

**SF Bay Area IRWMP Coordinating Committee Meeting Summary  
May 6, 2019**

**Location: San Francisco Public Utilities Commission; 525 Golden Gate Ave, San Francisco, CA 94102;  
O'Shaughnessy C Conference Room**

**1. Roll Call – Appointed Functional Area Representatives Present**

<b>Water Supply- Water Quality</b>	<b>Wastewater- Recycled Water</b>	<b>Flood Protection- Stormwater</b>	<b>Watershed</b>	<b>Disadvantaged Communities</b>
<ul style="list-style-type: none"> <li>• Mark Seedall, CCWD</li> <li>• Steve Ritchie, SFPUC, Chair</li> </ul>	<ul style="list-style-type: none"> <li>• Dave Williams, BACWA (by phone)</li> </ul>	<ul style="list-style-type: none"> <li>• Mark Boucher, CCCFCWCD (by phone)</li> <li>• Brian Mendenhall, Valley Water (by phone)</li> </ul>	<ul style="list-style-type: none"> <li>• Josh Bradt, SFEP (by phone)</li> <li>• Judy Kelly, NBWA</li> </ul>	

Others Present:

Cam Bauer, BART  
 Taylor Chang, SFPUC  
 Pat Costello, City of Napa  
 Maddie Duda, EJCW  
 Natasha Dunn, SFEP  
 Ryan Hirano, EJCW  
 James Muller, SFEP  
 Claire Nordlie, EBMUD  
 Michelle Novotny, SFPUC

On the Phone:

Jessica Arm, DWR  
 Leonard Ash, ACWD  
 Kate Byrne, City of Hayward  
 Tess Byler, San Francisquito Creek JPA  
 Craig Cross, DWR  
 Jacques DeBra, EKI Environment & Water  
 Paul Detjens, CCCFCWCD  
 Jarrad Fisher, San Mateo RCD  
 Paul Gilbert-Snyder, EBMUD  
 Deja Gould, IPOC  
 Jennifer Krebs, representing Sonoma Water

Breann Liebermann, County of San Mateo  
Robyn Navarra, Zone 7  
Kellyx Nelson, San Mateo RCD  
Sherri Norris, CIEA  
Yolanda Park, EJCW  
Britton Schwartz  
Chelsea Spier, DWR  
Alex Tavizon, CIEA

## **2. Discussion of Transition of Prop 1 IRWM DACI Grant Administration**

James Muller reported that he has been working for the past 2 weeks with EJCW to chart a path forward for transitioning the grant admin from EJCW to SFEP. Michelle Novotny shared transition planning handouts with the Coordinating Committee just before the meeting.

Ms. Novotny requested that moving forward, the agenda should include Maddie Duda providing updates on the outreach partner work.

Mr. Muller presented the Transition Strategy Overview Memo. The following 3 objectives were developed by the transition sub-committee: Expedite transition to new grantee, minimize impacts to existing project partners, and ensure a clear scope of services and path forward for DAC outreach work. The advanced funding provided by DWR to EJCW will be remitted back to the state's general fund. \$1 million has been spent to date. \$2 million will go back into the state's general fund, and \$3 million is what's remaining to be spent on outreach work. DWR may be able to get the \$2 million back to the region. This transition will likely lead to reduction in scope of work. Project partners most likely will be able to back bill for work completed as of April 25.

Meetings will continue between SFEP and EJCW to determine how long it will take to finish up the needs assessment. SFEP will have follow up with meetings with each outreach partner one-on-one. Ms. Novotny will be attending those meetings to represent the CC. Josh Bradt will be scheduling the meetings.

The transition committee will prepare a draft proposal by May 14 to be discussed and approved at the Coordinating Committee meeting on May 20. In addition, the Coordinating Committee must provide a letter approving SFEP as the new grantee. If the draft proposal is approved at the May 20 meeting, it would be submitted to DWR June 1.

The transition is proposed to happen in 2 phases. Phase 1 would cover the work related to needs assessment and project development. Phase 1 would be fully scoped out in the proposal to DWR, including budget. Phase 2 would cover the technical component that connects DACs to water agencies and participation with the Coordinating Committee. The proposal to DWR wouldn't include very specific detail on project partners' scopes of work. The three funding area buckets in the proposal will be: 1) Administration 2) Needs assessment and project development 3) Continued community integration.

Sherri Norris expressed the need to include capacity building into the scope of Phase 1 work.

Project partners will likely sub-contract with SFEP in mid-June.

Craig Cross from DWR commented that both the North Coast and Sac River IRWM areas set the precedent of having Phase 1 and Phase 2 scopes of work. Funds that aren't budgeted for Phase 1 will be put in contingency line item. DWR will need to see a detailed Phase 1 budget and schedule. Phase 2 can be more general and less detailed.

The Coordinating Committee wants to receive a summary report of what work has been done under EJCW, where all the project partners are, and what work will be completed under the new grantee.

Ms. Duda is working to understand what gap funding project partners need to finish out their scope of work.

Ms. Duda provided an update on Shore Up Marin's work. Shore Up Marin has been working in the Canal District of San Rafael and Marin City. They developed a survey, conducted half of the 300 surveys. San Rafael has developed a guide on how to conduct water assessments. They have identified an implementation project for Round 1 implementation. There is a pond off of Highway 101 that floods frequently. One solution is to raise the freeway to prevent flooding. The community perspective is to develop a watershed protection/wetland that can serve as a gathering place for community.

Sonoma Ecology Center and Daily Acts are working in Sonoma. They are partnering with many organizations in the area, tagging onto existing events and building relationships. They are doing interviews and surveys at events. They are holding listening sessions at different housing complexes. They developed a GIS-based crowd sourcing map tool to implement their survey. When people identify issues in the community, those issues pop up on the map and will help to aggregate the data.

Marin County Community Development Association is working in Dillon Beach village and Point Reyes Station. They held public meetings and door to door community engagement. The meetings focus on understanding what are community needs related to water. Questions are asked including: What's going on your community? What does your community do well/what are your strengths? What's not going well with water?

#### Action Items:

- Taylor Chang will add to future CC meeting agendas an update from Ms. Duda on the outreach partner work.
- Ms. Chang will add to future CC meeting agendas an update from CIEA on the Tribal partner work.
- Ms. Chang will add to the May 20 CC meeting agenda the review and approval of the draft proposal to transition Prop 1 DACI grant admin from EJCW to SFEP.
- Mr. Muller will follow up with Ms. Norris about including capacity building into the scope of Phase 1 work.
- The Coordinating Committee will provide feedback to Mr. Muller on the proposed approach to the grant application components.
- Ms. Novotny will draft a letter from CC approving SFEP as the new grantee.

### **3. Discussion of Approach to Prop 1 Implementation**

DWR released the final PSP on April 22. Last week, Brian Mendenhall worked with Ms. Chang to release the region's formal solicitation for projects. The notice went out to the listserv. Robyn Navarra developed an electronic format of DWR's PIF form that will connect to our database. An updated schedule is included in meeting packet.

In the Final PSP, the CEQA timeframe was extended from 6 months from funding award to 12 months from funding award.

Project proposals are due June 3. After June 3, evaluation of the project proposals will begin where projects will be screened and scored. There is more work to be done on developing the scoring criteria.

There was a question about when the decision will be made about who will be grant applicant? Ms. Chang sent out an email to the listserv asking if there are organizations interested in being the grantee. She did not receive any responses. If SFEP is selected as the grantee, SFEP will need to obtain Coordinating Committee approval first, then ABAG board approval.

The plan is to have a complete draft proposal in time for the August workshop with DWR. That means that the Project Scoring Committee (PSC) would have to complete their recommendations to the Coordinating Committee for projects to include in the grant application by the July CC meeting. The final PSP made the workshop with DWR optional. However, it is the PnP committee's view that the workshop would be valuable and a chance to vet the draft application with DWR. DWR staff contacted Steve Ritchie asking for the preferred date for the August workshop.

Ms. Novotny reported on the Plan Update. She will send out an email to gather groundwater data. There are a few other minor edits needed. She hopes to have the Coordinating Committee adopt the Plan Update in June or July in order to get approved by DWR in October.

Ms. Novotny recommended to postpone the discussion of updating the structure of the Coordinating committee until after the Plan Update is complete. This will allow for further conversation on how to incorporate DACs and Tribes into the governance structure.

#### **Action Items:**

- Ms. Chang will send an email to the Project Scoring Committee, Mr. Muller, and Ms. Novotny proposing that the workshop with DWR occur the week of August 19.
- Mr. Mendenhall will work with Ms. Chang to schedule a transition meeting between the PnP and PSC. The agenda for that meeting should include selection of a PSC leader who will develop a memo for the CC on how the scoring process took place.