

Storm Water Management Oversight Committee

Thursday, August 13, 2020 1 pm to 3 pm

Special Meeting

****BY VIRTUAL TELECONFERENCE ONLY***

https://zoom.us/join Meeting ID: 990 9847 5635 Phone: 1(669)9006833

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of Covid-19, this meeting will be held by virtual teleconference only, with no physical location.

Agenda posted in accordance Government Code Section 54954.2(a) or 54956.

PUBLIC COMMENT

Members of the public who wish to participate by computer or phone can find the instructions at the end of this agenda. To ensure participation in a particular item, we suggest calling in or connecting online 15 minutes before the item you wish to speak on.

Call to Order (5 min)

Oral Communications (5 min)

Members of the public may speak to any item NOT on the agenda. A reasonable time restriction may be imposed at the discretion of the Committee Chair.

Old Business (5 min)

1. Approval of Minutes from the May 13, 2020 Storm Water Management Oversight Committee Meeting (5 min)

New Business

- 2. Staff Presentation on the Fiscal Year 2021 Budget for the Storm Water Management Fund and Update on Overall City Budget (20 min)
- 3. Staff Presentation on Capital Improvement Program Projects (20 min)
- 4. Staff Presentation Stormwater Compliance Update and on Green Stormwater Infrastructure Plan Implementation (Including Stormwater Rebate Program) (20 min)
- 5. Staff Presentation on Grassroots Ecology Partnership (10 min)

Committee Member Comments and Announcements (10 min)

Tentative Agenda Items for Future Meetings and Review Action Items (5 min)

Adjournment

AMERICANS WITH DISABILITY ACT (ADA)

Persons with disabilities who require auxiliary aids or services in using City facilities, services or programs or who would like information on the City's compliance with the Americans with Disabilities Act (ADA) of 1990, may contact (650) 329-2550 (Voice) 24 hours in advance.

Public Comment Instructions

Members of the Public may provide public comments to teleconference meetings via email, teleconference, or by phone.

- 1. Spoken public comments using a computer will be accepted through the teleconference meeting. To address the Council, click on the link below to access a Zoom-based meeting. Please read the following instructions carefully.
 - A. You may download the Zoom client or connect to the meeting in browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
 - B. You may be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
 - C. When you wish to speak on an Agenda Item, click on "raise hand." The Clerk will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak. When called, please limit your remarks to the time limit allotted.
 - D. A timer will be shown on the computer to help keep track of your comments.
- 2. Spoken public comments using a smart phone will be accepted through the teleconference meeting. To address the Council, download the Zoom application onto your phone from the Apple App Store or Google Play Store and enter the Meeting ID below. Please follow the instructions B-E above.
- 3. Spoken public comments using a phone use the telephone number listed below. When you wish to speak on an agenda item hit *9 on your phone so we know that you wish to speak. You will be asked to provide your first and last name before addressing the Council. You will be advised how long you have to speak. When called please limit your remarks to the agenda item and time limit allotted.

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Storm Water Management Oversight Committee

DRAFT NOTES

Wednesday, May 13, 2020 1 pm to 3 pm

Special Meeting

****BY VIRTUAL TELECONFERENCE ONLY***

https://zoom.us/join Meeting ID: 971 6162 1501 Phone: 1(669)900-6833

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of Covid-19, this meeting will be held by virtual teleconference only, with no physical location.

Agenda posted in accordance Government Code Section 54954.2(a) or 54956.

PUBLIC COMMENT

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Committee Members Present:

David Bower, Peter Drekmeier, Marilyn Keller, Hal Mickelson, Dena Mossar, Ron Owes, Bob Wenzlau

Committee Members Absent: None

Public Members Present:

David Moss (Parks and Recreation Commission Liaison)

Staff Present:

Maybo Auyeung, Phil Bobel, Jon Hospitalier, Michel Jeremias, Karin North, Loretta Olmos, Jamie Perez, Vicki Thai, Isabel Zacharczuk

Call to Order (5 min): 1:04 by Chairperson Mickelson

Oral Communications (5 min): None

Old Business (10 min)

- 1. Approval of Minutes From the February 13, 2020 Storm Water Management Oversight Committee Meeting (5 min)
 - i. Minutes approved: 1:05 pm
- 2. Staff summarizes results from Survey Monkey (5 min)
 - i. Wenzlau: survey felt "boxed in" with ability to prioritize based on the set topics. SWMOC has a fiduciary obligation first and foremost.
 - 1. North: intent of the survey was to find other topics beyond fiduciary topics that are tangentially tied to the SWMOC's interests.

New Business

- 3. Staff Presentation on the Fiscal Year 2019 Fund Expenditures and Fiscal Year 2021 Proposed Budget for the Storm Water Management Fund (10 min)
 - i. North and Bobel: no projected shortfall in the Stormwater fund since it is part of an Enterprise Fund. Budget shortfalls are focused on General Fund.
 - ii. Perez: operating budget included 2.5% CPI. Added an increase for annual SCVURPPP membership fee. No changes to maintenance.
 - iii. Keller: budgets are protected compared to general fund, but are expenditures impacted from construction being limited due to COVID?
 - 1. Bobel: difficult to estimate impacts to construction at this point. General feeling is that projects bid *right now* will get better prices.
 - 2. Jeremias: larger, commercial projects are starting up next week. Smaller projects, such as home remodels, are *slowly* ramping up.
 - 3. Bobel: the City has not been issuing building permits for the past two months so new projects have not been starting.
 - 4. Bower: based on 2007 experience, it took a few years to get projects through the pipeline. In June 2009, there was little work available, so significant project savings could be found with a lot of contractors chasing a small number of projects.
 - 5. Wenzlau: should the development and violation fines/fees row be lower? Is this something that the Committee makes a motion on or is this more of an FYI?
 - a. Perez: proposed budget was developed prior to SIP and COVID—Council and Finance Committee are currently in talks for budget hearings, so we may receive direction to adjust this number.

iv. GSI Preliminary Plan:

- 1. Hoping to get GSI Consultant RFP approved by Council end of June.
- 2. Bower: need to explain that consulting is the way that staff gets to future projects since consulting takes up the bulk of the budget.

v. GSI Budget Plan:

- 1. Rebate Program will be partnering with Valley Water to further promote our City program. Allocated \$25k for that partnership.
- 2. Wenzlau: consider using this money for those in need to create a social benefit with these economic resources.
 - a. North: mentioned intent to develop GSI Maintenance Workforce Framework as part of EPA Grant submittal.

vi. Planned CIP Projects:

1. Bobel: acknowledged distinction between one-year budget and five-year plan (which is not an authorization to spend).

- 4. Committee Discussion on Findings of the Fiscal Year 2019 Fund Expenditures and Fiscal Year 2021 Budget Projections and adoption of the Committee Memo on FY 2019 Fund and Committee Memo on Expenditures FY 2021 Proposed Budget (15 min)
 - i. Mickelson: change dates on memo to make them current to when they were considered and adopted.
 - ii. Mossar: last sentence regarding innovative funding is confusing given time lapse. Did staff make changes? Are those changes reflected in the budget?
 - 1. North: staff worked on the partnership with Valley Water since the last meeting in February.
 - 2. Mossar: change wording to "Committee continues to encourage staff" to make the memo clearer.
 - iii. Mickelson: motion for FY19 Memorandum approved at 1:50. Moved forward by David Bower and seconded by Dena Mossar.
 - iv. Mickelson: FY20 Memorandum—SWMF is only meant to be spent for stormwater-related measures and projects. Cannot suggest any flexibility that differs from that language.
 - 1. Wenzlau: While we expend money solely for these said purposes, staff should consider local employment based on COVID impacts.
 - 2. Mickelson: Add a sentence similar to "consistent with application solely for these purposes, the City should find modes of implementation of these expenditures that address the employment impacts and other social needs resulting from the COVID-19 crisis" as the last sentence of the Memo.
 - v. Mickelson: motion for FY20 Memorandum approved at 2:02. Moved forward by Dena Mossar and seconded by David Bower.
- 5. Staff Presentation on Capital Improvement Program Project (15 min)
 - i. Loma Verde going to Council for award of contract in June. Received seven bids. Lowest bid was \$1.9 million and highest was \$4.1 million.
 - ii. Schaaf and Wheeler contract also going to Council in June for design for the other three projects.
 - iii. Soliciting bids for Alma Box Culvert over Oregon Expressway to repair a crack on the outside of the box to help extend the life of the box.
 - iv. Final EIR for Newell Road Bridge has been approved unanimously by ARB on May 7th. Going to Council with EIR soon for project approval.
 - V. Mickelson: Is it typical to see such a wide range of dollar amounts for bids?
 - 1. Jeremias: Yes, typical to see a wide range. It's more surprising to see so many consultants bidding (7 bids for this project).
- 6. Staff presentation on EPA Water Quality Improvement Fund Grant Application and Rinconada GSI project (10 min)

- i. Partnering with City of Santa Clara, County of Santa Clara, Grassroots Ecology, San Jose Conservation Corps, and San Francisco Estuary Institute
- ii. Grant Proposal includes three components:
 - 1. Parking lot retrofits in Lot A in Palo Alto and Bower's Park in City of Santa Clara: includes bioretention, bike parking, tree plantings, new refuse management, EV parking, and lighting
 - 2. Guidebook for Greener Parking Facility Design: includes resources, lessons learned, and cost estimates for retrofitting parking lots
 - 3. GSI Maintenance Training and Workforce Framework: Bay Area has a lack of qualified maintenance staff to address GSI. Framework will review available trainings nation-wide to identify which training programs would be the best fit to start training San Jose Conservation Corp members and help build local workforce.
- iii. Palo Alto using SWMF funds to provide cash match, in addition to cash match from City of Santa Clara and significant in-kind matching.
- 7. Committee approval to send a support letter for the EPA Water Quality Improvement Fund Grant Application (5 min)
 - i. SWMOC signed a support letter to be submitted with the EPA Water Quality Improvement Fund Grant Application.
- 8. Staff Presentation on Stormwater Maintenance Program (20 min)
 - i. Presentation by Jon Hospitalier, Assistant Director for Public Works Services Division
 - ii. 3 full-time staff members (100% maintenance of pipeline) and Manager
 - 1. 1.0 staff electrician for monitoring sites; 0.5 staff IT support
 - iii. Hydroflushing truck used to hydroflush line and collect material that pulls back within the pipe. Cleans trash-capture devices on Park Blvd.
 - 1. Conduct pipeline repairs (mostly smaller-scale). Larger pipe repairs go to Michel Jeremias' group for repair.
 - iv. Winter Preparations: clean out the pump stations annually
 - 1. Hydroflushing of known hot-spots throughout the City
 - v. Special Operations: Spill response emergencies, camera inspection at the pipeline, and minor levy repairs
 - 1. Mentioned San Francisquito annual creek walk to identify any repairs that may need to occur prior to the start of the rainy season
 - vi. Calendar of planned work based on wet/dry seasons
 - vii. Owes: is most of the system designed for self-flushing without cleanout velocity? If we're in a drought, does it mean that staff has to perform more flushing maintenance?
 - 1. Hospitalier: not particularly, but usually staff has issues in areas with a lot of construction.

Committee Member Comments and Announcements (10 min)

Tentative Agenda Items for Future Meetings and Review Action Items (5 min)

Tentatively scheduled for June 11th and August 13th. Staff will cancel June meeting so next meeting will be on August 13th.

<u>Adjournment</u>

Moved by Dena at 3:05.

Stormwater Oversight Committee Meeting

August 13, 2020





FY 2021 Adopted Budget

SWM Fee Revenue

- increase by CPI (~2.5%)
- +\$186k
- from \$7.45M to \$7.64M

Operating

- SCVURPPP membership fee increase (+\$10k)
- Base program increase (allocated charges)
- Maintenance no change
- GSI & Innovative project no change
- Management compensation reduction (-\$52k)

Capital

- Planned CIPs CPI increase
- Adjusted for cost estimates



FY 2021 Adopted Budget

STORMWATER MANAGEMENT PROGRAM

Fiscal Year 2021 Adopted Budget (Amounts in 1000s, as of August 2020)

(Amounts in 1000s, as of August 2020)					
	Adopted Budget Year 1 2018	Adopted Budget Year 2 2019	Adopted Budget Year 3 2020	Projection Year 3 2020	Adopted Budget Year 4 2021
Revenue Collected	7,178	7.379	7.796	8,075	7,909
Fee Revenue	6,927	7,128	7,449	7,919	7,635
Interest Earnings	130	130	226	98	153
Development Fees & Violation Fines	121	120	121	58	121
Total Revenue	7,178	7,379	7,796	8,075	7,909
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Base Components	5,209	5,194	5,003	5,044	5,165
Base Program (Incl. Water Quality, Flood Control)	2,776	2,645	2,547	2,474	2,711
Storm Drainage Maintenance	1,486	1,599	1,507	1,621	1,505
Debt Service for Past Capital Project	947	949	949	949	949
Project & Infrastructure	1,063	3,299	3,566	3,584	4,380
Capital Improvements Program	0	2,200	2,502	2,533	1,871
Loma Verde Ave Trunk Line Improvements (#1/ SD-19000)		2,200	2,090	2,073	
Matadero Creek Storm Water Pump Station (SD-13003)				14	
Channing Ave / Lincoln (SD-11101) West Bayshore Road Pump Station (#4/ SD-20000) Corporation Way System Upgrades and Pump Station (#2/ SD-21000) East Meadow Drive System Upgrades (#7/ SD-22000) West Bayshore Road Trunk Line Improvements (#3/ SD-23000) Louis Road System Upgrades (#11/ SD-24000)			206 206	242 204	167 1,655 49
Popuring System Popuis (SD 08101)	400	412	424	754	1,825
Recurring System Repair (SD-06101) Capital Program Engineering Support	158	182	135	164	1,825
Green Stormwater Infrastructure (GSI)	380	380	380	72	380
GSI - CIP Design/Construction	330	330	340	0	250
GSI - Consulting Services	85	50	40	72	130
GSI - Other unassigned tasks	15	0	1	,2	130
Innovative Project	125	125	125	61	125
Innovative Project - GSI Consulting Services & Outreach	0	100	100	58	100
Innovative Project - Rebates	125	25	25	3	25
Total Expenses	6,272	8,493	8,569	8,628	9,545
Net Impact	907	(1,114)	(773)	(553)	(1,636)



GSI Preliminary Plan

	FY 2018 Actuals	FY 2019 Actuals	FY 2020 Projection	FY 2021 Adopted	FY 2022 Projection
Green Stormwater Infrastructure	366	376	72	380	380
GSI - CIP Design/Construction	330	330	-	250	110
GSI - Consulting Services	36	46	72*	130**	130
GSI - Other unassigned tasks	-	-	-	-	140
Innovative Project	2	1	61	125	125
Innovative Project – GSI Consulting Services	-	-	58	80	80
Innovative Project - Outreach	1	-	-	20	20
Innovative Project - Rebates	2	1	3	25	25
Innovative Project - Other unassigned tasks	-	-	-	-	-

^{*\$70}k carried forward to FY2021

^{**}Does not include additional \$130k in FY2020 funding proposed for reappropriation NOTE: \$250k, pending Council approval, to be used from reserves fund GSI features in Rinconada Park Improvements Project (PE-08001)





GSI Budget Plan

Item	Details	FY20 Est.	FY21 Est.
GSI Plan Implementation	 Engineering Spec. Document Maintenance & Monitoring Manual Establish performance metrics & baseline Further prioritization of GSI projects Future permit requirement compliance 	\$130k Year 1 proposed for reappropriation	\$130k Year 2
Funding Needs & Strategy Analysis	 Determine funding opportunities and feasible fit (e.g. state grants and loans, public/private partnerships) 	\$58k	
GSI Outreach and Education	 Promote Rebate Program and community-wide benefits Develop outreach materials Create an outreach strategy and plan to increase community support 	\$70k Year 1-2	\$20k
Bioretention Area Maintenance	 Support City Parks Department in maintaining bioretention areas Begin to develop a trained workforce 		\$80k (Year 1)
Rebate Program	 Partner with Valley Water to issue rebates for rain barrels, cisterns, and rain gardens 	\$3k	\$25k



Planned CIP Projects

Capital Improvements Program (13)	FY 2020 Adopted Budget	FY 2021 Adopted
SD System Replacement & Rehabilitation (SD-06101)	424	2,069 ^[1]
Projects identified from Ballot	2,798	2,124
Loma Verde Ave Trunk Line Improvements (#1, SD-19000)	2,386	
Corporation Way System Upgrades and Pump Station (#2, SD-21000)	206	1,879 ^[1, 2]
West Bayshore Road Pump Station (#4, SD-20000)	206	190 ^[1, 2]
West Bayshore Road Trunk Line Improvements (#3, SD-23000)		55 ^[1, 2]

Notes:

^[2] Budget for combined design contract of the CIP projects



^[1] Includes FY2020 remaining budget reappropriated into the project's FY2021 budget

Planned CIP Projects

Capital Improvements Program (13)	FY 2019 Adopted Budget	FY 2020 Adopted Budget	FY 2021 Adopted	FY 2022 Projection	FY 2023 Projection	FY 2024 Projection	FY 2025 Projection
SD System Replacement &							
Rehabilitation (SD-06101)	412	424	2,069	282	588	628	
Projects identified from Ballot	2,200	2,798	2,124	2,300	1,945	1,677	2,212
Loma Verde Ave Trunk Line Improvements (#1, SD-19000)	2,200	2,386					
Corporation Way System Upgrades and Pump Station (#2, SD-21000)		206	1,879	1,862			
West Bayshore Road Pump Station (#4, SD-20000)		206	190	438	913		
West Bayshore Road Trunk Line Improvements (#3, SD-23000)			55		1,032	1,315	
East Meadow Drive System Upgrades (#7, SD-22000)						71	723
Louis Road System Upgrades (#11, SD-24000)						291	1,489





www.cityofpaloalto.org/LOMAVERDE

PROJECT UPDATE

Project Timeline

- City Council awarded construction contract to Stoloski & Gonzalez, Inc. – June 1, 2020
- Award process
- Construction Start date August 3, 2020

Public Outreach

- Project signs
- Project Flyers
- NextDoor
- Website
- Coordination with Schools





CONSTRUCTION UPDATE

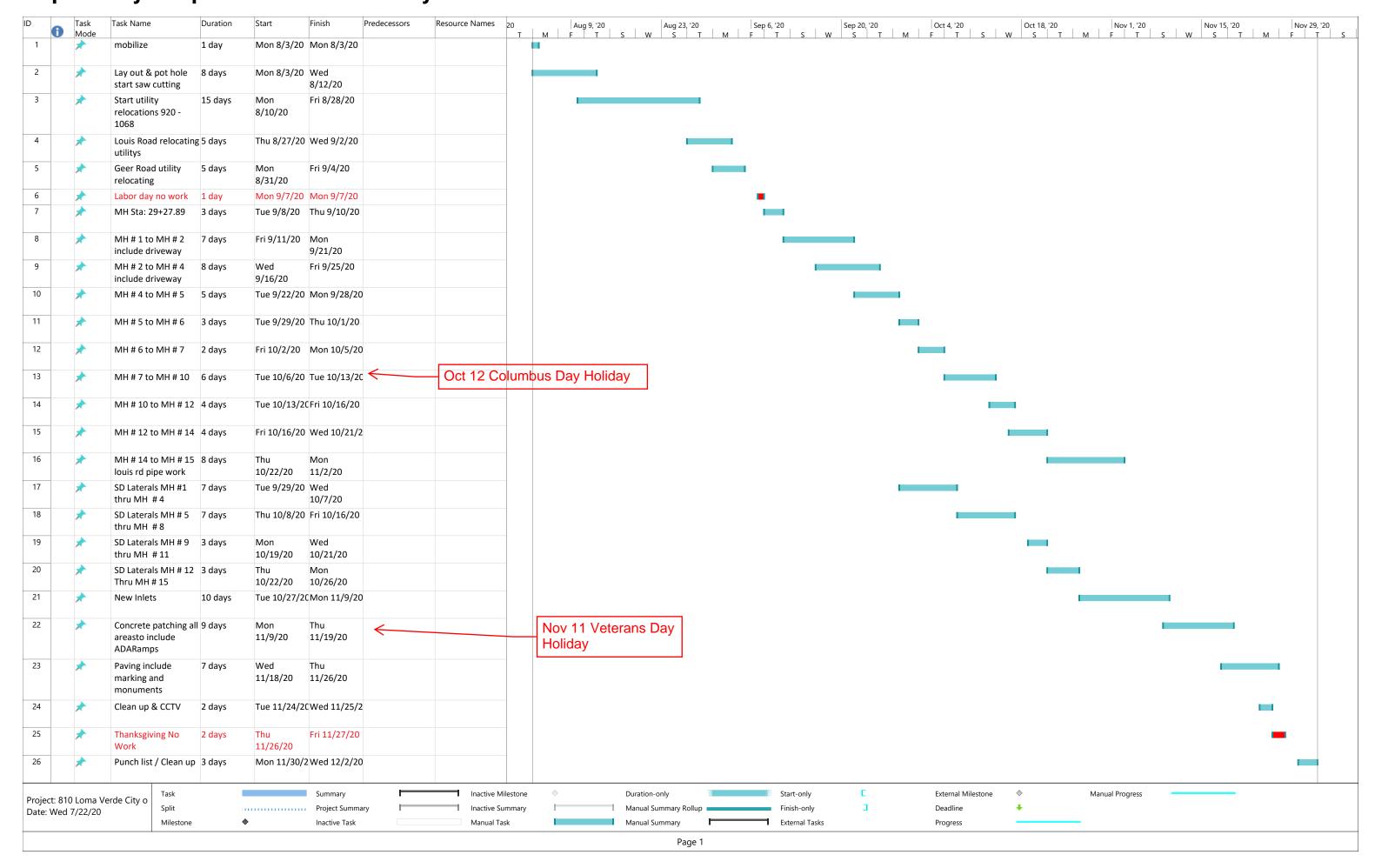
Pre-Construction Preparation

- Coordination
- Review submittals
- RFI's
- Traffic Control Plan
- Construction Staging
- Schedule





Capital Project Update - Lome Verde Project Schedule



Capital Project Update- Loma Verde Project

STOLOSKI & GONZALEZ, INC. GENERAL ENGINEERING CONTRACTORS LICENSE NO. 489175

GENERAL ENGINEERING CONTRACTORS LICENSE NO. 489175
727 MAIN STREET • HALF MOON BAY, CA 94019-1924
(650) 726-7119 • FAX (650) 726-9055

SUBMITTAL #1.1

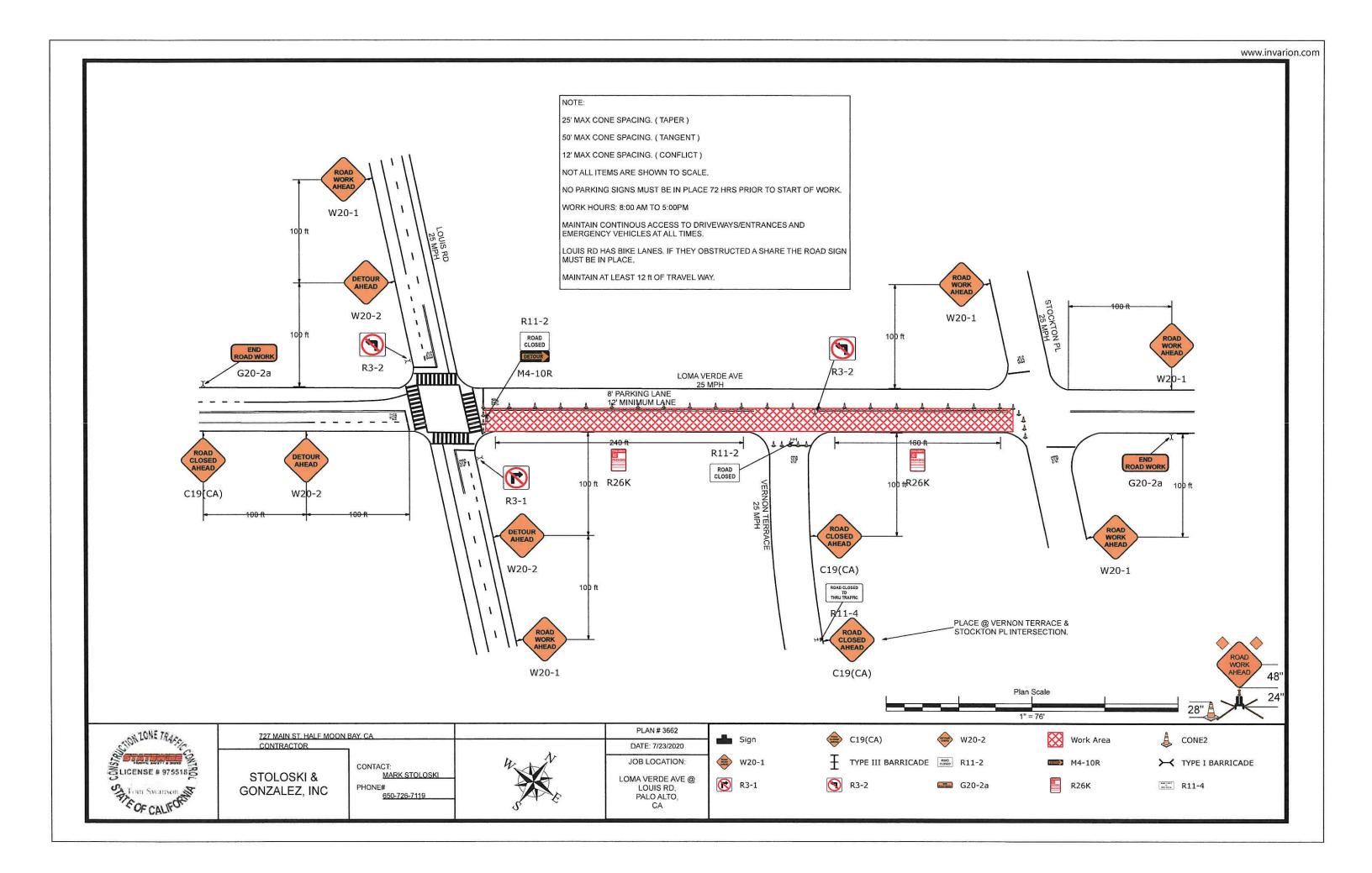
IMPROVEMENT PROJECT
CONTRACT NO. C20178122
CITY OF PALO ALTO

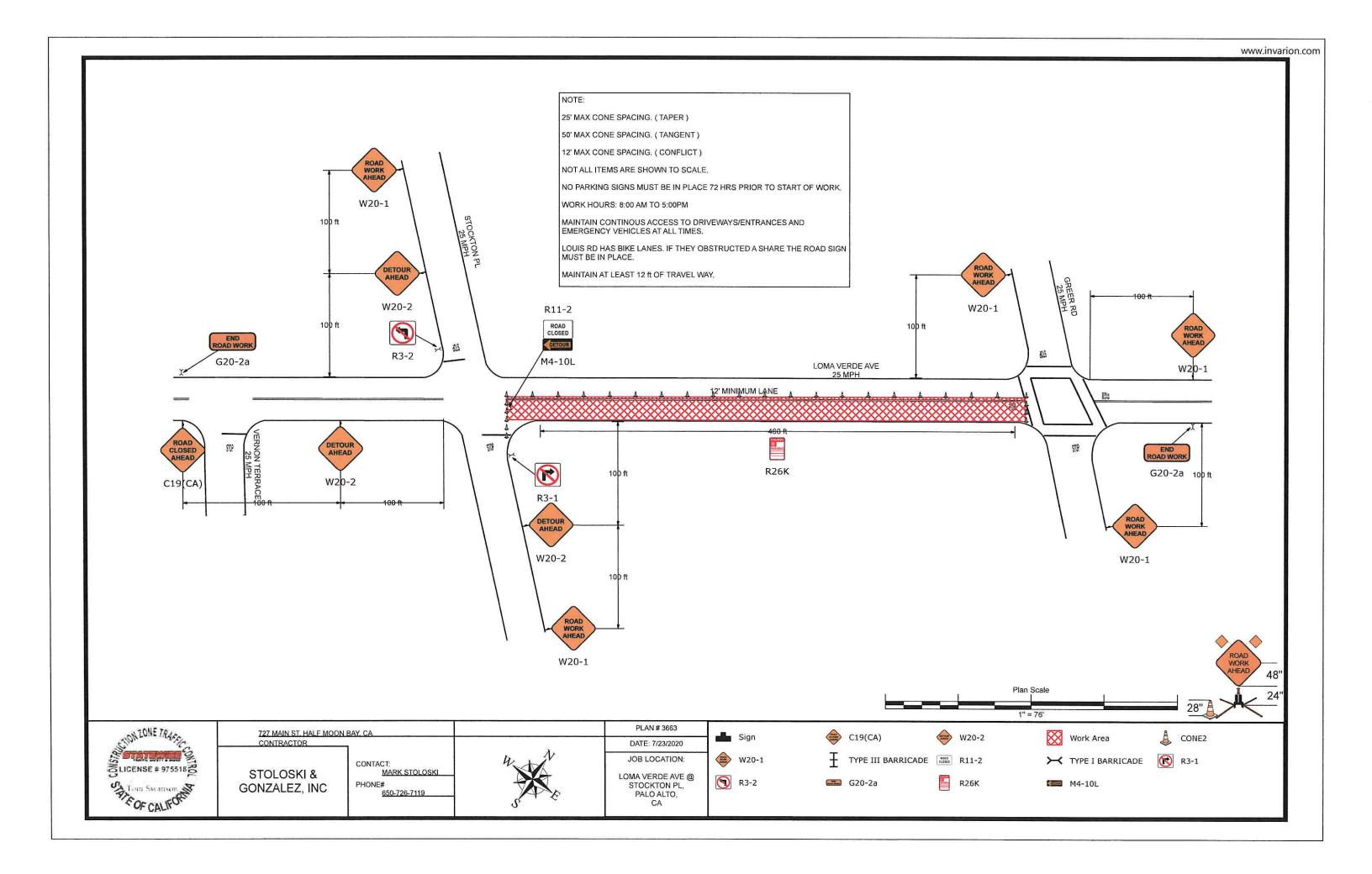
S & G JOB #808

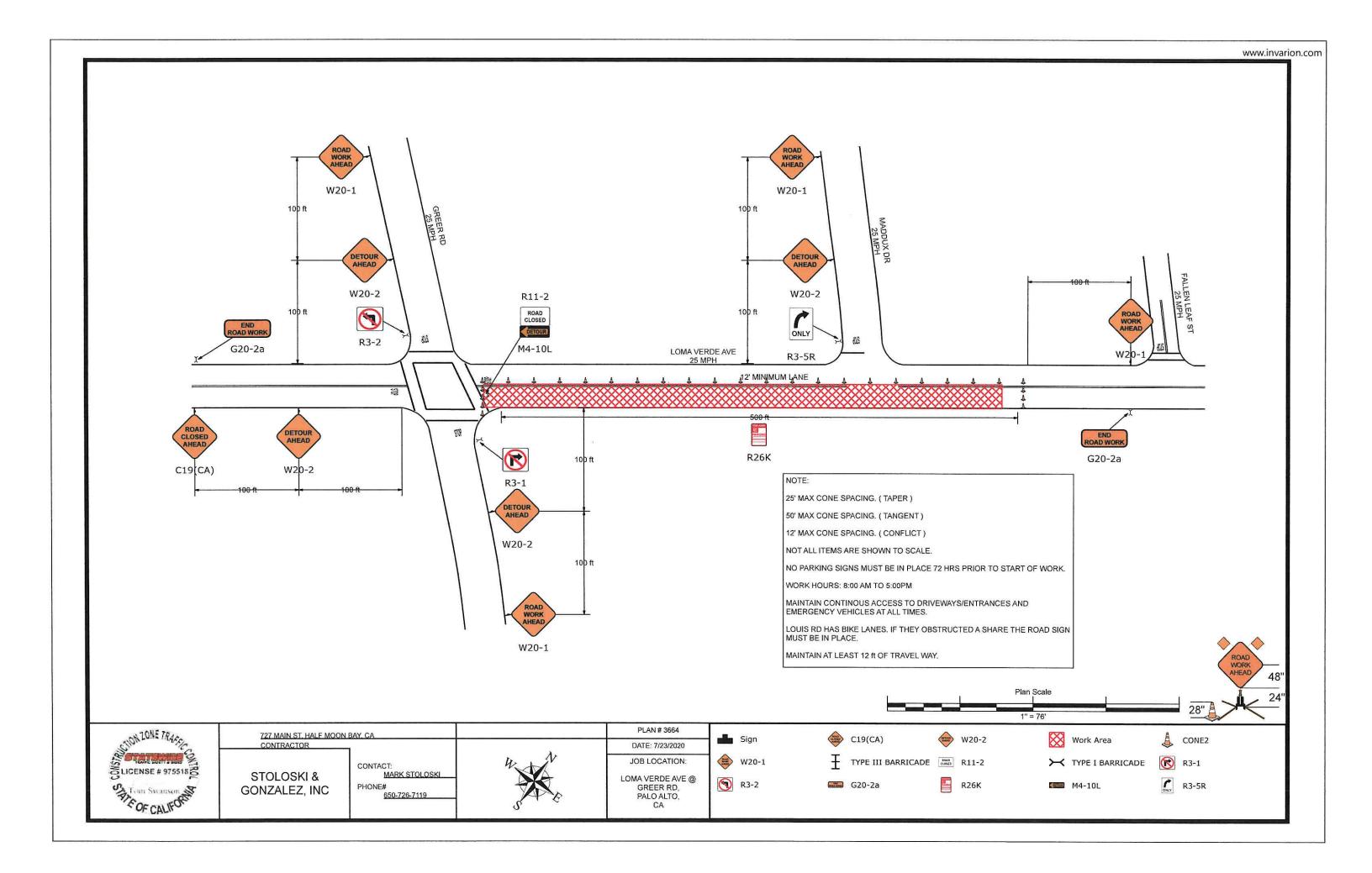
TRAFFIC CONTROL PLAN

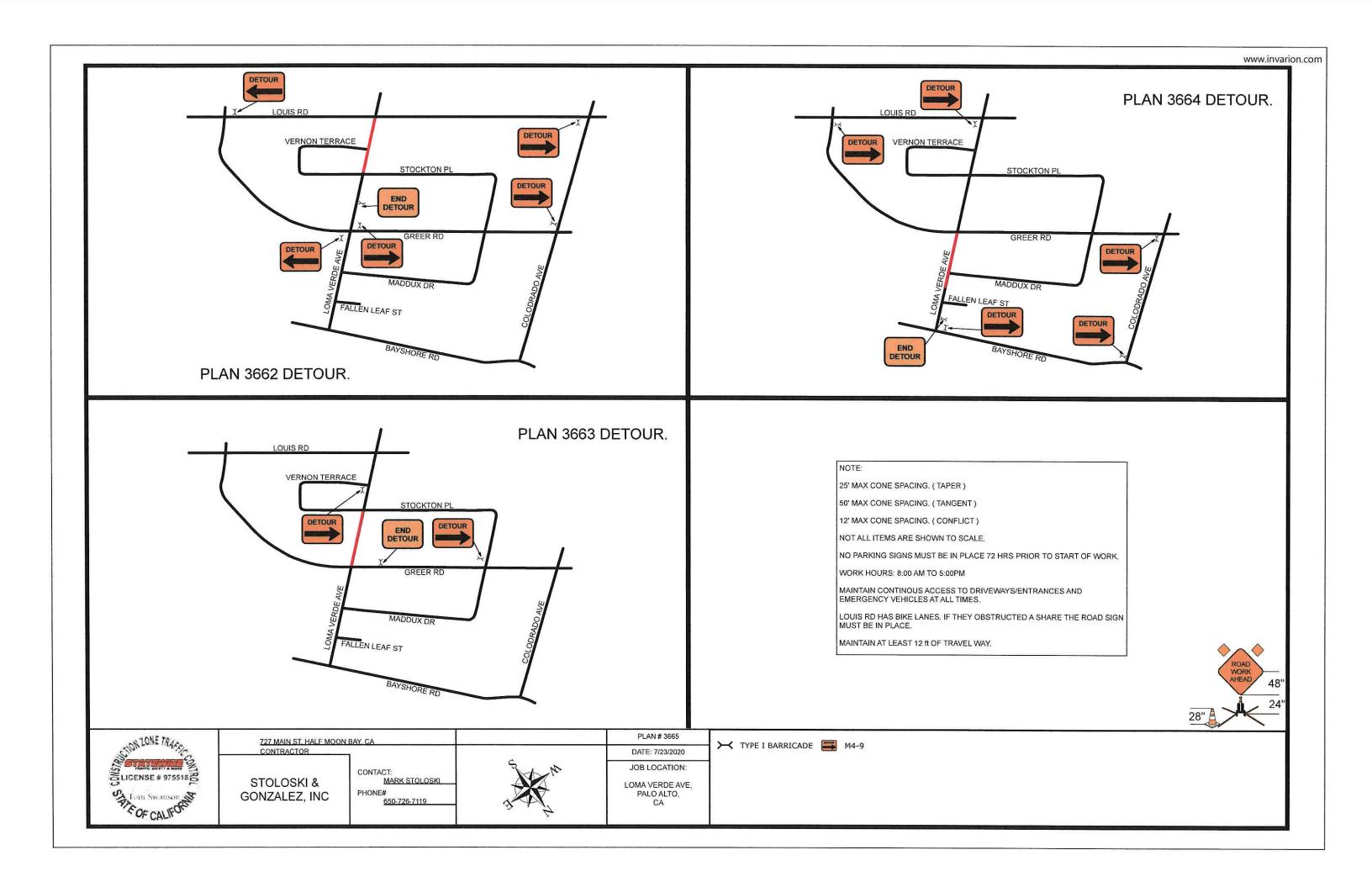
Stoloski & Gonzalez, Inc.

Submitted: 08/03/2020









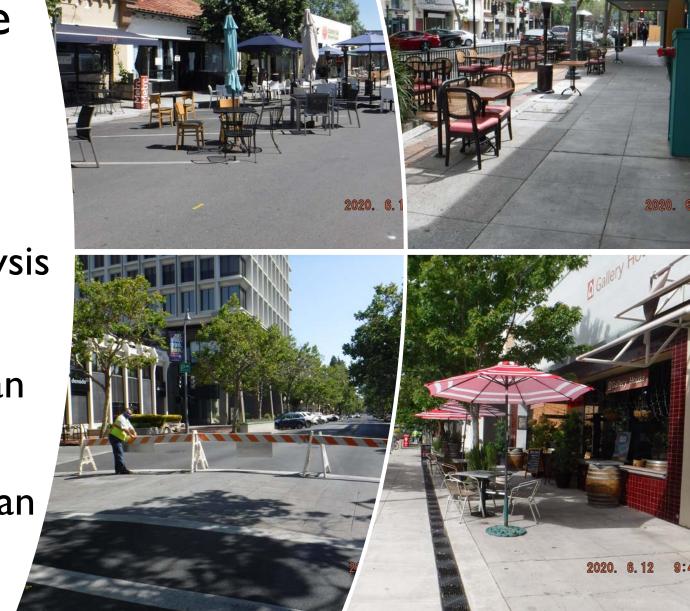
Stormwater Compliance Update

Field staff

Funding analysis

Enforcement Response Plan

TrashReduction Plan



Stormwater Inspection Software

Application Tier

Survey 123

iPad in Field





Survey 123

ArcGIS Portal Tier

- Authentication
- Data Provision
- Application Access

Portal for ArcGIS







Operations Dashboard

Workforce for ArcGIS

Hosting ArcGIS Server



Database Tier

- WPG Geodatabase
- WPG Feature Classes
- Survey 123 Schema



WPG Geodatabase



SOUTHGATE BEAUTIFICATION & RE-GREENING PROJECT

Coming Soon!

The City of Palo Alto is partnering with Grassroots Ecology to spruce up bioretention areas with new, native plants and mulch near Castilleja Ave and Mariposa Ave on Wednesday, October 28th and Thursday 29th. Staff will be onsite from 9:00 am–1:00 pm both days to work on these bioretention areas (planted areas that capture rain to decrease street ponding). A portion of Castilleja Ave will be temporarily closed (as shown in the map) to allow for safer access to the bioretention areas. Due to COVID-19, the City is not able to accept any volunteers for these two re-planting days.



In the future, we hope to expand this project to other bioretention areas in the neighborhood with the help of community members after this pilot is evaluated.

What is Green Stormwater Infrastructure?



Green Stormwater Infrastructure (GSI), such as a bioretention area, is a design approach used to reduce street ponding in wet weather, capture and filter stormwater before it enters creeks and the Bay, and beautify neighborhoods. GSI can replenish groundwater by capturing runoff. Soil and plant roots filter pollutants such as oil and grease, heavy metals, and microplastics that would otherwise enter local creeks and the Bay.

Source: https://www.wetlands.com/dc-water-lid

Escobita Ave and Sequoia Ave

The GSI measures in this Southgate neighborhood were installed in 2014 and reduced deep street ponding during storms. Before then, Southgate did not have a storm drain system, and flooding occurred frequently.





Taken October 2011

Taken December 2015





For more information, contact Isabel Zacharczuk at 650-329-2585 or isabel.Zacharczuk@cityofpaloalto.org or visit cityofpaloalto.org/southgate

Stormwater Rebate Program

- Valley Water (as of 7/1)
- Phone interviews
- Online survey
- Website reboot
- Signage





Coming Up

- Coastal Cleanup Day (Month)
 - Parks & Rec Commission (8/25)
 - Green Streets Symposium (3 webinars): 9/10, 9/25 and 10/8
- Stormwater Permit Draft
 - S/CAP webinars
 - Social media ads
 - GSI website reboot (~ Jan. 2021)