



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

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**→ NOTE – MEETING LOCATION!  
Belmont Sports Complex**

**550 Island Parkway, Belmont  
Wednesday, August 25, 2010  
Noon to 1:00 pm**

**AGENDA**

- 1. Introductions and Announcements** – Tim Murray, Subcommittee Chair, City of Belmont
- 2. Review and Agree on Meeting Summary from March Meeting** – Tim Murray/Fred Jarvis/Everyone
- 3. Update on Technical Advisory Committee's August Meeting** – Matt Fabry/Everyone  
*Objective: Obtain update from August 17 TAC meeting.*
- 4. Review Materials to Support Annual Reporting and This Summer's Stormwater Pump Station Dissolved Oxygen (DO) Monitoring**– Fred/Everyone  
*Objective: Obtain information.*
- 5. Information on Training about Erosion and Sediment Control BMPs for Rural Road Maintenance** – Fred/Everyone  
*Objective: Obtain information about training conducted in other counties and gauge level of interest in this type of maintenance training.*
- 6. Results of Survey of Methods and Costs of Storm Drain Inlet Marking**– Fred/Everyone  
*Objective: Obtain information from survey conducted in Alameda County.*
- 7. Other Business**
- 8. Agree Next Meeting Will Be October 27, 2010**

Municipal Maintenance Subcommittee Meeting – Belmont Sports Complex

**Meeting Date:** March 24, 2010

**Subcommittee Action:**

1. Agreed that the summary of the January subcommittee meeting was acceptable.
2. Agreed to distribute any available examples of corporation yard Stormwater Pollution Prevention Plans that municipalities use.

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

**Other Information/Announcements:**

- **Update on March TAC Meeting.** Matt noted that information was conveyed at the TAC meeting about two funding opportunities available to cities: the Metropolitan Transportation Commission's Transportation for Livable Communities and the state Proposition 84 urban greening planning grants. The TAC was informed about the State Water Resources Control Board's plans to increase FY 10/11 municipal stormwater permit fees. A draft Countywide Program budget for FYs 10/11 through 13/14 was presented to the TAC. The Countywide Program will use up its one time funding reserves in a couple of years, and the Countywide Program is interested in working with the municipalities to have a Proposition 218 election to raise stormwater fees to meet the municipal regional stormwater permit locally and countywide.
- **Update on Public Information and Participation Activities.** Mary Bell Austin from County Environmental Health gave the annual update on the public information and participation program. County Environmental Health runs the Countywide Program website. The website is getting more visitors as other websites are pointing to the Countywide Program's website. The three most popular things on the Countywide Program website are: the green streets guide; the semiannual newsletter; and the calendar of upcoming events. If your city has events, you can request that they be included on this calendar.

The Countywide Program tries to have one big countywide information and outreach event annually. The event used to be the county fair, but because of staff limitations, the cities are no longer able to staff a booth at this event. The event that now substitutes for the county fair is a County Environmental Health staffed booth at the home show at the Cow Palace. Cities may take credit for this event as long as they help to advertise it. The County Environmental Health continues to help organize all of the Coastal Clean up sites in San Mateo County. Last year about 4,200 volunteers helped to clean up 30 sites. More sites are being located in peoples' neighborhoods in order to make it a fun, local event for residents.

- **Completed and Upcoming Products to Assist Member Agencies Comply with the Maintenance Parts of the MRP.** Fred distributed a draft copy of the annual reporting form for municipal maintenance. BASMAA will be submitting a copy of the annual reporting form to the Water Board staff for comment. The Countywide Program developed and distributed a corporation yard stormwater pollution prevention plan (SWPPP) template. Municipalities need to have a site-specific SWPPP for their corporation yards completed by July 1, 2010. One of the activities required by the MRP is that the corporation yards be inspected routinely and the results of the inspections reported with any follow up actions in the annual report. Interest was expressed in the obtaining pump station dissolved oxygen monitoring guidance.

- **Update on San Francisco Estuary Partnership's Project to Help Cities Install Trash Control Devices and Countywide Program's New Trash Work Group.** The results of the trash work group meeting held earlier that day were discussed.

**Subcommittee Work That Affects Other Subcommittees:** None.

**Next Steps:** Distribute copies of example corporation yard SWPPP and guidance on monitoring pump stations for dissolved oxygen.

**Next Meeting Date:** The next meeting will be held on August 25, 2010 in Belmont

**FY 2009/10 Annual Report Guidance**  
**Located on Countywide Program's Website on Password Protected**  
**Web Page**

[www.flowstobay.org](http://www.flowstobay.org)

**Section 2 - Provision C.2 Reporting Municipal Operations**

Section	Support Document	Download or Link
C.2.a.	Caltrans Storm Water Quality Handbook Maintenance Staff Guide	<a href="#">CalTrans Guide</a> (link to pdf)
	California Stormwater Quality Association Stormwater Best Management Practice Handbook Municipal	<a href="#">CASQA Handbook</a> (link to pdf)
	Blueprint for a Clean Bay: Best Management Practices to Prevent Stormwater Pollution from Construction-Related Activities	<a href="#">Blueprint for a Clean Bay</a> (pdf)
C.2.b.	BASMAA's Pollution from Surface Cleaning	<a href="#">Surface Cleaning</a> (link to pdf)
C.2.e.	FishNet 4C Roads Manual	<a href="#">Roads Manual</a> (link)
C.2.f.	Template: Site Specific Stormwater Pollution Prevention Plan for Corporation Yard/Maintenance Facility	<a href="#">SPPP for Corp Yard Facility</a> (word)

SAN MATEO COUNTYWIDE  
WATER POLLUTION PREVENTION PROGRAM  
Meeting Luncheon

Sandwich Choices	Mark with "X"
Mortadella	
Turkey	
Ham	
Roast Beef	
Pastrami	
Salami	
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	
Garlic Sauce	
Mustard	
Pesto	

Chips Choice	Mark with "X"
"Dirty" Funky Fusion	
Jalapeno	
BBQ	
Salt/Vinegar	
Plain	
Maui Onion	
Smokey Chipotle	
Honey Mustard	
Sour Cream & Onion	

Bread Choice	Mark with "X"
<b>Roll:</b>	
Dutch Crunch	
Sweet	
Sour	
Wheat	
<b>Sliced:</b>	
Sour	
White	
Rye	
Wheat	

Desert Choice	Mark with "X"
Cookie	

Cheese Choice	Mark with "X"
Swiss	
Jack	
Cheddar	
Pepper Jack	
American	
Provolone	

**PRINT YOUR NAME** \_\_\_\_\_

Please FAX to 650-637-2991  
on or before Friday, August 20, 2010

**CITY/TOWN/AGENCY** \_\_\_\_\_

Luncheon is \$10 per person.  
Cash or checks payable to City of Belmont

Belmont Sports Complex  
550 Island Pkwy, Belmont  
Wednesday, August 25, 2010