



Storm Water Management Oversight Committee

MINUTES: Wednesday, February 21, 2018

Special Meeting
Flexible Meeting Room
1:00 PM

Committee Members Present:

David Bower, Peter Drekmeier, Marilyn Keller, Hal Mickelson, Richard Whaley

Committee Members Absent:

Dena Mossar, Bob Wenzlau

Staff Present:

Maybo AuYeung, Phil Bobel, Pam Boyle-Rodriguez, Michel Jeremias, Karin North, Gina Magliocco, Jamie Perez, Isabel Zacharczuk

Call to Order: 2:03pm

Oral Communications: None

Old Business

Chairperson Mickelson talked about the draft minutes for the November 16, 2017 meeting. After discussion, Whaley moved to approve the minutes in condition to edits discussed. Bower seconded. All in Favor.

New Business

Introduction of staff present. Isabel Zacharczuk is the newly hired Associate Engineer as a result of the approved Storm Water Management Fee Ballot. Gina Magliocco is the Senior Management Analyst for Public Works Department and Jamie Perez is the Management Fellow for Public Works and Office of Budget and Management.

1. Staff presentation on the draft proposed Fiscal Year 2019 Stormwater Management Fund Budget

Maybo AuYeung mentioned that two important duties of the committee is to review (1) the Proposed budget of the upcoming fiscal year, and (2) the Expenses of the previously fiscal year. Since the Storm Water Management Fee is newly adopted, there is no previous expenses to be reviewed.

AuYeung presented two documents (1) Draft Fiscal Year 2019 Proposed Budget and (2) Fiscal Year 2019 Budget change Requests. There are three proposals to the Fiscal Year 2019: (1) Fee revenue increases by 2.9% based on December 2017 CPI; (2) Fiber Connection Fee expense increase by \$42,500, this installation strengthens the fiber optic connection between pump stations and creek monitors; (3) Public Safety Radio Service Fee expense increase by \$2,500, this is a citywide initiative to upgrade the current radios in service, which requires access fee.

AuYeung mentioned after fixed expenses incurred, the remaining fund balance in FY2018 will be transferred into the reserve, which is then intended to be allocated and used for Capital Improvement Program (CIP) projects in FY2019, and thus a transfer is shown on the draft proposed budget. The first CIP project, Loma Verde Trunkline Improvement, will start in FY2019 utilizing fees collected from FY2018 and fees we anticipated to collect in FY2019. Staff used CPI to project the budget for the next 5 years.

CIP Projects planned for the next 5 years include:

1. Recurring maintenance: Storm Drainage System Replacement and Rehabilitation
2. FY 2019: Loma Verde Ave Trunk Line Improvement (#1)
3. FY 2020: Corporation Way System Upgrades and Pump Station(#2)
4. FY 2020: West Bayshore Road Pump Station (#4)
5. FY 2022: East Meadow Drive System Upgrades (#7)

Question raised and other discussion during presentation:

1. (Bower/ AuYeung) Debt service payment ends in FY2024, starting FY2025 there will no longer be any debt service obligation, the budgeted funding of \$947K will become available for CIP.
2. (Drekmeier/ AuYeung) Both the Fiber connection fee and radio service fee are ongoing expenses.
3. Bower: Timeline of presenting budget
Magliocco: City Manager – March, Finance Committee – May, City Council – June. New fiscal year starts every July 1st.
4. Drekmeier: Has the city considered holding back on doing certain CIP projects due to current high costs, wait for costs to decrease in the future then take advantage?
Bobel: City have not done that, however we have held back on starting projects while we accumulate funds.
Mickelson: This is a valid idea for the city to explore funding for CIP citywide.
Jeremias: Staff also needs to consider timeline of related projects which projects can only start after one another.

5. (Bower/ Bobel) General Fund can technically borrow funding from Enterprise Fund like the SWM Fund, but staff do not foresee this happening.
6. Mickelson interested in an optional meeting/workshop on high level City Budget processes.
Magliocco suggested workshop to be held after June.
7. Bower is interested in detailed proposed budget, specifically expenses in Green Stormwater Infrastructure (GSI) and CIPs, these are areas where committee would like to provide feedback.
8. (Mickelson/ AuYeung) The 13 CIP projects listed in the ballot measures are identified as top priorities for the program. However, the sequence of the listing in the ballot measure, does not reflect the priority level within the 13 projects or the sequence of project construction.
9. Jeramias: Loma Verde Trunkline is the last project from the last fee, Corporation Way System Upgrades is the highest priority project out of the rest, therefore staff is currently working on these two projects.
- 10.(Drekmeier / Jeramias) Possibility to work with Mountain View to look for alternative for storm water currently pumped into Adobe Creek is low, because of the location, it becomes a SAFER Bay levee regional project (Strategy to Advance Flood protection, Ecosystems and Recreation along the Bay).
- 11.(Drekmeier/ Magliocco) Reason for the Fiber connection cost increase was due to a change in the project, instead of single-strand connection, double-strand was installed as backup to ensure uptime of connection.
- 12.(Drekmeier/ Bobel) Possibility to pay off debt service early depends on the interest rate of the debt, staff will research.
- 13.(Keller/ Bobel) Staff will research on specific reserve guidelines for the Storm Drainage Fund.

David moved to approve in principle the FY19 proposed budget outline, subject to further presentation on detail on GSI, CIP, and other elements. Whaley seconded. All in favor.

2. Update on Green Stormwater Infrastructure Plan

Boyle-Rodriguez presented on GSI:

- Provide background for the next committee meeting where we will look at potential project locations and priorities.
- [GSI Framework](#) was approved June 2017, the Plan is due 2019.
- Bay Area Municipal Regional Stormwater Permit (MRP) issued by the California State Water Resources Control Board includes lots of requirements for each municipality to comply, it is a 5 year permit.

- Through organized coordination efforts by BASMAA and SCVURPPP, permittees including Palo Alto are represented and are able to lobby for requirement development for the next set of requirements in the future. (BASMAA – Bay Area Stormwater Management Agencies Association; SCVURPPP – Santa Clara Valley Urban Runoff Pollution Prevention Program)
- SB 985 Prop I offer grant funding for Stormwater Planning for municipality, if it is part of a Stormwater Resource Plan. Santa Clara Valley Water District and SCVURPPP were awarded funding, therefore Palo Alto is participating in developing the Santa Clara Basin Stormwater Resource Plan (SWRP).
- The planning and development of Palo Alto GSI can leverage the development of the county SWRP and the deliverables available.
- San Mateo County's resource plan was completed and already received the first round of funding.
- Consultants use metrics and modeling to assign points and prioritize potential projects in the county. Staff incorporates the results into the Palo Alto GSI plan for prioritization. These projects could be listed in both the county SWRP and Palo Alto GSI Plan.
- Requirements are already in place for all projects (public and private) that replace over 10,000 sq ft of impervious surface to include GSI, therefore the two parking garages, Public safety Building, and Fire Station 3 will include GSI features.
- The MRP requires city to identify GSI opportunities for public projects. However, as a City we could include requirements in the GSI Plan to require some GSI for private development projects.
- GSI projects by other cities were presented (San Mateo, Campbell, San Jose). [Campbell](#) has a [Green street project](#) that received an award, the cost was lower than installing traditional storm drain system.
- One example of potential challenge: Utilities conflicts on costs and timing of projects, where underground infrastructure needed repair could located beneath GSI features.

Question raised and other discussion during presentation:

- Drekmeier would like to see GSI become part of the culture in all projects citywide, the planned meetings included good content and focuses.
- Drekmeier: What are the challenges to include GSI in the Utilities Downtown project?
Bower / North: Timing, redrawing and changing of plans, funding, community buy in, locations of GSI features, contracts already awarded. Projects are utilities driven, design was completed before GSI is required.
- North and Jeremias mentioned Charleston-Arastradero and North Ventura CAP are incorporating GSI in design, while private development also been including GSI.

- Keller: Does City work with Schools?
Boyle-Rodriguez: Would like to get contact info to initiate coordination.
- Bower commented the best timing and opportunity to include GSI is when Utilities and Public Works redo street, side walk, and curbs.
- Keller commented even though losing parking can be a concern, GSI/Green Streets offer great bike corridors.

3. Update on Current Capital Improvement Program (CIP) Projects

Michel Jeremias updated the committee regarding the Matadero Pump Station project which is the last project of the old Storm Drain Fee. Jeremias showed pictures of the pump station and electrical building taken in November 2017 and February 2018. Project is progressing on schedule.

4. Next meeting

Staff will send polling for dates and times for next meeting which will be a longer meeting than past meeting.

Adjournment: 3:30pm by Chairperson Mickelson