



**SAN MATEO COUNTYWIDE**  
**Water Pollution Prevention Program**  
Clean Water. Healthy Community. [www.flowstobay.org](http://www.flowstobay.org)

555 County Center • Redwood City, CA 94063

## **Model Municipal Employee Guidance Document**

### **What is SMCWPPP?**

SMCWPPP is an acronym for the San Mateo Countywide Water Pollution Prevention Program. The program is part of the National Pollutant Discharge Elimination System (NPDES) permit issued to the City/County Association of Governments (C/CAG), each incorporated city and town in the county, and the County of San Mateo.

### **Why does SMCWPPP exist?**

A variety of toxic pollutants are washed from streets and parking lots into storm drains, creeks, and ultimately the Bay or ocean. - These pollutants include leaking oil, antifreeze, and gasoline from motor vehicles; copper dust, which is released from motor vehicle brake pad linings; rubber tire dust which wears off motor vehicle tires; soaps and chemicals used to wash motor vehicles; waste motor oil from vehicles, lawn mowers, and small equipment; oils from leaking trash containers at restaurants; and fertilizers, pesticides, & herbicides which runoff from lawns or gardens. The Federal Clean Water Act requires that large urban areas discharging stormwater into the San Francisco Bay or the Pacific Ocean have an NPDES stormwater discharge permit. San Mateo, Santa Clara, Alameda, Marin, and Contra Costa counties have individual permits

### **What is the goal of SMCWPPP?**

The purpose of these NPDES permits and the goal of SMCWPPP is to reduce discharge of pollutants to creeks, the Bay and ocean to the maximum extent practicable.

### **How is SMCWPPP being implemented?**

The conditions of the NPDES permit are being met through the accomplishment of tasks, described in the Stormwater Management Plan. Tasks are either assigned to the countywide General Program or to individual municipal programs. Local municipal governments are assigned tasks that include inspecting the storm drain system, street sweeping, inspecting businesses, and educating the public. Commercial and industrial businesses are encouraged to implement Best Management Practices (BMPs), which eliminate or reduce the discharge of pollutants to the storm drain system.

### **What will SMCWPPP do for me?**

Through the success of the city and county stormwater programs in the Bay area, the local water quality will improve. With improved water quality, the marine ecosystem will become healthier. A healthier marine ecosystem will enhance the quality of life for all residents around the Bay and on the ocean.

### **What can a city or county employee do for SMCWPPP?**

As a city, town, or county employee, you are an integral part of the stormwater program. The success of SMCWPPP depends on your day to day efforts to help reduce the amount of pollution which enters the storm drain system.

### **Municipal Contacts**

Here are the telephone numbers for the local experts, who are trained in responding to complaints and requests from the public. They are always ready to answer your questions and follow-up on referrals.

Public Information Coordinator : \_\_\_\_\_

Illicit Discharge Coordinator is: \_\_\_\_\_

Construction Site Inspection Coordinator: \_\_\_\_\_

Public Works Department: \_\_\_\_\_

Local Fire Department: \_\_\_\_\_

San Mateo County Environmental Health Department: 650-363-4305.

### **Telephone Calls**

The public relies on your ability as a municipal employee to answer their telephone calls about stormwater pollution. When answering a telephone call from the public, it is important to always get the “who-what-where-when” information from the caller at time of the call and make a record of it for future reference.

Who is calling? Write down the name of the caller

What is the problem? Get the information from the caller.

Where is the location of the problem? Is it on public or private property?

When did the problem occur? Get the date(s) from the caller.

Most callers will be referred to one of the above numbers.