

**TAC Meeting Notes**

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**Stanislaus County Multi-Agency Regional Storm Water Resource Plan**

<b>Subject:</b>	<b>Technical Advisory Committee (TAC) Kickoff Meeting</b>	
<b>Prepared By:</b>	Jennifer Kidson / Woodard & Curran	<b>Attendees:</b> Dhyan Gilton, Frederic Clark (Stanislaus County), Miguel Alvarez (Modesto), Karen Morgan (Waterford), Maria Encinas (Patterson), Edgar Garibay (Tuolumne River Trust), Spencer Joplin (SWRCB), Hawkeye Sheene, Jennifer Kidson (W&C)
<b>Date/Time:</b>	December 20, 2017, 9:00am–10:00am	
<b>Location:</b>	Conference call number: (415) 735-9405 access code: 7680472 <a href="#">Join Skype Meeting</a>	
<b>Project Number:</b>	0635001.00	

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***Meeting Objectives***

- Summarize project solicitation process
- Provides update on project components including project solicitation, benefits quantification, outreach, and project website
- Schedule January TAC Meeting

***Discussion Summary***

- Project solicitation status:
  - The projects submitted so far were summarized. 69 total projects have been submitted, with 46 of these being at the conceptual stage and 23 with preliminary design completed or ready to proceed.
  - The number of projects providing each Main Benefit and each Additional Benefit was summarized.
  - Preliminary results for the quantitative benefits were summarized. The information in the presentation is a quick snapshot of what will be discussed in the SWRP in much greater detail.
  - Frederic noted that project proponents should make an effort to get quantitative information into OPTI, and that proponents should consider grouping ready-to-proceed projects together for funding applications.
  - OPTI will also help the project list function as a living document. Proponents can add more information any time, which will streamline their efforts once it becomes time to apply for funding.
  - Next steps
    - Jen Kidson is following up with project proponents who need to input more information into OPTI to meet eligibility requirements. The cutoff date will be Friday, December 22.
    - Project prioritization will occur after December 22<sup>nd</sup>.
    - Benefits for the plan area will be quantified and summarized.

***Task 3.3. TAC Meeting Agenda, Notes, and Action Items (December 2017 meeting)***

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- Detailed prioritization and benefits information will be presented at the January TAC meeting.
  - The prioritized project list is due to the State in January.
- Outreach status update:
  - Stakeholder meeting #1 was held on October 23, with over 20 attendees. This meeting provided an overview of the SWRP, the project submission process, and opportunities for participation in the planning process.
  - Outreach was conducted via email to solicit project submission. Emails were sent to the entire stakeholder contact list. Focused email outreach to DACs also occurred.
  - Coordination occurred with individual project proponents as needed.
  - An OPTI demonstration webinar was held on December 6. This webinar covered details of submitting a project in OPTI.
  - Technical assistance was provided to OPTI users as needed.
  - Q: Do we have a count of people who attended the OPTI workshop? A: Yes, W&C has the number of attendees, but did not do formal introductions, so there is not a complete list of names. In the future introductions will be more formal.
- Website status update:
  - A website framework has been created by Woodard & Curran's graphics department. Website materials and text have been gathered by the SWRP team.
  - Frederic noted that he has submitted information to the Stanislaus County IT department to evaluate website hosting.
  - Once the technical questions are resolved, website creation should be relatively simple because all the materials are ready to go.
- Schedule January TAC meeting:
  - The group decided to use a Doodle poll to schedule the meeting. Hawkeye will create a poll and send it out. Once a critical mass of TAC members has responded, the meeting date will be set.
- Questions/Comments
  - The County and cities have come to an agreement for MOU language for text regarding in-kind match for special studies. The MOU will go out to council/board of supervisors shortly.
  - Q: When will grant solicitation occur? A: Prop 1 will be soliciting in 2019.
    - Q: Does that mean that the end date for spending the funds has been extended (the end date was originally 2022)? A: This date is constantly changing and is an administrative/management decision.
    - This means that there will be more time than anticipated to prepare for the next implementation funding round and develop partnerships, move conceptual projects further along, etc.
  - Q: Will Stanislaus County will need a resolution for Patterson's MOU approval. A: This depends on the structure on Patterson's end. If Patterson doesn't require a resolution, then there's no need to do one.

*Stanislaus Multi-Agency Regional Storm Water Resource Plan  
Grant Agreement No. D1612618*

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- Q: Will all agencies be participating in the MOU (does Waterford need to participate)? A: No, only agencies who have conducted studies that were used toward local match funds are part of the MOU, so Waterford wouldn't need to sign the MOU.
- The next progress report for the state covers work through the end of December; the progress report is due January 20. It would be good to include reports on the studies that are being used in the plan. If possible, agencies can begin gathering invoices for those studies so they can be submitted with the next grant progress report.
- Q: Regarding reports being used for local match: Given that agencies would likely have multiple invoices for these studies, could a financial officer certify the final cost of the study? A: No, the State needs to see all the actual invoices.

***Action Items***

The following table summarizes the action items resulting from the meeting.

<b>Item No.</b>	<b>Responsible Party</b>		<b>Due Date</b>	<b>Task/Action Item</b>
	<b>Organization</b>	<b>Name</b>		
1	Woodard & Curran	Hawkeye Sheene	12/21/2017	Create Doodle poll to schedule January TAC Meeting
2	All	All	12/31/2017	Respond to Doodle poll

***Next Scheduled Meeting***

The next TAC meeting will be scheduled for late January 2018.