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Reporting Year 2008- 2009

I. Program Management

A. Permittee Name: City of La Habra Heights

B. Permittee Program Supervisor: Shauna Clark
Title: City Manager
Address: 1245 Hacienda Ed.
City: La Habra Heights Zip Code: 90631
Phone: (562) 694-6302 Fax: (562) 690-4010

C. In the space below, briefly describe how the storm water program is coordinated within your agency's departments and divisions. Include a description of any problems with coordination between departments. To facilitate this, complete the Table 1.

The following Departments coordinate all storm water activities: Public Works, Planning, Engineering, Code Enforcement, and Fire. Staff members within those departments are aware of storm water requirements, and if a potential violation is observed, staff members from these departments are advised and their input is requested.

TABLE 1 - Program Management

Storm Water Management Activity	Division/Department	# of Individuals Responsible for Implementing
1. Outreach & Education	Community Development	1
2. Industrial/Commercial Inspections	"	1
3. Construction Permits/Inspections	"	1
4. IC/ID Inspections	"	1
5. Street sweeping	"	1
6. Catch Basin Cleaning	"	1
7. Spill Response	"	2
8. Development Planning (project/SUSMP review and approval)	"	1
9. Trash Collection	N/A	Ø

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D. Staff and Training

Attach a summary of staff training over the last fiscal year. This shall include the staff name, department, type of training, and date of training.

Public Works Staff: training (informal) on natural drainage system maintenance.

E. Budget Summary

1. Does your municipality have a storm water utility? Yes ☐ No X☐

If no, describe the funding source(s) used to implement the requirements of Order No. 01-182.

General Fund

2. Are the existing financial resources sufficient to accomplish all required activities? Yes ☐ No X☐

3. Complete Table 2 to the extent that accurate information is available (indicate U in the spaces where the information is unavailable), and report any supplemental dedicated budgets for the same categories on the lines below the table.

4. List any additional state/federally funded projects related to storm water.

None

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TABLE 2

Program Element	Expenditures in Previous Fiscal Year	Estimated Amount Needed to implement Order 01-182
1. Program management a. Administrative costs b. Capital costs	Not Separated	Unknown
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	Not Separated	Unknown
3. Industrial/Commercial inspection/ site visit activities	Ø	N/A
4. Development Planning	Not Separated	Unknown
5. Development Construction a. Construction inspections	Not Separated	5000
6. Public Agency Activities a. Maintenance of structural and treatment control BMPs b. Municipal street sweeping c. Catch basin cleaning d. Trash collection/recycling e. Capital costs f. Other	Not Separated Est $ 30,000 30,000 10,000 Not Separated	Unknown 70K 40K 10K Unknown
7. IC/ID Program a. Operations and Maintenance b. Capitol Costs	Not Separated	Unknown
8. Monitoring	Not Separated	Unknown
9. Other	N/A	Unknown
10. TOTAL	At least $145K	At Least 85K

List any supplemental dedicated budgets for the above categories:

None

List any activities that have been contracted out to consultants/other agencies:

Storm Drain – L.A. County

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II. Receiving Water Limitations (Part 2)

A. Are you aware, or have you been notified, of any discharges from your MS4 that cause or contribute to a condition of nuisance or to the violation of any applicable water quality standards? Yes ☐ No X☐

B. Has the Regional Board notified you that discharges from your MS4 are causing or contributing to an exceedance of water quality standards? Yes ☐ No X☐

C. If you answered Yes to either of the above questions, you must attach a Receiving Water Limitations (RWL) Compliance Report. The Report must include the following:

1. A description of the pollutants that are in exceedance and an analysis of possible sources;
2. A plan to comply with the RWL (Permit, Part 2);
3. Changes to the SQMP to eliminate water quality exceedances;
4. Enhanced monitoring to demonstrate compliance; and
5. Results of implementation.

III. SQMP Implementation (Part 3)

A. Has your agency implemented the SQMP and any additional controls necessary to reduce the discharges of pollutants in storm water to the maximum extent practicable? Yes ☐ No X☐

B. If your agency has implemented additional or different controls than described in the countywide SQMP, has your agency developed a local SQMP that reflects the conditions in its jurisdiction and specifies activities being implemented under the appropriate elements described in the countywide SQMP? Yes ☐ No X☐

C. Describe the status of developing a local SQMP in the box below.

The development of SQMP is still in the planning stages.

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D. If applicable, describe an additional BMP, in addition to those in the countywide SQMP, that your city has implemented to reduce pollutants in storm water to the maximum extent practicable.

None

E. Watershed Management Committees (WMCs)

1. Which WMC are you in? San Gabriel
2. Who is your designated representative to the WMC? City Manager
3. How many WMC meetings did you participate in last year? None
4. Describe specific improvements to your storm water management program as a result of WMC meetings.

None

5. Attach any comments or suggestions regarding your WMC.

F. Storm Water Ordinance

1. Have you adopted a storm water and urban runoff ordinance to enforce all requirements of Order 01-182? Yes X☐ No ☐

If not, describe the status of adopting such an ordinance.

2. If yes, have you already submitted a copy of the ordinance to the Regional Board? Yes X☐ No ☐

If not, please attach a copy to this Report.

3. Were any amendments made to your storm water ordinance during the last fiscal year? Yes ☐ No X☐
   If yes, attach a copy of amendments to this Report.

G. Discharge Prohibitions

1. List any non-storm water discharges you feel should be further regulated:

None

2. List any non-storm water discharges you feel should be exempt, and provide an explanation for each:

None

IV. Special Provisions (Part 4)

A. Public Information and Participation (Part 4.B)

In addition to answering the following questions, attach a summary of all storm water education activities that your agency conducted or participated in last year.

1. No Dumping Message

a) How many storm drain inlets does your agency own? 364

b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? 364

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 364

If this number is less than the number in question 1.b, describe why all inlets have not been marked, the process used to implement this requirement, and the expected completion date.

All inlets have been marked

d) How many public access points to creeks, channels, and other water bodies within your jurisdiction have been posted with no dumping signage in the past year? 0

Describe your agency's status of implementing this requirement by the date required in Order No. 01-182.

Sites are being identified on an ongoing basis

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2. Reporting Hotline

a) Has your agency established its own hotline for reporting and for general storm water management information? Yes ☐ No ☐ x

b) If so, what is the number?

c) Is this information listed in the government pages of the telephone book? Yes ☐ No x ☐

d) If no, is your agency coordinated with the countywide hotline? Yes x ☐ No ☐

e) Do you keep record of the number of calls received and how they were responded to? Yesx ☐ No ☐

f) How many calls were received in the last fiscal year? 0

g) Describe the process used to respond to hotline calls.

If a call is received during normal business hours Code Enforcement staff responds and investigates. If the call is after hours, the Fire Department will respond. If necessary, LAPWD will be contacted to handle an emergency which in-house staff cannot handle.

h) Have you provided the Principal Permittee with your current reporting contact information? Yes X ☐ No ☐

i) Have you compiled a list of the general public reporting contacts for all Permittees and posted it on the www.888CleanLA.com web site *(Principal Permittee only)? N/A* Yes ☐ No ☐

If not, when is this scheduled to occur? Not Applicable

3. Outreach and Education

a) Describe the strategy developed to provide outreach and bilingual materials to target ethnic communities. Include an explanation of why each community was chosen as a target, how program effectiveness will be determined, and status of implementation. *(Principal Permittee only)*

Not Applicable

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b) Did the Principal Permittee organize quarterly Public Outreach Strategy meetings that you were aware of? Yes ☐ No X ☐

How many Public Outreach Strategy meetings did your agency participate in last year? 0

Explain why your agency did not attend any or all of the organized meetings.

Lack of Staffing

Identify specific improvements to your storm water education program as a result of these meetings:

None

List suggestions to increase the usefulness of quarterly meetings:

Not Applicable

If quarterly Public Outreach Strategy meetings were not organized, explain why not and when this requirement will be implemented *(Principal Permittee only).*

Not applicable

c) Approximately how many impressions were made last year on the general public about storm water quality via print, local TV, local radio, or other media? 0

d) Describe efforts your agency made to educate local schools on storm water pollution.

The City has no schools within the City limits

e) Did you provide all schools within each school district in Los Angeles County with materials necessary to educate a minimum of 50 percent of all school children (K-12) every 2 years on storm water pollution *(Principal Permittee only)*? Yes ☐ No ☐

If not, explain why.

Not applicable

f) Describe the strategy developed to measure the effectiveness of in-school educational programs, including assessing students' knowledge of storm water pollution problems and solutions before and after educational efforts *(Principal Permittee only)*.

Not applicable

For Permit Years 2-5, attach an assessment of the effectiveness of in-school storm water education programs.

g) What is the behavioral change target that was developed based on sociological data and other studies *(Principal Permittee only)?*

Not applicable

If no target has been developed, explain why and describe the status of developing a target.

Not applicable

What is the status of meeting the target by the end of Year 5?

Not applicable

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4. Pollutant-Specific Outreach

a) Attach a description of each watershed-specific outreach program that your agency developed *(Principal Permittee only).* All pollutants listed in Table 1 (Section B.1.d.) must be included.

b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes ☐ No x ☐

c) Did your agency help distribute pollutant-specific materials in your city? Yes ☐ No x ☐

d) Describe how your agency has made outreach material available to the general public, schools, community groups, contractors and developers, etc...

Information is provided to developers and residents at City Hall. Additional information is provided to developers and contractors during project development with staff.

5. Businesses Program

a) Briefly describe the Corporate Outreach Program that has been developed to target gas stations and restaurant chains *(Principal Permittee only).*

Not applicable

b) How many corporate managers did your agency *(Principal Permittee only)* reach last year? 0

What is the total number of corporations to be reached through this program *(Principal Permittee only)*? Not applicable

c)

d) Is your agency meeting the requirement of reaching all gas station and restaurant corporations once every two years *(Principal Permittee only)*? Yes ☐ No ☐

If not, describe measures that will be taken to fully implement this requirement.

Not applicable

e) Has your agency developed and/or implemented a Business Assistance Program? Yes ☐ No x ☐

If so, briefly describe your agency's program, including the number of businesses assisted, the type of assistance, and an assessment of the program's effectiveness.

The City is primarily residential. Only three businesses are located within the City limits: A nursery, real estate office, and a golf course. No out reach was preformed.

6. Did you encourage local radio stations and newspapers to use public service announcements? Yes ☐ Nox ☐

How many media outlets were contacted?

Which newspapers or radio stations ran them?

Not applicable

Who was the audience?

Not applicable

7. Did you supplement the County's media purchase by funding additional media buys? Yes ☐ No x ☐

Estimated dollar value/in-kind contribution: Not applicable

Type of media purchased: Not applicable

Frequency of the buys: Not applicable

Did another agency help with the purchase? Yes ☐ No x ☐

8. Did you work with local business, the County, or other Permittees to place non-traditional advertising? Yes ☐ No x ☐

If so, describe the type of advertising.

Not applicable

9. Did you establish local community partnerships to distribute educational storm water pollution prevention material? Yes ☐ No x ☐

Describe the materials that were distributed:

Not applicable

Who were the key partners? Not applicable

Who was the audience (businesses, schools, etc.)?

Not applicable

10. Did you participate in or publicize workshops or community events to discuss storm water pollution? Yes ☐ Nox ☐

How many events did you attend? 0

11. Does your agency have a website that provides storm water pollution prevention information? Yes ☐ Nox ☐

If so, what is the address?

12. Has awareness increased in your community regarding storm water pollution? Yesx ☐ No ☐

Do you feel that behaviors have changed? Yes x ☐ No ☐

Explain the basis for your answers. Include a description of any evaluation methods that are used to determine the effectiveness of your agency's outreach.

All new development includes SUSMP and BMP's as part of their development application

13. How would you modify the storm water public education program to improve it on the City or County level?

Not applicable

B. Industrial/Commercial Facilities Program

1. Critical Source Inventory Database

Did you (individually or jointly) update the Database for Critical Sources Inventory? Yes ☐ No x☐

Comments/Explanation/Conclusion: Not applicable

2. Inspection Program

Provide the reporting data as suggested in the following tables.

Category	Initial Number of Facilities at the start of cycle proposed for inspection by categories (after the initial year, the updated number based on the new data)	Number of facilities inspected in the current reporting year	% Completed at the time of this report for present cycle (from the initial value, and from the updated value after first cycle)	Total number since permit adoption
Landfills	None	None	None	None
TSDF	None	None	None	None
…				

Comments/Explanation/Conclusion:

3. BMPs Implementation

Provide the reporting data as suggested in the following table.

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Category	Number of facilities inspected by category in this reporting year	Number of facilities identified as adequately implementing BMPs as specified in this reporting year	% adequately implementing out of total in this reporting year	Number of facilities required to implement or upgrade in this reporting year	Number of facilities inspected by category in this reporting cycle	Number of facilities identified as adequately implementing BMPs as specified in this reporting cycle	% adequately implementing out of total in this reporting cycle	Number of facilities required to implement or upgrade in this reporting cycle	Total Number during this permit adequately implementing	Total Number during this permit required to implement or upgrade
Landfills	None	None	None	None	None	None	None	None	None	None
...										

Comments/Explanation/Conclusion: Not applicable

4. Enforcement Activities

Provide the reporting data as suggested in the following tables.

Enforcement Actions by categories (e.g. Warning letter, NOV, referral to D.A., etc.)	Number of facilities issued enforcement actions in the current reporting year	Number of facilities issued enforcement actions in the current reporting cycle	Number of facilities (re)inspected due to enforcement actions in current reporting year	Number of facilities (re)inspected due to enforcement actions in current reporting cycle	Number of facilities brought into compliance in the current reporting year	Number of facilities brought into compliance in current reporting cycle	Total number of enforcement actions since permit adoption (by category)
	None	None	None	None	None	None	None

Facilities by category	Number of Warning letters	Number of NOVs	Number of Referral	Number of Other

Comments/Explanation/Conclusion:

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5. Program Implementation Effectiveness Assessment

Please give a brief assessment of the implementation of the program in removing pollutants from the storm water discharges. Please provide an explanation. Suggested improvements or adjustments based on the knowledge gained through these reporting period activities must be reflected in a change in the SQMP, if warranted.

Highly Effective ☐ Somewhat Effective ☐ Non-effective ☐

Comments/Explanation/Conclusion: Not applicable

6. You must also submit a quarterly electronic submittal of your Industrial/Commercial Facilities Program activities.

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C. Development Planning Program (Part 4.D)

1. Does your agency have a process to minimize impacts from storm water and urban runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under CEQA, Section 404 of the CWA, local ordinances, and other legal authorities? Yes x☐ No ☐

   Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year.

2. Does your agency have procedures to include the following requirements in all priority development and redevelopment projects:

   a) Maximize the percentage of permeable surfaces to allow more percolation of storm water into the ground? Yes x☐ No ☐

   b) Minimize the quantity of storm water directed to impermeable surfaces and the MS4? Yes x☐ No ☐

   c) Minimize pollution emanating from parking lots through the use of appropriate treatment control BMPs and good housekeeping practices? Yes x☐ No ☐

   d) Provide for appropriate permanent measures to reduce storm water pollutant loads from the development site? Yesx ☐ No ☐

3. List the types and numbers of BMPs that your agency required for priority projects to meet the requirements described above.

BMP's are required for all developments by City Ordinance.

4. Describe the status of the development or implementation of peak flow controls in Natural Drainage Systems.

GPS coordinates of all storm drains have been collected. Overlaying the points on a base map is the next step.

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5. Has your agency amended codes and/or ordinances to give legal effect to the SUSMP changes required in the Permit? Yes x☐ No ☐

6. Describe the process your agency uses to include SUSMP design standards in new development and redevelopment project approvals.

All new construction projects must provide a SUSMP plan with calculations.

7. How many of each of the following projects did your agency review and condition to meet SUSMP requirements last year?

a)	Residential	10
b)	Commercial	0
c)	Industrial	0
d)	Automotive Service Facilities	0
e)	Retail Gasoline Outlets	0
f)	Restaurants	0
g)	Parking Lots	0
h)	Projects located in or directly adjacent to or discharging directly to an environmentally sensitive area	0
i)	Total number of permits issued to priority projects	0

8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements? 100%

9. How has your agency prepared to reduce the SUSMP threshold for industrial/commercial facilities to 1 acre from 100,000 square feet in 2003?

There is no commercial or industrial development this year.

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10. After 2003, how many additional projects per year will require/did require implementation of SUSMP requirements as a result of the lower threshold? unknown

11. Does your agency participate in an approved regional or sub-regional storm water mitigation program to substitute in part or wholly SUSMP requirements for new development? Yes ☐ Nox ☐

12. Has your agency modified its planning procedures for preparing and reviewing CEQA documents to consider potential storm water quality impacts and provide for appropriate mitigation? Yesx ☐ No ☐

If no, provide an explanation and an expected date of completion.

N/A

13. Did your agency update any of the following General Plan elements in the past year?

a) Land Use Yes ☐ Nox ☐

b) Housing Yes ☐ No x☐

c) Conservation Yes ☐ No x☐

d) Open Space Yes ☐ No x☐

If yes, please describe how watershed and storm water quality and quantity management considerations were included.

N/A

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14. How many targeted staff were trained last year? 0

15. How many targeted staff are trained annually? varies

16. What percentage of total staff are trained annually? varies%

17. Has your agency developed and made available development planning guidelines? Yesx ☐ No ☐

18. If no, what is the expected date that guidelines will be developed and available to developers?

19. What is the status of completion of the technical manual for siting and design of BMPs for the development community?

The City has adopted BMP's in the adopted Zoning Code.

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D. Development Construction Program

1. Describe your agency's program to control runoff from construction activity at all construction sites within its jurisdiction.

All new construction projects must submit SUSMP and BMP's which are reviewed by the Engineering staff for appropriateness and effeteness.

2. Does your agency require the preparation, submittal, and implementation of a Local Storm Water Pollution Prevention Plan (Local SWPPP) prior to the issuance of a grading permit for all sites that meet one or all of the following criteria?

a) Will result in soil disturbance of one acre or greater — Yes x☐ No ☐

b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area — Yes x☐ No ☐

c) Is located in a hillside area — Yesx ☐ No ☐

3. Attach one example of a local SWPPP. The City uses LA County's.

4. Describe the process your agency uses to require proof of filing a Notice of Intent for coverage under the State General Construction Activity Storm Water permit and a certification that a SWPPP has been prepared prior to issuing a grading permit?

A recorded "maintenance Covenant for Standard Urban Storm Water Mitigation Requirements" is required before permits are issued.

5. How many building/grading permits were issued to sites requiring Local SWPPPs last year?

6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 0

7. How many building/grading permits were issued to construction site less than one acre in size last year? 0

8. How many construction sites were inspected during the last wet season?

9. Complete the table below.

Type of Violation	# of Violations	% of Total Inspections	# of Follow-up Inspections	# of Enforcement Actions
Off-site discharge of sediment	0	0	0	0
Off-site discharge of other pollutants	0	0	0	0
No or inadequate SWPPP	0	0	0	0
Inadequate BMP/SWPPP implementation	0	0	0	0

10. Describe the process for taking enforcement actions against construction site violations, including the types of actions that are taken.

If a construction site is identified, staff will meet with the project site manager to discuss the violation and corrective action on the same day. If corrective action is not taken immediately, a Stop Work Order will be issued. The Stop Work Order will not be removed until the violation is corrected and brought into compliance.

11. Describe the system that your agency uses to track the issuance of grading permits.

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All grading projects are reviewed by Planning and Engineering Departments prior to the issuance if Grading Permit. A meeting is required before the applicant commences work. During this meeting, all requirements are reviewed to ensure compliance. Site inspections are made on an unannounced basis.

E. Public Agency Activities (Part 4.F)

1. Sewage System Maintenance, Overflow, and Spill Prevention (only applicable to agencies that own and/or operate a sanitary sewer system)

a) Has your agency developed and implemented a response plan for sanitary sewer overflows that includes the requirements in Order 01-182? Yesx ☐ No ☐

b) How many sanitary sewer overflows occurred within your jurisdiction? 0

c) How many did your agency respond to? 0

d) Did your agency investigate all complaints received? Yes ☐ No ☐

e) How many complaints were received? N/A

f) Upon notification, did your agency immediately respond to overflows by containment? N/A Yes ☐ No ☐

g) Did your agency notify appropriate sewer and public health agencies when a sewer overflowed to the MS4?

N/A Yes ☐ No ☐

h) Did your agency implement a program to prevent sewage spills or leaks from sewage facilities from entering the MS4? Yes x☐ No ☐

If so, describe the program:

LA County Sanitation operates the City's sewer system.

i) Did your agency implement a program to identify, repair, and remediate sanitary sewer blockages, exfiltration, overflow, and wet weather overflows from sanitary sewers to the MS4? Yes ☐ No x☐

If so, describe the program:

2. Public Construction Activities Management

a) What percentage of public construction sites 5 acres or greater in size did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit? 0 %

b) Give an explanation for any sites greater than 5 acres that were not covered:

We had no construction sites larger than 5 acres.

c) What is the total number of active public construction sites? 2

How many were 5 acres or greater in size? 0

d) (After March, 2003) Did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit coverage for public construction sites for sites one acre or greater? Yes ☐ Nox ☐

3. Vehicle Maintenance/Material Storage Facilities/Corporation Yards Management

a) Did your agency implement pollution prevention plans for each public vehicle maintenance facility, material storage facility, and corporation yard? Yes ☐ Nox ☐

The City does not have a vehicle maintenance facility, storage, or a corporation yard.

b) Briefly describe how your agency implements the following, and any additional, BMPs to minimize pollutant discharges in storm water:

(1) Good housekeeping practices

(2) Material storage control

(3) Vehicle leaks and spill control

(4) Illicit discharge control

If a spill should occur from a City vehicle, it would be cleaned up and disposed in an appropriate manor.

c) Are all Permittee owned and/or operated vehicle/equipment wash areas self-contained, covered, equipped with a clarifier, and properly connected to the sanitary sewer? Yes ☐ Nox ☐

If not, what is the status of implementing this requirement?

The City does not own and or operate any equipment wash areas.

d) How many Permittee owned and/or operated vehicle/equipment wash areas are scheduled to be redeveloped to include the BMPs listed above? 0

4. Landscape and Recreational Facilities Management

a) Has your agency developed a standardized protocol for the routine and non-routine application of pesticides, herbicides (including pre-emergents), and fertilizers? Yes ☐ No x☐

Briefly describe this protocol:

The City uses certified contractors to apply pesticides and herbicides.

b) How does your agency ensure that there is no application of pesticides or fertilizers immediately before, during, or immediately after a rain event or when water is flowing off the area to be applied?

The weather is checked. If it appears that it will rain within the next24 hours, no applications are made. The contractor is aware of all restrictions relating to the application(s) proposed.

c) Are any banned pesticides, herbicides, fungicides, or rodenticides stored or applied in your agency's jurisdiction that you know of? Yes ☐ No ☐

If so, list them:

N/A

d) What percentage of your agency's staff that apply pesticides are certified by the California Department of Food and Agriculture, or are under the direct supervision of a certified pesticide applicator? 0

e) Describe procedures your agency has implemented to encourage retention and planting of native vegetation and to reduce water, fertilizer, and pesticide needs:

The City has not formally adopted a policy procedure for the retention and planting of native vegetation.

5. Storm Drain Operation and Management

a) Did your agency designate catch basin inlets within its jurisdiction as Priority A; Priority B; and Priority C? Yes ☐ No x☐

b) How many of each designation exist in your jurisdiction?

Priority A: 35
Priority B: N/A
Priority C: N/A

c) Is your city subject to a trash TMDL? Yes ☐ No x☐

d) If yes, describe the activities and/or implementation measures that your agency conducted pursuant to the TMDL and any other trash reduction efforts that occurred.

The City encourages waste reduction and recycling efforts through two waste collection companies operating within the City under contract.

e) How many times were all Priority A basins cleaned last year? 2

f) How many times were all Priority B basins cleaned last year? N/A

g) How many times were all Priority C basins cleaned last year? N/A

h) How much total waste was collected in tons from catch basin clean-outs last year? Unknown

i) Attach a record of all catch basins in your jurisdiction. This shall identify each basin as City or County owned, and Priority A, B, or C. For all basins that are owned and operated by your agency, include dates, that each was cleaned out over the past year.

j) Did your agency place and maintain trash receptacles at all transit stops within its jurisdiction. Yes ☐ No x☐

k) How many new trash receptacles were installed last year? None, no public transit.

l) Did your agency place special conditions for events that generated substantial quantities of trash and litter including provisions that:

(1) Provide for the proper management of trash and litter generated from the event? Yes x☐ No ☐

(2) Arrange for temporary screens to be placed on catch basins? Yes ☐ No ☐x

(3) Or for catch basins in that area to be cleaned out subsequent to the event and prior to any rain? Yesx ☐ No ☐

m) Did your agency inspect the legibility of the catch basin stencil or labels? Yesx☐ No ☐
What percentage of stencils were legible? 100

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n) Were illegible stencils recorded and re-stenciled or re-labeled within 180 days of inspection? Yes ☐ No x☐

o) Did your agency visually monitor Permittee-owned open channel storm drains and other drainage structures for debris at least annually and identify and prioritize problem areas of illicit discharge for regular inspection? Yesx ☐ No ☐

Is the prioritization attached? Yes ☐ No ☐x

p) Did your agency review its maintenance activities to assure that appropriate storm water BMPs are being utilized to protect water quality? Yesx ☐ No ☐

What changes have been made?

None

q) Did your agency remove trash and debris from open channel storm drains a minimum of once per year before the storm season? Yes x☐ No ☐

r) How did your agency minimize the discharge of contaminants during MS4 maintenance and clean outs?

Staff ensures that the materials is dry then deposit it into City trash receptacles.

s) Where is removed material disposed of?

LA County sanitary landfills.

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6. Streets and Roads Maintenance

a) Did your agency designate streets and/or street segments within its jurisdiction as one of the following:

(1) Priority A – streets and/or street segments that are designated as consistently generating the highest volumes of trash and/or litter? Yes ☐ Nox ☐

(2) Priority B - streets and/or street segments that are designated as consistently generating moderate volumes of trash and/or litter? Yes ☐ Nox☐

(3) Priority C – streets and/or street segments that are designated as generating low volumes of trash and/or litter? Yes ☐ Nox ☐

b) Did your agency perform all street sweeping in compliance with the permit and according to the following schedule:

(1) Priority A – These streets and/or street segments shall be swept at least two times per month? Yes ☐ No x☐

(2) Priority B - Each Permittee shall ensure that each streets and/or street segments is cleaned at least once per month? Yes ☐ No x☐

(3) Priority C – These streets and/or street segments shall be cleaned as necessary but in no case less than once per year? Yes ☐ No x ☐

c) Did your agency require that saw cutting wastes be recovered and disposed of properly and that in no case shall waste be left on a roadway or allowed to enter the storm drain? Yes x☐ No ☐

d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes x☐ No ☐

e) Did your agency require that the washout of concrete trucks and chutes only occur in designated areas and never into storm drains, open ditches, streets, or catch basins leading to the storm drain system? Yes x☐ No ☐

f) Did your agency train its employees in targeted positions (whose interactions, jobs, and activities affect storm water quality) regarding the requirements of the storm water management program to:

(1) Promote a clear understanding of the potential for maintenance activities to pollute storm water? and Yes x☐ No ☐

(2) Identify and select appropriate BMPs? Yes x☐ No ☐

7. Parking Facilities Management

a) Did your agency ensure that Permittee-owned parking lots be kept clear of debris and excessive oil buildup and cleaned no less than 2 times per month and/or inspected no less than 2 times per month to determine if cleaning is necessary. Yes ☐ No x☐

b) Were any Permittee-owned parking lots cleaned less than once a month? Yes x☐ No ☐
How many? 2

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8. Public Industrial Activities Management

   a) Did your agency, for all municipal activity considered an industrial activity under USEPA Phase I storm water regulations, obtain separate coverage under the State of California General Industrial Activities Storm Water Discharge Permit no later than December 31, 2001? Yes ☐ No x☐

   b) Does your agency serve a population of less than 100,000 people? Yes x☐ No ☐

9. Emergency Procedures

   a) In case of real emergencies, did your agency repair essential public services and infrastructure in a manner to minimize environmental damage? Yes x☐ No ☐

   b) Were BMPs implemented to the extent that measures did not compromise public health and safety? Yes x☐ No ☐

10. Feasibility Study

   a) Did your agency cooperate with the County Sanitation Districts of Los Angeles County to prepare a study which investigates the possible diversion of dry weather flows or the use of alternative treatment control BMPs? Yes ☐ No x☐

   b) Did your agency review its individual prioritized list and create a watershed based priority list of drains for potential diversion and submit a listing of priority diversions to the Regional Board Executive Officer? Yes ☐ No x☐

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F. Illicit Connections and Illicit Discharges (IC/ID) Elimination Program (Part 4.G)

1. Attach a copy of your agency's IC/ID Elimination Implementation Program (Part 4.G.1.a.).

2. Attach a map of your storm drain system showing all permitted connections (if available), and the locations of all illicit connections and discharges that occurred last year (Part 4.G.1.b). If your agency has not completed this requirement, describe the status of the development of a baseline map, including an expected completion date.

The GPS coordinates of all storm drains have been collected. The next step is to place the coordinates on a base map.

3. Describe your enforcement procedures for eliminating illicit discharges and terminating illicit connections.

Illicit discharges are identified through either citizen complaint or through routine visual inspection of City roads by Public Works or Building Department staff. Upon identification of an illicit discharge, the City investigates the source of the discharge and attempts to trace the source back to the individual property. If possible, staff contacts the property owner or occupant at the time of discovery to eliminate the discharge. Upon identifying the source property, the City identifies the property owner by accessing the GIS database that contains owner information. The City prepares a certified letter to the property owner to cease and desist. If the letter fails to correct the situation, additional enforcement action will be determines in consultation with the City Attorney, City Manager, and City Engineer.

4. Describe your record keeping system to document all illicit connections and discharges.

Staff maintains a copy of the letter in the subject property address file.

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5. What is the total length of open channel that your agency owns and operates?

unknown

6. What length was screened last year for illicit connections?

unknown

7. What is the total length of closed storm drain that your agency owns and operates?

unknown

8. What length was screened last year for illicit connections?

unknown

9. Describe the method used to screen your storm drains.

Staff/ LA County inspects and cleans if necessary all storm drains within the City. The vast majority of the City has natural drainage.

10. Provide the reporting data for illicit connections as suggested in the following table (you may submit a spreadsheet from your database that contains the information).

Year	Total # reported/ identified	Total # investigated	# that conveyed exempt discharges or NPDES permitted	# that conveyed illicit discharges that were terminated	# that were removed	# that resulted in enforcement action	# that resulted in *other* actions
01/02	N/A	N/A	N/A	N/A	N/A	N/A	N/A
02/03	N/A	N/A	N/A	N/A	N/A	N/A	N/A
03/04	N/A	N/A	N/A	N/A	N/A	N/A	N/A
04/05	N/A	N/A	N/A	N/A	N/A	N/A	N/A
05/06	N/A	N/A	N/A	N/A	N/A	N/A	N/A

11. Explain any *other* actions that occurred in the last year.

None

12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported? 24 hours

a) Were all identified connections terminated within 180 days? Yes X☐ No ☐

b) If not, explain why.

N/a

13. Provide the reporting data for illicit discharges as suggested in the following table (you may submit a spreadsheet from you database that contains this information).

Year	Total # reported	Total # that were discontinued/ cleaned up voluntarily through enforcement and the source was identified	# that were cleaned up but the source could not be identified	# that resulted in no evidence of discharge	# that were determined to be conditionally exempt	# that were exempt or in compliance and the source identified	# that resulted in enforcement action
01/02	N/A	N/A	N/A	N/A	N/A	N/A	N/A
02/03	N/A	N/A	N/A	N/A	N/A	N/A	N/A
03/04	N/A	N/A	N/A	N/A	N/A	N/A	N/A
04/05	N/A	N/A	N/A	N/A	N/A	N/A	N/A
05/06	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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14. What is the average response time after an illicit discharge is reported? 24 Hours

a) Did any response times exceed 72 hours? Yes ☐ No X ☐

b) If yes, explain why.

N/A

15. Describe your agency's spill response procedures.

If a report is received during normal City business hours, City staff responds and investigates the complaint. If a spill is regarded as posing a threat to public health and safety or occurs after hours, the Fire Department assumes responsibility for the incident command. In non-emergencies, the incident command is turned over to Public Works for appropriate action.

16. What would you do differently to improve your agency's IC/ID Elimination Program?

No change.

17. Attach a list of all permitted connections to your storm sewer system. N/A

V. Monitoring

Briefly describe any storm water monitoring activities that are not required by Order No. 01-182 that your municipality conducted, participated in, or received funding to conduct in the past fiscal year. These activities should correspond with the dollar amount you listed in Table 2. N/A

VI. Assessment of Program Effectiveness

A. Attach a summary of the effectiveness of your storm water management program. This summary should include, at a minimum, the following:

1. An assessment of your agency's compliance with permit requirements, based on your responses to the questions in this form;
2. Descriptions of any evaluation methods that your agency uses to determine the effectiveness of your storm water management program;
3. A summary of the strengths and weaknesses of your agency's storm water management program;
4. A list of specific program highlights and accomplishments;
5. A description of water quality improvements or degradation in your watershed over the past fiscal year;
6. Interagency coordination between cities to improve the storm water management program;
7. Future plans to improve your agency's storm water management program; and
8. Suggestions to improve the effectiveness of your program or the County model programs.

The City of La Habra Heights complies with Order No. 01-182 to the best of its ability. Strengths of the City's storm water management program include storm drain clearance and labeling. Weaknesses include difficulty in maintaining proper evaluation techniques and formal training, due to extremely limited resources and staffing. The City is always working to improve the Storm Water Management Program, especially through increased public awareness.

B. On a scale of 1 to 10 (10 being full implementation of requirements by their deadlines), rate your municipality's level of compliance with Order No. 01-182. 7

C. List any suggestions your agency has for improving program reporting and assessment. N/A

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VII. Certification Statement

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted.

Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility, of a fine and imprisonment for knowing violations.

Executed on the 31ST day of AUGUST, 2009

at LA HABRA HEIGHTS, CALIFORNIA

Printed Name SHAUNA CLARK Title CITY MANAGER

(Signature) Shauna Clark

Signature by duly authorized representative