



**San Mateo Countywide
Water Pollution Prevention Program
Municipal Government Maintenance
Public Works Supervisors**

**Colma Community Center
1520 Hillside Blvd, Colma
Wednesday, August 22, 2012
Noon to 1:00 pm**

AGENDA

- 1. Introductions and Announcements** – Louis Gotelli, City of Colma
- 2. Review and Agree on Meeting Summary from March Meeting** – Kristin Kerr/Everyone
- 3. Update on Municipalities' Preparation of Annual Reports Regarding Provision C.2**
– Kristin Kerr/Everyone
Objective: Obtain status and provide needed assistance, if any. Discuss Regional Board Annual Report Form request for 2012/13.
- 4. Pump Station Monitoring Forms** – Kristin Kerr/Everyone
Objective: Identify need to revise forms to include trash estimates for Annual Reporting.
- 5. Open Forum Discussion of Any Maintenance Problems Being Found and Obtain Input on Maintenance and Stormwater Issues** - Louis Gotelli/Everyone
Objective: Use opportunity to discuss with other maintenance staff any maintenance or stormwater issues being encountered.
- 6. Municipal Maintenance Workshop** – Kristin Kerr /Everyone
Objective: Obtain ideas for topics, location and dates for FY12/13 workshop.
- 7. Update on Technical Advisory Committee's Meeting** – Kristin Kerr /Everyone
Objective: Obtain update from TAC meetings.
- 8. Update on BASMAA Municipal Operations Subcommittee** – Kristin Kerr
Objective: Provide information from BASMAA meeting including discussions of pump station monitoring exception criteria.
- 9. Other Business**
- 10. Agree Next Meeting Will Be October 24, 2012**

DRAFT SUMMARY
Municipal Maintenance Subcommittee Meeting – Colma Community Center

Meeting Date: March 28, 2012

Subcommittee Actions:

1. Agreed that the summary of the January 2012 subcommittee meeting was acceptable.
2. Agreed that the following are the subcommittee's priority issues for further discussion and assistance:
 - a. Maintenance of trash devices.
 - b. Organize a group purchase of storm drain markers.
 - c. Standardize what is considered an illicit discharge versus a potential illicit discharge and what is considered an appropriate response to these problems.

Requested Technical Advisory Committee Action or Feedback/Guidance (if any): None

Other Information/Announcements:

- **Update on Public Information and Participation Activities.** Tim Swillinger from San Mateo County Environmental Health (CEH) provided the following information. CEH is responsible for maintaining the Countywide Program's website, providing assistance to all of the other Countywide Program's subcommittees, and representing the Countywide Program at the Bay Area Stormwater Management Agencies Association (BASMAA) Public Information and Participation Committee meetings.

BASMAA is preparing its region wide advertising campaign on litter reduction scheduled to occur this summer and fall. This campaign will focus on youth.

Through the Countywide Program CEH also develops public outreach materials and conducts outreach events for cities. The Countywide Program is encouraging residents to use commercial car washes rather than washing cars at home. This effort includes the distribution of discount cards for use at 11 commercial carwashes. The Countywide Program also coordinates coastal cleanup day in September. The Countywide Program is working with nine cities to organize spring cleanups, and a new page has been added to the website with information about who is organizing these spring cleanups.

- **Open Forum Discussion on Maintenance Issues.** The following maintenance issues were discussed:
 1. One of the local water companies has been flushing its hydrants in a way that has contributed to the plugging of catch basin inlets.
 2. Interest was expressed in understanding what is considered adequate trash device maintenance. Most cities use West Coast Storm connector pipe screens, but the City of East Palo Alto is using a Bioclean trash control device. One suggestion is that there needs to be a work group to hash out what is considered an adequate frequency of maintenance. It was noted that West Coast Storm has a check box type of maintenance form available for downloading from its website.

3. A group purchase of storm drain markers should be organized. The City of Half Moon Bay recently purchased stainless steel storm drain markers for \$3.00 each. Girl scouts and their parents installed the markers using epoxy that cost about \$1.00 per marker.
 4. Another issue that was recommended for additional discussion is what constitutes adequate follow up for illicit discharges. Staff from one agency noted that they are having a problem with the illegal disposal at night of wood chips from chippers.
- **Update on Technical Advisory Committee.** The TAC agreed to create a Water Utility Training Work Group.
 - **BASMAA Municipal Operations Committee.** BASMAA is still finalizing arrangements to develop outreach materials for fleet automotive washers and carpet cleaners as part of a regional project. San Jose has a number of small pump stations that they would like to remove from the inspection and dissolved oxygen monitoring list. These pump stations just pump water from one location in the MS4 to another rather than discharging directly to a receiving water such as a creek, river or slough.

Subcommittee Work that Affects Other Subcommittees: Types of illicit discharges being found and their follow up would be of interest to the CII Subcommittee. Maintenance of trash control devices would be of interest to the Trash Work Group.

Next Steps: Kristin will coordinate with subcommittee members and Chris Sommers to understand and address trash control device maintenance needs, the possible formation of a work group to address this issue, and other issues noted above.

Next Meeting: The next meeting will be held on August 22, 2012.



City of _____

**Stormwater Pump Station
Dry Season DO Monitoring & Inspection Form**

DISSOLVED OXYGEN MONITORING

Date: _____ **Time:** _____ **Sample # (number sequentially):** _____

Staff Name: _____ **Pump Station:** _____

DO Monitoring Type (check one):

<input type="checkbox"/>	Routine Dry Season	<input type="checkbox"/>	Follow up Testing after Implementing Corrective Actions
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Location of DO Testing (check one):

<input type="checkbox"/>	Pump Station Forebay	<input type="checkbox"/>	Discharge Flow while Pump(s) Are Being Operated	<input type="checkbox"/>	Other - Describe
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DO Value (mg/L):

Temperature (optional)

Corrective Action/s (check all that apply):

<input type="checkbox"/>	None	<input type="checkbox"/>	Re-circulate Wet Well Water
<input type="checkbox"/>	Adjust Float Level	<input type="checkbox"/>	Clean Wet Well
<input type="checkbox"/>	Deploy Temporary Aeration Device (Wet Well)	<input type="checkbox"/>	Install Permanent Aeration Device (Wet Well)
<input type="checkbox"/>	Deploy Temporary Aeration Structure/s (Outfall)	<input type="checkbox"/>	Install Permanent Aeration Structure/s (Outfall)
<input type="checkbox"/>	Other (Describe):		

Comments:

***For corrective action/s, the DO monitoring interval must occur weekly until two weekly samples are above 3 mg/L.**



City of _____

**Stormwater Pump Station
Dry Season DO Monitoring & Inspection Form**

INSPECTION

Catchment Area Type (Estimate Percent of Land Use for Each Type Listed Below):

	Industrial		Commercial		Residential		Park and Open Space
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OBSERVATIONS (check all that apply):

Trash

	Not Detected		Low		Medium		High
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Odor

	Absent		Present
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Color

	Absent		Present
--	--------	--	---------

Turbidity

	Not Detected		Low		Medium		High
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Hydrocarbon Sheen

	Not Detected		Low		Medium		High
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WASTES REMOVED FROM PUMP STATION:

Estimate the volume or mass of waste materials removed, if any, from the pump station:

Comments:

***For corrective action/s, the DO monitoring interval must occur weekly until two weekly samples are above 3 mg/L.**

San Francisco Bay Regional Water Quality Control Board

May 25, 2012

To: Municipal Regional Stormwater NPDES Permit (Order R2-2009-0074) Permittees

Sent via email to:

Jim Scanlin, Alameda Countywide Clean Water Program:

jims@acpwa.mail.co.alameda.ca.us

Geoff Brosseau, Bay Area Stormwater Management Agencies Association:

geoff@brosseau.us

Tom Dalziel, Contra Costa Clean Water Program: tdalz@pw.cccounty.us

Kevin Cullen, Fairfield-Suisun Sewer District: kcullen@fssd.com

Matt Fabry, San Mateo Countywide Pollution Prevention Program:

mfabry@co.sanmateo.ca.us

Adam Olivieri, Santa Clara Valley Urban Runoff Pollution Prevention Program:

awo@eoainc.com

Jill Bicknell, Santa Clara Valley Urban Runoff Pollution Prevention Program:

jcbicknell@eoainc.com

Lance Barnett, Vallejo Sanitation & Flood Control District: lbarnett@vsfcd.com

From: Bruce Wolfe
Executive Officer

Subject: **Municipal Regional Stormwater Permit (MRP) 2011-12 Annual Report Format Approval with Conditions**

We approve the Annual Report Format (Format) jointly submitted by the MRP Permittees for the 2011-12 reporting year (attached), except for the section associated with Permit Provision C.10.d (see below). We also conditionally approve the Format for the 2012-13 reporting year. The approval conditions for the 2012-13 reporting year relate to Provisions C.2 as described below. We will continue to work with Permittees via the Bay Area Stormwater Management Agencies Association (BASMAA) to improve other sections of the Annual Report. In addition, we want to acknowledge that after submittal and review of the 2012-12 Annual Reports, we and/or Permittees may propose further changes to the Format to more accurately reflect permit requirements or to improve it. We would like to resolve our approval conditions, and other changes if proposed, as soon as possible, but no later than April 1, 2013 in accordance with the permit.

We would also like to consider and resolve additions and potential modifications to the Format for future year Annual Reports, particularly for the 2012-13 reporting year, by June 30, 2013.

Provision C.10.d - Summary of Trash Reduction Actions and Loads Reduced – We do not agree with the proposed annual report format and guidance that calls for use of the BASMAA Trash Load Reduction Calculator (version 1.5) to estimate the trash load removed by a Permittees actions and the percent annual load reduction relative to a Permittee’s baseline trash load. As you know, we have several issues and concerns with the Trash Load Reduction Tracking Method and associated baseline trash load estimates submitted by BASMAA in February 1, 2012 that we will be providing in a forthcoming comment letter. Also, the proposed annual report format and guidance will likely not result in adequate descriptions of the levels of implementation of Permittees actions. We will collaborate with you to attain acceptable resolution of these issues in a timely manner. To that end, we request submittal of a revised format for Provision C.10.d as soon as possible, but no later than June 29, 2012.

Provision C.2 - Municipal Operations – For the 2012-13 Annual Report Format, modify sections C.2.a - Street and Road Repair and Maintenance, C.2.b - Sidewalk/Plaza Maintenance and Pavement Washing, C.2.c - Bridge and Structure Maintenance and Graffiti Removal, and C.2.e - Rural Public Works Construction and Maintenance to provide alternatives to “all or nothing” reporting of best management practices (BMPs). Currently these sections call for Permittees to check a statement that they “implemented BMPs ... in applicable instances”. However, this is not an efficient or effective means of reporting since determination of “implemented BMPs” and “applicable instances” is subject to interpretation. There are various types of BMPs and levels of implementation, and there are various numbers and types of applicable instances. It’s also likely that a Permittee cannot certify that BMPs were implemented in all applicable instances and the current format leaves it up to each Permittee to determine the level of detail and format of reporting non-compliance and corrective actions. An acceptable modification would include and tiers of BMPs, levels of implementation, and applicable instances and gradations of compliance reporting. Use of standard operating procedures or other documents to support clear, concise, and unambiguous reporting may also suffice to some extent.

In addition, modify the format for C.2.e - Rural Public Works Construction and Maintenance to distinguish and clarify required BMPs and field practices from programmatic actions.

We will also collaborate with you to attain acceptable resolution of these Provision C.2 report format approval conditions in a timely manner and revise them if necessary. If you have any questions, please contact Dale Bowyer at 510 622-2323, or via e-mail at dbowyer@waterboards.ca.gov.

Attachment

2011-12 Annual Report Format

SMCWPPP Municipal Maintenance Subcommittee Storm Drain Marker Survey 2012

Name of Agency	Contact Person	Type of Marker	Vendor & Vendor Contact Information	Cost/Marker	Comments (i.e., durability, installation, etc.)
Atherton	Steve Tyler	4" stainless steel storm drain marker fish w/waves; "No Dumping Drains to Bay"; sika-flex caulk adhesive	previously Flint Trading Company; most recent Almatek	\$3.85	
Belmont	Randy Ferrando	plastic composite markers (glue down) 3"x 5 1/4"	DAS		
Brisbane					
Burlingame	Vince Falzon				
Colma	Phil Scramaglia	metal 4 1/2" x 9 1/2"	Highway Technologies/ John 408-295-8210		adhesive application - strong & durable
Daly City					
East Palo Alto	Michelle Daher	thermoplastic			
Foster City					
Half Moon Bay	Larry Carnahan	4" round stainless steel		\$3.83 for 180	have all storm drains marked; will keep a few on hand as they get knocked off or damaged
Hillsborough	Gary Francis				
Menlo Park	Irv Meachum				
Millbrae	Michael Killigrew	thermoplastic	Flint Trading Company		
Pacifica	Bernie Mau	thermoplastic			we already had these in stock. They require 2 people to install, durability questionable.
Portola Valley					
Redwood City					
San Bruno					
San Carlos	Lou Duran	3"x5.5"	DAS Manufacturing/ Don Summer 800-549-6024	1.58	So far we have not had any problems with markers. Adhesives seems to go bad if not used up.
San Mateo County	Steve Fischer	4" plastic composite disks	DAS Manufacturing	\$1.90 for 2000 plus adhesive	
San Mateo, City	Shelli St. Clair/ Debra Bickel	4" Aluminum round storm drain marker "No Dumping Drains to Bay"; fish w/waves; blue & red; sika-bond caulk adhesive	Almatek	\$3.10 each (qty 500 or >)	so far so good, although it looks like the glue failed at a number of catch basins
South San Francisco	James Hardie	previously heat down; recent purchase of 4" stainless steel storm drain marker fish w/waves; "No Dumping Drains to Bay"; sika-flex caulk adhesive	Almatek	\$3.85	
Woodside					

Municipal Maintenance Subcommittee Meetings - FY 2012/13

NAME	MUNICIPALITY	EMAIL	Aug. 22	Oct. 24	Jan. 23	Mar. 27
Bill Butler	Atherton	bbutler@ci.atherton.ca.us				
David Huynh	Atherton					
Eddie Lopez	Atherton					
Javier Andrade	Atherton					
Mike Anderson	Atherton					
Steve Tyler	Atherton	styler@ci.atherton.ca.us				
Randy Ferrando	Belmont	rferrando@belmont.gov				
Tim Murray	Belmont	tmurray@belmont.gov				
Dale Allen	Brisbane	dallen@ci.brisbane.ca.us				
Keegan Black	Brisbane	kblack@ci.brisbane.ca.us				
Eva Justimbaste	Burlingame	eva.justimbaste@veoliawaterna.com				
John Baack	Burlingame	JBaack@burlingame.org				
Peter Gaines	Burlingame	PGaines@burlingame.org				
Randall Hayes	Burlingame					
Steve Daldrup	Burlingame	stephen.daldrup@veoliawaterna.com				
Vince Falzon	Burlingame	VFalzon@burlingame.org				
Louis Gotelli	Colma	LGotelli@colma.ca.gov				
Muneer Ahmed	Colma	muneer.ahmed@colma.ca.gov				
Phil Scramaglia	Colma	phil@csgengr.com				
Jesse Myott	Daly City	jmyott@dalycity.org				
James McCarty	East Palo Alto					
Jay Farr	East Palo Alto	jfarr@cityofepa.org				
Michelle Daher	East Palo Alto	mdaher@cityofepa.org				
Allan Shu	Foster City	ashu@fostercity.org				
Mike McElligott	Foster City	MMcElligott@fostercity.org				
Norm Dorais	Foster City	ndorais@fostercity.org				
Larry Carnahan	Half Moon Bay	larryc@hmbcity.com				
Gary Francis	Hillsborough	gfrancis@hillsborough.net				
Dimitri Kataros	Menlo Park					
Irv Meachum	Menlo Park	immeachum@menlopark.org				
Joe Pimentel	Menlo Park	jppimentel@menlopark.org				
Virginia Parks	Menlo Park	VKFPARKS@menlopark.org				
Craig Centis	Millbrae	ccentis@ci.millbrae.ca.us				
Heather Henwood	Millbrae	hhenwood@ci.millbrae.ca.us				
Michael Killigrew	Millbrae	mkilligrew@ci.millbrae.ca.us				
Russ Clark	Millbrae					
Dustin Cohn	Pacifica					
Eric Steele	Pacifica	Steelee@ci.pacifica.ca.us				
James McNally	Pacifica	mcnallyj@ci.pacifica.ca.us				
Bernie Mau	Pacifica	Steelee@ci.pacifica.ca.us				
Ron Fascenda	Pacifica	fascendar@ci.pacifica.ca.us				
Howard Young	Portola Valley	hyoung@portolavalley.net				
Tony Macias	Portola Valley	tmacias@portolavalley.net				
Albertr Munguis	Redwood City	amunguis@redwoodcity.org				

Municipal Maintenance Subcommittee Meetings - FY 2012/13

NAME	MUNICIPALITY	EMAIL	Aug. 22	Oct. 24	Jan. 23	Mar. 27
Dave Fitzgerald	Redwood City	Dfitzgerald@redwoodcity.org				
Eddy Lopez	Redwood City	ELopez@redwoodcity.org				
Marilyn Harang	Redwood City	MHarang@redwoodcity.org				
Ray Bartolo	Redwood City	rbartolo@redwoodcity.org				
Rich Del Ben	Redwood City	rdelben@redwoodcity.org				
Terrance Kwan	Redwood City					
Victor Castaneda	Redwood City	vcastaneda@redwoodcity.org				
Bob Fowler	San Bruno	rfowler@ci.sanbruno.ca.us				
Gino Quinn	San Bruno	gquinn@sanbruno.ca.gov				
Robert Howard	San Bruno	rhoward@ci.sanbruno.ca.us				
Frank Amoroso	San Carlos	famoroso@cityofsancarlos.org				
Lou Duran	San Carlos	lduran@cityofsancarlos.org				
Paul Baker	San Carlos	pbaker@cityofsancarlos.org				
Bob Correa	San Mateo County	bcorrea@cityofsanmateo.org				
Dermot Casey	San Mateo County	djcasey@co.sanmateo.ca.us				
Diana She	San Mateo County	dshu@co.sanmateo.ca.us				
Ed Vigil	San Mateo County	evigil@cityofsanmateo.org				
Julie Casagrande	San Mateo County	jasagrande@co.sanmateo.ca.us				
Matt Fabry	San Mateo County	mfabry@smcgov.org				
Sarah Schrader	San Mateo County	sschrader@co.sanmateo.ca.us				
Stephen Fischer	San Mateo County	sfischer@co.sanmateo.ca.us				
Tim Stanfield	San Mateo County	tstanfield@co.sanmateo.ca.us				
Timothy Swillinger	San Mateo County	tswillinger@co.sanmateo.ca.us				
Shelli St.Clair	San Mateo, City of	SStClair@cityofsanmateo.org				
Cassie Prudhel	South San Francisco	cassie.prudhel@ssf.net				
James Hardie	South San Francisco	james.hardie@ssf.net				
Marissa Garren	South San Francisco	Marissa.garren@ssf.net				
Gratien Etchabelere	Woodside	GEtchebehere@woodsidetown.org				
James Counts	San Mateo County	james@smcmad.org				
Lou Duran	Mosquito & Vector					
Jon Konnan	EOA, Inc.	jkonnan@eoainc.com				
Kristin Kerr	EOA, Inc.	kakerr@eoainc.com				
Sue Ma	Regional Board	SMA@waterboards.ca.gov				

SAN MATEO COUNTYWIDE
WATER POLLUTION PREVENTION PROGRAM
Meeting Luncheon 08/22/2012

Sandwich Choices	Mark with "X"
Grilled chicken	
Smoked turkey	
Roasted turkey	
Blk Forest ham	
Roast beef	
Salame	
Tuna Salad	
Chicken Salad	

Beverage Choice	Mark with "X"
Coke	
Diet Coke	
Sprite	
Pepsi	
Dr. Pepper	
Bottled Water	

Check off desired items	Mark with "X"
Lettuce	
Tomatoes	
Pickles	
Onions	
Pepperchini	
Mayo	
Bacon	
Mustard	
Avocado	

Chips Choice	Mark with "X"
Jalapeno	
BBQ	
Salt/Vinegar	
Plain	
Corn	
Cheetos	

Bread Choice	Mark with "X"
Rolls	
Artisan pesto	
Artisan cheese	
Artisan split crust plain	
Rustic Italian	
Foccacia	
Sliced breads	
Sour dough	
Wheat	
White	

Cheese Choice	Mark with "X"
Swiss	
Havarti	
Cheddar	
American	
Provolone	

PRINT YOUR NAME _____

CITY/TOWN/AGENCY _____
Colma Community Center
1520 Hillside Blvd
Wednesday, August 22, 2012

Please FAX to 650-757-8890
on or before Thursday, August 16, 2012
at NOON
Luncheon is \$10 per person.
Cash only please!!!