

San Diego Regional Stormwater Copermittees Regional Program Planning Subcommittee

Meeting Notes

Chairperson Stephanie Gaines (County of San Diego)

Date / Time	Agenda Summary
11/15/18 Start time: 1:36 PM End time: 2:41 PM	<ul style="list-style-type: none"> • Call to Order • Roll Call • Time for public to speak on items • Meeting Summaries *VOTE* • Old Business • Budget • Workgroup Updates • Announcements • Future Meetings
Location	
County of San Diego 5510 Overland Avenue, 4th Floor Conference Room 451 San Diego, CA 92123	

Voting Members in Attendance: (one vote per watershed)		Number of Voting Copermittees at this Meeting: 9/9	
<input checked="" type="checkbox"/> Santa Margarita Watershed: County of San Diego JoAnn Weber	<input checked="" type="checkbox"/> Carlsbad Watershed: City of Carlsbad Tim Murphy (on phone)	<input checked="" type="checkbox"/> Los Peñasquitos Watershed City of Poway Tracy Beach (on phone)	
<input checked="" type="checkbox"/> San Diego River Watershed: City of Santee Cecilia Tipton (on phone)	<input checked="" type="checkbox"/> Tijuana Watershed: City of Imperial Beach Chris Helmer	<input checked="" type="checkbox"/> San Luis Rey Watershed City of Oceanside Justin Gamble (on phone)	
<input checked="" type="checkbox"/> San Dieguito Watershed: City of Escondido Juan Magdaraog	<input checked="" type="checkbox"/> Mission Bay Watershed: City of San Diego Jim Harry	<input checked="" type="checkbox"/> San Diego Bay Watershed: City of Chula Vista Marisa Soriano (on phone)	
Non-Voting Members and Members of the Public in Attendance			
<input checked="" type="checkbox"/> County of San Diego Stephanie Gaines Rouya Rasoulzadeh Jamie Milani René Vidales	<input checked="" type="checkbox"/> City of Vista Malik Tamimi	<input checked="" type="checkbox"/> City of Coronado Jessie Powell	
	<input checked="" type="checkbox"/> City of El Cajon John Phillips	<input checked="" type="checkbox"/> City of Del Mar/Solana Beach Brett Gamble (on phone)	
	<input checked="" type="checkbox"/> Wood. Matt Rich	<input checked="" type="checkbox"/> Secretary Hilary Ellis (Michael Baker International)	

1. Call to Order

Stephanie Gaines (County of San Diego) called the meeting to order at 1:36 p.m.

2. Roll Call

Stephanie completed roll call for voting members. Eight voting members were in attendance at roll call. The Mission Bay Watershed representative arrived during review of the previous meeting summaries.

3. Non-Agenda Public Comment

No comments from members of the public.

13 **4. Meeting Summary**

14 The amended September meeting summary and the draft October meeting summary
15 were sent to Copermittees prior to this meeting for review.

16 **MOTION: Approve the meeting summary for September 20, 2018, as amended.**

17 **(APPROVED)**

- 18 ♦ Moved by: Chris Helmer (Tijuana Watershed)
- 19 ♦ Seconded by: JoAnn Weber (Santa Margarita Watershed)
- 20 ♦ Vote: 8-0-1 in favor (Mission Bay Watershed absent from voting)

21 The following revisions were requested for the October 18 meeting summary:

- 22 • Line 13 (page 2): Add “summary” between “meeting’s” and “due”
- 23 • Line 83 (page 4): Correct vote to 8-0-1 in favor (Tijuana Watershed absent from
24 voting)
- 25 • Lines 126-127 (page 5): Change bulleted text to “Tim asked if watersheds were
26 budgeting for long term monitoring and Marisa said that San Diego Bay had
27 budgeted for long term monitoring and would email Tim to confirm.”
- 28 • Line 148 (page 5): Correct the spelling of René Vidales.
- 29 • Line 160 (page 6): Change “opening p” to “open position”

30 **MOTION: Approve the meeting summary for October 18, 2018, with the above**
31 **revisions included. (APPROVED)**

- 32 ♦ Moved by: Juan Magdaraog (San Dieguito Watershed)
- 33 ♦ Seconded by: JoAnn Weber (Santa Margarita Watershed)
- 34 ♦ Vote: 9-0 in favor

35 **5. Old Business**

Action Items		Status
1.	Stephanie to email the updated draft meeting notes for September 20 meeting so Copermittees may review prior to next meeting.	Completed
2.	Stephanie to email the PPS budget for next year.	Completed
3.	Stephanie to send updated Ad Hoc MOU to Copermittees once available.	MOU discussed in agenda item 7.
4.	Tim Murphy to send updated Ad Hoc MOU schedule to Copermittees once available.	
5.	Copermittees to review and send comments back from Ad Hoc MOU.	
6.	Watershed leads to inform Stephanie of any changes to the watershed budgets.	

Action Items	Status
7. Stephanie Gaines to relay from counsel what happens to an ad hoc group after the opined 6-month maximum time limit is exceeded, and the group continues to be active.	Update provided (see below)

36 Stephanie relayed the latest opinion from County counsel regarding ad hoc groups. The
37 main issue is not the length of tenure. Ad hoc groups are supposed to work on a single
38 issue and be limited in duration with a firm six-month deadline. Rather, the important
39 issue is whether they could meet and form as a legislative body. If the ad hoc group
40 includes less than a quorum of voting members from the Copermittees, then the
41 meetings do not need to be noticed. If the ad hoc group meets with more than a
42 quorum of voting members, such as with the Trash Ad Hoc Committee, then the
43 meetings must be properly noticed.

44 **6. Budget**

45 Budget materials were sent to Copermittees for review in advance of this meeting. Once
46 the RMC votes on the budget items at the December meeting, the Copermittees will be
47 invoiced for the FY2018-19 budget at the end of January 2019.

48 *FY 2017-18 Carryover to FY 2018-19*

49 For the Program Planning Subcommittee, the sediment quality objectives and Report of
50 Waste Discharge task orders would carry forward, totaling \$33,880. For the Land
51 Development Workgroup, \$43,902 of funds from meeting support, BMP Manual design,
52 and updating water quality equivalency calculations would carry forward.

53 **MOTION: Recommend approval to RMC to carry over \$77,782 of unspent funds from**
54 **FY17-18 to FY18-19 budget. (APPROVED)**

- 55 ♦ Moved by Jim Harry (Mission Bay Watershed)
- 56 ♦ Seconded by: Chris Helmer (Tijuana Watershed)
- 57 ♦ Vote: 9-0 in favor

58 *FY 2017-18 Reconciliation*

59 Rouya reviewed details from the budget and expenditure summary for FY 2017-18. After
60 calculating the approved budgets, including carryovers from the previous fiscal year,
61 actual expenditures, and expected carryover to the next fiscal year, the expected credit
62 to Copermittees would be \$497,834.

63 **MOTION: Recommend to RMC reconciliation of FY17-18 budget and that the remaining**
64 **FY17-18 funds of \$497,834 be credited to Copermittees' FY18-19 invoice. (APPROVED)**

- 65 ♦ Moved by Chris Helmer (Tijuana Watershed)
- 66 ♦ Seconded by: Jim Harry (Mission Bay Watershed)
- 67 ♦ Vote: 9-0 in favor

68 *FY 2019-20 Work Plan and Budget*

69 The proposed budgets for the PPS and LDW are:

<u>Description</u>	<u>Budget Amount</u>
<i>Program Planning Subcommittee</i>	
Meeting Support	25,000
Regulatory Support	125,000
Regional Clearinghouse	20,000
Education and Outreach	307,000
	<i>Subtotal</i>
	477,000
Contract Management (5%) and CASQA membership	23,560
	<i>PPS Total</i>
	524,410
<i>Land Development Workgroup</i>	
Meeting support, BMP design manual update and support, alternative compliance tools, and contract management (5%)	300,000

70 **MOTION: Recommend to RMC for approval the FY19-20 Regional Work Plan Budget,**
71 **totaling \$824,410. (APPROVED)**

- 72 ♦ Moved by Chris Helmer (Tijuana Watershed)
- 73 ♦ Seconded by: Juan Magdaraog (San Dieguito Watershed)
- 74 ♦ Vote: 9-0 in favor

75 **7. Workgroup Updates**

76 ***Land Development Workgroup***

77 The County held a workshop on the update to the County BMP Design Manual on
78 November 13 with over 150 attendees.

79 The County BMP Design Manual is being updated to incorporate changes made in the
80 May 2018 Model BMP Design Manual and to address County-specific topics. This version
81 includes improvements identified during implementation and in response to input
82 received from stakeholders and industry representatives. For example, improvements
83 include simplification of infiltration testing requirements, the inclusion of new tools for
84 using tree wells to satisfy structural performance standards, and clear articulation of
85 source control BMP requirements. Next is to work on training for staff.

86 The next LDW meeting is scheduled for Tuesday, December 18 from 9 to 12 and will be
87 held if sufficient agenda items exist.

88 ***MOU Update Ad Hoc Committee***

89 The draft MOU, November 2 version, was previously sent to Copermittees. Helen Peak
90 and Sean Haggerty provided input on the revisions. The general agreement from
91 counsel is to not separate the by-laws and cost sharing information. Instead, the
92 recommendation is to keep the MOU as is except for removing references in key areas
93 to the creation of working groups, removing unnecessary language pertaining to the

94 Brown Act, and taking out the language allowing for “any voting method deemed
95 acceptable” for the Regional Management Committee and Program Planning
96 Subcommittee. As legislative bodies, votes cannot be conducted by email; voting must
97 occur in a public forum. Also, watershed workgroups are only referenced for purposes
98 of cost sharing.

99 Stephanie reviewed the draft MOU, November 2 version, highlighting locations of the
100 significant changes.

101 Jim stated he would discuss the MOU with the City attorney’s office.

102 If Copermittees included in the San Diego River Investigative Order want to use the
103 MOU as a cost-sharing mechanism, then budget amounts need to be provided for
104 inclusion.

105 Copermittees are to review the draft MOU, November 2 version, and provide comments
106 by November 30. The MOU Update Ad Hoc Committee would then compile those
107 comments and send a revised draft out for a second round of Copermittee review. The
108 second review would then be December 10 to January 7, which is in the holiday
109 timeframe. Stephanie will email Copermittees to find out if the review should be
110 extended to January 14. The MOU needs to be circulated for signature in February to
111 ensure all jurisdictions have adequate time to execute it through their different
112 procedures.

113 **8. Announcements**

- 114 • Stephanie discussed the new security procedures for accessing conference rooms
115 behind double doors at the County. They will be working to move future Copermittee
116 meetings to lobby conference rooms. Stephanie requested Copermittees arrive 10
117 minutes before the scheduled start of meetings to allow for security procedures and
118 ensure the meetings can start on time.
- 119 • All Copermittees in the region are part of the San Diego Integrated Regional Water
120 Management (IRWM) Program, which is supported by bond funding from the California
121 Department of Water Resources. The IRWM periodically recruits for new membership to
122 their Regional Advisory Committee (RAC). The RAC membership is a four-year voluntary
123 assignment. Chris Helmer has been serving as the South County / East County
124 representative, and his seat is currently available, as is the alternate representative for
125 that seat. The general commitment is to attend bimonthly meetings on even number
126 months and advise on which projects in the region should be selected for funding. If no
127 one else volunteers for this fulfilling experience to work with representatives from
128 stormwater, water purveyors, wastewater, universities, non-profits, and more, then
129 Chris will re-apply. Stephanie will send out the membership application. Interested
130 persons will need to apply by the end of next week.
- 131 • JoAnn shared a chart about planning regional monitoring based on key activities related
132 to the Permit. From past experience, regional monitoring should be done at least a year

133 before the ROWD/RMAR deadline; therefore, monitoring data will need to be complete
134 by February 2023. To accomplish this, regional monitoring events can be done either the
135 first, second, or third year of the permit. Three dry weather and three wet weather
136 monitoring events are required. The San Diego region storms have not been consistent
137 in recent times, so waiting until the third year of the permit is not recommended.

138 **9. Future Meetings**

139 The Regional Management Committee will meet on Thursday, December 13. Since the
140 meeting will include votes on budgets, all 21 Copermittees will need to vote at the
141 meeting. The group also discussed having a holiday luncheon. Rouya will arrange for the
142 morning meeting, followed by a holiday luncheon.

143 Stephanie adjourned the meeting at 2:41 PM.

New Action Items	Responsible Party	Due Date
1. Copermittees to have their attorneys review the 11/2 draft MOU and provide comments/revisions to Stephanie by 11/30.	Copermittees	11/30
2. Stephanie to email Copermittees asking if second review of draft MOU should be due back to her by 1/7 or extended to 1/14 to allow delays due to holiday time.	Stephanie	12/10
3. Stephanie to email Copermittees the Regional IWMP Regional Advisory Committee membership application, noting that they are looking for a representative from south county or east county and applications are due next week.	Stephanie	ASAP
4. Stephanie/Rouya to email Copermittees with Outlook appointment for 12/13 RMC meeting, 10 AM to noon, to be followed by a holiday luncheon.	Stephanie/Rouya	ASAP

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