

Final Meeting Notes
Inyo-Mono Regional Water Management Group
Regular Meeting

Wednesday, May 18, 2011
12:00 - 3:00 pm
Indian Wells Valley Water District
500 W. Ridgecrest Boulevard
Ridgecrest, CA

Call-in option:
1-866-862-2138
passcode: 1678718

Decision Items Summary

- Mark Drew moved to approve the April 27, 2011, RWMG Meeting Notes. Leroy and Bruce seconded the motion. All approved.

Action Items Summary

1. Program Office will issue proposed outreach schedule for the Group.
2. Program Office will develop initial criteria for prioritizing CRWA Needs Assessments to present to the Admin Committee and the Group.
3. Program Office will provide websites on alternative funding sources presented by Dustin Hardwick, along with his contact information and the Initial Inquiry Form.
4. Program Office will provide update on Planning Grant Task #3 (Organizational Structure) at the next meeting.
5. The Group needs to review mandatory documents table and provide Janet with updates, additions and suggestions ASAP, as Task 2 completion is scheduled for the end of June!
6. The Group will be asked to provide suggestions, ideas, comments & criticism to current website in the near future.
7. Match forms are due by Friday, May 27, 2011, to the Program Office. Program Office will re-send the match form and post it on the website. Forms are needed for bi-monthly DWR reporting.
8. Program Office will provide more details at the June Meeting about the scope of work for the DAC effort.
9. Project proponents are asked to revisit questionnaire so that they are prepared once an award is made to discuss if monetary adjustment can be made to their projects to allow reallocation of funds to projects lower on the list.
10. Parties interested in receiving CRWA needs assessments need to submit their names to the Program Office by Friday June 3, 2011. The Program Office can then evaluate interest, compose a working list, and develop criteria if necessary.

Call-in locations:

1. Inyo County Water Department
135 South Jackson St.
Independence, CA 93514
2. USFS/BLM/SNC Offices
351 Pacu Ln
Bishop, CA 93514
3. Mono County
Community Development Office
Courthouse Annex 1, Room 112
49 Bryant St
Bridgeport, CA
4. Malcolm Clark Residence
Sierra Club
637 John Muir Rd.
Mammoth Lakes, CA
5. Bruce Woodworth Residence
Central Sierra RC&D
824 Burcham Flat Rd.
Walker, CA
6. Bishop Paiute Tribe
Environmental Management Office
50-B Tu Su Lane
Bishop, CA 93514
7. Big Pine Paiute Tribe
Environmental Office
820 Watson St.
Big Pine, CA 93513
8. Mammoth Community Water District
1315 Meridian Blvd
Mammoth Lakes, CA
9. Greg James Residence
Amargosa Conservancy
712 Owens Gorge Road
Mammoth Lakes, CA.
10. Mono Lake Committee
Hwy 395 at Third Street
Lee Vining, CA 93541

AGENDA

1. Welcome and Introductions
2. Public comment period
3. Planning/implementation MOU Revised Version #1
 - ❖ Status Check on signed MOU's
4. Round 1 Implementation Grant
 - ❖ Discuss funding allocation (if applicable)
 - ❖ Fiscal agent status
5. Planning Grant
 - ❖ Guest Speaker: Dustin Hardwick- California Rural Water Association
 1. CRWA involvement in planning grant work (Task 6)
 2. Bridge Loans
 3. Other funding opportunities
 - ❖ Program Office Status Report/Schedule
 - ❖ Organizational Structure
 - ❖ Mandatory Documents update

- ❖ In-kind contribution matching documentation
 - ❖ Website input/updates
6. Updates
 - ❖ DAC funding
 - ❖ 2013 California Water Plan
 7. Announcements
 8. Process check
 9. Approval of April 27, 2011, meeting notes (attached)
 - * Discuss comments, edits, corrections
 - * **DECISION ITEM:** Approve April 27, 2011, RWMG meeting notes
 10. Review of action items, decision items, and recommendations from today's meeting
 11. Next meeting dates:
 - * Wednesday, June 15, 2011, Suite Z, Mammoth Lakes
 - * Wednesday, July 27, 2011, USFS/BLM/SNC Offices, Bishop, CA

Notes

1. Welcome and Introductions

- ❖ Bruce Woodworth convenes meeting at 12:06 pm

Attending in Person

Leroy Corlett, IWVWD
 Alex Henson, LPPSR
 Mark Drew, CalTrout/IRWMP Staff
 Dan Jenkins, Eastern Sierra Unified
 School District
 Rick Kattleman, Eastern Sierra Land
 Trust

Jerry Joseph, Fort Independence Tribe
 Dustin Hardwick, California Rural
 Water Association
 Holly Alpert, IRWMP Staff
 Janet Hatfield, IRWMP Staff
 Lauma Jurkevics, DWR So. Region

Attending via Phone

Malcom Clark, Sierra Club
 Tony Dublino, Mono County
 Bruce Woodworth, Central Sierra
 RC&D, Mono County RCD
 Sally Manning, Big Pine Paiute Tribe

Irene Yamashita, MCWD
 Morgan Lindsay, Mono Lake
 Committee
 Greg James, Amargosa Conservancy
 Keith Pearce, Inyo County

2. Public comment period

- There were no public comments.

3. Planning/implementation MOU Revised Version #1

- ❖ Holly Alpert gives update on signed MOU Revised Version #1.

Signed Copies received by Program Office to date (*Indicates New Signatory)

- Birchim CSD
- California Trout
- Mountain Meadows Mutual Water District
- **Bridgeport Indian Tribe ***
- Lone Pine Paiute Shoshone Tribe
- Owens Valley Indian Water Commission

Pending Signatures Update (*Indicates New Signatory)

- Sierra Club – Reviewing at July 5th meeting
 - Fort Independence Tribe- ready to sign working on logistics
 - Mono Lake – Will be reviewed at June 15th, Morgan is also working with **Lundy PUD*** & **Lee Vining PUD*** on becoming new signatories.
 - Mojave Desert Mountain RC&D - copy in the mail
 - Indian Wells Valley WD- approved ready to sign.
 - ESCSD- Meets tonight MOU will be reviewed.
 - Amargosa Conservancy- board approved copy is in the mail
 - Eastern Sierra Land Trust- will be considering MOU at meeting on 5/23
 - Central Sierra & Mono Co RCD both have approved the MOU and signed, copies in the mail to the Program Office
 - MCWD- Will be considered at tomorrow's meeting, 5/19.
 - Big Pine Paiute Tribe- Will be considered at June 1st meeting
 - Mono County- Tony will put in on the agenda for next month's meeting.
 - **Indian Wells Valley Cooperative Water Management Group*** – MOU is on agenda for consideration at tomorrow's meeting.
- Leroy Corlett inquired if one representative could be used to represent multiple groups. He was told yes - the group has decided that is acceptable.
 - Mark Drew reminds group that the goal was to get the MOU signed as soon as possible even though a deadline was not assigned. When all current signatories have reviewed the document and made a decision, the new MOU can be adopted and the new memberships activated. The goal is to have the entire process completed by the end of the summer.

4. Round 1 Implementation Grant

❖ Discuss funding allocation

- Mark communicates that we will hear very soon from DWR about funding, perhaps next week.
- Lauma Jurkevics from DWR thinks it may take until the end of next week to finish reviewing implementation process. Then a consensus review process will occur followed by Senior Reviews, Managerial Reviews etc....it may take a few more weeks. Try to keep in mind how long the planning grant process took and try to be patient!
- Lauma reminds that the announcement will come as a general email announcement.
- Dan Jenkins updates group on other grants pursued by the Eastern Sierra Unified School District .CA Dept of Public Health sent a letter of invitation to ESUSD offering the opportunity to change funding pools from revolving fund (80/20 Match) to Prop 84 money (100%, no match). May delay grant process

until July but it may free up some money from IRWMP if they get the full funding from CA Dept of Public Health.

- The question was brought up by Dan on how this might affect ESUSD having two separate Prop. 84 funding sources. Mark feels like they are two separate pools of money and that it should not be an issue. Holly reminds Dan that the Prop. 84 monies may not be used as match funding for one another. The issue being, it is not permissible to use state funding as match against a state funded project.
- Mark asks project proponents to re-look at the questionnaire and their projects to give updated budget parameters. Formal submissions of the questionnaire are not currently required but any input would be greatly appreciated. Leroy Corlett reiterated the value of the process for their group.
- **Project proponents are asked to revisit questionnaire so that they are prepared once an award is made to discuss adjustments that may be made to their projects to allow reallocation of funds to projects lower on the list.**
- Fiscal agent status
 - Bruce Woodworth conveyed information that Central Sierra RC&D is looking for staff members to assist in administering Implementation funding. They are considering three positions to manage Implementation Grant administration; a Project Manager based in Jackson, a Project Administrator who handles the bulk of the paperwork, and a regional coordinator located on the east side to perform hands-on day-to-day interactions. Recruitment may take place for the Regional Coordinator.
 - Leroy asks Central Sierra RC&D if they have gone through this kind of grant administration process before and shares the tedium of the grant administration process.
 - Bruce responds that Central Sierra RC&D has applied for many grants and has successfully been through the process.

5. Planning Grant

- Mark updates group that the process is moving forward on implementing the Planning Grant. Program Office has given DWR all requested information and is now waiting. DWR is currently encumbering funds and looking to get the final Grant Agreement completed.
- Mark adds that CalTrout remains supportive on moving along with the implementation of the Planning Grant at this point.
- Staff is working on setting up contracts with CRWA, Center for Collaborative Policy (CCP), and the legal firm providing us with CEQA training. Good progress is being made on all fronts in this regard.
- **Program Office will come out with a schedule for outreach meetings this summer for the group to review.**
- California Rural Water Association (CRWA) is going to be helping with needs assessment for small water districts across the state.
- Guest Speaker: Dustin Hardwick- California Rural Water Association
 - Mark provides a brief introduction and background information regarding Dustin and the role of the California Rural Water Association (CRWA).
 - Dustin commends the I-M IRWMP for a job well done and gives accolades to Mark and Holly!

- CRWA is a Non-Profit that focuses on technical support and training across the state of CA. CRWA works with approx. 4000 entities across the state including private water utilities, public agencies, Districts, and Tribes. There is a multitude of funding resources through the National Rural Water Association.

1. CRWA involvement in planning grant work (Task 6)

CRWA aims to provide support in two specific ways with respect to the Planning Grant in the Inyo-Mono IRWM Region.

- I. Workshops: A series of three training workshops will be held for I–M IRWM stakeholders. Exact titles, descriptions and subject matter are to be determined but the focus of the trainings will likely be looking at water efficiency planning and best management practices. Dustin and the Staff welcome input and recommendations of relevant topics for these trainings.
 - II. Needs Assessments: On-site technical assessments performed by Circuit Riders who are skilled members who provide technical managerial and financial capacity building within rural communities. Field visits will focus on identifying needs from a technical perspective as well as identifying solutions. This includes assisting and facilitating support with available State and Federal funding resources. CRWA has found that this level of support has been successful in servicing rural communities within the State with limited resources.
- There was a question of population size requirements in order to qualify for needs assessment assistance. Dustin said there is no population size cap under the I-M IRWMP Planning Grant funding source. However, if alternative funding sources were sought in order to receive support that the cap for rural water assistance is a population size of 10,000 or less as defined by the Federal “Rural” designation.
 - Mark tells the group there is money for 20 Needs Assessments under the Planning Grant with the current budget.
 - **The Program Office will be working with Dustin on developing criteria in order to create a priority list to help the group decide which Needs Assessments should come first.**
 - Bruce asks that the Admin Committee sees the criteria before bringing them to the group.
 - **Mark requests that parties interested in receiving needs assessments submit their names to the Program Office so they can evaluate interest and get a working list.**
 - Morgan Lindsay asked if it would be helpful for the Program Office to know which groups are not interested in being part the Needs Assessment process.
 - Mark replied that yes that may help narrow the numbers down through a process of elimination.

2. Bridge Loans - GAP funding availability.

- Available through the National Rural Water Association, a revolving loan fund was established from grant funding through USDA Rural Utilities Services.

- Funding available to eligible utilities for predevelopment costs associated with proposed water and wastewater projects. Funds can also be utilized with existing systems for short term costs not part of regular operating costs. Other funding can be applied to maintenance, equipment replacement, small extension of services and small capital projects.
- Eligible entities include municipalities, counties, special purpose districts tribes, corporations (i.e. Mutual Water Companies that are non-profit).
- Limitations-
 - under 10,000 pop severed
 - Project costs of \$100,000 or less (Exceptions do occur)
 - 5-10 year loans @ 3-5% interest
 - No principal forgiveness on the loans
- Emergency funding has been available in the past.
- These are federal dollars that have been passed down to the non-profit CRWA so they can potentially be used for matching funds.
- Dan Jenkins asked if a School District could apply and Dustin replied that the application is an easy 2 page process so it couldn't hurt.
- This funding may be a good option for IRWM project proponents that need money upfront and then can seek reimbursement.

3. Other funding opportunities

- CA Financing Coordinating Committee is a compilation of eight funding agencies for Grants & Loans. The agencies include DWR, USDA, EPA, Bureau of Reclamation, etc...
- Funding fairs are held throughout the State.
- Next week in Sacramento there is a Funding Fair, it may be webcast. Materials may be available online.
- **PO will post the information on the CFCC funding fair as well as funding websites in the notes and on the website. (see table below)**
- Common Funding Inquiry Form is 1 page for Project Proponents. Dustin handed out hardcopies at the meeting and for those not in attendance, **the Program Office will attach the form for interested members (see table below)**
- Inquiry Form is given to all eight agencies for evaluation, if found eligible, they will contact you and you will be allowed to continue on to the pre-application process. CRWA is happy to assist entities within Inyo-Mono Counties with the application process.
- CFCC supports a variety of infrastructure projects, **not just water** related projects. Dustin works heavily with this resource and said that CRWA uses this Funding Pool extensively.
- Mark would like to see if we could schedule a funding fair in the Eastern Sierra in the future. May be more conducive for our Project Proponents to attend if we could hold a local fair. We need to plan a year an advance if we want to make it happen!
- There are various funding cycles with each agency and once an application is submitted the agency will notify you of funding cycle.
- The Rural Communities Assistance Corporation is another resource very similar to CRWA and is also quite useful for communities in Inyo-Mono Counties.
- Dustin will be available to the I-M RWMG for further questions. He can be reached at dhardwick@calruralwater.org or (760)-920-0842.

WEBSITES FOR ALTERNATIVE FUNDING	
May 24 Funding Fair webcast information & 2011 Funding Fairs Handbook, Brochure and Flyer.	http://www.cfcc.ca.gov/funding_fairs.htm
Bridge Funding National Rural Water Association	http://www.nrwa.org/benefits/revolvingloan.aspx
CFCC Alternative Funding Opportunities & Inquiry Form	http://www.cfcc.ca.gov/
California Rural Water Association	http://www.calruralwater.org/
USDA Rural Development	http://www.rurdev.usda.gov/Home.html
Rural Communities Assistance Corporation- provides funding opportunities similar to NRWA	http://www.rcac.org/

- **Program Office Status Report/Schedule**

Program Office will post Planning Grant Schedule on website as soon as training is complete. Holly projected updated schedule for the group to view and shared that the Program Office has begun working on 7 of the 10 Tasks to date.

 - (Task 4) Holly is utilizing modeling data that are available for our planning region to project how temperature and precipitation data may change in the next 100 years. She plans to divide out data by sub-region due to the diversity of the region. Mark added that we may also look at possible changes to water temperatures, and associated impacts. Holly's currently focusing on gathering baseline data quantitatively.
 - (Task 5 & 6) Conversations have begun regarding contracts for the outreach to be performed under these tasks.
- **Organizational Structure**
 - (Task 3) Holly is working with Matt Griffiths from Sierra Nevada Alliance on governance structure. They are looking to other IRWMP groups for feedback on Governance structure. Look for an update at the June RWMG meeting.
- **Mandatory Documents update**
 - (Task 2) Janet is working on updating Appendix F from the Planning Grant Application. A working table will be sent out with the notes for review from members, please review paying special attention to your affected area.
 - **The Group needs to review mandatory documents table and provide Janet with updates, additions and suggestions ASAP, as Task 2 completion is scheduled for the end of June!**
 - Comments can be sent to Janet@inyomonowater.org
- **In-kind contribution matching documentation**
 - We only have three responses from this request. Need them by May 27 to help us with first quarterly reports to DWR. A sample form was included in the initial email so please make responding a priority. Holly provided an example to guide members through the form on the second tab of the workbook. The Program Office needs this information by June to fulfill the bimonthly reporting requirements to DWR. As you recall a large part of the matching requirements from the Planning Grant are from In-Kind Contributions, without the form we can't calculate the match hours.
 - **Program Office requests that Group Members and participants send their match forms to Holly and/or Janet by Friday, May 27.**

- **Website input/updates**
 - (Task 10) The Program Office is working with a new website developer for a new and improved website. We have a new web platform and are currently updating the Home page with style and content. There will be a blog, a calendar, and an updated documents
 - **Holly requests that anyone who is interested send idea updates for the website to Janet@inyomonowater.org.**
 - Some things the Program Office is looking for is how can the website be most useful to members? What would members like to see? What's wrong with the current site?
 - Mark thinks having a featured Member of the Month may be a good idea.
 - Morgan can send us some lessons learned from the recent Mono Lake Committee website development process.
 - Lauma cautions that digital libraries are difficult to organize. Cataloging is essential for organizational structure. She recommends putting some extensive thought into this process for maximum utility for the group.
 - New Emails: Holly@inyomonowater.org & Janet@inyomonowater.org
This also means that all meeting notes and associated correspondence will now come from Janet.

6. Updates

❖ DAC Funding

- The DAC proposal was submitted last year by the Program Office. At the time DWR was interested in engaging DAC's specifically. IRWM staff pursued funding for the I-M region. As you may recall, State budget issues bogged down the process despite DWR's efforts. Recently a breakthrough has occurred and DWR is asking the Program Office for update to the proposal and budget. \$330,000 was the initial request. DWR is looking to encumber the funds in the next few weeks. Emphasis on the project was a case study for DWR as a pilot program to supply to DAC's. DWR is really looking to support Inyo-Mono Region due to the unique nature of the area. Mark hopes in June to have an amount of award from DWR. This gives an opportunity for the Inyo-Mono region to be a model for rural mountain and desert communities in California.
- The award is based on reimbursable expenses but there is no match requirement. Stay tuned for further award announcements!
- **Program Office will provide more details at the June meeting about the scope of work for the DAC effort.**
- This means an opportunity to increase staffing to cover additional duties. An Outreach Specialist position may be recruited specifically for this project.

❖ 2013 California Water Plan

- Groundwater Caucus tomorrow morning, audio fed but not webcast. Finance Caucus tomorrow afternoon.
- June 29 next Public Advisory Committee meeting. Regional description activities for Lahontan region will likely begin in June or July and Mark and Holly are both serving on the design teams.
- Climate change handbook from DWR is coming soon and Holly will be a reviewer to the handbook. This handbook will help integrate climate change into our IRWMP. A caucus on climate change will also take place as part of

the Water Plan Process, in the next few months. Holly will be the point person on this specific issue. There may be a delay on the regional meetings per the Governor's order on travel restrictions. The Program Office will make information available on the website as it becomes available.

- As in the past, Mark noted that getting involved in the State Water planning effort is one way of making sure the Eastern Sierra Region's voice is heard.

7. Announcements

- Lauma provided several documents to Holly relating to drought and climate change in California.
- Janet will add these documents to Mandatory Documents table as appropriate.
- PO will provide links to these documents on the website and eventually add them to the digital library.
- IRWM Conference Next Week: Program Office was able to get two scholarships for our involvement. Will try to collaborate with other IRWM regions while in Sacramento.
- MCWD is holding an irrigation workshop Friday June 17, 2011 from 9am-1:30pm.

8. Process check

- Leroy expresses his approval of having the Group meeting in Ridgecrest.

9. Approval of April 27, 2011, meeting notes

- Mark moves to approve the notes. Leroy & Keith second the motion. All approved.

10. Review of action items, decision items, and recommendations from today's meeting

- Janet and Holly reviewed the action items from today's meeting.

11. Next meeting dates:

* Wednesday, June 15, 2011, Suite Z, Mammoth Lakes

* Wednesday, July 27, 2011, USFS/BLM/SNC Offices, Bishop, CA

- Mark encourages project proponents to revisit the questionnaire before the next meeting as an action item.
- Bruce adjourns meeting at 1:36pm