

**August 6, 2020 Meeting Materials for the  
Enhancing Interregional Coordination Committee of the  
Interregional Planning Council**

1. Agenda
2. Meeting presentation
3. Draft July 15, 2020 meeting minutes (Agenda Item #3)
4. April 27, 2020 Letter from Chairman Larson to IPC Members (Agenda Item #4)
5. Draft Committee Action Plan (Agenda Item #5)
6. Interregional Conflict Working Group Report (Agenda Item #6)
7. Draft Working Round 6 Scope of Work (Agenda Item #6)
8. Draft Sixth Planning Cycle Timeline (Agenda Item #6)
9. Uniform Standards Stakeholder Committee Latest Work Product – 2016 (Agenda Item #6)
10. TWDB Planning SWIFT Prioritization Template (Agenda Item #6)
11. SWIFT Prioritization Rule (Agenda Item #6)
12. Committee Recommendations Template (Agenda Item #7)
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## 1. Agenda

# **Enhancing Interregional Coordination Committee of the Interregional Planning Council**

August 6, 2020, 10:00 am

**Meeting will be conducted via GoToWebinar at:**

<https://attendee.gotowebinar.com/register/618707696033709840>

**PLEASE SEE:** <http://www.twdb.texas.gov/waterplanning/rwp/ipc/committees.asp>

*\*The Chairman of this Committee may choose to address the items identified in this agenda in an order outside of the pre-arranged numbering.*

1. Call to order and welcome
2. Public comment
3. Consider minutes from July 15, 2020, Committee meeting
4. Committee Member feedback and discussion of Committee Charges
5. Discussion and Action, as appropriate – Committee Action Plan
6. Discussion and Action, as appropriate - Enhancing Interregional Coordination; Enhancing TWDB Coordination
7. Consideration and Action, as appropriate – Committee recommendations to the Interregional Planning Council regarding Enhancing Interregional Coordination
8. Discuss future steps – (a) methods to move forward including scheduling of Committee meetings, (b) background materials needed for future meetings, (c) coordination with or discussion and steps that can be accomplished before future meetings
9. Discussion of agenda for future meetings
10. Report and possible action on report from Committee Chair
11. Public comment
12. Adjourn

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact Melinda Smith at [melinda.smith@twdb.texas.gov](mailto:melinda.smith@twdb.texas.gov) or at (512) 463-6478 two (2) work days prior to the meeting so that appropriate arrangements can be made.

**Direct links to the committee charges can be found on our website at**

<http://www.twdb.texas.gov/waterplanning/rwp/ipc/committees.asp>

**To view/listen to the Enhancing Interregional Coordination Committee Meeting on Wednesday, August 6, 2020, please use GoToWebinar. If you are a visitor for this meeting and wish to address the Committee, you will have an opportunity to do so under agenda items number 2 and 11 through the GoToWebinar application.**

Additional Information may be obtained from: Ron Ellis, Regional Water Planner, Texas Water Development Board, 512/463-4146, [Ron.Ellis@twdb.texas.gov](mailto:Ron.Ellis@twdb.texas.gov).

Emergency Mtg: No

## 2. Meeting presentation

# Interregional Planning Council

## Enhancing Interregional Coordination Committee

August 6, 2020

# AGENDA

1. Call to order and welcome
2. Public comment
3. Consider minutes from July 15, 2020, Committee meeting
4. Committee Member feedback and discussion of Committee Charges
5. Discussion and Action, as appropriate – Committee Action Plan
6. Discussion and Action, as appropriate - Enhancing Interregional Coordination
7. Consideration and Action, as appropriate – Committee recommendations to the Interregional Planning Council regarding Enhancing Interregional Coordination
8. Discuss next steps: methods to move forward including scheduling of Committee meetings, background materials needed for future meetings or discussion and steps that can be accomplished before future meetings
9. Discussion of agenda for future meetings
10. Report and possible action on report from Committee Chair
11. Public comment
12. Adjourn

## 2. PUBLIC COMMENT

- Those on video Go To Webinar – Click “raise hand” on your screen.
- Those with telephone access – The organizer will unmute phone attendees to provide public comment.
- Limit comments to 3 minutes each.



### 3. CONSIDER APPROVAL OF MINUTES

Consider approval of minutes from the July 15, 2020  
Committee meeting

## 4. FEEDBACK AND DISCUSSION OF COMMITTEE CHARGES

- Committee Member feedback and discussion of Committee Charges
- [Committee Charges](#)
- [Letter from Chairman Larson](#)

## 6. DISCUSSION OF ENHANCING INTERREGIONAL COORDINATION

### Council Problem Statement:

In creating regional water plans that comprise the state water plan, the expectations for the scale at which planning groups coordinate is not clear, throughout the state. Although there have been few interregional conflicts, Regions may not be coordinating effectively on issues related to shared water resources and the development of multi-regional projects. Coordination requirements are not fully formalized in statute or rule, coordination roles of consultants and liaisons are not fully specified, and regions are not always coordinating early enough in the process.

### Council Goal Statement:

Regions coordinate early and throughout the planning cycle to identify and share knowledge of areas of mutual interest, potential impacts, and cooperate to address water supply needs of their regions, and identify ways the TWDB can assist the planning groups in meeting these goals.

## 6. DISCUSSION OF ENHANCING INTERREGIONAL COORDINATION

### Proposed Revision to Council Problem Statement:

In creating regional water plans that comprise the state water plan, the expectations for the scale at which planning groups coordinate is not clear throughout the state. Coordination requirements are not fully formalized in statute or rule, coordination roles of consultants, project sponsors, stakeholders, and liaisons are not fully specified, and Regions are not always coordinating early enough in the process. Regions should consider opportunities for coordination and collaboration among Regions affected by the use of the water resource or impacted by the use of the water resource. In addition, where there are areas of interregional conflict between Regions, consideration needs to be given to the roles and responsibilities of sponsors, stakeholders, consultants and liaisons. Further, it is important to consider the planning process timing requirements of the TWDB. Although there have been few interregional conflicts, Regions may not be coordinating effectively on issues related to shared water resources and the development of multi-regional projects.

### Council Goal Statement:

Regions coordinate early and throughout the planning cycle to identify and share knowledge of areas of mutual interest, potential impacts, identification of water management strategies in more than one Region, and cooperate to address water supply needs of their Regions, and identify ways the TWDB can assist the planning groups in meeting these goals.

## 7. CONSIDERATION OF RECOMMENDATIONS TO THE COUNCIL

- Committee recommendations
  - Template
- Recommendations should be
  - Aligned with specific charge from the legislature and additional guidance by Chairman Larson
  - Specific and actionable
  - Delineate which entity the recommendation is directed to
  - Describe the resulting benefit

5.  
CONSIDERATION  
OF AN ACTION  
PLAN

- Draft Committee Action Plan
- Committee member roles

## 8. NEXT STEPS

- Next Meeting
- Next Interregional Planning Council Meeting on August 12, 2020
- Interregional Planning Council Schedule
- Background materials needed
- Assignments/accomplishments for next meeting

## 9. AGENDA FOR FUTURE MEETINGS

- Public comment
- Approve committee minutes
- Status of assignments
- Consider committee reports and recommendations
- Discuss next steps
- Chair's Report



## 10. CHAIR'S REPORT AND POSSIBLE ACTION

- Report from Committee Chair
- Action on Report Items, if necessary

## II. PUBLIC COMMENT

- Those on video Go To Webinar – Click “raise hand” on your screen.
- Those with telephone access – The organizer will unmute phone attendees to provide public comment.
- Limit comments to 3 minutes each.

ADJOURN

3. Draft July 15, 2020 meeting minutes (Agenda Item #3)

## Enhancing Interregional Coordination (EIC) Committee Meeting Minutes

July 15, 2020, 10:00 a.m. held via GoToWebinar

**Committee Members present (4 of 5):** Gail Peek, Chair; Patrick Brzozowski; Jim Thompson; Ray Buck. Scott Reinert was absent.

**Senators/Representatives/Other VIPs in Attendance:** Council Chair Suzanne Scott

**TWDB Board Members and Staff:** Participants: Temple McKinnon, Ron Ellis. Attendees: Patrick Lopez, Bryan McMath

**MEETING GENERAL:** Ron Ellis (TWDB) checked roll and determined that a quorum was present.

### AGENDA ITEMS

- 1. Call to Order and Welcome** – Chair Gail Peek called the meeting to order and welcomed the committee members.
- 2. Public Comment** – None.
- 3. Committee Member Feedback and Discussion of Committee Charges** – Ms. Peek gave an overview of the committee's charges and encouraged the committee members to draw on their experiences to inform the discussion. She then asked to move to a presentation of the formal TWDB interregional conflict resolution process (Agenda Item 5). Temple McKinnon displayed the TWDB overview document (Agenda Item 4h) and gave an overview of the interregional conflict process in TWDB rules.

Ms. Peek then stated that she wants to seek a way to “short circuit” the formal TWDB process, which adds complexity and time because the Executive Administrator has to return to the groups of origin for a solution, by coordinating to avoid such complexity. Suzanne Scott, Chair of the Interregional Planning Council (IPC), stated that she hoped the committee could identify best practices that could include planning groups coordinating earlier to avoid conflict. She also pointed out that interregional coordination goes beyond conflict. Ms. Scott discussed SWIFT eligibility if strategies are excluded from a plan due to unresolved conflict and whether such strategies could be included as alternative strategies in a plan until the conflict was resolved. Patrick Brzozowski added that the evaluation of water management strategies WMSs occurs late in the planning cycle (~two years in) and that there is a problem with identifying who speaks for planning regions. He stated that the TWDB has a process, but the planning groups need to identify spokesperson(s) to work together and coordination on WMS' needs to begin earlier in the process. The liaison process exists; the appropriate person needs to be selected and sponsors of the larger projects aren't necessarily RWPG members.

Jim Thompson agreed with Mr. Brzozowski's remarks and reiterated that coordination at the end of the process leaves very little time to appropriately study impacts on a region. Ms. Scott asked if the project sponsors have their own plans and know what projects they want to implement. If so, she

said, they could be presented to the planning group earlier in the process. Mr. Thompson stated that the Region D experience is over a project that isn't recommended in Region D so planning is occurring in another region and review happens at the end of the planning cycle rather than coordination during the planning cycle.

Ms. McKinnon reminded the committee of the mid-point technical memo, which is required to identify potentially feasible WMSs. The technical memo for each planning group is posted and available for other regions to examine. She suggested that the committee could consider the technical memo information as an earlier starting point. Mr. Brzozowski stated that project sponsors should know the potential points of conflict and potential impacts for their projects, and Ms. Scott suggested that planning groups be required to identify potential conflicts and impacts in the technical memos. Ms. Peek added that no one is charged with examining technical memos for potential conflicts; the information may be there earlier but action isn't taken until later in the planning process. Ms. Peek suggested the committee look at roles of planning group members and liaisons because there are several points of connection currently existing in the process.

Mr. Brzozowski made the point that all the planning group members have full time jobs outside of the planning process and that the consultants have the detailed information about the projects. He stated that he relies on the consultants to keep up with what's happening in other regions. Mr. Thompson agreed with the point regarding the time limitations on planning group liaisons during meetings to report and with respect to their volunteer nature. He stated the liaisons don't necessarily convey the information that RWPGs need; Ms. Scott agreed.

Ms. Peek stated that her goal is to identify resources available for coordination and find ways to utilize them efficiently, especially since RWPGs rely on volunteers already giving significant time. Ms. Scott agreed with the role of the consultants as being the experts and added that they would need to be required by the TWDB to identify potential conflicts among WMSs. The planning group would then be required to further explore whether a conflict actually exists. Ms. McKinnon summarized the points as adding a requirement to the planning contract scope of work to look for potential conflicts (or issues) and setting the timing of that task to coincide with the technical memo. She added that once potential conflicts are identified, TWDB could provide supporting draft data to RWPGs as needed. Mr. Brzozowski suggested that sponsor data on project impacts of concern could be provided earlier to the RWPG; Ms. Peek agreed.

Ms. Peek then noted that examining projects early in the process could also identify opportunities for water projects that go beyond a region. Ms. Scott stated that the planning groups should identify issues of concern rather than just conflicts and subsequently discuss to prove or disprove whether there is an issue. Ms. Peek then recapped by stating that TWDB will look at the planning contract scope of work to explore adding a task for analyzing WMSs that might be issues of concern. Ms. McKinnon stated that TWDB will provide the committee a planning cycle timeline and draft scope of work.

Ms. Peek noted that the committee should focus on identifying and maximizing the use of planning group resources with the goal of being more efficient. Ms. Scott stated that examining WMSs could also be an opportunity to think inter-regionally and identify multi-benefit projects. Ray Buck interjected that in Region J they have not experienced much conflict but are looking outside the region to upsize projects. Ms. Peek agreed that it's important to look for opportunities of geographic proximity to benefit smaller communities to help them access funds and other resources. Ms. Scott

stated water suppliers can be hesitant to share information of proprietary negotiations but sharing information and coordinating can also create opportunities to develop additional customers. Mr. Brzozowski returned to prior recommended additional planning task of identifying potential issues and suggested the coordination analysis should also identify opportunities of cooperative water development to serve multiple groups. He said this may be a consultant action or a TWDB action or both. Ms. Peek agreed and said there could be opportunity on source development and also on distribution.

Ms. Peek then asked Ms. McKinnon to move to the slide for agenda item 7, the IPC's Problem Statement and Goal Statement for the EIC Committee. Ms. Peek read the Goal Statement and noted that is what they've been covering in this discussion. She then asked to return to Agenda Item 6 and other agenda items as noted below.

4. **TWDB Reference Materials** – Provided on the agenda for the committee members to reference. Not specifically covered in the meeting.
5. **Overview of Formal Interregional Conflict Process by TWDB** – Presented at beginning of Agenda Item 3 at Chair Peek's request. See above.
6. **Discussion and Action as Appropriate - Committee Action Plan** – Ms. Peek noted that the committee's goal is to come up with an action plan and recommendations to accomplish the IPC Goal Statement for the EIC Committee.
7. **Discussion and Action as Appropriate - Ways to Enhance Interregional Coordination** – Agenda Item 7 was covered concurrently with Agenda Item 3. See above.
8. **Consideration and Action as Appropriate – Committee Recommendations to the Interregional Planning Council Regarding Ways to Enhance Interregional Coordination** – Ms. Peek directed the committee toward the guidelines for committee recommendations. She emphasized that the recommendations must be specific and actionable, which she said is hard to do.

Ms. Scott asked about what might happen with issues or opportunities identified if a new process is required by the planning scope of work. She asked if TWDB would bring regions together through a Chairs' Meeting or create some process to elevate the issues beyond the liaisons or planning groups. Ms. McKinnon responded that TWDB could convene a Work Session with our Board at the tech memo milestone. She also stated that the Chairs could discuss how smaller groups might convene to resolve specific issues. Ron Ellis said that other vehicles such as the Interregional Planning Council itself and quarterly Chairs' Conference Calls could be available for preliminary discussion of identified issues and opportunities by the Chairs. Ms. Peek commented that she'd like to see more sharing by regions during the conference calls. She stated that it could help Chairs practice sharing information with each other. Mr. Brzozowski added that during the existing meetings, there is little time for focused conversation between regions where issues may exist. He said that there may need to be meetings of smaller groups of regions.

Ms. McKinnon made the point that the TWDB has tried to keep the Chairs' conference calls limited to an administrative information-sharing function for the Chairs, and then we distribute meeting notes to the consultants and political subdivisions. She also stated that once a cycle, near the

beginning, we hold a technical meeting for the consultants to help us identify ways to improve our technical guidance. She stated, however, that if the committee sees ways to improve those meetings to serve you better, we'd appreciate hearing those specifics. It would be worthwhile for the committee to think about how to improve the vehicles TWDB has for information sharing.

Ms. Peek said her goal for the meeting was to try to ensure the committee members have a baseline, to know what resources exist. The committee also needs to ensure they are using time and energy well. Ms. Scott said it's important to look for incentives. She asked if there are any extra points in prioritization for projects that create interregional opportunities. Ms. McKinnon responded that there are points for regionalization and the number of entities served in the lending side of the process. Ms. Scott asked if more incentive could be added to the planning group prioritization side. Ms. McKinnon said that TWDB can bring information on scoring and how all of the facets feed in, but she reminded that the uniform standards committee would have to change the scoring formula for the planning groups. Mr. Brzozowski stated that project sponsors must be involved in such regionalization decisions.

Mr. Brzozowski asked about capturing draft recommendations discussed. Ms. Peek stated collective notes would be reviewed with the minutes and draft recommendations would be discussed at subsequent committee meetings.

**9. Discuss Next Steps: Methods to Move Forward Including Scheduling of Meetings, Background Materials for Meetings, or Discussion Steps that Can be Accomplished Before Future Meetings –**

Ms. Peek noted that the next meeting is scheduled for July 22, at 10:00 am. She asked the committee members to consider whether there are any background materials, in addition to the minutes from this meeting, that they need for next meeting.

Ms. Scott noted that there is a flow chart of the planning process, and that it may be helpful to visually show where it would be beneficial to put coordination requirements in the process. Ms. Peek agreed and said she'd take a look at the flow chart and recommend timing; Mr. Ellis will assist in providing materials. Ms. McKinnon stated that it would be helpful to hear recommendations regarding how TWDB staff can help planning groups consume the information we produce.

**10. Discussion of Agenda for Future Meetings –** Ms. Peek stated that the agenda would be pretty standard for future meetings, but that she's open to recommendations. Mr. Ellis noted that the agenda for the next meeting is already posted due to Open Meetings Act requirements.

**11. Report and Possible Action on Report from Chair –** Ms. Peek stated that she will have a report at the next meeting.

**12. Public Comment –** None.

**13. Adjourned –** Mr. Brzozowski motioned adjournment; Mr. Thompson seconded. Adjourned at 11:24 a.m.



4. April 27, 2020 Letter from Chairman Larson to IPC Members  
(Agenda Item #4)



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TEXAS HOUSE OF REPRESENTATIVES  
COMMITTEE ON NATURAL RESOURCES

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LYLE LARSON, CHAIR

April 27, 2020

Dear Mr. Walthour:

Thank you for your willingness to serve on the inaugural Interregional Planning Council (IPC) established by the passage of House Bill 807, 86th Texas Legislature. While some coordination may be occurring among regions in the state water planning process, the IPC presents a unique opportunity to enhance communication amongst Regional Water Planning Groups (RWPGs), and between RWPGs, the Texas Water Development Board (TWDB), and the Legislature.

The initial meeting on April 29th will serve as an opportunity to establish the specific goals, deliverables, programming, and path forward for the council's work this cycle. The following is a list of topics that would be beneficial for the council to consider.

- Review and make recommendations regarding any identified interregional conflicts.
- Review the viability and justification of projects included in the State Water Plan; make recommendations on how to encourage the inclusion of alternative, including innovative strategies such as aquifer storage and recovery and desalination.
- Provide an outline of a plan to facilitate better interregional coordination in the future.
- Identify potential new multi-regional projects for consideration that serve the state as a whole.
- Identify additional ways that the TWDB might assist in interregional coordination and planning at the statewide level.

Recognizing that time between now and October 14th is limited, the highest priority items for council discussion are interregional conflicts, reviewing viability and justification of projects in the regional water plans, and creating an outline of how to improve interregional coordination going forward. The IPC's report should include a summary of the policy discussions held by the council, and specific recommendations for RWPGs, TWDB, and the Legislature are encouraged.

Again, thank you for stepping up to the task of serving on the Interregional Planning Council. Your participation will ensure this is a meaningful process that benefits each region and the entire state. Please don't hesitate to contact my office at (512) 463-0802 or email [Shannon.houston\\_hc@house.texas.gov](mailto:Shannon.houston_hc@house.texas.gov) should you have any questions.

Best,

A handwritten signature in black ink, appearing to read "Lyle Larson".

Lyle Larson

cc: Peter Lake, Chairman, Texas Water Development Board  
Kathleen Jackson, Board Member, Texas Water Development Board  
Brooke Paup, Board Member, Texas Water Development Board  
Jeff Walker, Executive Administrator, Texas Water Development Board  
WILL METCALF, VICE-CHAIR

ALEX DOMINGUEZ • JESSICA FARRAR • CODY HARRIS • TRACY O. KING • MIKE LANG • PONCHO NEVÁREZ • TOM OLIVERSON • FOUR PRICE • ANA-MARIA RAMOS

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5. Draft Committee Action Plan (Agenda Item #5)

## Draft Action Plan – Enhancing Interregional Coordination Committee

**Expected Outcome:** *Identify recommendations for enhancing interregional coordination for the full Council to consider and compile the committee’s report section.*

Action Steps	Responsible	Deadline	Resources	Potential Barriers	Result
<i>What Will Be Done?</i>	<i>Who Will Do It?</i>	<i>By When?</i>	<i>What do you need to complete this step? (People, money, tools, etc.)</i>	<i>What could get in the way of task completion? How will you overcome them?</i>	<i>What is the outcome of the task?</i>
Complete initial draft of committee report section	TBD				
Review and edit draft committee report section	All committee members				

6. Interregional Conflict Working Group Report (Agenda Item #6)

## **DRAFT**

### **Interregional Conflict Working Group of the Interregional Planning Council Facilitator's Report**

*The Council tasked Kevin Ward (Region C) and Jim Thompson (Region D) with discussing issues related to interregional conflict and with bringing issues back to the Council for further discussion. Mr. Thompson and Mr. Ward held a teleconference on July 20, in which Council Chair Suzanne Scott, TWDB staff Temple McKinnon and Matt Nelson, and facilitator Suzanne Schwartz participated. The following represents their input to the Council, with the thought that these recommendations might be considered first by the Enhancing Interregional Coordination Committee.*

While the planning process has not experienced widespread problems related to interregional conflicts, extenuating situations have occurred -- and may continue to occur -- in which conflicts over shared resources or impacts that occur in the region of origin warrant consideration of an earlier and possibly more enhanced process.

- A mechanism is needed earlier in the planning cycle to identify when a proposed strategy involves use of a water resource in another region or otherwise impacts another region, and when coordination and the opportunity for joint planning should occur early between the regions to determine if the regions are in agreement over the strategy.

If a conflict exists, or is likely to develop, concerning the proposed strategy, and it appears unlikely that the conflict would be resolved through the current planning process, an alternate process could be initiated that assures those impacted by the proposed strategy are able to work together to craft a solution. Alternative processes might include elements such as:

- Including stakeholders representing all major interests from both regions;
- Developing joint studies and fact finding that all stakeholders would trust;
- Placing all parties on an equal footing related to access to information and discussion;
- Allotting sufficient time and funding to provide for its success. The Council might consider recommendations for sources of potential funding.

Any process that is recommended should be evaluated to confirm it does not undermine what is currently a generally effective process.

## 7. Draft Working Round 6 Scope of Work (Agenda Item #6)

WORKING DRAFT

**Exhibit A**  
***Sixth Cycle of Regional Water Planning***  
**Scope of Work**

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### Task 1- Planning Area Description<sup>1</sup>

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The objective of this task is to prepare a standalone chapter<sup>2</sup> to be included in the 2021 Regional Water Plan (RWP) that describes the Regional Water Planning Area (RWPA).

Commented [SB1]: Update to 2026

#### Work shall include but not be limited to the following:

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 Texas Administrative Code (TAC) Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.30, including the new requirement of describing major water providers in the RWPA.<sup>3</sup>
- 2) Review and summary of relevant existing planning documents in the region including those that have been developed since adoption of the previous RWP. Documents to be summarized include those referenced under 31 TAC §357.22.
- 3) Incorporation of all required Texas Water Development Board (TWDB) Regional Water Planning Application/State Water Planning Database (DB22) reports into document. Note that all DB22 reports are required to be physically located immediately following the RWP Executive Summary. However, Regional Water Planning Groups (RWPGs) may include these reports elsewhere in the document as they deem appropriate.
- 4) Review of the chapter document by RWPG members.
- 5) Modifications to the chapter document based on RWPG, public, and/or agency comments.
- 6) Submittal of chapter document to TWDB for review and approval; and
- 7) All effort required to obtain final approval of the RWP chapter by TWDB.

**Deliverables:** A completed Chapter 1 describing the RWPA shall be delivered in the 2021 RWP as a work product.

### Task 2A - Non-Population Related Water Demand Projections<sup>4</sup>

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TWDB staff will provide draft water demand projections for 2020-2070 for all water demands unrelated to population (e.g. mining, manufacturing, irrigation, steam-electric power, and livestock) based on the projections from the 2017 State Water Plan updated in some cases based on updated methodologies or the most recent TWDB historical water use estimates.

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<sup>1</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>2</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

<sup>3</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>4</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

TWDB staff will update water demand projections for all associated Water User Groups (WUGs) and provide draft estimates to RWPGs for their review and input.

Each RWPG will then review the draft projections and may provide input to TWDB or request specific changes to the projections from TWDB.<sup>5</sup> The emphasis of this effort will be on identifying appropriate modifications based on relevant changed conditions that have occurred since the development of the projections used in the 2017 State Water Plan.

If adequate justification is provided by the RWPG to TWDB, water demand projections may be adjusted by the TWDB in consultation with Texas Department of Agriculture (TDA), Texas Commission on Environmental Quality (TCEQ), and Texas Parks and Wildlife Department (TPWD). Once RWPG input and requested changes are considered, final water demand projections will be adopted by the TWDB's governing Board (Board). The adopted projections will then be provided to each RWPG. RWPGs must use the Board-adopted projections when preparing their regional water plans.

TWDB will directly populate DB22 with all WUG-level projections and make related changes to DB22 based on Board-adopted projections.

**This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.31.<sup>6</sup>
- 2) Prepare a stand-alone chapter<sup>7</sup> (including work from both Tasks 2A & 2B) to be included in the 2021 RWP that also incorporates all required TWDB DB22 reports into the document.
- 3) Receive and make publicly available the draft water demand projections provided by TWDB.
- 4) Evaluate draft water demand projections provided by TWDB.
- 5) Review comments received from local entities and the public for compliance with TWDB requirements.
- 6) Provide detailed feedback to TWDB on water demand projections, as necessary, including justification and documentation supporting suggested changes with a focus on relevant changed conditions that have occurred since the development of the projections used in the 2017 State Water Plan

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<sup>5</sup> All requests to adjust draft population or water demand projections must be submitted along with associated data in an electronic format determined by TWDB (e.g., fixed format spreadsheets)

<sup>6</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>7</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

- 7) Prepare and submit numerical requests for revisions, in tabular format in accordance with TWDB guidance, of draft water demand projections and process such requests based on, for example, requests from local entities within the region. The RWPG and/or local entities should provide required documentation and justification of requested revisions.
- 8) Communicate and/or meet with TWDB staff and/or local entities requesting revisions, as necessary.
- 9) Assist TWDB, as necessary, in resolving final allocations of water demands to WUGs to conform with any control totals defined by TWDB, for example, by county and/or region.
- 10) Prepare water demand projection summaries for WUGs using final, Board-adopted projections to be provided by the TWDB, as necessary.
- 11) Modify any associated water demand projections for Major Water Providers (MWP), as necessary based on final, Board-adopted projections.
- 12) Review the *TWDB DB22 Non-Population Related<sup>8</sup> Water Demand* report from the DB22 and incorporate this planning database report into any Technical Memoranda, Initially Prepared Plan (IPP), and adopted RWP (labeled as such and with source reference).
- 13) Modify any aggregated water demand summaries, for example, for MWPs or irrigation districts, accordingly incorporate this planning database report into any Technical Memoranda, IPP, and adopted RWP (labeled as such and with source reference).
- 14) Update Wholesale Water Provider (WWP) contractual obligations to supply water to other entities and report this information along with projected demands including within the DB22 and within any planning memorandums or reports, as appropriate.

#### **Task 2B - Population and Population-Related Water Demand Projections<sup>9</sup>**

TWDB staff will prepare draft population and associated water demand projections for 2020-2070 for all population-related WUGs using data based on the population projections in the 2017 State Water Plan as reassembled by utility service areas.

TWDB staff will develop population projections and associated water demand projections for all WUGs based on utility service areas and provide them to RWPGs for their review and input.

Because there won't be new U.S. Census data available in time to incorporate into the 2021 RWPs, the emphasis of this work will be on the transition of the 2017 State Water Plan population projections and the associated water demand projections from political boundaries to utility service area boundaries and to making limited modifications based on relevant changed conditions that have occurred since the development of the projections used in the 2017 State Water Plan.

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<sup>8</sup> All 'TWDB DB22...' reports will be provided by TWDB through the online planning database web interface as a customizable report that can be downloaded by RWPGs and must be included as part of any Technical Memoranda and water plan.

<sup>9</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

RWPGs shall then review the draft projections and may provide input to TWDB or request specific changes to the projections from TWDB. If adequate justification is provided by the RWPGs to TWDB, population and/or water demand projections may be adjusted by the TWDB in consultation with TDA, TCEQ, and TPWD. Once RWPG input and requested changes are considered, final population and associated water demand projections will be adopted by the Board. The adopted projections, based on utility service areas, will then be provided to RWPGs. RWPGs must use the Board-adopted projections when preparing their regional water plans and identify WUGs with associated utility service areas.

TWDB will directly populate the DB22 with all WUG-level projections and make related changes to the DB22 if revisions are made.

**This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.31.<sup>10</sup>
- 2) Prepare a stand-alone chapter<sup>11</sup> (including work from both Tasks 2A & 2B) to be included in the 2021 RWP that also incorporates all of required TWDB DB22 reports into the document.
- 3) Receive and make publicly available the draft population and associated water demand projections provided by TWDB and that are based on utility service areas rather than political boundaries.
- 4) Evaluate draft population and associated water demand projections provided by TWDB.
- 5) Review comments received from local entities and the public for compliance with TWDB requirements.
- 6) Provide detailed feedback to TWDB on both population and associated water demand projections, as necessary, including justification and documentation supporting suggested changes with a focus on the transition to utility service areas and, more generally, relevant changed conditions that have occurred since the development of the projections used in the 2017 State Water Plan.
- 7) Prepare and submit numerical requests, in tabular format in accordance with TWDB guidance, for revisions of draft population and/or water demand projections and process such requests based on, for example, requests from local entities within the region. The RWPG and/or local entities should provide required documentation and justification of requested revisions.
- 8) Communicate and/or meet with TWDB staff and/or local entities requesting revisions, as necessary.
- 9) Assist TWDB, as necessary, in resolving final allocations of population and water demands to WUGs to conform with any control totals defined by TWDB, for example, by county and/or region.

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<sup>10</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>11</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

- 10) Prepare population and water demand projection summaries for WUGs using final, adopted projections to be provided by the TWDB, as necessary for presentation in documents.
- 11) Consider and include in all appropriate planning documents the projections of population and associated water demands for any new WUGs to be provided by the TWDB.
- 12) Modify any associated water demand projections for MWPs, as necessary based on final, adopted projections.
- 13) Review the *TWDB DB22 Population* and associated *TWDB DB22 Population-Related Water Demand* reports from the DB22<sup>12</sup> and incorporate these planning database reports into any Technical Memoranda, the IPP, and final RWP (labeled as such and with source reference).
- 14) Modify any aggregated water demand summaries, for example, for MWPs, accordingly and present in planning documents.
- 15) Update WWP contractual obligations to supply water to other entities and report this information along with projected demands including within DB22 and within any planning memorandums or reports, as appropriate.

### **Task 3 - Water Supply Analyses**<sup>13</sup>

**Commented [SB2]:** Add item for coordination with GMAs

This Task involves updating or adding groundwater, surface water, reuse, and other water source availability estimates, and existing WUG and WWP water supplies that were included in the 2021 Regional Water Plan, in accordance with methodology described in Section 3 of the *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development* for estimating surface water, groundwater, systems, reuse, and other supplies during drought of record conditions. All water availability and water supply estimates will be extended through 2070.

**This Task includes performing all work in accordance with TWDB rules and guidance required to:**

Meet all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.32.<sup>14</sup>

Prepare a standalone chapter<sup>15</sup> to be included in the 2021 RWP that also incorporates all required DB22 reports into the document.

<sup>12</sup> RWPG technical consultants must attend mandatory training on DB22.

<sup>13</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>14</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>15</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

**A) Estimate Surface Water Availability and Existing WUG and WWP Surface Water Supplies:**

- 1) Select hydrologic assumptions, models, and operational procedures for modeling the region's river basins and reservoirs using the most current TCEQ Water Availability Models (WAMs) in a manner appropriate for assessment of existing surface water supply and regional water planning purposes. Reservoir systems<sup>16</sup> and their yields shall be modeled in accordance with the *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.
- 2) Obtain TWDB Executive Administrator approval of hydrologic assumptions or models and for any variations from modeling requirements in the *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.
- 3) As necessary and appropriate, modify or update associated WAMs or other models to reflect recent changes to permits, transfers, legal requirements, new water rights, and/or specified operational requirements. Note that incorporating anticipated sedimentation into firm yield analyses is a required consideration that does not require a hydrologic variance approval from the Executive Administrator.
- 4) Assign available water supplies, as appropriate, to WUGs and WWPs including conducting supply analyses for WWPs.
- 5) Apply the TCEQ WAMs, as modified and approved by TWDB, and/or other appropriate models to quantify firm yield for major reservoirs, reservoir systems, and firm diversion for run-of-river water rights, as determined on at least a monthly time-step basis. Reservoir firm yield shall be quantified based on the most recent measured capacity and estimated capacity in year 2070.
- 6) Evaluate TCEQ Water System Data Reports<sup>17</sup> from the Drinking Water Watch or Safe Drinking Water Information System (SDWIS) website for municipal WUGs that use surface water and identify any physical constraints limiting existing water supplies to WUGs and/or WWPs. Limitations to be considered based on delivering treated water to WUGs. Other information that the RWPGs collect, for example, survey results, may be included in the evaluation of infrastructure capacity or limitations in delivering treated water to WUGs.
- 7) Update information on WWP contractual obligations to supply water to other entities including within DB22. Unless the RWPG considers it unlikely that a specific contract will be renewed, water supplies based on contractual agreements shall be assumed to renew at the contract termination date, for example, if the contract provides for renewal or extensions. Report this information within any planning memorandums or reports, as appropriate.
- 8) Based on the water availability, existing infrastructure, and associated physical and legal limitations, determine the existing surface water supply available from each surface water source to each WUG and WWP (including newly identified WUGs and WWPs) during a drought of record based on source water availability, infrastructure capacity, legal constraints, and/or operational limitations.

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<sup>16</sup> Reservoir systems must be approved by TWDB and identified as such in DB22.

<sup>17</sup> Available from TCEQ at <http://dww2.tceq.texas.gov/DWW/>.

- 9) Complete and update all required data elements for DB22 through the web interface.<sup>18</sup>
- 10) Compile firm yield and diversion information by Source, WUG, WWP, county, river basin, and planning region as necessary to obtain decadal estimates of existing surface water supply throughout the planning period. This will be facilitated by *TWDB DB22 Water Source Availability* and associated *TWDB DB22 WUG and WWP Existing Water Supply* reports using data provided by RWPGs and made available to all RWPGs through the DB22 interface.
- 11) Review, confirm the accuracy of, and incorporate the required associated planning database reports directly into the Technical Memorandum, IPP, and adopted RWP under Task 4C (labeled as such and with source reference).

**B) Estimate Groundwater Availability and Existing WUG and WWP Groundwater Supplies:**

Obtain and review the Modeled Available Groundwater (MAG)<sup>19</sup> volumes that are developed by TWDB based on the Desired Future Conditions (DFCs) adopted by Groundwater Management Areas (GMAs). MAG volumes for each aquifer will be available from TWDB through the DB22 interface, split into discrete geographic-aquifer units by: Aquifer; County; River Basin; and Region.

- 1) In RWPGs in which no Groundwater Conservation District (GCD) exists<sup>20</sup>, develop RWPG-estimated groundwater availability for Board review and approval prior to inclusion in the IPP<sup>21</sup> and in accordance with the *Second Amended General Guidelines for Regional Water Plan Development*.
- 2) Consider the impacts of the available MAG annual volumes on the regional water plan including how it impacts existing water supplies.
- 3) In areas with GCDs, obtain GCD Management Plans and GCD information to be considered when estimating existing supplies and water management strategies under future tasks.
- 4) Assign available water supplies, as appropriate, to WUGs and WWPs including conducting supply analyses for WWPs.
- 5) Select hydrologic and other assumptions for distribution of available groundwater for potential future use by WUGs (e.g. via a pro-rationing policy) as existing supply based on models and operational procedures appropriate for assessment of water supply and regional water planning purposes. A specific hydrologic variance request is required to utilize a MAG Peak Factor to accommodate temporary increases in existing annual availability for planning purposes<sup>22</sup>.

<sup>18</sup> In accordance with the Guidelines for Regional Water Plan Data Deliverables. RWPG technical consultants must attend mandatory training on the Regional Water Planning Application (DB22).

<sup>19</sup> The estimated total pumping from the aquifer that achieves the DFC adopted by members of the associated GMA. MAG data to be entered into DB22 by TWDB (see guidance document).

<sup>20</sup> Related to 84(R) SB 1101 requirements. As of March 2018 these requirements only apply to the North East Texas (Region D) RWPG, as it is the only region currently in the state with no GCDs in its RWPA.

<sup>21</sup> 31 TAC §357.32(d)(2).

<sup>22</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

- 6) Evaluate TCEQ Water System Data Reports<sup>23</sup> from the Drinking Water Watch or SDWIS website for municipal WUGs using groundwater and identify any physical constraints limiting existing water supplies to WUGs and/or WWPs. Limitations to be considered based on delivering treated water to WUGs. Other information that the RWPGs collect, for example, survey results, may be included in the evaluation of infrastructure capacity or limitations in delivering treated water to WUGs.
- 7) Update information on WWP contractual obligations to supply water to other entities including within DB22. Unless the RWPG considers it unlikely that a specific contract will be renewed, water supplies based on contractual agreements shall be assumed to renew at the contract termination date, for example, if the contract provides for renewal or extensions. Report this information within any planning memorandums or reports, as appropriate.
- 8) Compile and/or update information regarding acquisitions of groundwater rights, for example, for transfer to municipal use, and account for same in the assessment of both availability and existing groundwater supplies.
- 9) Based on the water availability, existing infrastructure, and associated physical and legal limitations, determines the existing groundwater supply available from each water source to each WUG and WWP (including newly identified WUGs and WWPs) during a drought of record based on water availability, infrastructure capacity, legal constraints, and/or operational limitations.
- 10) Complete and update all required data elements for DB22 through the web interface.<sup>24</sup>
- 11) Compile groundwater availability information by Source, WUG, Wholesale Water Provider, county, river basin, and planning region as necessary to obtain decadal estimates of supply throughout the planning period. This will be facilitated by *TWDB DB22 Water Source Availability* and associated *TWDB DB22 WUG and WWP Existing Water Supply* reports using data provided by RWPGs and made available to all RWPGs.

**C) Estimate System, Reuse, and Other Types of Existing Supplies:**

- 1) Integrate firm water supplies for WUGs using a system of supply sources (e.g., surface water, storage, and groundwater).
- 2) Research and quantify existing supplies and commitments of treated effluent through direct and indirect reuse.
- 3) Compile systems, reuse, and other availability information by source, WUGs, wholesale water provider, county, river basin, and planning region as necessary to obtain decadal estimates of supply throughout the planning period.

<sup>23</sup> Available from TCEQ at <http://dww2.tceq.texas.gov/DWW/>.

<sup>24</sup> In accordance with the *Guidelines for Regional Water Plan Data Deliverables*. RWPG technical consultants must attend mandatory training on DB22.



- 4) Assign available water supplies, as appropriate, to WUGs and WWPs including conducting demand analyses for WWPs.
- 5) Identify and sub-categorize existing sources in DB22 to extract unique sources. In addition to surface water, groundwater, and reuse, for example, further clarify the source types in DB22 to subcategorize other specific water sources such as desalinated groundwater or desalinated surface water, and seawater desalination, and any other supply types that are connected supplies.
- 6) Review and confirm the accuracy of the *TWDB DB22 Availability* and associated *TWDB DB22 Existing Water Supply* reports from DB22 and incorporate these planning database reports directly into the Technical Memorandum and other planning documents (labeled as such and with source reference).
- 7) Identify any physical constraints limiting these existing water supplies to WUGs and/or WWPs including based on TCEQ Water System Data Reports<sup>25</sup>. Limitations to be considered based on delivering treated water to WUGs. Other information that the RWPGs collect, for example, survey results, may be included in the evaluation of infrastructure capacity or limitations in delivering treated water to WUGs.
- 8) Update information on WWP contractual obligations to supply water to other entities including within DB22. Unless the RWPG considers it unlikely that a specific contract will be renewed, water supplies based on contractual agreements shall be assumed to renew at the contract termination date, for example, if the contract provides for renewal or extensions. Report this information within any planning memorandums or reports, as appropriate.
- 9) Based on the water availability, existing infrastructure, and associated physical and legal limitations, determines the existing system, reuse, and other water supplies available from each water source to each WUG and WWP (including newly identified WUGs and WWPs) during a drought of record based on source water availability, infrastructure capacity, legal constraints, and/or operational limitations.
- 10) Complete and update all required data elements for DB22 through the web interface.
- 11) Compile these supplies by source, WUG, wholesale water provider, county, river basin, and planning region as necessary to obtain decadal estimates of existing surface water supply throughout the planning period. This will be facilitated by *TWDB DB22 Water Source Availability* and associated *TWDB DB22 WUG and WWP Existing Water Supply* reports using data provided by RWPGs and made available to all RWPGs through the DB22 interface.
- 12) Review, confirm the accuracy of, and incorporate the required associated planning database reports directly into the Technical Memorandum, IPP, and adopted RWP under Task 4C.
- 13) In addition to submitting the electronic model files necessary to replicate results, the Technical Memo, IPP, and adopted RWP shall include a written summary of all WAMs and Groundwater

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<sup>25</sup> Available from TCEQ at <http://dww2.tceq.texas.gov/DWW/>.

Availability Models (GAMs) on which the surface and groundwater availability in the RWP is based (except for availability associated with MAGs), to include:

- the named/labeled version (incl. date) of each model used;
- a summary of any modifications to each model and the date these modifications were approved by the EA;
- name of the entity/firm that performed the model run; and
- the dates of the model runs.<sup>26</sup>

Includes all work required to coordinate with other planning regions to develop and allocate estimates of water availability and existing water supplies.

#### **Task 4A – Identification of Water Needs (Water User Group analysis to be performed by the TWDB)<sup>27</sup>**

**Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.33.<sup>28</sup>
- 2) Prepare a standalone chapter<sup>29</sup> to be included in the 2021 RWP that also incorporates all required DB22 reports into the document.
- 3) Based upon updated projections of existing water supply and projected water demands under Tasks 2 and 3, and the associated data entered into DB22, TWDB will update computations of identified water needs (potential shortages) by WUGs and WUG customers of WWPs. As decadal estimates of needs (potential shortages) as well as by county, river basin, and planning region.
- 4) The results of this computation will be provided by TWDB via DB22 to RWPGs in a customizable format that is in accordance with TWDB rules as the *TWDB DB22 Identified Water Needs* report
- 5) Regions may also request additional, unique needs analysis (e.g., for a WWP) that the RWPG considers warranted. Such reports will be provided by TWDB, if feasible based on the DB22 constraints and TWDB resources. The RWPG will need to enter or provide any additional data into DB22 that may be necessary to develop these evaluations.
- 6) The DB22 needs reports and RWPG-identified water needs for MWPs shall be incorporated by the RWPG into the Technical Memorandum, IPP, and adopted RWP (labeled as such and with source reference).
- 7) Upon request, TWDB will perform a socioeconomic analysis of the economic effects of not meeting the identified water needs and update and summarize potential social and economic

<sup>26</sup> All input files of WAM models shall be included as an electronic appendix in the IPP and RWP.

<sup>27</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>28</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>29</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

effects under this Task. This report will be provided to RWPGs as part of this Task and incorporated into the adopted regional water plans.

- 8) If the RWPG chooses to develop its own socioeconomic analysis the resulting socioeconomic report, with documented methodology, shall be incorporated into the IPP and adopted regional water plan by the RWPG.
- 9) A secondary needs analysis will be calculated by TWDB based on DB22 for all WUGs and WWPs for which conservation or direct reuse water management strategies are recommended. The results of this computation will be provided to RWPGs in accordance with TWDB rules and shall be incorporated by the RWPG into the regional water plan as *TWDB DB22 Second-Tier Identified Water Need* report.

#### **Task 4B - Identification of Potentially Feasible Water Management Strategies<sup>30</sup>**

**This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.34(a)(b)(c).<sup>31</sup>
- 2) Receive public comment on a proposed process to be used by the RWPG to identify and select water management strategies for the 2021 regional water plan. Revise and update documentation of the process by which water management strategies that are potentially feasible for meeting a need were identified and selected for evaluation in the 2021 regional water plan. Include a description of the process selected by the RWPG in the Technical Memorandum and the IPP and adopted regional water plans.
- 3) Consider the TWDB Water Loss Audit Report, conservation best management practices, and drought management when considering potentially feasible water management strategies as required by rules.
- 4) Update relevant portions of the regional water plan summary of existing water supply plans for local and regional entities. This Task requires obtaining and considering existing water supply plans. Updated summary to be included in the IPP and adopted regional water plans.
- 5) Plans to be considered in developing water management strategies include those referenced under 31 TAC §357.22.
- 6) If no potentially feasible strategy can be identified for a WUG or WWP with a need, document the reason for this in the Technical Memorandum and the IPP and adopted regional water plans.

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<sup>30</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>31</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

7) Consider recent studies and describe any significant changes in water management strategies described as being in the implementation phase in the 2021 RWP as well as any new projects in the implementation phase prior to adoption of the Initially Prepared 2021 Regional Water Plan.

8) Identify potential water management strategies to meet needs for all WUGs and WWPs with identified needs, including any new retail utility WUGs and WWPS that may have been previously aggregated under County-other in the 2016 regional water plan but which are being treated as unique entities for the 2021 regional water plan.

~~8)9)~~ Evaluate identified potential water management strategies to determine whether any of the strategies present issues which could lead to potential conflict with another planning region and whether any of the strategies present opportunities for interregional collaboration. If issues or opportunities are identified, notify the affected regional water planning group in writing before the due date of the Technical Memorandum.

Commented [RE3]: This notification could also be required to be in the tech memo.

~~9)10)~~ Present a list of the potentially feasible water management strategies, in table format, within the Technical Memorandum and the IPP and adopted regional water plans. The list should indicate which strategies, if any, present issues or opportunities from the evaluation in subtask 9.

#### **Task 4C - Prepare and Submit Technical Memorandum and Regional Water Planning Group Analysis of Water User Group and Major Water Provider Needs<sup>32</sup>**

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

- 1) Prepare a concise Technical Memorandum in accordance with 31 TAC §357.12(c) and Section 13.1.1.1 of the *Second Amended General Guidelines for Regional Water Plan Development*.
- 2) Approve submittal of the Technical Memorandum to TWDB at a RWPG meeting subject to a 14 day notice in accordance with 31 TAC §357.21(c). The Technical Memorandum must be submitted to TWDB in accordance with Section I Article I of the contract.
- 3) To the extent necessary, this Task budget may also be applied toward effort required to:
  - a) Develop preliminary water needs analyses outside of DB22 that may be necessary due to DB22 not yet being available; and
  - b) Prepare, organize, enter, and/or update required data elements for DB22 including data related to existing water supplies or water management strategies.

#### **Task 5A - Evaluation and Recommendation of Water Management Strategies and Associated Water Management Strategy Projects**

The objective of this task is to evaluate and recommend Water Management Strategies (WMSs) and their associated Water Management Strategy Projects (WMSPs), including preparing a separate chapter and subchapter (on conservation recommendations see - Task 5B) to be included in the 2021 RWP that describes the work completed, presents the potentially feasible WMSs, recommended and alternative

<sup>32</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

WMSs and WMSPs, including all the technical evaluations, and presents which water user entities will rely on the recommended WMSs and WMSPs.

**Work associated with any 5A subtasks shall be contingent upon a written notice-to-proceed. Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.34 and §357.35 that is not already included under Tasks 4B, 5A, or 5B.<sup>33</sup>
- 2) Plans to be considered in developing WMSs include those referenced under 31 TAC §357.22.
- 3) Inclusion of a list of the potentially feasible WMSs that were identified by the RWPG. Information to include what past evaluations have been performed for each potentially feasible WMS listed.
- 4) Technical evaluations of all categories of potentially feasible WMSs including previously identified or recommended WMSs and newly identified WMSs including drought management and conservation WMSs; WMS and WMSP documentation shall include a strategy description, discussion of associated facilities, project map, and technical evaluation addressing all considerations and factors required under 31 TAC §357.34(d)-(h) and §357.35.
- 5) Process documentation of selecting all recommended WMSs and associated WMSPs including development of WMS evaluations matrices and other tools required to assist the RWPG in comparing and selecting recommended WMSs and WMSPs.
- 6) Consideration of water conservation and drought contingency plans from each WUG, as necessary, to inform WMS evaluations and recommendations.
- 7) Communication, coordination, and facilitation required within the RWPA and with other RWPGs to develop recommendations.
- 8) Updates to descriptions and associated technical analyses and documentation of any WMSs and WMSPs that are carried forward from the previous RWP to address:
  - a) Changed conditions or project configuration.
  - b) Changes to sponsor of WMS and WMSP(s).
  - c) Updated costs (based on use of required costing tool<sup>34</sup>).
  - d) Other changes that must be addressed to meet requirements of 31 TAC §357.34 and §357.35.
- 9) Assignment of all recommended WMS water supplies to meet projected needs of specific WUGs.

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<sup>33</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>34</sup> See Section 5.5.1 under 'Financial Costs' in *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

- 10) Documentation of the evaluation and selection of all recommended WMS and WMSPs, including an explanation for why certain types of strategies (e.g., aquifer storage and recovery, seawater desalination, brackish groundwater desalination) may not have been recommended.
- 11) Coordination with sponsoring WUGs, wholesale water providers, and/or other resource agencies regarding any changed conditions in terms of projected needs, strategy modifications, planned facilities, market costs of water supply, endangered or threatened species, etc.
- 12) If TWC §11.085 applies to the proposed inter-basin transfer (IBT), determination of the “highest practicable level” of water conservation and efficiency achievable (as existing conservation or proposed within a water management strategy) for each WUG or WWP WUG customer recommended to rely on a WMS involving the IBT. Recommended conservation WMSs associated with this analysis shall be presented by WUG.
- 13) Presentation of the water supply plans in the RWP for each WUG and WWP relying on the recommended WMSs and WMSPs.
- 14) Consideration of alternative WMSs and WMSPs for inclusion in the plan. Alternative water management strategies must be fully evaluated in accordance with 31 TAC §357.34(d)-(h).
- 15) Incorporation of all required DB22 reports into document.
- 16) Submission of data through DB22 to include the following work:
  - a) Review of the data.
  - b) Confirmation that data is accurate.
  - c) Incorporation of the required DB22 reports into the draft and final regional water planning chapter document.
- 17) Review of the chapter document and related information by RWPG members.
- 18) Modifications to the chapter document based on RWPG, public, and or agency comments.
- 19) Submittal of chapter document to TWDB for review and approval; and
- 20) All effort required to obtain final approval of the regional water plan chapter and associated DB22 data by TWDB.
- 21) *[SCOPE OF WORK TO BE DETERMINED]*

***Scope of Work to be amended based on specific Task 5A scope of work to be developed and negotiated with TWDB. Work under Task 5A to be performed only after approval and incorporation of Task 5A scope of work and written notice-to-proceed. NOTE: Work effort associated with preparing and submitting a proposed Task 5A scope of work for the purpose of obtaining a written ‘notice-to-proceed’ from TWDB is not included in Task 5A and shall not be reimbursed under the Contract.***

**Deliverables:** A completed Chapter 5 shall be delivered in the 2021 RWP as a work product to include technical analyses of all evaluated WMSs and WMSPs. Data shall be submitted and finalized through DB22 in accordance with the *Guidelines for Regional Water Planning Data Deliverables*.

#### **Task 5B - Water Conservation Recommendations**

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The objective of this task is to prepare a separate subchapter<sup>35</sup> of Chapter 5 to be included in the 2021 RWP that consolidates conservation-related recommendations and provide model water conservation plans.

**Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.34(g).<sup>36</sup>
- 2) Consider water conservation plans from each WUG, as necessary, to inform conservation WMSs and other recommendations.
- 3) If applicable, explanation of the RWPG's basis for not recommending conservation for WUGs that had identified water needs but did not have a recommended conservation WMS.
- 4) If applicable, present what level of water conservation (as existing conservation or proposed within a water management strategy) is considered by the RWPG as the "highest practicable level" of water conservation for each WUG and WWP WUG customer that are dependent upon water management strategies involving inter-basin transfers to which TWC 11.085 applies.
- 5) Provision of model water conservation plans that may be referenced, instead of included in hard copy, in this subchapter, for example, by using internet links.
- 6) Review of the subchapter document and related information by RWPG members.
- 7) Modifications to the subchapter document based on RWPG, public, and or agency comments.
- 8) Submittal of subchapter document to TWDB for review and approval; and
- 9) All effort required to obtain final approval of the regional water plan by TWDB.

**Deliverables:** A completed Subchapter of Chapter 5 shall be delivered in the 2021 RWP as a work product.

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<sup>35</sup> This shall be a separate subchapter as required by 31 TAC §357.34(h).

<sup>36</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

### **Task 6 - Impacts of Regional Water Plan and Consistency with Protection of Resources**

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The objective of this task is to prepare a separate chapter<sup>37</sup> to be included in the 2021 Regional Water Plan (RWP) that describes the potential impacts of the regional water plan and how the plan is consistent with long-term protection of water resources, agricultural resources, and natural resources.

**Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.40, §357.43(b)(2), and §357.41.<sup>38</sup>
- 2) Evaluation of the estimated cumulative impacts of the regional water plan, for example on groundwater levels, spring discharges, bay and estuary inflows, and instream flows.
- 3) Assessment of the impact of the RWP on designated unique river or stream segments by the legislature.
- 4) Review of the chapter document by RWPG members.
- 5) Modifications to the chapter document based on RWPG, public, and or agency comments.
- 6) Submittal of chapter document to TWDB for review and approval; and
- 7) All effort required to obtain final approval of the regional water plan chapter by TWDB.

**Deliverables:** A completed Chapter 6 shall be delivered in the 2021 RWP as a work product.

### **Task 7 – Drought Response Information, Activities and Recommendations**

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The objective of this task is to prepare a separate chapter<sup>39</sup> to be included in the 2021 RWP that: presents information regarding historical droughts and preparations for drought in the region; develops recommendations for triggers and responses to the onset of drought conditions; evaluates potential emergency responses to local drought conditions; and includes various other drought-related evaluations and recommendations.

**Work shall include but not be limited to the following:**

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<sup>37</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

<sup>38</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

<sup>39</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).



- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.42.<sup>40</sup>
- 2) Plans to be considered in developing this chapter include relevant plans referenced under 31 TAC §357.22.
- 3) Collecting information on previous and current responses to drought in the region including reviewing drought contingency plans received from each WUG and determining what measures are most commonly used and whether these measures have been recently implemented in response to drought conditions.
- 4) Determining whether there is any reliable information on the reduction in demands on individual WUGs caused by their implementation of drought contingency measures.
- 5) Process of selecting recommended triggers and actions including any tools required to assist the RWPG in comparing options and making recommendations.
- 6) Consideration of drought contingency plans from each WUG, as necessary, to inform WMS evaluations and recommendations.
- 7) Coordination and communication, as necessary, with entities in the region to gather information required to develop recommendations.
- 8) Summarization of potentially feasible drought management WMS, recommended drought management WMS, and or alternative drought management WMSs, if any, associated with work performed under Task 5A.
- 9) If applicable, explanation of the RWPG's basis for not recommending drought management strategies for WUGs that had identified water needs but did not have a recommended drought management WMS.
- 10) Development by the RWPG of region-specific model drought contingency plans consistent with TCEQ requirements that, at a minimum, identify triggers for and responses to the most severe drought response stages commonly referred as 'severe', 'critical' and 'emergency' drought conditions.
- 11) Summary of any other drought management measures recommended by the RWPG.
- 12) Preparation of tabular data for inclusion in chapter.
- 13) Review of the chapter document and related information by RWPG members.
- 14) Modifications to the chapter document based on RWPG, public, and or agency comments.

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<sup>40</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

- 15) Submittal of chapter document to TWDB for review and approval; and
- 16) All effort required to obtain final approval of the regional water plan chapter and associated data by TWDB.

**Deliverables:** A completed Chapter 7 shall be delivered in the 2021 RWP as a work product. Data shall be submitted in the form of tables included in the chapter.

### **Task 8 - Recommendations Regarding Unique Stream Segments and/or Reservoir Sites and Legislative & Regional Policy Issues**

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The objective of this task is to prepare a separate chapter<sup>41</sup> to be included in the 2021 RWP that presents the RWPG's unique stream segment, unique reservoir site, legislative, administrative, and regulatory recommendations.

**Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.43 and §358.2.<sup>42</sup>
- 2) Plans to be considered in developing this chapter include relevant plans referenced under 31 TAC §357.22.
- 3) RWPG consideration and discussion of potential recommendations for designation of ecologically unique stream segments within the RWPA, based on criteria in 31 TAC §358.2.
- 4) If applicable, prepare a draft memorandum recommending which stream segments in the region, if any, should be recommended for designation as ecologically unique stream segments. Evaluate and incorporate comments from the RWPG. Upon approval by the group, submit the draft memorandum to TWDB and TPWD for comments.
- 5) RWPG consideration and discussion of potential recommendations for designation of unique reservoir sites within the RWPA.
- 6) If applicable, prepare a draft memorandum recommending designation of unique sites for reservoir development. Evaluate and incorporate comments from the RWPG. Upon approval by the group, submit the draft memorandum to TWDB for comments.
- 7) RWPG consideration and discussion of potential regional policy issues; identification and articulation of recommendations for legislative, administrative, and regulatory rule changes; and negotiations toward RWPG consensus.

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<sup>41</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

<sup>42</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

- 8) Review of the chapter document and related information by RWPG members.
- 9) Modifications to the chapter document based on RWPG, public, and or agency comments.
- 10) Submittal of chapter document to TWDB for review and approval; and
- 11) All effort required to obtain final approval of the regional water plan chapter by TWDB.

**Deliverables:** A completed Chapter 8 shall be delivered in the 2021 RWP as a work product.

### **Task 9 - Water Infrastructure Funding Recommendations**

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The objective of this task is to report on how sponsors of recommended WMSPs propose to finance projects as a separate chapter<sup>43</sup> to be included in the 2021 RWP.

**Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.44.<sup>44</sup>
- 2) Coordination and communication with sponsoring WUGs, wholesale water providers, and/or other water agencies.
- 3) Perform a survey, including the following work:
  - a) Contacting WMSP sponsors/WUGs.
  - b) Collection and collation of data.
  - c) Documentation of the effectiveness of survey methodology, providing percent survey completions, and whether an acceptable minimum percent survey completion was achieved.
  - d) Submission of data into the online survey tool.
- 4) Coordination with WUGs and WWP as necessary to ensure detailed needs and costs associated with their anticipated projects are sufficiently represented in the RWP for future funding determinations.
- 5) Assisting the RWPG with the development of recommendations regarding the proposed role of the State in financing water infrastructure projects identified in the RWP.
- 6) Summarizing the survey results.
- 7) Review chapter document and related information by RWPG members.
- 8) Submittal of chapter document to TWDB for review and approval; and

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<sup>43</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

<sup>44</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

- 9) All effort required to obtain final approval of the regional water plan chapter and associated DB22 data by TWDB.

**Deliverables:** A completed Chapter 9 shall be delivered in the 2021 RWP as a work product to include summary of reported financing approaches for all recommended WMSPs. Data shall be submitted and finalized through the online survey tool in accordance with the *Guidelines for Regional Water Planning Data Deliverables*.

#### **Task 10 - Public Participation and Plan Adoption<sup>45</sup>**

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The objective of this task is to address public participation, public meetings, eligible administrative and technical support activities, and other requirements and activities eligible for reimbursement and necessary to declare simplified planning if applicable, complete and submit an IPP and final RWP, and obtain TWDB approval of the RWP.

#### **Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable statute requirements governing regional and state water planning this portion of work shall, in particular, include all technical and administrative support activities necessary to meet all the requirements of 31 TAC Chapters 355, 357, and 358 that are not already addressed under the scope of work associated with other contract Tasks but that are necessary and or required to complete and deliver an IPP and final, adopted RWP to TWDB and obtain approval of the adopted RWP by TWDB.<sup>46</sup>
- 2) Organization, support, facilitation, and documentation of all meetings/hearings associated with: preplanning meeting; meetings associated with revision of projections; consideration of a substitution of alternative water management strategies; public hearing for a declaration of simplified planning; public hearing after adoption of the IPP and prior to adoption of the final RWP; and consideration of Regional Water Plan Amendments, alternative WMS substitutions, or Board-directed revisions.

#### **Technical Support and Administrative Activities**

- 3) Attendance and participation of technical consultants at RWPG, subgroup, subcommittees, special and or other meetings and hearings including preparation and follow-up activities.
- 4) Developing technical and other presentations and handout materials for regular and special meetings to provide technical and explanatory data to the RWPG and its subcommittees, including follow-up activities.

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<sup>45</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Fifth Cycle of Regional Water Plan Development*.

<sup>46</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

- 5) Collecting and evaluating information, including any information gathering surveys from water suppliers or WUGs, (e.g., on existing infrastructure; existing water supplies; potentially feasible WMSs) and or maintenance of contact lists for regional planning information in the region.
- 6) Administrative and technical support and participation in RWPG activities, and documentation of any RWPG workshops, work groups, subgroup and/or subcommittee activities.
- 7) Technical support and administrative activities associated with periodic and special meetings of the RWPG including developing agendas and coordinating activities for the RWPG.
- 8) Provision of status reports to TWDB for work performed under this Contract.
- 9) Development of draft and final responses for RWPG approval to public questions or comments as well as approval of the final responses to comments on RWP documents.
- 10) Intraregional and interregional coordination and communication, and or facilitation required within the RWPA and with other RWPGs to develop a RWP including with water suppliers or other relevant entities such as groundwater conservation districts, WUGs, and or WWPs.
- 11) Incorporation of all required DB22 reports into RWP document.
- 12) Modifications to the RWP documents based on RWPG, public, and or agency comments.
- 13) Preparation of a RWP chapter summarizing Task 10 activities including review by RWPG and modification of document as necessary.
- 14) Development and inclusion of Executive Summaries in both IPP and final RWP.
- 15) Production, distribution, and submittal of all draft and final RWP-related planning documents for RWPG, public and agency review, including in hard-copy format when required.
- 16) Assembling, compiling, and production of the completed IPP and Final Regional Water Plan document(s) that meet all requirements of statute, 31 TAC Chapters 355, 357 and 358, Contract and associated guidance documents.
- 17) Submittal of the RWP documents in both hard copy and electronic formats to TWDB for review and approval; and all effort required to obtain final approval of the RWP by TWDB.

**Other Activities**

- 18) Review of all RWP-related documents by RWPG members.
- 19) Development and maintenance of a RWPG website or RWPG-dedicated webpage on the RWPG administrator's website for posting planning group meeting notices, agendas, materials, and plan information.
- 20) Limited non-labor, direct costs associated with maintenance of the RWPG website.

- 21) Development of agendas, presentations, and handout materials for the public meetings and hearings to provide to the general public.
- 22) Documentation of meetings and hearings to include recorded minutes and or audio recordings as required by the RWPG bylaws and archiving and provision of minutes to public.
- 23) Preparation and transmission of correspondence, for example, directly related to public comments on RWP documents.
- 24) Promoting consensus decisions through conflict resolution efforts including monitoring and facilitation required to resolve issues between and among RWPG members and stakeholders in the event that issues arise during the process of developing the RWP, including mediation between RWPG members, if necessary.
- 25) RWPG membership solicitation activities.
- 26) Meeting all posting, meeting, hearing and other public notice requirements in accordance with the open meetings act, statute, and 31 TAC §357.21 and any other applicable public notice requirements.
- 27) Solicitation, review, and dissemination of public input, as necessary.
- 28) Any efforts required, but not otherwise addressed in other SOW tasks that may be required to complete a RWP in accordance with all statute and rule requirements.

**Deliverables:** Complete IPP and final, adopted RWP documents shall be delivered as work products. This includes a completed Chapter 10 summarizing public participation activities and appendices with public comments and RWPG responses to comments.

### **Task 11 – Implementation and Comparison to the Previous Regional Water Plan**

The objective of this task is to evaluate and recommend water management strategies (WMS) including preparing a separate chapter<sup>47</sup> to be included in the 2021 RWP that reports on the degree of implementation of WMSs from the previous RWP and summarizes how the new RWP compares to the previous RWP.

**Work shall include but not be limited to the following:**

- 1) In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §357.45.<sup>48</sup>
- 2) Implementation (31 TAC §357.45(a)):

<sup>47</sup> This shall be a separate chapter as required by 31 TAC §357.22(b).

<sup>48</sup> Requirements are further explained in the guidance document *Second Amended General Guidelines for Fifth Cycle of Regional Water Plan Development*.

- a) Coordination and communication with RWPG representatives and sponsors of WMSs, including WUGs and WWPs.
  - b) Documentation of the level of implementation of each WMS that was recommend in the previous regional water plan and impediments to implementation.
  - c) Submission of implementation results data in the online survey tool and in spreadsheet format.
  - d) To the extent feasible, identify other projects implemented by these entities that are not included in the previous RWP.
- 3) Comparison to the Previous Regional Water Plan (31 TAC §357.45(b)):
    - a) Compare the RWP to the previous RWP by chapter in the new RWP.
    - b) Summarize differences quantitatively and qualitatively.
    - c) Present information in graphical, tabular, and written format.
  - 4) Review of the chapter document and related information by RWPG members.
  - 5) Modifications to the chapter document based on RWPG, public, and or agency comments.
  - 6) Submittal of chapter document to TWDB for review and approval; and
  - 7) All effort required to obtain final approval of the regional water plan chapter and associated DB22 data by TWDB.

**Deliverables:** A completed Chapter 11 shall be delivered in the 2021 RWP as a work product. Survey data shall be submitted and finalized through the online survey tool in accordance with the *Guidelines for Regional Water Planning Data Deliverables*.

### **Task 12 - Prepare and submit prioritization of projects in the 2021 Regional Water Plan**

The objective of this task is to prioritize the projects in the 2021 regional water plan and include all work necessary to meet all requirements of 31 TAC §357.46.

TWDB will provide to the RWPGs an alphabetized region-sponsor-project prioritization template that contains projects that the region must prioritize under this Task. The alphabetized region-sponsor-project prioritization template is based upon the recommended WMSP in the 2021 regional water plan, as provided by the RWPG to TWDB through DB22.

**Work shall include but not limited to the following:**

- 1) Applying all of the uniform standards to each project and filling in the prioritization template provided by TWDB.
- 2) Approval of submittal to TWDB of the final prioritization template at regular RWPG meetings.
- 3) Submission to TWDB of the final prioritization templates in the same format as provided by TWDB and that displays each uniform standard score, for each project.

**Deliverables:** A completed prioritization of projects submitted in the form of a filled-in region-sponsor-project prioritization template to TWDB by the submittal date of the final adopted RWP<sup>49</sup>.

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<sup>49</sup> The prioritized projects shall be submitted separately with the adopted RWP as required by 31 TAC §357.46.



## 8. Draft Sixth Planning Cycle Timeline (Agenda Item #6)



9. Uniform Standards Stakeholder Committee Latest Work Product – 2016  
(Agenda Item #6)

December 17, 2018

The Honorable Peter M. Lake, Chairman  
The Honorable Kathleen Jackson, Director  
The Honorable Brooke T. Paup, Director  
Texas Water Development Board  
1700 North Congress Avenue  
P.O. Box 13231  
Austin, Texas 78711-3231


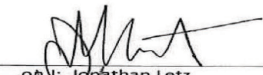
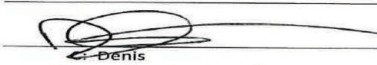
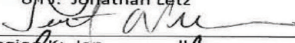

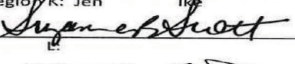
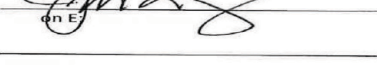
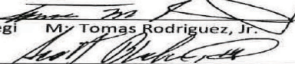
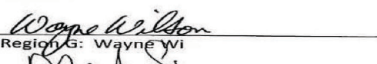
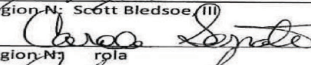



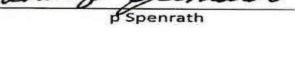
Dear Chairman Lake and Directors Jackson and Paup,

The Uniform Standards Stakeholder Committee (SHC) is pleased to submit the attached revised uniform standards for prioritizing regional water plan projects for the Texas Water Development Board's (TWDB) consideration. These revised standards were approved by the SHC at its November 28, 2018 meeting. Upon approval, they will guide the regional water planning groups in prioritizing projects under Section 15.346, Texas Water Code for the 2021 planning cycle.

The attached document reflects only minor changes to the uniform standards that were used by regional water planning groups to prioritize projects in their 2011 and 2016 regional water plans. The SHC also agreed to attach to these revised standards the TWDB guidance document (modified to reflect changes based on our November 28 meeting). Although this guidance document is not mandated for use by RWPGs, it may provide valuable information for use by RWPGs when scoring projects. Also attached are meeting notes prepared by the facilitator and reviewed by us. They reflect the issues discussed and decisions made at the November 28 meeting.

In our view, the prioritization process has worked well, and reflects a strong partnership of the TWDB and regional water planning groups. We particularly commend the Texas Water Development Board and its staff for a well-run program.

Respectfully submitted,

	
	on V: Jonathan Letz
	
Region D: Denis	Region K: Jen
	
Region D: Bill Kirby	Region M: Tomas Rodriguez, Jr.
	
Region E: Scott Bledsoe, III	Region N: Scott Bledsoe, III
	
Region G: Wayne Wilton	Region O: Carlos Lopez
	
Region H: Mark S. H.	Region P: Aubrey Spear
	
Region I: P. J. Spenrath	Region Q: P. Spenrath

Attachments:

- Revised uniform standards (both in final form and redlined to show changes)
- Revised TWDB guidance document
- Uniform Standards SHC meeting notes of November 28, 2018

Uniform Standards Stakeholder Committee  
 Final Uniform Standards for Prioritization  
*Approved by Committee November 28, 2018*

PROJECT NAME:

PROJECT SPONSOR:

**Overall Criteria Weightings:**

Decade of Need	40%
Project Feasibility	10%
Project Viability	25%
Project Sustainability	15%
Project Cost Effectiveness	10%
	<b>100%</b>

potential SWIFT funding category	flag all that may apply
mainstream	
rural/agricultural conservation	
conservation/reuse	

**\*\* indicates that additional data may have to be collected by RWPG in order to score projects**

	Max Score	Actual Score														
<b>1. Decade of Need for Project</b>																
<b>A</b> What is the decade the RWP shows the project comes online?	10	0														
<table style="border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Points</th> <th style="text-align: left; border-bottom: 1px solid black;">Year</th> </tr> </thead> <tbody> <tr><td>0</td><td>2070</td></tr> <tr><td>2</td><td>2060</td></tr> <tr><td>4</td><td>2050</td></tr> <tr><td>6</td><td>2040</td></tr> <tr><td>8</td><td>2030</td></tr> <tr><td>10</td><td>2020</td></tr> </tbody> </table>	Points	Year	0	2070	2	2060	4	2050	6	2040	8	2030	10	2020		
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0	2070															
2	2060															
4	2050															
6	2040															
8	2030															
10	2020															
<b>** B</b> In what decade is initial funding needed?	10	0														
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0	2070															
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8	2030															
10	2020															
<b>Criteria Total</b>	20	0														

Uniform Standards Stakeholder Committee  
 Final Uniform Standards for Prioritization  
*Approved by Committee November 28, 2018*

**2. Project Feasibility**

**Max  
Score**      **Actual  
Score**

**A** What supporting data is available to show that the quantity of water needed is available?

5

0

**Points**      **Measure**

- 0 Models suggest insufficient quantities of water or no modeling has been performed
- 3 Models suggest sufficient quantity of water
- 5 **Field tests, measurements, or project specific studies confirm sufficient quantities of water**

**\*\* B** If necessary, does the sponsor hold necessary legal rights, water rights and/or contracts to use the water that this project would require?

5

0

**Points**      **Measure**

- 0 legal rights, water rights and/or contract application not submitted
- 2 application submitted
- 3 application is administratively complete
- 5 legal rights, water rights and/or contracts obtained or not needed

**\*\* C** What level of engineering and/or planning has been accomplished for this project? (Points based on progress on scientific data collection, stage of studies and design)

10

0

**Points**      **Measure**

- 1 Project idea is outlined in Regional Plan.
- 2 Feasibility studies initiated.
- 3 Feasibility studies completed.
- 4 Conceptual design initiated.
- 5 Conceptual design completed.

**Points**      **Measure**

- 6 Preliminary engineering report initiated.
- 7 Preliminary engineering report completed.
- 8 Preliminary design initiated.
- 9 Preliminary design completed.
- 10 Final design complete.

**D** **Has the project sponsor requested in writing that the project be included in the Regional Water Plan?**

5

0

**Points**      **Measure**

- 0 no
- 5 yes

**Criteria Total**

25

0

### 3. Project Viability

**Max  
Score**      **Actual  
Score**

For A and B, the calculation is to be based on the total needs of all WUGs receiving water from the project.

<p><b>A</b> In the decade the project supply comes online, what is the % of the WUG's (or WUGs') needs satisfied by this project?</p> <div style="display: flex; align-items: center; margin-left: 20px;"> <div style="border: 1px solid red; padding: 2px 10px; margin-right: 5px;">0.00</div> <span style="font-size: 24px;">%</span> <span style="margin-left: 20px;">-----&gt;</span> </div>	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">10</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0.00</div> ←						
<p><b>B</b> In the final decade of the planning period, what is the % of the WUG's (or WUGs') needs satisfied by this project?</p> <div style="display: flex; align-items: center; margin-left: 20px;"> <div style="border: 1px solid red; padding: 2px 10px; margin-right: 5px;">0.00</div> <span style="font-size: 24px;">%</span> <span style="margin-left: 20px;">-----&gt;</span> </div>	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">10</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0.00</div> ←						
<p><b>C</b> Is this project the only economically feasible source of new supply for the WUG, other than conservation?</p> <table border="0" style="margin-left: 20px;"> <thead> <tr> <th style="text-decoration: underline;">Points</th> <th style="text-decoration: underline;">Measure</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px 10px;">0</td> <td style="padding: 2px 10px;">no</td> </tr> <tr> <td style="padding: 2px 10px;">5</td> <td style="padding: 2px 10px;">yes</td> </tr> </tbody> </table>	Points	Measure	0	no	5	yes	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">5</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0</div>
Points	Measure							
0	no							
5	yes							
<p><b>D</b> Does the project serve multiple WUGs?</p> <table border="0" style="margin-left: 20px;"> <thead> <tr> <th style="text-decoration: underline;">Points</th> <th style="text-decoration: underline;">Measure</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px 10px;">0</td> <td style="padding: 2px 10px;">no</td> </tr> <tr> <td style="padding: 2px 10px;">5</td> <td style="padding: 2px 10px;">yes</td> </tr> </tbody> </table>	Points	Measure	0	no	5	yes	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">5</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0</div>
Points	Measure							
0	no							
5	yes							
<b>Criteria Total</b>	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">30</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0</div>						

### 4. Project Sustainability

<p><b>** A</b> Over what period of time is this project expected to provide water (regardless of the planning period)?</p> <table border="0" style="margin-left: 20px;"> <thead> <tr> <th style="text-decoration: underline;">Points</th> <th style="text-decoration: underline;">Measure</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px 10px;">5</td> <td style="padding: 2px 10px;">less than or equal to 20 years</td> </tr> <tr> <td style="padding: 2px 10px;">10</td> <td style="padding: 2px 10px;">greater than 20 years</td> </tr> </tbody> </table>	Points	Measure	5	less than or equal to 20 years	10	greater than 20 years	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">10</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0</div>		
Points	Measure									
5	less than or equal to 20 years									
10	greater than 20 years									
<p><b>B</b> Does the volume of water supplied by the project change over the regional water planning period?</p> <table border="0" style="margin-left: 20px;"> <thead> <tr> <th style="text-decoration: underline;">Points</th> <th style="text-decoration: underline;">Measure</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px 10px;">0</td> <td style="padding: 2px 10px;">decreases</td> </tr> <tr> <td style="padding: 2px 10px;">3</td> <td style="padding: 2px 10px;">no change</td> </tr> <tr> <td style="padding: 2px 10px;">5</td> <td style="padding: 2px 10px;">increases</td> </tr> </tbody> </table>	Points	Measure	0	decreases	3	no change	5	increases	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">5</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0</div>
Points	Measure									
0	decreases									
3	no change									
5	increases									
<b>Criteria Total</b>	<div style="border: 1px solid gray; padding: 5px; width: 40px; height: 30px; margin: auto;">15</div>	<div style="border: 1px solid red; padding: 5px; width: 60px; height: 30px; margin: auto;">0</div>								



**5. Project Cost Effectiveness**

**Max  
Score**      **Actual  
Score**

**A** What is the expected unit cost of water supplied by this project compared to the median unit cost of all other recommended strategies in the region's current RWP? (Project's Unit Cost divided by the median project's unit cost)

5

0

<u>Points</u>	<u>Relative to Median unit cost</u>
0	200% or greater than median
1	150% to 199% of median
2	101% to 149% of median
3	100% of median
4	51% to 99% of median
5	0% to 50% of median

**Criteria Total**

5

0

**SCORING RESULTS ON SCALE OF 1,000 POINTS MAXIMUM:**

*sub-score for: Decade of Need*

-

*sub-score for: Project Feasibility*

-

*sub-score for: Project Viability*

-

*sub-score for: Project Sustainability*

-

*sub-score for: Project Cost Effectiveness*

-

**FINAL SCORE FOR PROJECT**

-

0

0

## **Recommended Guidance to Ensure Uniformity of Final Prioritization Submissions**

The following guidance is being provided to regional water planning group (RWPG) stakeholders at the request of the Stakeholder Committee to assist RWPGs in achieving an acceptable degree of uniformity in the application of the uniform standards adopted by the stakeholder committee on November 28, 2018 and to be approved by TWDB at a future date. This guidance was developed based on: a generic interpretation of the language of the uniform standards; the limits of the information contained within the regional water plans; the time and resources available to the RWPGs; clarifications made to the uniform standards by the Stakeholder Committee on November 28, 2018; and with an acknowledgement of the flexible nature of the prioritization process moving forward. This guidance is strictly limited to recommending how the existing uniform standards should be applied within the confines of their existing scope as most recently adopted by the Stakeholder Committee. **This guidance does not attempt to address any overall concerns about the uniform standards themselves or matters not currently taken into consideration by the uniform standards.**

**This guidance is subject to the Stakeholder Committee’s discretion. Coordinate with your Stakeholder Committee representative before applying these guidelines.**

### **RECOMMENDED GUIDANCE FOR APPLYING THE UNIFORM STANDARDS**

#### **1. GENERAL - Grouping Projects for Scoring**

**Guidance:** *(As indicated in previous guidance provided on October 9, 2013)*

Projects cannot be bundled if they are considered separate water management strategy projects (WMSPs) and are presented as such in the regional plans and will or can be implemented separately. For example, two groundwater well projects that would serve two different entities and are entirely separate physically shouldn’t be prioritized together. **The reason for this is that each project could be built independently and there would not be a single borrower to implement those two projects.** Moreover, with separate entities, the projects may receive different scoring under the criteria specified by House Bill (HB) 4 (83<sup>rd</sup> Leg. Session) due to entity-specific circumstances (e.g., decade of need, availability of water rights, cost-effectiveness, taking into consideration the expected unit cost). In instances when it is appropriate to bundle projects for scoring, please leave all the associated project line items in place (with their shared prioritization scores) and clearly note in the final submission where this occurred and which projects were related to each other.

#### **2. GENERAL – Tie-breakers**

**Background:** There are likely to be some ties in scoring projects at the regional level.

**Guidance:** In order to ensure uniformity in applying the uniform standards across all 16 regions, RWPGs should not introduce new variability into the scoring of projects by developing regional tie-breaking criteria. Ties at the regional level may not remain after a state-level prioritization.

#### **3. GENERAL – SWIFT funding category “flags”**

**Background:** The Stakeholder Committee included flags in the Uniform Standards document to allow RWPGs to indicate potential funding categories.

**Guidance:** These labels will not affect funding opportunities or priorities of projects requesting funding from TWDB. TWDB will determine what categories of funding each

project will qualify for at the time that funding applications are submitted, regardless of these flags.

4. **Uniform Standard 1A** - *What is the decade the RWP shows the project comes online?*

**Background:** (The choices for response to standard 1A include only the planning decades 2020-2070.)

**Guidance:** All the regional water plans present water supply information in the common form of the 2020-2070 planning decades. The online date of a project is the earliest planning decade presented in the published regional water plan in which there is a water supply volume shown, regardless of the date of water needs of any participants. A project that has zero supply shown for the 2020 decade, for example, could not be considered online in 2020 since there is not a supply volume in the 2020 decade. (Note that the online date of a project cannot be changed from what is in the regional water plan without a formal regional water plan amendment.)

5. **Uniform Standard 1B** - *In what decade is initial funding needed?*

**Background:** There were questions about how to determine the score if there was no response to the Infrastructure Financing Survey or other information in the published plan regarding a date that initial funding will be needed. Several standards (including 1B, 2B and 2C) include a footnote indicated by a double asterisk that states: “\*\* indicates that additional data may have to be collected by RWPG in order to score projects.”

**Guidance:** The footnote (\*\*) suggests that not all the uniform standard scores would be based on water plan information obtained at a single, common point in time (e.g., from 2021). Data sources for this score should be limited as much as possible to the published plan and Infrastructure Financing Survey responses (survey data and forms provided by TWDB). In the absence of information directly related to the 2021 regional water plans, the RWPG should seek other published information and, in the absence of published information, the RWPG should apply a reasonable and consistent assumption for all project types. In any case, the decade that funding is needed should never be indicated later than the decade the project comes online in the plan.

6. **Uniform Standards (2A-C):**

**2A** - *What supporting data is available to show that the quantity of water needed is available?*

**2B** - *If necessary, does the sponsor hold necessary legal rights, water rights and/or contracts to use the water that this project would require?*

**2C** - *What level of engineering and/or planning has been accomplished for this project? (Points based on progress on scientific data collection, stage of studies and design)*

**Background:** There were questions about whether the scoring had to be based on conditions at the time of the plan (adoption) or current conditions. Several uniform standards (including 2B and 2C) include a footnote indicated by a double asterisk that states: “\*\* indicates that additional data may have to be collected by RWPG in order to score projects.”

**Guidance:** The addition of a new project through an amendment, for example, will likely require scoring the additional project based on currently available information. Therefore, we recommend currently available information whenever possible. Because the regional project prioritizations are not considered part of the regional water plans, they may be updated by the RWPGs in the future (e.g., if the uniform standards are modified). The effort and frequency with which RWPGs acquire updated information and update their regional water plan prioritizations is for each RWPG to determine. Any such updates to regional

water plan prioritizations would be subject to RWPG approval. Uniform standard 2A specifically was clarified by the Stakeholder Committee on November 28, 2018 to include project specific studies as a measure for sufficient quantities of water in the score of five points awarded. This clarification was to address concern that surface water projects could only be modeled and were thus limited to a maximum score of three points.

7. **Uniform Standard 2D** - *Has the project sponsor requested that the project be included in the Regional Water Plan?*

**Guidance:** Clarification was provided that project sponsors providing written requests during any cycle of regional water plan would be scored as “yes”.

8. **Uniform Standards (3A and B):**

**3A** - *In the decade the project supply comes online, what is the % of the WUG's (or WUGs') needs satisfied by this project?*

**3B** - *In the final decade of the planning period, what is the % of the WUG's (or WUGs') needs satisfied by this project?*

**Background:** The basis for obtaining points in these standards is meeting a percentage of identified water needs in the plans.

**Guidance:**

- If the entities served by a strategy in the plan have no needs in a decade of interest, that strategy would not be meeting any water needs and should therefore score zero points.
- County-wide water user groups are considered a single water user group for the purpose of applying this standard.
- RWPGs will need to perform an additional assessment to estimate the volume of supply from recommended projects. This may include but is not limited to reviewing the water management strategy volumes related to the project (data provided by TWDB).

9. **Uniform Standard 3C** - *Is this project the only economically feasible source of new supply for the WUG, other than conservation?*

**Guidance:**

- Since this particular uniform standard developed by the stakeholder committee does not directly consider conservation for scoring under this criteria, conservation would always score zero points based on the language.
- For projects that are the only economically feasible strategy other than conservation *for at least one of the WUGs served by the project* (in the case of a project sponsored by a wholesale water supplier and that serves multiple WUGs) it should score five points.

10. **Uniform Standard 3D** - *Does the project serve multiple WUGs?*

**Guidance:**

- A wholesale water provider project will only score 5 points if the water plan data indicates that multiple water user groups rely on the project.
- County-wide water user groups are considered a single water user group for the purpose of applying this standard.
- Water user groups split by river basin and/or regional water planning area are considered a single water user for the purpose of applying this standard.

11. **Uniform Standard 4B** - *Does the volume of water supplied by the project change over the regional water planning period?*

**Guidance:** Standard applies only to the associated “regional water planning period” (i.e., 2020 to 2070)

12. **Uniform Standard 5A** - *What is the expected unit cost of water supplied by this project compared to the median unit cost of all other recommended strategies in the region's current RWP? (Project's Unit Cost divided by the median project's unit cost)*

**Background:** There were questions about a) whether strategies with zero unit costs should be included in the calculation, and b) which decade should be used as the basis for the calculation when determining the cost of the project relative to the median unit cost of all the recommended strategies.

**Guidance:**

- TWDB’s Regional Water Planning rules have been revised since the development of the Uniform Standards such that projects are required to have a non-zero capital cost. Therefore, there should not be any projects with zero unit costs.
- The unit cost should be calculated using the first decade online unit cost of the project of interest relative to the median of the first decade online unit costs of all recommended strategies.

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**Meeting Notes**  
**Uniform Standards Stakeholder Committee Meeting**  
**Wednesday, November 28, 2018**  
**Stephen F. Austin Building, 1700 N. Congress Ave., Austin, TX Room 600A**

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**Participation**

**Number of Planning Group Chairs or Designees represented 14 of 16:**

A	C.E. Williams	E	Jesus Reyes	I	Kelley Holcomb	M	Tomas Rodriguez
B	DNP	F	DNP	J	Jonathan Letz	N	Scott Bledsoe, Carola Serrato
C	Denis Qualls	G	Wayne Wilson	K	Jennifer Walker	O	Aubrey Spear
D	Bill Kirby	H	Mark Evans	L	Suzanne Scott	P	Phillip Spenrath
DNP – Did not participate in meeting							

**Facilitator:** Suzanne Schwartz

**Texas Water Development Board (TWDB) Staff:** Sarah Backhouse, Lann Bookout, Temple McKinnon, Matt Nelson, Ron Ellis, Elizabeth McCoy, Chairman Peter Lake, Tara Rejino, Jessica Zuba, Aaron Waters, Sabrina Anderson, Laura Bell, Tom Entsminger, John Barnard

***Summary of substantive meeting decisions (all made by consensus):***

- The Uniform Standards Stakeholder Committee (SHC) agreed by consensus to make the following changes to the Uniform Standards: <sup>1</sup>
  - The specified decades in 1A and 1B under the point system will be updated to reflect 2020 as the most immediate decade (with 10 points) and 2070 as the latest decade of need (with 0 points), with other decades adjusted accordingly.
  - 2A. Change language that relates to the allocation of 5 points to read as follows: Field tests, ~~and~~ measurements, or project specific studies confirm sufficient quantities of water.
  - 2D. Has the project sponsor requested ~~(in writing for the 2016 Plan)~~ that the project be included in the Regional Water Plan.
- The TWDB Guidance Document (revised to reflect changes in the Uniform Standards adopted by the SHC at this meeting) will be made available to Regional Water Planning Groups (RWPGs) with the revised Uniform Standards, but are not mandated for use.
- Future SHC meetings:
  - The SHC will meet in person during the first year of each planning cycle.
  - The SHC could determine the need for and schedule additional meetings through discussions in the quarterly RWPG chair calls.
  - The SHC would like to use an outside facilitator for their in-person meetings.

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<sup>1</sup> Specific language changes reflected with strikethrough and underlining.

**Parking lot:** *The SHC agreed to place the following on its parking lot for future discussion:*

- Whether to ask the TWDB to give greater weight to RWPG rankings.
- Standardized scoring under the uniform standards for projects included in more than one RWPG plan.
- Whether to give points to innovative projects.
- Discussing consistency between RWPG scoring/use of standards.
- How to encourage applications for TWDB funding.

## **AGENDA ITEMS**

### **1. Welcome, meeting goals, and agenda, operational protocols, introductions of participants**

TWDB Chairman Peter Lake welcomed the SHC and discussed the importance of the regional water planning process. Matt Nelson, TWDB assistant deputy executive administrator - water supply and infrastructure, and Temple McKinnon, TWDB director - water use, projections and planning division, also provided a welcome and overview.

The SHC agreed to the goals for the meeting, and to continue using its current operating procedures.

Suzanne Schwartz, facilitator, summarized portions of her pre-meeting interviews with participants, noting that most regions said the prioritization process had worked well in the past, that they valued the opportunity to hear from their fellow chairs, and that they wanted to receive information regarding the interaction of RWPG rankings and TWDB rankings and funding. Several of those interviewed also provided guidance for changes to the standards: keep the standards as simple as possible; remember that RWPG rankings are a small percentage of the TWDB rankings; and be cautious of unintended consequences.

### **2. TWDB overview of prioritization requirements and the intersection of prioritization and funding**

Matt Nelson provided an overview of the statutory requirements imposed on RWPGs to develop uniform standards for the prioritization of projects for State Water Implementation Fund for Texas (SWIFT) funding, and also the statutes and rules under which the TWDB prioritizes projects. He described the funding that has occurred to date, during which all applicants were able to receive funding for their projects. SHC members discussed concerns that the RWPG prioritizations do not receive a significant enough weighting in the TWDB SWIFT prioritization process, thus minimizing the ranking effort the RWPGs.

- 3. Experience with implementation of Uniform Standards; Identify specific standards for further review; and**
- 4. Agree on modifications to the Uniform Standards, or re-adoption if no changes**

Based on information gathered during interviews and ideas generated during the meeting, the SHC considered the following Uniform Standards and issues:

- Standard 1A and B (Decade of need)

*Concern and discussion: Participants discussed whether decade of need received too much weight in the RWPG Uniform Standards. Members present during the adoption of the original standards noted that the overall weighting was debated in great detail and represented significant negotiation and compromise. They expressed concern about unintended consequences and an upsetting of the balance originally negotiated if changes were made. The SHC also discussed the need for changing the decades themselves to reflect the passage of time.*

Decision: The specified decades in 1A and 1B under the point system will be updated to reflect 2020 as the most immediate decade (with 10 points) and 2070 as the latest decade of need (with 0 points), with other decades adjusted accordingly.

- Standard 2A (Project Feasibility – Availability of water)

*Concern and discussion: The scoring criteria do not allow a surface water source to receive the maximum score for this standard because field tests and measurements are not used to confirm sufficient quantities of surface water. Rather, detailed hydrological models specific to the project are used for this purpose. Some participants noted that the full five points are being given to surface water supply by some regions, creating the possibility that this standard is being interpreted inconsistently.*

Decision: Change language that relates to the allocation of 5 points to read as follows:<sup>2</sup> Field tests, ~~and~~ measurements, or project specific studies confirm sufficient quantities of water.

- Standard 2C (Project Feasibility – Engineering and planning)

*Concern and discussion: The concern related to difficulty in making judgements among the 10 different scoring options. Others noted that having a large point spread potentially would allow the overall scoring on projects to spread out and to avoid some ties.*

Decision: No change to the standard.

- Standard 2D (Project Feasibility – Request by project sponsor to include project in RWP)

Concern and discussion: Participants noted that the wording on the standard was developed during the original adoption to distinguish between requests for ranking of

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<sup>2</sup> Changes reflected with strikeout and underlining.



projects in the 2011 plan (which did not need to be in writing) and those in the to-be-developed 2016 plan (which was required to be in writing to receive points). They agreed that for all future RWPs, this request should be in writing.

Decision: Modify the language to read as follows:

D. Has the project sponsor requested ~~(in writing for the 2016 Plan)~~ that the project be included in the Regional Water Plan.<sup>3</sup>

- Standard 3A&B (Project Viability – Percentage of WUGs needs satisfied by project)

*Concern and discussion: Whether scoring on these standards penalize projects for entities needing many projects over time.*

Decision: No change to the standard

- Standard 3C (Project Viability – Only economically feasible source)

*Concern and discussion: That this gives an advantage to sponsors with only one recommended water management strategy, and a disadvantage to those with several, even if one of the several strategies is the most economically feasible source of water.*

Decision: No change to the standard.

- Standard 3D (Project Viability – Project serves multiple WUGs)

*Concern and discussion: The scoring criteria do not account for how many WUGs a recommended project serves. A more detailed scoring breakdown to distinguish between water user groups greater than two would be helpful.*

Decision: No change to the standard.

- Issue: Weight of RWPG rankings in TWDB ranking

*Concern and discussion: The SHC discussed that the RWPG scoring only received a maximum of 15 percent in the TWDB scoring. Participants noted concern that this was too small a percentage, and discussed whether to request TWDB to consider a higher percentage. Matt Nelson explained that there were four criteria in the TWDB funding rules that, by statute, were mandated to receive the highest percentage of weight, and that these collectively could only receive up to 50 percent of the total TWDB scoring. The remaining possible 50 percent of the scoring awarded by TWDB was distributed among six other factors, with the highest scores of 15 percent going to two factors, one of which is the RWPG prioritization.*

Decision: Keep on the parking lot the idea of asking the TWDB to give greater weight to RWPG rankings.

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<sup>3</sup> Changes reflected with strikeout and underlining.

- Do the standards fairly assess County Other

*Concern and discussion: The standards may not be entirely fair in assessing county-other projects, but the TWDB has made improvements in county-other representation by their rule revision to utility-based water user groups.*

Decision: Do not discuss further at this meeting.

- Accuracy of DB17 and other databases

*Concern and discussion: This was not considered to be a problem for the SHC to discuss.*

- Public understanding of the rankings

*Concern and discussion: Participants noted the challenges of getting the public interested and educated in the RWP and prioritization processes. TWDB offered to provide educational materials if requested by the regions.*

- Appropriateness of comparing projects with different water types and uses

Decision: Do not discuss further at this meeting.

- Projects shared across regions

*Concern and discussion: The concern was how to assure standardized scoring under the uniform standards where a project is included in more than one RWPG plan.*

Decision: Put this on the parking lot.

- Ways to give points to innovative projects

*Concern and discussion: Participants noted the difficulty of advancing innovative projects within a set scoring system, including how to measure what was innovative, and how a project that was "innovative" for one region might be "standard" for another.*

Decision: Put this on the parking lot.

## **5. Determine need for guidance document**

Temple McKinnon explained that TWDB developed a guidance in the first round of prioritizations to help provide uniformity in the RWPG use of the uniform standards. In January 2015, the SHC discussed whether it would like to adopt a SHC generated or approved guidance document for the 2016 prioritization process. At that time, the SHC agreed not to formally adopt a guidance document, but to note that the TWDB guidance was available for use by RWPGs for the 2016 prioritizations.

At this meeting, the SHC discussed whether, for the 2021 prioritization process, to adopt a document that the RWPGs would be required to use to guide their scoring under the uniform standards.

Factors identified as supporting such adoption were: adding uniformity, credibility and legitimacy; providing transparency in distribution of money; removing possible gaming of the system; and the opportunity to adopt guidance now when there is less competition for funding.

Factors identified as against such adoption were: whether such guidance was needed; inappropriately controlling RWPGs; reducing flexibility to address regional quirks; the time and effort needed to develop guidance; and the possibility of creating conflict between regions.

Decision: The TWDB Guidance Document (revised to reflect changes in the Uniform Standards adopted by the SHC at this meeting) will be made available to RWPGs with the revised Uniform Standards, but are not mandated for use.

#### **6. Format, content, and process for developing any needed submittal to TWDB**

The following will be transmitted to TWDB by the facilitator on behalf of the SHC. All materials will be provided for review by the SHC members before transmittal.

- Letter of transmittal (drafted by facilitator) with signature page of SHC members participating in meeting
- Revised uniform standards
- Revised TWDB-guidance document
- Meeting notes (drafted by facilitator)

#### **7. Consider future focus and governance of Uniform Standards Stakeholder Committee**

Temple McKinnon noted the purpose of this item was to allow the SHC to discuss how they would like to operate as a group moving forward.

Decision:

- The SHC will meet in person during the first year of each planning cycle.
- The SHC could determine the need for and schedule additional meetings through discussions in the quarterly RWPG chair calls.
- The SHC would like to use an outside facilitator for their in-person meetings.

#### **8. Meeting adjourned at approximately 2 p.m.**

10. TWDB Planning SWIFT Prioritization Template (Agenda Item #6)



## WUPP SWIFT Prioritization Template

PIF #	Applicant	Project Name	WMSP Name	County	Region	RWP/DP Team	Population Served		Urban/Rural		Regionalization		% Needs Met		Municipal Conservation		Wholesale Conservation		Regional Priority		IFR	Need Occurs Earlier Than SWP
							Result	Score	Result	Score	Result	Score	Result	Score	Result	Score	Result	Score	Result	Score		
							< 10k	0	NA	0	NA	0	< 50%	0	< 2%	0	< 2%	0	bottom 20%	0		
							10k-249,999	6	≥ 1 urban + 1 rural	10	1 entity	5	≥ 50%	10	2%-5.9%	2	2%-5.9%	2	top 80%	3		
							250k-499,999	12	≥ 1 urban + 2 rural	14	2 entities	10	≥ 75%	20	6%-9.9%	4	6%-9.9%	4	top 60%	6		
							500k-749,999	18	≥ 1 urban + 3 rural	18	3 entities	15	≥ 100%	30	10%-13.9%	6	10%-13.9%	6	top 40%	9		
							750k-999,999	24	≥ 1 urban + 4 rural	22	4 entities	20			14%-17.9%	8	14%-17.9%	8	top 20%	12		
							≥ 1M	30	≥ 1 urban + 5 rural	26	5 entities	25			≥ 18%	10	≥ 18%	10	top 10%	15		
									≥ 1 urban + ≥ 6 rural	30	≥ 6 entities	30										
0	0	0	0	0	0	0	< 10k	0	NA	0	NA	0	< 50%	0	< 2%	0	< 2%	0	bottom 20%	0	0	0

Conservation score will be either Municipal or Wholesale.

Manual Entry

Automatic Entry  
DO NOT TOUCH

	Date:	RWP	RWP	RWP	RWP	WUP	WUP	RWP	RWP	RWP
QA/QC:	Source Data:	[insert date]	[insert initials]				[insert date & initials]	[insert date & initials]		
	Calculations:	[insert date]	[insert initials]				[insert date & initials]	[insert date & initials]		

Comments:

SWIFT Analyst: \_\_\_\_\_ Date: \_\_\_\_\_

WUS Manager: \_\_\_\_\_ Date: \_\_\_\_\_

RWP Manager: \_\_\_\_\_ Date: \_\_\_\_\_

WUPP Director: \_\_\_\_\_ Date: \_\_\_\_\_

## 11. SWIFT Prioritization Rule (Agenda Item #6)

[<<Prev Rule](#)[Next Rule>>](#)

# Texas Administrative Code

<u>TITLE 31</u>	NATURAL RESOURCES AND CONSERVATION
<u>PART 10</u>	TEXAS WATER DEVELOPMENT BOARD
<u>CHAPTER 363</u>	FINANCIAL ASSISTANCE PROGRAMS
<u>SUBCHAPTER M</u>	STATE WATER IMPLEMENTATION FUND FOR TEXAS AND STATE WATER IMPLEMENTATION REVENUE FUND FOR TEXAS
RULE §363.1304	Prioritization Criteria

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The executive administrator will prioritize applications based on the following point system:

(1) Projects will be evaluated on the criteria provided in paragraphs (2) - (5) of this section. The points awarded for paragraphs (2) - (5) of this section shall be the lesser of the sum of the points for paragraph (2) - (5), or 50 points.

(2) Either stand-alone projects or projects in conjunction with other recommended water management strategies relying on the same volume of water that the project relies on, in accordance with Chapter 357 of this title (relating to Regional Water Planning), that will serve in total when the project water supply volume is fully operational:

- (A) at least 10,000 population, but not more than 249,999 population, 6 points; or
- (B) at least 250,000 population, but not more than 499,999 population, 12 points; or
- (C) at least 500,000 population, but not more than 749,999 population, 18 points; or
- (D) at least 750,000 population, but not more than 999,999 population, 24 points; or
- (E) at least 1,000,000 population, 30 points; or
- (F) less than 10,000 population, zero points.

(3) Projects that will serve a diverse urban and rural population:

- (A) serves one or more urban populations and one rural population, 10 points; and
- (B) for each additional rural population served, 4 points up to a maximum of 30 points; or
- (C) serves only an urban population, or only a rural population, zero points.

(4) As specified in the application, projects which provide regionalization:

- (A) serves additional entities other than the applicant, 5 point per each political subdivision served for a maximum of 30 points; or
- (B) serves only applicant, zero points.

(5) Projects that meet a high percentage of the water supply needs of the water users to be served calculated from those served and needs that will be met during the first decade the project becomes operational, based on state water plan data:

- (A) at least 50 percent of needs met, 10 points; or
- (B) at least 75 percent of needs met, 20 points; or
- (C) at least 100 percent of needs met, 30 points; or
- (D) less than 50 percent of needs met, zero points.

(6) Projects will receive additional points of the project's score on each of the criteria of paragraphs (7) - (12) of this section.

(7) Local contribution to be made to implement the project, including federal funding, and including up-front capital, such as funds already invested in the project or cash on hand and/or in-kind services to be invested in the project, provided that points will not be given for a prior loan through the board that included a loan forgiveness component:

- (A) other funding at least 10 percent, but not more than 19 percent, of total project cost, 1 point; or
- (B) other funding at least 20 percent, but not more than 29 percent, of total project cost, 2 points; or
- (C) other funding at least 30 percent, but not more than 39 percent, of total project cost, 3 points; or
- (D) other funding at least 40 percent, but not more than 49 percent, of total project cost, 4 points; or
- (E) other funding at least 50 percent of total project cost, 5 points; or
- (F) other funding less than 10 percent of total project cost, zero points.

(8) Financial capacity of the applicant to repay the financial assistance provided:

- (A) applicant's household cost factor is less than or equal to 1 percent, 2 points; or
- (B) applicant's household cost factor is greater than 1 percent but not more than 2 percent, 1 point; or
- (C) applicant's household cost factor is greater than 2 percent, zero points.

(9) Projects which address an emergency need:

(A) applicant, or entity to be served by the project, is included on the list maintained by the Commission of local public water systems that have a water supply that will last less than 180 days without additional rainfall, or is otherwise affected by a Commission emergency order, and drought contingency plan has been implemented by the applicant or entity to be served, 3 points; plus

(B) water supply need is anticipated to occur in an earlier decade than identified in the most recent state water plan, 1 point; plus

- (C) applicant has used or applied for federal funding for emergency, 1 point; or
- (D) none of the above, zero points.

(10) Projects which are ready to proceed:

(A) preliminary planning and/or design work (30 percent of project total) has been completed or is not required for the project, 3 points; plus

(B) applicant is able to begin implementing or constructing the project within 18 months of application deadline, 3 points; plus



(C) applicant has acquired all water rights associated with the project or no water rights are required for the project, 2 or

(D) none of the above, zero points.

(11) Entities that have demonstrated water conservation or projects which will achieve water conservation, including preventing the loss of water:

(A) for municipal projects, applicant has already demonstrated significant water conservation savings, as determined by comparing the highest rolling four-year average total gallons per capita per day within the last twenty years to the average total gallons per capita per day for the most recent four-year period based on board water use data; or significant water conservation savings will be achieved by implementing the proposed project, as determined by comparing the conservation to be achieved by the project with the average total gallons per capita per day for most recent four-year period:

- (i) 2 to 5.9 percent total gallons per capita per day reduction, 2 points; or
- (ii) 6 to 9.9 percent total gallons per capita per day reduction, 4 points; or
- (iii) 10 to 13.9 percent total gallons per capita per day reduction, 6 points; or
- (iv) 14 to 17.9 percent total gallons per capita per day reduction, 8 points; or
- (v) 18 percent or greater total gallons per capita per day reduction, 10 points; or
- (vi) Less than 2 percent total gallons per capita per day reduction, zero points.

(B) for municipal projects, applicant has achieved the water loss threshold established by §358.6 of this title (relating to Water Loss Audits), as demonstrated by most recently submitted water loss audit:

- (i) less than the threshold, 5 points; or
- (ii) at or above the threshold, zero points.

(C) for wholesale water providers, applicant has already demonstrated significant water conservation savings, as determined by comparing the highest rolling four-year average total gallons per capita per day within the last twenty years to the average total gallons per capita per day for the most recent four-year period based on board water use data for customers affiliated with the application; or significant water conservation savings will be achieved by implementing the proposed project, as determined by comparing the conservation to be achieved by the project with the average total gallons per capita per day for the most recent four-year period for customers affiliated with the application.

- (i) 2 to 5.9 percent total gallons per capita per day reduction, 2 points; or
- (ii) 6 to 9.9 percent total gallons per capita per day reduction, 4 points; or
- (iii) 10 to 13.9 percent total gallons per capita per day reduction, 6 points; or
- (iv) 14 to 17.9 percent total gallons per capita per day reduction, 8 points; or
- (v) 18 percent or greater total gallons per capita per day reduction, 10 points; or
- (vi) Less than 2 percent total gallons per capita per day reduction, zero points.

(D) for agricultural projects, significant water efficiency improvements will be achieved by implementing the proposed project, as determined by the projected percent improvement:

- (i) 1 to 1.9 percent increase in water use efficiency, 1 point; or
- (ii) 2 to 5.9 percent increase in water use efficiency, 3 points; or
- (iii) 6 to 9.9 percent increase in water use efficiency, 6 points; or
- (iv) 10 to 13.9 percent increase in water use efficiency, 9 points; or
- (v) 14 to 17.9 percent increase in water use efficiency, 12 points; or
- (vi) 18 percent or greater increase in water use efficiency, 15 points; or
- (vii) less than 1 percent increase in water use efficiency, zero points.

(12) Priority assigned by the applicable regional water planning group within the project sponsor's primary planning region:

- (A) top 80 to top 61 percent of regional project ranking, 3 points; or
- (B) top 60 to top 41 percent of regional project ranking, 6 points; or
- (C) top 40 to top 21 percent of regional project ranking, 9 points; or
- (D) top 20 to top 11 percent of regional project ranking, 12 points; or
- (E) top 10 percent of regional project ranking, 15 points; or
- (F) less than 80 percent of regional project ranking, zero points.

(13) If two or more projects receive the same priority ranking, priority will be assigned based on the relative score(s) from paragraph (11) of this section. If after considering the relative scores of the projects based on the criteria of paragraph (11) of this section, then priority will be assigned based on the relative score(s) from paragraph (9) of this section.

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**Source Note:** The provisions of this §363.1304 adopted to be effective November 26, 2014, 39 TexReg 9209

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12. Committee Recommendations Template (Agenda Item #7)

**Enhancing Interregional Coordination Committee Report to the Interregional Planning Council  
– August 12, 2020**

**1. Proposed Changes to Committee Problem and Goal Statement:**

Council Problem Statement:

In creating regional water plans that comprise the state water plan, the expectations for the scale at which planning groups coordinate is not clear, throughout the state.

Coordination requirements are not fully formalized in statute or rule, coordination roles of consultants and liaisons are not fully specified, and regions are not always coordinating early enough in the process. Regions should consider opportunities for coordination and collaboration among Regions affected by the use of the water resource or impacted by the use of the water resource. In addition, where there are areas of interregional conflict between Regions, consideration needs to be given to the roles and responsibilities of sponsors, stakeholders, consultants and liaisons. Further it is important to consider the planning process timing requirements of the TWDB. Although there have been few interregional conflicts, Regions may not be coordinating effectively on issues related to shared water resources and the development of multi-regional projects. ~~Coordination requirements are not fully formalized in statute or rule, coordination roles of consultants and liaisons are not fully specified, and regions are not always coordinating early enough in the process.~~

Council Goal Statement:

Regions coordinate early and throughout the planning cycle to identify and share knowledge of areas of mutual interest, potential impacts, identification of water management strategies in more than one Region, and cooperate to address water supply needs of their regions and identify ways the TWDB can assist the planning groups in meeting these goals.

**2. Draft Recommendation Summaries**

**Recommendation 1:**

**Brief Observation:**

**a. Succinct Recommendations:**

- i. The Legislature should:
- ii. The TWDB should:
- iii. The RWPGs should:
- iv. Future Interregional Planning Councils should:

**b. Brief Benefit:**

**Recommendation 2: ...**

**3. Draft Recommendations Under Further Consideration (yet to be fully developed):**

1. Issue 1
2. Issue 2

13. Interregional Planning Council Schedule (Agenda Item #8)

DRAFT

## **Proposed Council and Committee Schedule to Develop Report to TWDB**

### **6/29 FULL COUNCIL MEETING – Discuss committee formation, logistics and responsibilities**

Committees evaluate work to date and develop game plan. May begin to brainstorm additional solutions, develop solutions and work to address topics. Report drafting begins.

*(Committee Agenda Posted no later than July 20<sup>th</sup>)*

### **7/29 FULL COUNCIL MEETING – Consider Committee Reports and Recommendations**

Committees brainstorm additional solutions, develop solutions and work to address topics. Report drafting continues.

*(Committee Agenda Posted no later than August 3<sup>rd</sup>)*

### **8/12 FULL COUNCIL MEETING – Consider Committee Reports and Recommendations**

Committees finalize solutions and recommendations for consideration by Council and inclusion in report. Complete Committee Report drafting for Council consideration at September 15<sup>th</sup> meeting.

*(Committee Agenda Posted no later than September 4<sup>th</sup>)*

### **9/15 FULL COUNCIL MEETING – Consider Committee Reports and Recommendations**

Council members (and/or Committees) review submitted Committee work and full report finalized for consideration at September 30<sup>th</sup> meeting.

*(Committee Agenda Posted no later than September 21<sup>st</sup>)*

### **9/30 FULL COUNCIL MEETING – Consider Council Report**

TWDB assist with final editing of Council report prior to October 16<sup>th</sup> submittal deadline.

**October 16, 2020 COUNCIL REPORT DUE TO TWDB**