



# CITIZENS' WATER ADVISORY COMMITTEE (CWAC)

Wednesday, September 4, 2019, 7:00 a.m.  
Director's Conference Room  
Tucson Water, 3<sup>rd</sup> Floor  
310 W. Alameda Street, Tucson, Arizona

## Summary Minutes

Approved 10/2/19

1. **Roll Call:**

CWAC Chair Mark Murphy called the meeting to order at 7:02 a.m. Those present and absent were:

**Present:**

Mark Murphy, Chair	Representative, Mayor
Jean McLain, Vice Chair	Representative, City Manager
Mitch Basefsky	Representative, City Manager
Placido dos Santos	Representative, City Manager
Steven Washburn	Representative, City Manager
Michelle Crow *	Representative, Ward 2
Val Little	Representative, Ward 3
George White	Representative, Ward 4
Alison Jones	Representative, Ward 6
Timothy Thomure	Tucson Water, Director, Ex-Officio Member

\* Member Crow arrived after Roll Call 7:03

**Absent:**

Mark Stratton	Representative, City Manager
Rory Juneman	Representative, City Manager
Ryan Lee	Representative, Ward 1
Mark Lewis	Representative, Ward 5
Jackson Jenkins	Pima County Regional Wastewater Reclamation Department Director, Ex-Officio Member

**Tucson Water Staff Present:**

Jeff Biggs	Strategic Initiatives Administrator
Melodee Loyer	Planning Administrator
Chris Rodriguez	Customer Service Administrator
Kim Sotomayor	Business Services Administrator
Albert Avila	Water Quality & Operations Administrator
James MacAdam	Public Information & Conservation Superintendent
Shawntel Dotson	Solution Center Superintendent
Andrew Greenhill	Intergovernmental Affairs Mgmt. Coordinator
Karen Tenace	Business Services Mgmt. Coordinator
Candice Rupprecht	Water Conservation & Information Supervisor
Jaimie Galayda	Lead Planner
Jessica Rodriguez	Staff Assistant
Kris LaFleur	Lead Mgmt. Analyst

**Others Present:**

Jan Gordley	Gordley Group
C.T. Revere	Gordley Group
Raye Winch	Community Food Bank

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2. **Announcements** – Member Basefsky announced that the CAP Board would meet on the morning of September 6, and the October meeting will be held in Tucson
3. **Call to Audience** – There were no audience comments.
4. **Review of June 5, 2019, Legal Action Report and Meeting Minutes** – Member Basefsky moved to approve the Legal Action Report and Minutes. The motion was duly seconded by Member Little and passed on a voice vote of 9-0.
5. **Director's Report** – Director Thomure provided updates on the following topics:

**Mayor and Council Items** – September 4, 2019, Study Session agenda items are Tucson Water's 2020 Central Arizona Project Order, Tucson Water will take the full order. Also, on the agenda is the establishment of the Green Stormwater Infrastructure Fund, Program, and Fee. On the Consent agenda is the Acquisition of Type 2 Non-Irrigation Groundwater Rights. This will add flexibility to water management and takes the right off the market. Future items without a date include land acquisitions.

**Department Updates** – There are currently 47 vacancies within the Department, with active recruitments and new hires underway. Potable and reclaimed water production are both down slightly from calendar year 2018.

The Director's office met with The Finance subcommittee chair to review the FY2021 Rate process calendar that included discussion and approach of the budget, cost of service, and rate design. The new calendar will reflect a transition of five small steps into two large steps: Budgets/Financial Plan (which includes CIP/OM) as a package and then Cost of Service and Rates. Presentation will be at the Finance subcommittee before discussion at main CWAC. Upcoming financial review for CWAC includes a full detail of year-end 2019 and a follow up item from the deep dive: multi-family recommendation from staff.

On Monday September 1, 2019 Tucson Water had a 30 inch main break with 5000+ customers without water. After 24 hours 95% of customer services were restored. Bottled water and port-a-potty's were provided. Incident Command System (ICS) was launched and Tucson Water issued a "Boil Water" advisory after the break impacted a sewer line. The release is expected to lift after 48 hours of initiation, testing proved to be normal with no expected concerns. Additional samples are being taken as a precautionary measure. Discussion ensued.

Member McLain inquired about the Santa Cruz Heritage shutdown and Mr. Thomure reported the shutdown was a routine change to the valve station. One additional shut down will be coordinated with Pima County Flood Control in the future. Tucson Water intends to run the outfall 24/7. Discussion ensued.

Mr. Thomure offered an additional update on Perfluorinated compounds. The utility is tracking new compounds PFHXS and PFHXA and set a combined internal target below 47 ppt. No EPA health advisory or guidance has been provided. Minnesota set a guidance standard and Tucson Water followed and the utility is not near the standards. Discussion ensued.

### 6. **Subcommittee Reports** –

**Technical, Planning and Policy Subcommittee (TPP)** – Chair Dos Santos reported that the subcommittee met before the summer break on June 13 to discuss Utility Growth and Water Availability Projections, as well as Green Stormwater Infrastructure Fund report.

**Finance Subcommittee** – Member Murphy reported that the subcommittee chair was absent and the committee met to discuss Multi-Family rates. The next meeting will take place on September 19.

**Conservation and Education Subcommittee (C&E)** – Member Little reported that the subcommittee was unable to meet quorum in June. The September meeting will follow the previous agenda. Both TPP AND C&E will meet the second Thursday of the month. TPP will begin at 12 noon and C&E will meet at 2:30. Member Murphy advised he temporarily joined the two subcommittees and requested additional membership after the vacancies from the City Manager office are filled.

**Regional Wastewater Reclamation Advisory Committee (RWRAC) Update** – Member McLain reported that RWRAC met on August 22. Discussion indicated that the county's budget is in good condition. The committee

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received a presentation on harvesting materials from the wastewater treatment process, including methane bio solids and review of Anammox reactions.

7. **Focus 21**<sup>1</sup> – Director Thomure led the presentation to express Tucson Water, like all City departments, is undergoing a number of changes to increase efficiency and improve performance. In order to align all staff toward common goals and prioritize our efforts, this Action Plan was developed in concert with the department's Deputy Directors and Administrators. "FOCUS 21" will serve as our collective guidance document over the next few years (through the end of 2021). Progress will be measured and reported; and the Action Plan will be updated as necessary to assure the utility remains focused on the right things moving forward. The Action plan is aligned with City of Tucson culture and priorities and has five areas of action: Employees, Customers, Digital, Infrastructure and Organization. Mr. Thomure described each of the five areas of action with supporting action items.
8. **One Water Master Plan Update** – Ms. Melodee Loyer and Mr. James Macadam provided an outline for CWAC participation, which included the major areas of participation: Individual Stakeholder Process, Subcommittee Technical Memorandum review and full CWAC review of the Main Document with some additional technical memorandums. The stakeholder process will include a Public Stakeholder Engagement Plan, Conservation Plan, Scenario Planning, and a Value of Water discussion. The Technical Memorandums will include the review and input of items a download link for each respective memorandum and a review and comment period. Staff will provide informational follow up to address comments. A list of memorandums and subcommittee assignments was provided in the presentation along with tentative draft dates. The Main Document will follow a similar process to the Technical Memorandums with a download link for the document and a review and comment period. Staff will provide informational follow up to address comments. The main document draft is expected in August 2020 with a final draft in January of 2021.
9. **Future Meetings / Agenda Items** – Topics included on the Projected Agenda for the October meeting are:  

Present FY19 Year-end and Multi-Family
10. **Adjournment** – Chair Murphy adjourned the meeting at 8:59 a.m.

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<sup>1</sup> Member Crow arrived at 7:03 a.m.