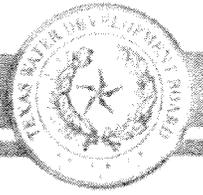




TEXAS WATER DEVELOPMENT BOARD



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Executive Administrator

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March 27, 2009

Dear Regional Water Planning Group Chairs:

Thank you for your responses regarding scheduling a conference call. The conference call will be held on April 13, 2009 from 1:30 to 4:30 p.m. If you are unable to join us for the call on this date, please designate a voting member of your group to serve as your representative.

This call is an opportunity for the Chairs, as representatives of the planning groups, to talk to the Executive Administrator and myself about timely issues affecting the group and any other concerns you may have. A few of you have requested that representatives from the planning groups' political subdivision and consulting team be allowed to participate in the call to discuss some of the more technical issues. At your discretion, these representatives may join the discussion when you consider it necessary. However, please note that the primary purpose of the call is for the participation of Chairs. A follow-up call with consultants regarding more technical issues may be scheduled at a later date, if necessary.

[REDACTED]

Based upon your responses to our March 13, 2009 letter, we propose the enclosed agenda.

Please contact me at (512) 475-0933 or the Board's designated Project Manager for your Region if you anticipate that an alternate will be participating in the conference call on your behalf or if you have any questions. We look forward to speaking with all of you.

Sincerely,

Carolyn L. Brittin
Deputy Executive Administrator
Water Resources Planning and Information

Enclosure

c: Political Subdivision
TWDB Project Manager

Our Mission

To provide leadership, planning, financial assistance, information and education for the conservation and responsible development of water for Texas.

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Regional Water Planning Group Chairs
March 27, 2009
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Attachment A: Milestones for Regional Water Plan Development
Attachment B: Regional Water Planning Timeline
Attachment C: Public Hearings Relating to the Initially Prepared Regional Water Plans
Attachment D: Summary of Process for Requesting Revisions to Population and Water
Demand Projections

**CONFERENCE CALL
AGENDA**

**April 13, 2009
1:30 – 4:30 pm**

1. Milestones for regional water plan development (*Attachment A*) - (30 minutes)
2. The timing of and notification for the public hearing on the Initially Prepared Plans (*Attachments B and C*) - (20 minutes)
3. The process of requesting revisions to population and demand projections (*Attachment D*) - (20 minutes)
4. Water demand projections for power generation - (20 minutes)
5. Required Board-approvals of modifications to WAM Run 3, groundwater models, and firm/safe yield for supplies - (20 minutes)
6. Incorporation of region-specific studies into the regional water plans - (10 minutes)
7. Unique Stream Segments - (15 minutes)
8. Socio-economic impact analysis of unmet water needs (timing, methodology) to be developed by TWDB – (15 minutes)
9. Infrastructure Financing Report survey process and timing - (20 minutes)
10. Other Items - (10 minutes)

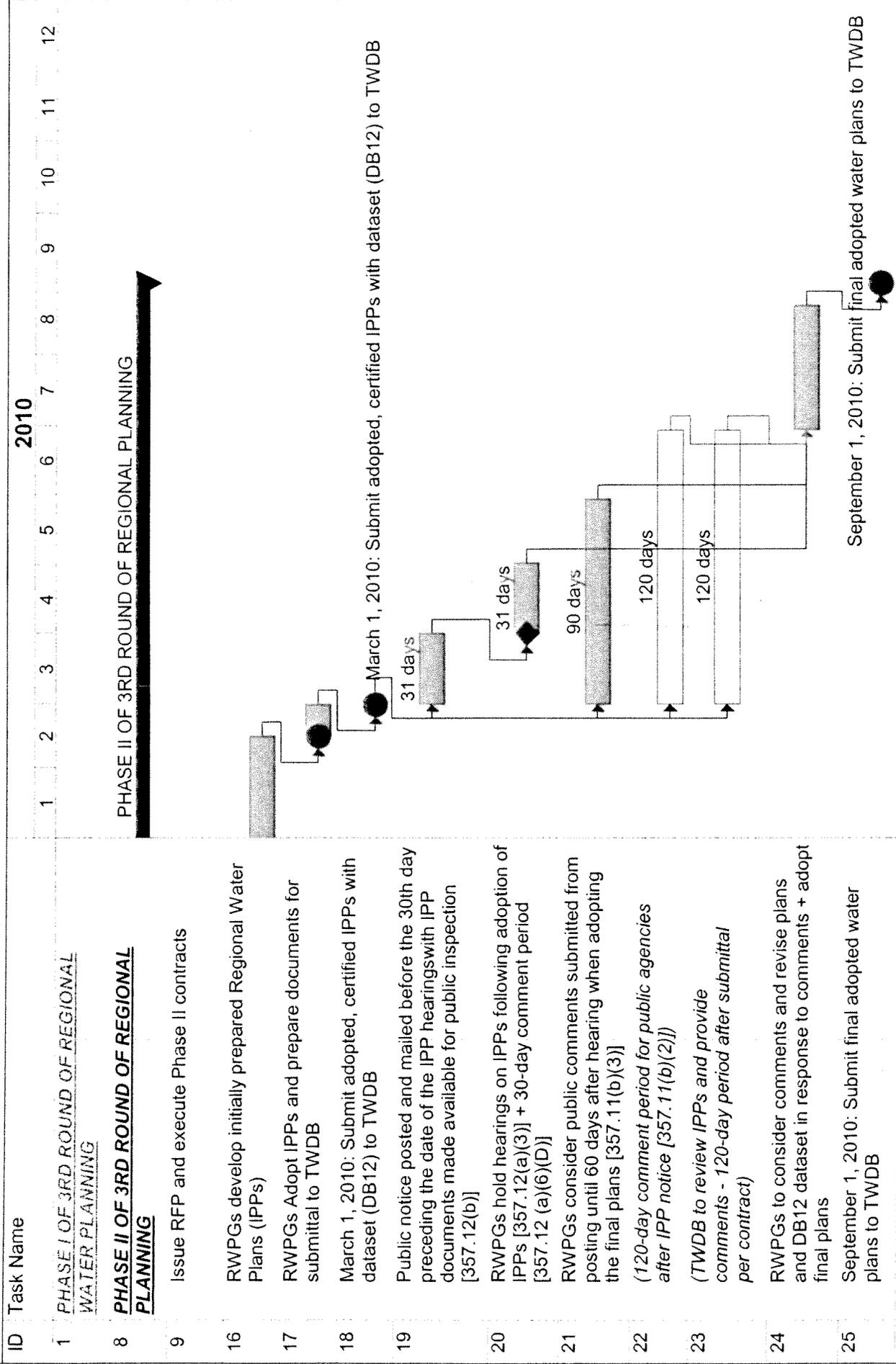
March 2009

Milestones for Regional Water Plan Development

ATTACHMENT A

Item	Major Milestones	Task	RWPG Activity	TWDB Activity
1		Contract	Submit all prime and other subcontracts for TWDB review	TWDB to approve each subcontract by letter
2		Task 2	Provide 14-day notice and subsequent approval of any population and water demand projection revision requests to TWDB.	TWDB to respond to revision request (45 days review; TWDB Board approval if appropriate)
3		Task 2	RWPG to indicate, in writing to TWDB staff, preferred set of steam-electric water demand projections (either from the 2006 water plans or the BEG study)	TWDB staff to take preferred steam-electric water demand projections to Board for adoption
4		Task 3	RWPG to agree to its own hydrologic assumptions as needed (e.g. use of safe yield; confirmation of groundwater availability numbers; use of Managed Available Groundwater (MAG) volumes if applicable)	
5		Task 3	RWPG to request written approval from TWDB Executive Administrator for any non-standard yield and/or WAM assumptions, if required	TWDB to respond to written request to use alternative hydrologic models/assumptions
6		Task 4	Submit identified water needs to TWDB	TWDB staff to evaluate socio-economic impacts of unmet water needs and provide to RWPGs
7		Task 4	RWPG to formally consider and approve its WMS identification and evaluation process. The RWPG will also need to determine how it will select 'recommended' WMSs vs 'alternative' WMSs	
8	Prior to submission to TWDB	Task 10	RWPG to adopt initially Prepared Plan (IPP) at public meeting (to include lists of a) 'recommended' WMSs, and b) 'alternative' WMSs)	
9		Task 10 - IPP Hearing	Public notice posted and mailed before the 30th day preceding the date of the IPP hearings with IPP documents made available for public inspection [§357.12(b)]	Starts 120-day general comment period for public agencies after IPP notice (At the latest, this should occur shortly after submission to TWDB in order to maintain the schedule)
10	May occur after submission of IPP to TWDB	Task 10 - IPP Hearing	RWPGs hold hearings on IPPs following adoption of IPPs [§357.12(a)(3)] with 30-day follow-up comment period [§357.12 (a)(6)(D)]	
11		Task 10	Accept comments for 60 days after IPP hearing to be considered when adopting final plan [§357.11(b)(3)]	
12	March 1, 2010	Task 10	March 1, 2010: Submit adopted, certified [§357.11(a)] IPPs including completed dataset (DB12)	TWDB to review IPPs and provide comments - 120 days per contract
13		Task 9	RWPGs to conduct IFR survey (after IPP submission)	TWDB to provide survey instrument
14		Task 10	RWPGs to revise draft regional water plans, including dataset, in response to comments and adopt final regional water plans	
15	Sept 1, 2010		September 1, 2010: Submit adopted Regional Water Plans for Board approval	TWDB to review and approve regional water plans

Note 1: Based on anticipated contract amendment



PUBLIC HEARINGS RELATING TO THE INITIALLY PREPARED REGIONAL WATER PLANS

The following is a summary based on Texas Water Code Section 16.053(h) and TWDB rules, 31 TAC sections 357.12 and 357.5(h).

NOTE: The RWPG also shall provide notice of the hearing(s) on the initially prepared regional water plan pursuant to the Texas Open Meetings Act. The hearing(s) must be open to the public.

NUMBER OF MEETINGS/HEARINGS AND LOCATION - At least one public hearing (held in a central location in the regional water planning area) is required after the regional water plan is initially adopted [§357.12(a)(3)].

DEADLINES – Adopted IPPs are due to TWDB no later than March 1, 2010. Notice of the IPP hearing(s) must be published and mailed before the 30th day preceding the date of the public meeting or hearing. In order to meet water planning rule requirements and deadlines, RWPGs will likely need to post notice of the IPP hearing no later than the March 1, 2010 IPP submission deadline.

NOTICE - Must be published in a newspaper of general circulation in each county located in whole or in part in the regional water planning area and mailed to, at a minimum, the following [per §357.12(a)(3)]:

- (1) each mayor of a municipality with a population of 1,000 or more or which is a county seat that is located in whole or in part in the regional water planning area;
- (2) each county judge of a county located in whole or in part in the regional water planning area;
- (3) each special or general law district or river authority with responsibility to manage or supply water in the regional water planning area based upon lists of such water districts and river authorities obtained from Texas Commission on Environmental Quality;
- (4) each retail public utility, defined as a community water system, that serves any part of the regional water planning area or receives water from the regional water planning area based upon lists of such entities obtained from Texas Commission on Environmental Quality; and
- (5) each holder of record of a water right for the use of surface water the diversion of which occurs in the regional water planning area based upon lists of such water rights holders obtained from Texas Commission on Environmental Quality; and
- (6) all holders of interests in water rights, water supply contracts, or option agreements in the special water resources, including those who may have previously requested to not be further notified of the planning process [§357.5 (h)].
- (7) each person who has requested notice in writing [per §357.12(c) (2)].

NOTICE SHALL INCLUDE [per §357.12(a)(6)] -

- (I.) a date, time, and location of the public meeting or hearing;
- (II.) a summary of the proposed action to be taken;
- (III.) the name, telephone number, and address of the person to whom questions or requests for additional information may be submitted;
- (IV.) information that the regional water planning group will accept written and oral comments at the hearings;
- (V.) information on how the public may submit written comments separate from such hearings;
- (VI.) a deadline for submission of public written comments of not earlier than 30 days after the hearings; and
- (VII.) the location where copies of the plan are available for inspection [per §357.12(b)].

NOTICE OF MULTIPLE HEARINGS – If a RWPG chooses to hold more than one hearing, it may provide a single notice for all hearings as long as the notice is published and mailed before the 30th day preceding the first public hearing.

COPIES OF THE DRAFT REGIONAL WATER PLAN [per §357.12(b)] -

Regional water planning groups shall make copies of the regional water plan available for public inspection at least one month before a public hearing by providing a copy of the regional water plan in at least one public library in each county and either the county courthouse's law library, the county clerk's office, or some other accessible place within the county courthouse of each county having land in the regional water planning area and include locations of such copies in the notice for public hearing. (If a public library is not available in a county, another venue accessible to the public is recommended.)

The political subdivision representing the RWPG may charge for copies of the initially prepared water plan provided to persons or entities requesting copies for themselves. Under the Public Information Act, a RWPG is allowed to determine its charges in accordance with the Attorney General's cost rules found at 31 Tex. Admin. Code Chapter 70.

Here is the link to the official rules as published in the Texas Administrative Code:

[http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac_view=4&ti=1&pt=3&ch=70&rl=Y](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=4&ti=1&pt=3&ch=70&rl=Y)

CONSIDERATION OF COMMENTS – Adopted regional water plans must summarize all written comments received by the established deadline, and all oral comments received at the public hearing on the initially prepared water plan. The RWPG must explain how the adopted plan was revised or why changes were not warranted in response to comments [per §357.10(a)(3)].

SUMMARY OF PROCESS FOR REQUESTING REVISIONS TO POPULATION AND WATER DEMAND PROJECTIONS

The process for requesting changes to population and/or water demand projections is the same as the last round [per TAC 357.5(d)(2)]

- Before requesting a population or water demand revision, planning groups must discuss the issue at a public meeting, for which notice has been posted pursuant to the Open Meetings Act, in addition to being published on the internet and mailed at least 14 days before the meeting to every person or entity that has requested notice of regional water planning group activities.

The RWPG must make an identified set of proposed projections, by Water User Group (WUG), by decade, that are to be considered by the group available for public inspection during the 14-day meeting notice. The proposed projection revisions themselves don't have to be sent out with the meeting notice, however the meeting notice should indicate where the set of numbers can be reviewed during the 14 day notice period (e.g. posted on the web).

- The RWPG approves submission of a revision request to the TWDB.
- The public will be able to submit oral or written comments at the meeting where the request was considered, and written comments for 14 days following the meeting.
- All comments received by the RWPG during the 28-day notice and comment period must be summarized in the request submitted to the TWDB. The request must include detailed numbers by WUG, by decade for each type of projection being proposed for revision. *(This information may be submitted prior to RWPG consideration in order to obtain initial feedback from TWDB staff.)*
- TWDB consults with other state agencies and, within 45 days of receipt of a request from a regional water planning group for revision of population or water demand projections, the executive administrator shall consult with the requesting regional water planning group and respond to their request.
- All requested revisions which receive a consensus recommendation from TWDB, the Texas Department of Agriculture, Texas Commission on Environmental Quality, and Texas Parks and Wildlife Department, will then be presented for consideration of Board approval at the next scheduled TWDB meeting.