



CITY OF
**PALO
ALTO**

Stormwater Management Oversight Committee

Thursday, October 5, 2023
1 pm to 3 pm
Special Meeting

Community Meeting Room at City Hall

***BY IN PERSON and VIRTUAL TELECONFERENCE ***

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

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. June 2023 and August 2023 Meetings were cancelled.
2. Approval of Minutes from the April 6, 2023 Stormwater Management Oversight Committee Meeting (5 min)

New Business (60 min)

3. Approval of FY 2023 Actuals and review of Adopted 2024 Adopted Budget (30 min)
4. Staff Update on Storm Water Management Capital Improvement Program and discussion (30 min)

Committee Member Comments and Announcements (15 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. Written public comments may be submitted by email to the staff liaison, Karin North at karin.north@cityofpalalto.org.
2. 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.
3. 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.
4. 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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STORMWATER MANAGEMENT OVERSIGHT COMMITTEE MINUTES

Special Meeting
April 6, 2023

The Stormwater Management Oversight Committee of the City of Palo Alto met in hybrid teleconference at 1:01 P.M.

Present: Mickelson (Chair), David Bower, Marilyn Keller, Ron Owes, Bob Wenzlau, Catherine Perman

Absent: Dena Mossar

Oral Communications

Old Business

Approve last times minutes

Final Memo

Updated Workplan 2024-2025

1. Approval of Minutes from the February 2, 2023 Stormwater Management Oversight Committee Meeting.

MOTION: Catherine Perman made the motion and Dena Mossar seconded.

MOTION PASSED: 6-0

2. Update items for the Boards, Commissions, and Committee (BCC) Workplan

MINUTES

MOTION: Catherine Perman made the motion and Dena Mossar seconded.

MOTION PASSED: 6-0

New Business

2. Motion to express appreciation to staff for all efforts regarding Storm efforts.

MOTION: Catherine Perman made the motion and David Bower seconded.

MOTION PASSED: 6-0

3. Memo regarding Review of Fiscal Year 2022 Storm Drainage Fund Expenditures

NO ACTION TAKEN

4. Staff Update Stormwater Management Fund Capital Program

5. Staff Update Embarcadero Trash Capture Device Project

6. Staff Presentation of FY 2024 Proposed Budget for Approval of

Committee Member Comments and Announcements

Tentative Agenda Items for Future Meetings and Review Action Items

Adjournment: The meeting was adjourned at 2:21 P.M.

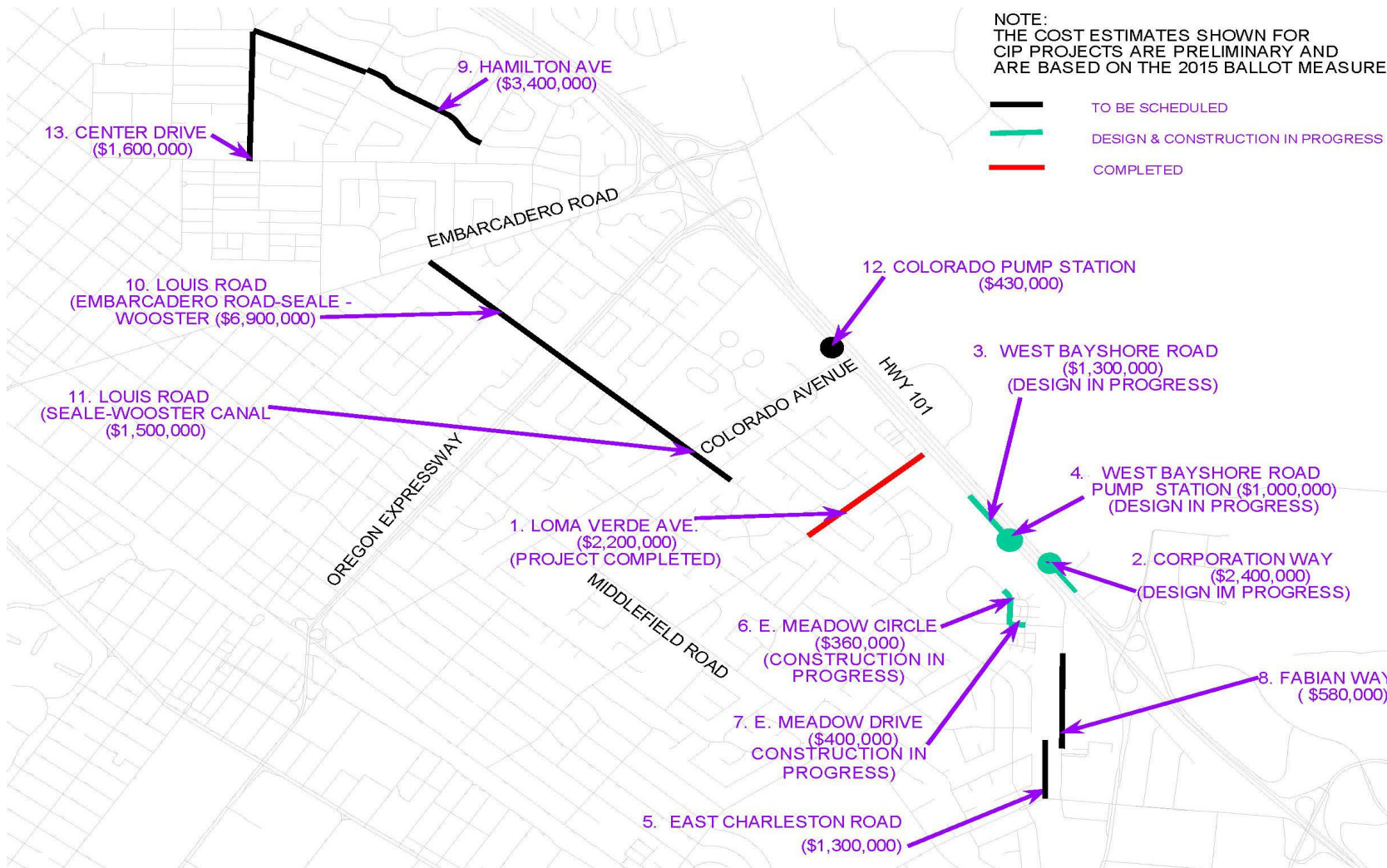


Engineering Group
Rajeev, Vicki, and Michel

October 5, 2023

www.cityofpaloalto.org

2017 BALLOT MEASURE CIP PROJECTS



OBJECTIVE: Implement projects that will reduce flooding risk

- 13 PROJECTS / 15 YEARS (2032)
- 9 PIPE UPGRADES
- TWO NEW PUMP STATIONS
- REMOVAL OF ONE EXISTING STATION



**CORPORATION WAY
AND WEST BAYSHORE
ROAD PUMP STATIONS
AND SYSTEM
UPGRADES PROJECT**

October 5, 2023

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PUMP STATIONS & SYSTEM UPGRADES (SD-20000, SD-21000, SD-23000)



JAN 2023 AT EAST BAYSHORE ROAD

PROJECT STATUS UPDATE

- February 7, 2023 – received two notarized and signed agreements to grant easements for installation of pump stations from private owner
- Consultant is completing the final design to advance the project to construction
- Bid documents to be completed end of October 2023 and bidding process for construction to be completed by end of February 2024.

PUMP STATIONS & SYSTEM UPGRADES (SD-20000, SD-21000, SD-23000)



JAN 2023 AT EAST BAYSHORE ROAD

PROJECT STATUS UPDATE

- Construction estimated to start Corporation Way Pump Station and Pipe Line Upgrades & West Bayshore Road Pump Station and Trunk Line Upgrades March 2024 and completed by end of July 2025.
- Construction for West Bayshore Road Pump Station and Trunk line Upgrades & Corporation Way Pump Station and Pipe Line Upgrades will start and end at the same scheduled date.

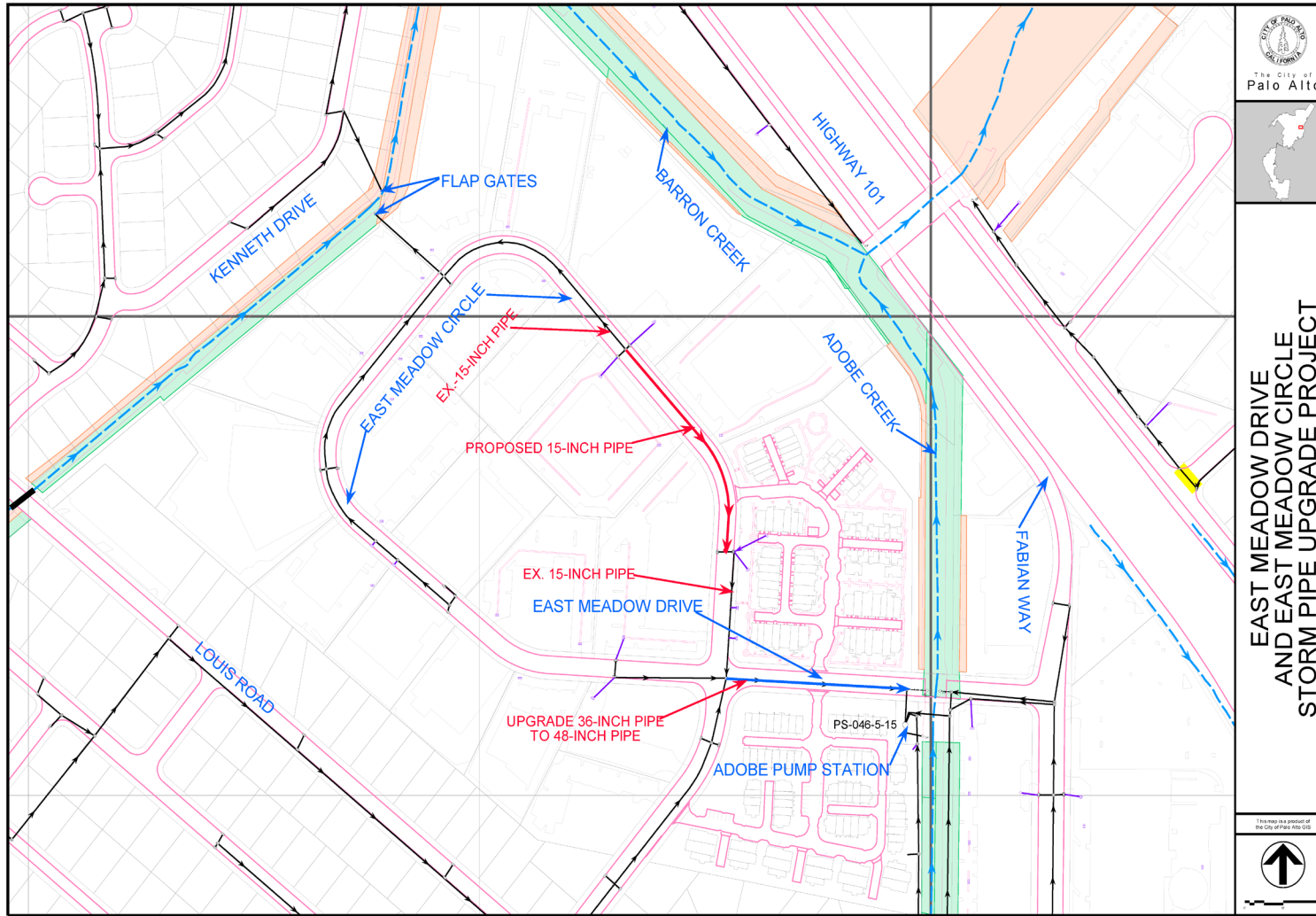


East Meadow Drive Capacity Upgrades & East Meadow Circle Connected to Adobe Pump Station

October 5, 2023

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East Meadow Circle (SD-26000) & East Meadow Drive (SD-22000)



PROJECT SCOPE

- Prevent Flooding on East Meadow Circle Due to Back Up Flow from the System that Flows to Barron Creek When Water Surface in the Creek is Very High
- Upgrade and install new storm system at E Meadow Drive and E Meadow Circle to accommodate the 10-Year Flow
 - East Meadow Circle: Install new 15-inch pipe
 - East Meadow Drive: Upsize 36-inch pipe to 48-inch pipe

East Meadow Circle (SD-26000) & East Meadow Drive (SD-22000)

ADDITIONAL PROJECT SCOPE

- GSI Feature: Bioretention in public ROW
- Storm Rehab: Replace and repair pipe failures from winter 2023 storm events

PROJECT SCHEDULES

- Solicit Bids: July 17, 2023
- Bid Closing: August 7, 2023
- Award Contract: October 2023
- Commence Construction: October 2023
- Complete Construction: April 2024



East Meadow Circle (SD-26000) & East Meadow Drive (SD-22000)

PROJECT COSTS

- Approximate Cost \$1.56M

	Funding Source	Contract	Contingency	Total Encumbrance
1	East Meadow Drive System Upgrades SD-22000	\$487,590	\$48,759	\$536,349
2	East Meadow Circle Connection to Adobe Creek Pump Station SD-26000	\$399,861	\$39,986	\$439,847
3	Storm Drainage System Replacement & Rehabilitation SD-06101	\$256,805	\$212,741	\$469,546
4	Green Stormwater Infrastructure SD-22001	\$86,867	\$8,687	\$95,554
5	Sidewalk Repairs PO-89003	\$15,946	\$1,594	\$17,540
	Totals	\$1,247,069	\$311,767	\$1,558,836





**STORMWATER
MANAGEMENT FUND**
Financial Review

OCTOBER 5, 2023

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Budget 2018-2023 Actuals

	ADOPTED Year 1 2018	ACTUALS Year 1 2018	ADOPTED Year 2 2019	ACTUALS Year 2 2019	ADOPTED Year 3 2020	ACTUALS Year 3 2020	ADOPTED Year 4 2021	ACTUALS Year 4 2021	ADOPTED Year 5 2022	ACTUALS Year 5 2022	ADOPTED Year 6 2023	ACTUALS Year 6 2023	ADOPTED Year 7 2024
REVENUES	7178	6999	7379	7567	7,796	7,862	7,909	7,885	8,075	8,486	8,361	8,318	8,841
Fee Revenue	6,927	6,912	7,128	7,195	7,449	7,494	7,635	7,735	7,838	7,857	8,167	8,191	8,568
Interest Earnings	130	31	130	317	226	319	153	78	153	562	110	92	189
Storm Drain Violation Fines	3	2	3	2	3	-	3	1	3	2	3	-	3
Storm Drain Development Review Fees	118	54	118	53	118	49	118	71	81	65	81	35	81
Other Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
From Reserves	-	-	-	-	-	-	-	-	-	-	-	-	-
EXPENSES - Base Program	3996	3654	3836	3483	3,989	4,145	4,251	3,428	4,399	3,094	4,887	3,408	5,675
Flood Control Improvement	104	79	109	91	119	117	119	109	133	75	133	75	158
Engineering Support	256	46	276	60	334	99	326	88	383	107	408	298	472
Storm Water Quality Protection	818	733	827	796	942	954	1,001	909	1,086	864	1,157	759	1,564
Emergency Response	126	88	132	76	140	85	142	67	147	59	153	89	166
Administrative Support Costs	1,207	1,371	892	1,110	948	1,232	1,040	1,154	1,106	714	1,204	750	1,348
Storm Drainage Maintenance	1,486	1,338	1,600	1,350	1,506	1,658	1,623	1,101	1,544	1,275	1,832	1,437	1,967
To Fund Reserves	756	2,442	1,513	2,709	1,352	2,478	(283)	1,291	(2,816)	4,729	(3,521)	3,949	(4,734)
EXPENSES - Project & Infrastructure Program	2,427	904	2,030	1,375	2,455	1,239	3,941	3,166	6,492	663	6,995	961	7,900
Capital Improvements Projects*	415			462	412	466	1,871	2,469	4,433	36	4,433	36	4,986
Storm Drain System Repairs*	400	409	412	443	424	305	437	280	450	116	953	626	1,305
Debt Service	949	299	949	259	949	217	949	172	949	131	949	38	949
Capital Program Engineer Support	158	158	164	164	165	165	179	179	155	155	155	155	155
Green Municipal Infrastructure	380	36	380	46	380	3	380	47	380	144	380	79	380
Innovative Projects	125	2	125	1	125	83	125	19	125	81	125	27	125
Subtotal - non Major CIP	2,012	904	2,030	913	2,043	773	2,070	697	2,059	627	2,562	925	2,914
Total Expenses	6,423	4,558	5,866	4,858	6,444	5,384	8,192	6,594	10,891	3,757	11,882	4,369	13,575

STORMWATER MANAGEMENT PROGRAM
Fiscal Year 2024 Budget

(Amounts in 1000s, as of September 2023)

	Adopted Budget Year 1 2018	Adopted Budget Year 2 2019	Adopted Budget Year 3 2020	Adopted Budget Year 4 2021	Adopted Budget Year 5 2022	Adopted Budget Year 6 2023	Adopted Budget Year 7 2024
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Revenue Collected

Fee Revenue	6,927	7,128	7,449	7,635	7,838	8,167	8,568
Interest Earnings	130	130	226	153	153	110	189
Development Fees, Violation Fines, Other (Includes Grant Funding)**	121	121	121	121	697	1,913	3

Total Revenue	7,178	7,379	7,796	7,909	8,688	10,190	8,760
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Base Components	3,996	3,836	3,989	4,251	4,399	4,887	5,675
Base Program (Incl. Flood Control, Engineering and Administrative Support, Water Quality, Emergency Response)	2,510	2,236	2,483	2,628	2,855	3,055	3,708
Storm Drainage Maintenance	1,486	1,600	1,506	1,623	1,544	1,832	1,967

Project & Infrastructure	2,427	1,866	2,290	3,762	6,337	2,443	7,745
Capital Improvements Program**	415	-	412	1,871	4,433	36	4,986
Recurring System Repair (SD-06101)**	400	412	424	437	450	953	1,305
Debt Service for Past Capital Projects	949	949	949	949	949	949	949
Capital Program Engineering Support	158	164	165	179	155	155	155
Green Stormwater Infrastructure (GSI)	380	380	380	380	380	380	380
GSI - CIP Design/Construction	330	330	340	250	150	150	150
GSI - Consulting Services	50	50	40	130	85	85	85
GSI - Other unassigned tasks	-	-	-	-	145	145	145
Innovative Project	125	125	125	125	125	125	125
Innovative Project - GSI Consulting Services & Outreach	100	100	100	100	100	100	100
Innovative Project - Rebates	25	25	25	25	25	25	25

Total Expenses	6,423	5,702	6,279	8,013	10,736	7,330	13,420
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Net Impact	756	1,677	1,517	(104)	(2,048)	2,860	(4,660)
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STORMWATER MANAGEMENT FUND

Stormwater Management

Project Number	Project Title	FY 2023 Budget	FY 2023 Estimate	FY 2024 Proposed	FY 2025	FY 2026	FY 2027	FY 2028	5-Year Total
SOURCE OF FUNDS									
Revenue from the Federal Government									
SD-22001	Green Stormwater Infrastructure	1,216,351	0	1,216,351	0	0	0	0	1,216,351
Revenue from the Federal Government Total		\$1,216,351	\$0	\$1,216,351	\$0	\$0	\$0	\$0	\$1,216,351
Revenue from the State of California									
SD-22002	Trash Capture Device Installation	613,000	613,000	0	0	0	0	0	0
Revenue from the State of California Total		\$613,000	\$613,000	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources		\$1,829,351	\$613,000	\$1,216,351	\$0	\$0	\$0	\$0	\$1,216,351
USE OF FUNDS									
Capacity Improvements									
SD-21000	Corporation Way System Upgrades and Pump Station	3,569,122	569,122	3,415,583	0	0	0	0	3,415,583
SD-26000	East Meadow Circle Connection to Adobe Creek Pump Station	0	0	634,016	0	0	0	0	634,016
SD-22000	East Meadow Drive System Upgrades	0	0	631,669	0	0	0	0	631,669
SD-24000	Louis Road System Upgrades	0	0	0	354,998	0	1,638,095	1,982,847	3,975,940
SD-20000	West Bayshore Road Pump Station	1,363,439	293,444	1,142,081	1,071,689	315,596	0	0	2,529,366
SD-23000	West Bayshore Road Trunk Line Improvements	935,199	115,799	874,603	1,546,642	0	0	0	2,421,245
Capacity Improvements Total		\$5,867,760	\$978,365	\$6,697,952	\$2,973,329	\$315,596	\$1,638,095	\$1,982,847	\$13,607,819
System Improvements									
SD-22001	Green Stormwater Infrastructure	2,111,351	45,000	2,205,559	0	0	0	0	2,205,559
SD-22002	Trash Capture Device Installation	645,002	645,002	0	0	0	0	0	0
System Improvements Total		\$2,756,353	\$690,002	\$2,205,559	\$0	\$0	\$0	\$0	\$2,205,559
System Rehabilitation									
SD-06101	Storm Drainage System Replacement And Rehabilitation	1,729,340	1,729,340	946,757	600,390	1,432,808	628,546	781,828	4,390,329
System Rehabilitation Total		\$1,729,340	\$1,729,340	\$946,757	\$600,390	\$1,432,808	\$628,546	\$781,828	\$4,390,329
Total Uses		\$10,353,453	\$3,397,707	\$9,850,268	\$3,573,719	\$1,748,404	\$2,266,641	\$2,764,675	\$20,203,707