

Regional Municipal Sources Workgroup Meeting Summary
 City of Del Mar, Del Mar Television Studio, 240 Tenth Street, Del Mar, CA 92014
 Tuesday, February 9, 2010
 1:00 pm – 3:30 pm

1. Introductions

Attendees:

	Name	Organization
1.	Damon LaCasella	Port of San Diego
2.	Mikhail Ogawa	MOE
3.	Mike Emerson	City of Encinitas
4.	Joe DeStefano	City of Del Mar
5.	Cheryl Filar	City of Escondido
6.	Christine Sloan	County of San Diego
7.	Tim Murphy	City of Carlsbad
8.	Mayela Manasjan	City of Encinitas
9.	Doug Coppi	City of Vista
10.	Don Bergeson	City of Chula Vista
11.	Guy Nelson	City of Imperial Beach
12.	Kirk Duhala	City of Coronado
13.	Reed Thornberry	City of San Marcos
14.	Annie Hill	San Diego County Regional Airport Authority

2. Approval of previous minutes

The Regional Municipal Sources workgroup Draft Meeting Summary from Dec. 8, 2009 was approved with one change. The date on the Draft Meeting Summary needs to be changed from Dec. 9, 2009 to Dec. 8, 2009.

3. Workplans and Budgets

a) Discussion Regarding Regional Copermittee Management Meeting

The activities of the Regional Municipal Sources workgroup were discussed at the last Copermittee Management Meeting that was held on Thursday, Jan. 21, 2010. Some of the Copermittees were concerned that the group has not met many times and have not established any tangible workgroup projects.

Joe DeStefano reminded the workgroup that according to the Regional Memorandum of Understanding (MOU) the Regional Municipal Sources workgroup was not officially scheduled to begin meeting until FY 2009-10.

b) Discussion of Approval of Final Budget

The Copermittees approved a reduced budget for the Municipal Sources workgroup of \$15,990 for FY 2010-11 at the last Copermittee Management Meeting that was held on Thursday, Jan. 21, 2010 (Refer to Handout #1). It was unclear whether this amount was inclusive of the 2.5% regional budget cut for all workgroups.

Action Item: Joe DeStefano will find out if the final budget for the Municipal Source workgroup of \$15,990 for FY 2010-11 includes the 2.5% regional budget cut.

The following projects were suggested for FY 2009-10:

- Standardizing reporting of data – Mikhail Ogawa commented that assessing data from the different jurisdictions and across watersheds is often difficult due to the inconsistency in how the data is being reported in our jurisdictional and watershed reports.
- The City of Carlsbad suggested that the workgroup consider standardizing the municipal inventories, inspection standards and employee training.
- The Port of San Diego recommended creating a standardized municipal inventory by mirroring the current efforts of the Industrial/Commercial workgroup. A copy of the Industrial/Commercial inventory template was distributed to the workgroup participants for review (Refer to Handout #2).
- The County of San Diego recommended creating a regional municipal training video.

Action Item: Joe DeStefano will modify the Industrial/Commercial workgroup inventory template to capture municipal facilities and will email the revised template to the workgroup.

Action Item: The workgroup participants should capture a representative sample of all municipal facilities in the revised municipal inventory template and email the completed spreadsheet to Joe DeStefano no later than March 2, 2010. Please note: If there are additional columns of data that need to be captured, they should be added to the end of the spreadsheet. Also, make sure that the code that is entered into the Standard Industrial Classification (SIC) column is reflective of the activities that take place at each municipal facility that is captured in the spreadsheet.

Action Item: Joe DeStefano will find out if it is possible (per the MOU) to roll funds from the FY 2009-10 year into the FY 2010-11 year to help complete some of the aforementioned projects.

4. Subcommittee(s)

a) Formation of Municipal Education Subcommittee

The workgroup participants discussed the possibility of forming a Municipal Education subcommittee however it was decided that the current Municipal Sources workgroup participants would continue to participate in developing education materials for all municipal programs.

- The Municipal Sources workgroup participants watched a video, “**Storm Water Pollution Prevention: What We Can Do, Municipal Employees Training Resources (2005)**” that was developed by the North Central Texas Council of Governments.
- A few workgroup participants indicated that they already share a general municipal stormwater training video with their employees. One such video is called, “Stormwatch – Municipal Stormwater Pollution Prevention”
- The workgroup participants agreed that a regional municipal stormwater training video would be used as a supplemental tool to existing training.
- The County of San Diego mentioned that they are currently developing five videos geared toward municipal employees that they plan to upload to You Tube. Some of the topics covered in the videos will include how to properly install fiber rolls, silt fences and protect storm drains.
- The City of Encinitas recommended that all regionally developed training materials should be hosted on the Project Clean Water website.
- The City of Del Mar suggested we should also consider developing some web based training.

Action Item: The County of San Diego will share a copy of their own municipal training DVD and the quiz that they give the County employees.

5. Other Business.

6. Next Meeting. City of Del Mar – City Hall Annex, 1050 Camino Del Mar, Del Mar, CA 92014
Tuesday, April 13, 2010 from 1:00 pm - 3:00 pm.