

KICK-OFF MEETING

~ *OUTLINE & AGENDA* ~

Restoring Flow Regimes through Growing Water Transaction: Basin-wide Case Studies #755

February 28, 2005; 10:00 a.m. – 3:00 p.m. CST

Shaw Group Offices

100 S. Wacker Drive, Suite 1130

Chicago, Illinois

Purpose of Meeting:

Initial Case Study Planning (Work Plan Task 1): Project team members with direct affiliations to each case study will report on communications with case study partners prior to this meeting. Meeting discussions will **establish baseline conditions on the status of each proposed growing water application**. Updated information will be distributed amongst team members. Members will be asked to lead a discussion for crafting an initial “strawman” framework for applied elements falling under their case study assignments (Work Plan Task 3). We will also establish the formal strategy for project communications.

Kick-off meeting agenda:

1. Welcome and Introductions (Kieser)
2. Overview of Project Objectives and Work Plan (Kieser)
3. Review case study baseline information (Task 1) (Team)
4. *WORKING LUNCH* (project admin., project timeline-Work Plan Table 1) (Kieser)
5. Review potential deviations to Task 3 elements for each case study (Group)
6. Revise work plan and/or timeline as appropriate (Group)
7. Discuss project communications strategies and schedule (Kieser)
8. Define assignments (Group)

Suggested Discussion Details

– Agenda Item 3:

Upper Cuyahoga River (Steve Apfelbaum)

- ?? Sahbra Farm town center development progress
- ?? Sahbra Farm acquisition of water rights and land purchases (Ohio EPA endorsement?)
- ?? Next step for identifying mitigation banking opportunities in the watershed (tied with AES’s other GLPF project?)
- ?? What are other steps that can be taken to move the project forward?
- ?? Strawman Framework

Menomonee River Valley (Bill Abolt, Henry Henderson)

- ?? Geographic scope of the Resource Inventory
- ?? The Framework of a Resource Inventory
- ?? Initial steps needed to start the work (strawman)

St. Joseph River (MI, IN, OH) (Mark Kieser)

- ?? Current projects (completed or undergoing) that involve agricultural ditch maintenance and/or improvement (2-stage ditch design, what is it?)
- ?? Current conditions of the 50-acre floodplain (location, conditions)
- ?? Needs and visions of project partners (the St. Joseph River Initiative, City of Fort Wayne)
- ?? Next steps (strawman)

Miami Conservancy District (Andrew Fang) (see Summary)

- ?? Initial research of the history, organization, and activities of the Miami Conservancy District (MCD)
- ?? The status of MCD's water quality trading program
- ?? Next steps (strawman)

- Agenda Item 7:

Project Team Communications (Task 2)

Internal Project Communications:

- ?? Kick-off meeting
- ?? Monthly conference calls (and summaries)
- ?? Quarterly progress assessments (mid-course corrections, case study successes, Phase II opportunities, cross-cut analysis to identify key lessons learned, successes and failures)
- ?? Conduct routine internal "test" for assessing whether case study direction, outcomes and transactions are addressing the hypothesis and resulting in ecological benefits
- ?? Final project team meeting (January 2006)

External Communications (Dissemination Plan):

- ?? ETN dedicated webpage
 - Case study summaries
 - Case study progress (following appropriate reviews)
 - Create registry-like format to display results by topic (e.g., municipal water supply, agriculture, urban, wetlands, etc.) and view transaction activity
 - Discussion board specific to this project
 - Listserve notice to the Great Lakes Information Network on postings

- Six-month updates on case studies during the regularly scheduled monthly ETN calls
- Links to the project page
- ?? Synthesize results of case studies according to restoration and protection priorities of Council of Great Lakes Governors, Great Lakes Cities Initiative, to demonstrate direct relevance to these critical public sector contexts, and provide outreach opportunities to the States and the cities.
- ?? Focus outreach on the AWWA and state counterparts, through presentations, and trade publications.
- ?? Outreach to various trade associations, Chambers of Commerce, Bar association through publications and presentations.
- ?? Outreach through Government Accounting Standards Board to publicize findings regarding the accounting tools developed in the course of the project.
- ?? Identification of specific stakeholder groups and the dissemination of case study results to both the relevant professional associations and professional publications and journals.
- ?? Tools, contracts, metrics and other tools developed over the course of this project will be made available via the website.
- ?? Write separate papers and present at professional conferences.

Project Evaluation Plan

- ?? Peer reviewers will provide periodic review of interim products and participation in two quarterly team meetings for independent input on utility and attractiveness of the growing water framework and creative financing tools being developed:
 - David Ullrich, Great Lakes Cities Initiative (and the Governors' Working Group)
 - Ed Glatfelter, Joint Action Water Agency (and West Shore Water Producers, the AWWA and the Governor's Working Group) (Mr. Glatfelter has already expressed interest.)
 - William Testa, VP and Director of Regional Programs, Chicago Federal Reserve Bank. (Great Lakes regional economy, brownfields, and economic valuation of the Great Lakes)
- ?? Project success based on whether growing water opportunities can actually be transacted within each case study. The ability for programs or future transactions to be sustained without grant support will be ultimate measure of success.