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## BOARD COMMUNICATION FORM

**From:** Kevin McBride GM, Karina Craig Office Manager

**Date:** \_\_\_ 9/12/2019 \_\_\_\_\_

**Item:** \_\_\_ Preliminary 2020 Draft Budget \_\_\_\_\_

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\_\_\_\_\_ DIRECTION  
X\_\_\_\_\_ INFORMATION  
\_\_\_\_\_ MOTION  
\_\_\_\_\_ RESOLUTION

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**I. Request/Issue and Background Information:**

Traditionally the UYWCD Board adopts a final budget at its November board meeting. DOLA Budget process requires the budget officer to submit a proposed budget the governing body by October 15 which requires us to begin budget discussions at the September meeting.

As the Board continues to discuss its strategic plan, and staff intends to have those discussions inform the final budget, we are presenting this first draft. This draft is not yet tied to a work plan that will evolve from the Board’s strategic planning, but contains a few key changes worth noting. One, the addition of reserve funds for the facilities. Also, the removal of the Tri-state contract from Stagecoach water sales and the formal movement of the income of the “Stagecoach exchange water to income of Yamcolo as “individual irrigators” water. The planning department budget is drastically reduced due to the suspension of the firming project from the 2020 budget.

The district engineer has made some preliminary changes to capital projects plan which will be presented at a future meeting. An COLA of 1.3% but no other step increases are included in the numbers shown here. Other non-facility lines may change significantly depending on input on strategic planning priorities.

**II. Summary and Alternatives:**

Summary: Submittal of a draft budget to the Board, as required by DOLA

**III. Staff Recommendation:** Continue to refine 2020 Budget

**IV. Legal Issues:** N/A

**V. Consistency with Board Goals and Policies:** N/A

**Attachments:** Preliminary 2020 Budget Draft

UPPER YAMPA WATER CONSERVANCY DISTRICT - SEPTEMBER 2019 DRAFT OF 2020 BUDGET

PRELIMINARY DRAFT

	2018 ACTUALS rev 9/1/19	2019 BUDGET Approved Nov 14, 2018	2020 BUDGET September 2019 draft	STAGECOACH	YAMCOLO	5PM DITCH	GENERAL FUND	OPERATING	CAPITAL
<b>Fund Opening Balance including Encumbered Funds</b>	12,683,250	14,274,361	15,023,323						
<b>Encumbered Funds</b>	919,734	919,734	5,711,988	5,316,502	349,546	45,940	9,311,336		
Stagecoach Wetlands Mitigation Reserve	419,734	419,734	419,734	419,734					
Routt County Road #14 Contribution	500,000	500,000	500,000	500,000					
<b>Unencumbered Funds</b>	11,763,516	13,354,627	9,311,336				9,311,336		
<b>Revenues</b>									
<b>Facilities</b>									
<b>Stagecoach Reservoir</b>									
Power Sales	129,492	200,000	200,000	200,000				200,000	
Water Sales	505,201	403,144	116,379	116,379				116,379	
<b>Yamcolo Reservoir</b>									
Water Sales	130,760	133,410	163,653		163,653			163,653	
<b>Stillwater Ditch &amp; Reservoir Company</b>	7,744	7,965	8,069			8,069		8,069	
<b>Property taxes</b>	2,269,399	2,284,084	2,495,938				2,495,938	983,743	1,512,195
<b>Interest earned</b>	261,280	284,500	344,100				344,100	344,100	
<b>Other income</b>									
<b>revenues</b>	<b>3,303,875</b>	<b>3,313,103</b>	<b>3,328,138</b>	<b>316,379</b>	<b>163,653</b>	<b>8,069</b>	<b>2,840,038</b>	<b>1,815,943</b>	<b>1,512,195</b>
<b>Expenditures</b>									
<b>Operating</b>									
<b>Facilities</b>									
Stagecoach Reservoir - Power Generation	171,623	248,954	219,744	219,744				219,744	
Stagecoach Reservoir - Water storage	279,641	266,927	273,531	273,531				273,531	
Yamcolo Reservoir	132,790	144,594	146,796		146,796			146,796	
Stillwater Ditch & Reservoir Company	13,379	45,065	35,194			35,194		35,194	
<b>Administration</b>	139,144	203,198	206,804	78,586	8,644	259	119,315	206,804	
<b>Board of Directors</b>	65,006	83,105	90,183	34,270	3,770	113	52,031	90,183	
<b>External Affairs</b>	58,016	129,754	118,513	45,035	4,954	149	68,376	118,513	
<b>Finance</b>	99,340	132,880	138,772	52,733	5,801	174	80,064	138,772	
<b>Legal</b>	166,889	178,567	178,512	67,834	7,462	224	102,992	178,512	
<b>Planning</b>	136,625	432,927	80,963	30,766	3,384	102	46,711	80,963	
<b>Grants, Scholarships &amp; Public Information</b>	39,038	257,588	246,301	93,594	10,295	309	142,102	246,301	
<b>Treasurer fees</b>	72,507	73,786	80,629				80,629	80,629	
<b>Subtotal Operating</b>	<b>1,373,999</b>	<b>2,197,345</b>	<b>1,815,943</b>	<b>896,094</b>	<b>191,106</b>	<b>36,523</b>	<b>692,220</b>	<b>1,815,943</b>	
<b>Capital</b>									
Stagecoach Reservoir - Power Generation	3,967	102,900	45,000	45,000					45,000
Stagecoach Reservoir - Water storage	27,462	62,900	15,000	15,000					15,000
Yamcolo Reservoir	302,537	108,900	65,000		65,000				65,000
Stillwater Ditch & Reservoir Company		40,300							
Office Space	4,800	130,000							
<b>Subtotal Capital</b>	<b>338,766</b>	<b>445,000</b>	<b>125,000</b>	<b>60,000</b>	<b>65,000</b>				<b>125,000</b>
<b>expenditures</b>	<b>1,712,765</b>	<b>2,642,345</b>	<b>1,940,943</b>	<b>956,094</b>	<b>256,106</b>	<b>36,523</b>	<b>692,220</b>	<b>1,815,943</b>	<b>125,000</b>
<b>net income (loss)</b>	<b>1,591,111</b>	<b>670,759</b>	<b>1,387,195</b>	<b>-639,715</b>	<b>-92,453</b>	<b>-28,454</b>	<b>2,147,818</b>		<b>1,387,195</b>
<b>Ending Fund Balance</b>	<b>14,274,361</b>	<b>14,945,119</b>	<b>16,410,518</b>	<b>-639,715</b>	<b>-92,453</b>	<b>-28,454</b>	<b>2,147,818</b>		<b>1,387,195</b>

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## BOARD COMMUNICATION FORM

**From:** \_ Kevin McBride, GM \_\_\_\_\_

**Date:** \_9/13/2019\_\_\_\_\_

**Item:** \_\_360 Strategic Planning and Board Retreat Update\_\_\_\_\_

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DIRECTION  
 INFORMATION  
 MOTION  
 RESOLUTION

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**I. Request/Issue and Background Information:**

The Strategic planning / Board Governance group continues its work. The latest drafts are attached to this memo. The staff will review the draft starting 9/16 and will provide feedback to the Board Committee at the end of September.

**Commented [R1]:** Can you include the draft that we update AFTER today's mtg? That would be more ideal. If not I would definitely specify that the Committee will review and edit this draft today, 9/13, and an updated draft will be available next week...

**II. Summary and Alternatives:**

N/A

**III. Staff Recommendation:**

Adopt draft strategic planning document(s) at or after the Board Retreat, so it can be used to inform the 2020 budget and work plan.

**IV. Legal Issues:**

N/A

**V. Consistency with Board Goals and Policies:**

yes

**Attachments:**

**Draft Documents (include date of draft)**

## UPPER YAMPA WATER CONSERVANCY DISTRICT STRATEGIC PLAN

### Mission

*To lead water resource management within the District's boundaries by responsibly conserving, protecting, developing, providing and enhancing the water resources of the Upper Yampa River Basin.*

[Placeholder for possible Vision Statement]

*An Upper Yampa Basin with safe, secure water storage [or supply] for its customers that benefits all uses in the Basin.*

The Board of Directors believes the Districts' mission is reflected in the following statements. Some reflect the District's responsibilities and core mission, while others reflect values and opportunities for the District in carrying out its mission. The statements and goals below are not currently listed in order of priority.

The District's mission and goals are also informed by the legislative declaration of the Colorado Water Conservancy Act (the "Act") under which the District was created, in Colo. Rev. Stat. Ann. §37-45-102, as well as relevant recent federal and state mandates, statutes, policies, and regulations.

### Policy Statements

1. The Upper Yampa River Basin and the healthy functioning of its reservoirs, rivers and streams are essential to the District's agricultural, environmental, municipal, commercial, industrial, domestic and recreational cultures, and thus its economic future.
2. Climate change must be considered in planning.
3. Irrigation, municipal, commercial, domestic and industrial uses, and opportunities to support water-based environmental and recreational values, are important matters for the District and the public it serves.
4. The District is committed to maintaining the structural and functional integrity and protecting the water rights of the District's Yamcolo and Stagecoach reservoirs.
5. Collaboration in watershed management is important to advancing the District's mission.
6. Ranching and irrigated agriculture provide critical economic, socio-cultural values, aesthetic, and environmental contributions to the community.
7. Prudent industrial uses, such as energy development and production, may require direct flow and storage water and can support the economic welfare of the District.

**Commented [R1]:** Alternately:

*... by responsibly providing a secure water supply for users in the Upper Yampa River Basin.*

*... by responsibly providing water security in the Upper Yampa River Basin. Water security entails protection of water rights, conservation, responsible projects and works, watershed health and protection, informed stakeholders, collaboration, and partnerships.*

*Or*

*Keep the same, but add at the end 'including participating in water resource projects and works.'*

8. A long-term municipal water supply is critical to a vibrant, diverse, and resilient economy within the District.

9. Water-based outdoor recreational activities are likewise critical to a thriving and resilient economy within the District.

10. Local land use policies and practices that ensure the District's ability to manage and develop the water resources within its boundaries are crucial to safeguarding the Upper Yampa Basin's water resources.

11. Science-based water quality programs are important to maintaining the chemical, physical, biological, and aesthetic integrity of the reservoirs, rivers, and streams within the District.

12. The District will participate in local and statewide deliberative processes to address climate, environmental, social, political, legal, and economic challenges as they affect water resources.

13. The District opposes any new transfers of stream flow or storage water from the Upper Yampa River Basin and its tributaries to other basins.

14. Future water works may be important to the District's future, and the District should evaluate them where appropriate.

15. As a taxpayer-supported public entity, the District values a two-way exchange of ideas and information with our community and constituents regarding the District's programs and priorities.

### **District Goals**

*The goals below collectively represent the District's vision for the future, consistent with the policy statements above. These goals supplement the evolving regulatory compliance activities that form the core of much of the District's work.*

### **Goal 1 Upper Yampa Basin water resources and local water uses are protected from trans-basin diversions and Colorado River administration that would adversely impact those uses.**

#### **Objectives**

- 1) Prevent out-of-District transfers of water that could have adverse impacts for the District and its constituents
- 2) Increase District understanding of, and potential role in, addressing Big River issues, such as the Drought Contingency Plan and demand management/water banking.

**Goal 2 District's infrastructure is safe and maintained, or improved as needed, to serve the needs of the District.**

**Objectives**

- 1) Ensure sufficient funds to maintain and/or improve our infrastructure
- 2) Initiate or support efforts to address algae and other water quality issues in Stagecoach Reservoir
- 3) Participate in local emergency preparedness operations with local entities
- 4) Develop, post and implement written procedures for District dam operators to follow when operating or entering parts of the infrastructure
- 5) Develop long-term capital plan for maintaining Stillwater Ditch if District remains the owner.
- 6) Maintain Stagecoach Reservoir as a public recreation facility

**Goal 3 District is financially sustainable and able to meet its stated goals.**

**Objectives**

- 1) Develop short- and long-term financial planning to support District goals.
- 2) Clarify District's business model, including use of tax revenue with respect to contract pricing

**Goal 4 All water uses in the District are protected, consistent with the policy statements above.**

**Objectives**

- 1) Formalize and consider expanding District's grant program
- 2) Promote District's existing augmentation plans on Yampa and Elk Rivers
- 3) Explore potential expansion or creation of augmentation plans that benefit properties not currently within boundaries of the existing augmentation plans
- 4) Increase participation in demand management efforts that also help ensure agriculture is not the sole source of water for addressing Compact issues
- 5) Increase communications with local municipalities regarding long-term water supplies
- 6) Maintain and/or increase level of partnering with entities that may want to purchase District water for environmental and recreational uses (e.g., Water Fund, FOTY, Yampatika, SBS)
- 7) Explore tools to enhance water delivery flexibility (Big River)
- 8) Increase tools to support physical and legal availability of environmental and recreational water
- 9) Clarify District policy and role regarding the use of District water to support non-consumptive water uses



**Goal 5 Upper Yampa Basin water interests are represented at the local, regional and statewide levels on relevant policy, legislative, administrative, regulatory and judicial matters.**

**Objectives**

- 1) Ensure representation of District interests in local and state matters, including on the IBCC, Basin Roundtable, CWCB and Colorado River District
- 2) Increase District collaboration with Roundtable partners to advocate for Upper Yampa Basin interests

**Goal 6 Adequate water supplies within the District in light of changing climate conditions, population shifts, and other changes.**

**Objectives**

- 1) Maintain and improve District's CDSS hydrology/water rights administration model
- 2) Increase District's understanding of relevant potential effects of climate change, population growth, and demographics for District planning
- 3) Increase engagement with partners and constituents regarding long-term Basin water needs
- 4) Increase science-based tools for internal planning

**Goal 7 Healthy reservoirs, streams and watersheds within the District in support of the policy statements above.**

**Objectives**

- 1) Support water quality efforts in the District, and, where relevant, respond to concerns that arise, consistent with District's mission
- 2) Anticipate potential future role and responsibilities for the District to support water quality in the District
- 3) Explore opportunities to support efforts or partner with others on watershed management and forest health

**Goal 8 District constituencies understand water issues in the Upper Yampa Basin and the role of the District in addressing them.**

**Objectives**

- 1) Increase public understanding of the District's role and activities
- 2) Improve Board collaboration, participation and representation with other organizations doing water-related work in the Upper Yampa Basin
- 3) Improve two-way exchange with stakeholders and partners regarding District priorities and activities
- 4) Increase local awareness of local water issues and resources
- 5) Build engagement of staff and Board, as experts and key stakeholders, to help understand issues and define the District's role

**Goal 9 Robust District water rights portfolio.**

**Objectives**

- 1) Maintain and, where appropriate, perfect District's water rights
- 2) Enhance District involvement/advocacy on water administration matters
- 3) Evaluate potential and conditional water rights
- 4) Explore small tributary storage projects within the Upper Yampa Basin
- 5) Pursue water projects that utilize/perfect Districts water rights and provide water supply for consumptive and non-consumptive purposes.
- 6) Support in-stream flow rights for City of Steamboat Springs, in part to help firm the District's portfolio.
- 7) Explore increasing flexibility of use for District's stored water rights.

**Goal 10 Robust staff, legal and administrative resources to ensure District's viability and ability to effectively serve its constituents.**

**Objectives**

- 1) Begin succession planning where appropriate
- 2) Clarify Board goals and objectives, and the respective roles of Board and staff in achieving them
- 3) Clarify District governance structure that promotes interaction, transparency, trust, and *esprit de corp* between Board, General Manager, and staff
- 4) Improve District organizational structure to maximize effectiveness, collaboration and teamwork
- 5) Encourage opportunities for professional development
- 6) Ensure legal departments reflects needs of the District
- 7) Create an Upper Yampa Basin records and archive repository to catalogue and preserve historic water resources records

**Goal 11 Collaborative, public-service relationship with customers, constituents and partners**

**Objectives**

- 1) Increase two-way outreach and collaboration with customers, constituents and partners

**UYWCD Strategic Plan  
Supplemental Chart for Internal Work Planning  
2020**

This chart of key tasks corresponds to the Goals and Objectives in the Strategic Plan. This document is intended for internal planning purposes and will be reviewed and updated annually, in coordination with updating the District's budget and work plan.

**1. Upper Yampa Basin water resources and local water uses are protected from transbasin diversions and Compact administration that would adversely impact those water resources and uses.**

#	Objective	Key Tasks	Department(s)
1.1	<b>Prevent out-of-District transfers of water that could have adverse impacts for the District and its constituents</b>	<ul style="list-style-type: none"> <li>● Monitor monthly filings, other legal and legislative activities</li> <li>● Board and staff to raise relevant issues for Board discussion, with regular or standing reports at Board meetings</li> <li>● Ensure District water contracts do not permit export of Yampa water to another Basin</li> </ul>	●
1.2	<b>Increase District understanding and potential role in tools to address Big River issues, such as the Drought Contingency Plan and demand management/water banking.</b>	<ul style="list-style-type: none"> <li>● Explore water banking concept with state/regional organizations</li> <li>● Monitor and participate in local, regional and state discussions to help ensure demand management efforts are voluntary, temporary and compensated and further District goals</li> <li>● Schedule Board training to learn about state water plan/tools</li> <li>● Study means of preserving and using pre-Compact water rights in Yampa Basin in event of a Colorado Compact call, to protect District infrastructure and broader Upper Yampa Basin needs</li> <li>● Monitor Statewide Demand Management feasibility study.</li> </ul>	●

## 2. District's infrastructure is safe and maintained, or improved as needed, to serve the needs of the District.

#	Objective	Key Actions	Department(s)
2.1	Ensure sufficient funds to maintain and/or improve our infrastructure	<ul style="list-style-type: none"> <li>Budget for O&amp;M activities necessary to maintain and/or improve water infrastructure, including developing/annually updating 5-year capital improvement plan</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
2.2	Initiate or support efforts to address algae and other water quality issues in Stagecoach Reservoir	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
2.3	Participate in local emergency preparedness operations with local entities	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
2.4	Develop written procedures for District dam operators to follow when operating or entering parts of the infrastructure	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
2.5	Develop long-term capital plan for maintaining Stillwater Ditch if District remains the owner.	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
2.6	Maintain Stagecoach as a public recreation facility	<ul style="list-style-type: none"> <li>Initiate discussions for potential renegotiation of Stagecoach lease with CPW</li> <li>Participate with CPW in updating Stagecoach master plan</li> <li>Ask CPW for update of annual activities</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>

### 3. District is financially sustainable and able to meet its stated goals.

#	Objective	Key Actions	Department(s)
3.1	<b>Develop short- and long-term financial planning to support District goals.</b>	<ul style="list-style-type: none"> <li>● Create a cash-flow projection reflecting anticipated revenues and expenditures over 20-year planning period</li> <li>● Anticipate decreased property tax revenues because of changes in energy industry</li> </ul>	●
3.2	<b>Clarify District's business model, including use of tax revenue with respect to contract pricing</b>	<ul style="list-style-type: none"> <li>● Determine whether and how to use the Enterprise Fund concept for budgeting and/or pricing purposes</li> <li>● Determine how to best utilize District tax revenues to subsidize constituent and District priorities</li> <li>● Develop contract-pricing criteria in light of the above to ensure pricing decisions are nuanced and tailored to each set of circumstances, yet based on clear considerations.</li> </ul>	●

**4. All water uses in the District are protected, consistent with the policy statements above.**

#	Objective	Key Actions	Department(s)
4.1	<b>Formalize and consider expanding District's grant program</b>	<ul style="list-style-type: none"> <li>● Consider expanding mini-grant program to assist individuals in complying with metering requirements for ditch diversions</li> <li>● Review and consider expanding grant criteria to support other constituent needs</li> </ul>	●
4.2	<b>Promote District's existing augmentation plans on Yampa and Elk Rivers</b>	●	●
4.3	<b>Explore potential expansion or creation of augmentation plans that benefit properties not currently within boundaries of the existing augmentation plans</b>	<ul style="list-style-type: none"> <li>● Hold internal discussions to clarify status of coverage of existing augmentation water and potential future needs; engage DWR in discussions as needed</li> </ul>	●
4.4	<b>Increase participation in demand management efforts that also help ensure agriculture is not sole source of water for addressing Compact issues</b>	●	●
4.5	<b>Increase communications with local municipalities regarding long-term water supplies</b>	●	●
4.6	<b>Maintain and/or increase level of partnering with entities that may want to purchase District water for environmental and recreational uses (e.g., Water Fund, FOTY, Yampatika, SBS)</b>	●	●

4.7	<b>Explore tools to enhance water delivery flexibility (Big River)</b>	<ul style="list-style-type: none"> <li>● Explore water banking concept with state and regional organizations</li> </ul>	●
4.8	<b>Increase tools to support physical and legal availability of environmental and recreational water</b>	<ul style="list-style-type: none"> <li>● Identify amount of the District's current supply that is physically and legally available for environmental and recreational uses within District</li> <li>● Explore other tools to support these uses, e.g. substitute water supply</li> <li>● Participate in relevant legislative discussions to increase flexibility in water law to support these uses</li> <li>● Explore storage possibilities that support non-consumptive needs in the District</li> </ul>	●
4.9	<b>Clarify District policy and role regarding the use of District water to support non-consumptive water uses</b>	<ul style="list-style-type: none"> <li>● Develop Environmental and Recreational (ERC) policy</li> <li>● Schedule Board discussions, with relevant groups to present as useful</li> </ul>	●

**5. Upper Yampa Basin water interests are represented at the local, regional and statewide levels on relevant policy, legislative, administrative, regulatory and judicial matters.**

#	Objective	Key Actions	Department(s)
5.1	<b>Ensure representation of District interests in local and state matters, including on the IBCC, Basin Roundtable, CWCB and Colorado River District</b>	<ul style="list-style-type: none"> <li>• Monitor proposed and pending state legislation and local government legislation, report to the Board or Board committee, and appropriately convey Board concerns or positions regarding the same to appropriate government representatives</li> <li>• Develop relationships with relevant elected state and county officials</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
5.2	<b>Increase District collaboration with Roundtable partners to advocate for Upper Yampa Basin interests</b>	<ul style="list-style-type: none"> <li>• Clarify organizational structure and expectations to ensure Board and staff roles, coordination, and messaging is clear when representing District externally</li> <li>• In collaboration with other stakeholders, develop positions and messages related to key Yampa policy issues, e.g., negotiated equitable apportionment for post-Compact proportional sharing, DCP/demand management, Yampa Doctrine</li> <li>• Develop a plan for conveying these positions effectively and consistently</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>



## 6. Adequate water supplies within the District in light of changing climate conditions, population shifts, and other changes

#	Objective	Key Actions	Department(s)
6.1	Maintain and improve District's CDSS hydrology/water rights administration model	•	•
6.2	Increase District's understanding of relevant potential effects of climate change, population growth, and demographics for District planning	<ul style="list-style-type: none"> <li>• Study and evaluate relevant data, technologies, models and scenarios</li> <li>• Periodic agenda item for Board to share and receive relevant updates, including from guest speakers</li> </ul>	•
6.3	Increase engagement with partners and constituents regarding long-term Basin water needs	•	•
6.4	Increase science-based tools for internal planning	<ul style="list-style-type: none"> <li>• Develop a science-based, living 'white paper' for the District</li> <li>• Review and evaluate other relevant modeling tools</li> <li>• Enhance scientific understanding of subsurface hydrology (natural lateral flow) and assumed return flows from irrigation</li> </ul>	•

### 7. Healthy reservoirs, streams and watersheds within the District in support of the policy statements above.

#	Objective	Key Actions	Department(s)
7.1	<b>Support water quality efforts in the District, and, where relevant, respond to concerns that arise, consistent with District's mission</b>	<ul style="list-style-type: none"> <li>• Annually fund USGS and County long-term monitoring; continue support for Watershed Group</li> <li>• Work with CDPHE regarding current and future needs and role of District in addressing water quality.</li> <li>• Consider funding and/or partnership support for other water quality work in Basin</li> </ul>	•
7.2	<b>Anticipate potential future role and responsibilities for the District to support water quality in the District</b>	<ul style="list-style-type: none"> <li>• Study possibility of future mandated role to evaluate non-point source influences on water quality</li> </ul>	•
7.3	<b>Explore opportunities to support efforts or partner with others on watershed management and forest health</b>	•	•

## 8. District constituencies understand water issues in the Upper Yampa Basin and the role of the District in addressing them.

#	Objective	Key Actions	Department(s)
8.1	<b>Increase public understanding of the District's role and activities</b>	<ul style="list-style-type: none"> <li>● Revise/redesign website to describe history and achievements of UYWCD, with Board input</li> <li>● Consider partnering on a Yampa River app</li> <li>● Develop annual report - online and hardcopy</li> <li>● Email updates to interested constituents</li> <li>● Develop social media presence</li> <li>● Promote and support other public education programs concerning water resources in the District</li> <li>● Explore potential annual event</li> <li>● Promote better understanding of water conservation methods and irrigation efficiencies</li> </ul>	●
8.2	<b>Improve Board collaboration, participation and representation with other organizations doing water-related work in the Upper Yampa Basin</b>	<ul style="list-style-type: none"> <li>● Consistent with tasks set out in Goal 4, clarify Board/staff roles in external engagement and a plan for clear, consistent District messaging; prioritizing and enhancing collaboration and listening skills</li> </ul>	●
8.3	<b>Improve two-way exchange with stakeholders and partners regarding District priorities and activities</b>	<ul style="list-style-type: none"> <li>● Host relevant groups at monthly Board meetings</li> <li>● Ensure opportunity for public input in District planning</li> <li>● Provide opportunities for public input at Board meetings</li> <li>● Ensure District meeting and planning materials are available and accessible to the public</li> <li>● Host forums of thought leaders regarding specific water issues to help clarify the District's role or position</li> </ul>	●
8.4	<b>Increase local awareness of local water issues and resources</b>	<ul style="list-style-type: none"> <li>● Budget education/outreach funds</li> <li>● Support local education groups that align with District mission and appreciate the multiple water uses and needs in the Basin</li> </ul>	●

		<ul style="list-style-type: none"> <li>• Explore working with local partners to promote online adult learning programs</li> <li>• Provide education on water issues and policies such as demand management and equitable apportionment</li> <li>• Create clearinghouse of relevant programs, organizations, and agencies</li> </ul>	
8.5	<b>Build engagement of staff and Board, as experts and key stakeholders, to help understand issues and define District's role</b>	<ul style="list-style-type: none"> <li>• Continue work sessions</li> <li>• Regular Board member updates (in writing, and verbally where needed) at Board meetings</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

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## 9. Robust District water rights portfolio.

#	Objective	Key Actions	Department(s)
9.1	Maintain and, where appropriate, perfect District's water rights	<ul style="list-style-type: none"> <li>Legal department to anticipate and prepare tasks for upcoming due diligence, based on court decrees and Master Plan</li> <li>Keep Board apprised of legal issues and relevant budget needs</li> </ul>	•
9.2	Enhance District involvement/advocacy on water administration matters	<ul style="list-style-type: none"> <li>Clearly define staff roles in interacting with regulatory agencies</li> <li>Develop tools for more productive dialogue/relationship with DWR</li> </ul>	•
9.3	Evaluate potential and conditional water rights	<ul style="list-style-type: none"> <li>Explore potential abandonment of water rights where appropriate</li> </ul>	•
9.4	Explore small tributary storage projects within Upper Yampa Basin	•	•
9.5	Pursue water projects that utilize/perfect District water rights and that provide water supply for consumptive and non-consumptive purposes	•	•
9.6	Support in-stream flow rights for City of Steamboat Springs, in part to help firm the District's portfolio.	•	•
9.7	Explore increasing flexibility of use for District's stored water rights	<ul style="list-style-type: none"> <li>Discuss options with Colorado Water Trust</li> </ul>	•

### 10. Robust staff, legal and administrative resources to ensure District's viability and ability to effectively serve its constituents.

#	Objective	Key Actions	Department(s)
10.1	<b>Begin succession planning where appropriate</b>	<ul style="list-style-type: none"> <li>Budget for O&amp;M activities necessary to maintain and/or improve water infrastructure, including developing/annually updating 5-year capital improvement plan</li> </ul>	•
10.2	<b>Clarify Board goals and objectives, and the respective roles of Board and staff in achieving them</b>	<ul style="list-style-type: none"> <li>Adopt a 5-10 year Strategic Plan with annual review for budgeting</li> <li>Consider and implement Board governance recommendations, e.g., related to staff/ Board roles in external engagement</li> <li>Clarify staffing needs</li> </ul>	•
10.3	<b>Clarify governance structure that promotes interaction, transparency, trust, and <i>esprit de corp</i> among Board, GM and staff</b>	<ul style="list-style-type: none"> <li>Review, refine, adopt and implement Governance recommendations from 360 Committee</li> </ul>	•
10.4	<b>Improve District organizational structure to maximize effectiveness, collaboration and teamwork</b>	<ul style="list-style-type: none"> <li>Assess and implement any needed changes to existing positions, including exploring opportunities for redundancy among staff responsibilities and updating job descriptions as needed</li> <li>Assess need for updated written policies and procedures</li> </ul>	•
10.5	<b>Encourage opportunities for professional development</b>	<ul style="list-style-type: none"> <li></li> </ul>	•
10.6	<b>Ensure legal departments reflects needs of the District</b>	<ul style="list-style-type: none"> <li></li> </ul>	•
10.7	<b>Create an Upper Yampa Basin records and archive repository</b>	<ul style="list-style-type: none"> <li>Coordinate with CSU to explore possibilities of cataloguing and preserving historic water resources records.</li> </ul>	•

### 11. Collaborative, public service relationship with customers, constituents and partners.

#	Objective	Key Actions	Department(s)
11.1	<b>Increase two-way outreach and collaboration with customers, constituents and partners</b>	<ul style="list-style-type: none"> <li>● Implement 'low-hanging fruit' from 360 Assessment in 2019</li> <li>● Convene informal conversations or focus groups to review other Assessment themes and brainstorm strategies to address issues</li> <li>● Refine job description and work plan for new Marketing/Outreach position</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>

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c)

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## BOARD COMMUNICATION FORM

**From:** \_\_\_Kevin McBride GM\_\_\_\_\_

**Date:** \_\_\_9/13/2019\_\_\_\_\_

**Item:** \_\_\_ERC Contracts\_\_\_\_\_

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\_\_\_\_\_ DIRECTION  
X\_\_\_\_\_ INFORMATION  
\_\_\_\_\_ MOTION  
\_\_\_\_\_ RESOLUTION

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**I. Request/Issue and Background Information:**

I meet with Mickey O'Hara of the Colorado Water Trust to discuss options for allowing/expanding environmental and recreational releases from District facilities. We had a productive discussion. Mickey will review the memos written by our counsels and work with staff on how best to move forward.

**II. Summary and Alternatives:**

N/A

**III. Staff Recommendation:**

N/A

**IV. Legal Issues:**

N/A

**V. Consistency with Board Goals and Policies:**

yes

**Attachments:** None

**Title**

Concerning a Clarification of a Water Court-Approved Plan for the Augmentation of Stream Flows with Water Acquired by the CWCB That Has Been Changed for Augmentation Use

**Bill Summary**

Current law authorizes the Colorado water conservation board to file for plans for augmentation, including to augment stream flows to preserve or improve the natural environment to a reasonable degree. The bill provides certainty and direction regarding such plans and protects water rights from injury through the water court process.

**Text**

SECTION 1. In Colorado Revised Statutes, 37-92-102, amend to add (4.5) as follows:<sup>1</sup>

(a) The General Assembly hereby clarifies and provides direction for the board's water court applications for plans for augmentation to augment stream flows, as authorized under subsection (3).

(b) The board, either as sole applicant or together with an owner of an augmentation water right to be used in the plan, may file an application with the water court for approval of a plan for augmentation to augment stream flows and to protect augmentation deliveries made pursuant to such plan within a specific stream reach or reaches, at such rates the board determines are appropriate to preserve or improve the natural environment to a reasonable degree, subject to the following principles and limitations.

(I) The board may only file such application with the consent of the owner of augmentation water rights identified in the application.

(II) The procedures, standards, and requirements of this Article for plans for augmentation shall apply to applications filed under this subsection (4.5).

(III) Any such plan for augmentation must use as augmentation water rights only water rights for which the historical use has been quantified and for which a change of water rights to include augmentation use has been judicially approved. If the augmentation water right meets the requirements of this subsection 4.5(b)(III) no further change of that augmentation water right is required.

(IV) The use of such augmentation water right shall be subject to the terms and conditions of any applicable decrees for that water right.

(V) The use of augmentation water in such a plan for augmentation shall be subject to the imposition of terms and conditions that are necessary to prevent injury to the owners of vested water rights or decreed conditional water rights that may result from such use.

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<sup>1</sup> Text in this section is all in a new Subsection 102(4.5).

(VI) Applicant(s) must prove that such plan for augmentation will not injure other water users' administratively approved exchanges of water in existence on the date of the filing of the application for approval of the plan for augmentation.

(VII) The augmentation water used to augment stream flows in such a plan for augmentation shall not be diverted within the specific stream reach by exchanges, plans of substitution, plans for augmentation, or other means that cause a reduction of the augmentation water added to that reach, but shall be subject to such reasonable transit losses as may be imposed by the water court or the state and division engineers.

(VIII) If operation of such a plan for augmentation requires the making of physical modifications to an existing diversion structure within a stream reach to allow the augmentation water to bypass such structure, the operator of such plan must bear all reasonable construction costs associated with the physical modifications and all reasonable operational and maintenance costs incurred by the owner of such structure that would not have been incurred in the absence of such physical modifications to such structure.

(c) This subsection (4.5):

(I) does not impair or in any way affect any water court decree, administrative authorization, or agreement that allows water decreed for environmental, piscatorial, water quality, recreational, or other in-channel purposes to be used in the natural stream channel for the decreed purposes;

(II) is not intended to be the exclusive means of authorizing water decreed to augmentation purposes to be used for environmental, piscatorial, water quality, recreational, or other in-channel purposes, including the maintenance of dominion and control over the water released from a specific reservoir; and

(III) does not authorize, restrict, or preclude future water rights appropriations, administrative authorizations, or other agreements for the purposes listed in this subsection (4.5); and

(IV) does not affect Colorado water conservation board applications for plans for augmentation not described in this section (4.5).

SECTION 2. In Colorado Revised Statutes, 37-92-305, amend (8)(c) as follows:

37-92-305. Standards with respect to rulings of the referee and decisions of the water judge - definitions.

A plan for augmentation shall be sufficient to permit the continuation of diversions when curtailment would otherwise be required to meet a valid senior call for water, to the extent that the applicant shall provide replacement water necessary to meet the lawful requirements of a senior diverter at the time and location and to the extent the senior DIVERTER would be

AUGUST 26, 2019 PROPONENTS' DRAFT

deprived of ~~his or her~~ THE SENIOR DIVERTER'S lawful entitlement by the applicant's diversion. A proposed plan for augmentation that relies upon a supply of augmentation water that, by contract or otherwise, is limited in duration shall not be denied solely upon the ground that the supply of augmentation water is limited in duration, if the terms and conditions of the plan prevent injury to vested water rights. Said terms and conditions shall require replacement of out-of-priority depletions that occur after any groundwater diversions cease. Decrees approving plans for augmentation shall require that the state engineer curtail all out-of-priority diversions, the depletions from which are not so replaced as to prevent injury to vested water rights. A plan for augmentation, INCLUDING A PLAN TO AUGMENT STREAM FLOWS, may provide procedures to allow additional or alternative sources of AUGMENTATION OR replacement water, including water leased on a yearly or less frequent basis, to be used in the plan after the initial decree is entered if the use of said additional or alternative sources is part of a substitute water supply plan approved pursuant to section 37-92-308 or if such sources are decreed for such use.

d)

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## BOARD COMMUNICATION FORM

**From:** Holly Kirkpatrick

**Date:** 9/12/19

**Item:** YWG Roundtable Grant Application

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DIRECTION  
 INFORMATION  
 MOTION  
 RESOLUTION

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**I. Request/Issue and Background Information:**

Director Brenner requested a review of the YWG WSRF grant application. The initial draft of the grant application was reviewed by the Board on March 20, 2019. The completed grant application form, which is scheduled to be presented to the YWG BRT Grant Committee on October 9, 2019, is included for your review. Pending Board approval and proceeding review from the YWG BRT Grant Committee, the application will be up for vote at the November 13, 2019 YWG BRT meeting. If approved, the \$100,000 grant will be used to assist in diversion infrastructure improvements throughout the District.

**II. Summary and Alternatives:**

N/A

**III. Staff Recommendation:**

Approval of the YWG WSRF grant application.

**IV. Legal Issues:**

Pending approval, CWCB will require signatures on a grant contract following their January meeting.

**V. Consistency with Board Goals and Policies:**

**Attachments:**

Attachment 1: YWG WSRF Grant Application Form

# Executive Summary

**PROJECT NAME:** Diversion Infrastructure Improvement Project

**APPLICANT:** Upper Yampa Water Conservancy District (UYWCD)

**REQUEST:** \$100,000 Water Supply Reserve Funds (WSRF) Award for two year Pilot Project starting in 2020

**CONTRIBUTING/PARTICIPATING AGENCIES:** UYWCD, NRCS, Upper Yampa River Watershed Group, Trout Unlimited (TU), Division of Water Resources - Division 6

## OVERVIEW

The first ever call on the Yampa River in 2018 reinforced the need for water users in the Yampa valley to be able to properly measure and control the amount of water being diverted. It is estimated by the District Engineer's office that there could be more than 800 diversions without measuring devices within the Upper Yampa Water Conservancy District's boundaries. Many of these have diversion infrastructure in need of improvement.

## PURPOSE/OBJECTIVE

The project is a cooperative initiative across multiple agencies that will link together and streamline a process for diverters to apply for and receive funding and technical assistance to improve diversion infrastructure.

## GOAL

This is a two year pilot project. The goal is to fund twenty (20) Tier 1 and ten (10) Tier 2 infrastructure improvement projects in the basin, resulting in the installation of properly functioning headgates and measuring devices. This will benefit diverters that have water rights by protecting their overall water security in the future. This will benefit the Y/W/G Basin Roundtable (BRT) by reducing the number of smaller grant applicants.

## PROPOSAL

We propose a grant program that will encourage the improvement of infrastructure and help to ensure that the projects are matched with the right funding source based on size and complexity. These diversions could be redesigned to replace aging infrastructure, help ensure water delivery, and improve fish passage and habitat. A successful grant funding structure can be used in the future to help implement recommendations of the Integrated Water Management Plan being undertaken by the Y/W/G Basin Roundtable. It can also be easily adjusted to accommodate additional funding sources that become available.

## HOW THIS WILL BE ACCOMPLISHED

A funding pool will be established using WSRF money matched with UYWCD and NRCS dollars. Project applications will be categorized generally into 3 Tiers based on cost and complexity. Tiers 1 and 2 will be eligible for this project. Tier 3 will be required to seek funding separately.

### Tier 1: Smaller Projects

Applicants will apply to the UYWCD for a 50% cost share, funding up to \$5,000. The applicant will have coordinated with the Division of Water Resources- Division 6 Commissioners. Expenditures will be reimbursed after verifying receipts of expenditures.

### Tier 2: Larger Projects that meet NRCS criteria costing less than \$200,000

NRCS has the ability to add \$100,000+ through their EQIP program if projects meet their criteria and standards. A standard unit payback rate as established by NRCS is used to determine the actual funding dollars on a case-by-case basis. By leveraging NRCS monies with WSRF grant monies, the number of projects and quality of outcome can be increased dramatically. Supplementing the cost of private engineering and cost share rates will improve participation. This will also ensure that projects are completed in a timely manner.

Additionally, proper design and installation of permanent diversion structures will significantly reduce water quality impairment and adverse effects to environmental and recreational interests. Fishery improvements (e.g. fish passages, etc.) will be addressed on larger projects where warranted. TU may provide assistance on a case-by-case basis.

### Tier 3: Large projects costing more than \$200,000

Applicants with projects costing over \$200,000 will need to apply directly to the Y/W/G Basin Roundtable under a separate WSRF grant application.

*Please see attached flow chart that illustrates the above.*

### **Eligibility**

- Projects must be within UYWCD jurisdictional boundaries.
- Applicants must demonstrate decreed water rights.
- NRCS criteria include:
  - Must make under \$900,000 AGI average for prior 3 years
  - Must have irrigated 2 of the last 3 years
  - Must establish records with FSA, complete an AD 1026.

### **Education/outreach**

Successful projects that will result from this program will provide working models for other diverters and develop a level of trust in the process, both of which are beneficial outcomes. Sharing of best practices will also have a positive impact basin-wide.

### **Matching funds**

Tier 1: UYWCD =\$50,000/year for 2 years plus \$7,500 in-kind for administration

Tier 2: NRCS \$150,000



# Yampa/White/Green BRT

YWG WSRF GRANT APPLICATION FORM

SECTION 1 OF 3

**PROJECT NAME:** Diversion Infrastructure Improvement Project **APPLICANT:** Upper Yampa Water Conservancy District

**PROJECT DESCRIPTION**– Please provide a short description of your project (150 words or less)

Last year’s call on the Yampa River has reinforced the need for water users in the Yampa Valley to be able to properly measure and control the amount of water being diverted. We propose a grant program that will encourage the improvement of infrastructure and help to ensure that the projects are matched with the right funding source based on size and complexity. It is estimated that there could be more than 800 diversions without measuring devices within the Upper Yampa Water Conservancy District’s boundaries. Many of these have diversion infrastructure in need of improvement. These diversions could be redesigned to replace aging infrastructure, help ensure water delivery, and improve fish passage and habitat. This grant funding structure can be used in the future to help implement recommendations of the Integrated Watershed Management Plan. It can also be easily adjusted to accommodate additional funding sources that become available.

**WSRA ELIGIBLE** – Are you eligible for WSRF Funding? Yes  No

**YWG Basin** – Are you in the Yampa/White/Green Drainage Basin? Yes  No

**Statement of work** – Please include a proposed schedule & budget for this project (150 words or less)

The goal is to link together and streamline the process for diverters to apply for and receive funding and technical assistance to improve diversion infrastructure. It should be noted that all applicants will be required to demonstrate that they have decreed water rights. Tier1. Currently the UYWCD offers mini grants up to \$500 as a 50% match for diversion infrastructure projects if recommended by the Division of Water Resources. Grants are available for headgates and measuring devices, so the grant amount is capped at \$1,000 for a particular diversion (no limit on project cost). The cap under this proposed program will be increased to \$5,000 for projects not to exceed \$10,000. Tier 2. The NRCS has the ability to add \$100,000+ if projects meet their standards. By leveraging these monies with CWCB Water Supply Reserve Fund (WSRF) grant monies through the BRT, the number of projects and quality of outcome can be increased dramatically. Supplementing the cost of private engineering and cost share rates if they are under 50% will improve participation. It will also ensure that projects are completed in a timely manner. Additionally, proper design and installation of permanent diversion structures will significantly reduce water quality impairment and adverse effects to environmental and recreational interests will be avoided. Fishery improvements (e.g. fish passages, etc.) will be addressed on larger projects where warranted. TU may provide assistance on a case-by-case basis. PLEASE SEE ATTACHMENT which illustrates examples.

**PARTNERS** – List who are the partners or prospective partners for this project?



# Yampa/White/Green BRT

YWG WSRF GRANT APPLICATION FORM

SECTION 1 OF 3

This project entails multiple government agencies working together to improve water security for water users as well as enhance existing infrastructure. Partners include: Natural Resources Conservation District (NRCS), Routt County Conservation District, Trout Unlimited (TU), Upper Yampa River Watershed Group (UYRWG), Colorado Division of Water Resources Division 6, Y/W/G Basin Roundtable (BRT)

**Grant amount** – What is the expected “ask amount” for this Project from the YWG BRT?

\$100,000

Are other WSRF BRT’s involved in this project? Yes  No

Will there be a state wide Account Ask for this project? Yes  No   
If Yes how much?

**Project Classification** – If this project has a public benefit component please explain whether it involves public water, public lands, public access or public beneficial use (i.e. water quality, water improvement, etc.) Please attach any reference material you feel is necessary.

These projects include addressing riparian and habitat-related issues when designing infrastructure. Fish passages will be included in engineered designs as appropriate.

How does your project help implement Colorado’s Water Plan?

Core water values identified in the Colorado Water Plan include improving the efficiency and effectiveness of all water infrastructure, which is a fundamental goal of this proposed project as it relates to agricultural users. Further, the Y/W/G BIP emphasizes as a priority goal the need to protect and encourage agricultural uses of water in the basin and improve agricultural water supplies to increase irrigated land and reduce shortages.

**Water Right** - Do you have water rights for this project? What is your water right?

All applicants will be required to demonstrate water rights prior to being eligible.

# Yampa/White/Green BRT

<b>Application: YWG BIP GOALS</b>	<b>Section 2 of 3</b>
Goal 1: How does your project protect the YWG Basin from compact curtailment of existing decreed water uses and some increment of future uses?	
	Improving measurement of water demand and water use by irrigators will help with verifying diversion amounts which in turn could help protect existing agricultural water use and needs. The YWG BIP recommends implementation of infrastructure projects that improve irrigation system efficiency (p.1-9).
Goal 2: How does your project protect and encourage agriculture uses of water in the YWG Basin within the context of private property rights?	
	The potential for additional calls on the Yampa River reinforces the need for water users in the Yampa valley to be able to properly measure and control the amount of water being diverted. If approved, this project will potentially provide funding to 20 tier 1 and 10 tier 2 infrastructure improvement applicants in the basin, resulting in the installation of properly functioning headgates and measuring devices that benefit diverters with water rights and their overall water security in the future. The YWG BIP encourages efficiency improvements that protect and encourage continued agricultural water use.
Goal 3: How does your project improve agricultural water supplies to increase irrigated land and reduce shortages?	
	The objectives of this project are three-fold: 1) to improve irrigation infrastructure for irrigators in the Upper Yampa River Basin by providing funds to install/improve infrastructure; 2) to ensure that diversions have water measurement devices thereby improving water security for water users; and 3) to provide supplemental funds for NRCS EQIP projects in need of additional matching funds. These projects include addressing riparian and habitat-related issues when designing infrastructure.
Goal 4: How does your project identify and address municipal and industrial (M&I) water shortages?	
	Improving diversion efficiency and security will benefit all users in the basin.
Goal 5: How does your project quantify and protect environmental and recreational water uses at locations identified in the non-consumptive needs study of the YWG BRT?	
	Proper design and installation of permanent diversion structures will significantly reduce water quality impairment and adverse effects to environmental and recreational interests will be avoided. Fishery improvements (e.g. fish passages, etc.) will be addressed on larger projects where warranted. TU may provide assistance on a case-by-case basis.
Goal 6: How does your project maintain and consider the existing natural range of water quality that is necessary for current and anticipated water uses?	
	As an alternate to installing in-stream pushup dams annually, properly designed projects would include more environmental friendly permanent structures to divert water as part of the headgate and measuring device project. Certain projects will incorporate fish passages with the involvement of Trout Unlimited.
Goal 7: How does your project restore, maintain and modernize water storage and distribution infrastructure?	

# Yampa/White/Green BRT

Many basins in Colorado have implemented modern diversion infrastructure methods, this program would help improve water infrastructure in the Upper Yampa basin. This is important given increasing administration of the Yampa River.

Goal 8: How does your project develop an integrated system of water use, storage, administration and delivery to reduce water shortages and meet environmental and recreational needs?

This project blends well with objectives recently prioritized as needs in the basin by 2016 Upper Yampa River Watershed Plan developed by the Upper Yampa River Watershed Group; by the Division 6 Water Resources Division Engineer's Office; by UYWCD; and by the Y/W/G Basin Roundtable.

Goal 9: Public Water Education

Successful projects that will result from this program will provide working models for other diverters and develop a level of trust in the process, both of which are beneficial outcomes. Sharing of best practices will also have a positive impact basin-wide. The UYWCD, UYRWG and RCCD can cooperatively assist with getting the message out and helping to communicate successful projects to others.

Goal 10: Project provides for Multiple Beneficiaries or Objectives

The Upper Yampa Water Conservancy District and Natural Resource Conservation Service estimate that up to 20 tier 1 projects and 10 tier 2 projects can be performed under this program in 2020-2021 which will include proper installation of both headgates and measuring devices. This program requires that the structure has been identified by the Division of Water Resources as needing a headgate and/or measuring device or that their existing infrastructure is in need of improvement and requires the reporting of project costs that are reimbursed at the 50% level. Experience at NRCS places the average cost of a small size improvement project to be around \$1,000-\$10,000 with larger projects ranging higher. Tier 2 would be for projects that would be funded through NRCS EQIP using a Targeted Conservation Proposal. The proposal would request a specific pool of money that would be used for these projects. The EQIP program has set cost share rates for different practices. These rates are based on the size or amount of the practice/structure that is installed, and not the actual cost. Occasionally these rates can be lower than 50% of the incurred cost. In these cases, supplemental funds would be used to help incentivize the projects. NRCS currently has minimal engineering capacity, but still requires an approved design for projects. Supplementing the cost of external engineering would allow NRCS to cost share on more projects in a timelier manner.

Goal 11: Project Match

Tier 1: UYWCD =\$50,000/year for 2 years plus \$7,500 in-kind for administration; Tier 2= NRCS \$150,000

**PLEASE ATTACH A PROJECT AREA MAP WITH THIS FORM**

# Yampa/White/Green BRT

**Application: Project Budget Timeline**

**Section 3 of 3**

Please fill out the following budget and budget timeline table. For the Basin/State SWRF Grant desired date please indicated when you would like your grant application heard by the CWCB board (please review the CWCB WSRF grant guidelines for these dates). For the matching funds please indicate the latest date a matching grant will be awarded.

<b>BUDGET / GRANT TIMELINE</b>			
<b>Item:</b>	<b>Amount:</b>	<b>Desired Date:</b>	<b>% of Total Project</b>
<b>Basin WSRF Grant Amount</b>	\$100,000	January 2020	27 %
<b>State WSRF Grant Amount</b>	0	n/a	0
<b>Matching Funds</b>	\$250,000	n/a	73 %
<b>In - kind Match</b>	\$7,500	<b>NA</b>	
<b>Project Total:</b>	<b>\$357,500</b>	November, 2019	<b>100%</b>

Please fill out the matching funds table and add rows as needed. This table should list all matching cash provided by applicant, partners and other grants. The desired approval date column should list when the applicant will know if the funds are approved by other grantors. The final column should list if the funds are already secured, in process of being secured or will be requested after the Roundtables approval of funds.

<b>Matching Funds/Grant and Timeline</b>			
<b>Matching Fund/Grant Entity</b>	<b>Amount</b>	<b>Desired Approval Date:</b>	<b>Funds Secured/In process/Requested after Roundtable approval</b>
<b>Applicant:</b>	\$100,000	November 2019	<b>Secured</b>
NRCS	\$150,000	November 2019	<b>In progress</b>
<b>TOTAL:</b>	<b>\$250,000</b>		

Please fill out the In-kind Matching fund table describing who, amount and what the in-kind match is.

<b>In-kind Match and Timeline</b>		
<b>In-kind Matching Entity</b>	<b>Amount</b>	<b>Description</b>
<b>Applicant:</b>	\$7,500	Administration
Click here to enter text	Click here to enter amount	Click here to enter text.
<b>TOTAL:</b>	<b>\$7,500</b>	

# Yampa/White/Green BRT

Project Being Evaluated		Date :		
YWG Matrix Criteria		Weight	Score	Score by Category
1	<p><b>Protect the Basin from compact curtailment of existing decreed water uses and some increment of future uses</b></p> <p>Secure an equitable allocation of native flow in the Yampa, White, and Green rivers to meet existing and future in-basin water demands including PBO depletion allowances.</p> <p>Maintain existing and future PBO depletion allowances for in-basin needs.</p> <p>Minimize and mitigate the risk of a Colorado River Compact shortage.</p> <p>Prevent pre-Compact water rights from being abandoned or placed on the Division 6 abandonment list.</p> <p>(0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
2	<p><b>Protect and encourage agricultural uses of water in the YWG Basin within the context of private property rights</b></p> <p>Preserve the current baseline of approximately 119,000 irrigated acres and expand by 12% by 2030.</p> <p>Encourage land use policies and community goals which enhance agriculture and agricultural water rights.</p> <p>(0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
3	<p><b>Improve agricultural water supplies to increase irrigated land and reduce shortages</b></p> <p>Reduce agricultural shortages basin-wide by 10 % by the year 2030.</p> <p>Preserve the current baseline of approximately 119,000 irrigated acres and expand by 12% by 2030.</p> <p>(0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
4	<p><b>Identify and address M&amp;I water shortages</b></p> <p>Identify and mitigate locations in the YWG Basin where M&amp;I shortages may exist in drought scenarios and quantify the shortages in time, frequency, and duration.</p> <p>Identify and mitigate impacts throughout the YWG Basin in the context of water shortages (drought and climate change), wildfire and compact shortage on M&amp;I demands.</p> <p>Identify projects and processes that can be used to meet M&amp;I needs.</p> <p>Encourage collaborative multi-purpose storage projects.</p> <p>Support efforts of water providers to secure redundant supplies in the face of potential watershed impacts from wildfire.</p> <p>Encourage municipal entities to meet some future municipal water needs through water conservation and efficiency.</p> <p>(0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
5	<p><b>Quantify and protect non-consumptive water uses</b></p> <p>assist with endangered fish recovery</p> <p>Increase non-consumptive use benefits</p> <p>(0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
6	<p><b>Maintain and consider the existing natural range of water quality that is necessary for current and anticipated water uses</b></p> <p>Consider and maintain the existing water quality necessary for current and future water uses when reviewing IPPs.</p> <p>Support the implementation of water quality monitoring programs to create quality-controlled baseline data for all sub-basins of the YWG Basin.</p> <p>(0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	

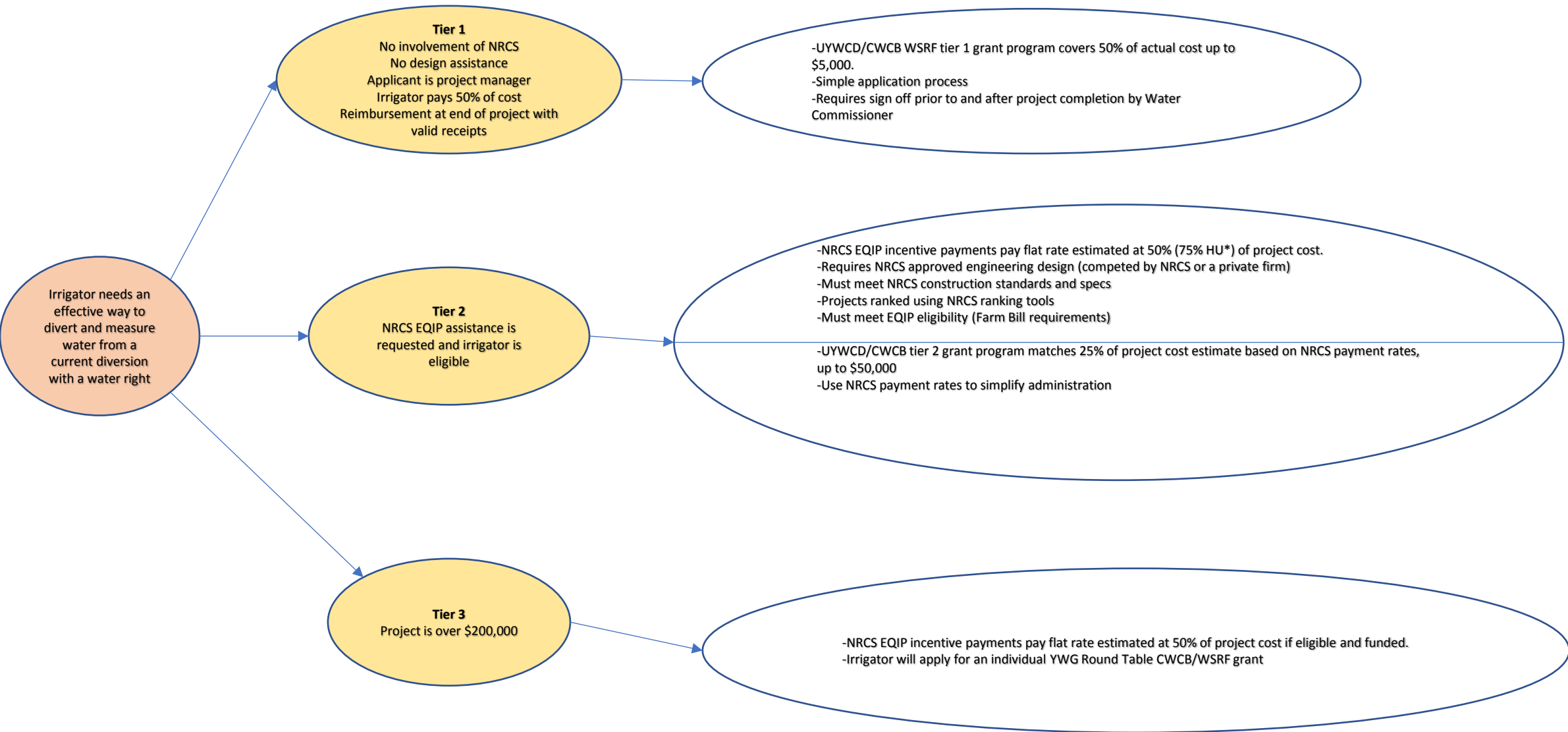
# Yampa/White/Green BRT

Project Being Evaluated		Date :		
YWG Matrix Criteria		Weight	Score	Score by Category
7	<p><b>Restore, maintain, and modernize water storage and distribution infrastructure</b></p> <p>Increased percentage of operable headgates. Where applicable, monitor the reduction in the loss of water through less wastage or seepage of water through leaky ditches, headgates, and storage ponds. Increased agricultural water storage in combination with multi-purpose opportunities when possible Implement projects focusing on the restoration, maintenance, and modernization of existing water infrastructure. (0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
8	<p><b>Develop an integrated system of water use, storage, administration and delivery to reduce water shortages and meet environmental and recreational needs</b></p> <p>Success in permitting and constructing in-basin storage projects Reduction in consumptive shortages in drought scenarios Reduction in identified non-consumptive shortages in drought scenarios Administration and infrastructure improvements making decreed amounts of water available to diversion structures with less need for seasonal gravel dams in the river Reduce the potential incidence of severe low flows in order for water users to exercise their water rights. (0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
9	<p><b>Public Water Education</b></p> <p>Provides for goals and objectives as set forth by Public Education Participcaton &amp; Outreach Committee of the YWG Roundtable Provides for goals and objectives derived by Public Education and Public Outreach goals of the Colorado Water Plan (0) - Meets no outcomes; (1) - Vaguely meets one outcome; (2) - Barely meets outcomes; (3) - Meets some outcomes; (4) - Meets most outcomes; (5) - Meets all outcomes</p>	8.3%	5	
10	<p><b>Project provides for Multiple Beneficiaries or Objectives</b></p> <p>By definition projects meeting any of the BIP Goals meet at minimum one Public Benefit Goal How many parties are benefited by this project (0) - No parties; (1) - One Party; (2) - Two Parties; (3) - Three Parties; (4) - Four Parties; (5) - Five or More Parties</p>	8.3%	5	
11	<p><b>Project match</b></p> <p>Do the proponents of this project have their own money in this project Do the proponents of this project have more than the required 25% BRT match and/or the 50% CWCB Match (0) - &lt; than 25%; (2) - &lt; than 30%; (4) - &lt; than 35%; (6) - &lt; than 40%; (8) - &lt; than 50%; (10) - &gt; than 50%</p>	16.7%	10	
<b>Evaluated by :</b>		<b>Total</b>	60	0

# EXAMPLES OF FUNDING BREAKDOWN BY TIER







Irrigator needs an effective way to divert and measure water from a current diversion with a water right

**Tier 1**  
No involvement of NRCS  
No design assistance  
Applicant is project manager  
Irrigator pays 50% of cost  
Reimbursement at end of project with valid receipts

-UYWCD/CWCB WSRF tier 1 grant program covers 50% of actual cost up to \$5,000.  
-Simple application process  
-Requires sign off prior to and after project completion by Water Commissioner

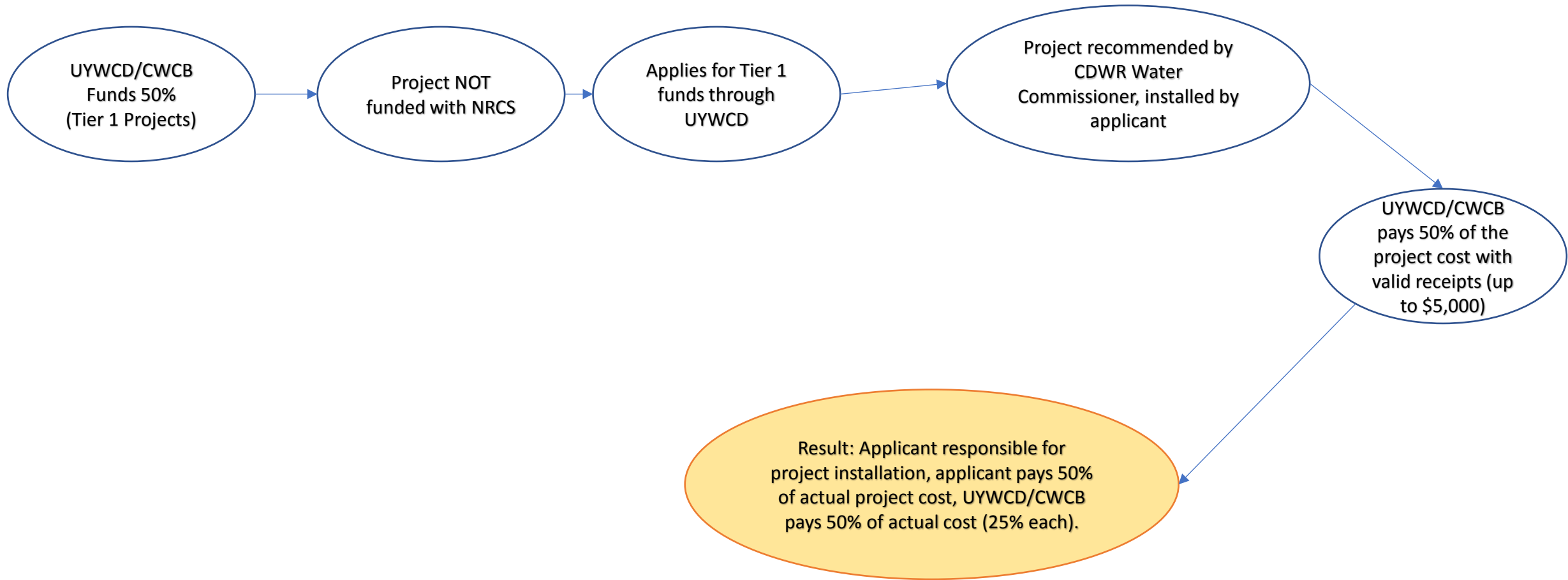
**Tier 2**  
NRCS EQIP assistance is requested and irrigator is eligible

-NRCS EQIP incentive payments pay flat rate estimated at 50% (75% HU\*) of project cost.  
-Requires NRCS approved engineering design (competed by NRCS or a private firm)  
-Must meet NRCS construction standards and specs  
-Projects ranked using NRCS ranking tools  
-Must meet EQIP eligibility (Farm Bill requirements)  
-UYWCD/CWCB tier 2 grant program matches 25% of project cost estimate based on NRCS payment rates, up to \$50,000  
-Use NRCS payment rates to simplify administration

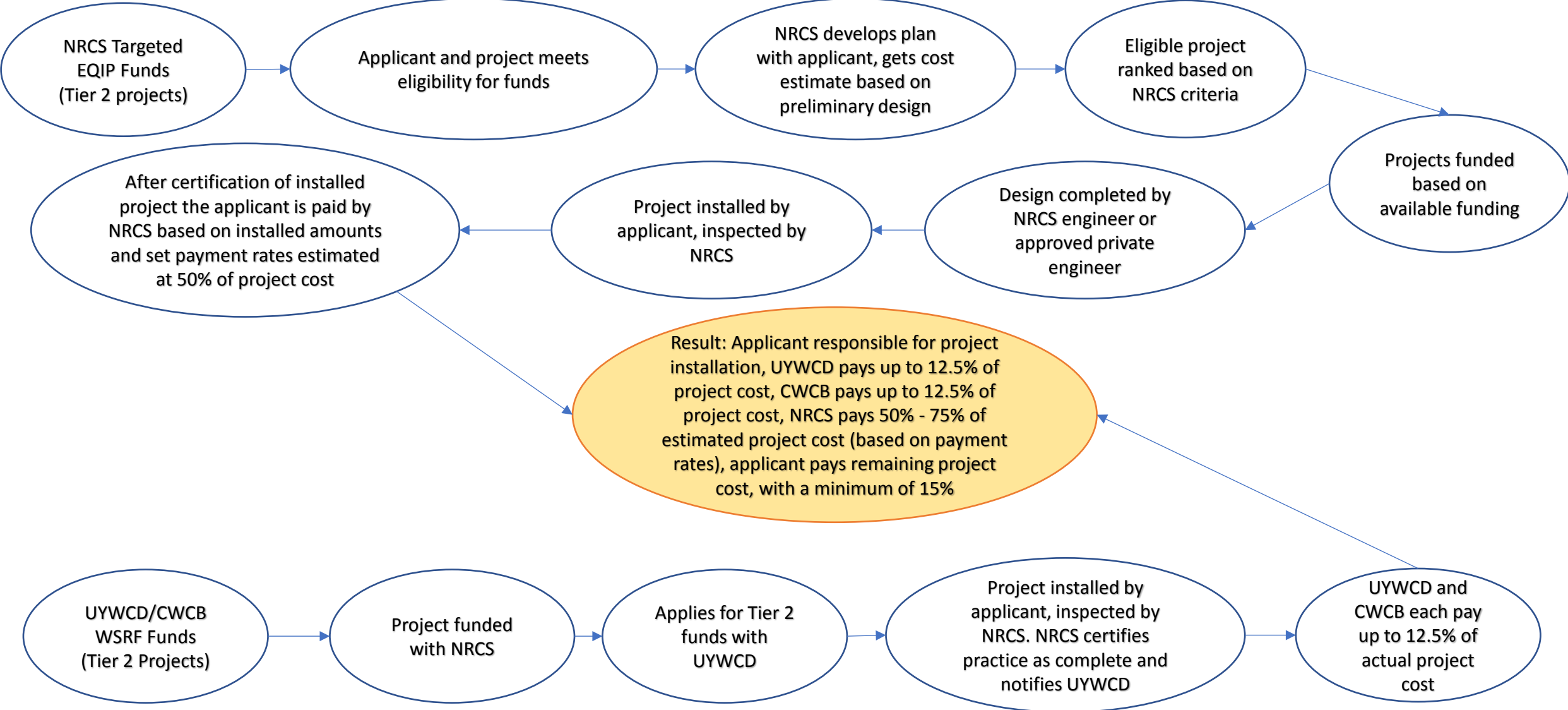
**Tier 3**  
Project is over \$200,000

-NRCS EQIP incentive payments pay flat rate estimated at 50% of project cost if eligible and funded.  
-Irrigator will apply for an individual YWG Round Table CWCB/WSRF grant

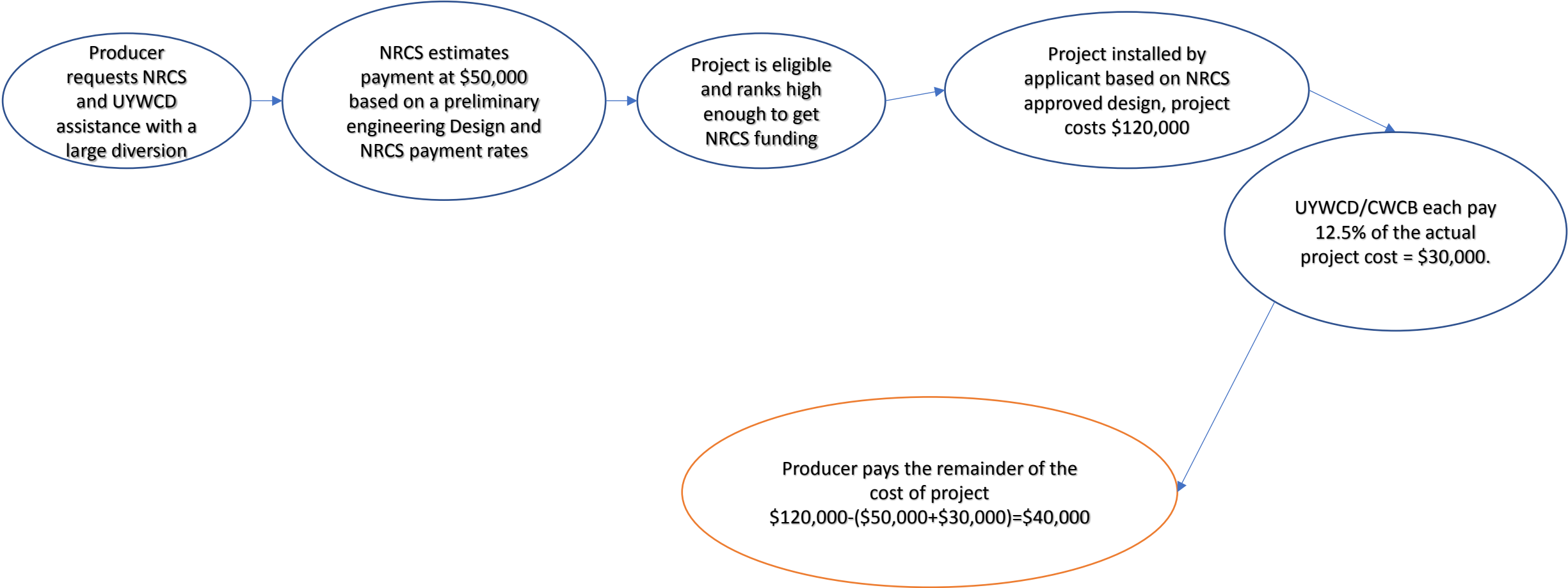
# Tier 1 Grants



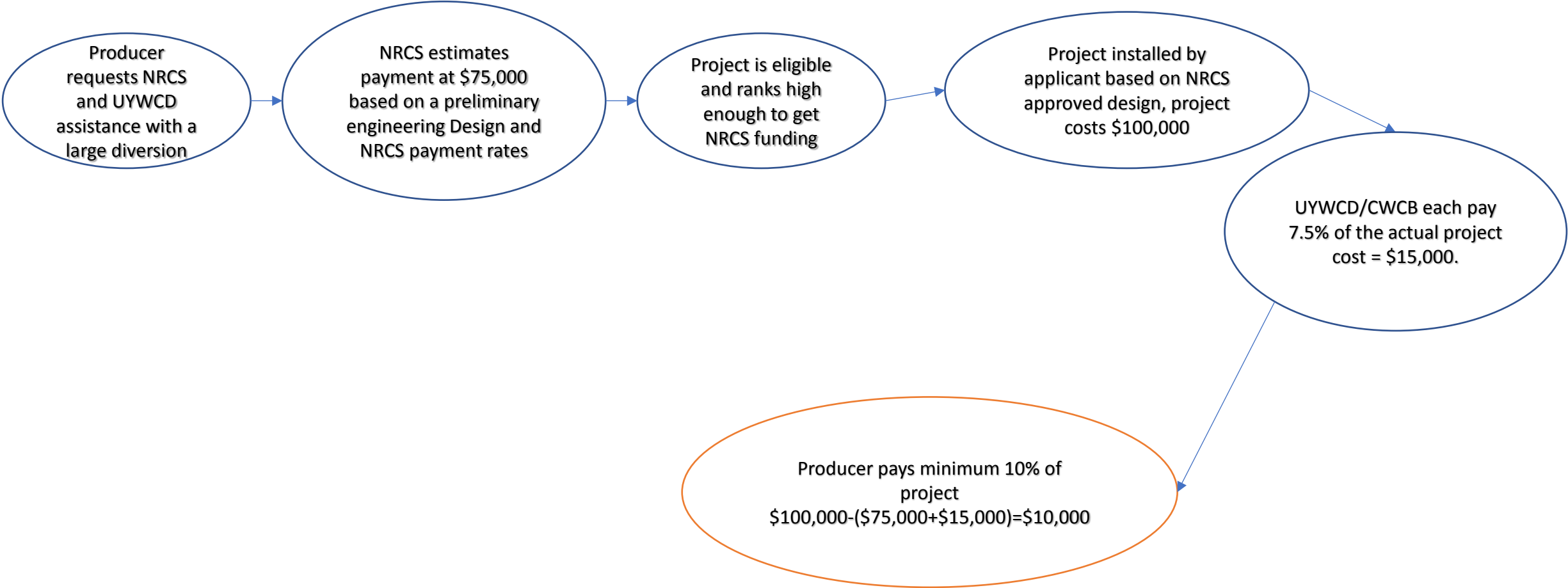
# Tier 2 Grants



# Example 1 - Tier 2 Grants



# Example 2 - Tier 2 Grants



# NRCS program eligibility

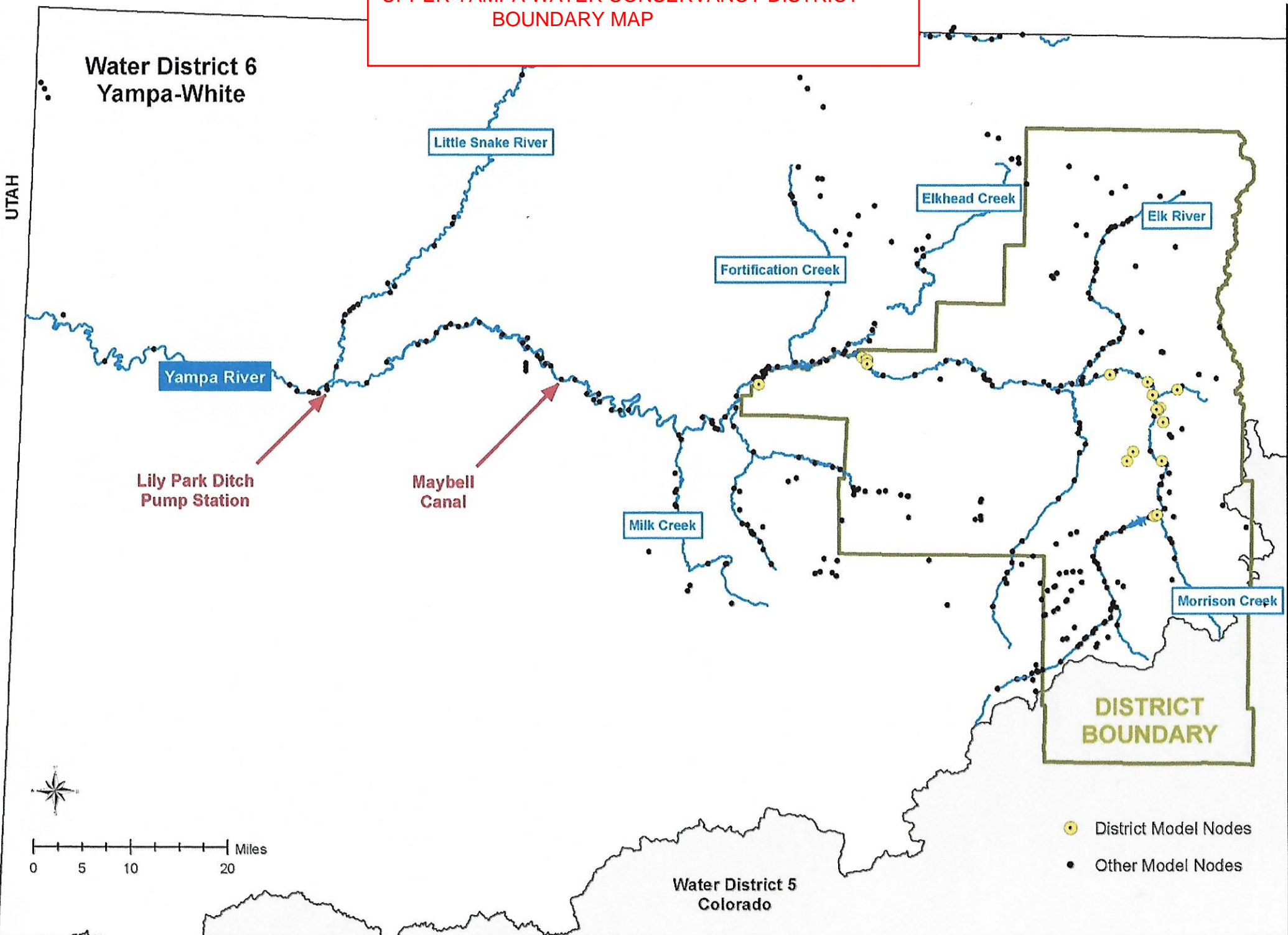
- Must make under \$900,000 AGI average for prior 3 years
- Must have irrigated 2 of the last 3 years
- Must establish records with FSA, complete an AD 1026

# Example of NRCS cost list (typical for diversions)

HU= Historically Underserved (75% rate)

587	EQIP	Structure for Water Control	Inlet Flashboard Riser, Metal	InFt	\$1.72
587	EQIP	Structure for Water Control	HU-Inlet Flashboard Riser, Metal	InFt	\$2.39
587	EQIP	Structure for Water Control	Inline Flashboard Riser, Metal	InFt	\$1.87
587	EQIP	Structure for Water Control	HU-Inline Flashboard Riser, Metal	InFt	\$2.58
587	EQIP	Structure for Water Control	Commercial Inline Flashboard Riser	Ea	\$3,905.68
587	EQIP	Structure for Water Control	HU-Commercial Inline Flashboard Riser	Ea	\$5,407.86
587	EQIP	Structure for Water Control	Culvert <30 inches HDPE	InFt	\$1.50
587	EQIP	Structure for Water Control	HU-Culvert <30 inches HDPE	InFt	\$2.08
587	EQIP	Structure for Water Control	Culvert <30 inches CMP	InFt	\$1.69
587	EQIP	Structure for Water Control	HU-Culvert <30 inches CMP	InFt	\$2.33
587	EQIP	Structure for Water Control	Slide Gate	In	\$8.19
587	EQIP	Structure for Water Control	HU-Slide Gate	In	\$11.33
587	EQIP	Structure for Water Control	Rock Checks for Water Surface Profile	ton	\$53.45
587	EQIP	Structure for Water Control	HU-Rock Checks for Water Surface Profile	ton	\$74.01
587	EQIP	Structure for Water Control	Screw - Flap Gate	In	\$45.82
587	EQIP	Structure for Water Control	HU-Screw - Flap Gate	In	\$63.45
587	EQIP	Structure for Water Control	HDPE Turnout	no	\$292.87
587	EQIP	Structure for Water Control	HU-HDPE Turnout	no	\$405.51
587	EQIP	Structure for Water Control	CMP Turnout	Ea	\$483.36
587	EQIP	Structure for Water Control	HU-CMP Turnout	Ea	\$669.26
587	EQIP	Structure for Water Control	Concrete Turnout Structure	CuYd	\$787.71
587	EQIP	Structure for Water Control	HU-Concrete Turnout Structure	CuYd	\$1,090.67

UPPER YAMPA WATER CONSERVANCY DISTRICT  
BOUNDARY MAP



Water District 6  
Yampa-White

UTAH

Little Snake River

Elkhead Creek

Elk River

Fortification Creek

Yampa River

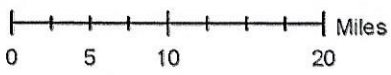
Lily Park Ditch  
Pump Station

Maybell  
Canal

Milk Creek

Morrison Creek

DISTRICT  
BOUNDARY



- District Model Nodes
- Other Model Nodes

Water District 5  
Colorado





Last Update: August 3, 2017

<b>Colorado Water Conservation Board</b>
<b>Water Supply Reserve Fund Grant Application</b>

Instructions		
<p>All WSRF grant applications shall conform to the current <a href="#">2016 WSRF Criteria and Guidelines</a>.</p> <p>To receive funding from the WSRF, a proposed water activity must be approved by a Roundtable(s) <b>AND</b> the Colorado Water Conservation Board (CWCB). The process for Roundtable consideration and recommendation is outlined in the 2016 WSRF Criteria and Guidelines. The CWCB meets bimonthly according to the schedule on page 2 of this application.</p> <p>If you have questions, please contact the current CWCB staff Roundtable liaison:</p>		
<p><b>Arkansas</b></p> <p>Ben Wade <a href="mailto:ben.wade@state.co.us">ben.wade@state.co.us</a> 303-866-3441 x3238</p>	<p><b>Gunnison   North Platte   South Platte   Yampa/White</b></p> <p>Craig Godbout <a href="mailto:craig.godbout@state.co.us">craig.godbout@state.co.us</a> 303-866-3441 x3210</p>	<p><b>Colorado   Metro   Rio Grande   Southwest</b></p> <p>Megan Holcomb <a href="mailto:megan.holcomb@state.co.us">megan.holcomb@state.co.us</a> 303-866-3441 x3222</p>

WSRF Submittal Checklist (Required)	
x	I acknowledge this request for funding was recommended for CWCB approval by the sponsoring Basin Roundtable(s).
x	I acknowledge I have read and understand the <a href="#">2016 WSRF Criteria and Guidelines</a> .
x	I acknowledge the Grantee will be able to contract with CWCB using the <a href="#">Standard Contract</a> . <sup>(1)</sup>
Exhibit A	
x	<a href="#">Statement of Work</a> <sup>(2)</sup> (Word – see Exhibit A Template)
x	<a href="#">Budget &amp; Schedule</a> <sup>(2)</sup> (Excel Spreadsheet – see Exhibit A Template)
x	Letters of Matching and/or Pending 3 <sup>rd</sup> Party Commitments <sup>(2)</sup>
Exhibit C	
x	Map <sup>(2)</sup>
x	Photos/Drawings/Reports
x	Letters of Support
	Certificate of Insurance <sup>(3)</sup> (General, Auto, & Workers' Comp.)
Contracting Documents	
x	Certificate of Good Standing <sup>(3)</sup>
x	W-9 <sup>(3)</sup>
	Independent Contractor Form <sup>(3)</sup> (If applicant is individual, not company/organization)
x	Electronic Funds Transfer (ETF) Form <sup>(3)</sup>

(1) Click "Grant Agreements". For reference only/do not fill out or submit/required for contracting

(2) Required with application if applicable.

(3) Required for contracting. While optional at the time of this application, submission can expedite contracting upon CWCB Board approval.

Last Update: August 3, 2017

<b>Schedule</b>		
<b>CWCB Meeting</b>	<b>Application Submittal Dates</b>	<b>Type of Request</b>
January	December 1	Basin Account; BIP
March	February 1	Basin/Statewide Account; BIP
May	April 1	Basin Account; BIP
July	June 1	Basin Account; BIP
September	August 1	Basin/Statewide Account; BIP
November	October 1	Basin Account/BIP

<b>Desired Timeline</b>	
Desired CWCB Hearing Month:	January 2020
Desired Notice to Proceed Date:	May 2020

<b>Water Activity Summary</b>	
Name of Applicant	Upper Yampa Water Conservancy District
Name of Water Activity	Diversion Infrastructure Improvement Project
Approving Roundtable(s)	Basin Account Request(s) <sup>(1)</sup>
Yampa/ White/ Green	\$100,000
Basin Account Request Subtotal	\$100,000
Statewide Account Request <sup>(1)</sup>	\$0
Total WSRF Funds Requested (Basin & Statewide)	\$100,000
Total Project Costs	\$357,500

(1) Please indicate the amount recommended for approval by the Roundtable(s)



Last Update: August 3, 2017

Grantee and Applicant Information	
Name of Grantee(s)	Upper Yampa Water Conservancy District
Mailing Address	PO Box 775529, Steamboat Springs, CO 80477
FEIN	84-0776538
Grantee's Organization Contact <sup>(1)</sup>	Kevin McBride
Position/Title	District Manager
Email	kmcbride@upperyampawater.com
Phone	970.871.1035 ext. 3
Grant Management Contact <sup>(2)</sup>	<u>same as above</u>
Position/Title	
Email	
Phone	
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	

**(1)** Person with signatory authority

**(2)** Person responsible for creating reimbursement invoices (Invoice for Services) and corresponding with CWCB staff.

Description of Grantee
Provide a brief description of the grantee's organization (100 words or less).
<p>The Upper Yampa Water Conservancy District was formed in 1966 to provide legal authority to plan and construct water projects in the Yampa Valley. Yamcolo and Stagecoach Reservoirs represent two major projects constructed by the District. The district boundaries include most of Routt County and a portion of Moffat County.</p> <p>The District is governed by a board of nine directors. Upon instigation and certification as a district, Upper Yampa was able to collect a levy on general taxes from both Routt and Moffat Counties. The District has maintained its status as the guardian of critical water rights in the Yampa Valley.</p>



Last Update: August 3, 2017

Type of Eligible Entity (check one)	
	<b>Public (Government):</b> municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient.
x	<b>Public (Districts):</b> authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises
	<b>Private Incorporated:</b> mutual ditch companies, homeowners associations, corporations
	<b>Private Individuals, Partnerships, and Sole Proprietors:</b> are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.
	<b>Non-governmental organizations:</b> broadly, any organization that is not part of the government
	<b>Covered Entity:</b> as defined in <a href="#">Section 37-60-126 Colorado Revised Statutes</a>

Type of Water Activity (check one)	
	Study
x	Implementation

Category of Water Activity (check all that apply)		
	Nonconsumptive (Environmental)	
	Nonconsumptive (Recreational)	
x	Agricultural	
x	Municipal/Industrial	
	Needs Assessment	
x	Education & Outreach	
	Other	Explain:

Location of Water Activity	
Please provide the general county and coordinates of the proposed activity below in <b>decimal degrees</b> . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Countries	Routt, Moffat
Latitude	within entire planning area of UYWCD (map attached)
Longitude	

Last Update: August 3, 2017

### Water Activity Overview

Please provide a summary of the proposed water activity (200 words or less). Include a description of the activity and what the WSRF funding will be used for specifically (e.g. studies, permitting, construction). Provide a description of the water supply source to be utilized or the water body affected by the activity. Include details such as acres under irrigation, types of crops irrigated, number of residential and commercial taps, length of ditch improvements, length of pipe installed, area of habitat improvements. If this project addresses multiple purposes or spans multiple basins, please explain. The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, and Schedule.

Last year's call on the Yampa River has reinforced the need for water users in the Yampa valley to be able to properly measure and control the amount of water being diverted. We propose a grant program that will encourage the improvement of infrastructure and help to ensure that the projects are matched with the right funding source based on size and complexity. It is estimated that there could be more than 800 diversions without measuring devices within the Upper Yampa Water Conservancy District's boundaries. Many of these have diversion infrastructure in need of improvement. These diversions could be redesigned to replace aging infrastructure, help ensure water delivery, and improve fish passage and habitat. This grant funding structure can be used in the future to help implement recommendations of the Integrated Watershed Management Plan. It can also be easily adjusted to accommodate additional funding sources that become available.

### Measurable Results

To catalog measurable results achieved with WSRF funds please provide any of the following values.

	New Storage Created (acre-feet)	
	New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive	
TBD	Existing Storage Preserved or Enhanced (acre-feet)	
	Length of Stream Restored or Protected (linear feet)	
TBD	Efficiency Savings (indicate acre-feet/year OR dollars/year)	
	Area of Restored or Preserved Habitat (acres)	
	Length of Pipe/Canal Built or Improved	
	Other	Explain:

Last Update: August 3, 2017

### Water Activity Justification

Provide a description of how this water activity supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), and the respective [Roundtable Basin Implementation Plan and Education Action Plan](#) <sup>(1)</sup>. The Applicant is required to reference specific needs, goals, themes, or Identified Projects and Processes (IPPs), including citations (e.g. document, chapters, sections, or page numbers).

For applications that include a request for funds from the Statewide Account, the proposed water activity shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan criteria for state support (CWP, Section 9.4, pp. 9-43 to 9-44;) (Also listed pp. 4-5 in [2016 WSRF Criteria and Guidelines](#)).

Core water values identified in the Colorado Water Plan include improving the efficiency and effectiveness of all water infrastructure which is a fundamental goal of this proposed project as it relates to agricultural users. Further, the Y/W/G BIP emphasizes as a priority goal the need to protect and encourage agricultural uses of water in the basin and improve agricultural water supplies to increase irrigated land and reduce shortages.

Improving measurement of water demand and water use by irrigators will help with verifying diversion amounts which in turn could help protect existing agricultural water use and needs. The Y/W/G BIP recommends implementation of infrastructure projects that improve irrigation system efficiency (p.1-9).

Proper design and installation of permanent diversion structures will significantly reduce water quality impairment and adverse effects to environmental and recreational interests will be avoided. Fishery improvements (e.g. fish passages, etc.) will be addressed on larger projects where warranted. TU may provide assistance on a case-by-case basis.

As an alternate to installing in-stream pushup dams annually, properly designed projects would include more environmental friendly permanent structures to divert water as part of the headgate and measuring device project. Certain projects will incorporate fish passages with the involvement of Trout Unlimited.

(1) Access Basin Implementation Plans or Education Action Plans from Basin drop down menu.



Last Update: August 3, 2017

**Matching Requirements: Basin Account Requests**

**Basin (only) Account** grant requests require a 25% match (cash and/or in-kind) from the Applicant or 3<sup>rd</sup> party and shall be accompanied by a **letter of commitment** as described in the 2016 WSRF Criteria and Guidelines (submitted on the contributing entity's letterhead). Attach additional sheet if necessary.

Contributing Entity	Amount and Form of Match (note cash or in-kind)
UYWCD	\$100,000 cash, \$7,500 in-kind
NRCS	\$150,000 cash
<b>Total Match</b>	<b>\$257,500</b>
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	

**Matching Requirements: Statewide Account Requests**

**Statewide Account** grant requests require a 50% match as described in the 2016 WSRF Criteria and Guidelines. A minimum of 10% match shall be from Basin Account funds (cash only). A minimum of 10% match shall be provided by the applicant or 3<sup>rd</sup> party (cash, in-kind, or combination). The remaining 30% of the required match may be provided from any other source (Basin, applicant, or 3<sup>rd</sup> party) and shall be accompanied by a **letter of commitment**. Attach additional sheet if necessary.

Contributing Entity	Amount and Form of Match (note cash or in-kind):
<b>Total Match</b>	<b>\$</b>
If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).	



Last Update: August 3, 2017

### Related Studies

Please provide a list of any related studies, including if the water activity is complimentary to or assists in the implementation of other CWCB programs.

This project blends well with objectives recently prioritized as needs in the basin by studies and reports including the 2016 Upper Yampa River Watershed Plan developed by the Upper Yampa River Watershed Group; by the Division 6 Water Resources Division Engineer's Office; by UYWCD; and by the Y/W/G Basin Roundtable.

### Previous CWCB Grants

List all previous or current CWCB grants (including WSRF) awarded to both the Applicant and Grantee. Include: 1) Applicant name; 2) Water activity name; 3) Approving RT(s); 4) CWCB board meeting date; 5) Contract number or purchase order

UYWCD served as the fiscal agent for the Upper Yampa River Watershed Group's project titled *Characterization of Streamflow, Suspended Sediment, and Nutrients in the Upper Yampa River Basin*, approved by the Yampa/White/Green Basin Roundtable and the CWCB Board (POGG1 2019-2728) in the 4<sup>th</sup> quarter of 2019.

### Tax Payer Bill of Rights

The Tax Payer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect the applicant.





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<b>Colorado Water Conservation Board</b>	
<b>Water Supply Reserve Fund</b>	
<b><u>Exhibit A - Statement of Work</u></b>	
<b>Date:</b>	
<b>Water Activity Name:</b>	
<b>Grant Recipient:</b>	
<b>Funding Source:</b>	
<p><b>Water Activity Overview:</b> (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.</p> <p>The project will link together and streamline the process for diverters with water rights to apply for and receive funding and technical assistance to improve diversion infrastructure as follows:</p> <p>Tier1. Currently the UYWCD offers mini grants up to \$500 as a 50% match for diversion infrastructure projects if recommended by the Division of Water Resources. Grants are available for headgates and measuring devices, so the grant amount is capped at \$1,000 for a particular diversion (no limit on project cost). The cap under this proposed program will be increased to \$5,000 for projects not to exceed \$10,000.</p> <p>Tier 2. The NRCS has the ability to add \$100,000+ if projects meet their standards. By leveraging these monies with CWCB Water Supply Reserve Fund (WSRF) grant monies through the BRT, the number of projects and quality of outcome can be increased dramatically. Supplementing the cost of private engineering and cost share rates if they are under 50% will improve participation. It will also ensure that projects are completed in a timely manner. Additionally, proper design and installation of permanent diversion structures will significantly reduce water quality impairment and adverse effects to environmental and recreational interests will be avoided. Fishery improvements (e.g. fish passages, etc.) will be addressed on larger projects where warranted. TU may provide assistance on a case-by-case basis.</p> <p>PLEASE SEE ATTACHMENT which illustrates examples and how the process will flow.</p>	
<p><b>Objectives:</b> (List the objectives of the project)</p>	



Last Update: January 9, 2018

The objectives of this project are three-fold: 1) to improve irrigation infrastructure for irrigators in the Upper Yampa River Basin by providing funds to install/improve infrastructure; 2) to ensure that diversions have water measurement devices thereby improving water security for water users; and 3) to provide supplemental funds for NRCS EQIP projects in need of additional matching funds. These projects include addressing riparian and habitat-related issues when designing infrastructure.

The project will potentially provide funding to 20 tier 1 and 10 tier 2 infrastructure improvement applicants in the basin, resulting in the installation of properly functioning headgates and measuring devices that benefit diverters with water rights and their overall water security in the future. .

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 1 – Project Setup</u></b>
Description of Task:
Develop process and templates for potential applicants.
Method/Procedure:
The applicant will need to fill out application forms and submit them for review and approval. When engineering design is required, additional review and adjunct considerations (e.g. NRCS engineering specifications and possibly Trout Unlimited involvement) will be necessary.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Creation of instructions and fillable application forms on UYWCD website.  NRCS eligibility requirements, instructions and application forms that meet their requirements.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Streamlined application process to promote use of program.

<b><u>Task 2 – Announcement of Fund Availability</u></b>
Description of Task:



Last Update: January 9, 2018

<p>Create and disseminate public outreach tools to get the word out on what is available and how to connect with the project.</p>
<p>Method/Procedure:</p>
<p>Use public information announcements, existing agency newsletters, articles and media to promote the project.</p>
<p>Grantee Deliverable: (Describe the deliverable the grantee expects from this task)</p>
<p>Create press releases, articles for newsletters, narratives for websites. Attend meetings to get the word out.</p>
<p>CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)</p>
<p>Maximize number of successful applicants/projects</p>
<p><b>Task 3 - Installations</b></p>
<p>Description of Task:</p>
<p>A: Tier 1* – UYWCD staff reviews application for completeness; meets with applicant as appropriate; logs in the project and related estimated cost; verifies completeness and obtains receipts; pays percentage.</p> <p>B: Tier 2* - NRCS staff reviews application for completeness and eligibility; meets with applicant and develops plan; site visit and cost estimate; provide engineering and design assistance; inspects installation (installed by applicant); pay based on set payment rates and percentage of project cost</p> <p>*(see attachment for flow chart and examples)</p>
<p>Method/Procedure:</p>
<p> </p>



Last Update: January 9, 2018

<p>Grantee Deliverable: (Describe the deliverable the grantee expects from this task)          Implementation of infrastructure improvements.</p>
<p>CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)</p>
<p>Project implementation summary reports including sharable best practices.</p>
<p><b>Task 4 – Public Outreach and Education</b></p>
<p>Description of Task:</p>
<p>Document what worked, challenges, best practices to share with other potential applicants and designers.</p>
<p>Method/Procedure:</p>
<p>Provide demonstration projects that will inform future activities.</p>
<p>Grantee Deliverable: (Describe the deliverable the grantee expects from this task)</p>
<p>Networking of agencies and landowners associated with infrastructure design and installation to improve overall functionality and success.</p>
<p>CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)</p>
<p>Successful projects that will result from this program will provide working models for other diverters and develop a level of trust in the process, both of which are beneficial outcomes. Sharing of best practices will also have a positive impact basin-wide. The UYWCD, UYRWG and RCCD can cooperatively assist with getting the message out and helping to communicate successful projects to others.</p>
<p><b>Task 5 - Administration</b></p>



Last Update: January 9, 2018

Description of Task:
Administration includes coordination with water commissioners and keeping track of ongoing fund output. Required reporting to CWCB and BRT will also be included in this task.
Method/Procedure:
UYWCD staff will devote necessary time and resources to monitor performance and track expenditures.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Efficient grant administration and reporting.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Smooth delivery of project deliverables.

### Budget and Schedule

**Exhibit B - Budget and Schedule:** This Statement of Work shall be accompanied by a combined [Budget and Schedule](#) that reflects the Tasks identified in the Statement of Work and shall be submitted to CWCB in excel format. A separate excel formatted Budget is required for engineering costs to include rate and unit costs.

### Reporting Requirements

**Progress Reports:** The grantee shall provide the CWCB a progress report every 6 months, beginning from the date of issuance of a purchase order, or the execution of a contract. The progress report shall describe the status of the tasks identified in the statement of work, including a description of any major issues that have occurred and any corrective action taken to address these issues. The CWCB may withhold reimbursement until satisfactory progress reports have been submitted.

**Final Report:** At completion of the project, the grantee shall provide the CWCB a Final Report on the grantee's letterhead that:

- Summarizes the project and how the project was completed.
- Describes any obstacles encountered, and how these obstacles were overcome.
- Confirms that all matching commitments have been fulfilled.
- Includes photographs, summaries of meetings and engineering reports/designs.



Last Update: January 9, 2018

## Reporting Requirements

### Payments

Payment will be made based on actual expenditures, must include invoices for all work completed and must be on grantee's letterhead. The request for payment must include a description of the work accomplished by task, an estimate of the percent completion for individual tasks and the entire Project in relation to the percentage of budget spent, identification of any major issues, and proposed or implemented corrective actions.

The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.

### Performance Requirements

Performance measures for this contract shall include the following:

(a) Performance standards and evaluation: Grantee will produce detailed deliverables for each task as specified. Grantee shall maintain receipts for all project expenses and documentation of the minimum in-kind contributions (if applicable) per the budget in Exhibit B. Per Grant Guidelines, the CWCB will pay out the last 10% of the budget when the final deliverable is completed to the satisfaction of CWCB staff. Once the final deliverable has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.

(b) Accountability: Per the Grant Guidelines full documentation of project progress must be submitted with each invoice for reimbursement. Grantee must confirm that all grant conditions have been complied with on each invoice. In addition, per the Grant Guidelines, Progress Reports must be submitted at least once every 6 months. A Final Report must be submitted and approved before final project payment.

(c) Monitoring Requirements: Grantee is responsible for ongoing monitoring of project progress per Exhibit A. Progress shall be detailed in each invoice and in each Progress Report, as detailed above. Additional inspections or field consultations will be arranged as may be necessary.

(d) Noncompliance Resolution: Payment will be withheld if grantee is not current on all grant conditions. Flagrant disregard for grant conditions will result in a stop work order and cancellation of the Grant Agreement.





## Upper Yampa River Watershed Group

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September 11, 2019

Craig Godbout, CWCB  
Jackie Brown, Y/W/G BRT

RE: Letter of Support – Diversion Structure Improvement Project Grant Application

Dear Craig and Jackie,

Please accept this letter from the Upper Yampa River Watershed Group (UYRWG) in support of the Diversion Structure Improvement Project grant application by the Upper Yampa Water Conservancy District and NRCS to assist in implementing related projects with funding and technical support.

The UYRWG is an organization comprised of representatives from local government, water suppliers, environmental organizations, the US Forest Service, Colorado Parks & Wildlife, industry, agriculture, and other stakeholders in the Upper Yampa Basin. The UYRWG recently published the [2014 State of the Upper Yampa River Watershed Report](#) and [2016 Upper Yampa River Watershed Plan](#) which identifies and prioritizes projects and strategies that will help support the health of the watershed.

Specifically, the Plans listed above identify the need for diversion infrastructure improvements to reduce impacts to water quality and watershed health in the Upper Yampa basin. A collaborative multi-agency implementation program as proposed by the grant application will have multiple benefits across a wide spectrum of water-related concerns.

**The UYRWG strongly supports the aforementioned request for funding as vital to the current and future health of our watershed.**

Thank you for your serious consideration of this important project. I can be reached at 970.879.6323 or [lhalliday@environmentalsolutionllc.com](mailto:lhalliday@environmentalsolutionllc.com) should you have questions or additional needs.

Sincerely,

*Lyn Halliday*

Lyn Halliday, CEP  
Watershed Coordinator  
Upper Yampa River Watershed Group







1475 Pine Grove Road, Suite 201A  
Steamboat Springs, Colorado 80487  
(970) 879-3225

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September 12, 2019

Craig Godbout, CWCB  
Jackie Brown, Y/W/G BRT

RE: Letter of Support – Diversion Structure Improvement Project Grant Application

Dear Craig and Jackie,

Please accept this letter from the Routt County Conservation District (RCCD) in support of the Diversion Structure Improvement Project grant application by the Upper Yampa Water Conservancy District and NRCS to assist in implementing related projects with funding and technical support.

The RCCD is a long standing non-profit agency providing landowners with education and assistance in connection with conservation-related activities, including land stewardship, soil health, and water. Activities outlined in the grant application are in keeping with historic goals and objectives of the RCCD, as well as our mission to encourage stewardship of our natural resources which will ensure the preservation and sustainability of working landscapes through education, financial and technical assistance.

**The RCCD strongly supports the aforementioned request and is confident your organization will give this collaborative multi-agency implementation proposal serious consideration.**

Thank you for your attention to this matter. I can be reached at 970.879.6323 or [lhalliday@environmentalsolutionllc.com](mailto:lhalliday@environmentalsolutionllc.com) should you have questions or additional needs.

Sincerely,

*Lyn Halliday*

Lyn Halliday, CEP  
RCCD Board President

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## BOARD COMMUNICATION FORM

**From:** \_\_ Kevin McBride GM\_\_

**Date:** \_\_ 9/13/2019\_\_

**Item:** \_\_ Board Retreat\_\_

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X\_\_\_ DIRECTION  
INFORMATION  
\_\_\_ MOTION  
\_\_\_ RESOLUTION

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**I. Request/Issue and Background Information:**

This item is to discuss the agenda for the annual retreat October 23d. We suggest a Board retreat revolving around the draft strategic plan. In reviewing the strategic plan, the Board will select priorities for staff focus in the short and near term. These priorities will be translated into work plans and budget items.

The 360 Committee suggests the Board consider the following potential topics for its Retreat agenda:

- Review Strategic Plan docs and adopt if possible (subject to Board updates, including after public review)
- Prioritize tasks to inform development of 2020 budget and work plan
- Discuss financial policy and pricing based on projected future revenues/expenses
- Contract negotiation strategy, in light of the above
- District Governance - if Committee is ready to present any preliminary recommendations
- Time permitting, brief updates on Big River issues (e.g., demand management)

**II. Summary and Alternatives:**

N/A

**III. Staff Recommendation:**

N/A

**IV. Legal Issues:**

N/A

**V. Consistency with Board Goals and Policies:**

yes

**Attachments:** None