



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

**MANAGEMENT COMMITTEE MEETING
MINUTES**

November 19, 2020

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

Kirsten Struve (Chair, Valley Water) called the meeting to order at 9:30 a.m. Management Committee (MC) members introduced themselves.

II. ADDITIONS OR REVISIONS TO THE AGENDA; ANNOUNCEMENTS

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

- Rajani Nair (San Jose) introduced herself as the new Deputy Director, Watershed Protection for the City of San Jose.
- Jill Bicknell (Program staff) informed the MC that the WMI Land Use Subgroup is organizing a joint workshop with the Peninsula South Bay Watershed Forum. The workshop will be held from 9 am to 12 pm on January 25, 2021.
- Chris Sommers (Program staff) announced that he has been elected to the CASQA Board of Directors.

III. APPROVAL OF MINUTES

Motion: Kirsten Struve (Valley Water) moved to approve the minutes from the October 15, 2020 MC meeting. **Second:** Rinta Perkins (Santa Clara). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the August 20, 2020 meeting:

- None

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. Once the Administrative Draft of MRP 3.0 is released, the scope can be finalized and the Program can decide how best to move forward.

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 did not attend the meeting. Chris and Jill provided an update on the MRP 3.0 schedule. The MRP 3.0 Administrative Draft will likely be shared with Permittees in mid-December. A comment period of 60 days will be provided.

VII. PROGRAM BUSINESS

A. Program Manager's Report

1. BASMAA Update

Kirsten reported that BASMAA will be dissolved as a formal organization by December. The Board of Directors is continuing to discuss its future structure and close-out actions.

2. CASQA Update

Kirsten reported on leadership changes at CASQA. Karen Cowan is transitioning to the Executive Director position, and Geoff Brosseau will become Executive Advisor, beginning January 1, 2021. She added that the CASQA Board approved the 2021-2023 dues schedule its last meeting and will be reviewing and approving the 2021 budget at its December meeting.

3. Grants Update

Chris reported that EPA formally announced the recipients of the 2020 San Francisco Bay Water Quality Improvement grant. SFEI received a grant for its Next Generation Urban Greening proposal.

B. PROGRAM MANAGEMENT

1. Final FY 19-20 Program Manager Self-Audit Report

Chris reported that the FY 19-20 Self Audit Report (SAR) was sent to the MC on November 16, 2020. The SAR was prepared consistent with the SCVURPPP MOA/Bylaws, and documents the activities and tasks conducted by the Program Manager from July 2019 through June 2020. Melody Tovar (Sunnyvale) requested additional time for review.

Motion: Melody Tovar (Sunnyvale) moved to accept the FY 19-20 Self-Audit Report, contingent upon resolving comments received by December 1, 2020. **Second:** Kirsten Struve (Valley Water). **Vote.** Motion passed unanimously.

C. PROGRAM BUDGET

1. FY 19-20 Annual Budget Compilation (ABC) Report

The FY 19-20 ABC Report was sent to the MC on November 16, 2020. The report contains a compilation of items related to the Program budget items dealt with by the MC and the Budget Ad Hoc Task Group/Executive Committee (BATG/EC) during FY 19-20, per Section 200.4 of the SCVURPPP Bylaws.

Motion: Melody Tovar (Sunnyvale) moved to accept the FY 19-20 ABC Report. **Second:** Carrie Sandahl (Mountain View). **Vote.** Motion passed unanimously.

2. Development of FY 21-22 Program Budget

Chris reported that Program staff sent the Draft FY 21-22 Program Budget to BATG on November 10, 2020. The BATG will meet right after the MC meeting today to discuss the draft budget package. It will be brought to the MC for approval in December or January.

VIII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

1. Priority Items Identified by Program Staff

Jill reported that Program staff is continuing to work on the updated GSI Database (now called the Stormwater Treatment Measure Data Portal). Program staff sent a request to Co-permittees to reconcile data for projects constructed prior to 2018, and to submit data on projects constructed in FY 18-19 and FY 19-20. Most Co-permittees have submitted the requested data. Program staff will follow up with Co-permittees that have not submitted data yet.

B. TRASH CONTROLS

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- On-land Visual Trash Assessments (OVTAs) are ongoing and will continue through the end of the FY.
- Program staff is working with Caltrans and some Co-permittees to schedule meetings to evaluate and discuss cooperative trash capture projects.
- The next Trash AHTG meeting will be held on December 15. Melody requested that the Trash AHTG discuss how Co-permittees are addressing trash management on El Camino Real.

C. MONITORING AND POLLUTANTS OF CONCERN

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- Program staff is identifying locations for future stormwater monitoring in Water Year 2021 (Oct 2020 – Sept 2021). Additional information will be provided at the next Monitoring and POC AHTGs.
- Water Year 2020 creek status monitoring began in late April 2020 and is now complete. Program staff are conducting QA/QC on the data and analyzing/interpreting the data for inclusion in the Urban Creeks Monitoring Report, which will be forwarded to the MC for comment in early 2021.
- A POC AHTG meeting will be scheduled in December or January to provide a status update.
- All RAAs have been submitted to the WB. It is not clear when WB staff will review and provide comments.

Melody requested that Program staff review all RAAs submitted and provide a summary at the next POC AHTG meeting.

D. OUTREACH ACTIVITIES

No updates.

E. OTHER PERMIT-RELATED ACTIVITIES

Jill reported that the Training Work Group met on November 15 to identify training needs for FY 20-21. The Work Group recommended conducting training on the following topics: GSI, construction site inspections, IND/IDDE inspections, and Integrated Pest Management. The Work Group also recommended doing a basic stormwater training after MRP 3.0 is adopted.

The MC discussed issues pertaining to homelessness that may be included in MRP 3.0. The MC also discussed the process for submitting comments on the MRP 3.0 Administrative Draft.

IX. OTHER BUSINESS

Melody reported that she attended a presentation on Plan Bay Area 2050 and observed that it does not include any linkage to stormwater management. She asked the MC if it would be okay for Jill to review the Plan and submit comments. The MC supported this approach. Melody, Kirsten, and Pam Boyle Rodriguez (Palo Alto) offered to help Jill with the review.

X. ADJOURN

The MC meeting adjourned at 10:25 a.m.



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Meeting Attendance Record

DATE November 19, 2020

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

CO-PERMITTEE REPRESENTATIVES

(voting members)

SIGNATURE

Ursula Syrova – Cupertino
Alternate: Alex Wykoff

Ursula Syrova

Emiko Ancheta – Los Altos
Alternate: Thanh Nguyen

Emiko Ancheta, Thanh Nguyen

Nichol Bowersox – Los Altos Hills
Alternate: Kaho Kong

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Elaine Marshall – Milpitas
Alternate: Kan Xu

-

Carrie Sandahl – Mountain View
Alternate: Eric Anderson

Carrie Sandahl

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

Karin North, Pam Boyle Rodriguez

Rajani Nair – San Jose
Alternate: Jeff Sinclair

Ragani Nair, 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 November 19, 2020 Meeting

Action	Description	Responsibility	Due Date	Status	Comments
None					

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	TBD	In Progress	Waiting to review the MRP 3.0 Admin Draft and then will discuss next steps with Trash AHTG