER: (per ERU)				
1 ERU	Customer Class	Inside City Rate	Outside City Rate	
	All	\$ 4.69		

TRASH AND RECYCLING				
RESIDENTIAL				
One Trash and One Recycling Container (Each Container Serviced 1x per Week)	Customer Class	Inside City Rate*	Outside City Rate*	
Each Additional Container	R1 - R4	\$ 25.45	28.00	
		10.00	11.00	
COMMERCIAL				
Container Size and Scheduled Pickup May Vary	Customer Class	Inside City Rate*	Outside City Rate*	
				Please call (928) 213-2110

PRIVATE FIRE PROTECTION				
CONNECTION SIZE				
4"	Customer Class	Inside City Rate	Outside City Rate	
6"	KS	\$ 12.59	\$ 13.85	
8"		36.58	40.24	
		77.96	85.76	

CITY OF FLAGSTAFF WATER & SEWER SYSTEM FEES

WATER AND SEWER FEES

All Single Family Subdivisions: Residential and Townhomes (1 Meter, 1 Unit) EXCEPT as listed in next section							
Any Meter Larger than a 3/4" Must have documentation approved by Water Services 928-213-2400							
Meter Size	Meter Fee	Water Capacity Fee	Sewer Capacity Fee	Service Fee	Taxes	Total Fees	
3/4"	\$ 340	\$ 5,728	\$ 3,723	\$ 24	\$ 33.42	\$ 9,846.42	
1"	\$ 520	\$ 9,566	\$ 3,723	\$ 24	\$ 49.94	\$ 13,882.94	
1 1/2"	\$ 920	\$ 19,074	\$ 3,723	\$ 24	\$ 86.67	\$ 23,827.67	
2" or larger Call	Call	Call	Call	Call	Call	Call	

Exceptions Single Family Residential Subdivisions (1 Meter, 1 Unit)

Linwood Heights & Rock Ridge West (1" Meter Required)							
1"	\$ 520	\$ 9,566	\$ 3,723	\$ 24	\$ 49.94	\$ 13,882.94	

Pine Canyon (1 1/2" Meter Required)							
1" (See Comment Below)*	\$ 520	\$ 9,566	\$ 3,723	\$ 24	\$ 49.94	\$ 13,882.94	
1 1/2"	\$ 920	\$ 19,074	\$ 3,723	\$ 24	\$ 86.67	\$ 23,827.67	

*Meters < 1 1/2" in Pine Canyon must be approved by the Fire Department as adequate to handle domestic & fire sprinkler system

Multi-Family Residential, Condos, Mobile Homes (Sewer Fees are Per Unit) Water Services Invoice Required 928-213-2400

Meter Size	Meter Fee	Water Capacity Fee	Sewer Capacity Fee	Service Fee	Taxes	Total Fees	
3/4"	\$ 340	\$ 5,728	\$ 3,723 (Per Unit)	\$ 24			Based on # of Units
1"	\$ 520	\$ 9,566	\$ 3,723 (Per Unit)	\$ 24			Based on # of Units
1 1/2"	\$ 920	\$ 19,074	\$ 3,723 (Per Unit)	\$ 24			Based on # of Units
2"	\$ 1,070	\$ 30,530	\$ 3,723 (Per Unit)	\$ 24			Based on # of Units
3"	\$ 3,130	\$ 57,279	\$ 3,723 (Per Unit)	\$ 24			Based on # of Units
4"	\$ 4,130	\$ 95,484	\$ 3,723 (Per Unit)	\$ 24			Based on # of Units
6" or Larger	\$ 4,130	\$ 95,484	\$ 3,723 (Per Unit)	\$ 24			Based on # of Units

Commercial/Non-Residential Water Services Invoice Required 928-213-2400

Meter Size	Meter Fee	Water Capacity Fee	Sewer Capacity Fee	Service Fee	Taxes	Total Fees	
3/4"	\$ 340	\$ 5,728	\$ 3,723	\$ 24	\$ 33.42	\$ 9,846.42	
1"	\$ 520	\$ 9,566	\$ 6,218	\$ 24	\$ 49.94	\$ 16,377.94	
1 1/2"	\$ 920	\$ 19,074	\$ 12,390	\$ 24	\$ 86.67	\$ 32,503.67	
2"	\$ 1,070	\$ 30,530	\$ 18,845	\$ 24	\$ 100.44	\$ 51,568.44	
3"	\$ 3,130	\$ 57,279	\$ 37,233	\$ 24	\$ 289.57	\$ 97,855.57	
4"	\$ 4,130	\$ 95,484	\$ 62,086	\$ 24	\$ 381.38	\$ 162,087.38	
6"	\$ 6,130	\$ 180,910	\$ 124,086	\$ 24	\$ 565.00	\$ 321,728.00	
8"	\$ 13,737	\$ 305,468	\$ 198,566	\$ 24	\$ 1,263.40	\$ 519,058.40	
10" Call	Call	\$ 439,157	\$ 285,468	\$ 24	Call	Call	

WATER AND SEWER SYSTEM CONNECTION FEES

WATER FEES				
Tap Size	Tap Fees	Taxes	Total Fees	
Water Service Line Connection to Main - Residential Only				
Call the Water Services at 928-213-2400				
Fire and Wet Taps (Contractor excavates to water main)				
3/4" to 2"	\$ 190	\$ 17.44	\$ 207.44	
3" to 12"	\$ 310	\$ 28.46	\$ 338.46	
Additional tap, same time and parcel, any size	\$ 125	\$ 11.48	\$ 136.48	
SEWER FEES				
Tap Size	Tap Fees	Taxes	Total Fees	
Sewer Taps (Contractor excavates to sewer main)	All Sizes	\$ 27.5	\$ 25.25	\$ 300.25

RECLAIMED WATER SYSTEM CONNECTION FEES

RECLAIMED WATER FEES				
Tap Size	Tap Fees	Taxes	Total Fees	
Water Service Line Connection to Main				
Call the Utilities Division at 928-213-2400				
Wet Taps (Contractor excavates to reclaimed main)				
3/4" to 2"	\$ 190	\$ 17.44	\$ 207.44	
3" to 12"	\$ 310	\$ 28.46	\$ 338.46	
Additional tap, same time and parcel, any size	\$ 125	\$ 11.48	\$ 136.48	
Contractor excavates to water main - trenching, pavement cuts and patch not included in above cost. Please contact the Utilities Division for more information at 928-213-2400.				



What charges & fees are we evaluating on a typical bill?

City of Flagstaff - January 2024

Understanding Your Municipal Services Bill Single-Family Residential

Below are standard fees and charges for a single-family residential Municipal Services Bill

Color Key	Current Activity	Usage	Rate	Amount
Water Services Division flagstaff.az.gov/waterservices	Base Meter Charge		16.64	16.64
	Tier 1 Residential Water	3,500	3.44	12.04
	Tier 2 Residential Water	1,050	4.45	4.67
	Energy Surcharge	4,550	1.24	5.64
Wildland Fire Management flagstaff.az.gov/wildlandfire	Water Protection Fee	4,550	0.53	2.41
	Sewer Charge	2,080	5.35	11.18
Sustainability Division flagstaff.az.gov/sustainability	Stormwater Fee			12.57
	Solid Waste Charge			25.45
Solid Waste Section flagstaff.az.gov/solidwaste	Recycling Fee			5.09
	Environmental Management Program Fee			2.48
	State and Local Taxes			3.73

Water Charges

Base Meter Charge

A fixed fee is charged each month based on the diameter of the water meter. This charge funds the water system operations, maintenance, and capital projects.

Tiered Water Charges

For single-family residential customers, this charge is based on how much water is used within these tiers shown on the Rates Tables:

- Tier 1 (0-3,500 gallons)
- Tier 2 (3,501-6,200 gallons)
- Tier 3 (6,201-11,500 gallons)
- Tier 4 (11,501+ gallons)

This charge funds the water system operations, maintenance, and capital projects.

Energy Surcharge

This fee, calculated annually, captures fluctuations in water production energy costs.

Sewer Charge

This charge is based on your average water consumption billed in December to March, updated as an average consumption rate in June each year.

This charge funds the wastewater system operations, maintenance, and capital projects.

Stormwater

This fee is based on an "Equivalent Rate Unit". An ERU is a measure of the impact a property has to the stormwater system. One ERU is equal to 1,500 square feet of non-porous surface on the property.

Funding provides greater flood mitigation and flood risk reduction.

Water Protection Fee

This fee is a rate that is applied to water usage and supports the Wildland Fire Management Program (WFM).

The WFM Program helps increase and maintain wildfire resilience, protect our valuable water, wastewater, and stormwater resources and infrastructure.

Environmental Management Program Fee

This fee is a rate that is applied to a portion of the total of water, sewer, stormwater, trash, and recycling services.

The fee funds environmental management, waste prevention, recycling, sustainability, climate change, and conservation education programs.

Solid Waste Charge

Cost for monthly residential trash and recycling collection, including bulky waste charge.

Recycling Fee

Cost for supplemental glass recycling service.

For questions related to your Municipal Bill, please contact Customer Service at solutions@flagstaffaz.gov or 928-213-2231
View our Rate Tables at flagstaff.az.gov/3596

City of Flagstaff - January 2024

Understanding Your Municipal Services Bill Commercial

Below are standard fees and charges for a Commercial customer

Color Key	Current Activity	Usage	Rate	Amount
Water Services Division flagstaff.az.gov/waterservices	Base Meter Charge		16.64	16.64
	Energy Surcharge	51,750	1.24	64.17
	Water Protection Fee	51,750	0.53	27.43
Wildland Fire Management flagstaff.az.gov/wildlandfire	Water Charge Commercial	51,750	4.89	242.71
	Sewer Charge	61,750	5.68	293.04
Sustainability Division flagstaff.az.gov/sustainability	Stormwater Fee			37.71
Solid Waste Section flagstaff.az.gov/solidwaste	Solid Waste Charge			157.90
	Recycling Fee			26.64
	Recycling Fee			88.17
	Environmental Management Program Fee			28.92
	State and Local Taxes			31.69

Water Charges

Base Meter Charge

A fixed fee is charged each month based on the diameter of the water meter. This charge funds the water system operations, maintenance, and capital projects.

Water Charge

For a commercial customer, this charge is based on how much water is used.

This charge funds the water system operations, maintenance, and capital projects.

Energy Surcharge

This fee, calculated annually, captures fluctuations in water production energy costs.

Sewer Charge

This charge is based on your average water consumption billed in December to March, updated as an average consumption rate in June each year.

This charge funds the wastewater system operations, maintenance, and capital projects.

Stormwater Fee

This fee is based on an "Equivalent Rate Unit". An ERU is a measure of the impact a property has to the stormwater system. One ERU is equal to 1,500 square feet of non-porous surface on the property.

Funding provides greater flood mitigation and flood risk reduction.

Water Protection Fee

This fee is a rate that is applied to water usage and supports the Wildland Fire Management Program (WFM).

The WFM Program helps increase and maintain wildfire resilience, protect our valuable water, wastewater, and stormwater resources and infrastructure.

Environmental Management Program Fee

This fee is a rate that is applied to a portion of the total of water, sewer, stormwater, trash, and recycling services.

The fee funds environmental management, waste prevention, recycling, sustainability, climate change, and conservation education programs.

Solid Waste Charge

Cost for monthly residential trash and recycling collection, including bulky waste charge.

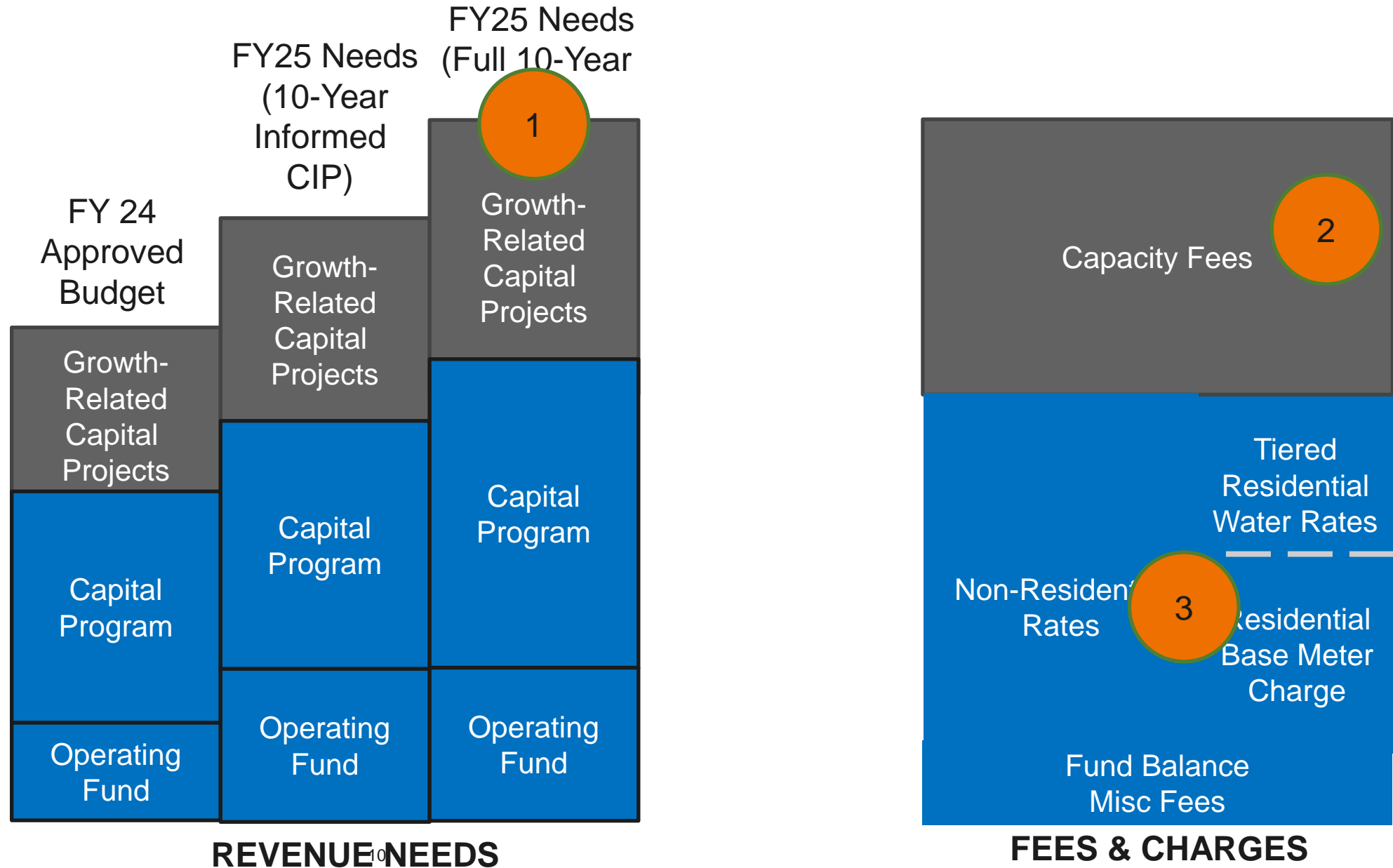
Recycling Fee

Cost for supplemental glass recycling service.

For questions related to your Municipal Bill, please contact Customer Service at solutions@flagstaffaz.gov or 928-213-2231
View our Rate Tables at flagstaff.az.gov/3596



Big Picture – Council Direction & Later Refinements

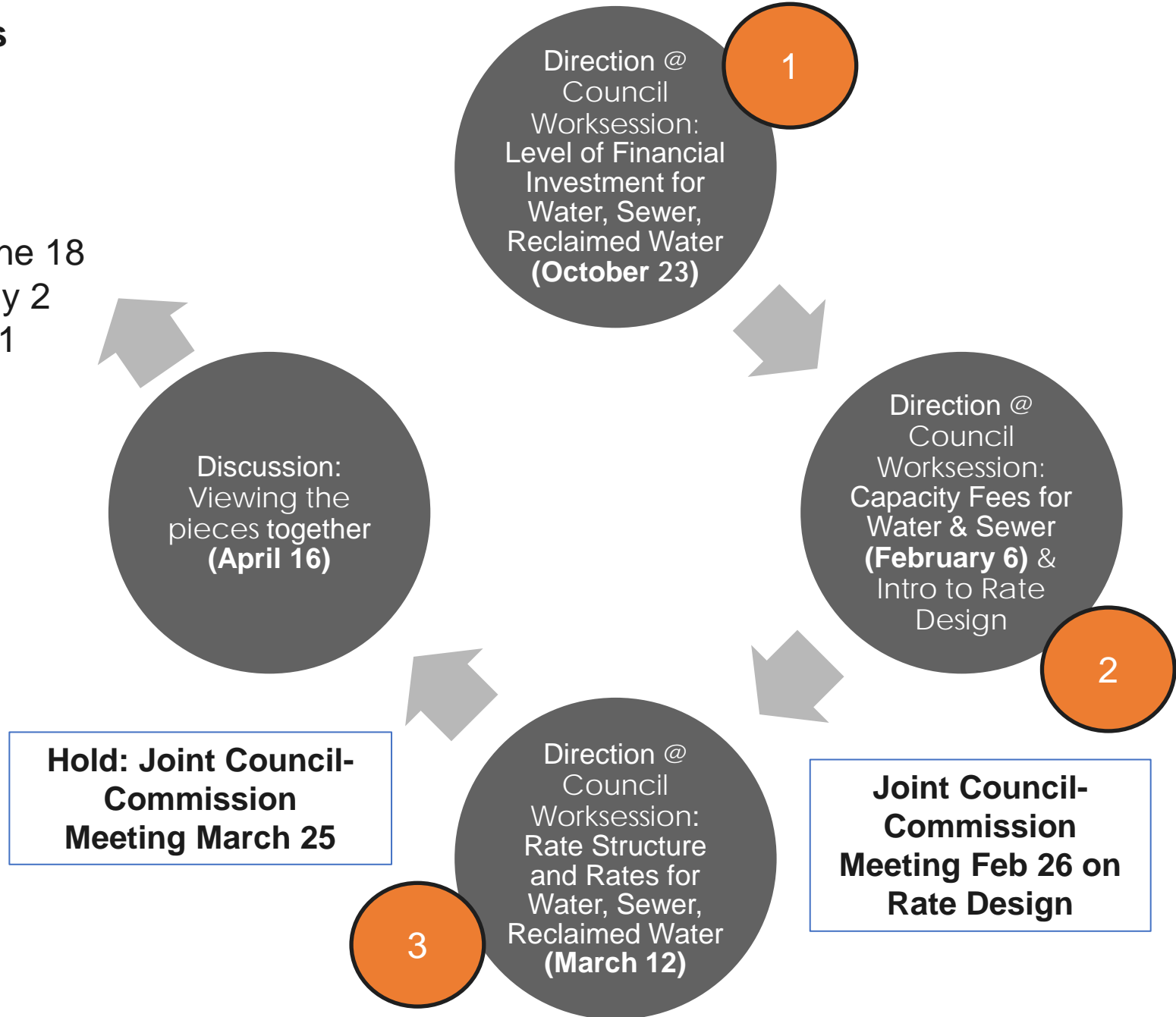


Refine Decision Points

- May 7
- May 21

Final Adoption

- Public Hearing #1 June 18
- Public Hearing #2 July 2
- Rates Effective Sept 1





Tonight's Meeting & Council Direction February 6

- 1) Utilize the Combined Methodology for calculating capacity fees**
 - a) Proceed with Stantec and Staff's recommendation to follow the Combined Methodology for calculating the capacity fee for both the water and wastewater systems.
 - b) Revisit the Buy-In or Incremental methodologies for water and/or wastewater systems.
- 2) Utilize system actuals as a basis for Level-of-Service calculations**
 - a) Proceed with Stantec and Staff's recommendation to base the water and wastewater capacity fee level-of-service assumption on actual data
 - b) Base capacity fee level-of-service assumption for water and/or wastewater on the water and wastewater design standards in City Code
- 3) Collect capacity fees towards the cost of future water supply infrastructure projects (such as Red Gap Ranch, direct potable reuse, or indirect potable reuse projects, at Council direction)**
 - a) Proceed with a capacity fee model that collects fees toward water supply infrastructure projects
 - b) Do not collect a portion of capacity fees towards a new water supply infrastructure project
- 4) Collect capacity fees towards the cost of a new wastewater treatment facility**
 - a) Proceed with a capacity fee model that collects fees towards a new wastewater treatment facility
 - b) Do not collect a portion of capacity fees towards a new wastewater treatment facility
- 5) Include or do not include loadings capacity along with the flow capacity as a basis for calculating the level-of-service for the wastewater system**



Water Commission Jan 18 Recommendations

- 1) **Utilize the Combined Methodology for calculating capacity fees**
 - a) Proceed with Stantec and Staff's recommendation to follow the Combined Methodology for calculating the capacity fee for both the water and wastewater systems.
 - b) Revisit the Buy-In or Incremental methodologies for water and/or wastewater systems.
- 2) **Utilize system actuals as a basis for Level-of-Service calculations**
 - a) Proceed with Stantec and Staff's recommendation to base the water and wastewater capacity fee level-of-service assumption on actual data
 - b) Base capacity fee level-of-service assumption for water and/or wastewater on the water and wastewater design standards in City Code
- 3) **Collect capacity fees towards the cost of future water supply infrastructure projects** (such as Red Gap Ranch, direct potable reuse, or indirect potable reuse projects, at Council direction)
 - a) **2 Concerns** Proceed with a capacity fee model that collects fees toward water supply infrastructure projects
 - b) Do not collect a portion of capacity fees towards a new water supply infrastructure project
- 4) **Collect capacity fees towards the cost of a new wastewater treatment facility**
 - a) **1 Concern** Proceed with a capacity fee model that collects fees towards a new wastewater treatment facility
 - b) Do not collect a portion of capacity fees towards a new wastewater treatment facility
- 5) **Include** or do not include **loadings capacity along with the flow capacity** as a basis for calculating the level-of-service for the wastewater system