



City of Glendale
Citizens Utility Advisory Commission
Oasis Water Campus
7070 W. Northern Avenue
February 2, 2022
6:00 P.M.
DRAFT MINUTES

1. CALL TO ORDER

Chair Berryhill called the meeting to order at 6:00 p.m.

2. ROLL CALL

Present: Chair Robin Berryhill, Vice Chair Amber Ford (arrived during agenda item 5), Commissioner Larry Flatau, Commissioner Jon Froke, Commissioner Ron Short

Absent: None

Also Present: Craig Johnson, Director, Water Services; Michelle Woytenko, Director, Field Operations; Katrina Alberty, Deputy Director, Water Services; Ron Serio, Deputy Director, Water Services; John Henny, Deputy Director, Water Services; Megan Sheldon, Deputy Director, Environmental Resources, Water Services; Candace Schulte, Management Assistant, Water Services; Stacy Mawhiney, Account Specialist, Field Operations

3. CITIZEN COMMENTS

None.

4. APPROVAL OF MINUTES

Motion by Commissioner Short, second by Commissioner Froke, to approve the minutes of the January 5, 2022 Citizens Utility Advisory Commission Meeting as written. Motion carried 5 – 0.

5. DIRECTOR'S REPORT

a. Solid Waste/Landfill Update

Ms. Michelle Woytenko, Director of Field Operations, provided a report, which included the following:

- Solid Waste conducted the annual Christmas tree collection. Over 800 trees were collected, which was 100 less than last year. If the count continues to decrease, the collection may be discontinued. In partnership with the Boy Scouts, some of the trees were put into the Saguaro Lake for fish habitat.
- New equipment for the department is starting to arrive. The equipment includes street sweepers, a front loader, and a roll-off truck.
- Appointments are being taken for household hazardous waste collection during February 21st through March 18th. The hazardous waste is picked up directly from a resident's house by request.

- In January there were 164 times when people called in sick, which is very substantial. Staff still picked up the trash on schedule and rallied to get the job done.

[Vice Chair Ford entered the meeting.]

b. Water Services Update

Mr. Craig Johnson, Director of Water Services, provided a report, which included the following:

- Staff presented drought and water resource information to Council on January 25. The Commission will be provided with a copy of the presentation. In April, the next 24-month study will be published and the information will be provided to Council shortly after.
- The department's Operations and Maintenance Budget will be presented to Council on April 7.
- The department has been hit hard by COVID, however has been keeping all 24-hour operations and the plant operations on schedule.

Commissioner Short asked if the budget presentation to Council would include aspects of the Balanced Scorecard. Mr. Johnson stated that the Balanced Scorecard would probably be ready next year. Mr. Johnson explained that there were a number of departments still going through their Balanced Scorecard formulations. He explained that the Key Performance Indicators for Water Services are still being finalized.

The agenda item was concluded.

6. FEBRUARY 2022 – JANUARY 2023 CALENDAR AND AGENDA TOPICS

Ms. Schulte presented the draft 2022 Commission Calendar and facilitated discussion to finalize the agenda topics.

Commissioner Short inquired about an update on the Balanced Scorecard. Mr. Johnson relayed that the August 2022 Director's Report would include an update on the topic.

Chair Berryhill requested a presentation and discussion on Urban Irrigation.

Upon discussion, it was agreed that a presentation would be given on the August 24-month study in October 2022.

Motion by Commissioner Flatau, second by Commissioner Froke, to accept the Commission's Calendar for February 2022 through January 2023, with the addition of the topics of Urban Irrigation and a presentation on the August 24-month study in October 2022. Motion carried 5 – 0.

7. REVIEW WATER SERVICES FY21-22 CIP PROJECT STATUS

Mr. Henny and Mr. Serio gave a detailed update on the Water Services FY21-22 Capital Improvement Plan (CIP) Projects.

Mr. Henny's presentation included the following information:

CIP Priorities

- Provide continuous service with minimum unplanned disruptions

- Provide multiple water supply sources
- Replace and rehabilitate existing infrastructure
- Reduce emergency repair costs
- Meet all Federal and State regulations

Water Projects – Major Projects

- Rehabilitate water treatment plants
- Rehabilitate water lines, valves, and reservoirs
- Drill and equip groundwater wells
- Acquire White Mountain Apache Tribe water rights
- Rehabilitate groundwater wells

Sewer Rehab Phase V Update

- Sewer Rehab Program is ongoing and city-wide
- Phase V includes 14 areas grouped into four phases
- Rehabilitation method: Open Cut and Trenchless Cured in Place Pipe (CIPP)
- Starting Phase III construction
- Photos of Sewer Line Phase V were displayed.
- It is anticipated that all of Phase V will be done this fiscal year. If not, the funds will be carried over into the next fiscal year for project completion.

67 Avenue Transmission Line Pipe Assessment Overview

- Built 1984-86
- Prestressed Concrete Cylinder Pipe (PCCP)
- Inspected 6,200 ft./60 in. and 4,700 ft./54 in.
- Technology: electromagnetic (EM) and CCTV
- Platform: remote controlled tractor
- Pipeline remains full of water
- Insert and extract tool from same location
- A photo of the Transmission Line was displayed.

Inspection Results

- The national distress rate average is 3.5%. Phoenix is 3.1% and Glendale is well below this at 1.2% for a 60” pipe diameter and 0.9% for a 54” pipe diameter.

Mr. Henny concluded his presentation.

Mr. Serio announced that there are currently 29 projects for Water Services at a budget of approximately \$29.8 million. Mr. Serio relayed that the system was in good shape and appreciated the support of the Commission as well as Council.

Mr. Serio’s presentation included the following information:

Plant Project Update

- Three of four large plant projects nearing completion
- West Area Water Reclamation Facility (WAWRF) rehabilitation is ongoing
- Rehabilitation planned in three phases
- Currently in Phase 2 construction and Phase 3 design

- Phase 2 includes adding a primary clarifier, as over time, the amount of solids in the sewer system has increased and the amount of water has decreased. Adding the clarifier will increase the plant capacity. The process was explained in detail.
- Photos of the WAWRF were displayed.

Mr. Serio explained that lead times are very long and the price of materials has been increasing. He announced that staff has asked Council to allow the purchase of materials now, prior to the start of construction, to save on expense.

Mr. Serio continued his presentation with the following:

Pyramid Peak

- The project is substantially complete.
- The contractor is performing punch list repairs.
- The new treatment train is in service.
- Photos of the plant were displayed.

The floor was opened for comments or questions.

Commissioner Flatau asked how often the pipelines were tested. Mr. Henny replied that a pipeline should last seventy-five to ninety-five years. He explained that there are engineers and inspectors who monitor the contractors while they are installing the pipeline because once it is underground, it is hard to see.

Commissioner Short asked if a needs analysis was done in-house or by an outside vendor. Mr. Henny stated that the analysis is done by an outsourced engineering vendor, who performs the assessment.

Commissioner Short commented on the importance of both redundancy and water supply.

Commissioner Flatau inquired about redundancy on the computers at the plant. Mr. Serio explained that there are 'hot backups' that are in place and provided details on the computer control room.

Commissioner Flatau asked about the water agreement with the White Mountain Apache Tribe. Mr. Johnson explained that to his knowledge, each tribe receives a CAP allocation and leases water to various cities. Mr. Johnson stated that there will be a new dam built on the tribe's land and once it is built and fills up, there will be more water available for leasing.

Mr. Johnson gave a detailed explanation on redundancy and various sources of water supply, which included the following:

- Every minute of every day, Water Services must be ready for the residents.
- The need for services fluctuates during the day, as there are peak times, and the system in place must be able to handle these fluctuations.
- The City of Glendale has one of the strongest water portfolios in the valley.
- The City is building two extra wells and doing interconnects with the cities of Phoenix and Peoria to ensure water supply for the City.

Commissioner Short thanked Mr. Johnson for the detailed presentation.

8. COMMISSIONER COMMENTS AND SUGGESTIONS

Commissioner Short thanked Mr. Henny and Mr. Serio for their excellent presentations.

Commissioner Flatau stated that staff puts together excellent presentations and the Commissioners want to make sure they give valuable feedback to staff. He thanked staff for the information this evening.

9. FUTURE AGENDA ITEMS

Chair Berryhill announced the following:

- March 2022: No meeting
- April 2022: No meeting
- May 4, 2022:
 1. Water Services Financial Update
 2. Solid Waste Financial Update
 3. Update-Colorado River Shortage

Vice Chair Ford inquired as to how often the Commission would receive updates on the CIP. Mr. Serio recommended an annual update, as one project could take up to three years.

10. NEXT MEETING

The next regular meeting of the Citizens Utility Advisory Commission will be held on May 4, 2022 at 6:00 p.m., at the Oasis Water Campus, 7070 W. Northern Avenue, Glendale, Arizona, 85303.

11. ADJOURNMENT

Motion by Commissioner Flatau, second by Commissioner Froke, to adjourn the meeting at 7:24 p.m. Motion carried 5 – 0.