



SECTION 2

PROGRAM MANAGEMENT

2. PROGRAM MANAGEMENT

PROGRAM BUDGET

FY 02-03 Budget

The FY 02-03 Program Budget is summarized in Table 2-1. A budget of \$3,202,872 represented a significant increase of funding over the FY 01-02 budget (\$2,824,432). The budget increase (for the second year in a row) was necessary and approved by the Management Committee to address reissued permit requirements, expanded long-term monitoring requirements, the Program's contribution to the Clean Estuary Program (CEP) and increased permit fees. It is important to note that the Program funds collected from the Co-permittees represent only what is spent on Program-wide activities. It does not include what the Co-permittees are spending to implement controls within their jurisdictions.

FY 03-04 Budget

During FY 02-03, the FY 03-04 Budget was prepared by Program staff, reviewed and approved by the Budget Ad Hoc Task Group and the Management Committee, and submitted as part of the *FY 03-04 Draft Work Plan*. The total budget for FY 03-04 is \$3,287,494. The Management Committee is extremely concerned about the availability of resources to conduct all FY 03-04 tasks because of the uncertain State budget condition and repercussions on the local agency budgets. As the resource issue becomes clearer, the Management Committee may have to revisit the priorities and resources assigned to the collaborative tasks.

GENERAL PROGRAM MANAGEMENT ACTIVITIES

Management Committee Meetings

The Management Committee continues to meet monthly, on the third Thursday of the month from 9:00 a.m. to 12 noon, to discuss and make decisions regarding Program business. Agendas and supporting information were mailed one week in advance of each meeting and handouts were presented at each meeting. The meeting agendas were posted at Sunnyvale City Hall at least 72 hours prior to each meeting and meetings were held in the City of Sunnyvale's West Conference Room. A list of current Management Committee representatives is provided as Appendix A-1 and is on the Program's website (www.scvurppp.org).

Ad Hoc Task Group and Work Group Meetings

In order to effectively manage the area-wide activities required by the NPDES permit, Ad Hoc Task Groups are formed by the Management Committee to address specific Program elements or major work items. These are groups of Co-permittee representatives and Program staff with expertise in the issue at hand. Once the Ad Hoc Task Group's assignment is completed to the satisfaction of the Management Committee, the group is disbanded. The Management Committee reviews the need for Ad Hoc Task Groups on a monthly basis. Ad Hoc Task Groups may form smaller work groups with subsets of their members to focus on specific issues in more detail. The work groups bring information back to the overseeing Ad Hoc Task Group for decision making.

A Program management organizational chart showing current Ad Hoc Task Groups and work groups is provided on the Program's website. Ad Hoc Task Groups and work groups generally meet on an as-needed basis, although some establish a regular meeting schedule.

Table 2-2 presents a list of the FY 02-03 Ad Hoc Task Groups, their members and their accomplishments. These groups worked with Program staff to provide products or recommendations to the Management Committee. There were approximately 77 Ad Hoc Task Group (AHTG) and work group meetings held during the fiscal year. In addition, task group and work group products were often distributed for review and comment via electronic mail ("virtual meetings"), thus minimizing the number of actual meetings.

The Public Information/Participation (PI/P) Ad Hoc Task Group formed work groups to define the final work plans for and oversee the implementation of the FY 02-03 PI/P projects. The accomplishments of these work groups are described in Section 3, Table 3-1. Work groups were also formed under the C.3 Provision Oversight (C3PO) AHTG to address specific Permit Provision C.3 requirements, as described in Section 8.

Program Management Activities

Program management activities provided by Program staff during the period July 1, 2002 through June 30, 2003 are summarized in Table 2-3. General types of activities completed during FY 02-03 include the following:

- Responded to calls on the Program's and Watershed Watch toll-free numbers and distributed materials to the public;
- Facilitated and supported Management Committee and Ad Hoc Task Group meetings;
- Developed the FY 03-04 Program Budget and tracked expenditures;
- Communicated with and assisted the Program's legal counsel;
- Prepared and submitted the Program's *FY 01-02 Annual Report*, *FY 03-04 Draft Work Plan* and other permit-required submittals;
- Provided guidance to Co-permittees on technical and Program-related issues;
- Conducted and/or assisted with four workshops relating to new and redevelopment control measures and construction site management;
- Oversaw development and implementation of the Watershed Education & Outreach Campaign;
- Represented the Program at external organization meetings; and
- Continued to oversee and/or assist with the implementation of four major PI/P projects and several regional projects (through BASMAA).

A significant amount of staff time during FY 02-03 was also spent on preparing guidance to implement permit provisions relating to new and redevelopment control measures, and preparing fourteen submittals required by the Program's NPDES permit. These activities are discussed in Section 2, Permit Management Activities, and Section 8, New and Redevelopment Activities.

Additional details on completed Program management activities are provided in the memorandum entitled *Review of FY 02-03 Program Management Services* within Appendix A-2.

External Organization Meetings

Program staff represented the Program at 97 external organization meetings during FY 02-03. These included meetings of the following organizations (Program staff positions indicated in parentheses):

- Bay Area Stormwater Management Agencies Association (BASMAA) – Executive Board (Vice Chair), P/I/P Work Groups, New Development Committee (Chair), Monitoring Committee, and Operational Permits Committee;
- Regional Monitoring Program Technical Review Committee and Steering Committee;
- Clean Estuary Partnership Technical Committee;
- Urban Pesticide Committee (UPC);
- BASMAA/Regional Board PCB TMDL Stakeholders Work Group;
- BASMAA/BACWA Media Relations Committee;
- California Stormwater Quality Task Force (CASQA) and Executive Program Committee;
- Bay Area Macro-invertebrate Discussion Group.

In addition, Program staff participated in 33 meetings of the Santa Clara Basin Watershed Management Initiative (SCBWMI) Core Group and the following subgroups:

- Watershed Assessment Subgroup (including Coyote Watershed and Guadalupe Mercury TMDL Work Groups);
- Land Use Subgroup;
- Bay Monitoring and Modeling Subgroup (including Copper/Nickel TMDL and Copper Action Plan Work Groups); and
- Communications/Outreach Subgroup.

Program staff prepared meeting summaries for the Management Committee highlighting items of interest and required action items. Summaries are routinely included in Management Committee mail-out and handout packets. Tables listing all internal and external meetings attended during FY 02-03 are attached to the memorandum entitled *Review of FY 02-03 Program Management Services* within Appendix A-2.

Evaluation of Effectiveness

During FY 02-03, Program staff continued to implement policies and procedures related to consideration of funding requests, subcontracting, budget tracking and other improvements in Program management identified in past years. A significant amount of staff time during FY 02-03 was devoted to preparation of 14 permit-required submittals.

Despite these resource needs, Program staff completed most of the general Program management tasks on schedule, and met all permit deadlines. The Program budget development and mid-year and year-end reviews were completed within a reasonable timeframe. Co-permittees paid their assessments by the midpoint of the fiscal year.

The “work plan” for many of the Program management activities is the scope of work in EOA’s contract for Program management services. Each year, Program staff prepares a self-audit report on Program management services, including significant accomplishments, continuous improvement for existing program elements and feedback regarding Program status, as required by Section 200.5 of the Program Bylaws. A draft of this year’s report, *Review of FY02-03 Program Management Services*, was submitted to the Management Committee on May 28, 2003 and approved by the Management Committee on June 19, 2003. The final version of the *Review of FY02-03 Program Management Services* is provided in Appendix A-2.

Continuous improvement items related to Program management are normally identified from three sources: the Program’s performance review with Regional Board staff; Board staff comments on the prior year’s Annual Report; and/or Management Committee comments on the draft *Review of Program Management Services* memorandum submitted each year. The report indicates that the Program’s primary focus in FY 02-03 was providing guidance regarding the implementation of Permit Provision C.3. In addition, preliminary comments and recommendations for continuous improvement of Program Management are provided within the memorandum.

To satisfy Bylaws Section 200.4, Program staff prepared an *Annual Budget Review Compilation Report* (“ABC Report”) which was submitted to the Management Committee as an addendum to the report on Program management services. The addendum contained the FY 01-02 budget, periodic budget status reports, mid-year budget reconciliation, final budget closeout balance sheet and other supporting documentation. This report was submitted to the Budget Ad Hoc Task Group on December 9, 2002 and subsequently approved by the Management Committee on December 19, 2002.

PERMIT MANAGEMENT ACTIVITIES

This section describes tasks related to permit management (i.e., compliance with permit requirements and Co-permittee guidance) completed by Program staff during FY 02-03.

Reporting Requirements

The Program had 14 permit-required submittals to the Regional Board during FY 02-03:

1. *SCVURPPP Control Program for PCBs (Year 3)*, submitted July 1, 2002 per permit provision C.9.e.
2. *Workplan for Conducting Watershed Analysis and Management Practice Assessment in Other Creeks Potentially Impaired by Sediment from Anthropogenic Activities*, submitted August 30, 2002 per permit provision C.9.f.iii
3. *Hydromodification Management Plan Literature Review*, submitted September 13, 2002, per permit provision C.3.f.
4. The Program’s *FY 01-02 Annual Report*, submitted Monday, September 16, 2002, per permit provision C.6.a.
5. *Summary of Major Changes to Development Project Review Process*, submitted Monday, September 16, 2002, per permit provision C.3.b.
6. *Draft Model List of Source Control Measures*, submitted Monday, September 16, 2002, per permit provision C.3.k and C.3. Table 1).

7. *C.3 Provision Data Needs and Impervious Surface Data Form (4/17/02)*, submitted Monday, September 16, 2002, per permit provision C.3.n.
8. *Model Conditions of Approval for Pesticide Reduction in Landscaping Plans*, submitted Monday, September 16, 2002, per permit provision C.3.n. (rev. 12/9/02)
9. The Program's *FY 03-04 Draft Work Plan*, submitted February 28, 2003, per permit provision C.6.b.
10. *Revised Model Planning Procedures Performance Standard*, submitted February 28, 2003, per permit provision C.3.k.
11. *Control Program for Dioxin-like Compounds*, submitted February 28, 2003, per permit provision C.9.e.iii.
12. *Hydromodification Management Plan, Working Draft Report, Lower Silver – Thompson Creek Subwatershed (Chapters 1-3)*, submitted Monday, March 3, 2003 per permit provision C.3.f.viii.3
13. *Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables (final)*, submitted August 5, 2003, per permit provisions C.9.a and b.
14. *Hydromodification Management Plan, Draft Interim Report on Assessment of Lower Silver—Thompson Creek Subwatershed*, submitted July 30, 2003 per permit provision C.3.f.viii.3.

Additional submittals to the Regional Board included:

- Response to RWQCB comments dated May 19, 2002 on the Program's *FY 01-02 Annual Report* (submitted to RWQCB on August 2, September 5 and September 13, 2002);
- Response to RWQCB comments dated June 19, 2002 on the Program's *FY 02-03 Work Plan* (submitted to RWQCB on July 1, August 15 and September 13, 2002);
- Response to RWQCB comments dated July 8, 2002 on the *SCVURPPP Sediment Impairment Report -- Other Creeks* (submitted as part of the *Work Plan for Conducting Watershed Analysis and Management Practice Assessment in Other Creeks Impaired by Sediment* on August 30, 2002);
- Response to RWQCB comments dated May 14, 2002 on the draft *Hydromodification Management Plan Work Plan* (submitted to RWQCB on Monday, September 16, 2002);
- Response to RWQCB comments dated May 21, 2002 on the draft Work Plan for Developing Site Design Measures and Standards (submitted to RWQCB September 13, 2002);
- Response to RWQCB comments dated July 3, 2002 on the CAP/NAP sections of the Program's *FY 00-01 Annual Report* (submitted to RWQCB on Monday, September 16, 2002);
- Response to RWQCB letter dated December 18, 2002 requesting technical data from the *Joint Stormwater Agency Project to Study Urban Sources of Mercury, PCBs and Organochlorine Pesticides* (submitted to RWQCB on January 31, 2003);
- Revisions to the revised Rural Public Works Maintenance and Support Performance Standards (submitted to RWQCB on December 20, 2002);

- Response to RWQCB comments dated June 24, 2003 on the Program's *FY 03-04 Work Plan* (submitted to RWQCB on August 5, 2003);
- Response to RWQCB comments on the Program's *Summary of SCVURPPP Copper and Nickel Action Plans FY 01-02 Activities and Response to RWQCB Staff Revised Comments on CAP/NAP Sections of the FY 2000-2001 Annual Report- July 3, 2002* dated November 13, 2002; and draft Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables dated June 26, 2003 (submitted to RWQCB on August 5, 2003); and
- Revisions (draft) to the revised Planning Procedures for New Development and Redevelopment Performance Standards (prepared by Program staff and the C3PO AHTG and provided to RWQCB on August 15, 2003).

All documents were completed and submitted on time.

Table 2-4 presents a summary of the Program's submittals, Regional Board staff comments, Program responses, and Regional Board staff approvals during the past several years (beginning with the most recent submittals).

Guidance to Co-permittees

In addition to providing support for the Co-permittees' permit compliance, the Program sponsored four workshops to educate Co-permittee staff and others about important issues and program requirements, as described below. The workshop flyers, agendas, attendance lists, and evaluation summaries for listed workshops are presented in Appendices A-4 through A-7.

Construction Site Planning and Management for Water Quality Protection

Each year, the Program works with Regional Board staff to coordinate training of agency staff on construction site management with the Regional Board's training for developers and contractors. On October 2, 2002, the Program and the City of San Jose sponsored an extra training day for municipal agency staff. The workshop attracted 150 participants and covered construction regulations and responsibilities, erosion and sediment control BMPs, non-stormwater discharge prevention and demonstration of erosion and sediment control products by vendors.

Meeting New Requirements for Stormwater Controls in Development Projects

This workshop, held on December 11, 2002, was the first in a series of workshops for municipal agency staff on meeting the requirements of Permit Provision C.3. The workshop provided background on the C.3. requirements and covered the Program's tools and work products completed to date, including data needs, site design, BMP sizing criteria, and pesticide management measures, and several case studies of local projects. There were 136 attendees, most of whom gave the workshop high marks (see evaluation summary).

Guidance for Implementing Stormwater Treatment Requirements for New Development and Redevelopment in Santa Clara Valley

The second C.3 workshop was held on two consecutive days, May 21 and May 22, 2003 (repeated the second day) so that members of the development community could be invited to attend. The workshop included presentation of the Program's C.3. Handbook and its contents, including development project review procedures, site design and source control, how to select and size treatment BMPs, and BMP operation & maintenance considerations and costs. The

CASQA Stormwater BMP Handbook for New Development and Redevelopment and BASMAA's *Using Site Design to Comply with Development Standards Manual* were also presented. The afternoon session focused on selecting and sizing BMPs for several local case study projects. The workshops reached over 240 participants, of which 59 were from the outside development community.

Paving the Way Towards Progress: Improving Stormwater Quality via Permeable Paving

The Program sponsored a workshop on permeable paving on July 22, 2003. The workshop presented an overview of various types of permeable paving; detailed siting and design information on interlocking concrete pavers. The opportunities for and barriers to using this type of paving were also discussed. Approximately 74 people attended the workshop.

Other Workshops

Program staff and Co-permittees also participated in the following workshops conducted by other agencies:

- APWA's Stormwater Workshop 2002, "Current Issues for New Development and Redevelopment", November 14, 2002 – Jill Bicknell gave a presentation on SCVURPPP's approach to implementing the new development requirements. Many Co-permittee staff gave presentations and attended.
- California Stormwater Quality Association Municipal BMP Handbook Workshops, April 14 and 15, 2003- John Fusco gave a presentation on SCVURPPP's approach to pollution prevention in municipal activities.
- ABAG's Stormwater Pollution Prevention- Sustainable Strategies Workshop, January 30, 2003 – Jill Bicknell gave a presentation on SCVURPPP's approach to implementing the new development requirements.
- ABAG Spring General Assembly on Water and Land Use, April 24, 2003 – Jill Bicknell gave a presentation on SCVURPPP's approach to implementing the new development requirements.

In addition, the Program co-sponsored and helped fund the Alameda Countywide Clean Water Program and San Francisco Estuary Project's Symposium on "Healthy Landscapes for Clean Water: Using Integrated Pest Management to Improve Water Quality" (February 5, 2003).

DEVELOPMENT OF NEW OR REVISED MODEL PERFORMANCE STANDARDS

The Program developed model performance standards (PS) in 1996. Model PS were accepted by the Regional Board in June 1997. Co-permittees adopted the model PS that applied to their specific conditions. The PS were incorporated into the September 1, 1997 Urban Runoff Management Plan (URMP) and into the Co-permittees' local URMPs. The Program and local URMPs were updated by October 2000 to include revisions to performance standards for Industrial/Commercial Discharger Control, Illicit Connection/Illegal Dumping Elimination and Storm Drain Operation and Maintenance.

One goal of the Program's continuous improvement process is to review an existing PS, or create a new PS, each year. During FY 02-03, the following PS were developed or revised:

- Rural Public Works Maintenance and Support PS (new)
- Planning Procedures PS (revisions)

- Mercury Pollution Prevention: Guidelines for Reduction and Management of Mercury-Containing Products

Rural Public Works Maintenance and Support Performance Standard

In fulfillment of Permit Provision C.5, the Program's Management Committee approved, and submitted the Rural Public Works Maintenance and Support Performance Standard to the Regional Board on June 21, 2002. Regional Board staff provided additional comments on the Performance Standard in a September 26, 2002 letter to the Program. The letter required the Performance Standard and associated documents to be revised in response to the Regional Board comments by December 20, 2002.

On November 25, 2002, the Rural Public Works Performance Standard AHTG met with Regional Board staff to review the Regional Board comments and discuss revisions to the Performance Standard. Based on discussions at that meeting, a revised Performance Standard was sent to the AHTG for final review and approval. The revised Performance Standard was approved by the AHTG and sent to the Management Committee for approval at their December 19, 2002 meeting. On December 20, 2002, the approved Performance Standard was submitted to the Regional Board, accompanied by a transmittal letter and table listing the Program's responses to the Regional Board's letter *Comments on the Rural Public Works Performance Standard* dated September 26, 2002. Comments received from the Santa Clara Valley Transportation Agency, Santa Clara County Vector Control District, Santa Clara County Open Space Authority and Mid-Peninsula Open Space District were also incorporated in the second revision of the Performance Standard. The Regional Board notified the Program that the Rural Public Works Maintenance and Support Performance Standard were acceptable in a February 18, 2003 letter.

Planning Procedures Performance Standard

To be consistent with the requirements of Permit Provision C.3., the Program revised the 1997 model *Planning Procedures Performance Standard* (PPPS). Provision C.3.k. specifically requires that the Program submit a model enhanced performance standard for source control measures in new and redevelopment projects by March 1, 2003. It made sense to Program staff and the Program's C.3. Permit Oversight (C3PO) AHTG to combine the source control measures requirements with the PPPS revisions; and include the *Draft Model List of Source Control Measures* (submitted to the Regional Board on September 15, 2002, per Provision C.3.k. and the C.3 Table 1) as an attachment to the PPPS. The draft revised PPPS went through several rounds of review (by the C3PO AHTG) and was approved by the AHTG on January 27, 2003 and the Management Committee on February 20, 2003. The revised PPPS was submitted to the Regional Board in the Program's *FY 03-04 Draft Work Plan* on February 28, 2003. On June 10, 2003, Regional Board staff provided comments (by electronic mail) on the revised PPPS. Additional draft revisions responding to comments were submitted via electronic mail to Regional Board staff on August 15, 2003. These revisions will be discussed with Management Committee in September 2003.

Mercury Pollution Prevention: Guidelines for Reduction and Management of Mercury-Containing Products

Since a performance standard for mercury pollution prevention is not specifically required in Permit Provision C.9.c, the Management Committee directed the Program to establish

guidelines for improved management and reduction of mercury-containing products, as required in the *Mercury Pollution Prevention Plan*. The goal of the guidelines is to work towards the virtual elimination of mercury from controllable sources in urban runoff; and to establish proper recycling and disposal methods for products that cannot be eliminated due to technological or economic factors.

In December 2002, the Mercury Pollution Prevention Plan Ad Hoc Task Group (Mercury P2 Plan AHTG) and Program staff began developing guidelines for the reduction and management of mercury-containing products identified for virtual elimination. A final draft of the guidelines was submitted to the Management Committee in March 2003 and approved by the Management Committee on April 17, 2003. The final guidelines are included as Appendix F-3 within Section 7.

Co-permittees will begin implementation of the guidelines in FY 03-04. Any additional tasks identified by Co-permittees (or found within the guidelines) will be incorporated in future annual Work Plans.

LOCAL PROGRAM PERFORMANCE REVIEWS

As part of the Program's continuous improvement process (as described in the 1997 URMP), the Program, Regional Board staff and interested outside parties conduct on-site performance reviews of the Co-permittees' local urban runoff management programs. Performance reviews in recent years have focused on one element of the Co-permittees' local programs in detail; however, Regional Board staff chose to review two elements in FY 02-03.

During FY 02-03, the performance reviews focused on the effectiveness of existing New Development Control Programs (to determine how individual Co-permittees are preparing to implement Permit Provision C.3 requirements); and the implementation of the revised Construction Inspection Performance Standard. To facilitate the incorporation of "continuous improvement" items (determined from the reviews) into the *FY 03-04 Draft Work Plan*, Regional Board staff conducted the reviews during November through December 2002. Program staff attended and provided support for the reviews. On March 3, 2003, Regional Board staff provided the Co-permittees (via electronic mail) with summaries of the performance review meetings detailing implementation successes; and comments regarding improvements for both program elements.

Continuous improvement of New Development Controls and Construction Inspection programs will occur at the Program and local levels. A list of continuous improvement items for Construction Inspection programs identified during each performance review is presented in Table 2-5. (Co-permittees were still in the process of preparing to implement the C.3 requirements so continuous improvement items were not identified for this element). Co-permittees have included these tasks in their revised FY 03-04 Work Plans submitted to RWQCB on August 5, 2003. Program tasks are included in the list of continuous improvement tasks for FY 03-04 (Table 2-6).

CONTINUOUS IMPROVEMENT MEASURES

In its annual Work Plans and Annual Reports, the Program presents a list of continuous improvement items to be addressed at the Program level and an approach for implementing them. As discussed earlier under Program Management, continuous improvement items are

normally identified from three sources: the Program's performance review with Regional Board staff; Board staff comments on the prior year's annual report; and Management Committee comments on the *Review of Program Management Services* memorandum and other Program staff products. Preliminary comments and recommendations for continuous improvement of Program management were discussed at the June 6, 2003 Budget AHTG meeting. A summary of the Budget AHTG recommendations for continuous improvement in FY 03-04 is provided in the memorandum entitled *Review of FY 02-03 Program Management Services* (Appendix A-2).

Table 2-6 presents a status report of Program continuous improvement tasks that are in the process of being implemented. This table represents an update of Tables 1-1 and 1-2 submitted with the *FY 03-04 Draft Work Plan*. Program continuous improvement items from various Program elements are combined into one table. These include items related to Program management, PI/P and data management.

PERMIT PROVISION C.1. COMPLIANCE SUMMARY TABLE

The State of California's and USEPA's 303(d) water quality list, approved in 1999, identifies several "pollutants of concern" in the Lower South San Francisco Bay for which urban runoff is listed as a potential source. Consistent with Provision C.1 of its NPDES Permit, the Program has prepared a "C.1. Table" which summarizes the urban runoff controls being implemented to address these pollutants of concern. Although not required by Provision C.1, Table 2-7 provides an update to Table 2-6 provided in the *FY 01-02 Annual Report* and, as required, addresses the direction received from Regional Board staff with regard to certain items.

Table 2-7 provides an updated summary of the Program's current and proposed (i.e., FY 02-03) BMPs/programs for the "pollutants of concern" and "pollutants of potential concern" in the Lower South San Francisco Bay for which urban runoff is listed as a potential source. Although urban runoff is listed as a potential source, in reality urban runoff is the transport vehicle and not the actual source. Therefore, key urban sources of the "pollutants of concern" and "pollutants of potential concern" are identified in Table 2-7.

As noted in Table 2-7, additional information on the Program's controls/programs can be found in the following documents:

- Program and Co-permitttee 1997 *Urban Runoff Management Plans* (rev. 2000)
- 1997 *Metals Control Measures Plan*
- Past Annual Report and Work Plans

In addition, the Program intends to incorporate updates to the summary table as part of the Program's continuous improvement process where new controls/programs will be identified and reported in the Program's Annual Work Plan.

**Table 2-1
SCVURPPP Total FY 02-03 Budget**

<i>Budget Summary</i>	
Item	Budget
Operational Group	
1. Program Management/Administration	\$460,099
2. Permit Management	\$476,900
3. Technical Program Management	\$142,373
4. Legal Services	\$66,000
5. Fiscal Agent (SCVWD)	\$15,000
6. Fees (RWQCB/RMP)	\$166,000
Subtotal Operational Group	\$1,326,372
Projects Group	
7. Monitoring Projects	\$605,000
8. TMDL MOU Resource fee	\$200,000
9. NDC Technical Assistance/Guidance	\$200,000
10. PIP & WEO budget	695,500
11. Project Contingency (10 % on all except PIP)	\$100,000
Sub-total Project Group	\$1,800,500
SUBTOTAL OPERATIONAL BUDGET	\$3,126,872
Discretionary Items	
1. Public Information/Participation Projects	\$76,000
SUBTOTAL DISCRETIONARY BUDGET	\$76,000
TOTAL FY 02-03 BUDGET	\$3,202,872

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
<p>Budget – Close-out old budgets; review and approve proposed budgets; review and provide direction to the MC on budget & policy issues.</p> <p><u>Permit Provision</u>: Program Management</p>	<p>Lorrie Gervin, Sunnyvale – Chair Randolph Shipes, San Jose Jim Ervin, San Jose (former member) Melody Tovar, San Jose Steven Osborn, San Jose Rick Mauck, Santa Clara Rene Eyerly, West Valley (former) Cheri Donnelly, West Valley Beau Goldie, SCVWD Roger Narsim, SCVWD Jill Bicknell, Program staff Adam Olivier; Program Staff</p>	<p>10/16/97</p>		<p>Closed out FY 01-02 budget; made decisions on FY 02-03 and 03-04 budgets; continued to meet to discuss other budget and policy issues.</p>
<p>Monitoring* - Review & approve monitoring project priorities and products for consistency with Program and WMI goals, and with NPDES permit requirements.</p> <p>* Meets quarterly in concert with SCBWMI WAS meetings.</p> <p><u>Permit Provision</u>: C.7.</p>	<p>Marilyn Nickel, Milpitas Dale Jacques, SCVWD (former) Laura Young, SCVWD (former) Kate Slama, SCVWD Dave Grabiec, Sunnyvale Kristy McCumby-Hyland, Sunnyvale Jim Ervin, San Jose (former) Steven Osborn, San Jose James Downing, San Jose Jan O'Hara, RWQCB Dave Drury, SCVWD Rene Eyerly, West Valley (former) Chris Sommers, Program staff Adam Olivieri, Program staff</p>	<p>6/19/97</p>		<p>Met jointly with WAS to provide input on Coyote Assessment report, the Watershed Assessment Methodologies report, on the SSI updates, on the relationship between the SSI and the MDDB, on SCVURPPP's expectations of WAS, and the first year results of the Multi-Year Monitoring Program.</p>

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
<p>Municipal Employee Training Protocols – develop stormwater BMP training curriculum with modules for different activities that can be customized by each co-permittee.</p> <p><u>Permit Provision:</u> C.2.</p>	<p>Kristy McCumby-Hyland, Sunnyvale Melody Tovar, San Jose Eric Anderson, Mountain View Roger Lee, Santa Clara John Fusco, Program Staff Kate Slama, SCVWD Rene Eyerly, West Valley (former) Paramjit Uppal, Milpitas*</p>	<p>4/15/99</p>		<p>Selected, reviewed and finalized four draft modules in FY 01-02. Project put on hold in FY 02-03. Work on fifth module will begin in FY 03-04.</p>
<p>PI/P and WEO – Develop list of proposed Program PI/P activities for annual work plan using process outlined in the PI/P Strategy, and work with Program staff and consultant to develop work plans for and implement the Watershed Education and Outreach (WEO) Campaign.</p> <p><u>Permit Provision:</u> C.4.</p> <p>(Work Groups under PIP/ WEO are:</p> <p>Scripts Review Schools Outreach Alviso Education Program IPM Pesticide Outreach Mercury P2 Outreach)</p>	<p>Mary Morse, San Jose – Chair Cheri Donnelly, West Valley Bruce Frisbey, San Jose Eric Anderson, Mountain View Karin Hickey, Santa Clara Gail Glen, Sunnyvale Aparna Chatterjee, Milpitas Stephanie Hughes, Palo Alto Trish Mulvey, CLEAN South Bay Pam Ledesma, Cupertino Kate Slama, SCVWD Vishakha Atre, Program Staff</p>	<p>Reformed 5/18/00</p>		<p>Implemented the FY 02-03 Watershed Watch Campaign work plan; approved FY 03-04 Campaign work plan; approved FY 03-04 media plan, participated in various outreach work groups; to review campaign products; approved the Asian/ Pacific Islander Character-ization Study, selected a consultant for conducting the Watershed Watch campaign evaluation, and approved the scope of work for conducting this evaluation.</p>

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
<p>Industrial Inspection – Revise performance standard/guidance to include recommendations for enhanced reporting, implement and review results.</p> <p><u>Permit Provision:</u> C.6.a.i.</p>	<p>Roberto Medina, Palo Alto Eric Anderson, Mountain View Dave Grabiec, Sunnyvale Mary Morse, San Jose Jack Lovell, West Valley Brett Calhoun, SCVWD Roger Lee, Santa Clara Rene Eyerly, (former) Paul Randall, Program Staff John Fusco, Program Staff</p>	<p>2/6/01</p>		<p>ATHG did not meet in FY 02-03. Program staff worked with individual Co-permittees on data management for IND inspections.</p>
<p>Mercury Pollution Prevention Plan – Develop a mercury pollution prevention plan and assist Program Staff to implement Program tasks.</p> <p><u>Permit Provision:</u> C.9.c.</p>	<p>Stephanie Hughes, Palo Alto Kristy McCumby-Hyland, Sunnyvale Melody Tovar, San Jose Jim Ervin, San Jose (former) Dave Drury, SCVWD Steve Homan, Santa Clara County Isao Kobashi, SC County P2 (former) Rob D’Arcy, SC County HHW Program Mary Morse, San Jose Bill Smith, San Jose Cheryl Dayley, San Jose Kristin Kerr, Program Staff</p>	<p>10/18/01</p>		<p>Developed mercury-containing product use survey, and model guidelines and virtual elimination policy for implementing the Mercury Pollution Prevention Plan.</p>
<p>Pest Management Performance Standard - Develop new performance standard to address Permit Provision C.9.d. and to assist Program staff to implement Program tasks.</p> <p><u>Permit Provision:</u> C.9.d.</p>	<p>Phil Bobel, Palo Alto (Chair) Julie Weiss, Palo Alto Melody Tovar, San Jose Cheryl Dayley, San Jose Jean La Duc, San Jose Kate Slama, SCVWD Kristy McCumby, Sunnyvale Pat Ferraro, SVP2C John Mendoza, Santa Clara</p>	<p>8/17/00</p>		<p>Developed, reviewed and finalized the Pest Management Performance Standards in FY 01-02 and FY 02-03.</p>

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
	Rene Eyerly, West Valley (former) Cheri Donnelly, West Valley Jim Ervin, San Jose (former) Jill Bicknell, Program Staff Vishakha Atre, Program Staff			
Watershed Analysis Work Plan – Development work plan to conduct watershed analysis and management practice assessment in “other creeks” which may be impaired by sediment and assist with conduct and review of work plan tasks. <u>Permit Provision: C.9.f.iii</u>	Brett Calhoun, SCVWD Kristy McCumby-Hyland, Sunnyvale Steve Homan, Santa Clara County Larry Lind, Los Altos Jim Ervin, San Jose Laura Young, SCVWD Chris Sommers, Program Staff Paul Randall, Program Staff Kristin Kerr, Program Staff*	6/20/02		AHTG did not meet in FY 02-03 – awaiting comments from Regional Board staff on work plan submitted August 30, 2002.
Rural Public Works Performance Standard – Develop a new performance standard and assist with review of implementation and reporting. <u>Permit Provision: C.5.</u>	Kristy McCumby-Hyland, Sunnyvale Brett Calhoun, SCVWD Steve Homan, Santa Clara County Mike Will, San Jose Parks Mohammed Assaf, County Parks Larry Lind, Los Altos Cheri Donnelly, WVCWP Brian Wines, RWQCB Al Chan, County Roads Rene Eyerly, West Valley (former) Kristin Kerr, Program Staff Julie Stephenson, Program Staff (former)	10/18/01	3/20/03	Developed Rural Public Works Performance Standard, revised standard to address Regional Board staff comments, and approved final standard.

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
<p>Trash – Develop Trash Work Plan, coordinate trash-related activities, and assist Program Staff to implement Program tasks.</p> <p><u>Permit Provision</u>: C.1.</p>	<p>Dave Staub, Santa Clara Cheri Donnelly, WVCWP Kristy McCumby-Hyland, Sunnyvale Brett Calhoun, SCVWD Lisa Fleming, SCVWD Skip LaCaze, San Jose Jack Judkins, San Jose Melody Tovar, San Jose Phil Bobel, Palo Alto Chris Rummel, County DEH Steve Homan, Santa Clara County Lisa Rose, County GALA Trish Mulvey, CLEAN South Bay Jan O'Hara, RWQCB Roger Lee, Santa Clara Rene Eyerly, West Valley (former) John Fusco, Program Staff Paul Randall, Program Staff</p>	<p>12/20/01</p>		<p>Shared information on existing trash management programs, developed trash management survey for Co-permittees, and develop Trash Work Plan for FY 03-04.</p>
<p>C.3. Provision Oversight (C3PO) – Develop approach to implementing Permit Provision C.3.requirements for new and redevelopment and review Program work products.</p> <p>(Work Groups under C3PO are: Design Standards HMP BMP Operations & Maintenance Site Design Infiltration) <u>Permit Provision</u>: C.3.</p>	<p>Joe Teresi, Palo Alto Paramjit Uppal, Milpitas Annelise Judd, Milpitas Cheri Donnelly, WVCWP Scott Alman, Monte Sereno Imad Baiyasi, Los Gatos Sandy Baily, Los Gatos Kevin Riley, Santa Clara Roger Lee, Santa Clara Mike Campbell, San Jose Ebrahim Sohrabi, San Jose Maria Angeles, San Jose Timm Borden, San Jose</p>	<p>11/15/01</p>		<p>Continued implementing the Permit Provision C.3 Work Plan. Helped plan two training workshops on permit requirements and SCVURPPP guidance tools in December 2002 and May 2003. Helped develop and approved guidance documents including: model conditions of approval for site design, source control, and pesticide reduction in landscaping plans, criteria for sizing and selecting treatment devices as well as establishing a</p>

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
	Laurel Prevetti, San Jose Jenny Nusbaum, San Jose Dipankar Sen, SCVWD Roger Narsim, SCVWD Jill Bicknell, Program staff Jan O'Hara, RWQCB Kristy McCumby-Hyland, Sunnyvale Erin Walters, Sunnyvale Christine Cannizzo, Sunnyvale Liliana Price, Sunnyvale Eric Anderson, Mountain View Genevieve Fire, Cupertino Curtis Banks, Los Altos Ann Welsh, Saratoga Lynn Penoyer, Campbell Steve Homan, Santa Clara County Mintze Cheng, Los Altos Hills Michael Liw, Public Works			maintenance and operation verification program, Fact Sheets for Landscape Maintenance Techniques for Pest Reduction and Treatment Control Best Management Practices for 6 types of treatment BMPs, a worksheet for reviewing local site design standards which compared individual municipalities to a model standard, and a Development Review Process Table, reviewed technical studies related to treatment sizing criteria, as well as facilitated discussion and negotiation of evolving policies for these and other issues.

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
C.3. Provision Oversight (C3PO) (continued)	Bill Ekern, SJ Redevelopment Agency Mary Ellen Dick, San Jose Jim Ervin, San Jose (former) Marina Rush, Milpitas Salifu Yakubu, San Jose Brett Calhoun, SCVWD Bill Springer, SCVWD Pamela Wu, Santa Clara County Chris Freitas, Santa Clara County Tracy Ingebritsen, Stanford	11/15/01		
Waiver Provision – Develop proposed model waiver. <u>Permit Provision:</u> C.3.g.	Randolph Shipes, San Jose Mollie Dent, San Jose Counsel Anthony Bennetti, SCVWD Counsel Blair King, Milpitas Darryl Wong, Milpitas Donna Scott, Sunnyvale Counsel Shelley Emerson, Mountain View Counsel Bob Reid, West Valley Communities Adam Olivieri, Program Staff Robert Falk, Program Counsel	11/15/01		Completed revised model alternative compliance program during FY 02-03 and accepted it as internal guidance.
PIP & WEO Work Groups				
Script Review – To review scripts created for media use related to the Watershed Watch Campaign, on a short turn around basis. <u>Permit Provision:</u> C.4.	Pam Ledesma, Cupertino Gail Glen, Sunnyvale Cheri Donnelly, WVCWP Bruce Frisbey, San Jose Kathy Ottenberg, WVCWP Vishakha Atre, Program Staff Stephanie Hughes, Palo Alto* Mary Morse, San Jose*	12/99		Provided input on a number of scripts and articles with a short turnaround time.

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
<p>IPM Pesticide Outreach – To help Program staff develop work plans for and implement pesticide user outreach tasks from the Program’s Pesticide Management Work Plan.</p> <p><u>Permit Provision:</u> C.9.d.</p>	<p>Pam Ledesma, Cupertino Stephanie Hughes, Palo Alto Julie Weiss, Palo Alto Larry Lind, Los Altos Paramjit Uppal, Milpitas Eric Anderson, Mountain View Bruce Frisbey, San Jose Cheryl Dayley, San Jose Kristy McCumby-Hyland, Sunnyvale Gail Glen, Sunnyvale Roxan Nasiri, Sunnyvale Kate Slama, SCVWD Cheri Donnelly, WVCWP Rob D’Arcy, Santa Clara County Sharon Dowell, Santa Clara County Barbara Vitcosky, Santa Clara County Anthony Palma, Santa Clara County Rosemary Lombard, Palo Alto Joanne Johnson, Milpitas Karen Hickey, Santa Clara Vishakha Atre, Program Staff</p>	<p>Reformed 8/02</p>		<p>Reviewed and approved FY 02-03 work plan; reviewed and approved IPM media campaign, provided input to Program staff on Regional IPM issues; planned IPM-related events; and conducted outreach to stores.</p>
<p>Mercury P2 Outreach – To help Program staff, develop work plans for and implement mercury outreach tasks.</p> <p><u>Permit Provision:</u> C.9.c.</p>	<p>Pam Ledesma, Cupertino Stephanie Hughes, Palo Alto Julie Weiss, Palo Alto Mary Morse, San Jose Kristy McCumby-Hyland, Sunnyvale Kate Slama, SCVWD Barbara Vitcosky, Santa Clara County Carol Berg, Santa Clara County Marilyn Nickel, Milpitas Robert Kupps, Santa Clara County Gail Glen, Sunnyvale Cheri Donnelly, WVCWP</p>	<p>12/02</p>		<p>Reviewed and approved the FY 02-03 work plan; reviewed and approved the mercury ad campaign and ad scripts; reviewed and approved an article on proper disposal of fluorescent lamps.</p>

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
	Vishakha Atre, Program Staff			
<p>Schools Outreach – To plan for and oversee school outreach activities coordinated with the WEO Campaign (e.g. Zun Zun performances), and to conduct “group analysis”.</p> <p><u>Permit Provision:</u> C.4.</p>	Mary Morse, San Jose – Chair Pam Ledesma, Cupertino Stephanie Hughes, Palo Alto Jan Raissle, Palo Alto Bruce Frisbey, San Jose Trish Mulvey, CLEAN South Bay Gail Glen, Sunnyvale Joanne Johnson, Milpitas (former) Aparna Chatterjee, Milpitas Cheri Donnelly, West Valley Sandra Dodge, West Valley Vishakha Atre, Program Staff	12/99		Provided input for conducting 40 ZunZun school assemblies. Developed a new list of schools for FY 03-04 Conducted an analysis to identify gaps in outreach to schools. Identified the “Wacky Watersheds” teachers training workshop as the most efficient mechanism for addressing gaps in outreach. Working on developing a curriculum for this workshop.
<p>Alviso Education Program – To periodically evaluate and provide input to S.F. Bay Wildlife Refuge staff regarding educational programs funded by SCVURPPP.</p> <p><u>Permit Provision:</u> C.4.</p>	Kate Slama, SCVWD Bill Smith, San Jose Bob Chessman, San Jose Bruce Frisbey, San Jose Gail Glen, Sunnyvale Mary Morse, San Jose Genie Moore, S.F. Bay Wildlife Refuge Sharon Miyako, S.F. Bay Wildlife Refuge Trish Mulvey, CLEAN South Bay Roxan Nasiri, Sunnyvale Stephanie Hughes, Palo Alto Vishakha Atre, Program Staff	12/99		Reviewed work done in FY 02-03 and approved work plan for FY 03-04.

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

C3PO Work Groups				
NAME/PURPOSE	MEMBERS	START DATE	DISBAND DATE	ACCOMPLISHMENTS
<p>Hydromodification Management Plan (HMP) Work Group - Review task and approve products, final HMP, and co-permittee guidance.</p> <p><u>Permit Provision:</u> C.3.f.</p>	<p>Joe Teresi, Palo Alto Dipankar Sen, SCVWD Roger Narsim, SCVWD Dale Jacques, SCVWD Randolph Shipes, San Jose Melody Tovar, San Jose Steve Osborn, San Jose Mollie Dent, San Jose Dave Kowal, San Jose John Cannon, San Jose Jenny Nusbaum, San Jose Ebrahim Sohrabi, San Jose Maria Angeles, San Jose Michael Liw, San Jose Timm Borden, San Jose Keith Lichten, RWQCB Crisand Giles, HBA Fariborz Heydari, Milpitas Trish Mulvey, CLEAN South Bay Kristy McCumby-Hyland, Sunnyvale Lorrie Gervin, Sunnyvale Jill Bicknell, Program Staff Paul Randall, Program Staff</p>	<p>4/22/02</p>		<p>Reviewed HMP Literature Review, Technical Memo on HMP Assessment Approach, and draft chapters of Interim HMP Assessment for Lower Silver/Thompson Creek Subwatershed prepared by GeoSyntec Consultants; discussed HMP assessment approach and results; discussed selection of next watershed to be assessed..</p>

**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

<p>Operations & Maintenance Work Group -- Review model O&M documentation and develop guidance for verification programs.</p> <p><u>Permit Provision:</u> C.3.e.</p>	<p>Dipankar Sen, SCVWD Patti Joki, Milpitas Paramjit Uppal, Milpitas Jenny Nusbaum, San Jose Brett Calhoun, SCVWD Cheri Donnelly, WVCWP Dan Cloak, Dan Cloak Environmental Eric Anderson, Mountain View Genevieve Fire, Cupertino Imad Baiyasi, Los Gatos Jack Lovell, West Valley Communities Jamie Matthews, San Jose Jan O'Hara, RWQCB Kristy McCumby-Hyland, Sunnyvale Lavenia Millar, Cupertino Lisa Fleming, SCVWD Maria Angeles, San Jose Rafles Warnars, San Jose Ray Ho, San Jose Robert Gallo, Sunnyvale Roger Narsim, SCVWD John Fusco, Program Staff Paul Randall, Program Staff</p>	<p align="center">4/22/02</p>		<p>Reviewed and approved six guidance memos on O&M verification inspection programs on the following topics: 1) general guidance; 2) model agreements, policies and ordinances, 3) BMP prioritization and frequency, 4) inspection program elements, 5) costs, and 6) disposal of waste materials.</p> <p>Also reviewed and approved 16 BMP O&M fact sheets, and discussed experiences with establishment of O&M verification inspection programs.</p>
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**Table 2-2
FY 2002-2003 Ad Hoc Task Groups and Accomplishments**

<p>Site Design and Source Control Work Group</p> <p>1) Share examples of source control conditions of approval and develop and approve source control list for updating performance standard;</p> <p>2) Review and approve Program guidance on site design measures and standards and specifications.</p> <p><u>Permit Provision:</u> C.3.j. & k.</p>	<p>Eric Anderson, Mountain View Joe Teresi, Palo Alto Steven Turner, Palo Alto Dipankar Sen, SCVWD Jenny Nusbaum, San Jose Keith Lichten, RWQCB Kristy McCumby, Sunnyvale Roger Narsim, SCVWD Maria Angeles, San Jose Liliana Price, Sunnyvale Erin Walters, Sunnyvale Sandy Baily, Los Gatos Mike Campbell, RBF Consulting Judith Silva, Santa Clara Geraldine Luna, San Jose Jim Ervin, San Jose Fariborz Heydari, Milpitas Imad Baiyasi, Los Gatos Leon Sheyman, Milpitas Jill Bicknell, Program Staff</p>	<p>4/22/02</p>		<p>1) Developed model list of source controls.</p> <p>2) Reviewed site design model conditions of approval and other guidance documents including incorporation of "Development Policies Comparison Project" to assist individual co-permittee review of site design standards.</p> <p>3) Began identifying potential conflicts and hurdles to alternative site design standards for future discussion with LUS and workshops.</p>
<p>Infiltration Work Group - To develop guidance to Co-permittees on design of Stormwater infiltration measures to protect groundwater quality.</p> <p><u>Permit Provision:</u> C.3.i</p>	<p>Tracy Hemmeter, SCVWD Ellen Fostersmith, SCVWD Larry Lind, Los Altos Mike Campbell, RBF Consulting Jenny Nusbaum, San Jose Kelly Rohlf, Stanford Kristy McCumby-Hyland, Sunnyvale Scott Alman, Monte Sereno Jill Bicknell, Program Staff Paul Randall, Program Staff</p>	<p>1/22/03</p>		<p>Identified desirable infiltration methods, discussed allowable siting and design criteria, and reviewed draft guidance.</p>

**Table 2-3
Performance of FY 02-03 Program Management Tasks**

Task Description	Work Items	Work Completed / Comments
1.0 Program Management/Administration		
Task 1.1 - <u>Administrative Assistance</u>	<ul style="list-style-type: none"> • Provide general administrative assistance • Maintain toll-free numbers for both SCVURPPP and the Watershed Watch Campaign. • Distribute materials to the public 	<ul style="list-style-type: none"> • Continuing • Responded to 305 calls in FY 02-03. Database of requests is regularly updated and will be distributed to Co-permittees. • Sent materials in response to 157 of the 305 calls. Responded to 146 requests from the Watershed Watch website for Watershed Watch kits.
Task 1.2 - <u>Management Committee and Ad Hoc Task Group (AHTG) Support</u>	<ul style="list-style-type: none"> • Facilitate and support up to 12 MC meetings* • Facilitate and support up to 40 AHTG meetings** 	<ul style="list-style-type: none"> • Completed 12 meetings in FY 02-03. • Facilitated 33 AHTG meetings. AHTG meetings include: C3 Provision Oversight AHTG (7); WE & O AHTG (10); Mercury Pollution Prevention Plan AHTG (5); Trash AHTG (5); Budget AHTG (4); Rural Roads AHTG (1); Watershed Analysis Workplan AHTG (1). • Program Staff also facilitated 44 work group meetings: Schools Outreach Work Group (8); Site Design and Source Control Design Standards Work Group (7); HMP Work Group (7); BMP O & M Verification (6); C3 Infiltration Work Group (5); Mercury P2 Outreach Work Group (2), NOI Filer

* Includes: develop/distribute agendas, comply with Brown Act, update mailing lists, do copying, reserve meeting places, facilitate meetings, draft/finalize minutes, and organize/conduct follow-up.

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
		<p>Outreach Campaign (2); IPM Store Partnership Work Group (1); Pesticide User Work Group (4); Pool Pump Work Group (1); Alviso Work Group(1).</p>
<p>Task 1.3 - <u>Program Budget Administration</u></p>	<ul style="list-style-type: none"> • Develop subsequent year's budget • Track expenditures and prepare quarterly reports to Management Committee • Identify and apply for grant opportunities as directed by Management Committee 	<ul style="list-style-type: none"> • Total Program budget reviewed by Budget AHTG on 1/13/03 and 1/28/03 and approved on 1/28/03; achieved MC approval of total budget on 2/20/03. • Continued tracking system developed in FY 97-98. Submitted budget updates in July and October 2002; and January and May 2003. • Program assisted with applications for the following grants: <ul style="list-style-type: none"> • Applied for EPA's Environmental Education Grant in February, 2003 with a proposal for "Supplemental Funding for a Watershed Education Project using ZunZun Performances at Schools" (requested \$31,500 to supplement Program funding of \$39,500).
<p>Task 1.4 - <u>Coordination with Fiscal Agent</u></p>	<ul style="list-style-type: none"> • Track Program Fund receipts/expenditures; obtain budget status information 	<ul style="list-style-type: none"> • Continued to receive updated information on revenues and expenditures monthly from Santa Clara Valley Water District and directed the District to pay invoices. Process is working effectively.

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
Task 1.5 - <u>Coordination with Legal Consultant</u>	<ul style="list-style-type: none"> • Communicate with and provide assistance to legal counsel. 	<ul style="list-style-type: none"> • Coordinated with Program and Co-permittee attorneys regarding Permit Provision C.3.g (Waiver Based on Impracticability and Compensatory Mitigation) and other permit related issues. Discussions are continuing and confidential. • Held four closed sessions with Management Committee.
Task 1.6 – <u>Coordinate Program Representation</u>	<ul style="list-style-type: none"> • Communicate with and report information provided by co-permittees representing Program at external meetings. 	<ul style="list-style-type: none"> • Program staff attends external meetings requiring Program representation. See report under Task 2.3. Co-permittees normally do not represent the Program at external meetings. An exception is that several Co-permittees represent themselves at the San Francisquito Creek Watershed Council meetings regarding sediment control studies. (Program staff is not involved).
Task 1.7 – <u>Develop and Manage PI/P Program</u>	<ul style="list-style-type: none"> • Conduct long-range planning for Program PI/P activities • Manage development of PI/P work plan for FY 03-04 	<ul style="list-style-type: none"> • Oversaw implementation of Watershed Watch Campaign; helped develop FY 03-04 campaign work plan and media plan; reviewed products by the consultant (TRG and Associates); coordinated campaign with other PIP goals and activities. • Developed FY 03-04 PI/P Work Plan with input from Budget and PI/P AHTGs. Updated pollutant/PIP materials matrix and developed recommendations and strategies

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
	<ul style="list-style-type: none"> • Provide support to Co-permittee's requests for public education assistance 	<p>for FY 03-04 projects.</p> <ul style="list-style-type: none"> • Throughout the year, oversaw development of work plans for and management of PI/P projects. • Ongoing support to Co-permittee requests; coordinated reprints of materials and distribution of Watershed Watch kits and video tapes; kept PI/P contacts informed about local and regional activities through email and "PIP Update" newsletter.
<p>2.0 Permit Management</p>		
<p>Task 2.1 - <u>Report Preparation & Submittal</u></p>	<ul style="list-style-type: none"> • Prepare Program Annual Report and submit to Regional Board by Sept. 15 of each year. • Prepare FY 02-03 Draft Work Plan and submit to Regional Board by March 1 	<ul style="list-style-type: none"> • <u>FY 01-02 Annual Report prepared and submitted on Monday, September 16, 2002.</u> Continued the streamlined reporting format to reduce Co-permittee effort while satisfying Regional Board requirements. Prepared guidance to Co-permittees and reviewed Co-permittee submittals for completeness and consistency. • <u>FY 02-03 Draft Work Plan prepared and submitted on February 28, 2003.</u> Work Plan contained the following: Program Continuous Improvement Plan, Revisions to Performance Standards, PI/P Work Plan, FY 03-04 Annual Receiving Water Monitoring Plan, Trash Work Plan, Watershed Management Measures; Pesticide Management Efforts and Work Plan, Mercury Pollution Prevention Efforts and Work Plan, New and Redevelopment (C.3.)

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
		<p>Work Plan, Program FY 03-04 Budget, Co-permittee Performance Review Meeting Results, IND and IC/ID Summary Tables and Co-permittee FY03-04 Work Plan Summary Tables.</p>
<p>Task 2.2 - <u>Internal Co-Permittee Liaison</u></p>	<ul style="list-style-type: none"> • Develop guidance as directed by MC. May include guidance documents, evaluation methods and effectiveness indicators. • Conduct local program reviews 	<ul style="list-style-type: none"> • Developed guidance on the Annual Report, Work Plan, C.3 implementation, Mercury Pollution Prevention Plan tasks, trash management documentation, and response to RWQCB comments on performance reviews. Provided additional guidance to Co-permittees in response to telephone and email requests. At the request of the Co-permittees, commented on the proposed revisions to the Santa Clara Valley Water District's Ordinance 83-2. • Regional Board staff conducted performance review meetings during November through December 2002. Program staff attended and provided support. The meetings focused on the Regional Board staff's desire to learn how Co-permittees are implementing New Development Controls and Construction Inspection measures. In general, Regional Board staff appeared to be satisfied with the level of effort and direction Co-permittees are taking to implement both requirements. A revised list of continuous improvement items for the performance review meetings were submitted to the Regional Board

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
	<ul style="list-style-type: none"> Conduct up to 4 training workshops; may include educational outreach to businesses. 	<p>(within the <i>Response to Regional Board Staff Comments on FY 03-04 Work Plan and Revised FY 03-04 Copper/Nickel Work Plan</i>) on August 5, 2003.</p> <ul style="list-style-type: none"> Planned, conducted, assisted with, and/or co-sponsored the following workshops: <ol style="list-style-type: none"> <u>Construction Site Planning and Management for Water Quality Protection</u> (October 2, 2002)- attracted 150 participants; <u>Meeting New Requirements for Stormwater Controls in Development Projects</u> (December 11, 2002)-attracted 136 participants; <u>Guidance for Implementing Stormwater Treatment Requirements for New Development and Redevelopment in Santa Clara Valley</u> (May 21 and 22, 2003)- attracted over 240 participants; <u>Paving the Way Towards Progress: Improving Storm Water Quality via Permeable Paving</u> (July 22, 2003)-attracted 74 participants. Gave presentations on behalf of the Program at workshops/conferences planned by others: 1) <u>CASQA Municipal BMP Handbook Workshops</u> (April 14 and 15, 2003); 2) <u>APWA Stormwater Workshop 2002</u> (November 14, 2002); 3) <u>ABAG Stormwater Pollution Prevention – Sustainable Strategies Workshop</u> (January 30, 2003); and 4) <u>ABAG Spring General Assembly on</u>

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
<p>Task 2.3 - <u>External Organization Liaison</u></p>	<ul style="list-style-type: none"> • Identify regulatory issues, prepare comments, and represent Program at meetings. • Represent Program at up to 77 external organization meetings (RWQCB, BASMAA, CASQA, CEP, RMP, others) as directed by MC. 	<p><u>Water and Land Use</u> (April 24, 2003).</p> <ul style="list-style-type: none"> • Distributed information to MC on following issues: proposed NPDES permit fee increases; EPA Phase II regulations; revisions to 303(d) list and TMDL priorities; mercury and copper/nickel TMDL studies and action plans; issues discussed at NPDES permit reissuance stakeholder meetings; legislation of concern; other items of interest from the RWQCB and CASQA. • Program staff served on the PCB TMDL Stakeholder Group and Mercury TMDL Work Group, commented and helped prepare TMDL study products, helped update and report progress on the Copper Action Plan, and assisted Regional Board staff with preparation of Basin Plan amendments related to site specific objectives for copper and nickel. • Attended 97 external organization meetings (see separate summary table – not including WMI and Program Data Coordination meetings); prepared summaries for MC distribution; distributed full minutes for most meetings if available. • Program staff served as Chair of the BASMAA New Development Committee, Vice Chair of BASMAA Executive Board, and supported the Chair of the WMI Land Use Subgroup.

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
	<ul style="list-style-type: none"> • Represented Program at WMI Core Group and Subgroup meetings. • Obtain updates to State NOI database. 	<ul style="list-style-type: none"> • Attended 33 WMI meetings, including: SCBWMI Watershed Assessment Subgroup (11); SCBWMI Core Group (7); Land Use Subgroup (7); SCBWMI Communications Outreach Subgroup (2); SCBWMI Guadalupe Mercury TMDL WG (3); Upper Penitencia Creek Flood Control Project Presentation (1); Bay Area Macroinvertebrate Discussion Group (1); WMI Flood Management Subgroup(1); • Placed updated NOI lists on SCVURPPP website in November 2002 and July 2003.
<p>Task 2.4 – <u>Permit Renewal</u></p>	<ul style="list-style-type: none"> • Coordinate development of permit with WMI via Regulatory Subgroup • Present to Regional Board at regular Board meeting 	<ul style="list-style-type: none"> • Coordinated with Regional Board staff. • Prepared written comments, guidance to Co-permittees prepared along with briefing memo, and/or testimony provided for SCVURPPP at Regional Board meetings.

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
<p>Task 2.5 – <u>Implement Continuous Improvement Items</u></p>	<ul style="list-style-type: none"> • Investigate, develop implementation plans, and implement items for Program continuous improvement identified in Co-permittee reviews, work plan, and annual report • Summarize for Program Annual Report 	<ul style="list-style-type: none"> • Table 2-6 of the Annual Report presents the progress of the continuous improvement tasks. This is updated twice annually. Ongoing tasks involve: 1) providing NOI lists to Co-permittees; 2) documenting existing outreach to schools on watershed awareness and pollution prevention; 3) updating and tracking monitoring projects; and 4) conducting trash assessment planning activities. • The status of continuous improvement items was presented in the FY 03-04 Work Plan, and is updated in Table 2-6 of the FY 02-03 Annual Report.
<p>3.0 Technical Program Management</p>		
<p>Task 3.1 - <u>Prepare RFPs and Manage Contractors</u></p>	<ul style="list-style-type: none"> • Develop RFPs, scopes of work, and contracts for up to 4 projects/services; assist with advertisement and selection; oversee contracted work. 	<ul style="list-style-type: none"> • Prepared scopes of work for monitoring projects for FY 02-03; continue to oversee contracted work. (All contractors are now subcontractors to EOA, Inc., per the Program’s “Procedures for Contracting Outside Services”, 5/15/98). Managed the following regional projects: 1) Joint Stormwater Agency Project to Study the Distribution of Mercury and PCBs in Bay Area Storm Drain Sediments (set up agreements for joint funding, managed job, assisted with preparing final report and

**Table 2-3, continued
Performance of FY 02-03 Program Management Tasks**

Task Description	Work Items	Work Completed / Comments
		response to comments); and 2) Using Start at the Source to Comply with Development Standards (BASMAA task of regional benefit).
Task 3.2 - <u>Provide Technical Review</u>	<ul style="list-style-type: none"> • Provide technical review of work products of contractors and provide recommendations to MC regarding acceptability/modifications. 	<ul style="list-style-type: none"> • Reviewed all consultant products related to C.3. and HMP including HMP literature review, technical memo on assessment approach, HMP assessment report chapters, water quality sizing criteria report, and BASMAA "Using Site Design Techniques..." manual.
Task 3.3 - <u>Develop Additional Performance Standard</u>	<ul style="list-style-type: none"> • Assist MC in developing or improving one performance standard. 	<ul style="list-style-type: none"> • Received Regional Board staff comments (by letter on September 26, 2002) on the revised Rural Public Works Maintenance and Support Performance Standards submitted to RWQCB June 21, 2002. The final revised Rural Public Works Maintenance and Support Performance Standards were submitted, with MC approval to the RWQCB on December 20, 2002. The revised performance standards were approved by the Regional Board on February 18, 2003. • Completed revisions to 1997 model <i>Planning Procedures Performance Standard (PPPS)</i> to be consistent with the requirements of Permit Provision C.3. The draft revised PPPS was approved by the C3PO AHTG on January 27, 2003. The Management Committee approved the

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
		<p>revised PPPS on February 20, 2003 for submittal to the Regional Board on February 28, 2003. Received Regional Board staff comments (by electronic mail on June 10, 2003) on the revised PPPS. Additional revisions responding to comments were submitted via electronic mail to Regional Board staff on August 15, 2003. These revisions will be discussed with Management Committee in September 2003.</p> <ul style="list-style-type: none"> • Since a performance standard for mercury pollution prevention is not specifically required in Permit Provision C.9.c, the Management Committee directed the Program to establish procedures for improved management and reduction of mercury-containing products, as required in the <i>Mercury Pollution Prevention Plan</i>. These procedures were approved by the Management Committee on April 17, 2003 and submitted to the Regional Board within the FY 02-03 Annual Report (Appendix F).

Table 2-3, continued
Performance of FY 02-03 Program Management Tasks

Task Description	Work Items	Work Completed / Comments
Contract Amendment for Permit Provisions		
<u>Additional Tasks for Permit Compliance</u>	<ul style="list-style-type: none"> • Completed the following additional permit required submittals: <ul style="list-style-type: none"> ➤ <i>SCVURPPP Control Program for PCBs (Year 3)</i>, submitted July 1, 2002 (by July 1, 2002 deadline) per Permit Provision C.9.e. ➤ <i>Workplan for Conducting Watershed Analysis and Management Practice Assessment in Other Creeks Potentially Impaired by Sediment from Anthropogenic Activities</i>, submitted August 30, 2002 (by September 1, 2002 deadline), per permit provision C.9.f.iii ➤ <i>Hydromodification Management Plan Literature Review</i>, submitted September 13, 2002, per permit provision C.3.f. ➤ <i>Summary of Major Changes to Development Project Review Process</i>, submitted Monday, September 16, 2002, per permit provision C.3.b. ➤ <i>Draft Model List of Source Control Measures</i>, submitted Monday, September 16, 2002, per permit provision C.3.k and C.3. Table 1). ➤ <i>C.3 Provision Data Needs and Impervious Surface Data Form (4/17/02)</i>, submitted Monday, September 16, 2002, per permit provision C.3.n. ➤ <i>Model Conditions of Approval for Pesticide Reduction in Landscaping Plans (rev. 12/9/02)</i>, submitted Monday, September 16, 2002, per permit provision C.3.n. ➤ <i>Revised Model Planning Procedures Performance Standard</i>, submitted February 28, 2003, per permit provision C.3.k. ➤ <i>Control Program for Dioxin-like Compounds</i>, submitted February 28, 2003, per permit provision C.9.e.iii. ➤ <i>Hydromodification Management Plan, Working Draft Report, Lower Silver – Thompson Creek Subwatershed (Chapters 1-3)</i>, submitted Monday, March 3, 2003 per permit provision C.3.f.viii.3 ➤ <i>Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables (final)</i>, submitted August 5, 2003, per SCVURPPP permit provisions C.9.a and b. ➤ <i>Hydromodification Management Plan, Draft Interim Report on Assessment of Lower-Silver Thompson Creek Watershed</i>, submitted July 30, 2003, permit provision C.3.f.viii.3. 	

**Table 2-4
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)**

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
<i>Hydromodification Management Plan, Draft Interim Report on Assessment of Lower Silver—Thompson Creek Subwatershed</i> , submitted July 30, 2003 per permit provision C.3.f.viii.3.	None received to date.		
<i>Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables</i> (revised approach), submitted June 16, 2003, per POTW order 00-109 and permit provisions C.9.a and b (proposed approach submitted with <i>FY 03-04 Work Plan</i> on February 28, 2003).	<i>Comments on Copper & Nickel Action Plan FY 03-04 Work Plan and Reporting Tables</i> (6/26/03 RWQCB letter).	Responses to comments provided within the <i>Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables (final)</i> submitted 8/5/03.	
<i>Hydromodification Management Plan, Working Draft Report, Lower Silver – Thompson Creek Subwatershed (Chapters 1-3)</i> , submitted Monday, March 3, 2003 per permit provision C.3.f.vii.3.	None received to date.		
<i>FY 03-04 Draft Work Plan (Sections 1 -10)</i> , submitted February 28, 2003 per permit provision C.6.b. <ol style="list-style-type: none"> 1. Program Continuous Improvement Tasks 2. Performance Standard Revisions 3. FY 03-04 Public Information / Participation Work Plan 4. FY 03-04 Annual Monitoring Plan and Watershed Management Measures 5. FY 03-04 Pesticide Management Work Plan 6. FY 03-04 Mercury Pollution Prevention Plan 7. FY 03-04 New and Redevelopment Work Plan 8. FY 03-04 Final Program Budget 9. Co-permittee Performance Reviews 10. Co-permittee FY 03-04 Work Plans 	<i>Review of Program's Draft FY 2003-04 Work Plan</i> (6/24/03 RWQCB letter).	Responses to comments (except for Santa Clara County) and revised Work Plan submitted 8/5/03. Santa Clara County submitted their comments and revised Work Plan on 8/19/03.	

Table 2-4, continued
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
<i>Control Program for Dioxin-like Compounds</i> , submitted February 28, 2003, per permit provision C.9.e.iii.	No comments in <i>Review of Program's Draft FY 2003-04 Work Plan</i> (6/24/03 RWQCB letter).		
<i>Revised Model Planning Procedures Performance Standard</i> , submitted February 28, 2003, per permit provision C.3.k.	(6/10/03 RWQCB staff electronic mail with attachment). RWQCB staff comments are provided in revision mode of the electronic document.	Draft revised (second revision) Performance Standards were provided to Regional Board staff via email in 8/15/03. Revisions to be discussed with Management Committee in September 2003.	
<i>Summary of SCVURPPP Copper and Nickel Action Plans FY 01-02 Activities and Response to RWQCB Staff Revised Comments on CAP/NAP Sections of the FY 2000-2001 Annual Report- July 3, 2002</i> , submitted on Monday, September 16, 2002, included with <i>FY 01-02 Annual Report</i> (per POTW order 00-109 and permit provisions C.9.a and b..	<i>RWQCB staff comments on semi-annual CAP/NAP update-Fall 2002</i> (11/13/02 RWQCB electronic mail attachment).	Responses to comments provided within the <i>Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables (final)</i> submitted 8/5/03.	
<i>FY 01-02 Annual Report</i> submitted Monday, September 16, 2002 per permit provision C.6.a <ul style="list-style-type: none"> • Program / Permit Management Activities • FY 01-02 PI/P Activities • FY 01-02 Monitoring Activities • FY 01-02 Watershed Management Measures • FY 01-02 Pesticide Management Activities • FY 01-02 Mercury Pollution Prevention Activities • FY 01-02 New and Redevelopment Control Measures Response to RWQCB comments on <i>FY 00-01 Annual Report and Industrial/Commercial Inspection Procedures</i>	Acceptable (conditional compliance for Program's monitoring activities). <i>Regional Board Staff Review of the FY 2001-02 Annual Report</i> (5/19/03 RWQCB letter). Regional Board not requiring further action on <i>Industrial/Commercial Inspection Procedures</i> at the Program level.	Response to conditional compliance determination submitted 9/15/03 (SCVURPPP FY 02-03 Monitoring Report within Section 4 of <i>FY 02-03 Annual Report</i>).	

Table 2-4, continued
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
<i>Draft Model List of Source Control Measures</i> , submitted Monday, September 16, 2002, per permit provision C.3.k and C.3. Table 1).	Minor comments received as part of Regional Board Staff Review of revised Planning Procedures Performance Standard.		
<i>Hydromodification Management Plan Literature Review</i> , submitted September 13, 2002, per permit provision C.3.f.	None received to date.		
<i>Workplan for Conducting Watershed Analysis and Management Practice Assessment in Other Creeks Potentially Impaired by Sediment from Anthropogenic Activities</i> , submitted August 30, 2002 (by September 1, 2002 deadline), per permit provision C.9.f.iii.	No comments in <i>Regional Board Staff Review of the FY 2001-02 Annual Report</i> (5/19/03 RWQCB letter).		
<i>SCVURPPP Control Program for PCBs</i> (Year 3), submitted July 1, 2002 (by July 1, 2002 deadline) per permit provision C.9.e.	None received to date.		
<i>Rural Public Works Maintenance and Support Model Performance Standard</i> , submitted June 20, 2002 (by July 1, 2002 deadline) per permit provision C.5.	<i>Comments on the Rural Public Works Maintenance and Support Model Performance Standard</i> (9/26/02 RWQCB letter)	Revised (second revision) Performance Standards were submitted 12/20/02 with MC approval.	Approved by Regional Board 2/18/03.
<i>Joint Stormwater Agency Project to Study Urban Sources of Mercury, PCBs and Organochlorine Pesticides (Final Report-Year 2)</i> , submitted April 15, 2002 (by April 15, 2002 deadline) per permit provision C.9.e.	<i>Joint Stormwater Agency Project to Study Urban Sources</i> (12/18/02 RWQCB letter). Technical data questions and request.	Response to RWQCB request letter submitted 1/21/03.	
<i>SCVURPPP Case Study Investigating Elevated Levels of PCBs in Storm Drain Sediments in San Jose, CA</i> , submitted April 15, 2002 (by April 15, 2002 deadline) per permit provision C.9.e.	None received to date.		

Table 2-4, continued
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
<p><i>FY 02-03 Draft Work Plan (Volumes I and II)</i>, submitted March 1, 2002 per permit provision C.6.b.</p> <p>Volume I</p> <ul style="list-style-type: none"> • Program Continuous Improvement Tasks • Performance Standard Revisions • FY 02-03 PIP Work Plan • FY 02-03 Annual Monitoring Plan and Watershed Management Measures • FY 02-03 Pesticide Management Work Plan • FY 02-03 Program Budget • Co-permittee Performance Reviews • Co-permittee FY 02-03 Work Plans <p>Volume II</p> <ul style="list-style-type: none"> • New and Redevelopment (C.3) • Monitoring (C.7) • Pollutant-Specific Requirements (C.9) • Co-permittee Work Plans for Provision C.3 	<p>Comments on FY 02-03 Work Plan (6/19/02 RWQCB letter).</p>	<p>Responses to comments submitted 7/1/02 (Control Program for PCBs), 8/15/02 (Co-permittee C.3. Work Plans) and 9/13/02 (remaining comments).</p>	
<p><i>Work Plan for Implementation of Permit Provision C.3</i>, submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.3.b, C.3.c and C.3.j.</p> <p>Includes Site Design Measures and Standards Work Plan</p>	<p>Acceptable. Must address two concerns (6/19/02 RWQCB letter)</p> <p>Conditionally acceptable – needs revision (5/21/02 RWQCB letter)</p>	<p>Responses to Comments and revised Work Plan submitted 8/15/02 and 9/13/02.</p>	
<p><i>Hydromodification Management Plan Work Plan</i>, submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.3.f.</p>	<p>Conditionally acceptable. Needs Clarification. (5/14/02 RWQCB letter)</p>	<p>Responses to comments and revised HMP Work Plan submitted Monday, 9/16/02.</p>	
<p><i>Multi-Year Receiving Waters Monitoring Plan</i>, submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.7.a. & C.7.b.</p>	<p>Needs additional elements (6/5/02 RWQCB letter).</p>	<p>Responses to comments and revised Monitoring Plan submitted 8/5/02.</p>	

Table 2-4, continued
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
<i>SCVURPPP Mercury Pollution Prevention Plan</i> , submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.9.c.	Acceptable. Included with Comments on FY 02-03 Work Plan (6/19/02 RWQCB letter).	None required.	None required
<i>SCVURPPP Dioxin Characterization and Loadings Report Work Plan</i> , submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.9.e.ii.	Acceptable. Included with Comments on FY 02-03 Work Plan (6/19/02 RWQCB letter).	None required.	None required
<i>SCVURPPP PCB Discharges Control Plan</i> , submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.9.e.iv.	Not Acceptable. Included with Comments on FY 02-03 Work Plan (6/19/02 RWQCB letter).	Responses to comments submitted 7/1/02 and 9/13/02.	
<i>SCVURPPP Sediment Impairment Report (Other Creeks)</i> , submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.9.f.iii.	Conditionally acceptable – needs revision (7/8/02 RWQCB letter)	Comments addressed in <i>Work Plan for Conducting Watershed Analysis and Management Practice Assessment in Other Creeks Impaired by Sediment</i> (submitted 8/30/02).	
<i>San Francisquito Creek Watershed Assessment of Sediment Management Practices, Plan and Schedule</i> , submitted March 1, 2002 (by March 1, 2002 deadline) per permit provision C.9.f.ii.	Unacceptable-needs revision (7/8/02 RWQCB letter)	Responses to comments and revised work plan submitted 10/15/02.	
<i>FY 00-01 Annual Report</i> submitted Monday, September 17, 2001 per permit provision C.6.a <ul style="list-style-type: none"> • Program / Permit Management Activities • FY 00-01 PI/P Activities • FY 00-01 Monitoring Activities • FY 00-01 Watershed Management Measures • FY 00-01 Pesticide Management Activities Response to RWQCB comments on <i>FY 99-00 Annual Report</i> and <i>FY 01-02 Work Plan</i>	Comments on FY 00-01 Annual Report (6/5/02 RWQCB letter).	Responses to comments submitted on 8/2/02, 9/5/02 and 9/13/02.	

Table 2-4, continued
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
<i>Draft Multi-Year (Five-Year) Receiving Waters Monitoring Plan and FY 01-02 Annual Monitoring Plan</i> , submitted June 29, 2001 (by July 1, 2001 deadline) per permit provision C.7.b. and C.9.	No Comments.		
<i>Watershed Management and Urban Runoff Management Integration Report</i> , submitted June 29, 2001 (by July 1, 2001 deadline) per permit provision C.10.	None received to date.		
<i>SCVURPP Program Pesticide Management Work Plan</i> , including preliminary draft Pest Management Performance Standards, submitted June 26, 2001 (by July 1, 2001 deadline) per permit provision C.9.d.	Comments on Pesticide Management Work Plan (8/15/01 RWQCB letter)	Response to comments and revised Pesticide Plan submitted 10/15/01.	
<i>Work Plan for Joint Stormwater Agency Investigation of Urban Sources of Mercury, and PCBs, and Organochlorine Pesticides (Year Two)</i> , submitted June 1, 2001 (by June 1, 2001 deadline) per permit provision C.9.e.iii.	Comments on draft Work Plan received 5/29/01 (via e-mail) from RWQCB staff (Dr. Fred Hetzel)	Response to comments were sent (via e-mail) on 5/30/01 to RWQCB staff (Dr. Fred Hetzel)	
<i>Joint Stormwater Agency Investigation of Urban Sources of Mercury and PCBs (Final Report-Year One)</i> , submitted April 2001 per permit provision C.9.e.iii.	Comments on draft Work Plan received 2/26/01 (via e-mail) from RWQCB staff (Dr. Fred Hetzel)		
Draft FY 01-02 Work Plan (3/1/01): <ul style="list-style-type: none"> • Continuous Improvement Plan • Performance Standard Revisions • FY 01-02 PI/P Work Plan • Interim Draft Five-Year Receiving Waters Monitoring Plan & FY 01-02 Monitoring Plan • FY 01-02 Watershed Management Measures • FY 01-02 Pesticide Management Work Plan 	Comments on FY 01-02 Work Plan (5/31/01 RWQCB letter).	Responses to comments included in FY 00-01 Annual Report (9/15/01).	None.

Table 2-4, continued
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
FY 99-00 Annual Report (9/1/00): <ul style="list-style-type: none"> • Program / Permit Management Activities • FY 99-00 PI/P Activities • FY 99-00 Monitoring Activities • FY 99-00 Watershed Management Measures • FY 99-00 Pesticide Management Measures • Revised FY 00-01 Pesticide Management Work Plan • Response to RWQCB comments on FY 00-01 Monitoring Plan 	Comments on FY 99-00 Annual Report (two RWQCB letters dated 3/27/01)	Responses to comments included in FY 00-01 Annual Report (9/15/01).	None.
NPDES Permit Reissuance Application (12/21/99): <ul style="list-style-type: none"> • Revised MOA & Bylaws (with signatures) • Co-permittee Resolutions (with signatures) • "Watersheds 2000" Vision • Table of Current and Proposed BMPs for Pollutants of Concern or Potential Concern 	Permit and Program revisions discussed as part of SCBWM I Regulatory Subgroup (Permit Reissuance Work Group) meetings. Tentative orders issued 10/13/00, 5/18/01, and 8/16/01.	Letters with comments on tentative order [dates]	Response to comments letter received [date]; Response to comments on Provision C.3. submitted 9/6/01.
FY 98-99 Annual Report (9/1/99): <ul style="list-style-type: none"> • Program / Permit Management Activities • FY 98-99 PI/P Activities • FY 98-99 Monitoring Activities • FY 98-99 Watershed Management Measures • Tracking Process for URMP Revisions • Compliance with Permit Provision C.1 	Conditional approval (12/15/99 RWQCB letter)	Response to RWQCB comments (2/15/00 Program letter, with attachments submitted by Co-permittees)	None
Draft FY 99-00 Work Plan (3/1/99): <ul style="list-style-type: none"> • Continuous Improvement Plan • Performance Standard Revisions • FY 99-00 PI/P Strategy and Work Plan • FY 99-00 Monitoring Plan • FY 99-00 Watershed Management Measures • Pesticide Management Efforts & Work Plan 	Approval (5/10/99 RWQCB letter)	None required	None required

Table 2-4, continued
Chronology of Program Submittals and Regional Board Staff Responses
(Beginning with the most recent submittals)

Permit-Required Submittal (Date)	Regional Board Staff Response (Date)	Program Response (Date)	Regional Board Staff Response (Date)
FY 97-98 Annual Report (9/1/98): <ul style="list-style-type: none"> • Program / Permit Management Activities • FY 98-99 Monitoring Plan (updated) • FY 98-99 Watershed Measures (updated) • FY 98-99 PI/P Work Plan (updated) 	Conditional approval (12/14/98 RWQCB letter)	Response to RWQCB comments (2/14/99 Program letter)	None
Draft FY 98-99 Work Plan (3/1/98): <ul style="list-style-type: none"> • FY 98-99 Monitoring Plan • FY 98-99 Watershed Management Measures • FY 98-99 PI/P Work Plan 	Conditional approval (7/10/98 RWQCB letter)	Responses to comments included in FY 97-98 Annual Report (9/1/98)	Approval of Program and Co-permittee responses (12/14/98 RWQCB letter)
Draft Urban Runoff Management Plan (3/1/97): <ul style="list-style-type: none"> • Continuous Improvement Process • Annual Performance Reviews • Watershed Management Measures • Monitoring Program • Performance Standards 	Comments from RWQCB (6/26/97 letter)	Submitted final URMP (9/1/97), including Program and Co-permittee response to comments on draft URMP	Conditional approval of final URMP (7/10/98 RWQCB letter); Approval of responses to comments (12/14/98 RWQCB letter)

Table 2-5
FY 02-03 Performance Reviews for New Development and Construction Site Inspection Programs
List of Continuous Improvement Items
(Revised July 31, 2003)

Co-permittee (Review Date)	Suggested Improvements ¹
Campbell (12/03/02)	<u>West Valley Communities:</u> <ul style="list-style-type: none"> • Improve data collection process for enhanced reporting requirements.
Cupertino (12/10/02)	<ul style="list-style-type: none"> • Enhance internal communication regarding proposed changes to operations.
Los Altos (11/19/02)	<ul style="list-style-type: none"> • Set up binder with sample NOI and SWPPP • Improve communication with Regional Board Inspectors if help is required in getting schools to cooperate • Enhanced record keeping (pesticide reduction measures, locations of O&M agreements) • Provide outreach to private sector on numeric sizing criteria
Los Altos Hills (11/21/02)	<ul style="list-style-type: none"> • Enhanced reporting requirements (per Provision C.3)
Los Gatos (12/03/02)	<ul style="list-style-type: none"> • See Campbell (West Valley Communities' items)
Milpitas (11/12/02)	<ul style="list-style-type: none"> • Enhanced record keeping (pesticide reduction measures) • Enhanced reporting requirements (per Provision C.3) • Verify timeframe necessary to resolve inspection infraction. • Improve inspection tracking of public projects • <i>Public sites: Improve consistency of inspectors and engineers, develop more written procedures, and improve tracking of work.</i> • <i>Private sites: Improve communication among departments (Building, Public Works, Fire, etc.), and route outside calls to Building inspectors, rather than to Public Works.</i>

¹ Text in italics represents comments from March 3, 2003 letter to Mr. Beau Goldie, Management Committee Chair – SCVURPPP, from Janet O'Hara, Regional Water Quality Control Board, re 2002 Performance Review Summary and Comments.

**Table 2-6
Program Continuous Improvement (CI) Tasks**

<u>Tasks</u>	<u>Updated Schedule</u>	<u>Status</u>	<u>Evaluation of Effectiveness</u>
<i>FY 03-04 CI Tasks – New Development and Redevelopment</i>			
1. Develop written tools to be used to train staff on Provision C.3 requirements (in case of staff turnover)	December 2003	In Progress – Program staff distributed a <i>C.3 Handbook (draft)</i> at the May 21 and 22, 2003 workshops. Additional C.3. guidance is being developed for the Co-permittees. Upon completion, staff will obtain feedback from the C3PO AHTG and the MC as to whether additional training products are needed.	Cannot be evaluated at this stage.
2. Hold future training workshops on multiple days to increase the chances staff will be able to attend.	June 2003 and ongoing consideration	Completed – The Program planned and held the workshop entitled <i>Guidance for Implementing Stormwater Treatment Requirements for New Development and Redevelopment in Santa Clara Valley</i> on May 21 and 22, 2003. Ongoing- Additional workshops pertaining to Provision C.3. will be held in FY 03-04.	Evaluation forms were used to get feedback from participants at the workshops. The evaluation forms indicated that the presentations were “very useful” or “somewhat useful” to the vast majority of participants. Both workshops were successful in attracting over 240 participants consisting of municipal staff, engineers and consultants.
3. Develop brochures/handouts to provide to developers containing information on Provision C.3 with reference to resources containing ideas.	June 2004	In Progress – Program staff distributed the Regional Board’s C.3. fact sheet to the Co-permittees for their use. Additional fact sheets will be developed in FY 03-04 based on direction from the C3PO AHTG.	Cannot be evaluated at this stage.
4. Develop design guidance containing stormwater control opportunities for small road modifications.		Not Done – The need for this task will be reevaluated if the Program’s permit requirements are made consistent with other Bay Area permits, which exempt road reconstruction from C.3.	
5. Follow-up on pesticide reduction guidance to ensure effectiveness. Research conflicts between water conservation and pest resistance/pesticide reduction.	June 2004	To Be Done – An evaluation of the effectiveness of the Program’s pesticide reduction guidance will be performed as part of the <i>FY 03-04 Annual Report</i> .	Cannot be evaluated at this stage.

**Table 2-6
Program Continuous Improvement (CI) Tasks**

<u>Tasks</u>	<u>Updated Schedule</u>	<u>Status</u>	<u>Evaluation of Effectiveness</u>
Remaining FY 01-02 CI Tasks – Program Management			
3. Develop formal mechanism with RWQCB to distribute NOI lists. (Priority - Low)	Ongoing	Ongoing – Program staff are downloading and converting the databases into useful spreadsheets with NOI information. The spreadsheets are posted on the SCVURPPP website (www.scvurppp.org) for Co-permittee review and use. The NOI lists are updated on a quarterly basis.	Effective – This has been a useful service to the Co-permittees.
4. At the completion of the performance review meetings, compile list of continuous improvement items that relate to restaurant inspections and meet with County Department of Environmental Health staff to discuss. (Priority – Medium)	June 2004	In Progress – Program staff plan to conduct a meeting with County DEH, restaurant inspectors and Co-permittee staff to reinforce inspection expectations, improve communication and coordination, and discuss their use of Program outreach materials.	Cannot be evaluated at this stage.
5. Provide guidance to co-permittees on recommended education approach and BMPs for targeted industries identified in IND-2 final report. Determine whether additional steps should be taken per the Copper Action Plan. (Priority – Medium)	June 2004	<p>Update – In FY 02-03, the following tasks were accomplished for this project:</p> <ul style="list-style-type: none"> ● NOI filing information has been provided to San Jose Watershed Enforcement inspectors at one of their staff trainings; they will provide this information to industries during regular inspections. ● NOI filing information was provided to industry representatives at the San Jose Industrial User Academy Trainings this year, on March 26 and 27, and April 30 and May 1. Information included: regulatory background and requirements, steps to come into compliance, and details on determining exposure. ● NOI filing information is available at the City of San Jose web site. ● An all-purpose BMP brochure, “Preventing 	Cannot be evaluated at this stage.

**Table 2-6
Program Continuous Improvement (CI) Tasks**

<u>Tasks</u>	<u>Updated Schedule</u>	<u>Status</u>	<u>Evaluation of Effectiveness</u>
		Storm Drain Pollution”, is currently in production. It details general storm water BMP information and will be distributed to all facilities as part of routine storm water facility inspections.	
6. Conduct follow-up to Mobile Polluter Database Feasibility Study. (Priority - Low)	June 2004	Update -- Program staff will address this as part of ICID data management and continuous improvement tasks.	Cannot be evaluated at this stage.
Remaining FY 01-02 CI Tasks – P/I/P			
3. Support Co-permittees efforts to document and assess the reach of existing schools outreach programs.	September 2003; Ongoing	Completed/Ongoing –The Program compiled and included schools outreach data in the FY 01-02 Annual Report. Additionally, a study was initiated to identify gaps in school outreach activities conducted by the Program and its Co-permittees, based on data available from FY 01-02, in order to guide further school outreach. Data collected from all Co-permittees was analyzed and GIS maps were developed to present the data. The final Schools Outreach Gap Analysis Report is attached as Appendix B-17 in the FY 02-03 Annual Report. Similar analyses will be conducted in future years.	<p>The results of the Schools Outreach Gap Analysis indicate that:</p> <ul style="list-style-type: none"> • The Program and its Co-permittees are conducting a wide range of outreach activities targeted at schools children. These include teacher trainings, classroom presentations, plant tours etc. • The outreach is well spread geographically as well as across different grade levels. 47% of all schools in Santa Clara Valley received outreach from the Program and/or Co-permittees. <p>The study identified some geographic gaps in outreach as well as gaps at the middle school level, and recommended that the Program and Co-permittees should:</p> <ul style="list-style-type: none"> • Develop Program-wide outreach that targets the middle/ intermediate school level • Standardize the reporting format for school outreach across the Program • Increase outreach to underserved and underrepresented communities

**Table 2-6
Program Continuous Improvement (CI) Tasks**

<u>Tasks</u>	<u>Updated Schedule</u>	<u>Status</u>	<u>Evaluation of Effectiveness</u>
Remaining FY 01-02 CI Tasks – Data Management			
7. Follow up on monitoring project results and recommendations.	Ongoing (New projects incorporated as part of Annual Work Plans);	Ongoing –Results and recommendations from Program monitoring projects are incorporated into the continuous improvement items list, where progress made can be tracked. Table 4-1 (contained in each Annual Report) is used to update and track monitoring projects. Table 4-2 is used to track all projects, including monitoring projects and products. All major reports and work products are on the SCVURPPP website.	Effective – This process has been effective for tracking the progress and completion of monitoring projects.
Remaining FY 01-02 CI Tasks – Trash			
1. Conduct trash assessment planning activities.	Ongoing	Completed – Initiated Trash AHTG and investigations prior to incorporation into permit. A Trash Work Plan was submitted in FY 03-04 Work Plan (as an attachment in Section 4) Ongoing - Program staff will complete relevant Trash Work Plan tasks; continue to plan and organize Trash AHTG meetings to facilitate review and approval of Program work products; and attend one to two “Pick-Up San Jose” Technical Advisory Committee meetings each year.	Effective – Trash AHTG discussions have been effective at educating numerous participants about what management practices are already underway and what may be needed. The Trash Work Plan provides the Program’s strategy for investigating the extent of the trash problem and possible solutions (prior to permit requirements being established for trash management).
Remaining FY 00-01 CI Tasks – Program Management			
3. Provide guidance to Co-permittees on requirements for temporary non-stormwater discharges to storm drains.	Pending	Update – Co-permittees have requested assistance from the RWQCB staff with determining under what conditions temporary non-stormwater discharges are allowed to flow to storm drains. To date, RWQCB have only provided guidance in individual letters to contractors.	Cannot be evaluated at this stage. Waiting for direction from RWQCB staff.

**Table 2-6
Program Continuous Improvement (CI) Tasks**

<u>Tasks</u>	<u>Updated Schedule</u>	<u>Status</u>	<u>Evaluation of Effectiveness</u>
6. Conduct a workshop for municipal staff based on the municipal training protocols being developed by an ad hoc task group. (Priority – Medium)	June 2004	In Progress - – Four municipal training protocols have been developed. One additional protocol on Mercury Pollution Prevention to be developed. Upon completion and approval of funding Co-permittees, planning will begin for the workshop. The workshop will be scheduled during FY 03-04. (The workshop is a lower priority than those for needed for new development topics.)	Cannot be evaluated at this stage.
Remaining FY 99-00 CI Tasks – Program Management			
6. Send letter to contractors who received Construction General Permit Binder, explaining that the binder is being revised and contractors should reference the Regional Board's Erosion Control Field Manual. (Priority- Medium)	June 2004	In Progress –In the near term, the Program will focus on outreach to developers regarding Provision C.3., but this will be followed by completing the guidance to contractors. The Program will send letters to contractors in its database, plus any additional names provided by the Co-permittees, about availability of completed Program guidance materials.	Cannot be evaluated at this stage. Will obtain feedback from contractors as to the usefulness of the binder through an evaluation form or survey following distribution of the binder.
9. Consider developing, with the help of an ad hoc task group, a fact sheet addressing common construction BMP problems, like drain inlet protection and dewatering. (Priority – Medium)	June 2004	In Progress – Management Committee approved having the Program adapt an existing brochure on dewatering (created by Palo Alto, Mountain View and San Jose) for the other Co-permittees' use. Due to higher priorities in FY 02-03, no further work was completed on this task.	Cannot be evaluated at this stage.
11. Investigate the issue of maintenance and durability of porous paving materials. (Priority – Medium)	July 2003	Completed – The Program conducted a workshop entitled “Paving the Way Towards Progress: Improving Storm Water Quality via Permeable Paving” on July 22, 2003 which focused on the siting and design of permeable paving, particularly interlocking concrete pavers.	See Annual Report Section 2.

**Table 2-6
Program Continuous Improvement (CI) Tasks**

<u>Tasks</u>	<u>Updated Schedule</u>	<u>Status</u>	<u>Evaluation of Effectiveness</u>
12. Work with Regional Board staff to provide guidance on: 1) approaches to plan review; and 2) requirements and acceptable alternatives for post-construction controls. (Priority – High)	May 2003	Completed – covered in the C.3. Handbook and the Program's C.3. Workshops.	Cannot be evaluated at this stage. Will assess after Co-permittee implementation of C.3.
15. Look into providing storm water training to building officials through the Peninsula Chapter of Building Officials monthly training sessions. (Priority – Low)	June 2004	Update – This item is low priority, and has been delayed due to Program staff's focus on higher priority items. It is now more appropriate to provide training following completion of the C.3. guidance.	Cannot be evaluated at this stage.
<i>Remaining FY 99-00 CI Tasks – P/I/P</i>			
Independent Pool and Spa Service Association Presentations – investigate alternatives to the filter backwash BMP in the Program's pool brochure, and consider developing a bill insert for educating pool owners.	December 2003	In Progress – This item will be completed as part of the Pool Brochure Project, which is now focused on reprinting the brochure instead of developing a magnet. Language in the brochure was changed to address the filter backwash BMP. A distribution plan for the updated pool brochure will be developed and implemented during FY 03-04.	Cannot be evaluated at this stage. Will obtain feedback from pool service contractors and pool owners following distribution of the brochure.

**Table 2-7
SCVURPPP
Current and Proposed (FY02-03 & 03-04) BMPs for Pollutants of Concern
Prepared in Compliance with NPDES Order 01-024**

CHEMICAL	WATER-BODY	KEY URBAN SOURCES ⁱ	URBAN RUNOFF CONTROLS (ONGOING PROGRAM CONTROLS) ⁱⁱ	FY 02-03 & 03-04 ADDITIONAL URBAN RUNOFF CONTROLS/PROGRAMS PROPOSED TO REDUCE POLLUTANTS ⁱⁱⁱ	CONTINUOUS IMPROVEMENT (IDENTIFICATION & ASSESSMENT OF NEW URBAN RUNOFF CONTROLS/PROGRAMS)
Pollutants of Concern ^{iv}					
Metals (particulate form)	Lower South Bay	All Urban Sources	Performance standards ^v : <ul style="list-style-type: none"> • Illicit Discharge and Illegal Dumping Elimination • Industrial/Commercial Discharger Control • Public Streets, Roads and Highways O&M • Storm Drain Systems O&M • Water Utility O&M • New Development and Construction Control Measures-Planning Procedures • New Development and Construction Control Measures-Construction Inspections • Rural Public Works Maintenance and Support 	Performance Standard Improvements: Implement & Track Performance (see Section 2 and 6 of Work Plan and changes to Work Plan contained in Annual Report): P/I/P Work Plan: Implement and Track Watershed Education & Outreach Strategy (see Section 3 of Work Plan, and Tables 3-1 and 3-2 for specific Program projects and see Co-permittee Work Plans) Monitoring Program: Implement and Track monitoring projects. (see Section 4 of Work Plans). See Table 4-2 in Work Plan for a summary of specific projects. See Section 4 of Annual Reports for additional detail on status of monitoring projects and project summaries. Watershed Measures: Implement and Track watershed measures (see Section 5 of Annual Report for details). Five areas of effort include: <ul style="list-style-type: none"> • Characterizing watersheds and stormwater discharges; • Assessing existing or potential adverse impacts to beneficial uses; • Identifying potential sources of pollutants of concern; • Aiding in developing and 	Evaluate the need for additional BMPs to reduce discharges of “pollutants of concern”

Table 2-7 (continued)

CHEMICAL	WATER-BODY	KEY URBAN SOURCES ⁱ	URBAN RUNOFF CONTROLS (ONGOING PROGRAM CONTROLS) ⁱⁱ	FY 02-03 & 03-04 ADDITIONAL URBAN RUNOFF CONTROLS/PROGRAMS PROPOSED TO REDUCE POLLUTANTS ⁱⁱⁱ	CONTINUOUS IMPROVEMENT (IDENTIFICATION & ASSESSMENT OF NEW URBAN RUNOFF CONTROLS/PROGRAMS)
				<p>implementing strategies for controlling adverse impacts of beneficial uses; and</p> <ul style="list-style-type: none"> Assessing the effectiveness of pollutant prevention/control measures. <p>See SCVURPPP Watershed Monitoring and Assessment Summary Report (September 15, 2003) and revised MY-RWMP (August 5, 2002) per permit condition C7b and C9. See Watershed Integration report (June 29, 2001) prepared per condition C10a.</p> <p>Program is a key player in the CEP and RMP efforts and is involved in various technical advisory committees. The Program provides funding to the CEP and the RMP to investigate key issues related to the health of the Bay; and assists the RWQCB in meeting TMDL mandates.</p> <p>Develop guidance for the implementation of Permit Provision C3 which is indirectly related to the control of many of the pollutants of concern.</p>	
Copper	Lower South Bay	<p>Brake pads & Industrial sources (approximately 46% of total copper load to Lower South Bay)</p>	<p>Same as above for general metals, plus copper specific controls:</p> <p><i>AUTO-1 Support Brake Pad Partnership efforts to promote reformulation of friction materials in brake pads.</i> <i>AUTO-2 Participate in educating the storm water community about the significance of metals loading from brake pads</i> <i>AUTO-3 Participate in educating the public about the significance of metals</i></p>	<p>See Permit Provision C9a. Same as above for metals, plus baseline copper specific controls described in Table 4-1 (reviewed and approved by BMM/RS on August 23, 2000) of the Lower South San Francisco Bay-Copper Action Plan (June 2000). See CAP table attached to Permit.</p> <p>Refer to the Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables for specific activities planned for FY 03-04.</p>	<p>Same as above including:</p> <ul style="list-style-type: none"> Evaluating the results of Table 4-1 control activities. CEP developed and approved scopes of work for a variety of projects which will be conducted in FY 03-04. These include Copper and Nickel Site Specific Objectives for San Francisco Bay North of the Dumbarton Bridge and analysis of pollutants in sediment cores near storm water inputs. Continue to actively track activities

Table 2-7 (continued)

CHEMICAL	WATER-BODY	KEY URBAN SOURCES ⁱ	URBAN RUNOFF CONTROLS (ONGOING PROGRAM CONTROLS) ⁱⁱ	FY 02-03 & 03-04 ADDITIONAL URBAN RUNOFF CONTROLS/PROGRAMS PROPOSED TO REDUCE POLLUTANTS ⁱⁱⁱ	CONTINUOUS IMPROVEMENT (IDENTIFICATION & ASSESSMENT OF NEW URBAN RUNOFF CONTROLS/PROGRAMS)
			<p><i>loading from brake pads</i> AUTO-4 <i>Monitor, and respond to research reports that could lead to an effective methodology for prioritizing cleaning of “hot spot” catch basins</i> INDUSTRY-1 <i>Assist industry, on a pilot program basis, to develop storm water sampling and analysis protocols and conduct independent spot-checking to verify SWRCB industrial data.-Completed</i> INDUSTRY-2, <i>Collaborate with targeted industry (i.e., electroplating) to investigate potential pathways and develop appropriate BMPs. Developing a pilot education and outreach effort in San Jose and Sunnyvale and evaluating best approach to update Program performance standard.</i></p>	<p>See semi-annual meeting notes for BMM review meetings (November 18, 2002 and May 27, 2003) and relative to implementing CAP and semi-annual review reports prepared by Program.</p> <p>See summary of CAP and NAP implementation contained in Annual Report. A summary of FY 02-03 activities in contained in the Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables.</p> <p>CEP approved and funded a project to measure the loading of a variety of contaminants (e.g., mercury, copper, nickel and PCBs) from the Guadalupe River to the Bay.</p>	<p>of Brake Pad Partnership</p>
Nickel	Lower South Bay	<p>Industrial sources, tailpipe emissions & construction erosion (major nonpoint source is erosion of native soils, approximately 59% of total nickel load to Lower South Bay)</p>	<p>Same as above for general metals and copper, plus nickel specific controls connected with sediment control activities:</p> <ul style="list-style-type: none"> • Support RWQCB’s Annual Workshops for contractors and municipal staff on construction site management and erosion/sediment controls. <p>EROSION-1 <i>Implement performance standards for construction inspection.</i> EROSION-2 <i>Participate in development of region-wide training and certification program for construction site inspectors.</i></p>	<p>See Permit Provision C9b. Same as above for metals and copper, plus nickel specific controls connected with sediment control activities:</p> <ul style="list-style-type: none"> • BASMAA media relations campaign topic, • Construction Tri-folds, • “Start at the Source” manual and workshops, • Construction site management workshops, and • Mobile polluter database project. <p>Baseline nickel specific controls described in Table 4-1 (reviewed and approved by BMM/RS on August 23, 2000) of the Lower South San Francisco Bay- Nickel Action Plan (August 2000). NAP discussion is the same as above for CAP.</p>	<p>Same as above including:</p> <ul style="list-style-type: none"> • Evaluating the results of Table 4-1 control activities, and • Evaluating the need for Phase I and Phase II control activities (see August 2000 Nickel Action Plan and Table 4-2 reviewed and approved by the BMM/RS on August 23, 2000)

Table 2-7 (continued)

CHEMICAL	WATER-BODY	KEY URBAN SOURCES ⁱ	URBAN RUNOFF CONTROLS (ONGOING PROGRAM CONTROLS) ⁱⁱ	FY 02-03 & 03-04 ADDITIONAL URBAN RUNOFF CONTROLS/PROGRAMS PROPOSED TO REDUCE POLLUTANTS ⁱⁱⁱ	CONTINUOUS IMPROVEMENT (IDENTIFICATION & ASSESSMENT OF NEW URBAN RUNOFF CONTROLS/PROGRAMS)
				<p>See summary of CAP and NAP implementation contained in Annual Report. A summary of FY 02-03 activities in contained in the Copper and Nickel Action Plan FY 03-04 Work Plan and Reporting Tables.</p> <p>Implemented revised Construction Inspection Performance Standard, incorporate into Co-permittee URMPs and initiate implementation.</p> <p>Completed and began implementing the Rural PW Performance Standard.</p> <p>CEP approved and funded a project to measure the loading of a variety of contaminants (e.g., mercury, copper, nickel and PCBs) from the Guadalupe River to the Bay.</p>	
Diazinon	Fresh Water Streams ^{vi}	Urban Uses (primarily residential) ^{vii}	<p>Co-permittee participation in the local Integrated Pest Management (IPM) Store Partnership Program</p> <p>Implementation of Co-permittee BMPs for pesticides usage and pest management (see Performance Standard for Public Streets, Roads and Highways O&M, Section V.D.3)</p> <p>Co-permittee support of local or county-wide household hazardous waste programs</p> <p>Distribution of educational materials such as “Pests Bugging You?” , “Grow It Guide”, and IPM Fact Sheets on 11 different pest control problems.</p> <p>Support through Program’s Watershed Action Fund of local community group efforts to demonstrate gardening techniques without use of toxic</p>	<p>See Permit Provision C9d.</p> <ul style="list-style-type: none"> • IPM Store Partnership Program • BASMAA Media Relations Campaign • Household Chemical Management Project • Pesticide Table Top Display • Urban Pesticide Committee (UPC) • Participate (Chair) BASMAA Pesticide Work Group • Supported actions by the California Stormwater Quality Association (CASQA) <p>Also See June 26, 2001 Submittal (revised October 15, 2001 and March 1, 2002) of Pesticide Management Plan including:</p>	<ul style="list-style-type: none"> • Develop a Monitoring Plan for Diazinon through the Clean Estuary Partnership. • Conduct monitoring for pesticides in accordance with Multi-Year Receiving Water Monitoring Plan.

Table 2-7 (continued)

CHEMICAL	WATER-BODY	KEY URBAN SOURCES ⁱ	URBAN RUNOFF CONTROLS (ONGOING PROGRAM CONTROLS) ⁱⁱ	FY 02-03 & 03-04 ADDITIONAL URBAN RUNOFF CONTROLS/PROGRAMS PROPOSED TO REDUCE POLLUTANTS ⁱⁱⁱ	CONTINUOUS IMPROVEMENT (IDENTIFICATION & ASSESSMENT OF NEW URBAN RUNOFF CONTROLS/PROGRAMS)
			<p>chemicals.</p> <p>Continued implementation of pesticide outreach and education programs, including:</p> <ul style="list-style-type: none"> • Participation in BASMAA Regional Ad Campaign on use of less toxic methods for pest control; • Participation in BASMAA Regional Media Relations Campaign and continue to pitch pesticide-related stories to Bay area media; • Participation in BASMAA Regional IPM Store Partnership Committee • Local ad campaigns on less toxic methods for pest control 	<ul style="list-style-type: none"> • Pesticide Management Plan –Goals, Actions and Monitoring Mechanisms • Preliminary Draft pest Management Performance Standard • Co-permittees’ Municipal Pest Management Surveys <p>CEP approved and funded a project to measure the loading of a variety of contaminants (e.g., mercury, copper, nickel and PCBs) from the Guadalupe River to the Bay.</p> <p>Continue to fund RMP. Conducted monitoring for pesticides in accordance with Multi-Year Receiving Water Monitoring Plan</p>	
Mercury	Fresh Water Streams	<p>Tailpipe emissions (tailpipe emissions represent approximately 42% of load to Lower South Bay; major nonpoint sources include natural erosion & mine tailings which represent approximately 55% of load to Lower South Bay)</p>	<p>Same as above for general metals, copper and nickel, plus:</p> <p><i>AIR-1 Support BAAQMD to reduce metals emissions from diesel-powered vehicles, and with the CMA to reduce, through congestion management, metals emissions from all vehicles.</i></p> <p><i>AIR-2 Support BAAQMD implementation of Toxic Air Contaminant Reduction Plan</i></p> <p>BASMAA “Spare the Air and Water Too” campaign press release and public service announcements</p>	<p>See permit Provision C9c and results of C9e reporting.</p> <p>Same as controls for nickel, plus:</p> <ul style="list-style-type: none"> • BASMAA Regional Advertising Campaign (tailpipe emissions) • Mercury monitoring program required and approved by RWQCB, August 2000. (See results of C9e report for 2001 and 2002 and Work Plan developed for third year of C9c and e). <p>Guadalupe River TMDL: Participate as stakeholder, and assist with identification and possible implementation of future controls</p>	

Table 2-7 (continued)

CHEMICAL	WATER-BODY	KEY URBAN SOURCESⁱ	URBAN RUNOFF CONTROLS (ONGOING PROGRAM CONTROLS)ⁱⁱ	FY 02-03 & 03-04 ADDITIONAL URBAN RUNOFF CONTROLS/PROGRAMS PROPOSED TO REDUCE POLLUTANTSⁱⁱⁱ	CONTINUOUS IMPROVEMENT (IDENTIFICATION & ASSESSMENT OF NEW URBAN RUNOFF CONTROLS/PROGRAMS)
Pollutants of Potential Concern					
Mercury	Lower South Bay	Tailpipe emissions (same as above for mercury)	Same as above for general metals, copper, nickel and mercury, plus: Bay-Wide TMDL: Participate as stakeholder and assist with conduct of TMDL and identification and implementation of future controls.	See Permit Provision C9c Develop and consider: <ul style="list-style-type: none"> • “virtual elimination strategy” • Implementation Plan 	
PCBs	Bay-wide	Legacy pollutants (industry applications)	See program developed to respond to Permit Provision C9e.	See program developed to respond to Permit Provision C9e.	
Dioxin Like Compounds		Combustion (Air Emission)			
Sediment/Siltation ^(viii)	San Francisco Creek Potential Other South Bay Creeks	Construction	Constriction Inspection Performance Standard See Permit Provision C9f	Construction Inspection Performance Standard See Permit Provision C9f Watershed Analysis of Stevens Creek Provide information for a TMDL assessment of San Francisquito Creek	

ⁱ The SCVURPPP Metals Control Measures Plan (MCMP) contains an updated loads assessment and source evaluation, environmental significance evaluation, and identification and evaluation of existing and new source controls for metals in the particulate form (WWC/EOA, 1997). The analysis was conducted consistent with NPDES Permit provision C.6, and the results and measures have been incorporated into the approved SCVURPPP 1997 Urban Runoff Management Plan (URMP). Estimated loads are taken from MCMP.

ⁱⁱ Complete descriptions of all controls can be found in the 1997 URMP and the FY 98-99 and FY 99-00 Work Plans. Controls identified as AUTO, INDUSTRY and EROSION were developed as part of Metals Control Measures Plan and are contained in 1997 URMP.

ⁱⁱⁱ Complete description of controls can be found in the Annual Work Plans submitted on March 1 of each year to the RWQCB and the final additions to the Work Plan contained in the Annual Report dated submitted each year to the RWQCB on September 15.

^{iv} For South San Francisco Bay, urban runoff/storm sewers are identified on the 303(d) list as contributing to the discharge of the following pollutants that may be causing impairment: copper and nickel.

^v Performance Standards describe a specific result, or level of effort, that constitutes the “maximum extent practicable” based on current technical knowledge, available resources and local conditions (see the SCVURPPP 1997 Urban Runoff Management Plan). Co-permittee URMPs contain community specific performance standards, standard operating procedures and best management practices. The URMPs also contain annually updated Workplans including specific actions and milestones.

^{vi} Freshwater streams in the Santa Clara Valley where urban runoff/storm sewers are identified on the 303(d) list as contributing to the discharge of diazinon that may be causing or contributing to impairment include: Calabazas Creek, Coyote Creek, Guadalupe Creek, Guadalupe River, Los Gatos Creek, Matadero Creek, San Francisquito Creek, Saratoga Creek, and Stevens Creek.

^{vii} Based on draft San Francisco Bay RWQCB Urban Creeks Diazinon TMDL Workplan (January 28, 1999).

Table 2-7 (continued)

^{viii} In addition, sedimentation/siltation is a pollutant of concern from nonpoint sources in San Francisquito Creek and is being addressed by various cities in San Mateo County with involvement from two SCVURPPP Co-permittees (i.e., SCVWD and the City of Palo Alto).