

**SF Bay Area IRWMP Coordinating Committee Meeting Summary
September 24, 2018**

Location: Contra Costa Water District, 2411 Bisso Lane, Concord, CA; Delta Conference Room

1. Roll Call – Appointed Functional Area Representatives Present

Water Supply- Water Quality	Wastewater- Recycled Water	Flood Protection- Stormwater	Watershed	Disadvantaged Communities
<ul style="list-style-type: none"> • Mark Seedall, CCWD 		<ul style="list-style-type: none"> • Brian Mendenhall, SCVWD (by phone) • Mark Boucher, CCCFCWCD 	<ul style="list-style-type: none"> • Brenda Buxton, SCC (by phone) • Judy Kelly, NBWA 	

Others Present:

Phoenix Armenta, RCI
 Devon Becker, ACWD
 Maddie Duda, EJCW
 Maggie Dutton, CCWD
 Pat Costello, City of Napa
 Nahal Ghoghaie, EJCW
 Jennifer Krebs, representing SCWA
 Chris Lim, CCRCO
 James Muller, SFEP
 Robyn Navarra, Zone 7
 Michelle Novotny, SFPUC
 Britton Schwartz, EJCW
 Jake Spaulding, SCWA
 Ian Wren

By Phone:

Jessica Arm, DWR
 Josh Bradt, SFEP
 Jacques DeBra, EKI Environment and Water
 Paul Gilbert-Snyder, EBMUD
 Sherri Norris, CIEA
 Lisa Pontecorvo, StopWaste
 Meetra Richard, SCVWD
 Alex Tavizon, CIEA

1. Status of Round 1, Round 2, Drought Round, 2015 Round 4

For Prop 84 Round 1, Josh Bradt gave an update. Project 21 San Pablo Stormwater Spine is experiencing delays associated with relocating a pipe. It was reported that no construction on any of the sites will be completed under this grant. Mr. Bradt will submit a final project amendment reporting that some project benefits will accrue after the end of the grant. Mr. Bradt is also working on uploading the missing deliverables from the conservation projects.

James Muller stated he updated the updates table to add new columns. For Prop 84 Round 2, Q15 documents were submitted on September 16 by LPS's and are under review by SFEP. Project 7 Oakland Sausal Creek Restoration retention payment is expected in September. Project 15 SF Airport Reclaimed Water Facility was visited this quarter to get an onsite update and to discuss grant administration.

For Round 3, Q11 (April 2018 - June 2018) submittals are under review and will be submitted September 30. Q10 payment is expected in mid-October. SFEP is working on an amendment to extend the grant out to 2020. Exact dates are being determined. SFEP visited San Mateo RCD to see sites currently under construction and to discuss grant administration.

For Round 4, Q7 (March 2018 - May 2018) was submitted to DWR on August 31. Responses to comments have been submitted and are under review. Q6 payment (December 2017 - February 2018) is expected in early September.

Jake Spaulding reported that the meeting packet includes a status update on the AQPI project. invoice #6 is being submitted this week for AQPI. There is discussion about locating a temporary C-band radar at the Sonoma Coast. A partners meeting is being scheduled for November. The AQPI Project was highlighted at the Global Climate Action Summit.

Action Items:

- Michelle Novotny will consider scheduling a group visit to Round 3 San Mateo RCD projects.

2. Approach to Prop 1 IRWM DAC Involvement Funds

Britton Schwartz reported that the meeting packet includes a status update on the contracts with the outreach partners. EJCW sent out a spreadsheet with updates on DAC and tribal participation. There was a question whether the spreadsheet identifies outreach issues associated with water supply, flooding, etc.

EJCW is planning to make staff additions including hiring a program coordinator, who would be responsible for coordinating communication, internal program website, invoicing, and administration. They are also hiring a Technical assistance/senior associate to provide technical assistance to Bay Area agencies. The position will be shared with Central Coast region. Altogether EJCW would be adding 1.5 new FTE.

The overall percentage of DACI funds going to EJCW is around 34%. 25% is not allocated, some of it (\$250,000 - \$500,000) will go to outreach partners. EJCW doesn't need to negotiate with DWR to do this. It's within allowable actions under the current contract. But they are negotiating a broader contract amendment of \$1 million to administer the grant. The rest of the money is for program administration. EJCW needs more staff than originally anticipated to handle grant administration.

Mark Seedall requested more specific deliverables.

Mr. Muller commented that EJCW is creating infrastructure to take advantage of this work down the road, and asked how they are making that work permanent.

Ms. Schwartz commented they are building capacity to handle these types of grants and participate in governance structure. The goal is to incorporate the data EJCW is gathering and put it into the hands of communities so they can use it to push for policy change. The goal is also to have outreach partners start coming to CC meetings.

Action Items:

- The CC will provide feedback to EJCW on their DAC/Tribal updates spreadsheet structure.
- EJCW will work with CIEA to incorporate their updates into the spreadsheet.
- EJCW will add a line to the spreadsheet on the Bay Area IRWM's Functional areas, and/or top three concerns for each project.
- Ms. Novotny will email EJCW's 3-year budget plan out to the CC.

3. Status on Plan Update

Timing for the Plan Update is early next summer to have final plan adoption. The IRWM regions that are applying for Prop 1 funding must adopt a Plan Update.

Actions Items:

- Ms. Novotny will clarify whether the CC can adopt an appendix with changes to the Plan or whether the CC needs to adopt the plan through its functional area governing bodies' boards.

4. Discuss DAC and Tribal Participation in the Coordinating Committee

There was minimal discussion of this item at the meeting.

5. Discussion of Approach to Prop 1 Implementation

It is anticipated that DWR release the draft PSP at the end of this month.

The CC has discussed releasing a call for projects to gauge the region's general interest in implementation projects. The Process and Planning (PnP) sub-committee drafted a fillable PDF form for this initial call for projects. The tentative process is to allow projects 4 weeks to respond. The PnP will review and notify project proponents of suggested modifications/actions if needed. There will be no scoring of projects at this time. When DWR releases the draft PSP, the PnP will release formal request for projects using the 9-page DWR form (Project Information Form).

The PnP asked if the group had any feedback on the form and timing of when to send it out.

\$23.7 million is available in Round 1 for the Bay Area. The PnP has discussed targeting 10 projects overall to minimize the overall administrative burden for grant administration.

The group discussed developing a process map on the application process to help the group understand how much time it will take to apply for and administer the grant.

There was also discussion about how the group will approach a cost share for a consultant to put together the grant application.

Action Items:

- Brian Mendenhall will contact Robyn Navarra about using the project database she had set up in the past.
- Ms. Navarra, Jennifer Krebs, and Ms. Novotny will review the last application round's process map.
- Taylor Chang will put on the next CC meeting's agenda a discussion of the group's approach to paying for a consultant to put together the grant application.
- Mr. Mendenhall will consider whether a project proponent can give more or less than 50% match, and how much.
- Mr. Mendenhall will consider attaching the scoring criteria to the form.