

**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:

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Reporting Year 2009- 2010

I. Program Management

A. Permittee Name: City of Pomona

B. Permittee Program Supervisor: Mr. Daryl Grigsby

Title: Public Works Director

Address: 505 S. Garey Avenue

City: Pomona

Zip Code: 91769

Phone: (909) 620-2262

Fax: (909) 620-2269

C. In the space below, briefly describe how the stormwater 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 Utility Services Manager and the City Engineer are responsible for the overall administration of the Stormwater program. The City utilizes an environmental consultant for overall NPDES coordination and implementation. All municipal departments and divisions work cooperatively to ensure that all programs are being properly implemented.

TABLE 1 - Program Management

Storm Water Management Activity	Division/Department	# of Individuals Responsible for Implementing
1. Outreach & Education	<u>Consultant</u>	<u>3</u>
2. Industrial/Commercial Inspections	<u>Consultant</u>	<u>3</u>
3. Construction Permits/Inspections	<u>Building & Safety Division</u>	<u>6</u>
4. IC/ID Inspections	<u>Public Works and Consultant</u>	<u>4</u>
5. Street sweeping	<u>Contract Services</u>	<u>1</u>
6. Catch Basin Cleaning	<u>Street Operations</u>	<u>3</u>
7. Spill Response	<u>Water/Waste Water</u>	<u>9</u>
8. Development Planning (project/SUSMP review and approval)	<u>City Engineer and Consultant</u>	<u>3</u>
9. Trash Collection	<u>Contracted Services/ Public Works</u>	<u>Varies</u>

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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. [See Attachment A.1.](#)

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.

The City's Stormwater program is funded entirely through the City's General Fund.

2. Are the existing financial resources sufficient to accomplish all required activities? Yes No
3. Complete Table 2 to the extent that accurate information is available (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.

Currently the City has no additional source of funding for the stormwater program(s).

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TABLE 2

Program Element	Expenditures in Previous Fiscal Year (2010-11)	Estimated Amount Needed to implement Order 01-182 (2010-11)
1. Program management a. Administrative costs b. Capital costs	\$178,923	\$179,643
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	\$5361 \$8000 - -	\$5306 \$12,000 - -
3. Industrial/Commercial inspection/ site visit activities	\$10,625	\$13,585
4. Development Planning	\$23,500	\$32,250
5. Development Construction a. Construction inspections	\$16,250	\$25,000
6. Public Agency Activities a. Maintenance of structural and treatment control BMPs b. Municipal street sweeping c. Catch basin cleaning d. Trash collection/recycling e. Capital costs f. Other	- \$457,055 * \$2,707,624 - -	- \$405,755 * \$2,771,759 - -
7. IC/ID Program a. Operations and Maintenance b. Capitol Costs	\$580	\$2000
8. Monitoring	-	-
9. Other (TMDL)	-	-
10. TOTAL	\$3,397,293	\$3,447,298

List any supplemental dedicated budgets for the above categories:

*Trash collection and recycling are included in the municipal street cleaning budget.

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

Private service providers perform street sweeping services and some trash collection services for the City. Charles Abbott Associates, Inc. provides stormwater program management and industrial/commercial facility inspections.

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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.

The City has reviewed and adopted the Los Angeles County SQMP.

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

The City has not implemented additional BMPs beyond those of the Los Angeles County SQMP.

- E. Watershed Management Committees (WMCs)

1. Which WMC are you in?

San Gabriel River Watershed Committee

2. Who is your designated representative to the WMC?

The City's designee for the San Gabriel River WMC is Kimberly Colbert and/or Latoya Cyrus.

3. How many WMC meetings did you participate in last year? 4 meetings were held

City staff or its designee attended all WMC meetings during the reporting period.

4. Describe specific improvements to your storm water management program as a result of WMC meetings.

The San Gabriel Watershed Management Committee provides a forum for the City to discuss issues of mutual concern, obtain clarification, coordinate water quality issues with neighboring cities, and maintain a clear understanding of upcoming deadlines. Additionally, these meetings present valuable information regarding existing and upcoming TMDLs and pollution-specific issues.

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.

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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-stormwater discharges you feel should be further regulated:

The City feels that all non-storm water discharges are properly regulated.

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

The City has not identified any new discharges that it believes should be exempt from regulation.

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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? 462
- b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? 462
- c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 462

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? N/A, the Los Angeles Department of Public Works is responsible for posting signage at access points to creeks and channels within the City.

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

N/A. The City does not own or operate creeks, channels, or other water bodies.

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2. Reporting Hotline

- a) Has your agency established its own hotline for reporting and for general storm water management information? Yes No
- b) If so, what is the number? (909) 620-2224
- 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? N/A 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? 6
- g) Describe the process used to respond to hotline calls.

Phone calls are received through both the reporting line and the City's Public Works main-line. Information is recorded on an "Incident Report Form" and filed in the Environmental Compliance Consultant's on-site files and electronic database (Attachment A.2). The on-site Environmental Compliance forwards calls that are not directly related to Stormwater to the appropriate department/division and will follow up with the caller to confirm appropriate and efficient action has been taken.

- 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)? N/A. 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.

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- 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?

City staff or its designee attended all (4) Public Outreach meetings held by the Principal Permittee during the reporting period.

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

N/A.

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

The City used several public education outreach materials that were shared at the quarterly meetings, most of which were general audience-oriented. These materials were distributed during the Department of Public Work's Open House, making well over 200 impressions.

List suggestions to increase the usefulness of quarterly meetings:

The City is pleased with the County's efforts and has no suggestions at this time.

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

N/A.

- 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? N/A.

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

In an effort to reduce the amount of litter and environmental damage caused by plastic bags, the City donated reusable shopping bags to local elementary schools. Additionally, the City's Utility Resource Efficiency Coordinator attended local schools, after-school programs, and special events to educate students regarding water conservation, stormwater pollution prevention, and recycling.

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- 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.

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4. Pollutant-Specific Outreach

- a) Attach a description of each watershed-specific outreach program that your agency developed (*Principal Permittee only*). All pollutants listed in Table 1 (Section B.1.d.) must be included.
- b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes No
- 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 has revised its stormwater outreach materials to reflect the New Construction General Permit requirements and the City's SUSMP review process. These materials will be distributed at the City's Public Works, Building and Safety, and Planning Department Counters during the 2011-2012 fiscal year. The document is available for download at the City's website and is provided to developers at the public counter. Please see Attachments A.3 and A.4.

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.

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- 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.

The City does not have a formal business assistance program; however, as part of the industrial/commercial facility inspection program, City staff distributes BMP informational material to effected businesses. In addition, the City plans on revising Stormwater BMP information in the 2011-2012 fiscal year, upon issuance of a new MS4 permit. This information will be provided to local businesses at various locations in City Hall, during public events, as well as during routine inspections.

6. Did you encourage local radio stations and newspapers to use public service announcements? Yes No
How many media outlets were contacted? N/A.
Which newspapers or radio stations ran them?

The City participates in the Los Angeles County Media Campaign, which includes television, radio, and print media campaigns.

Who was the audience?

City and Los Angeles County residents are the primary targets of public outreach efforts.

7. Did you supplement the County's media purchase by funding additional media buys? Yes No
Estimated dollar value/in-kind contribution: N/A.
Type of media purchased: N/A.
Frequency of the buys: N/A.
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 promotes the Los Angeles County reporting line (888) CLEAN LA via used oil recycling program media that are distributed to the general public.

9. Did you establish local community partnerships to distribute educational stormwater pollution prevention material? Yes No
Describe the materials that were distributed:

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The City partners with local contractors and developers to assure that proper BMPs are incorporated in SUSMP and SWPPP documents. The City also coordinates with local contractors and developers to implement applicable BMPs via pre and post construction site inspections. See inspection forms for Construction Sites Less than one Acre – Attachment A.5 and Construction Sites Greater than one Acre – Attachment A.6.

Who were the key partners? Local contractors and developers

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

Local contractors and developers were the target audience.

10. Did you participate in or publicize workshops or community events to discuss stormwater pollution? Yes No
How many events did you attend? 1

11. Does your agency have a website that provides storm water pollution prevention information? Yes No
If so, what is the address? <http://www.ci.pomona.ca.us/>

12. Has awareness increased in your community regarding stormwater 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.

In addition to a general increase in the public's general awareness of the impact that stormwater runoff has on inland and coastal water bodies (beaches), the City has observed a general decrease in the amount of litter observed on City streets and an increase in reports of illicit discharges. Although continued efforts are and will be necessary, the City believes that the general educational programs are working.

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

The City intends to update current outreach materials and make them more readily available at City Hall, relevant businesses, and local schools. We believe this will increase program visibility and provide valuable hands-on information to the public. Additionally, the City will work to update its webpage on stormwater information.

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B. Industrial/Commercial Facilities Program

1. Critical Source Inventory Database

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

Comments/Explanation/Conclusion:

The City updated the critical source database utilizing information contained in the City's business license database. Future inspections will be compared against this listing.

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	-	-	-	-
TSDf	-	-	-	-
Automotive	1	1	100%	472
Industrial/Commercial	8	8	100%	1153

Comments/Explanation/Conclusion:

The City completed the 1st and 2nd round of inspections in compliance with the 5-year cycle.

3. BMPs Implementation

Provide the reporting data as suggested in the following table.

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Category	Number of facilities inspected by category in this reporting year	Number of facilities identified as adequately implementing BMPs as specified in this reporting year	% adequately implementing out of total in this reporting year	Number of facilities required to implement or upgrade in this reporting year	Number of facilities inspected by category in this reporting cycle	Number of facilities identified as adequately implementing BMPs as specified in this reporting cycle	% adequately implementing out of total in this reporting cycle	Number of facilities required to implement or upgrade in this reporting cycle	Total Number during this permit adequately implementing	Total Number during this permit required to implement or upgrade
Landfills	-	-	-	-	-	-	-	-	-	-
TSDf	-	-	-	-	-	-	-	-	-	-
Automotive	1	0	0%	0	1	0	0%	1	1	1
Industrial/ Commercial	8	1	12%	7	8	1	12%	7	1	7

Comments/Explanation/Conclusion:

City staff completed all required industrial and commercial facility inspections during the 5-year Permit term. During FY2010-2011, staff performed inspections of facilities in receipt of Notices of Non-Compliance by the Los Angeles Regional Water Quality Control Board or as the result of a referral by other City staff.

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)
Notice to Comply	8	8	8	8	7	7	779
Notice of Violation	0	0	0	0	0	0	236
Citation Issued	0	0	0	0	0	0	22
Referral to LARWQCB	0	0	0	0	0	0	48
DA Referral	0	0	0	0	0	0	6

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Facilities by category	Number of Warning letters	Number of NOVs	Number of Referral	Number of Other
Restaurants	-	-	-	-
Automotive	1	-	-	-
Industrial/ Commercial	7	-	-	-
Salvage Yards	-	-	-	-
RGOs	-	-	-	-
Comments/Explanation/Conclusion:	<p>City staff issued reports of non-compliance after completing inspections. Follow-up inspections were performed and facilities were brought into compliance. The Los Angeles Regional Water Quality Control Board issued Notices of Violation to seven industrial sites during the reporting year.</p>			

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:

The City has strengthened its development planning and permitting process for all construction activities throughout the City. Building inspectors, public works staff, city administration, and other City staff are increasing their awareness and distribution of the importance of pollution prevention. Although much work remains to increase such general awareness, the City believes, knows, and promotes the importance of stormwater pollution prevention and similarly related environmental programs.

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

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Comments/Explanation/Conclusion:	The City has inspected industrial facilities in compliance with the NPDES Permit. See Attachment A.7.
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C. Development Planning Program (Part 4.D)

1. Does your agency have a process to minimize impacts from storm water and urban runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under CEQA, Section 404 of the CWA, local ordinances, and other legal authorities?

Yes No

Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year. [See Attachments A.3 and A.4.](#)

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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.

SD – 10 Site Design & Landscape Planning;	TC – 10 Infiltration Trench;
SD – 11 Roof Runoff Controls;	TC – 11 Infiltration Basin;
SD – 12 Efficient Irrigation;	TC – 12 Retention/Irrigation
SD – 13 Storm Drain Signage	TC – 22 Extended Detention Basin
SD – 30 Fueling Areas;	TC – 30 Vegetated Swale;
SD – 31 Maintenance Bays & Docks;	TC – 31 Vegetated Buffer Strip;
SD – 32 Trash Storage Areas;	TC – 32 Bioretention;
SD – 33 Vehicle Washing Areas;	TC – 50 Water Quality Inlet;
SD – 34 Outdoor Material Storage Areas;	MP – 40 Media Filter
SD – 35 Outdoor Work Areas	MP –52 Drain Inlet;
SD – 36 Outdoor Processing Areas;	
<i>California Stormwater Quality Association (CASQA) (New Development Redevelopment, Construction and Industrial Handbooks)</i>	

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

The Principal Permittee has submitted this document to the Regional Board's Storm Water Unit for review and comment.

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.

All development projects are required to submit preliminary plans to the City's Planning Division, who will distribute the plans to other applicable divisions for comment. Following comments, all SUSMP documents must be submitted through the Building and Safety Division, and then the Engineering Division and NPDES consultant reviews them. Plans are reviewed and conditions are imposed before Building or Grading permits are issued.

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

- a) Residential 2
- b) Commercial 4
- c) Industrial 0
- d) Automotive Service Facilities 0
- e) Retail Gasoline Outlets 2
- f) Restaurants 1
- g) Parking Lots 2
- 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 11

8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements? 73%

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

Yes. The City fulfilled this requirement in March 2003.

10. After 2003, how many additional projects per year will require/did require implementation of SUSMP requirements as a result of the lower threshold? ±47%

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.

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D. Development Construction Program

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

In accordance with the current MS4 permit for Los Angeles County, the City requires a StormWater Pollution Prevention Plan (SWPPP) for projects that are expected to disturb 1 acre or more by grading, clearing, and/or excavating and minimum BMPs for projects that are expected to disturb less than 1 acre of soil. Prior to issuing grading permits the City has recently required all construction sites to review the City developed BMP brochure and sign the back panel to confirm agreement. The signed panel will be placed in the project file for future inspections and reference.

Please refer to Attachment A.3.

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?

The applicant must submit a copy of a certified and approved SWPPP for the project and ensure that a copy will be kept on site during the course of construction prior to obtaining a grading permit. One condition of a SWPPP approval is evidence showing that an NOI has been obtained - specifically, proof of a valid WDID number.

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- 5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? 0
- 6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 2
- 7. How many building/grading permits were issued to construction site less than one acre in size last year? 898
- 8. How many construction sites were inspected during the last wet season? 2
- 9. Complete the table below.

Type of Violation	# of Violations	% of Total Inspections	# of Follow-up Inspections	# of Enforcement Actions
Off-site discharge of sediment	0	0	0	0
Off-site discharge of other pollutants	0	4	0	0
No or inadequate SWPPP	1	50%	0	0
Inadequate BMP/SWPPP implementation	1	50%	0	0

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

Most violations can be corrected during inspections; however, for those sites that cannot be brought into compliance at the time of inspection or will not comply, they are issued a "Notice of Non-compliance." If violation(s) continue a notice to comply and/or a citation will result. Pending the outcome of this event, often fully effective, the City will notify the Los Angeles Regional Water Quality Control Board for further action.

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

The City has updated the database system to efficiently track all building and grading permits issued.

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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? 2
- c) How many did your agency respond to?
City staff responded to (50) call outs on sewer stoppages, backups and overflows. (Only (2) were city related SSOs) 2
- d) Did your agency investigate all complaints received? Yes No
- e) How many complaints were received?
City staff responded to (50) customer SSO complaints during this reporting period. Of these (48) were private lateral, property owner's responsibilities. 2
- 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:

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The City takes immediate steps in preventing sewage spills from entering the storm drain, by blocking the structure with sand bags. A vacuum truck is also used to recover as much sewage as possible before it reaches the storm drain structure. A containment pond may also be dug up or constructed using sandbags, and natural earth. For the prolonged overflow, the spill will be diverted to a downstream manhole or a portable sewer by-pass will be established. City crew will contain the sewage discharged to the maximum extent possible and prevent the discharge of sewage into surface waters.

- 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 conducts a one-year rotation of the MS4 annually, where City crews clean the entire system within one-year. The City also implements a complete CCTV inspection and condition assessment annually.

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? %

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

N/A. There were no public construction sites greater than five acres in the City during the 2010-2011 fiscal year.

- c) What is the total number of active public construction sites? 2
How many were 5 acres or greater in size? 0

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- 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

The City is developing a City Yard Specific BMP Manual to continually implement pollution prevention plans in a uniform manner. Refer to attachment A.8.

- b) Briefly describe how your agency implements the following, and any additional, BMPs to minimize pollutant discharges in storm water:
 - (1) Good housekeeping practices
 - (2) Material storage control
 - (3) Vehicle leaks and spill control
 - (4) Illicit discharge control

City staff were trained regarding good housekeeping practices, material storage, leak and spill control, and illicit discharges. The Maintenance Supervisor oversees and corrects all issues that could potentially impact the storm system.

- 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.

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

4. Landscape and Recreational Facilities Management

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

Briefly describe this protocol: N/A.

All landscape related services and City employees are trained in the proper application of fertilizers, pesticides, herbicides, none of which may be applied if there is a forecast of rain within a 5-day period. Further, such chemicals are not immediately applied following storm events.

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

The City currently implements Los Angeles County and the US EPA agricultural requirements pertaining to pesticide application.

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

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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:

The City landscape plans include native and drought resistant vegetation where feasible. Additionally, the City installs permeable materials to allow greater water infiltration of stormwater.

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: 504
Priority B: 168
Priority C: 204

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. The City is not subject to a Trash TMDL.

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- 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? 33.18
- i) Attach a record of all catch basins in your jurisdiction. This shall identify each basin as City or County owned, and Priority A, B, or C. For all basins that are owned and operated by your agency, include dates that each was cleaned out over the past year.
- j) Did your agency place and maintain trash receptacles at all transit stops within its jurisdiction. Yes No
- k) How many new trash receptacles were installed last year?

No new receptacles were installed because all City-owned areas have trash receptacles in place.
- 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 percentages of stencils were legible? All. 100%

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

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

The Public Works Department and the City Engineering Division were provided updated training on current BMP effectiveness and water quality concerns.

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?

A vacor system is utilized to remove debris from the catch basins to enable cleaning of the storm drain laterals and minimize contaminated discharge.

s) Where is removed material disposed of?

Trash receptacles (bins and roll-offs), which are subsequently disposed at permitted sanitary landfills.

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

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- (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

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- c) Did your agency require that saw cutting wastes be recovered and disposed of properly and that in no case shall waste be left on a roadway or allowed to enter the storm drain? Yes No
- d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes No
- e) Did your agency require that the washout of concrete trucks and chutes only occur in designated areas and never into storm drains, open ditches, streets, or catch basins leading to the storm drain system? Yes No
- f) Did your agency train its employees in targeted positions (whose interactions, jobs, and activities affect storm water quality) regarding the requirements of the storm water management program to?
- (1) Promote a clear understanding of the potential for maintenance activities to pollute storm water? and Yes No
- (2) Identify and select appropriate BMPs? Yes No
7. Parking Facilities Management
- a) Did your agency ensure that Permittee-owned parking lots be kept clear of debris and excessive oil buildup and cleaned no less than 2 times per month and/or inspected no less than 2 times per month to determine if cleaning is necessary. Yes No
- b) Were any Permittee-owned parking lots cleaned less than once a month? Yes No
How many? N/A.

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8. Public Industrial Activities Management
- a) Did your agency, for all municipal activity considered an industrial activity under USEPA Phase I storm water regulations, obtain separate coverage under the State of California General Industrial Activities Storm Water Discharge Permit no later than December 31, 2001? Yes No
- b) Does your agency serve a population of less than 100,000 people? Yes No
9. Emergency Procedures
- a) In case of real emergencies, did your agency repair essential public services and infrastructure in a manner to minimize environmental damage? 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

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

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

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

The City had three (3) illicit discharges during the reporting period. See Attachment A.9.

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

If a connection has been determined to be an illicit connection that is discharging pollutants to the MS4, the property owner is given an immediate order to cease and desist the discharge and given 30 days to abandon the connection or obtain appropriate permits. If the property owner or tenant continues to violate the discharge order, the City will then forward the case to the City Attorney for further action.

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

The City maintains a "complaint driven" system. Reports of illicit connections and discharges received by the City are recorded on a "Environmental Reporting Form." Once reported, City staff primarily respond and investigate the nature of the report.

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- 5. What is the total length of open channel that your agency owns and operates? Approx.
2,350 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? 0
- 8. What length was screened last year for illicit connections? 0
- 9. Describe the method used to screen your storm drains.

The Los Angeles County Flood Control District runs a CCTV to screen the closed storm drain system.

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	5	5	5	5	4	5	0
02/03	2	2	2	1	1	1	0
03/04	3	3	1	1	1	1	0
04/05	2	2	0	2	2	0	2
05/06	7	7	0	7	7	7	0
06/07	3	3	0	1	2	3	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
10/11	0	0	0	0	0	0	0

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

N/A.

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

4 hours

a) Were all identified connections terminated within 180 days?

Yes No

b) If not, explain why.

N/A. There were no illicit connections during the reporting year.

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	121	33	74	12	2	0	27
02/03	159	49	75	26	7	2	32
03/04	192	68	109	11	3	1	54
04/05	251	235	13	3	0	0	202
05/06	309	212	97	5	0	0	189
06/07	291	198	82	11	0	0	198
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
10/11	3	3	0	1	0	0	1

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14. What is the average response time after an illicit discharge is reported? <1 hour

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

b) If yes, explain why.

N/A.

15. Describe your agency's spill response procedures.

City staff responds to reports of suspicious materials in the street or gutter by notifying the Los Angeles County Fire Department Haz-Mat unit for immediate response. If the material is determined to be hazardous, Haz-Mat will assume responsibility for removing and disposing of the material. If the material is non-hazardous, City maintenance personnel dispose of it properly.

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

It is unknown which specific elements could be improved under existing program components, however additional funding mechanisms would allow the City to hire or contract additional staff to implement this and other program elements.

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

N/A. There are no permitted connections in the City.

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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.

The City continues to participate in the Middle Santa Ana River (MSAR) Pathogens TMDL Task Force under the cooperative agreement with the Santa Ana Watershed Project Authority and co-Permittees. The Task Force was formed to help address the MSAR Pathogens TMDL on a watershed basis.

VI. Assessment of Program Effectiveness

See Attachment A.10.