



## Prop 84-Round 3 Drought Solicitation Project Selection Workgroup Purpose, Structure, and Ground Rules

*May 2014*

1. **Purpose:** The purpose of the Workgroup is to advise the RAC on projects to include in the Proposition 84-Round 3 funding application.
2. **Composition:** The Workgroup will be comprised of representatives from the following caucuses:
  - RWMG: Water Authority – Mark Stadler, A: Dana Frieauf
  - RWMG: County – Nancy Stalnaker, A: JoAnn Weber
  - RWMG: City of San Diego – Goldy Herbon, A: Peter Martin
  - Water Supply – Ron Mosher, A: Greg Thomas
  - Water Quality – Leigh Johnson, A: Loretta Bates
  - Natural Resources/Watersheds – Rob Hutsel, A: Julie Hampel
  - DAC/EJ – David Flores, A: Dave Harvey
  - At Large: Robyn Badger, A: Kelly Craig
3. **Alternate Role:** alternates are expected to attend all Workgroup meetings, but will only be asked to participate in voting if the primary member is absent.
4. **Caucus Role:** Workgroup members will be asked to make decisions on behalf the caucuses they represent, while working collaboratively to make decisions that will benefit the Region as a whole.
5. **Chairperson:** The Workgroup will be asked to choose a chairperson to lead the Workgroup meetings and report to the RAC with the group's recommendation.
6. **RAC Reporting:** Workgroup members will decide how to best present the results of discussion and the recommendations to the RAC (e.g., meeting summaries, final report, presentation, etc).
7. **Quorum Requirement:** In order to conduct a Workgroup meeting, a quorum will be required. A quorum is defined as more than half of the Workgroup members, or 5 out of 8 members, including any alternates that are actively representing their respective caucuses.
8. **Voting Procedures:** During both informal polling and formal voting, only the primary members shall vote. Before each vote and periodically during the meeting, breaks shall be taken to allow the primary and alternate members of each caucus to discuss amongst themselves.

9. **Participation:** Participation in Workgroup meetings will be limited to Workgroup members and the consultant team (RMC and Katz). If questions arise during the course of a Workgroup meeting that require external communication with project proponents, RMC will be responsible for collecting the requested information prior to the next Workgroup meeting.
10. **External Communication:** Workgroup members shall attempt to limit communications with project proponents between meetings. Workgroup members will be asked to report on any external communication they have had between meetings at the beginning of each meeting.
11. **External Information:** Workgroup members will refrain from participating in discussion of projects for which they have been identified as a direct beneficiary (e.g., funding recipient). Workgroup members will be permitted to provide clarifying information on such projects *so long as that information is included in the Project Database submittal*; no additional project information shall be offered.
12. **Project Changes:** Contingent on the permission of the project proponents of the affected project(s), the Workgroup will have the discretion to: include only a portion of a proposed project in the funding application, reduce the amount of funding requested by a particular project, and/or recommend other modifications to projects. RMC will be responsible for contacting project proponents to receive permission to make potential changes to their projects.
13. **Workgroup Decisions:** The Workgroup is expected to reach consensus on a funding application package that is consistent with criteria established by the RAC. Six or more affirmative votes will be considered agreement for the purposes of defining the proposed funding application package.