



NOTICE OF PUBLIC MEETING & AGENDA

**UPPER VERDE RIVER WATERSHED PROTECTION COALITION
PRESCOTT, ARIZONA
June 24, 2009**

MINUTES

A MEETING OF THE UPPER VERDE RIVER WATERSHED PROTECTION COALITION WAS HELD ON JUNE 24, 2009 in the Prescott Municipal Building, 201 S. Cortez Street, Prescott, Arizona.

Councilwoman Fran Schumacher called the meeting to order at 2:00 p.m.

ITEM NO 1. Introductions, Awards, or Presentations

Members Present:

Councilwoman Fran Schumacher, Town of Prescott Valley, sitting in for Councilman Mike Flannery
Town of Prescott Valley, Vice Chairman
Mayor Jim Bunker, Town of Chino Valley
President Ernie Jones Sr., Yavapai - Prescott Indian Tribe
County Supervisor Carol Springer, Yavapai County
Mayor Jack Wilson, City of Prescott

Staff Present:

Ed Muccillo, Program Manager
Rick Shroads, Assistant Program Manager
Jim Holt, City of Prescott
Mark Holmes, Town of Chino Valley
John Munderloh, Town of Prescott Valley

Guests Present:

Linda Hatch, Town of Chino Valley
Charlie Ester
John Zambrano
Lou Bellesi
Linda Campbell
Thomas Slaback
Doug McMillan

ITEM NO 2. Call to Public

ITEM NO 3. Discussion & Action – Election of Officers

Member Carol Springer moved to nominate Mike Flannery for Chairman; Second by Member Jim Bunker; motion passed unanimously.



Councilwoman Schumacher moved to nominate Carol Springer; Second by Member Bunker; motion passed unanimously.

ITEM NO 4. Action – Approval of Minutes for previous Board Meeting – April 22, 2009

Vice Chairman Springer moved to approve the minutes; Second by Member Wilson; motion passed unanimously.

ITEM NO 5. Discussion – TAC Meeting Summary – June 10, 2009

Member Wilson noted needed corrections on TAC member names [corrections made].

ITEM NO 6. Discussion – Program Manager’s Report

Mr. Muccillo reviewed the Program Manger’s Report for June 2009.

ITEM NO 7. Discussion & Possible Action – Town of Chino Valley and Town of Dewey / Humboldt Member Contributions Status

Mr. Mark Holmes thanked the Coalition on behalf of the Town of Chino Valley for accepting the deferral option for the next fiscal year. He said they will be exercising that option now that they have finalized the Town’s budget and that they will not be able to meet the member ship dues for the next fiscal year. He said they will be reevaluating their ability to pay next year’s dues plus any deferred amounts towards the end of this coming fiscal year. He also presented a formal letter to the Board indicating the Town’s intentions.

Mr. Muccillo said they received a letter from the Town of Dewey-Humboldt stating they are withdrawing their membership from the Coalition. He said following the last meeting and the discussion of Chino Valley doing a deferment and staying a member a call was made to the Town Manager, William Emerson, extending the same offer. He said that the Town declined.

Vice Chairman Springer said she had a conversation with the Mayor and that he indicated since Dewey-Humboldt is in the Agua Fria sub-basin and not actually in the Prescott AMA they felt they “don’t have a horse in this race.” She said it was not a matter of finances or anything else rather they just felt they did not need to participate.

Mr. Muccillo said as part of the Coalition’s water conservation efforts they are creating some educational materials, water smart cards and handbooks, and will include who the Coalition members are that are providing some of the funding. He asked for clarity should the publications include the Town of Dewey-Humboldt since they contributed to the Coalition funds for the last two years.

Member Wilson suggested that they ask Dewey-Humboldt how they want to handle it.

Vice Chairman Springer said once they have resigned their name should not go on the signage. She said they paid dues like they all did for years that they participated so it is water under the bridge so to speak and should not have a bearing on what the Coalition does from here forward.

Councilwoman Fran Schumacher asked if their dollars been spent.

Mr. Muccillo said that would be had to say because they do not track how each dollar is spent.



Member Bunker asked if the materials have actually been prepared.

Mr. Muccillo said that is what they are getting ready to do and is happening now.

Councilwoman Schumacher asked if it is possible to provide them with the results of the contributions.

Mr. Muccillo said that is a possibility to put water smart cards and other materials in their Town Hall.

Councilwoman Schumacher said she agrees with Vice Chairman Springer that they should not be listing them if they do not want to be a member but some of the benefits can be distributed to them.

Member Bunker said he would like to take them off of the website.

Vice Chairman Springer said once they have resigned the Coalition really does not have the authority to keep using their name anymore.

Member Bunker said maybe it is best just to move on.

Councilwoman Schumacher said they should still have the benefits of materials published by the Coalition's water conservation efforts.

Mr. John Zambrano, 2910 West Crestview Drive, said Dewey-Humboldt is in the AMA and the mission of the Coalition is safe yield in the AMA. He said he does not think that is going to change their mind but there is some value in having them participate in safe yield planning and activities.

ITEM NO 8. Discussion – Water Conservation Efforts Update

Mr. Muccillo said they have the agreement in place to have Shaun Rydell from the City of Prescott to get things going a little quicker now. He said the Water Smart cards almost ready and that they are being edited with some minor edits with the Coalition logo on them with the members listed. He said they are also going to create a Coalition Water Smart Card outlining what their mission is and other basic information. He said racks for the cards are being ordered for various locations and he is getting with TAC members to see where they want to put racks for the cards at the different member facilities. Mr. Muccillo said the water conservation handbook look outstanding and they are about one more major edit away from publishing that. He said the last thing is the preparation of the media campaign for radio spots and they think this is a good opportunity to get some of the Coalition Board Members to read some of the radio spots if they so desire.

Member Wilson volunteered, Member Bunker volunteered, and Chairman Flannery was volunteered.

Vice Chairman Springer asked about idea of some sort of signage or a decal and if the TAC has addressed that at all. She said quite awhile ago they talked about identifying projects that have been done or are being done and putting a sign on it. She said for instance she just completed the project at Pioneer Park with ADEQ and she is very proud of that project and would love to put a sign out there that is a Water Smart project. Vice Chairman Springer said probably all of the towns that have done these projects would



like to have something on the projects that identify them under the common logo. She said she would like the TAC to pursue more and see if they can come up with something and then start soliciting projects that meet criteria for inclusion as a water smart project. She said once the Board approves them then they can advertise the fact.

Mr. Muccillo said the water conservation budget has about \$12,000 as a contingency. He said there is some question about each use needing to come back to the Board.

Vice Chairman Springer said yes, they had added that provision in the agreement they had for the logo and that any use of it had to be approved by this Board.

Member Wilson suggested they come back with bulk packages for approval.

ITEM NO 9. Discussion – Progress Report on Coalition Activities

Mr. Rick Shroads said regarding the recharge effort as of now they have started on the scope of work that was defined for the recharge pilot project study. He said they are working on items number one and two of the scope. He said primarily item number is briefly reviewing the hydrogeology and recharge potential of various sites. Mr. Shroads they have formulated a meeting on Monday between some hydrogeologists, some well drillers, and some geologists to come up with some good input on sites, not just surface elements of the sites but subsurface elements of the sites.

Member Wilson asked if they are aware of what the City of Prescott is doing with the safe yield water conservation committee with an application for a grant.

Mr. Shroads said yes and he is have lunch with Chuck Budinger tomorrow.

Member Bunker asked if they have some of the sites tentatively identified.

Mr. Shroads said yes they do and they were presented at the last joint Board meeting and now they are narrowing down those sites as they all discussed at the last Board meeting. He said that does not mean they are exclusive and there may be other sites to look at as a result of this meeting. He said the meeting they intend to have based upon people with knowledge about underground issues here, such as Bill Greenslade, Eric Owens and others.

ITEM NO 10. Discussion – Grant Writer Update

Mr. Muccillo said they previously discussed getting more aggressive in 2009 with grants so they have solicited RFP's to add a professional grant writer to the program management team. He said they received qualifications and proposals from two: one from Sage Consulting and one from Kuehl Enterprises. He said based on his evaluation and a little bit of discussion with the TAC he decided to have Sage Consulting as the primary grant writer at this time. Mr. Muccillo he has not ruled sometime in the future using Kuehl but at this time the task is not easily divided up amongst a bunch of people. He said basically at the next TAC meeting they are going to meet with Melody Reifsnnyder from Sage and start to brainstorm. He said by mid to late August they want to have grant and funding plan completed. He said they want to have a target list and a time schedule of potential grants to pursue. Mr. Muccillo said they will come back to the Board with the grant and funding plan and then when they identify a grant they want to submit on they will also come back to the Board with that.



Vice Chairman Springer asked in the scope how it was worded and if payment would be a flat fee similar to a consulting fee or if the grant writer can be compensated if they get the grant.

Mr. Muccillo said the way they set it up in the form of a consultant fee and somebody that is added to the program management team. He said they wanted an initial analysis of what is out there and a continual monitoring of what is out there and that will basically be under the program management budget. He said the hourly rate is considerably lower and they have someone who is a professional who deals specifically with grants. Mr. Muccillo said is a less expensive and more targeted person and approach than they have taken so far and he is remiss in not starting this a while ago.

Vice Chairman Springer asked for what period of time are they anticipating doing this.

Mr. Muccillo said his thought is that would make an effort for at least a year but there has been no real commitment. He said they are working on setting up a budget and anticipating about how many hours should be spent per month. He said overall it is probably 2-3% of an annual budget for that effort and with the potential benefit it seems like a good risk.

Member Springer said she agrees and would say to go forward but she just wanted to make sure they are being productive with it.

Member Wilson said he wants to ensure that they are taking broad based approach to grants and not just talking about the conventional grants but they are also looking at economic stimulus funds over the next three years. He said the City of Prescott is aggressively pursuing it and he thinks in this particular area it may be easier to get money than in some of the other areas.

Mr. Muccillo agreed and said they also have the regionalization aspect going from them as well.

ITEM NO 11. Discussion – Next Meeting Time / Location / Agenda Items

Mr. Muccillo said the next Board meeting is July 22, 2009 at 2:00 p.m. He said the agenda items are likely to be updates and progress on water conservation, recharge, and the grant process. He asked the Board if they have any more items to be placed on the agenda and they did not have a May Board meeting asked if that worked out for everyone. He said with the budget concerns they have it is not a bad idea to occasionally skip a meeting, which will save money.

Councilwoman Schumacher asked if they need a meeting in July.

Member Wilson said they should have a meeting when they have some work products coming out of the water smart efforts and asked when they will have water conservation products ready. He said until then he does not see a lot of pressing stuff and they have enough to keep the team busy and summertime is a difficult time anyway.

Mr. Muccillo asked if he meant the water conservation material and/or the signs.

Member Wilson said everything but the signs but if they have a prototype for the signs as well that would be useful.



Mr. Muccillo said he doubts that the handbook will be ready by July.

Member Wilson said that is what he is saying.

Vice Chairman Springer said again she thinks it is valuable to have meetings on a regular basis but she also wants to make sure they are productive. She said she thinks they need to keep these ideas going and the idea is to accomplish some real project, whether it is the signs or the logo issues or the conservation aspect. She said this organization has been organized for several years and it is time for them to start showing some results. Vice Chairman Springer said she thinks the entities who have contributed money to this deserve to see something happen. She said she would like to see them meet every month and push for results.

Councilwoman Schumacher asked if there are going to be results in July that could be physically brought to the Board.

Mr. Muccillo said he agrees with what Vice Chairman Springer said but he also has to say that a meeting in July could be disappointing. He said there are a lot of things that have to happen and they have about four weeks for that meeting.

Member Bunker asked if there will be anything to report on the recharge project next month.

Mr. Shroads said they will have a much more meaningful meeting in August regarding recharge. He said they can give an update in July but they will have some actual date by August.

Vice Chairman Springer said she will go along if most of them feel they can go without the July meeting and she does not like to meet anymore than anyone else does just for the sake of meeting. She said on the other hand she does not want to stop pushing and in August then they better be ready.

Vice Chairman Springer moved to cancel the July 22, 2009 meeting; Second by Member Wilson; the motion passed unanimously.

Mr. Muccillo said the next meeting will be August 26, 2009 at 2:00 p.m. at the City of Prescott Council Chambers.

Meeting adjourned 2:37 p.m.

COUNCILMAN MIKE FLANNERY, Chairman

ATTEST:

LORRI CARLSON, Administrative Assistant