



NOTICE OF PUBLIC MEETING & AGENDA

UPPER VERDE RIVER WATERSHED PROTECTION COALITION BOARD MEETING

**Wednesday, February 24, 2010 – 2:00 p.m.
City of Prescott City Hall, Council Chambers
201 South Cortez Street – Prescott, Arizona**

- ITEM NO 1. Introductions, Awards, or Presentations**
- ITEM NO 2. Call to Public**
Consideration and discussion of general unscheduled comments from the public: Those wishing to address the Coalition need not request permission in advance. Any such remarks shall be addressed to the Coalition as a whole and not to any member thereof. Such remarks shall be limited to three (3) minutes unless additional time is granted by the Chair.

At the conclusion of the unscheduled comments, individual members of the Coalition may respond to the item addressed at the discretion of the Chair, or they may ask Staff to review the matter or ask that the matter be placed on a future agenda.
- ITEM NO 3. Action – Approval of Board Meeting Minutes – January 27, 2010**
- ITEM NO 4. Discussion – TAC Meeting Summary – February 18, 2010**
- ITEM NO 5. Discussion & Possible Action – Water Smart Application**
- ITEM NO 6. Discussion – Recharge & Source Water Pilot Projects Study Update**
- ITEM NO 7. Discussion – Grant Opportunities Update**
- ITEM NO 8. Discussion & Possible Action – Next Meeting Time / Location / Agenda Items**
- ITEM NO 9. Adjourn Meeting**



AGENDA ITEM NO. 1

PRESENTATION – AWARD OF APPRECIATION TO SHAUN RYDELL

An Award of Appreciation is being prepared for Shaun Rydell, Water Conservation Coordinator for the City of Prescott, for her contributions to regionalize water conservation education. If the award is available for the meeting, a presentation will be made.

AGENDA ITEM NO. 3

ACTION – APPROVAL OF BOARD MEETING MINUTES JANUARY 27, 2010

Approval of minutes for the previous Regular Board Meeting held on January 27, 2010.



AGENDA ITEM NO. 4

DISCUSSION – TAC MEETING SUMMARY – FEBRUARY 18, 2010

Brief summary of the TAC Meeting including:

- Monitoring Wells
- Pilot Project Study update (agenda item)
- Water Smart Application (agenda item)
- Grant application update (agenda item)
- Safe Yield Workgroup Report

AGENDA ITEM NO. 5

DISCUSSION & POSSIBLE ACTION – WATER SMART APPLICATION

Ed Muccillo will present a revised Water Smart Application and process with discussion and possible action to follow. Discussion will include:

- Review Application
- Renewing / Revoking designation
- Successful applicants announced/recognized in media campaign



AGENDA ITEM NO. 6

DISCUSSION & POSSIBLE ACTION – RECHARGE & SOURCE WATER PILOT PROJECTS STUDY UPDATE

Rick Shroads will provide an update on the progress of the Recharge & Source Water Pilot Projects Study including:

- Status of City of Prescott / APS site under consideration

AGENDA ITEM NO. 7

DISCUSSION – GRANT OPPORTUNITIES UPDATE

Ed Muccillo will present an update on current grant opportunities and pursuits including:

- Bureau of Reclamation Water Conservation Field Services Program. Must be in BOR Phoenix office by 4 p.m. on February 26, 2010.
- EPA CARE. Must be in EPA office by 5 p.m. on March 8, 2010
- National Science Foundation. Letter of Intent due by March 17, 2010
- Laura Jane Musser Fund. We don't want to forget this one. Up to \$35,000 (no match required) in private funding for water conservation activities. This is private money that the Coalition can then use to match other government grant applications. Due March 2.



AGENDA ITEM NO. 8

DISCUSSION & POSSIBLE ACTION – NEXT MEETING TIME / LOCATION / AGENDA ITEMS

Board Meeting

The next regularly scheduled Board Meeting is on **March 24th, 2010 at 2:00 p.m.** at the City of Prescott City Hall, Council Chambers, 201 South Cortez Street, Prescott, Arizona. Agenda items for the next Board meeting will include updates on the Water Smart Application and process, Grant Opportunities and Applications, and the Recharge & Source Water Capture Pilot Projects Study.

TAC & Safe Yield Workgroup Meetings

The next **TAC meeting will be Thursday, March 18th, 2010 at 12:00 p.m.** Agenda items for the next TAC Meeting include Water Smart Application, Recharge & Source Water Capture Pilot Project Study, Grant Funding Plan and Applications, and Water Conservation efforts.

The next **Safe Yield Workgroup Meeting will also be on Thursday, March 18th, 2010 at 1:00 p.m.** The agenda will include the Safe Yield Workgroup Report.

Both meetings will be held at the Yavapai County Administrative Services Building, Gladys Gardner Room, 1015 Fair Street, Prescott, Arizona.

AGENDA ITEM NO. 9

ACTION – ADJOURN MEETING

Meeting to be adjourned



**UPPER VERDE RIVER WATERSHED PROTECTION COALITION
WORKSHOP MEETING
PRESCOTT, ARIZONA
Wednesday, January 27, 2010**

MINUTES

A MEETING OF THE UPPER VERDE RIVER WATERSHED PROTECTION COALITION WAS HELD ON JANUARY 27, 2010 in the Prescott Municipal Building, 201 S. Cortez Street, Prescott, Arizona.

Chairman Flannery called the meeting to order at 2:01 p.m.

Introductions, Awards, or Presentations

Members Present:

Councilman Mike Flannery, Town of Prescott Valley, Chairman
Supervisor Carol Springer, Yavapai County Board of Supervisors, Vice Chairman
President Ernie Jones, Yavapai-Prescott Indian Tribe
Mayor Jim Bunker, Town of Chino Valley
Councilwoman Mary Ann Suttles for Mayor Kuykendall, City of Prescott

Members Absent:

Mayor Marlin Kuykendall, City of Prescott

Staff Present:

Ed Muccillo, Program Manager
Rick Shroads, Assistant Program Manager
John Rasmussen, Yavapai County
Lorri Carlson, Program Administrator

ITEM NO 10. Introductions, Awards, or Presentations

Mr. Rick Shroads introduced members of the Plant Advisory Committee, explaining that they have been instrumental in development of many of the Water Smart cards. He said they have put a lot of time and effort in the water conservation education material. Mr. Shroads, Mr. Ed Muccillo, and each of the Board members recognized the following individuals and presented each of them with letters of appreciation:

Mr. Jim Cox, Prescott Valley Growers
Mr. Dusty Eiker
Mr. Charlie Hidebrant, Mountain Path Landscaping
Mr. Harold Watters, Watters Garden Center founder
Ms. Crystal Frost, Arizona Department of Water Resources (absent)
Mr. Jeff Shaulau, University of Arizona Cooperative Extension (absent)

Member Jim Bunker expressed his appreciation for their help and participation in this and that little by little they can solve the area's water problems.



Councilwoman Mary Ann Suttles said on behalf of the City of Prescott they thank the participants very much. She said they understand that they have businesses to run as well and the time they volunteered is very much appreciated.

Chairman Flannery said the success of any program depends on volunteers and professionals such as each of them stepping forward adds to the value and credibility of the program. He said they very much appreciate the value and their cooperation they added and a heartfelt thanks to each of the members.

ITEM NO 11. Call to Public

Mr. Lou Bellisi said he received two water surveys, one in the Prescott water bill and one in the Valpak. He asked if the Coalition is paying for any of these and if anyone had an explanation.

Vice Chairman Springer said the ones in the Prescott billing are only for the Prescott area. She said the Coalition encompasses a larger area will be distributing Water Smart cards in the Valpak and not a survey.

Mr. Howard Mechanic said he believes this was done by the Prescott Creeks Association from a grant they received.

ITEM NO 12. Action – Approval of Minutes of previous Board Meeting – December 9, 2009

Member Jim Bunker moved to approve the minutes of the December 9, 2009 Board Meeting; second by Vice Chairman Carol Springer. Motion passed unanimously.

ITEM NO 13. Discussion – TAC Meeting Summary – January 13, 2010

Mr. Muccillo said there is a need to discuss the subject of a TAC quorum with regards to the departure of Jim Holt from the City of Prescott and Chris Moss with the Yavapai-Prescott Indian Tribe. He said it creates challenges when they lack a quorum.

Councilwoman Suttles said the City of Prescott has two individuals, Craig McConnell and Leslie Graser, who may be filling that position. She said she will speak with Mayor Marlin Kuykendall and get an answer back to Mr. Muccillo within the next couple of days.

President Ernie Jones said over the last few years their planner has been very involved with the new building and he heard recently that possibly Mr. Moss' assistant, Dana Yau, may be his replacement.

Chairman Flannery said they will move forward with getting people on the TAC.

ITEM NO 14. Discussion – Budget Update

Mr. Muccillo said he hopes the format is okay and that Vice Chairman Springer sent him a template to work from. He said this budget takes a historic look back



from Fiscal Year 2007-2008. He explained some of the assumptions including the amounts to be contributed in the future and some amounts to be spent. Mr. Muccillo said the new annual amount is \$175,500 due to the Town of Chino Valley's deferment and withdrawal of Dewey/Humboldt from the Coalition. He said he also made the assumption of another deferment of Chino Valley's contribution. He said he did not project any grant receipts. Mr. Muccillo said the Board authorized \$100,000 for water conservation and they are currently at \$64,000 with a majority of the foundational efforts expensed. He said looking at what still needs to be done it will end up at about \$80,000. He said he projected a \$50,000 annual budget amount for water conservation for maintenance of current programs but that could also be increased if the Board preferred to spend more on the effort. Mr. Muccillo also addressed capital improvement projects such as the pilot project studies.

Chairman Flannery said this is not really for consumption rather a ballpark and format.

Mr. Muccillo said the first three columns are factual and the others are for the Board to consider and provide feedback.

Mr. Mechanic said it looks like to him there will be an overdraft of \$57,000 and asked if that is correct.

Mr. Muccillo said that the bottom line is the ending balance and they are still in the black.

Councilwoman Suttles said it is easy to read. Member Bunker said it is fine.

Chairman Flannery in terms of format it is fine but in terms of projections they may need to do some shifting.

Mr. Muccillo said the next action items will be deciding what they want to do for the next fiscal year.

Chairman Flannery said this discussion needs to be scheduled three months prior to June [March].

ITEM NO 15. Discussion – Recharge & Source Water Pilot Projects Study Update

Mr. Shroads provided an update presentation starting with a reminder of the goals reminder. He said basically, the objectives are measure, measure, measure. He said the Plan B site is northeast of the City of Prescott Airport on an APS solar farm on property owned by the City.

Mr. Shroads said they have been in touch with Mike Johnson from APS and it seems they are on the pathway to success. He said all of the rainwater hits the solar panels, drops down, and sheet flows toward Bottleneck Wash. He said that is where they want to intercept and get some true recharge off of this facility.



Vice Chairman Springer asked how they are planning on collecting the water. Mr. Shroads said they have not really identified how they are going to do it on this site because they have not actually been on the site to walk it. He said they are considering having a drip pan below the panels to focus and channel the water to the recharge facility. He referred to a fact sheet about the farm.

Member Bunker asked about how big the facility is. Mr. Doug McMillan answered 55 acres.

Mr. Shroads said the parcel is considerably larger than that but the panels cover 55 acres. He presented the new USGS subsurface map and pointed out the areas of great interest. He said they have super imposed the Yavapai County's GIS maps to show parcel ownership of the areas of interest.

Councilwoman Suttles read a statement from the City of Prescott on seeking permission to access the APS solar site on City of Prescott land: "An agreement, maybe an MOU, to move forward at the APS site with a concept development for a pilot project and at this time staff is looking into that request."

Mr. Shroads said he has a sample MOU and will get that to Leslie Graser.

Mr. Bunker asked if there is land available on the same parcel for recharge.

Mr. Shroads said their Idea is to put needed recharge basins just to the east of the solar facility, which is still on City of Prescott land.

ITEM NO 16. Discussion – Grant Opportunities Update

Melody Reifsnyder said due to ARRA many of the grant announcements are being delayed. She said they are looking at the EPA source point grant, and in Region 9 the hospitality industry. She said the emphasis for Region 9, the region Arizona belongs to, is water conservation and this particular grant does not require a match. Ms. Reifsnyder said the Care Grant is another current opportunity that is marginal but it also does not require a match. She said this is due March 6th and awards \$90,000 or \$150,000 depending on the level the Coalition applies at, either Level 1 or Level 2. She said Level 1 is the formation of a community organization to address environmental issues and for the EPA a watershed is considered a community. She said the UVRWPC already exists at Level 1 and is hoping they can apply instead at Level 2. She said as far as she knows an Arizona community has never applied for the grant.

Vice Chairman Springer asked if they can use to continue the Coalition's current programs.

Ms. Reifsnyder said yes because if basically funds a lot of the current Coalition efforts. She said it requires community involvement, which they have and could expand.



Ms. Reifsnyder said the other grant is not in the funding plan and that is the National Science Foundation, an entity she would not typically consider for funding. She said this one is for water sustainability for cities and towns and it is not highly academic. She said the TAC needs to discuss this one further at their next meeting. She said there is no match and it is up to \$1,000,000. She said the bad part is the National Science Foundation does not repeat each year like some of the other funding agencies.

Ms. Reifsnyder said she will be resubmitting the BOR grant on February 16 and that they have more money in the pot for this round.

Chairman Flannery said he is not an attorney but in communicating with staff he does not think there is any danger in open meeting violations in meeting with staff.

Ms. Reifsnyder agreed and said it is the easiest law to violate and she just prefers to err on the side of keeping her mouth shut.

Chairman Flannery said they complimented the landscapers earlier on what they bring to the table and he feels obligated to compliment her on what the expertise she brings to the table. He said she is a great benefit to the organization and he thanked her very much.

Ms. Reifsnyder said she does get paid for her work but that she appreciates the compliment. She said the federal fiscal year is October 1 to September 30 and does not always jive with the municipal fiscal year.

ITEM NO 17. Discussion & Possible Action – Next Meeting Time / Location / Agenda Items

Vice Chairman Springer said she likes it when the TAC members there and that some are missing from the meeting. She said she would like to go back to the Water Smart signage issues and she thinks they have gotten lost. She said several months ago the Board had some recommendations on what the application should contain and she has not seen it since. She said directed the TAC to bring back the application and bring back an application for Water Smart recognition.

Vice Chairman Springer said something she keeps bringing up is how to measure and whether they are accomplishing anything or not. She said it occurs to if they are trying to do something on some sort of mass scale it is cost prohibitive to measure every area or project. She said she recalls about 10 15 years ago there were about 80 monitoring wells. She said she would like to see the TAC come up with about half a dozen wells and take the map Mr. Shroads just showed the Board and monitor them. She said if they are going to achieve safe yield, contrary to comments in the paper, this would be the first step in an overall process to evaluate where they are.



Chairman Flannery asked if she is talking about existing wells.

Vice Chairman Springer said yes, she is talking about existing wells and not new ones.

Councilwoman Suttles asked who is going to do that.

Vice Chairman Springer said ADWR collects the data and the TAC just has to select which of the wells they want to monitor.

Mr. Shroads said they have been keeping an eye on the ADWR website with regards to a number of wells in the AMA and they may have gotten a head start on this idea. He said they are mapping the trend of a whole bunch of wells.

Vice Chairman Springer said she would like the TAC to pick half a dozen wells in representative areas around the AMA and monitor them quarterly or twice a year.

Member Bunker said he would guess they need more than that.

Vice Chairman Springer said she does not want the TAC to have a burden and go out to do a bunch more work.

Mr. Shroads said they could look at regions and look at a group of wells within each region rather than trying to average the date. He suggested getting direction from the TAC on the number and location of the wells to get a representative group.

Vice Chairman Springer said the question that comes to mind is if they reach safe yield how would we know it.

Mr. Mechanic said ADWR measures overdraft and it is not based on the well data rather by the amount of water going into the ground and the amount coming out. He said the wells are confirming that they are in an overdraft situation. He asked how often ADWR does these measurements.

Mr. John Rasmussen said ADWR has son continuous well measurements and that this task is not going to be difficult. He said it is going to take long term observation of trends to really know.

Chairman Flannery asked if some monitored more frequently than others.

Mr. Rasmussen said yes and there are key wells for continuous monitoring.

Mr. Mechanic said this is basically publicizing what ADWR is already doing and he thinks that is a good idea. He asked what is the difference between what ADWR is doing and what will be done here.



Chairman Flannery said the suggestion is to test sample wells and indicate a trend within an area. He said he is not sure ADWR does anything with trends.

Vice Chairman Springer said she is not talking about trends rather actual water levels.

Mr. Rasmussen said what he heard is to take the actual information that is there and bring it to the Board.

Vice Chairman Springer said it is very helpful to get a historical perspective on the wells and what they are doing.

Mr. Doug McMillan said he has spent weeks going through the ADWR website, gathering information and yields from Daniel Timmons. He said he has formatted that information into a 40 page excel spreadsheet. He said there are three main ADWR monitoring wells in the Little Chino with one connected to telemetry. He said he came up with an independent calculation of 13,000 ACF per year deficit using that method.

Mr. Muccillo said he will have Mr. McMillan bring that to the TAC for discussion.

ITEM NO 18. Meeting Adjourned at 3:06 p.m.



APPLICATION FOR WATER SMART PROJECT/FACILITY CRITERIA OR REQUEST FOR USE OF WATER SMART™ LOGO

The Upper Verde River Watershed Protection Coalition (UVRWPC) was formed by the City of Prescott, the Town of Prescott Valley, the Town of Chino Valley, Yavapai County, and the Yavapai-Prescott Indian Tribe in order to work together to protect the Upper Verde River. The Coalition is committed to balancing the reasonable water needs of the residents of the Upper Verde River Watershed Area with protection of the base flow of the Upper Verde River to the maximum possible extent, and achieving safe-yield within the Prescott Active Management Area (AMA).

Acknowledging that water users throughout the Upper Verde River Watershed Area have impacts upon surface and groundwater systems of this area, the Coalition recognizes that water users should be responsible for their impacts. Therefore, the Coalition supports the creation of best management practices (BMPs) that balance the reasonable water needs of the residents of the Upper Verde River Watershed Area with the need to preserve the vitality, health, and future flows of the Upper Verde River, good stewardship of the water resources, and equal access to unbiased scientific information upon which BMPs are to be based.

To this end, the UVRWPC wishes to recognize projects and/or facilities that strive to be Water Smart™, particularly those projects/facilities that promote the conservation of water or reuse of water. The Coalition also wants to promote Water Smart™ as a way of life. Please complete this application regarding your project/facility to achieve the Water Smart™ designation for your project/facility or if you would like to request to use the Water Smart™ logo. The application will be evaluated by the UVRWPC Technical Advisory Committee, forwarded to the UVRWPC Board members for their evaluation, and possibly involve a site visit and/or a meeting, which would be coordinated with the applicant. Upon final approval and designation as a Water Smart™, the facility or project will be publicly awarded with a placard or sign to recognize the contribution being made towards the Coalition's goals. For more information, please visit the UVRWPC website at <http://www.uvrwpc.org> . Thank you for being Water Smart™!

Project/Facility Name: _____

Responsible Party Contact Name: _____

Address: _____

City, State, Zip Code: _____

Phone: _____

Website: _____

Attach a letter/statement describing the project or facility for which you are requesting Water Smart™ designation, or the reason you are requesting use of the Water Smart™ logo. Attached is a listing of criteria that the UVRWPC may use to evaluate your application. Please submit the completed application to the UVRWPC via email at carlson@burnip.com, or via mail at UVRWPC, c/o Burgess & Niple, Inc., 1500 North Priest Drive, Suite 101, Tempe, AZ, 85281, or via fax at (602) 244-1915.



APPLICATION FOR WATER SMART PROJECT/FACILITY CRITERIA OR REQUEST FOR USE OF WATER SMART™ LOGO

POSSIBLE EVALUATION CRITERIA

Water Conservation Education

1. Does the project/facility support water conservation education events, media campaigns, or community presentations?
2. Does the project/facility support adult water conservation education and training programs?
3. Does the project/facility support youth water conservation education programs?
4. Does the project/facility help distribute water conservation landscape information to new property owners?
5. Does the project/facility include xeriscape landscaping as a demonstration garden and/or exterior property enhancement?
6. Does the project/facility distribute water conservation materials?

Interior Water Use

7. Has the project/facility undergone interior water efficient retrofits?
8. Does the project/facility include hot water recirculation devices?

Exterior Water Use

9. Has the project/facility received a landscape consultation?
10. Does the project/facility minimize water features and/or water intensive landscaping and turf?
11. Does the project/facility implement landscape watering restrictions or smart irrigation technology?

Monitoring Water Use

12. Does the project/facility perform annual water audits?
13. Does the project/facility include a leak detection system or have a leak detection program?
14. Does the project/facility have a meter inspection, repair, and/or replacement program?
15. If the project/facility utilizes an exempt well, is water use metered?

Reuse of Water

16. Does the project/facility utilize on-site gray water and / or rainwater harvesting features?
17. Does the project/facility recycle water on-site?

Water Smart Implementation

18. Does the project/facility implement an emerging Water Smart technology, practice, initiative, project, or program?

Partnerships

19. Does the project/facility develop industry partnerships to save water?

Water Savings

20. Does the project/facility develop industry partnerships to save water?