



## PIP SUBCOMMITTEE

**Date**      **Tuesday, July 8, 2008**                      **Time:**    **10:00 am to 12:00 Noon**

**Location:**    **Public Works Municipal Service Center Conference Room**  
**1400 Broadway, Redwood City, CA**  
**Main Office Phone: (650) 780-7464**

### AGENDA ITEMS

Item	Presenter	Time Alloted
<b>Introductions, Review Meeting Notes</b>	All	5
1 <b>Action Item: Use of STOPPP bags</b> <i>Outcome: Final decision</i>	Marilyn Harang	10
2 <b>County Fair Training: Introduction</b> <i>Outcome: Overview of Today's Meeting Purpose</i>	Eva Justimbaste	5
3 <b>Mock Fair Booth Tour</b> <i>Outcome: Obtain Information</i>	Eva Justimbaste Marilyn Harang	5
4 <b>Roles and Duties - Staffing the Fair</b> <i>Outcome: Everyone clear on staff responsibilities</i>	Mary Bell Austin Marilyn Harang	10
5 <b>Talking Points and Handout Use</b> <i>Outcome: Understand how to engage the public</i>	Sarah Pratt	25
6 <b>Stormwater Diorama Demonstration</b> <i>Outcome: Everyone ready to use and maintain diorama at Fair</i>	Rich Del Ben	15
7 <b>Practice Staffing</b> <i>Outcome: Everyone comfortable with materials and public interaction</i>	Everyone	15
8 <b>Suggestions on booth set-up and Fair promotion</b> <i>Outcome: General agreement and sketch of final arrangement</i>	Everyone	30

Next Meeting: Tuesday, September 9, 2008 - 10:00 a.m. to 12 Noon

### OTHER INFORMATION

Special notes: The meeting date for PIP will remain the second Tuesday of every other month.

# PIP SUBCOMMITTEE MEETING

## How to Get Here By Car

Highway 101 – If you are coming from north of Redwood City, head South on Hwy 101-take the Woodside Road exit. From the off-ramp turn right at the traffic light onto Broadway. Office is the length of the block on your right. From south of Redwood City, take Hwy 101 North to the Woodside Road exit. Follow the sign onto Woodside Road, merge one lane to the right, at the second traffic signal turn right onto Broadway. You have arrived!

Interstate 280 – From north or south of Redwood City, take the Woodside Road exit. Head east on Woodside Road for about 3.5 miles, and turn left Broadway. This location is not easily accessible by Caltrain or SAMTRANS

Location Map for [Public Works Services Dept.](#), at corner of Woodside Rd / Broadway St (across from FoodsCo)



Directly across the street from FoodsCo.

Meeting: March 13, 2007