



Meeting Minutes

East Stanislaus Integrated Regional Water Management Plan

Subject: Steering Committee Meeting

Prepared By: Jack Doo/Cardoza Associates

Date/Time: Oct. 27, 2011 / 3:00 p.m.

Location: Modesto City Offices
1010 10th Street

Attendees: Rich Ulm, Jack Bond, and Jim Alves (City of Modesto); Mike Brinton (City of Ceres); Dan Madden, Mike Cooke (City of Turlock); Carrie Cardoza Bordona, (Cardoza Associates); Leslie Dumas, (RMC)

Project Number: 0080-009

1. Purpose of Meeting

- To further preparation of the East Stanislaus Integrated Regional Water Management (IRWM) Plan.
- To develop regional goals and objectives

2. Discussion Summary

The group discussed items as outlined in the meeting agenda and as summarized in the following sections.

2.1 Action Items Review

Only two action items remain outstanding. These are as follows:

- All cities have completed and submitted their AB1420 tables except for the City of Ceres. RMC will coordinate with the City of Ceres to get the forms completed and submitted to DWR.
- The ESIRWM Region website has been activated. A link to the site is to be placed on every member's website.

2.2 Steering Committee Business

- A few comments were received on the SC Roles and Responsibilities. These edits were incorporated into the revised document included in the meeting materials. The final Steering Committee Roles and Responsibilities was adopted.
- The SC did not send any comments on the Outreach Plan to Leslie. Carrie did send her comments in and these were incorporated into the plan. The final Outreach Plan was adopted.
- A Stakeholders list will be updated and is subject to amendment as other stakeholders are identified.
- Jim handed out copies of a letter he received from the Tuolumne-Stanislaus IRWM Program. After discussion, it was decided that Jim would (1) prepare a response to the Tuolumne-Stanislaus Region agreeing to sending meeting agendas but that materials were available on the ESIRWMP website; and (2) Jim will develop a similar outreach letter to send to all ESIRWM adjoining regions (Tuolumne-Stanislaus, East San Joaquin, Merced and Westside IRWM Regions) proposing cooperation on inter-regional projects and issues and directing them to the ESIRWMP website for further information. The draft correspondence will be emailed to SC for review and comments, with subsequent approvals electronically.
- Leslie said she would create two region letterhead designs for the SC to choose from. The letterhead will use the City of Modesto's PO Box address: P.O. Box 642, Modesto, CA 95353.

2.3 Regional Goals & Objectives

- The SC reviewed and revised the Regional Goals. These will be presented to the PAC later today and will be sent to the SC in final format after the meeting.
- Also included in the meeting materials were draft Region Objectives. These will be reviewed in detail by the individual SC members. All comments are due to RMC by close of business on November 4th. RMC will then compile the comments and send out revised Goals & Objectives to SC. These revised goals and objectives will be presented to the PAC at the next (December 1st) meeting.
- Leslie noted that completing the Region Goals & Objectives are a priority and need to be completed before we can move forward.

2.4 Project Solicitation and Prioritization

- A revised draft form for collecting project data was presented and discussed. This form was considered to be acceptable by the SC and is referred to the PAC for consideration. The form will be updated to be region-specific following completion of the Regional Goals & Objectives.
- The SC walked through a presentation on the requirements for the project prioritization process. Included in the presentation are examples that other IRWM regions are using and a recommended methodology for the ESIRWM region.
- Each SC member is to consider the proposed project prioritization process and provide comments, edits and alternatives to the process.

2.5 Planning Grant Application

- The draft Project Solicitation Package (PSP) for the Round 2 Prop 84 Planning Grant program has been released by DWR. Per their schedule, the planning grant applications will be due in February. Regions can receive up to \$1M in cumulative planning grant funding.
- RMC included an attachment that showed what other regions proposed as projects during the first round of the Prop 84 planning grant program. Typical projects included preparation of Salt and Nutrient Management Plans and additional outreach activities.
- Each SC member will send RMC their ideas and proposals for projects to be included in the IRWM grant application. Any project included in the planning grant application will have to be completely scoped out, including detailed budget and schedule.

3. Action Items

The following table summarizes the work completed to date, the work in progress (i.e. action items that must be completed) and work that will be completed in the future.

Work Summary Table

WORK COMPLETED				
<ul style="list-style-type: none"> • Identified region name • Developed regional governance structure • Identified regional boundaries • Began preparing Stakeholder Contact List • Prepared draft MOU and finalized • Reserved the City of Ceres Community Center for the 3/16 public meeting • Prepared draft public meeting presentation • Prepared notice and flyer for public meeting announcement • Prepared draft posters for public meeting • Prepared draft Roles & Responsibilities for Steering Committee and Public Advisory Committee • Prepared draft Outreach Plan • Hold first public meeting on 3/16/2011 • Prepare and submit RAP application on 4/13/2011 • Prepare for and attend RAP interview • City of Ceres, Hughson and Modesto Councils approve execution of MOU • Executed MOU • Prepared IRWM Regional website • Developed PAC/identify members • Developed SC/identify members • Conduct first ESRWMG, SC and PAC meetings • Approve final Outreach Plan • Approve SC Roles and Responsibilities 				
WORK IN PROGRESS				
Item No.	Responsible Party		Due Date	Task/Action Item
	Organization	Name		
1	Ceres	Mike Brinton	ASAP	Complete and submit AB1420 tables (if not yet done)
2	Modesto	Jim Alves	10/31	Send link to ESIRWMP website to SC
3	Cities	All	ASAP	Link city websites to ESIRWMP website
4	Modesto	Jim Alves	11/17	Draft response to Tuolumne-Stanislaus IRWM region letter
5	Modesto	Jim Alves	11/4	Send copy of letter from Merced IRWM region to SC
6	Modesto	Jim Alves	11/17	Draft outreach letter to adjacent IRWM regions. Send to SC for review and comments
7	RMC	Leslie	11/1	Prepare several letterhead alternatives
8	RMC	Leslie	10/28	Send revised Region Goals & Objectives to SC
9	Cities	All	11/4	Email comments on Goals & Objectives to RMC
10	Cities	All	11/18	Review presentation on project prioritization methodologies and provide feedback to RMC as to the preferred method(s)
11	Cities	All	11/18	Review handout on planning grant alternatives and send RMC list of projects to be included in planning grant application

12	Cities	All	ASAP	Each SC member will develop and begin utilizing a time sheet to track time spent on the ESIRWMP. This will be used to document in-kind services for the upcoming planning grant application
13	RMC	Leslie	ASAP	Leslie will confirm if a Notice of Intent needs to be prepared for the IRWMP. If so, a draft NOI will be prepared and sent to the SC for review and subsequent publishing

WORK TO BE COMPLETED

- Finalize region goals and objectives
- List Planning Grant funds the cities will be seeking by December
- Have comments and ideas on project prioritization methods by next meeting
- Invite DWR and other agency representatives to a PAC meeting
- Host briefing meeting for Partnership (elected officials)
- Launch project solicitation site and process
- Develop project prioritization process

4. Next Schedule Meeting

The next scheduled meeting will be on December 1, 2011 at 3 pm at a location to be announced.