SAN MATEO COUNTYWIDE
Water Pollution
Prevention Program
Clean Water. Healthy Community.

First Half -Year Deliverables
(July-November 2009)
Due by January 19, 2010

Municipality: TOWN OF COLMA

Contact Person: MUNEER AHMED Phone: 650-757-8888

(Please complete the following report and submit, along with a statement of certification, to Matt Fabry by the January 19, 2010 TAC meeting.)

The Municipal Regional Stormwater Permit will become effective on December 1, 2009, and it will require a different reporting form.

USE THIS DELIVERABLES REPORTING FORM ONLY FOR JULY THROUGH NOVEMBER 2009.

Submittal Checklist ☑

1. Certification Letter (signed by an authorized representative from your municipality) ..... ☒

2. Municipal Government Maintenance Monthly Record Keeping Forms (Attachment A)
   Check if data submitted electronically. ..... ☒

	Street/Leaf	Storm/Litter
July 2009	☒	☒
August 2009	☒	☒
September 2009	☒	☒
October 2009	☒	☒
November 2009	☒	☒

   * For maintenance activities not conducted, please fill in zeros on the forms.

3. Stormwater Inspections & Violations Summary (for this reporting period - Attachment B) ☒

4. Illicit Discharge Summary Report Form (July through November 2009) (Attachment C) ..... ☒

5. Operations and Maintenance Information for Stormwater Treatment Measures
   form for each new and redevelopment project where post-construction, stormwater treatment controls have been implemented this reporting period (Attachment D) ..... ☒

6. Summary of Pre-Wet Season Erosion Control Inspections Form
   Pre-Wet Season Erosion Control Inspections Certification Letter (Attachment E) ..... ☒

7. Table of New Development Projects (Attachment F) ..... ☒

To assist us in compiling information from all the municipalities, please also:

- *Do not remove page breaks (start each component at the top of a new page).*
- *Write your municipality's name at the top of every page.*

Town of Colma

Public Works / Engineering Department
1188 El Camino Real, Colma, CA 94014-3212
Phone: (650) 757-8888 Fax: (650) 757-8890

January 19, 2010

Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, California 94621
Attn: Sue Ma

RE: Storm Water Pollution Prevention Program – First Half-Year Deliverables for 2009-10

Dear Ms. Ma,

The attached report represents the Town of Colma's responses to the items requested for delivery as described in the San Mateo County Storm Water Management Plan.

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 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 fine and imprisonment for knowing violations.

If you have any questions, please call Muneer Ahmed, Assistant Engineer at (650) 757-8888.

Sincerely,

_____

Phil Scramaglia
Maintenance Supervisor, Public Works

cc: File

COMPONENT 2. MUNICIPAL GOVERNMENT MAINTENANCE ACTIVITIES

I. Tasks described in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit

1. Describe assistance provided to the Municipal Maintenance Subcommittee during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).

   None to Report

2. Check that your agency has fully completed Municipal Government Maintenance Activities monthly record-keeping forms (Attachment A) for July through November 2009. Submit completed forms if not entered electronically.

   ☒ Paper forms for July 1 through November 30, 2009 maintenance activities are attached.

   ☐ Electronic files on webpage for July 1 through November 30, 2009 maintenance activities are complete.

   Please be sure to include estimates of the amount of leaves and litter collected by your agency, including parks and public works personnel, volunteers and/or court-referred crews.

3. Describe assistance provided to the Parks Maintenance and IPM Work Group during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).

   None to Report

COMPONENT 3. INDUSTRIAL AND ILLICIT DISCHARGE CONTROLS

Performance standards contained in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit

1. Submit completed Stormwater Inspections & Violations Summary forms (Attachment B).
   a. How many businesses were inspected between July and November/December [pick either July through November or July through December, whichever is easier for you to report on] 2009?
      Twelve (12)
   b. How many inspected businesses had one or more violations using definition on the Summary Inspections & Violation Summary form?
      Four (4)
   c. How many businesses had a violation that was pending correction as of end of day on November 30 or December 31, 2009 [pick one of the other dates, whichever is easier for you to report on]?
      None (0)

2. Complete and submit the attached form: *Illicit Discharge Inspection Quarterly Summary Report: July - November 2009 (Attachment C)*. **NOTE: For each illicit discharge found please fill out the Illicit Discharge Source Identification Form (Attachment C) and retain copies of the completed Illicit Discharge Source Identification Forms at your municipality (don't submit with deliverables). The completed forms must be made available if requested in the future by the Water Board staff or its representatives.**

3. Describe assistance provided to the CII Subcommittee and its Educational Outreach Work Group during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).

   None to Report

4. Describe your municipality's use of SMCWPPP's educational outreach materials, such as the Tips for a Cleaner Bay booklet, Vehicle Service Facility booklet, restaurant posters, and other outreach materials for businesses.

   SMCWPPP's educational outreach materials for businesses were made available at the Town Hall Annex. These materials are also utilized during business inspections conducted by the County Environmental Health Dept.

COMPONENT 4 PUBLIC INFORMATION AND PARTICIPATION

I. Tasks described in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit

Describe your public information and participation activities during the reporting period. Topics that shall be addressed, in as specific a manner as possible, include the following:

1. Stenciling/signage conducted;

   No new stencils were installed during this reporting period.

2. Community outreach events held or participated in: (Remember that the performance standards state that municipalities over 50,000 in population will participate in five community outreach events annually, municipalities between 5,000 and 50,000 in population will participate in four activities annually, and municipalities less than 5,000 in population will participate in three activities annually.)

   a) Existing community outreach events:

   Town Staff participated in administration of the SMCWPPP Program Booth at the County Fair

   b) New community outreach events:

   "Embrace the Earth" Town Picnic was held on September 12th 2009. A stormwater pollution prevention program booth was setup at the picnic to educate residents about storm water pollution prevention.

   c) Coordination with local volunteer groups:

   None to report

   d) Other outreach activities (e.g. outreach to schools, advertising, etc.):

   Stormwater pollution prevention program and activities are advertised through the Town's monthly livewire newsletter.

3. Educational material developed and/or distributed;

   The Town distributed educational materials that include: Restaurant BMP Guides and Mercury Recycling brochures, Control it! Guide, Kids Guide to Backyard Bugs, less-toxic pest management, car repair and pollution prevention tips, BMP's for the construction industry relating to painting operations, roadwork and paving, concrete and mortar and heavy equipment operations, You are the solution to Water Pollution Brochure, Fluorescent Lights recycling, Proper Sharps Disposal, ReNews Newsletter, P3- Pollution Prevention Post, Blueprint for a Clean Bay, etc. Other material distributed includes Energy-Efficient Windows for your home, County of San Mateo Re-Use guide, Solar Electricity for your Home, Junk Mail, and Spare the Air flyers.

4. Describe assistance provided to the PIP subcommittee during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report.)

   None to report.

COMPONENT 5. NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

I. Tasks described in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit.

1. Describe assistance provided to the New Development Subcommittee during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).

   None to report

2. List workshops attended **other than SMCWPPP-sponsored workshops**. (EOA will track and include information about your municipality's attendance at SMCWPPP-sponsored workshops in SMCWPPP's Annual Report).

   None to report

3. How many municipal staff members have received a certificate of completion from a Construction Site Stormwater Compliance workshop offered by SMCWPPP, the San Francisco Estuary Project, or the Santa Clara Valley Urban Runoff Pollution Prevention Program in the last three years? Two (2)

II. Compliance with the Performance Standards.

1. Please include in your deliverables the 2009 Certification letter that all active construction sites have been inspected prior to the wet season. Check the box if the letter is included in Attachment E. ☒

2. Attach a completed copy of the Summary of Pre-Wet Season Erosion Control Inspections Form (Attachment E).

III. *Tasks required by Provision C.3 of SMCWPPP's NPDES permit amended on February 19, 2003.*

1. Attach a copy of the completed Operations and Maintenance Information for Stormwater Treatment Measures form (Attachment D) for each new and redevelopment project where treatment measures have been implemented during this reporting period.

2. As required by Provision C.3.e.iii of SMCWPPP's amended NPDES permit, provide the following details about your municipality's Operation and Maintenance (O&M) Verification Program:

   - Provide a list or summary of O&M verification inspections conducted between July 1, 2009 and November 30, 2009. Include a summary of inspection results.

     No O&M verification inspections were conducted during this reporting period.

- Describe any inspection follow-up.

  N/A

- Evaluate your municipality's O&M Verification Program's effectiveness.

  No regulated projects were construction in our jurisdiction in previous years that required installation and maintenance of stormwater treatment measures. A stormwater inspection program will be established after construction such projects is completed.

- Summarize any planned improvements to the O&M Verification Program.

  N/A

- Describe the organization structure of your O&M Verification Program.

  Project data is collected at the time of the initial permit application. As part of the project's conditions of approval, all applicable projects are required to comply with Provision C-3 requirements including entering into an O&M agreement for permanent storm water treatment measures. Project log is created listing projects requiring O&M inspections and inspection verifications. Public Works/Engineering Department will perform O&M inspections and inspection follow-ups accordingly.

3. Complete the Table of New Development Projects (Attachment F) for all Group 1 and 2 projects being planned or constructed during July through **November 2009**. Include information on hydromodification management for all applicable projects that create and/or replace one acre or more of impervious surface and are located in susceptible areas. **NOTE: Complete this table with information only through November 2009. The Municipal Regional Stormwater Permit goes into effect on December 1, 2009, and will require some changes to the table.**

ATTACHMENT A

MUNICIPAL MAINTENANCE MONTHLY RECORD KEEPING FORM

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM

Municipal Government Maintenance Activities

FY 2009-2010 Monthly Record Keeping Form

Month of: November 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 11/30/09

STREET CLEANING 1. Sweeping	Volume of material collected (cubic yards)	Miles swept (curb miles)
Residential Areas:	1 1/2 yds	5 mi
Commercial Areas:	7 yds	12 mi
Industrial Areas:		
Other Areas Swept: (e.g., parking lots, major arterials, etc.)		
TOTAL	8 1/2 yds	17 miles

2. Have you implemented any changes in your street sweeping program. (changed sweeping frequency, new equipment, etc.)

None

LEAF REMOVAL

Volume of leaves removed by City crews. 1 1/2 cubic yards

Leaves bagged by residents and picked up by City. ~~0~~ bags.

Check box if you do not have a leaf removal program other than routine street sweeping. ☐

* Report total miles covered by sweepers including areas operated in tandem or repeated.

EOA, Inc.
September 2003

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009/2010 Monthly Record Keeping Form

Month of: November 2009

Municipality: Town of Colma

Completed by: Phil Scaramaglia **Date:** 11/30/09

MAINTENANCE OF STORM DRAINAGE FACILITIES

	Inspected		Cleaned	
Number of storm drain inlets or curb inlets/outlets (convey storm water around street corners)	1		1	
V ditches	_____	miles	_____	miles
Storm drain lines	_____	miles	_____	miles
Channels	_____	miles	_____	miles
Creeks	_____	miles	_____	miles
Culverts, cross-culverts, pipes	_____	linear feet	_____	linear feet
Number of junction boxes	_____		_____	
Number of pump stations	_____		_____	

Other (please specify) _____

Total volume of material removed 1/4 yd cubic yards or _____ tons

Describe any observed illegal discharges or illicit connections below or check the box if activities Are included in the Illicit Discharge Quarterly Summary Form. ☐

None

Have you responded to complaints or noticed areas which should be targeted for more frequent cleaning?

Yes _____ No X If yes, explain _____

LITTER CONTROL

	Areas Targeted	Volume Removed
City/County Personnel (include receptacles)	City Hall Parking lot	1 yd
Court Referred Crews	Engineer Annex	1 yd
Other (weed and rubbish Abatement removal, etc.)	Steeling Park	13 1/2 yds
Total (specify cubic yards or pounds)		15 1/2 yds

EOA, Inc.

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009-2010 Monthly Record Keeping Form

Month of: October 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 10/30/09

STREET CLEANING 1. Sweeping	Volume of material collected (cubic yards)	Miles swept (curb miles)
Residential Areas:	2 yds	8 mi
Commercial Areas:	5 yds	14 mi
Industrial Areas:		
Other Areas Swept: (e.g., parking lots, major arterials, etc.)		
TOTAL	7 yds	22 miles

2. Have you implemented any changes in your street sweeping program. (changed sweeping frequency, new equipment, etc.)
None

LEAF REMOVAL

Volume of leaves removed by City crews. 2 cubic yards

Leaves bagged by residents and picked up by City. -0- bags.

Check box if you do not have a leaf removal program other than routine street sweeping. ☐

* Report total miles covered by sweepers including areas operated in tandem or repeated.

EOA, Inc.
September 2003

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009/2010 Monthly Record Keeping Form

Month of: October 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 10/30/09

MAINTENANCE OF STORM DRAINAGE FACILITIES

	Inspected		Cleaned	
Number of storm drain inlets or curb inlets/outlets (convey storm water around street corners)	0		0	
V ditches	____	miles	____	miles
Storm drain lines	____	miles	____	miles
Channels	____	miles	____	miles
Creeks	____	miles	____	miles
Culverts, cross-culverts, pipes	____	linear feet	____	linear feet
Number of junction boxes	____		____	
Number of pump stations	____		____	

Other (please specify) _____

Total volume of material removed _____ cubic yards or _____ tons

Describe any observed illegal discharges or illicit connections below or check the box if activities Are included in the Illicit Discharge Quarterly Summary Form. ☐

NONE

Have you responded to complaints or noticed areas which should be targeted for more frequent cleaning?

Yes ____ No X If yes, explain _____

LITTER CONTROL

	Areas Targeted	Volume Removed
City/County Personnel (include receptacles)	City Hall Parking lot	1 yd
Court Referred Crews	Engineer Annex	1 yd
Other (weed and rubbish Abatement removal, etc.)	Sterling Park	14 3/4 yds
Total (specify cubic yards or pounds)		16 3/4 yds

EOA, Inc.

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009-2010 Monthly Record Keeping Form

Month of: Sept 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 9/30/09

STREET CLEANING 1. Sweeping	Volume of material collected (cubic yards)	Miles swept (curb miles)
Residential Areas:	2 yds	3 mi
Commercial Areas:	11 yds	20 mi
Industrial Areas:		
Other Areas Swept: (e.g., parking lots, major arterials, etc.)		
TOTAL	13 yds	23 miles

2. Have you implemented any changes in your street sweeping program. (changed sweeping frequency, new equipment, etc.)
None

LEAF REMOVAL

Volume of leaves removed by City crews. 2 cubic yards

Leaves bagged by residents and picked up by City. 0 bags.

Check box if you do not have a leaf removal program other than routine street sweeping. ☐

* Report total miles covered by sweepers including areas operated in tandem or repeated.

EOA, Inc.
September 2003

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009/2010 Monthly Record Keeping Form

Month of: Sept. 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 9/30/09

MAINTENANCE OF STORM DRAINAGE FACILITIES

	Inspected		Cleaned	
Number of storm drain inlets or curb inlets/outlets (convey storm water around street corners)	0		0	
V ditches	____	miles	____	miles
Storm drain lines	____	miles	____	miles
Channels	____	miles	____	miles
Creeks	____	miles	____	miles
Culverts, cross-culverts, pipes	____	linear feet	____	linear feet
Number of junction boxes	____		____	
Number of pump stations	____		____	

Other (please specify) _____

Total volume of material removed _____ cubic yards or _____ tons

Describe any observed illegal discharges or illicit connections below or check the box if activities Are included in the Illicit Discharge Quarterly Summary Form. ☐

None

Have you responded to complaints or noticed areas which should be targeted for more frequent cleaning?

Yes ____ No X If yes, explain _____

LITTER CONTROL

	Areas Targeted	Volume Removed
City/County Personnel (include receptacles)	City Hall Parking lot	1 - yd
Court Referred Crews	Engineer Annex	1 - yd
Other (weed and rubbish Abatement removal, etc.)	Sterling Park	12 3/4 yds
Total (specify cubic yards or pounds)		14 3/4 yds

EOA, Inc.

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009-2010 Monthly Record Keeping Form

Month of: August 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 8/31/09

STREET CLEANING 1. Sweeping	Volume of material collected (cubic yards)	Miles swept (curb miles)
Residential Areas:	2 yds	7 mi
Commercial Areas:	6 1/4	24
Industrial Areas:		
Other Areas Swept: (e.g., parking lots, major arterials, etc.)		
TOTAL	8 1/4 yds	31 miles

2. Have you implemented any changes in your street sweeping program. (changed sweeping frequency, new equipment, etc.)
None

LEAF REMOVAL

Volume of leaves removed by City crews. 2 cubic yards

Leaves bagged by residents and picked up by City. 0 bags.

Check box if you do not have a leaf removal program other than routine street sweeping. ☐

* Report total miles covered by sweepers including areas operated in tandem or repeated.

EOA, Inc.
September 2003

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009/2010 Monthly Record Keeping Form

Month of: August 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 8/31/09

MAINTENANCE OF STORM DRAINAGE FACILITIES

	Inspected		Cleaned	
Number of storm drain inlets or curb inlets/outlets (convey storm water around street corners)	63		63	
V ditches	____	miles	____	miles
Storm drain lines	____	miles	____	miles
Channels	____	miles	____	miles
Creeks	____	miles	____	miles
Culverts, cross-culverts, pipes	____	linear feet	____	linear feet
Number of junction boxes	____		____	
Number of pump stations	____		____	

Other (please specify) _____

Total volume of material removed 7 cubic yards or _____ tons

Describe any observed illegal discharges or illicit connections below or check the box if activities Are included in the Illicit Discharge Quarterly Summary Form. ☐

None

Have you responded to complaints or noticed areas which should be targeted for more frequent cleaning?

Yes ____ No X If yes, explain _____

LITTER CONTROL

	Areas Targeted	Volume Removed
City/County Personnel (include receptacles)	City Hall Parking Lot	1 - yd
Court Referred Crews	Engineer Annex	1 - yd
Other (weed and rubbish Abatement removal, etc.)	Sterling Park	21/2
Total (specify cubic yards or pounds)		23 1/2 yds

EOA, Inc.

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009-2010 Monthly Record Keeping Form

Month of: July 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 7/31/09

STREET CLEANING 1. Sweeping	Volume of material collected (cubic yards)	Miles swept (curb miles)
Residential Areas:	2 yds	4 mi
Commercial Areas:	14 yds	19 mi
Industrial Areas:		
Other Areas Swept: (e.g., parking lots, major arterials, etc.)		
TOTAL	16 yds	23 yds

2. Have you implemented any changes in your street sweeping program. (changed sweeping frequency, new equipment, etc.)
None

LEAF REMOVAL

Volume of leaves removed by City crews. 2 cubic yards

Leaves bagged by residents and picked up by City. 0 bags.

Check box if you do not have a leaf removal program other than routine street sweeping. ☐

* Report total miles covered by sweepers including areas operated in tandem or repeated.

EOA, Inc.
September 2003

SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM
Municipal Government Maintenance Activities
FY 2009/2010 Monthly Record Keeping Form

Month of: July 2009

Municipality: Town of Colma

Completed by: Phil Scramaglia **Date:** 7/31/09

MAINTENANCE OF STORM DRAINAGE FACILITIES

	Inspected		Cleaned	
Number of storm drain inlets or curb inlets/outlets (convey storm water around street corners)	178		178	
V ditches		miles		miles
Storm drain lines		miles		miles
Channels		miles		miles
Creeks		miles		miles
Culverts, cross-culverts, pipes		linear feet		linear feet
Number of junction boxes				
Number of pump stations				

Other (please specify) _____

Total volume of material removed 9 1/4 cubic yards or _____ tons

Describe any observed illegal discharges or illicit connections below or check the box if activities Are included in the Illicit Discharge Quarterly Summary Form. ☐

None

Have you responded to complaints or noticed areas which should be targeted for more frequent cleaning?

Yes _____ No X If yes, explain _____

LITTER CONTROL

	Areas Targeted	Volume Removed
City/County Personnel (include receptacles)	City Hall Parking Lot	1 - yd
Court Referred Crews	Engineering Annex	1 - yd
Other (weed and rubbish Abatement removal, etc.)	Sterling Park	12 3/4 yd
Total (specify cubic yards or pounds)		14 3/4 yds

EOA, Inc.

ATTACHMENT B

STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

Municipality: COLMA
Period Covered by this Report: December 1, 2009 THROUGH December 31, 2009
Period Covered by the Previous Report:
Date: 01/25/10

	Haz Mat	Food
Total Number of Inspections:	2	0
Total Number of Violations:	0	0
Total Follow-up Actions:	0	0
Total Violations Corrected:	0	0
Total Violations Pending:	0	0

NAME ADDRESS TYPE OF BUSINESS	VIOL. DATE	INSP	TYPES OF VIOLATIONS		DESCRIPTION OF VIOLATION	ENFORCEMENT ACTIONS						FOLLOW-UP ACTION	VIOLATIONS CORRECTED (YES/NO)	DATE CORRECTED
			PEX	NSW	including whether violating flow reached a creek or other waterbody, (name waterbody)	NONE	VN	WN	IN	FN	LA			

Type of Violation
PEX Pollutant Exposure
NSW Non-Stormwater Discharge

Discharge of pollutants to stromdrain system because polltants are exposed to stormwater runoff. Discharge of non-stormwater materials to storm drain syste. Non-stormwater discharges are allowed by STOPPP's NPDES permit as conditgionally exempted should not be identifies as a NSW violation.

Enforcement Actions
None No Action Taken
VN Verbal Notice
WN Warning Notice
IN Informal Notice
FN Formal Notice
LA Legal Notice

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 12-08-2009 Time:
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Olivet Memorial Park | SITE ADDRESS: 1601 Hillside Blvd

CONTACT NAME	PHONE	BUSINESS TYPE/ACTIVITY	SIC
		Cemetary	

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility
NAME PHONE
MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☐ None ☐ Sanitary sewer
☐ Air quality ☐ Hazmat business plan ☐ Underground storage tanks ☐ Above ground storage tanks
☐ Fire department(hazmat storage) ☐ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		1	0		☐
B. Outdoor Material Storage Areas		1	0		☐
C. Outdoor Waste Storage/Disposal Areas		1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		1	0		☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas		0	0		☐
G. Rooftop Equipment		1	0		☐
H. Outdoor Drainage from Indoor Areas		1	0		☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☐ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

Facility Representative: Jenny Chavez Inspector: REED

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 12-18-2009 ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: A1-Rhino Linings | SITE ADDRESS: 480 Collins ~~Road~~ Ave

CONTACT NAME: Jim HU | PHONE: 650-755-[illegible] | BUSINESS TYPE/ACTIVITY: Spray on bed liners | SIC:

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☐ None ☐ Sanitary sewer
☐ Air quality ☒ Hazmat business plan ☐ Underground storage tanks ☐ Above ground storage tanks
☒ Fire department(hazmat storage) ☐ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s). REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas	X				☐
B. Outdoor Material Storage Areas	X				☐
C. Outdoor Waste Storage/Disposal Areas		1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas	X				☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas	X				☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas		1	0		☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☐ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

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Facility Representative: [signature] Inspector: REED

STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

Municipality: COLMA
Period Covered by this Report: July 1, 2009 THROUGH September 30, 2009
Period Covered by the Previous Report: April 1 - June 30, 2009
Date: 12/22/09

	Haz Mat	Food
Total Number of Inspections:	10	0
Total Number of Violations:		0
Total Follow-up Actions:		0
Total Violations Corrected:		0
Total Violations Pending:	0	0

NAME ADDRESS TYPE OF BUSINESS	VIOL. DATE	INSP	TYPES OF VIOLATIONS		DESCRIPTION OF VIOLATION	ENFORCEMENT ACTIONS						FOLLOW-UP ACTION	VIOLATIONS CORRECTED (YES/NO)	DATE CORRECTED
			PEX	NSW	Including whether violating flow reached a creek or other waterbody, (name waterbody)	NONE	VN	WN	IN	FN	LA			
Serramonte Auto Plaza, 435 Serramonte Blvd	28-Jul	RR	YES	NO	Clean up trash on the ground. Make sure trask roo-off bin is not overflowing.	*						NO	NA	NA
Stewart Chevrolet, 780 Serramonte	24-Jul	RR	YES	YES	Repair/install continment for wash rack. Wash water and water with an oily sheen is entering the storm drain. Abate discharge immediately.			*				YES	YES	22-Dec
Image Auto body, 1687 Old Mission Rd	13-Aug	RR	YES	NO	Educate staff to avoid release to the storm drain.This has been an ongoing problem. It will result in a violation & possibly penalties-if a relaese occurs.	*						YES	YES	22-Dec
Royal Auto Body, 1681 Old Mission Rd	19-Aug	RR	YES	YES	Clean the ceek area. i.e. pick up the trash. Make sure the trash bin's lid is closed. Recommend ordering a larger dumpster. Trash is overflowing.			*				YES	YES	22-Dec
Unlacke Construction Inc, 650 Collins Ave	28-Aug	RR	NO	NO	Yard used very little this year. They do not wash cars.	*						NO	NA	NA
Tassi, Inc, 55 Reiner St	2-Sep	RR	YES	YES	Greasy engine part & unremediated spill in front lot. TASSI Inc has had prior warnings. Outdoor engine parts need to be covered.				*			YES	YES	22-Dec

Type of Violation
PEX Pollutant Exposure
NSW Non-Stormwater Discharge

Discharge of pollutants to stromdrain system because polltants are exposed to stormwater runoff.
Discharge of non-stormwater materials to storm drain syste. Non-stormwater discharges are allowed by STOPPP's NPDES permit as conditgionally exempted should not be identifies as a NSW violation.

Enforcement Actions
None No Action Taken
VN Verbal Notice
WN Warning Notice
IN Informal Notice
FN Formal Notice
LA Legal Notice

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Town of Colma
Engineering & Building

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 9-2-2009 Time:
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Tassi Inc. | SITE ADDRESS: 55 Reiner St, Colma CA 94015

CONTACT NAME | PHONE: 650-755-1355 | BUSINESS TYPE/ACTIVITY: Auto Repair | SIC

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)

☐ Air quality ☒ Hazmat business plan ☐ None ☐ Sanitary sewer
☐ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Underground storage tanks ☐ Above ground storage tanks
☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable: PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		3	3		☐
B. Outdoor Material Storage Areas		3	3		☐
C. Outdoor Waste Storage/Disposal Areas		3	3		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		3	3		☐
E. Outdoor Parking Areas and Access Roads		3	3		☐
F. Outdoor Wash Areas	X				☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas		3	3		☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

Greasey engine parts and unremediated spills in front lot. TASSI Inc. has had prior warnings. Outdoor engine parts need to be covered.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☐ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☐ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☒ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

Facility Representative: [signature] Inspector: REED

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SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Col/MR ☐ Unincorporated
Date: 9-9-2009 ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☐ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: All Auto Center | SITE ADDRESS: 7180 Colma Mission

CONTACT NAME: Randy Chow | PHONE: 6 | BUSINESS TYPE/ACTIVITY: Auto Repair | SIC:

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☐ Air quality ☒ Hazmat business plan ☐ None ☐ Sanitary sewer
☐ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Underground storage tanks ☐ Above ground storage tanks
☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas	X				☐
B. Outdoor Material Storage Areas		1	0		☐
C. Outdoor Waste Storage/Disposal Areas		1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas	X				☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas	X				☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas	X				☐
I. Other (describe):	X				☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☒ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

Facility Representative: [signature] Inspector: [signature]

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 8-28-09 ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Uniacke Construction Inc | SITE ADDRESS: 650 Collins Ave Colma 94014

CONTACT NAME | PHONE: 415-824-5510 | BUSINESS TYPE/ACTIVITY: C | SIC

Is the property owner different than the facility owner? ☒ yes ☐ no If yes, complete the following: ☐ High Priority Facility
NAME PHONE
MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☐ Air quality ☒ Hazmat business plan ☐ None ☐ Sanitary sewer
☐ Fire department(hazmat storage) ☐ Hazmat waste generator ☐ Underground storage tanks ☐ Above ground storage tanks
☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas	X				☐
B. Outdoor Material Storage Areas		1			☐
C. Outdoor Waste Storage/Disposal Areas	X				☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		1			☐
E. Outdoor Parking Areas and Access Roads		1			☐
F. Outdoor Wash Areas	X				☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas	X				☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

Yard used very little this year. They do not wash cars.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☒ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

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Facility Representative: [signature] Joseph Uniacke Inspector: REED

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 8-19-2009 ☐ Food: ___ ☒ Haz: ___
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Royal Auto Body | SITE ADDRESS: 1681 Old Mission Rd Colma

CONTACT NAME | PHONE: 650-991-9372 | BUSINESS TYPE/ACTIVITY | SIC

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility
NAME PHONE
MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☒ Air quality ☒ Hazmat business plan ☐ None ☐ Sanitary sewer
☐ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Underground storage tanks ☐ Above ground storage tanks
☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		2	2		☐
B. Outdoor Material Storage Areas	/				☐
C. Outdoor Waste Storage/Disposal Areas		2	2		☒ The bin is overflowing. Recommend larger bin.
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas	/				☐
E. Outdoor Parking Areas and Access Roads	/				☐
F. Outdoor Wash Areas	/				☐
G. Rooftop Equipment	/				☐
H. Outdoor Drainage from Indoor Areas		2	2		☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

Clean the creek area - i.e. pick up the trash.
Make sure the trash bin's lid is closed - Recommend ordering a larger dumpster. Trash is overflowing.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☒ 3; Third ☐ Referred to: Details:

ENFORCEMENT: ☐ None ☐ Verbal Notice ☒ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

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Facility Representative: Victor Galindo
Victor Galindo

Inspector: Robert Reed

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 8-13-09 ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Image Auto Body | SITE ADDRESS: 1667 Old Mission Rd

CONTACT NAME: Phillip Weaver | PHONE: 650 755-8324 | BUSINESS TYPE/ACTIVITY: Auto Body Repair/Brakes & oil change | SIC:

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☐ None ☐ Sanitary sewer
☐ Air quality ☒ Hazmat business plan ☐ Underground storage tanks ☒ Above ground storage tanks – currently empty
☐ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		2	0		☐
B. Outdoor Material Storage Areas	X				☐
C. Outdoor Waste Storage/Disposal Areas	X				☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas	X				☐
E. Outdoor Parking Areas and Access Roads	X				☐ *
F. Outdoor Wash Areas		3	0		☐ Make sure vehicles are forward enough that drain is effective *
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas	X				☐
I. Other (describe):	X				☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

Educate staff to avoid release to the storm drain. this has been an ongoing problem. It will result in a violation and possibly penalties - if a release occurs.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☒ 1; First ☐ 2; Second ☐ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

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Facility Representative: [signature] Inspector: Reed

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated

Date: _____ ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☐ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Hillside Landfill - Calco Inc. | SITE ADDRESS: 1 Sand Hill Rd Colma, CA

CONTACT NAME | PHONE | BUSINESS TYPE/ACTIVITY: Landfill | SIC

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)

☐ None ☐ Sanitary sewer
☐ Air quality ☒ Hazmat business plan ☐ Underground storage tanks ☒ Above ground storage tanks
☒ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		1	0		☐
B. Outdoor Material Storage Areas		1	0		☐
C. Outdoor Waste Storage/Disposal Areas		1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		1	0		☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas	X				☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas	X				☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☒ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

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Facility Representative: Alan Meyer Inspector: REED

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 7-24-09 ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Stewart Chevrolet | SITE ADDRESS: 780

CONTACT NAME: John Akers | PHONE: 650-994-2400 | BUSINESS TYPE/ACTIVITY: Auto Dealer/Repair | SIC

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☐ None ☐ Sanitary sewer
☐ Air quality ☒ Hazmat business plan ☐ Underground storage tanks ☒ Above ground storage tanks
☐ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		3	2		☐ ✓ Contain wash water
B. Outdoor Material Storage Areas		1	0		☐
C. Outdoor Waste Storage/Disposal Areas	N/A	1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		1	0		☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas		3	2		☐ ✓ Contain wash water
G. Rooftop Equipment		1	0		☐
H. Outdoor Drainage from Indoor Areas		1	0		☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☒ Maintenance required in storm drain system ☐ yes ☐ no

Repair/Install containment for wash rack. Wash water and water with an oily sheen is entering the storm drain. Abate discharge immediately.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☐ 3; Third ☐ Referred to: Details:

ENFORCEMENT: ☐ None ☐ Verbal Notice ☒ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

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Facility Representative: [signature] John Akers Inspector: REED

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated

Date: 7-28-09 ☐ Food: ____ ☒ Haz: ____

☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Serramonte Auto Plaza Body Shop | SITE ADDRESS: 435 Serramonte Blvd Colma, 94014

CONTACT NAME | PHONE | BUSINESS TYPE/ACTIVITY: Auto Repair | SIC

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)

☐ Air quality ☒ Hazmat business plan ☐ None ☐ Sanitary sewer

☒ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Underground storage tanks ☐ Above ground storage tanks

☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)

☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential

BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented

NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		2	1		☐
B. Outdoor Material Storage Areas		2	1		☐
C. Outdoor Waste Storage/Disposal Areas		2	1		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		2	1		☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas		2	0		☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas		2	0		☐
I. Other (describe):	X				☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

(1) Clean up trash on the ground

(2) Make sure trash roll off bin is not overflowing.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☒ 3; Third ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☒ Warning Notice ☒ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

Facility Representative: _____ Inspector: REED

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SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: July 28, 2009 ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: Honda of Serramonte | SITE ADDRESS: 485 Serramonte Blvd, Colma

CONTACT NAME: John Cisek | PHONE: 650-985-1179 | BUSINESS TYPE/ACTIVITY: Auto Dealer/ Repair | SIC:

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)

☐ None ☐ Sanitary sewer
☐ Air quality ☒ Hazmat business plan ☐ Underground storage tanks ☐ Above ground storage tanks
☒ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Retail food facility ☐ Other ____

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas		1	0		☐
B. Outdoor Material Storage Areas		1	0		☐
C. Outdoor Waste Storage/Disposal Areas		1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		1	0		☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas	X				☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas		1	0		☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

No violations observed.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☒ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

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Facility Representative: [signature] Inspector: REED

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: Colma ☐ Unincorporated
Date: 7-30-2009 ☐ Food: ____ ☒ Haz: ____
☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☒ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY: John's Auto Center | SITE ADDRESS: 1711 Old Mission Rd Colma, CA

CONTACT NAME: John Dyer | PHONE: 650-994-7211 | BUSINESS TYPE/ACTIVITY: Auto Repair | SIC:

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility
NAME PHONE
MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)
☐ None ☐ Sanitary sewer
☐ Air quality ☒ Hazmat business plan ☐ Underground storage tanks ☐ Above ground storage tanks
☒ Fire department(hazmat storage) ☒ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☒ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas	X				☐
B. Outdoor Material Storage Areas		1	0		☐
C. Outdoor Waste Storage/Disposal Areas	X	1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas	X				☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas	X				☐
G. Rooftop Equipment	X				☐
H. Outdoor Drainage from Indoor Areas		1	0		☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☒ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☒ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

Facility Representative: [signature] Inspector: REED

ATTACHMENT C

ILLICIT DISCHARGE SUMMARY REPORT FORM
AND
ILLICIT DISCHARGE SOURCE IDENTIFICATION FORM

SAN MATEO COUNTYWIDE
Water Pollution
Prevention Program
Clean Water, Healthy Community

(Attachment C) Illicit Discharge Inspection Summary Report Form

(July-November 2009)

Municipality: Town of Colma

Contact: Phil Scramaglia

I. Field Activities

1. *Describe field surveys.*

	Industrial Areas	Commercial Areas	Residential Areas
Number of established locations visited: Outfalls			
Inlets	211		31
Manholes			
other (describe)			
Channel miles visited:		2	

2. *List how many discharges were identified by the following methods.* Include only discharges that could have been prevented by BMPs. Do not include fluid releases associated with minor traffic accidents. **None**

a. During field surveys at established locations:

_____ identified by maintenance crews

_____ identified by illicit discharge inspectors

b. Calls from:

_____ maintenance crews

_____ other agencies

_____ public

3. *List the number of times the following materials were identified.*

_____ Sewage
_____ Used Motor Oil
_____ Antifreeze
_____ Fuels
_____ Paint
_____ Concrete
_____ Construction Debris
_____ Wall Compound
_____ Food Wastes
_____ Yard Wastes
_____ Sediment and/or silt
_____ Concrete Cutting Slurry/Washwaters
_____ Vehicle Cleaning Washwaters
_____ Building/Sidewalk Washwaters
_____ Other Washwaters
_____ Industrial Wastes (solvents, metals, corrosives, cooling tower blowdown, etc)
_____ Other (describe):

II. Follow-up Activities

1. *Describe whether sources of discharges were identified.*

_____ Number of sources that were identified
_____ Number of incidents when source of discharge was not identified

2. *Describe whether discharges were abated.*

_____ Number of discharge incidents that were abated
_____ Number of new discharge incidents where discharge is continuing, as of the end of the reporting period; Attach the inspection report
_____ Number of continuing discharges that have already been reported in previous quarter(s).

3. *Describe enforcement activities conducted.*

_____ Warning Notice (verbal warning)
_____ Informal Violation
_____ Formal Violation
_____ Legal Action

ATTACHMENT D

OPERATION AND MAINTENANCE INFORMATION FOR STORMWATER TREATMENT MEASURES

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

RECEIVED
JAN 15 2010
Town of Colma
Engineering & Building

Operation and Maintenance Information for Stormwater Treatment Measures

Complete and submit for municipal stormwater NPDES permit reporting the following information for each new and redevelopment project where treatment measures have been implemented this reporting period.

This section to be completed by Applicant

Background Information

Location or Address: 5001 Junipero Serra Blvd, Colma, CA 94014

Type of Land Use: ☒ Commercial ☐ Industrial ☐ Residential ☐ Public Agency

Property Owner's Name: Target Corporation

Parcel/Tract No.: 2 Lot No.: 373 APN # 008-373-049

Type of treatment measures implemented: Tree Well Filter, Manufactured Treatment Unit, and Vegetated Swale

Describe locations of each treatment measure or attach map showing locations on the property:

See attached map

Stormwater Treatment Measure Owner or Operator's Information:

Name: Target Corporation Environmental Services - Monte White

Address: 33 South 6th Street, CC-3735

Phone: 612-304-8664 Fax: 612-761-4385 Email: monte.white@target.com

Numeric hydraulic sizing criteria used to design each stormwater treatment measure:

☒ San Mateo Countywide Stormwater Pollution Prevention Program's NPDES permit's Provision C.3.d

☐ Other, describe:

Applicant's Name _____ Signature _____ Date _____

This section to be completed by Agency staff

More Detailed Information about Access Assurance and O&M Responsibilities:

Describe how access permission is assured for O&M verification by public agencies or their representatives (e.g., municipality, Regional Water Quality Control Board, and Mosquito Abatement District):

Indicate how responsibility for O&M is assured. Check all that apply:

☒ Signed statement from private entity accepting responsibility for O&M until responsibility is legally transferred.

☐ Signed statement from public entity assuming O&M and that the treatment measures meet all local design standards.

☐ Written conditions in the sales or lease agreement requiring the buyer or lessee to assume O&M (in the case of purchase and sale agreements, conditions shall survive the close of escrow).

☐ Written text in project conditions, covenants and restrictions for residential properties assigning O&M responsibilities to the home owners association.

☐ Any other legally enforceable agreement or mechanism that assigns responsibility and describe below.

Local Agency O&M Verification Program

Name of municipality or Flood Control District responsible under the NPDES permit for verifying O&M.

Describe where information documenting responsibility for O&M is kept and updated.

ATTACHMENT E

SUMMARY OF PRE-WET SEASON EROSION CONTROL INSPECTIONS FORM
AND
PRE-WET SEASON EROSION CONTROL INSPECTIONS CERTIFICATION LETTER

SAN MATEO COUNTYWIDE Water Pollution Prevention Program
Clean Water. Healthy Community.

Attachment E
Summary of Pre-Wet Season Erosion Control Inspections Form
Municipality Name _Town of Colma_

Directions: A copy of this completed form documenting your municipality's pre-wet season erosion control inspections should be included with your municipality's 2009 letter that certifies that each active construction site has been stabilized to minimize erosion and the discharge of sediment from disturbed areas prior to the FY 2009/10 wet season.

Project Name	Project Address	Project Type r= residential (units) c=commercial i=industrial g=governmental[1]	Does Project Have Coverage Under Statewide Construction General Permit?	Was Site Inspected by Municipal Staff? If so, provide inspection date(s)	Were Erosion and Sedimentation Control Measures Undertaken Acceptable?[2]	Describe Corrections Made NN= none needed
Lexus Reconstruction	700 Serramonte Blvd	r ☐ (_____ units) c ☒ i ☐ g ☐	Yes ☒ No ☐	Yes ☒ date 9/24/2009 No ☐	Yes ☒ No ☐	NN ☐ Instructed the contractor to replace straw wattles and upgrade the construction entrance before start of wet season.
Serra Station	990 Serramonte Blvd	r ☐ (_____ units) c ☒ i ☐ g ☐	Yes ☐ No ☒	Yes ☒ Date 9/24/2009 No ☐	Yes ☒ No ☐	NN ☐ No grading work started. Building demolition stage.
CALCO Hillside Landfill	1 Sand Hill Rd	r ☐ (_____ units) c ☐ i ☒ g ☐	Yes ☐ No ☒	Yes ☒ date_____ No ☐	Yes ☒ No ☐	NN ☒
		r ☐ (_____ units) c ☐ i ☐ g ☐	Yes ☐ No ☐	Yes ☐ date_____ No ☐	Yes ☐ No ☐	NN ☐
		r ☐ (_____ units) c ☐ i ☐ g ☐	Yes ☐ No ☐	Yes ☐ date_____ No ☐	Yes ☐ No ☐	NN ☐
		r ☐ (_____ units)	Yes ☐	Yes ☐	Yes ☐	NN ☐

[1] Select one or more of the code letters that are applicable to the project site
[2] If no inspection was done, provide explanation in the certification letter about how the acceptability of the erosion and sedimentation control measures was determined.

Town of Colma

Public Works / Engineering Department
1188 El Camino Real, Colma, CA 94014-3212
Phone: (650) 757-8888 Fax: (650) 757-8890

Ms. Sue Ma
Regional Water Quality Control Board
1515 Clay Street
Oakland, CA 94621

SUBJECT: STORMWATER POLLUTION PREVENTION PROGRAM: PRE-WET SEASON CONSTRUCTION SITE INSPECTIONS

Dear Ms. Ma,

As required by our performance standards for construction inspections and as described in the current San Mateo Countywide Stormwater Management Plan, the Town of Colma requires that each active construction site be stabilized to minimize erosion and sediment discharges from disturbed areas and oversees the inspection of these sites to make sure these requirements are being met.

I certify under penalty of law that all active construction sites within our jurisdiction, have been inspected to ensure erosion and sediment control requirements have been met prior to the beginning of the rainy season (October 15th). The inspections have been performed under my direction or supervision in accordance with a system designed to assure that qualified personnel inspect the sites, evaluate and communicate the information. This certification is based on my inquiry of the person or persons who supervise the qualified inspectors, or those persons directly responsible for conducting the inspections.

Sincerely,

Brad Donohue
Deputy public Works Director

ATTACHMENT F

TABLE OF NEW DEVELOPMENT PROJECTS

Table of New Development Projects[1]

1	2	3	4	5	5	6	7	8	9	10	11	12	13	14	15	16
Project Name; Location (cross streets); Street Address	Name of Developer; Project Phase No.[2]; Project Description	Status of Project	Project Type[3]	Total Site Area (acres)	Site Acreage	New or Replaced Impervious Surface Area	Source Control Measure BMPs	Site Design Measure BMPs	Post-Construction Treatment BMPs: Treatment BMPs Used	Post-Construction Treatment BMPs: Hydraulic Sizing Criteria Used	Post-Construction Treatment BMPs: Operation & Maintenance Responsibility Mechanism	Post-Construction Treatment BMPs: Referred to O&M Inspection Team? Y/N	Pesticide Reduction Measures Included in Project?	Alternative Compliance[4]: Basis of Impracticability	Alternative Compliance[4]: Alterna-tive Com-pliance Measures	HMP[5]
Private Projects																
Enter Project Name and address	*Enter Developer's name and a description of the project, including how many structures are proposed, what the structures will be used for, and any hardscape and landscape improve-ments.*	*Enter the project's status (e.g., in design review, under construc-tion, etc.),*	*Enter the project's type (e.g., commer-cial, industri-al, multi-family residen-tial, etc.)*	*Enter the size of the lot or parcel(s) on which the project is located*	*Enter the size of the lot or parcel(s) on which the project is located*	*Enter the total area (acres or square feet) of impor-vious surface created and/or replaced by the project.*	*Enter the permanent, post-construction source control measures that were or will be required. Refer to your city's Source Control Measures List or the projects conditions of approval.*	*Enter the site design measures that were or will be included in the project. BASMAA's Start at the Source and Chapter 4 of SMCWPPP's Provision C.3 Technical Guidance Manual (both are at www.flowstobay.org) describe site design measures.*	*Enter the post-construction stormwater treatment measure(s) that were or will be included. Chapter 6 of SMCWPPP's Provision C.3. Technical Guidance Manual (at www.flowstobay.org) describes stormwater treatment measures.*	*Enter the hydraulic sizing criteria that were or will be used to determine the size of the stormwater treatment measure(s) entered in the previous column. Sizing methods are listed in the NPDES permit's Provision C.3.d.*	*Enter the mechanism for assigning the responsibility for treatment measure operation and maintenance (O&M), such as an O&M agreement. Refer to your municipality's or SMCWPPP's model O&M agreement, or the O&M requirements in Provision C.3.e of the NPDES permit's C.3 amendment.*	*Has project information been given to the municipal staff who will conduct ongoing, post-construction O&M inspections? Indicate yes or no.*	*Describe the various Integrated Pest Management techniques that were or will be incorporated into the project's landscape plan and the landscape maintenance plan.*	*Were stormwater treatment measures NOT required based on impracticability? If no, enter Not Applicable. If yes, describe the basis for the impracticability determination, for example, geotechnical constraints.*	*Were stormwater treatment measures NOT required based on impracticability? If no, enter Not Applicable. If yes, describe how the project will achieve alternative compliance.*	*See SMCWPPP's HM permit amendment or the Stormwater Detention Require-ments bro-chure to determine if HM is required. If HM is not required, enter Not Applicable. If it is required, enter which HM measure was or will be used, and attach the pre-project and post-project hydrographs.*
Target Store Expansion. 5001 Junipero Serra Blvd, Colma, CA	Expansion of an existing Target Store. Building addition into the existing paved parking lot. Demolition of the garden center to create additional parking.	Discretionary Approval 8/19/2009. Plan Review Stage.	commercial	405,975 sft	405,975 sft	372,575 sft	Mark an X next to all that apply: _X_Stenciled inlets/ __X__ Post-resistant landscaping/ __ Drought tolerant landscaping/ __Roofed trash enclosure/ _X_ Street sweeping/ ___Other source controls	Mark an X next to all that apply: _X_Disconnected down-spouts/ _X_Reduced impervious area/ _X_Tree preservation and planting/ __Pervious paving/ __Narrow streets/ __Other site designs (Describe: _____)	Mark an X next to all that apply: __Bioretention areas/ _X_Vegetated swales/ _X_Flow-through planters/ __Extended detention basins/ _X_Other treatment measures (Describe:Vortex Separator)	WEF Method	Mark an X next to the mechanism used: _X_O&M agreement/ __Conditions in sales or lease agreement/ __Text in conditions, covenants and restrictions (CCRs)/ __Signed statement by public entity assuming responsibility/ __Other mechanism (Describe: _____)	Yes	Post-resistant landscaping.	Mark an X next to all that apply: _X_Not applicable/ __Geotechnical constraints/ __Inadequate space/ ___ Excessive cost/__Other basis of impracticability (Describe: _____)	Not applicable.	Not Applicable/Not Required

TOWN OF COLMA *Engineering & Public Works*
1188 El Camino Real • Colma, California 94014
Tel 650-757-8888 • Fax 650-757-8890

August 31, 2010

Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, California 94621
Attn: Sue Ma

RE: Municipal Regional Stormwater Permit Annual Report Certification

Dear Ms. Ma,

The attached report represents Town of Colma's responses to the items requested for delivery in the Municipal Regional Permit.

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 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 fine and imprisonment for knowing violations.

This certification also applies to the trash hot spot selection and the City's decision to participate in the regional monitoring collaborative to implement the MRP's Provision C.8.

Please call me at (650)757-8888 if you have any questions.

Sincerely,

Brad Donohue
Deputy Public Works Director

cc: File

TOWN OF COLMA
1198 El Camino Real • Colma, California • 94014-3212
Tel 650-997-8300 • Fax 650-997-8308

City Council

Diana Colvin
Mayor

Helen Fisicaro
Vice Mayor

Rae P. Gonzalez
Council Member

Joanne F. del Rosario
Council Member

Joseph Silva
Council Member

City Officials

Laura Allen
City Manager

Robert L. Lotti
Chief of Police

Roger Peters
City Attorney

Richard Mao
City Engineer

Colette Meunier, AICP
Acting City Planner

Brian Dossey
Director of Recreation Services

Lori Burns
Human Resources Manager

August 30, 2010

Mr. Bruce Wolfe
Executive Officer
San Francisco Bay Regional Water Quality Control Board
1410 Clay Street Suite 1400
Oakland, CA 94612

Subject: Notification of Duly Authorized Representative for the Town of Colma

Dear Mr. Wolfe:

This is to document the person or position and alternate(s) that I am authorizing to represent the Town for signing and certifying municipal regional storm water NPDES-permit required reports for submittal to the San Francisco Bay Regional Water Quality Control Board (Regional Water Board) and signing and certifying responses to other information requests from the Regional Water Board.

The following person or position (any person who occupies this named position) is duly authorized by me to sign and certify stormwater required reports for submittal to the Regional Water Board or authorize the City/County Association of Governments (C/CAG) of San Mateo County to sign and certify countywide/regional reports and studies prepared on behalf of the city.

> Deputy Public Works Director as the duly authorized representative; and
> Associate Engineer as the duly authorized alternate.

As described above, the person or position and alternate(s) listed above are also authorized to direct C/CAG's Executive Director or San Mateo Countywide Water Pollution Prevention Program's Stormwater Coordinator to sign and certify reports prepared by the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) or Bay Area Stormwater Management Agencies Association (BASMAA) on behalf of the Town. This authorization for the submittal of countywide and BASMAA reports will typically occur by an affirmative vote of my duly authorized representative or alternate at the Countywide Program's Stormwater Technical Advisory Committee meetings, but the authorization may also be obtained through email, telephone, face to face contact, or other method of communication.

This notification will remain in effect until it is changed by me or my successor.

Very truly yours,

Laura Allen
City Manager

FY 2009-2010 Annual Report
Permittee Name: Town of Colma

Table of Contents

Section **Page**

Section 1 – Permittee Information 1-1
Section 2 – Provision C.2 Municipal Operations 2-1
Section 3 – Provision C.3 New Development and Redevelopment 3-1
Section 4 – Provision C.4 Industrial and Commercial Site Controls 4-1
Section 5 – Provision C.5 Illicit Discharge Detection and Elimination 5-1
Section 6 – Provision C.6 Construction Site Controls 6-1
Section 7 – Provision C.7. Public Information and Outreach 7-1
Section 8 – Provision C.8 Water Quality Monitoring 8-1
Section 9 – Provision C.9 Pesticides Toxicity Controls 9-1
Section 10 – Provision C.10 Trash Load Reduction 10-1
Section 11 – Provision C.11 Mercury Controls 11-1
Section 12 – Provision C.12 PCBs Controls 12-1
Section 13 – Provision C.13 Copper Controls 13-1
Section 14 – Provision C.14 PBDE, Legacy Pesticides and Selenium Controls 14-1
Section 15 – Provision C.15 Exempted and Conditionally Exempted Discharges 15-1

Section 1 – Permittee Information

Background Information					
Permittee Name:	Town of Colma				
Population:	1567				
NPDES Permit No.:	CAS612008				
Order Number:	R2-2009-0074				
Reporting Time Period (month/year):	December / 2009 through June / 2010				
Name of the Responsible Authority:	Brad Donohue		**Title:**	Deputy Public Works Director	
Mailing Address:	1188 El Camino Real				
City: Colma	**Zip Code:** 94014		**County:**	San Mateo	
Telephone Number:	650-757-8888	**Fax Number:**		650-757-8890	
E-mail Address:	brad.donohue@colma.ca.gov				
Name of the Designated Stormwater Management Program Contact (if different from above):	Muneer Ahmed	**Title:**	Associate Engineer		
Department:	Engineering/Public Works				
Mailing Address:	1188 El Camino Real				
City: Colma	**Zip Code:** 94014		**County:**	San Mateo	
Telephone Number:	650-757-8894	**Fax Number:**		650-757-8890	
E-mail Address:	muneer.ahmed@colma.ca.gov				

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation
Highlight/summarize activities for reporting year:

Summary:

Activities for the reporting year include: (1) Development and confirmation of the Corp Yard SWPPP by July 1, 2010, and (2) participation in the Program's Municipal Maintenance Subcommittee and review of subcommittee's products.

C.2.a. ►Street and Road Repair and Maintenance

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of these BMPs were not adequately implemented during the reporting fiscal year then indicate so and provide explanation in the comments section below:

X	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
X	Control of concrete slurry and wastewater, asphalt, pavement cutting, and other street and road maintenance materials and wastewater from discharging to storm drains from work sites.
X	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments:

C.2.b. ►Sidewalk/Plaza Maintenance and Pavement Washing

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of these BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

X	Control of wash water from pavement washing, mobile cleaning, pressure wash operations at parking lots, garages, trash areas, gas station fueling areas, and sidewalk and plaza cleaning activities from polluting stormwater
X	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:

C.2.c. ► Bridge and Structure Maintenance and Graffiti Removal

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of these BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

NA	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
X	Control of discharges from graffiti removal activities
NA	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
X	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal

Comments:

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations:		**Yes**	X	**No**

If your answer is **No** then skip to **C.2.e.**

(For FY 10-11Annual Report only) Complete the following table for dry weather DO monitoring and inspection data for pump stations[1] (add more rows for additional pump stations):

Pump Station Name and Location	**First inspection Dry Weather DO Data**		**Second inspection Dry Weather DO Data**	
	Date	**mg/L**	**Date**	**mg/L**

(For FY 10-11Annual Report only) Summarize corrective actions as needed for DO monitoring at or below 3 mg/L. Attach inspection records of additional DO monitoring for corrective actions:

Summary:

[1] Pump stations that pump stormwater into stormwater collection systems or infiltrate into a dry creek immediately downstream are exempt from DO monitoring.

Attachments:

(For FY 10-11Annual Report only) Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations):

Pump Station Name and Location	**Date** (2x/year required)	**Presence of Trash** (Cubic Yards)	**Presence of Odor** (Yes or No)	**Presence of Color** (Yes or No)	**Presence of Turbidity** (Yes or No)	**Presence of Floating Hydrocarbons** (Yes or No)

C.2.e. ► Rural Public Works Construction and Maintenance

Does your municipality own/maintain rural[2] roads:		**Yes**	X	**No**

If your answer is **No** then skip to **C.2.f.**

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
	No impact to creek functions including migratory fish passage during construction of roads and culverts
	Inspection of rural roads for structural integrity and prevention of impact on water quality
	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings

Comments including listing increased maintenance in priority areas:

[2] Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

C.2.f. ►Corporation Yard BMP Implementation

Place an **X** in the boxes below that apply to your corporation yard(s):

	We do not have a corporation yard
	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
X	We certify that we have a current **Stormwater Pollution Prevention Plan (SWPPP)** for the Corporation Yard(s)

Place an **X** in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

X	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
X	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
X	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
X	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used
X	Cover and/or berm outdoor storage areas containing waste pollutants

Comments:

If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:

Corporation Yard Name	**Inspection Date** (1x/year required)	**Inspection Findings/Results**	**Follow-up Actions**
Colma Corporation Yard	May 19, 2010	Activities found to be in compliance with the SWPPP	Maintenance Staff will monitor Corp Yard activities on an on-going basis for compliance with the SWPPP.

Section 3 - Provision C.3 Reporting New Development and Redevelopment

C.3.a. ►New Development and Redevelopment Performance Standard Implementation Summary Report

(For FY 10-11Annual Report only) Provide a brief summary of the methods of implementation of Provisions C.3.a.i.(1)-(8).

Summary: Not required for this Annual Report.

C.3.b. ►Green Streets Status Report

(All projects to be completed by December 1, 2014)

On an annual basis (if applicable), report on the status of any pilot green street projects within your jurisdiction. For each completed project, report the capital costs, operation and maintenance costs, legal and procedural arrangements in place to address operation and maintenance and its associated costs, and the sustainable landscape measures incorporated in the project including, if relevant, the score from the Bay-Friendly Landscape Scorecard.

Summary: Not Applicable. No pilot green street projects are planned within this jurisdiction.

C.3.b.v.(1) ►Regulated Projects Reporting Table

Fill in attached table **C.3.b.v.(1)** or attach your own table including the same information

C.3.h.iv. ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

(1) Fill in attached table **C.3.h.iv.(1)** or attach your own table including the same information

(2) On an annual basis, provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.

Summary:

No regulated projects were constructed in our jurisdiction in previous years that required O&M verification inspections. Hence, no O&M verification inspections were conducted during this reporting period.

In our jurisdiction, projects requiring storm water treatment systems are currently under construction.

(3) On an annual basis, provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).
Summary: Municipal staff plans to attend a 'training the trainers' workshop that the Countywide Program is planning in FY 2010/11, to prepare key municipal staff to update their municipal O&M programs and train other staff members on O&M verification requirements.

No Regulated Projects were approved during the MRP reporting period (Dec 1, 2009 through June 30, 2010). Regulated projects were approved in the last reporting period and are currently under construction. Projects SMCWPPP submitted a semi-annual report that includes information on projects that were in the review or construction process during the period of July 1 through November 30, 2009.

C.3.b.v.(1) ► Regulated Projects Reporting Table (part 1) – Projects Approved During the Fiscal Year Reporting Period

Project Name Project No.	Project Location[3], Street Address	Name of Developer	Project Phase No.[4]	Project Type & Description[5]	Project Watershed[6]	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New and/or Replaced Impervious Surface Area[7] (ft^2)	Total Pre-Project Impervious Surface Area[8] (ft^2)	Total Post-Project Impervious Surface Area[9] (ft^2)
Private Projects										
None to report										
Public Projects										
None to report										

[3] Include cross streets.
[4] If a project is being constructed in phases, use a separate row entry for each phase.
[5] Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.
[6] State the watershed(s) that the Regulated Project drains to. Optional but recommended: Also state the downstream watershed(s).
[7] State both the total new impervious surface area and the total replaced impervious surface area, as applicable.
[8] For redevelopment projects, state the pre-project impervious surface area.
[9] For redevelopment projects, state the post-project impervious surface area.

C.3.b.v.(1) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period

Project Name Project No.	Status of Project[10]	Source Control Measures[11]	Site Design Measures[12]	Treatment Systems Approved[13]	Operation & Maintenance Responsibility Mechanism[14]	Hydraulic Sizing Criteria[15]	Alternative Compliance Measures[16/17]	Alternative Certification[18]	HM Controls[19/20]
Private Projects									
Public Projects									

[10] For private projects, state project application submittal date; application deemed complete date; and, final discretionary approval date. For public projects, state plans and specifications approval date.
[11] List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.
[12] List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.
[13] List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).
[14] List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.
[15] See Provision C.3.d. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3)
[16] For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.
[17] For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.
[18] Note whether a third party was used to certify the project design complies with Provision C.3.d.
[19] If HM control is not required, state why not.
[20] If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), biodetention unit(s), regional detention basin, or in-stream control).

No Stormwater Treatment Systems were installed in previous years. Projects that required storm water treatment systems are currently under construction.

C.3.h.iv. ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

Fill in table **below** or attach your own table including the same information.

Facility/Site Inspected and Location	Party Responsible[21] For Maintenance	Date of Inspection	Type of Inspection[22]	Type of Treatment/HM Control(s) Inspected[23]	Inspection Findings or Results[24]	Enforcement Action Taken[25]	Comments

[21] State the responsible operator for installed stormwater treatment systems and HM controls.
[22] State the type of inspection (e.g., annual, follow-up, spot, etc.).
[23] State the type(s) of treatment systems inspected (e.g., bioretention facility, flow-through planter, infiltration basin, etc...) and the type(s) of HM controls inspected, and indicate whether the treatment system is an onsite, joint, or offsite system.
[24] State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).
[25] State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

Section 4 – Provision C.4 Industrial and Commercial Site Controls

C.4.a.ii ► Legal Authority

(For FY 09-10 Annual Report only) Do you have adequate legal authority to obtain effective stormwater pollutant control on industrial sites?	X	**Yes**		**No**

If **No**, explain:

C.4.c.ii.(5) ► Enforcement Response Plan

(For FY 09-10 Annual Report only) Have you developed and implemented an Enforcement Response Plan by April 1, 2010?	X	**Yes**		**No**

If **No**, explain:

Program Highlights

Provide background information, highlights, trends, etc. For FY 09-10 Annual Report describe steps taken to revise your program to meet new data tracking and reporting requirements.

The Town contracts with the County Environmental Health Department for hazmat and food facility inspections. Town Staff plan to participate in the Countywide program's CII subcommittee and review CII products.

C.4.b.i. ► Business Inspection Plan

(For FY 09-10 Annual Report only) Do you have a Business Inspection Plan?		**Yes**	X	**No**

If No, explain: The Town contracts with the County Environmental Health for business inspections. The Town received a list of businesses inspected by the County Environmental Health. Majority of businesses in the Town are covered by the County inspections. However, The Town will compare this list with the business licenses issued and develop a business inspection plan if additional business inspections are required.

C.4.b.iii.(1) ► Potential Facilities List

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

Potential Facilities List is attached.

C.4.b.iii.(2) ► Facilities Scheduled for Inspection

List below or attach your list of facilities scheduled for inspection during the current fiscal year.

Facilities List is attached.

C.4.c.iii.(1) ► Facility Inspections

Fill out the following table or attach a summary of the following information.

	Number	Percent
Number of businesses inspected (if known)		
Total number of inspections conducted	32	34.78
Violations issued (excluding verbal warnings)	5	5.43
Sites inspected in violation	5	5.43
Violations[1] resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	0	

[1] Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

C.4.c.iii.(2) ►Frequency and Types/Categories of Violations Observed

Fill out the following table or attach a summary of the following information.

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. non-stormwater discharge)	4
Potential discharge (e.g. BMPs not in place or ineffective)	3

C.4.c.iii.(2) ►Frequency and Type of Enforcement Conducted

Fill out the following table or attach a summary of the following information.

	Enforcement Action (as listed in ERP)[1]	Number of Enforcement Actions Taken	% of Enforcement Actions Taken[2]
Level 1	Verbal Notice/Warning was Issued	1	20
Level 2	Written Notice was Issued	4	80
Level 3			
Level 4			
Total		5	100

Notes:

[1]Agencies to list specific enforcement actions as defined in their ERPs.

[2]Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

C.4.c.iii.(3) ►Types of Violations Noted by Business Category

Fill out the following table or attach a summary of the following information.

Business Category[1]	Actual Discharge Violations	Potential Discharge Violations
Vehicle mechanical repair, maintenance and cleaning	3	2
Cemetery	1	

Notes:

[1] List your Program's standard business categories.

C.4.c.iii.(4) ► Non-Filers

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:

None. There were no industries identified as non-filers during scheduled inspections during this fiscal year.

C.4.d.iii ► Staff Training Summary

The Town contracts with County Environmental Health for business inspections.

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance

Section 5 – Provision C.5 Illicit Discharge Detection and Elimination

C.5.a.ii ► Legal Authority

(For FY 09-10 Annual Report only) Do you have adequate legal authority to prohibit and control illicit discharges and escalate stricter enforcement to achieve expedient compliance?	X	**Yes**		**No**

If **No**, explain:

C.5.b.ii.(4) ► Enforcement Response Plan

(For FY 09-10 Annual Report only) Have you developed and implemented an Enforcement Response Plan by April 1, 2010?	X	**Yes**		**No**

If **No**, explain:

Program Highlights

Provide background information, highlights, trends, etc. For FY 09-10 Annual Report describe steps taken to revise your program to meet new data tracking and reporting requirements.

Activities conducted during the reporting period include (1) maps of the MS4 system were made publicly available by July 1, 2010, and (2) staff review of the CII subcommittee products.

C.5.c.iii ►Complaint and Spill Response Phone Number and Spill Contact List

List below or attach your complaint and spill response phone number and spill contact list.

Contact	Description	Phone Number
Phil Scramaglia	Maintenance Supervisor	650-757-8888
Louis Gottelli	Maintenance Technician	650-757-8888

C.5.d.iii ►Evaluation of Mobile Business Program

Describe implementation of minimum standards and BMPs for mobile businesses and your enforcement strategy. This may include participation in the BASMAA Mobile Surface Cleaners regional program or local activities.

Description:

The County Environmental health has initiated educational outreach to mobile food facilities. The Town does not hire mobile surface cleaners.

C.5.e.iii ►Evaluation of Collection System Screening Program

Provide a summary or attach a summary of your collection screening program, a summary of problems found during collection system screening and any changes to the screening program this FY.

Description:

The Town has not adopted a formal collection screening program. However, collection system screening is done on a regular basis as part of the daily municipal maintenance activities. Storm drain inlets and catch basins are screened to check for illicit discharges and illegal dumping when municipal staff is working in the public right-of-way and during routine maintenance activities.

C.5.f.iii.(1), (2), (3) ►Spill and Discharge Complaint Tracking

Spill and Discharge Complaint Tracking (fill out the following table or include an attachment of the following information)

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	3	100
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	3	
Discharges resolved in a timely manner (C.5.f.iii.(3))	3	

C.5.f.iii.(4) ►Summary of major types of discharges and complaints

Provide a narrative or attach a table and/or graph.

Discharges to the SD system were sanitary sewer overflows caused by rags/debris. Discharges did not enter receiving waters. In both instances. the downstream SD system was plugged and all non-storm water discharges were flushed and pumped into the sanitary sewer system.

Section 6 – Provision C.6 Construction Site Controls

C.6.a.iii ► Legal Authority

(For FY 09-10 Annual Report only) Is your agency's legal authority adequate for C.6 compliance?	X	**Yes**		**No**
If **No**, explain:				

C.6.b.ii.(3) ► Enforcement Response Plan

(For FY 09-10 Annual Report only) Was your Enforcement Response Plan developed and implemented by April 1, 2010?	X	**Yes**		**No**
If **No**, explain:				

C.6.e.iii.1.a, b, c ►Site/Inspection Totals

Number of sites disturbing < 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)	**Number of sites disturbing ≥ 1 acre of soil** (C.6.e.iii.1.b)	**Total number of storm water runoff quality inspections conducted** (C.6.e.iii.1.c)
0	3	10

C.6.e.iii.1.d ►Construction Activities Storm Water Violations

BMP Category	Number of Violations[1]	% of Total Violations[2]
Erosion Control	2	10
Run-on and Run-off Control		
Sediment Control	16	80
Active Treatment Systems		
Good Site Management	2	10
Non Stormwater Management		
Total		**100%**

Notes:

[1]Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

[2]Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

C.6.e.iii.1.e ►Construction related storm water enforcement actions

	Enforcement Action (as listed in ERP)[1]	Number Enforcement Actions Taken	% Enforcement Actions Taken[2]
Level 1	Verbal Warning	7	87.5
Level 2	Written Notice	1	12.5
Level 3			
Level 4			
Total			**100%**

Notes:

[1]Agencies should list the specific enforcement actions as defined in their ERPs.

[2]Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

C.6.e.iii.1.f, g ►Illicit Discharges

	Number
Number of illicit discharges, actual and those inferred through evidence (C.6.e.iii.1.f)	0
Number of sites with discharges, actual and those inferred through evidence (C.6.e.iii.1.g)	0

C.6.e.iii.1.h, i ► Violation Correction Times

	Number	Percent
Violations fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	20	100%[2]
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	0%[3]
Total number of violations for the reporting year[1]	20	100%

Notes:

[1]Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

[2]Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

[3]Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

C.6.e.iii.(2) ► Evaluation of Inspection Data

Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).

Description:

Majority of violations occurred because of improper installation or maintenance of BMP's. Typical BMP performance issues are related with sediment control measures. The QSP and QSD training and certification requirements of the new construction general permit will train site superintendent and contractors in general to be more observant to these items.

C.6.e.iii.(2) ► Evaluation of Inspection Program Effectiveness

Describe what appear to be your program's strengths and weaknesses, and identify needed improvements, including education and outreach.

Description:

Town staff attends the Regional Water Quality Control Board's construction site compliance workshop on a regular basis and keeps updated on the construction BMP requirements. Although not required by the permit, Staff also plans to participate in the new QSP/QSD certification program.

C.6.f ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Muneer Ahmed	12/3/2009	MRP provision C-6 requirements, requirements of the new construction general permit, Water Board's inspection program, and Construction BMP's.	1	100

Section 7 – Provision C.7. Public Information and Outreach

C.7.b.ii.1 ►Advertising Campaign

Summarize advertising efforts. Include details such as messages, creative developed, and outreach media used. The detailed advertising report may be included as an attachment. If advertising is being done by participation in a countywide or regional program, refer to the separate countywide or regional Annual Report.

Summary:

The following report developed by BASMAA is included within the C.7 public information and outreach section of the Countywide Program's Annual Report "FY 09-10 Regional Outreach Strategic Plan" summarizes regional advertising efforts.

C.7.b.iii.1 ►Pre-Campaign Survey

(For the FY 10-11 Annual Report only) Summarize survey information such as sample size, type of survey (telephone survey, interviews etc.). Attach a survey report that includes the following information. If survey was done regionally, refer to a regional submittal that contains the following information: **Not required for this Annual report**

- Summary of how the survey was implemented.
- Analysis of the survey results.
- Discussion of the outreach strategies based on the survey results.
- Discussion of planned or future advertising campaigns to influence awareness and behavior changes regarding trash/litter and pesticides.

Place an **X** in the appropriate box below:

☐	Survey report attached
☐	Reference to regional submittal:

C.7.c ►Media Relations

Summarize the media relations effort. Include the following details for each media pitch in the space below, AND/OR refer to a regional report that includes these details:

- Topic and content of pitch
- Medium (TV, radio, print, online)
- Date of publication/broadcast

Summary:

The following reports developed by SMCWPPP and BASMAA are included within the C.7 Public Information and Outreach section of the Countywide Program's Annual report:

. FY 09-10 SMCWPPP Media Relations Report – summarizes countywide media relations efforts.

. FY 09-10 BASMAA Regional Media Relations - summarizes regional media relations effort.

C.7.d ▶ Stormwater Point of Contact

(For FY 09-10 Annual Report only, unless changes made) Provide details of website or phone number used as the point of contact. Report on how the point of contact is publicized and maintained. If any change occurs in this contact, report in a subsequent Annual Report.

Contact Summary: www.colma.ca.gov; 650-757-8888. The website and the point of contact for storm water programs/events are publicized through the Town's monthly "Livewire" Newsletter.

The Countywide Program's website, www.flowstobay.org and phone number (650)372-6200 is another point of contact that is publicized on SMCWPPP outreach materials and maintained by the Countywide program. Individual agency points of contact are publicized on the website, referred to when calling into the Countywide Program phone number, and publicized on some SMCWPPP outreach materials.

A web link to the Countywide Program's website is also provided on the Town's website.

C.7.e ▶ Public Outreach Events

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.

Use the following table for reporting and evaluating public outreach events

Event Details	**Description** (messages, audience)	**Evaluation of Effectiveness**
"Embrace the Earth" Annual picnic was hosted at the Town's recreation center on September 3, 2009.	Annual picnic for Town residents. Theme of the picnic was environmental consciousness. A storm water information booth was set up at the picnic and was staffed by County Environmental Health and Town staff.	• 62 residents stopped at the booth • Kids stuff - activity books, sponges, pencils and erasers were popular. The pocket ashtrays and oil funnels were popular with adults. • BMP Information provided to people who change their own motor oil. • CFL Bulbs recycling program was also advertised.
The following outreach events were done on a countywide level by SMCWPPP and are included in the C.7 Public Information and Outreach section of the Countywide Program's FY 09-10 Annual Report:		

• FY 09-10 Coordination of California Coastal Cleanup Day in San Mateo County, September 19, 2009. • FY 09-10 Home Show at the Cow Palace, March 26, 27, & 28, 2010."		

C.7.f. ►Watershed Stewardship Collaborative Efforts

Summarize watershed stewardship collaborative efforts and/or refer to a regional report that provides details. Describe the level of effort and support given (e.g., funding only, active participation etc.). State efforts undertaken and the results of these efforts. If this activity is done regionally refer to a regional report.

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

During FY 09-10, SMCWPPP developed the online guide, Environmental Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts to encourage public involvement in watershed volunteer efforts. Communication was established with each of the organizations in the guide in order to understand each of the group's needs and future collaboration possibilities. In addition, all of the organization's events throughout the year were posted on the Countywide Program's popular 'Community Events' page to publicize and encourage participation by county residents in local stewardship efforts.

C.7.g. ►Citizen Involvement Events

List the types of events conducted (e.g., creek clean up, storm drain inlet marking, native gardening etc.). Use the following table for reporting and evaluating citizen involvement events.

Event Details	Description	Evaluation of effectiveness
The following report developed by SMCWPPP on the countywide citizen involvement event is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 09-10 Annual Report: • FY 09-10 Coordination of California Coastal Cleanup Day in San Mateo County, September 19, 2009.		

C.7.h. ▶School-Age Children Outreach

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment.

Use the following table for reporting school-age children outreach efforts.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
The following separate reports developed by SMCWPPP are included within the C.7 Public Information and Outreach section of the Countywide Program's FY 09-10 Annual Report: • FY 09-10 Zun Zun School Assembly Program • FY 09-10 The Watershed Project, Creek Champions In Class Presentations.			

Section 8 - Provision C.8 Water Quality Monitoring

C.8 ▶ Water Quality Monitoring

State below if information is reported in a separate regional report. Municipalities can also describe below any Water Quality Monitoring activities in which they participate directly, e.g. participation in RMP workgroups, fieldwork within their jurisdictions, etc.

Summary

During FY 09-10, we contributed to SMCWPPP's Monitoring and Assessment Program in coordination with BASMAA's Regional Monitoring Coalition (RMC). In addition, we contribute financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and actively participate in RMP committees and work groups. For additional information on monitoring activities conducted by SMCWPPP, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the Countywide Program's FY 09-10 Annual Report.

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.a ►Adopt an Integrated Pest Management (IPM) Policy or Ordinance

(For FY 09-10 Annual Report only) Attach a copy of your individual IPM ordinance or policy.	X	**Attached**		**Not attached**, explain below
If **Not attached**, explain:				

C.9.b ►Implement IPM Policy or Ordinance

Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphorous pesticides, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.

Summary:

The Town's landscaping contractor reported that pesticides that threaten water quality; specifically organophosphorous pesticides, pyrethroids, carbaryl, and fipronil were not used. Commonly used pesticides were pre-emergent's like roundup, snapshot, etc.

C.9.c ►Train Municipal Employees

Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	1
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	1
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years.	100%

Note: In addition to the Town employee's training, the landscaping contractor as required by the Town's contract attended the IPM trainings conducted by the Countywide Program.

The Town's municipal employee responsible for handling pesticides/herbicides also has a Qualified Applicator Certificate (QAC) from the State Department of Pesticide Regulation Licensing/Certification Program.

C.9.d ►Require Contractors to Implement IPM

Did your municipality contract with any pesticide service provider in the reporting year?	X	Yes		No

If yes, attach one of the following:

X	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR
	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR
	Equivalent documentation.

If not attached, explain:

In addition, the Town will also include IPM requirements in the contract specifications for pest/rodent control contractor (eg: Terminix) when the contract is up for renewal.

C.9.e ►Track and Participate in Relevant Regulatory Processes

Summarize participation efforts, information submitted, and how regulatory actions were affected **OR** reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.

Summary:

During FY 09-10, we participated in regulatory processes related to pesticides through contributions to SMCWPPP, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees. This Report is included within the Countywide Program's FY 09-10 Annual Report.

C.9.f ►Interface with County Agricultural Commissioners

Provide a summary of improper pesticide usage reported to County Agricultural Commissioners and follow-up actions to correct violations, if any. A separate report can be attached as your summary.

Summary:

None to Report

C.9.h.ii ►Public Outreach: Point of Purchase

Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); **OR** reference a report of a regional effort for public outreach in which your agency participates.

Summary:

The following reports developed by SMCWPPP and BASMAA summarize point of purchase outreach efforts.
These reports are included within the C.9 Pesticides Toxicity Control section of the Countywide Program's FY 09-10 Annual Report:

- FY 09-10 IPM Store Partnership Program (SMCWPPP)
- FY 09-10 'Our Water, Our World' Report (BASMAA).

C.9.h.vi ► Public Outreach: Pest Control Operators

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); OR reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

Summary:

The following separate reports developed by SMCWPPP summarize Pest Control Operator outreach efforts conducted during FY 09-10:

- FY 09-10 Green Gardener Pilot-Program Training Report.

In addition, The Town invited the landscaping contractor the IPM training in February 2010. Contractor's attendance to the IPM meetings and IPM training is required by the Town's contract.

Section 10 - Provision C.10 Trash Load Reduction

C.10.a.i ►Short-Term Trash Loading Reduction Plan

(For FY 10-11 Annual Report only) Provide description of actions/tasks initiated/conducted/completed in developing a Short-Term Trash Loading Reduction Plan (due February 1, 2012).

Description:

Not required for this Annual Report.

C.10.a.ii ►Baseline Trash Load and Trash Load Reduction Tracking Method

(For FY 10-11 Annual Report only) Provide description of actions/tasks initiated/conducted/completed to gather trash loading data and develop a Baseline Trash Load and Trash Load Reduction Tracking Method (due February 1, 2012).

Description:

A summary of the Countywide Program's accomplishments for this sub-provision are included within the C.10 Trash Load Reduction section of Program's FY 09-10 Annual Report.

C.10.a.iii ►Minimum Full Trash Capture

(For FY 10-11 Annual Report and Each Annual Report Thereafter) Provide a description of actions/tasks initiated/conducted/completed in implementing Minimum Full Trash Capture Devices (due July 1, 2014) within individual jurisdictions. Include information on Full Trash Capture Devices installed under Bay-area Wide Trash Capture Demonstration Project administered by San Francisco Estuary Partnership.

Description:

A summary of Program accomplishments for this sub-provision are included within the C.10 Trash Load Reduction section of the Countywide Program's FY 09-10 Annual Report. In addition, Town Staff from Engineering and Public Works Maintenance Departments participated at San Francisco Estuary Partnership's Vendor Fair and meeting in Oakland on May 4, 2010.

C.10.b.iii ►Trash Hot Spot Assessment

(For FY 10-11 Annual Report and Each Annual Report Thereafter) Provide volume of material removed from each Trash Hot Spot cleanup, and the dominant types of trash (e.g., glass, plastics, paper) removed and their sources to the extent possible. Provide required photo documentation.

Fill out the following table or attach a summary of the following information.

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)

C.10.d ►Summary of Trash Load Reduction Actions

Provide summary of new trash load reduction actions or increased levels of implementation of existing actions that were implemented after adoption of the MRP (control measures and best management practices) including the types of actions and levels of implementation, and the total trash loads and dominant types of trash removed from each type of action.

Suggested trash load reduction actions to track and report may include:

- Anti-litter Campaigns
- Anti-litter/Dumping Enforcement Activities
- Curbside Recycling Programs
- Education and Outreach Efforts
- Free Trash Pickup/Drop-off Days
- County HHW Program Activities
- Improved Trash Bin Management
- Inspection/Maintenance of Storm Drain Outfalls
- Litter Pickup and Control
- Removal of Homeless Encampments
- Solid Waste Recycling Efforts
- Source Controls/Bans/Prohibitions
- Storm Drain Operation and Maintenance
- Storm Drain Signage/Marking
- Street Sweeping Activities
- Trash Removal from Receptacles
- Volunteer Creek Cleanups

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Not all trash load reduction actions were tracked by 'loads removed' this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be estimated for each load reduction action (as feasible).				

Section 11 - Provision C.11 Mercury Controls

C.11.a.i ►Mercury Recycling Efforts

List below or attach lists of efforts to promote, facilitate, and/or participate in collection and recycling of mercury containing devices and equipment at the consumer level (e.g., thermometers, thermostats, switches, bulbs).

E-waste & Shred Day was held in Town on October 17th 2009. The Town partnered with Allied Waste, Cintas and E-recycling of California. Over 5000lbs of e-waste was collected.

Mercury recycling efforts are also conducted by the San Mateo County HHW Program. The Town advertises the Countywide program's efforts and HHW locations to its residents through the monthly livewire newsletter.

C.11.a.ii ►Mercury Collection

Provide an estimate of the mass of mercury collected through these efforts, or provide a reference to a report containing this estimate.

Amount collected:

The methodologies for estimating the mass of mercury collected through mercury collection and recycling efforts are currently in development and are due to the Water Board by September 15, 2010. Therefore, estimates could not be made for FY 09-10. Estimates of the mass of mercury collected through recycling efforts during FY 10-11 will be provided with the FY 10-11 Annual Report.

C.11.b ►Monitor Methylmercury
C.11.c ►Pilot Projects to Investigate and Abate Mercury Sources in Drainages
C.11.d ►Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices
C.11.e ►Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit
C.11.f ►Diversion of Dry Weather and First Flush Flows to POTWs
C.11.g ►Monitor Stormwater Mercury Pollutant Loads and Loads Reduced
C.11.h ►Fate and Transport Study of Mercury In Urban Runoff
C.11.i ►Development of a Risk Reduction Program Implemented Throughout the Region
C.11.j ►Develop Allocation Sharing Scheme with Caltrans

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.

Summary

A summary of SMCWPPP's accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of the Countywide Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report.

Section 12 - Provision C.12 PCBs Controls

C.12.a.i,iii ►Municipal Inspectors Training

(For FY 09-10 Annual Report only) List below or attach description of results of training municipal industrial inspectors to identify, in the course of their existing inspections, PCBs or PCB-containing equipment.

Description:

In FY 09-10, inspector training materials were developed through in-kind contributions of SMCWPPP and SCVURPPP to BASMAA. Training materials can be found in the BASMAA Regional POC Report.

C.12.a.ii,iii ►Ongoing Training

(For FY 10-11 Annual Report and Each Annual Report Thereafter) List below or attach description of ongoing training development and inspections for PCB identification, including documentation and referral to appropriate regulatory agencies (e.g. county health departments, Department of Toxic Substances Control, California Department of Public Health, and the Water Board) as necessary.

Description:

Not required for this Annual Report.

C.12.b ►Conduct Pilot Projects to Evaluate Managing PCB-Containing Materials and Wastes during Building Demolition and Renovation Activities
C.12.c ►Pilot Projects to Investigate and Abate On-land Locations with Elevated PCB Concentrations
C.12.d ►Conduct Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices
C.12.e ►Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit
C.12.f ►Diversion of Dry Weather and First Flush Flows to POTWs
C.12.g ►Monitor Stormwater PCB Pollutant Loads and Loads Reduced
C.12.h ►Fate and Transport Study of PCBs In Urban Runoff
C.12.i ►Development of a Risk Reduction Program Implemented Throughout the Region

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.

Summary

A summary of Program accomplishments for these sub-provisions are included within the C.12 PCB Controls section of the Countywide Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report.

Section 13 - Provision C.13 Copper Controls

C.13.a.i and iii ► Legal Authority: Architectural Copper

(For FY 10-11 Annual Report only) Do you have adequate legal authority to prohibit discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of the surface of copper architectural features, including copper roofs to storm drains?		Yes		No

If **No**, explain and provide schedule for obtaining authority within 1 year:

Not required for this Annual Report.

C.13.b.i and iii ► Legal Authority: Pools, Spas, and Fountains

(For FY10-11 Annual Report only) Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?		Yes		No

If **No**, explain and provide schedule for obtaining authority within 1 year:

Not required for this Annual Report.

C.13.c ►Vehicle Brake Pads

Reported in a separate regional report.

A summary of SMCWPPP's participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of the Countywide Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report.

C.13.d.iii ►Industrial Sources Copper Reduction Results

List below or attach annotated lists or tables from your Industrial and Commercial Site Controls portion of this report, that highlight copper reduction results among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed. For FY09-10 describe below or highlight in the C.4 Evaluation portion (if provided) of this report the steps taken to revise your program to meet new data tracking and reporting requirements for implementation levels described in C.13.d.ii.

Summary

In FY 09-10, inspector training materials were developed through in-kind contributions of SMCWPPP and SCVURPPP to BASMAA. Training materials can be found in the BASMAA Regional POC Report.

C.13.e ▶Studies to Reduce Copper Pollutant Impact Uncertainties

Revised. Description reads "State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below."

Summary

A summary of SMCWPPP's efforts (i.e., participation in RMP committee and work group meetings) to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of the Countywide Program's FY 09-10 Annual Report and/or BASMAA Regional POC Report.

Section 14 - Provision C.14 PBDE, Legacy Pesticides and Selenium Controls

C.14.a ▶ Control Programs for PBDEs, Legacy Pesticides and Selenium Controls

Revised. Description reads "State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below."

Summary

A summary of SMCWPPP's efforts (i.e., participation in RMP committee and work group meetings) to develop a Control Program for PBDEs, Legacy Pesticides and Selenium is included within the C.14 PBDE, Legacy Pesticides and Selenium section of the Countywide Program's FY 09-10 Annual Report and/or BASMAA Regional POC Report.

Section 15 - Provision C.15 Exempted and Conditionally Exempted Discharges

C.15.b.iii.(1), C.15.b.iii.(2) ► Planned and Unplanned Discharges of Potable Water

Is your agency a water purveyor?		Yes	X	No
If **No**, skip to C.15.b.vi.(2):				
If **Yes**, Complete the attached reporting tables or attach your own table with the same information. Describe program highlights below. For FY 09-10 only, describe steps taken to revise your program to meet new monitoring, data tracking and reporting requirements.				
Summary:				

C.15.b.vi.(2) ► Irrigation Water, Landscape Irrigation, and Lawn or Garden Watering

Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary:

C.15.b.iii.(1) ► Planned Discharges of the Potable Water System

Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity[1] (NTU)	Implemented BMPs & Corrective Actions

Notes:

[1] Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System

Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual[2] (mg/L)	pH[2] (standard units)	Discharge Turbidity (Visual)[2,]	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time[4]	Inspector arrival time	Responding crew arrival time

Notes:

1. This table contains all of the unplanned discharges that occurred in this FY.

2. Monitoring data is only required for 10% of the unplanned discharges. If you monitored more than 10% of your unplanned discharges report all of the data collected.

4. Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required after becoming aware of aquatic impacts as a result of unplanned discharge or when the discharge might endanger or compromise public health and safety.

Attachment 1 (Section C.4.b.iii (1))
Potential Facilities List

BROADMOOR SERVICE	280	A	COLMA	FA0011519	4/2/2009
A STREET PUMP STATION	280	A	COLMA	FA0028622	2/3/2009
G & M AUTO BODY	245	COLLINS	COLMA	FA0026720	6/22/2009
STEWART CHEVROLET	245	COLLINS	COLMA	FA0026723	6/18/2010
PRECISION AUTO DETAILING	245	COLLINS	COLMA	FA0037651	6/22/2009
A-1 RHINO LININGS	480	COLLINS	COLMA	FA0026068	12/18/2009
SERRAMONTE FORD BODY SHOP	500	COLLINS	COLMA	FA0008183	5/20/2010
SERRAMONTE FORD FLEET SVCS	530	COLLINS	COLMA	FA0018197	5/20/2010
CHRISTY VAULT CO	1000	COLLINS	COLMA	FA0018176	2/20/2009
HOME DEPOT #639	2	COLMA	COLMA	FA0023475	3/2/2010
HONEY BAKED HAM	11	COLMA	COLMA	FA0005261	1/17/2006
QUIZNOS SUB #2786	15	COLMA	COLMA	FA0027659	
GENERAL NUTRITION CENTERS	17	COLMA	COLMA	FA0015734	11/29/2005
BED BATH & BEYOND	19	COLMA	COLMA	FA0025990	11/15/2005
MANILA EATERY	45	COLMA	COLMA	FA0027226	
LENSCRAFTERS	53	COLMA	COLMA	FA0026109	6/11/2009
MARSHALLS	65	COLMA	COLMA	FA0007443	11/15/2005
JO ANN FABRICS AND CRAFTS #695	75	COLMA	COLMA	FA0015437	11/29/2005
HOME DEPOT	91	COLMA	COLMA	FA0025974	3/2/2010
PIER 1 IMPORTS #485	101	COLMA	COLMA	FA0015776	11/29/2005
BURGER KING	111	COLMA	COLMA	FA0006463	11/29/2005
BARNES & NOBLE BOOKSELLERS	119	COLMA	COLMA	FA0022323	11/15/2005
CYAN SHOP		COLMA BART STATION	COLMA	FA0026994	No Activity
BART	255	D	COLMA	FA0012177	4/28/2010
BART	365	D	COLMA	FA0023821	6/29/2009
WOODLAWN MEMORIAL PARK	1000	EL CAMINO REAL	COLMA	FA0009260	6/23/2009
ETERNAL HOME CEMETERY	1051	EL CAMINO REAL	COLMA	FA0010297	12/17/2008
GREENLAWN MEMORIAL PARK	1100	EL CAMINO REAL	COLMA	FA0027165	5/19/2009
MEMORIAL PARK, GREEK ORTHODOX	1148	EL CAMINO REAL	COLMA	FA0018180	5/19/2009
HOME OF PEACE CEMETERY	1299	EL CAMINO REAL	COLMA	FA0008982	5/21/2009
CYPRESS LAWN CEMETERY	1370	EL CAMINO REAL	COLMA	FA0009582	4/8/2010
ESTRADAS KITCHEN	7440	EL CAMINO REAL	COLMA	FA0000537	
CITY CAFE	7622	EL CAMINO REAL	COLMA	FA0026198	1/18/2006
SUBWAY	7800	EL CAMINO REAL	COLMA	FA0029077	
F ST COLMA LIFT STATION	300	F	COLMA	FA0028623	2/3/2009
TOWN OF COLMA CORP YARD	601	F	COLMA	FA0027054	5/14/2010
GARDEN VILLAGE ELEMENTARY SCHOOL	208	GARDEN	COLMA	FA0025417	3/10/2006
WONGS CAFE	1111	HILLSIDE	COLMA	FA0003167	11/21/2007
CAL AUTO BODY	1132	HILLSIDE	COLMA	FA0013771	2/10/2010
TOM AUTOMOTIVE	1166	HILLSIDE	COLMA	FA0030896	12/8/2009
SHAUGHNESSY ROOFING INC	1280	HILLSIDE	COLMA	FA0008370	2/5/2009
OLIVET MEMORIAL PARK	1601	HILLSIDE	COLMA	FA0039534	12/8/2009
LUCKY CHANCES CASINO	1700	HILLSIDE	COLMA	FA0023502	3/3/2006
SERBIAN CEMETERY	1801	HILLSIDE	COLMA	FA0015419	8/4/2009
TROYS AUTO BODY	1901	HILLSIDE	COLMA	FA0003657	3/23/2010
CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA	FA0027005	2/1/2006
CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA	FA0018157	4/7/2010
BEVERAGES & MORE	4915	JUNIPERO SERRA	COLMA	FA0024328	6/16/2006
FRESH CHOICE	4927	JUNIPERO SERRA	COLMA	FA0001822	2/25/2006
ROUND TABLE PIZZA	4935	JUNIPERO SERRA	COLMA	FA0002542	12/21/2005
TARGET STORES T0320	5001	JUNIPERO SERRA	COLMA	FA0007440	2/25/2006
TARGET STORE #320	5001	JUNIPERO SERRA	COLMA	FA0029716	3/5/2010
SIZZLER FAMILY STEAK HOUSE	5025	JUNIPERO SERRA	COLMA	FA0002582	1/18/2006
KIMCO REALTY	280	METRO CENTER COLMA BLVD	COLMA	FA0029468	3/5/2010
ROYAL DONUTS	7438	MISSION	COLMA	FA0002880	2/1/2006
ALL AUTO CENTER	7480	MISSION	COLMA	FA0027089	9/9/2009
BLUE WATER TOWING & AUTO SVC	7490	MISSION	COLMA	FA0028135	6/23/2009
MARTINEZ & SONS AUTO COLLISION	7490	MISSION	COLMA	FA0033463	7/16/2009
SWEET DREAMS	7743	MISSION	COLMA	FA0009691	2/1/2006
HOLY CROSS CEMETERY	1500	OLD MISSION	COLMA	FA0018165	3/25/2010
F FERRANDO & CO	1537	OLD MISSION	COLMA	FA0018179	7/16/2009
PACIFIC SUPPLY	1675	OLD MISSION	COLMA	FA0029537	6/11/2009
ROYAL AUTO BODY SHOP	1681	OLD MISSION	COLMA	FA0003591	8/19/2009
IMAGE AUTO BODY	1687	OLD MISSION	COLMA	FA0022442	8/13/2009
BACAS MACHINE SHOP	1690	OLD MISSION	COLMA	FA0017879	1/21/2010
JOHNS AUTO CENTER	1711	OLD MISSION	COLMA	FA0039011	7/30/2009
DITOS MOTORS	1715	OLD MISSION	COLMA	FA0029523	6/18/2009
GENUINE AUTO CARE	1733	OLD MISSION	COLMA	FA0007712	8/20/2009
CYPRESS LAWN CEMETERY	1770	OLD MISSION	COLMA	FA0011509	4/8/2010
PRECISION ROOFING INC	1773	OLD MISSION	COLMA	FA0018154	6/18/2009
COLMA FIRE PROTECTION DIST	50	REINER	COLMA	FA0010443	6/23/2009
TASSI INC	55	REINER	COLMA	FA0007550	9/2/2009
DALY CITY AUTO	136	REINER	COLMA	FA0002761	4/8/2010

SUILYS CAFE	1	SAN PEDRO	COLMA	FA0005629	2/1/2006
HARD HATS BISTRO	11	SAN PEDRO	COLMA	FA0000539	
NIPA HUT TRADING	19	SAN PEDRO	COLMA	FA0002593	
CELINE'S KITCHEN	29	SAN PEDRO	COLMA	FA0002224	
HILLSIDE LANDFILL	1	SAND HILL	COLMA	FA0006195	8/13/2009
SERRAMONTE SERVICE PLAZA BODY	435	SERRAMONTE	COLMA	FA0005631	7/28/2009
SERRAMONTE AUTO PLAZA	445	SERRAMONTE	COLMA	FA0003550	1/20/2009
LEXUS OF SERRAMONTE	445	SERRAMONTE	COLMA	FA0037652	6/24/2009
SERRAMONTE DODGE	455	SERRAMONTE	COLMA	FA0004719	7/17/2009
SERRAMONTE ACURA	475	SERRAMONTE	COLMA	FA0028903	6/25/2009
SERRAMONTE HONDA	485	SERRAMONTE	COLMA	FA0005746	7/28/2009
SERRAMONTE NISSAN	650	SERRAMONTE	COLMA	FA0027941	5/7/2010
SERRAMONTE VOLKSWAGEN	711	SERRAMONTE	COLMA	FA0046285	4/30/2010
BABIES R US	775	SERRAMONTE	COLMA	FA0002377	12/21/2005
STEWART CHEVROLET CO	780	SERRAMONTE	COLMA	FA0018163	7/24/2009
LEXUS OF SERRAMONTE	800	SERRAMONTE	COLMA	FA0037689	6/24/2009
ONO HAWAIIAN BBQ RESTAURANT	970	SERRAMONTE	COLMA	FA0031387	
SERRAMONTE FORD	999	SERRAMONTE	COLMA	FA0018188	4/30/2010
BENJAMIN FRANKLIN MIDDLE SCHOOL	700	STEWART	COLMA	FA0025418	3/3/2006
	92 Total # of		92		

Attachment 2 (Section C.4.b.iii (2))
Facilities List

SCHEDULED FOR INSPECTION FY 2010-2011

Facility	Address		City	Last Insp
BED BATH & BEYOND	19	COLMA	COLMA	11/15/2005
MARSHALLS	65	COLMA	COLMA	11/15/2005
BARNES & NOBLE BOOKSELLERS	119	COLMA	COLMA	11/15/2005
GENERAL NUTRITION CENTERS	17	COLMA	COLMA	11/29/2005
JO ANN FABRICS AND CRAFTS #695	75	COLMA	COLMA	11/29/2005
PIER 1 IMPORTS #485	101	COLMA	COLMA	11/29/2005
BURGER KING	111	COLMA	COLMA	11/29/2005
ROUND TABLE PIZZA	4935	JUNIPERO SERRA	COLMA	12/21/2005
BABIES R US	775	SERRAMONTE	COLMA	12/21/2005
HONEY BAKED HAM	11	COLMA	COLMA	1/17/2006
CITY CAFE	7622	EL CAMINO REAL	COLMA	1/18/2006
SIZZLER FAMILY STEAK HOUSE	5025	JUNIPERO SERRA	COLMA	1/18/2006
CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA	2/1/2006
ROYAL DONUTS	7438	MISSION	COLMA	2/1/2006
SWEET DREAMS	7743	MISSION	COLMA	2/1/2006
SUILYS CAFE	1	SAN PEDRO	COLMA	2/1/2006
FRESH CHOICE	4927	JUNIPERO SERRA	COLMA	2/25/2006
TARGET STORES T0320	5001	JUNIPERO SERRA	COLMA	2/25/2006
LUCKY CHANCES CASINO	1700	HILLSIDE	COLMA	3/3/2006
BENJAMIN FRANKLIN MIDDLE SCHOOL	700	STEWART	COLMA	3/3/2006
GARDEN VILLAGE ELEMENTARY SCHOOL	208	GARDEN	COLMA	3/10/2006
BEVERAGES & MORE	4915	JUNIPERO SERRA	COLMA	6/16/2006
WONGS CAFE	1111	HILLSIDE	COLMA	11/21/2007
ETERNAL HOME CEMETERY	1051	EL CAMINO REAL	COLMA	12/17/2008
SERRAMONTE AUTO PLAZA	445	SERRAMONTE	COLMA	1/20/2009
A STREET PUMP STATION	280	A	COLMA	2/3/2009
F ST COLMA LIFT STATION	300	F	COLMA	2/3/2009
SHAUGHNESSY ROOFING INC	1280	HILLSIDE	COLMA	2/5/2009
CHRISTY VAULT CO	1000	COLLINS	COLMA	2/20/2009
BROADMOOR SERVICE	280	A	COLMA	4/2/2009
GREENLAWN MEMORIAL PARK	1100	EL CAMINO REAL	COLMA	5/19/2009
MEMORIAL PARK, GREEK ORTHODOX	1148	EL CAMINO REAL	COLMA	5/19/2009
HOME OF PEACE CEMETERY	1299	EL CAMINO REAL	COLMA	5/21/2009
LENSCRAFTERS	53	COLMA	COLMA	6/11/2009

PACIFIC SUPPLY	1675	OLD MISSION	COLMA	6/11/2009
DITOS MOTORS	1715	OLD MISSION	COLMA	6/18/2009
PRECISION ROOFING INC	1773	OLD MISSION	COLMA	6/18/2009
G & M AUTO BODY	245	COLLINS	COLMA	6/22/2009
PRECISION AUTO DETAILING	245	COLLINS	COLMA	6/22/2009
WOODLAWN MEMORIAL PARK	1000	EL CAMINO REAL	COLMA	6/23/2009
BLUE WATER TOWING & AUTO SVC	7490	MISSION	COLMA	6/23/2009
COLMA FIRE PROTECTION DIST	50	REINER	COLMA	6/23/2009
LEXUS OF SERRAMONTE	445	SERRAMONTE	COLMA	6/24/2009
LEXUS OF SERRAMONTE	800	SERRAMONTE	COLMA	6/24/2009
SERRAMONTE ACURA	475	SERRAMONTE	COLMA	6/25/2009
BART	365	D	COLMA	6/29/2009
CYAN SHOP		COLMA BART STATION	COLMA	No Activity
QUIZNOS SUB #2786	15	COLMA	COLMA	
MANILA EATERY	45	COLMA	COLMA	
ESTRADAS KITCHEN	7440	EL CAMINO REAL	COLMA	
SUBWAY	7800	EL CAMINO REAL	COLMA	
HARD HATS BISTRO	11	SAN PEDRO	COLMA	
NIPA HUT TRADING	19	SAN PEDRO	COLMA	
CELINE'S KITCHEN	29	SAN PEDRO	COLMA	
ONO HAWAIIAN BBQ RESTAURANT	970	SERRAMONTE	COLMA	

Total # Scheduled FY 10-11	55	Total # of Facilities per City :	92

Attachment 3 (Section C.9.a)
IPM Policy

RESOLUTION NO. 2003-74
OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION ADOPTING THE SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM MODEL INTEGRATED PEST MANAGEMENT POLICY

1. Background.

a. The Environmental Protection Agency, under the 1987 amendments to the Federal Clean Water Act, imposed regulations mandating local governments control and reduce the amount of stormwater pollutant runoff into receiving waters;

b. Under the authority of California Porter-Cologne Water Quality Control Act, the State Water Resources Control Board delegated authority to the Regional Water Quality Control Boards to impose permitting requirements upon counties and cities;

c. In 1991, the San Francisco Bay Regional Water Quality Control Board required San Mateo County and the incorporated cities therein to obtain a National Pollutant Discharge Elimination System (NPDES) Permit;

d. Thereafter, San Mateo County and all the incorporated cities therein adopted the San Mateo Countywide Stormwater Management Plan and submitted the same to the San Francisco Bay Regional Water Quality Control Board for approval;

e. On September 15, 1993, the San Francisco Bay Regional Water Quality Control Board approved the Mateo Countywide Stormwater Management Plan and issued NPDES Permit CA S0029921 for San Mateo County and all the cities therein for period 1993 to 1998;

f. On July 21, 1999, after application by San Mateo County and the incorporated cities therein, the San Francisco Bay Regional Water Quality Control Board approved Renewed NPDES Permit CA S0029921 for San Mateo County and all the cities therein for the period through July 1, 2004;

g. The approved San Mateo Countywide Stormwater Management Plan includes a Pesticide Management Plan and performance standards for pesticide usage and integrated pest management. A component of these standards requires the adoption by all member agencies of an Integrated Pest Management policy and/or ordinance requiring integrated pest management techniques in municipal operations; and

h. The City Council wishes to adopt the model Integrated Pest Management Policy as the Town's policy.

2. Findings. The City Council finds that adoption of the model Integrated Pest Management Policy will protect the health and safety of its employees and general public, the environment and water quality, as well as provide sustainable solution for pest control,

through the reduced use of pesticides on property owned or managed by the Town to the maximum extent practicable.

3. Policy. It is the policy of the Town of Colma as follows:

a. Employees implementing pest management operations will use Integrated Pest Management (IPM) techniques that emphasize non-pesticide alternatives and, when necessary, employ the least toxic chemicals. Preference will be given to contractors who implement IPM. Town of Colma departments and their contractors that apply pesticides will develop and maintain an active IPM Plan to ensure the long-term prevention and suppression of pest problems with minimum negative impacts on the health and safety of the community and environment. The Town of Colma will track employee and contractor pesticide use and prepare an annual report summarizing pesticide use and evaluating pest control activities performed.

b. The Town of Colma shall encourage pilot projects to demonstrate landscape and structural pest control alternatives, seeking to use the most recent technology, best management practices and least toxic methods for all pest control measures. Pilot projects should include an objective analysis of the effectiveness of the alternative techniques applied.

c. The Town of Colma will review its purchasing procedures, contracts or service agreements with pesticide applicators and employee training practices to determine what changes can be made to support the goal of pesticide reduction and promote the purchase and use of the least harmful chemicals.

d. The Town of Colma will perform educational outreach and/or support Countywide or regional efforts to educated residential and commercial pesticide users on a.) goals and techniques of IPM, and b.) pesticide related water quality issues.

4. Definitions. As used in this Resolution, the following terms shall have the meaning ascribed:

a. *Pesticides* means any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest. Pest can be insects, rodents and other animals, unwanted plants (weeds), bacteria or fungi. The term pesticide applies to herbicides, fungicides, insecticides, rodenticides, mollusicicides and other substances used to control pests. Antimicrobial agents are not included in this definition of pesticides. In general, the intent of antimicrobial agents is to reduce or mitigate the growth or development of microbial organisms. They are used to avoid health hazards and include indoor cleaning, spa and swimming pools, medical sterilizer and sanitizer products.

b. *Integrated Pest Management (IPM)* is an ecosystem-based strategy that focuses on long-term prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices, and use of resistant varieties. Pesticides are used only after monitoring

indicates they are needed according to established guidelines, and treatments are made with the goal of removing only the target organism. Pest control materials are selected and applied in a manner that minimizes risks to human health, to beneficial and non-target organisms, and to the environment.

c. *Town of Colma owned or managed property* includes but is not limited to parks and open space, roadsides, landscaped medians, flood control channels and other outdoor areas, as well as municipal buildings and structures.

I certify that the foregoing Resolution No. 2003-74 was duly adopted at a regular meeting of the City Council of the Town of Colma held on December 10, 2003, by the following vote:

Name	*Voting*		*Present, Not Voting*		*Absent*
	Aye	*No*	*Abstain*	*Not Participating*	
Ronald Maldonado, Mayor	X				
Philip Lum	X				
Helen Fisicaro	X				
Joseph Silva	X				
Frossanna Vallerga					X
Voting Tally	4	0			1

Ronald Maldonado, Mayor

ATTEST: Diane McGrath
Diane McGrath, Deputy City Clerk
For Herb Moniz, City Clerk

Attachment 4 (Section C.9.d)
Contract Specifications - IPM Policy

LANDSCAPE MAINTENANCE SERVICES CONTRACT

The TOWN OF COLMA, a California municipal corporation, located at 1198 El Camino Real, Colma, CA 94014 ("Town") and Loral Landscaping, Inc., a _____ , with its principal place of business at 704 South Amphlett Blvd., San Mateo, CA 94402, (650) 340-6940 ("Contractor") (each a "Party" and collectively the "Parties") agree to enter into this LANDSCAPE MAINTENANCE SERVICES CONTRACT (the "Contract") as follows:

1. General Landscape Maintenance Services.

1.1 *Scope.* Each month, Contractor shall perform the General Landscape Maintenance Services in public facilities and rights of way, as described more fully in this contract and the attached exhibits.

1.2 *Matrix.* ***Exhibit A*** is a matrix showing the specific tasks to be completed in each facility and right-of-way. Each facility and right-of-way shall be maintained so as to conform to the photographic depictions and the accompanying narrative descriptions of the way the facilities and right of ways should appear that are attached to and referenced by number in ***Exhibit A***.

1.3 *Duties.* ***Exhibit B*** specifies the Contractor's duties and the Town's duties with respect to the General Landscape Maintenance Services.

1.4 *Compensation.* For the General Landscape Maintenance Services described in this Section 1, Town shall pay Contractor a fixed fee of $8,403.00 per month. Contractor shall allocate the fixed fee to each public facility and right-of-way as set forth in ***Exhibit C***. Contractor shall invoice Town for this work once it has been completed, and the Town shall remit payment within 30 days of receipt of such invoice for all work completed to Town's satisfaction.

2. Emergency Services.

2.1 *Emergency Services.* Emergency Services shall consist of work that is immediately necessary to repair property that has been damaged, or is in danger of being damaged, because of an unforeseen event. Examples of natural events that may require Emergency Services are flooding, earthquakes or severe storms. Examples of man-made events that may require Emergency Services include traffic collisions, fire, explosion, broken pipes or severe vandalism. Examples of Emergency Services Contractor may be required to perform include, without limitation: removal of fallen trees; repair of broken irrigation lines; removal of mud, dirt and debris.

2.2 *On-call Number.* Contractor shall provide a current phone number for the Town to call when it needs Emergency Service and shall send a written notice to the Town if there is any change to the telephone number.

2.3 *Staffing, Response Time and Compensation.* At the request of Town, Contractor shall perform Emergency Services, and Town shall pay Contractor for those services, as follows:

EXHIBIT B: TASKS INCLUDED IN GENERAL LANDSCAPE MAINTENANCE SERVICES

IRRIGATION

Contractor's Duties:

- Check and test irrigation system for normal operation. Make minor repairs and adjustments at least once per month or as needed.
- Make repairs to the irrigation system within 7 days of noticing damaged or faulty pipes, valves, sprinkler heads, etc.
- Change batteries to controllers when needed, approximately 2-3 times a year
- Monitor controllers to proper water usage
- Change watering cycles for the different seasons of the year
- Make arrangements to have backflows certified by San Mateo County Health Department
- Provide irrigation schedule to the Town and comply with AB1881.
- Hand water areas not adequately covered by the irrigation system. Areas include, small area on the interior of Creekside Villas, planter boxes on the south side of Colma Blvd near El Camino Real and triangular island on Serramonte at Junipero Serra Blvd.

Town's Duties:

- Town to pay for irrigation repairs, (labor and materials)
- Town to pay for sub-contractor to certify the backflow devices and any repairs if needed.

FERTILIZERS, WEED SPRAYS and PESTS SPRAYS REQUIREMNTS

Contractor's Duties:

- Obtain and keep current all licenses, and certifications for use and storage of chemicals used within the Town of Colma. Maintain all licenses, records and advisories as the Town's spraying agent.
- Obtain written recommendation for pesticide application for use in rights of way.
- Provide all proper postings and schedules for spraying.
- Provide a list of all chemicals used for fertilizing and spraying to the Town Maintenance Supervisor.
- Provide all proper safety apparatus and equipment when spraying.
- Provide quarterly schedules for spraying and fertilizing.
- Spray all plants and trees for weeds, pests, and disease. Follow all Integrated Pest management Best Management Practices (BMP's) in accordance with the Town's Ordinance and the Regional Water Quality Control Board Municipal Storm Water NPDES Permit requirements.
- Use of alternative or non-toxic methods of spraying and fertilizing whenever possible or feasible.
- Attend a minimum of 4 STOPPP (San Mateo Countywide Storm water Pollution Prevention Program) IPM (Interrogated Pest Management) meetings / workshops a year.

WEED CONTROL

Contractor's Duties:

- Spray weeds in the cracks in the sidewalk area.
- Spray weeds in the paving stone cracks in the residential area. (This includes both the street and sidewalk area.)
- Weed whacking roadside growth.

EXHIBIT B: TASKS INCLUDED IN GENERAL LANDSCAPE MAINTENANCE SERVICES

- Spray weeds in the cracks in the sidewalk area.
- Spray weeds in the paving stone cracks in the residential area. (This includes both the street and sidewalk area.)
- Weed whacking roadside growth.

Town's Duties:

- Town is to pay for chemicals, contractor to provide labor to apply.
- Town is to pay for labor cost to weed whack specified areas.

TRAFFIC CONTROL

Contractor's Duties:

- Provide all signage, arrow boards, traffic cones and personal qualified to direct traffic as needed.
- Provide traffic plans as needed, to conform to Caltrans and Department of Transportation (DOT) standards.
- Provide all employee safety attire, also to conform to Caltrans standards.
- Provide schedules when required work is to take place in the various right of ways.
- Provide monthly safety meeting, submit attendees list, meeting agenda and notes to the Town

Towns Duties:

- Provide all encroachment permits within the Caltrans right-of-way.
- Provide all encroachment permits to work within Town right of ways.

RODENT CONTROL

Contractor's Duties:

- Manage/control rodents to prevent damage the landscaped areas at least two times per month or as needed.

Towns Duties:

- Obtain a restricted materials permit annually from the San Mateo County Department of Agriculture.

'SCELLANEOUS

'l progress meetings with the Town of Colma staff once per month to review status of the 'nance area, landscape appearance and problem areas both within and outside of the contract

'l fertilization, weed and pest spraying shall be done in accordance with the Town's 'l Pest Management Policy and STOPPP's Best Management Practices.

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NOTE: A
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