



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

Millbrae Library
Room A, 1 Library Ave, Millbrae
Wednesday, January 22, 2014
Noon to 1:00 pm

AGENDA

- 1. Introductions and Announcements** – Michael Killigrew, Millbrae
- 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** - Michael Killigrew/Everyone
Objective: Use opportunity to discuss with other maintenance staff any maintenance or stormwater issues being encountered.
- 4. Update on BASMAA Municipal Operations Subcommittee** – Kristin Kerr
Objective: Provide update on any BASMAA Muni Ops committee items that are of interest to the subcommittee.
- 5. Rural Roads Workshop** – Kristin Kerr /Everyone
Objective: Obtain feedback on November 2013 rural roads workshop.
- 6. Other Business**
- 7. Agree Next Meeting Will Be March 26, 2014**

DRAFT SUMMARY

Municipal Maintenance Subcommittee Meeting – San Carlos Library Community Room

Meeting Date: October 23, 2013

Subcommittee Actions:

1. Agreed that the summary of the August 2013 subcommittee meeting was acceptable.

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

Other Information/Announcements:

- **Open Forum Discussion on Maintenance Issues.** There is a possibility the SFEP trash tracking website may be revised in the future and data entry could be made easier. Dale Bowyer, Regional Board, attended the most recent TAC meeting. He expressed concern that cities were focused too much on their long term trash management plans and are not showing enough short term progress towards implementing new trash control actions consistent with attaining a 40% reduction in trash loads from municipal storm drain systems by July 1, 2014, as required by the MRP. He suggested there are a number of actions cities should consider, including slowing down street sweepers and conducting weekly land cleanups. The group discussed the merits of collecting street sweeping data, as was done before the MRP, such as curb miles swept and amount of material picked up.

There are a few cities that are looking at changing their current street sweeper programs including mounting cameras on sweepers, improving signage for no parking on sweeper days, improving enforcement for parked cars, and increasing the number of sweepers.

There was a request to have a field training workshop for graffiti removal and street repair BMPs in the future.

- **Rural Roads Workshop.** The MRP requires training for rural public works maintenance staff on the rural roads BMPs at least twice within the 5 year permit term ending November 2014. SMCWPPP is providing one training workshop during the permit term. The agencies that reported they had rural roads in the Annual Report are: San Mateo County, Atherton, Half Moon Bay, Hillsborough, Portola Valley and Woodside. A registration flyer was emailed for a SMCWPPP Rural Road Workshop on November 14th. There will be a class room session and a field session. The location was not put on the flyer because the trainer has not review the site yet. If the trainer approves the site this Monday the workshop will be held in Half Moon Bay. Space is limited so preference will be given to those cities/agencies with rural roads. SMCWPPP is coordinating with Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP) on the training. It may be possible to send a few people to the SCVURPPP training earlier in the week if no one on from your municipal staff can make the SMCWPPP training date. Please contact Kristin if this alternative date may be needed.

- **Filtrexx Products.** Jerame Renteria, a Filtrexx representative, provided information on their product as an alternative to straw wattles and silt fences. Their product is a mesh fabric filled with compost media. More information can be obtained from Jerame at 408-263-2384 or jerame@zankerrecycling.com.
- **Selection of New Subcommittee Chair.** A volunteer was asked to take over as the 2014 Municipal Maintenance Subcommittee chair. This position involves securing a meeting room, organizing lunch orders, purchasing raffle prizes and facilitating the meetings. Michael Killigrew and Heather Henwood from Millbrae volunteered to take over for 2014.

Subcommittee Work that Affects Other Subcommittees: None

Next Steps: Kristin will coordinate with Heather and Michael, Millbrae, regarding the approximate number of attendees, future meeting dates and a lunch form template.

Next Meeting: The next meeting will be held on January 22, 2014.



Evaluation Form Summary
46 Attendees
31 Classroom Evaluations
20 Field Evaluations

Rural Roads Maintenance Workshop
Thursday, November 14, 2013

What Did You Think of the Following Presentations and Activities?

CLASSROOM SESSION

1. Stormwater/Erosion Control - PWA

very helpful **19** somewhat helpful **12** not helpful **0**

Comments:

- Real/actual photographs helpful.
- Good refresher.

2. Effects of Uncontrolled Stormwater – PWA

very helpful **19** somewhat helpful **12** not helpful **0**

Comments:

- Helpful having phrases that stick with the participants of the training like “Hydrologically invisible” Nice to imagine with BMP’s on projects.
- Good refresher.

3. Types of Erosion - Intro to Field Assessment – PWA

very helpful **17** somewhat helpful **14** not helpful **0**

Comments:

- Nice to have cross sections of roads as well as a diagram of common names or terms identified on a diagram.
- Good refresher.

4. The BMP Tool Bag – PWA

very helpful **16** somewhat helpful **14** not helpful **0**

Comments:

- Good refresher.

5. Hands of BMPs - PWA

very helpful **16** somewhat helpful **14** not helpful **0**

Comments:

- Good refresher.

General Comments:

- Great location
- Good Training – good presenters – very familiar material
- Good presentation, enthusiastic presenters. Good job!
- Sounds good, may not be practical
- Very informative & great presenters (Kathy & Tara).
- Helpful feedback and visuals to help understand responsibility to storm water & erosion control.
- Need to talk more about the Permit Process and why its so difficult to get permits to replace culvert pipe.
- Good to reinforce what we have been taught before.
- Good photos showing examples.

FIELD SESSION

1. Field Segment – Hands on BMPs - PWA

very helpful **13** somewhat helpful **5** not helpful **0**

Comments:

2. Field Segment –Field Assessment – PWA

very helpful **13** somewhat helpful **5** not helpful **0**

Comments:

Did this workshop meet your expectations? Yes 18 No 1

What parts of the workshop were most useful to you?

- To practice.
- Hands on approach.
- All of it.
- Hands on.
- Learning all the different types of margrid.
- Hands on practice was good.
- Good info on practical exercise.
- Going over the scenarios & using materials based on education.
- The install of equipment.

What would have made this workshop more useful?

- Looking at jobs/BMPs in the area.
- More crowd participation.
- Worked well in my opinion.

What topics would you recommend for a future workshop?

- Not a big group of talkers but good class.
- None.
- Lunch.
- Include how trail maintenance is similar.
- Fish ladders.

General Comments:

- Thanks to the county for giving us training.
- This was a good refresher. Good product demo.

Municipal Maintenance Subcommittee Meetings - FY 2013/14

NAME	MUNICIPALITY	EMAIL	Aug 28	Oct 23	Jan 22	Mar 26
Gordon Siebert	Atherton	gsiebert@ci.atherton.ca.us				
Steve Tyler	Atherton	styler@ci.atherton.ca.us				
Arno Jacodi	Belmont	ajacobi@belmont.gov				
Randy Ferrando	Belmont	rferrando@belmont.gov		✓		
Ryan Moran	Belmont		✓			
Tim Murray	Belmont	tmurray@belmont.gov	✓	✓		
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		✓		
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				
Jeff Fornesi	Daly City	jfornesi@dalycity.org	✓	✓		
Jesse Myott	Daly City	jmyott@dalycity.org				
Joe Stabile Sr.	Daly City	jstabile@dalycity.org	✓			
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				
Frank Schoering	Foster City	franks1970@yahoo.com				
Norm Dorais	Foster City	ndorais@fostercity.org				
Larry Carnahan	Half Moon Bay	larryc@hmbcity.com	✓			
Mark Lander	Half Moon Bay	markl@csgengr.com				
Gary Francis	Hillsborough	gfrancis@hillsborough.net				
Dave Bishop	Hillsborough					
Irv Meachum	Menlo Park	immeachum@menlopark.org		✓		
Hugo Torres	Menlo Park			✓		
Nelson Guitierrez	Menlo Park			✓		
Gabriel Ortiz	Menlo Park			✓		
Natividad Alamo	Menlo Park			✓		
Craig Centis	Millbrae	ccentis@ci.millbrae.ca.us				
Heather Henwood	Millbrae	hhenwood@ci.millbrae.ca.us	✓	✓		
Michael Killigrew	Millbrae	mkilligrew@ci.millbrae.ca.us	✓	✓		
Bernie Mau	Pacifica	maub@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				
Albert Munguis	Redwood City	amunguis@redwoodcity.org	✓			
Eddy Lopez	Redwood City	ELopez@redwoodcity.org	✓			

Municipal Maintenance Subcommittee Meetings - FY 2013/14

NAME	MUNICIPALITY	EMAIL	Aug 28	Oct 23	Jan 22	Mar 26
Rich Del Ben	Redwood City	rdelben@redwoodcity.org	✓			
Terrance Kwan	Redwood City	TKyaw@redwoodcity.org				
Victor Castaneda	Redwood City	vcastaneda@redwoodcity.org				
Adrian Lee	Redwood City	alee@redwoodcity.org		✓		
Bob Fowler	San Bruno	rfowler@ci.sanbruno.ca.us				
Philip Woffenden	San Bruno	pwoffenden@sanbruno.ca.gov	✓			
Rob Hensel	San Bruno		✓			
Robert Wood	San Bruno	rwood@sanbruno.ca.gov				
Ted Chapman	San Bruno	tchapman@sanbruno.ca.gov	✓	✓		
Chris Zanoni	San Carlos	czanoni@cityofsancarlos.org				
Frank Amoroso	San Carlos	famoroso@cityofsancarlos.org	✓	✓		
Jean St. Martin	San Carlos		✓	✓		
Lius Estrada	San Carlos	lestrada@cityofsancarlos.org	✓			
Lou Duran	San Carlos	lduran@cityofsancarlos.org	✓			
Paul Baker	San Carlos	pbaker@cityofsancarlos.org	✓	✓		
Ron Mareno	San Carlos	rmareno@cityofsancarlos.org		✓		
Ted Rutledge	San Carlos	trutledge@cityofsancarlos.org				
Bob Correa	San Mateo County	bcorrea@cityofsanmateo.org				
Dermot Casey	San Mateo County	djcasey@co.sanmateo.ca.us				
Patrick Ledesma	San Mateo County	pledasma@smcgov.org				
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				
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				
Debra Bickel	City of San Mateo	dbickel@cityofsanmateo.org	✓	✓		
Ray Jackson	City of San Mateo	rayjackson@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				
Eunejune Kim	Woodside	ekim@woodsidetown.org				
Brian Weber	San Mateo County Mosquito & Vector	bweber@smcmad.org				
Jon Konnan	EOA, Inc.	jkonnan@eoainc.com				
Kristin Kerr	EOA, Inc.	kakerr@eoainc.com	✓	✓		
Sue Ma	Regional Board	SMA@waterboards.ca.gov				
Matt Fabry	SMCWPPP Coordinat	mfabry@smcgov.org				

SAN MATEO COUNTYWIDE
WATER POLLUTION PREVENTION PROGRAM
Meeting Luncheon 1/22/2014

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

Beverage Choice	Mark with "X"
Coke	
Coke Zero	
Diet Coke	
Sprite	
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"
Doritos Nacho Cheese	
Dortios Cool Ranch	
BBQ	
Plain	
Corn	
Cheetos	

Bread Choice	Mark with "X"
Rolls	
Dutch	
Sour	
Sliced breads	
Sweet	
Sour dough	
Wheat	
White	

Cheese Choice	Mark with "X"
Swiss	
Provolone	
Cheddar	
American	

PRINT YOUR NAME _____

CITY/TOWN/AGENCY _____
Millbrae Library (Room A)
1 Library Ave

Please FAX to 650-692-6356
on or before Friday, January 17, 2014
at NOON
Luncheon is \$10 per person.
Cash only please!!!