

**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

December 15, 2016 Meeting

MATERIALS FOR INFORMATION

II. December 15, 2016 Agenda

III. November 17, 2016 MC Meeting Minutes

IV. November 17, 2016 Action Items



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AGENDA

MANAGEMENT COMMITTEE MEETING

December 15, 2016, 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 (November 17, 2016 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. Other Items – *information.*
- B. Program Management**
- No items.
- 10:00** **C. Program Budget**
1. Final Draft FY 17-18 Program Budget – *request for approval.*

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.*
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.*
 - a. Conditionally Exempted Discharges Report – *request for acceptance of revised report.*
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**
November 17, 2016

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I. MANAGEMENT COMMITTEE CALL TO ORDER / INTRODUCTIONS

Kirsten Struve (Chair, SCVWD) called the meeting to order at 9:35 am. She introduced Vincent Gin, the new Deputy Operating Officer at the SCVWD. 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:

- Kelly Carroll (West Valley Communities) informed the MC that Brian Loventhal (City Manager, Monte Sereno) has moved to the City of Campbell as City Manager.
- Jill Bicknell (Program staff) informed the MC that the location of the December 9th “Green Infrastructure Leadership Conversation” has changed. It will now be held in San Francisco. Mayors from the Cities of Oakland, San Jose and San Francisco will speaking at the meeting. She will resend the registration link to the MC.
- The SCVURPPP 2016 Site Design Awards Program was held on November 16th at the APWA Silicon Valley Chapter luncheon meeting. It was very well attended. Two awards were presented, one to the Hacienda Green Street project in Campbell, and an honorable mention to the Rinconada Library in Palo Alto.
- Cheri Donnelly (Cupertino) said that a Cupertino council member attended a presentation on green infrastructure by Robin Grossinger (SFEI). The City has invited Robin to give the same presentation to the City’s Sustainability Commission.
- Joe Teresi (Palo Alto) introduced Michel Jeremias as his replacement at the City of Palo Alto. He added that the City also hired Pamela Boyle-Rodriguez as the new stormwater manager. Both Michel and Pamela will be alternate voting representatives on the MC. Karin North will continue to be the primary MC Voting representative.

III. APPROVAL OF MINUTES

Motion: Napp Fukuda (San Jose) moved to approve the minutes from the October 20, 2016 MC meeting. **Second:** Aida Fairman (Los Altos). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the October 20, 2016 meeting:

- Action Item 10-1-16 (Program staff will send slides describing the WEF award to the MC) is complete.

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. Adam Olivieri (Program staff) said that Trish Mulvey (Clean South Bay) informed him that she liked the comment letters included in the MC Agenda Packet.

VI. WATER BOARD STAFF COMMENTS

Water Board (WB) staff was not present at the meeting. Chris Sommers (Program staff) reported that Dale Bowyer (WB staff) attended the Tracking California Trash meeting and said that he is reviewing the trash section of the FY 15-16 Annual Reports.

Joe asked the MC if they have heard from Selina Louie (WB staff) about their spill reporting contact points. Selina will be calling Co-permittees to check on their spill, dumping, and complaint response phone numbers. MC members noted that they have not heard from Selina. However, she may have called the contact numbers directly to confirm that they work.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGER'S REPORT

1. BASMAA Update

Adam Olivieri (Program staff) noted that the BASMAA update will be provided as part of the agenda items on trash and pollutants of control.

2. CASQA Update

Jill reported that the CASQA Board approved the budget for Calendar Year 2017. The CASQA Board is reviewing project proposals and will be allocating funds to the Subcommittees. Jill updated the MC on the following events:

- CASQA is on the Implementation Committee for the State Water Board's STORMS initiative, and CASQA members have been participating in several projects related to use of and barriers to stormwater as a resource and stormwater funding options.
- CASQA held a webinar on November 2, 2016 to highlight four stormwater programs who have developed approaches and/or tools to help them evaluate the effectiveness of their programs. The webinar is posted on the CASQA website.
- CASQA will hold a webinar on Unfunded Mandates on December 14, 2016 from 10:30 a.m. to 12 noon. A panel of attorneys will present the unfunded mandate test claims that have been filed by agencies throughout the state and then participate in a panel discussion.
- The next CASQA General Meeting is on January 12, 2016. It will include updates from State and Federal regulators and updates on current activities related to pollutants of concern (bacteria, pesticides, trash, copper, and zinc).

3. Grants Update

Vishakha Atre (Program staff) provided the following updates on grant opportunities:

- The Five Star and Urban Waters Restoration Program aims to fund projects that focus on stewardship and restoration of coastal, wetland and riparian ecosystems across the country. Approximately \$2.5 million is available nationwide for projects meeting program priorities. There is one round of full proposals annually for this program. Awards range from \$20,000 to \$50,000 with an average size of \$30,000 and 40-50 grants awarded per year. Grant applications are due on January 31, 2017.
- The California Natural Resources Agency has released draft guidelines for its Urban Greening program for public comment. The public comment period began October 21, 2016 and ends December 5, 2016. This program emphasizes, and gives priority to, projects that are proposed by and benefit the State's disadvantaged communities. Program staff will update the MC when the grant solicitation is announced.

B. PROGRAM MANAGEMENT

1. Approval of SCVURPPP Memorandum of Agreement, Third Amendment

Adam reported that all Co-permittees are on track for getting their MOAs approved. Robert Falk (Program Attorney) is collecting the signed MOAs and will send a compiled copy to the MC.

2. BATG Review and Discussion of Program Management Services

The MC discussed the BATG's review of Program Management Services for SCVURPPP. Program staff did not attend this part of the meeting.

Motion: Dave Staub (Santa Clara) moved to retain and extend the current Program Management Services contract with EOA, Inc. **Second:** Eric Anderson (Mountain View). **Vote.** Motion passed unanimously.

C. PROGRAM BUDGET

1. FY 17-18 Program Budget Development Process

Chris reported that the revised draft FY 17-18 Program Budget Package will be sent to the MC and BATG tomorrow. The BATG will meet on November 30 to discuss and provide comments on the budget. The final draft budget package, including the BATG meeting summary, will be sent to the MC one week prior to the December 15 meeting, for consideration of approval at the meeting.

VIII. MRP IMPLEMENTATION

Only priority MRP Implementation items were discussed.

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) contract and align tasks with the State Board's template. A Technical Advisory Committee will be formed to guide the project. It will include staff from the EPA and the State and Regional Boards. Jill requested MC members to consider participating on the TAC. The

TAC will meet four times over the two-year grant period. Kirsten and Kelly volunteered to participate on the TAC.

- SCVURPPP Construction Site (C.6) Stormwater Inspections and Post-Construction (C.3) Stormwater Treatment Measure Installation Inspections workshop will be held on January 23 and January 27, 2017.
- The next C3PO AHTG meeting will be held on November 28, 1:30-3:30 pm at Milpitas City Hall. The agenda will include discussion of the draft FY 17-18 GI Work Plan, draft legal mechanisms guidance, and draft outreach products.

B. TRASH CONTROLS

1. Priority Items Identified by Program Staff

Chris informed the MC that a meeting of the Stakeholder Group for the Receiving Water Monitoring Program was held recently. The next meeting will be held on December 13, 2016.

Michael Rhoades (County of Santa Clara) informed the MC that the County has an agreement with Caltrans to use Conservation Corps staff to clean Caltrans' rights-of-way within the County. The County is acting as the fiscal agent for this agreement.

C. MONITORING AND POLLUTANTS OF CONCERN

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- Two firms responded to the BASMAA RFP to develop the regional Reasonable Assurance Analysis (RAA) guidance. Interviews will be held in the last week of November. James Downing (San Jose) is representing SCVURPPP on the interview panel. A draft RFP for a consultant to conduct modeling for the Program's RAA and SWRP will be sent to the POC AHTG for review in December.
- A joint Monitoring/POC and C3PO AHTG meeting will be scheduled in December to discuss the data needs from regulated projects and GI projects for the interim accounting methodology and future RAA efforts.
- SFEI received a \$900,000 grant to better characterize the sources, pathways and fates of microplastics in the SF Bay. Monitoring of stormwater, wastewater, and the Bay for microplastics was included in SFEI's proposal. As a result, SFEI has made a request to SCVURPPP and other programs to allow sampling of microplastics in stormwater to occur at sites where PCBs and mercury are planned to be monitored in WY 2017. The sites where Program staff has requested that SFEI monitor for PCBs and mercury are associated with watershed management areas in San Jose. Program staff has discussed the request with San Jose staff, who is acceptable to allowing the microplastics monitoring to occur.
- Program staff are participating in a BASMAA work group to develop a scope of work and preliminary planning cost estimate for a project entitled "PCBs Material Management during Building Demolition: Outreach, Guidance, Tools, and Training". Once approved by the BASMAA Board, an RFP will be released for consultant services to complete the work.

D. Outreach Activities**1. Priority Items Identified by Program Staff**

Vishakha informed the MC that the graduation ceremony for the Fall 2016 Green Gardener Training will be held on Thursday, December 1. The next WEO AHTG meeting will be held on December 13, 2016 and will include a presentation on the Caltrans Protect Every Drop campaign.

IX. Other Business**2. Miscellaneous**

Dave informed the MC that the City of Santa Clara is hiring a consultant to conduct a cost of service study for the City's Capital Improvement Program and storm drain maintenance.

Joe reported that in February 2017, the City of Palo Alto will mail a ballot to Palo Alto property owners to approve the continuation and increase of a monthly parcel fee for stormwater management.

X. ADJOURN

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



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Meeting Attendance Record

DATE 11/17/16

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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, WWCWP Manager

KCarroll

Cheri Donnelly – Cupertino
Alternate: Roger Lee

C.C.D.

Aida Fairman – Los Altos
Alternate: Christopher Lamm

A.F.

Tina Tseng – Los Altos Hills
Alternate: John Chau

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

KCarroll

Judy Chu – Milpitas
Alternate: Leslie Stobbe

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

KCarroll

Eric Anderson – Mountain View
Alternate: Carrie Sandahl

E.A.

Karin North – Palo Alto
Alternate: Joe Teresi

Joe Teresi & Michael Teresias

Napp Fukuda – San Jose
Alternate: Sharon Newton

Fukuda Sharon Newton

Dave Staub – Santa Clara
Alternate: Karin Hickey

DStaub

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

KCarroll

Melody Tovar – Sunnyvale
Alternate: Elaine Marshall

M.Tovar

Michael Rhoades – Santa Clara County
Alternate: Julianna Martin

Michael Rhoades Julianna Martin

Kirsten Struve – SCVWD
Alternate: TBD

Kirsten Struve

Kelly Carroll – West Valley Communities

Kelly Carroll


URBAN RUNOFF PROGRAM STAFF


Adam Olivieri


Jill Bicknell

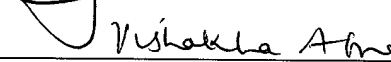
Chris Sommers

Vishakha Atre









Vishakha Atre

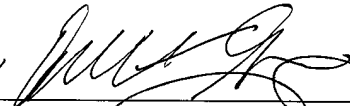
REGIONAL BOARD REPRESENTATIVE


Sue Ma

INTERESTED PARTIES/AGENCY REPRESENTATIVE

Trish Mulvey – Clean South Bay

ADDITIONAL ATTENDEES

VINCE GIN 

JENNIFER ASTILLO 

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

Action Items from the November 17, 2016 Meeting

None

Action Items Remaining from Previous Meetings

Action	Description	Responsibility	Due Date	Status	Comments
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