

NOTICE AND AGENDA

**MANAGEMENT COMMITTEE for the
MONTEREY REGIONAL STORMWATER
MANAGEMENT PROGRAM**

DATE: May 24, 2023
TIME: 9:30 a.m.
LOCATION: Monterey One Water Conference Room, 5 Harris Court, Building D, Monterey

THIS HYBRID MEETING WILL BE HELD BOTH IN-PERSON AND VIRTUALLY

To Join the Zoom Webinar Meeting, click on this link: <https://us02web.zoom.us/j/87475878657?pwd=bVZQQ0RZSONISy9wcDI2M0xmckQ0dz09> or copy and paste the link into your browser. If your computer does not have audio, you will also need to join the meeting via phone. To Participate Telephonically you can call the number below and enter the webinar ID number and password when prompted:

(669) 900-9128

Webinar ID: 874 7587 8657 Password: 969952

PUBLIC COMMENTS: If you are unable to participate via telephone or webinar, you may also submit your comments by e-mailing them to jeff@mylwater.org with one of the following subject lines "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT – NON-AGENDA ITEM". Comments must be received by 12:00 p.m. on Tuesday, May 23, 2023. All submitted comments will be provided to the Committee and may be read into the record and will be compiled as part of the record.

Officers:	Chairperson:	Leon Gomez, City of Sand City
	Vice-Chairperson:	Ron Fucci, City of Del Rey Oaks
Participating Entities:	City of Carmel-by-the-Sea	City of Del Rey Oaks
City of Monterey	City of Pacific Grove	City of Sand City
City of Seaside	County of Monterey	
Other Coordinating Entities:	Carmel Unified School District	Pacific Grove Unified School District
	Monterey Peninsula Unified School District	Pebble Beach Company
Ex-Officio Members:	Association of Monterey Bay Governments	Monterey Bay National Marine Sanctuary

AGENDA ITEMS

Page #

1. Call to Order / Roll Call
2. Public Comments

n/a
n/a

CONSENT AGENDA

3. Approve Management Committee Meeting Minutes for 4/26/23 (Attach. 1)

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INFORMATION AND DISCUSSION ITEMS

- | | | |
|------------------------------------------------------------------|-------------|-----|
| 4. Update on PE/PO Program | | |
| a. Update on Stormwater TV Ad Development | | n/a |
| b. Balloon Awareness from Sanctuary Advisory Council | (Attach. 2) | 7 |
| c. Stormwater Awareness Week Activities | | n/a |
| 5. Update on Phase II MS4 Permit Re-Issuance | | n/a |
| 6. Update on Post-Construction Requirements | | |
| a. De-Brief on PCR Training – April 27 | | n/a |
| b. De-Brief on O&M Training – May 18 | | n/a |
| 7. Update on Avian Protections through O&M Activities | | n/a |

ACTION ITEMS

- | | | |
|--------------------------------------------------------------------------------------|-------------|---|
| 8. Action Item to Adopt the FY2023/24 MRSWMP Budget and Cost-Share Allocation | (Attach. 3) | 9 |
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ADMINISTRATIVE REPORTS

- | | | |
|-------------------------------------------------------------------|--|-----|
| 9. Management Committee Member and Program Manager Reports | | n/a |
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SCHEDULE NEXT MEETING / ADJOURNMENT

- | | | |
|-----------------------------------------------------------------------------------------------------------------------------|--|-----|
| 10. Schedule Next Meeting: The next MRSWMP Meeting date is tentatively scheduled for Wednesday, June 28, at 9:30a.m. | | n/a |
| 11. Meeting Adjournment | | n/a |

Monterey Regional Stormwater Management Program

Management Committee

MEETING MINUTES For April 26, 2022

AGENDA ITEMS

1. Call to Order / Roll-Call

Chairperson Gomez (City of Sand City) called the meeting to order at 9:32a.m. and performed roll call.

Management Committee (MC) Members:

City of Carmel – Jessica Juico
City of Del Rey Oaks – Ron Fucci
City of Monterey – Tricia Wotan
City of Pacific Grove – George Fuerst
City of Sand City – Leon Gomez
City of Seaside –Patrick Grogan
County of Monterey – Michael Trapani

MRSWMP Staff:

Program Manager – Jeff Condit

Other:

Forrest Revere, Bryan Wardlow, Rachel Fatoohi – County of Santa Cruz
Autumn Wycoff – Caltrans
Kristy Kisso – City of Morgan Hill
Rick Reidl – Wallace Group

2. Public Comment

None.

CONSENT AGENDA

3. Approve Management Committee Meeting Minutes for 3/22/23

- **Action:** On a motion by Trapani (*County of Monterey*), seconded by Grogan (*City of Seaside*), Management Committee approved the Management Committee Meeting Minutes for 3/22/23 (6-0, *Pacific Grove arrived after the vote*).

DISCUSSION ITEMS

4. Presentation on County of Santa Cruz Sewer Lateral Program

Forrest Revere and Bryan Wardlow of the County of Santa Cruz provided a presentation regarding the County's Sewer Lateral Program. Santa Cruz County Sanitation District serves 72,200 customers with 36,000 lateral connections. Their program provides free Sewer Repair Permits and Inspections, which has been an incentive for customers to participate in the program. Video inspections are required at time of sale and at building permit issuance for incre ase in habitable area or increase plumbing fixtures. An extended discussion ensued.

5. Update on Phase II MS4 Permit Re-Issuance

Condit shared that the State Water Board is preparing for a limited release of draft Permit Language to the CASQA Phase II Sub-Committee on May 30. They will then host a 1-hour meeting with representatives of the CASQA Phase II Sub-Committee the week of June 12. Trapani and Wotan volunteered to serve on a Permit Re-Issuance Sub-Committee to review the draft language with Condit and provide comments to the CASQA Phase II Sub-Committee **(Action Item – Wotan, Trapani, Condit)**.

Additional dates of interest for the Permit Re-Issuance include:

- 9/30/2023 – Release of Informal Draft of Permit
- Spring 2024 – Release of Formal Draft of Permit
 - Staff Workshops
 - Board Hearing
 - 60-day Public Comment Period
- Fall 2024 – State Water Board Adoption Hearing of Permit Re-Issuance

6. Update on Post-Construction Requirements

a. Discussion of SCM O&M Fact Sheets

Condit thanked the PCR Sub-Committee for their work to finalize the SCM Operations and Maintenance Fact Sheets. He is currently working with our web team to upload the document to our www.montereysea.org web site. Wotan mentioned that we may wish to include additional guidance informing the development community to please only include relevant O&M Fact Sheets with your O&M Plan **(Action Item – Condit)**.

b. Update on PCR Training – April 27

Condit is in the process of coordinating a PCR Training on Thursday, April 27 from 9:30am-12:00. The virtual training will include an overview of the Post-Construction Requirements, the Stormwater Technical Guide, and a Case Study of an actual PCR project, with a focus on the submittal process. Valerie Huff of Wallace Group is available to facilitate the training. Nathaniel Milam of Whitson Engineers will present the Case Study in a conversation with Wotan. The training will be geared towards both municipal staff and the development community.

Outreach efforts for the event included working with partner organizations such as APWA and AIA, sending a flyer with registration information to past participants from a range of agencies and design professionals, direct outreach to local MS4s, and members reaching out to appropriate Staff.

c. Update on O&M Training – May 18

Condit is also in the process of coordinating an O&M Training for PCR facilities on Thursday, May 18 at 9:00am. This training will be aligned with the release of the O&M Fact Sheets. Members reached consensus to host a virtual training in order to optimize the time requirement for maintenance staff. The training will target municipal staff as well as private contractors.

7. Update on Snapshot Day

Condit reminded members of the upcoming Snapshot Day event on Saturday, May 6, and thanked them for their efforts to promote the event through their social media channels.

8. Update on Trash Amendment**a. Review of Trash Amendment Requirements**

Condit provided a presentation on the Trash Amendment 13383 Letter that members responded to in 2018. He discussed the many initiatives that have occurred to prepare members for the upcoming Trash Amendment requirement including:

- Working with Geosyntec to develop Priority Land Use Areas for each member
- Hosting an Overland Virtual Trash Assessment (OVTA) Training with EOA, Inc.
- Working with CSUMB Service Learning Students to conduct a baseline Trash Assessment for each member
- Working with EOA, Inc. to develop an Implementation Plan for a majority of members (City of Monterey worked with Dudek to complete their Implementation Plan)

ACTION ITEMS**9. Action Item to Adopt the FY2023/24 MRSWMP Budget and Cost-Share Allocation**

Condit is currently working with the Chair and Vice-Chair to develop a budget and cost-share allocation for FY2023/24. Members reached consensus to table the item until the May 24 MRSWMP Meeting to provide members with additional time to discuss with their Executive Teams.

ADMINISTRATIVE REPORTS**10. Management Committee Member and Program Manager Reports**

- a. City of Del Rey Oaks** – Fucci is looking forward to meeting with Monterey One Water and the Water Management District regarding a possible Stormwater Capture and Reuse project. They will host an Earth Day event this coming weekend. He is working on a repair to a sinkhole which appeared in his jurisdiction.
- b. City of Carmel** – Juico shared that the City hosted its first Earth Day event this past weekend and had a very good attendance. She is awaiting feedback from the Coastal Commission on their upcoming Stormwater Ordinance. She is hopeful that the City will have a new Environmental Regulations Manager in the coming weeks.
- c. City of Monterey** – Wotan mentioned that the City is currently constructing a large bioretention facility at the Waterfront and invited members to view if they were interested in viewing an active construction site. She is working with Monterey One Water on urban diversion systems that will capture stormwater for water treatment and reuse. These projects received funding from State.
- d. City of Pacific Grove** – Fuerst shared that the MRSWMP recently provided an overview of the regional program as well as the Monitoring Program Trend Analysis to their Beautification and Natural Resources Committee.
- e. City of Sand City** – Gomez shared that his West End improvement is being implemented currently. His green street retrofit project is being designed at present.
- f. City of Seaside** – Grogan shared that he completed an Audit with the Regional Board this past week exploring their Good Housekeeping and Post-Construction Requirements implementation.
- g. County of Monterey** – Trapani shared that the County is working to release a Plastic Pollution and Prevention Ordinance.

- h. **Program Manager** – Condit shared that the regional program has been participating in a number of Earth Days in the recent weeks and has had an opportunity to engage with a number of event participants. He is monitoring upcoming legislative initiatives currently make their way through the legislature, including a number of potential bond initiatives for stormwater capture and reuse.

ADJOURNMENT / SCHEDULE NEXT MEETING

11. Schedule Next Meeting

The next Management Committee meeting is scheduled for Wednesday, May 24, at 9:30am.

12. Meeting Adjournment

The meeting was adjourned at 11:06a.m.



May 2023

Dear valued school partner,

Happy spring! It is undoubtedly no news to you that graduation will soon be here again. We, members of Monterey Bay National Marine Sanctuary's Conservation Working Group, are writing to you regarding the ways that students, families, teachers, and school administrators celebrate this happy occasion. Balloon debris is an issue that needs to be addressed. We appreciate the joy in celebrating happy times together. However, balloons and increased balloon pollution from graduation ceremonies pose a grave threat to the natural environment that we all love.

Here are some facts to consider:

1. Helium filled foil/plastic balloons usually include tethering lines, plastic valves, tie-off discs, and clips which are entanglement and ingestion hazards to sea birds, turtles, marine mammals, and terrestrial creatures.
2. The remnants of deflated balloons on land or at sea are often mistaken by birds, fish, turtles, and marine and land mammals as food and are ingested. Because plastics cannot be digested by most species they can cause digestive tract blockages. Plastic consumption also causes wildlife to feel satiated so that they stop eating real food which leads to starvation and death.
3. A March 2019 study has found that balloons are the highest-risk plastic debris item for seabirds -- 32 times more likely to kill than ingesting hard plastics.
4. Balloons adrift can land on power lines and cause outages and/or fires.

Your school can be part of the solution:

1. Please ban balloons at all events occurring on your campus.
2. Please inform your students and others using your stadium/graduation location, or your other facilities, about the harm that balloons can cause.
3. Promote and encourage the use of more environmentally safe ways to celebrate (see enclosure with suggestions).

Thank you for taking action on this issue soon. Graduation will be here before we know it. We wish you a wonderful end of the semester!

Sincerely,

Rachel Kippen, Education/Climate consultant, representing the Conservation Seat and Conservation Working Group, NOAA Monterey Bay National Marine Sanctuary Advisory Council



A tern attempting to fly while entangled in balloon litter. Photo by Fran Baer.



Balloons pulled from the water in Monterey Bay in May around graduations, 2018. Photo courtesy of Monterey Bay Aquarium Research Institute.

SUGGESTED WAYS TO CELEBRATE WITHOUT BALLOONS

- Blow bubbles. Large bubble wands or bubble machines.
- Hang flags. Use Dori Poles.
- Fly banners. Get creative with fabric bunting.
- Wave streamers on a stick!
- Make tissue paper pom poms to shake.
- Celebrate with drumming, perhaps on upcycled drums made by graduation participants.
- Purchase native plants or flowers, especially those that could be planted ceremoniously as a gift to new graduates. Gift native seeds.
- Use your imagination! There are many crafty and artistic ways to recognize accomplishments without creating additional deadly pollutants.

Monterey Regional Stormwater Management Program

To: MRSWMP Management Committee
From: Jeff Condit, Program Manager
Date: May 24, 2023
Subject: Action Item to Approve the MRSWMP Budget and Cost-Share Allocation for FY2023/24

Discussion

The Program Manager has been working with a Sub-Committee consisting of Chair Gomez and Vice-Chair Fucci to develop the FY2023/24 Budget and Cost-Share Allocation. Members had a chance to review the proposed Budget and Cost-Share Allocation during the March and April MRSWMP meetings.

Recently, several members requested the inclusion of an additional item to the Budget and Cost-Share Allocation. Members sought to explore whether there would be a benefit to purchasing a regional CASQA Membership through the MRSWMP Program.

Condit reached out to CASQA to understand the regional membership subscription. CASQA Staff shared that a regional membership for an organization with a combined population of less than 250,000 population has an annual cost of \$4,480. There is no limit on the number of members allowed under the regional membership (ie. each of our MRSWMP members would obtain a CASQA Membership). Each MRSWMP member can have multiple CASQA memberships for each member of their team (ie. each MRSWMP member can have a CASQA membership for each member of their stormwater/Public Works team). Each MRSWMP member would also have an individual voting right for CASQA initiatives. Each MRSWMP member would be welcome to join Sub-Committees, Chair a Sub-Committee, pursue a Board position, etc.

Condit updated the proposed FY2023/24 Budget and Cost-Share Allocation to incorporate the regional CASQA Membership. The proposed budget divides the cost of the membership based on population size. The Cities of Carmel-by-the-Sea, Del Rey Oaks, Pacific Grove, and Sand City would pay \$400 as they have a population of less than 25,000. This results in a \$40 cost savings in the event that the member would pursue an individual CASQA membership. The Cities of Monterey and Seaside would pay \$800 as they have a population between 25,000 and 49,999. This results in a \$100 cost savings in the event that the member would pursue an individual CASQA membership. The County of Monterey would pay \$1,728 as their population is between 50,000 and 99,999. This results in a \$87 cost savings in the event that the member would pursue an individual membership.

An additional benefit is that a regional membership would allow Program Manager Condit to pursue a CASQA Board position if members feel this would be productive. Condit has been nominated in the past but was not able to run since he held an individual membership and does not have an MS4 permit directly.

Recommendation

Staff recommends the Management Committee approve the FY2023/24 MRSWMP Budget and Cost-Share Allocation.

Attachments:

Attachment 3-A: MRSWMP FY2023/24 Budget and Cost-Share Allocation

Monterey Regional Stormwater Management Program
Cost-Share Allocation - Fiscal Year 2023/24

PROGRAM ELEMENT	Budgeted Cost	M1W Administration Fee (+10%)	TOTAL Line-Item BUDGET	Cost-Share Allocation Schedule
Program Manager - <i>Salary and Benefits - total</i>	\$ 148,181	\$ 14,818	\$ 162,999	A (total)
- Program Manager -Fixed Fee Portion	\$ 70,000	\$ -	\$ 70,000	A-1
- Program Manager - Population-based portion	\$ 78,181	\$ 14,818	\$ 92,999	A-2
Stormwater Monitoring Program (E.8 & E.14)	\$ 32,632	\$ 3,263	\$ 35,895	--
- Program and Analysis Costs	\$ 18,432	\$ 1,843	\$ 20,275	C
- Lab Fees	\$ 14,200	\$ 1,420	\$ 15,620	C
Programs Budget	\$ 6,000	\$ 600	\$ 6,600	B
PE/PO Contract (E.7 & E.8)	\$ 132,243	\$ 13,224	\$ 145,467	B
Our Water Our World License	\$ 2,085	\$ 209	\$ 2,294	B
Web Development	\$ 1,500	\$ 150	\$ 1,650	B
Contingency	\$ 8,000	\$ 800	\$ 8,800	B
PEAIP Software License	\$ 32,422	\$ 3,242	\$ 35,664	D
CASQA Membership	\$ 4,480	\$ 448	\$ 4,928	E
BUDGET COMPONENT TOTALS	\$ 367,543	\$ 36,754	\$ 404,297	

Cost Share Schedule	Basis of Calculation	Total Budgeted Cost
A (total)	Program Manager	\$ 162,999
A-1	Fixed Fee portion	\$ 70,000
A-2	Population-Based portion	\$ 92,999
B	Population, Permitted Area	\$ 164,811
C	No. of Monitoring Locations	\$ 35,895
D	Divided per Jurisdiction	\$ 35,664
E	Divided per Jurisdiction	\$ 4,928
Total		404,297

Note: Participants' Fixed-Fee Portion of Program Manager Salary + Benefits =	\$ 10,000
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PARTICIPATING ENTITIES	Cost Share Schedule A						Cost Share Schedule B			Cost Share Schedule C			Schedule D	Schedule E	PERMITTEE SHARE COST (A+B+C+D)
	Fixed Fee Share			Population-Based Share		Total	Population (2020)	Population Share	Population Share Cost (B)	Monitoring Locations (Total)	Monitoring Share Cost (See Monitoring Program Worksheet)	Monitoring Share Cost (Including +10% M1W Admin. Fee) (C)	Participant Cost	Participant Cost	
	Participant	Participant Share	Fixed Cost (A1)	Participant Population (2020)	Population - Based Cost (A2)	Schedule A Share Cost Total (A1+A2)									
TRADITIONAL PERMITTEES															
Carmel-by-the-Sea	1	14.3%	\$ 10,000	3,220	\$ 2,168	\$ 12,168	3,220	2.3%	\$ 3,720	2	\$ 4,662	\$ 5,128	\$ 2,684	\$ 400	\$ 24,100
Del Rey Oaks	1	14.3%	\$ 10,000	1,592	\$ 1,072	\$ 11,072	1,592	1.1%	\$ 1,839	0	\$ -	\$ -	\$ 824	\$ 400	\$ 14,135
Monterey	1	14.3%	\$ 10,000	30,212	\$ 20,339	\$ 30,339	30,212	21.2%	\$ 34,904	4	\$ 9,323	\$ 10,256	\$ 8,245	\$ 800	\$ 84,543
Pacific Grove	1	14.3%	\$ 10,000	15,090	\$ 10,159	\$ 20,159	15,090	10.6%	\$ 17,433	5	\$ 11,654	\$ 12,820	\$ 8,245	\$ 400	\$ 59,057
Sand City	1	14.3%	\$ 10,000	325	\$ 219	\$ 10,219	325	0.2%	\$ 375	0.2	\$ 466	\$ 513	\$ 824	\$ 400	\$ 12,331
Seaside	1	14.3%	\$ 10,000	32,366	\$ 21,789	\$ 31,789	32,366	22.7%	\$ 37,392	0.8	\$ 1,865	\$ 2,051	\$ 6,597	\$ 800	\$ 78,629
County of Monterey <small>Urban, Unincorporated</small>	1	14.3%	\$ 10,000	55,339	\$ 37,254	\$ 47,254	55,339	38.8%	\$ 63,932	2	\$ 4,662	\$ 5,128	\$ 8,245	\$ 1,728	\$ 126,288
Participating Entities' TOTAL	7			138,144			138,144			14			\$ 35,664	\$ 4,928	\$ 399,082
NON-TRADITIONAL PERMITTEES															
	0	0.0%	\$ -	0	\$ -	\$ -	0	0.0%	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -
Coordinating Entities' TOTAL	0			0			0			0			0		
COORDINATING ENTITIES															
Pebble Beach Co (Del Monte Forest)	0	0.0%	\$ -	0	\$ -	\$ -	4,514	3.2%	\$ 5,215	0	\$ -	\$ -	\$ -	\$ -	\$ 5,215
	0			0			4,514			0			0		
Participants' TOTAL	7	100.0%	\$ 70,000	138,144	\$ 92,999	\$ 162,999	142,658	100.0%	\$ 164,811	14	\$ 32,632	\$ 35,895	\$ 35,664	\$ 4,928	\$ 404,297