



STORMWATER MANAGEMENT OVERSIGHT COMMITTEE

Regular Meeting

Friday, April 26, 2024

Community Meeting Room & Hybrid

10:00 AM

Stormwater Management Oversight Committee meetings will be held as “hybrid” meetings with the option to attend by teleconference/video conference or in person. To maximize public safety while still maintaining transparency and public access, members of the public can choose to participate from home or attend in person. Information on how the public may observe and participate in the meeting is located at the end of the agenda. Masks are strongly encouraged if attending in person. The meeting will be broadcast on YouTube <https://www.youtube.com/c/cityofpaloalto>, and on Zoom. Committee member names, biographies, and archived agendas and reports are available at <https://www.cityofpaloalto.org/City-Hall/Boards-Commissions/Storm-Water-Management-Oversight-Committee>.

VIRTUAL PARTICIPATION **CLICK HERE TO JOIN** (<https://cityofpaloalto.zoom.us/j/99098475635>)
Meeting ID: 990 9847 5635 Phone: 1(669)900-6833

PUBLIC COMMENTS

Public comments will be accepted both in person and via Zoom for up to three minutes or an amount of time determined by the Chair. All requests to speak will be taken until 5 minutes after the staff’s presentation. Written public comments can be submitted in advance to Karin.North@CityofPaloAlto.org and will be provided to the Council and available for inspection on the City’s website. Please clearly indicate which agenda item you are referencing in your subject line.

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CALL TO ORDER

PUBLIC COMMENT

Members of the public may speak to any item NOT on the agenda. Three (3) minutes per speaker.

AGENDA CHANGES, ADDITIONS AND DELETIONS

The Chair or Commission majority may modify the agenda order to improve meeting management.

APPROVAL OF MINUTES

1. Approval of Minutes from March 14, 2024 (5 min)

OLD BUSINESS ITEMS

NEW BUSINESS ITEMS

2. Review Proposed Budget for Fiscal Year 2025 and CIP 5 Year Plan for FY 2025-2029 (30 min)
3. Memorandum for Fiscal Year 2025 Proposed Budget (10 min)
4. Trash Control Update (30 min)

COMMITTEE QUESTIONS, COMMENTS, ANNOUNCEMENTS OR FUTURE MEETINGS AND AGENDAS

Members of the public may not speak to the item(s).

ADJOURNMENT

PUBLIC COMMENT INSTRUCTIONS

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STORMWATER MANAGEMENT OVERSIGHT COMMITTEE

Regular Meeting

Thursday, March 14, 2024

Community Meeting Room & Hybrid

1:00 PM

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CALL TO ORDER

Present: Mickelson (chair), Bower, Mossar, Perman

Absent: Keller, Owes, Wenzlau

Called to order at 1:08 P.M.

PUBLIC COMMENT

Members of the public may speak to any item NOT on the agenda. Three (3) minutes per speaker.

There were no public comments.

AGENDA CHANGES, ADDITIONS AND DELETIONS

The Chair or Commission majority may modify the agenda order to improve meeting management.

There were no agenda changes.

APPROVAL OF MINUTES

1. Approval of Minutes from the October 5th, 2023 Stormwater Management Oversight Committee Meeting (5 min)

MOTION: Committee Member Mossar Moved to approve the Minutes from October 5th, 2023 as presented. Committee Member Perman seconded the motion.

MOTION PASSED: 4-0

OLD BUSINESS ITEMS

2. Sign memorandum regarding FY 2023 expenditures

Chair Mickelson recommended amending the memorandum to add “relying upon the information provided by staff” in the 2nd paragraph, to read,

“We have reviewed the expenditures for Fiscal Year 2023 and compared them with the provisions of the Storm Water Management Fee approved by Palo Alto property owners in 2017. *Relying upon the information provided by staff*, we find that the attached spreadsheet describing the expenditures for Fiscal Year 2023 fairly summarizes the use of the revenue generated by the Storm Water Management Fee and that the expenditures are compatible with the provisions of the ballot measure.”

MOTION: Committee Member Perman moved to approve the memorandum as amended. Committee member Mossar seconded the motion.

MOTION PASSED: 4-0

NEW BUSINESS ITEMS

3. Stormwater Management Fee rate increase (5 min) - *No Action Taken*
4. Overview of Budget Process (15 min) - *No Action Taken*
6. Staff Update on the Stormwater Management Fund Capital Improvement Program (CIP) and discussion (20 min) - *No Action Taken*
7. Discuss updates to BCC Workplan (15 min)

Committee Member Perman identified a misspelled word in the workplan draft.

MOTION: Committee Member Mossar moved to approve the workplan, assuming typos be corrected. Committee Member Bower seconded the motion.

MOTION PASSED: 4-0

8. Terms ending in 2024 (5 min) – *No Action Taken*

COMMITTEE QUESTIONS, COMMENTS, ANNOUNCEMENTS OR FUTURE MEETINGS AND AGENDAS

Members of the public may not speak to the item(s).

No questions or comments.

Future meeting time to be determined by scheduling poll.

ADJOURNMENT

MOTION: Committee Member Mossar moved to adjourn the meeting. Committee Member Bower seconded the motion.

MOTION PASSED: 4-0

Meeting adjourned at 2:12 P.M.

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FY 2025 BUDGET PROCESS UPDATE

SWM Fee Revenue

- Proposed Increase (Dec-Dec CPI): 2.6%, +\$223,000

Operating Expenses – Anticipated Adjustments

- Base Program – general increases, fee revenue alignment
- Maintenance, GSI & Innovative Projects – no changes

Capital Expenses

- Planned reappropriations for GSI and Storm Drainage System Replacement and Rehabilitation.
- Proposed: Louis Road System Upgrades (SD-24000) postponed; Hamilton System Upgrades (SD-25000) & Center Drive Capacity Upgrades (SD-26001) added to 5-year CIP.

STORMWATER MANAGEMENT PROGRAM	ADOPTED	ACTUALS	ADOPTED	ACTUALS	Projections	
Fiscal Year 2025 Budget	Year 6	Year 6	Year 7	Year 7	Year 7	Proposed
(Amounts in 1000s, as of April 2024)	2023	2023	2024	2024	2024	Year 8
REVENUES	8,361	8,477	10,057	7,008	8,410	10,319
Fee Revenue	8,167	8,191	8,568	6,862	8,234	8,791
Interest Earnings	110	221	189	141	169	228
Storm Drain Violation Fines	3	-	3	3	4	3
Storm Drain Development Review Fees	81	65	81	1	1	81
Other Revenue	-	-	1,216	1	1	1,216
From Reserves	-	-	-	-	-	-
EXPENSES - Base Program	4,887	3,408	5,653	4,163	4,996	5,924
Flood Control Improvement	133	75	158	112	134	163
Engineering Support	408	298	450	280	336	446
Storm Water Quality Protection	1,157	759	1,564	1,208	1,450	1,671
Emergency Response	153	89	166	108	130	176
Administrative Support Costs	1,204	750	1,348	924	1,109	1,540
Storm Drainage Maintenance	1,832	1,437	1,967	1,531	1,837	1,928
To Fund Reserves	(3,521)	4,108	(3,496)	1,245	708	177
EXPENSES - Project & Infrastructure Program	6,995	961	7,900	1,600	2,706	4,218
Capital Improvements Projects*	4,433	36	4,986	1,305	1,229	2,714
Storm Drain System Repairs*	953	626	1,305		1,123	802
Debt Service	949	38	949	20	24	
Capital Program Engineer Support	155	155	155	190	190	197
Green Municipal Infrastructure	380	79	380	85	102	380
Innovative Projects	125	27	125	-	38	125
Subtotal - non Major CIP	2,562	925	2,914	295	1,477	1,504
Total Expenses	11,882	4,369	13,553	5,763	7,702	10,142

*CIP totals excl. CFWD/Reapps and S&B

STORMWATER MANAGEMENT PROGRAM

Fiscal Year 2025 Budget

(Amounts in 1000s, as of April 2024)

	Adopted Budget Year 6 2023	Adopted Budget Year 7 2024	Current Yr Projection* Year 7 2024	Proposed Budget** Year 8 2025
Revenue Collected				
Fee Revenue	8,167	8,568	8,234	8,791
Interest Earnings	110	189	169	228
Development Fees, Violation Fines, Other (Includes Grant Funding)**	84	1,300	6	1,300
Total Revenue	8,361	10,057	8,410	10,319
Base Components	4,887	5,653	4,996	5,924
Base Program (Incl. Flood Control, Engineering and Administrative Support, Water Quality, Emergency Response)	3,055	3,686	3,158	3,996
Storm Drainage Maintenance	1,832	1,967	1,837	1,928
Project & Infrastructure	6,840	7,900	2,706	4,218
Capital Improvements Program**	4,433	4,986	1,229	2,714
Recurring System Repair (SD-06101)**	953	1,305	1,123	802
Debt Service for Past Capital Projects	949	949	24	-
Capital Program Engineering Support	155	155	190	197
Green Stormwater Infrastructure (GSI)	380	380	102	380
GSI - CIP Design/Construction	150	150		102
GSI - Consulting Services	85	85		278
GSI - Other unassigned tasks	145	145	-	-
Innovative Project	125	125	38	125
Innovative Project - GSI Consulting Services & Outreach	100	100	31	100
Innovative Project - Rebates	25	25	7	25
Total Expenses	11,727	13,553	7,702	10,142
Net Impact	(3,366)	(3,496)	708	177

*FY 2024 Projections and FY 2025 Proposed are subject to change as the current FY and budget development process is still in progress.

**FY 2023 Proposed includes estimated remaining funding and grant revenue anticipated to be reappropriated from FY 2022.

FY 2025 PLANNED CIP PROJECTS

Capital Improvement Project Program Amounts in 1000's	FY 2024 Budget ¹	FY 2025 Budget ²	FY 2026 Budget	FY 2027 Budget	FY 2028 Budget	FY 2029 Budget
SD System Replacement & Rehab (SD-06101)	1,338	1,462	661	645	1,575	718
Projects Identified from Ballot	6,372	2,508	6,410	2,838	-	3,496
Corporation Way System Upgrades and Pump Station (SD-21000)	3,965					
West Bayshore Road Pump Station (SD-20000)	1,416	990	220			
West Bayshore Road Trunk Line Improvements (SD-23000)	990	1,428	-	-	-	-
Hamilton System Upgrades (SD-25000)	-	90	6,063	-	-	-
Center Drive Capacity Upgrades (SD-26001)	-	-	127	2,838	-	-
Louis Road System Upgrades (SD-24000)	-	-	-	-	-	3,496
Green Stormwater Infrastructure (SD-22001)		1,861,940	-	-	-	-

¹ Reflects budget for current year estimate or what has been spent to date this FY and what is planned to be spent for the remainder of the FY.

² Includes unspent funds anticipated to be reappropriated from FY 2023 to FY 2024. Current Salary and Benefits estimates are also included but are subject to change.



Storm Water Management Oversight Committee

MEMORANDUM

Date: ~~April 6~~ April 26, 2024

To: Honorable Finance Committee of the Palo Alto City Council

From: Members of the Storm Water Management Oversight Committee

Subject: Review of the Proposed Fiscal Year 2024 Stormwater Management Fund Budget

As directed by the City Council, the Committee met to discuss the Fiscal Year 2025 proposed Stormwater Management Fund budget on Thursday, ~~April 6~~ March 14, 2024. Prior to the meeting, Public Works staff provided informational materials about the approved 2017 ballot measure and the proposed budget for the Committee's review. During the meeting, staff presented information and answered questions from the Committee members.

We have reviewed the proposed budget for Fiscal Year 2025 and compared it with the provisions of the Storm Water Management Fee approved by Palo Alto property owners in 2017. We find that the attached spreadsheet describing the proposed budget for Fiscal Year 2025 fairly describes the relationship between the budget and the ballot measure. Staff and the Committee concur that funding generated by the Storm Water Management Fee will be applied solely to fund the capital improvement projects, green stormwater infrastructure projects, innovative stormwater projects, enhanced maintenance of storm drain system, and storm water quality protection programs specified for implementation in the ballot measure in Fiscal Year 2025. Because funds available for green stormwater infrastructure and innovative projects are not being utilized fully, the Committee supports efforts by staff to continue to identify and promote new projects that meet the goals associated with the ballot measure, such as the proposed Green Stormwater Infrastructure capital improvement project.

Attachment: Fiscal Year 2025 Proposed Budget



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Attachment: Fiscal Year 2025 Proposed Budget

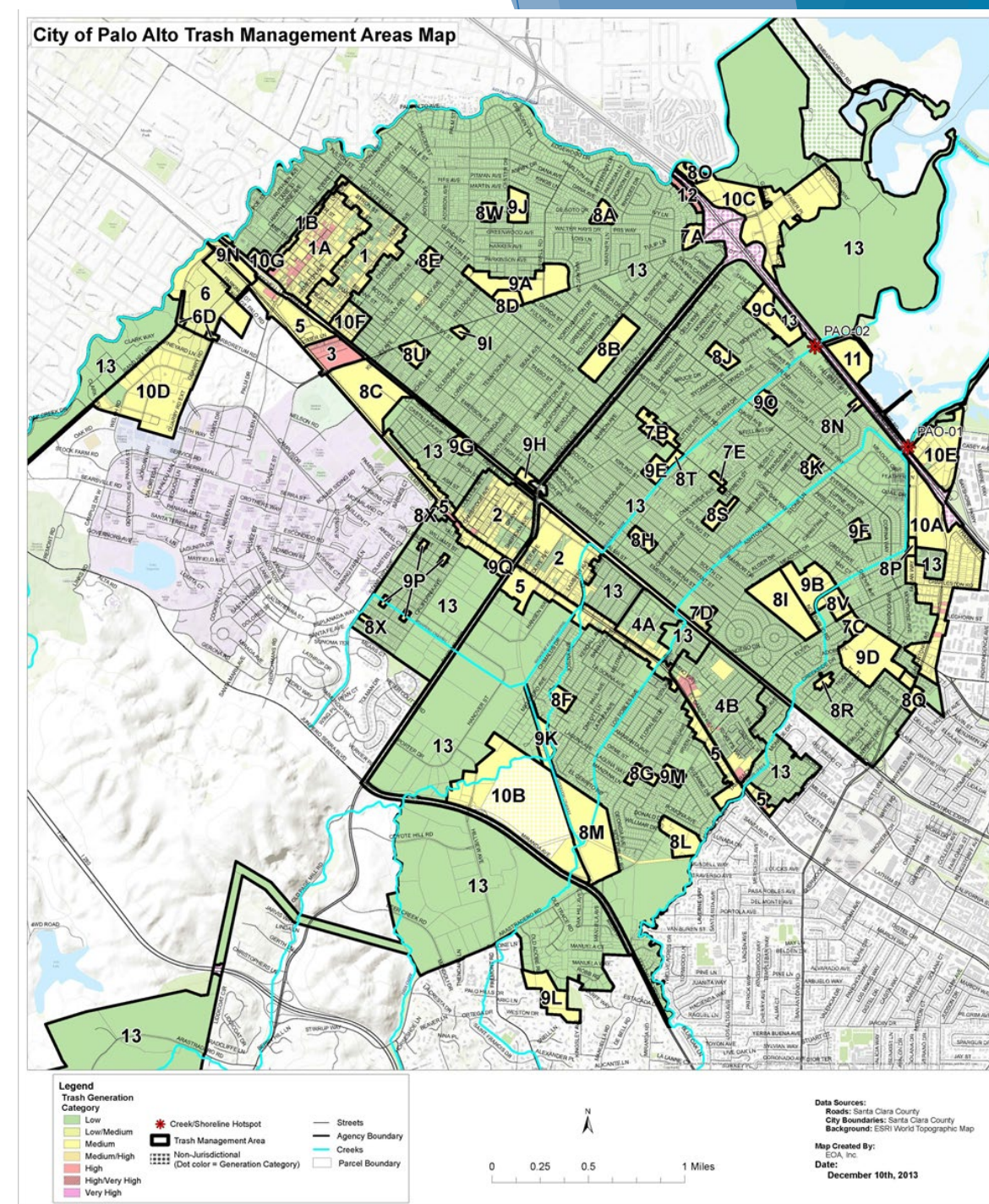
Trash Load Reduction Plan

Stormwater Management Oversight Committee

April 26, 2024

Background

- 2014 - City submitted a Long-Term Trash Load Reduction Plan to the Water Board
 - 13 Trash Management Areas were designated based on land uses
- City has been a leader in litter control with several actions and programs
- City complied with Trash Load Reduction Requirements in previous permits



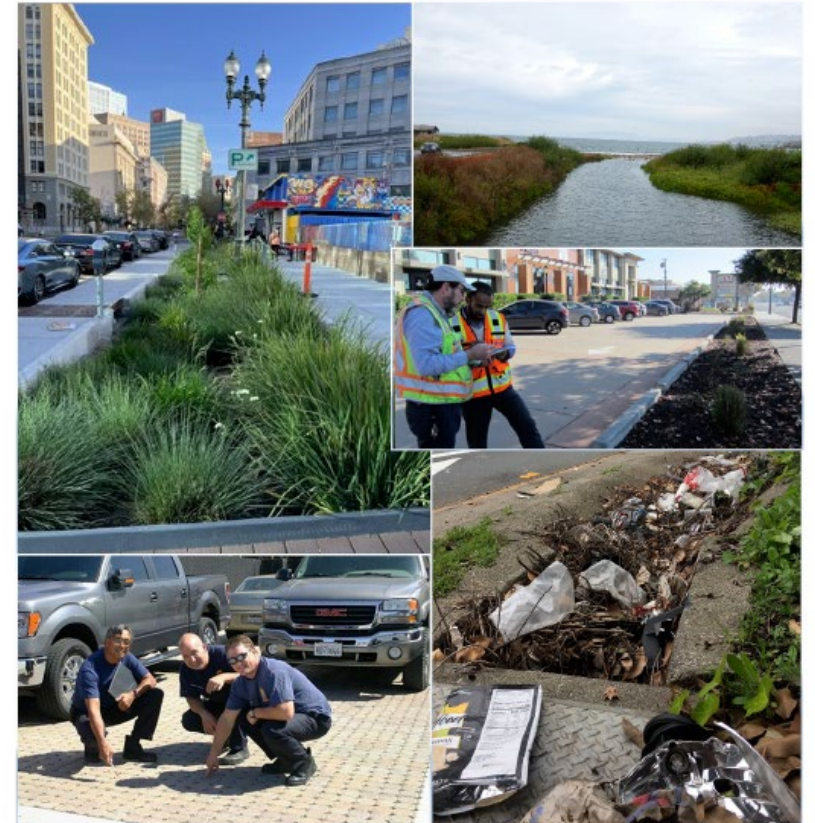
Provision C.10: Trash Load Reduction

New Stormwater Permit Reduction Requirements

- Achieve 90% reduction by June 30, 2023
 - Trash Load Reduction (6/30/2023)~75%
 - Submitted an updated Long-Term Trash Load Reduction Plan
 - Trash Load Reduction (March 2024) - 87%
- Achieve 100% reduction by June 30, 2025

California Regional Water Quality Control Board
San Francisco Bay Region
Municipal Regional Stormwater NPDES Permit

Order No. R2-2022-0018
NPDES Permit No. CAS612008
May 11, 2022

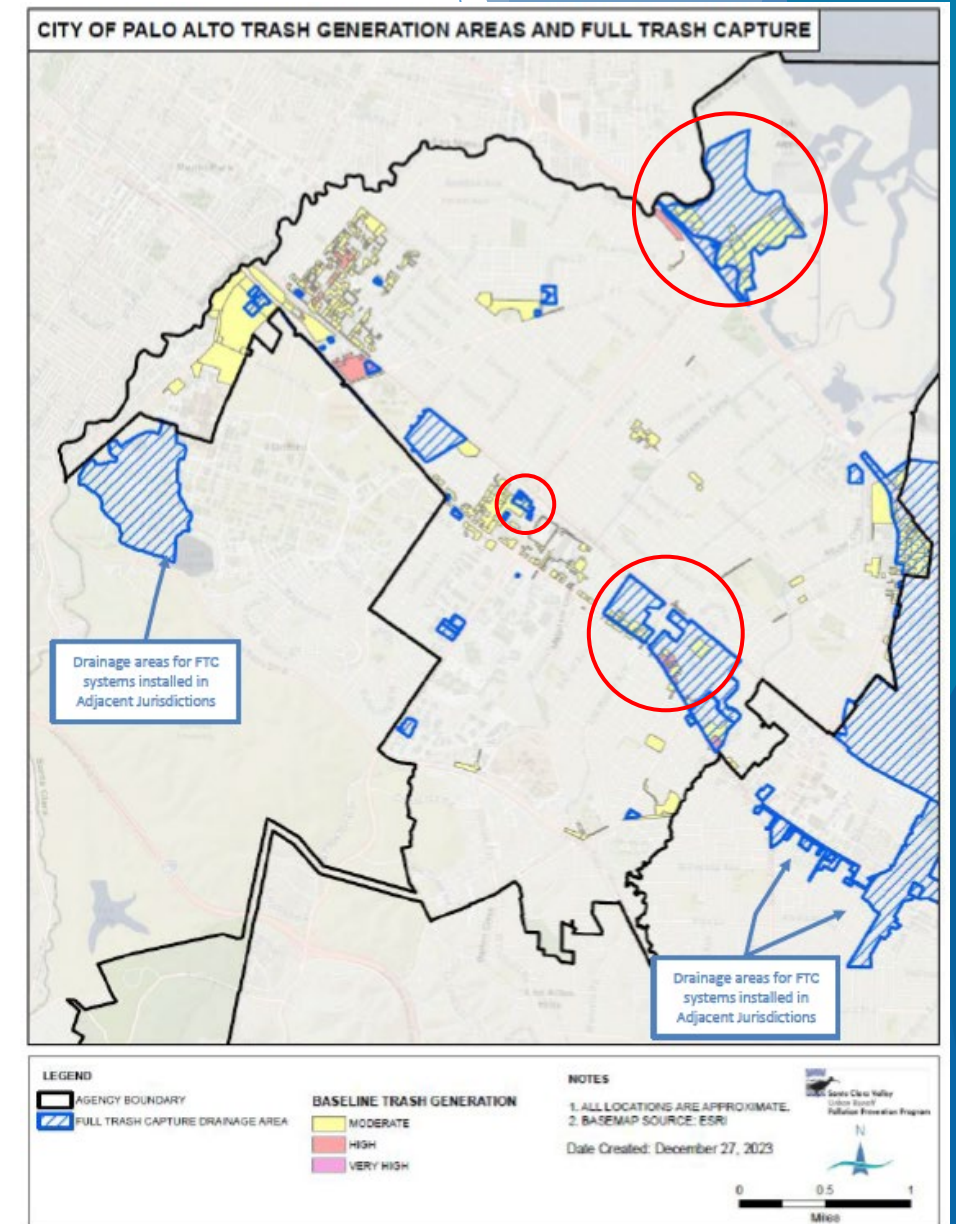
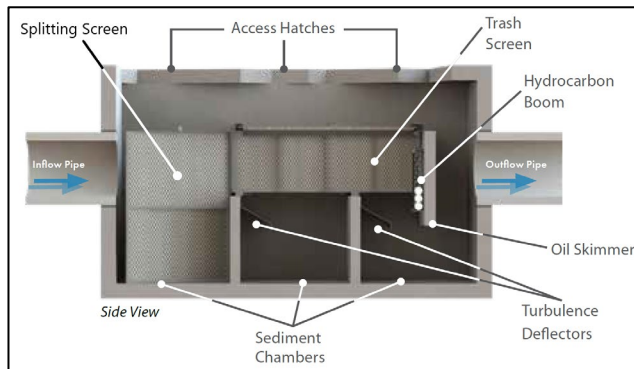
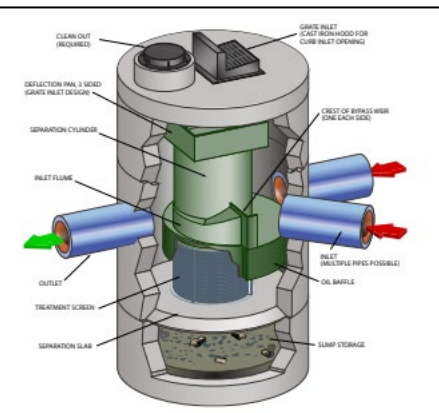


Ongoing Trash Control Measures

- Street Sweeping
- On-Land cleanups
- Trash Container/Bin Management
- Storm Drain Inlet Cleaning
- Anti-Littering and Illegal Dumping response
- Public Education and Outreach
- Covered Load requirement
- Ordinances - Single-use bags, EPS, smoking
- Effectiveness of these Control Measures are confirmed by Trash Assessments
- Percent Trash Load Reduction Credit: 46% as of June 2023
- Current: 55% as of March 2024

Full Trash Capture Systems

- ▶ Three (3) high-flow capacity Full Trash Capture (FTC) Devices
- ▶ One Small Catch Basin Type FTC Device
- ▶ Bioretention Areas
- ▶ Percent Trash Load Reduction Credit: 32%



Updated Trash Load Reduction Plan

- Investigated areas for trash capture device installations
- Identified new or enhanced control measure scenarios to achieve the 100% benchmark
- Estimated planning-level costs for implementing new/enhanced trash control measures
- Proposed Four control measure scenarios and timeline for implementation



Trash Control Measure Implementation Scenarios

Implementation Scenario	High-flow Capacity Full Trash Capture System	Catch-basin Types of Full Trash Capture Devices	Trash Inspections on Private Property	Other Trash Controls in Public ROW	Relative Costs
A	One (1) system at Palo Alto Avenue and Guinda Street	254 small FTC devices	58 Private Property Inspections	--	\$\$\$
B	One (1) system at Palo Alto Avenue and Guinda Street	49 small FTC devices	58 Private Property Inspections	Trash Assessments	\$
C	--	286 small FTC devices	61 Private Property Inspections	--	\$\$\$
D	--	49 small FTC devices	61 Private Property Inspections	Trash Assessments	\$

Questions?

