

**MANAGEMENT COMMITTEE
AGENDA PACKET**



**Santa Clara Valley
Urban Runoff
Pollution Prevention Program**

Campbell • Cupertino • Los Altos • Los Altos Hills • Los Gatos • Milpitas • Monte Sereno • Mountain View • Palo Alto
San Jose • Santa Clara • Saratoga • Sunnyvale • Santa Clara County • Santa Clara Valley Water District

September 20, 2018 Meeting

MATERIALS FOR INFORMATION

II. September 20, 2018 Agenda

III. July 19, 2018 MC Meeting Minutes

IV. July 19, 2018 Action Items



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AGENDA

MANAGEMENT COMMITTEE MEETING

September 20, 2018, 9:30 - 11:00 am

Sunnyvale Civic Center, West Conference Room
456 Olive Avenue, Sunnyvale

- 9:30** **I. Management Committee Meeting Call to Order/Introductions**
- II. Additions or Revisions to Agenda; Announcements**
- III. Approval of Minutes (July 19, 2018 meeting)**
- IV. Review of Action Items from Last Meeting**
- 9:40** **V. Time Open for Public Comment on Any Subject Not on Agenda (2 minutes)**
- VI. Regional Water Board Staff Comments**
- 9:45** **VII. Program Business**
- A. Program Manager's Report**
1. BASMAA Update – *information.*
2. CASQA Update – *information.*
3. Grants Update – *information.*
- 10:00** **B. Program Management**
1. Program FY 17-18 Annual Report – *request for approval of draft report and authorization of the Program Manager to sign the certification form and submit the Annual Report to the Water Board on behalf of the MC consistent with the MRP.*
2. FY 17-18 BASMAA Regional Supplements – *request for approval of BASMAA regional reports and cover letter with certification, and authorization of the Program Manager to transmit the document to the Water Board (via BASMAA) consistent with the MRP.*
3. Co-permittee FY 17-18 Annual Reports – *status report.*
4. FY 17-18 Final Self Audit Report – *request for acceptance.*
- 10:15** **C. Program Budget**
1. FY 17-18 Annual Budget Compilation (ABC) Report – *request for acceptance.*

10:20 VIII. MRP Implementation

A. New Development and Redevelopment

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
 - a. Green Stormwater Infrastructure Work Plan Tasks – *see MC briefing memorandum.*
 - b. Stormwater Resource Plan Development – *status report.*
2. Management Committee Requested Items

10:30 B. Trash Controls

1. Priority Items Identified by Program Staff -- *see MC briefing memorandum.*
 - a. Receiving Water Monitoring Plan – *status report.*
 - b. Trash Load Reduction – *status report.*
2. Management Committee Requested Items

10:35 C. Monitoring / Pollutants of Concern

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
 - a. PCBs/Mercury Load Reduction – *status report.*
 - b. Reasonable Assurance Analysis (RAA) – *status report.*
2. Management Committee Requested Items

10:45 D. Outreach Activities

1. Priority Items Identified by Program Staff -- *see MC briefing memorandum.*
2. Management Committee Requested Items

10:50 E. Other Permit-Related Activities

1. Priority Items Identified by Program Staff -- *see MC briefing memorandum.*
2. Management Committee Requested Items

10:55 IX. Other Business

1. External Meeting Summaries – *questions on materials provided prior to the meeting.*
2. Miscellaneous – *information from MC members.*
3. AHTG Status Table – *updates available at <http://www.scvurppp-w2k.com/mc.shtml>*

11:00 X. Adjourn



**MANAGEMENT COMMITTEE MEETING
MINUTES**

July 19, 2018

Campbell • Cupertino • Los Altos • Los Altos Hills • Los Gatos • Milpitas • Monte Sereno • Mountain View • Palo Alto
San Jose • Santa Clara • Saratoga • Sunnyvale • Santa Clara County • Santa Clara Valley Water District

I. MANAGEMENT COMMITTEE CALL TO ORDER / INTRODUCTIONS

Kirsten Struve (Chair, SCVWD) called the meeting to order at 9:35 am. Management Committee (MC) members introduced themselves.

II. ADDITIONS OR REVISIONS TO THE AGENDA; ANNOUNCEMENTS

There were no revisions to the agenda. Sharon Newton (San Jose) informed the MC that Napp Fukuda (San Jose) has taken on the Assistant Director role in the Environmental Services Department, and will no longer be participating on the MC. Sharon is the Interim Deputy Director for the Watershed Protection Division. Vishakha Atre (Program staff) passed around a certificate of appreciation for Napp for the MC's signature.

III. APPROVAL OF MINUTES

Motion: Aida Fairman (Los Altos) moved to approve the minutes from the May 17, 2018 MC meeting. **Second:** Dave Staub (Santa Clara). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the May 17, 2018 meeting:

- Action item 5-18-1 (Convene the GSI Outreach Work Group to develop messages for promoting GSI projects to the general public) is in progress.

Action Items from previous meetings:

- Action item 2-18-1 (Invite Santa Clara County Vector Control District staff to a Trash AHTG meeting) was completed. Chris Sommers (Program staff) reported that Vector Control staff is interested in obtaining information on locations of large trash capture systems.
- Action item 4-18-1 (Develop a timeline for the development of SCVURPPP GSI products.) is in progress. The Draft schedule was completed and is being revised per C3PO AHTG input.
- Action item 4-18-2 (Develop an updated description of WMI-related groups for posting on the WMI website) is in progress. Karin North (Palo Alto) said that Margaret Adkins (Palo Alto) is listed as the contact on the WMI website and occasionally receives questions. Chris recommended that Margaret forward questions/comments received to Kristin Kerr (Program staff)

V. TIME OPEN FOR PUBLIC COMMENT ON ANY SUBJECT NOT ON AGENDA

No members of the public were present at the meeting.

VI. WATER BOARD STAFF COMMENTS

Water Board (WB) staff was not present at the meeting and no comments were submitted. Chris provided the following updates:

- Christine Boschen (WB staff) is no longer working at the WB.
- BASMAA Program Managers are meeting with WB staff on October 30, 2018 to begin discussions on MRP 3.0.
- Keith Lichten (WB staff) may visit each stormwater program to discuss MRP 3.0. Adam Olivieri (Program staff) suggested that it might be better for stormwater programs to meet internally and submit a joint set of priorities to WB staff via BASMAA.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGER'S REPORT

1. BASMAA Update

Adam reported that the BASMAA Board is continuing to discuss structure and administrative costs. The Board is also putting together a scope for the Executive Officer's contract.

2. CASQA Update

Vishakha Atre (Program staff) provided the following CASQA updates:

- The JPA Agreement for the California Stormwater Authority has been fully executed. The first meeting of the JPA Board of Directors has been scheduled for Friday, September 21.
- Based on the latest revenue and expense projections, State Water Board staff is proposing either a 1.6% fee increase or a 0% fee increase for all stormwater permittees for FY 18-19.
- The 2nd round of solicitation for the Proposition 1 grants will likely be announced in spring 2019.
- The SB 231 Working Group may have identified a Bay Area city willing to be a legal test case.
- CASQA joined with WEF and CWEA to host a training on green infrastructure construction, inspection, and maintenance. The training and exam were held in Santa Monica the week of June 15. A total of 10 individuals attended the training. SCVURPPP has budget available in FY 18-19 to host a similar training.
- The next CASQA general meeting will be held on August 9, 2018. It will be a webcast only meeting. The topic of the meeting is alternative compliance. Chris said that the meeting may focus on alternative funding mechanisms. *(Post-meeting Note: The CASQA webinar has been postponed until September 13, 2018. The topic and agenda are still being finalized.)*

3. Grants Update

Vishakha updated the MC on the California Watershed Protection Fund grants which are available for water quality improvement projects. The amount of funding available is \$7,500 - \$25,000 per project. She will email grant information to the MC.

B. PROGRAM MANAGEMENT

1. FY 17-18 Program Annual Report

Chris reported that Program staff is preparing the Program Annual Report for Co-permittee review. Several regional reports will also be sent to the MC for review. A regional report on Evaluation of PCBs in Public Roadway and Storm Drain Infrastructure Caulk and Sealants will be sent for review tomorrow. Based on findings of this evaluation, additional investigations may be required.

2. FY 17-18 Co-permittee Annual Reports

Chris reported that the SCVURPPP-specific AR Form is posted on the SCVURPPP members-only website (as a single file and as separate sections). Program staff will send Co-permittees information for Section C.10 by August 10.

3. FY 17-18 Final Self Audit Report

Chris reported that the FY 17-18 Self Audit Report will be sent to the MC in early August.

C. PROGRAM BUDGET

No items

VIII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

1. Priority Items Identified by Program Staff

Vishakha and Chris provided the following updates:

- Stormwater Resource Plan (SWRP) – The Administrative Draft SWRP was completed and submitted to State Board staff on June 4. Program staff prepared a response to comments table to address comments received from the TAC and State Board staff. Comments were also discussed at the TAC meeting held on July 11, 2018 to provide an update on the SWRP schedule and present the conceptual designs. The Public Draft SWRP will be completed by the end of July/ early August and posted on a new SWRP webpage (under development).
- GSI Handbook – Program staff completed summarizing comments from Co-permittees on Part 2 of the GSI Handbook and posted the comment summary on the SCVURPPP members-only website. The comment summary was also emailed to the C3PO AHTG, along with a request to provide additional comments on Part 2 of the Handbook by August 15.
- Program staff completed work on a memorandum describing alternative methodologies for predicting future GSI implementation in Santa Clara Valley, and recommending a cost-effective, phased approach that works with GSI Plan and RAA compliance schedules. This memorandum was sent to the C3PO AHTG, RAA Work Group, and MC for review and comment.

- Program staff is working on a memorandum describing the GSI project tracking database. It will be sent for review soon.

B. TRASH CONTROLS

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- The WB had a hearing on June 13th to hear testimony and consider adoption of Cease and Desist Orders (CDOs) for seven MRP Permittees that did not achieve the 70% trash load reduction goal by July 1, 2017. The CDOs were adopted and require Permittees to achieve an 80% reduction goal by July 2019 and report interim progress. WB staff noted that the CDO for Caltrans is currently being discussed between the WB Executive Officer and CalEPA.
- Program staff completed the first round of receiving water monitoring for trash. The second round will begin in late July/early August. SFEI, the Ocean Protection Council, and State Board are testing technology based methods for receiving water monitoring of trash. They are planning to use drones and are looking for 15 sites to participate in the program. Several MC members noted that use of drones is not allowed in most of Santa Clara Valley due to airport restrictions. Chris will pass this information on to SFEI.
- Program staff and staff from San Jose, SCVWD, Palo Alto and Santa Clara County will meet with VTA and Caltrans staff on August 2, 2018 to discuss enhanced coordination of homeless encampment cleanups.
- Chris is coordinating a regional group to discuss the use of LID treatment measures as full trash capture devices. He asked MC members to let him know if they wish to participate.
- The ZLI is having a webinar on July 31st from 10:00 am to 11:30 am on the topic of single-use plastic straws.

C. MONITORING AND POLLUTANTS OF CONCERN

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- Program staff and Sunnyvale staff are continuing to work on the referral for the PCB contaminated site in Sunnyvale. This referral will contribute toward the overall PCB load reduction for SCVURPPP.
- The draft BASMAA regional report summarizing bioassessment work conducted regionally over the past five years will be sent out for review soon.
- The second meeting of the SCVURPPP RAA Work Group will be held on August 8, 2018. The recommended RAA modeling approach was presented at the first meeting and based on comments received, the baseline hydrology modeling began in June.

D. OUTREACH ACTIVITIES

1. Priority Items Identified by Program Staff

Vishakha provided the following updates:

- The WEO AHTG is currently reviewing the FY 18-19 Watershed Watch media plan options.
- A registration flyer for the Fall 2018 Green Gardener training was developed and sent to the WEO AHTG for distribution.

E. OTHER PERMIT-RELATED ACTIVITIES

None.

IX. OTHER BUSINESS

Chris noted that he would like to demonstrate the new SCVURPPP website right after the next MC meeting. Several MC members indicated that they are not available to attend the August MC meeting. The MC recommended canceling the August MC meeting. Chris will send an internal link to the new SCVURPPP website for review to the MC and schedule a demo for after the September meeting, assuming time is available.

X. ADJOURN

The MC meeting adjourned at 10:55 a.m.



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Meeting Attendance Record

DATE July 19, 2018

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San Jose • Santa Clara • Saratoga • Sunnyvale • Santa Clara County • Santa Clara Valley Water District

CO-PERMITTEE REPRESENTATIVES
(voting members)

SIGNATURE

David Tucker – Campbell
Alternate: Roger Storz

Cheri Donnelly – Cupertino
Alternate: Roger Lee

Aida Fairman – Los Altos
Alternate: Christopher Lamm

Nichol Bowersox – Los Altos Hills
Alternate: Allen Chen
Alternate: John Chau

Matt Morely – Los Gatos*
Alternate: Jim Harbin

TBD – Milpitas
Alternate: Leslie Stobbe

Julie Behzad – Monte Sereno*
Alternate: Jeannie Hamilton

Eric Anderson – Mountain View
Alternate: Carrie Sandahl

Karin North – Palo Alto
Alternate: Pamela Boyle Rodriguez
Alternate: Michel Jeremias

Sharon Newton – San Jose
Alternate: James Downing

Dave Staub – Santa Clara
Alternate: Karin Hickey

John Cherbone – Saratoga*
Alternate: Mainini Cabute

Melody Tovar – Sunnyvale
Alternate: Elaine Marshall

Vanessa Marcadejas – Santa Clara County
Alternate: Julianna Martin

Kirsten Struve – SCVWD
Alternate: TBD

*David Tucker – West Valley Communities
(Campbell, Los Gatos, Monte Sereno, and Saratoga)

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A.J.

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Sharon Newton James Downing
Staub

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[Signature]

* *[Signature]*

URBAN RUNOFF PROGRAM STAFF

Adam Olivieri

Jill Bicknell

Chris Sommers

Vishakha Atre

[Handwritten signature]

[Handwritten signature]
Vishakha Atre

REGIONAL BOARD REPRESENTATIVE

Selina Louie

INTERESTED PARTIES/AGENCY REPRESENTATIVE

Trish Mulvey – Clean South Bay

ADDITIONAL ATTENDEES

Julia Schmitt, Brown & Caldwell
Gezintik, County
Garik Josilevsky, County

**Santa Clara Valley Urban Runoff Pollution Prevention Program
Management Committee Meeting Action Items**

Action Items from the July 19, 2018 Meeting

Action	Description	Responsibility	Due Date	Status	Comments
	None				

Action Items Remaining from Previous Meetings

Action	Description	Responsibility	Due Date	Status	Comments
5-18-1	Convene the GSI Outreach Work Group to develop messages for promoting GSI projects to the general public.	Program staff	September	In Progress	
4-18-1	Develop a timeline for the development of SCVURPPP GSI products.	Program staff	August	Done	Draft completed May 22; revised per C3PO AHTG input and distributed at the C3PO AHTG meeting on August 27, 2018
4-18-2	Develop an updated description of WMI-related groups for posting on the WMI website.	Program staff	September	In Progress	