

**COCONINO PLATEAU WATER ADVISORY COUNCIL
BOARD/EXECUTIVE COMMITTEE MEETING MINUTES**

Friday, December 14, 2012

9:00 AM

**LOCATION: USGS Building #3, 2255 N Gemini Drive, Flagstaff, Arizona 86001
Flagstaff, Arizona**

1. CALL TO ORDER

Vice Chair Mark Woodson called the meeting to order at approximately 9:00 A.M.

PRESENT

Mandy Metzger, Coconino County (approx. 10:00 A.M. on)

Mark Woodson, City of Flagstaff

John Martinez, City of Sedona

John Davison, Coconino NRCD

Leslie Meyers, Bureau of Reclamation

Deborah Tosline, Bureau of Reclamation

Brenda Smith, Fish and Wildlife Service

Brad Hill, City of Flagstaff

Tom Whitmer, City of Cottonwood

Ron Doba, CPWAC

2. Approval of the Minutes from the 10/26/2012 Board/Executive Committee

Mark Woodson asked if there were any changes to the minutes. Ron Doba indicated Mandy Metzger should have been shown as representing Coconino County, not the City of Flagstaff. John Davison made a motion to approve the minutes as amended. John Martinez seconded the motion and it was approved.

3. 501 (c)(4) Requirements, Federal Grants & Federal Lobbying

Ron Doba discussed the IRS requirement that a 501 (c)(4) organization that receives Federal grant monies is prohibited from lobbying on a Federal level. Discussion took place that covered whether lobbying should be done by the individual member agencies or form an affiliate organization. This has been identified as a legal way to resolve the issue. The affiliate would be a separate organization that has the same board of directors and basically the same bylaws. The cost to form the affiliate is approximately \$1,000. The Board identified a need for the ability to lobby on a Federal level in the future and have the authority to apply for Federal grants. Ron was directed to keep the funds in the budget to enable the CPWAC to form an affiliate for the purpose of Federal lobbying.

4. Budget

Ron presented the draft budget for FY 2014. There are two revenue scenarios. One assumes the same dollars from the same entities as FY 2013 (four members, \$40,000). The second scenario uses member classifications that would ask cities and towns for 60% of the budget, environmental groups 20% and tribes 20%. The concern raised was that if only the four agencies paid that paid this year, the revenue would be even less in

the second scenario. Tom Whitmer indicated the Hualapai and San Juan Southern Paiute Tribes should not be included for revenue due to their financial condition. A minimum fee of \$500 was discussed or possibly a fee based on size of the organization. Mandy arrived at this time. Ron reiterated his review of the revenue scenarios. The funding issue is to be made a major item for discussion at the strategic planning retreat. Mandy suggested a survey of about four questions be sent out to the members ahead of time, to include those that have not been participating. The survey would ask what the members need to receive as a member of the WAC in order to gain a benefit. Ron will see if he can find the questions previously used for a prior retreat. Phone calls are to be made ahead of time to the recipients of the survey. Mandy suggested the retreat be held at the new casino at Twin Arrows. Brenda suggested it be held around the end of May or beginning of June. Leslie suggested it be held in February or March for the benefit of the funding agencies. The group did not finalize the retreat date; it will be discussed later, after the survey is conducted.

Leslie and Brenda indicated the CPWAC could use their conference calling numbers and suggested they be tried in the future to see how well it works (to save the fees). Leslie also suggested Reclamation may be able to provide copies to save some costs. After much discussion of alternative fee structures, it was determined to keep the \$40,000 in the budget for the four entities that have paid it this year and to include \$5,000 for environmental groups, the Hopi and Navajo Tribes and \$2,500 for the Havasupai Tribe with asterisks noted as “undetermined funding.” The Research Study and Scholarships/Internships expenditure line items are to be also marked with asterisks noted as “undetermined funding.”

Tom Whitmer suggested Holly Yeager be used to facilitate the strategic planning retreat.

5. Vacant Board Position

Time constraints prohibited discussion of this item.

6. City of Williams Presentation

Ron reported Leslie Meyers, Tom Whitmer and he had given a presentation to the Williams City Council last night on the Feasibility Study. The intent was to determine if Williams wished to remain included in the study for the pipeline from Flagstaff to Williams. The Council was informed it would cost approximately \$1,200 to stay involved and they had no problem with it. Councilmember Craig Fritsinger was asked by the Mayor to attend future CPWAC meetings. Ron indicated he would add Mr. Fritsinger to the distribution list.

7. Reports from Committee Chairs

Time constraints prohibited discussion of this item.

8. Strategic Plan Update Possible Retreat

This item was discussed under the budget item discussion.

9. Meeting Schedule for 2013

Ron presented a draft meeting schedule for 2013. The Board changed the Board meeting for January to 9:00 A.M. instead of 12:00 P.M. Meetings for August and November were cancelled. The meeting for December was changed to December 13th instead of December 27th. Ron will post the schedule on the CPWAC website.

The meeting adjourned at approximately 11:00 A.M.