

**INTERIM GUIDELINES
FOR THE FORMATION, COMPOSITION AND OPERATION OF THE
REGIONAL WATER MANAGEMENT GROUP FOR THE
GREATER LOS ANGELES COUNTY
INTEGRATED REGIONAL WATER MANAGEMENT PLAN**

Background

In November 2002 the voters of California enacted the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 ("Proposition 50"), adding provisions to the California Water Code. Chapter 8 of Proposition 50, commencing with Water Code section 79560, authorizes the Legislature to appropriate \$500 million for Integrated Regional Water Management (IRWM) projects;

The intent of the IRWM program is to encourage integrated regional strategies for the management of water resources, and to provide funding, through competitive grants, for projects that protect communities from drought, improve water reliability, protect and improve water quality, and improve local water security by reducing dependence on imported water. The California Department of Water Resources and the State Water Resources Control Board in November 2004 issued Integrated Regional Water Management Grant Program Guidelines (Guidelines) to establish the process and criteria that these agencies will use jointly to solicit applications, evaluate proposals, and award grants under the IRWM Grant Program.

Under the Guidelines, the IRWM Grant Program consists of two separate solicitations: 1) planning grants for development of IRWM Plans, and 2) implementation grants for projects consistent with such Plans. Implementation grant applications must be submitted by a regional water management group or regional agency and must: 1) document a formally adopted IRWM Plan (the Plan), 2) demonstrate consistency with Plan standards (Water Code § 79562.5(b)), 3) describe specific implementation projects for which funding is being requested, 4) prioritize proposed projects listed in the Plan, and 5) identify matching funding.

Further, the IRWM Grant Program application must: 1) identify a regional water management group or regional agency responsible for development and implementation of the Plan and demonstrate that all agencies and organizations necessary to address the objectives and water management strategies of the Plan were involved in the Planning process, 2) identify the water management region and explain why that region is appropriate, and 3) identify Plan objectives and the manner in which they were determined, and address major water related objectives and conflicts within the region, including, at a minimum, the following water management elements: groundwater, surface water, stormwater/water quality, sanitation, and habitat/open space/recreational access (water management elements).

Several planning and implementation grant applications were submitted pursuant to the Guidelines from various agencies and groups within the Greater Los Angeles County Region (Region), and those parties have agreed to develop a coordinated Plan for the entire Region administered through five sub-regional areas: the Upper Los Angeles River Sub-Region, North Santa Monica Bay Sub-Region, South Bay Sub-Region, Lower San Gabriel and Lower Los Angeles Sub Region, and Upper San Gabriel and Rio Hondo Sub Region. The parties have further agreed to the formation of a Leadership Committee to serve as the Regional Water Management Group for the Region, as well as the formation of Steering Committees within each sub-region to direct Plan development and identify and evaluate proposed projects consistent with the Plan. The parties expect to develop and execute an agreement over the next several months to formally establish the Region's IRWM group structure; however, in the interim period, the party representatives, as designated by the various parties, hereby agree to the following guidelines for the formation, composition and operation of Sub-regional Steering Committees and a Leadership Committee for the development of Region's IRWM Plan. The party representatives acknowledge that these guidelines are intended only for the consistent administration of the Region's IRWM planning efforts until a formal agreement is executed, and that these guidelines are not binding upon any individual agency or organization participating on a Steering Committee or the Leadership Committee.

SUB REGIONAL STEERING COMMITTEES

Each of the five sub-regions of the Region IRWM planning area, as identified on Exhibit A, will be guided by a Steering Committee consisting of representatives of agencies or organizations involved in local water management. To the extent feasible, the formation and composition of each Steering Committee will be consistent with the following guidelines:

Formation

1. Member agencies and organizations will have responsibility for at least one of the following Water Management Elements: groundwater, surface water, storm water management/water quality, sanitation, and habitat/open space/recreational access.
2. Steering Committees should strive to include at least one representative organization for each of the Water Management Elements.
3. The appointing authority for each agency or organization will designate a member(s) and alternate to represent it on the Steering Committee.
4. The member and alternate designated by each agency or organization should be an executive level representative. Each member will serve at the pleasure of the appointing agency or organization.

5. Each Steering Committee member shall have one vote. The presence of a simple majority of the Steering Committee members at any meeting of the Steering Committee shall constitute a quorum for the purposes of conducting business. The affirmative vote of a full quorum of the Steering Committee members is required for all decisions and recommendations of the Steering Committee.
6. The members of the Steering Committee will elect from among themselves a Chair of the Steering Committee. The Chair will serve at the pleasure of the Steering Committee and will serve on the Leadership Committee.
7. The members of the Steering Committee will elect from among themselves a Vice-Chair to preside over meetings of the Steering Committee in the absence of the Chair and to serve as the alternate for the Chair on the Leadership Committee.
8. The Steering Committee will also nominate three additional members representing at least three different Water Management Elements for consideration to serve on the Leadership Committee.
9. Each Steering Committee may, as appropriate, include Ex-Officio members representing agencies including but not limited to: Army Corps of Engineers, U.S. Department of Agriculture, U.S. Forest Service, U.S. Bureau of Reclamation, National Park Service, California Environmental Protection Agency, California Department of Fish and Game, California Coastal Commission, California Department of Transportation, California Department of Parks and Recreation, California Department of Health Services, California Coastal Conservancy, Department of Water Resources, California Regional Water Quality Control Board and the Metropolitan Water District of Southern California.

Duties & Powers

The Steering Committees will have the following duties and powers:

1. Meet monthly or as required to accomplish their purpose in developing the IRWM Plan, evaluating proposed projects and conducting necessary business. The Steering Committee Chair may call meetings as needed.
2. Establish, as necessary, sub-committees charged with studying, investigating and soliciting information that will advance the development, implementation and administration of the Plan. Sub-committees will be subject to the oversight of the Steering Committee and no recommendation or finding of a sub-committee will be binding upon the Steering Committee. Sub-committee size and composition will be determined by the Steering Committee, and sub-committee members may be selected from any representative of any Steering Committee agency or organization, or any appropriate stakeholder.

3. Identify reliable and long-term funding for the implementation of the Plan and the projects described in the Plan from sources, including local, state and federal funding, and actively solicit funds from these sources. Steering committee members may also lend individual support to efforts to apply for and procure such funds, to the extent each member agency or organization deems appropriate. Steering Committee members may also choose to contribute funds to support any and all phases of the work to be performed for development and implementation of the Plan.
4. Prepare periodic reports to its member agencies, organizations and stakeholders describing the progress of the development, implementation and administration of the Plan.
5. Share to the extent not otherwise prohibited by law, privilege, or previous lawful agreement, all information required to develop, prepare, implement and administer and submit documents for the Plan , including monitoring data, Computer Assisted Drawing and Design (CADD) and Geographic Information Systems (GIS) or other electronic data. Such sharing shall be subject to any applicable license agreements or other restrictions. All data shared among the agencies and organizations shall be provided “as is” and without warranties as to accuracy or as to any other characteristics, whether expressed or implied. The intent of this data-sharing provision is to facilitate the development, implementation and administration of the Plan, and not to authorize use of this data for tasks unrelated to the Plan, unless deemed appropriate by the Steering Committee.
6. Adopt fiscal procedures as necessary to administer funds that may be received for purposes of development, administration and/or implementation of the Plan.
7. To the extent feasible, make all meetings of the Steering Committee open to the public and post meeting notices on a designated website.

LEADERSHIP COMMITTEE

Formation

1. A Leadership Committee which will serve as the IRWM group for the Region will be formed initially by the Chief Engineer of the Los Angeles County Flood Control District or his/her designee and the Chairs of each of the five Sub-regional Steering Committees. These members will comprise the "Interim Leadership Committee" whose responsibility will be to select five additional members representing each of the five Water Management Elements. The Interim Leadership Committee will elect these representatives from the nominees submitted by the Steering Committees and, to the extent feasible, will strive to elect a Water Management Element representative from each of the five sub-regions.
2. The Chief Engineer of the Los Angeles County Flood Control District or his/her designee will serve as Chair of the Leadership Committee.
3. The Leadership Committee will elect a voting member or alternate as Vice Chair. The Vice Chair will serve at the pleasure of the Leadership Committee.
4. The presence of a simple majority of the Leadership Committee members at any meeting of the Leadership Committee will constitute a quorum for the purposes of conducting business. The affirmative vote of a full quorum of the Leadership Committee is required for all decisions and recommendations of the Leadership Committee.
5. The Leadership Committee may include Ex-Officio members representing agencies including but not limited to: Army Corps of Engineers, U.S. Department of Agriculture, U.S. Forest Service, U.S. Bureau of Reclamation, National Park Service, California Environmental Protection Agency, California Department of Fish and Game, California Coastal Commission, California Department of Transportation, California Department of Parks and Recreation, California Department of Health Services, California Coastal Conservancy, Department of Water Resources, California Regional Water Quality Control Board and the Metropolitan Water District of Southern California.

Duties and Powers

The Leadership Committee will have the following duties and powers:

1. Meet monthly or as required to accomplish its purpose in developing the IRWM Plan and conduct necessary business. The Leadership Committee Chair may call meetings as needed.

2. Establish, as necessary, subcommittees charged with studying, investigating and soliciting information that will advance the development, administration, and implementation of the Plan. The subcommittees will be subject to the oversight of the Leadership Committee and no recommendation or finding of a subcommittee will be binding upon the Leadership Committee. Sub-committee size and composition will be determined by the Leadership Committee, and Subcommittee members may be selected from any representative of the various Steering Committee agencies or organizations or any appropriate stakeholder.
3. Identify and obtain funding for the development and administration of the Plan.
4. Identify reliable and long-term funding for the implementation of the Plan and the projects described in the Plan from sources including local, state and federal, and actively solicit funds from these sources.
5. Prepare periodic reports for the Steering Committees and stakeholders describing the progress of the development, administration and implementation of the Plan.
6. To share to the extent not otherwise prohibited by law, privilege, or previous lawful agreement, all information required to develop, prepare, implement and administer and submit documents for the Plan, including monitoring data, Computer Assisted Drawing and Design (CADD) and Geographic Information Systems (GIS) or other electronic data. Such sharing shall be subject to any applicable license agreements or other restrictions. All data shared among the parties shall be provided "as is" and without warranties as to accuracy or as to any other characteristics, whether expressed or implied. The intent of this data-sharing provision is to facilitate the development, implementation and administration of the Plan, and not to authorize use of this data for tasks unrelated to the Plan, unless deemed appropriate by the Leadership Committee.
7. Adopt as necessary fiscal procedures to administer funds that may be received for purposes of development, administration and/or implementation of the Plan.
8. Establish a project evaluation framework that is consistent across the Region for the purpose of quantifying project benefits to allow for the categorization and prioritization of projects based on the Water Management Elements and consistent with the Plan.
9. Facilitate the adoption of the Plan by those agencies within the Region with responsibility for one or more Water Management Elements.
10. To the extent feasible, make all meetings of the Leadership Committee open to the public and post meeting notices on a designated website.