



**MANAGEMENT COMMITTEE MEETING  
MINUTES**

January 20, 2022

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**

Rajani Nair (Vice Chair, San Jose) called the meeting to order at 8:35 a.m. Management Committee (MC) members introduced themselves.

**II. ADDITIONS OR REVISIONS TO THE AGENDA; ANNOUNCEMENTS**

There were no changes to the agenda. Chris Sommers (Program staff) informed the MC that Michael Montgomery (Executive Officer, Water Board) has accepted a position at USEPA and is leaving his position at the Water Board. Tom Mumley (Assistant Executive Officer, Water Board) has been appointed as the interim Executive Officer. He also mentioned that David Smith, Assistant Director at USEPA Region 9, is retiring.

**III. APPROVAL OF MINUTES**

**Motion:** Carrie Sandahl (Mountain View) moved to approve the minutes from the December 16, 2021 MC meeting. **Second:** James Downing (Valley Water). **Vote:** Motion passed unanimously.

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

Action Items from the December 16, 2021 meeting:

- Action Item 12-21-1 (Prepare a memorandum with recommendations for use of carryover funds from previous fiscal years towards completion of tasks required to prepare for implementation of MRP 3.0 requirements) is complete. The memorandum was distributed to the MC and will be discussed today.

Action Items from previous meetings:

- Action Item 11-21-1 (Discuss the content of the ABC Report at a future BATG meeting) is in progress. Program staff will send an email to the BATG to discuss the content of the ABC Report.
- Action Item 11-21-2 (Form a Work Group to discuss the content and format of the next Annual Program Summary) is in progress. Program staff will send an email to the MC to form a work group to discuss the Program Summary.
- Action Item 7-21-2 (Review the final CASQA Development BMP Handbook and provide a recommendation as to whether SCVURPPP should purchase a subscription) is in progress. Program staff have purchased an individual subscription from CASQA for review.

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

No comments were made.

**VI. WATER BOARD STAFF COMMENTS**

Water Board (WB) staff did not attend the meeting.

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Chris provided the following updates:

- MRP 3.0 is now tentatively scheduled for adoption at the WB's April 13, 2022 meeting. WB staff is planning to provide a revised Tentative Order and a response to comments document 30 days before the meeting.
- Program staff met with WB staff last week, as part of the MRP 3.0 C.8 and C.11/12 Work Group, to discuss potential modifications to Provisions C.8, C.11, and C.12.

## VII. PROGRAM BUSINESS

### A. Program Management

No items.

### B. Program Budget/ MC Action Items

#### 1. Final Draft FY 22-23 Program Budget

Melody Tovar (Sunnyvale) reported on the FY 22-23 Program Budget approval process. The Budget Ad Hoc Task Group (BATG) reviewed and approved the Final Draft FY 22-23 Program Budget and recommended that the MC consider approving it at the today's meeting. It was sent to the MC for review on January 14, 2022. Chris informed the MC that Program staff will review MRP 3.0 after it is adopted and update the BATG and MC if any budget changes are required.

**Motion:** Melody Tovar (Sunnyvale) moved to approve the Final Draft FY 22-23 Program Budget. **Second:** Carrie Sandahl (Mountain View). **Vote:** Motion passed unanimously.

#### 2. Final Draft SCVURPPP FY 20-21 Budget Evaluation Memorandum and Use of Funds Remaining from Previous Fiscal Years

Chris provided an overview of the Final Draft SCVURPPP FY 20-21 Budget Evaluation Memorandum. The memorandum recommends using carryover funds from previous (i.e., prior to FY 21-22) fiscal years for the following three items: 1) 10% contingency reserve; 2) time-critical high priority tasks; and 3) reimbursement of approximately \$8,000 to Co-permittees. The BATG approved the use of carryover funds as described in the memorandum and recommended that the MC consider approving the use of carryover funds at today's meeting. The memo was sent to the MC for review on January 14, 2022.

Sheila Tucker (WVCWA) asked if the approximately \$8,000 in unspent funds could be used for funding the Earth Day Poster Contest that a subgroup of the WEO AHTG is planning. The MC recommended bringing this recommendation to the BATG and the MC at its February meeting. For today's action, Melody Tovar recommended that the MC approve the other items in the memorandum so that Program staff could get started on the time-critical high priority tasks.

**Motion:** Melody Tovar (Sunnyvale) moved to approve the use of carryover funds from previous fiscal years for: 1) 10% contingency reserve; 2) time-critical high priority tasks as described in the Final Draft SCVURPPP FY 20-21 Budget Evaluation Memorandum. **Second:** Rinta Perkins (Santa Clara). **Vote:** Motion passed unanimously.

**Action:** Program staff will develop a request to the BATG for allocation of up to \$8,000 in carryover funds to an Earth Day Poster Contest and bring a recommendation to the MC for approval at its February 17<sup>th</sup> meeting.

## C. Program Manager's Report

### 1. BAMS Collaborative Update

Jill Bicknell (Program staff) reported that the next BAMS Collaborative Steering Committee meeting will be held on January 27, 2022. The Committee will discuss future management of the BASMAA website and regional collaboration.

### 2. CASQA Update

Jill, Chris, and Rinta Perkins (Santa Clara) provided the following updates:

- The link to join today's CASQA General Meeting was distributed to the MC earlier this week.
- Dalia Fadl (Rancho Cordova) is the new CASQA Chair and Rob Carson (Marin Countywide Stormwater Pollution Prevention Program) is the new Vice Chair.
- Assembly Bill 377 has been removed from the list of bills for further considerations.
- The 2022 CASQA Annual Conference will be held in-person on October 26-28 in Palm Springs.

The MC discussed legislative advocacy and asked Program staff to recommend to CASQA Legislation Subcommittee that they consider tracking State and Federal legislation and providing updates to member agencies as part of their work plan.

### 3. Grants Update

Program staff provided an update on grant opportunities, including the Caltrans Clean California Initiative Local Grant Program and the Department of Pesticides 2022 Alliance Grants. The City of Sunnyvale, the County, and the City of San Jose are applying for Caltrans grants. Jill asked the MC if the Program could provide support letters to Co-permittee agencies and other organizations that are applying for the Caltrans grants. The MC agreed to providing SCVURPPP support letters.

James Downing (Valley Water) informed the MC that the Valley Water FY22 Standard Grant Cycle has been announced. It includes funding for water conservation, wildlife habitat restoration, offer access to trails and open space, pollution prevention, volunteer creek cleanups, and education projects.

Melody requested that Program staff post the table for tracking grant opportunities on the OneDrive shared folder and update it as new grants or grant guidelines become available. James recommended that Co-permittees update the posted table with information on awarded grants.

**Action:** Program staff will create an expanded grant opportunities table and post it on OneDrive shared folder.

## VIII. MRP IMPLEMENTATION

### A. New Development and Redevelopment

The next C3PO AHTG meeting will be held on January 24, 2022.

### B. Trash Controls

No items.

### C. Monitoring and Pollutants of Concern

A Monitoring/POC AHTG meeting will be scheduled soon.

### D. Outreach Activities

No items.

### E. Other Permit-Related Activities

#### 2. Management Committee Requested Items

##### a. Training/Outreach Needs Related to MRP 3.0

Some MC members had expressed a need for conducting outreach in the near term about expected MRP 3.0 requirements. Jill described the ways that Program staff planned to assist Co-permittees with outreach needs for different audiences during the next few months: 1) educating Co-permittee staff at upcoming workshops on C.6 inspection, C.4/C.5 inspection, and C.3/GSI, as well as at AHTG meetings; 2) developing talking points and brief PowerPoint presentations for educating department managers and elected officials; and 3) updating outreach flyers for the development community on C.3 requirements.

##### b. Program Information Management Systems Inventory

Chris reviewed a table summarizing SCVURPPP's Existing Data Generation and Information Management Systems which was sent to the MC on January 14. The MC recommended having a separate meeting of MC members to review existing Program and Co-permittee data and information management systems, identify gaps, and if needed, establish an AHTG to discuss next steps.

*Action: Program staff will set up a meeting with MC members in early March to discuss information management needs.*

## IX. Other Business

No items.

## X. ADJOURN

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