

**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 • Valley Water

September 19, 2019 Meeting

MATERIALS FOR INFORMATION

II. September 19, 2019 Agenda

III. August 15, 2019 Meeting Minutes

IV. August 15, 2019 Action Items



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AGENDA

MANAGEMENT COMMITTEE MEETING

September 19, 2019, 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 (August 15, 2019 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. Bay Area Stormwater Management Agencies Association (BASMAA) Update – *information.*
2. California Stormwater Quality Association (CASQA) Update – *information.*
3. Grants Update – *information.*
- 10:00** **B. Program Management**
1. Program FY 18-19 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 18-19 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 18-19 Annual Reports – *status report.*
4. FY 18-19 Final Self Audit Report – *request for acceptance.*
- 10:15** **C. Program Budget**
1. FY 18-19 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

10:40 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**

August 15, 2019

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 • Valley Water

I. MANAGEMENT COMMITTEE CALL TO ORDER / INTRODUCTIONS

Sharon Newton (Vice-Chair, San Jose) called the meeting to order at 9:40 am. Management Committee (MC) members introduced themselves.

II. ADDITIONS OR REVISIONS TO THE AGENDA; ANNOUNCEMENTS

There were no additions to the agenda. The following announcements were made:

- The MC thanked Cheri Donnelly (Cupertino) for her service on the MC and presented her with a Certificate of Recognition. Cheri Donnelly is retiring from the City of Cupertino in September.
- Alex Wycoff is the Acting Environmental Programs Manager for the City of Cupertino
- Simret Yigzaw is the new Supervising Environmental Services Specialist at the City of San José.
- The City of Santa Clara has an opening for a code enforcement technician position.

III. APPROVAL OF MINUTES

Motion: Eric Anderson (Mountain View) moved to approve the minutes from the July 18, 2019 MC meeting. **Second:** James Downing (Valley Water). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the July 18, 2019 meeting:

- Action Item 7-19-1 (Develop a scope of work and budget for evaluating the effectiveness of source control actions for reducing litter) is in progress.
- Action Item 7-19-2 (Send information collected from the Co-permittee pesticide source control evaluation survey to the MC for review) is in progress. Program staff is waiting for response from one Co-permittee. The compiled information will likely be sent to the MC next week for review.

Action Items from previous meetings:

- Action item 4-18-2 (Develop an updated description of WMI-related groups for posting on the WMI website) is in progress. Jill Bicknell (Program staff) will send it to Kirsten, Trish Mulvey (CLEAN South Bay), and Phil Bobel (Palo Alto) for review. The MC discussed options for merging the WMI website with the SCVURPPP website, but no decisions was made.

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

No members of the public were present.

VI. WATER BOARD STAFF COMMENTS

Water Board (WB) staff was not present at the meeting, and no comments were submitted.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGER'S REPORT

1. BASMAA Update

Chris Sommers (Program staff) reported that the BASMAA Board is continuing to discuss its current and future organizational structure.

2. CASQA Update

Jill Bicknell (Program staff) provided the following updates:

- The Board approved the FY 18-19 Pesticides Subcommittee Annual Report and Effectiveness Assessment.
- CASQA has hired Gigantic Ideas Studio to develop materials for communicating stormwater messages.

3. Grants Update

The City of San Jose's River Oaks Stormwater Capture Project was selected for inclusion in the set of projects to be submitted to DWR for the 2019 Prop 1 IRWM grant.

B. PROGRAM MANAGEMENT

No items.

C. PROGRAM BUDGET

No items.

VIII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

1. Priority Items Identified by Program Staff

Jill provided the following updates:

- The C3PO AHTG met on Monday, July 29. Program staff provided updates on the SCVURPPP GSI Work Plan and MRP 3.0 discussions at the meeting.
- A workshop on installation and O&M inspections of post-construction stormwater treatment measures will be held on October 29, 2019 at the Mountain View Community Center.
- Program staff is continuing to work on the GSI Handbook. Both parts will be finalized in September.

Action: Program staff will post the GSI Handbook on the SCVURPPP website and send a link to the MC for including in Co-permittee GSI Plans.

B. TRASH CONTROLS

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- Program staff are preparing the draft Section 10 for all Co-permittees.
- The curb-inlet screen study is complete. Program staff will present preliminary findings of the study at the 2019 CASQA Annual Conference in October. A draft of the presentation will be provided in September to the Trash AHTG. A draft report will be completed in November.
- A number of upcoming legislative bills will focus on trash/waste reduction. Trish Mulvey (CLEAN South Bay) has requested that the Program and/or BASMAA consider submitting letters of support. The MC agreed to submit letters via BASMAA.
- Caltrans staff has requested GIS data layers of Co-permittee jurisdictional areas treated by trash capture devices and supporting information. The MC agreed to allow Program staff to share these data with Caltrans. Program staff will develop a data sharing agreement for Caltrans to receive the data, and compile and send the data to Caltrans.

C. MONITORING AND POLLUTANTS OF CONCERN

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- Program staff is continuing to participate on the BASMAA RAA Work Group. The Work Group is beginning to conduct the peer review process required by the MRP. The SCVURPPP RAA Work Group will meet in late September or early October.
- Program staff has received information on completed GSI projects from Co-permittees for the GSI Database. Co-permittee staff should ensure that they are collecting Drainage Management Area (DMA) information for all regulated projects.
- SFEI is organizing a symposium on microplastics on October 2, 2019. Program staff will send the registration information to the MC, when available.
- The 2019 RMP Annual Meeting will be held on October 10. The theme of the meeting is "Pollutant Pathways to the Bay". Chris encouraged MC members to attend. Program staff will send the registration information to the MC, when available.

D. OUTREACH ACTIVITIES

1. Priority Items Identified by Program Staff

A joint-meeting between the WEO AHTG and the Public Education Subcommittee of the Recycling and Waste Reduction Commission Technical Advisory Committee will be held on August 27, 2019 to further discuss conducting a joint-outreach campaign. The MC recommended that Alex Wycoff (Cupertino) work with Program staff on aligning the agenda and discussions with SCVURPPP priorities.

E. OTHER PERMIT-RELATED ACTIVITIES

No items.

IX. OTHER BUSINESS

No items.

X. ADJOURN

The MC meeting adjourned at 11:10 a.m.

XI. CASQA Annual Update

Jill gave a presentation on FY 18-19 CASQA activities.



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Meeting Attendance Record

DATE Aug 15, 2019

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CO-PERMITTEE REPRESENTATIVES
(voting members)

SIGNATURE

Cheri Donnelly – Cupertino
Alternate: Roger Lee

C. Donnelly

Aida Fairman – Los Altos
Alternate: Andrea Trese

Nichol Bowersox – Los Altos Hills
Alternate: Kaho Kong

Elaine Marshall – Milpitas
Alternate: Kan Xu

Eric Anderson – Mountain View
Alternate: Carrie Sandahl

Eric Anderson

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

Karin North

Sharon Newton – San Jose
Alternate: Jeff Sinclair

Sharon Newton

Rinta Perkins – Santa Clara
Alternate: Dave Staub

Rinta Perkins

Melody Tovar – Sunnyvale
Alternate: Nupur Hiremath

Nupur Hiremath

Vanessa Marcadejas – Santa Clara County
Alternate: Garik Iosilevsky

Vanessa Marcadejas

Kirsten Struve – SCVWD
Alternate: James Downing

James Downing

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

Sheila Tucker

URBAN RUNOFF PROGRAM STAFF

Adam Olivieri

Adam Olivieri

Jill Bicknell

Jill Bicknell

Chris Sommers

Chris Sommers

Vishakha Atre

Vishakha Atre

REGIONAL BOARD REPRESENTATIVE

TBD

INTERESTED PARTIES/AGENCY REPRESENTATIVE

Trish Mulvey – Clean South Bay

ADDITIONAL ATTENDEES

ALEX WYKOFF - CUPERTINO

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

Action Items from the August 15, 2019 Meeting

Action	Description	Responsibility	Due Date	Status	Comments
8-19-1	Post the GSI Handbook on the SCVURPPP website and send the link to the MC	Program staff	September	In Progress	Part 1 posted Sept. 6 and link sent to MC; Part 2 to be posted by end of September

Action Items Remaining from Previous Meetings

Action	Description	Responsibility	Due Date	Status	Comments
7-19-1	Develop a scope of work and budget for evaluating the effectiveness of source control actions for reducing litter.	Program staff	September	In Progress	
7-19-2	Send information collected from the Co-permittee pesticide source control evaluation survey to the MC for review.	Program staff	August	Completed	
4-18-2	Develop an updated description of WMI-related groups for posting on the WMI website.	Program staff	August	In Progress	