Meeting Minutes

1. Attendance
2. Review workgroup letter submissions and current response status
   a. Link to RSVP https://forms.gle/S6Eew3yqY9rNo7eW6
   b. Issues with distribution? Trouble accessing link without google address, so Angela removed required email address to the survey.
   c. As of Jan 16 2:54PM – 12 responses
      i. Action Item: Send an email reminder by Wednesday 22nd to those who have not responded
      ii. Here is the link to the responses so far: https://docs.google.com/spreadsheets/d/1jWwYFJcknNt9txjYRYWXScAoIYJL4I-lcsBHgWfaug/edit?usp=sharing
   d. Who have we not heard from?
   e. Review draft public notice / PR – Action item: Table this item / Angela will send out electronically for feedback

3. Management Council Discussion
   a. Draft agenda – topics for first meeting (Feb 6th 3:00 – 4:30, Lakeport)
      i. Purposes of CWP – ppt
         1. Implement standardized stormwater programming throughout the county’s urban areas (community growth boundaries) to protect natural resources.
      ii. Summary of CWP - ppt
         1. Program history
         2. coincides with MS4 permit & compliance
         3. agreement history & status
         4. future permit conditions
      iii. Roles & Responsibility of Management Council -ppt
         1. To provide any recommendations
         2. Set annual meeting schedule
            a. 2/6, 5/7, 8/6, 11/5 Mostly Lakeport, 1 meeting Clearlake, 1 meeting remote access?
      iv. Roles & Responsibility of Workgroups – Discussion
         1. Implement portions of permit already established within city/county codes
         2. Identify outstanding / outdated codes non-conforming to permit
         3. Propose recommendations to the MC
      v. Roles of Each Jurisdictions Boards & Councils as it relates to MS4 & Stormwater – discussion
vi. Review draft Bylaws – discussion
    1. DRAFT link here
vii. Questions from MC
viii. Questions from the public
ix. Review of Action Items
x. Adjourn

b. Info to include in background materials (provided to MC before first Meeting by January 24th)
   i. Previous and current Agreement
   ii. Link to previous meeting agendas & minutes
   iii. Link to CWP pages
       1. County Water Resources
       2. Lakeport
           https://www.cityoflakeport.com/community_development/environmental_resources.php
       3. Clearlake - Is there a link for stormwater / CWP / related?
   iv. Link to CA Stormwater MS4 program page:
   v. Link to current MS4 permit:
   vi. Workgroup recruitment letters & informational flyers
vii. Action: Send anything else you want included to Angela BEFORE the 24th!
viii. Action: Angela will CC CWP group when sending out background links & files.

c. To powerpoint or not to powerpoint? Yes, see above Action: Review powerpoint with Angela January 30th Thursday 3-5pm via Zoom (invite sent out)
d. Date to send background info to MC January 24th
e. Meeting materials finalized end of day February 3rd.
   i. Posted on WRD CWP page ok- yes, lakeport and county agreed
f. Assign roles?

4. TMDL BMP inventory progress
   a. Lake County
      i. LC Planning updated their outreach / permitting information
      ii. WRD reviewing Public Works projects using draft attached datasheet
      iii. Updating maps
      iv. Need meeting w/ LC parks to inventory their construction & activities
   b. Lakeport Status
   c. Clearlake Status
   d. Broad inventory of general programs and activities, where they are, their size, and their drainage area needed by January 31st, 2020
i. Map of detailed TMDL-relevant BMPs need to be completed & submitted March 31st.

ii. Action Item: Need a follow up TMDL meeting to identify how to quantify / calculate sediment reductions from municipal operations. Angela sent our waterboard contacts for technical assistance.

5. Next Meeting?
   a. Presentation Review Meeting January 30th 3-5pm