Work Group – Attendance:

County of Lake:
  Angela De Palma-Dow: Invasive Species Program Coordinator
  Marina Deligiannis: WR Program Coordinator

City of Lakeport:
  Bonnie Sharp: Code Enforcement Technician
  Kevin Ingram: Community Development Director

City of Clearlake:
  (remote) Marisa Hewitt: CA Engineering Company, representing City of Clear Lake

Meeting Called to Order:

Angela De Palma-Dow, invasive Species Coordinator, called the meeting to order at 3:15 pm

Meeting Minutes

1. Welcome and Introductions
2. Approval of March 7th
3. Review of outstanding items
   a. CWP Agreement final version passed County Legal, on its way to BOS
      i. **ACTION ITEM:** Send final agreement to Allen requesting document to go to City Council. **UPDATE:** Sent 3/28/2019
   b. Next steps? Timeline?
      i. **ACTION ITEM:** Send final agreement around to both Councils and BOS for simultaneous approval.
   c. Reach out to CWP advisory group BOS rep E.J. Crandell
      i. **ACTION ITEM:** Reach out to new County BOS rep for CWP, Lakeport and Clearlake after next meeting when Management Council organization has been established.
   d. Revisit Schedule for By-Laws and Workgroups
      i. Identify → Main management Council, Work Groups, Advisory Groups
      ii. Make sure websites are up to date
   e. Drain Markers – Proposal to FW Meeting March 21st 6pm
      i. Collaboration from Lakeport & Clearlake?
      ii. Where do we have markers placed / where do we want to place these?
      iii. **UPDATE:** FW Advisory Group wants a formal proposal with budget and would like to see a more comprehensive outreach / education campaign to accompany the purchase and installation of these markers.

4. New Items
a. IDDE requirements & protocols for MS4 areas
b. Discussion for Reporting and response of illegal discharges
   i. Report required for each spill and a compiled file of all spill reports
   ii. When a report of a spill goes to the State, CC Angela
   iii. What is Clearlake’s protocol on spill reports?
c. Lake Count IDDE system (Forms attached)
d. Oil Spill Response Trailer – May training
   i. Lakeport

5. Review of item list & minutes from trash meeting March 7th
   a. County cannot do Lakeport’s mapping
   b. County sent examples of Goleta plan
   c. County drafted preliminary Plan outline / plan narrative
   d. County will work internally with Lon and Yulia to identify what is missing from previous assessment and what gaps remain, list will be available next meeting
      i. Internal meeting April 1st
   e. Next meeting team needs to establish timeline for project completion.
      i. ACTION ITEM: Angela to reach out to City of Clearlake to see available room for April 4th 3:00 – 5:00 pm meeting UPDATE: Room is booked for 2-4pm April 4th. Bonnie from Lakeport, Angela and Marina from county expected to attend.
   f. County will have streamline protocol for team to complete assessments.
      i. Review next meeting after maps meeting
         1. Section 3 vs. Section 2 for proposed outline → Section 3 is preferred route for plan format with three co-permittees
         ii. Confirm outline at April 4th meeting
         iii. Continue to search for rural communities for examples

6. Open Forum
7. Next CWP – Proposed Meeting
   a. Thursday April 4th (City of Clear Lake)
      i. Meeting Focus: Trash & TMDL requirement updates.
   b. Thursday, April 25th (City of Lakeport)
      i. Meeting focus: check in CWP, structure, governing bodies, etc.

8. Meeting Adjourn: 5:00 pm