



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

**MANAGEMENT COMMITTEE MEETING
MINUTES**

December 15, 2011

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

Ann Draper (Chair, SCVWD) called the meeting to order at 9:35 a.m. 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:

- Ann informed the MC that the Water District held a Blue Ribbon Forum to discuss a proposed ballot measure to continue funding the District's Safe, Clean Water and Natural Flood Protection Program through a parcel tax increase. The District Board will make a decision on the measure by July 2012. If approved, it will be on the November 2012 ballot.
- Jill Bicknell (Program staff) informed the MC that Mondy Lariz is retiring from the Stevens & Permanente Creeks Watershed Council. She passed around a card for the MC to sign.
- Dave Staub (Santa Clara) reported that he is interested in setting up a joint meeting of the SCVURPPP MC with the Solid Waste Recycling Commission's Technical Advisory Committee (TAC) to discuss issues of common interest. He will keep the MC posted on tentative dates.

III. APPROVAL OF MINUTES

Motion: Elaine Marshall (San Jose) moved to approve the minutes from the November 17 2011 MC meeting. **Second:** Joe Teresi (Palo Alto). **Vote:** Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the October 20, 2011 Meeting:

- Jill reported that Action Item 11-20-1 (Invite Watching Our Watersheds project staff to present the project at an upcoming MC meeting) is complete. The presentation will be made at the April or May 2012 MC meeting after the product is fully developed. Ann noted that Trish Mulvey (CLEAN South Bay) is organizing a hands-on training on the Watching Our Watersheds tool for the SCVURPPP WEO AHTG and Mid-peninsula Environmental Educators Association (MEEA) staff.

Action Items from the Previous Meetings:

- Action Item 9-11-3 (Send letters to elected officials informing them of the increase in stormwater permit fees) is in progress. It was sent to the Executive Committee for review and no comments were received. It will be sent to elected officials as soon as possible, time permitting. Jill added that the Building Industry Association filed suit against the Water Board on the fee increase.

- Action Item 9-11-1 (Work with BASMAA to update the Annual Report Form) is in progress. BASMAA will likely begin working on the Annual Report Form in January 2012. MC members requested that the Annual Report Form be completed by May 2012.

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

Lea Ann Chapman (CI Agent Stormwater Solutions) informed the MC that CI Agent Stormwater Solutions offers many products that can help local agencies meet their stormwater pollution prevention requirements. MC members can contact her if they need more information.

VI. WATER BOARD STAFF COMMENTS

Water Board (WB) staff did not attend the meeting. Jill provided the following updates:

- Water Board staff have asked 18 Permittees (including 5 Permittees from SCVURPPP) to provide FY 10-11 construction inspection details.
- Jan O'Hara (WB staff) will be attending upcoming BASMAA Municipal Operations Committee and BASMAA PIP Subcommittee meetings to discuss MRP Provision C.9.h.v. Outreach to PCOs and Landscapers.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGER'S REPORT

1. Grants Update

Jill reported on the following grants:

- Prop 84 Stormwater Grants: The State Board held several grant workshops on the Prop 84 stormwater grant program in November and December 2011. The MC Handout Packet includes a summary of the grant workshop held on December 14, 2011. The summary includes important dates for the grant application and a list of potential grant projects. BASMAA, CASQA and some local agencies are planning to apply for grant funding under the "monitoring and planning" grants category. The cities of Palo Alto and San Jose are planning to apply for green street project grants under the "implementation projects" category. Program staff are available to assist with writing and/or reviewing grant proposals. The MC reviewed the list of potential planning and monitoring project proposals and provided feedback. Jill noted that State Board staff are encouraging applicants to work with Regional Water Board staff to apply for the grant. The contact for Region 2 is Jan O'Hara.
- EPA's Urban Waters Small Grants - The EPA expects to award between \$1.8 to \$3.8 million in funding to projects across the country to help restore urban waters by improving water quality and supporting community revitalization. Eligible project types include education and training programs and monitoring programs. The maximum amount available per project is \$60,000. Program staff have talked to some not-for-profit organizations about applying, but they are not interested due to the small grant amount.
- DPR Pest Management Alliance Grant – The grant solicitation for the DPR's Pest Management Alliance Grant will be issued in early January 2012.

2. BASMAA Board Update

No items.

3. Other Items

Kelly Carroll (WVCWP) reported that the Los Gatos Town Council heard a presentation on the SCVURPPP evaluation conducted by the Countywide Leadership Forum. The feedback from the evaluation was very positive. The Leadership Forum included participants from the Cities of San Jose and Cupertino, the Water District and the Mid-peninsula Open Space District. The MC requested Kelly to send them a copy of the presentation.

B. PROGRAM MANAGEMENT

No items.

C. PROGRAM BUDGET

1. Final Draft FY 12-13 Program Budget

Adam Olivieri (Program staff) reported that the Budget Ad Hoc Task Group (BATG) met on Monday, October 24, 2011 and reviewed the Draft FY 12-13 Program Budget. The Budget was revised per BATG comments and a final draft sent to the MC on November 11, 2011. No comments were received. Ann asked the MC to consider approving the Final Draft FY 12-13 Program Budget.

Motion: Dave Staub (Santa Clara) moved to approve the Final Draft FY 12-13 Program Budget and send to Fiscal Agent. **Second:** Ann Draper (SCVWD). **Vote:** Motion passed unanimously

VII. MRP IMPLEMENTATION

A. NEW DEVELOPMENT AND REDEVELOPMENT

1. Priority Program and Co-permittee Tasks

Jill informed the MC that the Water Board adopted the MRP amendment containing the Special Project provisions, biotreatment soil specifications and green roof specifications on November 28, 2011. The amendment includes some new reporting requirements for Special Projects. The BASMAA Development Committee will prepare guidance for Permittees. Jill added that the BASMAA Development Committee will meet on January 5, 2012 to discuss comments from WB staff on the LID Feasibility Report and the WB staff request to provide a response.

2. C3PO Ad Hoc Task Group

The next C3PO AHTG meeting will be on January 23, 2011. The C3 Handbook Work Group met on December 12, 2012. The final draft of the Handbook will be available in January 2012.

B. TRASH CONTROLS

1. Priority Program and Co-permittee Tasks

Chris provided the following update:

- Baseline Trash Load Estimate – As required by the MRP, Baseline Trash Load estimates are due to the Water Board by February 1, 2012. The BASMAA Final Draft Technical Memorandum summarizing the results of the baseline monitoring events will be brought to the MC for approval at the January 19, 2012 MC meeting.

- Trash Load Reduction Tracking Method – Program staff are working on the development of a trash tracking methodology as a BASMAA regional project. The Final Draft Trash Load Reduction Tracking Method Report will be brought to the MC for approval at the January meeting and submitted by BASMAA on behalf of all MRP Permittees by February 1, 2012.
- Short-Term Trash Loading Reduction Plan – Program staff have developed a Draft Trash Short-Term Load Reduction Plan Template as a BASMAA regional project and provided it to Permittees for review. The template is intended to assist Co-permittees in developing their own plans to reach 40% reduction in baseline trash loads by July 1, 2014. The final template will be completed on January 6, 2012. Program staff plan to compile all Co-permittee plans and submit to the Water Board by February 1, 2012. Co-permittees should submit their plans to Program staff by January 15, 2012.

C. MONITORING ACITVITIES

No items

D. MUNICIPAL OPERATIONS

No items.

E. OUTREACH ACTIVITES

1. WEO AHTG

The WEO AHTG met on December 13, 2011 and discussed the BASMAA Youth Litter Outreach Plan, Watershed Watch Campaign activities, and evaluation of PIP activities.

2. Watershed Watch Campaign

The Watershed Watch Campaign reports are included in the MC Packet.

3. Workshops

Jill reported that the Program's LID Workshop for consultants will be held on Friday, January 27, 2012 at San Jose City Hall. She added that the Program is partnering with the San Mateo Water Pollution Prevention Program (SMCWPPP) to organize construction workshops for municipal staff. The SCVURPPP workshop will be on February 7, 2012 and the SMCWPPP workshop on February 8, 2012. Co-permittee staff can attend the workshop on either day.

Kristy McCumby-Hyland (Sunnyvale) reported that the Fall 2011 Santa Clara Valley Green Gardener Training graduation event was held on December 2, 2011. A total of 40 students completed the training.

F. WMI ACTIVITIES

1. WMI Steering Committee

The WMI Steering Committee met on December 9, 2011. Meeting minutes are included in the MC Handout Packet. The WMI Annual Meeting will be held on April 11, 2012. The agenda will include updates on WMI activities.

X. ADJOURN

The MC meeting adjourned at 11:30 am.



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Meeting Attendance Record

DATE Dec 15, 2011

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

Bill Helms – Campbell
Alternate: Kelly Carroll, WVCWP Manager

KC

Cheri Donnelly – Cupertino
Alternate: Glenn Goepfert

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Larry Lind – Los Altos
Alternate: Aida Fairman

Richard Chiu – Los Altos Hills
Alternate: John Chau

Todd Capurso – Los Gatos
Alternate: Kelly Carroll, WVCWP Manager

KC

Kathleen Phalen – Milpitas
Alternate: Paramjit Uppal, Howard Salamanca

Howard Salamanca

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

KC

Eric Anderson – Mountain View

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Joe Teresi – Palo Alto
Alternate: Phil Bobel

Joe Teresi

Melody Tovar – San Jose
Alternate: Elaine Marshall

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Dave Staub – Santa Clara
Alternate: Mark Gervacio

Mark

John Cherbone – Saratoga
Alternate: Kelly Carroll, WVCWP Manager

KC

Lorrie Gervin – Sunnyvale
Alternate: Kristy McCumby-Hyland

Kristy McCumby-Hyland

Clara Spaulding – Santa Clara County

Clara Spaulding

Ann Draper – SCVWD
Alternate: Brett Calhoun

Ann Draper

Kelly Carroll – West Valley Communities

Kelly Carroll


URBAN RUNOFF PROGRAM STAFF


Adam Olivieri


Jill Bicknell

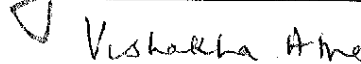
Chris Sommers

Vishakha Atre









Vishakha Atre


REGIONAL BOARD REPRESENTATIVE

Sue Ma

INTERESTED PARTIES/AGENCY REPRESENTATIVE

Trish Mulvey – Clean South Bay

ADDITIONAL ATTENDEES



Lea Ann Chapman C.I. Agent
Stormwater
Solutions

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

Action Items from December 15, 2011 Meeting

None

Action Items Remaining from Previous Meetings

Action	Description	Responsibility	Due Date	Status	Comments
9-11-1	Work with BASMAA to update the Annual Report Form	Program staff	January	To Be Done	
9-11-3	Send letters to elected officials informing them of the increase in stormwater permit fees.	Program staff	January	Completed	