January 17, 2013 Meeting

MATERIALS FOR REVIEW AND DISCUSSION

II. January 17, 2013 MC Meeting Agenda

III. December 20, 2012 MC Meeting Minutes

IV. December 20, 2012 Action Items

VIII. MRP Implementation

1. Memorandum to Management Committee, from Jill Bicknell, Program Staff, re: Management Committee Briefing on Priority Discussion Items for the January 17, 2013 Meeting

2. Highlights of BASMAA Committee Meetings, December 2012 and January 2013
AGENDA

MANAGEMENT COMMITTEE MEETING
January 17, 2012, 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 (December 20, 2012 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.
   3.  CASQA Update – information.
   4.  Other Items – information.

B.  Program Management
   No items.

C.  Program Budget
   No items.

10:00 VIII. MRP Implementation

A.  New Development and Redevelopment
   2.  Regional Tasks – status report; upcoming deadlines.
B. Trash Controls
   2. Regional Tasks – status report; upcoming deadlines.

C. Monitoring / Pollutants of Concern
   2. Regional Tasks – status report; upcoming deadlines.

D. Outreach Activities
   2. Regional Advertising / Outreach – status report.
   3. Workshops – status report.

E. Other Permit-Related Activities

10:55 IX. Other Business
   1. External Meeting Summaries - key issues/action items from external meetings not previously discussed.
   2. Miscellaneous – information from MC members.
   3. AHTG Status – status report.

11:00 X. Adjourn
I. MANAGEMENT COMMITTEE CALL TO ORDER / INTRODUCTIONS

Ann Draper (Chair, SCVWD) called the meeting to order at 9:45 a.m. Management Committee (MC) members introduced themselves.

II. ADDITIONS OR REVISIONS TO THE AGENDA; ANNOUNCEMENTS

There were no changes to the Agenda. The following announcements were made:

- Melody Tovar (Sunnyvale) reported that on December 18, the Sunnyvale City Council voted to support ordinances that ban expanded polystyrene (EPS) from the city's restaurants. The council also directed city staff to explore banning all retail sales of EPS. Several people, including Homestead High School students, spoke in favor of the ban at the Council meeting. Bruce Wolfe (Executive Officer, Water Board) attended the meeting and spoke in support of the ban. The City will start the EIR process and conduct outreach to businesses.

- Eric Anderson (Mountain View) reported that the Mountain View City Council voted to ban single-use grocery bags at retail stores.

- Ann Draper informed the MC that the District has approximately $700,000 remaining from the previous round of Measure B grants. At the January 28, 2013 meeting, the District Board will discuss conducting an additional round of grants for water supply and flood protection projects.

- Ann added that the IRWMP Prop 84 Coordinating Committee approved the inclusion of the San Jose Green Streets Demonstration Project in the grant application to the Department of Water Resources. The funding request for this project is $2 million.

- Cheri Donnelly (Cupertino) reported that the Cupertino City Council will vote on the single-use grocery bag ordinance in January 2013.

III. APPROVAL OF MINUTES

Motion: Kelly Carroll (West Valley Communities) moved to approve the minutes from the November 15, 2012 MC meeting. Second: Napp Fukuda (San Jose) Vote: Motion passed unanimously.

IV. REVIEW OF ACTION ITEMS FROM LAST MEETING

Action Items from the November 15, 2012 Meeting

- Jill Bicknell (Program staff) reported that Action Item 11-12-1 (Distribute information on BMPs for fire sprinkler testing discharges to the MC) is in progress. It will be completed in January.
Action Items from Previous Meetings:

- Jill Bicknell (Program staff) reported that Action Item 10-12-1 (Schedule a meeting of the Water Utility AHTG and notify the MC) has been completed. The Water Utility AHTG met on December 10. Meeting minutes are included in the MC Handout Packet. The MC was notified about the meeting.

- Action Item (Provide information on tasks that Co-permittees will be expected to implement if funding for the BASMAA Prop 84 Trash Tracking Grant Proposal is approved) is in progress. BASMAA is currently working with State Board staff on the grant contract scope. The contract will likely be in place by February 2013.

- Action Item 1-12-1 (Develop a fact sheet on Trash Load Reduction Plans) is in progress. The fact sheet will be sent to the MC in early January. Chris Sommers (Program staff) gave an overview of the fact sheet. The fact sheet is directed at elected officials and describes all trash reduction efforts from 2002 onward.

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

Jill reported that Tom Mumley (Assistant Executive Officer, WB) attended the December BASMAA Board meeting and said that WB staff are reviewing the Annual Reports and will send a comment letter in mid-January. Sue Ma is reviewing the C.3 Section, Selina Louie is reviewing C.2 and Jan O’Hara is reviewing C.9. Tom also said that Co-permittees that are exploring bag bans in their communities should not state that the trash load reduction credits have been approved by the WB. He has provided appropriate language to some Co-permittees for use in their staff reports.

VII. PROGRAM BUSINESS

A. PROGRAM MANAGER’S REPORT

3. CASQA

Jill gave a brief update of the CASQA mission and activities. CASQA’s mission is to advance stormwater quality management, science and regulation. CASQA activities include regulatory review, scientific assessment, outreach, and development of implementation guidance. Benefits to members include access to CASQA BMP Handbooks and participation in CASQA meetings and conferences. The next CASQA General Meeting will be January 10, 2013 in Millbrae, and the Annual Conference will be in September 2013 in Squaw Valley, Lake Tahoe.

B. PROGRAM MANAGEMENT

No items.

C. PROGRAM BUDGET

1. Final Draft FY 13-14 Program Budget

Melody Tovar (BATG Chair) reported that the Budget Ad-hoc Task Group (BATG) met on December 13, 2012 and reviewed the draft FY 13-14 Program Budget. The Budget was revised per BATG comments, which included reducing the overall draft budget by $100,000, and a final draft was sent to MC.
Motion: Melody Tovar (Sunnyvale) moved to approve the FY 13-14 Program Budget as amended and send to the Fiscal Agent. Second: Eric Anderson (Mountain View). Vote: Motion approved unanimously.

VIII. MRP IMPLEMENTATION

C. MONITORING / POLLUTANTS OF CONCERN

Chris informed the MC that the Electronic Status Monitoring Data Report is due to the Water Board on January 15, 2013. The draft transmittal letter and the table summarizing the preliminary evaluation of creek status water quality data monitoring data was e-mailed to the MC and addresses suggested edits by the BATG at their December 13, 2012 meeting. Chris provided an overview of the monitoring data. The MC discussed the transmittal letter.

Motion: Eric Anderson (Mountain View) moved to authorize the Program Manager to sign a certification and transmit the Electronic Status Monitoring Data Report with the edited transmittal letter on behalf of the SCVURPPP Co-permittees to the Water Board by January 15, 2013. Second: Napp Fukuda (San Jose). Vote. Motion passed unanimously.

IX. OTHER BUSINESS

2. Miscellaneous

Jill informed the MC that the MC Handout Packet includes a few comment letters and an article describing how San Francisco Baykeeper staff and volunteers are collecting samples of stormwater runoff from industrial facilities around the Bay Area. Baykeeper intends to analyze these samples and determine potential legal action.

X. ADJOURN

The MC meeting adjourned at 11:15 a.m.
Santa Clara Valley
Urban Runoff
Pollution Prevention Program

CO-PERMITTEE REPRESENTATIVES
(voting members)

Bill Helms – Campbell
Alternate: Kelly Carroll, WVCWP Manager

Cheri Donnelly – Cupertino
Alternate: Glenn Goepfert

Larry Lind – Los Altos
Alternate: Aida Fairman

Richard Chiu – Los Altos Hills
Alternate: John Chau

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

Kathleen Phalen – Milpitas
Alternate: Paramjit Uppal

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

Eric Anderson – Mountain View

Joe Teresi – Palo Alto
Alternate: Ken Torke

Napp Fukuda – San Jose
Alternate: Elaine Marshall

Dave Staub – Santa Clara
Alternate: Mark Gervacio

John Cherbone – Saratoga
Alternate: Kelly Carroll, WVCWP Manager

Melody Tovar – Sunnyvale
Alternate:

Clara Leik – Santa Clara County

Ann Draper – SCVWD
Alternate: Brett Calhoun

Kelly Carroll – West Valley Communities

Meeting Attendance Record

DATE Dec 20, 2012

Approved submittal of the Electronic Status Monitoring Data Report via e-mail on Wednesday, January 9, 2013

Approved submittal of the Electronic Status Monitoring Data Report via e-mail on Wednesday, January 2, 2013

Approved submittal of the Electronic Status Monitoring Data Report via e-mail on Tuesday, December 18, 2012
URBAN RUNOFF PROGRAM STAFF

Adam Olivieri
Jill Bicknell
Chris Sommers
Vishakha Atre

REGIONAL BOARD REPRESENTATIVE

Sue Ma

INTERESTED PARTIES/AGENCY REPRESENTATIVE

Trish Mulvey – Clean South Bay

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

**Action Items from December 20, 2012 Meeting**

None

**Action Items Remaining from Previous Meetings**

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
<th>Responsibility</th>
<th>Due Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-12-1</td>
<td>Distribute information on BMPs for fire sprinkler testing discharges to the MC.</td>
<td>Program staff</td>
<td>January</td>
<td>In Progress</td>
<td></td>
</tr>
<tr>
<td>2-12-1</td>
<td>Provide information on tasks that Co-permittees will be expected to implement if funding for the BASMAA Prop 84 Trash Tracking Grant Proposal is approved.</td>
<td>Program staff</td>
<td>February</td>
<td>In Progress</td>
<td>Waiting for completion of grant contract scope</td>
</tr>
<tr>
<td>1-12-1</td>
<td>Develop a fact sheet on Trash Load Reduction Plans.</td>
<td>Program staff</td>
<td>January</td>
<td>In Progress</td>
<td>To BATG/EC on 1/3/13</td>
</tr>
</tbody>
</table>
TO: Management Committee
FROM: Jill Bicknell, Program Staff
DATE: January 9, 2012
SUBJECT: Management Committee Briefing for January

New Development and Redevelopment

- **LID Feasibility** – Work has begun on the LID Feasibility Status Report due December 1, 2013. The first step to review and summarize the LID treatment measures used at approved regulated development projects from the C.3.b tables in the FY 11-12 Annual Reports has been completed. Follow-up surveys are being conducted to collect additional information on use of infiltration and rainwater harvesting to meet C.3 requirements, as well as information on rainwater harvesting and use systems at non-regulated projects. C3PO AHTG members will be receiving requests for information.

- **Workshop on Sizing LID Treatment Measures** – A workshop on LID treatment measure sizing and design considerations was held on December 18, 2012 in Cupertino. The workshop was attended by 37 consultants and 46 co-permittee staff, for a total of 83 participants. Workshop materials will be posted on the Program’s website.

- **C3PO AHTG Meetings** – The next meeting is scheduled for February 25, 1:30-3:00 pm, at Cupertino City Hall, Conference Room C.

Construction AHTG

- Construction AHTG members were asked for their input on workshop topics by email. The workshop agenda is still in the planning stage. The half-day workshop will be held on March 5, 8:30 am – 12 noon, at the Quinlan Community Center in Cupertino.

Municipal Maintenance

- A Municipal Maintenance AHTG meeting was held on December 4. The AHTG discussed changes to the C.2 annual reporting format. A workshop is being planned for Spring 2013. The purpose of the workshop is to educate maintenance workers about current stormwater BMPs and the direction of the stormwater program.

Industrial/Illlicit Discharge

- The IND/IDDE AHTG will meet in early February to plan the April 23 workshop.
Water Utility

- Water Utility AHTG met on December 10 to review implementation of the new Low Impact Planned Potable Water System Release Category. The AHTG determined that a training workshop was not needed this year.

Trash Controls

- Trash Load Reduction Tracking and Long-Term Plans – BASMAA is continuing to coordinate a set of meetings with Water Board staff to better define the long-term trash reduction plan framework and guidance, methods for assessing progress toward reduction goals, and tracking and reporting requirements. Meetings were held in October, November and December 2012, and will continue through February 2013. It is anticipated that a long-term plan template and guidance will be developed for Co-permittees after the completion of the meetings. The anticipated time frame for completion of the template and guidance is roughly March or April 2013. Long-Term Plans are due to the Water Board by February 1, 2014. Program staff is working through the Trash AHTG to incorporate comments and perspectives on the proposed framework and methods.

- Trash Generation Rates and Baseline Loads – The Preliminary Trash Generation Rates Technical Memorandum was submitted to the Water Board on February 1, 2012 by BASMAA on behalf of all MRP Permittees. The technical memo will be revised into a final report, which is nearly complete and scheduled for release later this month. Based on final generation rates, trash baseline loads presented in Permittee Short-Term Trash Load Reduction Plans will need to be revised and resubmitted to the Water Board by September 15, 2013. Program staff plan to assist Co-permittees in developing these revised loading estimates.

- Tracking California’s Trash Grant -- BASMAA was awarded a Proposition 84 Stormwater Monitoring and Planning grant by the State Water Board’s for a project entitled “Tracking California’s Trash”. The project includes three major tasks – trash flux and assessment methods development and monitoring, BMP effectiveness monitoring, and creek hotspot and on-land cleanup data management and website development. The project is funded for $870,000. Project partners include the Five Gyres Institute and the San Francisco Estuary Partnership (SFEP). Program staff is currently working with BASMAA to better define the project scope. The anticipated start date for the project is February 2013. Updates will be provided at the Trash AHTG and Management Committee meetings.

- Trash AHTG Meetings – The Trash AHTG met on November 20th. The December meeting was canceled due to the holidays. The next meeting is scheduled for January 15th, from 1-4pm at the City of San Jose City Hall Building.

Monitoring / Pollutants of Concern

- Regional Monitoring Coalition (RMC)
  - Creek Status Monitoring - The first year (October 1, 2011 – September 30, 2012) of creek status monitoring is complete. Creek status monitoring included water and sediment toxicity testing, sediment and water chemistry, bacteria, algae and benthic macroinvertebrate bioassessments, and continuous temperature and general water quality monitoring. Additionally, stream surveys were conducted using the California Rapid Assessment Method (CRAM). All monitoring was conducted consistent with MRP requirements and in coordination with the Monitoring AHTG and the BASMAA Regional Monitoring Coalition (RMC). Program staff has reviewed all creek status monitoring data for quality assurance, has entered data into a new regionally consistent information management system developed as a BASMAA regional project, and will submit data from the first year of monitoring to the Water Board by January 15, 2013. Program staff has also conducted site reconnaissance and plans to
begin collecting data for the second year of monitoring in late January or early February 2013.

- **POC (Loads) Monitoring** – Through a combination of RMP and BASMAA member agency funding, a total of six POC monitoring stations are currently being sampled region-wide during fall/winter of 2012/13. These include the Guadalupe River and Sunnyvale East Channel (Santa Clara County), Lower San Leandro Creek (Alameda County), Pulgas Creek Pump Station (San Mateo County), and North Richmond Pump Station and Lower Marsh Creek (Contra Costa County). The Program is again managing the Guadalupe River station in FY 12-13, with assistance from Balance Hydrologics (subcontractor). SFEI is managing the Sunnyvale Channel station through RMP funding. Two monitoring events at each site have occurred to-date during fall/winter 2012/13.

- **Monitoring Projects** – The Program is continuing to implement two stressor identification projects this fall/winter. The Coyote Creek and Guadalupe River projects are being implemented in coordination with the City of San Jose and the SCVWD. The goal of the Coyote Creek project is to identify the sources of low dissolved oxygen in a reach of the creek. The goal of the Guadalupe River project is to better understand the stressors responsible for fish kills in the river and Alviso Slough in 2008, 2009 and 2010. Continuous monitoring was recently removed from both water bodies and data are currently being summarized. Recommended next steps are currently under preparation by Program staff for review by the Monitoring AHTG members. Next steps and a time schedule will be submitted with the Urban Creeks Monitoring Report due to the Water Board by March 15, 2013.

- **Submittals to Water Board** - Electronic data submittals are due on January 15, 2013 and an Urban Creeks Monitoring Report is due by March 15, 2013 to the Water Board. Drafts of the local and regional portions of the report will be available for internal review on January 18, 2013 and Program staff plans to recommend that the Management Committee approve the submittal of the final report in February 2013.

- **Clean Watersheds for a Clean Bay (CW4CB)** – Program staff is working with the City of San Jose to complete a pilot drainage area investigation and enhanced sediment management project in the Leo Avenue watershed. Both are regional collaborative projects, in support of compliance with MRP provisions C.11/12.c and C.11/12.d. The first round of sediment sampling for the pilot drainage area investigation was conducted the first week of October. The goal is to further identify properties that may be contributing PCBs to the storm drainage system. A second round of sampling will occur following analysis of the first set of data. An enhanced sediment management project is currently under development and will likely begin in spring 2013. Additionally, the CW4CB Project Management Team (PMT) has selected 10 pilot stormwater treatment retrofit projects for implementation and compliance with MRP provisions C.11/12.e. Construction of retrofits is moving forward via CW4CB grant funding. One of the ten projects is located in the Santa Clara Valley (Leo Avenue – San Jose). Monitoring of the San Jose retrofit project will begin in the winter of 2012/13. A monitoring plan is currently under development for all retrofit projects.

- **Stormwater Pump Station Diversions to POTWs** -- The MRP requires the diversion of dry/wet weather flows at five sites region-wide. The locations of five primary and five alternate diversion sites region-wide were identified and provided to the Water Board with the FY 10-11 Annual Report. For SCVURPPP, the site is located in the City of Palo Alto. A project-specific work plan has been submitted to the Water Board. Initial monitoring has begun and will continue through the 2012-13 wet weather season. Program staff is working with Kinnetic Laboratories (Subcontractor) and City of Palo Alto staff on the project.

- **Monitoring & Pollutants of Concern AHTG Meetings** – The next Monitoring AHTG meeting will occur in late January or early February 2013 (Exact date TBD). The date for the next POC AHTG meeting is TBD.
Highlights of BASMAA Committee Meetings
December – January 2012

BASMAA PIP Committee, December 26, 2012 (cancelled)
Chair – Tim Swillinger (SMCWPPP)
SCVURPPP representatives – Vishakha Atre (SCVURPPP), Elaine Marshall (San Jose), Lauren Tacke (Cupertino), Jacqueline Besoyan (Sunnyvale)

- Next meeting: January 23, 2013.

BASMAA Development Committee, January 3, 2012
Chair – Jill Bicknell (SCVURPPP)
Vice Chair – David Swartz (Contra Costa County)
SCVURPPP representatives – Jill Bicknell (SCVURPPP), Juan Borrelli (San Jose), Cheri Donnelly (Cupertino)

- Annual Report Form – The Committee reviewed and discussed a draft form with revisions to the C.3, C.6, and C.7.a sections of the Annual Report Form for FY 12-13. Laura Prickett and Jill Bicknell will make changes to the form per the Committee’s direction and send a revised draft to the Committee for review and approval at the February 7th meeting.

- 2013 LID Feasibility Status Report – Surveys have been sent to the program representatives to obtain more information on the types of infiltration measures used and site conditions at development projects approved during FY 11-12. A second survey has also been sent out to obtain information on any projects with rainwater harvesting systems that have been approved and/or constructed in recent years, in order to select and document several case studies for the Status Report.

- Green Street Pilot Project Report – Data collection and modeling efforts are ongoing. The report is due to the Water Board on September 15, 2013.

- Next meeting – February 7, 2013.

BASMAA Municipal Operations Committee
Chair: Elisa Wilfong (CCCWP)
SCVURPPP representatives – Lori Pettegrew (SCVURPPP), Jordan Ciprian (San Jose), Cathy Hoang-Mendoza (San Jose)

- Next meeting – January 17, 2013.
**BASMAA Trash Committee**  
*Chair* – Chris Sommers (SCVURPPP)  
*SCVURPPP representatives* – Chris Sommers (SCVURPPP), Paul Ledesma (San Jose), Dustin Clark and Melody Tovar (Sunnyvale), Brett Calhoun (Water District)

- Due to the meetings conducted with Water Board staff during November and December to discuss long-term planning and assessment methods, the November and December 2012 meetings were canceled. It is currently anticipated that the BASMAA Trash Committee meetings will reconvene in February 2013.

- **Next meeting** – February 2013 (Exact date TBD)

**BASMAA Monitoring/POC Committee, December 5, 2012**  
*Chair* - Arleen Feng (ACCWP)  
*SCVURPPP representatives* – Chris Sommers (SCVURPPP) and James Downing (San Jose)

- Committee members discussed the status of regional projects and budget expended to-date. Regional projects are generally within budget and on schedule.

- Committee members continued to discuss the completion of the local and regional portions of the urban creeks monitoring report due to the Water Board by March 15, 2013. The regional portion of the report is being developed through a BASMAA regional project managed by Program staff (via in-kind contributions) and Armand Ruby. Each countywide program is developing their portion of the local report. First drafts of the regional and local portions of the report are scheduled for internal review in early/mid-January.

- Committee members recommended approval of a regional project to coordinate regional probabilistic site evaluation information management. The Program is providing in-kind contributions towards this project, consistent with the Program’s FY 12-13 work plan.

- Committee members also continued discussing the development of the Integrated Monitoring Report (IMR) due to the Water Board by March 15, 2014. Committee members have agreed on the conceptual scope of the IMR and are currently in the process of developing an outline and defining the timeline for development of the IMR, in coordination with the Clean Watersheds for Clean Bay project and RMC monitoring. A draft scope and budget for the regional IMR project are currently under development by Program staff and GeoSyntec, and will be presented at the January MPC meeting.

- **Next meeting** – January 16, 2013 (later than usual).