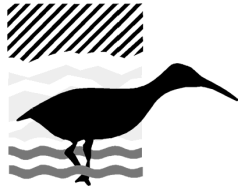


**MANAGEMENT COMMITTEE  
AGENDA PACKET**



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

**December 19, 2024 Meeting**

**MATERIALS FOR INFORMATION**

**II. December 19, 2024 Agenda**

**III. November 21, 2024 Meeting Minutes**

**IV. November 21, 2024 Action Items**



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

Campbell • Cupertino • Los Altos • Los Altos Hills • Los Gatos • Milpitas • Monte Sereno • Mountain View • Palo Alto  
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**AGENDA**

MANAGEMENT COMMITTEE MEETING  
**December 19, 2024, 9:30 am – 11:00 am**  
Zoom Meeting<sup>1</sup>

- 9:30**    **I. Management Committee Meeting Call to Order/Introductions**
- II. Additions or Revisions to Agenda; Announcements**
- III. Approval of Minutes (November 21, 2024 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)**
- 9:45**    **VI. Regional Water Board Staff Comments**
- VII. Program Business**
- 9:50**    **A. Program Management**
1. **Action Item:** FY 2023-24 Annual Budget Compilation (ABC) Report – *request acceptance.*
2. Permit-Required Deliverables for the Remainder of FY 2024-25 - *information.*
- 10:10**    **B. Program Budget**
1. FY 2025-26 Program Budget Development – *status report.*
- 10:15**    **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> \*This Management Committee meeting is being conducted in-person and via Zoom. Please contact Program staff via email at [jcbicknell@eoainc.com](mailto:jcbicknell@eoainc.com) if you would like to attend the meeting via Zoom.

## **VIII. MRP Implementation**

### **10:30 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*

### **10:35 B. Trash Controls & Unsheltered Homeless**

1. Priority Items Identified by Program Staff
2. Management Committee Requested Items

### **10:40 C. Monitoring / Pollutants of Concern**

1. Priority Items Identified by Program Staff
  - a. Monitoring Planning and Implementation Tasks – *status report*
  - b. Regional Projects – *status report*
2. Management Committee Requested Items

### **10:45 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**



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

**MANAGEMENT COMMITTEE MEETING  
MINUTES**

November 21, 2024

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**

Rajani Nair (Vice Chair, San José) called the meeting to order at 9:35 a.m. Management Committee (MC) members introduced themselves.

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

There were no changes to the agenda. The following announcements were made:

- Vanessa Marcadejas (Santa Clara County) announced that Garik Iosilevsky will be transferring out of the County Watershed Protection Division to another position at the County.
- Ursula Syrova (Cupertino) announced that Alex Wycoff will be retiring, and the City will be looking to fill his Environmental Programs Specialist position.

**III. APPROVAL OF MINUTES**

**Motion:** James Downing (Valley Water) moved to approve the minutes of the October 17, 2024 MC meeting. **Second:** Colleen Trostle (Santa Clara) **Vote.** Motion passed unanimously.

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

Action Items from the October 17, 2024 meeting:

- None

Action Items from previous meetings:

- Action Item 9-24-1 (Form an Unsheltered Homeless Populations AHTG to coordinate on Best Management Practices (BMPs) implemented by Co-permittees and development of encampment maps) will be completed in January 2025. An invitation to join the AHTG will be sent to the MC in December.
- Action Item 7-24-3 (Invite Ken Schiff (SCCWRP) to make a presentation on the San Diego bacteria study) is in progress. Ken has been contacted and Chris Sommers (Program staff) will send out a meeting poll to the MC to select a date and time.
- Action Item 12-23-7 (Convene and support a Pesticide Controls AHTG during FY 2024-25) will be completed in January 2025. An invitation to join the AHTG will be sent to the MC in December.

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

None.

**VI. WATER BOARD STAFF COMMENTS**

The MC discussed the emails with requests for follow-up actions for illicit discharges reported to the State Office of Emergency Services (OES) that they were receiving from Regional Water Board staff. There were challenges related to incident response involving multiple

agencies and enforcement on school district and other non-jurisdictional properties. The MC requested another opportunity to discuss appropriate responses at a future meeting.

## VII. PROGRAM BUSINESS

### A. PROGRAM MANAGEMENT

#### 1. Action Item: Final FY 2023-24 Program Self Audit Report (SAR)

Chris Sommers (Program staff) explained that the FY 2023-24 SAR documents the activities and tasks conducted by the Program Manager (EOA) from July 2023 through June 2024, including deliverables, meetings, presentations, etc. A draft version documenting activities/tasks from July 2023 through January 2024 was accepted by the MC at its April 2024 meeting. The document for acceptance today is the final version that documents the entire fiscal year.

**Motion:** Ursula Syrova (Cupertino) moved to approve the Final FY 2023-24 Program Self Audit Report. **Second:** James Downing (Valley Water) **Vote:** Motion passed unanimously.

### B. PROGRAM BUDGET

#### 1. FY 2025-26 Program Budget Development

Chris reported that Program staff completed the revised draft FY 2025-26 Program Budget as well as a FY 2023-24 budget reconciliation memorandum with recommendations for using FY 2023-24 carryover funds. The documents were emailed to the Budget AHTG on November 12, 2024. The first Budget AHTG meeting to discuss the budget will be held today (immediately after the MC meeting). A second Budget AHTG meeting will be held in December as needed. The final draft FY 2025-26 Program Budget and FY 2023-24 Budget Reconciliation Memo will be sent to the MC in early January and approval will be requested at the January 16, 2025 MC meeting.

#### 2. FY 2023-24 Annual Budget Compilation (ABC) Report

Chris reported that Program staff is preparing the ABC Report for FY 2023-24. Consistent with the Program's Bylaws, the report contains a compilation of items related to the Program's FY 2023-24 budget. The ABC Report will be sent to the MC in December for acceptance at the December 19<sup>th</sup> MC meeting.

### C. PROGRAM MANAGER'S REPORT

#### 1. BAMS Collaborative Update

The Inaugural Stormwater Forum was held on November 7<sup>th</sup> at the Regional Water Board's offices in Oakland. Chris thanked the MC members for their participation and asked for feedback on the Forum. Members agreed that it was a successful event and valuable for upper managers as well as staff that were new to stormwater programs. Ideas for next year's event included: facilitation of breakout groups; allowing for a "deeper dive" on certain topics; coordination with One Water issues; and discussion of stormwater funding options. Chris offered to send out a link to the presentations once they have been posted.

Jill Bicknell (Program staff) reported that the BAMS Collaborative Steering Committee is developing project profiles for projects of regional benefit in FY 2025-26. The draft profiles will be discussed at the December 6<sup>th</sup> Steering Committee meeting and will then be provided for MC information. Estimates of SCVURPPP contributions to these

regional projects have been included in the revised draft FY 2025-26 Program Budget package.

**Action:** Program staff will send a link to the Stormwater Forum presentations to the MC when available.

## 2. CASQA Update

Chris reported that the election for the CASQA Board of Directors was held, and there are now three Northern California representatives on the Board (including himself for a second term.) The next CASQA Seminar (virtual) will be held on January 23, 2025, and will include State and Federal regulatory updates.

## 3. Grants Update

Chris reminded the MC that USEPA Region 9 has approved the non-competitive exception request for \$8M funding submitted by the City of San Pablo (City) on behalf of the Bay Area Municipal Stormwater Collaborative (BAMSC) to fund regional PCBs TMDL studies and projects. The City of San Pablo has agreed to be the fiscal agent for the grant project. The request to accept the grant will go to the San Pablo City Council in January. One of the first steps will be to procure consultant assistance via an RFP process. SCVURPPP has been requested to provide a representative to serve on the consultant selection panel. James Downing (Valley Water) volunteered to participate on the panel.

## VIII. MRP IMPLEMENTATION

### A. NEW DEVELOPMENT AND REDEVELOPMENT

Jill provided the following updates:

- The SCVURPPP Qualified Consultant List has been updated via an RFQ process. The updated list and SOQs from the qualified consultants are available on the SCVURPPP website.
- Water Board staff reviewed the SCVURPPP C.3 Handbook for its representation of MRP 3 requirements and provided minor comments. The comments have been addressed and the revised C.3 Handbook (October 2024) is available on the SCVURPPP website.
- Updates to the GSI Handbook details have been completed and will be provided to the C3PO AHTG for review.

MC members asked if the topic of a potential regional alternative compliance program could be discussed at the next C3PO AHTG meeting.

### B. TRASH CONTROLS AND UNSHELTERED HOMELESS

- Chris indicated that Regional Water Board staff are currently reviewing Section C.10 of Permittee FY 23-24 Annual Reports. Regional Water Board staff will likely be reaching out to some Permittees if they have questions.
- Chris reported that Regional Water Board staff plan to recommend that Cease and Desist Orders (CDOs) be issued to those Permittees that fail to achieve the 100% trash load reduction benchmark in the MRP. CDOs would be considered by the Regional Water Board in late 2025 or early 2026.

- Regional Water Board staff are planning to release in writing their perspectives on the use of Low Impact Development (LID) facilities as full trash capture (FTC) systems and under what conditions these facilities would be seen as acceptable FTC systems. Program staff will forward any communications from Regional Water Board staff to the MC on this item, once received.

### **C. MONITORING / POLLUTANTS OF CONCERN**

Chris provided the following updates:

- Responses to comments provided by Regional Water Board staff on Trash Monitoring Plans are currently under development at the regional level via BAMSC. These responses will be submitted to Regional Water Board staff by the end of the calendar year, after final review is completed.
- With the start of the wet weather season, both trash outfall and receiving water monitoring has started for Water Year 2025.
- Program staff will be scheduling the next POC AHTG meeting soon. The next meeting will likely occur in February 2025.

### **D. OUTREACH ACTIVITIES**

No report.

### **E. OTHER PERMIT-RELATED ACTIVITIES**

#### **1. Cost Reporting**

Jill updated the MC on the status of the State's Municipal Cost Reporting Policy. The Final Draft Policy is supposed to be released in mid-December and is planned for adoption at the January 22, 2025 State Water Board meeting. The first cost report to the State will be for FY 2026-27, and MRP Permittees will need to report costs to both the State and Regional Boards for that year. There will need to be some modifications to the Bay Area Cost Reporting Framework in order to produce costs compatible with the State's Cost Data Portal. A project of regional benefit has been proposed for making those modifications in FY 2025-26.

#### **2. Information Management**

The next SCVURPPP Information Management AHTG meeting will be held on December 5, 2024. MC members were interested in discussing how agencies were planning to implement asset management locally and what software they were using or evaluating. Chris also mentioned that a separate meeting will be held soon on the broader topic of information management beyond asset management (e.g., file management, access to GIS and other types of data, etc.) and that Program staff will be developing a broader draft work plan in January to guide information management tasks conducted by the Program during the remainder of FY 24-25 and FY 25-26.

### **IX. OTHER BUSINESS**

MC members requested that the December MC meeting agenda include an item to discuss the permit-required deliverables for the rest of this fiscal year.

### **X. ADJOURN**

The MC meeting was adjourned at 10:30 a.m.



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

**Meeting Attendance Record**

DATE November 21, 2024

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*

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Harun Musaefendic – Los Altos  
Alternate: Vency Woo

*Harun Musaefendic*

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WooJae Kim – Los Altos Hills  
Alternate: John Chau

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Elaine Marshall – Milpitas  
Alternate: Roberto Alonzo

*Elaine Marshall*

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Carrie Sandahl – Mountain View  
Alternate: Brian T. Jones

*Brian T. Jones*

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

*Pam Boyle Rodriguez*

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Rajani Nair – San Jose  
Alternate: Mary Morse

*Rajani Nair, Mary Morse*

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Colleen Trostle – Santa Clara  
Alternate: Dave Staub

*Colleen Trostle*

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Melody Tovar – Sunnyvale  
Alternate: Madeline Khair

*Melody Tovar*

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Vanessa Marcadejas – Santa Clara County  
Alternate: Garik Iosilevsky

*Vanessa Marcadejas*

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John Bourgeois - SCVWD  
Alternate: James Downing

*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

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**INTERESTED PARTIES/AGENCY  
REPRESENTATIVE**

Trish Mulvey – Clean South Bay

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**ADDITIONAL ATTENDEES**

*Daryl Jordan, Monte Sereno*  
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*Emma Hinojosa, Sunnyvale*  
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**Santa Clara Valley Urban Runoff Pollution Prevention Program  
Management Committee Meeting Action Items**

**Action Items from November 21, 2024 MC Meeting**

<b>Action</b>	<b>Description</b>	<b>Responsibility</b>	<b>Due Date</b>	<b>Status</b>	<b>Comments</b>
11-24-1	Send a link to the Stormwater Forum presentations to the MC when available.	Program staff	January	To be 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>
8-24-1	Form an Unsheltered Homeless Populations AHTG to coordinate on Best Management Practices (BMPs) implemented by Co-permittees and development of encampment maps.	Program staff	January	In progress	Invitation email sent to MC on 12/10/24.
7-24-3	Invite Ken Schiff (SCCWRP) to make a presentation on the San Diego bacteria study to a small work group of Co-permittees that are subject to MRP Provision C.14.	Program staff	TBD	In progress	Will send meeting poll to MC.
12-23-7	Convene and support a Pesticide Controls AHTG during FY 2024-25.	Program staff	January	In progress	Invitation email sent to MC on 12/10/24.