

**MANAGEMENT COMMITTEE  
AGENDA PACKET**



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

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

**February 16, 2017 Meeting**

**MATERIALS FOR INFORMATION**

**II. February 16, 2017 Agenda**

**III. January 19, 2017 MC Meeting Minutes**

**IV. January 19, 2017 Action Items**



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**AGENDA**

**MANAGEMENT COMMITTEE MEETING**

**February 16, 2017, 9:30 - 11:00 am**

Sunnyvale Civic Center, West Conference Room  
456 Olive Avenue, Sunnyvale

- 9:30**    **I.    Management Committee Meeting Call to Order/Introductions**
- II.    Additions or Revisions to Agenda; Announcements**
- III.    Approval of Minutes (January 19, 2017 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**
- 9:45**    **VII.    Program Business**
- A. Program Manager's Report**
1. BASMAA Update – *information.*
2. Grants Update – *information.*
3. San Francisco Bay Restoration Authority – *update on Advisory Committee representation.*
- 9:55**    **B. Program Management**
1. FY 15-16 Final Draft Program Audit – *direction to MC Chair to sign Program Representation Letter.*
2. 2016 Program Summary – *status report.*
3. FY 17-18 Program Work Plan – *status report.*
4. FY 16-17 Annual Report Form – *status report.*
- 10:05**    **C. Program Budget**
1. Regional Projects Update (FYs 16-17 and 17-18) – *information/discussion.*
2. Program Budget Projection for FYs 18-19, 19-20, and 20-21 – *status report.*

## VIII. MRP Implementation

### 10:15 A. New Development and Redevelopment

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
  - a. Green Infrastructure Work Plan Tasks – *see MC briefing memorandum.*
  - b. Stormwater Resource Plan Development – *status report.*
2. Management Committee Requested Items

### 10:25 B. Trash Controls

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

### 10:35 C. Monitoring / Pollutants of Concern

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
  - a. RAA Consultant Selection Process – *status report.*
  - b. POC Work Plan Tasks – *status report.*
2. Management Committee Requested Items

### 10:45 D. Outreach Activities

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

### 10:50 E. Other Permit-Related Activities

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

### 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 available at <http://www.scvurppp-w2k.com/mc.shtml>*

### 11:00 X. Adjourn

### 11:15-12:00 Presentation on SCVURPPP Monitoring Program



**MANAGEMENT COMMITTEE MEETING  
MINUTES**  
January 19, 2017

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**I. MANAGEMENT COMMITTEE CALL TO ORDER / INTRODUCTIONS**

Kirsten Struve (Chair, SCVWD) called the meeting to order at 9:35 am. 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:

- Sharon Newton (San Jose) informed the MC that Jennifer Seguin has been promoted to Division Manager for the City of San Jose's Department of Transportation. Liz Neves will be the new manager for the City's trash programs.
- Judy Chu (Milpitas) informed the MC that the City of Milpitas is looking for a City Engineer. She added that City staff are developing BMPs for mobile fueling operations and may contact Water Board staff for their input. The MC recommended that the IND AHTG discuss mobile fueling operations and consider developing Program-wide BMP guidance.
- Jill Bicknell (Program staff) said that the U.S. EPA and the State Board are co-hosting one-day forums on April 3 and April 5 for addressing stormwater finance in California. The forums are designed to introduce local stormwater program managers to potential funding approaches and hear from local experts about how to build successful stormwater funding strategies in California. The registration link was sent to the MC.

*Action: The IND AHTG will discuss developing Program-wide BMPs for mobile fueling operations at its next meeting.*

**III. APPROVAL OF MINUTES**

**Motion:** Aida Fairman (Los Altos) moved to approve the minutes from the December 15, 2016 MC meeting. **Second:** Napp Fukuda (San Jose). **Vote:** Motion passed unanimously.

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

Action Items from the December 15, 2016 meeting:

- Action item 12-15-1 (Prepare rough draft of Program budget projections for remaining MRP permit term) is in progress. It will be sent to the MC soon.
- Action item 12-15-2 (Complete San Francisco Bay restoration Authority Advisory Committee Member Application) was completed. The application was submitted on behalf of SCVURPPP with Napp Fukuda (San Jose) as the primary representative and Adam Olivieri (Program staff) as the secondary representative. However, SCVURPPP was not invited to participate on the Advisory Committee. Program staff are following up.

Action Items from previous meetings:

- Action Item 3-16-1 (Coordinate a study session to discuss the feasibility of using solid waste fees to fund trash management programs) will be completed upon receiving additional information from Elaine Marshall (Sunnyvale).

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

No members of the public were present at the meeting.

## **VI. WATER BOARD STAFF COMMENTS**

Water Board (WB) staff was not present at the meeting. Chris Sommers (Program staff) reported that Dave Bowyer (WB staff) may attend the next BASMAA Trash Committee meeting.

## **VII. PROGRAM BUSINESS**

### **A. PROGRAM MANAGER'S REPORT**

#### **1. BASMAA Update**

Adam reported that Tom Dalziel (Program manager, Contra Costa Clean Water Program) will retire at the end of March. Dan Cloak (Dan Cloak Environmental Consulting, consultant to the CCCWP) will be the interim Program Manager.

#### **2. CASQA Update**

Jill updated the MC on the CASQA General Meeting held on January 12, 2016. It included updates from State and Federal regulators and updates on current activities related to pollutants of concern (bacteria, pesticides, trash, copper, and zinc). The CASQA Board of Directors and Executive Program Committee (EPC) met on January 11, 2017 and received updates on the State Board STORMS project and the National Green Infrastructure Certification Program. The EPC approved projects for funding in 2017. The new projects approved include completing the New Development BMP Handbook update and converting it to a web portal format, creating an app for the three BMP Handbooks, and initiating two studies to assist in the Construction General Permit implementation.

#### **3. Grants Update**

Vishakha Atre (Program staff) said that the MC Informational Packet includes a table summarizing potential grants. Program staff will update the table with information on new grants, as needed.

### **B. PROGRAM MANAGEMENT**

#### **1. 2016 Program Summary**

Chris Sommers (Program staff) reported that the Program Summary is in progress. The goal is to send the draft version to the MC for review before the February MC meeting.

## **C. PROGRAM BUDGET**

### **1. Program Budget Projection for FYs 2018-19, 2019-20, and 2020-21**

Chris reported that Program staff is working on the budget projection and it will be sent to the MC in February.

## **VIII. MRP IMPLEMENTATION**

### **A. NEW DEVELOPMENT AND REDEVELOPMENT**

#### **1. Priority Items Identified by Program Staff**

Jill provided the following updates:

- Program staff and District staff are working with State Board staff to develop the Storm Water Resource Plan (SWRP) grant agreement. The SCVWD Board will accept the grant at its meeting on January 24. It is expected that the contract will be completed this month and work on grant-funded tasks will begin in early February. Sharon Newton (San Jose), Kelly Carroll (West Valley Communities), Kirsten Struve (SCVWD) and Elaine Marshall (Sunnyvale) will participate on the Technical Advisory Committee (TAC) for the project. Program staff prepared a memorandum for the Fiscal Agent on the scope of work and invoicing procedure and will be meeting with them to clarify any questions and finalize the memorandum.
- The next C3PO AHTG meeting will be held on January 30. The focus of the meeting will be assisting Co-permittees with completing their GI Frameworks.

### **B. TRASH CONTROLS**

#### **1. Priority Items Identified by Program Staff**

Chris provided the following updates:

- The BASMAA regional project to develop a trash receiving water monitoring program is ongoing, and the project management team (PMT) is working with the consultant to complete the scope by July 1, 2017. Program, Water District, and San Jose staff participate on the PMT. The PMT is meeting tomorrow to review the performance of the consultant team and address SCVURPPP concerns that the project will not meet the MRP requirements.
- Program staff is beginning to develop model ordinance language that Co-permittees can use to require development projects to install trash full-capture devices. Program staff will be coordinating with the Trash Committee on this task.

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

#### **1. Priority Items Identified by Program Staff**

Chris provided the following updates:

- Program staff is working on a draft of the Program's Water Year 2016 Urban Creeks Monitoring Report. The final report is due to the Water Board by March 31, 2017. The report will include a report on the Program's stressor

identification project in Upper Penitencia Creek. Chris will give a presentation on Creek Status Monitoring, the stressor identification project, and pollutants of concern monitoring after the MC meeting in February. The Monitoring AHTG will meet on February 22<sup>nd</sup> to discuss the reports.

- Co-permittees are required to conduct an RAA to address PCB and Mercury load reductions required by the TMDLs. A project that will develop regional guidance for conducting RAAs for PCBs and mercury in the Bay Area is currently underway. A consultant selection team, which included the City of San Jose, selected a team that consists of Geosyntec Consultants, Paradigm Environmental, and SFEI to create an RAA Guidance Document and facilitate a Technical Advisory Committee (TAC) to provide input on the guidance. The project is scheduled to be completed by June 2017. Program staff is developing a RFP to select a team to develop a Countywide RAA for PCBs/Hg and assist the Program with the modeling needed for the Stormwater Resources Plan (SWRP). The draft RFP will be sent to the MC for review soon. Melody Tovar (Sunnyvale) recommended convening a Work Group to discuss the RAA process. Chris said that he will discuss the process with the POC AHTG initially and then form a Work Group as the project moves forward.
- The considerable rainfall that occurred this Water Year caused a rare runoff/flow event in the Guadalupe River due to high intensities of rainfall and reservoir releases. The Regional Monitoring Program (RMP) has held funds in contingency to monitor such an event because they occur so rarely, and because the concentrations of mercury observed during these events will assist in informing stakeholders whether mercury controls implemented in the legacy mercury mining area and in the river/creek channels are having a desired effect. SFEI was successful in monitoring this large/rare event and mercury (and PCB) data are currently being analyzed by contract laboratories. The preliminary results of the monitoring are anticipated in late winter or early spring.
- The PCBs and Mercury Interim Accounting Method was submitted to the WB by the Program with its FY 15-16 Annual Report. WB staff provided comments and staff revisions are being made. The revised document will be provided to Co-permittees for review before it is submitted to the WB in late February.
- A draft report on the Clean Watersheds for a Clean Bay (CW4CB) project will be sent to Co-permittees for review soon. It will cover several PCB control measure projects conducted over the last seven years. A workshop is planned for March 2017.

## **D. Outreach Activities**

### **1. Priority Items Identified by Program Staff**

Vishakha informed the MC that the next WEO AHTG meeting will be held in March. The AHTG will discuss opportunities and ways to leverage the Protect Every Drop campaign locally. The Program's Script Review Work Group is reviewing the green infrastructure creative. The creative will be posted on a new webpage on the Watershed Watch website.

Jill informed the AHTG that the Program will conduct a Green Infrastructure workshop on April 19 focused on GI design guidelines and standards.

**E. Other Permit-Related Activities**

**1. Priority Items Identified by Program Staff**

No items.

**IX. Other Business**

No items.

**X. ADJOURN**

The MC meeting adjourned at 10:50 a.m.





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

**Meeting Attendance Record**

DATE Jan 19, 2017

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 • Santa Clara Valley Water District

**CO-PERMITTEE REPRESENTATIVES**  
(voting members)

**SIGNATURE**

~~Roger Stoez~~  
~~Bill Helms~~ - Campbell (left 1-1-17) <sup>K</sup>  
Alternate: Kelly Carroll, WVCWP Manager

Kelly Carroll

Cheri Donnelly - Cupertino  
Alternate: Roger Lee

A. J.

Aida Fairman - Los Altos  
Alternate: Christopher Lamm

Tina Tseng - Los Altos Hills  
Alternate: John Chau

Matt Morely - Los Gatos  
Alternate: Kelly Carroll, WVCWP Manager  
Alternate: Jim Harbin

K Carroll

Judy Chu - Milpitas  
Alternate: Leslie Stobbe

Judy Chu

Mo Sharma - Monte Sereno  
Alternate: Kelly Carroll, WVCWP Manager  
Alternate: Jeanne Hamilton

K Carroll

Eric Anderson - Mountain View  
Alternate: Carrie Sandahl

Eric Anderson

Karin North - Palo Alto  
Alternate: Pam Rodriguez  
Alternate: Michel Jeremias

Pam Rodriguez

Michel Jeremias

Napp Fukuda - San Jose  
Alternate: Sharon Newton

Fukuda / Sharon Newton

Dave Staub - Santa Clara  
Alternate: Karin Hickey

Dave Staub

John Cherbone - Saratoga  
Alternate: Kelly Carroll, WVCWP Manager  
Alternate: Mainini Cabute

K Carroll

Melody Tovar - Sunnyvale  
Alternate: Elaine Marshall

Elaine Marshall

Michael Rhoades - Santa Clara County  
Alternate: Julianna Martin

Michael Rhoades

Kirsten Struve - SCVWD  
Alternate: TBD

Kirsten Struve

Kelly Carroll - West Valley Communities

Kelly Carroll

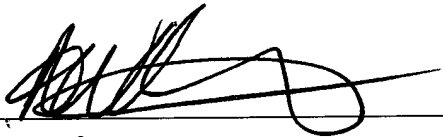
**URBAN RUNOFF PROGRAM STAFF**

Adam Olivieri

Jill Bicknell

Chris Sommers

Vishakha Atre

  
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*Jill Bicknell*  
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*Chris Sommers*  
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*Vishakha Atre*  
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**REGIONAL BOARD REPRESENTATIVE**

Sue Ma

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**INTERESTED PARTIES/AGENCY REPRESENTATIVE**

Trish Mulvey – Clean South Bay

\_\_\_\_\_

**ADDITIONAL ATTENDEES**

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

**Action Items from the January 19, 2017 Meeting**

<b>Action</b>	<b>Description</b>	<b>Responsibility</b>	<b>Due Date</b>	<b>Status</b>	<b>Comments</b>
1-19-1	Discuss developing Program-wide BMP guidance for mobile fueling operations at the IND AHTG.	Program staff	April	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>
12-15-1	Prepare rough draft Program budget projections for remaining MRP permit term	Program staff	February	In Progress	
3-16-1	Coordinate a study session to discuss the feasibility of using solid waste fees to fund trash management programs.	Program staff/ Sunnyvale	TBD	To Be Done	Sunnyvale to better define questions, scope & conference call invitees