

MANAGEMENT COMMITTEE INFORMATION 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

February 16, 2023 Meeting

MATERIALS FOR INFORMATION

II. February 16, 2023 Agenda

III. January 19, 2023 Meeting Minutes

IV. January 19, 2023 Action Items

VIII. MRP Implementation

1. Memorandum to Management Committee, from Program Staff, re: Management Committee Briefing on Priority Items, February 2023
2. Highlights of BAMSC Committee and Subcommittee Meetings, January – February 2023
3. C3PO AHTG Meeting Summary, January 23, 2023
4. WEO AHTG Meeting Summary, January 25, 2023
5. Work Products Report, February 2023

Other Items

1. MC Calendar, February 2023 –April 2023



**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

AGENDA

MANAGEMENT COMMITTEE MEETING

February 16, 2023, 9:30am – 11:00am

Conference Call/Zoom Meeting Only¹

- 9:30** **I. Management Committee Meeting Call to Order/Introductions**
- II. Additions or Revisions to Agenda; Announcements**
- III. Approval of Minutes (January 19, 2023 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. Program Management**
1. **Action Item:** Final Draft FY 2022-23 Annual Report Template – *request for approval.*
- B. Program Budget**
- No Items.
- 10:00** **C. Program Manager’s Report**
1. BAMS Collaborative Update – *information.*
2. CASQA Update – *information.*
3. Grants Update – *information.*
- VIII. MRP Implementation**
- 10:20** **A. New Development and Redevelopment**
1. Priority Items Identified by Program Staff
- a. Green Stormwater Infrastructure Work Plan Tasks - *status report*
- b. Regional Projects – *status report*

¹ *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 if you would like to attend the meeting and we will provide the information.

- 10:30 B. Trash Controls & Unsheltered Homeless**
1. Priority Items Identified by Program Staff
 - a. Long-term Trash Load Reduction Guidance – *status report*
 - b. Regional Projects – *status report*
 2. Management Committee Requested Items
- 10:40 C. Monitoring / Pollutants of Concern**
1. Priority Items Identified by Program Staff
 - a. Monitoring Planning Tasks – *status report*
 - b. Regional Projects – *status report*
 2. Management Committee Requested Items
- 10:50 D. Outreach Activities**
1. Priority Items Identified by Program Staff
 2. Management Committee Requested Items
- 10:50 E. Other Permit-Related Activities**
1. Priority Items Identified by Program Staff
 - a. Cost Reporting – *status report*
 2. Management Committee Requested Items
 - a. Program Information Management Systems – *status report*
- 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.*
 4. Planned Agenda Items for Future MC Meetings – *update.*
- 11:00 X. Adjourn**



**MANAGEMENT COMMITTEE MEETING
MINUTES**

January 19, 2023

Campbell · Cupertino · Los Altos · Los Altos Hills · Los Gatos · Milpitas · Monte Sereno · Mountain View · Palo Alto
San José · 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 8:30 a.m. MC members introduced themselves.

II. ADDITIONS OR REVISIONS TO THE AGENDA; ANNOUNCEMENTS

Agenda Items VII.A.1 and VII.A.2 were moved to the beginning of the meeting for action. There were no other revisions to the agenda. Vishakha Atre (Program staff) introduced Sandi Manor (outgoing consultant for the Watershed Watch Campaign) and said that Program staff have put together a certificate of appreciation for Sandi. The MC thanked Sandi for all her work for the Watershed Watch Campaign.

III. APPROVAL OF MINUTES

Motion: Melody Tovar (Sunnyvale) moved to approve the minutes from the December 15, 2022 MC meeting. **Second:** Carrie Sandahl (Mountain View). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the December 15, 2022 meeting:

- Action item 12-15-1 (Send a schedule describing when materials for approval will be sent to the MC for review) is complete. It was emailed to the MC.

Action Items from previous meetings:

- Action item 9-22-1 (Develop a list of Regional Projects and Work Groups that identifies topics and leads) is in progress. Chris Sommers (Program staff) provided an overview of the document. Melody Tovar (Sunnyvale) requested that the list of SCVURPPP AHTGs also be added to the document.
- Action item 6-22-2 (Develop a 5-year projection of approximate SCVURPPP budgets over the permit term for Co-permittee budget planning purposes) is complete. The 5-year projection was sent to the BATG for review.

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

No comments were made.

VI. WATER BOARD STAFF COMMENTS

Chris reported that Water Board (WB) staff have been communicating with Permittees about spills during the recent storms. Program staff is available to help with responses, if needed. Countywide program managers will meet with WB management staff to discuss Permittee concerns with Water Board staff communications and requests to resubmit selected pages from the Annual Report.

VII. PROGRAM BUSINESS

A. Program Management/Action Items

1. **Action Item: SCVURPPP Memorandum of Agreement (MOA) Review Report (December 2022)**

Chris reported that the SCVURPPP MOA Review Report was sent to the MC on January 6, 2023. He asked the MC to consider approving the Report.

Motion: Rajani Nair (San José) moved to approve the SCVURPPP MOA Review Report (December 2022). **Second:** Melody Tovar (Sunnyvale). **Vote:** Motion passed unanimously.

2. **Action Item: SCVURPPP MOA Amendment #4**

Robert Falk (Program counsel) reported that the SCVURPPP MOA Amendment #4 was emailed to the MC on January 19, 2023. The amendment will continue the Program at the cost allocations established previously. All SCVURPPP Co-permittees will need to take the amendment to their governing bodies for approval. The MOA needs to be signed by April 19, 2023, i.e., 90 days after today's approval. Robert will send the final version of MOA Amendment #4 today. A staff report template that can be used by Co-permittee staff when asking their governing bodies to approve the MOA Amendment was also sent to the MC. The MC recommended that Co-permittees report the progress of MOA approvals at the February MC meeting.

Motion: Melody Tovar (Sunnyvale) moved to approve SCVURPPP Memorandum of Agreement #4. **Second:** Dave Staub (Santa Clara). **Vote:** Motion passed unanimously.

Robert updated the MC on the State Water Board's consideration of adopting an "own motion" to review the alternative compliance provisions of MRP 3.0. The State Board is inviting stakeholder input on this topic. Bob will submit a brief letter on behalf of SCVURPP asking that the State Board not move forward with a review of the alternative compliance provisions.

Action: MC members will provide a status update on their plans for MOA approval at the February MC meeting.

B. PROGRAM BUDGET

1. **Action Item: Final Draft SCVURPPP FY 2021-22 Budget Evaluation Memorandum and Use of Funds Remaining from Previous Fiscal Years**

Chris reported that a memorandum summarizing the use of remaining from previous fiscal years was sent to the MC on January 12, 2023. He requested the MC to consider approving the memorandum.

Motion: Melody Tovar (Sunnyvale) moved to approve the Final Draft SCVURPPP FY 2021-22 Budget Evaluation Memorandum and use of funds remaining from previous fiscal years. **Second:** Vanessa Marcadejas (County of Santa Clara). **Vote:** Motion passed unanimously.

2. Action Item: Final Draft FY 2023-24 Program Budget

Chris reported that the Final Draft FY 23-24 Program Budget was sent to the MC on January 12, 2023. He requested the MC to consider approving the budget.

Motion: Melody Tovar (Sunnyvale) moved to approve the Final Draft FY 23-24 Program Budget. **Second:** Rajani Nair (San Jose). **Vote:** Motion passed unanimously.

C. PROGRAM MANAGER'S REPORT

1. BAMS Collaborative Update

Jill Bicknell (Program staff) reported that the BAMS Collaborative will meet next Thursday. Emily Corwin (Solano Stormwater Alliance) and Karin Graves (CCCWP) are the new co-chairs. Some Subcommittee Chairs have also changed.

2. CASQA Update

The CASQA January Seminar (formerly quarterly meeting) will start at 10:00 am today. A link for joining was sent to the MC.

3. Grants Update

Chris reported that the BAMSC "Watching Our Watersheds" project was not selected for funding under the FY 2022 SF Bay Water Quality Improvement Fund (SBWQIF) Grant Program. However, it will be funded under FY 2023 SFBWQIF grant program. The funding will likely become available in early FY 23-24. Projects submitted by the City of San José and Valley Water were selected for funding under the FY 2022 grant program.

Jill added that the Bay Area Coordinating Committee has finalized a list of prioritized projects that will be submitted to the Department of Water Resources for funding under the Proposition 1, Round 2, Integrated Regional Water Management Plan grant program. The list includes a regional stormwater capture project in San José.

James Downing (Valley Water) reported that Valley Water is accepting applications for its Standard Grants Program. Sheila Tucker (WVCWA) said that WVCWA used Valley Water grant funding for a project in which local high school students developed a SWPPP for their high school site.

VIII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

Jill reported that the C3PO AHTG will meet on Monday to receive an update on several C.3 products and review agendas for the C3 and GSI workshops planned for FY 22-23.

B. TRASH CONTROLS

Chris reported that Program staff is continuing to work on products pertaining to Provision C.17, long-term trash load reductions, and revisions to full-capture areas.

C. MONITORING AND POLLUTANTS OF CONCERN

Chris reported that Program staff is planning trash outfall and LID monitoring. Two Technical Advisory Groups (TAGs) have been set up to provide input on these new monitoring requirements. The LID TAG has held one meeting. The Trash TAG will hold

its first meeting in March. Program staff is working on the Old Industrial Area Control Measure Plan and it will be sent out to the POC AHTG for review later today.

D. OUTREACH ACTIVITIES

Vishakha reported that the contract for Gigantic Idea Studio is in place. They will attend the WEO AHTG meeting scheduled for January 25, 2023 to meet the WEO AHTG. An in-person facilitated meeting is being scheduled for mid-February to plan the next phase of the Watershed Watch Campaign.

E. OTHER PERMIT-RELATED ACTIVITIES

1. Priority Items Identified by Program Staff

a. Cost Reporting

Jill reported that a meeting with SCVURPPP Co-permittees will be held tomorrow at 1:00 pm to review and get input on the Draft Cost Reporting Framework and Guidance Manual. It was requested that the meeting be recorded.

2. Management Committee Requested Items

a. Program Information Management Systems

Chris reported that Program staff have identified a few consultants who can review the current SCVURPPP information management systems and help navigate the Program through a needs assessment later this FY. The assessment is scheduled for completion in late FY 22-23.

IX. OTHER BUSINESS

3. Miscellaneous

Vishakha reminded the MC that comments on the Revised Draft FY 22-23 Annual Report Forms are due on January 23, 2023.

MC members shared the following information:

- Sheila informed the MC that WVCWA is doing a survey to track public willingness to fund a stormwater fee. WVCWA will also be issuing an RFP to hire illicit discharge and hazardous waste cleanup contractors. She asked the MC to let her know if their agency has gone through a similar process.
- The Valley Water Board had a special meeting on January 18, 2023 to discuss Valley Water's approach to addressing encampments of unhoused people along waterways and on Valley Water property. The recording is available on the Valley Water website.

4. Planned Agenda Items for Future MC Meetings

The MC agreed to discuss returning to in-person meetings at the February meeting.

X. ADJOURN

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



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

Meeting Attendance Record

DATE January 19, 2023

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

Thanh Nguyen – Los Altos
Alternate: Erin McDannold

Thanh Ngyuen, Erin McDannold

TBD – Los Altos Hills
Alternate: Melissa Elian-Carrillo

-

Elaine Marshall – Milpitas
Alternate: Roberto Alonzo

Elaine Marshall, Roberto Alonzo

Carrie Sandahl – Mountain View
Alternate: Bryan Barrows

Carrie Sandahl

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

Pam Boyle Rodriguez

Rajani Nair – San Jose
Alternate: Mary Morse

Rajani Nair, Mary Morse

Dave Staub – Santa Clara
Alternate: Karin Hickey

Dave Staub

Melody Tovar – Sunnyvale
Alternate: Madeline Willett

Melody Tovar, Madeline Willett

Vanessa Marcadejas – Santa Clara County
Alternate: Garik Iosilevsky

Vanessa Marcadejas

John Bourgeois - SCVWD
Alternate: James Downing

John Bourgeois, 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

Robert Falk, R. Falk Law

Dan Keller, Town of Los Gatos

Sandi Manor, AdManor

Yvana Hrovat, Haley & Aldrich

Nancy Gardiner, Haley & Aldrich

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

Action Items from January 2023 Meeting

Action	Description	Responsibility	Due Date	Status	Comments
1-23-1	Report on status of plans for MOA #4 approval.	MC members	February		

Action Items Remaining from Previous Meetings

Action	Description	Responsibility	Due Date	Status	Comments
9-22-1	Develop a list of Regional Projects and Work Groups that identifies topics and leads.	Program staff	January	Done	Sent to MC on January 23, 2023



**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 José • Santa Clara • Saratoga • Sunnyvale • Santa Clara County • Valley Water


TO: Management Committee

FROM: Program Staff

DATE: February 10, 2023

SUBJECT: Management Committee Briefing on Priority Items

Program Management

- * FY 2022-23 Final Draft Annual Report Forms – The regional project team (including SCVURPPP staff) working on the MRP 3.0 Annual Report (AR) Forms has completed the Final Draft FY 2022-23 AR Forms. The Management Committee (MC) received an email with a link to review the AR Forms on January 6, 2023. The MC will be asked to approve the AR Forms at its February 16th meeting. Once approved by all countywide programs, the AR Forms will be approved by the BAMSC Steering Committee and submitted to the Water Board by March 1, 2023. The final draft AR Forms are available [here](#).
- * Draft Mid-Year FY 2022-23 Program Manager Self-Audit Report - Development of the draft Self-Audit Report for the first half of FY 2022-23 is in progress. This report describes Program staff's accomplishments in comparison to the Program Management contract and approved FY 2022-23 Work Plan. The Self-Audit Report will be sent to the MC for review in early March and will be presented for acceptance at the March 16th MC meeting.
- * MOA Amendment #4 -- The final draft version of the 4th Amendment to the SCVURPPP MOA, which was drafted by the Program's Counsel, was approved by the MC at its January 19th meeting. The Amendment and an example staff report are also available [here](#). Co-permittees now must adopt/approve and sign the Amendment within 90 days of this MC action and provide Program staff with the signed Amendment. Co-permittees need to have the amendment approved and signed by the end of March if at all possible, but no later than April 19, 2023. Co-permittees are requested to provide information on the status of their MOA adoption/signature process by completing this table  [MOA Adoption Status.xlsx](#) prior to the February 16th MC meeting.
- MRP 3.0 Work Groups – Program staff are working with Water Board staff and the BAMS Collaborative Steering Committee to manage high priority work groups that are required by MRP 3.0, are associated with regional projects, or were requested by Water Board members at

Note: * indicates that Program staff has identified this item for discussion and/or consideration for approval at the Management Committee meeting.

the adoption hearing. Meetings of the Alternative Treatment Systems and Category C/Affordable Housing Work Groups were held in January and meeting notes and other information will be posted on the shared drive (see below) in the C3PO AHTG folder when available. The BAMSC C.17 Unsheltered Populations BMP Report Work Group had an information sharing meeting on January 17th and another meeting will be scheduled for early March. The first Firefighting Discharges Work Group will be scheduled in March. A Bay Area Hydrology Model (BAHM) Work Group has been formed and held its second meeting on January 10th. A project profile with tasks and budgets to update the BAHM is being developed.

- Information Management Needs Evaluation – In late FY 2021-22, Co-permittee and Program staff met to begin discussing the scope of a task included in the Program's FY 2022-23 Work Plan – Information Management Needs Evaluation. Program staff agreed to schedule a follow-up meeting to further discuss the scope and timing of the evaluation. Program staff are currently scheduling a second meeting to be held in March/April 2023. Program staff have also identified a few consulting firms that may be helpful in conducting the needs assessment for the Program.
- Internal SCVURPPP Share Drive/Folder – Program staff have created an internal Share Drive/Folder for the MC, Budget AHTG, and all SCVURPPP AHTGs. The drive/folder is accessible by all MC and AHTG members and contains materials/documents associated with each group. The AHTG Status Table is also posted on the drive/folder, which can be accessed by clicking [here](#).

New Development and Redevelopment

- GSI Vegetation Guide – The GSI Vegetation Guide (Guide) focuses on GSI vegetation identification, characteristics, care, inspection and maintenance. Program staff are working on converting the final Word version to InDesign. Once the InDesign version is completed, it will be sent out to the work group for final review.
- Stormwater Treatment Measure (STM) Data Portal – Program staff is continuing to work individually with Co-permittees to resolve remaining data inconsistencies, add voluntary GSI projects and update new projects. Program staff strongly recommend Permittees submit the Stormwater Management Plan, typically a one-page construction plan sheet that shows the project boundary, DMAs, STM locations and DMA summary table, with each project. This plan sheet can be attached to the project record and provides details needed for Program staff to efficiently update records. Program staff will review the newly installed projects submitted in the Annual Reports and will email the appropriate Permittees for FY 21-22 project data.
- C.3 Stormwater Handbook Update – Program staff are continuing work on updates to this Handbook to include anticipated MRP 3.0 requirements and other needed changes. A work group of the C3PO AHTG has been formed to review the changes. The draft Handbook will be sent to them for review in March.
- C.3 Outreach Materials – Program staff has developed fact sheets to inform developers and project applicants about the new C.3 requirements. Both are posted on the SCVURPPP website. Two other fact sheets are in progress.

Industrial/Commercial Business Inspection

- IND/IDDE AHTG – The AHTG met on January 24th at 1pm. There were 23 municipal staff in attendance. The letter to mobile businesses that received multiple enforcement actions in different jurisdictions was finalized. The MC Training Work Group directed Program staff to not hold an IND/IDDE inspector training workshop this fiscal year. Program staff will update the May 2020 memo with recommendations on internal training options. Program staff emailed the draft graffiti removal BMP fact sheet to the AHTG for review and comment.
- C.15.b.iii Emergency Firefighting Discharges - Program staff emailed the AHTG asking for stormwater program staff or Fire Department personnel interested in participating in the

Regional Firefighting Discharges Work Group to address Provision C.15.b.iii requirements. It is anticipated a Regional Work Group meeting will be held in March.

Municipal Maintenance

- Municipal Maintenance AHTG – The last AHTG meeting was held on November 9th to discuss the adopted MRP 3.0 requirements. The AHTG discussed sharing agency specific SOPs/BMPs documents for Provisions C.2.a, b, and c and corporation yard Stormwater Pollution Prevention Plans (SWPPPs). Program staff emailed the AHTG asking if anyone was interested in sharing SOPs/BMPs or SWPPPs. Program staff will follow up by contacting individual Permittees about sharing these documents.

Construction Controls

- Construction AHTG – The next AHTG meeting will be held on March 1st to discuss updating the BMP Plan sheet and the next inspector workshop.

Water Utility

- Water Utility AHTG – There are no meetings scheduled. Program staff sent a reminder email to the AHTG that the State Drinking Water Systems Discharges General Permit annual report for the 2022 calendar year is due on March 1st and provided information on the new Regional Water Board contact person for reporting discharges.

Watershed Education and Outreach

- Watershed Watch Campaign – Program staff are working with Gigantic Idea Studio staff to plan the next phase of the Watershed Watch Campaign. An in-person facilitated planning meeting, led by Gigantic Idea Studio, is scheduled for February 16, 2023 to provide input on the Watershed Watch multi-year outreach plan and strategic direction. WEO AHTG and MC members have been invited to attend this meeting. A survey was distributed to the WEO AHTG and MC to collect initial input.
- WEO AHTG meeting –The WEO AHTG met on January 25, 2023. The meeting summary is included in the MC Information Packet.
- Activity Booklet –The Activity Booklet Work Group reviewed two sample booklets developed by Program staff per input previously received and recommended minor changes. Program staff sent revised booklets to the Work Group for review.

Pesticide Controls

- Santa Clara Valley Green Gardener Training - The Winter Green Gardener training began on February 2, 2023. The training is being held online. A total of 16 individuals have registered for the training.
- Our Water Our World (OWOW) Program – Program staff conducted a store employee training at SummerWinds in Campbell on December 21, 2022. A total of five employees attended the training. Program staff will set up three new Outdoor Supply Hardware (OSH) stores at the end of February. The second round of OWOW store visits is planned for March.

Watershed Management Initiative

- Land Use Subgroup (LUS) -- The LUS last met on December 21st. The LUS reviewed the results of a survey that was sent to LUS members to gauge which topics are of most interest for 2023. Based on the survey results, an event planning work group met on January 17th to discuss potential speakers/panelists (including Co-permittee staff) to invite to a meeting in June that will focus on the topic of development projects and creek setbacks. One of the topics of interest is the development occurring in the Coyote Valley. The LUS is also continuing its

efforts to share regional land-use and water-quality related information and update the WMI website. The next meeting of the Subgroup will be held on March 15, 2023.

- Zero Litter Initiative (ZLI) – The ZLI Steering Committee meets approximately monthly via Zoom. The Chair of the Steering Committee is Ann Calnan from VTA. At the February 3rd meeting, the Committee heard updates on SB 54, the Caltrans Clean CA funding, and County of Santa Clara cleanup activities. County of Santa Clara Consumer and Environmental Protection Agency (CEPA) will be requesting approval of its agreement with Caltrans and the San Jose Conservation Corps (SJCC) for litter abatement in the Caltrans ROW at the February 7, 2023 Board of Supervisors meeting. Agreements are for FY 23-26 in the amount of \$6,675,143. For the next Steering Committee meeting, scheduled for March 10th, the Committee is inviting Caltrans staff to discuss litter-related public education campaigns and will continue to discuss illegal dumping, and recently adopted State solid waste and stormwater related legislation.

Trash Controls

- On-land Visual Trash Assessments (OVTAs) – Planned FY 22-23 OVTAs are roughly 40% complete. The significant rainfall in the Bay Area in January has delayed OVTAs, which cannot be conducted during or directly after significant rainfall events. OVTAs will continue through June 2023.
- Long-term Trash Reduction Guidance – Meetings with Co-permittee staff continued in December 2022 and January 2023 to discuss planning towards the 90% and 100% MRP trash reduction benchmarks. Subtasks being completed by Program staff as part of the Long-term Trash Reduction Guidance task include the following: revisions to baseline trash generation maps, trash reduction calculator development, development of a model private land drainage area (PLDA) trash control program, assistance in siting small (catch basin insert) types of full capture systems, and guidance on updating Co-permittee Long-term Trash Control Plans, which some Co-permittees will be required to submit to the Water Board with their annual reports in September 2023. The status of each of these subtasks will be discussed at the February AHTG meeting. **Please note:** should a Co-permittee not be able to demonstrate achievement of the 90% trash load reduction benchmark by June 30, 2023, the MRP requires that the Co-permittee submit a letter to the Water Board acknowledging that they have not achieved this milestone by that date. Additional discussion on this requirement and assistance that can be provided by Program staff to assist with this determination and reporting will be discussed at the February AHTG meeting.
- Trash Impracticability Report - MRP 3.0 provides the opportunity for Permittees to collectively submit a programmatic report that describes conditions under which it is infeasible to control trash via full trash capture devices. Alternative controls or a combination of controls that may be implemented to meet the trash load reduction benchmarks can also be included in the report. The report is due to the Water Board by March 31, 2022. The report is being developed via a project of regional benefit and a regional Work Group was developed to oversee its completion. Conclusions included in the report can be used by Permittees when developing updated Long-term Trash Reduction Plans. A survey was distributed to Co-permittees, device vendors, and engineering consultants to inform the content of the report and a draft summary of the survey results is now finalized. A draft annotated outline of the report was also provided for comment is now finalized. The draft report will be distributed for review by February 13th.
- Trash AHTG Meetings – The Trash AHTG typically meets on the 3rd Tuesday of the month. The last meeting was on January 17th. The next meeting is scheduled for February 21st.

Unsheltered Populations Management

- Information Sharing Meeting – The Regional BAMSC C.17 Work Group held a meeting on January 24, 2023 to receive a presentation from different agencies/organizations on their

efforts related to addressing non-stormwater discharges associated with unsheltered homeless populations. EPA Region 9 and Regional Water Board staff attended this meeting.

- Unsheltered Homeless Populations BMP Report – MRP 3.0 requires Permittees to collectively develop a best management practice report that identifies effective practices to address non-stormwater discharges associated with homeless populations. The BAMSC Unsheltered Homeless Populations Regional Work Group has developed a draft outline for this Report. The Regional C.17 Work Group developed draft guidance for Countywide Programs to collect information on BMPs for Controlling Discharges from Unsheltered Homeless Populations. Based on this draft guidance, Program staff put together an Excel Spreadsheet to collect BMP information from Co-permittees. After one round of review, the Excel Spreadsheet was sent to the Trash AHTG for collecting BMP information.
- Map of Unsheltered Homeless Population Locations – MRP 3.0 requires Permittees to develop maps identifying the approximate locations of unsheltered homeless populations. Staff from the County's Office of Supportive Housing attended the November Trash AHTG meeting and presented information on the County's 2022 Point-in-Time (PIT) Count. Program staff are working with County staff to collect data for developing the maps.

Monitoring / Pollutants of Concern

• Monitoring

- Creek Status Monitoring – Creek Status Monitoring for Water Year (WY) 2022 is complete. WY 2022 is the final year of creek status monitoring, as monitoring under MRP 3.0 is changing focus to Low Impact Development (LID), Receiving Water Limitations (RWL), and trash monitoring. The WY 2022 Urban Creek Monitoring Report (UCMR) is due to the Water Board by March 31, 2023. A draft UCMR will be released to Co-permittees for comment by February 24, 2023.
- Trash Monitoring Planning – MRP 3.0 requires two types of trash monitoring – outfall/MS4 discharge monitoring and receiving water monitoring. Outfall/discharge monitoring is scheduled to begin in WY 2024 (fall 2023) and receiving water monitoring in WY 2025 (fall 2024). Program staff have completed an analysis to help identify locations for outfall/discharge monitoring in preparation for monitoring plan development and shared these results with the Monitoring and Trash AHTGs. Additionally, advisors to sit on the regional Technical Advisory Group (TAG), as required by the MRP, have been selected. Program staff have participated in bi-monthly regional planning/coordination meetings since last Spring to discuss technical issues related to trash monitoring. The next regional planning meeting is currently scheduled for February 1st. The first TAG meeting is scheduled for early/mid-March 2023. Additional information on the status of these efforts will be provided at the next Trash AHTG meeting on January 17th. The draft trash monitoring plan will be distributed to the Monitoring and Trash AHTGs by May 1st for review.
- Low Impact Development (LID) Monitoring – Similar to trash outfall/discharge monitoring, LID monitoring is scheduled to begin in WY 2024 (fall 2023). Program staff have identified two potential locations for LID monitoring in the City of San Jose and are currently developing draft monitoring plans for those sites. Additionally, Program staff are continuing to work with the other Bay Area Stormwater Programs to develop a regional LID Monitoring QAPP. Program staff participated in a regional planning/coordination meeting on February 1, 2023 to discuss technical issues related to LID monitoring plans and regional QAPP development. A follow-up meeting is currently scheduled for April 5th to continue the discussions on regional coordination for LID Monitoring. Program staff led development of the LID Monitoring TAG, required by the MRP. The first LID Monitoring TAG meeting was held on December 8, 2022. The second LID Monitoring TAG will be scheduled for mid-March 2023. Additional information on the status of these efforts will be provided at the next meeting of the Monitoring AHTG which is scheduled for March 7th.

- POCs Monitoring – Planning for WY 2023 POCs monitoring began in October 2022. Sites were selected based on data needs associated with characterizing old industrial areas. Already during this Water Year (WY2023), stormwater samples have been successfully collected at five sites in the Santa Clara Valley. Program staff will coordinate with Co-permittees as needed on additional site locations and monitoring.
 - Pesticide/Toxicity Monitoring – MRP 3.0 requires that the Program conduct wet weather and dry weather monitoring for pesticides and toxicity. SCVURPPP is working with BAMSC regional partners to successfully accomplish all wet weather pesticides and toxicity monitoring requirements. MRP 3.0 requires that a regional total of 10 wet weather samples be collected during the permit term. SCVURPPP is responsible for 3 of the 10 samples, which were successfully collected from Stevens Creek, San Tomas Aquino, and Guadalupe River during a storm in early November. Wet weather pesticide and toxicity monitoring is now complete for the permit term, barring any resampling needed based on the results. Dry weather sampling will begin in summer 2023.
- **Pollutants of Concern Controls**
- PCB/Hg Source Property/Area Identification Studies – Program staff continue to implement Source Property investigation activities and are currently updating the Source Investigation Work Plan to be fully consistent with MRP 3.0 provision C.11/12.b requirements, which are more focused on old industrial areas. The status of these activities will be discussed at the POC AHTG meeting that will be scheduled in April. Program staff have held meetings and are currently planning follow-up meetings with specific Co-permittees to discuss ongoing source property investigations and potential referrals to the Water Board.
 - Control Measures Plan for Old Industrial Land Use Areas and Areas with Moderate Levels of PCB/mercury – Program staff are developing a Control Measures Plan, consistent with requirements in MRP 3.0 provision C.11/12.c. Program staff are outlining measures that that Co-permittees and the Program will take during the term of MRP 3.0 to address the PCBs and mercury load reduction requirements in this provision and meeting with Co-permittees to discuss possible controls to include in the Plan. The initial Draft Plan was submitted to Co-permittees for review on January 19th. The POC AHTG met on January 31, 2023 to discuss the Draft Plan. A follow-up meeting has been scheduled for February 14th to discuss revisions to the Draft Plan.
 - Tracking POC Control Measure Implementation – The Program’s Stormwater Treatment Measures Data Portal is available to the public at <https://scvurppp.org/gsi/>. The current structure of the database is in Phase I. Phase 2 is planned to be completed in FY 2022-23. Additional functionality will be added to the database as well during future phases to align with MRP 3.0 Asset Management requirements.
 - Management of PCBs during Building Demolition – With assistance from Program staff, Co-permittees are using the information, tools and guidance provided via the BASMAA regional project to implement a PCBs in Building Demolition Management Program. Co-permittees should continue to implement the established PCBs in demolition program in FY 2022-23, consistent with guidance provided by Program staff.
 - SF Bay Regional Monitoring Program (RMP) – Program staff serves as stormwater representatives on the RMP’s Steering Committee (SC) and Technical Review Committee (TRC). Program staff participates to ensure, to the extent possible, that information needs and priority projects for the RMP align with monitoring needs and requirements identified in the regional stormwater permit. The TRC met in October and the Steering Committee met in November. The Steering Committee will next meet in January and the TRC will meet again in March.

- Monitoring & Pollutants of Concern AHTG Meetings
 - The POC AHTG last met on January 31st to discuss ongoing POC-related control program planning and implementation during MRP 3.0. Specifically, the January meeting focused on reviewing the Draft Control Measures Plan for Old Industrial areas that is due to the Regional Water Board on March 31, 2023.
 - The Monitoring and Trash AHTGs met jointly on August 30th, and the Trash AHTG met again on September 20th and November 15th to further discuss both LID and trash monitoring and monitoring site selection. The next Monitoring AHTG meeting is scheduled for March 7th to discuss the UCMR and trash and LID monitoring plans.



Campbell • Cupertino • Los Altos • Los Altos Hills • Los Gatos • Milpitas • Monte Sereno • Mountain View • Palo Alto
San José • Santa Clara • Saratoga • Sunnyvale • Santa Clara County • Valley Water

Highlights of Bay Area Municipal Stormwater (BAMS) Collaborative Steering Committee, Subcommittee and Work Group Meetings January – February 2023

Steering Committee – January 26, 2023

Co-Chairs – Emily Corwin (SSA) and Karin Graves (CCCWP)
SCVURPPP representatives – Jill Bicknell and Chris Sommers (Program staff)

Internal Meeting

- Prepared for the January 30, 2023 meeting with Water Board (WB) management (see summary below).
- Shared internal Regional Work Group updates.
- Discussed potential unfunded mandate claims related to MRP 3.0 (Contra Costa considering filing; other programs will likely not file).

External Meeting

- USEPA Water Quality Improvement Fund Grant Update - In September 2022, C/CAG of San Mateo submitted a grant application on behalf of all MRP Permittees to the USEPA for trash management and monitoring related projects. The application included \$3.6M in grant funds and \$3.6M in local matching funds (to be provided on a population basis among the participating MRP countywide programs) that would support receiving water trash monitoring requirements throughout the Bay Area mandated by Provision C.8.e of the MRP. In December, C/CAG staff received notification from USEPA that the project was not awarded funding under the FY22-23 funding cycle, but the project scored well and would receive funding under the FY23-24 funding cycle. Based on the conversation with USEPA staff, the grant agreement will be signed in the spring and funding will be available in early FY 23-24. Planning for trash monitoring will continue in the interim through the BAMS Collaborative's MPC Subcommittee.
- Caltrans Collaboration – Brian Rowley (Caltrans) reported that January 1st was the effective date of Caltrans' new stormwater NPDES permit. He stressed that they are still interested in partnering with permittees on stormwater and trash capture projects.
- Water Board Collaboration (Keith Lichten)
 - February 8th Water Board meeting will include discussion of creek restoration issues, guidance and permitting.
 - January 30th meeting with program managers will be attended by Keith and Derek Beauduy. Keith hopes this will be the start of a longer conversation to improve communication and processes.
 - Mid-year report submittals – OK to use WB FTP site for now; have not made progress on allowing countywide or regional reports to be posted on SMARTS.
 - Permit amendment process – C.3 work groups are starting to frame proposals that may lead to permit amendment language. Amendment will also include language related to

stormwater discharges to Lake Merced and the Contra Costa Regional Alternative Compliance Program. Tentatively looking at the following schedule:

- March/April – last work group meetings, discuss draft language;
- May 5th – public notice of amendment with 30-day comment period;
- July 7th – issue revised amendment;
- August 9th – Water Board adoption hearing.

Alternative is to report on permit amendment progress to the Water Board in August and adopt the permit amendment later in Fall 2023. Keith was asked about how the effective date of new Special Projects criteria might be delayed until the amendment was adopted, and he said he would check with legal counsel.

- Keith mentioned that WB staff are meeting with the Bay Area Council to look at the feasibility of LID at densely developed projects. He may reach out to permittees to help set up site visits.
- Keith clarified that the deadline for trash non-compliance letters per Provision C.10.g is June 30, 2023. Chris responded that permittees will still be completing work in June toward the trash reduction goal and may be unsure of the outcomes before data are analyzed. Keith stated that permittees should do the best they can. Letters should be uploaded to SMARTS (unclear if SMARTS is set up to accept interim submittals).
- Keith stated the SF Bay Water Board will provide a letter to the State Water Board recommending that it not take up review of MRP 3.0 on its own motion and providing evidence of the strengths of the MRP's approach to alternative compliance.

Regional Work Groups

- **Trash Impracticability** – The Work Group's task is to develop a regional Trash Impracticability report. The Work Group met on December 6th for their 2nd (of 3) meetings. The Work Group reviewed the Survey Summary Report that will be included as an attachment to the final report and discussed the draft report outline. The draft report will be completed by February 13th and the final version must be submitted to the Water Board by March 31st.
- **Unsheltered Populations** – The Work Group finalized guidance to permittees on how to collect the BMP data for the countywide reports. Data collection will begin in February. An information sharing meeting was held on January 24, 2022. Different agencies/organizations gave presentations on their efforts related to addressing non-stormwater discharges associated with unsheltered homeless populations. EPA Region 9 and Regional Water Board staff attended this meeting. The next Work Group meeting will be held in early March.
- **Firefighting Discharges** – The report from this Work Group is not due until September 2025 but the MRP requires the Work Group to meet twice per year. Kristin Kerr will organize the first meeting for FY22/23 in March. A project profile is not needed at this time. [An email was sent to the SCVURPPP IND/IDDE AHTG asking for interested participants, from stormwater programs and fire departments, for the Regional Work Group.]
- **Annual Report Template** – The project team is incorporating second round comments into the revised draft FY 22-23 AR templates and final draft templates will be sent to the countywide programs by February 2nd for review and approval during February.
- **Cost Reporting Framework and Methodology** – The Regional Work Group had its third meeting on December 8th. A Framework has been developed in an Excel workbook with tabs for each provision, with an accompanying Guidance Manual. The draft Framework and Guidance Manual was sent to permittees for review on January 10th. Comments are due February 8th.
- **Bay Area Hydrology Model (BAHM)** – The scope and budget for regional BAHM updates is being finalized and a project profile is being prepared for Work Group discussion at its next meeting on February 21st. The project profile will be brought to the Steering Committee for approval on February 23rd.

- **PCBs in Building Demolition** – The Work Group is developing updated guidance, consistent with the MRP, for Permittees. The draft guidance is planned for completion in February.
- **Receiving Water Limitations (RWL) Monitoring** – The Work Group is tasked with developing a regional Receiving Waters Monitoring Report (Plan), as required by the MRP. The Work Group has looked at historical data on creeks/channels and what analytes might be exceeding RWLs. The Work Group met with Water Board staff on January 23rd to discuss the approach and received initial feedback to incorporate into the report. A draft of the RWL report will be completed by February 24th and the final version must be submitted to the Water Board by March 31st.

Next Meeting – February 23, 2023 (10am-12pm for internal meeting and 1pm-3pm for main meeting.)

BAMSC/Water Board Executive Leadership Group – January 30, 2023

SCVURPPP representatives – Jill Bicknell and Chris Sommers (Program staff). Melody Tovar (Sunnyvale)

A small group of countywide program managers/staff and permittees met with WB management staff (Keith Lichten and Derek Beauduy) to discuss recent communication, information requests, and inspection and reporting comments/requests from WB staff. A summary of meeting outcomes is presented below:

- All agreed on value of long term, collaborative relationship between permittees and WB staff.
- WB managers will provide information on staff lead contacts for countywide programs and topic areas.
- Permittees will consider opportunities for WB staff training via participation in permittee workshops and meetings.
- Communication on spills/illicit discharges:
 - WB staff will update their contact lists with appropriate spill response contacts listed in annual reports.
 - WB managers will prepare a standard operating procedure for staff regarding following up on spill notifications, including proper communications and timelines.
- Communication on annual report review:
 - WB staff need to provide context and timelines for requests and copy WB managers and countywide program managers.
 - Comments should differentiate between errors/omissions that need to be corrected vs. clarifications/additional information that do not require correction.
 - It was recommended that comments on annual reports be compiled into a single document for each countywide program, reviewed by WB managers, and sent out to permittees and program managers at the same time.
 - Permittees prefer to certify and upload any revised reports or attachments to SMARTS themselves. WB staff needs to provide more guidance on the process for AR corrections.
- Communication on and process for inspection reports:
 - Permittees expressed concern about the new process of uploading WB staff's inspection reports to SMARTS prior to permittee review and response. Requested that initial reports and responses be uploaded at the same time. WB managers agreed to continue discussion of this process at a future BAMSC Steering Committee meeting.
 - Permittees expressed concern about the content of the installed LID inspection reports, which included comments on a constructed project's LID feasibility and judgments of non-compliance. WB managers agreed to have a separate meeting on this topic.

- All agreed that the discussion was useful and that meetings should continue in the future on a regular basis. The next meeting will cover the annual report template and the SMARTS upload/update process for new and revised annual reports.

Next meeting – TBD (late March/early April)

PIP Subcommittee

Chair – TBD

SCVURPPP representative – Vishakha Atre (Program staff)

Next Meeting – TBD (meets quarterly)

Development Subcommittee (No January meeting)

Co-Chairs – John Steere (Contra Costa County) and Daniel Matlock (City of Fremont)

SCVURPPP representatives – James Downing (Valley Water), Tiffany Ngo (City of San José), Peter Schultze-Allen and Jill Bicknell (Program staff)

Updates on C.3 Regional Work Groups

- Alternative Treatment Systems – Met on February 2, 2023. The group considered two scenarios in which ATS (systems that include some or all non-LID treatment) might be allowed: 1) defined geographic areas draining to hardened channels or tidal zones where LID is technically infeasible; or 2) a combination of systems/features that provide LID equivalency in terms of pollutant removal, hydrologic benefits, and urban greening. Work group members were asked to provide comments on the scenarios by February 17th.
- Road Reconstruction in DACs – Met on February 6th. Discussed what metrics might be useful in defining DACs and the constraints presented in those neighborhoods, and potential alternatives. WB staff asked for specific proposals by the next meeting (February 27th).
- Special Projects Category C/Affordable Housing – Met on January 19th. The group received a proposal from WB staff for a new LID treatment reduction credit scheme that was more flexible and generous than the current permit language. WB staff have asked for comment.

Next Meeting – March 14, 2022 (meets quarterly)

Trash Subcommittee – January

Chair – Liza DeFrain (MCSTOPPP); *Vice Chair* – Chris Sommers (SCVURPPP)

SCVURPPP representatives – Liz Neves (San Jose), Sheila Tucker (West Valley), and Chris Sommers (SCVURPPP).

Internal Meeting:

- Review DRAFT FY 2022/23 Annual Report Form Section C.10 – the Subcommittee reviewed and recommended approval of the annual report form.
- Regional Board Staff Comments on FY 21-22 Annual Report Section C.10 – the Subcommittee briefly discussed recent comments on annual reports from Water Board staff.

External Meeting:

- New BAMSC Trash Subcommittee Chair – Eliza DeFrain (MCSTOPPP) has agreed to take over as the chair for the subcommittee.
- Pinole Creek Watershed: Assessment of Trash – Friends of Pinole Creek Watershed staff provided a presentation on their program on identify trash and trash sources, and work with the City to reduce high priority sources.

- Report from Regional Water Board – Water Board staff provided an update on current annual reporting reviews. Additionally, the subcommittee asked for clarification on the MRP 3.0 requirement that any Co-permittee not be able to demonstrate achievement of the 90% trash load reduction benchmark by June 30, 2023 must submit a letter to the Water Board acknowledging that they have not achieved this milestone by that date. The letter must be sent by June 30, 2023 to the Water Board. Water Board staff agreed to discuss internally and communicate their perspective at the BAMSC Steering Committee later in January.

Next Meeting – March 28, 2023

Monitoring/POCs Subcommittee – No February Meeting

Chair – Lisa Austin (ACCWP); *Vice Chair* – Lisa Sabin (SCVURPPP)

SCVURPPP representatives – Chris Sommers and Lisa Sabin (SCVURPPP), Simret Yigsaw (San Jose), and James Downing (Valley Water)

Next Meeting – March 1, 2023 (meets bimonthly)



C3 Provision Oversight Ad Hoc Task Group (C3PO AHTG)

Meeting Summary

January 23, 2023

1:30 – 3:00 pm

Key Issues Discussed:

C.3/GSI Work Products

The C3PO AHTG received updates on the following:

- Draft Fact Sheet on Single Family Homes –The GSI/C3 Outreach Work Group is reviewing the draft fact sheet. The fact sheet will be sent to the C3PO AHTG after it is revised and finalized per the Work Group’s comments.
- Draft C.3 Data Form – Vishakha provided an overview of the draft C.3 Data Form which was edited to reflect new MRP 3.0 requirements. It is posted on the C3PO AHTG ShareDrive folder and will be sent to the AHTG for review. The AHTG recommended adding additional questions to the C.3 Data Form to document frontage improvements that go above and beyond C.3 requirements and can be used toward the GSI numeric targets.
- Draft Flow Chart for Road, Trail, and Pavement Maintenance Projects – The draft flow chart will be distributed to the AHTG for review soon.
- C.3 Stormwater Handbook – The C.3 Handbook is being reviewed internally and will be sent to the C.3 Handbook Work Group for review soon.

Annual C.3 Workshop

The GSI Workshop will be hosted on February 28, 2023 and the C.3 Workshop will be held on April 25, 2023. Both workshops will be held on Zoom. Draft agendas were sent to the AHTG for review. The AHTG requested that the GSI Workshop include breakout rooms to discuss local GSI strategies, policies, and projects. The AHTG also requested adding information on hydromodification requirements to the C.3 Workshop agenda.

Regional C.3/GSI Work Groups Update

Jill and Vishakha provided the following updates:

- Alternative Treatment Systems Work Group – The group last met on November 30, 2022. The group is continuing to discuss different scenarios under which non-LID treatment would be allowed.
- Road Reconstruction in Disadvantaged Communities Work Group – The group received a presentation on why disadvantaged communities face challenges such as reduced pavement condition indices (PCI) for different roads within their jurisdiction. Water Board staff reached out to some Permittees and requested an analysis of PCI scores in disadvantaged and non-disadvantaged communities.
- Special Projects Category C Work Group – Water Board staff presented proposed changes to the method for calculating LID treatment reduction credits for Special Projects Category C. The proposed changes will allow projects to have more flexibility in the mix of income categories. The new calculation method will also exempt up to three managers’ units from the affordable housing credit calculations. The presentation describing the changes is posted to the ShareDrive.

Revised Draft FY 22-23 Provision C.3 Annual Report Form

Vishakha provided an overview of changes to the Revised Draft FY 22-23 C.3 Annual Report Form. The AHTG discussed the Annual Report form and did not provide any additional edits.

Next Meeting – March 27, 2023

Meeting Attendance List

Meeting:	C3PO AHTG
Location:	Zoom
Date:	January 23, 1:00pm-3:00pm
Name	Agency
Ursula Syrova	City of Cupertino
Alex Wykoff	City of Cupertino
Jennifer Chu	City of Cupertino
Roger Storz	City of Campbell
Erin McDannold	City of Los Altos
Elaine Marshall	City of Milpitas
Carrie Sandahl	City of Mountain View
Brad Hunt	City of Palo Alto
Olivia Trevino	City of Palo Alto
Pam Boyle Rodriguez	City of Palo Alto
Cecilia Rios	City of San José
Shayan Serajeddini	City of San José
Tiffany Ngo	City of San José
Mahmoud Jillo	City of San José
Vivian Tom	City of San José
David Dorcich	City of Saratoga
Julie Choun	City of Sunnyvale
Emma Hinojosa	City of Sunnyvale
Melody Tovar	City of Sunnyvale
Eric Gonzales	County of Santa Clara
Julianna Martin	County of Santa Clara
Darrell Wong	County of Santa Clara
Vanessa Marcadejas	County of Santa Clara
James Downing	Valley Water
Sheila Tucker	WVCWA
Julie Schaer	WVCWA
Kara Baker	Stanford
Julia Nussbaum	Stanford
Kelly Carroll	CSG
Jill Bicknell	SCVURPPP staff
Vishakha Atre	SCVURPPP staff
Kathy Woo	SCVURPPP staff
Peter Schultze-Allen	SCVURPPP staff



Watershed Education and Outreach Ad Hoc Task Group (WEO AHTG)

Meeting Summary

January 25, 2023

1:00 pm – 3:00 pm

Key Issues Discussed:

Announcements

Vishakha Atre (Program Staff) introduced the new Watershed Watch Campaign Media Consultant, Gigantic Idea Studio. She reported that the SCVURPPP Management Committee acknowledged Sandi Manor (outgoing Watershed Watch consultant) at its January meeting for all her work with the Watershed Watch Campaign. A certificate of appreciation signed by the MC Chair and the Program Manager will be sent to Sandi.

FY 22-23 Watershed Watch Media Campaign

Vishakha provided the following updates on the Watershed Watch Campaign tasks completed by AdManor from July – December 2022:

- New 30-second versions of the GSI features videos in English and Spanish were developed. All are posted on the Watershed Watch website and YouTube channel.
- Media advertising included broadcast television, broadcast radio, online advertising, and advertising on social media.
- Media campaign messages focused on IPM, litter, car washing and auto care, Low Impact Development and Green Stormwater Infrastructure, HHW Disposal, and mercury in fish.
- The media advertising budget was \$49,764, and the Campaign received \$9,005 in added-value free advertisements.
- The media campaign received approximately 5,705,866 targeted audience gross impressions.

The Watershed Watch Media Campaign mid-year report will be sent to the WEO AHTG for review.

FY 22-23 City of San José Campaigns with the Earthquakes and Sharks Sports Teams

Adele Halili (City of San José) provided an overview of San José's "Set a Goal this Spring, Volunteer for a Litter Cleanup Near You" outreach partnership with the San Jose Earthquakes. SCVURPPP funding was used to conduct anti-litter advertising. Advertisements were placed on VTA bus backs and shared on Twitter, Facebook, and Spanish KZSF Radio. The FY 22-23 Sharks campaign will be conducted in March. Adele will send the call-to-action for review when it becomes available.

Spreadsheet for Tracking PIP Activities

Vishakha shared the final spreadsheet for tracking PIP activities and reminded the WEO AHTG that MRP 3.0 requires Permittees to track all PIP activities electronically. Water Board staff can request this information from Co-permittees at any time. As requested at the last meeting, Program staff added example language to assist Permittees in filling out the spreadsheet.

Watershed Watchers Program at the Don Edwards National Wildlife Refuge

Olivia Poulos (SFBWS) provided an update about the Watershed Watchers Program (WWP), which is continuing its virtual, self-guided, and in-person programs. Recent in-person events included the Refuge's 50th anniversary celebration, which 300 individuals attended, as well as bird watching and bioblitz events. New informational flyers were developed for self-guided walks. The WWP's partnership with the Sunnyvale public library is ongoing and two reading programs are planned from March to June 2023.

General PIP Updates:

Eliza Perkins (Program staff) provided the following updates:

- *ZunZun School Assemblies:* ZunZun has booked 47 assemblies at 21 schools and two events (Pumpkins in the Park and Santa Clara's Earth/Arbor Day). Program staff will send the Mid-year Teacher Evaluation Report to the WEO AHTG for review.
- *Outreach Events:* The Watershed Watch booth will be at Sunnyvale's Earth Day Event and Cupertino's Earth Day Event in April. Colleen Trostle (Santa Clara) said that she would like to have the Watershed Watch booth at the City of Santa Clara's Earth Day event too. She will send the information to Program staff.
- *Santa Clara Valley Green Gardener Training:* A total of 10 students (6 landscape professionals and 4 home gardeners) completed the Fall 2022 training. The Winter 2023 training will start on February 2, 2023 and be held online.
- *Our Water Our World Program:* A total of 22 stores are currently participating in the OWOW Program. Program staff will roll out the OWOW Program at three new Outdoor Supply Hardware (OSH) stores in February. The second round of store visits for FY 22-23 will begin in March. Program staff is ordering factsheets from CASQA this January. Six store employee trainings have been completed and 34 employees trained.
- *Activity Booklet:* Program staff is working with the Activity Booklet Work Group to develop two booklets, one for K-5 and the other for 6-8 and adults.
- *Outreach Supplies:* The Spanish 'You are the Solution' brochures and 'No Dumping' stencils are available for pickup. Program staff recently ordered literature racks for the rollout of the OWOW program at three new OSH stores.
- *Outreach at Fishing Supply Stores - The Guide to Eating Fish and Shellfish from the San Francisco Bay* brochures are continuing to be displayed at five fishing supply stores.

Watershed Watch Campaign Consultant Update

Lisa Duba (Gigantic Idea Studio) introduced the Gigantic Idea Studio team and presented information about proposed activities for the remainder of FY 22-23. A more in-depth discussion on strategic planning for the multi-year outreach plan will take place at the in-person meeting on February 16th. Priority tasks for the next six months include website and social media updates, event staffing, creative development, development of the FY 23-24 Work Plan, and development of the multi-year Work Plan. In addition, Gigantic has allocated a budget of \$26,000 for media advertising or another task recommended by the WEO AHTG. She asked the WEO AHTG for recommendations for using this budget. The WEO AHTG recommended the following:

- Conduct IPM advertising in spring.
- Conduct the Earth Day Contest again. Consider conducting a video contest instead of a poster contest.
- Implement the half-off car wash events.
- Collaborate with Caltrans on their "Let's Change This to That" campaign. Vishakha clarified that collaboration is ongoing.
- Update outreach materials for a consistent look and feel.

Some WEO AHTG members also recommended creating a shared folder to create an inventory of outreach that Co-permittees are conducting locally. Gigantic staff will review these suggestions and recommend tasks for the remainder of FY 22-23.

Co-permittee Updates

Attendees provided the following updates:

- Los Gatos and Saratoga are planning their Spring into Green and Blossom Festival events. WVCWA staff is continuing to distribute stormwater information at local farmers market events.
- The City of Santa Clara is having its Earth Day/Arbor Day event on April 27th.

- The City of Sunnyvale is running stormwater ads in movie theaters and including stormwater pollution prevention information in employee emails.

Action items

Program staff will follow-up on the following items:

- Program staff will post all meeting materials in the ShareDrive folder.
- Program staff will send out the ZunZun Mid-year Teacher Evaluation and the Mid-year Watershed Watch Campaign report to the WEO AHTG for review.
- Program staff will follow up with Caltrans about opportunities to collaborate.

Next Meeting – May 2023 (date TBD)

Meeting Attendance List

Meeting:	WEO AHTG
Location:	Zoom
Date:	January 25, 2023 1:00 – 3:00pm
Name	Agency
Nicole Lee	City of Cupertino
Thanh Nguyen	City of Los Altos
Erin McDannold	City of Los Altos
Samantha Vergara	City of Milpitas
Elise Sbarbori	City of Palo Alto
Olivia Trevino	City of Palo Alto
Adele Halili	City of San José
Christina Raby	City of Sunnyvale
Colleen Trostle	City of Santa Clara
Zhenzhen Jiang	County of Santa Clara
Vanessa Marcadejas	County of Santa Clara
Olivia Poulos	SFBWS
Maddie Cline	SFBWS
Nick Ingram	Valley Water
Sheila Tucker	WVCWA
Pia Lusk	WVCWA
Lisa Duba	Gigantic Idea Studio
Kas Neteler	Gigantic Idea Studio
Myer Venzon	Gigantic Idea Studio
Stefani Pruegel	Gigantic Idea Studio
Vishakha Atre	SCVURPPP
Eliza Perkins	SCVURPPP

Work Products Report - January 2023

Project Management Work Products

Date	Product Name	Product Type
1/11/2023	Recommendation to SCVURPPP Management Committee for Use of Unspent Carryover Funds from Previous Fiscal Years	Memorandum
1/12/2023	Program Budget: Final Draft FY 23-24 and Initial Draft FY 24-25	Program Budget
1/13/2023	Management Committee Meeting Minutes - December 15, 2022	Meeting Summary
1/13/2023	Management Committee Briefing on Priority Items	Briefing
1/23/2023	SCVURPPP Management Committee and AHTG Reference Table	Table

Regulatory Assistance Work Products

Date	Product Name	Product Type
1/13/2023	Highlights of Bay Area Municipal Stormwater Coalition (BAMS) Committee, Subcommittee and Work Group Meetings December 2022 - January 2023	Summary
1/15/2023	Schedule for Remaining FY 2022-23 MRP-required Submittals (Draft)	Table

Performance Standard Work Products (C.2 - C.15)

Date	Product Name	Product Type	Permit Provision
1/9/2023	Construction Inspection Data Tracking Template	Excel Spreadsheet	C.6
1/9/2023	Construction BMP Plan Sheet	Best Management Practices	C.6
1/13/2023	Owners and Managers of Mobile Businesses Receiving Stormwater Violations in Multiple Santa Clara County Jurisdictions	Letter	C.4/C.5

Work Products Report - January 2023

	Preventing Storm Drain Pollution: Best Management Practices (BMPs) for Mobile Graffiti		
1/16/2023	Removal Businesses (Draft)	Fact Sheet	C.4/C.5
1/19/2023	Control Measure Plan to Reduce PCBs and Mercury Plan in Urban Runoff from Old Industrial Areas in the Santa Clara Valley (Draft)		C.11/C.12
1/26/2023	Provision C.3 Data Form - Effective July 1, 2023 (Draft)	Form	C.3

Scheduled Meetings and Deliverables

February – April 2023

February 2023

1	BAMS Collaborative C.8 Trash and LID Monitoring Planning Workgroup 10:00 am – 1:00 pm	Zoom Meeting
3	WMI – Zero Litter Initiative Steering Committee 9:00 am – 10:00 am	Zoom Meeting
14	POC AHTG 1:00 PM – 2:00 PM	Zoom Meeting
16	Management Committee 9:30 am – 11:00 am Approvals: <ul style="list-style-type: none"> • Draft FY 22-23 Annual Report Template 	Zoom Meeting
16	WEO AHTG / Management Committee Watershed Watch Campaign Planning Meeting 1:00 pm – 3:00 pm	Cupertino Community Hall 10350 Torre Ave, Cupertino (in-person only)
21	Trash AHTG 1:00 pm – 3:00 pm	Zoom Meeting
23	BAMS Collaborative Steering Committee 1:00 pm – 3:00 pm	Zoom Meeting
28	SCVURPPP Green Stormwater Infrastructure Workshop 9:00 am – 12:00 pm	Zoom Meeting

March 2023

1	BAMS Collaborative Monitoring & Pollutant of Concern (MPC) Subcommittee 10:00 am – 3:30 pm	Zoom Meeting
	Construction AHTG 1:00 pm – 2:30 pm	Zoom Meeting
7	Monitoring AHTG 1:30 pm – 3:30 pm	Zoom Meeting
14	BAMSC Development Subcommittee 1:00 pm – 3:00 pm	Zoom Meeting
10	WMI – Zero Litter Initiative Steering Committee 9:00 am – 10:00 am	Zoom Meeting
15	WMI – Land Use Subgroup 10:00 am – 11:30 am	Zoom Meeting
	SF Bay Area Trash Monitoring TAG Meeting 2:00pm – 5:00pm	Zoom Meeting
16	Management Committee 9:30 am – 11:00 am Approvals: <ul style="list-style-type: none"> • WY 2022 Urban Creeks Monitoring Report • Receiving Water Limitations Assessment Report • Trash Full Capture Impracticability Report • Old Industrial Area Control Measures Plan • FY 22-23 Mid-Year Self-Audit Report 	Zoom Meeting
	SF Bay Area LID Monitoring TAG Meeting 9:00am – 12:00pm	Zoom Meeting
21	Trash AHTG 1:00 pm – 3:00 pm	Zoom Meeting
	BAMS Collaborative Steering Committee 1:00 pm – 3:00 pm	Zoom Meeting
23	BAMS Collaborative Steering Committee 1:00 pm – 3:00 pm	Zoom Meeting
27	C3PO AHTG 1:30 pm – 3:00 pm	Zoom Meeting
28	BAMS Collaborative Trash Subcommittee 10:00 am – 12:00 pm	Zoom Meeting

April 2023

14	WMI – Zero Litter Initiative Steering Committee 9:00 am – 10:00 am	Zoom Meeting
18	Trash AHTG 1:00 pm – 3:00 pm	Zoom Meeting
20	Management Committee 9:30 am – 11:00 am Approvals: <ul style="list-style-type: none">• LID Monitoring Plan & QAPP• FY 23-24 Program Work Plan• Program Manager Notice to Proceed	Zoom Meeting
25	SCVURPPP C.3 Workshop 9:00 am – 1:00 pm	Zoom Webinar
27	BAMS Collaborative Steering Committee 1:00 pm – 3:00 pm	Zoom Meeting