

**WASTEWATER MANAGEMENT ADVISORY COMMITTEE**  
**MEETING MINUTES**  
May 18, 2006

**Committee Members Present:**

Adam Bliven	Sheila Bowen	Brad DeSpain
John Carhuff	John Carlson	Mark Stratton
Ann Marie Wolf	Les Wolf	Michael Gritzuk

**Committee Members Absent:**

Bill Carnes	Steve Halverson	Rob Kulakofsky
Armando Membriila	William Thornton	

**Staff Present:**

Paul Bennett	Mike Bunch	Ed Curley
Laura Fairbanks	Barry Holbert	Suzy Hunt
Jackson Jenkins	Jeff Nichols	Karen Ramage

**Other County Staff Present:**

Charles Wesselhoft,  
County Attorney's Office

**I. CALL TO ORDER.** Chair Mark Stratton called the meeting of the Wastewater Management Advisory Committee (WMAC) to order at 7:53 A.M.

**II. APPROVAL OF MINUTES.** The Committee approved the minutes of the April 20, 2006 meeting.

**III. COMMITTEE/SUBCOMMITTEE REPORTS.**

**A. Citizens' Water Advisory Committee (CWAC) Update.** Mr. Carhuff presented the CWAC Update. On May 3, 2006, the CWAC approved the revenue rate increase applied to the various customer classes for submission to the City of Tucson Mayor and Council. Mr. Carhuff provided staff with a copy of the rate package information submitted to the Mayor and Council for distribution to WMAC members.

**IV. WASTEWATER MANAGEMENT (PCWMD) DIRECTOR'S REPORT.** Mr. Michael Gritzuk presented the Director's Report.

On May 15, 2006, the Board of Supervisors approved the budget ceiling for the Department's FY2006-07 Budget.

The Department is in the process of completing FY2005-06 Capital Improvement Program (CIP) projects and is well into planning the CIP projects for FY 2006-07. This year CIP's was approximately \$22 million and next year is projected to increase to approximately \$46 million. The Department is working to provide project managers with more specific project management training to improve their skill level. In addition, the Department is going to conduct an internal review of the CIP and how it is managed, as well as how other

departments that have “strings” attached to the Department’s CIP are involved. (WMAC members received electronic copies of the Staff Report prior to the meeting.)

## V. DISCUSSION.

### A. Reports/Updates.

1. **Update on FY2006-07 Budget.** Mr. Jeff Nichols presented the FY2006-07 Budget Update. The 2006-07 Budget ceiling approved by the Board of Supervisors was based on the County Administrator’s recommended budget and did not include the Department’s requested Budget Package C and Revenue Package D. Package C included 28.5 full time equivalent (FTE) positions and a \$4.2 million budget.
2. Mr. Mike Bunch informed the members that \$2.7 million of the \$4.2 included in the Budget Package C line item budget was to meet regulatory requirements and expansion of the Department’s CMOM Program. This included items for the Department’s Closed Circuit Television (CCTV) sewer inspection program, establishment of a sewer interceptor cleaning program, and pump station rehabilitation/replacement. In addition, 10 FTE positions were included for establishment of a flow monitoring and capacity analysis program and staffing of the increased maintenance program.

Mr. Jackson Jenkins added that Budget Package C included four FTE positions for the Treatment Division and would have increased staff in its maintenance program. The Treatment Division wants to convert to a computerized – centralized – management system using the County’s new Synergis computer software platform. This would allow Treatment to work off an asset-based and work order-based system.

3. **2006 Financial Plan.** Mr. Paul Bennett and Mr. Nichols presented the update on the 2006 Draft Financial Plan

Mr. Bennett reviewed revisions that were made to the 2006 Draft Financial Plan as a result of the FY 2006-07 Budget ceiling adopted by the Board of Supervisors on May 15, 2006. These include elimination of Budget Package C and recalculation of the Department’s CIP and O&M revenue and expenses.

The 2006 Draft Financial Plan recommends a series of four rate increases to connection fees and user fees over the next two years. The connection fee rates would be increased by six percent and the user fees by 10 percent in the summer of 2006, January 2007, July 2007 and January 2008. If these increases were approved, user fee revenues would cover a greater share of the debt service. Discussion followed.

The members expressed concern about elimination of Budget Package C from the Departments FY2006-07 Budget. Mr. Gritzuk informed members that, at the Board of Supervisors May 15, 2006 budget hearing, the County Administrator told the Board that he had not included Budget Package C in the recommended County Budget as it would require a rate increase that the Board had not yet considered. Discussion followed.

Mr. Nichols said staff would forward a copy of items included in the Supplemental Budget Package C to Committee members.

Mr. Bennett informed WMAC members they would receive an updated 2006 Draft Financial Plan that takes into account the changes made based on the Board of Supervisors establishment of the Department's 2006-07 Budget ceiling.

In addition, Mr. Curley reviewed the 2006 Draft Financial Plan's Executive Summary which members received prior to the meeting. The Executive Summary notes that the Department has become involved in a water conservation program which it hopes will affect sewer efficiency by looking at water conservation in targeted areas to decrease sewer flows. More information on this program will be provided at future WMAC meetings.

Mr. Curley also reviewed proposed changes to the Connection and User Fee Ordinances. In addition, he said staff would continue to be available to discuss and receive feedback/comments from Committee members on the 2006 Draft Financial Plan.

4. **Capacity Management/Nutrient Removal/Biosolids Handling Regional Study (Regional Optimization Study).** Mr. Gritzuk presented the update on the Regional Optimization Study. The purpose of the Study is to develop the optimal technical and cost effective plan for the metropolitan Pima County sewerage system. It will also look at outlying treatment facilities because of growth in those areas. The Consultant for the Study, Greeley and Hansen, is conducting a series of 16 workshops throughout the Study. The Consultant held the first workshop on April 19, 2006. The primary purpose of this workshop was to introduce the Study to local stakeholders. The Consultant is currently conducting a series of site visits and interviews of stakeholders.

The second workshop is scheduled for May 31, 2006, and the topic is effluent reuse and reclaimed water. The City of Tucson Water Department will be an active participant in this workshop. Options to be discussed at this workshop include a review of the overall County-wide reuse plans (how is reclaimed water generated in the system, and how is reclaimed water distributed in the County system).

The Study will evaluate whether there are more efficient ways of managing effluent reuse in Pima County and look at various alternatives for the Roger Road Wastewater Treatment Plant (WWTP). These include: totally rehabilitating Roger Road and continuing to convey effluent to Tucson Water's Sweetwater Reclamation Facility; and, combining the Roger Road and Sweetwater Facilities into one modernized facility that could produce reclaimed water and convey that volume needed by Tucson Water to Tucson.

If there is a technical and cost reason to decommission the Roger Road WWTP and convey all of the sewage to the Ina Road Water Pollution Control Facility (WPCF), some amount of reclaimed water would have to remain at Roger Road for the Sweetwater Facility. How that volume is conveyed to Sweetwater is to be determined.

Mr. Gritzuk informed members that Tucson Water is planning another reclamation facility at the site of the Ina Road WPCF. The Study will evaluate the feasibility of incorporating additional reclamation treatment facilities at the Ina Road WPCF to avoid Tucson Water having to build another plant. If the best solution is to combine facilities, then the next issue would be to work out institutional arrangements between the City and County through intergovernmental agreements, which is not a part of the Study.

The Consultant will be looking very critically at the Roger Road and Ina Road Facilities treatment processes. PCWPD has to develop the optimal level of treatment to reduce nutrients in the effluent produced by these facilities in order to meet the Arizona

Department of Environmental Quality (ADEQ) regulatory requirements. The recommended option must be determined and ADEQ notified by January 2007. This is the most critical component of this Study. In the long-term, the ADEQ discharge permits require that nutrient removal processes be in place (including upgrades/rehabilitation and process conversion of facilities) within eight years at Ina Road and within nine years at Roger Road from January 2006. Much of the upgrade, including the process conversion, is included in the Department's CIP Program, and a portion is covered by the 2006 Draft Financial Plan's proposed rate increases. If PCWMD does not get the rate increases, the CIP Program could be significantly damaged.

The Study also includes an evaluation of sub regional options for the outlying facilities.

Mr. Gritzuk felt the Regional Optimization Study is probably the most important Study that will be done in the Department because it will establish the future configuration of the County's sewer system.

Mr. Carlson asked about the status of the creation of a regional water authority. Mr. Gritzuk responded that the County Administrator has proposed to the City of Tucson that the City and County join together and study the possible creation of a regional authority and that authority could be a regional water, wastewater and reclaimed authority. He has suggested that the PCWMD contribute \$150,000 to that study and that Tucson Water contribute the same amount.

In addition, Mr. Gritzuk provided an update on the Odor Control Study. The intent is to study the entire wastewater conveyance and treatment system and develop a method of system wide odor control. The Study will include a lot of stakeholder involvement including the formation of a citizens' involvement committee. Also, Ms. Laura Fairbanks informed the members that the Department wants the Citizen Involvement Committee to include representatives from each of the supervisory districts. WMAC members were asked to contact Ms. Fairbanks if they were interested in serving on the Committee.

Mr. Gritzuk commented further that, early in the Study, a baseline of the magnitude of odors for the conveyance and treatment facilities throughout the County will be established. In the course of the Study, areas where odors can be easily reduced will be identified, and the Department will implement and monitor the success of those odor control programs. The most important part of the Study is to develop an overall implementation plan to control odors completely in the entire sewerage system. That plan will be priced out and put into an implementation schedule. The Plan will be presented to the Citizen Involvement Committee and eventually to the Board of Supervisors. The Study will take approximately 15 months. The Department is negotiating the scope of work and contract price with the Project Consultant, Greeley and Hansen.

5. **WMAC Membership Update.** WMAC Coordinator, Ms. Suzy Hunt, informed Committee members that Mr. Stratton's membership was ratified by the Board of Supervisors. In addition, she reported that Mr. Bill Carnes has resigned as the Pima Association of Governments' (PAG) Environment Planning Advisory Committee (EPAC) representative to the WMAC. Mr. Curley added that staff would be working with PAG to solicit a replacement for Mr. Carnes.

## **B. New Business.**

1. **Appointment of Nominating Committee.** Mr. DeSpain, Ms. Wolf and Mr. Bliven volunteered to serve on the Nominating Committee to select nominees for WMAC Chair and Vice Chair.

**VI. FUTURE AGENDA ITEMS.** 2006 Financial Plan; FY2006-07 Budget; Skill-Based Pay Program; State Legislative Update; Treatment Update for Outlying Facilities; Ina Road Facility Tour; Wastewater Management Strategic Plan; a Tucson Water Assured Water Supply Presentation; Nominating Committee Report/Election of Officers, CIP Update, Regional Discussions on Water/Wastewater Issues, Regional Optimization Study; and Odor Control Study Update.

In reference to upcoming agenda items, Mr. Curley noted that the Staff Report included a discussion of the Department's Six Sigma Program for process improvements and presented the amount of savings to-date from that program. He advised the Committee that Mr. Bunch and Mr. Barry Holbert (the Six Sigma Program Manager) would provide a presentation on the Department's Process Improvement Program using Six Sigma methodology at the next regularly scheduled Committee meeting.

In addition, Mr. Carlson requested that all acronyms be define in future Staff Reports.

**VII. CALL TO THE AUDIENCE.** There being no response from the audience, Chair Stratton adjourned the meeting.

**VIII. ADJOURNMENT.** The meeting adjourned at 9:26 A.M.