

**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

**October 21, 2021 Meeting**

**MATERIALS FOR INFORMATION**

**II. October 21, 2021 Agenda**

**III. September 16, 2021 Meeting Minutes**

**IV. September 16, 2021 Action Items**



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**AGENDA**

**MANAGEMENT COMMITTEE MEETING**

**October 21, 2021, 9:00 am - 12:00 pm**

Conference Call/Zoom Meeting Only<sup>1</sup>

- 9:00**
- I. Management Committee Meeting Call to Order/Introductions**
  - II. Additions or Revisions to Agenda; Announcements**
  - III. Approval of Minutes (September 16, 2021 meeting)**
  - IV. Review of Action Items from Last Meeting**
- 9:10**
- V. Time Open for Public Comment on Any Subject Not on Agenda (2 minutes)**
  - VI. Regional Water Board Staff Comments**
  - VII. Program Business**
- 9:25**
- A. Program Management / MC Action Items**
    - 1. Final Source Control Load Reduction Accounting Report (rev. 2021) – *request for approval.*
    - 2. Final FY 20-21 Program Manager Self-Audit Report – *accept report.*
    - 3. FY 20-21 Annual Report Preparation and Submittal – *status report.*
    - 4. Annual Program Summary – *status report.*
  - B. Program Budget**
    - 1. Development of FY 22-23 Program Budget – *status and schedule.*
- 9:45**
- C. Program Manager's Report**
    - 1. BAMS Collaborative Update – *information.*
    - 2. CASQA Update – *information.*
    - 3. Grants Update – *information.*

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<sup>1</sup> \*Due to the current public health order, the Management Committee meeting is being conducted via conference call and Zoom. Please contact Program staff via email at [jcbicknell@eoainc.com](mailto:jcbicknell@eoainc.com) if you would like to attend the meeting and we will provide the information.

**VIII. MRP Implementation**

**10:00 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.

**10:05 B. Trash Controls**

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

**10:10 C. Monitoring / Pollutants of Concern**

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
  - a. WY 2021/2022 POC Monitoring Report Submittal – *status report.*
2. Management Committee Requested Items

**10:15 D. Outreach Activities**

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

**10:20 E. Other Permit-Related Activities**

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

**10:25 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.*

**10:30 X. CLOSED SESSION**

The Management Committee will meet in closed session with Program Legal Counsel to discuss and receive legal advice concerning the renewal of the NPDES stormwater permit covering all 15 Program members and associated pending or anticipated litigation.

**12:00 XI. Adjourn**



**MANAGEMENT COMMITTEE MEETING  
MINUTES**

September 16, 2021

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**

John Bourgeois (Chair, Valley Water) called the meeting to order at 9:05 a.m. 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:** Carrie Sandahl (Mountain View) moved to approve minutes from the August 19, 2021 MC meeting. **Second:** Garik Iosilevsky (Santa Clara County). **Vote:** Motion passed with one abstention.

**IV. REVIEW OF ACTION ITEMS FROM LAST MEETING**

Action Items from the August 19, 2021 meeting:

- Action Item 8-21-1 (Send information about the Clean California Local Grant Program) is complete. The information was sent to the MC on August 19, 2021.
- Action item 8-21-2 (Send contact information for the two SCVURPPP staff that are registered on SMARTS as Data Entry Persons) is complete. The information was sent to the MC on August 19, 2021.

Action Items from previous meetings:

- Action Item 7-21-2 (Review the final CASQA Development BMP Handbook and provide a recommendation as to whether SCVURPPP should purchase a subscription) will be completed after the Annual Report is submitted.
- Action Item 7-21-3 (Provide information on the approach for assisting Co-permittees with development of plans to meet the 100% trash reduction goal) is in progress. The proposed approach will be brought to the Trash AHTG in September.

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

No comments were made.

**VI. WATER BOARD STAFF COMMENTS**

No comments were received. Jill Bicknell (Program staff) informed the MC that a Special MC meeting will be held to discuss the MRP 3.0 Tentative Order on September 23<sup>rd</sup>.

## VII. PROGRAM BUSINESS

### A. Program Management

#### 1. Draft FY 20-21 Program Annual Report

The Draft FY 20-21 Program Annual Report was sent to the MC for review on August 24, and comments were due on September 16. James Downing (Valley Water) said that he would be submitting minor editorial comments. Melody Tovar (Sunnyvale) requested additional time for review. Co-permittees were asked to provide comments by Thursday, September 23.

The MC discussed the Program Annual Report completion schedule and recommended that Program staff try to complete the Annual Report earlier next year so that the MC has more time for review. Jill proposed that the draft guidance for the FY 21-22 Annual Report, submitted to the MC in April 2022, layout an approach and schedule to address these concerns.

Jill reminded the MC to attend the SMARTS Training webinar that is being held right after the MC meeting.

**Motion:** Melody Tovar (Sunnyvale) moved to approve the FY 20-21 Program Annual Report, authorize the Program Manager to sign the certification form and provide the Annual Report to Co-permittees to submit via SMARTS per Water Board staff direction, contingent on resolving any comments received by September 23, 2021. **Second:** Rinta Perkins (Santa Clara). **Vote:** Motion passed unanimously.

#### 2. Co-permittee FY 20-21 Annual Report Preparation

Jill reminded the MC to send their draft Annual Reports to Program staff by Monday for a consistency review, and let staff know if they need assistance with the SMARTS submittal. She also asked the MC to please send copies of Co-permittees' final Annual Reports to Program staff for Program records.

#### 3. Program Summary

The Program Summary was emailed to the MC. Comments are due by September 30, 2021.

### B. Program Budget

No items.

### C. Program Manager's Report

#### 1. BAMS Collaborative Update

The August 26<sup>th</sup> BAMS Collaborative Steering Committee meeting included discussion of the FY 20-21 Annual Report Regional Supplements, submittal of Annual Reports via SMARTS, and updates from Caltrans and Water Board staff. The next meeting will be held on September 23. Prior to that meeting, an internal meeting will be held with MRP permittees to discuss development of MRP 3.0 implementation costs and a plan for providing testimony at the upcoming public hearings. Program staff is reviewing the Tentative Order (TO) and will develop comments based on feedback provided by the MC. Comments on the TO are due by November 9, 2021. The WB plans to hold two public workshops on October 12 and 13 to receive comments.

## 2. CASQA Update

Jill and Chris provided the following updates:

- Karen Cowen (Executive Director, CASQA) submitted a letter to the State Board opposing the proposed 18% increase in stormwater permit fees. She will also provide testimony at their public hearing.
- Karen held a meeting to discuss the transition of the OWOW program to CASQA. She is putting together a budget and fee schedule for consideration by the CASQA Board. The participation fee will likely decrease for SCVURPPP.

## 3. Grants Update

The following updates were provided:

- Department of Pesticide Regulation (DPR) 2022 Alliance Grants Program - The grant application period is now open. The grant provides funding for implementing Integrated Pest Management projects. The application process has been modified from a two-step application to a simplified one-step application process. Applications will be accepted through Thursday, March 10, 2022.
- Clean California Local Grants - Caltrans is developing guidelines for the Clean California Local Grant Program. Applications will be due in February 2022, and projects will need to be completed by June 30, 2023.

*Action: Program staff will email more information about these grants to the MC.*

## VIII. MRP IMPLEMENTATION

### A. NEW DEVELOPMENT AND REDEVELOPMENT

Jill reported that updates on C.3/GSI products are provided in the MC briefing memo. The next C3PO AHTG meeting will be held on September 20, 2021.

### B. TRASH CONTROLS

Chris Sommers (Program staff) reported that Program staff is working on a work plan for the Trash AHTG to review. The work plan will include tasks for Program staff to work with each Permittee to identify options for meeting the 100% trash reduction goal. The Draft White Paper on source control will be sent for review soon.

### C. MONITORING AND POLLUTANTS OF CONCERN

Chris provided an update on the Stressor-Source Identification (SSID) Project in Lower Silver/Thompson Creek. Data analysis and interpretation are underway and preliminary results were shared with the Monitoring AHTG. There are a few follow-up tasks that the Monitoring AHTG would like to conduct to ensure the completion of the SSID project, consistent with the MRP requirements. Program staff is preparing a draft scope and cost estimate to complete these tasks. The draft scope and cost estimate will be provided to the MC and Budget AHTG for consideration in mid-October.

### D. OUTREACH ACTIVITIES

No items.

**E. OTHER PERMIT-RELATED ACTIVITIES**

No items

**IX. OTHER BUSINESS**

No items.

**X. ADJOURN**

The MC meeting adjourned at 10:00 a.m.



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

**Meeting Attendance Record**

DATE September 16, 2021

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

*Alex Wykoff*

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Andrea Trese – Los Altos

Alternate: Thanh Nguyen

*Andrea Trese, Thanh Nguyen*

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John Chau – Los Altos Hills

Alternate: Avery Lai

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Elaine Marshall – Milpitas

Alternate: Roberto Alonzo

*Elaine Marshall, Roberto Alonzo*

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Carrie Sandahl – Mountain View

Alternate: Eric Anderson

*Carrie Sandahl*

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Karin North – Palo Alto

Alternate: Pamela Boyle Rodriguez

Alternate: Michel Jeremias

*Karin North, Pamela Boyle Rodriguez*

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Rajani Nair – San Jose

Alternate: Jeff Sinclair

*Rajani Nair, Jeff Sinclair*

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Rinta Perkins – Santa Clara

Alternate: Dave Staub

*Rinta Perkins*

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Melody Tovar – Sunnyvale

Alternate: Nupur Hiremath

*Melody Tovar, Nupur Hiremath*

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Vanessa Marcadejas – Santa Clara County

Alternate: Garik Iosilevsky

*Garik Iosilevsky*

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John Bourgeois - SCVWD

Alternate: James Downing

*John Bourgeois, James Downing*

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Sheila Tucker – West Valley Communities

(Campbell, Los Gatos, Monte Sereno, and Saratoga)

*Sheila Tucker*

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**URBAN RUNOFF PROGRAM STAFF**

Adam Olivieri

*Adam Olivieri*

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Jill Bicknell

*Jill Bicknell*

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Chris Sommers

*Chris Sommers*

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Vishakha Atre

*Vishakha Atre*

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**INTERESTED PARTIES/AGENCY  
REPRESENTATIVE**

Trish Mulvey – Clean South Bay

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**ADDITIONAL ATTENDEES**

*Jennifer Boyer, Haley & Aldrich*

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

**Action Items from the September 16, 2021 Meeting**

<b>Action</b>	<b>Description</b>	<b>Responsibility</b>	<b>Due Date</b>	<b>Status</b>	<b>Comments</b>
8-21-1	Email information about the DPR IPM and Caltrans Local Grant Program grants to the MC.	Program staff	September	Done	

**Action Items Remaining from Previous Meetings**

<b>Action</b>	<b>Description</b>	<b>Responsibility</b>	<b>Due Date</b>	<b>Status</b>	<b>Comments</b>
7-21-2	Review the final CASQA Development BMP Handbook and provide a recommendation as to whether SCVURPPP should purchase a subscription.	Program staff	October	To be done	
7-21-3	Provide information on the approach for assisting Co-permittees with development of plans to meet the 100% trash reduction goal.	Program staff	September	Done	A draft proposed approach was discussed with the Trash AHTG in September. Draft work plan will be distributed for comment in late October.