

Meeting Notes: Regional WURMP Workgroup

Meeting Date:	February 17, 2010
Meeting Time:	1:30 PM – 3:30 PM
Meeting Place:	The County of San Diego 5201 Ruffin Road, Suite P Watershed Protection Program WPP Conference Room

Meeting Attendees

Name	Organization
Drew Kleis	City of San Diego
Erica Ryan	City of San Marcos
Jaime Campos	City of El Cajon
Jamie Wood	City of Carlsbad
Jerome Jaminet	TRC
John Quenzer	City of National City/D-MAX
Jon VanRhyn	County of San Diego
Paul Hartman	City of Vista
Roger Morrison	City of Poway
Scott Norris	County of San Diego
Stephanie Bauer	Port of San Diego
Todd Snyder	County of San Diego

Action Items and Deadlines

- To assist in the process of assessing current Copermittee reporting practices, be prepared to answer questions from MOE regarding your jurisdiction's JURMP annual report (see item 3 in the meeting notes for details).
- Next Regional WURMP Workgroup meeting—joint meeting with the Fiscal, Reporting, and Assessment Workgroup: Wednesday, March 17 from 1:30 PM to 3:30 PM at 5201 Ruffin Road, Suite P

Overall Meeting Summary

1. Introductions
2. Revisions to FY 2010-2011 Budget
 - a. Per Management Committee direction, all workgroups, including the Regional WURMP Workgroup, are required to reduce their FY 2010-2011 budgets by 2.5%
 - b. The required reduction for the Regional WURMP Workgroup, based on the originally requested budget of \$54,266, is \$1,357 (rounding to the nearest dollar).
 - c. The solution proposed was to reduce Copermittee staff support hours on Task 2.D (Development of Watershed Program Approach) from 25 hours for each of five staff providing support to 20 hours per staff person. This proposed change would reduce the overall budget by \$1,632, which is sufficient to meet the target set by the Management Committee.
 - d. The group unanimously approved this change.
 - e. The following five staff are affected by this change and now each are allotted 20 hours instead of 25 hours that can potentially be reimbursed in support of Task 2.D in 2010-2011:

- i. Land Use / Env Planning Mgr (County)
 - ii. Land Use / Env Planner III (County)
 - iii. Environmental Programs Manager (Carlsbad)
 - iv. Environmental Programs Manager (Escondido)
 - v. Program Manager (City of San Diego)
- 3. Review of Proposals for Supporting Watershed Data, Reporting, and Assessment Needs
 - a. The scope of services listed four tasks:
 - i. Task 1: Conduct a comprehensive survey of existing urban runoff management program (URMP) reporting and assessment measures
 - ii. Task 2: Develop recommendations and options for standardizing existing reporting and assessment measures
 - iii. Task 3: Develop options for an integrated watershed assessment approach.
 - iv. Task 4: Develop prototype annual report format to integrate JURMP, WURMP, RURMP, TMDL, and Monitoring Reports
 - b. After review of proposals, the group decided to select Mikhail Ogawa Engineering to perform tasks 1 and 2 and RBF Consulting to perform task 3. The group decided to hold off on assignment of Task 4, which had been identified as a tentative/optional task in the scope of services provided to proposers.
 - c. Tentative timelines identified:
 - i. Task 1: Complete by end of March 2010
 - ii. Task 2: Start beginning of April 2010 and complete by end of May 2010
 - iii. Task 3: Start beginning of April 2010 and complete by end of June 2010
 - d. As part of the JURMP annual report reviews MOE will complete, it is anticipated that MOE staff may need to contact Copermittee staff with clarifying questions regarding portions of their JURMP annual reports. Given the short timeline for completing this task, please respond as promptly as possible.