

Volume 2, Section 1

Description of Phase I Process and Public Participation

Introduction

In the spring of 2008 the City of Tucson Mayor and County and Pima County Board of Supervisors approved a scope of work for a City/ County Water and Wastewater Infrastructure, Supply and Planning study with the purpose of:

- Completing an inventory and analysis of the condition and capacity of water, wastewater and reclaimed water infrastructure, and the ability of the infrastructure to accommodate existing and future population.
- Providing an estimate of the current and future population that can be sustained with known municipal water supplies based on no significant change in conservation or additional supply.
- Improving communication, coordination and cooperation between Tucson Water and the Regional Wastewater Reclamation Department.

The Mayor and Council and Board of Supervisors appointed a twelve-member citizen oversight committee (the “City/County Water and Wastewater Study Oversight Committee”) to oversee Phases I and II of the study.

The Committee met 24 times between April 2008 and February 2009 to complete Phase I. The majority of meetings involved the Committee receiving informational presentations from staff and outside experts, and hearing from interested stakeholders and the public about water and wastewater issues. The final 4 meetings were devoted to Committee deliberation, discussion, and report writing.

All committee meetings included a question and answer session allowing for discussion between committee members, the audience, and the presenters following each presentation. Audience members also had an opportunity to comment during the Call to the Audience portion of each meeting. A total of 182 comments were received from the public during Phase 1. All comments were recorded and organized by theme and can be found in the report appendix.

Phase I Schedule

Meeting Date	Attendance	Presentation/ Actions
April 9, 2008; 7:30 a.m. City Information Technology Building	39	Scope explained/discussed
April 18, 2008: 8:00a.m. The Manning House	125	Ideas for an open and transparent public process
April 23, 2008:6:00p.m. The Manning House	56	Topics and schedule decided
May 12, 2008: 6:00p.m. Randolph Golf Course Clubhouse	63	Public Participation recommendations

May 21, 2008: 6:00 p.m. Randolph Golf Course Clubhouse	44	Public Participation recommendations
June 11, 2008: 6:00p.m. Randolph Golf Course Clubhouse	52	Overview of Water and Wastewater Systems History, Institutional and Regulatory Backgrounds
June 25, 2008: 6:00p.m. Randolph Golf Course Clubhouse	44	Customers and Water. Wastewater Demands Available Water Resources
July 9, 2008: 7:00a.m. Randolph Golf Course Clubhouse	32	Potable Water, Wastewater and Reclaimed Water Delivery System
July 23, 2008: 6:00p.m. Randolph Golf Course Clubhouse	46	Currently Planned New Water and Wastewater Infrastructure
August 13, 2008: 6:00p.m. Randolph Golf Course Clubhouse	37	Financial Planning
August 27, 2008: 6:00p.m. Randolph Golf Course Clubhouse	37	Population Trends
September 3, 2008: 6:00p.m. Randolph Golf Course Clubhouse	39	Land Use and Planning for Growth
September 10, 2008: 7:00a.m. Randolph Golf Course Clubhouse	36	Climate Related Water Resource Uncertainties Rainwater Harvesting Case Study
September 17, 2008: 7:00a.m. Randolph Golf Course Clubhouse	23	Environmental Needs for Water
September 24, 2008: 6:00p.m. Randolph Golf Course Clubhouse	30	Arizona Dept. of Water Resources Water Budget for the Tucson Active Management Area
October 2, 2008: 6:00p.m. The Manning House	22	Municipal Water Resource Availability Tucson Water 2050 Plan Update
October 8, 2008: 6:00p.m. The Manning House	22	Water Conservation
October 15, 2008: 6:00p.m. The Manning House	24	Potential New Water Sources
October 22, 2008: 6:00p.m. Randolph Golf Course Clubhouse	40	Sustainability
October 29, 2008: 6:00p.m. Randolph Golf Course Clubhouse	58	Sustainability
November 15, 2008: 9a.m.- 3p.m. Double Tree Hotel- Grand Ballroom		Committee Report Writing
December 13, 2008: 9a.m.- 3p.m. Tucson Assoc. of Realtors		Committee Report Writing
January 10, 2009: 9a.m.- 3p.m. Tucson Assoc. of Realtors		Committee Report Writing
February 21, 2009: 9a.m.- 3p.m. Tucson Assoc. of Realtors		Committee Report Writing

Public Participation

A number of steps were taken to ensure that Phase I of the study proceeded in an inclusive and transparent manner. A total of 178 people attended at least one of the Committee meetings. The average attendance at each meeting was 40 people. A complete list of participants can be found in the report appendix.

A number of steps were taken to ensure that Phase I proceeded in an inclusive and transparent manner.

- Stakeholder Identification- An initial mailing list of 1,800+ individuals was created that consisted of individuals and organizations that expressed interest in the study. The list also included potentially interested parties obtained from the Arizona Department of Water Resources, Pima Association of Governments, the Water Resources Research Center and internal staff mailing lists. Additionally, staff included lists of homeowner and neighborhood associations, business groups, and environmental groups in the mailing list. The list was expanded to include names provided on meeting attendance rosters, on-line via the study website, and others who asked to be added to the mailing list.
- Committee Meetings - All Committee meetings were open to the public and interested members of the public were encouraged to attend and provide input. A call to the audience was included as an agenda item at each meeting. Audience members were also given the opportunity to ask presenters questions as well as submit speaker cards to the committee during the meeting.
- Media Outreach - The media was sent a copy of the meeting agenda in advance of each meeting. For the two sustainability meetings held at the end of October a press release went out announcing a call for public speakers at the meeting.
- ADA Accessibility - The Committee ensured that all meetings were held in ADA accessible facilities.
- Website - An interactive website was created (www.tucsonpimawaterstudy.com) and is maintained providing comprehensive information on the study process. Draft interim documents were published on the website so interested parties can understand and participate in the deliberative process. The website also included meeting agendas, meeting notices and meeting minutes. A glossary of terms, final products, including drafts of the Phase I reports, transcripts from committee meetings, committee member bios, power point presentations, and a host of related information and opportunities for public input are available on the website. To date the website has had 245,212 hits.
- Phone Line/ E-mail Address/ Mailing Address - A contact card was produced with the study number, website address, email address and mailing address to hand out at meetings of the Oversight Committee, other meetings and public places to increase public awareness of opportunities to participate.
- Meeting Notification - Agendas were posted in accordance with Open Meeting Law requirements and distributed to Oversight Committee members, stakeholder mailing lists, and the media and were posted on the study website. Posters notifying the public about the Study have been placed in Sun Tran buses and Study brochures have been placed at libraries. Notifications of the meetings have been posted in community calendars. The *Water Connection* issue that went out in the August water bills included a discussion of

the study and the issue in the January bills told people how they could comment on the Phase I Draft Report.

- Audio and Text Records of Meetings - All meetings were audio taped and the written meeting summaries and audio recordings were posted to the Study website. The audio of the meetings was also transcribed and the transcription of every meeting is provided on the study website and in the report appendix.
- Video of Meetings - Meetings were video recorded and posted to the study website. Videos from the meetings were aired on Channel 12 (Saturdays 3:00 p.m. and Mondays 11:00 p.m.) and Access Tucson (Tuesdays 8:00 p.m. and Fridays 8:00 a.m.). Channel 12's City News began covering the Study on July 21st and the Desert Living program also on Channel 12 included a feature on the Study that began July 28th. DVD recordings of the meetings were placed in the Main Library for the public to check out.
- Involvement of Outside Technical Experts -The Committee and staff had several experts present information at Committee meetings on key topics including Financial Planning, Population Trends, Land Use and Planning for Growth, Future Resource Availability, and Sustainability.
- Outreach to Other Jurisdictions and Utilities-The Chair of the Oversight Committee, Jim Barry, sent several letters of invitation to participate to all jurisdictions, tribal governments and water/wastewater utilities. Dan Sullivan, Oversight Committee member and consultant for Pima Association of Governments (PAG), reported at the April 9, 2008 meeting that PAG had extended an invitation to its member jurisdictions to participate in the Phase I Inventory and Assessment. Mark Stratton, Oversight Committee member and General Manager of Metro Water, reached out to other providers through the Southern Arizona Water Users Association (SAWUA). Staff developed a template for water resources and requested that the other utilities compile data to include. The results are included in the report appendix.