

**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

**May 18, 2017 Meeting**

**MATERIALS FOR INFORMATION**

**II. May 18, 2017 Agenda**

**III. April 20, 2017 MC Meeting Minutes**

**IV. April 20, 2017 Action Items**



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**AGENDA**

**MANAGEMENT COMMITTEE MEETING**

**May 18, 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 (April 20, 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. CASQA Update – *information.*
3. Grants Update – *information.*
- B. Program Management**
- No items.
- 10:00**    **C. Program Budget**
1. Program Budget Projection for FYs 18-19, 19-20, and 20-21 – *status report.*
- 10:10** **VIII.   MRP Implementation**
- 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

**10:20**

**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

**10:30**

**C. Monitoring / Pollutants of Concern**

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
  - a. RAA Consultant Selection Process – *status report.*
  - b. PCBs in Building Materials – *status report.*
  - c. PCB and Mercury Load Reductions – *status report.*
  - d. Other POC Work Plan Items
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**



**MANAGEMENT COMMITTEE MEETING  
MINUTES**  
April 20, 2017

Campbell • Cupertino • Los Altos • Los Altos Hills • Los Gatos • Milpitas • Monte Sereno • Mountain View • Palo Alto  
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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. Students from the Environmental Studies program at San Jose State also introduced themselves. They attended the meeting as part of a project they are doing for their Field Studies in Water Resources Management class.

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

Julianna Martin (County of Santa Clara) informed the MC that Michael Rhoades (County of Santa Clara) is moving to a new position within the County and will longer serve on the MC. Jill Bicknell (Program staff) passed around a Certificate of Appreciation for Michael for the MC's signature.

Jill Bicknell (Program staff) updated the MC on the draft SF Bay Restoration Authority (SFBRA) Grant Program Guidelines. The SFBRA Advisory Committee recognized the discrepancy between the objectives of Measure AA and the enabling legislation, and they are recommending including eligible project types from both Measure AA and the enabling legislation in the guidelines. It is likely that the final Guidelines will include trash/POC/water quality projects as well as wetland restoration and other projects. Geoff Brosseau (Executive Director, BASMAA) was planning to attend the April 14 meeting of the SFBRA Board to comment on behalf of BASMAA. Jill will follow up Geoff and report back to the MC.

**Action:** Program staff will follow-up with BASMAA regarding SFBRA and report back results of meeting to MC.

**III. APPROVAL OF MINUTES**

**Motion:** Dave Staub (Santa Clara). (Los Altos) moved to approve the minutes from the March 16, 2017 MC meeting. **Second:** Elaine Marshall (Sunnyvale). **Vote:** Motion passed unanimously.

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

Action Items from the March 16, 2017 meeting:

- Action Item 3-17-1 (Send a description of the Watershed Watch spokesperson role and responsibilities to the MC and WEO AHTG and ask for recommendations) is complete. Aida Fairman (Los Altos) and Carolina Camarena (Communications Division, San Jose) will be the new Campaign spokespersons.

Action Items from previous meetings:

- Action Item 1-17-1 (Discuss developing Program-wide BMP guidance for mobile fueling operations at the IND AHTG) was discussed at the last IND AHTG meeting. Program staff will follow-up on the discussions and report to the MC. Kelly Carroll (West Valley Communities) recommended coordinating with the County Hazardous Materials Compliance Division on this issue.

1021 S. Wolfe Rd., Suite 185 • Sunnyvale, CA 94086 • tel: (408) 720-8811 • fax: (408) 720-8812  
1410 Jackson Street • Oakland, CA 94612 • tel: (510) 832-2852 • fax: (510) 832-2856

**1-800-794-2482**

- Action Item 12-16-1 (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 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**

Members of the public did not provide any comments.

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

Chris Sommers (Program staff) reported that the Program sent a letter commenting on the San Francisco Bay Regional Water Board's (Water Board or WB) proposed 303(d) and 305(b) report which includes the 303(d) list of impaired water bodies. Additionally, Tom Hall (Program staff) and Kirsten Struve (SCVWD) testified at the Water Board's public hearing held on April 12. Based on comments received, the Water Board has now listed San Francisco Bay as a Category 3 water body for toxicity, based on sediment toxicity results over the last 20 years. However, Guadalupe Slough and Coyote Creek are still listed as Category 5 water bodies for toxicity. The Guadalupe Slough listing is based on episodic water toxicity observed in the late 1990's through early 2000's. The Coyote Creek listing is based on episodic water toxicity samples taken in early-mid 2000's. The WB's recommendations will be sent to the State Water Board for approval. A decision needs to be made as to whether to send written comments to the State Board, requesting a review and modification of the proposed listing for Guadalupe Slough. The MC discussed the listings and agreed with the recommendation that Program staff work with City of Sunnyvale staff to evaluate the data for Guadalupe Slough and decide whether SCVURPPP should request that the listing be reviewed/modified from Category 5 to 3. No further action will be taken on the Coyote Creek toxicity listing.

Jill added that CASQA will also submit a comment letter, mainly commenting on statewide issues regarding application of the 303(d) Listing Policy and needed changes to the Listing Policy. Jill will forward CASQA's letter to the MC.

## **VII. PROGRAM BUSINESS**

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

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

Updates were provided as part of other agenda items.

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

Jill provided the following updates:

- The next CASQA Quarterly Meeting will be held on May 11 in Ontario. The MC asked Jill to purchase a group webcast for Co-permittee staff.
- The CASQA Annual Conference will be held from September 25-27, 2017 in Sacramento. The City of Sunnyvale has submitted an award application for their *Schools Goin' Green* program.

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

Vishakha Atre (Program staff) updated the MC on upcoming grants:

- Urban Greening Grants - A total of \$76 million is available statewide for this grant. The main criteria for project selection is that they demonstrate a reduction in greenhouse gases. Grant applications are due on May 1, 2017.
- SF Bay Water Quality Improvement Fund – A total of \$4 million is available for the Bay Area. The focus is on multi-objective projects, which improve water quality and wetland habitat associated with the Bay. Grant applications are due on May 10, 2017.
- Safe, Clean Water and Natural Flood Protection Program Grants - The District has announced that it will award up to \$971,000 in grants from the Safe, Clean Water and Natural Flood Protection Program to carry out Priority B7, “Support Volunteer Cleanup Efforts & Education,” and Priority D3, “Access to Trails & Open Space” projects. Program staff will send the MC a link to the grant information.

## **B. PROGRAM MANAGEMENT**

### **1. Draft FY 16-17 Annual Report Guidance**

Jill provided an overview of the FY 16-17 Annual Report guidance and due dates for required submissions. The Annual Report Form, modified with specific guidance for SCVURPPP Co-permittees, will be emailed to the MC soon.

### **2. 2016 Program Summary**

Chris distributed copies of the 2016 Program Summary.

## **C. PROGRAM BUDGET**

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

Chris reported that Program staff is working on a rough draft of Program budget projections for the remaining MRP permit term. It will be sent to the MC soon.

## **VIII. MRP IMPLEMENTATION**

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

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

Jill provided the following updates:

- FY 16-17 C.3/GI Work Plan – Program staff continued work on the high priority tasks, including development of the GI Handbook and preparations for the April 19<sup>th</sup> GI workshop. The workshop was successful and attracted 94 participants. The guidance memo on GI Implementation Mechanisms was finalized and sent to the C3PO AHTG, and work is beginning on a guidance memo on funding mechanisms. Program staff is also reviewing existing GI design guidelines, details and specifications, and preparing sections of the SCVURPPP “GI Handbook”, as a companion document to the C3 Handbook.
- Storm Water Resource Plan (SWRP) – The first meeting of the SWRP Technical Advisory Committee (TAC) was held on March 23, 2017. The intent of the meeting was to brief the TAC on the project and receive input on the project approach and several key deliverables (the SWRP outline and Stakeholder Outreach Strategy). The draft TAC meeting summary is included

in the MC Informational Packet. MC representatives from San Jose, Sunnyvale, West Valley, and the Water District are serving on the TAC.

## **B. TRASH CONTROLS**

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

Chris provided the following updates:

- On-land Visual Trash Assessments - Trash assessments are ongoing and the online trash assessment data tool is being updated frequently. Co-permittees can see the results of a trash assessment within a couple days of the assessment. Program staff plan to send Co-permittees monthly updates on percent reductions to assist with tracking load reductions in preparation for demonstrating the 70% load reduction goal.
- Receiving Water Monitoring Program Development – An internal first draft of the monitoring plan was delivered to the Project Management Team (PMT) in late March and comments were submitted by PMT members. Due to unresolved issues with the project and the expenditure of the budget allocated for the project, BASMAA (with concurrence from SCVURPPP) has elected to discontinue their agreement with the current consultant and requested that EOA provide a scope and budget to complete the project. EOA was next on the consultant prioritization list during the proposal review process. After consultation with the Program's BATG, EOA's scope and budget was accepted by BASMAA.

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

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

Chris provided the following updates:

- The Electronic Status Monitoring Data Report and the Urban Creeks Monitoring Report (UCMR) were submitted to the Water Board on March 31.
- A BASMAA project that will develop regional guidance for conducting RAAs for PCBs and mercury in the Bay Area is currently underway. Chris is serving as the project manager for BASMAA, and a Technical Advisory Committee (TAC) is providing input on the project. The TAC met on March 29, 2017 and discussed the baseline and the level of effort required to meet the targets. Chris is encouraging WB staff to provide guidance on an acceptable approach. In addition to the regional guidance document, Program staff is currently developing an RFP to select a team to develop a countywide RAA for PCBs/Hg and assist the Program in the modeling needed for the Stormwater Resource Plan (SWRP). The Draft RFP will be available for review by Co-permittees and released soon after to qualified consulting firms/organizations. The goal is to have a RAA/SWRP modeling team on board by the end of FY 16-17.

## **D. OUTREACH ACTIVITIES**

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

Vishakha updated the MC on discussions at the Eco Gardens Subcommittee meeting. The Work Group is considering ending the contract with the current

website maintenance contractor, and building a new website using a website hosting service. The pros and cons of moving to a new website are described in a memorandum included in the MC Informational Packet. MC members discussed the website, and felt that they needed more information on the goals of the project to make a decision regarding the proposed change. They recommended that the Eco Gardens Subcommittee identify the requirements of participating agencies, and further scope out the goals of the Eco Gardens project. The MC also recommended that Program staff attend the next meeting of the Technical Advisory Committee of the County Recycling and Waste Reduction Division.

## **E. Other Permit-Related Activities**

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

No items.

## **IX. OTHER BUSINESS**

### **2. Miscellaneous**

Jill informed the MC that the Informational Packet includes information on Senate Bill 231 (Hertzberg) that defines “sewer” as including storm sewers for the purpose of Prop 218. CASQA was contacted by Hertzberg’s staff with a request to support the bill, and the CASQA Board voted to send a letter of support. Jill will send the CASQA letter to the MC, along with a template support letter that Co-permittees can use to submit local support letters.

## **X. ADJOURN**

The MC meeting adjourned at 11:00 a.m.





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

**Meeting Attendance Record**

DATE Apr 20, 2017

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San Jose • Santa Clara • Saratoga • Sunnyvale • Santa Clara County • Santa Clara Valley Water District

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

**SIGNATURE**

David Tucker – Campbell  
Alternate: Kelly Carroll, WVCWP Manager  
Alternate: Roger Storz

*KCarroll*

Cheri Donnelly – Cupertino  
Alternate: Roger Lee

*C. Donnelly*

Aida Fairman – Los Altos  
Alternate: Christopher Lamm

Allen Chen – Los Altos Hills  
Alternate: Tina Tseng

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

*KCarroll*

Judy Chu – Milpitas  
Alternate: Leslie Stobbe

Julie Behzad – Monte Sereno  
Alternate: Kelly Carroll, WVCWP Manager  
Alternate: Jeannie Hamilton

*KCarroll*

Eric Anderson – Mountain View  
Alternate: Carrie Sandahl

*Eric Anderson for EA*

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

*Pamela Boyle Rodriguez*

Napp Fukuda – San Jose  
Alternate: Sharon Newton

*Fukuda Sharon Newton*

Dave Staub – Santa Clara  
Alternate: Karin Hickey

*DStaub*

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

*KCarroll*

Melody Tovar – Sunnyvale  
Alternate: Elaine Marshall

*Mainini Marshall*

Michael Rhoades – Santa Clara County  
Alternate: Julianna Martin

*Julianna Martin*

Kirsten Struve – SCVWD  
Alternate: Brett Calhoun

*Kirsten Struve*

Kelly Carroll – West Valley Communities

*Kelly Carroll*

**URBAN RUNOFF PROGRAM STAFF**

Adam Olivieri

Jill Bicknell

Chris Sommers

Vishakha Atre

*Jill Bicknell*  
*Chris Sommers*  
*Vishakha Atre*

**REGIONAL BOARD REPRESENTATIVE**

Sue Ma

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**INTERESTED PARTIES/AGENCY REPRESENTATIVE**

Trish Mulvey – Clean South Bay

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**ADDITIONAL ATTENDEES**

*Citanna Seminatore*  
*VINCENT GIN SCVWD*  
*Richard Tejada*  
*Michael Garcia*  
*Laura Bates*

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

**Action Items from the April 20, 2017 Meeting**

| <b>Action</b> | <b>Description</b>  | <b>Responsibility</b> | <b>Due Date</b> | <b>Status</b> | <b>Comments</b> |
|---------------|---|-----------------------|-----------------|---------------|-----------------|
| 4-17-1        | Follow-up with BASMAA regarding SFBRA and report back results of meeting to MC. | Program Staff         | May             | In Progress   |                 |

**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>  |
|---------------|--|-----------------------------|-----------------|---------------|--|
| 12-16-1       | Prepare rough draft Program budget projections for remaining MRP permit term                                       | Program staff               | May             | In Progress   | To be completed by end of May  |
| 3-16-1        | Coordinate a study session to discuss the feasibility of using solid waste fees to fund trash management programs. | Program staff/<br>Sunnyvale | TBD             | To Be Done    | Sunnyvale to better define questions, scope & conference call invitees |