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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 *Do not leave any of the sections blank.*
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:

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Reporting Year 2010-2011

I. Program Management

A. Permittee Name: City of San Dimas

B. Permittee Program Supervisor: Krishna Patel

Title: Director of Public Works
Address: 245 E. Bonita Ave
City: San Dimas Zip Code: 91773
Phone: 909-394-6240 Fax: 909-394-6249

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.

Responsibilities for implementing the storm water program are shared by our Community Development Department, the Streets, Engineering and Building Divisions of our Public Works Department, and the Landscaping and Facilities Divisions of our Parks and Recreation Department. In addition, we supplement the services our Staff provides by contracting with private consultants for our plan checking services, as needed expertise regarding watershed issues, and industrial/commercial inspections and with Los Angeles County Department of Public Works for catch basin cleaning. The Public Works Department is responsible for program management and ensuring all departments are aware of and properly implementing stormwater protection programs.

TABLE 1 - Program Management

Storm Water Management Activity	Division/Department	# of Individuals Responsible for Implementing
1. Outreach & Education	Public Works	1
2. Industrial/Commercial Inspections	Public Works	3
3. Construction Permits/Inspections	Building/Safety & Engineering	7
4. IC/ID Inspections	Building/Safety & Engineering	3
5. Street sweeping	Streets	2
6. Catch Basin Cleaning	Streets/LA County PW	4
7. Spill Response	Streets	4
8. Development Planning (project/SUSMP review and approval)	Community Dev/Engineering	5
9. Trash Collection	Parks (City facilities)	2

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D. Staff and Training

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

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 provides majority of funding. Also used are Used Oil funds for public education and advanced technology filtration devices and trash screens.

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.

n/a

TABLE 2

Program Element	Expenditures in Previous Fiscal Year	Estimated Amount Needed to implement Order 01-182
1. Program management		
a. Administrative costs	$ 90,000.00	$ 100,000.00
b. Capital costs	$ 0.00	$ 0.00
2. Public Information and Participation		
a. Public Outreach/Education	$ 6,600.00	$ 8,000.00
b. Employee Training	$ 0.00	$ 3,000.00
c. Corporate Outreach	$ 0.00	$ 0.00
d. Business Assistance	$ 0.00	$ 0.00
3. Industrial/Commercial inspection/ site visit activities	$ 26,000.00	$ 25,000.00
4. Development Planning	$ 5,500.00	$ 4,000.00
5. Development Construction		
a. Construction inspections	$ 1,300.00	$ 2,000.00
6. Public Agency Activities		
a. Maintenance of structural and treatment control BMPs	$ 5,000.00	$ 5,000.00
b. Municipal street sweeping	$ 250,000.00	$275,000.00
c. Catch basin cleaning	$ 15,000.00	$ 15,000.00
d. Trash collection/recycling	$ 15,500.00	$ 15,000.00
e. Capital costs	$ 0.00	$ 5,000.00
f. Other	$ 0.00	$ 0.00
7. IC/ID Program		
a. Operations and Maintenance	$ 20,000.00	$ 20,000.00
b. Capitol Costs	$ 10,000.00	$ 10,000.00
8. Monitoring	$ 0.00	$ 0.00
9. Other	$ 0.00	$ 0.00
10. TOTAL	$ 434,900.00	$477,000.00

List any supplemental dedicated budgets for the above categories:

Used Oil Block Grant/Oil Payment Program

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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? Yes ☐ No ☒

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

N/a

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

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E. Watershed Management Committees (WMCs)

1. Which WMC are you in? San Gabriel River Watershed

2. Who is your designated representative to the WMC? Lisa Bugrova

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 provide a great place to meet with area jurisdictions for information sharing. As a result, our City has become more closely involved with the MS4 permit process and is kept up to date on regional and watershed issues that may be of concern to our jurisdiction in the future.

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 Ordinance adopted to enforce all requirements of Order 01-182

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:

N/a

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

n/a

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? 713

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

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 713

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? 1

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

No Dumping message posted on Sycamore Canyon Equestrian Trail within a dry creek channel.

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? 909-394-6240 or 888-CleanLA

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? 8

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

LA County SQMP procedure. Receive call, dispatch staff immediately. If hazardous, contact LA County Haz Mat. If responsible party located, staff directs party to clean spill immediately, and follows up in 24 hours. If spill is close to storm drain or party cannot be located, staff cleans spill or contracts for clean up if necessary. Follow up for every issue is conducted.

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? n/a

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

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:

We learned of the ongoing efforts of the County's Plastic Bag Ban and begun work on a plastic bag ban within the City

List suggestions to increase the usefulness of quarterly meetings:

Good resource. Online is great.

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

n/a

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? 14,000

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

Gladstone Elementary Green Club pollution presentation, Earth Day presentation to Gladstone Green Club, Allen Ave 4th and 5th graders, Ekstrand Elementary Gate Program.

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

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

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)?*

n/a

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

n/a

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

n/a

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…

Monthly ads in local paper, brochures at outreach events, personal communication and distribution at City Hall, published and posted Reduce, Reuse, Recycle Directory, BMP checklist to all developers, distribution of oil materials at all public events and at local Certified Collection Center.

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

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

c) What is the total number of corporations to be reached through this program *(Principal Permittee only)*? n/a

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.

n/a

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.

n/a

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6. Did you encourage local radio stations and newspapers to use public service announcements? Yes ☐ No ☒

How many media outlets were contacted? 0

Which newspapers or radio stations ran them?

n/a

Who was the audience?

n/a

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

Estimated dollar value/in-kind contribution: $2,500

Type of media purchased: Print

Frequency of the buys: unknown

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.

Our regional Race Car sponsorship provides a unique display opportunity to get the Used Oil and Filter recycling message out to our target audience of auto enthusiasts and children. Extremely positive feedback is received at every event the race car is present at.

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

Describe the materials that were distributed:

Ongoing support of established programs for dog clean up flyers, paint flyers, and fertilizer flyers at area businesses

Who were the key partners? Chamber of Commerce, Parks & Rec. Department, Frazee Paint, Ace Hardware, Petco, San Dimas Dog Park Group, ScherGoodyear Tire

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

San Dimas residents, school children, and local shoppers in San Dimas

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

How many events did you attend? 3

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

If so, what is the address? www.cityofsandimas.com

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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.

Staff in all departments has a stronger understanding of stormwater pollution prevention and works with our inspection department to ensure illicit discharges are immediately reported and cleaned. After several years working in the schools, I am finding the children are better educated, and have a deeper understanding of why this is such an important issue. Residents know now where to go to get oil change materials, and I hear them educating each other on how to properly dispose.

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

n/a

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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: Periodic inspections completed via contract with Los Angeles County Industrial Waste.

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
…				

Comments/Explanation/Conclusion:

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
…										

Comments/Explanation/Conclusion: n/a

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)
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	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
n/a	n/a	n/a	n/a	n/a

Comments/Explanation/Conclusion: County of LA provides this service and does not provide tracking information for inspections and enforcement actions.

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 ☐

Comments/Explanation/Conclusion: County is vigilant in inspection throughout the City and following up to ensure compliance.

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

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.

All new and redevelopment is subject to BMP requirements and properly establish construction protocol.

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

n/a

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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.

The Developer/Contractor initiates contact with the City through our Development Services Department. At that time, a SUSMP questionnaire is completed to determine whether the proposed project is subject to SUSMP measures. If the project falls into one of the categories that requires a SUSMP, the applicant is given the SUSMP manual developed by the County in May, 2002, along with an NPDES checklist, which guides them through the NPDES portion of the development review process.

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

a)	Residential	1
b)	Commercial	2
c)	Industrial	0
d)	Automotive Service Facilities	0
e)	Retail Gasoline Outlets	0
f)	Restaurants	0
g)	Parking Lots	0
h)	Projects located in or directly adjacent to or discharging directly to an environmentally sensitive area	0
i)	Total number of permits issued to priority projects	0

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

n/a

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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? 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.

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? Typically 25

16. What percentage of total staff are trained annually? 30-60%

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?

SUSMP Manual prepared by County in 2002 is distributed

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D. Development Construction Program

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

All required documents are submitted and/or signed at the time of plan check submission, depending on the priority level of that project. Any contractor with a project that will have any soil disturbance is, at the very least, required to sign a statement certifying that they will use Minimum Best Management Practices to control runoff from the construction site. All private contractors and contractors hired by the City for new and significant redevelopment are required to attend a preconstruction meeting on-site, at which time contractors and/or project owners are further informed of NPDES requirements regarding construction sites. Developer/contractor NPDES education materials are also available at our Public Works Department, Building Division's counter.

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 — Yes ☒ No ☐

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 Notice of Intent and the WDID number is required to be submitted prior to the issuance of an applicable grading permit. SWPPP must be submitted as well.

5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? 3

6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 3

7. How many building/grading permits were issued to construction site less than one acre in size last year? 1

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

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	2	>1%	3	1
Off-site discharge of other pollutants	0	>1%	0	0
No or inadequate SWPPP	1	>1%	2	0
Inadequate BMP/SWPPP implementation	4	>1%	6	1

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

Depending upon the severity of the violation, the foreman of the project is given either a verbal warning or a written correction notice, along with a deadline for compliance. If a contractor has violations on the same project on more than one occasion, monetary penalties may be assessed and the Regional Board is informed of the corrective actions taken.

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

Throughout this reporting period, a computerized program was used for the issuance of all grading permits. Conditions of approval or notices can be “tagged” so all required items must be in place before it can be issued.
Our computer system has been upgraded so that it now has the capability to whether a project is subject to GCASP, SWPPP, WWECP, and SUSMP requirements.

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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? 1

c) How many did your agency respond to? 1

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

e) How many complaints were received? Detailed in LA County Report

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 contracts with L.A. County Department of Public Works Consolidated Sewer Maintenance District for the operation and maintenance of the City's Sanitary Sewer System and all provisions of the permit are implemented in accordance with L.A. County's standard operating procedures for sewer overflows. L.A. County's procedure is to block storm drain inlets with sandbags to contain overflows, then pump overflow back into the sanitary sewer system.

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

If so, describe the program:

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All routine maintenance is conducted by the L.A. County Department of Public Works Consolidated Sewer Maintenance District. In the event of an overflow, L.A.D.P.W. is contacted, and City crews assist in the event that blockages cause an overflow that threatens the storm drain system.

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? 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 ☐

Pollution prevention plan is established and ongoing

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) Recycling and trash containers are placed throughout our Maintenance Yard to ensure that trash is properly disposed. Waste bins are stored undercover. City-owned parking lots are swept at least monthly or as often as needed.

2) Material storage control: All liquid or powdered materials at our Maintenance Yard are stored inside.
3) Vehicle leaks and spill control: Two spill kits are centrally located at our Maintenance Yard. Absorbent is used on liquid spills and then swept up. Depending on the spill, it is either disposed of as regular trash or as Hazardous Waste that is removed by certified hauling companies.
4) Illicit discharge control: The yard is swept at least once a month or more often if needed. The catch basin is protected with a sand bag berm to block finer debris, as well as a drop-in Smart Sponge filtration insert. The catch basin is cleaned after every storm event or as often as needed during the dry season. The vehicle wash area is connected to sanitary sewer system and a clarifier has been installed to capture runoff.

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

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

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:

Staff follows rules and regulations for the safe use of pesticides, governed by the State of California. We report all pesticides used with L.A. County's Agricultural Commissioner, and are inspected by them annually.

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?

Do not apply when rain is anticipated or water is flowing.

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

If so, list them:

n/a

d) What percentage of your agency's staff that apply pesticides are certified by the California Department of Food and Agriculture, or are under the direct supervision of a certified pesticide applicator? 100%

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

City landscapes are designed using drought tolerant, native plants. Most of these landscapes need only one watering per week. These trees, shrubs and groundcover need infrequent fertilization and are generally more pest free than turf grass. The use of turf grass is very limited in newly developed medians and parkways; however, it is still being used and maintained in City parks. The City provides information to residents inquiring about water-wise landscaping and holds bi-yearly Smart Gardening Workshops to increase awareness of water reduction, native planting, and reduction of pesticides.

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: 0
Priority B: 186
Priority C: 527

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

e) How many times were all Priority A basins cleaned last year? n/a

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? County maintains catch basins and keeps records. n/a

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. attached

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? 0

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%

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? Only 1 under City jurisdiction. Regularly monitored. 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?

n/a

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?

If a resident requests a special cleaning of a catch basin that the County has not yet cleaned, debris and catch basin contents are bagged and hauled to appropriate disposal sites. If a cleaning requires more services than the City is equipped to provide, the basin is pumped by a certified pumping service and hauled according to approved standards.

s) Where is removed material disposed of?

Approved disposal sites, which are determined based upon whether material is suspected to be hazardous or not.

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 ☐

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? Yes ☐ No ☒

How many? 0

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? 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? 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? 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 ☒

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

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

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

The City's catch basin maps are currently prepared by the County of Los Angeles. However, attached is a storm drain system and an ID map created in GIS.

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

The City uses the same enforcement procedures as those used to eliminate illicit discharges from construction sites: Depending upon the severity of the violation, the responsible party is given either a verbal warning or a written correction notice, along with a deadline for compliance. A follow-up inspection is conducted at the time specified in the deadline, to ensure that compliance has been achieved. If it is deemed appropriate, a follow-up letter is mailed to the responsible party, within a week of the violation. If a responsible party has violations at the same location or on the same project on more than one occasion, monetary penalties may be assessed and the Regional Board is informed of the corrective actions taken. Over the past year, every ID was cleaned up within the allotted amount of time. The same measurements would be taken for an IC; however, we had none.

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

When a complaint is received from the reporting party, appropriate personnel is dispatched to investigate and photos are taken of the discharge. Personnel make all appropriate attempts to reach the responsible party and eliminate the connection and/or discharge immediately, or within the appropriate timeframe (no longer than 24 hours). The responsible party is given a Correction Notice that details the issue and when it needs to be cleaned up. If the responsible party cannot be reached, or if the discharge is of a nature that endangers public health or the environment, then City crews are dispatched to clean-up and abate the discharge, and the responsible party is billed when that information is obtained. Copies of all Correction Notices and photos are carefully filed and a spreadsheet is maintained.

5. What is the total length of open channel that your agency owns and operates? 400 ft

6. What length was screened last year for illicit connections? 0

7. What is the total length of closed storm drain that your agency owns and operates? 200,183 ft

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

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

Videotape of all storm drain pipes 24" or greater in diameter, as well as lateral pipes ranging in diameter from 18" RCP to 30" RCP.

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

Year	Total # reported/ identified	Total # investigated	# that conveyed exempt discharges or NPDES permitted	# that conveyed illicit discharges that were terminated	# that were removed	# that resulted in enforcement action	# that resulted in *other* actions
2001-2010	0	0	0	0	0	0	0
10/11	1	1	0	1	1	0	0

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

12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported? 1 hr

    a) Were all identified connections terminated within 180 days? n/a Yes ☒ No ☐

    b) If not, explain why.

    n/a

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

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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	37	31	1	1	3	0	31
02/03	16	10	2	2	1	0	10
03/04	28	24	2	1	0	1	24
04/05	11	9	1	0	0	0	3
05/06	20	15	1	1	0	2	4
06/07	31	30	1	0	0	0	24
07/08	39	37	2	0	0	0	29
08/09	11	10	1	0	0	0	1
09/10	16	14	0	1	0	1	4
10/11	9	8	1	0	0	0	0

14. What is the average response time after an illicit discharge is reported? >1hr

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

    b) If yes, explain why.

    n/a

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

    Complaint received, staff immediately dispatched. Once determined if material is hazardous or unknown, refer to Fire Dept and LA Haz materials; otherwise staff responds with proper equipment if necessary for cleaning, or directs offender to clean. Pictures taken. Stop spill, clean up immediately if threat to public or environment, otherwise instruct offender to clean, observe, and follow up to ensure proper cleaning.

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

    Our program has been determined to be effective and through.

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

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.

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