

Meeting Minutes

East Stanislaus Integrated Regional Water Management Plan

Subject: Steering Committee Meeting

Prepared By: Leslie Dumas

Date/Time: September 29, 2011 / 4:00 p.m.

Location: Ceres Community Center

Project Number: 0080-009

Attendees: Rich Ulm, Nick Pinhey, Jack Bond, Jim Alves; Mike Brinton (City of Ceres); Dan Madden, Mike Cooke (City of Turlock); Leslie Dumas, Lindsey Clark (RMC)

1. Purpose of Meeting

Initiate Integrated Regional Water Management (IRWM) Plan preparation.

2. Discussion Summary

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

2.1 Action Items Review

Action items identified during the last meeting (08/18/11) were reviewed. Only two action items remain outstanding. These are as follows:

- All of the 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.
- The Cities of Ceres and Modesto need to complete letters to Turlock approving them to submit the planning grant application on behalf of the ESRWMP.
- The ESIRWM Region website has been completed but has not yet been activated. The City of Modesto will notify everyone once it has been activated and will forward a link to the site to be placed on every member's website.
- The Outreach Plan for the IRWMP preparation and implementation needs to be finalized (see below).

2.2 Planning Grant Application

- DWR has released its schedule for the next round of planning grants. The draft Project Solicitation Package (PSP) for the second round of Prop 84 IRWM planning grants will be released in October of 2011, with the final PSP released in December of 2011 and the grant applications due in February of 2012.
- The next round of the Prop 84 implementation grant program will be a two part submittal. Step 1 applications will be due in the Fall of 2012, and consist predominantly of a pass/fail evaluation of the IRWM plan. The Step 2 application will be due in the Summer of 2013 and will be the typical application containing projects.
- Additionally, DWR has noted that they will be revising the IRWMP guidelines, with stakeholder workshops in later 2011 and the release of the revised guidelines in the Summer of 2012.
- It was agreed at the prior (August) meeting that the IRWM Plan preparation would proceed as planned to provide a base document that meets DWR's requirements. During and following this process, additional studies, plans, etc. to enhance and further the IRWMP will be identified for inclusion as projects in the Prop 84 planning grant application.

- Enhancement of a data management system for the region was identified as one potential program enhancement (estimated to cost up to \$50,000).
- Each SC member will send RMC their ideas and proposals for projects to be included in the IRWM grant application.
- RMC will look at what other regions proposed as projects during the first round of the Prop 84 planning grant program.

2.3 Steering Committee Business

- The SC reviewed the draft Roles & Responsibilities. These will be reviewed in detail by the SC members. All comments are due to RMC by close of business on October 4th. The document will be finalized and adopted by the SC members by Friday, October 7th.
- The SC decided that their regular meeting time and date would be the fourth Thursday of the month at 3 pm. Meeting locations would vary to reduce travel time for each member in turn. Meeting materials will be sent to each SC member approximately two weeks prior to the meeting dates. Additionally, a meeting schedule and materials will be posted on the IRWM regional website once it has been activated.
- The SC reviewed the draft Outreach Plan. This draft plan will be reviewed in detail by the SC members. All comments are due to RMC by close of business on October 4th. The document will be finalized and adopted by the SC members by Friday, October 7th.

2.4 East Stanislaus IRWMP

- Preliminary sections of the IRWMP have been prepared. Two of them, Region Description and Governance, will be finalized and sent to the SC via email for review.

2.4.1 Regional Goals & Objectives

- Strawman Regional Goals & Objectives were presented and discussed. Due to meeting time constraints, this document will be reviewed and discussed individually by each SC member, with comments, additions and deletions provided to RMC by October 14th. The revised Goals and Objectives will then be discussed and accepted, with modifications if necessary, at the next SC meeting.

2.4.2 Project Solicitation

- A 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.

2.5 Next Steps

The following steps should be conducted between now and the next meeting.

- Review and finalized SC Roles & Responsibilities
- Review and finalize Outreach Plan.
- Review and provide feedback on Region Goals and Objectives
- Prepare for project solicitation
- Prepare for upcoming planning grant application by completing and submitting AB1420 tables and getting the 2010 UWMPs completed and approved by DWR.

- Review and comment on preliminary IRWMP sections based on the RAP application.
- Solicit for projects using iProject. This software will need to be linked to the region’s website once it has been activated.

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 ESRWMP, SC and PAC meetings 				
WORK IN PROGRESS				
Item No.	Responsible Party		Due Date	Task/Action Item
	Organization	Name		
1	Ceres	Mike Brinton	10/27	Complete and submit AB1420 tables (if not yet done).
3	Ceres & Modesto	Lindsey	8/23	Complete letters to send to Turlock approving them as submitting entity for planning grant.
4	Modesto	Jim	9/7	Finish website and activate.
5	RMC	Lindsey	9/14	Finalize Outreach Plan.
6	Cities	All	10/14	Send comments on strawman Region Goals & Objectives to RMC
WORK TO BE COMPLETED				
<ul style="list-style-type: none"> • Finalize Outreach Plan • Finalize Roles and Responsibilities for SC and PAC • Develop Region Goals & Objectives • Develop form for project submission • Coordinate project solicitation 				

4. Next Schedule Meeting

The next scheduled meeting will be on October 27th at 3 pm at a location to be announced.