

REGULAR BUSINESS MEETING MINUTES

WESTSIDE Sac IRWM Coordinating Committee

DATE: July 13, 2016 **SCHEDULED TIME:** 10:00 AM – Noon PM

LOCATION: Yolo County Flood Control and Water Conservation District, 34274 State Hwy 16, Woodland, CA

Coordinating Committee Members Present:

County	Representative	Alternate
Lake	Will Evans, Water Resources Div. Dir.	Scott DeLeon (Lake County DWR)
Napa	Chris Silke (County of Napa) – Chair	Jeff Sharp (Napa Cty. Flood Control)
Solano	Chris Lee (SCWA)	Thomas Pate (SCWA)
Yolo	Elisa Sabatini (Water Res. Assn), phone	Max Stevenson (YCFCWCD)

Others Present:

Marty Ball – member of the public; Craig Bach – member of the public; Kirk Cloyd – General Manager Hidden Valley Lake Community Service District; Danielle Dolan – Local Government Commission (LGC); Erik Ringelberg – Freshwater Trust (recently previously with BSK Associates); Brad Arnold – New liaison Dept. of Water Resources; Tara Morin – Consero Solutions; Colin Bailey (phone) – Executive Director Environmental Justice Coalition for Water (EJCW); Jeanette Wrynski – Yolo County Resource Conservation District.

- Call Meeting to Order and Introductions.** The meeting was called to order at 10:07 a.m. by Chair Silke. He called for self-introductions.
- Approve today's Agenda and Minutes for March 16 Regular meeting.** ACTION: Approve today's agenda; MOTION: Lee; SECOND: Stevenson; AYES: Unanimous (Silke, Lee, Evans, Stevenson). ACTION: Approve the minutes for the May 18th Regular meeting; MOTION: Evans; SECOND: Lee; AYES: Unanimous (Silke, Lee, Evans, Stevenson).
- Public comment.** There were no comments from the public.
- Annual Appointment of Westside CC Chair/Vice-Chair Position.** Jeanette was asked to review the Chair/Vice-Chair annual position rotation as per the Westside's IRWMP:

1 st Year	2 nd Year	3 rd Year	4 th Year
SCWA---Chair	NCFCWD---Chair	WRA---Chair	LCWPD---Chair
NCFCWD---VC	WRA---VC	LCWPD---VC	SCWA---VC

Mr. Lee served as Chair for 2 years. Mr. Silke commented that while the Chair position was significantly more work than anticipated, it took about a year of serving to get grounded. He expressed his willingness to serve an additional year. ACTION: Change the term of the Chair and Vice-Chair position to 2 years, and amend the Regional Water Management Group MOU and Westside Plan when the cycle is appropriate. MOTION: Sabatini; SECOND: Lee; AYES: Unanimous (Silke, Lee, Evans, Sabatini. Ms. Sabatini arrived by phone approx. 10:15am.)

- Financial Reports:**
 - Coordinating Committee Fiscal Agent.** Mr. Lee provided details of the \$20,000 income collected from each of the Regional Water Management Group members, expenses to date, including the annual contract for Yolo County RCD administrative assistance, which leave approximately \$153,398.55 in the Westside's account.



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Invoices from the remaining 3 small grant recipients should be filtering in. Yolo County Flood Control and Water Conservation District is changing the fiscal agent for the Dept. of Water Resources IRWMP grants from themselves to Solano County Water Agency (SCWA). He asked if anyone else is interested in volunteering to serve as fiscal agent.

b. **YCRCD.** Ms. Wrynski reviewed the budget report provided in the meeting packet. She explained that the RCD was approved for a supplemental \$3,000, that the RCD had used \$1,183 of that, leaving \$1,816.51 unspent. The new 2016-17 contract started as of July 1.

6. **DWR Report/Update.** Bradley Arnold is the new liaison with Dept. of Water Resources (DWR). He provided background on himself then reviewed the report provided in the meeting packet, highlighting the Planning and Disadvantaged Community Involvement (DACI) grants and the Sustainable Groundwater Management Act (SGMA) grants. His report is attached to the end of these minutes.
7. **EPA Brownfield Grant Report.** Mr. Ringelberg gave an overview of the components of the Brownfield assessment categories and criteria. He said that Ms. Dolan's public outreach portion needs to be in place to proceed further. They have 8 pages of site evaluation criteria for public outreach. Dr. McCord and Mr. Ringelberg are on their 2nd draft of these criteria. They want to get it to the CC prior to the next meeting. Ms. Dolan explained LGC's role and the handouts provided, especially the schedule. They wish to particularly engage organizations and larger landowners and that public engagement will happen more toward the end of the grant term. She asked when it would be a good time to present to the Yolo County Water Resources Assn (WRA). Mr. Stevenson explained the differences between the WRA Board of Directors meetings and the WRA Technical Committee meetings and indicated that they may get more of the desired feedback through the Technical Committee. Ms. Sabatini recommended the September 8th 8:30 a.m. Technical Committee meeting. Ms. Dolan listed some recent accomplishments: their first email blast, with 764 listings, had a 70% "open" rate with about 200 "bounces." They will be updating. They have put out their first community engagement survey, with 3 responses so far. Several present had not received it so Ms. Wrynski will follow up with current contact information. There is currently no direct link from the Westside's website to the Brownfield grant website. Mr. Lee will get that set up.
8. **Receive New Project into IRWMP: Napa Recycled Water Conversion.** Chair Silke explained the project for Napa State Hospital and the County's commitment to recycling water and providing the infrastructure for distribution. ACTION: Accept Napa Recycled Water Conversion into the Westside Sac IRWMP. MOTION: Lee; SECOND: Stevenson; AYES: Unanimous (Silke, Lee, Evans, Sabatini).
9. **Approve IRWMP-CC Annual Budget.** Ms. Wrynski provided explanation and background for the budget components. Amounts for already awarded Small Grants have been subtracted from the carryover. She noted that if the CC continues to fund the Small Grant Program at the current level the CC will eliminate its financial cushion, important for cash flow and other activities. Mr. Lee suggested that an increased annual contribution from each of the RWMG members might be in order to consider for their next fiscal year budget requests, with that extra dedicated to the Small Grants Program. This program benefits the 4-county region. Ms. Sabatini supported that idea and also commented on the lack of funding available for education and outreach projects region-wide. This should be put on the agenda for the next meeting. Mr. Silke suggested an article should be in the next Annual Report highlighting the funding brought into the region by the Westside. Ms. Wrynski suggested this could be put into the upcoming quarterly newsletter to get it out sooner and this seemed to be met with approval. Mr. Bailey suggested it could also be put out in the Roundtable of IRWM Regions. Mr. Silke said the Annual Budget should stay heavily committed to funding for grant preparation. ACTION: Approve the Annual Budget as presented; MOTION: Lee; SECOND: Evans. AYES: Unanimous (Silke, Lee, Evans, Sabatini).



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10. **Approve IRWMP-CC Annual Work Plan.** Ms. Wrynski explained that the draft Goals and Objectives were based on a review of Tables 6-1 (Goals and Objectives) and 11-1 (Activities, Participants, and Roles for Implementing the Westside IRWM Plan) from the Westside Sac IRWM Plan. Many of the Activities in Table 11-1 are already actively being addressed by the CC. A challenging area is gathering data on project progress. Mr. Lee suggested possibly amending the plan to state that in order to remain an “active” project, the proponent must check in once per year on project status. ACTION: Approve the Westside Sac IRWM Annual Work Plan 2016-17 as presented; MOTION: Lee; SECOND: Stevenson; AYES: Unanimous (Silke, Lee, Evans, Sabatini).
11. **DWR Disadvantaged Community Grant Program Funding Region Application and Remote Presentation by EJCW.** Colin Bailey, Executive Director of Environmental Justice Coalition for Water (EJCW) spoke to the group via phone. He provided background on himself as an attorney for 12 years, working in the areas of anti-poverty, environmental issues, California Rural Legal Assistance and others. EJCW is a 17-year-old organizations that serves disadvantaged communities (DACs) statewide, especially in the area of water. He reviewed areas of work on DACs, Prop-1, IRWM, and with agencies and organizations. EJCW has 8 employees, a budget of ~\$2M, much of which is pass-through. EJCW typically serves as a coordinator and convener. Mr. Bailey is working with DWR on a 50% grant pre-payment so that there are no cash-flow issues related to being the lead applicant and administrator of the ~\$3.7M DACI grant. Mr. Lee suggested that a special meeting may be in order if the CC is to make a timely decision about this application.
12. **Review and Select Small Grant Recipients.** Chair Silke deferred this topic to the next meeting, as there was insufficient time remaining to adequately consider this topic and asked Ms. Wrynski to invite project proponents to be present at the next meeting.
13. **Approve Updated Small Grant Program Guidelines to Include Report and Invoice Procedures and Templates.** ACTION: Accept the updates to the Small Grant Program Guidelines to include Reporting and Invoicing Procedures and Templates; MOTION: Evans; SECOND: Lee; AYES: Unanimous (Silke, Lee, Evans, Stevenson).
14. **Water Energy Grant Development Approval.** Chair Silke reported that Napa County has a water efficiency program but the Water Energy grant parameters don’t fit well with it. Ms. Marchand stated that rebate programs are allowed for both commercial and residential properties. She recommends that the Westside submit for all of their jurisdictions to provide a better chance for success, with LGC written in as the project manager. Chair Silke asked the group what level of budget and match would be appropriate. Prior applications for \$1 – 1.5M have been successful. Ms. Wrynski and Chair Silke will work together on completing the memo needed by LGC.
15. **Items for information/Updates.** Mr. Evans reported that the Quagga mussel boat may be able to be picked up within the next few weeks. He will provide a link to photos. Chair Silke said that Napa County’s Measure-A (5% sales tax for Lake Berryessa Watershed Improvement Program) will allow for recruitment of two Environmental Resource Specialists to participate on their Advisory Committee. Ms. Wrynski reported that the RCD had received a small grant award from the Water Resources Assn. of Yolo County for mapping invasive weeds (tamarisk, arundo, Ravenna grass, perennial pepperweed) for up to 6.5 miles upstream of the Cache Creek Area Plan area, looking toward control measures in the future.
16. **CC Member Reports, Regional Activities.** See 15. Above.
17. **Confirm Next Meeting Date and Location:** Wednesday, September 14 10:00 am, Napa County.
Meeting locations will rotate throughout the Region as follows:
Solano → Yolo → Lake, → Napa
18. **Adjourn** – the meeting was adjourned at 21:25 PM by Chair Silke.



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Minutes respectfully submitted by: Jeanette Wrynski, YCRCD. Approved on _____, 2016 by the Westside Sac IWRMP Coordinating Committee.

By: _____
Name, position



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