

NOTICE AND AGENDA
AMENDED

WATER COMMISSION
THURSDAY
SEPTEMBER 17, 2026

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

[Click here to join the meeting](#)

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 Commission and to the general public that, at this meeting, the Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the Commission'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 Commission Members may be in attendance telephonically or by other technological means.

RONALD DOBA, CHAIR
DONALD BILLS, VICE CHAIR
MATTHEW GARCIA
JOHN NAUMAN

HALEY PAUL
CAROLINE REED
ROBERT VANE
CJ LUCKE, PLANNING AND ZONING REPRESENTATIVE

3. OPEN CALL TO THE PUBLIC

Open call to the Public 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 placed on a future agenda. Public comments should be limited to three minutes reading time.

4. APPROVAL OF MINUTES - August 20, 2026

5. NEW BUSINESS

- A. Presentation on Public Safety Propositions 404 & 405 - Public Safety Outreach Committee
- B. Low Water Landscape Rebate Program - Elijah Born/Tamara Lawless

6. OLD BUSINESS

- A. Water Conservation Ordinance Update - Tamara Lawless
- B. Process to develop policy for large-volume water users - Erin Young

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

the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion. The number of people aged 65 and over is expected to increase from 250 million to 450 million. The number of people aged 15 and over is expected to increase from 3.5 billion to 4.5 billion. The number of people aged 15 and over is expected to increase from 3.5 billion to 4.5 billion. The number of people aged 15 and over is expected to increase from 3.5 billion to 4.5 billion.

SUMMARIZED MINUTES

WATER COMMISSION
THURSDAY
AUGUST 20, 2026

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

1. **Call to Order** - Chair Ron Doba called the meeting to order at 4:00 P.M.

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 Commission and to the general public that, at this meeting, the Commission may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the Commission'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 Commission Members may be in attendance telephonically or by other technological means.

RONALD DOBA, CHAIR, Present
DONALD BILLS, VICE CHAIR, Present
MATTHEW GARCIA, Absent
JOHN NAUMAN, Absent

HALEY PAUL, Present
CAROLINE REED, Absent
ROBERT VANE, Present
CJ LUCKE, PLANNING AND ZONING REPRESENTATIVE, Present

Staff present: Lee Williams, Erin Young, Shannon Anderson, Elijah Born, Andrea Armstrong

3. **OPEN CALL TO THE PUBLIC** - None

Open call to the Public 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 placed on a future agenda. Public comments should be limited to three minutes reading time.

4. **APPROVAL OF MINUTES** - July 16, 2026

Moved by Robert Vane, seconded by Haley Paul Vote: 4 - 0 - Unanimously

5. **NEW BUSINESS**

A. 2026 Report to the Water Commission - Lee Williams, Water Services Director

Lee Williams, Water Services Director, presented the 2026 Report to the Water Commission for calendar year 2025. Lee answered questions, received comments and feedback from the commissioners.

Chair Ron Doba asked that future reports include year-over-year trend comparisons (like cost per acre-foot) rather than just a single data point, so they can track the direction things are heading over time. Chair Doba noted it wouldn't apply retroactively to the current report, but wanted it built into future ones. Lee stated that it was a great idea and usually tries to have a number and compare it to previous years.

Chair Doba stated that he would like to see some history of the average residential customers' water bill, on an annual basis. Vice Chair Donald Bills asked Lee if they have any idea or any way of determining the amount of water used for fire suppression, such as forest fires in and around the community. Lee stated that we did set a meter at Fort Tuthill for their showers during the Pocket Fire, they were also using a standpipe for their potable water, and he knows they were using various springs and private wells but would investigate it further.

Chair Doba asked Lee if we were going to lose water for testing fire hydrants on an annual basis. Lee stated that our Distribution crew does that now and they track that water. P & Z Rep CJ Lucke asked how NAU is classified regarding water consumption. Chair Doba said they used to be classified at institutional. Lee stated that under reclaim, NAU is classified as commercial. For drinking water, they are under institutional, which is buried under commercial.

Vice Chair Bills asked about the lead time for building out the new water supply needed in 2080. Erin Young, Water Resources Section Director, stated that we have several different scenarios that point to a date and the range is 2040. In this case, all the way up to 2080, depending on what planning scenario we're looking at. However, that kind of water supply is expensive and intense in terms of finding funding partners. It's sort of like something you try to do whenever the window is open, and even if it's not needed on paper until 2040 or 2050, we might bring it on in 2035 because we have the funding, and we have the partnerships necessary to bring that on, and then we figure out how to phase into our current water resources.

Commissioner Haley Paul asked about the protection and restoration of the Lake Mary watershed. Erin stated that there were a couple of initiatives. The Mormon Mountain did not get thinned with those funds, but efforts have occurred to mitigate it. Commissioner Robert Vane had a question

about page 31 of the report (sedimentation chart). Lee stated that he does not know if he has an answer but knows that USGS surveyed the lake with LiDAR (Light Detection and Ranging). Erin stated that there has hardly been any sedimentation since the last symmetry study in 1999. So, the suspended sediment stays suspended in the plant and isn't depositing.

Chair Doba asked if the funds from the 2010 voter-approved bond have been expended for watershed protection. Erin stated that, from her understanding of Neil Chapman (Wild land Fire Captain), there may be some funds left. Shannon Anderson, Assistant City Manager stated that was correct, FWPP (Flagstaff Watershed Protection Project) is working on spending the remaining bond dollars. Chair Doba suggested that they include a short section with cost efficiency metrics, how efficiently we are operating our systems. Lee stated that this is worth a discussion. Commissioner Paul asked if there is lost and unaccounted for in the report. Erin stated yes, they call it non-revenue. Commissioner Paul also asked if they received a WIFA (Water Infrastructure Finance Authority of Arizona) grant for this. Erin stated yes, under the Water Conservation Grant fund.

6. OLD BUSINESS

A. Review Water Policy I – Water SecurityH - Erin Young

Erin Young, Water Resources Section Director, presented Water Policy I. Water Security and took comments from the Commissioners.

Chair Doba asked Erin about posting the Report to the Water Commission to the public where it contains sensitive information and why we are doing so. Erin stated that since 2014, our team elected to redact information and thinks it should be read differently. Commissioner Paul stated that if the division feels like what is currently presented to them is redacted and properly vetted, then they should keep going that way. Erin stated that there are places online where the public can get infrastructure information regarding wells. Erin also stated that we do not have maps in the report about our more specific infrastructure.

Commissioner Robert Vane suggested publishing a shorter version of the report on the City of Flagstaff website. Commissioner Vane stated that under I. Water Security, regarding the mission of the city states to provide safe water, he was initially confused because he thought "I." was a security section then the first word was "safe water" and was expecting this would be a secure water supply. Commissioner Vane asked if this was a restatement of the mission of the city relating to water or was this a mission statement related to security. Erin stated that is our overall mission statement, and maybe it does not belong there.

Commissioner Vane stated that under I1.1b, it states "conduct updates to vulnerability assessments on a periodic basis." He suggested defining what periodic is. Commissioner Vane also asked what happens to those assessments, who reviews them, and who receives them. Lee answered that these are kept within water services, specifically the SCADA team. Commissioner Vane also commented on policy I2.1 where it states, "the Water Services Division develops an annual report to the Water Commission that contains a variety of potentially sensitive infrastructure information" and says it is left dangling. Commissioner Vane stated that the division needs to decide whether to have a Water Services Annual Report with sensitive information and maybe solve this before taking it forward to Council. Lee answered this might merit further discussion. Commissioner Vane also commented on I2.1d regarding "these SCADA systems need to be physically isolated," using the terminology "need to be" or "will be" in this sentence. Commissioner Vane asked if the City of Flagstaff has cybersecurity experts or contractors; Lee answered yes. Commissioner Vane stated if that is the case, they may want to reference the policy regarding maintaining contacts with cybersecurity experts.

Chair Doba asked about the SCADA systems being physically isolated from the other computer networks in the city, if this was true as noted in I2.1d. Lee stated that he is not an expert and did not know how to answer this. Chair Doba commented that they might want to clarify the last sentence in I2.1d.

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

Commissioner Vane wanted to know where they stand with whether to go forward with an appraisal study from the Bureau of Reclamation. And whether this must go through Council. Lee stated that they have been asking to get into the appraisal level study for the past three months. Erin stated that the Bureau of Reclamation did complete the value planning report and Lee stated that they have not committed to the appraisal level study with them yet. Erin stated that for the appraisal study it comes with a commitment to a plan and cost-share study, and this would come through Council.

Commissioner Vane also asked about the status of the Wastewater Master plan. Lee stated that it is in the works and nearly final. They owe the vendor Hazen some comments, then Hazen will finalize the report to be presented to the Commission. Commissioner CJ Lucke asked if staff mentioned an update on Red Gap Ranch. Erin stated yes and if there were different questions, then she would be glad to field a couple if it fits appropriately given the Open Meeting Law.

Erin Young mentioned the dates and topics for the Arizona Hydrological Society Annual Symposium and gave some information regarding this. Lee Williams mentioned the Water Services Citizen's Academy and gave information about the program. Lee also stated that they are close to finalizing a draft of the Large Volume Water User's ordinance.

8. ADJOURNMENT

- Meeting adjourned at 5:23 PM

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

REPORT TO THE WATER COMMISSION

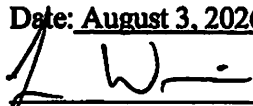
Lee Williams

Prepared by

FROM: WATER SERVICES DEPARTMENT

Date: August 3, 2026

MEETING OF: September 17th, 2026



Department Head Signature

AGENDA ITEM: Presentation from the Public Safety Outreach Committee

STATEMENT: The Public Safety Outreach Committee will be giving an informative, 30-minute presentation on the Public Safety Propositions 404 & 405.

RECOMMENDATION: Discussion only

DISCUSSION:





Background

- Identified core services, public safety, and fire resources as Council budget considerations in January 2025
- Discussed public safety needs in April 2025
- Public safety includes Fire, Emergency Management, Aircraft Rescue and Firefighting, and Police
- Supported the exploration of a public safety ballot measure and citizen committee in September 2025
- Citizen Committee met between November 2025 and May 2026
- Details are available at the Connect Flagstaff site <https://connect.flagstaffaz.gov/safety-committee>
- City Council called election in June 2026



Financial Overview

- FY 2025-2026 budget included \$83 million to support public safety
 - \$54 million (46%) of general fund
 - \$29 million in other funds
- FY 2026-2027 reallocated \$537,000 of secondary property tax and new construction revenue to public safety
- Inability to rebuild after 2008 and address growth
- Operating costs outpacing growth of General Fund
- Capital costs have grown significantly
- Increasing costs in personnel, technology, and infrastructure



Fire Department Impact

- Addressing today's needs and some future growth
- Staffing to address Flagstaff's evolving risk and demands for firefighter safety
- Reduce severity of wildfire in treated areas
- Assist in addressing insurance premiums
- Sustain and improve response times
- Adequate resources to respond to large-scale or multiple incidents
- Facilities for personnel and apparatus
- Support Fire Station operations

ALERT TOP STORY

Train engine overheats, catches fire in west Flagstaff; blaze under control, smoke impacts expected



ALERT TOP STORY

Flagstaff Fire Department to conduct pile burns near Thorpe Park

Wildland Fire Risk

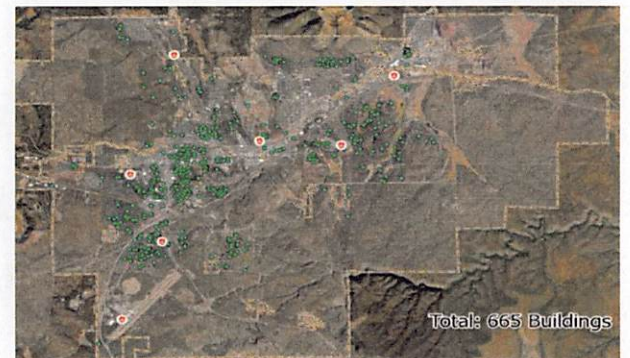


- Additional all-risk firefighters as first line response
- Address increase in frequency and intensity
- Provide additional equipment
- Build a wildland fire station and training facility
- Fund prevention work
 - Hazardous fuel removal
 - Home hardening to protect neighborhoods
 - Equipment



Building Height Risk

- 109.4% increase in mid-rise facilities
- Higher level of risk
- Requires a larger number of personnel to respond
- Additional Quint staffing
- Training for personnel

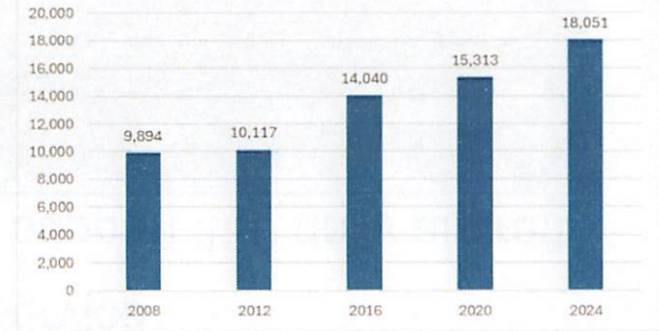




Calls for Service

- Increase in number of calls
- Exceeded ability to find efficiencies
- Additional supplies
- Replacement of life saving equipment
- Fire academy and training to retain qualified staff
- New Fire Station
 - Improve response times in existing neighborhoods
 - Address new neighborhoods near JW Powell

2008-2024 Call Volume



THEN
2008



NOW
2025

7

Frontline Units

28

Firefighters per shift

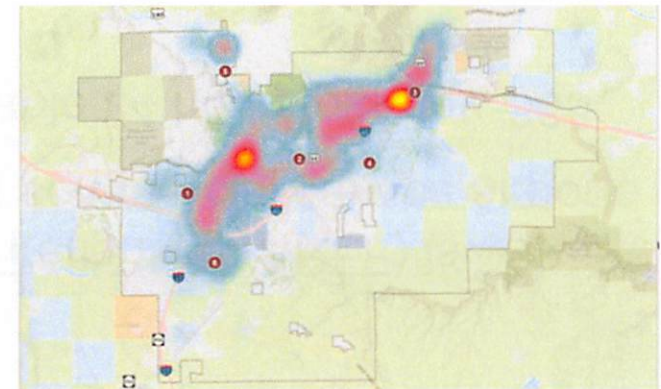
Staffing for each additional unit:
Rescues:
9+ Firefighters
(3 per shift)
Engines/Ladders:
12+ Firefighters
(4 per shift)

8

Frontline Units

30

Firefighters per shift



Aircraft Rescue and Firefighting Impact



Background

- Aircraft Rescue and Firefighting (ARFF) is federally mandated at commercial service airports
- ARFF response available 24 hours per day, 365 days per year

Impact

- Sustain economic impact of air service for visitor and business travel (160,000+ passengers in 2025 with \$33M in visitor spending and \$36M in on-airport economic activity)
- Attract additional air service
- Maintain capability to support 120 daily aircraft operations



Aircraft Emergency Response



- Minimum staffing 2 per shift to respond to 70-135 passengers and crew
- 3 more ARFF staff to address aircraft type and size increase that equates to higher level of risk
- Increases minimum staffing from 2 to 3
- Improve emergency response
- Maintain mandated ARFF coverage and bring ARFF level of service to local, regional and national standards and best practices
- Retain mandated level of airport security

<https://www.fox10phoenix.com/video/1513971>



First responders train for worst-case scenarios i...
First responders were preparing for the worst case scenario in Flagstaff on Monday. As part of federally-mandated...

www.fox10phoenix.com

Police Department Impact



- Additional personnel in Dispatch to answer 9-1-1 calls
- More support in evidence and records to maintain integrity
- Identify trends and create response plans to mitigate crime
- Improve response with Police Aides for non-emergency calls
- Increase space and people for proficiency and scenario-based training



Response

- PFM Study identified gaps in service
- Reduced transports from Jail to Court to create greater availability
- Maintain safety for large events and protest
- Ability to respond to more than one critical incident with additional personnel
- Keep streets safe
- Respond to community members calls for service



ALERT TOP STORY

Suspect in Flagstaff shoot-out, helicopter crash makes first appearance in Coconino County Superior Court





Criminal Investigation

- Advanced software and specialized training needed to extract data
- Expansion of evidence with increased technology
- Aging systems and integration challenges to identify trends
- Additional staff to investigate 174 people crimes and 271 property crimes
- Build prosecutable cases to support victims
- Space to retain evidence and meet prosecuting and community expectations

ALERT TOP STORY **BREAKING**

Flagstaff police say homicide a possibility in disappearance of Kelly Paduchowski

CODY BASHORE Digital Editor Jul 2, 2024 0 1 min to read



ALERT TOP STORY

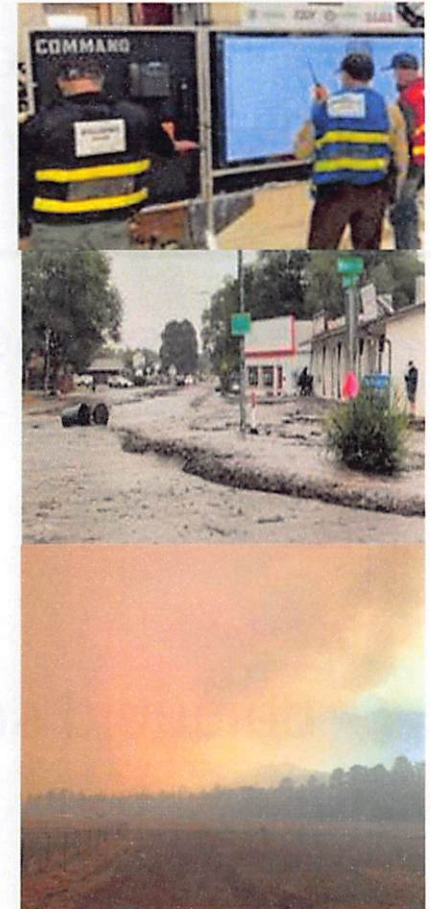
Body of missing 8-year-old girl found in Coalmine; Navajo Police Department and FBI investigation underway

DAILY SUN STAFF Jan 16, 2026 0 1 min to read

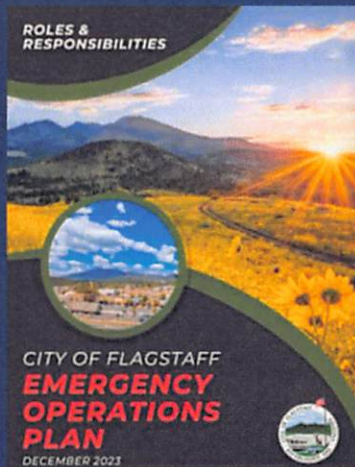


Emergency Management Impact

- Why does Flagstaff have its own Emergency Management Program?
 - Dedicated program for Flagstaff's unique hazards
 - Bridge across fire, police, and airport – connects plans, people, and communication so the city responds as one team
- Resources, personnel, plans, training, and equipment to address local risks
- Community impacts with additional investment
 - Provide a more coordinated emergency response
 - Clear and reliable public information and alerts
 - Reduce long-term recovery costs after disasters
 - Stronger support for residents and businesses during recovery



Emergency Preparedness



- Emergency operations planning and joint training
- Prepared for:
 - Active shooter
 - Airport emergencies
 - APS Public Safety Power Shut-offs
 - Large scale events
 - Keeping city services running during disruptions (continuity of operations and continuity of government)

Emergency Response & Recovery



- Emergency declarations to unlock resources (County, State, Federal)
- One team: coordinated response, clear public updates, shared recovery effort
- Disaster recovery: repair public infrastructure, support residents and businesses, and coordinate with nonprofit partners



Why a sales tax & bond?

Balance the needs and maintaining lowest cost possible

- 0.5% (half cent per dollar) Sales Tax
 - Ongoing dollars to pay for personnel, operating costs, contracts and commodities
 - Equipment replaced on regular intervals like emergency radios, PPE, or cardiac monitors
- \$40 Million General Obligation (GO) Bond
 - Reduces the amount of a sales tax
 - One-time dollars for capital expenses like construction, additional equipment, and vehicles
 - Additional revenue within the current rate
- Both required to provide the people and the infrastructure to meet public safety needs





Prop 404 – 0.5% Sales Tax

Ongoing resources to enhance public safety services

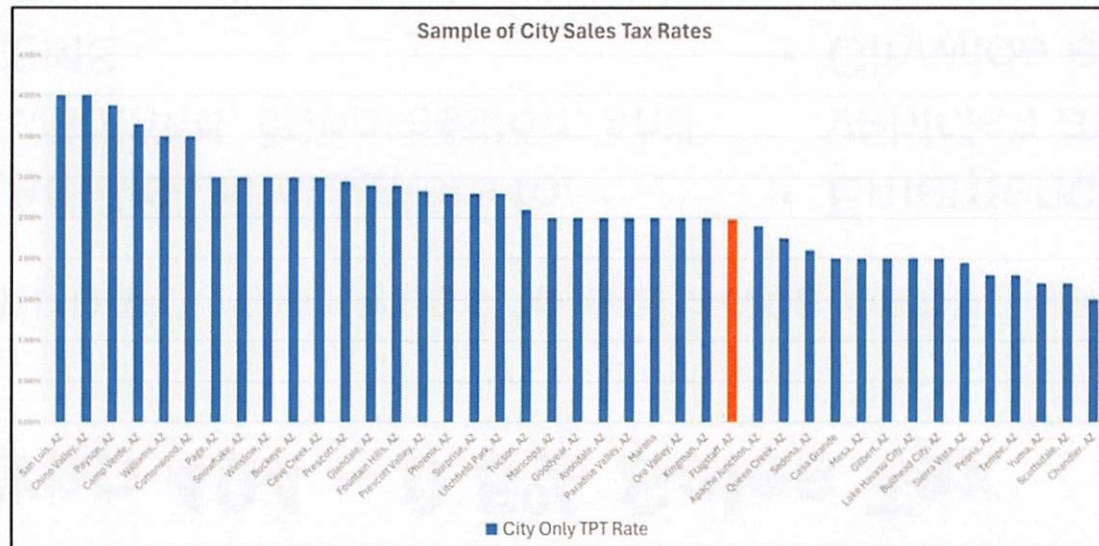
- All-Risk Firefighters for wildland, suppression, and EMS
- Fire academy and training
- Fire supplies and equipment
- Fire cancer testing and turnouts
- Police training
- Station O&M
- Emergency response vehicles and maintenance
- Citywide evacuation plan
- Emergency Management personnel
- Aircraft rescue firefighters, equipment & supplies
- Police personnel, equipment & supplies





Prop 404 – 0.5% Sales Tax

- 0.5% produces an average of \$18.2 million per year for 15 years
- Increase City's base tax rate from 2.486% to 2.986%
- 37% paid by visitors
- Half of AZ cities have rate of 3.00% or higher
- Address enhanced public safety needs
- Ongoing source for additional staffing and related expenses



What does a Sales tax rate mean to consumers?



- Tax applies to items like dining bills and commodities like a refrigerator
- Tax does not apply to food at the grocery store or residential rent
- At 0.50% the tax would be \$0.50 (fifty-cents) per \$100
- Examples:
 - Purchase a \$50,000 vehicle is \$250 more
 - Eat fast food for \$21 costs \$0.11 more
 - Buy a gallon of milk for \$4.59 is \$0 more
 - Apartment rent for \$1,575 is \$0 more



Prop 405 - \$40M GO Bond

One-time resources to invest in public safety infrastructure and equipment

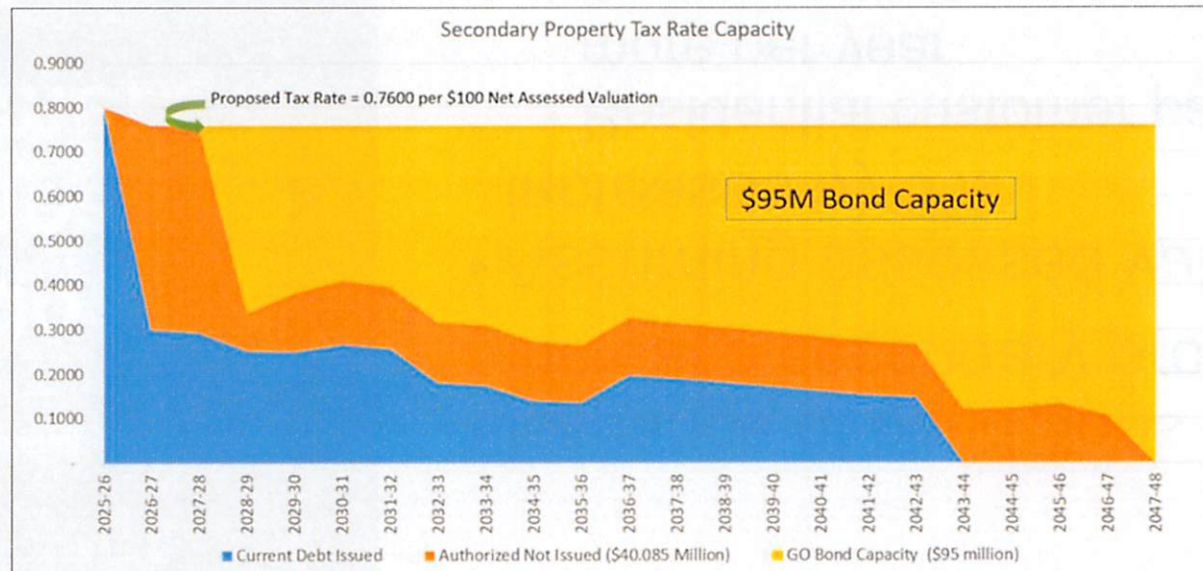
- Wildland fire equipment
- Wildland fire facility
- Emergency medical equipment
- JWP Fire Station #7
- Emergency Management supplies and equipment
- Station expansion and modernization
- Upgraded dispatch technology
- Radios and communications
- Emergency vehicle fleet
- Criminal investigation tools





Prop 405 - \$40M GO Bond

- \$95 million in capacity
- Flat rate policy for Secondary Property Tax is set at 0.7600
- Supplement with Development Impact fees
- Invest in public safety infrastructure and equipment
- One-time source for construction, equipment and vehicles



What does a bond mean to consumers?



- Issuance of bond does not increase secondary property tax
- Assuming assessed value increases by 5%
 - Residential customer pays \$14.93 more per year
 - Commercial property pays (\$0.11) less per year
- Assessed value calculated by Coconino County Assessor annually



Public Safety Props 404 & 405^{SA1}



- Community Benefits
 - Protect property values
 - Improve homeowner insurance access and cost
 - Maintain Flagstaff Pulliam Airport operations
 - Improve emergency preparedness and response
- Election on November 3rd
- Learn more at
<https://connect.flagstaffaz.gov/safety-committee>



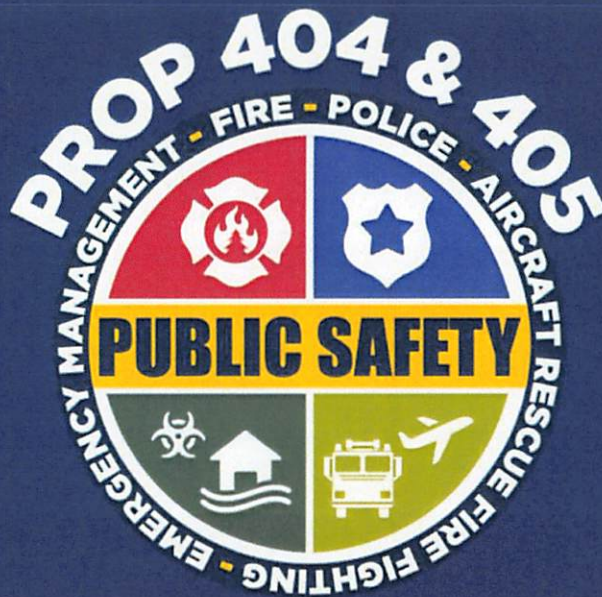
Slide 23

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Please add QR code that is linked to the connect flagstaff site

Shannon Anderson, 2026-07-07T19:27:02.173

Questions?



connect.flagstaffaz.gov/safety-committee

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

REPORT TO THE WATER COMMISSION

Tamara Lawless
Prepared by

FROM: WATER SERVICES DEPARTMENT

Date: 9/10/2026

MEETING OF: September 17th, 2026


Department Head Signature

AGENDA ITEM: Low Water Landscape Rebate Discussion

STATEMENT:

This item is a discussion of current practices for the Low Water Landscape Rebate Program and potential alternatives for consideration.

RECOMMENDATION:

Discussion only.

DISCUSSION:

Water Conservation staff will provide an overview of the current practices that are utilized for the implementation of the Low Water Landscape rebate program. Staff will provide alternatives that are used by other southwest municipalities for consideration and feedback from the Water Commission.

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

REPORT TO THE WATER COMMISSION

Tamara Lawless
Prepared by

FROM: WATER SERVICES DEPARTMENT

Date: 9/10/2026

MEETING OF: September 17th, 2026


Department Head Signature

AGENDA ITEM: Water Conservation Ordinance Update

STATEMENT:

This item will provide an update on the council feedback received for proposed changes to the Water Conservation Ordinance.

RECOMMENDATION:

Discussion only.

DISCUSSION:

Water Conservation staff are assisting in the revision of the City of Flagstaff's Landscape Plant List (Appendix 3 in City Code). This process has included the following thus far:

- Expert review of the full 300+ species on the list by staff at Arboretum at Flagstaff
- Two stakeholder meetings with participants from a broad swath of community members affected by the code (landscape architects, plant nurseries, city staff, etc)

Staff will also present a summary of next steps in this process.

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

REPORT TO THE WATER COMMISSION

Erin Young, Water Resources Sec. Director
Prepared by

FROM: WATER SERVICES DEPARTMENT

Date: September 15th, 2026

MEETING OF: September 17th, 2026



Department Head Signature

AGENDA ITEM: Review of a draft policy for "large-volume" water users

STATEMENT:

At the May 13th meeting of the Water Commission, Staff proposed to bring forward a concept of having measures in place to address "large-volume" water users. On one hand, a municipal water provider has a legal duty to provide fair and impartial water service within its water service territory¹. On the other hand, it is common to for the City to be asked to favor lower-water-use industries over water-intensive industries.

Adopting a large-volume water user policy is one approach the City could take towards conditioning water service on certain terms which favor sustainable water use that is of benefit to the community. Having criteria or measures in place affords fair and impartial requirements.

RECOMMENDATION:

Staff are seeking input from the Water Commission on the proposed draft High-Volume Water User Ordinance

DISCUSSION:

The draft Ordinance includes the following:

- Expands on a process already in place in City Code (Water & Sewer Impact Analysis)
- Establishes a trigger for a high-volume water user as using 100,000 gallons per day
- Requires a Water Efficiency Plan
- Requires the determination of the economic benefit to the Flagstaff community
- Includes a review of proposed water use against the City's Designation of Adequate Water Supply
- Requires an update to the Water Efficiency Plan every 5 years
- Allows for Water Services to require cash-in-lieu for water production, storage, or wastewater treatment needs
- Approval process starts with a recommendation from the Water Services Director with review by the Water Commission for a recommendation to City Council

¹ Veach v. City of Phoenix, 102 Ariz. 195, 197 (1967).

High Volume Water User Ordinance Draft 1.0

Purpose and Intent

The Flagstaff City Council has determined that it is in the best interests of the City to establish certain terms, conditions, limitations and other requirements regarding the provision of municipal water services by the City of Flagstaff.

The City Council also desires to promote water conservation and attract businesses that contribute to the economic sustainability of the City. Therefore, the City will implement certain measures that will provide for a sustainable water supply for existing and future customers and other water users across the city due to the finite availability of water resources and their susceptibility to drought and other limiting conditions.

The provisions of this chapter shall become part of the terms and conditions for receiving municipal water service for non-residential uses.

High-Volume Water User (HVWU): The term “High-Volume Water User” shall mean any non-residential development requesting a peak water demand of 100,000 gallons per day or greater.

13-05-002-0003 High-Volume Water Users (Engineering Standard Update)

For any non-residential development which will generate a maximum daily flow demand greater than 100,000 gallons or that will require a 3" meter, the City of Flagstaff shall prepare, at the expense of the developer, a High-Volume Water User (HVWU) Impact Analysis consecutively with the Water and Sewer Impact Analysis request (the requirement may be waived at the discretion of the City Engineer and the Water Services Director).

A. All general requirements for Engineering Design as listed in **13-09-002** Sewer System Design and **13-09-003** Water System Design within Title 13 of the City of Flagstaff Engineering Design Standards, shall be adhered to.

B. All requirements of a typical Water and Sewer Impact Analysis as listed in **13-05-002-0001** and **13-05-002-0002** within Title 13 of the City of Flagstaff Engineering Design Standards shall apply. In addition to those requirements the following will apply to a HVWU Impact Analysis:

1. The developer must provide a proposed maximum daily flow and Efficiency Plan sealed by a registered Professional Engineer in the state of Arizona. The Efficiency Plan shall be based in industry best practices published by the AWWA G480-25 Standards, EPA WaterSense, or similar. The Plan should include techniques and technologies that reduce the consumption of water, reduce the loss or waste of water, and improve the efficiency in the use of water. If available and practical, the Efficiency Plan will also include a proposal for the use of reclaimed water.

- a. The information provided will determine the proposed gallons of water used in equation **13-09-005**.

2. In the event that a proposed development exceeds the approved water usage, as determined in the impact report, a new HVWU Impact Analysis shall be required.

3. The analysis will determine the impact of the development on the City's water storage capacity, water production capacity, Rio Trunk Main capacity and wastewater treatment plant capacity. If the analysis identifies deficiencies in off-site water infrastructure to support the proposed development, the developer will be required to provide corrections before approval. Corrections may include a resubmission of the development proposal or the provision of cash-in-lieu for off-site water infrastructure improvements.

4. The analysis will determine the economic impact of the project on the City as defined by Equation **13-09-005**.

C. The following information shall be provided by the developer and applied to

Equation 13-09-005 for analysis ($\frac{\text{Economic Value}}{\text{Gallons of Water}} = \frac{(a+b-c)}{d}$):

a. Quantification of the direct economic benefits to the City of the proposal including but not limited to the generation of revenues such as: contracting tax, primary property tax, secondary property tax, general sales tax, lease tax, franchise tax, and any other direct economic benefits the City may identify in the future. These benefits should be objectively determined by such factors as the size (square feet) of the development, type of business, structure and land use. These benefits shall be calculated over a five (5) year or longer period.

b. Quantification of the indirect economic benefits to the City which may include but is not limited to: sales tax generated by future employees and other qualitative evaluations of indirect economic benefits. Sales tax from employee purchasing should be objectively determined from the number of employees that a particular business will generate. These benefits shall be calculated over a five (5) year or longer period.

c. Quantification of the cost to the City for providing services to the proposed land use including police, fire, parks, water, wastewater, sanitation, streets and any other expenses the City may incur in the future. This analysis shall be projected over a five (5) year or longer period.

d. Quantification of the annual water demand of the existing and proposed land uses in gallons per year over a (5) year or longer period. Water demand for proposed land uses should be determined by calculating the water use from similar existing business types or classes.

D. Upon completion of the HVWU Impact Analysis, the City will review the development proposal and analysis. The result of the review may have the following outcomes:

1. If the output of equation **13-09-005** is less than **XX**, application shall be automatically denied.

2. If the output of equation **13-09-005** is greater than **XX**, the Director of Water Services may, prior to the required Council vote, request either of the following actions:

a. Require a presentation to Water Commission for their recommendation to council.

b. Provide a recommendation to Council.

E. Any HVWU development that is approved will require a High-Volume Water Service Agreement.

Proposed New Title 7-11 High-Volume Water Users

Upon receiving an application for service, the City shall conduct a High-Volume Water User (HVWU) Impact Analysis in accordance with section **13-05-002-0003** of the City Code.

The Director of Water Services will review properly completed HVWU applications. The Director of Water Services may require additional information to be submitted as the Director deems necessary, and the applicant must submit any additional information requested within 30 days of receiving the request.

After review of the application and completion of the HVWU Impact Analysis, if the applicant has completely addressed all requirements of the service application, the Director of Water Services will schedule the application for consideration by the City of Flagstaff Mayor and Council as a numbered item on a Council Regular Agenda within two months.

The Director may approve, deny, or return an application for submission of additional information based on the application's satisfactory fulfillment of the following criteria:

- (a) Water will be used as efficiently as possible.
- (b) Water demand is compatible with the City's Designation of Adequate Water Supply.
- (c) The economic benefit brought by the applicant warrants, at the discretion of the Mayor and City Council, the water demand in accordance with City goals and values outlined in the most recent Regional Plan.
- (d) The applicant agrees to provide cash-in-lieu for off-site water infrastructure identified in the HVWU Impact Analysis.
- (e) Reclaimed water will be used if available and practical for the proposed use.

High Volume Water Service Agreement

Terms and Conditions

An approved applicant shall become a customer of the City by entering a High-Volume Water User (HVWU) Service Agreement with the City subject to the following terms and conditions:

- (a) A HVWU must submit an updated water efficiency plan to the Water Services Director every five (5) years following the initial agreement.
 - i. The Water Services Director will determine whether the updated water efficiency plan demonstrates that the HVWU will use water as efficiently as is practicable and ensure that water is not wasted.
 - ii. The City will determine if the use of the development matches or exceeds the economic value determined in the HVWU Impact Analysis.
- (b) The HVWU must implement, operate, and maintain all use of water, techniques, and technologies consistent with the HVWU's most recently approved water efficiency plan.
- (c) The HVWU may not on any day exceed the maximum daily flow set out in the applicant's service application, as approved and adopted by Mayor and City Council.
- (d) The HVWU shall bear the cost of any necessary monitoring equipment as deemed necessary by the Water Services Director.
- (e) In addition to any other sanction available under this chapter, the Director may suspend water service to a high-water user who violates this subsection.

Penalties

A. A HVWU who violates any provision of their Service Agreement in addition to any other sanction authorized by this chapter, is subject to a civil sanction of no more than the following amounts:

- 1. In the first year following violations: two hundred percent of the charges for water used, or calculated to have been used, in violation of this Service Agreement, if the violation is the high-volume water user's first violation of this Service Agreement and the violation continued for less than one year.
- 2. In the second year following violations: five hundred percent of the charges for water used, or calculated to have been used, in violation of this Service Agreement, if the violation is the HVWU's second violation of this Service Agreement or if the violation continued for more than one year but less than two years.
- 3. In the third year following violations: one thousand percent of the charges for water used, or calculated to have been used, in violation of this Service Agreement, if the violation is the HVWU's third violation of this Service Agreement or if the violation continued for more than two years but less than three years. At which point a new analysis must be conducted.

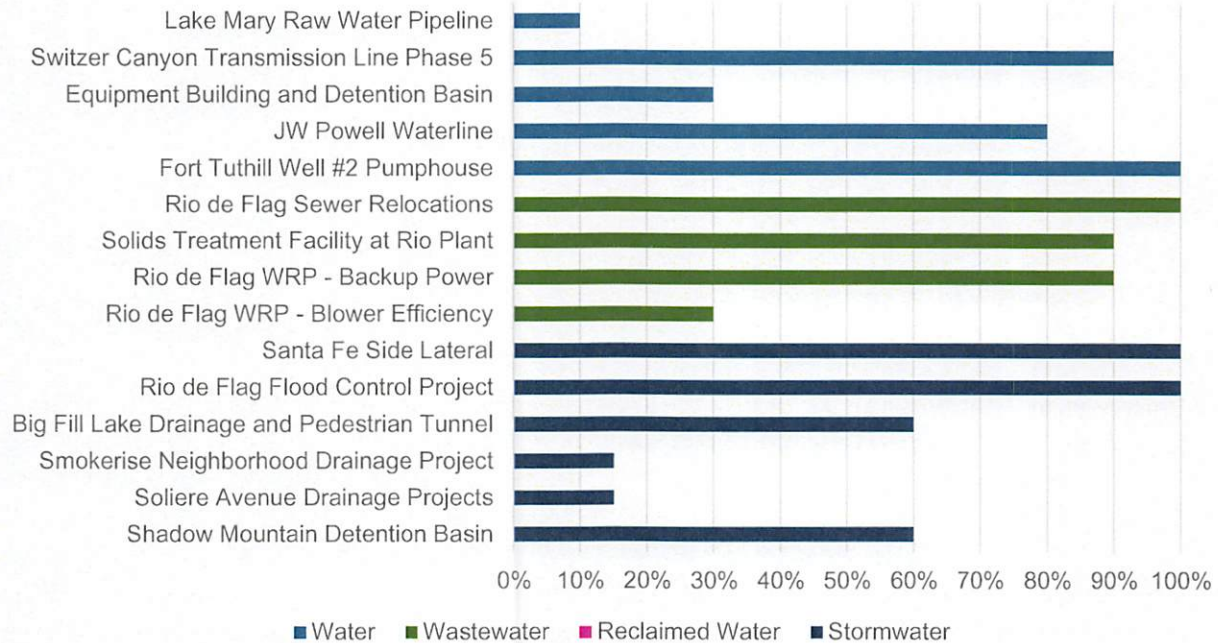
4. If a violation of usage is continued after three years, the Director of Water Services reserves the right to restrict or turn off the development's access to water.

B. If, as a result of a HVWU's violation of this Service Agreement or State law, the City is assessed a civil penalty or is ordered to take remedial action, the HVWU must pay to the City the amount of the civil penalty, along with all costs and expenses incurred by the City due to the HVWU's violation.

C. The Director may issue a request for compliance, notice of violation, and civil citation for a violation of this Service Agreement. Civil citations will be issued and prosecuted in accordance with the local rules of practice and procedures of the City of Flagstaff per (cite code)

Visual Progress Tracker – Water Services Capital Improvement Projects

Projects in Design



Projects in Construction

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Completed Projects

