



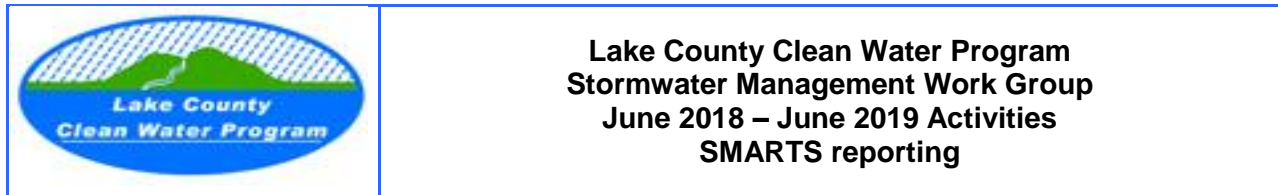
**Lake County Clean Water Program
Stormwater Management Work Group**
Thursday 3-5 pm October 17 2019
City of Lakeport City Hall

Meeting Agenda

1. Welcome and Attendance
In attendance: Bonnie (Lakeport), Angela D. (WRD), called in: Marisa H (Clearlake) and Adeline B (Clearlake)
ACTION ITEM: Angela will send out relevant documents (last meeting minutes, recruitment letters, and flyer examples) via email before end of day
2. 2018-2019 Reporting Review Angela sent out draft activities report for co-permittees review 10/15 (Document 1) – No comments / adjusted from group
 - a. Going to submit Oct 18th
 - b. Update from Angela for group to check “Reports 2018/2019” under the “Reports” Tab for 11 pages of questions, when in September there were only 5 questions (as reporting in the September meeting agenda)
 - c. Directs ALL parties to help answer the questions so we can submit ASAP
3. Clean Water Program Management Council membership
 - a. Agreement uploaded into SMARTS 10/11
 - b. Clearlake Council Rep on MC? Clearlake council Thursday 10/24 will appoint Clearlake rep **ACTION ITEM:** Clearlake staff will let Angela know when / who rep is selected.
 - c. County being added as a co-permittee – waiting for WDID
4. TSO TMDL Draft in revision by Executive at Water Board
 - a. Final for public comment to be sent out next week
 - b. Review details by Angela
 - i. Original TMDL Decree
 1. Map areas Clearlake can provide their boundary adjustments as needed for the BMP inventory & maps stage of the TMDL regarding Borax lake
 2. No Watershed Protection District Co Permittee at time of TMDL, so they are not included in the TSO order.
 - ii. Sediment / Phosphorous Reductions
 - iii. BMP effectiveness Report due August 2020
 - iv. Reduction work plan Due March 2021
 - v. Implementation completion & WLA met by 2024
 - vi. Annual reports September 30th
5. Review final Workgroup recruitment documents
Review of Draft letter (DOCUMENT 2) not much changes needed, **ACTION ITEM:** Members to try the google link and send Angela any question additions
ACTION ITEM: We need PR draft in November for public recruitment, storm season is a good time to get the public on board
6. Review Fall-Winter CWP Timeline
 - a. October – Reporting & Agreement add Recruitment materials for workgroup participation, final version in by Nov 1st

- b. November – Bylaws drafted Setting UP Management Council
- c. November – Recruitments out for Workgroup Participation
- d. December – Identify Workgroup Members, **send out public participation PR**, and send out background Materials to **Management Council Members**, Establish final working groups
- e. December – Management Council communications for meeting times in January
- f. January – CWP Management Council Meeting
- 7. Open Forum **Clearlake clarified that the needed documents for the 1st are individual Workgroup flyers and review of Recruitment letters as stated in item 5.**
- 8. **Next Meeting Thursday November 7th? 3pm County Courthouse ACTION ITEM: WRD will send out invites**
- 9. Adjourn

DOCUMENT 1



Program Management Tasks

1. Regular Monthly Meetings of the CWP including participants from Lake County, Watershed Protection District, Lakeport, and Clearlake. Meeting Agendas & Minutes are available online at the Clean Water Program Webpage:

http://www.lakecountyca.gov/Government/Directory/WaterResources/Programs_Protocols/Projects/cwp/Management.htm

2. The CWP co-permittees updated the joint program agreement (last one updated in 2004, and expired in 2009). This agreement was approved by the Lakeport and Clearlake City councils before June 31, 2019 and was approved and signed by the Lake County and Watershed Protection Board in September 2019. The approved document was uploaded into SMARTS on October 10, 2019.

Public Education Outreach / Public Participation

1. Lake County Water Resource Department (representing the two co-permittees Lake County AND Watershed Protection District) updated their website including the Clean Water Program tabs. This process is ongoing. The main page for this program website is available:

http://www.lakecountyca.gov/Government/Directory/WaterResources/Programs_Protocols/Projects/cwp/Management.htm

2. The Water Resources Department applied for and received a \$9,600 grant from the Lake County Fish & Wildlife Committee to implement a Drain Marking and Stormwater Awareness Program. The campaign includes producing some outreach materials including factsheets, PSAs, brochures, and signage. The main component of this campaign is to install “Only Rain Down The Drain” drain markers throughout high priority areas within Lake County, starting with

Ms4 areas. As funding was just provided, this project is expected to be completed by the end of 2020.

3.

Illicit Discharge and Detection Elimination

1. Lake County developed IDDE reporting / investigation procedures, report and follow-up investigation forms. These forms are provided in **APPENDIX 1**.
2. Lake County tracked CalOES IDDE incidents and their responses. These are provided in the attached spreadsheet **APPENDIX 2**.
3. Lake County and the City of Lakeport received and executed two CDFW Oil Spill Response Equipment Grant during 2018-2019. This grant provided the County and City each with a fully equipped oil response trailer so that spills into surface waters (creeks, streams, wetlands and lakes) will have some minimal mitigation measures available until a larger scale response from CDFW is in place. Each grant has a value of \$35,000 and the equipment came with a training. The Lake County / Watershed Protection District Oil Response Equipment Grant report is attached in **APPENDIX 3**. This report contains a list of attendees to the training.
4. Staff at Lake County Watershed Protection District have started regularly attending the quarterly Lake County Environmental Crimes Taskforce meetings.

Pre -Construction / Post -Construction Workgroup

1. DRAFT LID Manual (**APPENDIX 4**) has been provided to the planning staff at Lake County and City of Clearlake. This document is a DRAFT and has not yet been approved by the appropriate boards and councils, but does contain guidance for appropriate CON/PCON activities to meet compliance with the current permit.
2. Lake County updated their "Erosion and Sediment Control for Individual Building Sites" factsheet flyer. Link to that document: #####
3. City of Lakeport Updated their websites, including their Environmental Resources webpage that included the Clean Water Program information and links https://www.cityoflakeport.com/community_development/environmental_resources.php
4. Lake County Community Development and Planning Department staff performed several construction site inspections during 2018-2019. The department has currently been accommodating the new cannabis land use requirements and has not been able to conduct formal staff trainings or update Storm Water Program procedures. The local county Ordinance still remains under the authority of the Community Development & Planning Department. An LID information training / meeting is planned for November 1st in the Lake County Planning Department. This information and subsequent training events will be included in the 2019-2020 report.

Pollution Prevention / Good Housekeeping

1. Lake County and City of Lakeport continued their street sweeping programs. City of Clearlake started a street sweeping program as well as an aggressive repaving project throughout the city.
2. Lake County and Watershed Protection District worked with the State Waterboards, the Lake County RCD, Big Valley Rancheria EPA, and the NRCS to manage, mitigate, and monitor post-fire response from the Mendocino Complex wildfire July-Sept 2018. Some information on this effort is provided by the Waterboards at their post-fire response website: https://www.waterboards.ca.gov/centralvalley/water_issues/wildfire_response/mendocino_complex/
3. Lake County hosted a Coastal Clean Up Day on Sept 19th, 2018 with support from the City of Clearlake, C&S Waste, and the Citizen Caring for Clearlake organization. This event removes about 500lbs of trash from shorelines and local waterways and involved 41 volunteers.

4. Lake County continued its Adopt-A-Road program
http://www.lakecountyca.gov/Government/Directory/Public_Works/Divisions/Roads/AdoptARoad.htm
5. No additional information for trainings that were completed or vehicle cleaning and maintenance is available at this time.

Program Effectiveness and Improvement Assessment

1. This item has not yet been completed. During 2018-2019 there was not a collective budget assigned by the co-permittees to allocate to accomplishing this task, as provided estimates for this task ranged from \$30,000 - \$50,000 for Lake County MS4 areas. This item will be addressed during 2020 by the newly formed Clean Water Program Management Council and hopefully an assessment will be completed before the 2019-2020 report is due, however this is unknown.
2. A workgroup tasked with this permit component is expected to be formed by January 2020.

Trash Amendment

1. Co-permittees filed and were granted a 6-month extension for completing the Trash Track II implementation Plan that was due in December 2018.
2. Lake County Co-Permittees successfully completed and submitted a Implementation Plan to Meet the State Waterboards's Trash Provisions-Track 2. This document was also posted on the Clean Water Program website:
<http://www.lakecountyca.gov/Assets/Departments/WaterResources/Clean+Water+Program/CW+P+Trash+Imp.+Plan+2019.pdf>
3. A workgroup tasked with this provision, and planning for the execution of the trash plan, is expected to be formed by January 2020.

TMDL – for Lake County MS4

1. Lake County, and co permittees, worked with the waterboards to complete a draft Time Schedule Order (TSO) to address the TMDL outstanding compliance requirements. This Draft TSO was submitted to the Waterboards on August 22, 2019 (outside of the current reporting period).
2. A final TMDL compliance order is expected by December 2020 after draft review and public comment period during October – November.
3. Lake County and Watershed Protection District Staff participated in the [Blue Ribbon Committee for the Rehabilitation & Restoration of Clear Lake](#) Meetings and were a representing member on the Blue Ribbon Committee Technical Sub-Committee. Participation in this process will help prioritize funding and efforts for improving the Lake County Storm Water Program.

Lake County Clean Water Program Goals for 2019-2020

1. Hold publicly accessible Clean Water Program Management Council Meetings quarterly – Jan, April, July, October
2. Draft, review, finalize, and publish Clean Water Program By-laws to be approved by the second CWP Management Council Meeting.
3. Recruit departmental and public participants for the associated workgroups to support the Management Council. Presentation of workgroup needs to the Management Council will occur on a rotating basis.
4. Identify an operational budget for the Clean Water Program and its associated workgroups.
5. Identify program improvement funding sources, starting with any state-required plan updates needed to pursue further funding options.

6. Implement any relevant tasks as required by the TMDL order.
7. Identify methods to complete the EAIP permit component.
8. Initiate urban stormwater program monitoring program and plans – to be completed and ready to be fully implemented by July 2021.
9. Implement any relevant tasks from the Trash Implementation Plan for years 2019-2020.
10. Identify substantial pollutant load / sediment reducing load project locations within the MS4 boundary areas.
11. Start updates to the Lake County Stormwater Management Ordinance Chapter 29
https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH29STWAMAOR

This Activities Report was assembled by Angela DePalma-Dow (Lake County / Watershed Protection District on October 15, 2019)

Table 1. Main CWP Contacts as of October 2019.

Agency	Name	Title	Contact
Lake County / Watershed Protection District	Angela De Palma-Dow	MS4 Program Coordinator	(707)263-2344 Water.resources@lakecountyca.gov v Angela.DePalma-dow@lakecountyca.gov
	Scott DeLeon	Public Works & Water Resources, Director	(707)263-2341 Scott.DeLeon@lakecountyca.gov
City of Lakeport	Andrew Britton	Public Works, Compliance Officer	(707) 263-3578 x 403 abritton@cityoflakeport.com
	Kevin Ingram	Community Development Director	(707)263-5615 kingram@cityoflakeport.com
	Bonnie Sharp	Community Development, Program Coordinator	(707)263-5615 x 205 bsharp@cityoflakeport.com
City of Clearlake	Alan Flora	City Manager	(707) 994-8201
	Marisa Hewitt	Assistant City Engineer	
	Adeline Brown	Engineer Tech	
	Mike Baker	Public Works Superintendent	

DOCUMENT 2



Lake County's Urban Stormwater Program Managed Jointly by Lake County, City of Lakeport, and the City of Clearlake.

Name
Street
City CA Zip

Date ##, 2019

Dear ,

We would like to invite you to attend the following Work Group(s) with The Lake County Clean Water Program (LCCWP) – Stormwater Program.

The Lake County Clean Water Program (LCCWP) – Stormwater Program is a joint effort between the County of Lake, City of Lakeport and the City of Clearlake to manage and reduce stormwater runoff and urban pollution into aquatic resources. Currently, all three municipalities are co-permittees under the current small municipal Phase II MS4 General Stormwater Permit (2013).

The MS4 permit regulates stormwater discharges from municipal separate storm sewer systems throughout California, other activities and developments on the landscape and influence and shape the discharges.

To ease management and implementation of the MS4 permit, the LCCWP has divided the ten (10) required components of the permit, and its amendments and attachments, into seven (7) workgroups. Within each workgroup, a LCCWP workgroup coordinator is charged with organizing regular meetings, taking minutes, and tracking assigned responsibilities and reporting on activities of the workgroup to both the CLLWP Management Council and the Water Boards.

The purpose of the workgroups, and the importance of the personnel being selected to participate, is to bring a specific, targeted, and skilled focus to accomplishing the requirements pertaining to the permit component belonging to that workgroup. Due to the interdisciplinary nature of this permit's requirements, activities, ordinances, and tasks being conducted it can have an impact on the form and function of the stormwater system and therefore shaped by the requirements within the MS4 permit.

For Example: The Construction/Post Construction (CON/PCON) workgroup would require the skilled and experienced input of engineers reviewing construction permits, select members from Community Development from all three (3) Municipalities and select stormwater staff, in order to best understand, implement, and evaluate the intended purposes of the CON/PCON portion of the MS4 permit. Additionally, where applicable, workgroup meetings and tasks will be open to the public to satisfy both the Public Participation permit requirements, and to ensure that resulting activities will involve any interested stakeholders and impacted community members.

We are requesting you/your Department's presence at the following workgroup(s). In addition to the brief description provided below, we have included a Workgroup factsheet in this packet that provides a little more information about the selected workgroups.

- PEOP/PIP – Public Education, Outreach and Participation Workgroup *Purpose: Continue development and maintenance of a program to educate and involve the public on Stormwater quality issues.*
- IDDE – Illicit Discharge Detection and Elimination Workgroup *Purpose: Further develop and enhance the current program aimed at detecting and eliminating illicit discharges in the County.*
- CON/PCON – Construction and Post-Construction Runoff Control Workgroup *Purpose: Ensure controls are in place to prevent water quality impacts from construction sites, and to minimize long-term impacts of stormwater runoff from new development and redevelopment projects. This workgroup will work closely with all municipalities planning departments.*
- POLL/MUNI – Pollution Prevention/Good House Keeping for Municipal Operations Workgroup *Purpose: Prevent pollutants in runoff from regular municipal operations.*
- TMDL – Total Maximum Daily Load Workgroup *Purpose: Develop a program to reduce sediment and phosphorous loading into the lake to meet phosphorus / sediment Waste Load Allocations set by the State. This workgroup works closely to ensure the TMDL is being implemented across the entire county, including the MS4 areas.*
- EAIP – Effectiveness Assessment and Improvement Plan Workgroup *Purpose: To design a plan that will evaluate the effectiveness of the current program and provide recommendations for improvement.*
- TRASH – Trash Amendment *Purpose: To implement the Lake County Trash Track II Implementation Plan and evaluate its progress.*

The next steps for you are to:

- 1) Please respond **at your earliest convenience** to this request with your intent to participate or not participate in this workgroup. Send your response by completing the questions at the following link: <https://forms.gle/dUHbWKQnn57KQcEz5>
- 2) Send any follow up questions / comments to the LCCWP workgroup coordinator at Water Resources Angela De Palma-Dow at (707)263-2344 or via email at Angela.DePalma-Dow@lakecountyca.gov
- 3) Please send your response before November 30, 2019

Thank you, for your time and support, we look forward to hearing from you soon.

Sincerely,

NAME
TITLE
LOCATION