

RICHARD CLINE
MAYOR

KIRSTEN KEITH
MAYOR PRO TEM

ANDREW COHEN
COUNCIL MEMBER

KELLY FERGUSSON
COUNCIL MEMBER

PETER OHTAKI
COUNCIL MEMBER

Building
TEL 650.330.6704
FAX 650.327.5403

City Clerk
TEL 650.330.6620
FAX 650.328.7935

City Council
TEL 650.330.6630
FAX 650.328.7935

City Manager's Office
TEL 650.330.6610
FAX 650.328.7935

Community Services
TEL 650.330.2200
FAX 650.324.1721

Engineering
TEL 650.330.6740
FAX 650.327.5497

Environmental
TEL 650.330.6763
FAX 650.327.5497

Finance
TEL 650.330.6640
FAX 650.327.5391

**Housing &
Redevelopment**
TEL 650.330.6706
FAX 650.327.1759

Library
TEL 650.330.2500
FAX 650.327.7030

Maintenance
TEL 650.330.6780
FAX 650.327.1953

Personnel
TEL 650.330.6670
FAX 650.327.5382

Planning
TEL 650.330.6702
FAX 650.327.1653

Police
TEL 650.330.6300
FAX 650.327.4314

Transportation
TEL 650.330.6770
FAX 650.327.5497



701 LAUREL STREET, MENLO PARK, CA 94025-3483
www.menlopark.org

September 14, 2011

Ms. Sue Ma
San Francisco Bay
Regional Water Quality Control Board
1515 Clay St., Suite 1400
Oakland, CA 94612

Subject: Stormwater Pollution Prevention Program
Second Half-Year Deliverable for 2010-2011

Dear Ms. Ma:

Please find enclosed the City of Menlo Park's responses to the items requested for delivery as described in the San Mateo Countywide Stormwater 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 person(s) who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

If you have any further questions, please phone me at (650) 330-6740 or email me at CWTaylor@menlopark.org.

Sincerely,

Charles W. Taylor, P.E.
Engineering Services Manager

ATTACHMENT B

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**FY 2010-2011 Annual Report
City of Menlo Park**

Section 1 – Permittee Information

Background Information				
Permittee Name:	City of Menlo Park			
Population:	32,026			
NPDES Permit No.:	CAS612008			
Order Number:	R2-2009-0074			
Reporting Time Period (month/year):	July / 2010 through June / 2011			
Name of the Responsible Authority:	Charles W. Taylor	Title:	Interim Public Works Director	
Mailing Address:	701 Laurel Street			
City:	Menlo Park	Zip Code:	94025	County: San Mateo
Telephone Number:	(650) 330-6740	Fax Number:	(650) 327-5497	
E-mail Address:	CWTaylor@menlopark.org			
Name of the Designated Stormwater Management Program Contact (if different from above):	Jennifer Ng	Title:	Senior Civil Engineer	
Department:	Engineering Division			
Mailing Address:	701 Laurel Street			
City:	Menlo Park	Zip Code:	94025	County: San Mateo
Telephone Number:	(650) 330-6740	Fax Number:	(650) 327-5497	
E-mail Address:				

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

Staff continues to implement Best Management Practices (BMPs) throughout Menlo Park as well as Corporation Yard. Storm Drains have been inspected and cleaned. Trash Hot Spots have been identified, cleaned and documented.

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: **Straw Boom and filter cloth placed around storm drains prior to work. Vacuum up slurry up and dispose of in bin at yard.**

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: **Install filter cloth and straw boom around drain inlets and vacuum up as work is being done.**

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:

n/a	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
X	Control of discharges from graffiti removal activities
n/a	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
X	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
n/a	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments: **At this time we do not have discharges from bridges when removing graffiti. We paint over but install tarp beneath in case of paint spill. Training will be implemented as soon as class becomes available in 2011.**

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations: Yes No

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

Complete the following table for dry weather DO monitoring and inspection data for pump stations¹ (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
Chrysler Pump Station 1221 Chrysler Dr. Menlo Park	8/19/2010	8.39	9/15/2010	8.31

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

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:

N/A

Attachments:

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)
Chrysler Pump Station 1221 Chrysler Dr. Menlo Park	8/19/2010	0	No	No	No	No
" " "	9/15/2010	0	No	No	No	No

C.2.e. ► Rural Public Works Construction and Maintenance			
Does your municipality own/maintain rural ² roads:		<input checked="" type="checkbox"/>	Yes
		<input type="checkbox"/>	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 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:			
<input checked="" type="checkbox"/>	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas		
<input type="checkbox"/>	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources		
<input type="checkbox"/>	No impact to creek functions including migratory fish passage during construction of roads and culverts		
<input checked="" type="checkbox"/>	Inspection of rural roads for structural integrity and prevention of impact on water quality		
<input type="checkbox"/>	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion		
<input type="checkbox"/>	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate		
<input type="checkbox"/>	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: Roads that are considered rural in Menlo Park are portions of Creek Drive and Woodland Avenue. The "not applicable" responses are a result of no rural road, culvert or bridge design, construction, or replacement that was carried out by the City during this reporting period.			

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 corporations yard(s):

<input type="checkbox"/>	We do not have a corporation yard
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
<input checked="" type="checkbox"/>	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:

<input checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants

Comments:

Areas that contain waste pollutants are removed prior to the wet season, and if not removed by the wet season, a temporary canvas cover is used to prevent runoff from the area.

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
City of Menlo Park	Twice weekly	Pre-clean chambers with debris	Vactor out debris
City of Menlo Park	November 8, 2010	Corporation Yard in Compliance with BMPs	

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

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

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

Summary:

1. The City Ordinance Chapter 7.42, "Storm Water Management Program", gives the legal authority to implement C.3.
2. The City requires the applicant to include the NPDES Checklist and Impervious Surface Form with the project submitted for review. Also, the City ensures the applicant complies with all conditions of approval before finalizing the project. The City is evaluating the proper use of the C.3 and C.6 Development Review Checklist.
3. The City requires the applicant to submit the Hydrology Reports for permanent stormwater quality controls and hydromodification measures incorporated in CEQA reviews.
4. Jennifer Ng (Senior Civil Engineer) provided internal Treatment Measure Operation and Maintenance training on October 5, 2010.
5. The City has the following handout flyers that are available at the City counter for staff, developers, contractors, construction site operators and property owner/builders.: (1) Changes to Stormwater Quality Control Requirements, (2) Hydromodification Management Requirements and (3) Notice to Project Applicants - Additional, New Stormwater Use and Treatment Requirements will go into effect December 1, 2011. The City is in the process to link flyers to City website.
6. The City requires the applicant to complete Section II of the NPDES Checklist to encourage projects that are not C.3 Regulated Projects to include site design measures.
7. The City uses the City's Local Source Control Measures List at <http://www.menlopark.org/departments/pwk/SourceControl.pdf> to encourage projects that are not C.3 Regulated Projects to include the use of source controls.
8. Not applicable at this time. No General Plan updates were made in FY 2010-2011.

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. Refer to the C.3 New Development and Redevelopment section of the countywide program's FY 10-11 Annual Report for a description of any activities conducted at the countywide or regional level.

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.

Large development activities were down compared to previous year and there were no private development projects in the Regulated Projects category that received City approval during the reporting period. There was only one public project that was approved by the City and is detailed in the reporting table below.

C.3.c. Low Impact Development Reporting

Reporting not required for FY 2010-2011.

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. **Attached table has been filled in.**

(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:

In FY 2010-11, municipal staff conducted inspections for newly installed treatment systems and 20% of the previously installed treatment systems within the City. Only two instances were noted as needing maintenance – one was landscaping not “taking” in a swale, the other required clean out of catch basins. Both of these sites have addressed the issues.

(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:

The O&M program as currently conducted by the City appears to be effective. However, the treatment systems installed thus far have not been numerous. As the number of treatment systems grows over the next few years, City staff will need to spend more time tracking and inspecting.

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 Impervious Surface Area (ft ²)	Total Replaced Impervious Surface Area (ft ²)	Total Pre- Project Impervious Surface Area ⁷ (ft ²)	Total Post- Project Impervious Surface Area ⁸ (ft ²)
Private Projects											
N.A. – The large development activities were down compare to previous year and there is no development project in the Regulated Projects category that got City approval during the reporting period. Therefore, the City did not approve any Private Regulated Projects during fiscal year 2010-	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

³ Include cross streets

⁴ If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

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) in which the Regulated Project is located. Optional but recommended: Also state the downstream watershed(s).

⁷ For redevelopment projects, state the pre-project impervious surface area.

⁸ For redevelopment projects, state the post-project impervious surface area.

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 Impervious Surface Area (ft ²)	Total Replaced Impervious Surface Area (ft ²)	Total Pre- Project Impervious Surface Area ⁷ (ft ²)	Total Post- Project Impervious Surface Area ⁸ (ft ²)
2011.											
Public Projects											
Burgess Gymnastics Center	Civic Center, 501 Laurel Street, Menlo Park, CA 94025 (between Ravenswood and Burgess)	Vance Brown Builders	NA	Public/ Recreational Facility	NA	9.31	0.87	830	26,780	26,780	27,610
Comments: Gymnastics Center Project includes demolition of an existing gymnasium and construction of a new gymnastics facility in its place.											

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

Project Name Project No.	Application Deemed Complete Date ⁹	Application Final Approval Date ⁹	Source Control Measures ¹⁰	Site Design Measures ¹¹	Treatment Systems Approved ¹²	Operation & Maintenance Responsibility Mechanism ¹³	Hydraulic Sizing Criteria ¹⁴	Alternative Compliance Measures ^{15/16}	Alternative Certification ¹⁷	HM Controls ^{18/19}
Private Projects										
N.A. – The large development activities were down compare to previous year and there is no development project in the Regulated Projects category that got City approval during the reporting period. Therefore, the City did not approve any Private Regulated Projects during fiscal year 2010-2011.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

⁹ For private projects, state project application deemed complete date and final discretionary approval date.

¹⁰ 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.

¹¹ 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.

¹² 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.).

¹³ 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.

¹⁴ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

¹⁵ 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.

¹⁶ 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.

¹⁷ Note whether a third party was used to certify the project design complies with Provision C.3.d.

¹⁸ If HM control is not required, state why not.

¹⁹ 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), bioretention unit(s), regional detention basin, or in-stream control).

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

Project Name Project No.	Is Funding Committed? ²⁰	Date Construction Scheduled to Begin ²⁰	Source Control Measures ²¹	Site Design Measures ²²	Treatment Systems Approved ²³	Operation & Maintenance Responsibility Mechanism ²⁴	Hydraulic Sizing Criteria ²⁵	Alternative Compliance Measures ^{26/27}	Alternative Certification ²⁸	HM Controls ^{29/30}
Public Projects										
Burgess Gymnastics Center	Yes	5/10/2011	See Comments	See Comments	Treepod Filter	Notice of Deed Restriction	Subprovision 2.C of provision C.3.d (flow based)	See Comments	NA	Not required. Less than acre of impervious area created.

Comments:
Source Control Measures: Efficient landscape irrigation systems, properly designed trash storage area, storm drain stenciling, treepod filter
Site Design Measures: Minimize impervious surfaces, conserve existing trees
Alternative Compliance Measures: Proposed untreated site runoff will be offset by incorporation of a treepod filter to capture equivalent off-site drainage from the nearby parking lot. This runoff is within the same watershed as the project and will be treated by an LID treatment measure.

²⁰ For public projects, enter “Yes” or “No” under “Is Funding Committed?” and enter a date under “Date Construction Scheduled to Begin”.

²¹ 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.

²² 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.

²³ 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.).

²⁴ 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.

²⁵ See Provision C.3.d.i. “Numeric Sizing Criteria for Stormwater Treatment Systems” for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

²⁶ 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.

²⁷ 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.

²⁸ Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁹ If HM control is not required, state why not.

³⁰ 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), bioretention unit(s), regional detention basin, or in-stream control).

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.

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) ³¹	Party Responsible ³² For Maintenance	Date of Inspection	Type of Inspection ³³	Type of Treatment/HM Control(s) Inspected ³⁴	Inspection Findings or Results ³⁵	Enforcement Action Taken ³⁶	Comments
n/a	3700/3702/3704 Haven Court	No	Property Owner	2.17.11	Once/five years	Bioswale	Proper Operation		
n/a	75 Willow	No	Property Owner	2.17.11	Once/five years	Gravel basin	Proper Operation		
n/a	807 Paulson Circle	No	Property Owner	2.17.11	Once/five years	Vegetated swales(2)	Proper Operation		
n/a	4040 Campbell	No	Property Owner	2.17.11	Once/five years	Swale, storm pump, filter insert	Proper Operation		
n/a	642/644 Harvard	No	Property Owner	2.17.11	Once/five years	Landscaping treatment	Proper Operation		
n/a	1204/1206 N. Lemon	Yes	Property Owner	2.17.11	Once/five years	Swale	Proper Operation		
Oak Knoll School	1895 Oak Knoll	Yes	Property Owner	2.17.11	Once/five years	Filtterra, retention pipes, bio pond, vegetated swales (2)	Swale requires maintenance.	Written letter	School has responded, and swale is functional.
Arillaga Family Gymnasium	600 Alma	Yes	City	9.1.10	Upon installation	Filtterra, flow through planters	Functional		
Nativity School	210 Oak Grove	No	Property Owner	2.17.11	Once/five years	Swale, detention basin, vegetated buffers	Maintenance required on catch basin system.	Written letter	School has responded. System is functional.

³¹ Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

³² State the responsible operator for installed stormwater treatment systems and HM controls.

³³ State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

³⁴ 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.

³⁵ State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

³⁶ 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

Program Highlights

Provide background information, highlights, trends, etc.

This year the City continued its staff participation on the CII subcommittee. City Staff also attended a work group to revise and update the contract between County Environmental Health (CEH) and 16 cities. CEH conducts stormwater inspections when they are already on site at restaurants and hazardous materials facilities within each city’s jurisdiction.

The City also trained four interns and administrative staff on how to conduct stormwater inspections. The training was accomplished using the video and other materials available at the flowstobay website. These and two other staff members conducted inspections during the year. The City used its database to identify businesses that were due for an inspection every-five-year inspections.

In the middle of June the city also brought to County Environmental Health’s attention about 30 sites that were due for inspection by them. Once the County had provided the City with its FY10-11 inspection records, it turned out that they had inspected all these sites during the year . This event confirmed that our database and the County Environmental Health’s are in synchronization and that all sites are being covered.

The City also made progress assigning high or low priority to each business based on its likelihood of threat to water quality. These priorities will be put into the City’s parcel database during FY 2011-12.

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan? Yes No

If No, explain:

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.

The County has provided the following 310 businesses as food facilities or sites where hazardous materials are used. These are the businesses that could reasonably be expected to cause or contribute to stormwater runoff.

UNITED PARCEL SERVICE INC	1355	ADAMS
INTERTEK TESTING SVCS	1365	ADAMS
MENLO LABS	1455	ADAMS

SILEXOS INC	1455	ADAMS
THERAJECT INC	1455	ADAMS
VELOMEDIX	1455	ADAMS
TANDEM SCIENCES INC	1455	ADAMS
PACIFIC BIOSCIENCES INC	1505	ADAMS
PHYCOIL BIOTECHNOLOGY INTL INC	1600	ADAMS
THE ROCK OF GIBRALTAR	1022	ALMA
IBERIA	1026	ALMA
J J HAWAIIAN BBQ	1170	ALMA
SEVEN ELEVEN STORE #14331 D	1170	ALMA
WEBB RANCH	2720	ALPINE
BARN WOOD SHOP	75	ARBOR
THE PHILLIPS BROOKS SCHOOL	2245	AVY
CAL TRANS RAVENSWOOD PUMP STA		BAYFRONT EXPWY @ UNIV
WESTERN DINING & E TRADE	4200	BOHANNON
E TRADE	4500	BOHANNON
MENLO PARK PUBLIC WORKS	333	BURGESS
SMCO THHW	333	BURGESS
MEMRY	4020	CAMPBELL
I SCIENCE INTERVENTIONAL	4055	CAMPBELL
HORIZON	4060	CAMPBELL
MEMRY CORP	4065	CAMPBELL
NESTLE WATERS NORTH AMERICA	1	CASEY
LUX DRY CLEANERS	1135	CHESTNUT
SHIOK	1137	CHESTNUT
GERRYS CAKES	1141	CHESTNUT
NAKS ORIENTAL MARKET	1151	CHESTNUT
FIRE STATION #77	1467	CHILCO
CITY OF MP /CHRYSLER DR PUMP STA	1221	CHRYSLER
L3 COMMUNICATIONS	1150	CHRYSLER PLANT

EXPONENT INC	149	COMMONWEALTH
CAFE MENLO PARK	149	COMMONWEALTH
DIAGEO	151	COMMONWEALTH
DIAGEO	151	COMMONWEALTH
XTENT INC	125	CONSTITUTION
L3 COMMUNICATIONS	130	CONSTITUTION
BASIC TRAINING FITNESS CLUB	161	CONSTITUTION
E C I PAINTING INC	165	CONSTITUTION
JOMAR MACHINING	180	CONSTITUTION
PACIFIC MACHINING INC	180	CONSTITUTION
GERON CORPORATION	200	CONSTITUTION
CORIUM INTERNATIONAL INC	235	CONSTITUTION
SUN MICROSYSTEMS MPK24/25	260	CONSTITUTION
TYCO ELECTRONICS	300	CONSTITUTION
TYCO THERMAL CONTROLS	307	CONSTITUTION
CARPACCIO	1120	CRANE
MARQS	1143	CRANE
CRANE PLACE BY PENINSULA VOLUNTEERS	1331	CRANE
CAFE DEL SOL	1010	DOYLE
STANFORD PARK HOTEL	100	EL CAMINO REAL
KOMA SUSHI JAPANESE RESTAURANT	211	EL CAMINO REAL
THE OASIS	241	EL CAMINO REAL
MENLO PARK GAS & DIESEL	275	EL CAMINO REAL
PLANET AUTO REPAIR	301	EL CAMINO REAL
YOGURT STOP	401	EL CAMINO REAL
SHELL STATION	495	EL CAMINO REAL
HUDSON AUTO CARE	495	EL CAMINO REAL
SAFEWAY STORE #990	525	EL CAMINO REAL
LENSCRAFTERS	700	EL CAMINO REAL
TOGOS EATERY	700	EL CAMINO REAL

COOKS SEAFOOD INC	751	EL CAMINO REAL
JENNY CRAIG	811	EL CAMINO REAL
STARBUCKS COFFEE	863	EL CAMINO REAL
JEFFREY'S HAMBURGERS	888	EL CAMINO REAL
AKASAKA	925	EL CAMINO REAL
GUILD THEATRE	949	EL CAMINO REAL
THE VITAMIN CLOSET	959	EL CAMINO REAL
APPLEWOOD TO GO	989	EL CAMINO REAL
APPLEWOOD INN	1001	EL CAMINO REAL
CAFE BORRONE	1010	EL CAMINO REAL
OAK CITY BAR & GRILL	1029	EL CAMINO REAL
SU HONG RESTAURANT	1037	EL CAMINO REAL
TRELLIS	1077	EL CAMINO REAL
MEX TOGO	1081	EL CAMINO REAL
THE BRITISH BANKERS CLUB	1090	EL CAMINO REAL
MCDONALDS	1100	EL CAMINO REAL
SULTANA RESTAURANT	1149	EL CAMINO REAL
MENLO CHEVRON	1200	EL CAMINO REAL
ROUND TABLE PIZZA INC	1225	EL CAMINO REAL
JASON'S CAFE	1246	EL CAMINO REAL
AUTO DYNAMICS	1279	EL CAMINO REAL
M & R AUTOMOTIVE INC	1281	EL CAMINO REAL
NAOMI SUSHI	1328	EL CAMINO REAL
TEN FU CHINESE REST	1352	EL CAMINO REAL
MENLO ATHERTON SHELL	1400	EL CAMINO REAL
DUCKYS CAR WASH	1436	EL CAMINO REAL
GOMBEI RESTAURANT	1438	EL CAMINO REAL
BELTRAMOS	1540	EL CAMINO REAL
ENCINAL INVESTORS, LLC	1600	EL CAMINO REAL
TRI EZ FOODS & LIQUOR	1820	EL CAMINO REAL

CELIAS MEXICAN RESTAURANT # 14	1850	EL CAMINO REAL
HILLVIEW SCHOOL	1100	ELDER
LINDO MICHOACAN MARKET	3821	FAIR OAKS
PG&E GLENWOOD SUBSTATION		GLENNWOOD DR/EL CAMINO RL
GLENWOOD INN	555	GLENWOOD
HAMILTON HENDERSON PUMP STATION	595	HAMILTON
ALLEN EQUIPMENT CO	755	HAMILTON
PROFESSIONAL TREE CARE CO	767	HAMILTON
TOGO'S MENLO PARK	825	HAMILTON
DASHI JAPANESE RESTAURANT	873	HAMILTON
MI TAQUERIA	875	HAMILTON
HIGH 5 STAR PIZZA	877	HAMILTON
GOLDEN FALAFEL	883	HAMILTON
TOGOS/BASKIN ROBBINS	885	HAMILTON
CARDIOKINETIX INC	925	HAMILTON
MEMBRANE TECHNOLOGY & RESEARCH	943	HAMILTON
MEMBRANE TECHNOLOGY & RESEARCH	953	HAMILTON
INVISAGE TECHNOLOGIES INC	978	HAMILTON
MENLO INDUSTRIAL PUMP STATION	1002	HAMILTON
CONOR MED SYSTEMS, INC.	1003	HAMILTON
CONOR MED SYSTEMS, INC.	1010	HAMILTON
OMNI PV INC	1030	HAMILTON
3 V BIOSCIENCES INC	1050	HAMILTON
RENNOVIA INC	1080	HAMILTON
QLT PLUG DELIVERY INC	1098	HAMILTON
MEMBRANE TECHNOLOGY & RESEARCH	1235	HAMILTON
PACIFIC BIOSCIENCES OF CA INC	1392	HAMILTON
STACK PLASTICS, INC.	3525	HAVEN
CYCLE FINISH	3535	HAVEN
WOLFS PRECISION WORKS INC	3549	HAVEN

MENLO REDWOOD AUTO SERVICE	3549	HAVEN
NICKELSON FOIL & EMBOSsing	3585	HAVEN
LANDEC LABS INC	3603	HAVEN
GOODMAN BALL INC	3639	HAVEN
DESIGNCO	3641	HAVEN
ROOTES GROUP DEPOT	3651	HAVEN
BAY MATERIALS LLC	3700	HAVEN
FEDERAL EXPRESS	3750	HAVEN
NANOSYN CORPORATION	3760	HAVEN
TECHSHOP	120	INDEPENDENCE
CABOCHON AESTHETICS INC	127	INDEPENDENCE
BELLE HAVEN SCHOOL	415	IVY
INFO IMAGE	141	JEFFERSON
BAY ASSOC WIRE TECHNOLOGIES	150	JEFFERSON
APIERON	155	JEFFERSON
CAFE DOLCE #45	179	JEFFERSON
INTUIT	180	JEFFERSON
FORSIGHT LABS LLC	191	JEFFERSON
LINEAR OPTIONS INC	1	KELLY
D M FIGLEY CO INC	10	KELLY
C S BIO	20	KELLY
WEST BAY SANITARY DISTRICT	500	LAUREL
CITY OF MENLO PARK	501	LAUREL
MENLO PARK CITY HALL	701	LAUREL
NATIVITY GRAMMAR SCHOOL	1250	LAUREL
100% HAND CAR WASH	701	MARSH
MENLO PARK VALERO MARSH RD	743	MARSH
POOLS ETC	763	MARSH
MARSH ROAD CHEVRON	1110	MARSH
MENLO SMOG	1110	MARSH

MENLO PARK PUMP STATION	1401	MARSH
GAS RECOVERY SYSTEMS	1680	MARSH
BUTLER BUILDING	1700	MARSH
CAFE ZOE	1929	MENALTO
LA HACIENDA #1	1933	MENALTO
SU HONG TO GO	630	MENLO
TRADER JOES	720	MENLO
CREPES CAFE	1195	MERRILL
LITTLEHOUSE BY PENINSULA VOLUNTEERS	800	MIDDLE
WILLOW MARKET LLC	60	MIDDLEFIELD
MIKES CAFE	150	MIDDLEFIELD
COSMOPOLITAN CAFE	275	MIDDLEFIELD
FIRE STATION #1	300	MIDDLEFIELD
ST PATRICKS SEMINARY	320	MIDDLEFIELD
NORTHERN MANAGEMENT SERVICES	345	MIDDLEFIELD
US GEOLOGICAL SURVEY	345	MIDDLEFIELD
GYPSY CAFE	11	NETWORK
CAFE JAVA JAVA	18	NETWORK
VALLOMBROSA CENTER	250	OAK GROVE
MENLO PARK FOSTER FREEZE	580	OAK GROVE
PHIL'S TREASURE POT RESTAURANT	625	OAK GROVE
AMERICAN SPEEDY PRINTING	651	OAK GROVE
BRUNELLO RISTORANTE	651	OAK GROVE
OAK KNOLL SCHOOL	1895	OAK KNOLL
ALS ROOFING SUPPLY	985	OBRIEN
SANFORD METAL PROCESSING CO	990	OBRIEN
ELECTRO MOTION INC	1001	OBRIEN
NOREN PRODUCTS INC	1010	OBRIEN
PARSONS MANUFACTURING CORP	1055	OBRIEN
NOREN PRODUCTS INC	1075	OBRIEN

AMERICAN PRINTING & COPY	1100	OBRIEN
WESTERN ALLIED MECHANICAL	1180	OBRIEN
DURA FOAM	1185	OBRIEN
POLYTEC PRODUCTS CORP	1190	OBRIEN
OICW	1200	OBRIEN
OFFICE MAX	1315	OBRIEN
DEPOMED	1360	OBRIEN
DNA 2.0	1430	OBRIEN
T JET TECHNOLOGIES	1430	OBRIEN
AMPRIUS INC	1430	OBRIEN
TRINITY BIOSYSTEMS	1490	OBRIEN
VIROBAY INC	1490	OBRIEN
ZEA CHEM INC	1490	OBRIEN
PPD DEVELOPMENT	1505	OBRIEN
COOL CAFE @MBP	1525	OBRIEN
PACIFIC BIOSCIENCES INC	1525	OBRIEN
UNIVERSITY AVE LIFT STATION	1595	OBRIEN
ACCLARENT INC	1525	O'BRIEN
EAST PALO ALTO ACADEMY	475	POPE
SRI COGENERATION	333	RAVENSWOOD
SRI INTL	333	RAVENSWOOD
PG&E SRI SUBSTATION		RAVENSWOOD & LAUREL
NEKTAR THERAPEUTICS	333	RAVENSWOOD-BLDG L W-106
QUADRUS CAFE	2400	SAND HILL
EPICUREAN FEDERAL INC	2575	SAND HILL
TRINITY SCHOOL	2650	SAND HILL
MORGAN STANLEY CAFETERIA	2725	SAND HILL
SAND HILL OAK PARTNERS	2800	SAND HILL
NEW ENTERPRISE ASSOCIATES INC	2855	SAND HILL
BISTRO AT THE COMMON	2882	SAND HILL

SHARON HEIGHTS GOLF & COUNTRY	2900	SAND HILL
SHARON HEIGHTS GOLF & COUNTRY	2900	SAND HILL
SBC	2950	SAND HILL
SUNDECK RESTAURANT	3000	SAND HILL
SLAC NATIONAL ACCELERATOR LAB	2575	SAND HILL RD M/S 36
STACKS RESTAURANT	600	SANTA CRUZ
QUIZNOS SUBS	604	SANTA CRUZ
TOKYO SUBWAY	605	SANTA CRUZ
COLD STONE CREAMERY	611	SANTA CRUZ
MENLO CAFE	620	SANTA CRUZ
LEFT BANK RESTAURANT	635	SANTA CRUZ
VIDA BISTRO	641	SANTA CRUZ
WALGREEN CO-ONE HOUR PHOTO	643	SANTA CRUZ
WALGREENS #07087	643	SANTA CRUZ
UNA MAS RESTAURANT	683	SANTA CRUZ
STARBUCKS COFFEE #646	693	SANTA CRUZ
YAKINIKU HOUSE JUBAN	712	SANTA CRUZ
RITZ CAMERA CTR #236	715	SANTA CRUZ
LE BOULANGER	720	SANTA CRUZ
BAGEL STREET CAFE	746	SANTA CRUZ
ANN'S COFFEE SHOP	772	SANTA CRUZ
ANGELO MIO RESTAURANT	820	SANTA CRUZ
MENLO ART CLEANERS	824	SANTA CRUZ
MATARO	827	SANTA CRUZ
BASKIN ROBBINS #192	863	SANTA CRUZ
CAFE SILAN	867	SANTA CRUZ
POSH BAGEL	869	SANTA CRUZ
HOOT N TOOT CLEANERS	875	SANTA CRUZ
MARCHE	898	SANTA CRUZ
PEETS COFFEE TEA & SPICES CO	899	SANTA CRUZ

CHAMP INC DBA FITNESS 101	40	SCOTT
VINTAGE OAKS PUMP STATION I	100	SEMINARY
VINTAGE OAKS PUMP STATION II	190	SEMINARY
LA ENTRADA SCHOOL	2200	SHARON
SHARON HEIGHTS SHELL SERVICE	125	SHARON PARK
SHARON HEIGHTS DRY CLEANING CT	325	SHARON PARK
EL CERRITO	325	SHARON PARK
ERICS GOURMET	325	SHARON PARK
SAFEWAY STORE #1709	325	SHARON PARK
SHARON HEIGHTS WINES/LIQUORS	325	SHARON PARK
MARTHAS PASTRIES	325	SHARON PARK
LONGS DRUG STORES CA INC	325	SHARON PARK
CVS/PHARMACY #9330	325	SHARON PARK
EPA ACADEMY ELEMENTARY-STANFORD	320	SHERIDAN
SENIOR CITIZENS CENTER	100	TERMINAL
BELLE HAVEN POL	100	TERMINAL
EPISCOPAL HOMES FOUNDATION	100	TERMINAL
PG&E BELLE HAVEN SUBSTATION		TERMINAL AVE/DEL NORTE
DRAEGERS MARKET	1010	UNIVERSITY
VERIZON WIRELESS- Menlo Park	1330	UNIVERSITY
MENLOVILLE COUNTRY STORE	1902	VALPARAISO
SUNSET MAGAZINE	80	WILLOW
MARDINIS DELI CAFE	408	WILLOW
SKYLINE POOL & SPA	426	WILLOW
WILLOW COVE GAS	500	WILLOW
MENLO PARK SURGICAL HOSPITAL	570	WILLOW
WILLOW SCHOOL	620	WILLOW
CONOCOPHILLIPS #254354	710	WILLOW
DONUT DELITE	732	WILLOW
VETERANS ADMIN MEDICAL CENTER	795	WILLOW

MI RANCHO SUPER MARKET	812	WILLOW	
TONYS PIZZA	820	WILLOW	
JONATHANS WILLOW FISH & CHIPS	840	WILLOW	
PACIFIC ASIAN MARKET	850	WILLOW	
BANETH PHARMACY	900	WILLOW	
OIL CHANGER #611	944	WILLOW	
BACK A YARD GRILL	1189	WILLOW	
QUALITY MARKET	1209	WILLOW	
GUALDULAHARA TAQUERIA	1211	WILLOW	
WILLOW RD PUMPING STATION	1298	WILLOW	
LA MICHOACANA	1305	WILLOW	
MEMBRANE TECHNOLOGY & RESEARCH	1360	WILLOW	
BELLE HAVEN CHEVRON	1399	WILLOW	
JACK IN THE BOX #3477	1401	WILLOW	
STARBUCKS COFFEE CO	1401	WILLOW	
SUN MICROSYSTEMS	1601	WILLOW	
VERIZON WIRELESS-BC-7	2005	WILLOW	
PG&E RAVENSWOOD SUBSTATION		WILLOW RD & DUMBARTON BR	
<p>In addition, here is the list of 285 businesses that the City inspects. They are considered lower priority because food and hazardous materials are generally not handled on site. They have all been inspected within the last two years.</p>			
IMARA CORPORATION	1605	ADAMS DR B	
OFFICE	1100	ALMA ST	
KORNBERG ASSOCIATES (ARCHITECT & PLANNERS)	687	BAY RD	
SHEPPARD MULLIN, RICHTER & HAMPTON LLP	3850	BOHANNON DR	
USPS	3875	BOHANNON DR	

DIGIDESIGN	3885	BOHANNON DR
APRIA HEALTHCARE	3905	BOHANNON DR
PROINSURANCE & NETWORK VIDEO TECH	3923	BOHANNON DR
HARMONY CAPITAL MANAGEMENT & KINGSTON MCKNIGHT	4025	BOHANNON DR
SRI CONSULTING, LIMELIFE, ETC	4100	BOHANNON DR
CURVES	115	BUCKTHORN WAY
SIERRA PACIFIC WINDOWS	115	BUCKTHORN WAY
INTERNAL MEDICINE GROUP	401	BURGESS DR
ANDREA STOLL BRAUN DDS	425	BURGESS DR
MEDALLIA INC (OFFICE)	431	BURGESS DR
TSUNG AND VIRMANI (MEDICAL GROUP)	431	BURGESS DR
WEST BAY SANITARY DISTRICT OFFICE	431	BURGESS DR
OFFICE	445	BURGESS DR
BURGESS PEDIATRICS-SUITE C	401	BURGESS DR B
PENINSULA ASSOCIATES(LEARNING CENTER)	401	BURGESS DR B
FITNESS BY DESIGN; PENINSULA HOMES; OPUS HAIRSTYLING	605	CAMBRIDGE AVE
ARROWHEAD WATER CO	1	CASEY CT
DUCA & HANLEY BUILDING	1050	CHESTNUT ST
MENLO SHIRT & LAUNDRY	1113	CHESTNUT ST
CARLISLE ENTERTAINMENT STUDIO	1142	CHESTNUT ST
TAILOR SHOP	1142	CHESTNUT ST
AIDA'S CUSTOM COSMETICS	1144	CHESTNUT ST
KC GOLDSMITHS	1150	CHESTNUT ST
ADAMARC FINANCIAL CO	1162	CHESTNUT ST
GERI A.NICHOLAS	1164	CHESTNUT ST
LANDBANK INVESTMENT	1164	CHESTNUT ST
PHYLISS SWANSON BOOKKEEPING SERVICE	1164	CHESTNUT ST
O DONNELL & ASSOCIATES- LAW OFFICE	1182	CHESTNUT ST
PERKINS COIE LLP	1200	CHRYSLER DR
GOODWIN PROCTER OFFICE	1200	CHRYSLER DR

COMCAST	1205	CHRYSLER DR
OFFICE	1215	CHRYSLER DR
DE RIO STONE STE 6	104	CONSTITUTION DR
ABC DECORATIVE RUGS	104	CONSTITUTION DR
COMMUNICATION ARTS	110	CONSTITUTION DR
DEAL AEROSMITH- OFFICE	115	CONSTITUTION DR
L3 COMMUNICATIONS	150	CONSTITUTION DR
MERSCH BUDCO & ASSOC.; MENLO SUPPLY	169	CONSTITUTION DR
CONSTRUCTION KANA WORLDWIDE HQ	181	CONSTITUTION DR
WESTERN SKATE ROLL ON LIQUID	189	CONSTITUTION DR
GOLDEN GATE BADMINTON CENTER	190	CONSTITUTION DR
COUNTRY MAN ASSOCIATES INC.	197	CONSTITUTION DR
WORLD PAC	209	CONSTITUTION DR
GERON BIOPHARMACEUTICALS	230	CONSTITUTION DR
DAILY NEWS	255	CONSTITUTION DR
AVANT OPTOMETRY	1059	CRANE ST
CARPACCIO RESTAURANT	1126	CRANE ST
A TOUCH OF ELEGANCE; OCINA FINE JEWELRY	1150	CRANE ST
STYLE ALTERATIONS; MENLO PARK CHIROPRACTIC	1155	CRANE ST A
ACADEMIC TRAINERS; BRILLIANT BABIES	1075	CURTIS ST
PACIFIC NATIONAL BANK	1075	CURTIS ST
LAUNDRY & CLEANING SERVICE	550	DERRY LN
PARKING LOT	1036	DOYLE ST
BEST WESTERN INN	15	EL CAMINO REAL
LARSEN OFFICE AND QUEST LAB	41	EL CAMINO REAL
OMNEURON/HEALTH DIAGNOSTICS	99	EL CAMINO REAL
STANFORD INN	115	EL CAMINO REAL
STANFORD OFFICE; PENDLETON RETAIL STORE	145	EL CAMINO REAL B
VACANT LOT- FORMERLY CAR DEALERSHIP.	350	EL CAMINO REAL
JUDO GYM AND UPS STORE	409	EL CAMINO REAL

ALL BRAND WINDOWS	417	EL CAMINO REAL
CATERING BUSINESS	425	EL CAMINO REAL
MENLO VELO BICYCLE	433	EL CAMINO REAL
VACANT SHOPS	515	EL CAMINO REAL 100
VACANT LOT	550	EL CAMINO REAL
TAN FOR ALL SEASONS; JUST ADD WATER	999	EL CAMINO REAL
SU HONG	1035	EL CAMINO REAL
THE GREAT FRAME UP AND PENINSULA WINDOWS	1045	EL CAMINO REAL
AUROBORA PROJECTS;FELDMAN'S BOOKS: PERSONA DAY SPA	1161	EL CAMINO REAL
JOE'S SHOE REPAIR; VACUUM; BARBER SHOP; SALON	1177	EL CAMINO REAL
MATTRESS DISCOUNTER	1189	EL CAMINO REAL
FEDEX-KINKOS OFFICE	1190	EL CAMINO REAL
RELAX THE BACK	1190	EL CAMINO REAL
A-A LOCK ACCESS CONTROL	1251	EL CAMINO REAL
SAMMY ZELCHER- HAIR SALON	1258	EL CAMINO REAL
MR RESCUE PLUMBING	1263	EL CAMINO REAL
GUY PLUMBING AND HEATING INC	1267	EL CAMINO REAL
DANCE DEJOUR-STUDIO	1283	EL CAMINO REAL
MENLO PARK INN	1315	EL CAMINO REAL
HOLISTIC HEALTH CENTER- MEDICAL CLINIC	1340	EL CAMINO REAL
CASHIN COMPANY REALTORS	1365	EL CAMINO REAL
VENTURE CAPITALIST OFFICE	1422	EL CAMINO REAL
OFFICE	1444	EL CAMINO REAL
OFFICE.	1450	EL CAMINO REAL
MENLO PARK PHARMACY	1610	EL CAMINO REAL
DONNA MASON- REAL ESTATE	1616	EL CAMINO REAL
TAJIMA CREATIVE-OFFICE	1700	EL CAMINO REAL
NAIL SPA	1702	EL CAMINO REAL
RED COTTAGE INN &SUITES	1704	EL CAMINO REAL
NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION	1900	EL CAMINO REAL

BENJI SALON	104	GILBERT AVE
TAYLOR AND HUANG PROPERTIES	104	GILBERT AVE
THE POLISHED LOOK	104	GILBERT AVE
PET HOSPITAL	548	GLENWOOD AVE
EURO CENTERS LANGUAGE SCHOOL	585	GLENWOOD AVE
CALHOUNS CARVIN' & CUTTIN' CO.	771	HAMILTON AVE
WEST COAST SCREEN INC	831	HAMILTON AVE
ONOMY LABS	851	HAMILTON AVE
BIOSCIENCE	927	HAMILTON AVE
ACCURION, SCIENTIFIC INSTRUMENTS	927	HAMILTON AVE
ILIXCO	927	HAMILTON AVE
PEDESTAL DESIGN	927	HAMILTON AVE
RAZOR FITNESS	927	HAMILTON AVE
ABM JANITORIAL	935	HAMILTON AVE
AUTOVISION	967	HAMILTON AVE
DOYLE CONSTRUCTION	967	HAMILTON AVE
GO BACK TV	967	HAMILTON AVE
WELL BOUND	967	HAMILTON AVE
MEMBRANE RESEARCH & TECHNOLOGY	967	HAMILTON AVE
AVID TECHNOLOGY	980	HAMILTON AVE
CPP	1100	HAMILTON CT
THEATRE WORKS	1100	HAMILTON CT
FOX HOLLOW TECHNOLOGIES	1105	HAMILTON CT
GINGO HOME FURNISHINGS	1105	HAMILTON CT
LUCILLE CHILDRENS HOSPITAL OFFICE	1105	HAMILTON CT
BIG FORK HOLDINGS	1190	HAMILTON CT
CGNET & CELEROS	1190	HAMILTON CT
OFFICE	3523	HAVEN AVE H
OFFICE	3551	HAVEN AVE
PERFECT TASTE	3551	HAVEN AVE

DEVELOPMENT HARDWOOD FLOORS	3551	HAVEN AVE
RILEY'S PLASTICS (OFFICE)	3551	HAVEN AVE
REDWOOD CITY CONSTRUCTION	3551	HAVEN AVE
MUSEUM OF AMERICAN HERITAGE	3551	HAVEN AVE
AMERICAN RAIN GUTTER	3551	HAVEN AVE
MERSCH & ASSOCIATES	3553	HAVEN AVE
THE DOUGLAS COMPANY	3553	HAVEN AVE
LONE/HARTMAN PLUMBING	3553	HAVEN AVE
BAY AREA SEAFOOD	3553	HAVEN AVE
GRASER WOODWORKS	3553	HAVEN AVE
TRINITY INDUSTRIES	3553	HAVEN AVE
WOODSIDE PROPERTIES	3553	HAVEN AVE
MONSTER ROUTE	3555	HAVEN AVE
EMERGENCY VEHICLE SOLUTION	3559	HAVEN AVE
MONSTER ROUTE & EMERGENCY VEHICLE SERVICES	3561	HAVEN AVE
MANISCALCO STONE	3575	HAVEN AVE
PACIFIC SPECIALITY INSURANCE COMPANY	3601	HAVEN AVE
INDOOR/OUTDOOR STORAGE	3665	HAVEN AVE
OFFICE BUILDING	3695	HAVEN AVE
TYNX INC, SEQUOIA BENEFITS	3715	HAVEN AVE
CHEM GENEX PHARMACEUTICAL	3715	HAVEN AVE
WORLD INFO	3721	HAVEN AVE
MENLO-ATHERTON PUBLIC STORAGE	3735	HAVEN AVE
TYSON KENNELS	3735	HAVEN AVE
STUDIO RED	115	INDEPENDENCE DR
THE CARE OF TREES	119	INDEPENDENCE DR
DOCUMENT TECHNOLOGIES INC	111	INDEPENDENCE DR B
COMARTIN-REISNO	160	JEFFERSON DR
THEME PARTY PRODUCTIONS	165	JEFFERSON DR
SPANGLER MORTUARY	650	LIVE OAK AVE

ORICK; BROADVANTAGE; SHEARMAN & STERLING LLP	1080	MARSH RD STE 110
BODY MATRIX	611	MENLO AVE
MITEM CORP; WESION & YOUNG REAL ESTATE	634	MENLO AVE
JANE ANTONACCIA (INTERIOR DESIGN)	644	MENLO AVE
ARROYO CONSTRUCTION	648	MENLO AVE
MENLO MANAGEMENT	770	MENLO AVE
TAVAREZ ORTHODONTICS	800	MENLO AVE
MERIDIAN TRAVEL	830	MENLO AVE
CALTRAIN STATION PARKING LOT.	1100	MERRILL ST
MID PENINSULA ANIMAL HOSPITAL	1125	MERRILL ST
MARTIN WEALTH MANAGEMET	1145	MERRILL ST
OFFICE COMPLEX	1155	MERRILL ST #101
CASA MILLS(OFFICE BLDG)	200	MIDDLEFIELD RD
FOUNDATION CAPITAL	250	MIDDLEFIELD RD
MENLO MEDICAL CLINIC	321	MIDDLEFIELD RD 275
MERRILL LYNCH	333	MIDDLEFIELD RD
MENLO MCCANDLECS OFFICE CENTER	525	MIDDLEFIELD RD
SUN MICROSYSTEMS	15	NETWORK CIR
MENLO PROFESSIONAL BLDG	530	OAK GROVE AVE
TECHWORLD TRADING	562	OAK GROVE AVE
ADVANCED CHIROPRACTIC CENTER	630	OAK GROVE AVE
OAK GROVE CHIROPRACTIC	651	OAK GROVE AVE E
UNITED STATES POSTAL SERVICES	655	OAK GROVE AVE
TASTING CAFE AND SPECIALITY MARKET	657	OAK GROVE AVE
GC'S WINE & CHEESE TASTING	671	OAK GROVE AVE
AMERICAN HEARING CENTER	681	OAK GROVE AVE D
JOHN MARSHALL AND ASSOCIATES	681	OAK GROVE AVE D
RAPHALL CONSTRUCTION CO	681	OAK GROVE AVE D
FIDELITY NATIONAL TITLE	695	OAK GROVE AVE 100
OAK GROVE MEDICAL & DENTAL OFFICE CENTER	695	OAK GROVE AVE 105

MERIDIAN VENTURES	695	OAK GROVE AVE 210
DENTIST OFFICE	695	OAK GROVE AVE 300
ATHERTON NEUROLOGY	695	OAK GROVE AVE 310
DENTAL X-RAY INC	695	OAK GROVE AVE 330
PHYSICAL THERAPY AND REHAB	705	OAK GROVE AVE
LITE FOR LIFE	713	OAK GROVE AVE
DEMETER ANTIQUES LTD	727	OAK GROVE AVE
STATE FARM INSURANCE	727	OAK GROVE AVE
PENINSULA ENDODONTIC DENTAL	825	OAK GROVE AVE
MENLO OFFICE BLDG	845	OAK GROVE AVE
MEDICAL CLINIC- BUSINESS SERVICES	855	OAK GROVE AVE
EXPRESSION SALON	859	OAK GROVE AVE
REITMAN PHYSICAL THERAPY	885	OAK GROVE AVE
KIKIM MEDIA, KUMON LEARNING CENTER	887	OAK GROVE AVE
SHAMROCK STORAGE	940	O'BRIEN DR
MUSE RESEARCH	960	O'BRIEN DR
THE ANNEX	960	O'BRIEN DR
IGLESIA VIDA ETERNA	965	O'BRIEN DR
USGS	1020	O'BRIEN DR
CRJ ASSOCIATES	1060	O'BRIEN DR
ABEKAS	1060	O'BRIEN DR
NAME UNKNOWN	1105	O'BRIEN DR
GACHINA LANDSCAPE MANAGEMENT	1130	O'BRIEN DR
JOB TRAIN- ANNEX	1160	O'BRIEN DR
SPINAL MODULATION	1165	O'BRIEN DR
ALLIANCE ANALYTICAL LAB INSTRUMENTS	1460	O'BRIEN DR
OFFICE COMPLEX	1	SAGA LN B
BANK OF AMERICA	2180	SAND HILL RD
LIGHTSPEED VENTURE	2200	SAND HILL RD
O'MELVENY & MYERS LLP; CANAAN PARTNERS	2755	SAND HILL RD

HR BLOCK	502	SANTA CRUZ AVE
PA HUMANE SOCIETY	502	SANTA CRUZ AVE
ROFU DESIGN	502	SANTA CRUZ AVE
SCOUTS HOUSE & ANIMAL REHAB	502	SANTA CRUZ AVE
MENLO APARTMENTS	556	SANTA CRUZ AVE
CINDY'S FLOWERS	558	SANTA CRUZ AVE
CHEEKY MONKEY TOYS	642	SANTA CRUZ AVE
VIZIONS SALON	642	SANTA CRUZ AVE
CHASE BANK	650	SANTA CRUZ AVE
YVES DELORME	654	SANTA CRUZ AVE
HAUS WISE	656	SANTA CRUZ AVE
ACE HARDWARE	700	SANTA CRUZ AVE A
THE ORIENTAL CARPET	705	SANTA CRUZ AVE
VILLAGE STATIONERS	719	SANTA CRUZ AVE
CADEAUX	727	SANTA CRUZ AVE
OLD WORLD DESIGNS & NEEDLEPOINT	727	SANTA CRUZ AVE
BUBBLE	728	SANTA CRUZ AVE
ACCENT ON EYEWARE	729	SANTA CRUZ AVE
HIRZEL FINE JEWELRY	732	SANTA CRUZ AVE
WELLS FARGO	735	SANTA CRUZ AVE
PENZEYS SPICES	771	SANTA CRUZ AVE
ALTA FINE CONTEMPORARY CLOTHING	775	SANTA CRUZ AVE
THE PET PLACE	779	SANTA CRUZ AVE
LE CIRQUE DES ENFANTS	781	SANTA CRUZ AVE
THE JEWELER	781	SANTA CRUZ AVE
STEPHEN MILLER GALLERY	800	SANTA CRUZ AVE
BOUTIQUE 4/ 4 CLOTHING SOLUTIONS	811	SANTA CRUZ AVE
INTERO REAL ESTATE	811	SANTA CRUZ AVE
SKY NAILS	811	SANTA CRUZ AVE
TEXTURES HAIR SALON	812	SANTA CRUZ AVE

SUGAR SHACK	816	SANTA CRUZ AVE
GREAT KITCHENS & MORE	842	SANTA CRUZ AVE
LIGHT POINT	842	SANTA CRUZ AVE
PREUSS PHARMACY	842	SANTA CRUZ AVE
JULIE'S	845	SANTA CRUZ AVE
TRADITIONS FINE HOME FURNISHINGS	860	SANTA CRUZ AVE
FLAGELS	870	SANTA CRUZ AVE
HEAD OVER HEELS	885	SANTA CRUZ AVE
ANNA WILLIAMSON ARCHITECT	887	SANTA CRUZ AVE
TOM WING & SONS JEWELERS	888	SANTA CRUZ AVE
QUITESSENCE	889	SANTA CRUZ AVE
BOHACEK VENTURES	890	SANTA CRUZ AVE
J LABS LLC, PACKET DESIGN MANAGEMENT	890	SANTA CRUZ AVE B
BANK OF THE WEST	900	SANTA CRUZ AVE
COLDWELL BANKER	930	SANTA CRUZ AVE
BARKER ASSOCIATES & MODULAR TECHNOLOGY	114	SANTA MARGARITA AVE
FLICKER, KERIN, KRUGER & BISSADA LLP	120	SANTA MARGARITA AVE B
LATHAM & WATKINS LLP	160	SCOTT DR
MENLO PARK PRESBYTERIAN CHURCH	1177	UNIVERSITY DR
VARIOUS DOCTORS OFFICES	1187	UNIVERSITY DR
UBS; T.A. ASSOCIATES; PERMIRA	64	WILLOW PL
INSTITUTE FOR RESEARCH & LEARNING	66	WILLOW PL
WILLOW GARAGE	68	WILLOW RD
PRIVATE BUSINESS	70	WILLOW RD
SUNSET PUBLISHING DO	85	WILLOW RD
STANFORD MARKETING & ACCLAIM HOMES INC	125	WILLOW RD
JLS	135	WILLOW RD
PRIVATE BUSINESS	418	WILLOW RD
OCHOAS BEAUTY SALON	720	WILLOW RD
NEO MOD	724	WILLOW RD

HAIR STUDIO	734	WILLOW RD
WINE BANK	1300	WILLOW RD
KNOWLEDGE NETWORKS	1346	WILLOW RD
PANO LOGIC INC	1346	WILLOW RD
SCHOONER INFORMATION TECH INC	1346	WILLOW RD
TW PRODUCTIONS & SONOPIA CORPORATION	1370	WILLOW RD
FLEXION	1374	WILLOW RD
SUMMER HILL LTD	1374	WILLOW RD
NUANCE COMMUNICATIONS	1380	WILLOW RD
ALL-ABOARD MINI-STORAGE	1500	WILLOW RD

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.

San Mateo County Environmental Health will inspect the following 164 haz mat and food facilities. These are inspected every two years.:

104	CONSTITUTION DR	DE RIO STONE STE 6- INFORMED TO CLEAN UP THE SEDIMENT NEAR THE STORM DRAIN AND CLEAR WOODEN PALLETS, INSPECTED NEXT DAY, IT WAS CLEARED AND CLEANED- NO VIOLATIONS.
1300	CRANE ST	MENLO MEDICAL CLINIC - FOLLOW-UP NEEDED
3523	HAVEN AVE	3523 HAVEN SUITE E: SIGN OF SPILL LEADING TO DRAINAGE. NEED TO CALL OWNER.
1165	O'BRIEN DR	SITE IS IN CONSTRUCTION BY OLTMANS CONSTRUCTION. SIGN OF SPILL FROM CONSTRUCTION WORK IS NOTED. NOTIFY OWNER.
1355	ADAMS CT	HAZ MAT SITE, INTERTEK TESTING - NO VIOLATIONS.
1455	ADAMS CT	HAZ MAT SITE: MENLO LABS - BMPS DISCUSSED. NO VIOLATIONS.
1505	ADAMS DR	Restaurant, Athena Cafe
1605	ADAMS DR A	HAZ MAT SITE: IMARA CORP- NO VIOLATIONS OBSERVED.
1010	ALMA ST	RESTAURANT, IBERIA, ROCK OF GIBRALTAR - NO VIOLATIONS.
1170	ALMA ST	Restaurant, 7 Eleven, J & J Hawaiian Barbecue Inc 9/21/06
700	BAY RD	KBK EXPRESSO
3905	BOHANNON DR	APRIA HEALTHCARE- LIDS ON DUMPSTERS OFF. HAZMAT SIGN NOTED. NO VIOLATIONS OBSERVED.
4000	BOHANNON DR	HAZ MAT SITE, E*TRADE-
4055	BOHANNON DR	Haz Mat Site, Critchfield Mechanical Inc

4100	BOHANNON DR	HAZ MAT SITE, E*TRADE-
4500	BOHANNON DR	Haz Mat Site, E*TRADE
4200	BOHANON DR 200	HAZ MAT SITE: ETRADE- NO VIOLATIONS OBSERVED.
333	BURGESS DR	SMCO THHW- NO VIOLATIONS OBSERVED.
401	BURGESS DR	INTERNAL MEDICINE GROUP- SUITE B- NO VIOLATION
4000	CAMPBELL AVE	CALTRAIN CONSTRUCTION SUPPORT FACILITY- NO BMPS IN PLACE. MATERIALS & EQUIPMENT ARE NOT BERMED. NO VIOLATIONS OBSERVED.
4040	CAMPBELL AVE	FACILITY IS VACANT & NEWLY REMODELED. BMPS ARE EFFECTIVE.
4085	CAMPBELL AVE	Haz Mat Site, Critchfield Mechanical Inc
1127	CHESTNUT ST	Haz Mat Site, Lux Dry Cleaners
1221	CHRYSLER DR	HAZ MAT SITE.PUMP STATION- NO VIOLATIONS
143	COMMONWEALTH DR	RESTAURANT, GUCKENHEIMER #63.01
160	CONSTITUTION DR	Haz Mat Site, Comm Air
162	CONSTITUTION DR	Haz Mat Site, Comm Air
163	CONSTITUTION DR	RESTAURANT, BASIC TRAINING- NO VIOLATIONS.
165	CONSTITUTION DR	ECI PAINTING: HAZMAT SITE- NO VIOLATIONS OBSERVED.
167	CONSTITUTION DR	MERSCH BUDCO & ASSOC.; MENLO SUPPLY- VIOLATIONS FOUND. SCHEDULED FOR REINSPECTION.
172	CONSTITUTION DR	INFO IMAGE PRINT SHOP - NO VIOLATIONS.
180	CONSTITUTION DR	PACIFIC MACHINING MACHINE SHOP- HAZ MAT SITE - NO VIOLATIONS
194	CONSTITUTION DR	HAZ MAT SITE, GERON CORPORATION- NO VIOLATIONS
200	CONSTITUTION DR	HAZ MAT SITE, GERON CORPORATION- NO VIOLATIONS
230	CONSTITUTION DR	GERON BIOPHARMACEUTICALS- HAZMAT SITE. NOTIFY COUNTY.
235	CONSTITUTION DR	CORIUM- HAZMAT SITE: NO VIOLATIONS.
260	CONSTITUTION DR	SUN MICROSYSTEMS- NO VIOLATIONS.
235	CONSTITUTION DR B	HAZ MAT SITE: CORIUM- NO VIOLATIONS.
1110	CRANE ST	ANNS COFFEE SHOP- BMPS EFFECTIVE. NO VIOLATIONS.
1142	CRANE ST	PENINOU FRENCH LAUNDRY- NO VIOLATIONS OBSERVED.
1143	CRANE ST	RESTAURANT, SIAM GARDEN- NO VIOLATIONS.
1030	CURTIS ST	Restaurant, Su Hong To Go
1080	CURTIS ST	STARBUCKS- SHARED DUMPSTER W UNA MAS. PERSISTENT INATTENTION TO VIOLATION NOTICE.

		REINSPECTION SCHEDULED.
550	DERRY LN	LAUNDRY & CLEANING SERVICE- HAZ MAT SITE(NEEDS COUNTY INSPECTION)- VIOLATIONS FOUND.
1004	DOYLE ST	RESTAURANT, CAFE DEL SOL - NO VIOLATIONS.
1050	DOYLE ST	COLDSTONE CREAMERY- BMPS ARE EFFECTIVE. NO VIOLATIONS.
15	EL CAMINO REAL	BEST WESTERN INN (HOTEL)- VERY CLEAN
99	EL CAMINO REAL	OMNEURON/HEALTH DIAGNOSTICS 3T MRI (INSPECTED BY COUNTY)
201	EL CAMINO REAL	Restaurant, Koma Restaurant
241	EL CAMINO REAL	Restaurant, The Oasis
275	EL CAMINO REAL	HAZ MAT SITE, MENLO PARK GAS & DIESEL- NO VIOLATIONS.
301	EL CAMINO REAL	HAZ MAT SITE, PLANET AUTO REPAIR- NO VIOLATIONS.
525	EL CAMINO REAL	Haz Mat Site, Safeway One Hour Photo Ct, Safeway store 990, 2/3/06
525	EL CAMINO REAL	HAZ MAT SITE, SAFEWAY ONE HOUR PHOTO CT, SAFEWAY STORE 990, NO VIOLATIONS.
700	EL CAMINO REAL	LENSCRAFTERS - HAZ MAT SITE
800	EL CAMINO REAL	LENSCRAFTERS - HAZ MAT SITE
888	EL CAMINO REAL	Restaurant, Bluewater Menlo Park L.p.
945	EL CAMINO REAL	RESTAURANT, GUILD THEATER- NO VIOLATIONS.
1081	EL CAMINO REAL	MEX TO GO- NO VIOLATIONS OBSERVED.
1100	EL CAMINO REAL	Restaurant, Mc Donalds Of Menlo Park
1133	EL CAMINO REAL	Restaurant, Le Pot Au Feu, Sultana 9/8/06
1151	EL CAMINO REAL	Restaurant, Le Pot Au Feu, Sultana 9/8/06
1258	EL CAMINO REAL	SAMMY ZELCHER- HAIR SALON; NO VIOLATIONS.
1259	EL CAMINO REAL	MR RESCUE PLUMBING & ROOTERWE (OFFICE)- NO VIOLATIONS
1315	EL CAMINO REAL	MENLO PARK INN- TO BE INSPECTED BY COUNTY.
1328	EL CAMINO REAL	RESTAURANT, NAOMI SUSHI- NO VIOLATIONS.
1340	EL CAMINO REAL	HOLISTIC HEALTH CENTER- MEDICAL CLINIC (TO BE INSPECTED BY COUNTY)
1350	EL CAMINO REAL	TEN FU CHINESE RESTAURANT- NO VIOLATIONS OBSERVED.
1436	EL CAMINO REAL	RESTAURANT- DUCKY'S CAR WASH- NO VIOLATIONS.
1540	EL CAMINO REAL	RESTAURANT, BELTRAMOS INC- NO VIOLATIONS.
1610	EL CAMINO REAL	MENLO PARK PHARMACY- HAZ MAT SITE(COUNTY INSPECTION)
1702	EL CAMINO REAL	NAIL SPA- CLOSED DUMSTER AREA.

1906	EL CAMINO REAL	Restaurant, Acorn Restaurant
241B	EL CAMINO REAL	THE OASIS- DUMPSTER LID OFF.
1060	EVELYN ST	POSH BAGEL- BMPS EFFECTIVE.
104	GILBERT AVE	STUDIO CAKE- NO VIOLATIONS OBSERVED.
548	GLENWOOD AVE	PET HOSPITAL- HAZMAT SITE. NOTIFY COUNTY.
555	GLENWOOD AVE	RESTAURANT- GLENWOOD INN- BMPS ARE EFFECTIVE. NO VIOLATIONS.
755	HAMILTON AVE	HAZ MAT SITE, ALLEN EQUIPMENT CO- NO VIOLATIONS.
940	HAMILTON AVE	Haz Mat Site, ALZA Corporation
959	HAMILTON AVE	HAZ MAT SITE, ARTIFICIAL MUSCLE- NO VIOLATIONS.
980	HAMILTON AVE	AVID TECHNOLOGY- DUMPSTER AREA SHARED W ADJACENT BUSINESSES. NO VIOLATIONS OBSERVED.
1200	HAMILTON CT	HAZ MAT SITE, MCI- NO VIOLATIONS.
1205	HAMILTON CT	Haz Mat Site, Membrane Technology & Re
3549	HAVEN AVE	HAZ MAT SITE: MENLO REDWOOD AUTO SERVICE- NO VIOLATIONS OBSERVED.
3565	HAVEN AVE	HAZ MAT SITE, VELOCITY II- NO VIOLATIONS.
3585	HAVEN AVE	NICKELSON FORGE & EMBOSSING - NO VIOLATIONS.
3603	HAVEN AVE	HAZ MAT SITE, LANDEC LABS INC (STION)- POLYMER R&D-NO VIOLATIONS.
3605	HAVEN AVE	Haz Mat Site, El Dorado Forklift Co
3615	HAVEN AVE	Haz Mat Site, Redwood Garden & Bldg Mntnc
3639	HAVEN AVE	GOODMAN BALL INC- NO VIOLATIONS.
3641	HAVEN AVE	Haz Mat Site, Designco
3645	HAVEN AVE	Haz Mat Site, Nextel sites 698
3651	HAVEN AVE	ROOTES GROUP DIRECT- NO VIOLATIONS.
3700	HAVEN AVE	Haz Mat Site, Bay Materials
3740	HAVEN AVE	HAZ MAT SITE, FEDERAL EXPRESS-TRUCK MAINTENANCE- NO VIOLATIONS.
3760	HAVEN AVE	HAZ MAT SITE, NANOSYSN CORPORATION- NO VIOLATIONS.
3645	HAVEN AVE A	SPRINT NEXTEL- NO VIOLATIONS.
3700	HAVEN CT	BAY MATERIALS- NO VIOLATIONS OBSERVED.
123	INDEPENDENCE DR	Haz Mat Site, L3 Communications
127	INDEPENDENCE DR	CABOCHON- HAZMAT SITE: NO VIOLATIONS.
138	JEFFERSON DR	L3 COMMUNICATIONS (RANDTRON ANTENNAE SYSTEMS)- HAZ MAT SITE- NO VIOLATIONS OBSERVED.

141	JEFFERSON DR	INFO IMAGE PRINT SHOP - NO VIOLATIONS.
164	JEFFERSON DR	Haz Mat Site, Olovo LLC
1	KELLY CT	Haz Mat Site, Linear Options Inc
20	KELLY CT	HAZ MAT SITE, C.S.BIO- NO VIOLATIONS.
501	LAUREL ST	HAZ MAT SITE, MENLO PARK CITY HALL, BURGESS SWIMMING POOL- NO VIOLATIONS
640	LIVE OAK AVE	SPANGLER MORTUARY- NO VIOLATIONS.
1933	MENALTO AVE	Restaurant, Michoacan Super Inc
630	MENLO AVE	Restaurant, Su Hong To Go
720	MENLO AVE	Restaurant, Trader Joes 69
800	MENLO AVE	TAVAREZ ORTHODONTICS- NOTIFY COUNTY FOR INSPECTION.
1165	MERRILL ST	RESTAURANT, GAMBARDILLA'S - NO VIOLATIONS.
33	MIDDLEFIELD RD	HAZ MAT SITE, SUNSET PUBLISHING CO. - NO VIOLATIONS.
60	MIDDLEFIELD RD	WILLOW MARKET- NO VIOLATIONS.
150	MIDDLEFIELD RD	Restaurant, Mike's Cafe
345	MIDDLEFIELD RD	HAZ MAT SITE, US GEOLOGICAL SURVEY- NO VIOLATIONS.
558	OAK GROVE AVE	PENINO- FRENCH LAUNDRY AND CLEANERS- ROOF TOP EQUIPMENT.
580	OAK GROVE AVE	Restaurant, Fosters Freeze
631	OAK GROVE AVE	SPICE HUT- NO VIOLATIONS OBSERVED.
825	OAK GROVE AVE	PENINSULA ENDODONTIC DENTAL GROUP- NO VIOLATIONS OBSERVED.
855	OAK GROVE AVE	MEDICAL CLINIC- BUSINESS SERVICES- NO VIOLATIONS OBSERVED.
695	OAK GROVE AVE 105	OAK GROVE MEDICAL & DENTAL OFFICE CENTER- HAZMAT: NOTIFY COUNTY.
980	O'BRIEN DR	HAZ MAT SITE, SANFORD METAL PROCESSING - NO VIOLATIONS.
1010	O'BRIEN DR	NOREN PRODUCTS- NO VIOLATIONS OBSERVED.
1025	O'BRIEN DR	HAZ MAT SITE, PARSONS MFCTG COR - BMPS DISCUSSED. NO VIOLATIONS.
1055	O'BRIEN DR	HAZ MAT SITE, PARSONS MFCTG COR - BMPS DISCUSSED. NO VIOLATIONS.
1100	O'BRIEN DR	AMERICAN PRINTING AND COPY- NO VIOLATIONS.
1120	O'BRIEN DR	GACHINA LANDSCAPE MANAGEMENT- HAZ MAT SITE: NOTIFY COUNTY. CAR OIL DRUMS SITTING IN STORAGE AREA WITHOUT SECONDARY CONTAINMENT. NO BMPS IN PLACE.
1120	O'BRIEN DR	GACHINA LANDSCAPE MANAGEMENT- HAZ MAT SITE: NOTIFY COUNTY. CAR OIL DRUMS SITTING IN STORAGE AREA WITHOUT SECONDARY CONTAINMENT. NO BMPS IN PLACE.

1140	OBRIEN DR	Haz Mat Site, Merchandising Systems Inc
1140	O'BRIEN DR	Haz Mat Site, Merchandising Systems Inc
1218	O'BRIEN DR	SFPUC RIGHT-OF-WAY LEASED BY GACHINA LANDSCAPING
1330	OBRIEN DR	DEPOMED- NO VIOLATIONS.
1360	OBRIEN DR	DEPOMED: HAZMAT SITE- NO VIOLATIONS.
1440	O'BRIEN DR	HAZ MAT SITE, OFFICE MAX- BMPS DISCUSSED. NO VIOLATIONS.
1525	OBRIEN DR	Restaurant, Guident Café
2400	SAND HILL RD	QUADRUS CAFE- NO VIOLATIONS.
2884	SAND HILL RD	HAZ MAT SITE, VERIZON WIRELESS, NEXTEL SITES 761
633	SANTA CRUZ AVE	COLDSTONE CREAMERY- BMPS ARE EFFECTIVE. NO VIOLATIONS.
643	SANTA CRUZ AVE	UNA MAS RESTAURANT AT 683 SANTA CRUZ- PUT LID ON DUMPSTER .DUMPSTER ENCLOSED IS VERY DIRTY WITH LOT OF DEBRIS. REPEAT OCCURENCE.
653	SANTA CRUZ AVE	STARBUCKS- SHARED DUMPSTER W UNA MAS. PERSISTENT INATTENTION TO VIOLATION NOTICE. REINSPECTION SCHEDULED.
706	SANTA CRUZ AVE	YAKINIKU HOUSE- BMPS EFFECTIVE. NO VIOLATIONS.
720	SANTA CRUZ AVE	AMER SPEEDY PRNTG, 2/23/06
859	SANTA CRUZ AVE	RESTAURANT, BASKINS ROBBINS FRANCHISE 192- BMPS EFFECTIVE. NO VIOLATIONS.
883	SANTA CRUZ AVE	TWIN CONCEPT RESTAURANT
890	SANTA CRUZ AVE	MARCHE- NO VIOLATIONS OBSERVED.
898	SANTA CRUZ AVE	Restaurant, Chez Howie, Llc
325	SHARON PARK DR	SHARON HEIGHTS DRY CLEANING - NO VIOLATIONS.
1160	UNIVERSITY DR	Restaurant, Cupertino Tea Company
1330	UNIVERSITY DR	SPRINT NEXTEL: HAZMAT- NO VIOLATIONS.
68	WILLOW RD	WILLOW GARAGE- LIDS OFF DUMPSTER. AREA CLEAN. NO VIOLATIONS.
555	WILLOW RD	A&S YUMMY BBQ- NO VIOLATIONS.
720	WILLOW RD	OCHOAS BEAUTY SALON- SHARED DUMPSTER AREA. LIDS OFF BUT AREA CLEAN.
795	WILLOW RD	HAZ MAT SITE, VETERANS ADMIN MEDICAL CTR- NO VIOLATIONS.
812	WILLOW RD	Restaurant, Mi Rancho Super Market Menlo
940	WILLOW RD	Haz Mat Site, Oil Changer #611
1209	WILLOW RD	RESTAURANT, QUALITY MARKET- BMPS EFFECTIVE. NO VIOLATIONS.
1305	WILLOW RD	LA MICHOACANA MARKET- REMOVE UNNECESSARY ITEMS AND EQUIPMENT FROM BEHIND STORE.

		NO VIOLATIONS OBSERVED.
1340	WILLOW RD	MID PENINSULA HIGHSCHOOL- RESTAURANT: NO ACCESS. NOTIFY COUNTY.
1390	WILLOW RD	IN-CUBE- NO VIOLATIONS OBSERVED.
1401	WILLOW RD	RESTAURANT, JACK IN THE BOX,
1520	WILLOW RD	HAZ MAT SITE, CALTRANS RAVENSWOOD PUMP STATION
1525	WILLOW RD	PG&E SUBSTATION @ WILLOW & BAYSHORE, HAS MAT SITE - DOW CORNING 11/29/05
<p>City of Menlo Park staff has inspected all but the following five of its low priority commercial and industrial sites within the last five years. These five will be inspected.</p>		
2200	SHARON RD	LA ENTRADA SCHOOL, BACK LOT (724 MONTE ROSA)
1010	EL CAMINO REAL	PARKING & WALKWAY (Kepler's books SE corner of lot)
100	TERMINAL AVE	Parking lot, CMP
2400	SAND HILL RD	SAGA LN - THE FOUR BLDGS ON THE RIGHT FACING UP HILL
707	OAK GROVE AVE	CMP- PARKING PLAZA #1
<p>This year we will also begin to inspect multifamily residential properties. These include high density apartments (zoned R3 and R4) and retirement homes (zoned RLU). These 140 facilities are listed below.</p>		
587-980	ALICE LN	
110-400	ALMA ST	
1101-1104	ALMANOR AVE	
1101-1115	ALPINE AVE	
1000	ARBOR RD	
650-1054	ARBOR RD	
731-815	BAY RD	
110	BERKELEY AVE	
1111	BERKELEY AVE	
302	BIRDALE LN U	
850	BLAKE ST	
461	BURGESS DR	

612	CAMBRIDGE AVE
345-385	CHERRY AVE
600-862	COLEMAN AVE
22-Feb	COLEMAN PL
603	COLLEGE AVE
612	COLLEGE AVE
997	CRANE ST
1331	CRANE ST
1230-1360	CRANE ST
905-970	CRANE ST
801-807	CURTIS ST
701-707	CURTIS WAY
111-122	E CREEK DR
190	E O'KEEFE ST
2315-2333	EASTRIDGE AVE
1670	EL CAMINO REAL
702-723	ELIZABETH LN
133	ENCINAL AVE
425-475	ENCINAL AVE
2001	EUCLID AVE
1917-1989	EUCLID AVE
920-955	EVELYN ST
1006-1045	FLORENCE LN
915-975	FLORENCE LN
1071	FREMONT AVE
900-919	FREMONT PL
500-1080	FREMONT ST
445-465	GARWOOD WAY
1427	GARWOOD WAY
610	GILBERT AVE

615-645	GILBERT AVE
409-517	GLENWOOD AVE
616-619	HARVARD AVE
1102-1109	HENDERSON AVE
1102-1103	HOLLYBURNE AVE
1220	HOOVER ST
15-48	KENT PL
1019-1083	LAUREL ST
1103-1195	LAUREL ST
1235-1281	LAUREL ST
1309-1357	LAUREL ST
430-454	LAUREL ST
441-453	LAUREL ST
661	LIVE OAK AVE
745	LIVE OAK AVE
660-875	LIVE OAK AVE
1001-1104	MADERA AVE
1010-1030	MALLET CT
310-550	MARKET PL
615-849	MENLO AVE
905-996	MENLO AVE
1101	MENLO OAKS DR
1121	MENLO OAKS DR
1131	MENLO OAKS DR
613-625	MIDDLE AVE
882-1000	MIDDLE AVE
1220-1370	MILLS ST
665	MONTE ROSA DR
675	MONTE ROSA DR
110	NEWBRIDGE ST

130	NEWBRIDGE ST
1010	NOEL DR
1019-1171	NOEL DR
361-363	OAK GROVE AVE
365	OAK GROVE AVE
385-391	OAK GROVE AVE
400	OAK GROVE AVE
417-421	OAK GROVE AVE
422-424	OAK GROVE AVE
445	OAK GROVE AVE
450	OAK GROVE AVE
451	OAK GROVE AVE
501-503	OAK GROVE AVE
510	OAK GROVE AVE
521-523	OAK GROVE AVE
900-971	OAK LN
495	O'CONNOR ST
515	O'KEEFE ST
516	O'KEEFE ST
817	PARTRIDGE AVE
615-658	PARTRIDGE AVE
315-845	PIERCE RD
1010-1160	PINE ST
240-460	RAVENSWOOD AVE
1100	RINGWOOD AVE
1101	RINGWOOD AVE
653-1002	ROBLE AVE
1428-1466	SAN ANTONIO ST
1508-1580	SAN ANTONIO ST
2140	SANTA CRUZ AVE

975-1095	SANTA CRUZ AVE
2160	SANTA CRUZ AVE
2351-2485	SHARON OAKS DR
350	SHARON PARK DR
600	SHARON PARK DR
675	SHARON PARK DR
1280	SHARON PARK DR
1290	SHARON PARK DR
1200-1276	SHARON PARK DR
1100	SHARON PARK DR
2225-2413	SHARON RD
490-497	SHERWOOD WAY
1001	UNIVERSITY DR
1039	UNIVERSITY DR
1047	UNIVERSITY DR
1308	UNIVERSITY DR
1310	UNIVERSITY DR
1330	UNIVERSITY DR
519-985	UNIVERSITY DR
671-853	VALPARAISO AVE
200-299	WAVERLEY ST
307-383	WAVERLEY ST
407-495	WAVERLEY ST
20	WILLOW RD
21	WILLOW RD
25	WILLOW RD
75	WILLOW RD
501	WILLOW RD
565	WILLOW RD
477-485	WILLOW RD

595-599	WILLOW RD
666	WILLOW RD
928	WILLOW RD
1105-1179	WILLOW RD
1221-1263	WILLOW RD
1317-1381	WILLOW RD
495	WILLOW RD (601 COLEMAN AVE)
600	WILLOW RD
1100-1103	WINDERMERE AVE
1495	WOODLAND AVE

C.4.c.iii.(1) ► Facility Inspections

Fill out the following table or attach a summary of the following information. Indicate your violation reporting methodology below.

<input checked="" type="checkbox"/>	Permittee reports multiple discrete violations on a site as one violation.
<input type="checkbox"/>	Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected	276	
Total number of inspections conducted	333	
Number of violations (excluding verbal warnings)	6	
Sites inspected in violation	6	
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	6	

Comments:

1. Neither the City nor Environmental Health includes verbal warnings as a violation. Verbal warnings are used as a reminder to the facility on ways to improve their BMPs and as a reminder to the inspector that a BMP was discussed at the last inspection and improvements in this area needs to be noted at the next scheduled inspection.
2. Unless otherwise noted on the Stormwater Inspection Report, multiple violations at a specific site will only be counted as one violation. Facilities with multiple violations will not be deemed resolved unless all violations have been corrected.
3. All six violations were corrected either on the same day or by the next inspection which was within 10 days.

Gerry's Cake	1141 Chestnut St	food (commercial bakery)	8/25/10	Observed trash & dirt accumulated in parking lot adjacent to trash bin. The trash and dirt showed trails from neighboring restaurant. Manager removed dirt immediately. Inspector notified next door restaurant regarding stormwater violation.
Diageo Global Supply	151 Commonwealth	food (liquors manufacturing)	8/27/10	Observed areas where housekeeping could be improved; battery storage areas, recycling scrap metals. Manager removed tanker truck next to property line to a safer location to eliminate possibility of discharge from facility.
Shell	125 Sharon Pk Dr	haz mat (gas station)	9/23/10	Reminder to not wash vehicles in the service area or parking lot as this will be considered illegal discharge into storm drain. Only rainwater may enter the storm drain.
Cooks Seafood	751 El Camino Real	food (restaurant)	1/10/11	Noted grease bin spills to parking lot and grease accumulate on parking lot around grease bin. Remove grease on parking lot to prevent grease overflowing to storm drain in the parking lot. Replace grease bin as needed.
Menlo Park Chevron	1200 El Camino Real	haz mat (gas station)	1/25/11	Keep spill absorbent available at all times. Clean up hazardous waste storage area immediately. Observed oil spilled in this area, not cleaned up, as well as leaves, debris and used oil in secondary containment. Show proof of correction within 10 days. Keep oil water separator clean. Maintain regularly.

Tech Shop	120 Independence	haz mat (general industrial: tool, fabrication & workshop)	2/18/11	Clean up rear storage are immediately. During inspection observed spilled materials, oil filters leaking oil, open containers of hazardous materials including paints and other chemical containers, rusted damaged containers and unknown waste materials exposed to elements and run-offs to storm drain. Confirm when cleaned up. Photos taken.
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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. active non-stormwater discharge or clear evidence of a recent discharge)	0
Potential discharge and other	6
Comments: Discharge streams are counted as one discharge per inspection per site.	

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) ³⁷		Number of Enforcement Actions Taken	% of Enforcement Actions Taken ³⁸
	COUNTY	CITY		
Level 1	Verbal Warning	Verbal or Written Educational Info	6	100%
Level 2	Written Notice	Notice of Violation (fine)		
Level 3	Administrative Action	Stop Work Order/Public Nuisance Abatement		
Level 4	Legal Action	Legal Action (Criminal or Civil)		
Total			6	100%

³⁷ Agencies to list specific enforcement actions as defined in their ERPs.

³⁸ 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 ³⁹	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
Commercial Bakery	0	1
Liquors Manufacturing	0	1
Gas Station	0	2
Restaurant	0	1
Fabrication & Workshop	0	1

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:

Neither the City nor County Environmental Health identified any industries as non-filers during scheduled inspections during this fiscal year.

C.4.d.iii ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Vanessa Marcadejas	June 2011	Inspection How to's, materials on mercury, pcbs, copper	3	50%
Regina Wheeler	June 2011	"	3	50%
James Esoimeme	June 2011	"	0 (independent study)	17%
Ami Cobb	August 2010	"	"	17%
Rebecca Fotu	June 2011	"	3	50%

³⁹ List your Program's standard business categories.

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

Program Highlights

Provide background information, highlights, trends, etc.

The street and storm drain maintenance staff continued their annual collection system screening program. Engineering staff continued their participation in the countywide program's subcommittee and maintenance staff continued their participation in the Municipal Maintenance subcommittee. Please see the C.5 Illicit Discharge Detection and Elimination section of the countywide program's FY 10-11 Annual Report for description of activities at the countywide level.

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
Jennifer Ng	Senior Engineer	650-330-6740

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 City responds to complaints about mobile cleaners and asks them to implement BMPs if they are not done so. County Environmental Health has initiated educational outreach to mobile food facilities and these efforts are summarized in their annual report. City maintenance workers who clean surfaces have been trained on BASMAA's website certification program. This City has a practice of hiring certified 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:

Municipal maintenance staff routinely identifies, reports and follows up on illicit and potential discharges that they see while doing their work around the City. They inspect key Creek outlets, storm drain inlets and catch basins to ensure that no illicit discharges have occurred.

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))	4	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	2	50%
Discharges resolved in a timely manner (C.5.f.iii.(3))	4	100%

The City received only four reports of illicit discharge during this fiscal year.
 In one case, the person who put a white liquid in a storm drain was not found; but the City spoke to several neighbors and did education and invited them to call immediately if they saw anyone do it again.
 In one case an owner’s contractor attempted to drain pool water without testing it to ensure that it was dechlorinated. The City was not able to confirm exactly who did this and wrote a letter to the property owners requiring them to educate their contractor regarding BMPs.
 In one case a City contractor came out the same day and vacuumed up saw cutting dust.
 In the last case, the City was not able to confirm whether a discharge actually entered the storm drain. The City had verbal discussions with the property owner and followed up with a notice to levy a civil fine. The owner recently acquired the property and has asked the City to waive the fine. He cleaned the clogged sewer line and removed all standing water from the gutter within 24 hours of the incident.

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

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

See explanations above.

Section 6 – Provision C.6 Construction Site Controls

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)
1	1	27
Comments: 1. 2327 Crest considered high priority based upon past history with performance issues at this site. 2. 47 additional inspections for 27 low priority/small size projects were also conducted during the 2010-11 rainy season.		

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations⁴⁰	% of Total Violations⁴¹
Erosion Control	2	25%
Run-on and Run-off Control	1	12.5%
Sediment Control	1	12.5%
Active Treatment Systems		
Good Site Management	2	25%
Non Stormwater Management	2	25%
Total		100%

⁴⁰ Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

⁴¹ 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) ⁴²	Number Enforcement Actions Taken	% Enforcement Actions Taken ⁴³
Level 1	Potential to Violate	1	50%
Level 2	Minor Violation	1	50%
Level 3	Major Violation		
Level 4	Criminal or Civil Action		
Total			100%

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

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)	0	0%
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	0%
Total number of violations for the reporting year⁴⁴	2	100%

Comments:

All violations were issued for 2327 Crest Lane. An inspection was performed on 1.28.11 noting erosion control, run on/off controls, site management, and non-stormwater management problems. A follow up inspection was performed on 2.7.11, at which time, erosion control, sediment control, site management, and non-stormwater management problems were noted. Although run-on/off management was noted as corrected at the 2.7.11 inspection, because there were multiple categories of violations issued, we have considered this to not have been corrected within the 10-day period. Upon meeting with the developer and sending an email, violations were noted as corrected on 2.16.11 (less than 30 days, but more than 10 days from when originally discovered).

⁴² Agencies should list the specific enforcement actions as defined in their ERPs.

⁴³ Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁴⁴ 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.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:
The City did not have an adequate tracking table/spreadsheet in place during the last rainy season of 2009-10. Thus, a NOV was issued. This year, we have made great efforts to utilize the construction site inspection tracking sheet as developed by the Countywide program. Because there was only one site which was a “problem site”, we cannot analyze any trends at this point.

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:
As noted above, this year we began utilizing the construction site inspection tracking sheet as developed by the Countywide program. Inspections are input into the spreadsheet on a regular basis during the construction season, as we are also providing construction site inspections for smaller sites which are not high priority. Additional training/tracking tools were provided to the inspector performing the inspections. One thing we have noted at the end of this rainy season was that we need to have the CIP projects utilize the triplicate inspection form (same form as utilized in inspection of development projects), for ease of tracking. We will start that next year.

C.6.f ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Construction Site Inspection	March 17, 2011	Inspections for C.6 compliance	1	

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.

The FY 10-11 Regional Outreach Strategic Plan developed by BASMAA is included within the C.7 Public Information and Outreach section of the Program's FY 10-11 Annual Report. In addition, the City has tabled a block party event in June that emphasized the importance of using a commercial carwash instead of washing cars in the street or driveway, and gave away commercial carwash discount coupons. City staff also placed informational slides on Menlo Park's local 26 and 29 television channels that encourage behaviors that reduce stormwater pollutants.

C.7.b.iii.1 ▶ Pre-Campaign Survey

(For the Annual Report following the precampaign survey) 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:

- 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:

<input type="checkbox"/>	Survey report attached Not required for this Annual Report.
<input type="checkbox"/>	Reference to regional submittal: Not required for this Annual Report.

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

City staff placed informational slides on Menlo Park's local 26 and 29 television channels to promote behaviors that reduce stormwater pollutants, such as using a commercial carwash, sweeping sidewalks and driveways, and discouraging overwatering of landscapes. These slides are shown frequently throughout the day. The following reports developed by SMCWPPP and BASMAA are included within the C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report:

- **FY 10-11 SMCWPPP Media Relations Report**

- FY 10-11 BASMAA Media Relations Campaign Final Report

C.7.d ► Stormwater Point of Contact

The city's website posts stormwater contact information, which can be found using the following links:

<http://www.menlopark.org/departments/pwk/stormwater.htm> and
http://www.menlopark.org/departments/env/dep_environment_stormwater.html

The City's Engineering and Environmental Programs Divisions enforce and administer programs related to permit compliance and can be reached at (650) 330-6740. The stormwater point of contact for Menlo Park is publicized through mailers, newsletters, and flyers, and maintained by the Environmental Programs Division. The Environmental Program's webpage also refers residents and businesses to the countywide program flows to bay website. The Countywide Program's point of contact has not changed.

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
Holistic Landscape Planning and Management (Local class held on September 25, 2011)	Three hour landscaping class targeted for homeowners and gardeners. Topics included stormwater awareness issues, enviroscaping, and limiting water runoff from property.	10 Participants Spot surveys rated the class as good to excellent.
Water Efficient Lawn Alternatives and Integrated Pest Management (Local class held on April 16, 2011)	Three hour landscaping class targeted for homeowners and gardeners. Topics included limiting water runoff from property and using Integrated Pest Management strategies.	14 Participants Spot surveys rated the class as good to excellent, but many participants stated that the integrated pest management strategies were difficult for the average homeowner to understand in a short timeframe.
Menlo Park Downtown Block Party (June 22, 2011 5:30 pm to 9 pm)	General attendance by Menlo Park population that includes homeowners, renters, and businesses. One environmental program staff person tabled this event and distributed commercial carwash discount coupons, educational brochures on proper car washing practices, and integrated pest management strategies for gardeners.	Estimated attendance at the event is 2,000 with an estimated 90 visitors at the booth.

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 10-11 Annual Report:

- FY 10-11 Coordination of California Coastal Cleanup Day in San Mateo County, September 25, 2010.
- FY 10-11 Maker Faire at the County Expo Center, May 21-22, 2011.
- FY 10-11 County Fair, June 11-19, 2011
- Also, San Mateo County Health staffed the following events on behalf of Menlo Park and other co-permittees:
 - San Mateo, Farmers Market, August 14, 2010
 - Unincorporated County, North Fair Oaks Festival, August 22, 2010
 - South San Francisco, Oil Filter Exchange, April 8 & 9, 2011
 - Redwood City, Marine Science Institute Earth Day Event, April 16, 2011
 - San Mateo, Oil Filter Exchange, April 29 & 30, 2011
 - San Bruno, Operation Clean Sweep, May 7, 2011
 - Daly City, Farmers Market, June 2, 2011
 - Half Moon Bay, Farmers Market, June 25, 2011

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

Portions of the San Francisquito Creek pass through Menlo Park. On an annual basis, the City of Menlo Park financially contributes to Acterra's San Francisquito Watershed Project. Acterra is a local environmental 501(c)(3) nonprofit. A main goal of the organization is to improve 47.5 square miles of the local watershed through citizen engagement, education, and creek restoration activities. During FY 10-11, Acterra completed the following activities in Menlo Park:

- Coordinated volunteer workdays to restore and clean San Francisquito Creek
- Provided community service opportunities for Menlo Park Youth
- Encouraged residents to become stewards of the creek through regular volunteer workdays
- Held several different workshops for lawn removal, landscaping under oaks and home rain barrel systems
- Propagated over 1,300 plants for watershed restoration projects along San Francisquito and its tributaries. Plants are grown from seed collected in this watershed so that the plants are genetically appropriate for the area and support local fauna.

The City also attends and contributes financially to the San Francisquito Creek Joint Powers Authority. This body coordinates and manages projects related to the creek such as flood control projects that are partly funded by the US Army Corps of Engineers and fish studies.

During FY 10-11, SMCWPPP maintained and updated 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. In addition, all of the organization's events throughout the year were posted on the 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
Acterra conducted 20 San Francisquito Creek maintenance visits at Creek Drive and Woodland Avenue	Acterra staff and volunteers remove invasive weeds, water native plantings, and pick up litter. They also notify city staff of any illegal dumping or hazardous conditions.	Acterra on average has 10-20 volunteers per event.
Acterra native plant installation (Occurred twice this reporting year)	Replacement of nonnative plants with native plants along creek.	29 volunteers Pope Street and Woodland Avenue
Acterra Trash Cleanup Events (two times per year)	Creek cleanup	217 volunteers 1.38 miles of creek cleaned from Euclid Avenue to Middlefield Road Estimated 1,500 pounds of trash picked up
Coastal Clean Up Day (Trash hot spot) September 25, 2010)	Creek cleanup	17 Volunteers and 4 City Staff 143 pounds picked up (15 pounds deemed recyclable) Plastics, cardboard, bottles, and spray cans found.

The following report developed by SMCWPPP on the countywide citizen involvement event is included within the C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report:

- FY 10-11 Coordination of California Coastal Cleanup Day in San Mateo County, September 25, 2010"
- FY 10-11 Community Action Grant

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
Acterra Menlo Atherton High School student workday (January 2011)	Acterra hosted a watershed planting, water testing, invasive species removal and education day for youth	Estimated 20 Participants	The hands on approach was effective in increasing high school student knowledge about watershed sensitivity and contaminants
Beechwood School (Local/Countywide Event-December 1, 2011)	Banana Slug Band Assembly uses musicals to teach children about stormwater contaminants.	85 Participants	Refer to the C.7 Section of the countywide program's FY 10-11 Annual Report for a description of School-age Children Outreach efforts conducted at the countywide level.
Menlo Atherton High School Class Presentations (Local /Countywide Event-April 29, 2011)	Rock Steady Science, a contractor for High School Outreach presented "Water Pollution Prevention and Your Car" at Menlo Atherton High School on April 29 at 11:55 am and 1:20 pm in Ms. Huang's 11th and 12th grade classes.	50 Participants	

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.

During FY 10-11, we contributed through the countywide Program to the BASMAA Regional Monitoring Coalition (RMC). In addition, we contributed financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and were represented at RMP committees and work groups. For additional information on monitoring activities conducted by the Program, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the Program's FY 10-11 Annual Report.

Section 9 – Provision C.9 Pesticides Toxicity Controls

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

Attach a copy of your individual IPM ordinance or policy. *(Water Board staff requested resubmittal for FY 10-11.)*

Attached

Not attached, explain below

If **Not attached**, explain:

The City's IPM policy was adopted in 1998 by the City Council. Staff is trained to understand and implement the policy, and contractors hired by the City are required follow the City's IPM policy. It has come to the City's attention that the Water Board requires additional language in the Countywide Program's IPM model that is also attached in this report. City staff will complete a comparative analysis this year (2011-2012) of its 1998 IPM Policy to ensure that the policy is consistent with the new Countywide Program IPM model. If a change is necessary, staff will modify the policy with City Council approval by next reporting cycle.

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 organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.

Trends in Quantities and Types of Pesticides Used⁴⁵

Pesticide Category and Specific Pesticide Used	Amount ⁴⁶				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0			
Product or Pesticide Type A					
Product or Pesticide Type B					
Pyrethroids	0	0			
Product or Pesticide Type X					
Product or Pesticide Type Y					
Carbaryl	0	0			

⁴⁵ Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁴⁶ Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

Fipronil	0	0			
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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.	9
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	9
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%

C.9.d ▶ Require Contractors to Implement IPM

Did your municipality contract with any pesticide service provider in the reporting year?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, attach one of the following:				
<input type="checkbox"/>	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR			
<input type="checkbox"/>	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR			
<input type="checkbox"/>	Equivalent documentation.			
If Not attached , explain: All Contractors hired for pest control services are made aware of Menlo Parks IPM Plan and are required to work within its regulations. All service contracts are reviewed by IPM Coordinator for IPM plan compliance.				

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 10-11, the city participated in regulatory processes related to pesticides through contributions to the countywide Program BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees. Regular participation in the county wide Park Maintenance IPM Workgroup.

C.9.f ▶ Interface with County Agricultural Commissioners			
Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>
If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary.			

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 Program’s FY 10-11 Annual Report. <ul style="list-style-type: none"> • FY 10-11 IPM Store Partnership Program (SMCWPPP) • FY 10-11 “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 10-11: <ul style="list-style-type: none"> • FY 10-11 Green Gardener Training Program Report 	



CITY OF MENLO PARK
INTEGRATED PEST MANAGEMENT PLAN

FEBRUARY 1998

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CITY OF MENLO PARK INTEGRATED PEST MANAGEMENT PLAN

INTRODUCTION

The mission of The Division of Maintenance of the City of Menlo Park ("DIVISION") is to provide safe, enjoyable and aesthetically pleasing environments for the residents and visitors of Menlo park. The DIVISION recognizes the importance of dealing with unwanted animals and plants (pests) in those environments following ecologically, esthetically and economically balanced approaches .

Therefore, the DIVISION has decided to address all pest situations in the parks and city properties following the guidelines of Integrated Pest Management or IPM.

INTEGRATED PEST MANAGEMENT POLICY STATEMENT

A. INTEGRATED PEST MANAGEMENT: DEFINITION

The policy of The DIVISION with regards to situations caused by unwanted animals and plants (pests), is to follow the principles of Integrated Pest Management (IPM). The IPM concept to be followed by the DIVISION, is based mostly on one provided by the University of California, State Wide Integrated Pest Management Project (Division of Agriculture and Natural Resources U. C. IPM Publication 12, 1991):

"Integrated Pest Management, is a pest management strategy that focuses on long-term prevention or suppression of pest problems with minimum impact on human health, the environment, and non-target organisms. Preferred pest management techniques include encouraging natural biological control, using alternate plant species or varieties that resist pests, selecting pesticides with a lower toxicity to humans or non-target organisms; adoption of cultivating, pruning, fertilizing, or irrigation practices that reduce pest problems; or changing the habitat to make it incompatible with pest development.

Broad spectrum pesticides are used as a last resort when careful monitoring indicates they are needed according to preestablished guidelines. When treatments are necessary, the least toxic and most target-specific pesticides are chosen.

The IPM definition that we have adopted differs from the IPM definition that appears in the U. C. IPM project publication , mentioned above, in that the definition provided by the U. C. IPM program considers in some instances, the use of broad spectrum pesticides. The IPM policy of the DIVISION does not include the use of broad spectrum pesticides.

Before adopting the above definition of IPM, The DIVISION considered other IPM definitions proposed by several agencies and institutions. Some of the definitions reviewed were:

1. D. R. Bottrell. 1979. Council of Environmental Quality. Integrated Pest Management. Superintendent of Documents. U. S. Government Printing Office. Washington, D. C. 20402.
2. Anonymous. 1993. Pest Control in the School Environment. United States Environmental Protection Agency, Office of Pesticide Programs (H7506C). EPA 735-F-93-012.
3. Olkowski. W. , H. Olkowski and S. Daar. 1992. What is IPM. Bio-Integral Resource Center (BIRC). Berkeley, CA.

B. IPM POLICY EVOLUTION AND UPDATE

The DIVISION, recognizes that the field of pest management is constantly evolving. Therefore, the DIVISION will review the IPM plan every year. This revision will be done to incorporate changes that are needed in light of evolution on pest management concepts and specific situations at Menlo Park. The goal of the DIVISION is to have a pest management plan and policy that reflect the best approaches to pest management.

For example, the DIVISION acknowledges the concept " Ecologically Based Pest Management ("EBPM") " recently proposed by the National Research Council to be used to ecologically deal with pest situations (Anonymous. 1996. Ecologically Based Pest Management. National Research Council. National Academy of Sciences Press. 2101. Constitution Avenue, N. W. Washington D. C. 20418). The EBPM concept is proposed as an improvement of the IPM concept. The DIVISION follows the development and applicability of the EBPM concept and if appropriate, will fully adopt it . The DIVISION has prepared this IPM plan following ecological principles and believes that this IPM plan can be converted into an EBPM if desired.

GOALS AND CITY POLICIES FOR THE INTEGRATED PEST MANAGEMENT PROGRAM

GENERAL GOALS

1. The pest Management program of the City of Menlo Park is based on the IPM principles. Thus, the pest Management program of the City of Menlo Park is primarily **based on minimal, or no use, of synthetic chemical pesticides**. Emphasis will be given to biological and environmental measures to manage pests. Synthetic chemical pesticides, will not be used when an effective alternative is available.
2. THE DIVISION WILL REVIEW THIS PLAN EVERY YEAR. FOR THE REVIEW, THE DIVISION WILL OBTAIN INPUT FROM AN IPM ADVISORY COMMITTEE THAT WILL BE SET UP BY THE DIVISION.]
3. The DIVISION will train its employees on pest management methods that fit the IPM philosophy. This training will be achieved with in-house or outside resources.
4. The DIVISION will have outreach programs to keep citizens informed about the pest management program followed by the DIVISION and to make the citizens of Menlo Park more aware of the role of organisms in the Menlo Park ecosystem.
5. When it is determined that a pesticide is necessary, the least hazardous pesticide available that will provide and adequate level of control will be used.
6. Only pesticides that are approved and registered with the Environmental Protection Agency and by the State of California will be used.
7. All federal and state laws that pertain to the safe use of pesticides will be adhered to.
8. Pesticides, when used, will be applied following the instructions in their label. This includes instructions on:
 - A. Proper mixing procedures.
 - B. The proper use of the pesticide.
 - C. The proper disposal of empty containers and any unused material.
9. **Only category 2, 3, and 4 pesticides** will be used. Category 1 pesticides are considered the most toxic; category 4 pesticides are considered the least toxic.

10. Pesticides that are designed by the State of California as Restricted Pesticides will only be used when a non-restricted pesticide will not provide an acceptable level of pest management. Restricted pesticides are pesticides that present a particular hazard, so the State of California requires a special permit to use them.

City employees must only use pesticides approved and provided by the city for pest management operations conducted by the city.

11. Employees will receive training in the proper use of a pesticide before they can use that pesticide. This specific training will be conducted on an annual basis, and will be part of the state mandated annual training on the safe and effective use of pesticides that all employees who use pesticides are required to participate in.

12. For pest management actions that take place in parks, median strips, rights-of-ways, and any other area that is considered an agricultural use by the State of California, a pest Control recommendation will be prepared by a Pest Control Adviser who is licensed by the State of California.

13. Only city employees who have a current Qualified Applicator Certificate will apply pesticides.

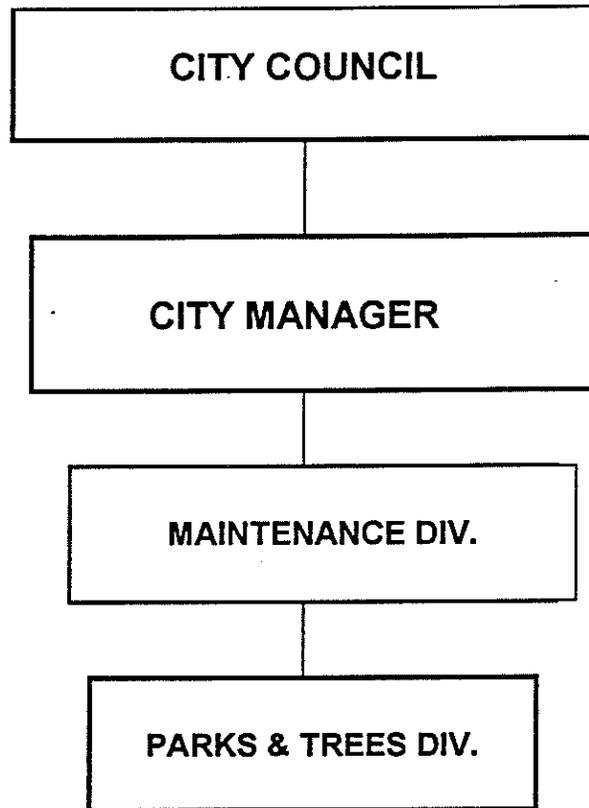
If contractors are used to apply pesticides, they must be licensed by the State of California as Pest Control Operators. State law requires that employee's of these companies be properly trained in the use of pesticides.

OPERATIONAL GOALS:

These goals will be further defined, as specific pest situations are identified and management options defined.

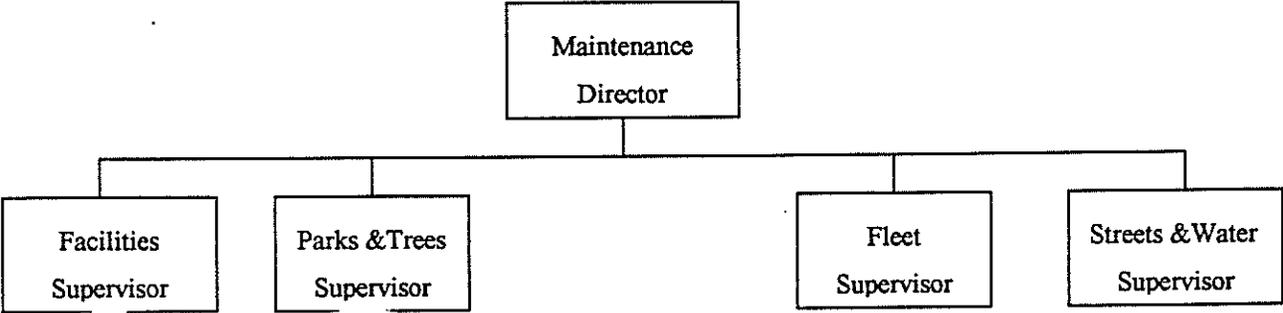
1. To reduce pesticide use, a target reduction of _____% during _____ has been established. The basis for monitoring pesticide usage will be based on active and inert ingredients and adjuvants .
2. The DIVISION WILL START developing specific IPM PLANS for various localities in the city based on pest detection.

IMPLEMENTATION STRUCTURE



**PERSONNEL RESPONSIBLE FOR THE IMPLEMENTATION OF THE
INTEGRATED PEST MANAGEMENT PLAN**

By direction of the Maintenance Director the Parks and Trees Supervisor will be responsible for the implementation of the integrated Pest Management Plan.



GUIDELINES TO DEVELOP PEST MANAGEMENT STRATEGIES

SUMMARY: This section provides the general guidelines to develop and implement the IPM plan. Before pest management operations can be conducted against any pest, an "SPECIF IPM PEST MANAGEMENT STRATEGY" must exist for that pest. This strategy will specify:

1. The pest to be controlled, including proper identification
2. The location
3. The host (if applicable), the plant or habitat infested .
4. Action thresholds
5. Approved methods of management.

If an applicable management strategy does not exist one must be developed on a case by case basis.

PROCESS TO DEVELOP SPECIFIC PEST MANAGEMENT STRATEGIES

Each specific pest management strategy will contain:

1. Pest Identification:

The pest should be identified as specifically as is reasonable. Scientific and common names are acceptable, but if scientific names are used common names, accepted by the pest management community, should also be noted to make the strategy as understandable as possible. As an example, identifying the pest as Pacific Flathead Borer is preferable to identifying it as "borer" , and the scientific name (Chrysobothris malis) should be included for completeness.

2. The Location:

The location where the pest was found, should also be identified as specifically as is reasonable. It should either specify a location by name or by type of facility. Some examples would be, Burgess Park, parking lot A .[THERE WILL BE AN EFFORT TO STORE THE LOCATION IN A COMPUTERIZED SYSTEM TO ALLOW QUICK RETRIEVAL AND FOR HISTORICAL ANALYSIS TO ASCERTAIN PATTERN OF PEST OCCURRENCE AND PESTICIDE USE. AS RESOURCES ALLOW IT, INFORMATION WILL BE STORED BASED IN GEOGRAPHIC INFORMATION SYSTEM FORMAT]

3. The Host (if applicable):

The host is the organism from where the pests is obtaining nourishment. An example of a host would be oaks for aphids.

4. Action Thresholds:

An action threshold is an observable condition of the host, or population level, of the pest that must be reached before a pest management measure can be initiated. The action threshold is determined to initiate a pest management measure to keep the pest population below an injury level determined by the DIVISION. This injury level could be based on pest population numbers or host appearance (aesthetic injury level). The injury levels will be very habitat specific depending on many factors.

Thus, an organism, is only a problem if it causes a significant amount of damage or causes certain aesthetic appearance. For example certain number of aphids per shoot or leaf can be tolerated on some plants; however, if the number of aphids reaches a certain level (action threshold) that could indicate that the aphid population is going to reach an injury level (economic or aesthetic injury level), then the aphids might be considered a problem and a management measure may be applied

The action threshold should take into account the pests' natural population fluctuations, the pests' natural enemies, the time needed for the control measure to take effect, the weather, reactions of the public and other variables. To help develop these action thresholds, the DIVISION WILL adopt monitoring procedures to detect action thresholds. The DIVISION will utilize its knowledge of the ecosystem in Menlo Park and scientific resources available outside the DIVISION to adopt monitoring procedures and define action thresholds. One specific source of information will be the State Wide IPM program.

Typical action thresholds include:

- A. Determining a certain number of aphids per shoot of a tree at certain sampling dates.
- B. Determining certain level of honey dew droppings from aphids.
- C. Observing a specified amount of damage from a pest (e.g. 25 % defoliation of a tree).

5. Approved Management Actions:

Management actions will be implemented after a certain action threshold is reached. Therefore action thresholds will be determined for specific management measures. Approved management actions should only include those practices in which the benefits of that action outweigh any potential adverse affects. Adverse affects include the time and cost involved to perform the control action, inconvenience o the public, health and other environmental concerns, etc. If no measure can be found that meets this criteria, then the only approved measure should be "no action" until an acceptable management measure is developed.

It is advisable to have as many management options as possible to minimize or eliminate adverse affects from accumulating and the pest from becoming resistant to any one form of management. It also gives the most number of options to best meet any particular situation. All potential management options should be considered not just chemical ones. Non-chemical control methods include:

A. Cultural Practices:

Cultural practices are those, non-pesticide- based, measures, that are taken to alter the environment to be beneficial to the host, plant or habitat infested, and keep the pest from becoming a problem.

Cultural practices in a park include water and fertilizer management, pruning and mulching. A large number of pest problems can be avoided if proper sanitation practices are followed. For example proper waste disposal can reduce yellow jacket nuisance in parks.

B. Biological and Microbial Measures:

Biological control involves the use of living agents such as predators parasitoids and microbes to regulate pest populations. For example, egg parasitoids (Trichogramma spp), sometimes are released to manage population of defoliating insects. Another example of biological control is the use of goats to manage vegetation.

C. Mechanical Control:

Mechanical control involves physically removing the pests. For example, weed removal using mechanical weeders . Removing aphids using high pressure water spray is another example.

PROCEDURE TO IMPLEMENT A PEST MANAGEMENT MEASURE

1. **Monitoring:**

Monitoring is an integral part of any IPM plan. Since initiation of a pest management operation depends on determining when an action threshold is reached, monitoring of the environment is necessary to observe when it occurs. Monitoring and careful record keeping can also provide valuable data on the effectiveness of pest management actions and pest population fluctuations.

2. **Action Threshold Reached:**

When the selected action threshold is reached for a particular pest, the appropriated management measure can be applied. The measure is applied taking into consideration observations of the pest's environment and health of the host, plant or habitat infested. Modifications of the environment can help to deter pest problems. A healthful plant is less likely to be attacked by an insect than an unhealthy plant. Therefore proper pruning, fertilizing, watering and other cultural practices can help reduce the necessity of pest management measures. Some of these cultural measures can be included as approved methods of pest management.

3. Apply appropriate management measure:

A. **Pest Control Recommendation:**

Before any management measure is applied, it is necessary to determine if, according to State regulations, a Pest Control Recommendation (RECOMMENDATION) is necessary. For example, for management measures that take place in parks, golf courses, median strips, right-of-ways, and any other area that is considered an agricultural use by the State of California a RECOMMENDATION is required. This RECOMMENDATION is written by a Pest Control Advisor who is licensed by the State of California.

Currently, the Maintenance Division is the only department in the City that has a licensed Pest Control Advisor on staff. Therefore, the Maintenance Division will provide these recommendations to other departments as time and resources permit. It is the responsibility of the department requesting the recommendation that their recommendations are up to date, and that all information necessary to complete the recommendation is supplied to the Maintenance Division. It is also the requesting department's responsibility to ensure that all the procedures on the recommendation, on the label, and in applicable State and Federal laws are followed.

B. Public Notification:

To ensure that the public and city staff are aware of what pesticides are being used in their vicinity, the following public notification procedures must be followed by City staff and contractors performing pest control operations for the City.

There are two types of notification that can be required:

- 1 Public notification signs
2. Blue dye in liquid pesticides.

C. BUILDINGS

1. Signs shall be posted at least 24 hours prior to any pesticide application and shall remain posted for at least 24 hours after the application or until the re-entry period has elapsed (whichever is longer).
2. The signs shall:
 - A. be at least 8.5 inches by 11 inches.
 - B. be printed in black or white type on a red background.
 - C. Include the following information:
 - a. The date the pesticide will be applied
 - b. The location(s) within the building that is to be treated
 - c. The problem pest(s)
 - d. The pesticide(s) that is to be used
 - e. The re-entry period that is specified on the pesticide label
 - f. A phone number to call for information concerns.
 - D. Have the Material Safety Data Sheet (MSDS) for the pesticide(s) attached to the sign
 - E. Have the date and time added to the sign when the pesticide is applied.
3. The signs shall be posted at all entrances to the building

This page could be replaced by a sample(s) of the sign(s) that are approved and used when pesticide applications are made.

PARKS AND OTHER LANDSCAPED AREAS

When pest management operations will be conducted in a park, vacant lot, public path, or in the landscaped area surrounding City owned building, public notification signs will be posted as described below:

1. Signs shall be posted before the pesticide application is started, and shall remain posted for at least 24 hours after the application or until the re-entry.
2. The signs shall:
 - A. be at least 8.5 inches by 11 inches.
 - B. be printed in black or white type on a red background.
 - C. include the following information:
 - a. The date the pesticide will be applied.
 - b. Either i or ii:
 - i. The location(s) within the park that is to be treated.
 - ii. A notification that blue dye is in the pesticide to indicate there it has been applied
 - c. The problem pest(s)
 - d. The be pesticide(s) that is to be used
 - e. The re-entry period that is specified on the pesticide label
 - f. A phone number to call for information concerns.
3. The signs shall be posted adjacent to all sidewalks and paths that enter the park, and at any other location where people would normally enter the park. If only a portion of a park is being treated, only that portion of the park needs to be posted.

There are sample signs on the following pages. The first if for situations where blue dye is not used and the second is for situations where blue dye is used. They can be copied onto red paper, properly filled out, and used as a public notification sign.

[SAMPLE SIGNS HERE]

Median strips and Roadsides

When pest management measures will be conducted on median strips or roadsides, public notification signs will be posted as described below.

Signs are not required in most situations unless the pesticide label specifies that posting is required. However blue dye should be mixed with all liquid pesticides to indicate what areas have been sprayed.

If a walkway enters the area being treated, signs shall be posted as for parks.

APPLICATION

For Information Call

858-3490

3. **Dye Markers:**

All outdoor liquid pesticide applications will use a blue dye marker to indicate exactly where pesticide materials have been applied. [THE EXCEPTIONS TO THIS REQUIREMENT WOULD BE ON PLANT MATERIAL WHERE BLUE DYE WOULD SIGNIFICANTLY DETRACT FROM THE AESTHETICS OF THE PLANT MATERIAL.]

C. **Pesticide Purchasing:**

All purchasing of pesticides must be done with the approval of the applicable department's designated Officer. No other person should be authorized to approve the purchase of any pesticide. Employees are not to bring pesticides from home for use on city property. This includes pesticides that are packaged for home use.

D. **Pesticide and Pesticide Container Disposal:**

- a. Unused pesticides and empty pesticide containers will only be disposed of at disposal sites approved by the Director of Maintenance or his / her designee.
- b. All empty containers that previously contained concentrated liquid pesticides are to be triple rinsed before disposal. The rinse water is to be added to the spray tank as part of the water used to dilute the pesticide.
- c. All disposal procedures on the pesticide label and those required by law will be adhered to.

E. **Record Keeping:**

Records of all pesticide applications done by the DIVISION and contractors will be kept and stored at Maintenance Division. The records are to include:

- a. the date and time of the application
- b. the brand name of the pesticide
- c. the technical name of the pesticide
- d. Target organism (scientific and common name)
- e. Where the pesticide was purchased
- f. the amount of pesticide used
- g. the concentration of the pesticide used
- h. the name of the applicator or contractor
- i. the equipment used to apply the pesticide
- j. where the pesticide was applied
- k. when applicable, the size of the area treated

These records are to be entered and kept in a format that allows its storage and processing using computerized data bases. A form designed for this purpose will be designed by the DIVISION sent to the County Office of Environmental Health by the end of the month following the application?

By State law, records of this same information are required to be kept [on file?] for two years and a monthly summary is required to be sent to the County Agricultural Commissioner's Office / Environmental Health.

F. **Evaluation:**

As part of the regular monitoring program, the effectiveness of the treatment should be evaluated to help make future treatments more effective.

Training and Certification:

1. **Pesticide Application:**

All employees who apply pesticides will be required to receive annual training on the proper use of pesticides, and will receive specific training on the proper use of each type of pesticide they will use. An employee will not apply pesticides unless he or she has received this training.

Only City employees who have a current Qualified Pesticide Applicator Certificate will apply pesticides. The only exception to this will be the use of Roundup in 3 gallon tanks. Roundup when mixed and applied from 3 gallon tanks may be applied by city employees who have received annual training in its proper use.

To obtain a Qualified Pesticide Applicator Certificate, one has to pass a series of tests given by the State of California. Qualified Pesticide Applicator Certificate holders also have to complete 40 hours of additional training every 2 years.

If contractors are used to apply pesticides, they must be licensed by the State of California as Pest Control Operators. State law requires that employees of these companies be properly trained in each pesticide that they are to mix or apply.

2. **Pest Control Advisors:**

For control measures that take place in parks, golf courses, median strips, right-of-ways, and any other area that is considered an agricultural use by the State of California, a Pest Control Recommendation is required. This recommendation is written by a Pest Control Advisor who is licensed by the State of California. To be eligible for this license, one has to meet stringent educational requirements and pass a series of tests given by the State of California. To maintain this license, a Pest Control Advisor has to complete 40 hours of training every 2 years.

Public Outreach

As materials and resources become available, an effort will be made to provide the Citizens of Menlo Park with material to inform them about the IPM program of the DIVISION and with information to assist them to decide when to use pesticides, how to properly use pesticides if they are to be used, and how to understand the information on pesticide labels. This material will also include information on alternatives to pesticides and other pest control methods.

Use Reports

1. **Monthly Reports:**

The DIVISION will prepare a monthly report of all pesticides used by their respective departments and contractors. The report will list for each application:

- a. Date and time of the application
- b. Brand name of the pesticide
- c. Technical name of the pesticide
- d. Target organism (scientific and common name)
- e. Where the pesticide was purchased
- f. The amount of pesticide used
- g. Concentration of the pesticide used
- h. Name of the applicator or contractor
- i. Equipment used to apply the pesticide
- j. Where the pesticide was applied
- k. When applicable, the size of the area treated

This report is to be sent to [Director of Maintenance].

By State law, records of this same information are required to be kept on file for two years and a monthly summary is required to be sent to the County Agricultural Commissioner's Office for applications

2. **Yearly Reports:**

The DIVISION will use the monthly reports to prepare a report for the City Manager. This report will include:

- A. Detailed pesticide usage data. See page 23
- B. The reduction in pesticide use and how well the target of a specific pesticide use was reached.
- C. Discussions of methods being used to reduce pesticide usage by City departments
- D. An update of the IPM Plan.

This report will also be presented to the County Agricultural Commissioner's Office and the Environmental Beautification Commission for its comment and review.

City of Menlo Park
Fire Hydrants & Services
Integrated Pest Management Plan
February 1998

Persons Authorized to Perform Pest Control Activities

Only employees who have a current Qualified Pesticide Applicator Certificate will apply pesticides. City employees are not to bring pesticides from home for use on city property. This includes pesticides that are packaged.

Weeds Around Fire Hydrants in undeveloped areas of Menlo Park:

Location/Host	Action Threshold	Action
The area surrounding a fire hydrant that is: <ol style="list-style-type: none"> 1. 3' from the fire hydrant 2. Between the fire hydrant and the street 	50% of the area covered with weeds that are 1' or more in height	Spray the area with Roundup in accordance with the current Pest Control Recommendations or mechanically remove the weeds

In the hills of Menlo Park the area around fire hydrants needs to be kept relatively free of weeds. Weeds in this area can become large enough to obscure the hydrant from view, which makes it difficult to find and use when it is needed for fire control. Fire hydrants need to be visible from the street so fire crews can easily find them. The area around the fire hydrant also needs to be kept clear for proper operation of the hydrant. Weeds are primarily a problem in the hills area.

The areas around fire hydrants are not currently mulched. Hydrants that could benefit from mulch around them need to be identified and mulched as time and resources permit. Mulching helps to keep weed seeds from germinating, thus reducing the need for pesticide applications.

**INTEGRATED PEST MANAGEMENT
PLAN
FOR BUILDINGS**

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PERSONS AUTHORIZED TO PERFORM PEST CONTROL ACTIVITIES:

The City uses contractors to apply pesticides for the control of pests in buildings. The contractors must be licensed by the State of California as Pest Control Operators. State law requires that employees of these companies be properly trained in each pesticide that they are to mix or apply.

City employees are not to bring pesticides from home for use on city property. This includes pesticides that are packaged for home use.

GENERAL PRINCIPLES:

Buildings are not a natural habitat for pests, but they can provide attractive places for pests to live. Buildings can be made less attractive with proper sanitation and building maintenance.

1. Exclusion:

Crack and crevices that pests can enter should be caulked or repaired. Window screens should be kept in good condition to keep out flying insects. These insects can be pests themselves, but they also provide food for spiders.

Pests can be unknowingly be brought into buildings by people. Potted plants, cut flowers, and other [such] material should be inspected for insects or spiders.

2. Sanitation:

Food should be properly stored and disposed of. Spills should be promptly cleaned up to prevent them from becoming food for pests. The areas around stoves, sinks, refrigerators and other areas used for food preparation or consumption need to be kept clean. Garbage containers that are used to dispose of empty food containers or uneaten food need to be emptied frequently and provided with tight fitting lids. The area around dumpsters should be kept clean and the lids should be kept closed.

ARACHNIDS

Black Widow Spiders

Location/Host	Action Threshold	Action
Inside buildings	Whenever black widow spider are identified	Apply an acaricide to the spider or its web.

It is unlikely that black widow spiders will be encountered. They are only found in dark locations. If a black widow is found, it is acceptable to use an acaricide. To be effective the acaricide must be applied directly to the spider or its web.

Other Spiders

Location/Host	Action Threshold	Action
Inside buildings	Whenever spiders or webs are observed	Vacuum the spider and its web

Most spiders are harmless to people and are often beneficial, but they need to be controlled because their webs can be a nuisance and many people have an aversion to spiders. Pesticides are not usually necessary to control spiders. In most situations mechanical removal and proper sanitation and building maintenance will keep them under control.

INSECTS

Argentine Ants

Location/Host	Action Threshold	Action
Food Preparation and Storage areas	Whenever ants are observed	Wipe up ants with soapy water and/or use insecticide bait.
	A definable trail is observed	Treat building's foundation, surrounding sidewalk cracks, and crawl space with an insecticide. If possible, only treat near food preparation areas.
Other Areas	A definable trail is observed.	Wipe up ants with soapy water and/or use insecticide bait.
	More than one definable trail is observed	Treat foundation, sidewalk cracks, and crawl space under building with an insecticide. If possible, treat only areas near the ant trails.

Insecticides used indoors do not provide long term control. Insecticide bait is taken to the nest, where it can be more effective. Soapy water can be used to get rid of ants that are an immediate problem.

Insecticides can be used outside of the building to provide a barrier to ant invasions. The foundation, cracks in pavement surrounding buildings, and the crawl space that is under some buildings are areas where an insecticide can help control ants. If ants are only a problem in a portion of a building, it may be possible to treat only the part of the building that is near the problem area.

Cockroaches

Location/Host	Action Threshold	Action
Food preparation and Storage Areas	2 Cockroaches in any sticky trap	Use insecticide bait or treat with an insecticide
Other Areas	5 Cockroaches in any sticky trap	Use insecticide bait or treat with insecticide

To determine when control of cockroaches is warranted, a system of monitoring is necessary. In areas where cockroaches are a known or suspected problem, sticky traps need to be put out to evaluate the problem. After 24-48 hours, if the number of cockroaches in any trap reaches the action threshold, either the use of insecticide bait or treatment of the area with an insecticide is warranted.

Fleas

Location/Host	Action Threshold	Action
Carpeted Floors	When Fleas are found	Vacuum the area weekly or more frequently
	2 weeks after initially spotting fleas, and carpet has been vacuumed at least 3 times	Apply insecticide

Vacuuming is effective in controlling adult fleas, but larvae are resistant to being picked up by the vacuum. Therefore, vacuuming must be repeated frequently. Fleas can survive in the vacuum bag, so the vacuum bag should be disposed of in a sealed plastic bag.

Termites

Location/Host	Action Threshold	Action
Wooden parts of buildings	When evidence of termite activity is observed	Replace damaged wood and treat with an insecticide

Rats and Mice VERTEBRATES

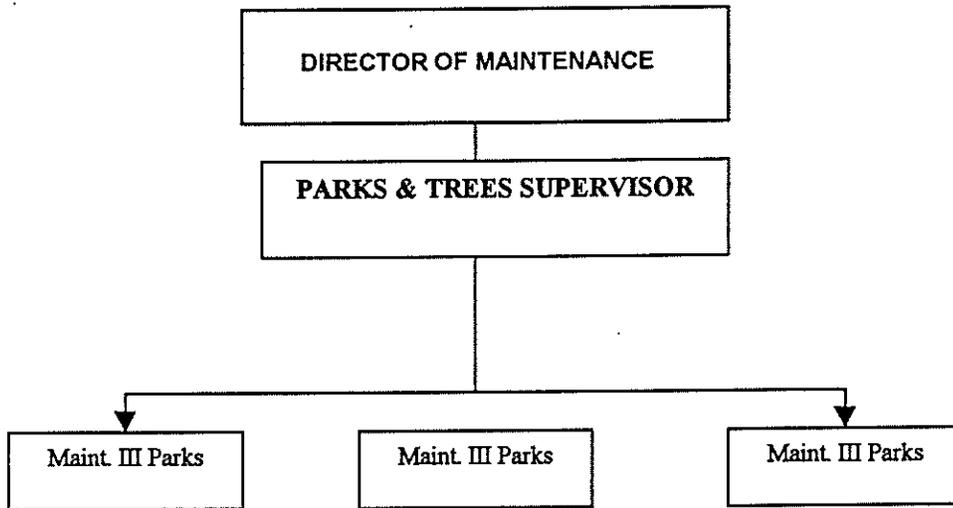
Location/Host	Action Threshold	Action
Inside buildings	Whenever evidence of rats or mice is observed	Put out bait stations in the affected areas

**INTEGRATED PEST
MANAGEMENT PLAN FOR
PARKS, MEDIAN STRIPS
AND OTHER
OUTDOOR FACILITIES**

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IMPLEMENTATION STRUCTURE



PERSONS AUTHORIZED TO PERFORM PEST CONTROL ACTIVITIES

Only City Employees who have a current Qualified Pesticide Applicator Certificate will apply pesticides. The only exception to this will be the use of Roundup in 3 gallon tanks. Roundup when mixed and applied from 3 gallon tanks may be applied by city employees who have received annual training in its proper use.

City employees are not to bring pesticides from home for use on city property. This includes pesticides that are packaged for home use.

For pest control measures that take place in parks, golf courses, median strips, right-of-ways and any other area that is considered an agricultural use by the State of California, a Pest Control Recommendation is required. If this Recommendation is not in effect for the planned method of control, a new Recommendation must be acquired from the Parks and Trees Supervisor in charge of Integrated Pest Management.

Broadleaf Weeds in Turf

Location/Host	Action Threshold	Action
Athletic Fields	Weeds cover 10% of the green	Spray the field with a selective herbicide in accordance with the current Pest Control Recommendation
Newly Established Turf	Weeds cover 7% of the green	Spray the turf with a selective herbicide in accordance with the current Pest Control Recommendation
Other Turf	Weeds cover 25% of the green	Spray the turf with a selective herbicide in accordance with the current Pest Control Recommendation

Weeds in Mulched Bare Areas

Location/Host	Action Threshold	Action
Median strips and other areas kept bare of vegetation	Mulch is less than 4 ' thick	Replenish mulch to 6" or greater depth
	Weeds cover 5% of the surface of the ground	Spray the weeds with Roundup in accordance with the current Pest Control Recommendation, or mechanically remove weeds.

Weeds in median strips and other areas that are devoid of desirable vegetation need to be kept relatively free of weeds. Weeds contribute to the impression that the area is unkempt which is not in accordance with the city's policy of maintaining a clean and aesthetically pleasing city.

Weeds in Unmulched Bare Areas

Location/Host	Action Threshold	Action
Median strips and other areas kept bare of vegetation	Fall and Spring: Weeds cover 1% of the surface of the ground	Spray the area with a preemergent herbicide in accordance with the current Pest Control Recommendation
	Weeds cover 5% of the surface of the ground	Spray the weeds with Roundup in accordance with the current Pest Control Recommendation, or mechanically remove weeds.

Weeds in median strips and other areas that are devoid of desirable vegetation need to be kept relatively free of weeds. Weeds contribute to the impression that the area is unkempt which is not in accordance with the city's policy of maintaining a clean and aesthetically pleasing city.

There are some areas that are not currently mulched but could be. These areas should be mulched as time and resources permit. Mulching helps to keep weed seeds from germinating, thus reducing the need for pesticides.

Turf Edges

Location/Host	Action Threshold	Action
Turf edges		
Edges that can be edged with a mechanical edger	Grass is growing from [out beyond?] edge by 1"	Use a mechanical edger to maintain the edge
Edges that cannot be edged with a mechanical edger.	Grass is growing out from edge by 3"	Spray the encroaching grass with Roundup in accordance with the current Pest Control Recommendation or remove by mechanical means

Turf edges that are overgrown are unsightly and can interfere with the activities of the adjoining area. Encroaching grass can decrease the width of a path, make valve covers and other access covers hard to open, or can hide them altogether.

Weeds Around Sprinkler Heads

Location/Host	Action Threshold	Action
3" band around irrigation heads	Weeds (including grass) growing beyond edge at least 1" or interfering with the sprinkler.	Spray the 3" band with Roundup in accordance with the current Pest Control Recommendation, or remove by mechanical means

Weeds (including grass) are a constant problem around sprinkler heads. They interfere with the proper operation of the heads by not allowing the heads to pop up, the operating mechanism is stopped from moving, or the stream of water is obstructed. This results in the inadequate watering of the turf.

To combat this problem a 2" -3" band around sprinkler heads is kept free of weeds and encroaching grass.

Weeds in Paths and Roads

Location/Host	Action Threshold	Action
Cracks in paved paths and roads (asphalt or concrete)	Weeds cover 5% of the surface area	Spot spray with Roundup in accordance with the current Pest Control Recommendation, or remove by mechanical means
	Weeds are observed and Roundup is being used in adjacent areas.	Spot spray with Roundup in accordance with the current Pest Control Recommendation,
Unpaved paths ((e.g. crushed rock)	Weeds cover 5% of the surface area	Spot spray with Roundup in accordance with the current Pest Control Recommendation, or remove by mechanical means

ARACHNIDS

Mites

Location/Host	Action Threshold	Action
Parks	Spring and early summer:	Spray in accordance with the current Pest Control Recommendation

INSECTS

Hornets and Wasps

Location/Host	Action Threshold	Action
All areas maintained by the Parks Division	Whenever a nest is observed within 10' of the ground	Destroy the nest by mechanical means or with a pesticide in accordance with the current Pest Control Recommendation
	Whenever a nest is observed on a building	Destroy the nest by mechanical means or with a pesticide in accordance with the current Pest Control Recommendation

Bees

Location/Host	Action Threshold	Action
All areas maintained by the Horticulture Section	Whenever a hive is observed within 10' of the ground	Contact one of the beekeepers on file and have them remove the hive.
	Whenever a hive is observed on a building	Contact one of the beekeepers on file and have them remove the hive.

Even though bees are beneficial in the pollination of flowers, they must be controlled due to the hazard they present. Their sting is quite painful to most people and can be life-threatening to others. Since these are colonial insects, they are concentrated in their nests. This makes the nest both the focal point of the hazard and the ideal point of control. Nests that are within 10' of the ground or on a building pose the greatest hazard to the public. There are local beekeepers who will remove hives for a fee. Use of this service allows us to control this pest without the use of pesticides.

Sucking Insects

Location/Host	Action Threshold	Action
Parks	25% of foliage with symptoms from sucking insects or mites	Use a pesticide in accordance with the current Pest Control Recommendation

VERTEBRATES

Gophers and Ground Squirrels

Location/Host	Action Threshold	Action
Trafficked areas and areas that surround them (e.g. athletic fields and lawns)	1 hole in an area of any size	Use poison bait or traps in accordance with the current Pest Control Recommendation

The holes created by gophers and ground squirrels create an extreme tripping hazard to park users in trafficked areas. For this reason, Park Services has a zero tolerance level for these pests in areas that the public will be walking or playing on. This same threshold is used for the surrounding area because these pests are very mobile and would soon be in the trafficked areas.

RATS AND MICE

Location	Action Threshold	Action
All outdoor areas maintained by the Office of Parks and Recreation	Whenever a rat or mouse is observed	Use poison bait or traps in accordance with the current Pest Control Recommendation

PERSONS AUTHORIZED TO PERFORM PEST CONTROL ACTIVITIES

Only employees who have a current Qualified Pesticide Applicator Certificate will apply pesticides. City employees are not to bring pesticides from home for use on city property. This includes pesticides that are packaged for home use.

SHARON PARK LAKE AND BURGESS LAKE

<u>LOCATION/HOST</u>	<u>ACTION THRESHOLD</u>	<u>ACTION</u>
Shallow water shelf around Lakes	When algae has grown to the extent that it is ready to mat up	Treat the algae with an algacide and/or mechanically remove the algae

The shallow water around the edge promotes the growth of algae. When the algae decomposes it creates an obnoxious smell and an eyesore that greatly detracts from the beauty of the lake. To combat this problem, the amount of algae in the lake needs to be kept down to a level where it will not produce an undesirable smell.



Proposed Final Version

San Mateo Countywide Water Pollution Prevention Program Model Integrated Pest Management (IPM) Policy

GOAL

The [City/County of ____] seeks to protect the health and safety of its employees and the general public, the environment and water quality, as well as to provide sustainable solutions for pest control through the reduced use of pesticides on property including buildings owned or managed by the City/County by applying Integrated Pesticide Management principles and techniques. The municipal regional stormwater permit requires that the [City/County of ____] minimize reliance on pesticides that threaten water quality.

REQUIRED USE OF INTEGRATED PEST MANAGEMENT

Employees implementing pest management controls will use Integrated Pest Management (IPM) techniques that emphasize non-pesticide alternatives. Pesticides will only be used after careful consideration of non-chemical alternatives and then the least toxic chemicals that are effective shall be used. Pest control contractors hired by the [City/County] are required to implement IPM to control pests. This will be achieved by hiring only IPM-certified pest control contractors or by including contract specifications requiring contractors to implement IPM methods.

The [City/County] will establish written standard operating procedures for pesticide use to ensure implementation of this IPM policy and to require municipal employees and pest control contractors to comply with the standard operating procedures.

The [City/County] will track employee and contractor pesticide use and prepare an annual report summarizing pesticide use and evaluating pest control activities performed consistent with the municipal regional stormwater permit's requirements.

The [City/County] will review its purchasing procedures, contracts or service agreements with pest control contractors and employee training practices to determine what changes, if any, need to be made to support the implementation of this IPM Policy.

The [City/County] will perform educational outreach and/or support Countywide or regional efforts to educate residential and commercial pesticide users on a) goals and techniques of IPM, and b) pesticide related water quality issues consistent with the municipal regional stormwater permit's requirements.

The IPM-based hierarchical decision making process that will be used to control pests will include the following:

1. Based on field observations evaluate locations and sites where pest problems commonly occur to determine pest population, size, occurrence, and natural enemy population, if

- present. Identify conditions that contribute to the development of pest populations, and decisions and practices that could be employed to manage pest populations
2. Design, construct, and maintain landscapes and buildings to reduce and eliminate pest habitats;
 3. Modify management practices including watering, mulching, waste management, and food storage to discourage the development of pest population;
 4. Modify pest ecosystems to reduce food, water sources, and harborage;
 5. Prioritize the use of physical controls such as mowing weeds, using traps, and installing barriers;
 6. Use biological controls to introduce or enhance a pests' natural enemies;
 7. When pest populations reach treatment thresholds (based on how much biological, aesthetic, economic or other damage is tolerable) non-pesticide management activities will be evaluated before considering the use of pesticides;
 8. When pesticides are necessary, select reduced risk pesticides and use the minimum amounts needed to be effective;
 9. Apply pesticides at the most effective treatment time, based on pest biology, monitoring, and other variables, such as weather, seasonal changes in wildlife use, and local conditions; and
 10. Whenever possible, use pesticide application methods, such as containerized baits, that minimize opportunities for mobilization of the pesticide in stormwater runoff.

Departments performing pest management activities will identify an IPM coordinator who is responsible for assisting staff with implementation of this IPM policy.

BACKGROUND

Pesticides are defined as: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest. Pests can be insects, rodents and other animals, unwanted plants (weeds), bacteria or fungi. The term pesticide applies to herbicides, fungicides, insecticides, rodenticides, molluscicides and other substances used to control pests.

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, beneficial and nontarget organisms, and the environment.

IPM techniques could include biological controls (e.g., ladybugs and other natural enemies or predators); physical or mechanical controls (e.g., hand labor or mowing, caulking entry points to buildings); cultural controls (e.g., mulching, alternative plant type selection, and enhanced cleaning and containment of food sources in buildings); and reduced risk chemical controls (e.g., soaps or oils).

[City/County] owned or managed property/facility includes but is not limited to parks and open space, golf courses, roadsides, landscaped medians, flood control channels and other outdoor areas, as well as municipal buildings and structures.

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).

See the C.10 Trash Load Reduction section of Program's FY 10-11 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

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 in developing a Baseline Trash Load and Trash Load Reduction Tracking Method (due February 1, 2012).

See the C.10 Trash Load Reduction section of Program's FY 10-11 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

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

(For FY 10-11 Annual Report and Each Annual Report Thereafter) Provide 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.

See the C.10 Trash Load Reduction section of Program's FY 10-11 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

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.

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)
San Francisquito Creek El Camino and Alma (Between Menlo Park and Palo Alto)	9/25/10	143 lbs	Aluminum Cans, Plastic bottles and containers, plastic bags, paper and cardboard, and spray paint cans.	Littering, illegal dumping, and homeless encampments

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/Dropoff 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
<p><u>Door to Door Collection of Household Hazardous Waste</u>. This program provides residents with a safe and convenient way to dispose of hazardous waste by calling a company to schedule a free pick up of their hazardous waste near their doorstep.</p> <p>Previously there was not a convenient way for residents living in multifamily developments to dispose of hazardous waste. Also, single family residents still had to drop off materials that were too large or not accepted at the curb at a county sponsored facility. This expanded service allows multifamily residents to participate and has provided further convenience to the single family program.</p>	August 2010	Yes	Trash loads removed" were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action.	Paint and Painting Supplies, Insecticides, Herbicides, Automotive products, fluorescent lights/tubes/CFLs, batteries, computer monitors, laptops, computers, cell phones, Televisions, consumer electronics, cleaning products, pesticides, non-empty aerosol cans, medicines, sharps.

<p>Enhanced curbside recycling program. The City's new garbage and recycling contract with Recology expanded recycling services to residents, such as composting food scraps with yard trimmings. In addition, single stream recycling has made it more convenient for residents and businesses to recycle paper, plastics, glass, and metal into one cart/bin.</p>	<p>January 2011</p>	<p>Yes</p>	<p>See the Program's FY10-11 Annual Report for schedule."</p>	<p>Plastics numbered one through seven, glass bottles and jars, metal cans, aluminum foil, small scrap metal, paper, cardboard, milk and juice cartons, paper egg cartons, newspaper, magazines, junk mail, food scraps, yard trimmings.</p>
<p>San Francisquito Creek Clean Up El Camino and Alma (Between Menlo Park and Palo Alto)</p>	<p>September 2010</p>	<p>Yes</p>	<p>143 lbs.</p>	<p>Plastics, cans, and paper</p>

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).

Refer to FY 10-11 Program Annual Report for a list of mercury collection and recycling efforts conducted countywide and regionally.

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:

A draft technical memorandum describing initial load reduction quantification methods for PCBs and mercury was submitted to the Water Board in the BASMAA FY 2009-10 Regional POCs and Monitoring Annual Report supplement. Written comments from Water Board and Permittee staff were received on the technical memorandum. In FY 2011-12, BASMAA member agencies plan to revise methods presented in the draft memorandum in response to the comments. Once the methods are completed, they will be used to estimate loads removed via the collection/recycling of mercury-containing products. See the FY 2010-11 Countywide Program Annual Report and BASMAA Regional POCs and Monitoring Annual Report supplement for more information.

- 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 countywide Program and regional accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of Program's FY 10-11 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 by BASMAA and provided in the FY 09-10 BASMAA Regional POC Report. A description of efforts to train municipal industrial inspectors was provided in FY 09-10 permittee and/or Program Annual Reports.

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:

See the FY 10-11 Program Annual Report for a description of training provided countywide and/or regionally.

- 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 countywide Program and regional accomplishments for these sub-provisions are included within the C.12 PCB Controls section of Program's FY 10-11 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?

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

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?

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

C.13.c ► Vehicle Brake Pads

Reported in a separate regional report.

A summary of the countywide Program's participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report.

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

Based upon inspection activities conducted under Provision C.4, highlight copper reduction results achieved among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed.

Summary

The City contracts with the County Environmental Health to conduct inspections at facilities identified as potential users or sources of copper. During their inspections they ensure that copper reduction BMPs are in place.

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

Report on progress of studies being conducted countywide or regionally to reduce copper pollutant impact uncertainties. State below if information is reported in a separate regional report.

Summary

A summary of the countywide Program and/or regional efforts to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of Program's FY 10-11 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

Report on progress of studies being conducted countywide or regionally to characterize the distribution and pathways of PBDEs, legacy pesticides, and selenium. State below if information is reported in a separate regional report.

Summary

A summary of the countywide Program and regional efforts related to the Control Program for PBDEs, Legacy Pesticides and Selenium is included within the C.14 PBDE, Legacy Pesticides and Selenium section of Program's FY 10-11 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?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	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. Provide any clarifying comments below.				
Comments:				

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

<p>Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:</p> <ul style="list-style-type: none"> • 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.
<p>Summary: The City of Menlo Park has a wide variety of education, programs, policies and incentives to promote outdoor water conservation. The city enforces a “no waste” water ordinance (Chapter 7.38 of the Menlo Park Municipal Code) that prohibits wasteful water runoff from properties. This reporting year, Menlo Park established water efficient standards for new landscapes greater than or equal to 2,500 square feet (Chapter 12.44 of the Menlo Park Municipal Code). In addition, the city provides free water budget analysis and irrigation audits for large landscapes to reduce water usage. Refer to the C.3 New Development and Redevelopment, C.7. Public Information and Outreach and C.9. Pesticide Toxicity Control sections of this report for additional information on educational outreach and programs related to water conservation.</p>

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 Turbidity⁴⁷ (NTU)	Implemented BMPs & Corrective Actions
422 Concord Dr.	Planned	Storm Drain	8/4/2010	15min.	3600	n/a	.02	9.1	n/a	D-Chlor Tabs
420 Shirley Way	Planned	Storm Drain	8/4/2010	15 min.	3000	n/a	.02	9.1	n/a	D-Chlor Tabs
Commonwealth Dr. Hyd. C11	Planned	Storm Drain	8/6/2010	5 min.	4000	800g.p.m.	.01	9.1	n/a	D-Chlor Tabs
Commonwealth Dr.	Planned	Storm Drain	8/10/2010	5 min.	4000	800g.p.m.	.01	9.1	n/a	D-Chlor Tabs
Sharon Park Pond Hyd. # E43	Planned	Storm Drain	8/16/2010	6hrs.	10,800	30g.p.m.	.04	9.1	n/a	D-Chlor Tabs
Sharon Park Pond Hyd. # E43	Planned	Storm Drain	8/17/2010	4.5 hrs.	8,100	30g.p.m.	.03	9.1	n/a	D-Chlor Tabs
Hamilton Ave. Hyd. # B67	Planned	Storm Drain	9/1/2010	5 min.	5,000	1000g.p.m.	.01	9.8	1.35	D-Chlor Tabs
Willow Rd. Hyd. # B50	Planned	Storm Drain	9/1/2010	5 min.	5,000	1000g.p.m.	.01	8.7	6.63	D-Chlor Tabs
Sharon Heights Pond Hyd. #E43	Planned	Storm Drain	9/17/2010	5 Min.	7500g.p.m.	1500g.p.m.	0.0	9	.98	Dechlor Tabs
Nash Ave. Santa Monica Hyd. #N6	Planned	Storm Drain	9/22/2010	5 Min.	4500	900g.p.m.	.02	9	.96	Dechlor Tabs

⁴⁷ Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

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 Turbidity⁴⁷ (NTU)	Implemented BMPs & Corrective Actions
256 San Clemente Dr. Hyd. #N4	Planned	Storm Drain	9/23/2010	5 Min.	5530	1106g.p.m.	.02	9	1.86	Dechlor Tabs
Commonwealth Dr. Hyd. # C11	Planned	Storm Drain	9/29/2010	10min.	10,000	1000g.p.m.	0.0	9	.97	Dechlor Tabs
Van Buren Rd. Hyd. #F2	Planned	Storm Drain	10/1/2010	100min.	5000	50g.p.m.	.02	9	2.26	Dechlor Tabs
O'brien Dr. Hyd. M25	Planned	Storm Drain	10/13/2010	120 min.	60,000	500g.p.m.	.02	9	.28	Dechlor Tabs
O'brien Dr. Hyd. # M25	Planned	Storm Drain	10/14/2010	60 min.	15,000	250g.p.m.	.04	9.3	.25	Dechlor Tabs
207 O'keefe Ave. Hyd. # P37	Planned	Storm Drain	10/15/2010	70 min.	35,000	500g.p.m.	.02	9	1.36	Dechlor Tabs
404 Grayson Ct. Hyd. # P49	Planned	Storm Drain	10/21/2010	15 min.	13,500	900g.p.m.	.02	9	.80	Dechlor Tabs
151 Commonwealth Dr. Hyd. # C10	Planned	Storm Drain	10/23/2010	30 min.	30,000	1000g.p.m.	.02	9	.94	Dechlor Tabs
1390 Willow Rd.	Planned	Storm Drain	11/29/2010	60 min.	60,000	1000g.p.m.	.04	9.5	.98	Dechlor Tabs
Dumbarton Bridge	Planned	Storm Drain	4/15/2011	75 min.	11,250	150g.p.m.	.03	n/a	.87	Dechlor Tabs
3757 Haven Ave.	Planned	Atherton Channel	6/11/2011	45 min.	20,000	445g.p.m.	.04	n/a	1.96	Dechlor Tabs
3757 Haven Ave.	Planned	Atherton Channel	6/18/2011	60 min.	20,000	333g.p.m.	.01	n/a	1.48	Dechlor Tabs
1380 Willow Rd.	Planned	S.F. Bay	6/25/2011	40 min.	14,000	350g.p.m.	.01	n/a	1.48	Dechlor Tabs
380 Nova Ln.	Planned	Storm Drain	6/28/2011	15 min.	1500	100g.p.m.	.04	8.8	1.32	Dechlor Tabs

C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System⁴⁸														
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L) ⁴⁹	pH (standard units) ⁵²	Discharge Turbidity (Visual) ⁵²	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁵⁰	Inspector arrival time	Responding crew arrival time
15 Sunset Ln.	Unplanned	Atherton Channel	11/26/2010	2.5 hrs.	900,000	360,000g.p.h.	0.0	9	.48	D-Chlor Tabs Shut off valves	12:01p.m.	12:01p.m.	1:00p.m.	1:00p.m.
7 Sunset Ln.	Unplanned	Atherton Channel	4/10/2011	3 hrs.	800,000	266,666g.p.h.	0.0	8	1.48	D-Chlor Tabs shut off valves	10:00a.m.	10:10a.m.	11:10a.m.	11:10a.m.
15 Sunset Ln.	Unplanned	Atherton Channel	6/12/2011	3 hrs.	1,200,000	400,000g.p.h.	0.0	8	1.4	D-Chlor Tabs shut off valves	11:00a.m.	11:10a.m.	1:10p.m.	1:10p.m.

⁴⁸ This table contains all of the unplanned discharges that occurred in this FY.

⁴⁹ 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.

⁵⁰ 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.