



CONTRA COSTA CLEAN WATER PROGRAM

MANAGEMENT COMMITTEE MEETING AGENDA

Wednesday, January 18, 2023

1:30 PM to 3:30 PM

Join Zoom meeting:

<https://us06web.zoom.us/j/85741377013?pwd=TIJMW9MOHRUM2t1M3l1UVdGWXVEQT09>

Meeting ID: 857 4137 7013 Passcode: 019333 Dial: +1 669 900 6833 US (San Jose)

One tap mobile: +16699006833,,85741377013#,,,,*019333# US (San Jose)

If you require an accommodation to participate in this meeting, please contact Karin Graves at 925-313-2042 or at karin.graves@pw.cccounty.us, or by fax at 925-313-2301. Providing at least 72 hours notice (three business days) prior to the meeting will help to ensure availability.

VOTING MEMBERS (authorized members on file)

City of Antioch	Phil Hoffmeister
City of Brentwood	Meghan Oliveira / Brant Wilson/ Jigar Shah
City of Clayton	Reina Schwartz/Larry Theis/Jason Chen
City of Concord	Bruce Davis (Vice-Chair)/ Carlton Thompson
Contra Costa County	Michele Mancuso/ Tim Jensen/ Allison Knapp
CCC Flood Control & Water Conservation District	Tim Jensen/ Michele Mancuso/ Allison Knapp
Town of Danville	Bob Russell/ Steve Jones/ Mark Rusch
City of El Cerrito	Stephen Prée/ Will Provost/ Yvetteh Ortiz/ Christina Leard
City of Hercules	Mike Roberts/Jeff Brown/Jose Pacheco/Nai Saelee/F. Kennedy
City of Lafayette	Matt Luttrupp/ Tim Clark
City of Martinez	Khalil Yowakim/ Frank Kennedy
Town of Moraga	Shawn Knapp/Mark Summers/Bret Swain
City of Oakley	Billilee Saengcalern/ Frank Kennedy/ Andrew Kennedy
City of Orinda	Scott Christie/ Kevin McCourt/ Frank Kennedy
City of Pinole	Misha Kaur
City of Pittsburg	Jolan Longway/ Richard Abono
City of Pleasant Hill	Ryan Cook/Ananthan Kanagasundaram/Frank Kennedy (Chair)
City of Richmond	Mary Phelps
City of San Pablo	Amanda Booth/ Karineh Samkian/ Sarah Kolarik/ Jill Mercurio
City of San Ramon	Kerry Parker/ Robin Bartlett/ Maria Fierner
City of Walnut Creek	Lucile Paquette/ Neil Mock/ Steve Waymire

PROGRAM STAFF AND CONSULTANTS

Karin Graves, Acting Program Manager	Erin Lennon, Watershed Planner
Andrea Bullock, Administrative Analyst	Lisa Welsh, Consultant
Yvana Hrovat, Consultant	Mitch Avalon, Consultant
Liz Yin, Consultant	Hilary Pierce, Consultant
Lisa Austin, Consultant	Duanne Hernaez, Clerical

**Contra Costa Clean Water Program
MANAGEMENT COMMITTEE MEETING AGENDA
Wednesday, January 18, 2023**

AGENDA

Convene the Meeting /Introductions/Announcements/Changes to the Agenda: **1:30**

Public Comments: Any member of the public may address the Management Committee on a subject within their jurisdiction and not listed on the agenda. Remarks should not exceed three (3) minutes.

Regional Water Quality Control Board Staff Comments/Reports: **1:32**

Consent Calendar: **1:35**

All matters listed under the CONSENT CALENDAR are considered routine and can be acted on by one motion. There will be no separate discussion of these items unless requested by a member of the Management Committee or a member of the public prior to the time the Management Committee votes on the motion to adopt.

- A. **APPROVE** Management Committee meeting summary (Chair)
 - 1) December 13, 2022 Management Committee Meeting Summary
- B. **ACCEPT** the following subcommittee meeting summaries into the Management Committee record: (Chair)
 - 1) Administrative Committee
 - December 6, 2022
 - 2) PIP Committee
 - November 1, 2022
 - 3) Monitoring Committee
 - November 14, 2022
 - December 12, 2022
 - 4) Municipal Operations Committee
 - November 15, 2022

Presentations: **1:40**

- A. Status report on the Regional Monitoring Plan (Jay Davis with SFEI)
- B. First Draft of the FY 23/24 budget (K. Graves/A. Bullock)
 - a. See staff report for background information
- C. Hydromodification Management and the Bay Area Hydrology Model (E. Lennon/Y. Hrovat)
 - a. See staff report for background information

Actions: **2:45**

- A. **APPROVE** the final scope and budget for the Hydromodification Management modeling budget item at \$100,000 (conditionally approved at \$100,000)

Reports:

2:50

- A. Annual Report Forms (E. Yin)

Updates:

3:05

- A. Draft Cost Reporting Framework and Methodology (H. Pierce/K. Ashby (LWA)) **[Time certain: after 3 pm]**
 - a. See staff report for background information
- B. Personnel Update (K. Graves)
- C. BAMSC Steering Committee meeting (K. Graves)
 - a. Status of regional projects and working groups
 - b. Workgroup meeting summaries
- D. AGOL Work Group (E. Yin)

Information:

3:20

- A. Submit documentation of # of PCBs in Building Demo applicable structures (L. Welsh)
- B. SUA ERU Certifications Announcement (A. Bullock)
- C. Updated Management Committee Work Plan Q3 (K. Graves)
- D. CASQA Quarterly Meeting Agenda - Thursday January 19, 2023 10 am (K. Graves)

Old/New Business:

3:25

Adjournment: Approximately 3:30 p.m.

Next Management Committee Meeting: Wednesday, February 15, 2023, 1:30 PM

Attachments

Consent Items

1. *Management Committee Meeting Summary December 13, 2022*
2. *Administrative Committee Meeting Summary December 6, 2022*
3. *PIP Committee Meeting Summary November 1, 2022*
4. *Monitoring Committee Meeting Summary November 14, 2022*
5. *Monitoring Committee Meeting Summary December 12, 2022*
6. *Municipal Operations Committee Meeting Summary November 15, 2022*

Presentation Items

7. *Staff report on FY 23/24 First Draft Budget*
8. *FY 23/24 First Draft Budget*
9. *Staff report on hydromodification management modeling*

Reports

10. *Second Draft Annual Report Forms for Review, [linked here](#)*

Updates

11. *Staff report on draft Cost Reporting Framework and Methodology*

Information

12. *Management Committee Work Plan Q3*
13. *CASQA Quarterly Meeting Agenda – January 19th, 2023*

UPCOMING CCCWP MEETINGS

All meetings **will not** be held at 255 Glacier Drive, Martinez, CA 94553, but will be held virtually

February 7, 2023 1st Tuesday	Administrative and PIP Committee Meeting 9:30 a.m. – 12:00 noon
February 13, 2023 2nd Monday	Monitoring Committee Meeting, 10am – 12 noon
February 21, 2023 3rd Tuesday	Municipal Operations Committee Meeting, 10am-12 noon
January 25, 2023 4th Wednesday	Development Committee Meeting, 1:30 p.m.-3:30 p.m.
February 15, 2023 3rd Wednesday	Management Committee Meeting, 1:30 p.m.-3:30 p.m.

BAMSC (BASMAA) SUBCOMMITTEE/ MRP 3.0 MEETINGS

Times for the BAMSC (BASMAA) Subcommittee meetings are subject to change.

July 1, 2022	Effective date of MRP 3.0
1st Thursday	Development Committee, 1:30 – 4:00 p.m. (even months)
1st Wednesday	Monitoring/POCs Committee, 9:30 a.m. – 3:00 p.m. (odd months)
4th Wednesday	Public Information/Participation Committee, 1:30 – 4:00 p.m. (1 st month each quarter)
4th Tuesday	Trash Subcommittee, 9:30 a.m.-12 noon (even month)



MANAGEMENT COMMITTEE MEETING MINUTES

12-13-2022

Attendance:

MUNICIPALITY	ATTENDED	ABSENT
City of Antioch	Phil Hoffmeister	
City of Brentwood		Brant Wilson, Meghan Oliveira
City of Clayton	Reina Schwartz	
City of Concord	Bruce Davis	
Town of Danville	Bob Russell	
City of El Cerrito	Christina Leard	
City of Hercules	Jose Pacheco	
City of Lafayette	Matt Luttrupp, Tim Clark	
City of Martinez	Frank Kennedy	
Town of Moraga	Mark Summers	
City of Oakley	Frank Kennedy	
City of Orinda	Frank Kennedy	
City of Pinole		Misha Kaur
City of Pittsburg	Jolan Longway	
City of Pleasant Hill	Frank Kennedy (Chair)	
City of Richmond	Mary Phelps	
City of San Pablo	Amanda Booth	
City of San Ramon	Kerry Parker	
City of Walnut Creek	Lucile Paquette	
Contra Costa County	Michele Mancuso	
CCC Flood Control and Water Conservation District	Tim Jensen, Allison Knapp	

Program Staff: Erin Lennon, Andrea Bullock, Karin Graves

Program Consultants: Mitch Avalon (Consultant), Liz Yin (LWA/CCCWP), Hilary Pierce (LWA/CCCWP), Lisa Welsh (Geosyntec/CCCWP), Neftali Romero (Geosyntec/CCCWP), Yvana Hrovat (Haley & Aldrich), Rachel Kraai (Lotus Water)

Members of the Public/Others/Guests:

Introductions/Announcements/Changes to Agenda: Due to the Covid-19 pandemic, the meeting was conducted by video-conference call.

Public Comments: No members of the public called in.

Regional Water Quality Control Board Staff Comments/Reports: Regional Board staff did not call in.



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Roll call was taken and the meeting was convened by the Chair at 9:03 a.m.

1. **Announcements:** Karin Graves acknowledged that Mitch will be retiring at the end of 2022 and this was his last Management Committee meeting. The committee thanked him for his service.
2. **Consent Calendar:** Phil Hoffmeister (Antioch) motioned to approve the Management Committee meeting minutes as submitted, with no changes; Jolan Longway (Pittsburg) seconded. The Chair called for a vote. There were no objections. The motion passed with no abstentions and the Management Committee meeting minutes were approved.

Bob Russell (Danville) motioned to accept the Subcommittee meeting minutes into the record; Michele Mancuso (Contra Costa County) seconded.

3. **Presentations:**

A. **Status report on the Regional Monitoring Plan (Jay Davis with SFEI):** Jay Davis was not present at the meeting, his presentation was continued to the January meeting, and the committee moved on to the next item.

B. **Report on hydromodification management maps (E. Lennon/R. Kraai):** Rachel Kraai provided background and reviewed the scope components for the hydromodification management map update. The draft Scope of Work includes addressing 2020 San Francisco Bay Regional Water Quality Control Board (RWB) comments on the draft HM Applicability Map submittal in 2017, addressing data gaps, and improving, to the extent feasible, the map's utility and legibility based on feedback from Permittees. The total budget for the effort is approximately \$19,000, which is \$4,000 more than previously approved. Staff recommends that Lotus Water proceed with the work.

Reina Schwartz asked about the level of confidence we have in meeting RWB Staff expectations. Rachel Kraai responded that, through discussions with Permittees and RWB Staff, we are on track to address their concerns.

Frank Kennedy asked if the budget increase request is an action for later in the committee meeting. Rachel Kraai confirmed that it was.

C. **Report on the eighth edition of the C.3 Guidebook (E. Lennon/Y. Hrovat):** Yvana Hrovat reviewed updates for the 8th Edition C.3 Guidebook. The major changes from MRP 2.0 to 3.0 include regulation categories, thresholds, roadway projects, green infrastructure planning, and implementation of C.3.j. The Guidebook outline includes:

- Chapter 1 – Policies and Procedures
- Chapter 2 – Preparing Your Stormwater Control Plan
- Chapter 3 – Low Impact Development Site Design Guide
- Chapter 4 – Design and Construction for Bioretention Facilities and Other



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Integrated Management Practices

- Chapter 5 – Operation and Maintenance of Stormwater Facilities
- Chapter 6 – Retrofitting with Green Infrastructure
- Appendix B – Bioretention Plant Recommendations
- Appendix D - Source Control Checklist
- Appendix E – Background

Other changes include a stand-alone FAQs document, as well as technical edits, and a review of the glossary, references, links, headers, footers, and navigation links. The Guidebook was last updated in June 2017 and staff are asking the Management Committee to approve the 8th Edition Guidebook and direct staff to publish it on the Program Website.

- D. Policy assumptions for preparing the FY 23/24 budget (M. Avalon):** M. Avalon reviewed the FY 2023-2024 budget policy assumptions. Staff will use the 5-year budget as a starting point for the first draft of the budget. Staff are also tracking the potential need to do a budget adjustment later this fiscal year.

Policy direction includes:

- Budget threshold of \$3.5M
- Regional cooperation through BASMC;
- Reserve fund planning;
- Continue developing the C.3 Alternative Compliance system;
- Legal services for permit language modifications and/or permit appeal;
- PCBs load reduction costs (work will likely be focused within a few jurisdictions to meet the collective permit requirement);
- Grant tracking and funding;
- Contingency (maintain at 2%);
- Rolling unspent funds into the reserve fund.

Budget assumptions include:

- The Program Manager position is filled by July 2023 and one watershed planner position would remain vacant for FY 23/24.
- Cost of living salary increase of 5% for county staff.
- Salary increase of 3% for consultants.
- Three AGOL cost elements: minor maintenance, staff support, and major system improvements.
- Two elements for alternative compliance: administration and system development.
- Asset management framework.
- Utilizing the 5-year budget that was prepared at the beginning of this fiscal year.

Administrative Committee generally supported the budget policy direction and assumptions and raised the following questions for Management Committee



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consideration:

- Bandwidth for grant tracking. Staff recommends tracking the grants and then going to the Committee to decide whether to pursue appropriate grants.
- If the budget assumption assumes a vacancy from FY 23/24, does that reduce the County's priority to fill it? Staff response: No, it saves doing a budget adjustment if the position is not filled.
- If an asset management program is already in place, is the framework still needed? Staff Response: if most permittees have a program in place, it might not be desirable, but having a consistent countywide format could have advantages in the future.

Questions/Comments:

- Frank Kennedy asked if the Program was considering all the components in the permit on asset management, especially those that might not be considered in a standard asset management plan. Mitch replied that all permit requirements are being considered.
 - Reina Schwartz, as the smallest city in the County, county-wide/program-wide structures are helpful to smaller jurisdictions. We would support developing this framework at the Program level.
 - Mary Phelps asked if asset management is only about new developments. Mitch and Frank replied that it is for existing and future components.
 - Lucile Paquette noted that she would be interested to hear more about the climate change adaptation report. Karin Graves replied that Asset Management (and the climate change report) is going through the Development Committee for discussion and development. At the regional level, there have been discussions about the climate change adaptation report being a regional project or supported through a grant. Nothing has moved forward yet. Staff will discuss it within the Program internally before agreeing to a regional project or grant application.
- E. Final Stormwater Funding Options Report, Phase 1 (M. Avalon):** M. Avalon stated that the SW Funding Options report - Phase 1 has been completed and reviewed by two consultants. He presented the final nine options, which will be included in Phase 2 and there were no comments or objections. The top three options will be fully investigated. These are high priority since they provide a consistent funding stream. The other options are one-time funding options. Staff will also investigate the do-nothing option and the impact on everyone's budget.

In 2012, the financial shortfall was \$14 to \$18 million. The expectation is that the shortfall will be higher this time. Phase 2 decision process will be political, requiring reports, and going to council and public meetings.

4. Actions:



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- A. **APPROVE the final Stormwater Funding Options Report, Phase 1, and DIRECT staff to begin preparing Phase 2 of the report:** The City of Clayton moved to approve the Stormwater Funding Options Report, Phase 1; Contra Costa County seconded. There were no objections or abstentions. The Committee APPROVED the Stormwater Funding Options Report, Phase 1, and DIRECTED staff to begin preparing Phase 2.

- B. **APPROVE the changes for the eighth edition of the C.3 Guidebook:** City of Concord moved to approve the 8th Edition C.3 Guidebook changes; City of San Ramon seconded. There were no objections or abstentions. The committee APPROVED the changes for the 8th Edition C.3 Guidebook.

- C. **APPROVE a \$4,000 increase in the budget for the hydromodification management maps budget item (originally approved at \$15,000) by reducing the budget contingency by \$4,000.** City of San Pablo moved to approve the \$4,000 budget increase for the hydromodification management maps; City of Danville seconded. There were no objections or abstentions. The Committee APPROVED a \$4,000 increase in the budget for the hydromodification management maps from the contingency.

- D. **RATIFY the prior email vote to APPROVE Addendum to the Annual Mercury Monitoring Plan Water Year 2023 and transmittal letter, and AUTHORIZE the Acting Program Manager to submit the addendum to the Regional Water Quality Control Boards, Region 2 and Region 5. (roll-call vote):** Mitch explained that the Committee is ratifying the approval for the Addendum to the Annual Mercury Monitoring Plan which was coordinated over email. City of Antioch made a motion to ratify the Addendum; City of El Cerrito seconded. The roll call vote was conducted, with all permittees voting in favor, except the cities of Brentwood, Pinole, and Pittsburg, who were not in attendance during the roll-call vote. Subsequent to the meeting, the cities of Brentwood and Pittsburg were contacted and both voted yes.

5. Reports:

- A. **Hybrid meeting capability and Zoom account (K. Graves).** Karin discussed the pros and cons of Zoom and Microsoft Teams meetings. The County had paid for the Zoom subscription in the past but has since moved to Teams. Staff recommended that the Program purchase a Zoom subscription which would be approximately \$1,000 per year. There was general agreement from the Committee that Zoom is preferable to Teams.

The Committee then discussed the potential for in person meetings. Karin described that there had been some interest in having one in-person meeting a year. Amanda Booth was generally supportive of in-person meetings, but maybe people could view the presentations on Zoom and then use the call in number for questions. Reina and Frank agreed that meeting in person a few times a year would be great, but that the hybrid technology isn't quite there yet. Allison Knapp noted that County offices have been in outbreak status for several months and the County is not allowed to host meetings



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while in outbreak status.

- B. Discuss interest in a regional unfunded mandates claim (K. Graves):** Karin described that, per input from legal consultants, the Program is considering filing an unfunded mandate claim, which needs to be submitted by July 1, 2023. These claims can take many years to resolve. There is no fiscal impact at this time, but if the Program wishes to move forward with the claim legal consultants estimate it will cost about \$30,000 to do so. There were no objections to the Program discussing this at BAMSC.

Questions/Comments:

- Reina Schwartz noted it will be interesting to see what happens in the Santa Ana case, though it is likely a long shot.

- C. State Water Board’s potential review of MRP 3.0 Alternative Compliance requirements (K. Graves):** Karin described how Baykeeper filed a petition, which was initially rejected since it was filed late. But the State Water Board is considering filing its own motion to review certain parts of MRP 3.0. The State Water Board is asking for comments on whether to review the petition. Karin noted that “Alternative Compliance” in this case refers to the fact that Permittees are allowed to implement BMPs or submit plans, rather than meet water quality effluent limits at storm drain outfalls to stay in compliance. The Program’s attorney recommends that the Program submit a letter to request that the State Water Board does not review the petition. There is a separate request to extend the comment period beyond the current deadline of January 20, 2023.

Questions/Comments:

- Mary Phelps noted that the City of Richmond has significant experience with Baykeeper lawsuits and offered its support.
- Lucile Paquette asked if we knew RWB Staff’s perspective on this. Karin said she would follow up with Sandy Mathews.
- The Committee noted that a few Staff Reports were missing in the agenda packet. Staff will send out a revised Agenda Packet after the meeting.

6. Updates:

- A. Personnel Update (K. Graves):** Karin noted that a new clerical staff member will join the Program on January 9. Allison Knapp described that the recruitment for the new Program Manager would be announced on December 20 and held open for two weeks with the potential to extend a week. Due to Covid, there won’t be an in-person downtown interview. The County is looking for up to four volunteers to rank the candidates (permittees should send emails to Allison if they are interested). The rating would occur in January.

Questions/Comments:



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- Michele Mancuso and Frank Kennedy noted that opening the position over the holidays for only two weeks might not return as many good candidates as we would hope. Allison replied she wanted to keep the momentum we had with downtown and so would request a 3-week period for the advertisement.

B. BAMSC Steering Committee meeting (K. Graves): Karin provided the following updates:

- Coordination for a regional workgroup on Firefighting is underway and the RWB requested permittees lead it. Two workgroup meetings are anticipated this fiscal year. SCVURPPP volunteered to co-chair the workgroup and is wondering if CCCWP would be the other co-chair.
- The PCBs in Building Demo workgroup will have a draft product out in January.
- The first draft of the Annual Report forms is out for review by the Programs and Permittees.
- Emily Corwin (Solano) will be the BAMSC SC co-chair and Karin will reach out about volunteering to be the other co-chair.
- Staff heard that RWB Staff are reviewing the 2022 Annual Reports. The Programs have asked that Program Managers are copied on communications. The Committee said that RWB Staff have not (yet) reached out to CCCWP permittees.
- RWB Staff discussed a permit amendment for several items, including the Contra Costa County C.3 Alternative Compliance revisions. They laid out three different timing options. The most likely scenario is the last (longest) but it means that some C.3 deadlines would come into effect on July 1, 2023 before the amendment would be incorporated. They have not decided on the timing.

C. AGOL Workgroup (E. Yin): Karin, stepping in for Liz Yin, noted that today's AGOL workgroup meeting has been canceled. The AGOL workgroup is continuing with technical updates, including updating PCBs data and land use characterization layers. The RFQ for GIS support services closed on Dec 12, and the review committee has been formed.

D. Regional Alternative Compliance System update (K. Graves /A. Booth): Karin stated that last month the Committee approved spending on this and a kick-off meeting is scheduled for this week. No word yet on the WQIF grant. Amanda Booth added that they have received comments on the draft plan and the final report will be ready early next year. In the meantime, they are working on the pilot exchange.

7. Information:

A. CASQA webinar on January 3, 2023 (see attached draft agenda): There is a CASQA webinar on January 19 (not January 3). This will be corrected in the revised agenda.

8. Old/New Business:



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Liz Yin, with support from Hilary Piece, will be taking over for Mitch in some of his key roles starting in 2023. A new Org Chart will be shared with the Committee.

9. Adjournment: The Chair adjourned the meeting at approximately 11:00 a.m.



ADMINISTRATIVE COMMITTEE SUMMARY

MEETING MINUTES

Tuesday, December 6, 2022

10:30 am – 12:12 pm

Zoom meeting

VOTING MEMBERS	ATTENDED	ABSENT
Contra Costa County	Michele Mancuso	
CCC Flood Control and Water Conservation District	Tim Jensen	
City of Lafayette	Matt Luttrupp/ Tim Clark	
City of Martinez	Frank Kennedy	
City of Pittsburg	Jolan Longway (Vice Chair)	
City of Pleasant Hill	Frank Kennedy (Chair)	
City of Richmond		Mary Phelps
NON-VOTING MEMBERS		
City of Walnut Creek	Lucile Paquette	

Program Staff: Karin Graves, Acting Program Manager, and Andrea Bullock, Administrative Analyst, [Erin Lennon](#)

Program Consultants: Mitch Avalon, Consultant, and Neftali Romero, Consultant

Guests /Others: ~~Aron Lennon~~, Mark Summers, Town of Moraga, Amanda Booth, City of San Pablo, Bob Russel, City of Danville, and Alison Knapp, Deputy director from CCCPW

1. Convene Meeting and Roll Call (Chair) 10:30

The Chair convened the meeting at 10:33 a.m.

2. Announcements or Changes to the Agenda (all) 10:32

There were no announcements or changes to the agenda.

3. Approval of November 1, 2022, Meeting Minutes (Chair) 10:35

There were ~~ere~~as no corrections or revisions to the November 1, 2022, meeting minutes. T. Clark (City of Lafayette) motioned to approve the Administrative Committee meeting minutes as submitted, with no changes, and accept subcommittee minutes. M. Mancuso (Contra Costa County) seconded. The Chair called for a vote. There were no objections or abstentions. The motion passed with no abstentions, and the items were approved.

4. FY 23/24 Budget Policy Assumptions (M. Avalon/ A. Bullock) 10:40

M. Avalon (Consultant) began by presenting the next fiscal year's assumptions, including the budget policy direction and the staff budget assumptions. The [assumptions were spelled out in the staff](#)



ADMINISTRATIVE COMMITTEE SUMMARY

MEETING MINUTES

Tuesday, December 6, 2022

10:30 am – 12:00 pm

Zoom meeting

~~report and include reason for maintaining~~ the \$3.5 million budget ~~threshold is to continue to support compliance requirements, which include the cost of the PCBs load reduction cost~~ projects to treat 664 acres, regional efforts ~~as through~~ BASMSC, formerly known as BASMAA, and other requirements for compliance.

The ~~staffing~~ budget assumes consultant support, AGOL support, ~~alternative compliance~~ pilot project implementation, and asset management. The staffing budget ~~also~~ assumes that the ~~Program Manager~~ ~~management~~ position will be filled ~~in by~~ July 2023~~4~~, ~~but the Watershed Planner position would not be filled until a year later~~. This budget includes ~~developing an~~ asset management ~~framework to provide guidance to permittees and allow easy aggregation of data from all permittees later on since it is needed to review project budgeting and the next fiscal year's budget~~.

Question:

- M. Mancuso (County Watershed), will the region have an asset management plan?
 - o M. Avalon – ~~This~~ ~~It~~ is the responsibility of each permittee ~~to develop their own asset management plan, but staff recommends the Program provide an asset management framework to assist permittees~~.
- L. Paquette (City of Walnut Creek), is there a reason the ~~Program y are~~ ~~is~~ assuming the watershed planner position would not be filled before July 2024?
 - o A. Knapp, certain things come into play, so the sentence can be revised. M. Avalon, this is a conservative budget assumption to avoid ~~adjusting the budget to add additional staff augmentation if the position is not filled on time revising the summarized commitments in this document~~.
- L. Paquette (City of Walnut Creek), ~~Does the Program as program managers~~, have the capacity to apply ~~for~~ ~~more~~ grants ~~been considered~~?
 - o M. Mancuso (County Watershed) and F. Kennedy (City of Pleasant Hill), this ~~budget item consideration~~ could benefit cities that do not have stormwater support staff.
- L. Paquette (City of Walnut Creek), it would be interesting to see who has an asset management plan.
 - o M. Avalon (Consultant), the ~~county has a module/bits and pieces. This is due to having a lot of assets. The~~ objective of including this is to ~~more easily aggregate data when generating reports for the Regional Water Board, and~~ to assist those permittees that do not have an asset management plan.
- L. Paquette (City of Walnut Creek), the grant funding spreadsheet ~~should be prioritized and new entries highlighted seems to take a lot of time and effort to fill out, and the concern is that smaller cities should provide feedback~~.
 - o K. Graves, improvements had been made to the spreadsheet which should address ~~the comment~~.

Formatted

5. Filing an Unfunded Mandate Claim (M. Avalon)

11:06

M. Avalon (Consultant), we would like to make a recommendation to the ~~M~~ ~~management~~ ~~C~~ ~~committee~~ ~~to discuss with BASMSC for BASMA and want to gauge~~ whether there is an interest in filing a claim. The drawback is that there have been a lot of stormwater claims that have not been ~~processed reviewed~~. A claim must ~~exceed~~ ~~meet at least one~~ federal requirements and be evaluated



ADMINISTRATIVE COMMITTEE SUMMARY

MEETING MINUTES

Tuesday, December 6, 2022

10:30 am – 12:00 pm

Zoom meeting

by the claimant's capacity to pay for the claimed services. ~~The focus is to evaluate the claim from a legal perspective for a city to pay for a claim.~~ It is important to note that street sweeping falls under refuse management and does not qualify under the unfunded mandate.

From the staff's perspective, discussing a regional ~~submitting a claim and drafting the application~~ makes sense, and K. Graves (Program Manager) recommended that she be authorized to discuss this with the BAMSC Committee ~~be a regional effort and would need support and agreement from this committee.~~

Questions:

- F. Kennedy (City of Martinez), we must comply with the permit and the Regional Board, or they will issue a notice of violation if we do not comply. Will our efforts be overlooked?
 - o M. Avalon (Consultant), if our claim is successful we will receive some funding ~~we can assume that it will only help us to comply with the requirements, but we and it will be in our favor to continue to work on compliance as if they will~~ not rule in our favor.
- F. Kennedy (City of Martinez), how much would it impact our local programs?
 - o M. Avalon (Consultant), staff would the Management Committee requested to explore with BAMSC their interest in filing of the a test claim and developing a cost estimate. The Management Committee would review the cost estimate before any work would begin. A review of the permit provisions in detail would be required to determine the basis of the elements, focusing on selecting the type of claim.
- L. Paquette (City of Walnut Creek), what claims would likely satisfy the requirements and the total cost?
 - o M. Avalon would need to follow up at ~~on~~ the next Management Committee ~~MC~~ Meeting.
 - o K. Graves, it would be good to get a ballpark of the cost to prepare and file a claim.

6. Stormwater Funding Options Report (M. Avalon)

11:16

M. Avalon (Consultant) began by stating that the funding options have been drafted and are ready for review and for approval. Non-viable options were displayed, and no questions were raised for the non-viable options. Permittee-viable options were shared, and one comment was raised ~~for the non-viable options~~. L. Paquette (City of Walnut Creek), the Monsanto lawsuit is pending, and it may provide funding. M. Avalon (Consultant) agreed s, and this ~~which~~ will be answered ~~reflected~~ in the Phase 2 funding report ~~update~~.

Phase 2 viable options were shared with the Committee. The cost implementation of Phase 2 for property-related fees includes \$1 to \$2 million cost, must address "lessons learned," surveys will be critical to success, the timing is 3 to 5 years, and developing a long-term implementation plan will be needed. The cost to implement Phase 2 – Community Facilities District is estimated to be approximately \$50,000 to \$100,000; ~~they~~ must research feasibility at the county level and must work out administrative processes. ~~The feasibility assessment will be based on new or redevelopment screen criteria.~~



ADMINISTRATIVE COMMITTEE SUMMARY

MEETING MINUTES

Tuesday, December 6, 2022

10:30 am – 12:00 pm

Zoom meeting

The financial shortfall was then summarized and is shown by the permittee in Task 1 and 2 of the 2012 report. The shortfall was based on implementing MRP 1.0 (2012) and is backfilled with general funds, road funds, park funds, etc. Since then the shortfall has grown with and MRP 2.0 and 3.0 add-ons.

Questions:

- L. Paquette (City of Walnut Creek), is there an idea of the estimated revenue?
 - o M. Avalon (Consultants), yes, it is possible. For example, in 2012 it was estimated that the property related fee would generate about half the SUA revenue \$17 million.
- A. Booth (City of San Pablo), is this Phase 2 projected set for January?
 - o M. Avalon (Consultant) Yes.
- A. Booth (City of San Pablo), would we have to show the difference between what need we have and the revenue we expect to generate with a new fee and the revenue we currently receive from the existing SUA cover and previous costs if we propose a fee?
 - o M. Avalon (Consultant), the MRP requires cost reporting so we would have some data, but the key here is to avoid public backlash, be transparent, and get public buy-in on this need.

7. Hybrid Meeting Capability and Zoom Account (K. Graves)

11:39

K. Graves (Program Manager) began by reviewing the hybrid meeting requirements and needs to continue to use Zoom ~~or vs.~~ Teams. Zoom and Teams are similar; however, Zoom allows better access for attendees by phone and internet connection, even with limited service. Training can be recorded and retrieved from Zoom, which is easier than Teams. Teams require good Wi-Fi or cell phone service. K. Graves recommends purchasing a Zoom subscription for the Clean Water Program. The Zoom subscription is approximately \$1,000 per year.

K. Graves requested to gauge interest in pursuing hybrid meeting options or interest in conducting in-person meetings.

- In favor of in-person – F. Kennedy (City of Martinez)
- Not in favor of in-person – M. Luttrupp (City of Lafayette)
- Quarterly/ Annually/Semi-Annually meetings- M. Luttrupp (City of Lafayette), A. Booth (City of San Pablo), and L. Paquette (City of Walnut Creek)
- Zoom subscription – L. Paquette (City of Walnut Creek)

8. State Water Board's Potential Review of MRP 3.0 (K. Graves)

11:50

K. Graves (Program Manager) summarized alternative compliance requirements, and the State Water Board's notice that they are considering reviewing the permit requirements on their own motion. Comments on this consideration are requested a review and response via a letter. This is due January 20, 2023.



ADMINISTRATIVE COMMITTEE SUMMARY

MEETING MINUTES

Tuesday, December 6, 2022

10:30 am – 12:00 pm

Zoom meeting

Questions:

- L. Paquette (City of Walnut Creek), is this a Contra Costa comment letter only?
 - o K. Graves (Program Manager) Yes.
- L. Paquette (City of Walnut Creek), does this mean they are interested in changing the permit language, and how long would it take?
 - o M. Avalon (Consultant), if the State Water Board decides to make some changes to the permit, they would remand the permit back to the Regional Water Board asking for changes to the permit in compliance with their direction, which could take quite a long time. This means that it is likely to be more stringent, and the efforts would not be overlooked for what has been implemented before these provisions.

9. Approve December 13, 2022, Management Committee Agenda (Committee) 12:00

M. Avalon (Consultant) summarized changes to the agenda with some changes noted to the Action item on HM mapping.

Additional changes to the Draft December 13, 2022, agenda:

- L. Paquette (City of Walnut Creek), the final stormwater report should be updated to include "Phase 1." Also is there a way to update the permittees on the meetings from the workgroups?
 - o K. Graves (Program Manager) to follow-up with staff on workgroup meeting summaries.
- A. Bullock (Admin Analyst) proposed to add the CASQA east meeting information to the agenda.

There were two corrections to the December 13, 2022, meeting agenda. J. Longway (Vice Chair) motioned to approve the Management Committee meeting agenda, with the changes, and accept the agenda noted. T. Clark (City of Lafayette) seconded. The Chair called for a vote. There were no objections or abstentions. The motion passed with no abstentions, and the agenda items were approved.

10. Old/New Business (Committee) 12:11

There were no conflicts with keeping the January 3, 2022, meeting date. There was no other old or new business.

11. Adjournment 12:12

The Chair adjourned the meeting at 12:14 p.m.

Attachments

- 1) November 1, 2022, Administrative Committee meeting minutes
- 2) Staff report on budget policy assumptions



**ADMINISTRATIVE COMMITTEE SUMMARY
MEETING MINUTES**

Tuesday, December 6, 2022

10:30 am – 12:00 pm

Zoom meeting

- 3) ~~Staff report on filing an unfunded mandate claim~~
- 4) ~~Staff report on the Final Stormwater Funding Options Report~~
- 5) ~~Final Stormwater Funding Options Report, Phase 1~~
- 6) ~~Staff report on hybrid meeting capability and Zoom account~~
- 7) ~~Staff report on the State Water Board's potential review of MRP 3.0~~
- 8) ~~Draft December 13, 2022, Management Committee agenda~~



**PUBLIC INFORMATION/PARTICIPATION COMMITTEE
MEETING MINUTES
Tuesday November 1, 2022 9:00 am – 10:30 am**

Zoom Meeting

Voting Members	Attended	Absent
City of Antioch	Julie Haas-Wajdowicz	
CCC Flood Control and Water Conservation District	Michele Mancuso	
City of San Ramon	Kerry Parker (Chair)	

Administrative committee Members acting as PIP Members	Attended	Absent
Contra Costa County	Michele Mancuso	
City of Lafayette	Matt Luttrupp, Tim Clark	
City of Martinez	Frank Kennedy	
City of Pittsburg	Jolan Longway	
City of Pleasant Hill	Frank Kennedy	
City of Richmond		Mary Phelps

Program Staff: Karin Graves, Erin Lennon, Michael Burger

Consultants: Mitch Avalon, Hilary Pierce, Sabrina Chin, and Stephen Groner

Guests: Bob Russell (Danville, Non-Voting Member), Mark Summers (Moraga)

- 1. Introductions, Announcements, and Changes to Agenda (Chair):** Hilary Pierce announced that there would be an approval required for the brochure cost estimates and this item would be covered in more detail. She also announced that Sabrina Chin would be leaving as the project manager for SGA and Stephen Groner would be acting as interim project manager.
- 2. Consent Items Approval (Chair):** Julie Haas-Wajdowicz (Antioch) motioned to approve, Frank Kennedy (Pleasant Hill) seconded. The Chair called for a vote. There were no objections or abstentions. The motioned passed unanimously and the consent items were approved.
- 3. Newsletter Content Library Overview (SGA):** The November editorial calendar highlights, newsletter changes, and youth outreach campaign were discussed. At the September PIP Committee meeting, the Committee had discussed creating a content library for the PIP newsletter. The website page for the CCCWP newsletter was reformatted. Quarterly newsletters would be available as a PDF to view potential content layout. Content and image options were available to download for easy access and use. Feedback and input should be sent to SGA in the future. Much of the content will be seasonal, but an archive of previous newsletter content would be available.



4. **“Litter Horror Stories” School-Age Children Outreach Campaign (SGA):** Sabrina Chin reminded the Committee of the discussion from the previous meeting regarding the campaign. The purpose of the campaign was to foster engagement on social media and create a fun way to bring awareness to litter issues. The overall metrics saw 280k impressions, reached 40k residents in the county. One post was launched each week and the campaign garnered over 1,300 likes and 74 comments. The total cost of the four posts was \$1500.

Metrics across all four posts indicated that their reach had increased by 98% over the previous 50 posts with 100% more engagement than last 50 posts. The submissions were displayed and a survey to choose the top 10 comments would be distributed.

Learning from engagement with the first in the series, subsequent posts with static images were reconsidered in favor of short clips or slideshows. The posts received increased engagement when the call to action was moved to the top of the post.

The campaign generated several insights that would be considered for future outreach campaigns. Though the target was school-aged youth, the audience engagement was largely from 18-25 year old men and women. As the age group increased, women were more likely to engage with the content. As Halloween approached, more engagements were received as well. A 1-2 week launch seemed to be the sweet spot. The campaign generated 15 new followers, representing a 50% increase in followers. The top cities for engagement were Martinez, Pittsburg, Concord, Antioch, and San Francisco.

Julie Haas-Wajdowicz (Antioch) asked if there was an alternate platform that would be better for youth, since young adults seemed to be giving the largest engagement on Instagram. Sabrina Chin noted that TikTok might be a better platform to engage youth, but there was an increased cost and timeframe for the strictly video nature of TikTok. The Committee discussed ways to create TikTok materials as well as the difficulties in targeting engagement toward younger demographics.

Of the lessons learned, videos generally tend to generate more engagement than static image posts, boosts/ads should continue to apply ad dollars for select or all posts to increase message reach, future campaigns should continue to utilize playful or memorable meme-like posts that invite engagement to increase follows and maintain relevance, posts should position the call to action up front in the post copy rather than towards the end, and given the new audience insights from the Litter Horror Stories engagement, Instagram campaigns should focus on men and women ages 25-54 (a sweet spot with women ages 35-44) and youth-specific social media platforms should be considered for other youth-specific messaging.

5. **Fish Risk Video Shorts (H. Pierce):** The Program had worked with Sagent to create two short videos from the longer Fish Risk video. These were designed to be posted to social media. One was a 15 second clip and one was a 30 second clip. Due to budget constraints, the full review process was not possible. The videos were played for the Committee.



CONTRA COSTA
CLEAN WATER
PROGRAM

Julie Haas-Wajdowicz (Antioch) asked when it was planned for these to be used in social media posts, since November social media posts were already approved. Hilary Pierce noted that these were likely to be used in December or on a day when a planned post wasn't scheduled. Tim Clark (Lafayette) asked if there was budget for review and editing. Hilary Pierce confirmed that the budget was expended.

- 6. Brochures Update (H. Pierce):** The Program had created a spreadsheet of brochures and requested feedback during previous meetings. Of the brochures on the list, 7 were identified as desirable and important to update. These 7 were provided to SGA and a cost estimate was created. The \$25k budget was enough to update 6 of the brochures and staff was requesting that Outreach Contingency funds offset the cost of the 7th brochure. The Chair asked if Staff was looking for approval. Hilary Pierce confirmed this unless there was a large number of comments or feedback.

Julie Haas-Wajdowicz (Antioch) noted that the restaurant BMPs were very important and additional attention would be appreciated. She further noted that the brochures should make note of the Green Business Program to promote food waste reduction efforts.

Michele Mancuso (Flood Control) motioned to approve, Frank Kennedy (Martinez) seconded. The Chair called for a vote. There were no objections or abstentions and the use of Outreach Contingency funds was approved

- 7. Adjournment:** The Chair adjourned the meeting at 9:38 a.m.

**Monitoring Committee
Meeting Minutes
November 14, 2022**

VOTING MEMBERS		
MUNICIPALITY	ATTENDED	ABSENT
CCC Flood Control District	Beth Baldwin (Chair) Michele Mancuso	
City of Walnut Creek	Lucile Paquette (Vice-Chair)	
City of Pittsburg	Jolan Longway	
City of Antioch	Phil Hoffmeister	
City of Pinole	Misha Kaur	
City of Richmond	Terri Mason	
Non-Voting Members		
City of San Pablo	Amanda Booth	
Program Staff and Consultants		
Augmented Staff	Lisa Welsh, Lisa Austin	
Program Staff	Karin Graves, Erin Lennon	

- 1. Introductory Remarks, Announcements, and Changes to the Agenda.** There was a request to move the C.12.c Update to the beginning of the agenda (swap with the CASQA summary). The Committee agreed to the change.
- 2. September 2022 Meeting Summary.** City of Antioch (P. Hoffmeister) moved to approve the September 2022 meeting summary. City of Walnut Creek (L. Paquette) seconded. There were no objections or abstentions.
- 3. C.12.c Old Industrial Control Measure Plan Update.** Lisa A. provided a summary of the C.11.c/C.12.c permit requirements – CCC permittees are required to implement or cause to implement treatment controls on 664 acres (121 g/yr PCBs) in old industrial areas that discharge to the MS4 and are not redeveloped or treated. Implementation of control measures in PCBs-contaminated catchments not designated as old industrial may count toward fulfillment of the required area if they are known or suspected to be source areas of moderate to high PCBs (i.e., >0.2 mg/kg PCBs). Credit may be given for control measures implemented in FY20-21 and FY21-22.

Options for control measures include: source property abatement, redevelopment, public GSI retrofit, full trash capture devices, diversion to POTW, and enhanced operations and maintenance. Each control measure has an associated efficiency (see Attachment 01a).

The overall approach for the plan is to:

1. map the baseline areas, identifying old industrial areas and other areas associated with moderate data;

2. identify areas redeveloped/retrofit with GSI and treated with full trash capture before July 1, 2020, by July 1, 2021, and by July 1, 2022 (and after July 1, 2022).
3. Estimate future redevelopment area and FTC device implementation through MRP 3 permit term. Geosyntec send a request for information from permittees via Management Committee this week;
4. Identify projects to fill in the gap via source property abatement, regional projects, distributed treatment, and enhanced O&M.

Geosyntec is drafting the plan now and will have it for Monitoring Committee's review in January. The Revised Plan will be prepared in February and then finalized in March for review and approval by Management Committee. It will be submitted by March 31, 2023.

The group discussed the following:

- Diversion to POTW is unlikely to be viable and will be described as such in the Plan.
- If permittees cause a property to be abated, we will plan to take credit for it.
- Enhanced O&M is "enhanced" relative to this permit term (i.e., not relative to 2003).
- Potential to develop a program for further investigation of moderate properties where permittees would go on to the property and collect a sample.
- City of Pittsburg has two large upcoming redevelopment projects in Old Industrial and non-Old Industrial areas.

4. **LID Monitoring Update.** Lisa W. reviewed the C.8 LID management questions, monitoring requirements, and status of the regional QAPP and regional TAG (Attachment 01b, Slide #2). She also described the working criteria for site selection – single inlet/outlet, treats land uses with elevated POCs, not tidally influenced, and space for a job box. KEI is planning a site visit with Amanda Booth at the Rumrill Complete Streets project to identify potential monitoring locations (Attachment 01b – Slide #3).
5. **Trash Outfall Monitoring Selection Update.** Lisa W. reviewed the C.8 Trash monitoring questions, monitoring requirements, and status of the regional WQIF grant and regional TAG. She reviewed potential site locations in Walnut Creek, Unincorporated County, and Pleasant Hill. KEI will coordinate a site visit next week with the municipalities. KEI also attended a site visit in Alameda County with Oldcastle, a potential vendor for supplying the trash nets. Geosyntec/KEI will coordinate to get a quote from Oldcastle. Some designs could include construction of a headwall.
6. **POCs RWL Monitoring Assessment.** Lisa A. provided a status update on preparing the POCs RWL plan. The regional group is on schedule in conducting analysis on results collected over a 10-year period to identify analytes that have a reasonable potential to exceed applicable

water quality objectives. The next steps are to select the analytes for monitoring and the locations in each county that represent the various watershed types (Attachment 01c).

7. FY22-23 Monitoring Workplan. Lisa W. reviewed the structure of the FY22-23 Workplan, which could be revised as needed. Beth Baldwin (CCC Flood Control District) made a motion to approve the Workplan and Jolan Longway (City of Pittsburg) seconded.

8. New/Old Business. Lisa W. reviewed that:

- the FCD will be contributing \$30,000 for ongoing monitoring in Marsh Creek (for the SSID project), similar to past years.
- wet season pesticides and toxicity monitoring was conducted on Nov 9, 2022, from Walnut and Pinole Creeks, in collaboration with the other Programs (including sites at CDPR locations) completing the wet season monitoring requirement for MRP 3.0.
- no word yet on the WQIF awards.

9. Next Steps / Action Items

- Geosyntec to send C.12.c data request to permittees via Management Committee.

10. Adjournment. The meeting was adjourned at 12:00 am.

Next Scheduled Monitoring Committee Meeting: Monday, December 12, 2022, 10:00 AM-12:00 PM, Zoom meeting.

Attachment 01a: C.12.c Old Industrial Control Measure Plan Update November 2022

Attachment 01b: Trash and LID Monitoring Update Slides November 2022

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**Monitoring Committee
Meeting Minutes
December 12, 2022**

VOTING MEMBERS		
MUNICIPALITY	ATTENDED	ABSENT
CCC Flood Control District	Beth Baldwin (Chair)	
City of Walnut Creek	Lucile Paquette (Vice-Chair)	
City of Pittsburg	Jolan Longway	
City of Antioch	Phil Hoffmeister	
City of Pinole		Misha Kaur
City of Richmond	Terri Mason	
Non-Voting Members		
City of San Pablo	Amanda Booth	
Program Staff and Consultants		
Augmented Staff	Lisa Welsh, Lisa Austin	
Consultants	Mitch Avalon	
Program Staff	Karin Graves	

1. **Introductory Remarks, Announcements, and Changes to the Agenda.** There were no changes to the agenda.
2. **November 2022 Meeting Summary.** City of Antioch (P. Hoffmeister) moved to approve the November 2022 meeting summary. City of Pittsburg (J. Longway) seconded. There were no objections or abstentions.
3. **Trash Outfall Monitoring Selection Update.** Lisa W. reviewed the top priority potential site locations for trash monitoring in Walnut Creek, Unincorporated County, and Pleasant Hill and outcomes from a recent site visit and internal coordination meeting (see Attachment 01a). Program Staff have met with CCC Public Works (PW) to coordinate working with Oldcastle as a vendor in supplying trash nets and installing them. Conversations with PW are ongoing and a site visit is tentatively planned for January 2023. Geosyntec/KEI will coordinate to get a quote from Oldcastle. Permitting for outfall trash monitoring will be discussed regionally at a meeting on December 21.
4. **LID Monitoring Update.** Lisa W. provided an update on planning for LID monitoring and shared the CCCWP project slide deck from LID TAG Meeting #1 (see Attachment 01b). The LID TAG noted that newly constructed sites, treating newly paved roads typically don't have high influent pollutant concentrations (e.g., the Rumrill Blvd sites that are currently being constructed). Alicia Gilbreath (SFEI) suggested that CCCWP reconsider the El Cerrito Green Streets site location previously monitored by SFEI and through the CW4CB project. Lisa W. will discuss this with KEI. The committee brainstormed other potential "older" sites

throughout the County, including the Park 'n Ride in Pittsburg, Geary Road in Walnut Creek, North Richmond, Fire Station in Pittsburg, and Danville.

5. **POCs RWL Monitoring Assessment.** Lisa A. provided a status update on preparing the POCs RWL plan. The workgroup is moving forward on schedule and completed the regional water quality data analysis to identify additional potential monitoring parameters. The group is currently working on site selection and identifying locations in each county that represent the characteristic watershed types. The draft RWL Monitoring Assessment Plan will be shared in February for review and revised for approval in March.
6. **C.12.c Old Industrial Control Measure Plan Update.** Lisa A. provided a status summary of the Old Industrial Control Measure Plan, including the permit requirements, options for treatment control measures, and the framework for assessing areas treated and projects needed to meet the permit requirement (see Attachment 01c). Lisa A. presented a summary of acres treated by GSI and FTC in FY20-21 and FY21-22, for which Permittees can take credit in MRP 3. Lisa A. also presented a summary of future retrofit/redevelopment/FTC projects and potential source property abatement.

The group discussed the following:

- Geosyntec will coordinate with Jolan on the timing of the redevelopment projects.
 - Beth will coordinate with Michele/John to see what upcoming projects the County has.
 - The ponds at Zeneca were capped a few years ago, but there have not been additional remedial actions. No other activity at other source properties in Richmond.
 - At the Former Molino site, there is a proposal to cap and redevelop it for RV storage.
7. **FY23-24 Draft Budget.** Lisa W. reviewed the draft budget for FY23-24. The draft budget was developed using the 5-year budget plan, with minimal revisions. A revised draft budget will be presented to the Monitoring and Management Committees in January.
 8. **New/Old Business.** Lisa W. reviewed that:
 - No updates on WQIF awards.
 - The State Water Board is considering filing its Own Motion to review MRP 3, following a late-filed petition by Baykeeper. This will be discussed further at the Management Committee meeting.
 - **December 2022 Regional Workgroup Meetings**
 - **Dec 7, 10-noon:** C.8 Trash TAG / LID TAG Planning Meeting
 - **Dec 8, 10a to 1p:** LID TAG Meeting #1

9. Next Steps / Action Items

- Lisa W. and Karin to meet with PW and coordinate on contracting with KEI/Oldcastle for trash monitoring equipment and installation.
- Lisa W. and Lisa A. to coordinate with KEI to identify an “old” bioretention facility for LID monitoring (e.g., El Cerrito Rain Garden).
- Lisa W. and Lisa A. to work with Jolan on identifying Old Industrial treatment projects likely to be completed over the permit term.

10. Adjournment. The meeting was adjourned at 12:00 am.

Next Scheduled Monitoring Committee Meeting: Monday, January 9, 2022, 10:00 AM- 12:00 PM, Zoom meeting.

Attachment 01a: CCCWP Outfall Top Priority Locations December 2022

Attachment 01b: CCCWP LID TAG Mtg #1 December 2022

Attachment 01c: C.12.c Old Industrial Control Measure Plan Update December 2022

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C.8 Outfall Trash Monitoring Top Priority Sites Selection

CCCWP
November 30, 2022



DRAFT – For Internal Discussion Only

Livermore Examples



Figure 2. Unusual outlet size and shape.



Figure 3. Installed headwalls for mounting NetTech for 100% trash capture of outlet.



Figure 4. Installed NetTech with maintenance access road.



Figure 5. Installed NetTech at approximately 50% capacity.

Oldcastle Insert Examples



Figure 1. 72" RCP at continuous flow installation.



Figure 2. Routine inspection 2 months post-installation. Maintenance to be performed.



Figure 1. Net filled to capacity and self-detached awaiting routine maintenance.

Top Priority Location Summary



Site	Location	Baseline Trash	FTC Device Type	Treatment Area and Land Use	Creek Name & Type	Feasibility Notes
Walnut Creek_1	Civic Park	Moderate	Basket	~2.5 acres (parking lot & park)	Walnut (earthen)	On moderate slope embankment, accessible
UNINCCOUNT_1	Center Ave	Mod & High	Basket & CPS	~6 ac (comm & road)	Grayson (earthen)	18" CMP with flap gate. Some homeless encampment activity under nearby bridge.
UNINCCOUNT_2	Center Ave (north)	Moderate	CPS	~1 acre (comm & road)	Grayson (earthen)	18" CMP (no flap gate). Good access. Appears to be above high-water mark.
PleasantHill_3	Center	Mod & High	Basket & CPS	~10 acre (comm & road)	Grayson (earthen)	24" CMP (no flap gate). Outfall is partially buried and would require excavation to expose the pipe. May be submerged or partially submerged during rain events. May be in UIC.

Walnut Creek Outfall



- **TMA:** Walnut Creek 1
- **Location:** Civic Park
- **Upstream Trash Capture:** Basket
- **Baseline Trash:** Moderate
- **Channel Name:** Walnut Creek
- **Channel Material:** Earth

Legend

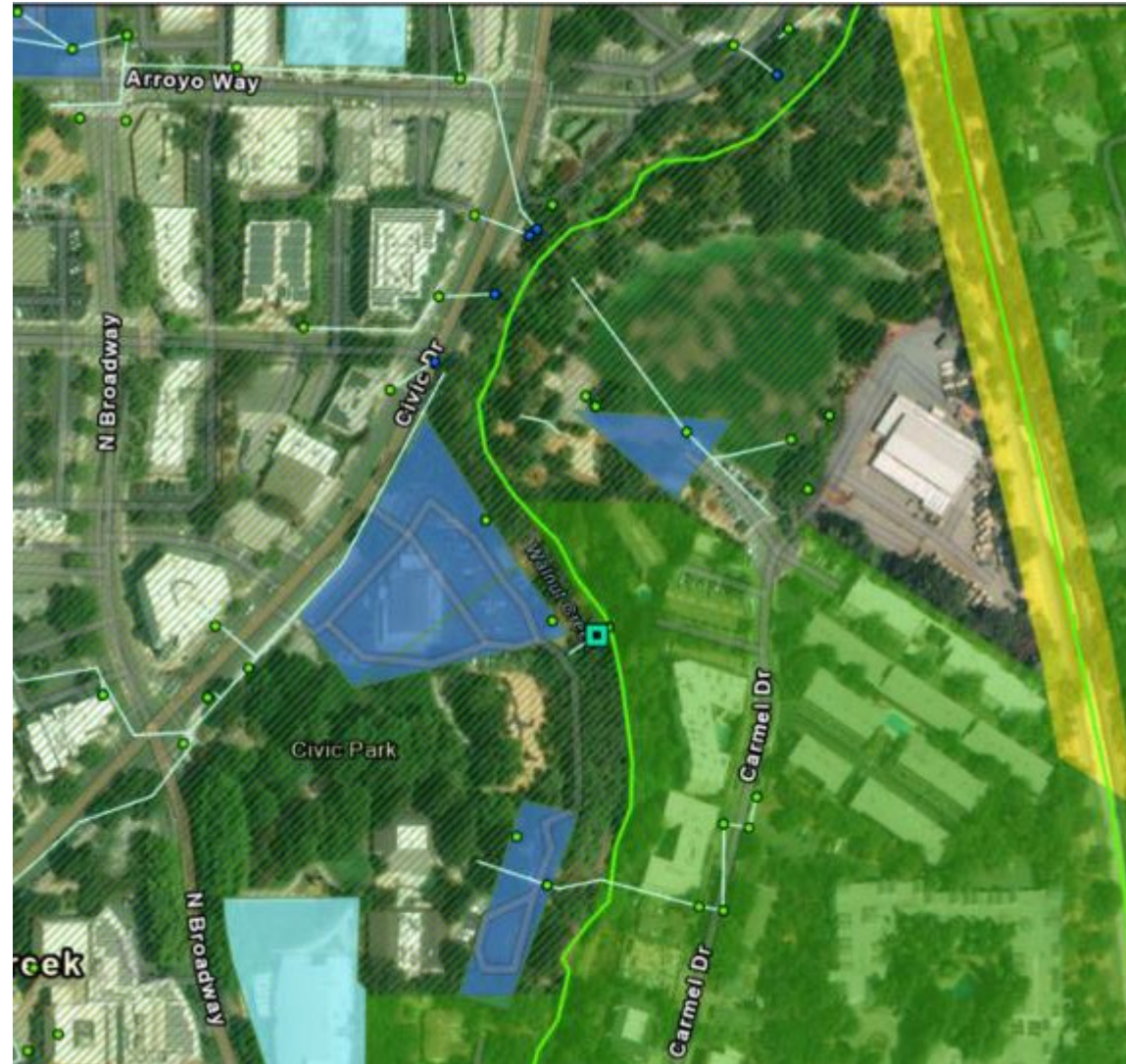
- Inlets
- Outlets
- Selected Outfall
- Storm Drain Main
- Creeks

Trash Generation Basemap

- Baseline Low
- OVTA Low
- Baseline Moderate

Trash Capture Device Drainage Area

- CPS - Connector Pipe Screen
- LID - Low Impact Development



Unincorporated County Outfalls



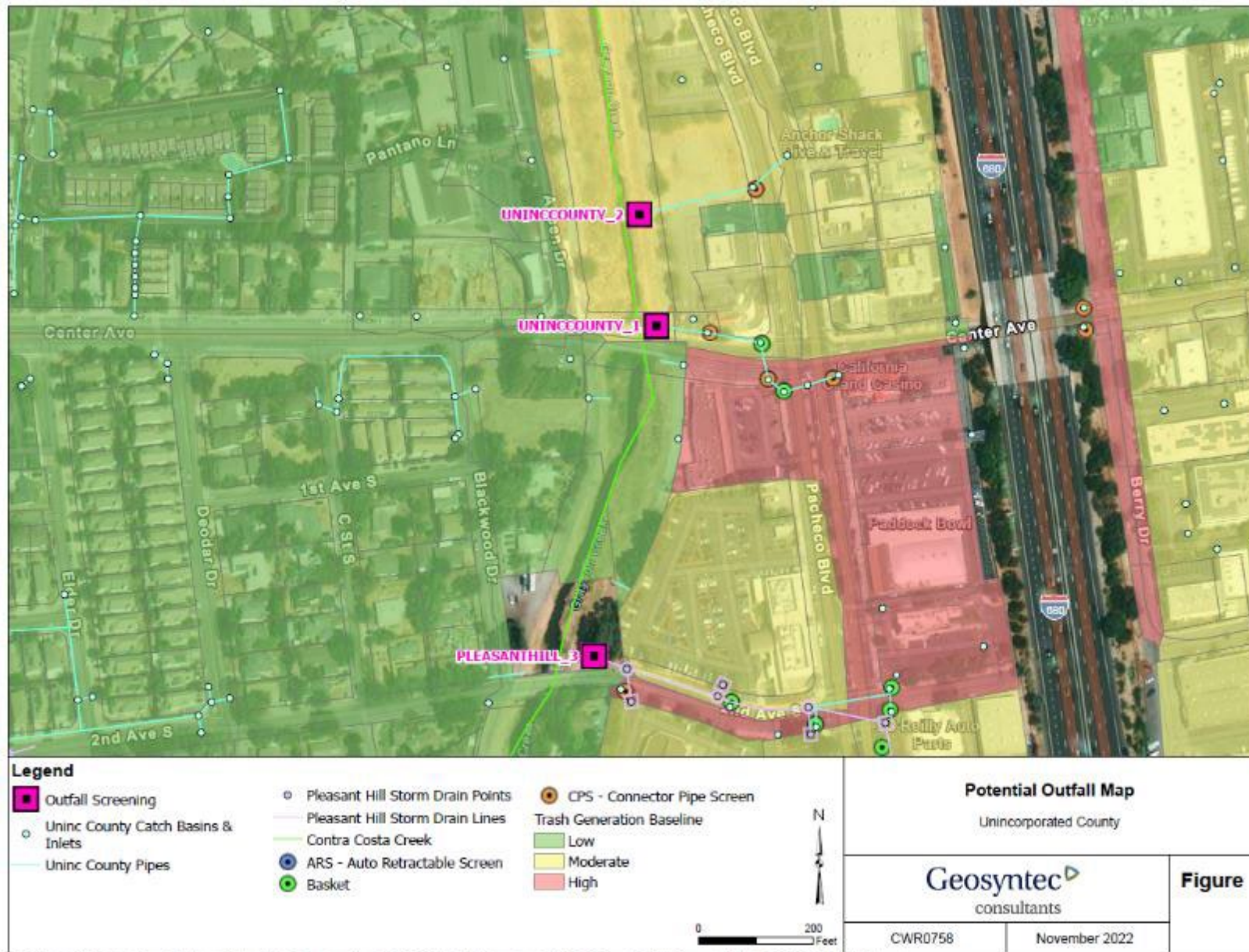
UNINCCOUNTY_2



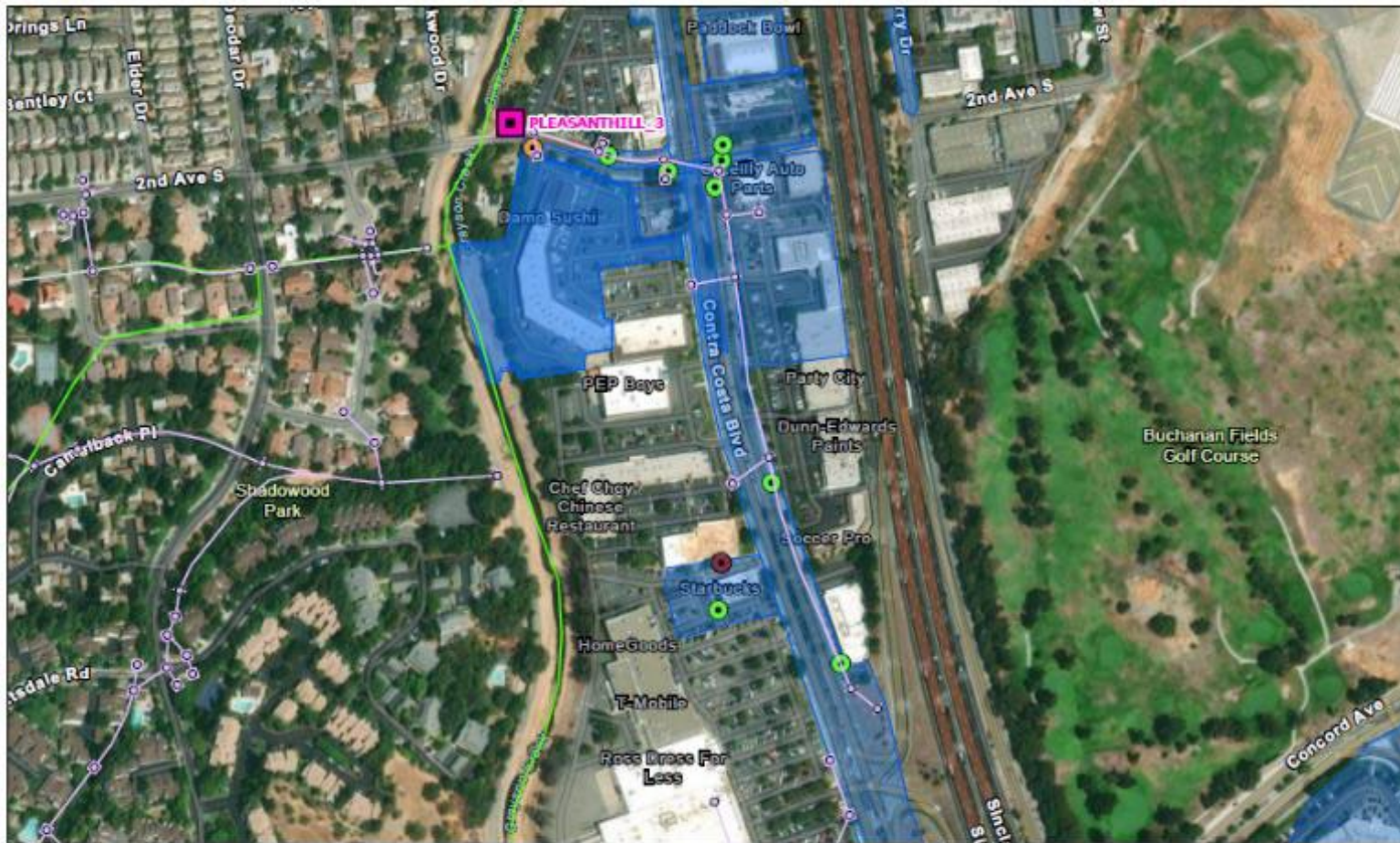
UNINCCOUNTY_1



Unincorporated County Outfalls



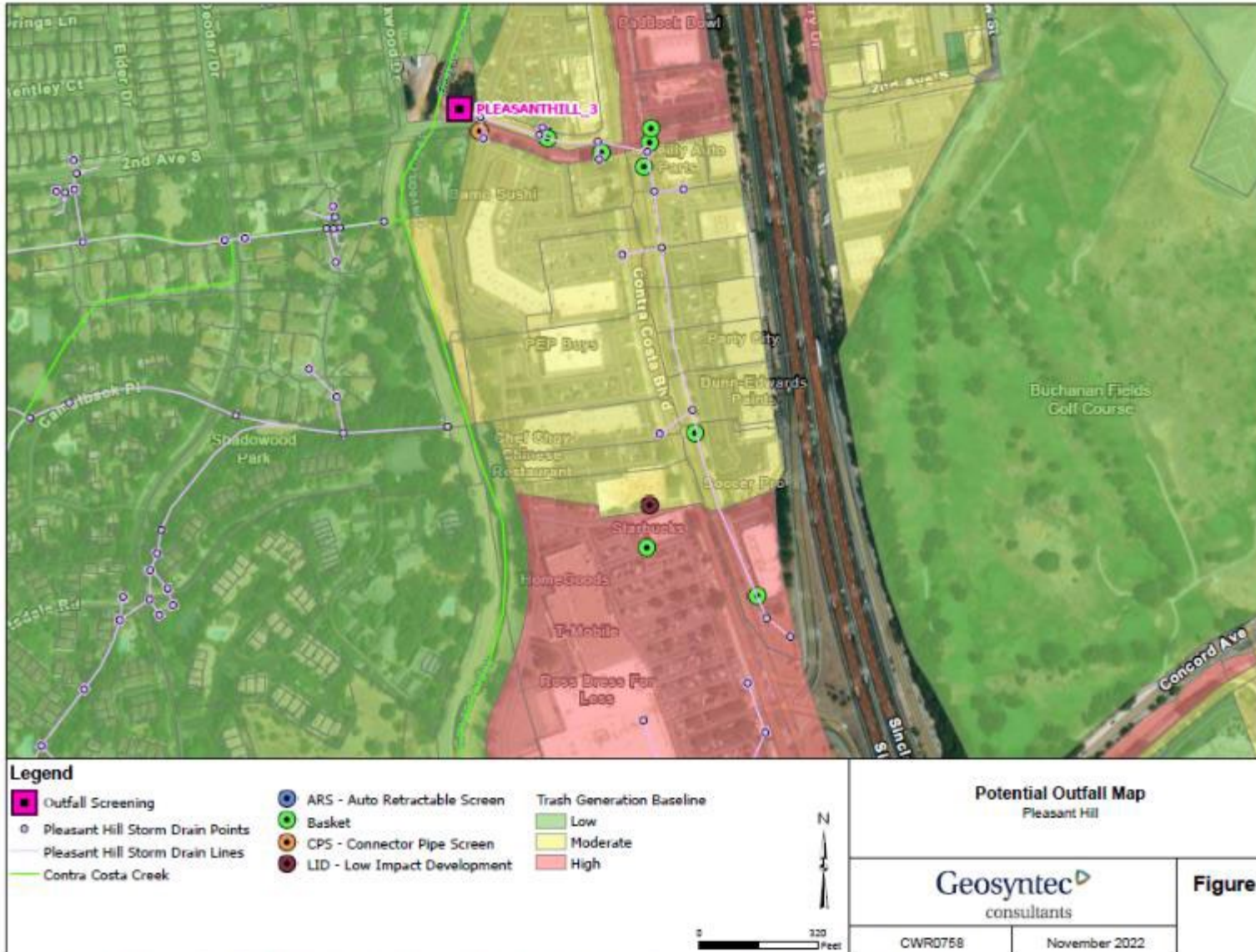
Pleasant Hill Outfall



Legend <ul style="list-style-type: none"> ■ Outfall Screening ○ Pleasant Hill Storm Drain Points — Pleasant Hill Storm Drain Lines — Contra Costa Creek ● ARS - Auto Retractable Screen ○ Basket ○ CPS - Connector Pipe Screen ● LID - Low Impact Development — Trash Capture Device Drainage Area ■ Small FTC 		N 320 Feet 	Potential Outfall Map Pleasant Hill	Figure
		 Geosyntec consultants	CWR0758 November 2022	



Pleasant Hill Outfall



LID TAG #1 Workgroup Meeting CCCWP Update

December 8, 2022

»» Background

- Bioretention facilities are the priority treatment type for permittees.
- Study will compare treatment effectiveness between two facilities with different sizing factors, $>4\%$ and $<4\%$.



Source: EPA.gov

»» Site Information

- Rumrill Complete Streets Project, City of San Pablo
- 1.67 miles of enhancements between Costa Ave and San Pablo Ave
- Improve bike/ped safety and treat stormwater via bioretention
- Mix of “old” land uses
- Nearby source properties



Site Information

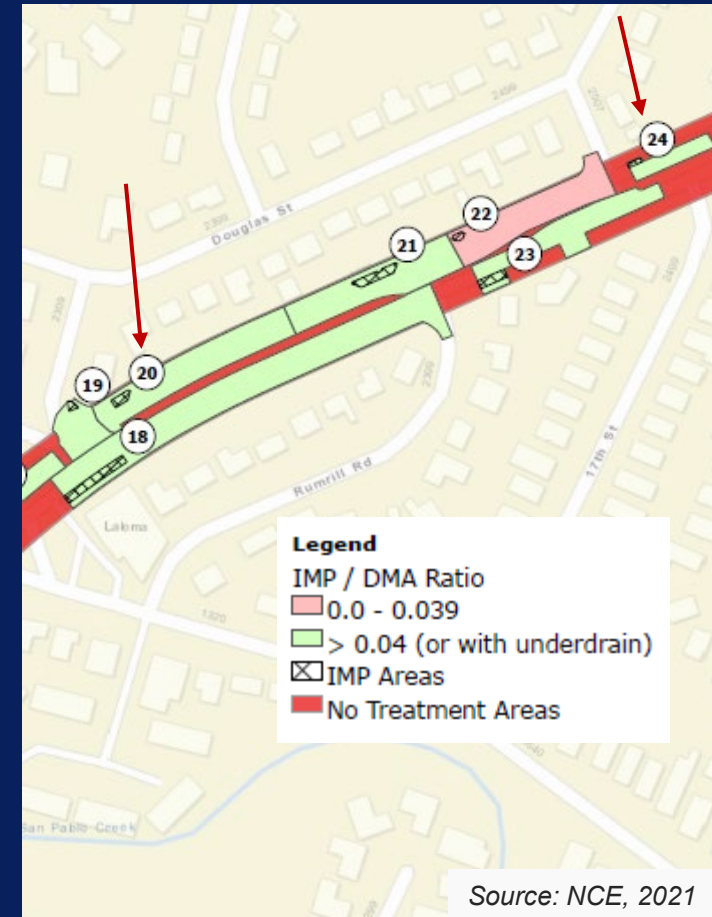
- 34 bioretention cells
 - Standard bioretention design
 - Nine facilities with an underdrain
 - Space constraints affect sizing
 - 18 facilities meet or exceed C.3.d sizing (80% capture or 4% sizing factor)
 - 16 sites are undersized



IMP = Integrated Management Area (i.e., facility area)
DMA = Drainage Management Area (i.e., impervious area)

Facility Information

- **Site #20 and Site #24**
- Facilities meet sizing criteria
- Feasible to monitor
 - Space for a job box
 - Underdrain



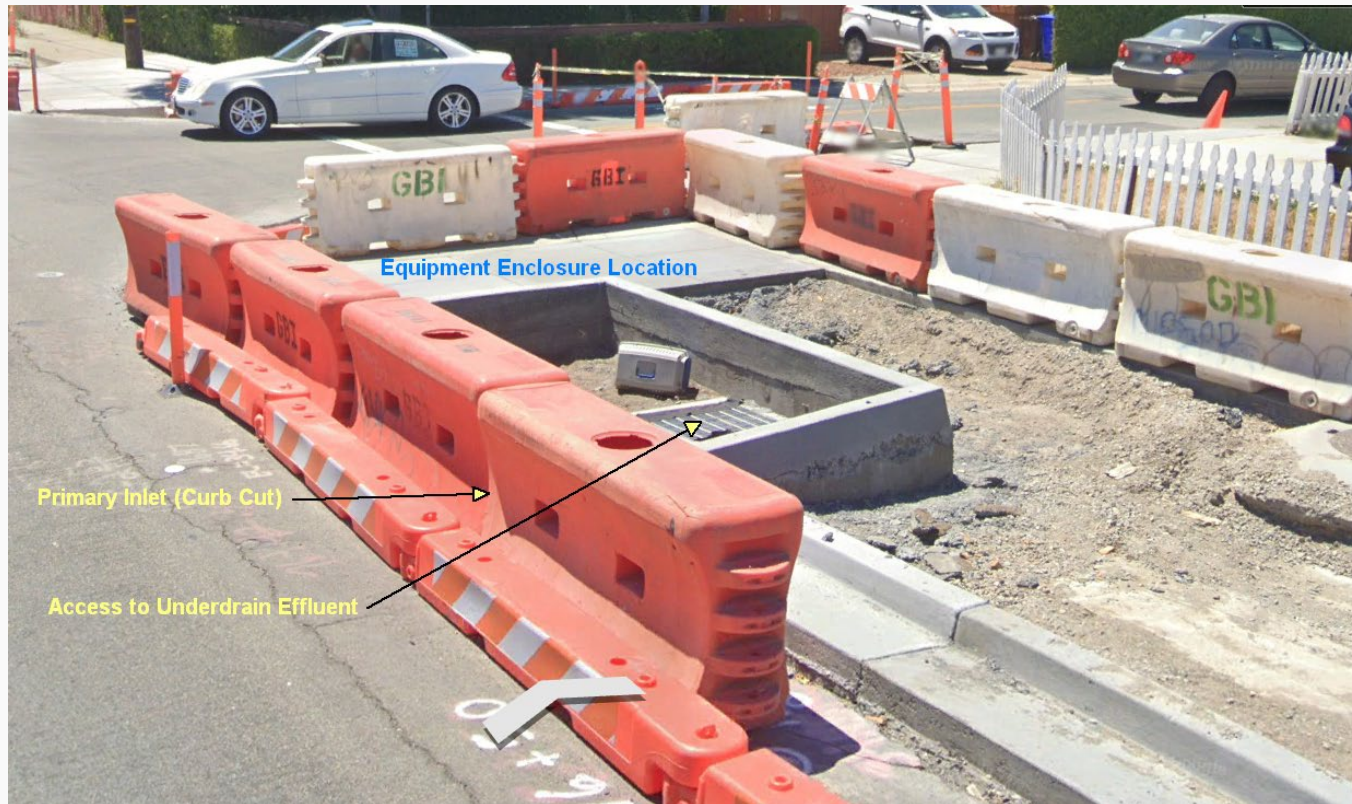
Site #20

- Facility size: 299 sf
- DMA: 12,376 sf
- Sizing Factor: 2.4%

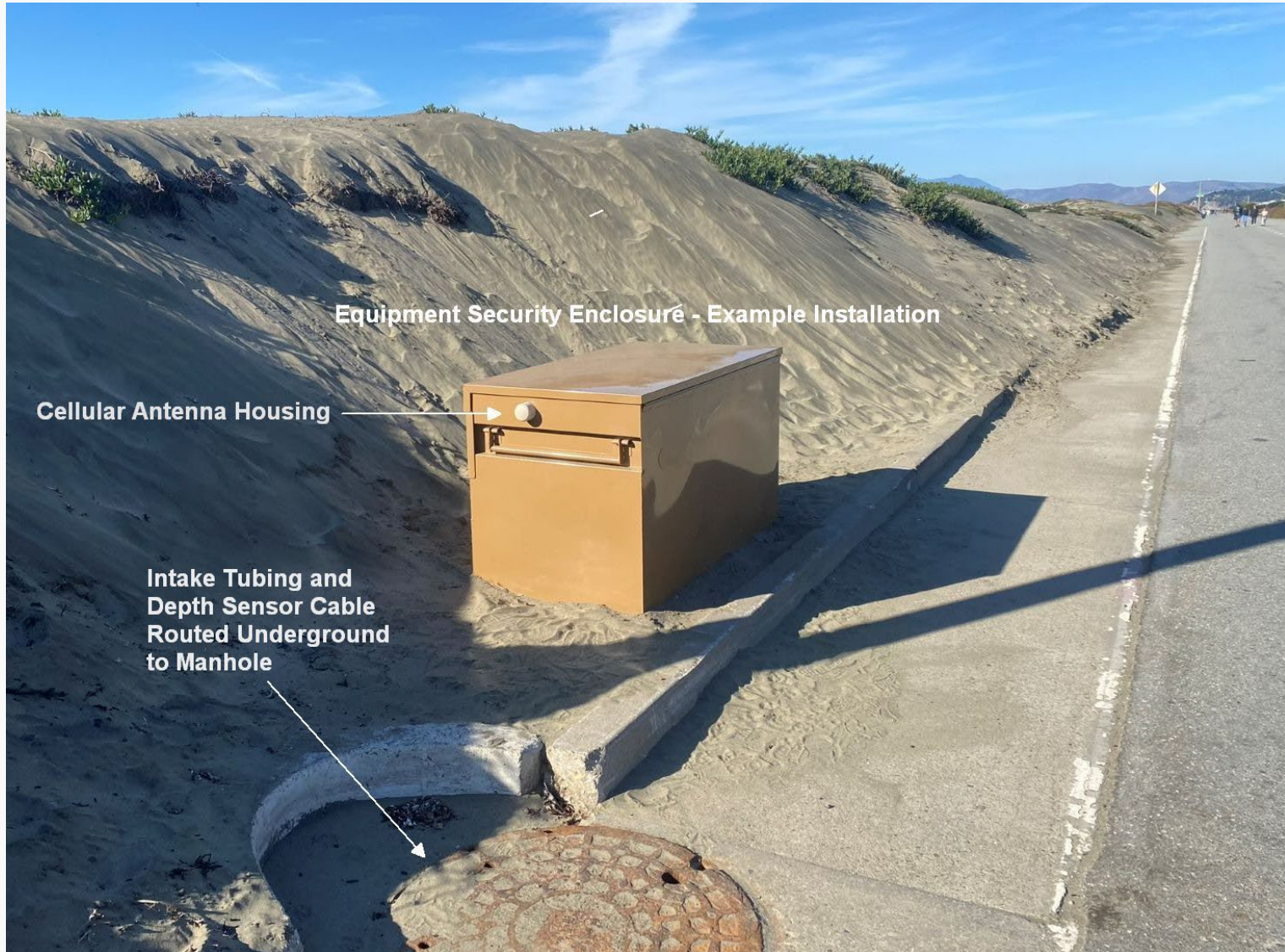


Site #24

- Facility size: 117 sf
- DMA: 2,682 sf
- Sizing Factor: 4.4%



Job Box



MRP Provision C.11.c/C.12.c Old Industrial Area Control Measure Plan

CCCWP Monitoring Committee Meeting 12/12/2022

Lisa Austin, P.E.



MRP Provision C.11.c/12.c – Program for Control Measure Implementation in Old Industrial Areas

Attachment 01c - C.12.c Update

Geosyntec
consultants

- Implement treatment controls on 664 acres
 - Or account for mass reduction of **121 g/yr PCBs** (28 g/yr of mercury)
- Treatment Control Measure Options
 - Source Property Abatement
 - Regulated Projects
 - Public Retrofit Projects with GSI or treatment
 - Public ROW or parcels
 - Regional Treatment
 - Full Trash Capture Devices



- **Planning Process**

- Map baseline areas (old industrial and other land use area associated with moderate data)
 - Preliminary mapping complete
- Identify area redeveloped/retrofit and treated with FTC since 7/1/2020
 - AGOL data
- Estimate future redevelopment area and FTC device implementation through MRP 3.0 permit term
 - Data request sent via email 11/16/22
- Identify projects to fill the gap
 - Source property abatement
 - Regional project(s)
 - Distributed treatment



Baseline and Current Retrofit/Redevelopment/FTC Projects

Attachment 01c - C.12.c Update

County	Baseline Area			Control Measure Drainage Areas					Credit Area		
	Old Industrial ROW + Parcel Area (acres)	Area that has been monitored and ≥ 0.2 mg/kg (Parcel)	Baseline	Control Measure	FY 2020-2021	FY 2021-2022	Total by Control Measure (acres)	Total (acres)	Efficiency	Area (Acres)	Total
Contra Costa	13,468	74	13,003	GSI	11	10	21	79	70%	15	25
				FTC	51	7	58		18%	10	

Baseline = Old Industrial + Moderate – Abated Source Properties and Treated Area



Future Retrofit/Redevelopment/FTC Projects

Attachment 01c - C.12.c Update

Permittee	Old Industrial Treated Acres
Pittsburg	996
San Pablo	1.2
Walnut Creek	17.3
Total	1,015



Potential Source Property Abatement

SITE NAME	LOCATION	PROPERTY SIZE (Acres)	POTENTIAL LOAD REDUCTION (g/yr)
Zeneca/Former Stauffer Chemical Company	1415 South 47 th St, Richmond	9.2	23
UC Berkeley Richmond Field Station	1301 South 46 th St, Richmond	14	36
Fass Metals	818 West Gertrude Ave, Richmond	0.2	1
Sims Metal Management Richmond Facility	600 South 4th Street, Richmond	19.3	49
World Corp	1014 Chesley Ave., Richmond	10.4	27
Former Molino Enterprises. Inc.	1215 Willow Pass Rd., Pittsburg	6	15

Total Potential Load Reduced = 150 g/yr



Planning Schedule

OLD INDUSTRIAL PCBS CONTROL MEASURE PLAN	2022		2023		
	Nov	Dec	Jan	Feb	Mar
Mapping, initial control measure selection, and content discussion					
Draft Control Measure Plan for Mon Comm review					
Final Control Measure Plan for Mon Comm review					
Management approval of Control Measure Plan					
Submit Plan					

Submit Old Industrial PCBs Control Measure Plan by March 31





Municipal Operations Committee (MOC)
Draft Meeting Minutes
November 15, 2022

MUNICIPALITY	ATTENDED [via Web/Phone]
VOTING	
City of Antioch	<i>Phil Hoffmeister, Jeff Cook</i>
City of Brentwood	<i>Melissa Barcelona</i>
City of Concord	
Contra Costa County	<i>Michelle Giolli (Chair), Beth Baldwin, Michele Mancuso</i>
City of El Cerrito	<i>Stephen Prée</i>
City of Hercules	
City of Martinez	
City of Orinda	
City of Pittsburg	<i>Jolan Longway (Vice Chair), April Chamberlain</i>
City of Richmond	<i>Terri Mason</i>
City of San Pablo	<i>Amanda Booth</i>
City of Walnut Creek	<i>Lucile Paquette</i>
NON-VOTING	
Town of Danville	<i>Bob Russell</i>
PROGRAM STAFF and CONSULTANTS	
Staff Augmentation	<i>Elizabeth Yin</i>
Staff Augmentation	<i>Mitch Avalon</i>
Program Staff	<i>Karin Graves</i>
Program Staff	<i>Erin Lennon</i>
GUESTS	



MUNICIPAL OPERATIONS COMMITTEE MEETING

Tuesday, November 15, 2022, 10:00 am – noon

1. Introductions/Announcements – Michelle Giolli (County, Chair) welcomed the group to the Zoom call and asked for announcements. Jolan Longway (Pittsburg, Vice Chair) announced that Joseph Camaddo is leaving his current role with the City of Pittsburg. Jolan introduced and welcomed April Chamberlain, a new analyst, working 50/50 for Engineering and Public Works for the City of Pittsburg. Erin Lennon (Program Staff) made a correction to today's MOC meeting agenda, noting that no survey was distributed for the 90% Trash Reduction Agenda Item.

2. Approve October 18, 2022 Meeting Minutes – Prior to the meeting, Erin had received and incorporated edits from Beth Baldwin (County) to improve the clarity and accuracy of items 7 and 8 in the October 18, 2022 draft meeting summary. Michelle Giolli moved to approve the draft October 18, 2022 meeting summary with the corrections. Stephen Prée (El Cerrito) seconded. The Committee voted to approve the October 18, 2022 Municipal Operations Committee meeting summary.

3. Program Update – Attendees received updates on Clean Water Program activities related to municipal operations.

- Staff changes – Erin announced that Michael Burger was promoted to a different department at Public Works and will no longer be assisting the Clean Water Program. Karin Graves (Program Staff) shared that the Program is interviewing candidates to fill the clerical position. In the interim, Program Consultant Lisa Welsh will oversee Geosyntec staff Neftali Romero and Nita Unita in covering clerical tasks. They will take notes for Administrative, Management and PIP Committees, email Permittees as needed, check phone lines, and check the Illegal Dumping hotline. Karin will discuss this topic further at the Management Committee meeting.
- C.4/C.5 – First quarter inspection billing went out. Tim Potter of Central Sanitary would typically be present for meetings with Permittees, but he has been away on extended leave. Erin will schedule meetings between interested Permittees and inspectors when Tim is back.
- C.9 – Pesticide Toxicity Control. Erin did not have anything to comment on this topic, other than to note that wet season began October 1st (*Post-MOC Meeting note from Erin: While there is no C.9 requirement for wet season, it is useful to remember the importance of less-toxic pest management activities, especially during times of high runoff potential*). Stephen asked about Our Water Our World (OWOW) less-toxic pest control outreach status, observing that some stores that previously had OWOW fact sheets and labels did not have them stocked currently. In the past, Stephen recalled that the Permittees were part of the conversations of which stores were stocked with OWOW materials. Beth Baldwin also recalled this. Next week Erin and Karin will meet with Suzanne Bontempo of Plant Harmony, the contractor who carries out OWOW outreach, and they can relay the MOC's questions at that time.
- C.17 – Erin noted that November is Homeless Awareness Month and shared a link to a PDF that had been previously shared by Lucile, and that was created by the Contra Costa Continuum of Care (CoC): <https://cchealth.org/h3/coc/pdf/Homeless-Awarenes-Toolkit-2022.pdf>. At the previous MOC meeting, there was discussion about lack of cross-over and representation between the BAMSC C.17 Homeless BMP Report Workgroup and experts in homeless services. Erin attended Contra Costa's Homeless Service Providers meeting and opened lines of communication with Contra Costa CoC staff. Michelle Giolli is also in communication with Contra CoC staff and is gathering further information on data that can be



included in the BMP report. Liz Yin is the central point of contact for Contra Costa's involvement in the BMP report.

4. 90% Trash Reduction Forum – This was an informal forum, created in response to a request from the previous MOC meeting. This forum is anticipated to be a precursor to a more involved workshop in the future, to identify the status, challenges, and opportunities for Permittees to meet the 90% trash load reduction requirements of the MRP. Permittees are required to report trash load reduction, based on 2009 base trash loads.

- **MRP Provision C.10 upcoming due dates** – Liz Yin (Program Consultant) gave an overview of C.10 upcoming due dates.
 - January 3, 2023 - Updates to Direct Discharge Control plans due.
 - March 31, 2023 - Trash Impracticability Report due.
 - June 30, 2023 – 90% trash load reduction due*
 - *If unable to meet 90% reduction without offsets, then Permittees must submit an updated Trash Load Reduction Plan with their 2023 Annual Report (C.10.f.ii)
 - September 30, 2023 - Updates to Long-Term Trash Load Reduction Plans due
 - June 30, 2025 – 100% trash load reduction due
 - Permittees may no longer claim a jurisdiction-wide source control load reduction value .
 - 100% must be met with full trash capture or full trash capture equivalent controls.
- **Revisiting Contra Costa progress, without offsets** – Erin shared a table compiled by Liz Yin and presented briefly at the previous MOC meeting. Per the table, the Town of Danville, and the Cities of Brentwood, Clayton, El Cerrito, Lafayette, Orinda, Pittsburg, San Ramon, and Walnut Creek would meet the 90% requirement without offsets for now. If a Permittee is on the cusp, they should be aware that the most current OVTA data is used at the time of reporting and can affect the trash load reduction results. Offsets for creek and shoreline cleanup will no longer be applicable after June 30, 2025. (C.10.f.i.).
- **City of San Pablo controlling Illegal Dumping and Multi Unit Dwellings (MUDs)** – Amanda Booth (San Pablo) presented an approach that the City of San Pablo takes to meet direct discharge requirements in the MRP.
 - From surveys conducted in 2019, 2020, and 2021, the following issues were consistently among the top three issues of concern for San Pablo community members: city cleanliness/trash, crime, and homelessness. Managing litter and illegal dumping was at the intersection of these three concerns. Amanda noted that litter, in particular illegal dumping, is not just a stormwater issue but a political issue. BMPs in one location can lead to the same issues crossing boundaries of neighboring communities.
 - In 2019, a Litter and Illegal Dumping Task Force was formed, and a staff workshop was held to review existing programs and to discuss areas for improvement. In the review of existing programs, it was identified that there were several ongoing issues with MUDs, encampments, enforcement, infrastructure, and public awareness of these programs.
 - Efforts were made to improve existing programs at MUDs, including: a voucher program for residents; mini-dumpster days (grant funded); and inspections to ensure appropriately sized and maintained trash enclosures, with a reduced time for correcting a violation from 30 days to 10 days.
 - There were 29 enforcement cases in the 1-year pilot, all resolved in the new 10-day period. 100 MUDs were inspected (600 units), from which 5 waste audits were required. Most sites could not add more bin. Some added pick-up days.



- 5 mini-dumpster days at MUDs collected 72 tons of waste (note that 6 regular dumpster days collected 114 tons of waste).
 - Two new programs were developed. First there are community volunteer pick-up programs (funded through a Caltrans grant). A pilot program will begin in 2023, for which 2-3 volunteers will be paid a \$2,000 stipend (grant funded) to conduct outreach and cleanup activities. Secondly there is a commercial blight program, which is still in the design and approval stages. This program would involve surveying businesses and creating a Business Improvement District (BID) to develop standards for property maintenance focused on trash, graffiti and illegal dumping. A new inspection program or grant/loan program for improvements may result from this.
 - San Pablo will continue to track public awareness of existing programs and litter issues, to see if there are any measurable improvements in the future.
 - Amanda had a cost breakdown but was waiting for a final piece of information regarding enforcement costs. When she has this number, Amanda will share the full presentation with Erin, to distribute to the MOC.
- **Business Outreach to Customers** – Michele Mancuso (County) is working with Program Consultant Hilary Pierce to develop a brochure that could be distributed to restaurants to reduce litter from customers. Karin Graves (Program Staff) asked if the Contra Costa Clean Water Program logo could be added to the outreach being developed, so that other Permittees may use it. Michelle Giolli said yes, they can ask Hilary for this. Erin shared resources that Permittees may reference as they promote business compliance with AB 1276 (single-use foodware ban).
- **Open Discussion** –
 - Amanda Booth noted the relevance of a recent legal case, *Zolly vs. City of Oakland*. This case discusses whether inspection fees should be paid by tax dollars versus by franchise fees. Stephen Prée shared a link with further information: <https://www.courts.ca.gov/opinions/documents/S262634.PDF>.
 - MOC members expressed concern for possible inter-jurisdictional strain from BMPs related to trash and illegal dumping. BMPs in one location might lead to worsening conditions in another location, possibly outside the City borders. Mitch Avalon (Program Consultant) commented that it may be worthwhile to discuss cross-jurisdictional issues at a future meeting.
 - MOC members also said that tracking abatement within some municipalities can be difficult. For some cities, different departments look at the same issue from different lenses (e.g., code enforcement vs. environmental department vs. public works department may approach inspections differently). There may be clashing goals.
 - Erin will add intra- and inter- jurisdictional communication and cooperation as a topic at a future MOC meeting.

5. CASQA Notes – The California Stormwater Quality Association (CASQA) held its annual conference in Palm Springs from October 24th through October 26th.

- Erin noted that there were several discussions at the CASQA conference surrounding the Draft Commercial Industrial and Institutional (CII) NPDES permit proposed for two watersheds in the Los Angeles Region, which would expand monitoring and inspection requirements for CII facilities meeting certain designations. CASQA summarized the EPA preliminary facility designations and compliance options here: [CASQA Newsflash Aug 16, 2022 \(PDF\)](#).



- The outcome of the discourse surrounding the CII permit might impact work connected to CCCWP's Development, Municipal Operations and Monitoring Committees, but at this time the extent is unknown. This issue has the potential to affect the rest of California, because part of the recently vetoed [AB-2106](#) would have required a draft statewide CII permit available for public comment one year after the LA Regional Board adopted its CII permit. At the October CCCWP Management Committee meeting, Karen Cowen of CASQA noted that the contents of the vetoed bill may return. A public adoption hearing of the CII Permit and preliminary designations is taking place December 8, 2022 (*Post-MOC Meeting Update: As of November 22, 2022, the public hearing has been postponed. Erin will stay looped in on this topic; anyone else who is interested may sign up for email updates related to the Draft CII Permit at the Region 2 Water Board email [subscription page](#)*). CASQA is keeping track of this topic, and Erin will update the Management Committee periodically.
- MOC members who had attended the CASQA conference were invited to share any other notable takeaways. Some attendees observed that there were not many trash-related efforts highlighted in the CASQA program; there several vendor booths related to trash capture, and there were a couple of trash monitoring and outreach presentations. A stormwater capture project in Orange Memorial Park in the City of South San Francisco won a CASQA award for Outstanding Stormwater Capture and Use Project or Program. This was a regional project with multiple benefits, including a reduction in PCBs, mercury, and trash discharges, water reuse for irrigation, groundwater recharge, and local flood reduction.

6. Miscellaneous Updates – Stephen asked if anyone attended the US Army Corps of Engineers webinar on November 9, 2022 regarding unsheltered populations in flood control areas. Michelle Giolli (County) attended and can summarize notes from that meeting at the next MOC meeting.

11. Adjournment – Michelle Giolli adjourned the meeting at 12:03pm.



Date: January 18, 2023

To: Management Committee

From: Karin Graves, Acting Program Manager

Subject: First Draft Budget for FY 23/24

Recommendation:

Review and consider the First Draft Budget for FY 23/24 and provide any comments and direction to staff. Staff presented this budget to the Administrative Committee on January 3, 2023 and the Committee did not provide any significant recommendations or changes.

Background:

Staff used the policy direction and assumptions approved by the Management Committee at their meeting on December 13, 2022, to prepare the attached first draft of the FY 23/24 Program Budget, using the Five-Year Budget as a baseline starting point. It should be noted that many of these budget numbers are very tentative and will likely change as staff has more time to analyze the work necessary to accomplish the budget line item and more accurate information that will come from the reports scheduled for approval in March.

This is the second year the current budget format has been used, and staff would appreciate any comments to improve it. The format is organized by permit provision and all the work and technical services needed to meet the requirements in each provision are located in that provision section of the budget, although all elements of the Urban Creeks Monitoring Report have been aggregated under Provision 8. Budget items that are not under a specific provision are located in the beginning of the budget and are associated with permit-wide activities.

The FY 23/24 budget is the second fiscal year of MRP 3.0 and drops some budget items from the current fiscal year that have been or will be completed before July 1, 2023. Below is a discussion of some of the key budget items and an explanation of the proposed budget amount.

Key Budget Items

- **Staff Augmentation.** The budget assumes the Program Manager position will be filled, but one watershed planner position will be vacant throughout the fiscal year, requiring a budget for staff augmentation. If

the watershed planner position is filled prior to the end of the fiscal year, then the staff augmentation budget would not be fully spent. Staff also recommends a budget item for on-call staff augmentation to provide flexibility in meeting unforeseen needs related to MRP 3.0.

- **Financing Plan.** This budget item is to pay for implementing (or beginning to implement) the funding option selected in Phase 2 of the Stormwater Funding Options Report. The Financing Plan would be a plan to implement the option/strategy. At this stage of developing the budget, it is unknown what funding option the Management Committee will select, or even if a funding option will be selected. To prepare the budget, however, staff is assuming the Committee will choose the most expensive funding option, the Property Related Fee, and is therefore recommending a \$200,000 budget line item. It will take several years to implement the property related fee option, and if the Management Committee budgets a similar amount each year, in five years there will be \$1 million available to implement the funding option.
- **Alternative Compliance.** The recently released Summary Report for the Alternative Compliance Project outlines the structure of the Regional Alternative Compliance System and how the System would operate to meet permit requirements for alternative compliance. The project consultant team has developed a scope of work to further develop the System so it can function and process a pilot project. The estimated budget to complete the operational document, develop a financing roadmap, and prepare the permit amendment is \$90,000. Some of the proposed tasks in this budget line item may change depending on whether the Program is successful in receiving a WQIF grant.
- **AGOL.** The Program is currently in the process of seeking a new contractor to provide AGOL services. The AGOL Workgroup will develop the work program for the new contractor. There are three elements of AGOL services. The first is a line item for routine, minor maintenance. The second is a line item for staff support to permittees and AGOL administration for the Program. The third is a line item for major system improvements recommended by the AGOL Workgroup. Staff recommends budgeting \$100,000 for major improvements in FY 23/24. The Five-Year Budget includes \$150,000 for major improvements in FY 23/24, but staff recommends spreading this investment over the next two fiscal years.
- **General Consultant Services.** This section of the budget is significantly higher in FY 23/24 than in the current fiscal year. This is largely due to appropriating \$200,000 to begin implementing the financing plan, \$100,000 for the AGOL upgrades, and an increase in the alternative compliance set up, which are discussed in more detail above.

- **PIP.** The overall budget for the Public Information/Participation program has increased over last year due to focusing on outreach to youth and school-aged children and expanding outreach through the website.
- **C.12.c.** MRP 3.0 requires a significant amount of work to reduce PCB loads. The current FY 22/23 budget includes a \$200,000 line item for project development of a PCBs Load Reduction project, spreading the project cost to all permittees through the Program budget. Staff recommends a \$200,000 placeholder for FY 23/24 for this same budget line item, "Old Industrial Area PCBs Treatment Project", until the control measure plan is completed and better budget numbers are developed over the next two months. Though a placeholder, staff has reviewed what will be needed next year for this budget line item and \$200,000 is a good estimate.
- **Asset Management.** There is no permit requirement for an asset management framework, similar to the cost reporting framework, but staff believes such a framework would be valuable. It would provide guidance to all permittees on such things as the types of assets to be included in the asset management program, a naming convention for the various types of stormwater assets, and standard replacement costs. It would also provide a detailed process and schedule to complete an asset management program. For example, some steps might include categorizing assets, inventorying assets, collecting data and inputting data, determining service life, determining remaining service life, developing a maintenance schedule, developing a replacement schedule, and developing a financing plan. A set of uniform guidelines would be helpful to meet the permit requirement to assess "...the programmatic benefit from countywide or regional roll-up of collected information...". BAMSC has discussed developing the framework through a regional collaborative process, and the \$20,000 budget is based on this cost-effective approach. The regional process will include collecting input from permittees before developing the framework and addressing their comments, such as taking into account those jurisdictions that already have an asset management program.

Fiscal Impact:

Staff will prepare/modify the budget in accordance with the direction provided.

Attachments:

First Draft Budget for FY 23/24

**Contra Costa Clean Water Program (CCCWP)
Fiscal Year 2023/24 Group Program Budget (FIRST DRAFT)**

Budget Description	Adjusted FY 2022/23 August 17, 2022 (Adopted)	Projected FY 2023/24 January 3, 2023 (First Draft)	NOTES FY 23/24	5-year budget notes
Administrative/Personnel (See Admin Worksheet)	\$2,064,798	\$1,886,778		
Staff Salaries and Benefits + County Overhead	\$1,304,120	\$1,369,326	includes COLA of 5% year one of four	Fill Program Manager July 2023, and then fill WMPS July 2024
Staff Augmentation (Watershed Resources Consulting for 6 months)	\$109,200	\$0		
On-Call Staff Augmentation (as needed) (LWA, GC, H&A)	\$138,000	\$103,000	amount to be confirmed	
Staff Augmentation (LWA)	\$223,000	\$115,360	amount to be confirmed	Continue LWA staff augmentation to match vacancies
Staff Augmentation (Geosyntec)	\$270,478	\$278,592		Continue Geosyntec staff augmentation to match vacancies
Staff Training and Conferences	\$10,000	\$10,000		
Non-Program County Staff Labor	\$10,000	\$10,500		
General Supplies & Equipment	\$7,788	\$7,817		
Misc. Office Equipment/Supplies not covered by County Overhead	\$5,640	\$5,640		
Zoom annual fee	\$960	\$989		
Groupsite Annual Fee	\$1,188	\$1,188		
Association/Memberships/License Fees	\$33,554	\$34,261		
ESRI (AGOL Annual License Fee)	\$10,000	\$10,000		
California Stormwater Quality Association (CASQA)	\$23,554	\$24,261		
Legal Services	\$95,000	\$71,800		
County Counsel and Contract Administration	\$10,000	\$10,300		
MRP 3.0 SWRCB Review (Richards, Watson & Gershon)	\$35,000	\$10,000		Unfunded mandate claim?
On-Call Legal Services (Richards, Watson & Gershon)	\$30,000	\$30,900		
Alternative Compliance Legal Review (Richards, Watson & Gershon/County Counsel)	\$20,000	\$20,600		
Regional Projects/Regional Cooperation	\$230,000	\$236,300		
BAMSC	\$30,000	\$30,900		
SFEI - RMP	\$180,000	\$185,400		
SFEI - CECs	\$20,000	\$20,000		This is a fixed cost at \$100,000, so no need to escalate at 3%
General Consultant Services/Projects (See Consultant Services/Projects Worksheet)	\$342,000	\$625,960		
5-Year MRP 3.0 Budget (LWA/GC)	\$10,000	\$0		
Financing Plan Strategy for MRP 4.0 (LWA/GC)	\$20,000	\$0		
Implementation of Financing Plan Strategy for MRP 4.0 (TBD)	\$0	\$200,000		Budget based on most conservative funding option assessed
MRP 3.0 Compliance Checklist (LWA/GC)	\$10,000	\$0		
Grant Tracking & Application (LWA/GC)	\$40,000	\$40,000		
Alternative Compliance Administrative Set Up (LWA/GC)	\$55,000	\$90,000		
Project Management, Technical Review, Regulatory Compliance, etc. (LWA/GC)	\$97,000	\$99,910		
GIS/AGOL Major Upgrades (TBD)	\$0	\$100,000		Revise FY 23/24 once RFQ scope/estimate completed. This is for systemwide improvements, each project budgeted as a separate line item.
GIS/AGOL Maintenance, Minor Upgrades (TBD)(GC)	\$50,000	\$50,000		
GIS/AGOL Support Staff (LWA)	\$35,000	\$36,050		
Brochures (TBD)	\$25,000	\$10,000		
Municipal Operations (C.2) - Training/Workshop (See MOC Worksheet)	\$3,100	\$0		Training historically performed by permittees
New Development/Redevelopment (C.3) (See Development Committee Worksheet)	\$436,000	\$264,360		
Hydromodification Management Modeling Using BAHM (TBD)(Dubin)	\$100,000	\$75,000		
Hydrograph Management Compliance Options Report (H&A)	\$10,000	\$0		
Hydromodification Management Maps (H&A)	\$15,000	\$10,000		HM Maps due 9/2023
Hydromodification Management Calculator (TBD)	\$41,000	\$0		
Green Infrastructure Design Guidelines (H&A)	\$40,000	\$32,000		FY 23/24 budget depends on option chosen
Peak Flow Control Calculator (TBD)	\$52,000	\$0		FY 23/24 and beyond budget depends on discussion with Flood Control
Update Stormwater C.3 Guidebook (H&A)	\$36,000	\$35,000		
BAHM Regional Update (EOA/Clear Creek)	\$25,000	\$0		
Alternative Compliance Program Implementation (2 Pilot Projects)(LWA/GC)	\$50,000	\$0		
Frequently Asked Questions	\$5,000	\$0		
Annual C.3 Training/Workshop (H&A)	\$12,000	\$12,360		FY 25/26 and 26/27 includes any BAHM training costs
General Technical Services Support (H&A)(LWA/GC)	\$50,000	\$100,000		
Industrial/Commercial Controls (C.4) - Training/Workshop (See MOC Worksheet)(LWA)	\$3,100	\$3,193		
Illicit Discharge/Detection and Elimination (C.5) (See MOC Worksheet)	\$0	\$0		

**Contra Costa Clean Water Program (CCCWP)
Fiscal Year 2023/24 Group Program Budget (FIRST DRAFT)**

Construction Controls (C.6) (See Development Committee worksheet)		\$0	\$9,000	
	Biennial Construction Training (LWA-Training only)	\$6,000	\$6,000	
	PCBs C.6 inspection enhancements	\$0	\$3,000	Inspections start Oct 2023
Public Information/Participation (C.7) (See PIP Committee Worksheet)		\$159,300	\$234,995	
	School-Aged Children Outreach (SGA)	\$9,000	\$20,000	
	Watershed Stewardship Green Business Program	\$6,000	\$6,000	
	Public Outreach through Bringing Back the Natives Garden Tour (Kathy Kramer-Sponsor)	\$16,500	\$16,995	
	Used Oil/Student Outreach /Youth Programs (Matt Bolender)	\$2,000	\$2,000	
	Outreach Campaign, Public Education, Citizen Involvement (SGA)(Caltrans)	\$70,800	\$70,000	
	Website Maintenance and Hosting (TBD)	\$15,000	\$15,000	RFQ to bring in new website host
	Recommended Website Improvements (TBD)	\$0	\$50,000	Improvements for mobile users and to increase efficiency for updates and outreach
	General Youth/Public Outreach; Media Management (SGA)	\$35,000	\$50,000	
	Outreach Contingency	\$5,000	\$5,000	
Water Quality Monitoring (C.8) (See Monitoring Committee Worksheet)		\$605,000	\$596,530	
	LID Monitoring Plan (KEI)(LWA/GC)	\$60,000	\$4,120	Annual cost for revising the Plan, as-needed. TAG is accounted for with the Plan in FY22/23.
	LID Monitoring TAG (LWA/GC)	\$0	\$7,110	with the Plan in the first year) + \$1000 for the TAG member
	LID Monitoring (KEI)	\$0	\$165,800	Estimated cost for conducting 6 samples/year (3 events, 2 locations)
	Trash Monitoring Plan (LWA/GC)(KEI)	\$70,000	\$4,120	Annual cost for revising the Plan, as-needed. TAG is accounted for with the Plan in FY22/23.
	Trash Monitoring TAG	\$0	\$6,180	Annual cost for 4 TAG meetings/year @\$1,500 each (with Plan in the first year)
	Trash (Outfall) Monitoring (KEI)(LWA)	\$185,000	\$140,750	application for outfall monitoring, CCCWP match cost total of \$563,000 distributed over 4
	Pollutants of Concern Monitoring (KEI)(LWA/GC)	\$50,000	\$51,500	Assume 8/year for PCBs and Hg, excludes C.12.b source properties
	Pollutants of Concern Monitoring Planning (GC)	\$0	\$10,000	
	Pesticides and Toxicity Monitoring (KEI)	\$70,000	\$36,050	GC supports (assumed for FY22/23). This adds a one-time cost of up to \$35k.
	Urban Creeks Monitoring Report (POC, Pesticides and Toxicity, Trash, LID) (KEI)(LWA/GC)	\$90,000	\$95,000	and LID monitoring status reports starting in FY24/25. IMR in FY25/26
	Creek Status Monitoring Follow-Up	\$20,000	\$0	FY22/23 only
	POC Receiving Water Monitoring Plan	\$30,000	\$0	Updated Plan due March 31, 2026
	POC Receiving Water Monitoring	\$0	\$30,000	4 wet season and 1 dry season (\$40k per year from AMS)
	Bioassessment Final Report	\$0	\$15,000	share by population
	Monitoring Management Support	\$20,000	\$20,600	no change
	All Monitoring Contingency	\$10,000	\$10,300	no change
Pesticide Toxicity Control (C.9) (See MOC Worksheet)		\$81,023	\$86,216	
	Our Water Our World Local Outreach and Training (Plant Harmony)	\$69,500	\$71,585	
	Our Water Our World Outreach Materials (Paid to CASQA)	\$5,080	\$8,010	
	Pesticide Regulatory Coordination Program (Paid to CASQA)	\$5,943	\$6,121	
	Outreach to Pest Control Professionals	\$500	\$500	
Trash Load Reduction (C.10) (See MOC Worksheet)		\$60,000	\$10,000	
	Trash Load Reduction Plan (LWA)	\$10,000	\$10,000	Strategic assistance to submit notice of non-compliance and trash load reduction plan by 9/30/23 if can't meet 90% by 6/30/23
	Trash Reduction and Impracticability Report (LWA)	\$50,000	\$0	Programmatic impracticability report due 3/31/23; Permittee Impracticability Report submitted in 2023 AR 9/30/23
Mercury Controls (C.11) (requirements addressed under C.12)		\$0	\$0	
PCBs Controls (C.12) (See Monitoring Committee Worksheet)		\$460,914	\$421,191	
	Old Industrial Area PCBs Control Measure Plan (LWA/GC)	\$40,000	\$0	Annual cost for revising the Plan, as-needed.
	Old Industrial Area PCBs Treatment Project (first project to implement the Plan) (TBD)	\$200,000	\$200,000	Requires discussion on how the regional project is funded (e.g., grant funds, pilot project)
	Annual Progress Report on Controlling PCBs (LWA/GC)	\$30,000	\$30,000	Annual acres treated and PCBs in Building demo summary. Initial cost is higher to set up new template. Report on total mass reduced over permit term for 9/30/2026 (\$50,000)
	Source Property Investigation Planning (KEI) (LWA/GC)		\$15,000	
	Source Property Investigation (KEI) (LWA/GC)	\$140,000	\$129,200	
	Implement Caltrans Bridge/Overpass Specification and report loads reduced	\$0	\$15,450	Likely due is 9/30/2023 (implementation is 6 months after availability of specification)
	PCBs in Electrical Utilities (LWA/GC)	\$10,000	\$10,000	FY22/23 (develop program); FY23/24 (develop SOP and document PCBs loads avoided)
	Guidance for MRP 3.0 Building Demolition Requirements (LWA/GC)	\$20,000	\$0	FY22/23 only
	Provide Fish Risk Flyers/Signs	\$5,305	\$5,464	
	Distribute Fish Risk Flyers (KEI)	\$10,609	\$10,927	
	Annual Fish Risk Status Report (KEI)	\$5,000	\$5,150	
Exempted and Conditionally Exempted Discharges (C.15) (See PIP Committee Worksheet)		\$15,000	\$15,000	
	Firefighting Discharges (LWA/GC)	\$15,000	\$15,000	Funds workgroup meetings and a portion of final report in FY 26/27

**Contra Costa Clean Water Program (CCCWP)
Fiscal Year 2023/24 Group Program Budget (FIRST DRAFT)**

Unsheltered Homeless Discharges (C.17) (See MOC Worksheet)	\$120,000	\$10,000	
Homeless Mapping (TBD)	\$20,000	\$10,000	Potential carryover from FY 22/23 mapping completed by Program for 9/30/2023 Annual Report
BMP Report (TBD)	\$50,000	\$0	
Implementation Plan (TBD)	\$50,000	\$0	Depends on how much work the program does for permittees
East Contra Costa County Projects (C.19) (See Monitoring Committee Worksheet)	\$105,000	\$30,900	
Methylmercury Monitoring for Delta TMDL (KEI)	\$20,000	\$20,600	Minimum 50 samples over permit term for SSC, total mercury, methylmercury.
Marsh Creek Dissolved Oxygen (BOD) Monitoring (LWA/GC)	\$30,000	\$0	Assumes SSID can be wrapped up in FY22/23
Annual Mercury Monitoring Plan UCMR (LWA/GC)	\$25,000	\$0	two plans due in FY22/23, Oct and March, and new for MRP 3
Pyrethroid Control Program Baseline Monitoring Report (LWA/GC)	\$5,000	\$0	FY22/23 only
Pyrethroid Control Program Annual Report	\$0	\$10,300	Report on management practices and evaluation concentrations wrt the pyrethroid triggers (set up template in FY23/24)
Pyrethroid Control Program UCMR	\$0	\$0	Report monitoring results in the UCMR (IMR in Year 4).
East County TMDL Control Measure Plan (LWA/GC)	\$25,000	\$0	FY22/23 only
Cost Reporting (C.20) (see PIP Committee Worksheet)	\$20,000	\$0	
Cost Reporting Framework (LWA/GC)	\$20,000	\$0	FY 24/25 is to assist permittees with fiscal analyses based on approved framework
Asset Management (C.21) (see Development Committee Worksheet)	\$30,000	\$20,000	
Asset Management Framework (TBD) (H&A) (LWA)	\$30,000	\$20,000	anticipate creating regional framework
Annual Report (C.22)	\$0	\$43,100	
Program Annual Report	\$0	\$40,000	
Permittee Forms		\$3,100	
GROUP PROGRAM BUDGET SUBTOTAL	\$4,871,577	\$4,607,401	
2% CONTINGENCY	\$97,432	\$92,148	
TOTAL GROUP ACTIVITIES BUDGET	\$4,969,008	\$4,699,549	
CONTINGENCY EXPENSE	\$0	\$0	
SALARY CREDIT (PM)(12 Months)	\$0	\$0	
SALARY SAVINGS (SWMPS 12 months)	(\$266,763)	\$0	
SALARY SAVINGS (WMPS 12 months)	(\$213,058)	(\$223,211)	
SUBTOTAL	(\$479,821)	(\$223,211)	
NET SUBTOTAL GROUP PROGRAM BUDGET	\$4,489,187	\$4,476,338	
SUA FUNDING CAP	\$3,500,000	\$3,500,000	
NET TOTAL GROUP PROGRAM BUDGET	\$4,489,187	\$4,476,338	
SUA FUNDING GAP	(\$989,187)	(\$976,338)	



Date: January 18, 2023

To: Management Committee and Development Committee

From: Erin Lennon, Watershed Management Planning Specialist, and Yvana Hrovat, Haley and Aldrich

Subject: Bay Area Hydrology Model (BAHM) Update

Recommendation:

Approve the conditional budget for the update of the Bay Area Hydrology Model (BAHM) for Contra Costa County specific updates.

Background:

MRP Requirement – Provision C.3 of the Municipal Regional Stormwater National Pollutant Discharge Elimination System Permit (MRP) requires municipal Permittees to use their planning and building authority to require applicants for development approvals to include Low Impact Development (LID) features and facilities in their projects. Within Provision C.3., Provision C.3.g. sets criteria, applicable to development projects creating an acre or more of new impervious area, for controlling increases in runoff flow and volume via Hydromodification Management (HM).

All iterations of the MRP to-date have included language indicating that the Bay Area Hydrology Model (BAHM) may be used to demonstrate compliance with HM requirements. In MRP 3.0, this language may be found in Provision C.3.g.ii.: “HM controls designed using Bay Area Hydrology Model (BAHM) and site-specific input data shall be considered to meet the HM standard. Such use must be consistent with directions and options set forth in the most current BAHM User Manual. Modifications to the BAHM shall be acceptable to the Executive Officer, shall be consistent with the requirements of this Provision, and shall be reported as required...” (C.3.g.ii.(3)).

Decision to Use BAHM to Demonstrate HM Compliance – Haley & Aldrich, Inc., with modeling support from Tony Dubin, conducted a technical analysis of four possible approaches for Contra Costa Permittees to comply with HM requirements in MRP 3.0. At the August 24 Development Committee Meeting, Haley & Aldrich presented a summary of the HM compliance options, as well as a cost-benefit, technical analysis of several criteria. By a majority vote (8 voting

yes, and 4 abstaining), based on the information presented at the Development Committee meeting, the Development Committee recommended that the Management Committee move forward with use of BAHM to demonstrate HM compliance.

At the September 21, 2022, Management Committee meeting, the Management Committee voted unanimously to approve the Development Committee's recommendation to move forward with directing applicants for development projects subject to HM requirements to use BAHM to demonstrate HM compliance.

EOA and Clear Creek Solutions provided a Scope of Work and cost estimate to complete Contra Costa County-specific BAHM and BAHM User Manual updates on January 4, 2022 (see Attachment 1). Haley & Aldrich subsequently prepared a Scope of Work and cost estimate to coordinate this work as well as develop related outreach, guidance and documentation (see Attachment 2).

Related Tasks and Next Steps:

Should the Management Committee recommend moving forward, then the following are the next tasks and anticipated timeline associated with that decision. As a note, these tasks do not include regional updates to BAHM, which are a separate, nonconditional budget item. CCCWP is working with regional partners to develop a scope of work for regional updates and training. Additional information will be provided at a later date.

- Task 1: Contra Costa-specific BAHM Updates (EOA and Clear Creek with support from Haley & Aldrich and Tony Dubin)
 - Description: In conjunction with Regional BAHM-related updates (approved FY 22-23 budget row 39), Contra Costa-specific updates will be provided by EOA and Clear Creek Solutions. Specific updates (outlined in Attachment 1) include the project selection map, rainfall data and evaporation data. Haley & Aldrich will coordinate and support this work and Tony Dubin will work closely with Clear Creek Solutions throughout the updates process (detailed scope outlined in Attachment 2).
 - Timeline: The draft updates are scheduled to be complete in May 2023 with final updates planned for June 2023.
- Task 2: Contra Costa-specific BAHM User Manual Updates (EOA and Clear Creek with support from Haley & Aldrich and Tony Dubin)
 - Description: In conjunction with Contra Costa-specific BAHM updates, the BAHM User Manual will be updated by EOA and Clear Creek Solutions to include Contra Costa County. Updates to the

Manual Include screenshots and references to external training materials (see Attachment 1). Haley & Aldrich will coordinate and support this work and Tony Dubin will work closely with Clear Creek Solutions throughout the updates process (detailed scope outlined in Attachment 2).

- Timeline: The draft updates are scheduled to be complete in May 2023 with final updates planned for June 2023.
- Task 3: BAHM Guidance and Outreach Materials (Haley & Aldrich and Lotus Water)
 - Description: In conjunction with Contra Costa-specific BAHM updates, Haley & Aldrich will prepare outreach documentation in the form of a brochure/flyer describing updates to the HM compliance process and types of projects for which HM applies as well as related thresholds. An introduction to training to be provided by EOA/Clear Creek in FY 23-24 will be given during the Annual C.3 Training as well as mentioned in the brochure/flyer. See Attachment 2 for scope of work.

Haley and Aldrich and Lotus Water will prepare draft language and an example HM project to be incorporated into the 9th Edition C.3 Guidebook Chapters 1, 2 and Appendix E under separate cover included in the FY 23-24 budget.
 - Timeline: The draft brochure is scheduled to be complete in May 2023 with final brochure planned for June 2023.
- Task 4: HM Compliance-related Annual Reporting (Haley & Aldrich and Lotus Water)
 - Description: Haley and Aldrich will prepare draft language for incorporation in the 2023 Annual Report which outlines the updated HM compliance demonstration methodology using BAHM. This task also includes time for meeting with the Regional Water Quality Control Board (RWQCB) to discuss anticipated documentation, following coordination with and approval by the Development Committee on approach. See Attachment 2 for scope of work.
 - Timeline: Draft Annual Report language is scheduled to be complete in June 2023. Final 2023 Annual Report documentation will be provided in FY 23-24.

Table 1: Schedule of Tasks

Task	Deliverable	Date
Contra Costa Specific BAHM Updates Consultants: Clear Creek Solutions and EOA with support from Tony Dubin and coordination by Haley & Aldrich	Updates Completed for Review	May 2023
	Final Updates	June 2023
Contra Costa Specific BAHM User Manual Updates Consultants: Clear Creek Solutions and EOA with support from Tony Dubin and coordination by Haley & Aldrich	Draft BAHM User Manual Updates	May 2023
	Final BAHM User Manual Updates	June 2023
BAHM Guidance and Outreach Materials Consultants: Haley & Aldrich and Lotus Water	Draft Outreach Brochure	May 2023
	Final Outreach Brochure	June 2023
HM Compliance Annual Reporting Consultants: Haley & Aldrich and Lotus Water	Draft Annual Report Documentation	May 2023

Fiscal Impact:

There is no fiscal impact. The Management Committee approved a conditional line item for \$100,000 in the FY 22/23 budget to use the Bay Area Hydrology Model (BAHM) or the CCCWP specific approach to meet the Hydromodification Management Standard. As noted above, Permittees decided to move forward with using BAHM.

Staff recommend that EOA, Haley and Aldrich, Lotus Water (through Haley and Aldrich), and Dubin Environmental (through LWA) proceed with the work outlined in the attached Scopes of Work.

Table 2: Cost

Consultant	Task*	Amount
Clear Creek Solutions, through EOA	Contra Costa Specific BAHM Updates - Project Selection Map - Rainfall Data from 7 gages - Evaporation Data	\$27,800
Clear Creek Solutions, through EOA	Contra Costa Specific BAHM User Manual Specific Updates - Screenshots - References to Videos	\$4,600
EOA	Project Management and Meetings, Contra Costa Specific Updates	\$5,220
Tony Dubin, through LWA	Support on Contra Costa Specific BAHM and BAHM User Manual updates	\$33,000
Haley and Aldrich	Coordination on Contra Costa Specific BAHM and BAHM User Manual updates	\$8,000
Haley and Aldrich and Lotus Water	BAHM Guidance and Outreach Materials	\$10,000
Haley and Aldrich and Lotus Water	HM Compliance Annual Reporting (Draft)	\$9,000
Total		\$97,620

*Does not include regional updates to BAHM

Attachments:

Attachment 1: EOA, Clear Creek Solutions. January 4, 2023. "Scope of Work and Cost Estimate for Contra Costa Additions to the Bay Area Hydrology Model (BAHM) Software Development."

Attachment 2: Haley and Aldrich, Lotus Water, Dubin Environmental. January 12, 2022. "Hydromodification Management – Bay Area Hydrology Model (BAHM) Updates, Outreach and Reporting (FY 22/23); Draft Scope of Work."

Attachment A
EOA and Clear Creek Solutions
Scope of Work and Cost Estimate for
Contra Costa County Additions to the BAHM Software Development

January 4, 2023

Scope of Work

Task 1 – BAHM Updates for Contra Costa County

Task 1 is the inclusion of Contra Costa County related data in the Bay Area Hydrology Model. There are 3 main subtasks.

Task 1.1- Project Selection Map

This task will add a clickable map for Contra Costa County. The user will be able to select the project location by clicking on the map. The user will also select the appropriate rainfall gage from a menu of seven precipitation gages.

Deliverable: Update the BAHM software package to include a selection map for Contra Costa County.

Cost: \$4,600

Task 1.2 – Rainfall Data (7 Contra Costa Gages)

This task will locate the existing rainfall time series data for seven rainfall gages within Contra Costa County. Below is a list of the gages:

- 1) BRWD
- 2) Dublin Fire
- 3) Martinez
- 4) Los Medanos
- 5) Orinda Fire District
- 6) St. Mary's
- 7) WC

This will include data up through water year 2022. The data will be reviewed and evaluated to ensure all data gaps and data inconsistencies will be removed or filled with appropriate data from a nearby gage.

Deliverable: Updated rainfall data for the 7 Contra Costa gages.

Cost: \$18,000

Task 1.3 – Evaporation Data

The evaporation time series will be updated through water year 2022 using available local evaporation data.

Deliverable: Updated evaporation data for Contra Costa County for use in the model.

Cost: \$5,200

Task 2 – Update BAHM User Manual with Contra Costa County

After completing the Contra Costa County portions of the BAHM, it will be necessary to update the User’s Manual to reflect these changes. Updates to the Manual include screenshots and references to external training materials.

Task 2.1 - Screenshots

For all model changes and updates specific to Contra Costa County, the User’s Manual includes screenshots to help guide the user through different steps in the use of the model. These screenshots include nearly every feature in the model and will be needed to reflect changes in the user interface.

Deliverable: Screenshots will be added to the BAHM User’s Manual to display the software modeling features specific to Contra Costa County.

Cost: \$3,200

Task 2.2 - References to Videos

If external training features are created as aids to the overall user experience, these features will be referenced in the User’s Manual.

Deliverable: References to video training will be included in the manual to help explain certain aspects of the software.

Cost: \$1,400

Task 3 – Project Management and Meetings

This task includes project management tasks and review of deliverables by EOA’s project manager, as well as attendance by the project team at up to two meetings to discuss Contra Costa County’s specific scope and deliverables.

Cost: \$5,220

Total Project Cost Summary

#	Task Name	Amount
1	Contra Costa County Updates to the BAHM	\$27,800
1.1	Project Selection Map	\$4,600
1.2	Rainfall Data	\$18,000
1.3	Evaporation Data	\$5,200
2	Update BAHM User Manual with Contra Costa County	\$4,600
2.1	Screenshots	\$3,200
2.2	References to Videos	\$1,400
3	Project Management and Meetings	\$5,220
Total		\$37,620

Labor Cost Summary

#	Labor Hours			Total Cost
	Bicknell (\$285)	Brascher Sr. (\$200)	Brascher Jr. (\$150)	
Task	Hours	Hours	Hours	Total
1	0	52	116	\$27,800
1.1	0	20	4	\$4,600
1.2	0	24	88	\$18,000
1.3	0	8	24	\$5,200
2	0	5	24	\$4,600
2.1	0	4	16	\$3,200
2.2	0	1	8	\$1,400
3	12	6	4	\$5,220
Total	12	57	140	\$37,620

Hydromodification Management - Bay Area Hydrology Model (BAHM) Updates, Outreach and Reporting (FY 22/23)

Draft Scope of Work (January 12, 2022)

Background

In response to San Francisco Bay Region Municipal Regional Stormwater Permit (MRP 3.0, adopted May 11th, 2022), Provision C.3.g, which sets criteria applicable to development projects creating one (1) acre or more of new impervious area, for controlling increases in runoff flow and volume via Hydromodification Management (HM), the Contra Costa Clean Water Program (CCCWP) has decided to move forward with requiring the use of the Bay Area Hydrology Model (BAHM) to demonstrate compliance with HM requirements.

EOA and Clear Creek Solutions are responsible for providing CCCWP-specific updates to BAHM as well as the BAHM User Manual as described under separate cover. This Scope of Work describes the Haley and Aldrich team and Dubin Environmental's support and coordination for these CCCWP-specific BAHM-related updates as well as updates to the C.3 website, guidance and outreach materials, and 2023 Annual Report documentation.

SCOPE OF WORK:

Task 1: BAHM Updates Oversight and Coordination

Haley and Aldrich will coordinate with EOA and Clear Creek Solutions throughout the CCCWP-specific BAHM updates process, checking in for each task and milestone to ensure the intent of requested updates is met and deliverable dates meet CCCWP and Annual Report timelines. Tony Dubin of Dubin Environmental will provide input and work closely with Clear Creek as updates are made. This task includes time for both CCCWP-related BAHM update meetings with EOA/Clear Creek as well as attendance at Regional BAHM Workgroup monthly meetings.

Task 2: Guidance and Outreach Materials

Haley and Aldrich and Lotus Water will prepare draft language and an example HM project to be incorporated into the 9th Edition C.3 Guidebook Chapters 1, 2 and Appendix E under separate cover included in the FY 23-24 budget.

Outreach documentation is anticipated to include a brochure/flyer describing updates to the HM compliance process and types of projects for which HM applies as well as related thresholds. An introduction to training to be provided by EOA/Clear Creek in FY 23-24 will be given during the Annual C.3 Training as well as mentioned in the brochure/flyer.

Task 3: Annual Report Documentation

Haley and Aldrich will prepare draft language for incorporation in the 2023 Annual Report which outlines the updated HM compliance demonstration methodology using BAHM. This task also includes time for meeting with the Regional Water Quality Control Board (RWQCB) to discuss anticipated documentation, following coordination with and approval by the Development Committee on approach.

Final 2023 Annual Report documentation will be provided in FY 23-24.

Deliverables:

- Draft HM Outreach Brochure

- Final HM Outreach Brochure
- Draft HM-related Annual Report documentation
- Final HM-related Annual Report documentation

Assumptions:

- One round of consolidated Permittee comments will be addressed for the Draft HM Brochure/Flyer
- One round of consolidated Permittee comments will be addressed for the Draft 2023 HM-related Annual Report documentation

Table 1: Estimated Budget and Schedule

Task	H&A Budget	Lotus Budget	Dubin Budget	Estimated Completion Date
CCCWP BAHM Updates Oversight/Coordination/Meetings	\$8,000	--	\$13,000	June 2023
Draft HM Outreach Brochure	\$5,000	\$1,500	--	May 2023
Final HM Outreach Brochure	\$3,000	\$500	--	June 2023
Draft 2023 HM-related Annual Report documentation (including meeting with RWQCB)	\$7,000	\$2,000	--	June 2023
Total	\$23,000	\$4,000	\$13,000	
Sum Total	\$40,000			



Date: January 11, 2023

To: Management Committee

From: Hilary Pierce, Consultant

Subject: Review the BAMSC Regional Workgroup Cost Reporting Framework

Recommendations:

Review the regional draft Cost Reporting framework and methodology from the BAMSC workgroup and provide comments by Thursday, February 2, 2023. Attend the February 7, 2023, PIP Committee meeting for an in-depth discussion and finalization of CCCWP comments, if interested.

Background:

MRP 3.0 Provision C.20 requires that each Permittee annually prepare and submit a fiscal analysis of the capital and operation and maintenance costs incurred to implement the MRP requirements, beginning with the 2025 Annual Report (i.e., for FY 24-25).

The BAMSC Cost Reporting Workgroup was formed to develop a regional approach to cost reporting (See attached *Cost Reporting Regional Project Profile*). The Workgroup process and deliverables will include: 1) a proposed approach to the framework (in Excel format), 2) a draft framework with worksheets for each MRP provision, 3) a draft methodology that explains how to complete the framework worksheets and assumptions, 4) a revised draft framework and methodology, 5) a final draft framework and methodology for Countywide Program and BAMSC approval, and 6) a final framework and methodology for transmittal to the Water Board.

The products may be customized at the countywide or local level as needed, as long as they remain consistent with the overall framework and assumptions. The cost reporting framework and methodology must be submitted to the Water Board by June 30, 2023.

CCCWP is responsible for distributing the draft and revised draft products to member agencies and compiling the comments received and obtaining approval of the final draft products according to the schedule below (**Table 1**).

Table 1. BAMSC Cost Reporting Workgroup Schedule

Task	Deliverable(s):	Due/Completed
First Draft Framework and Methodology Distributed to Countywide Programs for Review	Draft Cost Reporting Framework and Methodology; Presentation to BAMSC Steering Committee	January 10, 2023
CCCWP Permittees to discuss at 1/18 Management Committee and 2/7 PIP Committee meetings; Hilary to compile comments for submittal to BAMSC Workgroup		
Comments Due	[Countywide programs to provide compiled comments to the Workgroup]	February 8, 2023
Workgroup Meeting		Early February 2023
Revised Draft Framework and Methodology Distributed to Countywide Programs for Review	Revised Draft Cost Reporting Framework and Methodology	March 15, 2023
CCCWP Permittees to discuss at 4/4 PIP Committee and 4/19 Management Committee meetings; Hilary to compile comments for submittal to BAMSC Workgroup		
Comments Due	[Countywide programs to provide compiled comments to the Workgroup]	April 27, 2023
Workgroup Meeting		Early May 2023
Update BAMSC Steering Committee on Final Draft Framework and Methodology	Presentation to BAMSC Steering Committee	May 25, 2023
Provide Final Draft Framework and Methodology to Countywide Programs for Approval	Final Draft Cost Reporting Framework and Methodology	June 1, 2023
CCCWP to approve at 6/6 PIP Committee and 6/21 Management Committee meetings		
Approve Final Draft Framework and Methodology at BAMSC Steering Committee		June 22, 2023
Submit Final Framework and Methodology to Water Board	Final Cost Reporting Framework and Methodology	By June 30, 2023

Bolded items are relevant to CCCWP Permittees

To review the framework and guidance manual:

1. Read the Guidance Manual first (see attached *Cost Reporting Guidance Manual*) and then review the Framework (see attached *Cost Reporting Framework*) tabs from left to right.
2. For the Guidance Manual, make edits and comments within the Word document.
3. For comments on the Framework spreadsheet, please use the Framework Comment Form Word document to describe general and tab-specific comments (see attached *Cost Reporting Framework Comment Form*). Do not make comments within the spreadsheet. You may enter numbers in the white cells to test the spreadsheet functions. The red text currently in the spreadsheet represents example entries and can be deleted or changed.
4. Send your Framework Comment Form and edited Guidance Manual to Hilary Pierce (hilaryp@lwa.com) by **February 2**.
5. Attend the PIP Committee meeting on February 7 for an in-depth discussion to finalize CCCWP comments, if interested.

Per the workgroup, "the Framework is designed to allocate countywide program costs by permittee and by program area/provision. There is a lookup table in the last tab that contains the name of each permittee and its percentage of the annual countywide program cost. With the exception of SCVURPPP permittees, these percentages have not been updated to the correct allocations. Most of them have placeholder values of 5% for now. We will be collecting the correct allocations from each countywide program manager for the revised draft Framework."

Fiscal Impact:

None at this time.

Attachments:

Cost Reporting Regional Project Profile

[Cost Reporting Framework](#)

[Cost Reporting Framework Comment Form](#)

[Cost Reporting Guidance Manual](#)

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**Bay Area Municipal Stormwater Collaborative
Project of Regional Benefit Profile**

Project Name: Cost Reporting Framework and Methodology

Description/Scope/Tasks:

MRP 3.0 Provision C.20 requires each Permittee to annually prepare and submit a fiscal analysis of the capital and operation and maintenance costs incurred to implement MRP requirements, beginning with the 2025 Annual Report (i.e., for FY 2-24-25). As a first step, Permittees are encouraged to collaboratively develop a cost reporting framework and methodology to perform the fiscal analysis “for purposes of efficiency, cost-savings, and regionwide consistency and comparability”. This project would accomplish the task of jointly developing the cost reporting framework and methodology as a project of regional benefit, with input from BAMS Collaborative member agencies. The framework will be informed by State Water Board efforts currently underway to develop a cost reporting framework. The products would then be used by individual Permittees to prepare their fiscal analyses. The products may be customized at the countywide or local level as needed, as long as consistency with the overall framework and assumptions is maintained. The cost reporting framework and methodology must be submitted to the Water Board by June 30, 2023.

A BAMSC Cost Reporting Work Group (WG) will be formed and approximately 4-5 meetings will be held at appropriate milestones (see Project Schedule). The BAMSC WG will develop: 1) a proposed approach to the framework (in Excel format); 2) a draft framework with worksheets for each MRP provision; 3) a draft methodology that explains how to complete the framework worksheets and assumptions; 4) a revised draft framework and methodology; 5) a final draft framework and methodology for Countywide Program and BAMSC approval; and 6) a final framework and methodology for transmittal to the Water Board. Each Countywide Program will be responsible for distributing the draft and revised draft products to its member agencies and compiling the comments received and obtaining approval of final draft products according to the schedule below.

FY: 22-23

One-time X **multi-FY** _____

MRP Provision Reference: C.20.b and C.20.c.i

MRP Compliance Date(s): June 30, 2023

Oversight Subcommittee/Workgroup:
Cost Reporting Work Group (new)

Profile last updated on: 9/20/22

Total Project Budget: \$62,000
(see below for details)

**Date Project and Funding Contributions
Approved by Steering Committee:**

Funding Contributions and Types by BAMS Collaborative Program:

Program	In-kind Contribution Amount (\$)	Lead In-kind Staff or Consultant
ACCWP	\$18,228	EOA
CCCWP	\$12,772	LWA
SMCWPPP	\$8,246	EOA
SCVURPPP	\$19,778	EOA
SSA	\$2,976	Emily Corwin (FSSD)
Total	\$62,000	

**Bay Area Municipal Stormwater Collaborative
Project of Regional Benefit Profile**

Project Schedule:

Task	Deliverable(s):	Due/Completed
First Work Group Meeting		Late Sept/early Oct, 2022
Complete first draft Framework for Work Group review	First Draft Cost Reporting Framework	One week prior to 2 nd Work Group meeting
Second Work Group Meeting	Work Group comments	Late Oct/early Nov 2022
Complete Draft Framework and Methodology and Distribute to Countywide Programs for Review	Draft Cost Reporting Framework and Methodology; presentation to BAMSC Steering Committee	December 7, 2022*
Receive Comments on Draft Framework and Methodology	[Countywide Programs provide compiled comments to WG]	January 26, 2023
Third Work Group Meeting		Early February 2023
Complete Revised Draft Framework and Methodology and Distribute to Countywide Programs for Review	Revised Draft Cost Reporting Framework and Methodology	March 15, 2023
Receive Comments on Revised Draft Framework and Methodology	[Countywide Programs provide compiled comments to WG]	April 27, 2023
Fourth Work Group Meeting		Early May 2023
Update BAMSC Steering Committee on Final Draft Framework and Methodology	Presentation to BAMSC Steering Committee	May 25, 2023*
Provide Final Draft Framework and Methodology to Countywide Programs for Approval	Final Draft Cost Reporting Framework and Methodology	June 1, 2023
Approve Final Draft Framework and Methodology at BAMSC Steering Committee and Submit to WB	N/A	June 22, 2023
Submit Final Framework and Methodology to Water Board	Final Cost Reporting Framework and Methodology	By June 30, 2023

Notes:

* = Opportunity for Water Board staff information/comment.
 Bolded dates = opportunity for permittee comment.

Management Committee: Agenda Topics for FY 22/23: Q3

Date	Action	Key MRP Agenda Topics	Lead
18-Jan-23	Presentation	RMP Status Update	Jay Davis
18-Jan-23	Approve	Conditional Approval: C.3 HM BAHM Updates	Erin/Yvana
18-Jan-23	Review	Review First Draft of the FY 23/24 budget	Karin G.
18-Jan-23	Update	Draft Cost Reporting Framework and Methodology	Karen Ashby
18-Jan-23	Update	Progress on Annual Report Forms and CCCWP Comments	Liz
18-Jan-23	Update	Draft PCBs Demolition Applicant Package/Inspection Enhancement Recommendations	Lisa W.
18-Jan-23	Information	Request permittees submit documentation of # of PCBs in Building Demo applicable structures	Lisa W.
18-Jan-23	Information	SUA ERU Certifications Announcement	Andrea
15-Feb-23	Presentation	Alternative Compliance System status report	Karin/Amanda Bc
15-Feb-23	Approval	Conditional Approval: IMP Calculator Update	Erin
15-Feb-23	Approval	Final Draft Annual Report Forms	Liz/Sandy
15-Feb-23	Review	Review second draft of the FY 23/24 budget	Karin
15-Feb-23	Review	Draft Trash Full Capture Device Impracticability Report	Liz
15-Feb-23	Review	Draft comment Letter on Baykeeper MRP 3.0 Petition	Karin
15-Feb-23	Review	Draft Stormwater Funding Options Report Phase 2	Mitch
15-Feb-23	Review	Review draft UCMR/IMR and associated submittals	Lisa W.
15-Feb-23	Review	Review Draft CEC Monitoring Approach BAMSC Letter	Lisa W.
15-Feb-23	Review	Review draft Annual Mercury Monitoring Plan	Lisa W.
15-Feb-23	Review	Review draft POCs Receiving Water Limit Assessment Report	Lisa W.
15-Feb-23	Review	Review draft POC Monitoring Plan (C.8.h.iv, due March 31 2023)	Lisa W.
15-Feb-23	Review	Review draft Old Industrial Control Measure Implementation Plan	Lisa W.
15-Feb-23	Report	Quarterly status report on grant opportunities	Sandy/Zaida
15-Feb-23	Information	SUA ERU Certifications Reminder	Andrea
15-Feb-23	Update	Update on whether to file a claim for unfunded mandates and Time Schedule Order	Karin
15-Mar-23	Presentation	Update on Strategic Staffing Plan	Karin
15-Mar-23	Approve	Approve FY 23/24 budget	Karin
15-Mar-23	Approve	Final Stormwater Funding Options Report Phase 2	Mitch
15-Mar-23	Approve	Final Trash Full Capture Device Impracticability Report	Karin/Liz
15-Mar-23	Approve	Approve UCMR/IMR submittals to the Regional Board	Lisa W.
15-Mar-23	Approve	Approve Electronic Submittal of CEDEN monitoring data	Lisa W.

Management Committee: Agenda Topics for FY 22/23: Q3

Date	Action	Key MRP Agenda Topics	Lead
15-Mar-23	Approve	Final POCs Monitoring Plan	Lisa W.
15-Mar-23	Approve	Final Annual Mercury Monitoring Plan	Lisa W.
15-Mar-23	Approve	Final POCs Receiving Water Limit Assessment Report	Lisa W.
15-Mar-23	Approve	Final Old Industrial Control Measure Implementation Plan	Lisa W.
15-Mar-23	Review	Draft PCBs Demolition Applicant Package/Inspection Enhancement Recommendations	Sandy
15-Mar-23	Review	Review Draft LID Monitoring Plan	Lisa W.
15-Mar-23	Information	Request permittees submit documentation of # of PCBs in Buidling Demo applicable structures	Geosyntec
15-Mar-23	Information	SUA ERU Certifications Reminder	Andrea



CASQA SEMINAR SERIES

Where We Are and Where We're Going: An Annual Update on the State of California Stormwater

AGENDA

Thursday, January 19, 2023, 10:00 am to 3:00 pm

**** WEBCAST ONLY ****

- | | |
|---|------------------------|
| I. <u>Welcome / Introductions / Announcements</u> | (10:00 – 10:05) |
| Dalia Fadl, Chair, CASQA Board of Directors and Karen Cowan, CASQA Executive Director | |
| II. <u>CASQA's 2022 Accomplishments, 2023 Priorities and Event Schedule</u> | (10:05 – 10:25) |
| Karen Cowan: Executive Director, CASQA | |
| III. <u>State Water Board Update on Stormwater Management and Water Quality Issues</u> | (10:25 – 10:50) |
| Karen Mogus, Deputy Director, Division of Water Quality, State Water Board | |
| IV. <u>Federal Update on Infrastructure Funding and Other Stormwater Priorities</u> | (10:50 – 11:10) |
| Elizabeth Sablad, EPA Region 9 | |
| V. <u>The California Legislative Process: How You are Represented and How to Get Engaged</u> | (11:10 – 11:35) |
| Jaime Minor, Niemela Pappas & Associates
Hawkeye Sheene and Alejandra Gavaldon, Legislation Subcommittee Co-Chairs | |
| VI. <u>Outcomes of the 2022 Legislative Session: What You Need to Know and Outlook for 2023</u> | (11:35 – 12:00) |
| Jaime Minor, Niemela Pappas & Associates
Hawkeye Sheene and Alejandra Gavaldon, Legislation Subcommittee Co-Chairs | |
| LUNCH BREAK | (12:00 – 1:00) |
| VII. <u>Regional Water Board Priorities and Perspectives: Moderated Panel</u> | (1:00 – 1:45) |
| Claudia Villacorta, Assistant Executive Officer (Region 1),
Tom Mumley, Assistant Executive Officer (Region 2), Matthew Keeling, Executive Officer (Region 3),
Patrick Pulupa, Executive Officer (Region 5), David Gibson, Executive Officer (Region 9) | |
| VIII. <u>Water Sector Partnerships: Priorities and Collaboration Opportunities</u> | (1:45 – 2:10) |
| Adam Link, Executive Director, California Association of Sanitation Agencies (CASA) | |
| IX. <u>Funding Opportunities for Stormwater Capture Projects via the Intended Use Plan</u> | (2:10 – 2:35) |
| Christopher Stevens, Assistant Deputy Director, Department of Financial Services | |
| X. <u>STORMS Projects: Copper and Zinc Site-Specific Objectives and Cost of Implementation</u> | (2:35 – 2:55) |
| Amanda Magee, STORMS Unit Chief, State Water Board | |
| XI. <u>Closing</u> | (2:55 – 3:00) |
| Dalia Fadl, Chair, CASQA Board of Directors and Karen Cowan, CASQA Executive Director | |