

**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.

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

This Report Form consists of the following sections:

SECTION	PAGE
I. Program Management	2-4
II. Receiving Water Limitations	5
III. SQMP Implementation	5-7
IV. Special Provisions	8
IV.A. Public Information and Participation Program	8-14
IV.B. Industrial/Commercial Facilities Program	15-17
IV.C. Development Planning Program	18-21
IV.D. Development Construction Program	22-23
IV.E. Public Agency Activities Program	24-33
IV.F. IC/ID Elimination Program	34-37
V. Monitoring	38
VI. Assessment of Program Effectiveness	38
VII. Certification	39

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: City of Santa Fe SpringsB. Permittee Program Supervisor: Don Jensen

Title: Director of Public Works

Address: 11710 Telegraph Road

City: Santa Fe Springs

Zip Code: 90670

Phone: (562) 868-0511

Fax: (562)462-1231

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 storm water program in the City of Santa Fe Springs remains overseen primarily by the Public Works Department. The program incorporates the personnel from both the Engineering and Maintenance Divisions of the Public Works Department. The City's Fire, Finance & Administrative Services and Planning Departments are also directly involved in the implementation of the permit requirements for various elements of the program. Through contractual services the County of Los Angeles is also heavily involved in the implementation of the City's NPDES program.

TABLE 1 - Program Management

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

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

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.

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.

General Fund monies are primarily used to implement the various requirements of Order No. 01-182. However, the Environmental Protection Division of the Fire Department currently charges a \$50 annual inspection fee to all businesses enrolled in the City's Storm Water Program.

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 (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 at this time.

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

TABLE 2

The data for this table is on file at Santa Fe Springs City Hall.

Program Element	Expenditures in Previous Fiscal Year	Estimated Amount Needed to implement Order 01-182
1. Program management a. Administrative costs b. Capital costs	U	U
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	U	U
3. Industrial/Commercial inspection/ site visit activities	U	U
4. Development Planning	U	U
5. Development Construction a. Construction inspections	U	U
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	U	U
7. IC/ID Program a. Operations and Maintenance b. Capitol Costs	U	U
8. Monitoring	U	U
9. Other	U	U
10. TOTAL	U	U

List any supplemental dedicated budgets for the above categories:

Detailed information regarding specific program expenditures can be found on file at Santa Fe Springs City Hall.

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

N/A

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

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? Yes No

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

N/A

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

- 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.

N/A

E. Watershed Management Committees (WMCs)

1. Which WMC are you in? San Gabriel River WMC
2. Who is your designated representative to the WMC? Sarina Morales-Choate
3. How many WMC meetings did you participate in last year? 6
4. Describe specific improvements to your storm water management program as a result of WMC meetings.

As previously reported, the WMC meetings provide a familiar and open avenue for municipalities to directly exchange ideas, concerns, & information. The meetings continue to provide cities with a forum to openly discuss pertinent issues and gather information about upcoming issues, events, requirements, challenges and deadlines. The WMC's encourage consistency among programs in neighboring communities and, in doing so, help alleviate duplication of efforts and promote cooperative and beneficial relationships among agencies

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 No
If not, describe the status of adopting such an ordinance.

N/A

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.

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

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:

None at this time

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

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? 317

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

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 573

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.

N/A

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? U – This information can be obtained from the Los Angeles County Flood Control District.

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

This information can be obtained from the Los Angeles County Flood Control District.

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

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? N/A
- 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? N/A

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

Calls referred to the City from the countywide Hotline are investigated and handled consistent with those calls received by the City directly. Reports of spills are responded to as soon as possible based on the nature and quantity of the spill and are responded to by the Fire Department, Public Works Department, or a Code Enforcement Officer for investigation and resolution.

- 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 web site **(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)**

Los Angeles County Municipal Storm Water Permit (Order 01-182)

Individual Annual Report Form

Attachment U-4

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? 4

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

N/A

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

The County meetings provide cities with access to useful materials, resources and information. They allow for discussions regarding upcoming, as well as on-going programs, activities, and events. The City has obtained additional outreach materials in addition to developing new outreach materials utilizing artwork made available through this group.

List suggestions to increase the usefulness of quarterly meetings:

None 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*).

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

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

Miscellaneous materials regarding storm water pollution are made available to each school whenever possible. The City also hosts an annual Equipment Demonstration in conjunction with it's National Public Works Week Events where storm water related information and materials are discussed, demonstrated, and provided to the students.

- 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.

- 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)*.

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)*?

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

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

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

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
- 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...

The City's program has made an assortment of outreach materials available through a number of various avenues which include, but are not limited to the following; hand-outs, public counters, mass mailings, permit riders, water bills, City publications, City newsletters, and by specific request.

5. Businesses Program

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

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

- b) How many corporate managers did your agency (*Principal Permittee only*) reach last year?
- c) What is the total number of corporations to be reached through this program (*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*)? Yes No
If not, describe measures that will be taken to fully implement this requirement.

- 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.

As reported in previous years, the City is continually working closely with the Chamber of Commerce and the Fire Department's Environmental Programs Division to assist businesses with any and all aspects relating to the NPDES Program.

- 6. Did you encourage local radio stations and newspapers to use public service announcements? Yes No
How many media outlets were contacted? This information can be obtained from the LACDPW.
Which newspapers or radio stations ran them?

This information can be obtained from the LACDPW.

Who was the audience?

This information can be obtained from the LACDPW.

- 7. Did you supplement the County's media purchase by funding additional media buys? Yes No
Estimated dollar value/in-kind contribution: Unknown
Type of media purchased: City Newsletter
Frequency of the buys: Varies

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

Did another agency help with the purchase? Yes No

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.

The City continues to advertise through Used Oil recycling program materials, miscellaneous promotional items, the City Website, various Dog Licensing Events, Public Works Week Events, National Night Out Events and other City sponsored events.

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

Describe the materials that were distributed:

Various types of educational materials are made available to the public through the Chamber of Commerce, at the City Business Licensing Counter, from the Environmental Programs Division of the Fire Department, at the Senior Centers, through the School Districts, and at the City's Police Services Center.

Who were the key partners? City Agencies & Businesses

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

Businesses, children, pet owners, and the general public.

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

11. Does your agency have a website that provides storm water pollution prevention information? Yes No
If so, what is the address? www.santafesprings.org

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.

Based on various observations and discussions throughout the years, it appears as though the behaviors of the general public have been slowly changing. The businesses are also becoming very aware of the Storm Water Program, however much more exposure of the issues on a regional and even Statewide level is needed to affect the behaviors of our society as a whole.

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

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

Develop County, State or Federal funding sources for the Municipal Storm Water programs so that the elements can be implemented without the increasing negative impacts on other vital public services. The recession and recurring State takeaways of local funds continue to impact the City's ability to provide quality services to its residents.

Formation of a regional clearinghouse for educational programs and materials that could be made available to each city at minimal or no cost would help greatly as well. Due to the unprecedented budget constraints, supplemental funding sources are becoming a necessity to maintain the minimum funding levels.

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

a. Industrial/Commercial Facilities Program

III. Critical Source Inventory Database

Did you (individually or jointly) update the Database for Critical Sources Inventory?

Yes No

Comments/Explanation/Conclusion:

The Database for the Critical Sources Inventory is updated on a daily basis. When businesses apply for a business license, SIC Code information is collected to determine if the facility should be added to the database. The Database is also updated by field inspectors who correct SIC Codes, add new facilities, and delete facilities that are no longer in business.

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

IV. 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 (7-1-10 to 6-30-11)	% 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 (8-1-01 to 6-30-11)*
Restaurants	30	36	120%	403
Automotive Service Facilities	48	61	127%	599
Retail Gas Outlet (RGO) & Automotive Dealership	13	11	85%	157
Phase 1 Facilities; Tier 1	147	143	97%	1,757
Phase 1 Facilities; Tier 2	195	196	101%	2,560
Other Federally-Mandated Facility**	3	1	33%	36
Other***	0	20	N/A	573
Total	436	468	107%	6,085
<p>Comments/Explanation/Conclusion:</p> <p>*Because the previous permit expired in July 2001, we started our calculations from August 1, 2001 to June 30, 2011.</p> <p>**Includes TSDF, municipal landfills, and SARA Title III facilities, if applicable.</p> <p>***Facilities that are not in the Storm Water Program, but were inspected due to a complaint investigation or facilities that were originally added to the Storm Water database and inspected, but were removed due to their business activity which changed their SIC Code.</p>			<p>The number of facilities proposed for inspection and the actual number inspected are different due to a variety of reasons: 1) Some facilities were inspected after the reporting year. 2) Some facilities were scheduled to be inspected in the previous reporting year, but were completed in the current reporting year. 3) New facilities were added to the inspection list and some facilities were deleted and 4) Complaint Investigations.</p>	

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

V. BMPs Implementation

Provide the reporting data as suggested in the following table.

Category	Number of facilities inspected by category in this reporting year(10-11)	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(01-11)	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*
Restaurants	36	34	94%	2	403	387	96%	16	387	16
Automotive Service Facilities	61	61	100%	0	599	580	97%	19	580	19
Retail Gas Outlet (RGO) & Automotive Dealership	11	11	100%	0	157	155	99%	2	155	2
Phase 1 Facilities; Tier 1	143	140	98%	3	1,757	1,728	98%	29	1,728	29
Phase 1 Facilities; Tier 2	196	178	91%	18	2,560	2,474	97%	86	2,474	86
Other Federally-Mandated Facility	1	1	100%	0	36	34	94%	2	34	2
Other	20	14	70%	6	573	538	94%	35	538	35
Total	468	439	94%	29	6,085	5,896	97%	189	5,896	189

Comments/Explanation/Conclusion:

*Includes information for fiscal year 2005-2006 through current fiscal year only. The information was unavailable during the previous fiscal years.

If a business fails to obtain a NPDES General Permit or fails to adequately implement BMPs, a Notice of Violation is issued. Before 2006, our data management system did not distinguish between the two violations. Now, our data management system tracks the two violations separately.

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

VI. 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 (10-11)	Number of facilities issued enforcement actions in the current reporting cycle (01-11)	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)
NOVs	42	403	0	0	38	392	403 (see table below for category)

Facilities by category	Number of Warning letters	Number of NOVs (current reporting year)	Number of Referral	Number of NOVs (since permit adoption)
Restaurants	0	2	0	21
Automotive Service Facilities	0	1	0	29
Retail Gas Outlet (RGO) & Automotive Dealership	0	0	0	5
Phase 1 Facilities; Tier 1	0	7	0	107
Phase 1 Facilities; Tier 2	0	25	0	189
Other Federally-Mandated Facility	0	0	0	3
Other	0	7	0	49
Total	0	42	0	403

Comments/Explanation/Conclusion:

Our enforcement activities are handled through a Notice of Violation. Businesses are required to return a Certificate of Compliance stating how they corrected the violation. Re-inspection of the facility is then at the discretion of the inspector.

The number of facilities that returned to compliance is different from the number issued because some enforcement actions were issued in the previous reporting year and the facilities complied during this reporting year and other enforcement actions were issued during this reporting year, but facilities have not complied yet because their due date is after this reporting year.

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

VII. 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

Comments/Explanation/Conclusion:

Businesses are becoming aware of the NPDES Storm Water Program; however, many still don't understand how washing the asphalt, automobiles, or equipment is contributing to storm water pollution. Educating the businesses has become an enormous part of the inspection, but once they are aware of the regulations, many businesses are willing to comply.

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

Per Order 01-182, there is no requirement to submit quarterly electronic report of Industrial/Commercial Facilities Program Activities. If requested, a list of Industrial/Commercial Facilities Program Activities will be provided.

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

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.

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.

Various BMP's have been required, the most predominate BMP being used thus far have still been inserts/filters.

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

Peak flow controls have been suggested but not required as of this report.

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

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.

During the drainage plan check performed by City personnel the project is evaluated to ensure compliance with all SUSMP requirements.

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

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

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

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?

N/A

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

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

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

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

- 14. How many targeted staff were trained last year? +/- 35
- 15. How many targeted staff are trained annually? +/- 35
- 16. What percentage of total staff are trained annually? 25%
- 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?
- 19. What is the status of completion of the technical manual for siting and design of BMPs for the development community?

Completed

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

D. Development Construction Program

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

Prior to the issuance of a building or grading permit the project plans are checked for incorporation of appropriate BMPs to mitigate runoff. Once construction commences, inspectors are continuously visiting sites to ensure proper installation and maintenance of the BMPs.

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 No
- b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area Yes No
- c) Is located in a hillside area N/A

3. Attach one example of a local SWPPP
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 copy of the NOI, the WDID number, and the SWPPP and /or SUSMP are required before a grading permit can be issued.

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

- 5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? available from LA County
- 6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? available from LA County
- 7. How many building/grading permits were issued to construction site less than one acre in size last year? available from LA County
- 8. How many construction sites were inspected during the last wet season? available from LA County
- 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	available	from	LA	County
Off-site discharge of other pollutants	available	from	LA	County
No or inadequate SWPPP	available	from	LA	County
Inadequate BMP/SWPPP implementation	available	from	LA	County

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

When a violation is reported to the City, an inspector is sent to the site to verify or investigate the report. If there is valid proof of a violation the inspector will direct the project manager to make changes within 24 hours or be shut down. Upon re-inspection if the problem has not been remedied the project will be shut down and a notice of violation issued.

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

The Public Works and Planning Departments utilize Access Databases to track the issuance of building and grading permits.

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

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? 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? 0

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:

The City has adopted the County SSO program.

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:

The City has adopted the County SSO program.

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

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 ? 100 %
- b) Give an explanation for any sites greater than 5 acres that were not covered:

N/A

- c) What is the total number of active public construction sites? available from LA County
How many were 5 acres or greater in size? available from LA County
- 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

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

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

1.) Employees are continuously being trained and reminded to use good housekeeping practices.

2.) Team members frequently observe areas where materials are stored to ensure proper controls are in place.

3.) Vehicles are checked daily to detect any leaks. Spill control kits are made readily available.

4.) Illicit discharges are strictly prohibited and reported immediately if detected.

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?

d) How many Permittee owned and/or operated vehicle/equipment wash areas are scheduled to be redeveloped to include the BMPs listed above? None

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:

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

Only certified applicators perform these activities and they do so in accordance with all applicable guidelines.

- 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?

If a rain event is forecast or one has just ended any scheduled pesticide or fertilizer applications are rescheduled to accommodate the maximum infiltration of water.

- 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:

- 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:

It is common practice to encourage the retention of existing plant materials and in most cases the use of native vegetation is required.

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

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: 16
Priority B: 158
Priority C: 64

- 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.

N/A

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

- e) How many times were all Priority A basins cleaned last year? 4
- f) How many times were all Priority B basins cleaned last year? 2
- 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? U
- 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. U – this information can be obtained from the LACDPW
- 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? None
- 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? 98%

Los Angeles County Municipal Storm Water Permit (Order 01-182)

Individual Annual Report Form

Attachment U-4

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? This information is on file at City Hall 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?

None at this time

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

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

Appropriate BMP's are utilized to minimize the discharge of contaminants during catch basin clean-outs.

s) Where is removed material disposed of?

Material removed by City crews is taken back to the Municipal Services Yard and disposed of properly with other waste materials.

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

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? Yes No

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

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

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

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

- 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? N/A
 - 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? N/A
 - b) Were BMPs implemented to the extent that measures did not compromise public health and safety? N/A

- 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
 - 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

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

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.

Map available from LACDPW.

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

Suspected illicit discharges are investigated within 24-48 hours and terminated immediately. Further investigation and enforcement actions are only applied when necessary. Suspected illicit connections are investigated within 48 hours and terminated immediately.

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

Illicit discharges and connections are currently being tracked in a database and on a City map.

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

- 5. What is the total length of open channel that your agency owns and operates? 0.25 mile
- 6. What length was screened last year for illicit connections? all
- 7. What is the total length of closed storm drain that your agency owns and operates? U
- 8. What length was screened last year for illicit connections? U
- 9. Describe the method used to screen your storm drains.

Visual Inspection

- 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	0	0	0	0	0	0	0
02/03	1	1	0	1	0	0	0
03/04	0	0	0	0	0	0	0
04/05	0	0	0	0	0	0	0
05/06	0	0	0	0	0	0	0
06/07	0	0	0	0	0	0	0
07/08	0	0	0	0	0	0	0
08/09	0	0	0	0	0	0	0
09/10	0	0	0	0	0	0	0

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

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

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

a) Were all identified connections terminated within 180 days? N/A

b) If not, explain why.

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	5	2	1	1	1	0	0
02/03	3	2	1	0	0	0	0
03/04	2	1	1	0	0	0	0
04/05	6	2	1	1	1	1	0
05/06	4	1	1	1	1	1	0
06/07	3	1	1	1	0	0	0
07/08	15	14	1	0	0	0	3
08/09	11	9	2	0	0	0	0
09/10	10	10	0	0	0	0	0

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

14. What is the average response time after an illicit discharge is reported? Up to 24 hours

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

b) If yes, explain why.

15. Describe the your agency's spill response procedures.

Depending on the nature of the spill, either Public Works, Code Enforcement, Police, or Fire Department personnel will respond to the spill as soon as possible. First response personnel assess the situation, ensure public safety and notify additional personnel if necessary. The Fire Department contacts other appropriate agencies.

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

The availability of additional funding would allow for a more aggressive program to be developed.

17. Attach a list of all permitted connections to your storm sewer system. Available on file at City Hall or from LACDPW.

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

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.

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.
- 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.
- C. List any suggestions your agency has for improving program reporting and assessment.

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

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 ___ day of _____, 20__,

at _____.

Printed Name _____ Title _____

(Signature) _____

Signature by duly authorized representative