

CITIZENS' WATER ADVISORY COMMITTEE (CWAC)
Finance Subcommittee

Thursday, January 29, 2026, 2:00 p.m.

Hybrid Meeting – Microsoft Teams

Legal Action Report and Meeting Minutes

1. **Call to Order -**
Chair Washburn called the meeting to order at 2:05 p.m.
2. **Roll Call –** Those present and absent were:

Present:
Steven Washburn, Chair Representative, City Manager
Robert Jaramillo Representative, Ward 5
Alan Forrest Representative, City Manager

Absent:
3. **Announcements –** Chair Washburn shared information on the Colorado River runoff from snow melt and information to monitor the snowpacks.
4. **Review & Approval of October 23, 2025, Legal Action Report and Meeting Minutes –** Member Jaramillo moved to approve the Legal Action Report and Meeting Minutes; Member Forrest duly seconded the motion. The motion passed on a voice vote of 3 – 0.
5. **2026 Chair elections – Motion:** Member Forrest moved to support Steven Washburn's nomination for 2026 subcommittee chair. Member Jaramillo duly seconded the motion. **Discussion:** Chair Washburn was invited to share his motivation for serving as the subcommittee chair. The motion passed on a voice vote of 3 – 0.
6. **Adoption of the 2026 meeting schedule - Motion:** Member Jaramillo motioned to accept staff's recommendation for the subcommittee to meet on the third Thursday of the month at 2 pm, hybrid. Member Forrest duly seconded the motion. **Discussion:** None. The motion passed on a voice vote, 3-0.

7. **Miscellaneous Fee discussion** - Colin Jones, Tucson Water Administrator, introduced the Miscellaneous Fees & CAP Water Resource Fee Study Results explaining how Tucson Water updated its miscellaneous fee study and developed proposed changes to both miscellaneous service fees and the CAP Water Resource Fee. Those items reviewed and discussed were:
- a) Labor, overhead/indirect costs, equipment/material costs, and a full cost-recovery framework
 - b) Proposed miscellaneous fee updates, noting that 114 fees were analyzed, average increases
 - c) Plan review fees, comparing current, proposed, and an “incentivized” fee structure designed to encourage better-quality submittals earlier in the review process and reduce repeat reviews.
 - d) CAP Water Resource Fee as a capital-recovery fee for future potable connections
 - e) FY27 Miscellaneous Fee Study – Draft Proposed Summary of Changes
 - f) COS for Rates Proposed for FY2026

Motion: Member Jaramillo motioned that the Finance subcommittee support the FY28-FY30 rate increase proposal at 3.5%, with the FY27 to remain at 5.5%, and the updated Miscellaneous Fee schedule and proposed CAP Resource Fee, and forward this recommendation to the full committee for action with a memorandum from the full committee to the Mayor and council. The motion was duly seconded by member Forrest. **Discussion:** none. Motion passed on a voice vote 3-0.

8. **Call to Audience** – None.
9. **Future Agenda items** – The subcommittee agreed there would not be a meeting in February and the March meeting discussion would be to discuss the System Equity Fee.
10. **Adjournment** – The meeting was adjourned at 2:59 p.m.