

**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

March 15, 2018 Meeting

MATERIALS FOR INFORMATION

II. March 15, 2018 Agenda

III. February 15, 2018 MC Meeting Minutes

IV. February 15, 2018 Action Items



**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

AGENDA

MANAGEMENT COMMITTEE MEETING

March 15, 2018, 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 (February 15, 2018 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.*
- 10:00** **B. Program Management**
1. Draft FY 17-18 Program Manager Self-Audit Report – *status report.*
2. Draft FY 18-19 Program Work Plan – *status report.*
3. Proposed FY 17-18 Annual Report Form -- *request for approval and authorization of the Program Manager to transmit the Report Form and transmittal letter on behalf of SCVURPPP Co-permittees via BASMAA to the Water Board by April 1, 2018.*
4. 2017 Program Summary – *status report.*
- C. Program Budget**
- No items.
- 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

10:25 C. Monitoring / Pollutants of Concern

1. Priority Items Identified by Program Staff-- *see MC briefing memorandum.*
 - a. Electronic Status Monitoring Data Report (C.8.h.ii.) - *authorize the Program Manager to transmit the report and transmittal letter on behalf of SCVURPPP Co-permittees to the Water Board by March 31, 2018.*
 - b. Urban Creeks Monitoring Report (C.8.h.iii.) - *authorize the Program Manager to transmit the report and transmittal letter on behalf of SCVURPPP Co-permittees to the Water Board by March 31, 2018.*
 - c. PCBs/Mercury Load Reduction – *status report.*
 - d. Reasonable Assurance Analysis (RAA) – *status report.*
2. Management Committee Requested Items

10:35 D. Outreach Activities

1. Priority Items Identified by Program Staff -- *see MC briefing memorandum.*
2. Management Committee Requested Items
 - a. Joint Meeting with Recycling and Waste Reduction Commission TAC (June 14, 2018) – *discuss potential topics.*

10:45 E. Other Permit-Related Activities

1. Priority Items Identified by Program Staff -- *see MC briefing memorandum.*
2. Management Committee Requested Items
 - a. Stormwater Inspection Tracking Systems/Software – *discussion.*

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 Update on SCVURPPP Water Year 2017 Monitoring Program and Results –
*Chris Sommers, Program Staff***



**MANAGEMENT COMMITTEE MEETING
MINUTES**

February 15, 2018

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

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

Jill Bicknell (Program staff) informed the MC that the Green Infrastructure (GI) funding Options Workshop is being held this afternoon at the County offices on Berger Drive.

III. APPROVAL OF MINUTES

Motion: Dave Staub (Santa Clara) moved to approve the minutes from the January 18, 2018 MC meeting. **Second:** Elaine Marshall (Sunnyvale). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the January 18, 2018 meeting:

- None.

Action Items from previous meetings:

- None.

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

Jill and Chris Sommers (Program staff) provided the following updates:

- Zack Rokeach is the new addition to Regional Water Board stormwater staff, replacing Sue Ma (retired). Selina Louie (WB staff) will continue to be the contact person for SCVURPPP.
- Selina Louie attended the SMCWPPP Green Infrastructure TAC meeting last week. She reported that WB staff may issue NOVs to permittees that did not submit GI Plan Frameworks or submitted incomplete GI Plan Frameworks. Selina noted that due to the wide variety of GI Plan Framework submittals, WB staff is planning to send a letter clarifying expectations for the GI Plans within the next couple months. BASMAA has requested WB staff to meet with the BASMAA Board and/or Development Committee prior to sending the letter.

- Based on a request from the City of Sunnyvale, WB staff reviewed the Bioclean Wetland Module (a proprietary stormwater treatment measure) and provided feedback that it cannot be considered an LID measure.
- Alameda County Vector Control District has expressed concern about mosquito breeding in some inlet-based trash capture devices and access for inspection. The issue has been elevated to the Mosquito Vector Control Association of California. State Board staff is planning a field visit to San Jose on March 1 to look at trash capture devices. The MC discussed this issue and expressed interest in learning if Santa Clara County Vector Control District (SCCVCD) staff is finding mosquitoes in trash capture devices. They asked Program staff to invite SCCVCD staff to a future Trash AHTG meeting.

Action: Program staff will invite SCCVCD staff to a Trash AHTG meeting to obtain input on mosquito breeding in trash capture devices.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGER'S REPORT

1. BASMAA Update

Adam Olivieri (Program staff) reported that the BASMAA Executive Committee is continuing to discuss the BASMAA administrative and funding structure. He will keep the MC posted on the discussion.

2. CASQA Update

Jill informed the MC that CASQA has approved a petition to the Department of Toxic Substances Control for controlling zinc in tires. A number of Permittees in Southern California have a zinc TMDL.

3. Grants Update

Vishakha Atre (Program staff) reported on the Urban Greening Grant program. Eligible projects must demonstrate Greenhouse Gas (GHG) reduction by: 1) planting trees to sequester carbon and/or reduce building energy use; or 2) constructing bike/pedestrian facilities that provide safe routes for travel to reduce vehicle miles traveled. Additional multiple benefits and project activities (especially green streets infrastructure) are eligible for funding but cannot be used to quantify GHG reduction. Applicants are encouraged to submit a concept proposal for review to the California Natural Resources Agency before submitting the full application. Concept proposals are due February 26.

B. PROGRAM MANAGEMENT

1. 2017 Program Summary

Chris Sommers (Program staff) reported that the 2017 Program Summary is in progress. A draft version will be sent to the MC for review in early March.

2. FY 17-18 Annual Report Form

Jill reported that the draft FY 17-18 Annual Report Form sections have been sent to appropriate AHTGs for review. Comments are due by the end of February. The final draft Annual Report Form will be brought to the MC and the BASMAA Board for approval in March. It will be submitted to the Water Board by April 1.

C. PROGRAM BUDGET

1. FY 18-19 Program Work Plan

Chris reported that the FY 18-19 Program Work Plan will be sent to the MC for review in early March, and brought to the March MC meeting for approval, along with the Program Manager Notice-to-Proceed for FY 18-19.

VIII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

1. Priority Items Identified by Program Staff

Jill provided the following updates:

- Stormwater Resource Plan (SWRP) – Program staff and Paradigm Environmental are updating the project opportunity prioritization results per feedback received from Co-permittee staff. A TAC meeting will be held on February 28 to discuss the SWRP. All MC members are invited to attend.
- GSI Handbook – The final draft GSI Handbook has been posted on the SCVURPPP members-only website. It will be submitted to State Board as a SWRP grant deliverable. Two workshops will be held on April 10 and April 24 to obtain Co-permittee staff input on Part 2 of the GSI Handbook (details and specifications).

B. TRASH CONTROLS

1. Priority Items Identified by Program Staff

Chris provided the following updates:

- The Water Board Executive Officer approved the Receiving Water Monitoring Program for Trash with no comments.
- A Receiving Water Trash Assessment Training Workshop will be held on Tuesday, March 13, 10:00 am -3:00 pm.
- Water Board staff intends to schedule and present an informational item on compliance with the trash provisions to the Water Board at its March 14 meeting.
- The Water Board intends to issue NOVs to Permittees that did not meet the 2017 trash reduction goal. Further, Water Board staff noted that they are considering following the NOVs with either compliance time schedules or cease and desist orders.
- A Zero Litter Initiative (ZLI) webinar held in January on cigarette butt management was well attended.
- The next Trash AHTG meeting will be held on February 20, 2018.

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 2017 Urban Creeks Monitoring Report. The final report is due to the Water Board by March 31, 2017. The draft report will be sent to the MC for review in early

March and brought to the MC for approval at the March meeting. The UCMR will include a work plan for the stressor/source identification study in Coyote Creek, and results of the 2017 POC and creek status monitoring. A presentation on the monitoring program will be scheduled right after the March MC meeting.

- The Monitoring AHTG will meet on March 5. A meeting of the POC AHTG will also be held later in the spring, exact date to be determined.
- The City of Sunnyvale, in coordination with SCVURPPP, has made a PCB source property referral to the WB regarding a local superfund site which has a history of PCB-related contamination in soils and groundwater. The City and SCVURPPP are currently tracking the referral and will continue to track the implementation of enhanced stormwater control actions by the property owners via coordination with USEPA.
- Program staff is working on the first task order for Paradigm Environmental to assist the Program with the RAA. Chris will set up an RAA AHTG that will include a small group of Co-permittee staff that are interested in participating. A kick-off meeting will be scheduled soon (spring 2018).

D. OUTREACH ACTIVITIES

1. Priority Items Identified by Program Staff

The WEO AHTG will meet on March 21. Program staff is working with the Scripts Review Work Group on updates to the “You are the Solution” brochure to include information on LID.

E. Other Permit-Related Activities

The Construction Workshop will be held on February 20 and 23.

IX. OTHER BUSINESS

The MC discussed software available to track stormwater inspections and data collection. Several Co-permittees have internal custom software to track this information. Some Co-permittees are looking to purchase tracking software and are interested in getting more information. Program staff will contact some companies that develop tracking software and schedule a webinar to provide information to the MC. Next steps will be further discussed at the next MC meeting.

X. ADJOURN

The MC meeting adjourned at 10:45 a.m.



Santa Clara Valley
Urban Runoff
Pollution Prevention Program

Meeting Attendance Record

DATE Feb 15, 2018

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

David Tucker – Campbell
 Alternate: Roger Storz

David Tucker

Cheri Donnelly – Cupertino
 Alternate: Roger Lee

CCD

Aida Fairman – Los Altos
 Alternate: Christopher Lamm

A.F.

Allen Chen – Los Altos Hills
 Alternate: TBD

Matt Morely – Los Gatos*
 Alternate: Jim Harbin

TBD – Milpitas
 Alternate: Leslie Stobbe

Julie Behzad – Monte Sereno*
 Alternate: Jeannie Hamilton

Eric Anderson – Mountain View
 Alternate: Carrie Sandahl

E.C.

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

Pamela North

Napp Fukuda – San Jose
 Alternate: Sharon Newton

Sharon Newton

Dave Staub – Santa Clara
 Alternate: Karin Hickey

Dave Staub

John Cherbone – Saratoga*
 Alternate: Mainini Cabute

Melody Tovar – Sunnyvale
 Alternate: Elaine Marshall

Elaine Marshall

Vanessa Marcadejas – Santa Clara County
 Alternate: Julianna Martin

Vanessa Marcadejas

Kirsten Struve – SCVWD
 Alternate: Brett Calhoun

Kirsten Struve

*David Tucker – West Valley Communities
 (Campbell, Los Gatos, Monte Sereno, and Saratoga)

David Tucker

URBAN RUNOFF PROGRAM STAFF

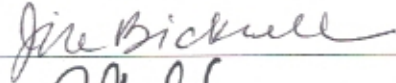
Adam Olivieri

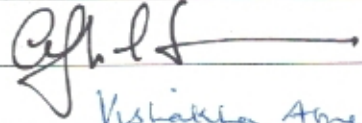
Jill Bicknell

Chris Sommers

Vishakha Atre







Vishakha Atre

REGIONAL BOARD REPRESENTATIVE

Selina Louie

INTERESTED PARTIES/AGENCY REPRESENTATIVE

Trish Mulvey – Clean South Bay

ADDITIONAL ATTENDEES

Nadine Pericot

Isabel Zacharczuk, CPA

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

Action Items from the February 15, 2018 Meeting

Action	Description	Responsibility	Due Date	Status	Comments
2-18-1	Invite Santa Clara County Vector Control District staff to a Trash AHTG meeting.	Program staff	March	In Progress	

Action Items Remaining from Previous Meetings

Action	Description	Responsibility	Due Date	Status	Comments