

**REGIONAL WASTEWATER RECLAMATION ADVISORY COMMITTEE (RWRAC) MEETING
Virtual Microsoft Teams Meeting**

**Thursday, January 28, 2021
8:00 a.m.**

Members Present: Steve Foley, Bill Katzel, Scott Kolt, Rob Kulakofsky, Matt Matthewson, Armando Membrila, Scott Oldendorph, Asia Philbin, Mark Taylor, Ann Marie Wolf, Claire Zucker

Members Absent: Corin Marron

Others Present:

Melanie Alvarez (PAG), Mandy Armenta (FRMD), Laura Arnold (RWRD), Marla Berry (RWRD), Jeff Biggs (Tucson Water), Adam Bliven (RWRD), Victoria Buchinger (PCAO), Michelle Campagne (FRMD), Craig Cannizzaro (Westland Resources), Isai Centeno (FRMD), Justyn Dillingham (RWRD), Barbara Escobar (RWRD), Mike Gerstenberger (RWRD), Jodi Hoskinson (Jacobs Engineering), Jackson Jenkins (RWRD), Veronica Lopez (RWRD), Sarah Metz (FRMD) Julie McWilliams (RWRD), Jeff Prevatt (RWRD), Xavier Rendon (FRMD), Jaime Rivera (RWRD), Mary Valencic (RWRD), Eric Wieduwilt (RWRD)

A. Call to Order / Roll Call

Scott Oldendorph, Chair, Regional Wastewater Reclamation Advisory Committee (RWRAC), called the meeting to order at 8:00 a.m.

Mr. Oldendorph provided virtual meeting guideline reminders to everyone. Veronica Lopez, Program Coordinator, Regional Wastewater Reclamation Department (RWRD) took roll call and a quorum was present.

B. Pledge of Allegiance

Mr. Oldendorph also welcomed new member, Mr. Scott Kolt to the committee. Mr. Kolt is newly appointed by Chair Sharon Bronson for District 3. Mr. Oldendorph also announced that John Kmiec, Interim Director, is now serving as the Ex-Officio member for Tucson Water.

C. Call to the Audience – There were no comments from the audience.

D. Safety Share

Jackson Jenkins, Director, RWRD, reminded everyone to be careful when walking on slippery or wet surfaces.

E. Approval of Minutes – Meeting Minutes for November 19, 2020

ACTION: Steve Foley made a motion to approve the meeting minutes from December 17, 2020. Ann Marie Wolf seconded the motion. Motion passed unanimously.

F. Discussion/Action

1. Director's Update

a. RWRD FY 2021/2022 Budget Update

Mr. Jenkins gave a presentation on RWRD's FY 2022 budget request. RWRD is requesting an increase of \$2.7 million for the supplies and services budget. Mr. Jenkins provided an explanation for the increase request. The Personnel Services budget is increasing by \$305,000. The Department has reduced its full-time employees by 12 for a savings of approximately \$866,000. Mr. Jenkins explained the increase to the Operations and Maintenance (O&M) budget is due to a FEMA Grant request. RWRD has been downsizing personnel over the past several years and currently has 406 full-time employees. Personnel services is almost 40% of the total Department's budget. Mr. Jenkins provided a historical overview of the Capital Improvement Projects (CIP) budget and expenditures. Mr. Jenkins explained there is a slight increase in this fiscal year's CIP budget due to a couple of large projects. For the fifth straight year, RWRD has not had to request an increase to sewer user fees or wastewater utility fees. In over nine years, there has only been one increase of 3%.

Mark Taylor, Member, RWRAC, asked for Mr. Jenkins thoughts on the RWRAC Financial Subcommittee scheduling a meeting to discuss the Department's financials and budget requests. Mr. Jenkins stated the Finance and Risk Management Department (FRMD) staff is scheduled to present the 2021 Rate Workbook to the committee at next month's monthly meeting, and after that discussion, the Financial Subcommittee can determine if a meeting is necessary to discuss the financials further. Mr. Taylor agreed with Mr. Jenkins suggestion. Bill Katzel, Member, RWRAC, applauded Mr. Jenkins and the Department for maintaining the rates for five years and not raising the rates.

2. Technical Services & Engineering (TS&E) Division Update

Eric Wieduwilt, Deputy Director, RWRD, gave a presentation on the capacity and planning process. Mr. Wieduwilt explained the importance of anticipating new development and how the hydraulic model is utilized to assist with this process. Mr. Wieduwilt provided an overview of what the conveyance system currently looks like and where the nine areas of capacity concern are. Claire Zucker, Vice-Chair, RWRAC, requested Mr. Wieduwilt's presentation be distributed to the committee. Mr. Taylor asked if these areas are all capacity issues and Mr. Wieduwilt confirmed they are pipe capacity configuration issues and explained how staff monitor and address these matters.

3. CIP Subcommittee Report

Adam Bliven, Program Manager, RWRD, presented and provided an overview of the 5-year CIP plan, which he also presented to the CIP Subcommittee earlier this month. The CIP budget is estimated to increase to approximately \$49 million over the next two fiscal years due to the construction of two large projects, but FRMD staff confirmed this should not cause an increase to rates.

Mr. Bliven gave an update on the Fiscal Year 2021 CIP projects. Jeff Biggs, Tucson Water, asked if the Continental Ranch Sewer Augmentation Project will interfere with the walk/bike path and how close will the project be to this path. Mr. Bliven stated this project will affect the path; however, the Department is working with the Town of Marana to determine if there is a way to keep the path open during construction. At this time, staff cannot confirm whether the path will close temporarily. This project will consist of two 21" force mains installed all the way to the Tres Rios Wastewater Reclamation Facility (WRF). Mr. Biggs asked if the Department plans to do outreach to the community in this area with regards to this project. Mr. Bliven replied public outreach to

the residents in the impacted area will occur. Mr. Bliven updated the committee on the progress of various projects, such as the Aerospace Corridor Augmentation Project, the Tucson Boulevard Diversion Structure Project, the Northwest Outfall Siphon Project, and the Tres Rios WRF Nutrient Recovery Project.

ACTION: Matt Matthewson made a motion to support RWRD's Fiscal Year 2021/2022 CIP budget and the 5-Year CIP Plan. Ann Marie Wolf seconded the motion. Motion passed unanimously.

4. Financial Subcommittee Report

Mr. Taylor announced there is a vacancy on the RWRAC Financial Subcommittee and polled the committee to seek a volunteer to fill this vacancy. Both Ms. Zucker and Asia Philbin, Member, RWRAC, expressed they may be interested in serving on this subcommittee.

5. Fiscal Year 2020/21 Expense and Revenue Summary

Mandy Armenta, Administrative Support Services Manager, FRMD, provided the Fiscal Year 2020/21 Expense and Revenue Summary for Period 6. The total operating and maintenance budget is at \$82.5 million and the forecast is at \$83 million, which is slight above the budget. The total O&M expenses is budgeted for \$161 million and the Department is on budget. Ms. Armenta reported the Department is slightly under for projected revenues.

6. Citizens' Water Advisory Committee (CWAC) Report – Meeting Report and Tucson Water Activities

Mr. Taylor announced that CWAC made a nomination to fill the CWAC vacancy on the RWRAC and request that Ms. Alison Jones serve as the appointee. Ms. Jones appointment will need Board of Supervisors approval prior to her attending her first meeting. Mr. Taylor stated at the last meeting, the committee reviewed and discussed the Fiscal Year 2022 Financial Plan and differential rates. Mr. Taylor stated differential rates will be a main discussion of the committee at their next two meetings and briefly explained what the committee is tasked with related to this matter. Mr. Biggs added that the Mayor and Council announced there will not be any rate increases next Fiscal Year. Mr. Biggs stated most Tucson Water employees have been telecommuting since last year due to COVID-19, but Administrators have been working on a hybrid plan when employees can return to the office. Concerning customer water bills, the Mayor and Council has extended the moratorium through January 2021, with a possible extension. Mr. Timothy Thomure is serving as the interim Assistant City Manager.

G. Future Agenda Items

- 2021 Rate Workbook
- Sonoran Institute "Living River" Report

H. Call to the Audience – There were no comments from the audience.

I. Adjournment

ACTION: Scott Oldendorph made a motion to adjourn the meeting. Steve Foley seconded the motion. Motion passed unanimously.

The meeting adjourned at 9:53 a.m.