

**Los Angeles County Municipal Storm Water Permit (Order 01-182)**  
**Individual Annual Report Form**  
**Attachment U-4**

This form summarizes the requirements in Order No. 01-182. Each Permittee must complete this form in its entirety, except for those requirements applicable only to the Principal Permittee. Only report activities that were performed during the previous fiscal year. Upon completion, this form shall be submitted to the Principal Permittee, by the date specified by the Principal Permittee, for inclusion in the unified Annual Storm Water Program Report. Attachments should be included where necessary to provide sufficient information on program implementation.

The goals of this Report are to: 1) concisely document implementation of the Storm Water Quality Management Program (SQMP) during the past fiscal year; 2) evaluate program results for continuous improvement; 3) to determine compliance with Order 01-182; and 4) to share this information with other Permittees, municipal decision makers, and the public.

<b>!</b>	YOU MUST FILL OUT ALL THE INFORMATION REQUESTED <i>Do not leave any of the sections blank.</i>
<b>N/A</b>	If the question does not apply to your municipality, please indicate N/A in the space provided and provide a brief explanation
<b>U</b>	If the information requested is currently unavailable, please indicate U in the space provided and give a brief explanation.

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**Los Angeles County Municipal Storm Water Permit (Order 01-182)****Individual Annual Report Form****Attachment U-4****Reporting Year 2010- 2011****I. Program Management**

A. Permittee Name: <a href="#">City of El Monte</a>	
B. Permittee Program Supervisor:	<a href="#">James Enriquez</a>
Title: <a href="#">Director of Public Works</a>	
Address: <a href="#">11333 Valley Boulevard</a>	
City: <a href="#">El Monte</a>	Zip Code: <a href="#">91731</a>
Phone: <a href="#">626-580-2090</a>	Fax: <a href="#">626-580-2293</a>
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.	
<a href="#">The Community Development Department continues to be the lead department for the implementation of the municipal NPDES program tasks. CDD works with affected intra-department and other City agencies affected by municipal NPDES program requirements, as is more particularly described below.</a>	

**TABLE 1 - Program Management**

<b>Storm Water Management Activity</b>	<b>Division/Department</b>	<b># of Individuals Responsible for Implementing</b>
1. Outreach & Education	<a href="#">PW Engineering/ Code Enforcement/ Building /Environmental Services</a>	<a href="#">19</a>
2. Industrial/Commercial Inspections	<a href="#">PW Engineering/Code Enforcement</a>	<a href="#">7</a>
3. Construction Permits/ Inspections	<a href="#">Building / PW Engineering / Code Enforcement</a>	<a href="#">15</a>
4. IC/ID Inspections	<a href="#">PW Engineering &amp; Maintenance / Code Enforcement / Environmental Services</a>	<a href="#">17</a>
5. Street sweeping	<a href="#">PW Maintenance</a>	<a href="#">5</a>
6. Catch Basin Cleaning	<a href="#">PW Maintenance</a>	<a href="#">5</a>
7. Spill Response	<a href="#">PW Maintenance &amp; Engineering / Environmental Services/Code Enforcement</a>	<a href="#">17</a>
8. Development Planning project/SUSMP review and approval)	<a href="#">PW Engineering</a>	<a href="#">3</a>
9. Trash Collection	<a href="#">PW Maintenance</a>	<a href="#">5</a>

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## D. Staff and Training

Training was provided to staff responsible for development planning and construction planning conformance, and ICID detecting and elimination. Emphasis on development construction training was placed on new the general construction activity stormwater permit that took effect in July 1, 2010.

## E. Budget Summary

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

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

Development Fee Fund and General Fund

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

3. Complete Table 2 to the extent that accurate information is available

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

Proposition 50, Chapter 8 Grant from the California Integrated Waste Management Program Used Oil Recycling Block Grants.

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<b>Program Element</b>	<b>Expenditures in Fiscal Year 2010-2011</b>	<b>Estimated Amount Needed to implement Order 01-182</b>
1. Program management a. Administrative costs b. Capital costs	\$163,770	\$120,000
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	\$57,680	\$10,000
3. Industrial/Commercial inspection/ site visit activities	None	None (already completed)
4. Development Planning	\$2,266	\$5,000
5. Development Construction a. Construction inspections	\$21,012	\$6,000 \$20,000
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	\$100,940	\$80,000
7. IC/ID Program a. Operations and Maintenance b. Capitol Costs	\$33,475	\$15,000
8. Monitoring	\$0	\$10,000
9. Trash TMDL	\$308,520.30	\$425,000
10. TOTAL	\$687,663.30	\$691,008

List any supplemental dedicated budgets for the above categories:

None. The City's financial health has been declining for the last four years, making it a challenge to comply with existing NPDES permit requirements. Exacerbating the problem is the State's continuing "raids" on City resources and its continuing policy to impose strict stormwater regulations (viz. TMDLs) without regard for the City's ability to pay for their compliance.

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

NPDES compliance assistance, street sweeping, and catch basin clean-outs.

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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
- 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
- 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
- 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? [N/A](#) Yes  No

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

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.

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All new developments qualifying as priority projects use infiltration fields and vegetated swales.

**E. Watershed Management Committees (WMCs)**

1. Which WMC are you in? [Los Angeles River](#)
2. Who is your designated representative to the WMC? [Cesar Rodan](#)
3. How many WMC meetings did you participate in last year? [4](#)
4. Describe specific improvements to your storm water management program as a result of WMC meetings.

The meetings have not resulted in significant improvements to the City's SQMP. The SQMP has been in effect since 2002. During this time, it has pretty much peaked. Impacted City staff now has an excellent understanding of development construction and, most of all, development planning/SUSMP programs. This will, no doubt, facilitate the implementation of low impact development (LID) requirements under the next MS4 permit. The primary benefit of watershed/sub-watershed meetings is the exchange of information among permittees concerning compliance and policy issues.

5. Attach any comments or suggestions regarding your WMC. [No comments at this time](#)

**F. Storm Water Ordinance**

1. Have you adopted a storm water and urban runoff ordinance to enforce all requirements of Order 01-182? Yes  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  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

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 at this time.](#)

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

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Not at this time

**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? 266

b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? 266

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 266

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.

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? 1

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

The City owns and maintains one concrete lined channel: Merced Channel. The channel is closed to the public access. The City has installed fences at both ends of the channel, and "No Dumping" signs.

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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
- b) If so, what is the number? **626-580-2080**
- c) Is this information listed in the government pages of the telephone book? Yes  No
- d) If no, is your agency coordinated with the countywide hotline? Yes  No
- e) Do you keep record of the number of calls received and how they were responded to? Yes  No
- f) How many calls were received in the last fiscal year? **2**

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

At least two City representatives (NPDES coordinator, Building Inspector, Hazardous Materials Unit officer, Code Enforcement officer, or the City Maintenance Yard) immediately go on site. The Fire and Health Departments are called if needed. A report of the incident is filed, if applicable. A follow-up is conducted to prevent reoccurrence.

- h) Have you provided the Principal Permittee with your current reporting contact information? Yes  No
- i) Have you compiled a list of the general public reporting contacts for all Permittees and posted it on the [www.888CleanLA.com](http://www.888CleanLA.com) web site (Principal Permittee only)? **N/A Principal Permittee only.** Yes  No
- If not, when is this scheduled to occur?

## 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)

**N/A. Principal Permittee only.**

- b) Did the Principal Permittee organize quarterly Public Outreach Strategy meetings that you were aware of? Yes  No
- How many Public Outreach Strategy meetings did your agency participate in last year? **All quarterly meetings**

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

N/A. City staff attended all of the organized meetings.

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

The meetings facilitate ideas and experience sharing, and constitute a valuable information resource for NPDES coordinators.

List suggestions to increase the usefulness of quarterly meetings:

No suggestions at this time.

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

N/A. Principal Permittee only

- 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? More than 1,063,220.

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

The City continues its efforts to educate the younger generation on storm water pollution and teamed up with Los Angeles County to provide informative materials about protecting the environment. "Amigos De Los Rios" in cooperation with El Monte Community Services has continued the "Green Collar" program started last year.

- 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.

N/A. Principal Permittee only.

- 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*).

N/A. Principal Permittee only.

For Permit Years 2-6, 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*)?

N/A. Principal Permittee only.

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

N/A. Principal Permittee only.

What is the status of meeting the target by the end of Year 6?

N/A. Principal Permittee only.

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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. *N/A Principal Permittee only.*
- b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes  No
- c) Did your agency help distribute pollutant-specific materials in your city? Yes  No
- d) Describe how your agency has made outreach material available to the general public, schools, community groups, contractors and developers, etc...

Through use of partnership programs with the City Waste Management & Environmental Services Department. These activities enhanced the education conducted during the commercial/industrial NPDES site visits. Used oil and bottle recycling programs have been an effective avenue to get the public educated. Fliers including the list of oil recycling facilities throughout the city as well as the Los Angeles County 888-CLEAN-LA hotline are made available at public counters and recycling events.

As mentioned in the last year's annual report, the "El Monte Green Street Scene" CD was been mailed out to all City residents. It included a comprehensive, interactive, and easy to use guide to conservation and protection of air, water, and energy. Educational fliers such as the "Guide for Household Hazardous Materials (HHW) Prevention, Recycling and Proper Disposal" are made available for El Monte residents at the city-operated HHW facility.

Outreach materials are displayed at the Public Works Engineering and Maintenance counters and are made available at preconstruction meetings, and to all developers as part of the Public Works requirements for new projects. Outreach letters have been mailed to all restaurants and commercial complexes throughout the year. Also, before the starting of the rainy season, the Building inspectors distributed the City's "Construction Site Letter" to site supervisors and/or foremen.

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5. Businesses Program

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

N/A. Principal Permittee only.

- b) How many corporate managers did your agency (*Principal Permittee only*) reach last year? N/A. Principal Permittee only.

- c) What is the total number of corporations to be reached through this program (*Principal Permittee only*)? N/A. Principal Permittee only.

- d) Is your agency meeting the requirement of reaching all gas station and restaurant corporations once every two years (*Principal Permittee only*)? N/A. Principal Permittee only.

Yes  No

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

N/A. Principal Permittee only.

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

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

Yes  No

How many media outlets were contacted? 2

Which newspapers or radio stations ran them?

City Cable Channel, Mid Valley News.

Who was the audience?

General public, local businesses.

7. Did you supplement the County's media purchase by funding additional media buys?

Yes  No

Estimated dollar value/in-kind contribution: The City indirectly contributes to the County's media program through its flood control assessment fee.

Type of media purchased:

Frequency of the buys:

Did another agency help with the purchase?

Yes  No

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

If so, describe the type of advertising.

Recycling and proper disposal of hazardous materials fliers are provided to the automotive service facilities and certified collection centers throughout the City. In addition, outreach materials are available at the Public Works Engineering and Maintenance counters.

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

Describe the materials that were distributed:

Educational materials regarding stormwater pollution prevention were distributed at citywide events (Rockin' Wednesday Summer Concerts, Earth Day, and other recycling events). A series of eight best management practice (BMP) brochures, recycling and antilitter brochures are handouts available at City Code Enforcement, Public Works Engineering and Maintenance counters, preconstruction meetings, and special events.

Who were the key partners? Waste Management Department, PW Maintenance Division, El Monte Police Department, contractors, and developers.

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

Residents, businesses.

10. Did you participate in or publicize workshops or community events to discuss storm water pollution? Yes  No

How many events did you attend? 1

11. Does your agency have a website that provides storm water pollution prevention information? Yes  No

If so, what is the address? [http://www.ci.elmonte.ca.us/citygov/environ\\_serv/envir\\_servmain.html](http://www.ci.elmonte.ca.us/citygov/environ_serv/envir_servmain.html)

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

Do you feel that behaviors have changed? Yes  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.

It might be assumed that because of the attention that runoff pollution has been getting in the general press, together with the City's public information program outreach efforts, sensitivity to this environmental concern has increased. This was validated by the results of a survey that was conducted by the Principal Permittee several years ago.

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

By making a stronger effort to inform permittees of the availability of various public education materials. It should be noted that the Principal Permittee has gotten better in this regard. Unfortunately, it has not been proactive in developing pollutant-specific outreach materials for the Los Angeles River watershed. It should be noted that the City is a co-applicant of a separate MS4 Permit. In the ROWD application, the City has proposed to address pollutants of concern – especially TMDLs – through a vigorous public education outreach program.

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**B. Industrial/Commercial Facilities Program**

**1. Critical Source Inventory Database**

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

Comments/Explanation/Conclusion: The City completed the required inspections 4 years ago.

**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	N/A	N/A	N/A	N/A
TSDf	N/A	N/A	N/A	N/A
GIASP	N/A	N/A	N/A	N/A
Restaurants	N/A	N/A	N/A	N/A
Automotive Service Facilities	N/A	N/A	N/A	N/A
RGO's and Dealerships	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A
Comments/Explanation/Conclusion:			The City completed the required inspections 4 years ago.	

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**3. BMPs Implementation**

Provide the reporting data as suggested in the following table.

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	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TDSF	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GIASP	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Restaurants	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Automotive Service Facilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
RGO's + Dealerships	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Restaurants	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Comments/Explanation/Conclusion: The City completed the required inspections over 5 years ago.

**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)
Verbal Warnings	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	N/A						
	N/A						
	N/A						
	N/A						
	N/A						
	N/A						

Facilities by category	Number of Warning letters	Number of NOVs	Number of Referral	Number of Other
Restaurants	N/A	N/A	N/A	N/A
Automotive Service Facilities	N/A	N/A	N/A	N/A
GIASP	N/A	N/A	N/A	N/A
USEPA 1	N/A	N/A	N/A	N/A
RGOs + Dealerships	N/A	N/A	N/A	N/A
Comments/Explanation/Conclusion:		The City completed the required inspections 4 years ago.		

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 this reporting period activities must be reflected in a change in the SQMP, if warranted.

Highly Effective

Somewhat Effective

Non-effective

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<p>Comments/Explanation/Conclusion:</p>	<p>Without outfall monitoring or other “objective” data available, it must be presumed that the inspection program has been effective in reducing pollutants to the MS4. This is especially true of the industrial inspection program. These facilities are required under federal stormwater regulations to obtain an NPDES permit. The City has assisted the Regional Board in this regard by identifying facilities that require General Industrial Activity Stormwater Permits (GIASWPs). GIASWPs require the preparation of a SWPPP and a monitoring program plan. The Regional Board should be able to determine, better than the City, the extent to which these “covered” facilities have reduced pollutants to the MS4. The commercial inspection program must also be presumed to be effective in reducing pollutants associated with automotive, restaurant, and-RGO related activities. Overall, the inspection program has resulted in the distribution of materials containing BMPs and the City’s ordinance relative to BMP implementation and prohibition against illicit discharges. Enforcement of these requirements has resulted in significant compliance. Therefore, the City can only conclude that such compliance has resulted, to some extent, on a reduction of pollutants to the MS4.</p>
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6. You must also submit a quarterly electronic submittal of your Industrial/Commercial Facilities Program activities.

N/A: This task was completed over 5 years ago.

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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  No

Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year. See attached "Stormwater Planning Program Priority Project Checklist".

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  No

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

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

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

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

All development projects undergo an evaluation process to determine if they are subject to SUSMP requirements and to what extent, based on the type of subject development or redevelopment project. Once the evaluation is conducted, BMP conditions are assigned to the project applicant. A check list and instructions for complying with SUSMP requirements has been used for several years now.

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

Generally, any project sited in an area that drains into an unlined conveyance is required to assure that post-construction runoff co-efficient or Q does not exceed the pre-development runoff co-efficient or Q.

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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  No

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

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

- |   |   |
|---|---|
| a) Residential  | 0 |
| b) Commercial   | 2 |
| c) Industrial   | 0 |
| d) Automotive Service Facilities  | 0 |
| e) Retail Gasoline Outlets  | 0 |
| f) Restaurants  | 0 |
| g) Parking Lots   | 1 |
| 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  | 3 |

8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements? 25%

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?

Yes, in March of 2003.

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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? 3
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  No
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? Yes  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  No
  - b) Housing Yes  No
  - c) Conservation Yes  No
  - d) Open Space Yes  No

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

N/A

14. How many targeted staff were trained last year? 2
15. How many targeted staff are trained annually? All targeted staff
16. What percentage of total staff are trained annually? 100%
17. Has your agency developed and made available development planning guidelines? Yes  No
18. If no, what is the expected date that guidelines will be developed and available to developers? N/A
19. What is the status of completion of the technical manual for siting and design of BMPs for the development community?

Instead of using the County's siting manual, the City has developed its own guidelines for development planning/SUSMP compliance. The City has become more prescriptive in determining SUSMP compliance for subject projects. It requires infiltration controls to the extent feasible. It provides developers some discretion in determining what specific infiltration controls but in the final analysis has the authority to decide what must be used. Developers are encouraged to use the County's SUSMP guidelines and its recently developed LID handbook.

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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.

In accordance with the current MS4 permit for Los Angeles County, the City requires a GIASWP for projects that are expected to disturb 1 acre or more by grading, clearing, and/or excavating and minimum BMPs for projects that are expected to disturb less than 1 acre of soil disturbance. These conditions must be met to qualify for a grading permit.

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. *As already described in section IV.D.1, for projects over 1 acre of disturbed land, the NOI, WDID number and the SWPPP are required submittals before grading plan approved.* Yes  No
- b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area *N/A since there are no ESA in El Monte* Yes  No
- c) Is located in a hillside area *N/A since there are no hillside areas in El Monte* Yes  No

3. Attach one example of a local SWPPP. *N/A, as explained in section IV.D.1.a.*

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?

During Public Works Engineering Plan Check, the GCASP applicability is identified and a copy of the NOI, a valid WDID # and the SWPPP become required submittals. These documents are conditions for grading plan approval and grading permit issuance.

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- 5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? *City does not allow local SWPPPs.* 0
- 6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 1
- 7. How many building/grading permits were issued to construction site less than one acre in size last year? 12
- 8. How many construction sites were inspected during the last wet season? *If the City inspectors (Building, Public Works, Code Enforcement) notice a violation, they act such that it can be stopped and fixed on the spot. There are approx. 6 inspections for regular sites and 8 to 10 inspections for sites > 1 acre.* 12
- 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.

*For minor incidents the inspector verbally warns the construction site Supervisor. For more significant situations the inspector must issue a Stop Work Order and written Correction Notice. If compliance has not been attained, the City Code Enforcement Department is involved, to assist in Municipal Code enforcement. For sites covered by GCASP, the City will notify the Regional Board, if additional assistance is needed.*

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

*The Public Works Engineering Department maintains the records for all the grading permits issued. The records consist of an electronic database and a binder for the hard copies.*

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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? Yes  No
- b) How many sanitary sewer overflows occurred within your jurisdiction? **3**
- c) How many did your agency respond to? **3**
- d) Did your agency investigate all complaints received? Yes  No
- e) How many complaints were received? **14**
- f) Upon notification, did your agency immediately respond to overflows by containment? Yes  No
- g) Did your agency notify appropriate sewer and public health agencies when a sewer overflowed to the MS4? Yes  No
- h) Did your agency implement a program to prevent sewage spills or leaks from sewage facilities from entering the MS4? Yes  No

If so, describe the program:

City sewer lines are routinely cleaned and monitored. All sewage spills are responded to immediately, and appropriate agencies are contacted. Sewer line replacements are also performed where deemed necessary. City maintains a supply of sandbags and has a standby crew that responds to emergencies.

- 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

If so, describe the program:

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The El Monte Public Works Maintenance Yard has standard operation procedures regarding the City sanitary sewer system inspection and maintenance. This consists of a program to identify and repair potential systemic problems, including: twice-weekly inspection of sewer lift stations; monthly preventive maintenance of known "hot spots"; sewer main clean-outs once per year; and annual manhole inspections.

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:

c) What is the total number of active public construction sites? 0  
 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  No

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  No

City of El Monte has implemented pollution prevention plans for its Maintenance, Transportation, and Parks/Recreation facilities. All vehicle and equipment wash areas are connected to clarifiers.

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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

City staff is periodically trained and updated regarding environmental protection. City facilities are periodically inspected to ensure good housekeeping practice implementation. Absorbent materials are used for spills, fluid drums are stored on containment pads, shop floors are cleaned regularly, and the drains in the vehicle maintenance shops are connected to clarifiers.

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  No

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

N/A. Clarifiers have been installed where required.

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

Briefly describe this protocol:

Contractors are used to perform this service. Landscaping activities in which these materials must be used are performed in a manner, which minimizes exposure to storm water or urban runoff. City staff follows the guidelines set forth by the California Department of Pesticide Regulations and the County Agricultural Commission and adopted the protocol procedures when it comes to applying pesticides, herbicides, and fertilizers. Employees are trained in proper disposal methods. The list of approved pesticides is updated regularly. Fertilizers and pesticides are stored indoors.

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- 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?

All pesticide applications are performed by or under the supervision of a qualified and properly trained pesticide applicator. No chemical applications are performed immediately before, during, or immediately after a rain event.

- 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. City staffed does not store/apply any banned chemicals.

- 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? 100%

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

Standard BMPs are employed: use of drought tolerant vegetation, where practicable, retain and plant native vegetation, diminished use of fertilizers and pesticides, use of mulch for ground cover in planting areas. The City doesn't allow the use of restricted chemicals.

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

- b) How many of each designation exist in your jurisdiction?
- |             |     |
|-------------|-----|
| Priority A: | 15  |
| Priority B: | 26  |
| Priority C: | 225 |

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- c) Is your city subject to a trash TMDL? Yes  No
- 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.

Inserts and filters have been already installed in catch basins throughout the City, focusing on the high traffic areas – over 100 hundred to date.

More installations are planned in the near future, as soon as funds become available.

City maintenance or contracted crews are tasked to inspect and clean each catch basin during the dry season. The catch basins found more than 25% full of trash are additionally cleaned out. Trash collected by street sweeping and catch basin cleaning is weighted and disposed of in landfill. All records are kept at the Public Works Maintenance Division.

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- e) How many times were all Priority A basins cleaned last year? **At least 3 times**
- f) How many times were all Priority B basins cleaned last year? **At least 2 times**
- g) How many times were all Priority C basins cleaned last year? **1**
- h) How much total waste was collected in tons from catch basin clean-outs last year? **5.4**
- 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
- k) How many new trash receptacles were installed last year? **All sheltered transit stops are equipped with trash receptacles**
- 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  No
  - (2) Arrange for temporary screens to be placed on catch basins? Yes  No
  - (3) Or for catch basins in that area to be cleaned out subsequent to the event and prior to any rain? Yes  No
- m) Did your agency inspect the legibility of the catch basin stencil or labels? Yes  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

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? Yes  No

Is the prioritization attached? **El Monte owns only one channel: Merced Channel** Yes  No

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

What changes have been made?

**No changes in existing procedures were deemed necessary. City crews are regularly trained to ensure appropriate BMPs use and compliance with the current regulations.**

q) Did your agency remove trash and debris from open channel storm drains a minimum of once per year before the storm season? **Merced Channel is cleaned up 3 times per year.** Yes  No

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

**The City staff is trained to use the necessary BMPs when conducting maintenance and cleaning activities. Debris is removed manually or by using a Vactor truck. No debris is left outside or inside the catch basin after cleaning. No wash water is used during debris removal.**

s) Where is removed material disposed of?

**The removed trash is collected at the City yard prior to been taken to the sanitary landfill.**

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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  No
- (2) Priority B - streets and/or street segments that are designated as consistently generating moderate volumes of trash and/or litter? Yes  No
- (3) Priority C – streets and/or street segments that are designated as generating low volumes of trash and/or litter? Yes  No
- 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? **Twice per week** Yes  No
- (2) Priority B - Each Permittee shall ensure that each streets and/or street segments is cleaned at least once per month? **Twice per week** Yes  No
- (3) Priority C – These streets and/or street segments shall be cleaned as necessary but in no case less than once per year? **Once per week** Yes  No

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- 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  No
- d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes  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  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  No
  - (2) Identify and select appropriate BMPs? Yes  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.   
Municipal parking lots are cleaned 3 times per week. Yes  No
- b) Were any Permittee-owned parking lots cleaned less than once a month? How many? Yes  No    
N/A

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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
- b) Does your agency serve a population of less than 100,000 people? Yes  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?   
There are no incidents during this reporting cycle. Yes  No
- b) Were BMPs implemented to the extent that measures did not compromise public health and safety? Yes  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?   
Study was completed by Sanitation District Yes  No
- 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?   
N/A Study was completed by the Sanitation District Yes  No

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F. Illicit Connections and Illicit Discharges (IC/ID) Elimination Program (Part 4.G)  
[The City adopted the Los Angeles County Model Program](#)

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.

This task was completed by the February 3, 2003 deadline specified in the current MS4 permit. Illicit connections and discharges that were reported and investigated during the last fiscal (permit) year and were GIS-plotted using ArcView 9.3. It should be noted that the City does not "permit" connections to the storm drain (see uploaded storm drain map for a listing of catch basins/storm drains).

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

The City of El Monte has promptly responded to all the complaints regarding storm water or urban runoff pollution. During the site visits, discharges and connections are actively inspected by City staff. Surveillance is regularly conducted in selected areas of the City during both dry and wet weather to actively search for potential violations. In case of illicit connection identification, the discharger may be required to obtain a connection permit, implement additional BMPs if applicable, or terminate the connection. Illicit connections and discharges are kept on a database and investigations are evaluated for three months. Serious illicit discharges (e.g. coolant or other harsh chemical materials) must be terminated immediately.

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

Records for illicit connections and discharges are kept on an electronic database. Each record contains the date of the incident, its location, background information, witness information, a complete report, and pictures.

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- 5. What is the total length of open channel that your agency owns and operates? 0.25 miles
- 6. What length was screened last year for illicit connections? 0.25 miles
- 7. What is the total length of closed storm drain that your agency owns and operates? 8 miles
- 8. What length was screened last year for illicit connections? 1,400 manholes were inspected
- 9. Describe the method used to screen your storm drains.

Flow in manholes is visually inspected for evidence of illegal connections/discharges.

- 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 <i>other</i> actions
01/02							
02/03							
03/04							
04/05							
05/06							
06/07							
07/08							
08/09							
09/10							
10/11	0	0	0	0	0	0	0

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11. Explain any *other* actions that occurred in the last year. *N/A No "other"*

12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported? *The complaint response is 1 hour and the investigation would be initiated per permit requirements, within 21 days.* *1 hour*

a) Were all identified connections terminated within 180 days? *N/A No Illicit connections were identified.* Yes  No

b) If not, explain why.

*N/A. No illicit connections were identified.*

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							
02/03							
03/04							
04/05							
05/06							
06/07							
07/08							
08/09							
09/10							
10/11	<i>6</i>	<i>6</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

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14. What is the average response time after an illicit discharge is reported? **The Public Works Maintenance Division and the Hazardous Materials Unit have personnel "on call " for 24 hour response.** 1 hour
- a) Did any response times exceed 72 hours? Yes  No
- b) If yes, explain why.  

N/A. The response time is less than 72 hours.
15. Describe the your agency's spill response procedures.  

After a spill is reported, City representatives from at least two departments report to the site. Once the nature and source of spill are established, the spill containment and clean up are initiated and, if hazardous materials are involved, the Fire Department is immediately called. City staff determines whether further agencies, or actions are required (e.g. Hazardous materials Unit, Vacuum Trucks, Los Angeles County Flood Control, Los Angeles County Health Department, etc.), and investigates the cause of the incident. Dischargers are issued citations and required to take appropriate actions to prevent similar incidents in the future. Follow-ups are performed if needed.
16. What would you do differently to improve your agency's IC/ID Elimination Program?  

No changes are anticipated at this time.
17. Attach a list of all permitted connections to your storm sewer system. The City does not track for permitted connections to the sewer system. **The City does not track for this information.**

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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. **No monitoring activities have been performed.**

**VI. Assessment of Program Effectiveness**

- A. Attach a summary of the effectiveness of your storm water management program.

**Response:** As mentioned in previous reports, the City believes it has implemented each of the program tasks associated with the current and previous municipal NPDES permit. It must be presumed, therefore, that so doing has resulted in program effectiveness desired by the regional board. The municipal NPDES permit is, essentially, a process-oriented regulation. If all of the tasks are performed, it must be concluded that runoff pollution has been reduced and water quality has been improved to some extent. A more objective and reliable method of determining program effectiveness is to use monitoring data, which is expected to be available some time next year.

- 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.

**Response:** Once again, in the absence of objective criteria, the City must conclude that its storm water management program is effective. It should be noted that unlike the General Industrial Activity Storm Water Permit, the municipal NPDES permit is not an iterative-oriented permit, based on a "storm water management by objectives approach (i.e., an approach that would allow permittees to determine how to achieve a particular water quality objective). It is the permit, as written and interpreted by the Regional Board, that determines compliance requirements for meeting water quality standards or objectives.

- C. List any suggestions your agency has for improving program reporting and assessment. **None at this time.**

**Response:** The City cannot make a determination as to whether its regional board-mandated storm water management program is strong or weak. Once again, it is a program that has been developed by the regional board for implementation by permittees that can only be objectively evaluated through storm water and non-storm water monitoring data. Because the City has implemented the requisite program tasks, it must be concluded that its storm water management program is at least adequate.