



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

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**Redwood Shores Library**  
Meeting Rooms A&B, 399 Marine Parkway, Redwood City  
**Wednesday January 28, 2015**  
**12 noon to 1:00 pm**

**AGENDA**

- 1. Introductions and Announcements** – Elliott Johnson, Redwood City
- 2. Review and Agree on Meeting Summary from October Meeting** – Kristin Kerr/Everyone
- 3. Open Forum Discussion of Any Maintenance Problems Being Found and Obtain Input on Maintenance and Stormwater Issues** - Elliott Johnson/Everyone  
*Objective: Use opportunity to discuss with other maintenance staff any maintenance or stormwater issues being encountered.*
- 4. Training** – Kristin Kerr /Everyone  
*Objective: Provide suggestions for topics and presenters for training materials that could be developed in FY14-15.*
- 5. Other Business**
- 6. Agree Next Meeting Will Be March 25, 2015**

**DRAFT SUMMARY**  
**Municipal Maintenance Subcommittee Meeting – Millbrae Library Room A**

**Meeting Date:** October 22, 2014

**Subcommittee Actions:**

1. Agreed that the summary of the August 2014 subcommittee meeting was acceptable.

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

**Other Information/Announcements:**

- **Open Forum Discussion on Maintenance Issues.** Redwood City staff brought pictures of how they mark storm drain inlets with trash capture devices. Redwood City received their EPA Audit Report on the audit that was conducted in August 2013. The EPA identified issues with BMP implementation in the City's Corporation Yard and inconsistencies between the Stormwater Pollution Prevention Plan (SWPPP) and current site activities. Kristin reminded everyone to review their Corporation Yard SWPPPs and update as necessary. The SMCWPPP Corporation Yard SWPPP Template and Corporation Yard Stormwater Inspection Checklist template should be revised as needed to reflect the individual city's site specific conditions and BMPs.

Subcommittee members present indicated that their annual Corporation Yard stormwater inspections that are due before the wet season have been completed.

A workshop focused on Municipal Maintenance activities BMP training (Provision C.2 requirements) was requested for this year with topics such as roadwork, graffiti removal and corporation yard BMPs. Kristin will include budget and the training in the scope of work for the second half of FY14-15.

- **Trash Full Capture Device O&M Verification Program.** A trash capture device operation and maintenance (O&M) verification project is being developed through SMCWPPP's Trash Subcommittee. The O&M verification program includes cleaning the devices and inspections in between cleaning to verify the devices are operating as full capture devices. The O&M verification program topic was moved from the Trash Subcommittee agenda this month to wait and see what the proposed MRP 2.0 Trash Load Reduction requirements are for an O&M verification program. As part of the O&M verification project EOA has developed O&M standard operating procedures for inspection and cleaning of small full trash capture devices and Continuous Deflective Separators. The operating procedures were emailed to the Municipal Maintenance Subcommittee for review and comment after the August meeting. No comments on the SOPs have been received. Please provide Kristin with any feedback or comments on the SOPs.
- **World Textile and Bag, Inc.** The vendor World Textile and Bag, Inc. gave a short presentation on their HeavyWeight wattle (Durawattle) and bags (Durabags) that can be used in place of silt

fences, straw wattles, gravel bags, etc., as stormwater BMPs. More information on these products is available at <http://wtbinc.net/#>. A video of their heavyweight sediment control products ([http://youtu.be/8\\_GkzYoT8e0](http://youtu.be/8_GkzYoT8e0)) and installation instructions ([http://www.youtube.com/watch?v=OWhauaLDB\\_w](http://www.youtube.com/watch?v=OWhauaLDB_w)) are also available online.

- **New Subcommittee Chair.** There were no volunteers to be the Subcommittee Chair for 2015. The Chair's responsibilities are to secure a meeting room for 4 meetings, organize the purchase of lunches and run the raffle. The group requested that Redwood City staff ask their Supervisor if Redwood City could provide a chair next year and that Kristin ask Half Moon Bay if they could chair.

**Subcommittee Work that Affects Other Subcommittees:** None

**Next Steps:** Kristin will check with Redwood City and Half Moon Bay staff to see if either would like to chair the Subcommittee in 2015.

**Next Meeting:** The next meeting will be held on January 28, 2015.

## Municipal Maintenance Subcommittee Meetings - FY 2014/15

NAME	MUNICIPALITY	EMAIL	Aug 14	Oct 22	Jan 28	Mar 25
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Nelson Guitierrez	Menlo Park					
Gabriel Ortiz	Menlo Park		✓			
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## Municipal Maintenance Subcommittee Meetings - FY 2014/15

NAME	MUNICIPALITY	EMAIL	Aug 14	Oct 22	Jan 28	Mar 25
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	Woodside					
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Jon Konnan	EOA, Inc.	jkonnann@eoainc.com				
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Sue Ma	Regional Board	SMA@waterboards.ca.gov				

### Municipal Maintenance Subcommittee Meetings - FY 2014/15

NAME	MUNICIPALITY	EMAIL	Aug 14	Oct 22	Jan 28	Mar 25
Matt Fabry	SMCWPPP Coordinat	mfabry@smcgov.org				

SAN MATEO COUNTYWIDE  
WATER POLLUTION PREVENTION PROGRAM  
Meeting Luncheon 01/28/15

Sandwich Choices	Select One
Smoked Turkey Breast	
Roasted Turkey Breast	
Baked Ham	
Roast beef	
Chicken Breast	
Louisiana Hot Sausage	
Pork Roast	
Roast Beef	
Pastrami	
Corned Beef	
Italian Dry Salame	
Tuna Salad	
Chicken Salad	
Egg Salad	
BLT	
PB&J	

Bread Choice	Select One
<b>Rolls</b>	
Dutch	
Sour	
Sweet French	
Wheat	
<b>Sliced breads</b>	
Sweet	
Sour dough	
Wheat	
White	

Check off desired items	Select
Lettuce	
Tomatoes	
Pickles	
Red Onions	
Pepperchini	
Mayo	
Mustard	

Beverage Choice	Select One
Coke	
Coke Zero	
Diet Coke	
Sprite	
Dr. Pepper	
Pepsi	
Root Beer	
Bottled Water	

Cheese Choice	Select One
Swiss	
Provolone	
Cheddar	
American	

Chips Choice	Select One
Doritos Nacho Cheese	
Dortios Cool Ranch	
BBQ	
Plain	
Corn	
Cheetos	

**PRINT YOUR NAME**

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**CITY/TOWN/AGENCY**

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Please email to [ejohnson@redwoodcity.org](mailto:ejohnson@redwoodcity.org) Or  
FAX to 650-780-7445  
on or before **Friday, January 23, 2015 @ NOON**

Luncheon is \$10 per person.  
**Cash only please!!!**