

FINAL

Bay Area IRWMP Coordinating Committee

Agreements and Action Items from January 26, 2009 Meeting

1. Roll Call—Appointed FA representatives present

WS-WQ	WW-RW	FP-SW	Watershed	Other
Jean Gardner, CCWD; Molly Petrick, SFPUC	Brian Campbell, EBMUD	Terri Fashing, Marin County FC&SW; Brian Mendenhall, SCVWD	Harry Seraydarian, NBWA; Melanie Denninger, SCC; Dale Hopkins, RWQCB	Paul Helliker, Chair, MMWD

Others present:

Mitch Avalon, CCCFCD
Jack Betourne (Napa FCWD)
Tracy Clay (Marin County FC&SW)
Thomasin Grim (MMWD)
Carlos Porrata (Tomales Bay)
Carol Mahoney (Zone 7 Water)
Brian Mendenhall (SCVWD)
Carl Morrison (Morrison Assoc/SCWA, Z7, SCC)
Joanne Siew (RMC)
Jayne Strommer (DDSD)
Rick Thomasser (Napa County)
Renee Webber (SCWA/NBWRA)

2. Report on RAP work progress (Information/Discussion led by PnP)

- Thomasin Grim reported that the PnP subcommittee members are currently working on developing the Draft RAP application. PnP member teams have been assigned to prepare drafts of the RAP application sections. The assignments are listed in the meeting notes from the January 5, 2009 PnP meeting.
- An outline summarizing the RAP Application guidelines was prepared by Carl Morrison and Thomasin, and was circulated for approval by the CC.

3. Approve/finalize draft RAP guidelines comment letter to DWR (Action Item, led by CC)

- Carl prepared a draft response letter to DWR summarizing comments from the CC on the draft RAP guidelines. The letter was circulated to the CC for review and was approved, with minor changes.
- Melanie Denninger suggested for Comment No. 4 in the draft letter to be removed, with consensus from the CC.
- Jean Gardner noted that CCWD has also submitted a separate comment letter to DWR. One of the comments in CCWD's letter was for the emphasis on governance to be more explicit and identifiable in the guidelines.

Action Items:

- 1) Thomasin to update and finalize letter with Paul's signature for submittal to DWR.

4. Formally identify a 'submitting entity' for the RAP application (Action Item, led by CC)

- Paul Helliker volunteered MMWD to be the submitting entity for the RAP application and the CC agreed by consensus.

5. Approve RAP application outline (Action Item, led by CC)

- It was noted from Norm Shopay's review of the outline that Item 3b. should be rephrased as follows, "List of **all** agencies **in the region** with statutory authority over water supply or water management, describe the basis or nature of that authority, indicated that the list of agencies represents the majority of water management agencies in the region".
- Brian Mendenhall suggested for the RAP list of agencies to be broken down by sub-region as well. The CC noted that this was a great suggestion.
- Thomasin indicated that the outline will also be modified subject to the updated Final RAP Guidelines.
- The CC approved by consensus the RAP application outline, developed based on draft RAP guidelines.

6. Review "outline" and flow chart items for Local Project Selection Process Description (Discussion, led by CC/PnP)

- The Draft LPSP description and flow chart were developed by the PnP subcommittee and Harry presented a summary of the proposed process to the CC.
- Thomasin and Harry noted that the RAP could be used as an opportunity to describe the Bay Area subregional approach to the State.
- It was mentioned that the Sacramento Region was working on adopting a similar funding allocation approach, primarily based on ratios of Population vs. Area vs. No. of Entities; a key difference being that each subregion would have a separate IRWMP

General Comments

- Mitch Avalon led the discussion on the Local Project Selection Process Description. He commented that the 11-step selection process seemed quite lengthy and was concerned that it might get more complicated as projects are being put through the process.
- Harry Seraydarian noted that the previous project selection approach in Prop 50 generated more competition among agencies. The objective of developing the LPSP was to develop a screening/selection process that is consistent with the State's approach, and to pre-designate allocations to regional and subregional projects.
- Thomasin commented that moving towards a geographic allocation by subregions presents an opportunity to bring in agencies or organizations that have not participated in the IRWMP previously, but may have better projects to submit.
- It was mentioned by several CC members that coordination for some other areas in the Bay Area might be more challenging for various reasons, for instance, the absence of organizations with broad representations like a watershed association; subregions might prefer to define their own approach for prioritizing and selecting projects; and many of the existing subregions do not conduct regular stakeholder meetings.

North Bay Coordination Efforts

- Harry indicated that the North Bay Watershed Association (NBWA) will be taking the lead on coordinating the project selection process for the North Bay subregion, building on the work that has been done by the Stormwater/Flood Protection and Watershed Functional Areas. A North Bay Regional Project Identification Meeting is scheduled for February 10th, 2009. Participants to the meeting will include Sonoma, Napa, Marin, and Solano County representatives..

Defining Regional/Subregional Projects

- Harry emphasized that agencies should be evaluating their projects in terms of their level of 'integration' and developing ways to make them more regionally integrated, but that they should not only be focused on drought and DAC-related projects. Melanie agreed that DWR wants to see the projects flow from objectives, and not based solely on funding-cycle focus areas.
- Melanie added that the Functional Areas should be cognizant of developing multi-purpose projects from the start.
- Harry noted that based on findings from an NBWA-funded study on how to develop more multi-purpose projects, it could be beneficial for the Bay Area to develop its own policy on integrated projects and submit it to the State.

Project Selection Process

- Mitch summarized the two project selection process 'models' that were discussed, namely the Local Project Selection Process model described by Harry, which would prescribe a consistent priority ranking system for all Bay Area projects under management of a broadly-represented Sub-Committee, and the other model which would be to develop and review projects at the Functional Area level and then integrate the selected projects. After some discussion the CC agreed the "models" were not in conflict and the concepts could be merged into one flow chart with the FAs providing input to the CC and sub-regions
- Harry agreed that he would relate this to the PnP subcommittee and would modify the LPSP outline and suggest the two flow charts be merged into one.

Project List

- Tracy queried on how the Project list would be moving forward.
- The CC agreed that it made sense not to update the project list before the Prop. 84 guidelines were released.
- Dale Hopkins questioned if there was a process to bring in new entities (e.g. Tomales Bay and Napa). Tomales Bay will be added in as an associated member of the NBWA Board, Napa is already an NBWA member and NBWA would include Solano in any north bay sub-region process
- In the meantime, Rick Thomasser indicated that Napa will be compiling their own project list since their projects are currently not in the Bay Area IRWMP and Napa wants to get its projects into the Bay Area IRWMP.

7. Reach Consensus on Subregional Funding Allocation (Action, led by CC/FA Reps)

- Each Functional Area announced its preferences (in order of preference) but was unable to reach consensus.
 - FP - SW: F, E, K
 - WW - RW: G, D
 - WS - WQ: D
 - Watershed/Habitat: E, F, A
- After discussion with the CC, some options were taken out from voting because they had allocations below 20%.
- FA representatives were then asked to re-select their top 3 options out of the remaining 5 (B, C, D, E, and F) and to announce their preferences at the next CC meeting.

Action Items:

- 1) FA representatives to select top 3 options from the following 5 options (B, C, D, E, and F) and to announce preferences at next CC meeting.

8. Review Agreements/Action Items from 12/15/08 CC Meeting (Discussion, led by Chair)

- a) **Alternative Non-Profit Organizations to manage grants for the Bay Area IRWMP**

With regards to identifying alternative non-profit organizations to manage grants for the Bay Area IRWMP, the CC discussed two alternatives: setting up a 501(c)(3) tax-exempt non-profit organization, or a Joint Powers Authority (JPA), whereby two or more public authorities can operate collectively. Paul indicated that Michele Pla had said that BACWA would be interested in being an administering agent in the future, as they are currently doing with the Bay Area's Prop 50 Implementation Grant. The CC also discussed liabilities associated with a 501(c)(3) – Carlos Porrata noted that the Tomales Bay Watershed Council went through this process during Prop. 50, and that the liability issues could be quite tricky because the 501(c)(3) organization would be responsible for the results of the grants to the State. To form a JPA, Carl noted that it would need to have assets to back it up. He expressed that starting a non-profit organization would be a non-starter for this reason. Melanie suggested that the topic be brought to the Roundtable of Regions conference call to seek input from other regions. The CC agreed that this was a good suggestion.

b) Registration Process

Carl Morrison shared his experience on the registration process involved in setting up a non-profit organization. He mentioned that it is a fairly simple and inexpensive process to register a non-profit entity through the Secretary of State website, and that the CC would be able to do it easily.

c) Bridge Funding

The bond-fund freeze is still ongoing, and Paul indicated that he is continuing with his efforts to obtain supplementary funding from the agencies to fund RMC's work. He suggested for a change in the invoice-payment formula in the 4-party agreement to eliminate the need to draw upon bond funds during the freeze, to which the CC agreed. Melanie noted that the timeframe to effect this change may take 2-3 months, so we still need the additional funding from water agencies.

d) Updates from DWR RAP Public Meetings

DWR staff is intending to continue forward with the RAP processes, but the Early Implementation (or Expedited Grant) process might be put on hold if bond funds are not available. DWR has indicated that it would prefer not to proceed with anything that agencies would have to spend resources on at this point, if State funds are not available. Paul and Carl had obtained apparently conflicting info about the RAP submittal deadline. Melanie asked for the CC to obtain further clarification from Tracie Billington/Norm Shopay on the due-date for the RAP submittal. Carlos requested for a summary email on current DWR RAP updates to be sent out to the Bay Area IRWMP mailing list.

Updates:

- 1) *Paul Helliker talked to Tracie Billington after the CC meeting and she said they had not decided on when they would ask RAP applications to be submitted, but it would likely be at least 2-3 months later than planned (probably May).*

9. Adding Projects to the IRWMP (Discussion, led by Chair)

a) Website Updating

Mitch Avalon updated the CC on behalf of Mark Boucher. He informed the CC that the contract between Zone 7 and the website development firm has expired, but the individual working on the website previously has started his own firm. Mark is coordinating with Zone 7 to prepare a new contract to enable the consultant to continue working on the website under his new firm. There is currently sufficient budget for the consultant to complete tasks based on the original scope. Mark is maintaining regular communication with the consultant and would be able to direct questions.

b) Formation of Screening Committee

c) Process for Project Integration across Functional Areas when developing project lists for Prop 84 and 1E

For Items 9b) and 9c) discussions, please refer to notes on Item 6.

10. Announcements – None

11. Agenda Items and Details for the next IRWMP CC Meeting

- Funding Allocation Approaches (Consensus Decision)
- Discuss Draft RAP application
- Other updates from PnP meeting on February 9, 2009
- Update on DWR RAP guidelines

The next CC meeting is scheduled for Monday, February 23, 2009, from 1:00 pm – 3:00 pm at the Elihu Harris State Building

Attachments:

None.

Planning and Process Subcommittee

February 9, 2009
Meeting Summary

Notes

1. PnP member meeting participation

WS-WQ	WW-RW	FP-SW	Watershed	Other/Multiple
Present				
Thomasin Grim		Mark Boucher Carol Mahoney	Melanie Denninger Dale Hopkins Harry Seraydarian	Dave Richardson Joanne Siew
Called in				
Tracy Hemmeter	Cheryl Muñoz	Brian Mendenhall		Carl Morrison Jennifer Clary
Absent				
Brad Sherwood Pat Costello Andrea Flores (on leave) Molly Petrick	Paula Kehoe Brian Campbell	Rick Thomasser	Jennifer Krebs	Maria Pang

The following issues were addressed and action items assigned:

2. Review agenda and action items from 1/5 PnP and 1/26 CC meetings

a. From 1/5 PnP meeting:

- i. Carl to update RAP Submittal Process Outline table to include selecting the submitting agency (done).
- ii. Thomasin to solicit draft RAP guidelines comments from CC participants by January 9 (done).
- iii. Carl to assist in drafting the comments letter to DWR for Paul's signature by January 16 (done and letter submitted by Paul).
- iv. Thomasin to forward RAP application outline to other CC participants by January 9 (done).
- v. PnP members to complete writing draft sections as indicated above by January 28 (in progress, most sections in draft form).
- vi. PnP Committee members to provide comments to Brian M. on the project selection and prioritization flow chart by January 16 (done, see item #5 below, CC to review next meeting).

There was some discussion about the need for additional documentation regarding the way in which the outlying areas are participating with the SF Bay Area IRWM Plan. This has been mentioned in one-on-one calls with DWR as well as the recent DWR RAP meeting in Sacramento.

b. From 1/26 CC meeting:

- i. Carl to change RAP outline per DWR comments (done).
- ii. Harry (and Mark and Brian M.) to revise Local Project Selection Process documents (done, see item #5 below).
- iii. Thomasin to finalize guidelines comment letter for Paul to send to DWR (done).

3. Preparation for Region Acceptance Process

a. Review of draft RAP application sections

i. General comments

1. Need to come up with policy questions for the CC.
2. Need to be consistent in terms and language.
3. Thomasin and Carl are still working on Section 3 – RWMG Description and Composition and will update the PnP when it is ready.

ii. Introduction and Conclusion

1. Need to mention sub-regions.
2. Don't mention funding as reason for the IRWM Plan.
3. Change the word "unincorporated" to something else.
4. Don't refer to the region as Region 2, but instead the SF Bay Area Hydrologic Region.
5. In some places use the word "effort" instead of "plan."

iii. Submitting Agency

1. Indicate that MMWD volunteered and others unanimously concurred.

iv. Stakeholders

1. Future Policy question: How will the CC improve stakeholder involvement?
2. Refer to project selection instead of developing the project list.
3. Suggest that the project selection process will take place at times other than just new grant rounds (e.g. annually).
4. Dale and Jennifer C. will help Carol with further edits.
5. For terminology consistency, take out the acronym "SRA" for Sub-Regional Areas and just refer to them as subregions.
6. Change the term "Subregion managers" to Subregion leads instead, because the process has not been formalized.

v. Governance

1. Future policy question: How will the subregions work with or within the CC governance framework?
2. Too premature to ask the CC to come to a decision on how the subregions will be incorporated into CC because the PnP needs to gain a better understanding of how the subregion groups work, then relate how they are going to work with the CC.
3. Mark noted with regards to Carol's point about publicizing information that CC decisions are published on the Bay Area IRWMP website after each CC meeting.

vi. Region Physical Description

1. Eastern Alameda County – Carol is working on that.
2. East Contra Costa County – Jean Gardner (CCWD) noted that they are not looking at merging into the Bay Area IRWMP at the moment but considering an overlap in IRWM areas. They would like to develop an agreement with the Bay Area IRWM region that would allow projects that are solely beneficial for East Contra Costa to be managed by them, and vice-versa for the Bay Area. Mark noted that apart from flood control, which is watershed based, the water systems in the East Contra Costa IRWM boundary and the Bay

Area IRWM boundary are quite different. Need to ask East Contra Costa County to put that into writing to the CC. This issue needs to be presented to the CC because the earlier assumption was that East Contra Costa County was going to join the Bay Area IRWMP.

3. San Mateo County – An area in San Mateo County drains into the Central Coast area, but San Mateo really wants to manage it because they have roads crossing creeks that have fisheries issues. Need to bring this up to the CC for attention and to have San Mateo representatives clarify it further.
 4. Sacramento County – there is a small panhandle of Sacramento County that is not covered by an IRWM Plan. It is a ‘gap’ that touches the Bay Area IRWM boundary at the confluence of the Sacramento and San Joaquin rivers. Currently unaware of who is managing it. Mark plans to talk to Jean Gardner to see if she knew anything about it, and will also call other groups to get info.
 5. PnP will need RMC’s assistance with updates of all the maps in the Plan.
 6. All to send comments and edits for this section to Tracy, Mark and Melanie.
- vii. Historical IRWM Efforts
1. Authors were not present at the meeting. Thomasin to send an email to the authors to ask if they’ve spotted any issues that the CC needs to address.
 2. PnP agreed that historical descriptions in each section will have to be reviewed against DWR’s final guidelines to ensure that there is no repetition.
 3. Melanie suggested including reviewer questions and comments on the margin to track updates to the draft.
- viii. Adjacent and overlapping regions
1. Refer to notes in vi above.

4. Adding projects to IRWM Plan

- a. At a previous CC meeting it was decided that projects from the outlying areas could be added now if they addressed the expedited round preferences of drought relief and DACs.
- b. The PnP will recommend that at the next CC meeting that the “screening committee” decided upon at the previous meeting be appointed. This should be done soon so a list of potential projects can be ready for a variety of state and federal funding opportunities.

5. Local Project Selection Process

- a. Mark will make changes to the graphic to better reflect how projects come up through the FAs or sub-regions to the CC. This will be included in the next CC agenda packet for CC discussion.

6. Action items to be worked on before next meeting

- a. All to send in their feedback on the draft RAP application to section authors by Tuesday, February 17.

- b. All continue to update sections per comments given. Updated drafts should be ready by the next PnP meeting (March 2).
- c. Thomasin to develop a list of questions (and distribute for PnP review) from the review of the draft RAP application for the CC to address.
- d. PnP to provide verbal report on the level of work that has been done and a summary of the work products, in addition to the list of questions from reviewers.
- e. Thomasin to ask Paul to put “appointment of project screening committee” on the next CC agenda.
- f. Mark to update LPSP chart for inclusion in the next CC agenda for discussion/approval.
- g. PnP has agreed to actively pursue funding for RMC to continue work. PnP is asking Melanie to work with NBWA directly and indicate to Paul Helliker that RMC’s services are needed immediately.

7. What to report to the CC at next (February 23) meeting

- a. Work continues on the RAP application sections
- b. Report on the level of work that has been done on the draft RAP application, and submit a list of policy questions arising from the review of the draft RAP application sections that the CC needs to address.
- c. Relations between the outlying areas and the CC need to be documented in writing for inclusion in the RAP.

- 8. Next meeting.** The next meeting will be held Monday, March 2, 2009, at the State Coastal Conservancy 13th floor conference room, from 10 a.m. to noon. Telephone access will be provided.

Funding Allocation Options

Allocations pertain only to funding available for distribution on a sub-regional basis, after allocating funds for regional projects and programmatic requirements.

	North: Marin, Sonoma, Napa, Solano	East: Alameda, Contra Costa	South: Santa Clara	West: San Mateo, San Francisco	Total
Allocation A (7/16 distributed based on # counties in each subregion, 9/32 based on population, and 9/32 based on area)	34%	28%	19%	20%	100%
Allocation B (7/16 divided evenly among subregions, 9/32 based on population, and 9/32 based on area)	25%	29%	25%	21%	100%
Allocation C (7/16 divided evenly among subregions, 3/8 based on population, and 3/16 based on area)	23%	30%	25%	22%	100%
Allocation D (1/4 divided evenly among subregions, 1/2 based on population, 1/4 based on area)	22%	32%	25%	21%	100%
Allocation E (1/3 divided evenly among subregions, 1/3 based on population, 1/3 based on area)	25%	30%	25%	20%	100%
Allocation F (1/2 divided evenly among subregions, 1/4 based on population, 1/4 based on area)	25%	29%	25%	22%	100%
Allocation G (3/4 based on population, 1/4 based on area)	19%	35%	25%	21%	100%
Allocation H (9/10 based on population, 1/10 based on area)	15%	36%	26%	23%	100%
Allocation I (1/4 based on population, 3/4 based on area)	31%	30%	24%	15%	100%
Allocation J (1/10 based on population, 9/10 based on area)	35%	29%	23%	13%	100%
Allocation K (1/2 based on population, 1/2 based on area)	25%	32%	25%	18%	100%

*** Note: Percentages above have been rounded for ease of comparison.**

4 Subregions	Pop	Pop %	Area	Area %
North: Marin, Sonoma, Napa, Solano	749,487	0.12	969,881	0.38
East: Alameda, Contra Costa	2,234,738	0.37	711,973	0.28
South: Santa Clara	1,587,711	0.26	594,165	0.23
West: San Mateo, San Francisco	1,483,564	0.24	296,161	0.12
	6,055,500		2,572,180	
9 Counties	Pop	Pop %	Area	Area %
Alameda	1,443,329	0.24	424,177	0.16
Contra Costa	791,409	0.13	287,796	0.11
Marin	247,264	0.04	308,771	0.12
Napa	122,404	0.02	269,880	0.10
San Francisco	776,733	0.13	29,493	0.01
San Mateo	706,831	0.12	266,668	0.10
Santa Clara	1,587,711	0.26	594,165	0.23
Solano	273,863	0.05	210,987	0.08
Sonoma	105,956	0.02	180,243	0.07
Total	6,055,500	1.00	2,572,180	1.00

(excerpt)

Bay Area IRWMP Coordinating Committee

Agreements and Action Items from December 15, 2008 Meeting

3. Discuss Adding Projects to IRWMP (Discussion item, facilitated by Chair)

Mark Boucher walked the group through the Project Process flowchart, included in the CC agenda packet. There were questions raised about Box No. 7, Consultant ranks projects using current IRWMP matrix/ranking system. The group reviewed what was done for the last Prop 50 submittal when the “qualitative circle ratings” were “quantified”, and projects scored between say 18 and 47. There was a wide ranging discussion, with the following consensus reached:

- The CC will bring project lists together from all partners (including the outlying areas which are “joining the Region”). The projects will be stacked up against Prop 84 guidelines, preferences and criteria, and against the existing IRWMP criteria.
- New projects will only be considered if they are specifically responsive to Prop 84 Early Implementation preferences for Drought Relief and assisting Disadvantaged Communities.
- All projects now on the “CC’s list” will be screened per DWR early implementation criteria
- The CC needs to decide on a Regional CC/Subregional process for the Grant Application for Prop 84/Prop 1E Early implementation Round, which will entail identifying regional projects, go through a yet to be defined subregional process, with a yet to be named “screening subcommittee”

Paul asked the Subregions to report in March on their suggestions for a robust, inclusive process for decision making and allocation of dollars.

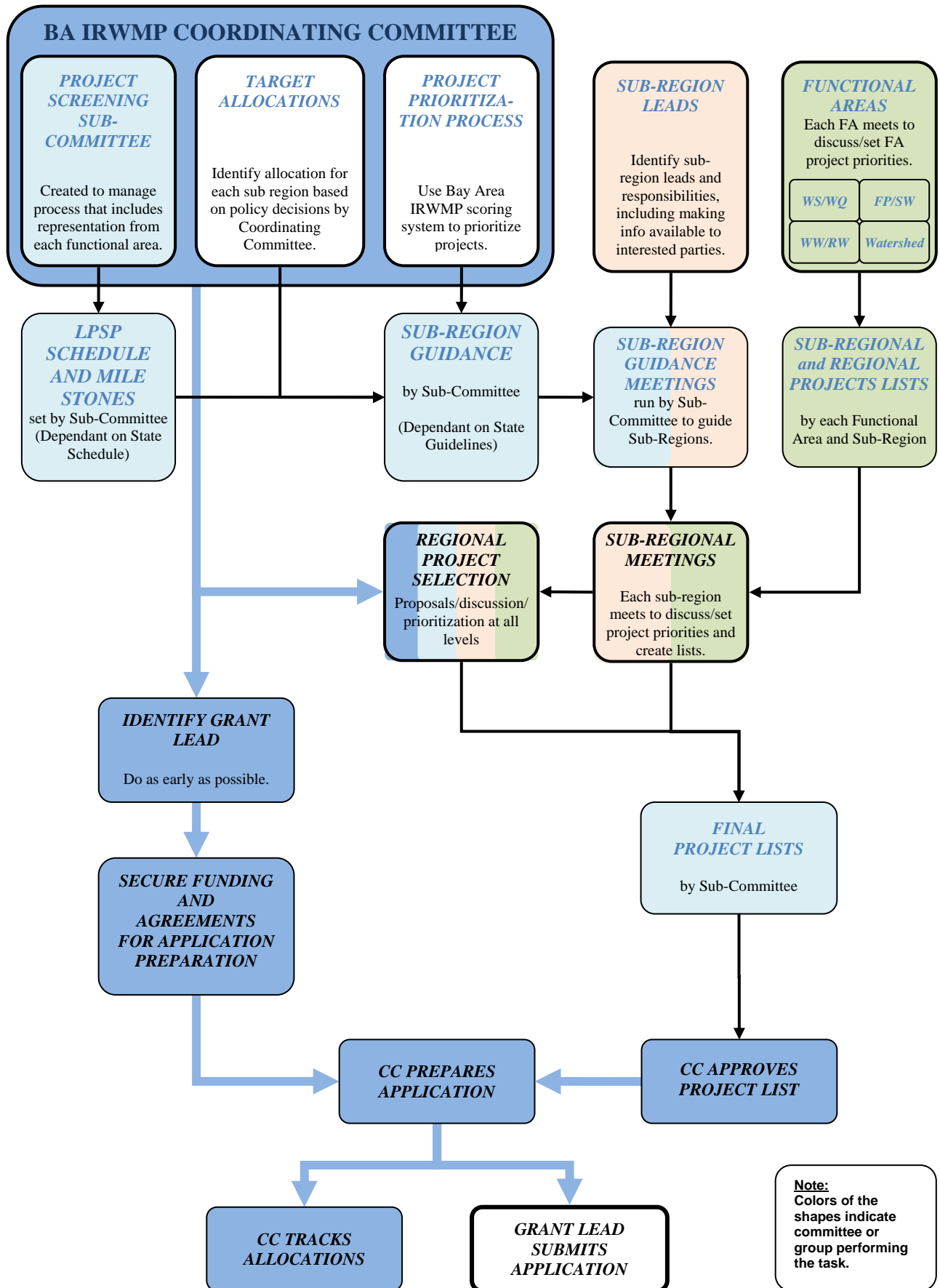
Based upon a request by Molly Petrick that the website be used to post projects, Mark addressed **Agenda Item No 7, Website Development** and reported that the Website needs updating so that it is available to project proponents to update information. There would be “open times” when projects could be updated, and then “closed” or “fixed” so that projects would not be able to be changed for purposes of comparison or evaluation. It would seem appropriate for any new projects which might be included to be placed on the “existing project template” until the PnP adopts a new project template.

Action Items:

- 1) Mark will discuss scope and budget of website updating with Dave Houts of Zone 7 so that the update can move forward
- 2) The formation of a Screening Committee will be brought back to the CC

Bay Area IRWM Group Local Project Selection Process (LPSP) Flow Chart

DRAFT 2/10/09



Bay Area Local Project Selection Process (LPSP) Flow Chart Explanation

The key idea is that not all of the boxes need to wait for the State guidelines.

The color of the boxes indicates which committee (Coordinating Committee (CC), sub-committee, or sub-regional committee/lead) does the work.

- Three items at the top in the CC box are established committees and processes by the CC.
- Two items at top and to the right represent activity in the sub-regions and functional areas.
- A funding cycle here is loosely defined, as it could be a one of many cycles for Prop. 84, for example, or just one cycle for some other funding source.

The other boxes are steps that need to be taken in relative order.

A sub-committee does or coordinates the following:

- Sets schedule for application submittal based on State schedule.
- Prepares sub-regional guidance based on State Guidelines.
- Holds sub-regional meeting with sub-regional leads.
- Selects final regional and sub-regional projects.
- Submits all projects for CC approval.

Sub-region leads do the following:

- Grasps the guidance provided by the sub-committee
- Perform sub-regional project prioritization and select sub-regional projects.
- Assist in the regional project identification and selection.

The Functional Areas (FAs) do the following:

- Identifies priority FA projects in each sub-region based on the Sub-Committee guidance.
- Identifies regional projects for their FA based on the Sub-Committee guidance.
- Coordinates sub-regionally with other FAs to integrate the sub-regional and regional projects.
- Representatives of FAs assist in the regional project identification and selection.

The CC does the following:

- Identifies Grant Lead.
- Secures funding and related agreements for grant preparation and other costs.
- Approves project lists.
- Prepares and submits grant application.
- Tracks sub-regional funding allocations.

The Grant Lead

- Identified as soon a possible.
- Submits the grant application in for the Bay Area IRWM Group.

**Bay Area IRWM Plan
RAP Submittal Outline**

Carl and Thomasin

December 31, 2008 (Revised January 30, 2009)

1. Introduction

2. Information on “submitting entity”

- a. Why the RWMG (hereinafter CC) selected the particular submitting agency/entity
- b. Indication that the submitting entity has been authorized by the CC to submit
- c. Contact information (name, entity, address, phone, fax, e-mail)

3. RWMG description and composition

- a. Description of composition of CC
 - i. List members
 1. Describe their role and level of participation in CC process
 2. Describe their regional water management responsibilities
 3. List whether each entity has adopted, plans to adopt, or will not adopt the IRWMP
- b. List all agencies in the region with statutory authority over water supply or water management, describe basis or nature of that authority, indicate that the list of agencies represents the majority of water management agencies in the region
- c. List of other participants (local, state and federal agencies; stakeholders; NGOs; etc.)
 - i. Describe their role in developing and implementing the IRWMP
- d. Listing and description of working relationships of the agencies and stakeholders (see list on page 9 of draft RAP guidelines)
 - i. Describe shared information
 - ii. Describe shared infrastructure
 - iii. Describe competing interests

4. Stakeholders

- a. Description of how stakeholders, including DACs, are identified and invited to participate in the process
 - i. List the procedures, processes or structures that promote access to and collaboration with people or agencies with diverse views
 - ii. Discuss how outreach efforts address the diversity of water management issues, geographical representation and stakeholder interests
- b. Explanation of how IRWM region is inclusive and utilizes a collaborative, multi-stakeholder process that provides mechanisms to
 - i. Assist DAC's.
 - ii. Address water management issues
 - iii. Develop integrated, multi-benefit, regional solutions that incorporate environmental stewardship to implement future IRWM Plans

5. Public Participation

- a. Description of process being used to make the public aware of and part of the regional management and IRWM efforts
- b. Description of the ways the public can gain access to the CC and IRWM process for information and to provide input.

6. Governance

- a. Description of the CC's governance structure and how it facilitates the sustained development of regional water management and the IRWM process, now and beyond the state grant IRWM funding programs
- b. Description of how decisions are made
 - i. Identify steps taken to arrive at decisions (decisions include establishing IRWM plan goals and objectives, prioritizing projects, financing CC and IRWM plan activities, implementing plan activities, making future revisions to the IRWM plan, and hiring and managing consultants.)
 - ii. Describe how CC members participate in the decision-making process
- c. Description of how new members are incorporated into the governance structure
- d. Description of how a balance of interested persons or entities representing different sectors and interests are engaged in the process, regardless of their ability to contribute financially to the plan.
- e. Description of how the governance structure facilitates development of a single collaborative water management portfolio, prioritized on regional goals and objectives in the region

7. Region physical description

- a. Presentation of the regional boundary
 - i. Indicate if and how pre-existing boundaries (see list of entities and issues to consider on page 11 of the draft RAP guidelines) affect the determination of the regional boundary.
- b. Explanation of how the IRWM region encompasses service areas of multiple local agencies and will maximize opportunities to integrate water management activities related to natural and man-made water systems (including water supply reliability, water quality, environmental stewardship, and flood management.)
- c. Indication that the region is not based solely on geographic and political considerations, but also by water management issues, its stakeholders, and water-related conflicts.
- d. Indication that the region as configured will diversify and strengthen the regional water management portfolio

8. Historical IRWM efforts

- a. Description of the history of IRWM efforts in the region
 - i. Description of how the region boundary relates to the current water resources and historic water management issues in the region
- b. Description of regional water management issues and conflicts in the region
- c. Description of efforts to develop multi-benefit, integrated programs to meet regional priorities

- d. Description of water-related components of the region:
 - i. Description of physical components (natural and man-made infrastructure, including groundwater basins, watersheds, surface water impoundments, collection systems, distribution systems, wastewater systems, recharge facilities, etc.)
 - ii. Description of the groups that manage or have input to the physical components
- e. Description of how water arrives in the region, how it is used, and how it is handled after it is used

9. Adjacent and overlapping regions

- a. Description of the region's relationships and coordination with adjacent existing or developing IRWM regions
- b. Identification of overlapping regions and explanation if the basis for the overlap
 - i. Discussion as to whether there is a clear relationship and acknowledgement by both regions that the overlap is acceptable
- c. Explanation of uncovered or void areas in or immediately outside the region boundary
- d. Explanation of any distinct water management differences between adjacent or overlapping regions

10. Conclusion

Exhibits and tables

- a. Region boundaries in UTM Zone 10, NAD 27 format
- b. Maps
- c. Figures
- d. Tables

Notes:

On behalf of the CC, the "submitting entity" must submit:

RAP materials in the form of written text, maps, figures, and tables that thoroughly demonstrate that the IRWM region is the most comprehensive, contiguous area defined by common water management issues related to the water system(s) both natural and man-made, including water supply, water quality, environmental stewardship, and flood management. The RAP materials should be a stand-alone document.

Submit three hardcopies and five electronic copies in MS Word, on five CD's.
Provide maps on separate CD's, with UTM Zone 10, NAD 27 format.

Preparation for Region Acceptance Process

Policy Questions and Issues for Referral to the Coordinating Committee

February 12, 2009

Stakeholders:

- Future Policy question: How will the CC improve stakeholder involvement?

Governance:

- Future Policy question: How will the sub-regions work with or within the CC governance framework?

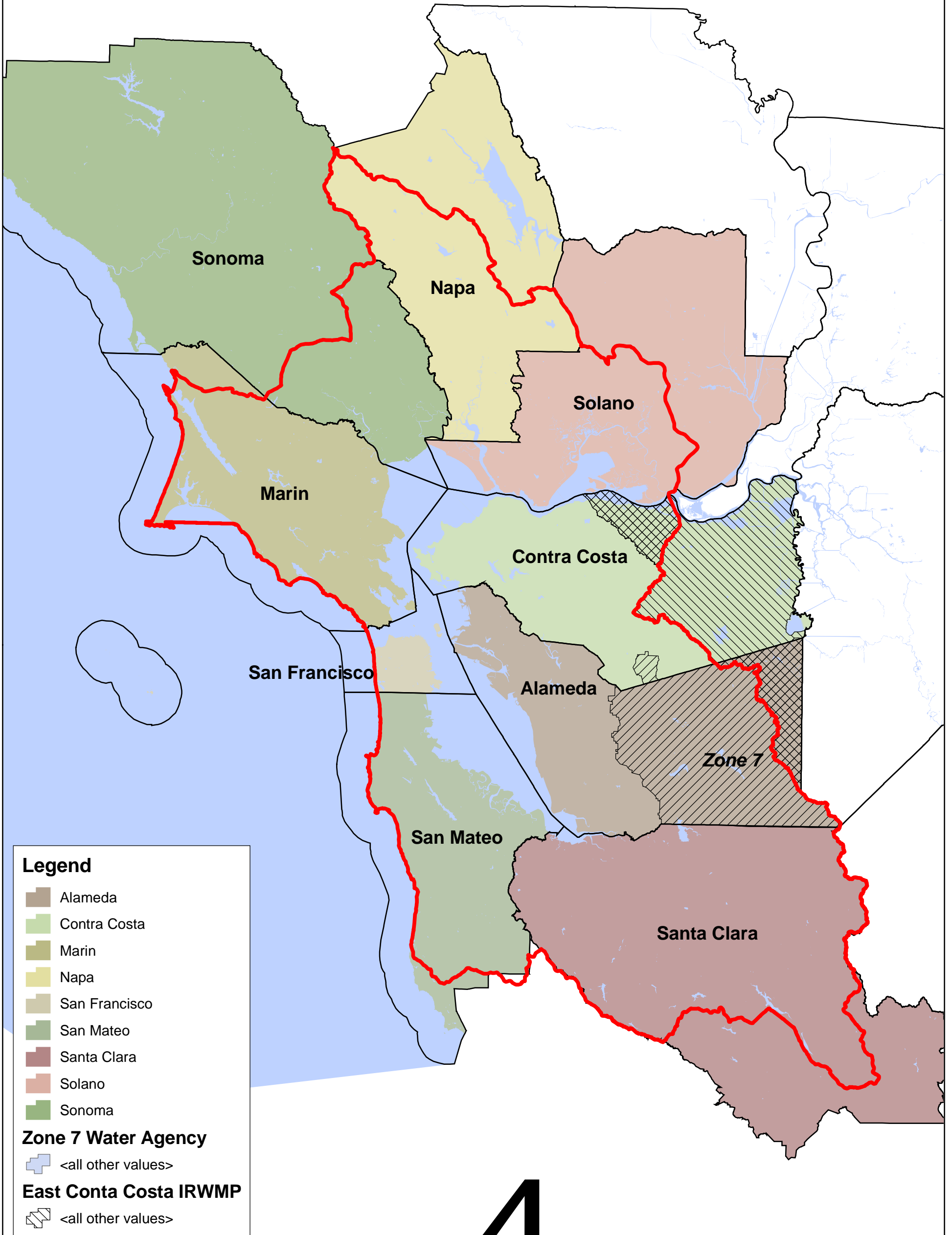
Region Physical Description and Adjacent and Overlapping Regions:

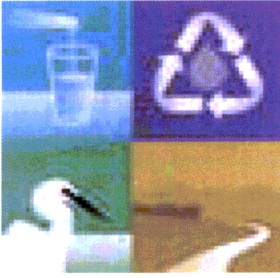
- East Contra Costa County – It was reported that Jean Gardner (CCWD) noted that they are not looking at merging into the Bay Area IRWMP at the moment but considering an overlap in IRWM areas. They would like to develop an agreement with the Bay Area IRWM region that would allow projects that are solely beneficial for East Contra Costa to be managed by them, and vice-versa for the Bay Area. However, it would be better to avoid overlap and have two distinct efforts (and agreement about looking at individual projects and seeing where the best fit is). CC needs to make a determination about this.
- San Mateo Coastal Area – A small area (approximately 32 square miles) along the coast in southern San Mateo County is located within the Central Coast Region (Region 3) and was therefore originally excluded from the Bay Area IRWMP region, which corresponds with the San Francisco Region (Region 2). The County of San Mateo maintains roadways within this area and is involved in watershed activities such as fish passage, stream bank stabilization, and sediment reduction projects. Since the County of San Mateo is part of the Bay Area IRWMP and watershed issues in this area are similar to other rural coastal areas within the Bay Area IRWMP region, the County of San Mateo requests that this area be included in the Bay Area IRWMP region. The adjacent Northern Santa Cruz IRWM effort does not plan to include this area in their region. *(from Julie Casagrande, Watershed Protection Specialist, San Mateo County, Department of Public Works)*

Overall RAP application package:

- PnP will need RMC's assistance with updates of maps and graphics, and would like RMC's assistance (as needed) to finish draft sections and finalize and format the overall application package.

San Francisco Bay Area





**Coordinating Committee
San Francisco Bay Area
Integrated Regional Water Management Plan**
c/o Marin Municipal Water District
220 Nellen Avenue
Corte Madera CA 94925
(415) 945-1446 (tel)
(415) 927-4953 (fax)

January 27, 2009

State of California
Department of Water Resources
Division of Planning and Local Assistance
Attn: Ralph Svetich
P.O. Box 942836
Sacramento, CA 94236-0001

Subj: Comments to Region Acceptance Process Draft Guidelines

Dear Mr. Svetich:

The Coordinating Committee of the San Francisco Bay Area Integrated Regional Water Management Plan offers the following comments to the subject draft guidelines:

1. Under "Purpose" on page 1 one could interpret the language to require that the Region Acceptance Process be conducted for each grant cycle. The language should be clear that once a region "passes" the Region Acceptance Process it will not be required to do it again.
2. Under "Background" on page 1 in the last sentence of the first paragraph, "regional management" should read "regional water management" (insert word "water").
3. Under "Background" on page 1 the text alludes to the fact that "as IRWM regions change, it is important that those changes be understood at local and state levels and that the changes work toward the goals of better regional management." We suggest that the Guidelines give criteria as to the nature and magnitude of "change" that would trigger the need for a Regional Water Management Group to undergo a new Region Acceptance Process.
4. Under "Step 3 – Interviews" on page 6 the text indicates the purpose of the interviews is "to provide DWR with answers to questions raised during the review process." We suggest the Guidelines reflect that DWR will give the Regional Water Management Group the key questions in advance of the interview.
5. Under "Who Should Submit?" on page 4 we suggest that the Regional Water Management Group, such as our Coordinating Committee, be permitted to submit the Region Acceptance

Mr. Ralph Svetich
January 27, 2009

Page 2

Process Application. This application is not a grant proposal where we understand the need for the applicant to be a public agency or qualifying non-profit organization.

Thank you very much for considering our comments.

Sincerely,



Paul Helliker
Chair