

**San Diego Bay Watershed Management Area Copermittee  
Meeting Minutes**

**May 16, 2016 10:00am**

**City of San Diego Storm Water, 9370 Chesapeake Dr. Ste 100 Conference Room SW1**

**-Attendees:**

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

**1. Call to order:** 10:00am

**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 minutes from April 19, 2016 meeting**

- Minutes were approved without further edits or revisions. Meeting minutes will be posted on the Project Clean Water website.

**5. I Love a Clean San Diego Presentation**

- I Love a Clean San Diego presented via PowerPoint and examples of hands-on activities to teach San Diego County students about water quality and the effect of different pollutants.
  - Students ranged from elementary to high school. School students work in groups on iPads and paired hands-on examples, such as polluted water samples.
  - A similar program and presentation setup is recommended for use within jurisdictions.
- All San Diego Bay jurisdictions are participating with I Love a Clean San Diego either through education or cleanups.
- Overview of Creek to Bay Cleanup
  - 110 sites, 165 volunteers, 170,000 pounds of trash was picked up.

**San Diego Bay Watershed Management Area Copermittee  
Meeting Minutes**

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- The amount of trash picked up stayed relatively constant from past cleanup events even though more sites were added. This indicates that the overall amount of litter and trash in San Diego may be decreasing.

**6. VOTING ITEM: 2016-2017 watershed workplan and budget**

- The following documents were distributed for review and discussion via email to the Watershed group prior to the Copermittee meeting: Revised San Diego Bay Watershed Workplan and Budget, Revised Attachment A1 FY 16-17 San Diego Bay SOW, Revised Attachment A2 San Diego Bay FY16-17 Watershed Cost Share Breakdown, Attachment B1 RMAR with Regional Chapters, Revised Attachment B2 RMAR Cost Share, Attachment B3 Trash Copermittee Cost Share FY16-17, Attachment B4 SWRP Copermittee Watershed Cost Share, and Revised Attachment C1 Chollas TMDL FY16-17 Discharger Shared Budget.
- San Diego Bay Watershed FY 16-17 Workplan and Budget Breakdown voting items are described in Table 1. 2016-2017 Watershed Shared Costs and Contracting Summary.
  - A. A discussion was held regarding in-kind services by Copermittees and future evaluation of the way to manage contract management fees. Alternatives to the current arrangement were also discussed in order to make it more equitable prior to establishing budget and contract arrangements for FY17-18.
  - B. The updated watershed monitoring, reporting, and coordination shared cost amount is \$378,689 (IB contract) and \$118,412 (County contract) using a 45/45/10 formula before any administration fee was applied.
    - i. A 10% contract administration fee will be applied to all jurisdictions except for the County since they will have their own separate contract.
    - ii. The roll-over credit amount will be finalized at the end of FY15-16. The current credit is set for \$80,000.

**VOTING: Approved unanimously**

- Motion to approve: CV
- 2<sup>nd</sup> the motion: Port
- C. Chollas Creek TMDL has a shared cost amount of \$61,179.41 using a special formula that is outlined in Table 1 of the revised San Diego Bay Watershed FY16-17 Workplan and Budget.
  - i. This amount was amended from the original costs to include the dry weather sampling; costs have increased slightly.

**VOTING: No Vote.**

- A vote will be cast via email by the jurisdictions in the Chollas Creek Group once LG has the approval from management on the revised cost.
- Table 2 Status of Regional Memorandum of Understanding (MOU) San Diego Bay Watershed Spending Cap approximates the remaining spending cap to be \$3,009,141 (revised from previous meeting).

**San Diego Bay Watershed Management Area Copermittee  
Meeting Minutes**

**May 16, 2016 10:00am**

**City of San Diego Storm Water, 9370 Chesapeake Dr. Ste 100 Conference Room SW1**

- The table was amended to include the revised costs of the 2015-2016 Watershed monitoring, reporting, and coordination, invoiced amounts (Imperial Beach contract) and the Adjusted Remaining Watershed Spending Cap, Accounting for Projected 15-16.
- The Revised Spending Cap takes into account FY15-16 and FY16-17 costs.

**7. Update on monitoring data reporting**

- Amec is finalizing the 15-16 storm event summary, which will include a summary of each sampling event, electronic data deliverables (EDDs), hydrographs, lab reports, and field data sheets.
- The Regional Monitoring Workgroup, including SD and County, has been reworking the template for data tracking and submittal. This includes all monitoring and data collected by individual jurisdictions.
  - The most updated template was distributed via email; any comments on the new template should be sent to the County.
  - The goals of the template are to keep tracking and formatting of data consistent for comparison purposes.
  - The template will be finalized in two weeks and distributed to Copermittees.
- Monitoring data that will be tracked/submitted includes wet weather, dry weather, and special studies.
  - Dry weather data will be requested from the RPs in the upcoming months and should be tracked on the dry weather Transitional Template.
  - Lab data (chemistry) should be tracked and reported in CEDEN format.
  - To standardize data, method detection limits (MDLs) and reporting limits (RLs) should be consistent across jurisdictions.
- Focused priority subgroups should meet with Amec to discuss how to track, report, and assess the progress towards their goals for the Annual Report.

**Action:**

- *Amec: Contact focused priority subgroups to discuss tracking and assessment of progress towards goals for the Annual Report.*
- *Amec: Contact COR and Port to set up meetings to discuss MS4 outfall site location for monitoring in FY16-17.*

**8. Update on development of regional standards and coordination for WQIP annual reports**

- Two handouts were distributed to the group: Water Quality Improvement Plan Annual Report Framework Outline – “Watersheds with One High Priority Water Quality Condition” and “Watershed with More Than One High Priority Water Quality Condition”.
  - The outline for more than one highest priority water quality condition is more suited for the San Diego Bay.

**San Diego Bay Watershed Management Area Copermittee  
Meeting Minutes**

**May 16, 2016 10:00am**

**City of San Diego Storm Water, 9370 Chesapeake Dr. Ste 100 Conference Room SW1**

- The annual report framework will follow a similar outline to the format of the Water Quality Improvement Plan (WQIP).
- One section will be dedicated to each priority water quality condition and will follow the format outlined in Section 3.
  - Example: Chollas Creek
    - Monitoring
    - Strategies Implemented
    - Progress Towards Goals
  - Each subsection will be broken down further by jurisdiction.
  - A narrative should be provided as well as an expanded table to discuss the strategies implemented to address the priority condition.
  - The following sections (Section 4, 5, etc.) will be the other priority conditions: Water Quality (Copper and Zinc), Riparian Area, Physical Aesthetics Sweetwater and Otay, and Swimmable Waters.
- A number of outline topics were further discussed.
  - Section 3.1 Monitoring and Assessments Results should only include monitoring that is directly related to numeric goals. Other monitoring should be provided in an Appendix 4 Monitoring Results and Assessments.
  - Long term receiving water could be discussed in Appendix 4, but a reference should be made in the main document such as Section.
  - The Adaptive Management section should be a place to discuss what each jurisdiction is going to change, if anything (e.g., monitoring location change or strategy revision).
  - Appendix 2 will be similar to Appendix I Strategies Tables of the WQIP. A column could be added to Appendix I to state if the strategy was implemented or the expected implementation date.
  - A section may be added to discuss Watershed Management Area (WMA) wide strategies. This subsection could be added in before discussion of the priority conditions.
- Goals for the WMA and for each priority condition may be added to the framework under each section for the highest priority. Discussion of goals should be concise to avoid verbosity and lengthy sections.
- A San Diego Bay specific outline will be drafted based on the outline distributed during the meeting and will be discussed at the next Copermittee meeting.

## **9. Consultation Panel Update**

### **Action:**

- *Watershed Coordinator: Contact FY15-16 representatives of each group (environmental, development, etc.) requesting continued service on the Consultation Panel, or recommendations for an alternate representative.*

**San Diego Bay Watershed Management Area Copermittee**

**Meeting Minutes**

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**10. Other items**

- Otay Hydromodification: A draft memorandum from Amec has been received by CV. Comments will be provided to Amec by the end of May.
- The next Copermittee meeting will be held on June 21, 2016.

Meeting was adjourned at 12:00 pm.