

**San Diego Bay Watershed Management Area Copermittee  
Meeting Minutes  
August 15, 2017 10:00am  
County Operations, 5510 Overland Avenue, 4th Floor Room 472**

**Attendees:**

<b>Organization</b>
Amec Foster Wheeler (Amec)
City of Chula Vista (CV)
City of Coronado (COR)
City of Imperial Beach (IB)
City of Lemon Grove (LG)
City of National City (NC)
City of San Diego (SD)
County of San Diego (County)
D-Max Engineering, Inc. (D-Max)
Port of San Diego (Port)
SDCRAA (Airport)

**1. Call to order: 10:06am**

**2. Roll Call**

- All participants introduced themselves.

**3. Time for public to speak on items not on the agenda**

- No members of the public were present at the meeting.

**4. Approve meeting minutes from July 18 meeting**

Motion to approve: County

Second the motion: Port

- The minutes were unanimously approved without further modification or edit.
- Update on action items:
  - **Action item:** NC and COR will set up meetings with Amec to conduct site visits to potentially change their MS4 monitoring site.
  - **Action item:** The Watershed Coordinator will post meeting minutes on the Project Clean Water website.

**5. Rollover of unspent FY 2017 funds – VOTE**

- The vote on the FY 2017 rollover funds will be voted on by email since not all jurisdictions are represented.
- The rollover amount from the IB contract has been revised since it was last voted on. The rollover amount has decreased slightly due to an internal accounting error. The amount invoiced was correct, but the contract amount was artificially high. This was because when use of as-needed funds was authorized, Amec's accounting treated that as new budget being added to the contract, when actually it was just approval of money that was already allocated in the original contract value. Fixing that account error reduces the total rollover by \$16,500.
- **New total rollover to FY 2018 = \$123,705.**

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- The main bulk of the rollover funds, about \$90,000, came from the As-Needed phase (04). Rollover of \$30,000 also came from the SMC Monitoring phase (05) since only two sites (\$15,000 each) were chosen in San Diego Bay WMA. A small amount of rollover came from the Watershed Management phase (01), about \$4,500.
- All the funds from the FY 2017 County monitoring contract were used, except for \$3.28.
- A credit of \$12,471 for the IB admin fee will be administered to the group.
- In FY 2018, the County will no longer have a separate monitoring contract; all phases of the San Diego Bay WQIP Implementation will be under the IB contract.
- A significant amount, \$2,799,173, still remains in the spending cap.

**6. FY 2017 WQIP Annual Report**

- Amec provided via email a checklist and a formal request to the RPs of the exact data and information needed, and the dates of when they are due to Amec.

**A. Schedule**

- The revised Annual Report and deliverables schedule was distributed to the group.
  - The schedule was moved back one month, however it is still ahead of all other watersheds.
  - The first draft of the Annual Report is set to be due to the RPs October 6; three drafts and a final are planned. Time between drafts and comments are set for approximately 2 weeks.

**B. Provide Amec with jurisdictional decision on strategy write-ups**

- An email was sent to each of the RPs a week prior to the meeting requesting the need for Amec's assistance in drafting the strategy write-up section.
- Jurisdictional monitoring data (dry weather, focused priority, etc.) and strategy information and updates to be included in the first draft are due to Amec by September 15, with an absolute final deadline of September 22. If the jurisdictional dry weather data is not available by the first draft, then a placeholder will be inserted.
- **Action item:** RPs to respond to Amec with how the jurisdictions will update their strategy tables (out of three options.) by August 25.
- If the jurisdictional strategy write-ups (or data) are not ready by the first draft deadline, then a placeholder will be inserted. Whole pieces of information (e.g. all dry weather data, or all strategy write-ups) are preferred.
- **Action Item:** RPs to review schedule and inform Amec of what each jurisdiction will be able to provide by the first draft deadline.

**C. Consultation Panel**

- The Consultation Panel meeting will be held either at the end of October or beginning of November.
- **Action Item:** Consultant team to contact last year's Consultation Panel members to discuss their availability and interest in serving as a CP member again this year. In

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addition, Amec to contact Lewis Michaelson with Katz & Associates to find out their availability in facilitating the CP meeting.

**D. Priority Condition Meeting – Physical Aesthetics**

- Physical Aesthetics jurisdictions, CV, Port, IB, and the addition of County, to discuss how to incorporate County into the Focused Priority Condition goals for the upcoming FY 2017-2018. This will require an update to the WQIP and will be the main topic of discussion at the Consultation Panel meeting. County actions with respect to the new goal will be discussed in the FY 2018 Annual Report.
- The county will still be included in the Chollas Creek Highest Priority Condition section for the FY 2017 Annual Report, however there will be a section in the Adaptive Management section discussing the modification to their condition and the WQIP.

**E. Annual Report/Executive Summary to be more public friendly**

- The Regional Board has requested that the Executive Summary of the Annual Reports be more public friendly and include more visual aids (i.e. graphs, charts, bulleted lists, photos). The Regional Board suggests to remove the regulatory jargon and summarize the key point(s) of the entire report.
- Samples of formatting, figures, and design were submitted by the County, such as the Orange County ROWD, to review and use to brainstorm ideas.
- An ad-hoc committee to brainstorm and create ideas may be created if there are enough volunteers from the Copermittee group.
- **Action Item:** RPs to send photos to the consultant team of their strategies to be included in the Executive Summary. RPs to also discuss with Amec ideas and thoughts on how to make the Executive Summary more public friendly.

**F. Irrigation Audit Updates**

- The Regional Board conducted jurisdictional program audits of multiple jurisdictions within the San Diego Bay WMA. Comments focus the need for jurisdictions to update their websites to make the irrigation runoff prohibition and ways to reduce irrigation runoff prominent.
- To address these comments, RPs could make a table with the changes made, or take screen shots of the website to show the before and after comments incorporated.

**7. San Diego Bay Strategy Updated**

- At the Regional Board meeting on August 9, there was a presentation of “Key Beneficial Uses and Key Areas: Focusing on what is Most Important”. This presentation did not focus on storm water nor the WQIP, rather on the “Initial Assessment of Conditions for water Contact Recreation and Fish and Shellfish Consumption”.
- The first step, to identify key uses and key areas, is complete, and the Regional Board is now on the second step to conduct assessments. The Regional Board coordinated with the Port on data collection and analysis.
  - Near term goals: Assemble work group and work plan, in addition to letting the Regional Board staff know what data is available.

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- Long-term goals: involve stakeholders in improving the San Diego Bay water quality.
- **Action Item:** Watershed Coordinator to distribute presentation slides to group.
- There is general thought to keep open communication with the Regional Board on progress of the San Diego Bay WMA WQIP Implementation and Monitoring. Open communication would allow the RPs to be clear about the progress of implementation and what data is available. This in return would hopefully encourage the Regional Board to be clear with the Copermittee group about expectations and comments.
- **Action item:** Watershed lead (IB) or Coordinator to reach out to the Regional Board and inform them of the progress of the FY 2017 Annual Report and to provide a point of contact for any questions they may have.

**8. Bacteria TMDL Reopener**

- A meeting was held on August 10 to discuss the Bacteria TMDL Reopener and the Bacteria Technical Report. Any comments are due August 18 to County.
  - More time needed to comment should be requested from Stephanie Gaines with the County.

**9. Jurisdictional Updates**

- IB had a meeting with the Regional Board on the ROWD to suggest potential updates that are watershed specific for next year, such as a more flexible monitoring plan.

**10. Other items (time permitting; no action will taken)**

- Deadline to pick a track from the Trash Amendment is September 5. Each jurisdiction must submit a letter to the Regional Board stating what track they have chosen. No supporting data is required.

The next meeting will be held on September 19, 2017 from 10am to 12pm at County Operation, 5510 Overland Avenue, 4<sup>th</sup> Floor Room 472.

Meeting was adjourned at 11:41am.