



**UPPER VERDE RIVER WATERSHED PROTECTION COALITION
PRESCOTT, ARIZONA
November 26, 2008**

WORKSHOP MINUTES

A WORKSHOP MEETING OF THE UPPER VERDE RIVER WATERSHED PROTECTION COALITION WAS HELD ON NOVEMBER 26, 2008 in the Prescott Municipal Building, 201 S. Cortez Street, Prescott, Arizona.

Chairman Fann called the meeting to order at 1:30 p.m.

ITEM NO 1. Introductions, Awards, or Presentations

Members Present:

Mayor Karen Fann, Town of Chino Valley, Chairman
Councilman Mike Flannery, Town of Prescott Valley, Vice Chairman
Chairman Ernie Jones Sr., Prescott-Yavapai Indian Tribe
County Supervisor Carol Springer, Yavapai County
Mayor Jack Wilson, City of Prescott

Members Absent:

Councilman Floyd Wright, Town of Dewey-Humboldt

Staff Present:

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

Guests Present:

Councilman Bob Luzius, City of Prescott
Charlie Hildebrant
Edessa Carr
Ken Janacek
Doug McMillan
Tom Atkins
Edie Dillon
Linda Campbell
Lou Bellesi
Howard Mechanic

ITEM NO 2. Discussion – Recap by Mr. Ed Muccillo, Program Manager

i. Progress of the Coalition

- Initiated recharge pilot project investigations and discussions
- Completed mapping for natural recharge



- Completed mapping for artificial recharge
- Completed Water Conservation Program Report
- Formed a Safe-Yield Workgroup
- Creation of a Coalition website
- Filled position of Program Manager

ii. Goals

- Protection of the base flow of the Upper Verde River to the maximum possible extent and achieve safe-yield within the Prescott Active Management Area (AMA), by developing BMPs (best management practices) that incorporate science-based planning, utilization and conservation of all water resources within the Upper Verde River Watershed Area, and provide financial and staff resources to support the protection activities of the Coalition.

ITEM NO 3. Discussion – Coalition Project Concepts

i. Recharge

- Mr. Muccillo asked what the Coalition's goals should be particularly in regards to artificial recharge.
- Member Wilson recommended including "proof of concept" as a goal.
- Member Springer said the goal in the Big Chino should be the same as the AMA and that is safe-yield. She said artificial recharge is often viewed as the effluent issue and as she understands it recharge is not limited to effluent. She said they should have more discussion about the recapture of unappropriated water in the Big Chino and they should identify areas for artificial recharge in areas where development is not contemplated.
- Mr. Rick Shroads, Assistant Program Manager presented information on examples of various capture methods of unappropriated water. See Handout, Exhibit A.
- Member Springer agreed these examples are the types of proposals needed for the recapture of unappropriated water. She referred to appropriated water and suggested slowing it down.
- Mr. Mark Holmes described two different recharge efforts in Chino Valley that involve third party private interests. He said one is a 74 acre area that is being mined for aggregate with 20 of the acres being excavated for recharge. He said they doing another basin type recharge on 56 acres owned by the Town of Chino Valley with third party dollars. He said there is great potential for recharge.
- Member Wilson cautioned against using large numbers when speaking theoretically.
- Mr. Muccillo asked the Board if their short or long term goal is to prove concepts or to implement projects with significant recharge efforts.
- Member Springer said doing projects was the initial goal of the Coalition and is the primary difference between the Coalition and other water groups. She said she would like to go forward with an expansion of the recharge study. She said some of the projects are relatively inexpensive.
- Member Wilson said the term "water budget" is the applicable term in reference to the Big Chino rather than "safe yield."



- Mr. Shroads referred to the handout and recommended a pilot project due to lack of funding. He suggested that the Coalition spearhead new ways to capture water that is not effluent.
- Mr. John Munderloh said the development of new technologies or the transfer of existing technologies to the area through pilot projects is a good place to start. He said the recharge mapping was a necessary first step.
- Member Wilson said he favors a pilot project approach because of limited funding. He said they need to get some excellent proof of concept they can bring back in order to get some grant funding. He recommended finding all the available best practices in order to find solutions.
- Member Springer said the projects need to have measuring components which have a dual purpose because they may be able to be incorporated into future mitigation plans.
- Mr. Muccillo suggested a scope of work for 2009. He said they need to identify potential partners; identify land both private and public sites; and then further develop concepts including capture, recharge & measurement pilot projects. He said he would like to see the development of two or three specific alternates for a pilot scale recharge project to bring back to the Board.
- Member Wilson said this is how it is done from an industrial standpoint: start small and ramp up.
- Mr. Shroads suggested a pilot area with different types of systems to measure and compare for effectiveness. He said they may want to pursue grants from the Arizona Water Institute and the Bureau of Reclamation. It was agreed they want to have pilot projects both inside and outside of the AMA.
- Mr. Holmes suggested Melody Reifsnnyder as a grant writer for the Coalition due to her experience and ability to find available grants.
- Member Springer said Yavapai County was able to get a substantial grant from ADEQ for storm water management.
- Mr. Muccillo said the proof of concept idea increases their chances of getting a grant.
- Member Wilson said there are others available and experienced in grant writing such as Linda Hartman, Paul Baskin, and Gary Warab. He advised against picking out just one person as the grant writer.
- Member Springer suggested that Mr. Muccillo or the TAC create a list of available grants as a task.
- Mr. Holmes said independent peer review by a third party is critical and suggested the Arizona Water Institute or Nancy Welsh with the Morrison Institute.
- Mr. Shroads said the Arizona Water Institute has all three universities represented on their board.
- Member Wilson agreed with Mr. Holmes.
- Member Springer said she prefers someone outside of the state because the universities have certain interests.
- Mr. Muccillo reviewed the direction on recharge goals: First, they need to take a pilot approach identifying who their partners are and where the sites could be. He said they need to specifically identify the concepts of capture, transmission, recharge and measurement and they need some number of alternatives for pilot scale projects with a minimum of one inside and outside of the AMA with some consideration for peer review. Secondly, he said they need to have an increased focus on grant opportunities.
- Member Wilson added that they need to continue looking for best practices.



- There was a discussion about municipalities with wastewater treatment systems to extend those services outside of their municipal boundaries for sewer only, not water.
- Mr. Munderloh said the issue starts with standards and systems need to be built to municipal standards.
- Chairman Fann suggested an inter-governmental agreement of cooperation to require technical review and build to the municipal standards.
- Mr. Muccillo addressed the issue of natural recharge. He said the mapping indicates that there is not a significant threat to areas that are currently believed to be contributing to natural recharge. He said this is something to monitor, but should not be a priority

ii. Conservation

- Mr. Muccillo identified the three aspects of conservation: public information, water audits, and model regional ordinances. He said a second overall goal for 2009 is to get the conservation implemented at the \$100,000 level and recommended they not wait for matching grant funds.
- Chairman Fann said once the Board's priorities are established the Board needs estimated dollar amounts needed in order to implement them.
- Mr. Muccillo said not having the December meeting allows him time to craft a more detailed scope and fee for each one and to establish an overall 2009 budget.
- Member Wilson reiterated the need to have a one page description of what they are looking for in grants to float around as they look for a grant writer. He also suggested Councilman Rodney Glassman, Tucson, Arizona, as an expert on rainwater harvesting and municipal ordinances.
- See <http://www.tucsonaz.gov/wardtwo.html> and http://www.tucsonaz.gov/ward2/news/CMS1_033396.html

iii. Monitoring

- Mr. Muccillo said measurement is for artificial recharge but otherwise is not a current focus.
- Chairman Fann said monitoring is being done in other municipal programs.
- Member Springer suggested the recharge mapping report be shared with the Yavapai County WAC and other interested groups.
- Mr. Holmes suggested getting feedback from other stakeholders regarding conservation.

iv. Watershed Management

- Mr. Muccillo said they need to discuss ideas for watershed management and its priority.
- Mr. Holmes said they should put off watershed management for 2009 due to it being a large project requiring lots of capital.
- Member Wilson asked if they are talking about the entire basin. He said that has to be a long term goal and the first steps are water budgets.
- Member Springer said a great deal of the area is public land and they should be brought into the discussion.
- Chairman Fann said the TAC needs to draft an outline of what they would like to see accomplished with the estimated monies needed. She said in addition to grant money, others might want to fund with private dollars.



v. Discussion – Conclusions

- Mr. Muccillo summarized the goals identified in today's discussion
 - Artificial recharge
 - Conservation
 - Public information
 - Water audits
 - Model ordinances
 - Added stakeholders
 - More focused pursuit of grants
- Chairman Fann said she will not be running for Mayor of Chino Valley for a fourth term. She said the Board will need to have elections for Chairman and Vice Chairman. The Board agreed to have elections in January.
- Mr. Muccillo said he will check the by-laws for any additional offices.

ITEM NO 4. Call to Public

- Mr. Tom Atkins, 309 South Washington, said he thinks there should be more emphasis on the aspect of conservation for sustainability. He recommended requiring rain capture systems for homes and businesses.
- Mr. Doug McMillan with Civiltec Engineering said he is optimistic about harvesting water just below the ground surface. He cited the example of British Columbia where 63 acre feet per day per square mile is being harvested.
- Mr. Lou Bellesi recommended the USGS report, Occurrence and Quality of Surface Water within the Yavapai – Prescott Indian Reservation Central Arizona 1994 – 1998 regarding urban development and increased runoff.

KAREN FANN, Chairman

ATTEST:

LORRI CARLSON, Administrative Assistant



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MINUTES

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Chairman Fann called the meeting to order at 3:00 p.m.

ITEM NO 1. Introductions, Awards, or Presentations

Members Present:

Mayor Karen Fann, Town of Chino Valley, Chairman
Councilman Mike Flannery, Town of Prescott Valley, Vice Chairman
Chairman Ernie Jones Sr., Prescott-Yavapai Indian Tribe
County Supervisor Carol Springer, Yavapai County
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Staff Present:

Ed Muccillo, Program Manager
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Mark Holmes, Town of Chino Valley
Jim Holt, City of Prescott
John Munderloh, Town of Prescott Valley
John Rasmussen, Yavapai County

Guests Present:

John Zambrano
Thomas Slaback
Charlie Hildebrant
George Seaman
Joanne Oellers
Howard Mechanic

Chairman Fann said there will be no meeting in December. She also announced that Coalition Board Vice Chairman Mike Flannery will be having a birthday in December and wished him a very happy birthday.



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 Minutes for Previous Board Meeting

MEMBER WILSON MOVED TO APPROVE THE OCTOBER 22, 2008 MINUTES; SECONDED BY VICE CHAIRMAN FLANNERY; PASSED UNANIMOUSLY.

ITEM NO 4. Discussion – Program Manager’s Report

Mr. Muccillo reported on what will not be covered under the following agenda items. He said under the water conservation program John Munderloh, Rick Shroads, and he are working to obtain the WaterSmart Logo agreement finalized.

ITEM NO 5. Discussion – TAC Meeting Summary – November 12, 2008

Mr. Muccillo reported that at the TAC meeting regarding the Safe Yield Workgroup they now have two potential agricultural candidates, Norm Freeman and John Olsen. He said they will talk and decide who will be the primary and secondary candidate.

Mr. Muccillo said regarding the water audits they have made a small adjustment to how they are going to approach that task. He said Mr. Rick Shroads will be taking the lead, meeting with the facilities directors of each entity and interviewing them to identify properties that are good candidates for water conservation audits. He said they will be taking more of a human approach than a computer search approach.

Mr. Muccillo reported that the Safe Yield Workgroup discussed the issue of a division of natural recharge as included in the packet.

ITEM NO 6. Discussion & Possible Action – Final Recharge Mapping Report

Mr. Muccillo said Southwest Groundwater has prepared the final recharge mapping report and memo that the TAC has reviewed and commented on.

Member Springer thanked Southwest Groundwater for their work and final product. She said the information supplements the USGS studies and is very valuable.

Member Wilson asked that the report be posted on the website.



MEMBER WILSON MOVED TO ACCEPT THE FINAL RECHARGE MAPPING REPORT AS PREPARED; SECONDED BY MEMBER SPRINGER; PASSED UNANIMOUSLY.

ITEM NO 7. Discussion – Next Meeting Time / Location / Agenda Items

Mr. Muccillo said from today's workshop meeting and what they have discussed during this meeting they need to have the election on the January 2009 agenda. He said they also have the WaterSmart Logo agreement on the agenda, identification of an agricultural candidate for the Safe Yield Workgroup, and a formal action plan of specific goals and tasks as identified in the workshop.

The next Board meeting will be on Wednesday, January 28, 2009 at 2:00 p.m. in Council Chambers at Prescott City Hall, 201 South Cortez Street.

Member Springer asked about the issue of grants.

Mr. Muccillo said he will come back with proposals about how to accomplish recharge and conservation implementation.

Member Wilson said he would like to see a one page description to get out before the January meeting.

Vice Chairman Flannery asked if they are prepared for going forward with the water logo.

Mr. Muccillo said they have the agreement ready but needs signatures.

Member Wilson said it is a draft with missing pieces of detailed information.

Mr. Munderloh said they did the best they could with the information available at the time. He said the contract should meet all of the Board's concerns and the blanks will be filled in with the details of dates and such. He said they will move forward with execution of the agreement per the final instruction they received from the Board. Mr. Munderloh said the Criteria for Use booklet will be based on the Town of Prescott Valley's booklet for use of its logo.

Member Springer said her understanding is that anytime the logo is to be used it first has to be submitted by one of the entities to the Board for approval.

The consensus was agreed upon to move forward with the contract but with the blanks filled in.

Mr. Mark Holmes said he agrees with Member Springer in reference to grant writing and there are a number of grants that will be due in January 2009. He asked if the TAC has permission to pursue some of the available grants.

Chairman Fann asked if they can turn down a grant if it is awarded to them. Mr. Holmes said he believes that is an option.



Member Springer said she thinks it is premature for most grants because of the information most grants require.

Member Wilson said they need to be very cautious about emailing information and no action can be taken via email in order to be compliant with open meeting laws.

Chairman Fann said as a point of order the Board cannot approve it but if there are grants available Mr. Holmes may pursue them on behalf of the Town of Chino Valley. She said if they were lucky enough to be awarded the grant the other interested entities might be able to participate in it and take formal action at that time.

Meeting adjourned 3:33 p.m.

KAREN FANN, Chairman

ATTEST:

LORRI CARLSON, Administrative Assistant