

**Grant Progress Report**  
 Bay Area Green Infrastructure Master Planning Project  
 GA# 12-415-550

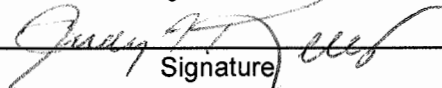
Progress Report # 2

Reporting Period: 10/01/2013 to 12/31/2013

Submittal Date 2/14/2014

Grant Agreement No: 12-415-550  
 Project Name: Bay Area Green Infrastructure Master Planning Project  
 Contractor Name: San Francisco Estuary Partnership / ABAG

I certify under penalty of law that this document and any attachment was prepared by me or under my direction in accordance with the terms and conditions of each Grant Agreement Exhibit. Based on my inquiry of the persons or persons who manage the project, or those directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. All information submitted in this document and all attachments conform to and is in accordance with the state and federal laws and I so here certify with my signature. I am aware that there are significant penalties for submitting false or misleading information.

Project Director: JUDY A. KELLY   
 Judy Kelly – Printed Name Signature

**Summary of Work Completed To Date**

Work Item	Items for Review	Critical Due Date	Estimated Due Date	Percent Work Complete	Date Submitted
<b>EXHIBIT A – SCOPE OF WORK TO BE PERFORMED BY THE GRANTEE</b>					
A.	PLANS AND GENERAL COMPLIANCE REQUIREMENTS				
1.	GPS information for Project site and monitoring locations	Day 90		100%	10/26/13
2.	Monitoring and Reporting Plan	N/A	N/A	N/A	N/A
2.1	Project Assessment and Evaluation Plan (PAEP)	Day 90		100%	10/26/13
2.2	Monitoring Plan (MP)	N/A	N/A	N/A	N/A
2.3	Quality Assurance Project Plan (QAPP)	N/A	N/A	N/A	N/A
2.4	Proof of Water Quality Data Submission to CEDEN	N/A	N/A	N/A	N/A
3.	Copy of final CEQA/NEPA Documentation	Day 90		100%	10/26/13
4.	Public Agency Approvals, Entitlements, or Permits	N/A	N/A	N/A	N/A
B.	PROJECT-SPECIFIC REQUIREMENTS				
1.	Project Management				
1.2	Notification of Upcoming Meetings, Workshops, and Trainings		15 Days In Advance		
2.	TAC				
2.1	List of TAC Members, Their Affiliated Organizations, and Their Roles and Responsibilities		November 2013	100%	12/2/13
2.2	Three (3) TAC Meeting Agendas, Sign-In Sheets, and Minutes		As Needed	33%	11/14/13
2.3	TAC Status Report	December 31, 2014			
3.	Toolkit				
3.4	The Packaged Toolkit		February 2015		
3.5	Toolkit Technical Memorandum	April 30, 2015			
3.6	List of Communities and Staff Contact Information that Participated in Toolkit Demonstration		May 2015		
4.	Green Infrastructure Master Plans		May 2015		
4.1	Preliminary Meeting Minutes and a List of Selected Watersheds		February 2014		
4.2	Toolkit Results and Secondary Meeting Minutes		December 2014		

Work Item	Items for Review	Critical Due Date	Estimated Due Date	Percent Work Complete	Date Submitted
4.3	List of Potential LID Retrofit Sites Selected for Field Verification		December 2014		
4.5	List of Selected Sites for LID Conceptual Design		April 2015		
4.6	Green Infrastructure Master Plans		May 2015		
5.	Evaluation of Potential Funding Mechanisms				
5.1	Meeting Agendas, Sign-In Sheets, and Minutes		April 2015		
5.2	In-Lieu Fee Program Memorandum		May 2015		
6.	Education and Outreach				
6.1	Website Link		October 2013	100%	10/26/13
6.3	Webinar Material		July 2015		
6.5	Project Results Presentation Material		July 2015		
<b>EXHIBIT B – INVOICING, BUDGET DETAIL, AND REPORTING PROVISIONS</b>					
A.	INVOICING		Quarterly	22% (2/9)	2/14/14
G.	REPORTS				
1.	Progress Reports within forty-five (45) days following the end of the calendar quarter (March, June, September, and December)		Quarterly	22% (2/9)	2/14/14
2.	Annual Progress Summaries		Annually by 9/30		
3.	Natural Resource Projects Inventory (NRPI) Survey Form	Before Final Invoice			
4.	Draft Final Project Report	August 31, 2015			
5.	Final Project Report	October 31, 2015			
6.	Final Project Summary	Before Final Invoice			
7.	Final Project Inspection and Certification	Before Final Invoice			

## Progress Report Narrative

### Introduction

GreenPlan Bay Area is a collaborative effort between San Francisco Estuary Partnership (SFEP), San Francisco Estuary Institute (SFEI) and several Bay Area municipalities. SFEI will develop spatial tools which will be used by several Bay Area municipalities to develop plans that identify the optimal combination of Green Infrastructure (GI)/Low Impact Development (LID) features for achieving desirable outcomes at the watershed scale.

The spatial tools, aka Green-Plan-it, will include four components: a GIS siting tool with user interface to determine site suitability, a watershed model to identify high-yield runoff and pollutant areas ('hot spot'), optimization techniques to search for optimal combinations of LID locations, types and configurations, and a post-processor to compile and display outputs in user-friendly formats.

After development, Green-Plan-it will be pilot tested in several municipalities/watersheds. The results of Green-Plan-it will serve as the basis for municipal Green Infrastructure Master Plans and/or a list of priority LID sites for each jurisdiction. Conceptual designs will be developed for 8 LID sites/projects. Jurisdictions will also collaborate with ABAG/SFEP to explore potential funding frameworks (such as alternative compliance programs) for LID retrofits.

## Summary of Items for Review

### **Invoice #2**

#### Project Administration (Cumulative 22% complete)

Project administration during this quarter has included the completion of Invoice 2, project management including refining our project schedule, updating the project website, completing CEQA exemption submittals to the counties of San Mateo and Santa Clara, reviewing project deliverables submitted by SFEI and attending development meetings with staff from participating municipalities and SFEI.

#### Project Design (Cumulative 8% complete)

Project design included the tasks listed on the attached SFEI quarterly progress report.

### **Exhibit A**

A1 - GPS information for Project site and monitoring locations was provided to stateboard

A2.1 - PAEP completed and submitted to stateboard

A3 - CEQA Notices of exemption were filed with San Mateo and Santa Clara counties

### **Exhibit B**

B2.1 - List of TAC members, their affiliations and their roles/responsibilities submitted to stateboard in an email sent on 12/2/13

B(G)1 - Progress Reports (Cumulative 22%, 2 out of 9 complete) – continues on a quarterly basis no delays or issues to report.

B6.1 – Website link was provided to stateboard

### **Attachments**

1. SFEI progress report #2 (Quarter 2 - October 1, 2013 through December 31, 2013)
2. Match Documentation for 1. GIS and modeling data uploading by San Jose and San Mateo staff 2. San Jose staff meeting and 3. CASQA meeting
3. CEQA exemption filing invoices (Counties of San Mateo and Santa Clara)

## Summary of Activities

- 1) A meeting to discuss and narrow down watersheds of interest, the availability of data and the potential for LID design and implementation within specific planning areas of San Jose was held on December 17, 2013. The meeting was attended by City of San Jose staff as well as SFEI and SFEP staff.
- 2) Updated GreenPlan Bay Area webpage with meeting notes and agendas
- 3) SFEP and SFEI collected and began reviewing GIS and modeling data from San Jose and San Mateo.
- 4) SFEP and SFEI worked together to select TAC group members
- 5) Watersheds and planning areas of interest were narrowed down in San Jose and San Mateo.
- 6) SFEI began work on developing the feasibility and the effectiveness modules of the GreenPlan-it toolkit.
- 7) SFEP began researching planning documents from San Jose and San Mateo in order to integrate project results into the Master Plans of each city.

## Summary of Items in Progress

### **Exhibit A**

- A1.2 Notification of Upcoming Meetings (currently developing TAC meeting schedule for 2014)
- A2.2 Three TAC meeting agendas, sign-in sheets and minutes (2/3 TAC meetings held)

### **Exhibit B**

B(G)1 Progress Reports – continues on a quarterly basis; no delays or issues to report.

Photographs- No photographs were provided for this report.



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## Green Infrastructure Master Planning Project Quarterly Progress Report 2 October-December 2013

### Task 1: Project Assessment and Evaluation Plan

#### Work Completed during the Period

- Completed a draft and final PAEP. Submitted document to SFEP for review and submitted a final PAEP to the State.

### Task 2: Technical Advisory Committee

#### Work Completed during the Period

- Began discussions to identify technical advisors for the TAC in both GIS and hydrologic modeling. Identified technical areas of expertise that would be most helpful in guiding/reviewing the project.
- Chose and submitted list of TAC members, affiliations, and roles to SFEP.

### Task 3: LID Toolkit

#### Work Completed during the Period

- SFEI held internal meetings to continue developing detailed work plans for the toolkit.
- SFEI staff reviewed outcomes of the municipal survey and identified municipalities that have suitable data for modeling and GIS locator tool.
- SFEI staff attended a San Jose planning meeting on how Green Plan IT could meet the city's planning needs and also to discuss available data.
- SFEI staff began collecting and collating GIS, hydrology, rainfall, River flow data from San Mateo and San Jose.
- SFEI staff met with Jennifer Walker (project partner) on development of a Storm Water Management Model (SWMM) model. SWMM will be used to develop the hydrology model.
- SFEI staff began development of the hydrology model and the GIS toolkit.

### Task 4: Green Infrastructure Master Plans

#### Work Completed during the Period

- No work completed during invoice period

### Task 5: Education and Outreach

#### Work Completed during the Period

- No work completed during invoice period