

**NOTICE AND AGENDA**

**WATER COMMISSION  
THURSDAY  
June 20, 2024**

**HYBRID MEETING  
COUNCIL CHAMBERS  
211 WEST ASPEN AVENUE  
4:00 P.M.**

[Click here to join the meeting](#)

1. **Call to Order**

2. **Roll Call**

*NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.*

MALCOLM ALTER  
DONALD BILLS  
ROBERT BURR DILDAY  
MARIE JONES, PLANNING & ZONING REPRESENTATIVE

JOE LOEVERICH  
JOHN NAUMAN  
KURT RIEGELMAN  
ROBERT VANE

3. **PUBLIC PARTICIPATION**

*Public participation enables the public to address the Commission about an item that is not on the agenda. If you wish to address the Commission, please state your name and address for the record. The Arizona Open Meeting Law prohibits the Commission from discussing or taking action on an item which is not listed on the prepared agenda. The Commission members may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be place on a future agenda. Public comments should be limited to three minutes reading time.*

4. **APPROVAL OF MINUTES - May 16, 2024**

5. **NEW BUSINESS**

A. 2023 Consumer Confidence Report (CCR) - Jolene Montoya

6. **OLD BUSINESS**

A. Update on Water, Wastewater, Reclaimed Water Rate Study - Erin Young

7. **INFORMATIONAL ITEMS TO/FROM THE CHAIR, COMMISSION MEMBERS, OR STAFF**

8. **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 Water Commission with the City Clerk.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

For special accommodations, please notify the Water Services Admin Office at (928) 213-2400 or 774-5281 (TDD) at least three business days prior to the scheduled meeting time.



**Water Commission**

4.

**From:** Marion Lee, Administrative Specialist

**DATE:** 06/20/2024

**SUBJECT:** APPROVAL OF MINUTES - May 16, 2024

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**STAFF RECOMMENDED ACTION:**

**Executive Summary:**

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**Attachments**

Minutes 05-16-2024

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**CITY OF FLAGSTAFF  
WATER COMMISSION  
May 16, 2024  
Hybrid Meeting  
SUMMARIZED MINUTES**

**MEMBERS PRESENT**

<u>  X  </u> Commissioner Kurt Riegelman	<u>  X  </u> Commissioner Robert Dilday
<u>  X  </u> Commissioner Joe Loverich	<u>  X  </u> Commissioner John Nauman
<u>  X  </u> Commissioner Malcolm Alter	<u>  X  </u> Commissioner Robert Vane
<u>      </u> Commissioner Don Bills	

**COUNCILMEMBER & P&Z REP/ LIAISON TO THE CITY COUNCIL**

<u>      </u> Council Rep Miranda Sweet	<u>      </u> P & Z Rep, Marie Jones
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**STAFF & OTHERS PRESENT**

Shannon Jones	Marion Lee	Shannon Anderson
Rick Tadder		

**I. CALL TO ORDER**

Chair, Kurt Riegelman called the meeting to order at 5:30 p.m.

**II. APPROVAL OF MINUTES – April 18, 2024**

Malcolm Alter requested to amend under NEW BUSINESS - Spring routine flood mitigation and response update (Stormwater), page 3, paragraph 5 & 6:

Did the city have any ~~impact~~ *input* into this project?

Shannon said he can bring Ed back to answer these questions. Added that the City has a good working relationship with the County and the Flood District but does not believe Water Services has had a direct interaction with that. *Councilmember, Sweet agreed.*

Moved by Robert Vane and seconded by Robert Dilday to approve the meeting minutes of April 18, 2024, as amended. Motion carried unanimously.

**III. PUBLIC PARTICIPATION - None**

**IV. NEW BUSINESS**

A. Forest Service Summer 2024 Outlook – Ed Schenk/Matt McGrath

Matt McGrath, District Ranger with Coconino National Forest was unable to attend meeting tonight.

**V. OLD BUSINESS - None**

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

Kurt Riegelman, Chair said the Water Commission is drafting a letter to City Council about the rate study. Portions of the letter support some areas where the Commission may have continued concern or want to make Council aware of, like inflation.

Shannon Jones added that staff is available for questions and that is not a rushed process. This item will be back on the City Council Agenda next Tuesday.

Kurt indicated some Council members did not attend the Joint Meeting and heard comments on both sides about the inflation rates. Some speakers and Council members think the rate increase is high and a huge burden and could affect growth.

John added that City Council had some excellent questions and the more we improve communications between Council, Water Commission, and staff the better. Asked if the questions presented can be shared with the Water Commission.

John indicated the two big projects need long term planning and technical expertise is needed. The key problem for Water Services right now is personnel.

**VII. ADJOURNMENT**

Meeting adjourned at 5:48 p.m.



**Water Commission**

5.

**From:** Marion Lee, Administrative Specialist

**DATE:** 06/20/2024

**SUBJECT:** NEW BUSINESS

A. 2023 Consumer Confidence Report (CCR) - Jolene Montoya

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**STAFF RECOMMENDED ACTION:**

**Executive Summary:**

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**Attachments**

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SS-CCR

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# CITY OF FLAGSTAFF

## STAFF SUMMARY REPORT

**REPORT TO THE WATER COMMISSION**

Jolene Montoya, Regulatory Comp. Manager  
Prepared by

**FROM:** WATER SERVICES DEPARTMENT

**Date:** June 5th, 2024

**MEETING OF:** June 20th, 2024

  
Department Head Signature

**AGENDA ITEM:** Presentation of the 2023 Consumer Confidence Report (CCR).

### STATEMENT:

The Consumer Confidence Report (CCR) Rule requires all community water systems (CWSs) to prepare and distribute a brief annual water quality report summarizing information regarding source water, detected contaminants, compliance and educational materials. The rule is intended to protect public health by providing educational materials to inform consumer about potential health risks pertaining to the quality, treatment and management of their drinking water supply. The City of Flagstaff's Regulatory Compliance section is pleased to present the board with the 2023 CCR.

### RECOMMENDATION:

Information only.

### DISCUSSION:

The open forum will give the chance for the commission members and public a chance to ask any questions about the CCR. There will be no presentation.



**Water Commission**

6.

**From:** Marion Lee, Administrative Specialist

**DATE:** 06/20/2024

**SUBJECT:** OLD BUSINESS

A. Update on Water, Wastewater, Reclaimed Water Rate Study - Erin Young

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**STAFF RECOMMENDED ACTION:**

**Executive Summary:**

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**Attachments**

**Staff Summary**

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# CITY OF FLAGSTAFF

## STAFF SUMMARY REPORT

**REPORT TO THE WATER COMMISSION**

Prepared by Erin Young, Water Resources Manager

**FROM:** Water Services Division

Date June 12, 2024

**MEETING OF:** June 20, 2024

\_\_\_\_\_  
Division Director Signature

**AGENDA ITEM:** Update on Water, Wastewater, Reclaimed Water Rate Study

**STATEMENT:**

Staff will provide an update on the Rate Study and address questions asked by commissioners from a previous meeting.

**RECOMMENDATION:**

Discussion only.