

**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

**July 21, 2016 Meeting**

**MATERIALS FOR INFORMATION**

**II. July 21, 2016 Agenda**

**III. June 16, 2016 MC Meeting Minutes**

**IV. June 16, 2016 Action Items**



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**AGENDA**

**MANAGEMENT COMMITTEE MEETING**

**July 21, 2016, 9:00 - 11:00 am**

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

- 9:00 I. Management Committee Meeting Call to Order/Introductions**
- II. Additions or Revisions to Agenda; Announcements**
- III. Approval of Minutes (June 16, 2016 meeting)**
- IV. Review of Action Items from Last Meeting**
- 9:15 NOTE – ITEM VII.B.**
- 10:00 V. Time Open for Public Comment on Any Subject Not on Agenda (2 minutes)**
- VI. Regional Water Board Staff Comments**
- 10:10 VII. Program Business**
- A. Program Manager’s Report**
1. BASMAA Update – *information.*
  2. CASQA Update – *information.*
  3. Grants Update – *information.*
    - a. Prop 1 Storm Water Resource Plan Grant Application
    - b. SF Bay Water Quality Improvement Fund Grant Application
    - c. Prop 1 Urban Rivers Grant
- B. Program Management (ITEM WILL START EARLY – 9:15am)**
1. MOA Report Review - Presentation by HFH – *review and consider acceptance of report*
- C. Program Budget**
- No items.

## VIII. MRP Implementation

### 10:25 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.*
2. Management Committee Requested Items

### 10:30 B. Trash Controls

1. Priority Items Identified by Program Staff -- *see MC briefing memorandum.*
  - a. Receiving Water Monitoring Program – *review of BATG discussion/status.*
2. Management Committee Requested Items

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

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
  - a. 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



**MANAGEMENT COMMITTEE MEETING  
MINUTES**  
June 16, 2016

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

In the absence of Liang Lee (Chair, SCVWD) and Napp Fukuda (Vice Chair, San Jose), Brett Calhoun (SCVWD) called the meeting to order. Management Committee (MC) members introduced themselves.

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

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

- Sharon Newton (San Jose) reported that the City of San Jose has entered into a Consent Decree with Baykeeper to settle the lawsuit filed by Baykeeper. As part of the agreement, the City of San Jose is required to commit to spending \$100 million toward Green Infrastructure and trash control projects, over the next 10 years.
- Jill Bicknell (Program staff) informed the MC that Liang Lee is retiring from the SCVWD next month. She passed around a Certificate of Recognition for MC members to sign.
- Aida Fairman (Los Altos) informed the MC that the City of Los Altos is recruiting for a public works inspector.

**III. APPROVAL OF MINUTES**

**Motion:** Aida Fairman (Los Altos) moved to approve the minutes from the May 19, 2016 MC meeting. **Second:** Kelly Carroll (San Jose). **Vote:** Motion passed unanimously.

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

Action Items from the May 19, 2016 meeting:

- None.

Action Items from previous meetings:

- Chris Sommers (Program staff) reported that 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).
- Action Item 3-16-2 (Schedule a workshop in mid-June to review the reporting requirements in the FY 15-16 Annual Report) will be completed today. The workshop will be held after today's MC meeting.
- Action Item 1-16-3 (Prepare an internal schedule and linkage related to POC and RAA needs) is in progress.
- Action Item 1-16-5 (Update pervious pavement specifications and bring the C.3 Handbook for approval to an MC meeting) will be completed today. The approval of the C.3 Handbook is on today's MC meeting agenda.

- Action Item 1-16-6 (Schedule a discussion of treatment measure installation inspections at a future C3PO AHTG meeting) was completed at the May 23, 2016 C3PO AHTG meeting.

## **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. Jill reported that Dale Bowyer (WB staff) recently sent an email that Co-permittees should not consider LID measures as full trash capture devices. Program staff will work with BASMAA to clarify whether other WB staff agree with this position. State Water Board staff is developing guidance on devices that quality for full trash capture focused primarily on proprietary devices.

Brett reported that SCVWD staff attended a mercury TMDL meeting with WB staff, and that more reservoirs are being added to the TMDL list.

## **VII. PROGRAM BUSINESS**

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

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

No items.

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

No items.

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

Jill informed the MC that State Board staff is currently reviewing proposals received for the Prop 1 Stormwater Grant Program planning grants. A decision regarding funding will likely be made in June or July.

Chris reported that BASMAA submitted a grant application under the 2016 San Francisco Bay Water Quality Improvement Fund focusing on managing PCBs in building materials. EPA will likely make a decision in July.

### **B. PROGRAM MANAGEMENT**

#### **1. Draft FY 15-16 Annual Report Guidance**

Jill reported that the Annual Report guidance and reporting template have been posted on the SCVURPPP "members only" website. Guidance on the Annual Report will be provided after the MC meeting today.

### **C. PROGRAM BUDGET**

No items.

## **VIII. MRP IMPLEMENTATION**

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

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

Jill requested the MC to consider approving the updated SCVURPPP C.3 Handbook. The purpose of the approval is to demonstrate that SCVURPPP has

“adopted” pervious pavement system design specifications in its countywide stormwater handbook, per Provision C.3.c.i.(2)(b). She added that SCVURPPP has had pervious pavement system design specifications in the Handbook since 2012, and Program staff has updated them based on experience and more recent technical information from industry organizations like the Interlocking Concrete Pavement Institute. Revised sections of the C.3 Handbook have been posted on the SCVURPPP “members only” website since May 27 and are under review by the C3PO AHTG. Program staff has received comments to date from San Jose and West Valley so far. Final comments are due by June 23.

**Motion:** Eric Anderson (Mountain View) moved to approve the SCVURPPP C.3 Handbook, contingent on resolving any significant changes with the SCVURPPP Executive Committee. **Second:** Michael Rhoades (Santa Clara County). **Vote.** Motion passed unanimously.

## B. TRASH CONTROLS

### 1. Priority Items Identified by Program Staff

No items.

## C. MONITORING AND POLLUTANTS OF CONCERN

### 1. Priority Items Identified by Program Staff

Chris reported that the on-land visual trash assessments for FY 15-16 will continue through early July 2016.

In addition, Chris noted that the MRP requires that Permittees assess the level of trash in local receiving waters to answer specific monitoring/management questions identified in the MRP. The Trash AHTG discussed the development of a program and was supportive of developing the design of the program via a BASMAA regional project. The BASMAA Trash Committee developed a Request for Proposals to select a consultant to design the program. Co-permittee staff participated in the consultant selection process. The BASMAA Executive Director and the selection panel are currently working with the selected consultant team to reduce the scope and budget to fit into the available stormwater program budgets, while still meeting MRP requirements and program needs. It is not clear when the results will be available for review and final determination of the level of participation by the various stormwater programs. Based on the outcome of these negotiations and discussions among the MC, the MC will need to provide direction to the Program Manager on the Program’s participation in this regional project. MC members discussed the consultant selection process and expressed concern that the budget details and other BASMAA policy/procedure details were not available to the consultant selection panel. The MC recommended that Program staff express the MC’s concerns to the BASMAA Executive Director.

**Action:** *Program staff will express to the BASMAA Executive Director the MC’s concerns on the consultant selection process for the Trash Receiving Water Monitoring Program.*

## D. OUTREACH ACTIVITIES

Vishakha Atre (Program staff) distributed copies of the SCVURPPP “Less-toxic Pest Control for Multi-Unit Properties” brochure and the outreach postcard developed by the Bay Area Eco Gardens group. She informed the MC that the Watershed Watch

Campaign booth will be at three events in June. The next WEO AHTG meeting will be held on June 29, 2016.

**E. OTHER PERMIT-RELATED ACTIVITIES**

No items.

**IX. OTHER BUSINESS**

No items.

**X. ADJOURN**

The MC meeting adjourned at 10:20 a.m.



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

**Meeting Attendance Record**

DATE June 16, 2016

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

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

**SIGNATURE**

Bill Helms – Campbell  
Alternate: Kelly Carroll, WVCWP Manager

*K Carroll*

Cheri Donnelly – Cupertino  
Alternate: Roger Lee

*C C D*

Aida Fairman – Los Altos  
Alternate: Christopher Lamm

*A. F.*

Richard Chiu – 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

*J Stobbe*

Brian Loventhal – Monte Sereno  
Alternate: Kelly Carroll, WVCWP Manager

*K Carroll*

Eric Anderson – Mountain View  
Alternate: Carrie Sandahl

*E Anderson*

Kirsten Struve – Palo Alto  
Alternate: Joe Teresi

*K Struve*

Napp Fukuda – San Jose  
Alternate: Sharon Newton

*Napp Fukuda*

Dave Staub – Santa Clara  
Alternate: Karin Hickey

*D Staub*

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

*K Carroll*

Melody Tovar – Sunnyvale  
Alternate: Elaine Marshall

*Melody Tovar*

Michael Rhoades – Santa Clara County  
Alternate: Julianna Martin

*M Rhoades* *J Martin*

Liang Lee – SCVWD  
Alternate: Brett Calhoun

*Liang Lee*

Kelly Carroll – West Valley Communities

*Kelly Carroll*



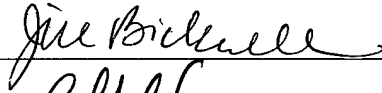
**URBAN RUNOFF PROGRAM STAFF**

Adam Olivieri

Jill Bicknell

Chris Sommers

Vishakha Atre





Vishakha Atre

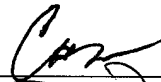
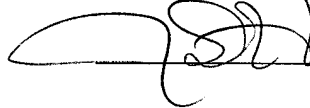
**REGIONAL BOARD REPRESENTATIVE**

Sue Ma

**INTERESTED PARTIES/AGENCY REPRESENTATIVE**

Trish Mulvey – Clean South Bay

**ADDITIONAL ATTENDEES**

 Carole Foster  
 Jennifer Castillo

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

**Action Items from the June 16, 2016 Meeting**

| <b>Action</b> | <b>Description</b>   | <b>Responsibility</b> | <b>Due Date</b> | <b>Status</b> | <b>Comments</b> |
|---------------|--|-----------------------|-----------------|---------------|-----------------|
| 6-16-1        | Express to the BASMAA Executive Director the MC's concerns on the consultant selection process for the Trash Receiving Water Monitoring Program. | Program staff         | July            | 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>  |
|---------------|--|-----------------------------|-----------------|---------------|--|
| 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 |
| 1-16-3        | Prepare an internal schedule and linkage related to POC and RAA needs.   | Program staff               | July            | In Progress   | Being developed as RAA further scoped                                  |