



**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

NOTICE OF CANCELLATION

SCVURPPP MANAGEMENT COMMITTEE MEETING

The SCVURPPP Management Committee meeting scheduled for May 15, 2025 has been cancelled.

The next meeting, normally held on June 19, 2025, will be rescheduled to the following week due to the Juneteenth holiday.

**MANAGEMENT COMMITTEE
AGENDA PACKET**



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MATERIALS FOR INFORMATION

I. April 17, 2025 Meeting Minutes

II. April 17, 2025 Action Items



**MANAGEMENT COMMITTEE MEETING
MINUTES**

April 17, 2025

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I. MANAGEMENT COMMITTEE CALL TO ORDER / INTRODUCTIONS

John Bourgeois (Chair, Valley Water) called the meeting to order at 9:00 a.m. Management Committee (MC) members introduced themselves.

II. ADDITIONS OR REVISIONS TO THE AGENDA; ANNOUNCEMENTS

There were no changes to the agenda. Jill Bicknell (Program staff) reminded the MC that the CASQA Quarterly Seminar is being held this morning from 10 am–3 pm on the topic of Stormwater Funding. MC members can attend by logging in to the CASQA website.

III. APPROVAL OF MINUTES

Motion: Sheila Tucker (WVSWA) moved to approve the minutes of the March 20, 2025 MC meeting. **Second:** Brian T. Jones (Mountain View). **Vote.** Motion passed with one abstention from the City of Santa Clara.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from March 2025 MC meeting:

- None

Action Items from the November 21 and December 2, 2024 Budget AHTG Meetings:

- Action Item 12-24-1 (Discuss Budget AHTG concerns on the Regional Monitoring Program (RMP) Fee increase being held at 3% with other Co-permittee POTW agencies (San Jose and Palo Alto) and report back to the AHTG and MC.) is complete. Chris Sommers (Program staff) reached out to Co-permittee POTW agency staff and discussed the RMP Fee. The RMP fee is currently approved through 2028 and reviewed annually by the RMP Steering Committee. Due to uncertainties regarding Federal funding sources, any reduction in the fee at this time is very unlikely. The MC asked Chris to send them information on how the RMP is funded. They also recommended that SCVURPPP be provided an opportunity to comment on future fee increases prior to approval.
- Action item 12-24-2 (Prepare a Draft Information Management Work Plan in the second half of FY 2024-25 for review by the Information Management AHTG.) is in progress. The Work Plan will be distributed soon.
- Action item 12-24-3 (Set up an internal meeting later this FY to discuss proposed changes to the format of MRP reissuance meetings.) is in progress. The BAMS Collaborative Steering Committee internal meeting on July 24, 2025 will be focused on discussion of strategies for MRP 4.0. An internal meeting of SCVURPPP representatives will be scheduled to obtain input for the July meeting.
- Action item 12-24-5 (Discuss the appropriate content and forum for illicit discharge response training and bring back a recommendation to the Budget AHTG and MC.) is

in progress. Program staff will review the guidance currently being developed by WB staff and work with the IND/IDDE AHTG to develop local guidance.

- Action item 12-24-7 (Prepare a proposed watershed stewardship collaboration work plan for FYs 2024-25 and 2025-26 and convene a special meeting to discuss the approach.) is in progress. Program staff met with Grassroots Ecology staff to discuss ways to collaborate on a watershed stewardship program and are awaiting their response.

Action Items from previous MC meetings:

- Action Item 11-24-1 (Send a link to the Stormwater Forum presentations to the MC when available) is done. A link was sent to the MC on March 24, 2025.
- 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 will send out a meeting poll to the MC to select a date and time.

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

None.

VI. WATER BOARD STAFF COMMENTS

None.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGEMENT

1. Action Item: Draft FY 2024-25 Program Manager Mid-Year Self-Audit Report

Chris reported that the Program Memorandum of Agreement and By-Laws require the completion of mid-year and end-of-year Program Manager Self-Audit Reports. The mid-year FY 2024-25 Self-Audit Report, covering the period of July 1, 2024 to December 31, 2024, was sent to the MC for review on April 2, 2025. He requested the MC to consider accepting the mid-year Self-Audit Report.

Motion: Rajani Nair (San José) moved to accept the FY 2024-25 Mid-year Program Manager Self-Audit Report. **Second:** Sheila Tucker (WVSWP). **Vote:** Motion passed unanimously.

2. Action Item: Program Manager's Notice to Proceed (NTP) for FY 2025-26

Chris informed the MC that the Program's Fiscal Agent, the City of Sunnyvale, requires approval of a Notice-to-Proceed from the MC in order to modify the Program Manager's Agreement for FY 2025-26. After the NTP is approved, Carrie Sandahl (Mountain View) will sign the approval letter on behalf of the MC.

Motion: Ursula Syrova (Cupertino) moved to approve the Notice-to-Proceed for the Program Manager Agreement for FY 2025-26, effective July 1, 2025. **Second:** Vanessa Marcadejas (County). **Vote:** Motion passed unanimously.

3. FY 2023-24 Annual Report Guidance

Jill informed the MC that Water Board (WB) staff provided conditional approval of the FY 2024-25 Annual Report forms. BAMSC members are working with WB staff to resolve WB comments. After these comments are resolved, Program staff will develop

SCVURPPP-specific Annual Report forms, and these will be distributed to the MC in May.

B. PROGRAM BUDGET

No items.

C. PROGRAM MANAGER'S REPORT

1. BAMS Collaborative Update

Chris provided the following updates:

- WB staff will provide an update on items related to C.3 and monitoring at the August 13, 2025 WB meeting. BAMSC members will be invited to contribute presentations. This is to help educate Water Board members in advance of MRP 4 reissuance.
- At its December 2025 meeting, the WB is planning to adopt Cease and Desist Orders for Permittees that do not meet the 100% trash reduction benchmark.
- BAMSC representatives have begun planning the next stormwater forum. Additional information on the date and location should be available this summer.
- The State Commission has adopted rules and procedures for submitting Unfunded Mandate reimbursement claims and is now developing guidance on submitting claims for reimbursement. Chris will send the MC an email with additional information. He asked the MC to let him know if any SCVURPPP member agency is planning to submit a claim.

2. CASQA Update

Not discussed.

3. Grants Update

Not discussed.

4. Legislative Update

Chris provided an update on SB601 introduced by Senators Allen (Santa Monica) and Gonzalez (Los Angeles). The bill would fundamentally change the legal definitions for water bodies in California, add a citizen suit provision, change drinking water standards, revisit the enrollment requirements for business licenses under the Industrial General Permit (IGP), and add coverage requirements for any construction site under the Construction General Permit (CGP), and more. CASQA is currently opposing this bill.

VIII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

Jill reported that the C.3 workshop will be held at the Campbell Community Center on April 29, 2025.

B. TRASH CONTROLS AND UNSHELTERED HOMELESS

The Trash AHTG met on April 15, 2025 and continued to discuss progress toward the 100% trash reduction benchmark.

C. MONITORING / POLLUTANTS OF CONCERN

All outfall and receiving water trash monitoring for WY 2025 is complete. Program staff is continuing to work on PCB sampling associated with source properties.

D. OUTREACH ACTIVITIES

Program staff is continuing to work with the Scripts Review Work Group to finalize the Youth Outreach Campaign Reels. Three Reels have been finalized and are being promoted.

E. OTHER PERMIT-RELATED ACTIVITIES**1. Cost Reporting**

Jill reported that the next Cost Reporting Work Group meeting will be held on April 21, 2025 to respond to Co-permittee questions on cost reporting. Program staff have been compiling questions received to date into an FAQ document that will be shared with Co-permittees.

2. Information Management

The Information/Asset Management Work AHTG will continue to meet on the first Thursday of every month. The next meeting will be held on May 1, 2025.

IX. OTHER BUSINESS

None.

X. ADJOURN

The MC meeting adjourned at 10:00 am.



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Meeting Attendance Record

DATE April 17, 2025

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: TBD

Ursula Syrova

Harun Musaefendic – Los Altos
Alternate: Vency Woo

Harun Musaefendic

WooJae Kim – Los Altos Hills
Alternate: John Chau

-

Elaine Marshall – Milpitas
Alternate: Roberto Alonzo

Elaine Marshall

Carrie Sandahl – Mountain View
Alternate: Brian T. Jones

Brian T. Jones

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

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Rajani Nair – San Jose
Alternate: Mary Morse

Rajani Nair

Colleen Trostle – Santa Clara
Alternate: Dave Staub

Colleen Trostle

Winola Cheong – Sunnyvale
Alternate: Emma Hinojosa

Winola Cheong, Emma Hinojosa

Vanessa Marcadejas – Santa Clara County
Alternate: Zhenzhen Jiang

Vanessa Marcadejas, Zhenzhen Jiang

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

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ADDITIONAL ATTENDEES

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

Action Items from April 17, 2025 MC Meeting

Action	Description	Responsibility	Due Date	Status	Comments
None					

Action Items from November 21 and December 2, 2024 Budget AHTG Meetings

Action	Description	Responsibility	Due Date	Status	Comments
12-24-2	Prepare a Draft Information Management Work Plan in the second half of FY 2024-25 for review by the Information Management AHTG.	Program staff	April	Done	The Draft Work Plan was distributed on May 1, 2025.
12-24-3	Set up an internal meeting later this FY to discuss proposed changes to the format of MRP reissuance meetings.	Program staff	TBD	To be done	
12-24-5	Discuss the appropriate content and forum for illicit discharge response training and bring back a recommendation to the Budget AHTG and MC.	Program staff	May	In progress	Program staff is reviewing Guidance developed by WB staff
12-24-7	Prepare a proposed watershed stewardship collaboration work plan for FY 2024-25 and 2025-26 and convene a special meeting to discuss the approach.	Program staff	April	In progress	Meetings held with Grassroots Ecology on 2/21/25 and 5/5/25. Memo with recommendations is in progress.

Action Items Remaining from Previous MC Meetings

Action	Description	Responsibility	Due Date	Status	Comments
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.