

**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

June 18, 2020 Meeting

MATERIALS FOR INFORMATION

II. June 18, 2020 Agenda

III. May 21, 2020 Meeting Minutes

IV. May 21, 2020 Action Items



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AGENDA

MANAGEMENT COMMITTEE MEETING

June 18, 2020, 9:30 - 11:00 am

Conference Call/Webex Only¹

- 9:30** **I. Management Committee Meeting Call to Order/Introductions**
- II. Additions or Revisions to Agenda; Announcements**
- III. Approval of Minutes (May 21, 2020 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**
- VII. Program Business**
- 9:45** **A. Approvals:**
1. **MRP 3.0 Application/Report of Waste Discharge (ROWD)** - *request for approval and authorization of the Program Manager to submit the application and ROWD on behalf of SCVURPPP Co-permittees to the Regional Water Board by July 3, 2020.*
2. **San Francisco Bay Area Receiving Water Trash Monitoring Regional Report** - *request for approval and authorization of the Program's Representative to the BASMAA Board of Directors to approve the submittal of the report to the Regional Water Board on behalf of SCVURPPP Co-permittees by July 1, 2020.*
3. **Source Control Load Reduction Accounting for Reasonable Assurance Analysis Regional Report** - *request for approval and authorization of the Program's Representative to the BASMAA Board of Directors to approve the completion of the report.*
- 10:05** **B. Program Manager's Report**
1. BASMAA Update – *information.*
2. CASQA Update – *information.*
3. Grants Update – *information.*

¹ *Due to the current public health order, the Management Committee meeting is being conducted via conference call. Please contact Program staff via email at jcbicknell@eoainc.com if you would like to attend the meeting and we will provide the conference call information.

10:20 C. Program Management

4. FY 19-20 Annual Report – *discussion of final guidance.*

D. Program Budget

No items.

VIII. MRP Implementation

10:30 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.*
2. Management Committee Requested Items

10:35 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 requested.*

11:00 X. Adjourn



**MANAGEMENT COMMITTEE MEETING
MINUTES**

May 21, 2020

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

I. MANAGEMENT COMMITTEE CALL TO ORDER / INTRODUCTIONS

Kirsten Struve (Chair, Valley Water) 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 changes to the agenda. No announcements were made.

III. APPROVAL OF MINUTES

Motion: Kirsten Struve (Valley Water) moved to approve the minutes from the April 16, 2020 MC meeting. **Second:** Rinta Perkins (Santa Clara). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the April 16, 2020 meeting:

- Jill Bicknell (Program staff) reported on Action Item 4-20-1(Set up a MC meeting to discuss an approach to continuing MRP activities during COVID-19 restrictions). Program staff will set up a meeting in early June to discuss this topic.

Action Items from previous meetings:

- 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. Program staff is developing a regional scope of work and will keep the MC posted.

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

No members of the public were present.

VI. WATER BOARD STAFF COMMENTS

The MC discussed the email from Keith Lichten (Water Board staff) describing the materials that Water Board staff would like submitted in the Report of Waste Discharge (ROWD) which is due on or before July 3, 2020. Chris Sommers (Program staff) reviewed the list of submittals and pointed out those items that Program staff had not planned to include and would require extra effort from Program staff and Co-permittees. Chris described a proposed approach to address the additional items and the MC supported the approach.

Chris also provided the following updates:

- The MRP 3.0 Steering Committee will discuss issues pertaining to trash, management of homeless encampments, and the ROWD at its June 2 meeting.
- The agenda for the Water Board meeting on June 10 includes an update on MRP 3.0 with a focus on potential C.3, trash, homelessness, and PCB/Hg requirements. Chris will help coordinate presentations from Permittees.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGER'S REPORT

1. BASMAA Update

Adam Olivieri (Program staff) reported on the BASMAA organizational structure. As previously discussed, BASMAA is reorganizing itself from a 501(3)(c) non-profit back to a less formal structure with a Memorandum of Agreement (MOA). The draft MOA was sent to the MC for review and comments were due by May 18. Adam provided an overview of comments received. The MC agreed with the comments and directed Adam to send the comments to Geoff Brosseau (Executive Director, BASMAA).

2. CASQA Update

Kirsten reported that the CASQA Board discussed the 2020 budget and the 2020 Annual Conference at its last meeting. The conference will be held on September 15-16 and will be completely virtual. Jill reported that the CASQA Quarterly Meeting on the topic of stormwater funding was held on May 14 via webcast. The recording will be made available to registrants (including all SCVURPPP members) on the CASQA website.

3. Grants Update

Vishakha updated the MC on the following two upcoming grants:

- The Proposition 1 Storm Water Grant Program Round 2 grant solicitation is now open. Applications are due by July 2, 2020.
- Applications for the Urban Greening Grants are due on July 15, 2020.

Pam Boyle Rodriguez (Palo Alto) reported that the City, in partnership with the City of Santa Clara, Santa Clara County, and others, submitted its "Greening Parking Facilities for a Sustainable Community" proposal to EPA for the SFBWQIF grant. She thanked the MC for their support.

B. PROGRAM MANAGEMENT

1. Program Annual Summary

Program staff are revising the 2019 Program Summary per MC comments. A link to the final Program Summary will be distributed next week. Chris asked the MC to let him know if they need hard copies.

C. PROGRAM BUDGET

1. FY 20-21 Program Manager Agreement

Adam reported that all budget documents are with City of Sunnyvale Fiscal Agent staff. Co-permittee assessments for FY 20-21 will be sent in June.

VIII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

1. Priority Items Identified by Program Staff

Jill and Chris provided the following updates:

- The C3PO AHTG met on May 18 and received an update on proposed MRP 3.0 changes.

- EOA has hired a new Information Systems Manager to oversee GIS staff and to further develop the GSI Database and GSI Tool. The request for data on projects constructed in FY 19-20 to be added into the database will be sent out after the FY 19-20 Annual Report submittal.

B. TRASH CONTROLS

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- Program staff have started conducting OVTAs. The OVTAs will be completed by mid-July.
- The draft Receiving Water Monitoring Program Report was sent out for review to the MC and Trash AHTG. Comments are due tomorrow.
- Caltrans has identified 10% of its right-of-way as significant trash generating areas within areas draining to potential trash full capture systems identified by Co-permittees last year. Caltrans is proposing to only fund trash capture systems addressing significant trash generating areas. Program staff is discussing this issue with Caltrans and WB staff because this proposal deprioritizes potential projects in Santa Clara County. Chris asked MC members to let him know if they are interested in participating in this discussion.

C. MONITORING AND POLLUTANTS OF CONCERN

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- Program staff have developed a Work Plan for conducting Source Property investigation activities during the remaining portion of FY 19-20 and FY 20-21. The draft Work Plan was discussed with the POC/RAA AHTG at its meeting on May 11th.
- Several Co-permittees received an email from WB staff requesting additional information on demolition permit applications received for managing PCBs from buildings. Jon Konnan (Program staff) is collecting the required information from all Co-permittees and Program staff will respond directly to WB staff on behalf of all Co-permittees.

D. OUTREACH ACTIVITIES

1. Priority Items Identified by Program Staff

Vishakha reported that the WEO AHTG met on May 11th and received an update on changes made to PIP activities to address the shelter-in-place guidance. The meeting summary is included in the MC packet.

E. OTHER PERMIT-RELATED ACTIVITIES

No items.

IX. OTHER BUSINESS

Sheila Tucker (WVCWPA) reported that WVCPWA has updated its website and is now also on social media.

X. ADJOURN

The MC meeting adjourned at 11:00 a.m.



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Meeting Attendance Record

DATE May 21, 2020

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

CO-PERMITTEE REPRESENTATIVES

(voting members)

SIGNATURE

Ursula Syrova – Cupertino
Alternate: Alex Wykoff

Ursula Syrova

Andrea Trese– Los Altos
Alternate: Emiko Ancheta

Andrea Trese; Emiko Ancheta; Thanh Nguyen

Nichol Bowersox – Los Altos Hills
Alternate: Kaho Kong

Kaho Kong

Elaine Marshall – Milpitas
Alternate: Kan Xu

Elaine Marshall

Carrie Sandahl – Mountain View
Alternate: Eric Anderson

Carrie Sandahl

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

Karen North; Pamela Boyle Rodriguez

Sharon Newton – San Jose
Alternate: Jeff Sinclair

Sharon Newton, Jeff Sinclair

Rinta Perkins – Santa Clara
Alternate: Dave Staub

Rinta Perkins

Melody Tovar – Sunnyvale
Alternate: Nupur Hiremath

Melody Tovar; Nupur Hiremath

Vanessa Marcadejas – Santa Clara County
Alternate: Julianna Martin

Vanessa Marcadejas

Kirsten Struve – SCVWD
Alternate: James Downing

Kirsten Struve; 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

**INTERESTED PARTIES/AGENCY
REPRESENTATIVE**

Trish Mulvey – Clean South Bay

ADDITIONAL ATTENDEES

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

Action Items from the May 21, 2020 Meeting

Action	Description	Responsibility	Due Date	Status	Comments
None					

Action Items Remaining from Previous Meetings

Action	Description	Responsibility	Due Date	Status	Comments
4-20-1	Set up a MC meeting to discuss an approach to continuing MRP activities during COVID-19 restrictions.	Program staff	May	Completed	Meeting held on 6/5/20
7-19-1	Develop a scope of work and budget for evaluating the effectiveness of source control actions for reducing litter.	Program staff	March	In Progress	Based on the discussion at the June 10 th WB meeting, will discuss next steps with Trash AHTG and BASMAA Trash Committee.