



# San Mateo County Health System

September 13, 2012

Regional Water Quality Control Board  
c/o Sue Ma  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

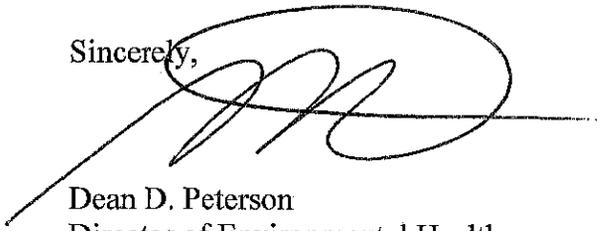
**Subject:** FY 2011-2012 Annual Report for the  
Unincorporated Area of San Mateo County  
NPDES Permit No. CAS612008

Ms. Ma,

The attached represents the Unincorporated Area of San Mateo County's FY 2011-2012 Annual Report as requested by the Municipal Regional Stormwater NPDES Permit No. CAS612008.

I certify under penalty of law that this document and all attachments were prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for violations.

Sincerely,



Dean D. Peterson  
Director of Environmental Health

**Attached:** FY 2011-2012 Annual Report for the  
Unincorporated Area of San Mateo County

**cc:** Jim Porter, Director of Public Works

## Environmental Health

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Health System Chief • Jean S. Fraser

Board of Supervisors • Dave Pine • Carole Groom • Don Horsley • Rose Jacobs Gibson • Adrienne Tissier

**ATTACHMENT B**

**Table of Contents**

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

Note: to skip to any section press "Ctrl" on your keyboard and click on that section above.

Section 1 – Permittee Information

Background Information			
Permittee Name:	County of San Mateo		
Population:	61, 222 (Unincorporated areas only)		
NPDES Permit No.:	CAS612008		
Order Number:	R2-2009-0074		
Reporting Time Period (month/year):	July 1, 2011 through June 30, 2012		
Name of the Responsible Authority:	Dean Peterson	Title:	Director of Environmental Health
Mailing Address:	2000 Alameda de las Pulgas		
City:	San Mateo	Zip Code:	94403
		County:	San Mateo
Telephone Number:	(650) 372-6200	Fax Number:	(650) 627-8244
E-mail Address:	dpeterson@csmgov.org		
Name of the Designated Stormwater Management Program Contact (if different from above):	Dermot Casey	Title:	Haz Mat Specialist
Department:	Environmental Health		
Mailing Address:	2000 Alameda de las Pulgas		
City:	San Mateo	Zip Code:	94403
		County:	San Mateo
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E-mail Address:	djcasey@csmgov.org		

Section 2 - Provision C.2 Reporting Municipal Operations

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

Summary:  
 During FY 11-12, County staff regularly attended and participated in NPDES Technical Advisory Committee and Municipal Maintenance Subcommittee's Trash Workgroup meetings. Annual inspections were completed for all Department of Public Works (DPW) Roads and Parks Divisions Corp Yards, and storm water BMPs were implemented as detailed in the site specific Stormwater Pollution Prevention Plans (SWPPP). Pump station monitoring and inspections were completed, and no corrective actions were required. All road maintenance activities were conducted in accordance with the MRP and the County of San Mateo Watershed Protection Maintenance Standards (2004). Please see the C.2 Municipal Operations section of the Countywide Program's FY 11-12 Annual Report for a description of activities implemented at the countywide level.

**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:

<b>X</b>	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
<b>X</b>	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.
<b>X</b>	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments:  
 DPW Roads and Parks divisions sweeping logs were completed and are kept on file. Most streets in residential and retail areas are swept twice per month, and an area within North Fair Oaks is swept once per week. Arterial roads are generally swept twice per month. Street sweeping is conducted monthly at the following San Mateo County Parks: Coyote Point Recreation Area, Coyote Point Marina, Edgewood Natural Reserve, Flood, Huddart, Memorial, Sam MacDonald, Pescadero, and San Pedro Valley.

All DPW road maintenance activities were conducted in accordance with the MRP and the County of San Mateo Watershed Protection Maintenance Standards (2004). These standards were developed in conjunction with FishNet 4c, a County-based salmon protection and restoration program that brings together the Central California Coastal Counties of Mendocino, Sonoma, Marin, San Mateo, Santa Cruz and Monterey. The Maintenance Standards manual was created to meet NPDES requirements as well the Endangered Species Act Section 4(d) Rule for steelhead and salmon.

For maintenance projects involving construction with fill or potential impacts to water quality, creeks, wetlands, and/or special status species (i.e.,

culvert replacements, slip-out repairs, sediment removal), environmental permits were obtained from the appropriate regulatory agencies (i.e., Department of Fish and Game Streambed Alteration Agreement, Water Board 401 WQ certification, Army Corps Permit, Section 7 consultations, Coastal Development Permit, CEQA compliance). Many of the obtained permits required additional BMPs and protective measures, which were implemented by DPW. For projects requiring environmental permits, County biologists prepared and submitted memos to the Roads Manager and Construction Supervisors containing copies of all applicable permits and detailing specific BMP requirements. A monitoring biologist was on-site for projects at high priority sites (i.e., coastal zone and/or sensitive habitat).

**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:

<b>X</b>	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
<b>X</b>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:

County Facilities Maintenance and Operations (FMO) performs maintenance of the County parking garage and parking lots using a sweeper truck. The parking garage is typically swept twice per month, and the parking lots are swept monthly. The sweeper truck sprays and picks up the water as it sweeps. The water and debris are off loaded at Grant Yard in Redwood City, where the solids are separated out for disposal at a solid waste landfill and the water is diverted to the sanitary sewer system for further treatment. FMO did not conduct pavement washing during this reporting period. DPW implements BASMAA Mobile Surface Cleaner Program BMPs when applicable.

**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:

<b>N/A</b>	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
<b>X</b>	Control of discharges from graffiti removal activities
<b>X</b>	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
<b>X</b>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
<b>X</b>	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
<b>N/A</b>	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments:

The Construction Services Section (CSS) of DPW conducts a very limited and small scale graffiti abatement program. CSS does not engage in graffiti removal/abatement over or near bodies of water, nor maintenance of bridges, underpasses and/or Caltrans' structures or right-of-ways. CSS only performs minor urban graffiti removal (mostly traffic signs, benches, phone booths, fences, walls) where wash water use is very seldom necessary. Graffiti abatement typically consists of painting over the graffiti and/or removal through environment-friendly, biodegradable products. These processes generate no airborne or downstream residue/contaminants. No pressure/power washing was conducted for graffiti abatement during this reporting period. CSS staff have completed the online BASMAA training program and implement BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal activities.

**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 stations<sup>1</sup> (add more rows for additional pump stations). If a pump station is exempt from DO monitoring, explain why it is exempt.

Pump Station Name and Location	First inspection Dry Weather DO Data		Second inspection Dry Weather DO Data	
	Date	mg/L	Date	mg/L
5th Avenue Underpass Pumping Plant, 5th Avenue and CalTrain Bridge,	7/14/2011	3.02	10/26/2011	3.10

<sup>1</sup> DO monitoring is exempted where all discharge from a pump station remains in a stormwater collection system or infiltrates into a dry creek immediately downstream.

**FY 2011-2012 Annual Report**

**C.2 – Municipal Operations**

**Permittee Name: County of San Mateo**

Unincorporated North Fair Oaks						
Athlone Terrace Pump Station, Bay Road and SPUR Tracks, Unincorporated Menlo Park	7/14/2011	8.14	10/26/2011	7.50		
<p>Summarize corrective actions as needed for DO monitoring at or below 3 mg/L. Attach inspection records of additional DO monitoring for corrective actions:</p> <p>To date, all DO measurements at the 5<sup>th</sup> Avenue pump station have been slightly above 3.0 mg/L (3.02 to 3.20 mg/L). This pump station pumps water from an underpass up to the 5<sup>th</sup> Avenue/Edison Way storm drain line, which in turn flows to the Athlone Terrace Pump Station located downstream. Low summer DO at the 5<sup>th</sup> Avenue pump station is not unexpected as the composition is primarily groundwater without direct contact with the atmosphere (i.e., wind, sun, plants). The pump station wet well/holding area is located underground with an access cover and thus has no direct access to sunlight or wind. The water is naturally oxygenated prior to discharging to receiving waters as evident by the higher/increase in DO concentrations observed at the Athlone Terrace Pump Station located downstream. Corrective actions are not needed at this time.</p>						
<p>Summary: N/A</p> <p>Attachments: N/A</p>						
<p>Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations):</p>						
<b>Pump Station Name and Location</b>	<b>Date (2x/year required)</b>	<b>Presence of Trash (Cubic Yards)</b>	<b>Presence of Odor (Yes or No)</b>	<b>Presence of Color (Yes or No)</b>	<b>Presence of Turbidity (Yes or No)</b>	<b>Presence of Floating Hydrocarbons (Yes or No)</b>
5th Avenue Underpass Pumping Plant, 5th Avenue and CalTrain Bridge, Unincorporated North Fair Oaks	3/19/12	.01	no	no	no	no
Athlone Terrace Pump Station, Bay Road and SPUR Tracks, Unincorporated Menlo Park	3/19/12	.01	no	no	no	no
5th Avenue Underpass Pumping Plant, 5th Avenue and CalTrain Bridge, Unincorporated North Fair Oaks	3/29/12	.01	no	no	no	no
Athlone Terrace Pump Station, Bay Road and SPUR Tracks, Unincorporated Menlo Park	3/29/12	.00	no	no	no	no

C.2.e. ► Rural Public Works Construction and Maintenance			
Does your municipality own/maintain rural <sup>2</sup> roads:		<input checked="" type="checkbox"/> X	Yes
		<input type="checkbox"/>	No
If your answer is <b>No</b> then skip to C.2.f.			
Place an <b>X</b> 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"/> X	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas		
<input checked="" type="checkbox"/> X	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources		
<input checked="" type="checkbox"/> X	No impact to creek functions including migratory fish passage during construction of roads and culverts		
<input checked="" type="checkbox"/> X	Inspection of rural roads for structural integrity and prevention of impact on water quality		
<input checked="" type="checkbox"/> X	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion		
<input checked="" type="checkbox"/> X	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate		
<input checked="" type="checkbox"/> X	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: All rural roads construction and maintenance activities were conducted in accordance with the County of San Mateo Watershed Protection Maintenance Standards (2004), which includes BMPs for rural roads. For rural road construction projects, including emergency repairs (i.e., slip-outs and mudslides), conducted within the coastal zone and/or sensitive habitat, a County biologist or other qualified biologist was on-site to monitor construction activities and BMP implementation. Additional permits (i.e., Department of Fish and Game Streambed Alteration Agreement, Water Board 401 WQ certification, Army Corps Permit, Section 7 consultations, Coastal Development Permit, CEQA compliance) were obtained for all rural road construction projects with fill or potential impacts to water quality, creeks, wetlands, and/or special status species. Many of those permits also required BMP and additional protective measures. These measures were implemented by DPW and detailed in memos from a County biologist to the Roads Manager and Construction Supervisor. DPW rural roads construction projects included culvert replacements and slip-out repairs. DPW Parks projects included: paving an existing parking lot at Wunderlich, Pomponio Trail/Road maintenance at Memorial, Old Haul Road maintenance at Pescadero, parking lot improvement at Quarry Park, and Towne Fir Road improvement at Pescadero.			

<sup>2</sup> 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.

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**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 <b>Stormwater Pollution Prevention Plan (SWPPP)</b> 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:

DPW Roads does not wash vehicles or equipment in our rural Corporation Yards. Clean out and vehicle washing occurs at the main facility in Redwood City (Grant Yard), which has a recycle/filter system connected to the Redwood City sanitary sewer system. DPW Parks Corp Yards are equipped with wash down racks connected to the sanitary sewer system or septic leach fields at the more remote locations. FY 2012-13 are planned for October 2012 prior to the rainy season.

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
Grant Yard	4/27/12	No violations observed	None required
Pescadero	5/24/12	No violations observed	None required
La Honda	5/24/12	No violations observed	None required
Princeton	5/24/12	No violations observed	None required

Coyote Point Park	3/8/12	No violations observed; Recommendations - Replace 1 dumpster and 4 recycling containers that have missing lids	Replaced lids.
Flood Park	3/8/12	No violations observed; Recommendations - Need one (1) spill kit, and need one (1) medium hazardous waste cabinet	Securing funding to purchase.
Huddart Park	3/8/12	No violations observed; Recommendations - Evaluate possible new septic leach field and construct cover over stockpiles	In process.
Junipero Serra Park	2/23/12	No violations observed; Recommendations - Need a new larger hazardous waste locker to replace two existing medium lockers. Storm drain stencils needed at De Anza and Willow parking lots	Securing funding to purchase waste lockers. Storm drains have been stenciled.
Memorial Park	2/23/12	No violations observed; Recommendations - Fuel tank needs to be either removed or replaced with appropriate stormwater BMPs (i.e., cover and concrete pad). The fuel tank is not currently in use.	Working with County Environmental Health to remove or replace with appropriate stormwater BMPs.

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

**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:  
 Please refer to the C.3 New Development and Redevelopment section of the Countywide Program’s FY 11-12 Annual Report for a description of activities conducted at the countywide or regional level. Unincorporated County does not have any green street projects.

**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.  
 See table below.

**C.3.iii(3) Low Impact Development Reporting**

*(For FY 11-12 Annual Report only)* Report the method(s) of implementation of Provision C.3.c.i in the 2012 Annual Report. For specific tasks listed in Provision C.3.c.i. that are reported using the reporting tables required for Provision C.3.b.v, a reference to those tables is adequate.

We have modified local procedures to require all regulated projects approved after December 1, 2011 to implement LID source control, site design and stormwater treatment requirements. We are using the following Program and BASMAA products to ensure LID implementation:

- LID Infeasibility/Feasibility Worksheets
- Biotreatment Soil Specifications
- Green Roof Specifications

Please see Table C.3.b.v. (1) for specific information on regulated projects approved during FY 11-12. Per MRP Provision C.3, projects approved prior to December 1, 2011 were not required to fully implement the LID requirement in Provision C.3.c.i.

<b>C.3.e.v. ► Alternative or In-Lieu Compliance with Provision C.3.c.</b>			
<i>(For FY 11-12 Annual Report only)</i> Did your agency make any ordinance/legal authority and procedural changes to implement Provision C.3.e.?	<input type="checkbox"/>	Yes.	<input checked="" type="checkbox"/> No
<p>No, the County did not make any ordinance/legal authority and procedural changes to implement Provision C.3.e. At this time, the County does not offer an Alternative or In-Lieu Compliance program.</p> <p>If yes, attach a copy of the ordinance/legal authority changes or provide a link to the document(s). Discuss any procedural changes made.</p>			
<i>(For FY 11-12 Annual Report and each Annual Report thereafter)</i> Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No
<p>Comments (optional):                      At this time, the County does not offer an Alternative or In-Lieu Compliance program, nor has there been demand for such a program.</p>			

<b>C.3.e.vi ► Special Projects Reporting</b>			
1. Has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii(2) for any of the three categories of Special Projects (Categories A, B or C)?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
2. Has your agency granted final discretionary approval of a project identified as a Special Project in the March 15, 2012 report? If yes, include the project in both the C.3.b.v.(1) Table, and the C.3.e.vi. Table.	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
<p>If you answered "Yes" to either question,</p> <ol style="list-style-type: none"> <li>1) Complete Table C.3.e.vi . below.</li> <li>2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project.</li> </ol> <p>The County has not yet received any application for a project that could be identified as a potential Special Project.</p>			

**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. See table below.

(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:  
 This fiscal year, staff observed that the effectiveness of treatment measures may be compromised through sediment build-up in minor drainage system features (e.g., curb inlets, area drains). An inspection every 5 years will ensure that maintenance of these minor features of the stormwater treatment system are not overlooked. No O&M inspections were performed in FY10-11.

(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: Due to missed inspections in FY 10-11, Staff will complete the Annual Report by June 30 of every year (preferably inspections will occur during the wet season so that staff may observe operation of treatment measures), allowing Staff to identify sites that should be inspected and to perform inspections prior to the end of the fiscal year.

(4) During the reporting year, did your agency:

• Inspect all newly installed stormwater treatment systems and HM controls within 45 days of installation?	X	Yes	<input type="checkbox"/>	No
• Inspect at least 20 percent of the total number of installed stormwater treatment systems or HM controls?	X	Yes	<input type="checkbox"/>	No
• Inspect at least 20 percent of the total number of installed vault-based systems?	X	Yes	<input type="checkbox"/>	No

If you answered "No" to any of the questions above, please explain:  
 N/A

**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 <sup>9</sup> , Street Address	Name of Developer	Project Phase No. <sup>10</sup>	Project Type & Description <sup>11</sup>	Project Watershed <sup>12</sup>	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft <sup>2</sup> ) <sup>13</sup>	Total Replaced Impervious Surface Area (ft <sup>2</sup> ) <sup>14</sup>	Total Pre- Project Impervi- ous Surface Area <sup>15</sup> (ft <sup>2</sup> )	Total Post- Project Impervious Surface Area <sup>16</sup> (ft <sup>2</sup> )
<b>Private Projects</b>											
BFI (PLN2010-00064)	12310 Highway 92 at Quarry Road	Browning Ferris Industries	N/A	Landfill facility: Relocate the public drop-off area, addition of a new scale & scale house, & addition of a new crew quarters/break room office trailer; Grading Permit involves approx. 1,650 cu/yds of grading.	Pilarcitos Creek Watershed	2786 acres	Over 1 acre	*See Note 1 in Comment box at the end of this table.	*See Note 1	*See Note 1	*See Note 1
El Corte de Madera Creek OS Preserve, Public Access Staging Area (PLN2010-00184; BLD2012-00304)	16040 Skyline Blvd. at Mountain Meadow Drive	MidPeninsula Regional Open Space District	N/A	Recreational; Parking/Staging Area	San Francisquito Creek Watershed	Approx. 16 acres	1.38 acres	36,238 sq. ft.	N/A	0	36,238 sq. ft.
County Medical Building (PLN2011- 00297)	2700 Middlefield Rd. at Northside Ave.	This is a "Build to Suit" project. Property is owned and being	N/A	Commercial; County- operated Medical Clinic	Redwood Creek Watershed	2.7 acres	2.7 acres	0	92,516 sq. ft.	102,36 5 sq. ft.	92,516 sq. ft.

<sup>9</sup> Include cross streets

<sup>10</sup> 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".

<sup>11</sup> 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.

<sup>12</sup> State the watershed(s) in which the Regulated Project is located. Optional but recommended: Also state the downstream watershed(s).

<sup>13</sup> All impervious surfaces added to any area of the site that was previously existing pervious surface.

<sup>14</sup> All impervious surfaces added to any area of the site that was previously existing impervious surface.

<sup>15</sup> For redevelopment projects, state the pre-project impervious surface area.

<sup>16</sup> 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 <sup>9</sup> , Street Address	Name of Developer	Project Phase No. <sup>10</sup>	Project Type & Description <sup>11</sup>	Project Watershed <sup>12</sup>	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft <sup>2</sup> ) <sup>13</sup>	Total Replaced Impervious Surface Area (ft <sup>2</sup> ) <sup>14</sup>	Total Pre- Project Impervi- ous Surface Area <sup>15</sup> (ft <sup>2</sup> )	Total Post- Project Impervious Surface Area <sup>16</sup> (ft <sup>2</sup> )
		developed by a private land owner. Once constructed, County will lease the building with an option to buy the property at a later date.									
Rathgar Estates (PLN2000-00823) BLD Permits: BLD2012-00637, 638, 639, 640.	Rathgar Court at Edgewood Road	Rathgar Court, LLC	N/A	Residential; Development of 4 homes	Cordilleras Creek Watershed	2 acres	1.06 acres	20,276 sq. ft.	0	700 sq. ft.	20,276 sq. ft.
Chamberlain 2-lot subdivision, Edgewood (PLN2009-00117)	2050 Edgewood Road at Cervantes Road	JR Rodine	N/A	Residential; Development of 2 homes	Cordilleras Creek Watershed	13.19 acres	4.8 acres	15,662 sq. ft.	0	0	15,662 sq. ft.
New Taco Bell, 2693 El Camino Real (BLD2012-00315)	2693 El Camino Real at Blenheim Ave.	Taco Bell Corporation	N/A	New 2412 sq. ft., 48 seat restaurant with drive thru and surrounding parking lot & landscaping. Detached 25 sq. ft. trash enclosure.	Redwood Creek Watershed	0.35 acres	0.35 acres	570 sq. ft.	11,381 sq. ft.	13,295 sq. ft.	13,865 sq. ft.

**Public Projects**

None

Comments:

Project Phase No.: No phase number has been provided for private projects, as all private projects listed have only 1 phase.

**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 <sup>17</sup> (See Note 2 in Comment box at the end of this table)	Application Final Approval Date <sup>17</sup> (See Note 3 in Comment box at the end of this table)	Source Control Measures <sup>18</sup>	Site Design Measures <sup>19</sup>	Treatment Systems Approved <sup>20</sup>	Operation & Maintenance Responsibility Mechanism <sup>21</sup>	Hydraulic Sizing Criteria <sup>22</sup>	Alternative Compliance Measures <sup>23/24</sup>	Alternative Certification <sup>25</sup>	HM Controls <sup>26/27</sup>
<b>Private Projects</b>										
El Corte de Madera Creek OS Preserve, Public Access Staging Area (PLN2010-00184; BLD2012-00304)	BLD Permit issued on 7/27/2012	2/8/2012	Retain existing vegetation as practicable.	Min. land disturbance, impervious surface, cluster pavement, preserve open space, min. change in run-off	Biofilter and Bio-retention basin meets biotreatment requirements per C3	O&M Agreement to be required prior to final of any construction	3	<i>This is not an option that is currently available in the County</i>	<i>This is not an option that is currently available in the County</i>	Not required - Impervious Surface is less than 1 acre.
County Medical Building (PLN2011-00297)	No BLD Application Received as of 8/9/12	4/20/2012	*See Note 1	Minimize land disturbance and impervious surfaces	Bioretention Area/Rain Garden (proposed but not yet approved)	O&M Agreement to be required prior to final of any construction	*See Note 1	<i>This is not an option that is currently available in the County</i>	<i>This is not an option that is currently available in the County</i>	*See Note 1
Rathgar Estates (PLN2000-00823) BLD	BLD Permits issued in	Various approval	Efficient irrigation	Roof, pavement,	Bioswales that meet	O&M Agreement to be required	3	<i>This is not an option that is currently</i>	<i>This is not an option that is</i>	Not required - Impervious

<sup>17</sup> For private projects, state project application deemed complete date and final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

<sup>18</sup> 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.

<sup>19</sup> 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.

<sup>20</sup> 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.).

<sup>21</sup> 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.

<sup>22</sup> 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).

<sup>23</sup> 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.

<sup>24</sup> 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.

<sup>25</sup> Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>26</sup> If HM control is not required, state why not.

<sup>27</sup> 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.	Application Deemed Complete Date <sup>17</sup> (See Note 2 in Comment box at the end of this table)	Application Final Approval Date <sup>17</sup> (See Note 3 in Comment box at the end of this table)	Source Control Measures <sup>18</sup>	Site Design Measures <sup>19</sup>	Treatment Systems Approved <sup>20</sup>	Operation & Maintenance Responsibility Mechanism <sup>21</sup>	Hydraulic Sizing Criteria <sup>22</sup>	Alternative Compliance Measures <sup>23/24</sup>	Alternative Certification <sup>25</sup>	HM Controls <sup>26/27</sup>
Permits: BLD2012-00637, 638, 639, 640.	August 2012.	dates in 2012 for Design Review Permits required for ea. house. Subdivision approved 2/4/2003.	system designed to minimize run-off	driveway run-off directed to vegetated areas, minimize land disturbance.	biotreatment requirements	prior to final of any construction		<i>available in the County</i>	<i>currently available in the County</i>	Surface is less than 1 acre
Chamberlain 2-lot subdivision, Edgewood (PLN2009-00117)	No BLD Application Received as of 8/9/12	Subdivision: February 8, 2012. Each house needs Design Review Permit. No applications received yet.	*See Note 1	*See Note 1	*See Note 1	O&M Agreement to be required prior to final of any construction	*See Note 1	<i>This is not an option that is currently available in the County</i>	<i>This is not an option that is currently available in the County</i>	*See Note 1
New Taco Bell, 2693 El Camino Real (BLD2012-00315)	BLD permit issued in July 2012	No discretionary approval required	Roofed trash enclosure with drain to grease interceptor prior to sewer	Paved areas drain to landscaping	Bioretention basins	O&M Agreement to be required prior to final of any construction	3	<i>This is not an option that is currently available in the County</i>	<i>This is not an option that is currently available in the County</i>	Not required - Site is less than 1 acre.
BFI (PLN2010-00064)	No BLD permit application as of 8/9/12.	Approved 03/24/11	*See Note 1	*See Note 1	*See Note 1	O&M Agreement to be required prior to final of any construction	*See Note 1	<i>This is not an option that is currently available in the County</i>	<i>This is not an option that is currently available in the County</i>	*See Note 1

Comments: Note 1: Applicant notified that completion of "C3 and C.6 Development Review Checklist" is required prior to BLD permit issuance (initiation of work). All requirements applicable to the specific project will be enforced at the Building Permit stage.

Note 2: Data provided in the "Application Deemed Complete Date" column reflects the BLD permit deemed complete date (same as BLD permit issuance date, which can be

**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 <sup>17</sup> (See Note 2 in Comment box at the end of this table)	Application Final Approval Date <sup>17</sup> (See Note 3 in Comment box at the end of this table)	Source Control Measures <sup>18</sup>	Site Design Measures <sup>19</sup>	Treatment Systems Approved <sup>20</sup>	Operation & Maintenance Responsibility Mechanism <sup>21</sup>	Hydraulic Sizing Criteria <sup>22</sup>	Alternative Compliance Measures <sup>23/24</sup>	Alternative Certification <sup>25</sup>	HM Controls <sup>26/27</sup>
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considered the construction start date). This information is provided for all projects, in order to provide the Water Board with the status of actual construction.

Note 3: Data provided in the “Application Final Approval Date” column reflects the Planning permit discretionary approval date, which occurs prior to Application Deemed Complete Date provided in previous column.

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

Project Name Project No.	Approval Date <sup>28</sup>	Date Construction Scheduled to Begin	Source Control Measures <sup>29</sup>	Site Design Measures <sup>30</sup>	Treatment Systems Approved <sup>31</sup>	Operation & Maintenance Responsibility Mechanism <sup>32</sup>	Hydraulic Sizing Criteria <sup>33</sup>	Alternative Compliance Measures <sup>34/35</sup>	Alternative Certification <sup>36</sup>	HM Controls <sup>37/38</sup>
<b>Public Projects</b>										
None										

<sup>28</sup> For public projects, enter the plans and specifications approval date.

<sup>29</sup> 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.

<sup>30</sup> 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.

<sup>31</sup> 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.).

<sup>32</sup> 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.

<sup>33</sup> 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).

<sup>34</sup> 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.

<sup>35</sup> 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.

<sup>36</sup> Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>37</sup> If HM control is not required, state why not.

<sup>38</sup> 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) <sup>39</sup>	Party Responsible <sup>40</sup> For Maintenance	Date of Inspection	Type of Inspection <sup>41</sup>	Type of Treatment/HM Control(s) Inspected <sup>42</sup>	Inspection Findings or Results <sup>43</sup>	Enforcement Action Taken <sup>44</sup>	Comments/Follow-up
Palomar Oaks Major Subdivision	1520 Edgewood Road, Redwood City	No	Homeowner's Association; Contact: Nino Perrone	4/26/2012	5-year	1) Vegetated Swale, 2) Bio-retention area, & 3) Detention Basin, for treating a 12-lot residential subdivision.	1) All Area Drains need to be checked. Many are clogged and need cleaning.  2) Headwall Inlets (in right-of-way, Lot 1, and Lot 11) are 25% full and should be cleaned out. Inlets need a proper cover (metal or heavy wood framed cover that can withstand 500 lbs or more).  3) Lot 11 Baffle Box. Due to poor construction or a weather event, pipe misses the baffle box. Also, one of the pipes leading to the area drain is cracked and broken.	Written notice Correction required within 60-days.	Applicant has sent photos to verify correction of all but Item 3. Applicant given 30 days (Due: August 15) to repair construction of pipe to baffle box.
Eternal Gardens Burial Section at Skylawn Memorial Park	100 Lifemark Road, Half Moon Bay	No	Property Owner's Representative: Ron Boland	8/17/2011	5-Year	1) Grass lined swale & 2) Grass Swale to treat Eternity Gardens Project Area.	1) Add grass and irrigation to bare swale at corner of Canyon View Drive and Ridge View Drive. 2) Clean out swale along the southern limit of Eternity Gardens (clean out debris, leave overgrown vegetation) 3) Clean out street side curb inlets/cuts along Ridge View Drive (debris and plant material could block water from entering swale)	Written notice	Correction completed.

<sup>39</sup> Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

<sup>40</sup> State the responsible operator for installed stormwater treatment systems and HM controls.

<sup>41</sup> State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

<sup>42</sup> 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.

<sup>43</sup> State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

<sup>44</sup> State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

**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) <sup>39</sup>	Party Responsible <sup>40</sup> For Maintenance	Date of Inspection	Type of Inspection <sup>41</sup>	Type of Treatment/HM Control(s) Inspected <sup>42</sup>	Inspection Findings or Results <sup>43</sup>	Enforcement Action Taken <sup>44</sup>	Comments/Follow-up
Extra Space Storage	477 Harbor Blvd., Belmont	No	Property Owner's Representative: Tamiko Olabintan	8/18/2011; 12/15/11	Annual vault-based inspection	CDS Unit	Asked owner to clean manhole at Harbor at next inspection	Threatened Violation (Verbal and Written warning); scheduled follow-up inspection on December 15, 2011	It was determined that sediment in manhole is not attributed to this project. County Public Works has cleaned out manhole.

**C.3.e.vi.Special Projects Reporting Table**

Reporting Period – December 1, 2011 – June 30, 2012

The County has not yet received any application for a project that could be identified as a potential Special Project.

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

**Program Highlights**

Provide background information, highlights, trends, etc.

County Environmental Health (EH) is continuing to update the list of facilities that potentially discharge to the storm drain system. Individual cities that have an MOU with EH work with the district inspector to check for new businesses. The Hazardous Materials Notification Forms have been sent to each of the City Building Departments to inform EH each time a business applies for a building permit. In addition, the EH Plan Checker also reviews all construction projects throughout the County for any food related facilities.

Annual Stormwater inspector trainings were conducted on September 21 & 22, 2011 for food and haz mat inspectors, and an Inspector Workshop for all inspectors was conducted on April 5, 2012. Several EH staff were presenters at the SMCWPPP Training in April 2012.

County staff regularly attends and contributes to the SMCWPPP CII Subcommittee and CII Training Work Group Meetings.

Please see the C.4. Industrial and Commercial Site Controls section of the Program's FY 11-12 Annual Report for a description of activities of the Countywide Program and the BASMAA Municipal Operations Committee.

**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.

See Attachment C.4.

**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.

See Attachment C.4.

**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 (First or Routine Inspections)	145	
Total number of inspections conducted (plus Follow-up Inspections)	157	
Number of violations (excluding verbal warnings)	3	
Sites inspected in violation (3 of 145)	3	2%
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner (1 of 3)	1	33%

Comments:

EH Food and Haz Mat Inspectors conducted routine stormwater inspections at inventoried sites based on High, Medium or Low Priorities. If a violation or discharge was observed, a description of the violation was noted on the Inspection Report Form. If the violation was not cleared at the time of the original inspection, a copy of the Inspection Report Form was given to a Stormwater Technician for follow-up. Follow-up inspections were routinely conducted within 10 days or otherwise deemed resolved in a longer but still timely manner.

One violation was not cleared in a timely manner: DAS Auto was originally cited on April 24<sup>th</sup> for engine parts stored outside and trash related issues. The facility required three follow-up inspections before all violations were abated on June 20<sup>th</sup>.

**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)	2
Potential discharge and other	1
Comments: No discharges were encountered during this reporting period.	

**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) <sup>39</sup>	Number of Enforcement Actions Taken	% of Enforcement Actions Taken <sup>40</sup>
Level 1	Verbal Warning	4	57%
Level 2	Warning Notice or Admin. Action	3	43%
Level 3	Admin Action with Penalty and/or Cost Recovery	0	0%
Level 4	Legal Action	0	0%
<b>Total</b>		7	100%

**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 <sup>41</sup>	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
Haz Mat	0	2
Food	1	0

<sup>39</sup> Agencies to list specific enforcement actions as defined in their ERPs.

<sup>40</sup> Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

<sup>41</sup> List your Program's standard business categories.

**C.4.c.iii.(4) ► Non-Filers**

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

No non-filers were identified 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
Stormwater Inspection	9/21/11	Stormwater Inspection at Haz Mat Sites	10	85%
Stormwater Inspection	9/22/11	Stormwater Inspection at Food Facilities	13	87%
Stormwater Inspection	4/5/12	Countywide Stormwater Inspector Training	22	85%

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

Program Highlights
Provide background information, highlights, trends, etc.
County staff continued to attend and participate in the SMCWPPP TAC and CII Subcommittee meetings where Illicit Discharge Detection and Elimination objectives were discussed regularly. DPW continued implementation of the collection screening program. DPW and EH staff continued to respond to complaints from the public as well as preventing future discharges by educating the public about the proper disposal methods for their solid and liquid waste. EH operates an Emergency Response Haz Mat Team that works with local fire departments to ensure that all spills are monitored and cleaned up appropriately.
Please see the C.5 Illicit Discharge Detection and Elimination section of Countywide Program’s FY 11-12 Annual Report for a description of activities conducted at the countywide or regional 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
San Mateo County Emergency Response Team	Activated through local fire departments through 911	911
Department of Public Works Roads - Steve Fischer	Road Manager to send out crews to respond to complaint during working hours	(650) 363-4103
Department of Public Works Emergency Response	Call On-Duty Road Supervisor to respond to complaint during after hours	(650) 363-4100
Environmental Health	For Spills involving Hazardous Material	(650) 372-6200
Environmental Health – Dermot Casey	Illicit Discharge Coordinator	(650) 372-6257
San Mateo County Flood Control – Julie Casagrande	Illicit Discharge Coordinator	(650) 599-1457
Countywide Illicit Discharge Coordinators	<a href="http://www.flowstobay.org/bs_illicit_discharge.php">http://www.flowstobay.org/bs_illicit_discharge.php</a>	

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: EH and DPW respond to complaints regarding any type of discharge within the unincorporated areas of the County, including mobile cleaners and businesses. EH currently permits Mobile Food Vendors for proper BMPs regarding solid food waste and liquid waste containment and disposal.

Permittee Name: County of San Mateo

Educational materials are issued at the time of inspection, and individual permits can be denied for failure to comply. In addition, EH is looking into permitting Mobile Oil Changers and Surface Cleaners in the future. The County encourages businesses that hire Mobile Surface Cleaners to only use businesses that have received a "Certificate of Training" from BASMAA on pollution prevention practices.

DPW FMO did not contract with mobile surface cleaners or other mobile businesses during this reporting period.

Please see the C.5 Illicit Discharge Detection and Elimination section of Countywide Program's FY 11-12 Annual Report (if applicable) for a description of efforts conducted by countywide committees/work group and the BASMAA Municipal Operations Committee to address mobile businesses.

**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: DPW continued to implement the Collection Screening Program as required by the MRP. Routine maintenance and inspections were performed throughout the unincorporated areas of San Mateo County, as well as the County Parks. All catchments, v-ditches, curbs and pipes were inspected and cleaned just before the start of the rainy season and during significant storm events. During collection system screening efforts for FY 11-12, 190 materials were found ranging from leaves, dirt, debris, sofas and other matter. Problems that we see on the road are that some of these locations are random dumpsites, while there are a few locations that are regular dump sites. At locations where we find regular dumping, we are working with our Solid Waste Section and the Sheriff's Department to determine if there are ways to deter dumping along the roadside. Meanwhile, our crews continue to pick up and remove this material before it can get into the stormwater system where it can affect the water quality.

**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))	50	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	7	14%
Discharges resolved in a timely manner (C.5.f.iii.(3))	50	100%

Comments:

EH and DPW respond to complaints regarding any type of discharge within the unincorporated areas of the County. There were 50 reported illicit discharges (i.e., potential threat to water quality) including 25 discharges tracked by DPW Road Maintenance, 15 tracked by DPW Waste Management, and 10 tracked by EH.

Permittee Name: County of San Mateo

DPW Roads Maintenance Section received 25 calls for illicit discharges. 25 of these were confirmed and resolved by the crews. Materials found included: antifreeze, concrete, construction debris, food wastes, paint, motor oil, wall compound, and yard wastes. Much of the materials dumped were one time incidents; if the discharger was nearby, they were given a verbal warning; otherwise, the material was removed; therefore no follow-up was required. One incident involved illegal dumping of a 55-gallon drum into Colma Creek. Approximately 5 gallons of an oil and gasoline mixture leaked into Colma Creek. Absorbent booms were immediately deployed and were effective at absorbing the discharged material.

DPW Waste Management staff have been processing and tracking illegal dumping and illicit discharge complaints for the North Fair Oaks community. North Fair Oaks has been identified as hot spot for illegal dumping and is therefore a County priority. A committee has been formed to address illegal dumping. Staff received 58 complaints. Of these, 15 were determined to be potential threats to water quality (i.e., included trash, debris, or other materials that could wash into the County storm drain system). Three of the fifteen complaints involved liquid, oil, or paint cans; one of the three involved oil poured into the storm drain system. These incidents were reported to be inspected by EH. The remaining 43 complaints included dumping of large furniture items such mattresses and couches. All complaints were resolved in a timely manner with pickup/cleanup efforts by DPW Roads, Recology, or the San Mateo County Transit District.

EH tracks spills reported to the California Emergency Management Agency (CALEMA). Ten incidents were reported for unincorporated San Mateo County. Five of the ten discharges reached the storm drain system, creeks, or ocean.

Additionally, 18 sanitary system overflows were recorded within 5 of the 10 sewer maintenance/sanitation districts that are operated and maintained by County DPW. Of the 18 recorded discharges, 5 reached Waters of the State. All discharges were reported via the State Water Resources Control Board’s California Integrated Water Quality System (CIWQS) as required by the state. These discharges are not recorded in the above table as they are reported to the State through another regulatory program.

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

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

Materials documented by DPW Roads staff during response to discharge complaints included: antifreeze, concrete, construction debris, food wastes, paint, motor oil, wall compound, and yard wastes.

Seventy-four percent (74%) of the complaints tracked by DPW Waste Management staff in North Fair Oaks involved illegal dumping of furniture. The remaining twenty-six percent (26%) were primarily trash and debris.

Three of the ten CALEMA reported discharges incidents occurred at the San Francisco International Airport (2 involving chemical/petroleum, 1 sewage). Three of the ten incidents were coastside sanitary sewer systems spills/overflows in non-County operated sanitary districts. The remaining four incidents involved petroleum products, two of which were related to traffic accidents.

Detail of the sanitary sewer system overflows from County operated and maintained sewer systems is provided below:

<b>Incident Date</b>	<b>Spill Category</b>	<b>Address</b>	<b>District</b>	<b>Volume (Gallons)</b>	<b>Spill Destination</b>	<b>Spill Reaching Waters of the State (Gallons)</b>	<b>Spill Contained and/or Returned to Sewer System (Gallons)</b>	<b>Spill Not Contained but Not Reaching Waters of the State (Gallons)</b>	<b>Cause</b>
7/12/2011	2	535 5th Ave	FOSMD	30	Street / Gutter	0	30	0	Grease, pipe defect
7/25/2011	2	547 Scott Ave	FOSMD	25	Street / Gutter	0	25	0	Grease, roots, rags
8/22/2011	2	701 9th Ave	FOSMD	249	Street / Gutter	0	249	0	Debris, roots, paper towel
8/28/2011	1	173 Dolton Ave	DCSD	2,500	Storm Drain	2,500	0	0	Roots, paper
8/30/2011	2	171 Dolton Ave	DCSD	15	gutter, paved surface	0	15	0	Roots
11/8/2011	2	216 Devonshire Blvd	DCSD	5	Street / Gutter	0	0	5	Wipes, roots
12/31/2011	2	2280 Stockbridge Ave	FOSMD	5	Unpaved Surface	0	0	5	Roots
1/12/2012	2	130 Tiptoe Ln	BHSMD	20	Unpaved Surface	0	0	20	Roots
1/18/2012	2	1266 Parrott Dr	CSCSD	416	Unpaved Surface	0	0	416	Roots
1/31/2012	2	370 Summit Dr	ELHSMD	190	Unpaved Surface	0	0	190	Grease, roots, paper towels
2/1/2012	1	3654 Glenwood Ave	ELHSMD	2,100	Surface Water	1	2,099	0	Grease, rags, paper
2/7/2012	1	118 Toyon Ct	FOSMD	145	Surface Water	1	144	0	Pipe failure, roots
2/22/2012	2	10 Emerald Lake Pl	ELHSMD	105	Unpaved Surface	0	0	105	Paper towels, wipes, rubber hammer
2/25/2012	1	235 Windsor Dr	DCSD	180	Unpaved Surface, Surface Water	1	20	159	Roots, paper
3/6/2012	1	1733 Los Altos Dr	CSCSD	365	Separate Storm Drain	265	100	0	Roots, paper towels
4/17/2012	2	31 W Summit Dr	ELHSMD	120	Unpaved Surface	0	0	120	Pipe failure, roots
5/31/2012	2	1258 Parrott Dr	CSCSD	270	Unpaved Surface	0	0	270	Pipe failure
6/28/2012	2	99 Kilroy Wy	FOSMD	57	Unpaved Surface	0	0	57	Roots, paper

Section 6 – Provision C.6 Construction Site Controls

<b>C.6.e.iii.1.a, b, c ▶ Site/Inspection Totals</b>		
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)
#	#	#
72	1	301
Comments: Not all sites were inspected every month during the wet season, as some sites did not start construction until partway through the wet season. Also, some sites were fully stabilized before the end of the wet season.		

<b>C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations</b>		
BMP Category	Number of Violations <sup>42</sup>	% of Total Violations <sup>43</sup>
Erosion Control	26	29%
Run-on and Run-off Control	7	8%
Sediment Control	38	42%
Active Treatment Systems	3	3%
Good Site Management	13	15%
Non Stormwater Management	3	3%
<b>Total</b>	<b>90*</b>	<b>100%</b>
*90 violations does not include 6 Illicit Discharge violations, for a total of 96 violations.		

<sup>42</sup> Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

<sup>43</sup> Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

<b>C.6.e.iii.1.e ► Construction Related Storm Water Enforcement Actions</b>			
	<b>Enforcement Action</b> (as listed in ERP) <sup>44</sup>	<b>Number Enforcement Actions Taken</b>	<b>% Enforcement Actions Taken</b> <sup>45</sup>
Level 1 (Threatened Violation)	Written Notice, using <u>Construction Site Inspection Report Form</u> (triplicate form)	Since Level 1 and 2 have the same enforcement action, see combined total below	Since Level 1 and 2 have the same enforcement action, see combined total below
Level 2 (Minor Violation)	Written Notice, using <u>Construction Site Inspection Report Form</u> (triplicate form) and, in some instances, a Notice to Comply	93	97%
Level 3 (Serious Violation)	<u>Construction Site Inspection Report Form</u> (triplicate form) AND one of the following: <i>For Building and DPW cases:</i> <u>Stop Work Notice (SWN)</u> <i>For all other cases:</i> <u>Notice of Serious Violation (NSV)</u> and <u>Administrative Fines</u>	3	3%
Level 4 (Serious Violation where response to previous enforcement is inadequate)	Referral to Other Agencies (including Water Board), Legal Action, or Resolution at Owner's expense	0	0%
<b>Total</b>		<b>96</b>	<b>100%</b>
<p>"Total Number Enforcement Actions Taken" is calculated allocating one enforcement action per violation, although one comprehensive enforcement action may relate to multiple violations observed during an inspection. As noted in Table C.6.e.iii.1.d (above), there were a total of 96 violations, including 6 illicit discharge violations.</p>			

<sup>44</sup> Agencies should list the specific enforcement actions as defined in their ERPs.

<sup>45</sup> Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

C.6.e.iii.1.f, g ► Illicit Discharges	
	Number
Number of illicit discharges, actual and those inferred through evidence (C.6.e.iii.1.f)	6
Number of sites with discharges, actual and those inferred through evidence (C.6.e.iii.1.g)	4
Note: Three (3) of the illicit discharges occurred at one site. The other 3 occurred at 3 separate sites.	

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)	93	97% <sup>46</sup>
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	3	3% <sup>47</sup>
Total number of violations for the reporting year <sup>48</sup>	96	100%
<p><b>Comments:</b>                      The three violations that were not fully corrected within 30 days after violations were discovered occurred on 2 sites. In both instances, follow-up inspection was not performed until 30-days after the violations were discovered. However, it should not be assumed that violations persisted for over 30 days.</p> <p>In FY 11-12, only 3% of the 96 violations that were reported were not fully corrected within 30 days after the violations were discovered as compared to FY 10-11 when 31% of all violations were not fully corrected within 30 days after violations were discovered. For the next fiscal year, County Staff will work to reduce the number of projects that are not corrected in a timely manner through reporting of these results to the Building Inspectors and continued training. At the start of the next wet season (FY12-13), staff will provide internal training to the Building Inspectors regarding tools to achieve timely compliance, including scheduling of follow-up inspections within 10-days of violation discovery and escalation of enforcement action level (using Level 3 and 4 enforcement actions), as well as discussing ways to improve data accuracy.</p>		

<sup>46</sup> Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

<sup>47</sup> Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

<sup>48</sup> 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: In FY 11-12, only 3% of the 96 violations that were reported were not fully corrected within 30 days after the violations were discovered as compared to FY 10-11 when 31% of all violations were not fully corrected within 30 days after violations were discovered. There were challenges in the area of data accuracy based on misunderstandings of the definition of “illicit discharge” and other accuracy issues having to do with typos in address and case number. These issues will be addressed in building inspector training to be offered internally in Sept. 2012, modifications already made to the inspection checklist to define “illicit discharge” and through the County’s planned launch of its Mobile Inspector software in Spring/Summer 2013.

**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:

For the next fiscal year, County Staff will work to reduce the number of projects that are not corrected in a timely manner through reporting of these results to the Building Inspectors and continued training. At the start of the next wet season (FY12-13), staff will provide training to the Building Inspectors regarding tools to achieve timely compliance, including but not limited to escalation of enforcement action level (using Level 3 and 4 enforcement actions) and discussing data entry issues. For FY 12-13, staff has revised the stormwater construction inspection forms and inspection data tracking tools to comply with requirements regarding Architectural Copper and to provide a standardized definition of “illicit discharge”.

**C.6.f ► Staff Training Summary**

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Construction Site Stormwater Compliance: One Day Training for Municipal Inspectors	February 7, 2012	Construction BMPs , MRP requirements	P&B - 2	P&B - 29%
Stormwater Workshop for Construction Site Inspectors (Belmont)	February 8, 2012	correct uses of specific BMPs, proper installation and maintenance of BMPs, MRP Provision C.6 requirements	DPW - 2	DPW – 29%

Throughout the past three years, fifteen DPW staff have been trained on conducting construction stormwater inspections.

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

**C.7.b.ii.1 ► Advertising Campaign**

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

Summary:

The following separate report developed by BASMAA summarizes the activities of the Regional Youth Litter Campaign

- BASMAA Youth Litter Campaign Report

Other advertising efforts conducted by County departments included distribution of informational brochures and newsletters including a variety of stormwater pollution prevention topics, a movie ad targeted a litter reduction. More detailed information is provided below.

**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:

The following separate report developed by BASMAA summarizes the pre-campaign survey conducted in FY 11-12:

- BASMAA Youth Litter Campaign Report

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

<input type="checkbox"/>	Survey report attached
<input checked="" type="checkbox"/>	Reference to regional submittal:

**C.7.c ► Media Relations**

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

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

Summary:

The following separate report developed by BASMAA summarizes media relations efforts conducted during FY 11-12:

- BASMAA Media Relations Final Report FY 11-12

This report and any other media relations efforts conducted countywide are included within the C.7 Public Information and Outreach section of Program's FY 11-12 Annual Report.

During the Summer of 2012 the RecycleWorks program produced a movie ad to discourage illegal dumping in the County. The ad was shown in 4 movie theaters throughout the County approximately 8,000 times.

**C.7.d ► Stormwater Point of Contact**

Summary of any changes made during FY 11-12:

There has been no change in the County's contact info. The Countywide Program's point of contact has not changed either. A summary of efforts conducted by the Countywide Program to publicize stormwater points of contact is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.

**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
<p>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 Countywide Program's FY 11-12 Annual Report:</p> <ul style="list-style-type: none"> <li>• Coordination of California Coastal Cleanup Day in San Mateo County, September 17, 2011</li> <li>• Coordination of the 2012 County Fair, June 9-17, 2012</li> </ul> <p>County DPW staff assisted with these events by posting information on the DPW public posting locations, the Colma Creek message board, and DPW Watershed Protection website under "Events". DPW helped staff the County fair booth on 6/10/2012. County staff were team captains and/or participated at the several of the Coastal Cleanup Day sites in the unincorporated areas of San Mateo County including Montara Beach, Colma Creek, Mirada Surf, and Coyote Point Park.</p>		
<p>South San Francisco Community Preservation Task Force Meeting, 4/1/2012, South San Francisco</p>	<p>Public presentation related to trash</p>	<p>25 minute presentation; 11 people in attendance; presentation focused on trash, pollution, County's litter cleanup efforts in the Colma Creek watershed, upcoming volunteer efforts, and the County's trash load reduction plan; presentation was well-received.</p>

**FY 2011-2012 Annual Report**

**Permittee Name: County of San Mateo**

**C.7 - Public Information and Outreach**

<p>North Fair Oaks Festival, Unincorporated County, 8/21/2011</p>	<p>Well attended community festival with music, entertainment, food, and educational/outreach booth. Outreach messages included pollution prevention (oil, stormwater) and recycling safely disposing of household hazardous waste; The majority of materials that were requested revolved around tire disposal, pest control, less toxic cleaning recipes, and children's materials. People were appreciative to find out about our programs.</p>	<p>This event is a great way to reach the spanish speaking population. It is a well-known and well attended annual event, with a number of outreach booths geared toward the spanish speaking community. Many people were pleased we were there, although we had a limited of printed outreach materials in Spanish. Some participants were bilingual, or had children who could speak english, and therefore took the materials in English, but it would be effective to have more printed materials in Spanish. Of particular interest were materials geared toward pest control, and disposal of tires and toxics. Overall, based on attendance, there was a moderate number of people who came to the booth in relation to the size of the festival, but there were several times when there was a small crowd gathered asking questions. This event should clearly continue to have at least one staffer who is fluent in spanish, and preferably two.</p>
<p>National River Cleanup Day – Colma Creek, SSF/Unincorporated County, 5/17/2011</p>	<p>Creek cleanup event, outreach messages included litter reduction and pollution prevention</p>	<p>DPW and EH staff tabled the event and handed out their brochures, tote bags, and signed people up for the Be the Street campaign. 25 volunteers</p>
<p>Colma Creek Volunteer Day, 10/1/2011</p>	<p>Volunteer day, outreach messages were litter reduction, pollution prevention, and creek/marsh restoration</p>	<p>35 volunteers. Removed 2.5 cubic yards of trash and illegally dumped construction material. Removed 20 cubic yards (3,000 sq ft) of ice plant. Planted 50 marsh gumplants.</p>
<p>North Fair Oaks Community Cleanup Event, 4/28/2012, Unincorporated County</p>	<p>Community cleanup event with educational information related to litter, recycling</p>	<p>Sixty-five volunteers; approximately 1,135 lbs (705 gallons) of trash were collected. Large illegally dumped items like furniture were also collected but are not included in the total.</p>
<p><u>Additional Public Outreach Events:</u></p> <ul style="list-style-type: none"> <li>• Outreach at twenty-two (22) County Parks cleanup events (see Attachment C.7)</li> </ul>		

Permittee Name: County of San Mateo

- In addition to the public outreaches events listed above, the County DPW RecycleWorks Program also conducted stormwater-related outreach. A list of RecycleWorks outreach efforts is provided below. For additional information please refer to "Unincorporated and Countywide RecycleWorks Programs and Outreach for 2011" included as Attachment C.7 to this report.
  - The Schools Program reached out to over 4,500 students in the County by giving 40 presentations at various school sites on the 4R's, 69 presentations on composting, and 10 classroom field trips in addition to staffing outreach tables at two school events to educate students about the 4R's (1,762 students were given a 4R' presentations, 1,612 students compost presentations, 324 students a classroom field trip to the Transfer Station, 850 students visited outreach tables staffed by RecycleWorks at various school events as listed below). The RecycleWorks website has a section dedicated to protecting San Mateo County habitats and watersheds
  - Presentations were given to:
    - Sustainable San Mateo County Energy Efficiency Roundtable
    - Haven House
    - Daly City Green Building ordinance meeting
    - Rotary Earth Day Presentation
    - WL Butler Construction
    - San Mateo County employees
  - Workshops given or staffed (Other):
    - Universal waste handling workshop for county facilities staff
    - Trained 30 new Master Composter's volunteers on backyard and worm composting
    - Coordinated eight (8) Sustainable Garden Lectures - two on gardening, three on composting; two on drought tolerant landscaping and one on lawn alternatives.
  - Fairs (Other)
    - Burlingame Green Street Fair.
    - Foster City Earth Day Fair
    - Maker Faire, San Mateo Fair Grounds.
    - Portola Valley Earth Day Fair.
    - San Mateo County Fair exhibit and informational booth.
    - San Mateo County Health and Benefits Fair (50% of County Employees live in San Mateo County)
    - Menlo Park Block Party.
    - Council of Math /Science Educators of San Mateo County (CMSESMC) Annual Math/Science Resource Fair, San Mateo County Office of Education.
    - Amgen Earth Day Fair
  - Events
    - Coastal Clean-Up Day, Pacifica.
    - Peninsula Home and Patio Show
    - Picnic for the Planet Earth Day Event Visa Earth Day Event
    - Earth Day Event at Wilson Sonsini Goodrich & Rosati Law Firm
    - Silver Springs Network Earth Day
    - Streets Alive, South San Francisco & Redwood City
    - Master Gardeners Tomato & Pepper Plant Sale
    - Filoli Garden Show

Permittee Name: County of San Mateo

- o Schools Compost Program “Make Time for Fitness”
- o Sustainable Garden Lecture Series (SGLS) -Worm Extravaganza
- o Hillsborough-San Mateo Garden Show
- o Home and Garden Design Show
- o United Airlines Family Day
- o San Mateo County New Employee Welcome events four (4).
- o San Mateo County (555 County Center) Farmer’s Markets two (2).
- o Peninsula Home & Garden Show (San Mateo County Expo Center)
- o Pacifica, Earth Day Event

**C.7.f. ► Watershed Stewardship Collaborative Efforts**

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

A summary of efforts conducted by the Countywide Program to work with watershed stewardship groups is included within the C.7 Public Information and Outreach section of the Countywide Program’s FY 11-12 Annual Report. County staff worked with the Countywide Program to support the activities of the Watershed Stewardship Collaborative and the smaller local collaborative that exist within the unincorporated areas of the County. Additional watershed stewardship efforts conducted by County staff are summarized below.

DPW staff continued participation in multiple watershed stewardship programs overseen by the San Mateo Resource Conservation District (RCD) including the Pilarcitos Creek Restoration Workgroup, Integrated Watershed Restoration Program (IWRP) & Rural Roads Erosion Control Technical Assistance Program, and Livestock and Lands Program. DPW staff serve on the TAC committees for these RCD-led groups and actively participate in watershed stewardship efforts by attending meetings and reviewing key documents.

DPW staff also continued participation in the Bay Area Integrated Regional Management Program (IRWMP) by serving as a Bay Area Flood Protection Agency Association (BAFPAA) participating agency. IRWMP and BAFPAA agencies worked collaboratively on regional flood protection, stormwater management, and watershed issues, identified several regional projects, and conducted outreach to smaller cities and watershed groups for sub-regional projects.

Supervisor Horsley, County Board of Supervisor’s staff, and other County staff continued participation in FishNet 4c. A representative from County Parks is the current FishNet 4c Coordinator. Fishnet 4c includes representatives from Mendocino, Sonoma, Marin, San Mateo, Santa Cruz, and Monterey counties. Activities included quarterly Steering Committee meetings, learning, networking, and partnering at roundtable discussions, staff support for continued implementation of watershed standards (addressing maintenance, salmonid life cycle, biotechnical bank stabilization,

Permittee Name: County of San Mateo

sediment reduction efforts, fish migration barrier removal training, etc.), participation and implementation of salmonid recovery plans, and collaboration on a variety of other fishery related issues and projects such as fish passage, trainings, land use policies and ordinances, and application for federal and state grants.

In June 2011, the County began working on the James V. Fitzgerald Area of Special Biological Significance Pollution Reduction Program. The project is led by DPW in collaboration with the RCD and the San Francisco Estuary Institute (SFEI). The project is funded in part by a Proposition 84 grant from the State Water Resources Control Board and is scheduled to continue through March 2015. The project's goal is to improve water quality and protect beneficial uses of the James V. Fitzgerald Area of Special Biological Significance (ASBS) and additionally assist in the County's compliance with the ASBS stormwater regulations. The first phase of the project, which is currently underway, involves a pilot project to install and test the effectiveness of several types of stormwater BMPs, a Storm Drain Inventory and Assessment and a Microbial Source Tracking (MST) study. SFEI is conducting water quality characterization monitoring as well as monitoring upstream and downstream of implemented BMPs to determine water quality treatment effectiveness. For the MST study, researchers from UC Davis are collecting samples from several creeks draining into the ASBS and performing genetic analysis to test for the presence of host specific genetic markers indicating the presence of fecal contamination sources such as human, dog, cow, horse, and bird. The second phase of the project will involve targeted BMP implementation based on the results of Phase 1. DPW will implement between 10 and 20 BMPs within the County storm drain system draining to the ASBS. The RCD will implement between 10 and 20 stormwater BMPs on private and public lands. Lastly, the project involves education and outreach activities to communicate the significance of the natural resources of the ASBS and to provide technical tools and practices to the community for pollution prevention and reduction. Stewardship and education activities this reporting period included development of an ASBS website (<http://smchealth.org/asbs>), distribution of a newsletter and public survey ([http://smchealth.org/sites/default/files/docs/EHS/Fitz\\_news.pdf](http://smchealth.org/sites/default/files/docs/EHS/Fitz_news.pdf)), and planning for a Low Impact Development (LID) workshop for local residents and builders ([http://smchealth.org/sites/default/files/docs/EHS/Fitz\\_event\\_flyer.pdf](http://smchealth.org/sites/default/files/docs/EHS/Fitz_event_flyer.pdf)).

**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
<p>The following citizen involvement events were done on a countywide level by SMCWPPP and are included in the C.7 Public Information and Outreach section of Countywide Program's FY 11-12 Annual Report:</p> <ul style="list-style-type: none"> <li>• Coordination of California Coastal Cleanup Day in San Mateo County, September 17, 2011.</li> <li>• Administration of a Community Action Grant Program</li> </ul> <p>County staff are on the PIP committee and assist with planning of community involvement events.</p>		
Coastal Cleanup Day, 9/17/2011	Community cleanup event	County staff were team captains and participated at several of the Coastal

		Cleanup Day sites in Unincorporated San Mateo County including Montara Beach, Colma Creek, Mirada Surf, and Coyote Point Park. Please see the C.7 Public Information and Outreach section of Countywide Program's FY 11-12 Annual Report for additional information.
North Fair Oaks Community Cleanup Event, 4/28/2012, Unincorporated San Mateo County	Community cleanup event with educational information related to reducing litter, and promoting recycling within the North Fair Oaks Community.	Sixty-five volunteers; approximately 1,135 lbs (705 gallons) of trash were collected. Large illegally dumped items like furniture were also collected but are not included in the total.
National River Cleanup Day – Colma Creek, SSF/unincorporated San Mateo County, 5/17/2011	Creek cleanup event, outreach messages were litter reduction and pollution prevention	DPW and EH staff tabled the event and handed out their brochures, tote bags, and signed people up for the Be the Street campaign. 25 volunteers
Colma Creek Volunteer Day, 10/1/2011	Volunteer day, outreach messages were litter reduction, pollution prevention, and creek/marsh restoration	35 volunteers. Removed 2.5 cubic yards of trash and illegally dumped construction material. Removed 20 cubic yards (3,000 sq ft) of ice plant. Planted 50 marsh gumplants.

**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
SMCWPPP conducted two school-aged children outreach programs countywide. A summary of efforts conducted by the Countywide Program for school-aged children outreach is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.			
Banana Slug String Band School Assembly Performances	"We All Live Downstream" performed by the Banana Slug String Band. The program emphasized the importance of not littering or dumping substances	During FY 11-12, the Banana Slug String Band performed 44 assemblies at 28	Survey results are summarized in C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.

	<p>into the storm drain to protect the marine environment.</p>	<p>elementary schools across San Mateo County, reaching nearly 9,315 students. Several of the presentations were given at elementary schools located within unincorporated San Mateo County, such as Pescadero, La Honda, and Highlands Elementary. Many of the other elementary schools located within various cities are attended by students living in the unincorporated area.</p>	
<p>Rock Steady High School Presentations</p>	<p>The program emphasizes proper car maintenance, including motor oil recycling and proper car washing, as well as watershed education and the "Green Streets and Parking Lots" urban runoff management approach to civil engineering.</p>	<p>A total of 50 presentations were given in 22 schools located throughout the county, reaching over 1,350 students. As noted above, students from unincorporated areas often attend schools in neighboring cities (e.g., Menlo-Atherton, Half Moon Bay, and Jefferson High School).</p>	<p>Survey results are summarized in C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.</p>

Additional School-Age Children Outreach:

In addition to the school-age children outreach program listed above, which were conducted by or in coordination with SMCWPPP, the County DPW RecycleWorks Program also conducted stormwater-related school-age children outreach. A brief summary of RecycleWork school-age children outreach efforts is provided below. For additional information please refer to "Unincorporated and Countywide RecycleWorks Programs and Outreach for 2011" included as Attachment C.7 to this report.

- Presentations, Workshops, and Events
  - Presentations were given at public and private schools in Belmont, Redwood City, Atherton, Menlo Park, Hillsborough, East Palo Alto, Half Moon Bay, Foster City, San Mateo, and Unincorporated San Mateo County.
  - Provided two teacher-training worm compost workshops that were held at the San Mateo County Office of Education. 22 teachers attended.
  - Provided one (1) teacher-training workshop on the 4R's (Reduce your waste, Reuse, Recycle, and Rot (Compost)) to prepare teachers for classroom fieldtrips. Ten (10) teachers attended from Daly City, Redwood City, Menlo Park, South San Francisco, Belmont, Pacifica, Foster City, San Bruno, and San Mateo
  - One (1) presentation on the new Regional Green Star Schools Program (GSS) was given to 35 participants at the Bay Area Schools Environmental Conference.
  - 21 presentations on the 4R's were provided to public and private schools in the following locations: East Palo Alto, Belmont, Burlingame, Daly City, San Mateo, Redwood City, Half Moon Bay, and Unincorporated San Mateo County.
- Outreach
  - Published the annual school newsletter, "Resource Conservation News," distributed to 7,000 FTE (Full Time Equivalent) teachers and school administrators in San Mateo County. This newsletter contains many activities and programs in San Mateo County to protect our natural resources and prevent pollution.
  - Tabled at the San Mateo County Math and Science Teachers Conference, and provided teachers the San Mateo County Habitat Game which allows students to connect to their natural environment in San Mateo County.
  - Tabled at the Highlands School Earth Day Event and Burlingame High School Community Volunteer Event.
  - Conducted ten class field trips to the Transfer Station and Material Recovery Facility: Classes were from schools in Daly City, Redwood City, Menlo Park, South San Francisco, Belmont, Pacifica, Foster City, San Bruno, and San Mateo.

Section 8 - Provision C.8 Water Quality Monitoring

**C.8 ► Water Quality Monitoring**

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

Summary

During FY 11-12, 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 11-12 Annual Report.

As described in C.7.f, the County recently began implementation of the James V. Fitzgerald ASBS Pollution Prevention Program. As part of that program, the County contracted with SFEI and UC Davis for water quality monitoring. SFEI is conducting storm drain BMP effectiveness monitoring for a variety of water quality constituents and multiple pilot BMP locations throughout the ASBS watershed. UC Davis is conducting genetic source analysis as part of a microbial source tracking study in 5 drainages to the ASBS watershed. The monitoring results will be summarized in a Pathogen Source Tracking Study Summary Report (due December 2012) and Pilot BMP Analysis Summary Report (due March 2013).

Section 9 – Provision C.9 Pesticides Toxicity Controls

**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.

The County Board of Supervisors adopted the County of San Mateo IPM as a policy document on June 8, 2010 and has since been implementing the policy accordingly. Following comments by Regional Board staff, County staff from multiple departments worked closely with local agencies through the SMCWPPP Parks Maintenance and IPM Work Group to review and refine standardized IPM language. The revised IPM policy document was adopted by the County Board of Supervisors on July 24, 2012 (Resolution and IPM policy are included as Attachment C.9).

During this reporting period, the County had an independent analysis of the County's roadside vegetation management program conducted in order to develop long term strategies that strive to minimize the use of pesticides. Based on the results of that analysis, DPW presented an enhanced weed management program to the County Board of Supervisors on March 13, 2012. The proposed program included a combination of mowing and spraying and incorporated programmatic enhancements as well as elimination of spraying within the coastal zone boundary with the exception of spot spraying for invasive weeds. The County Board of Supervisors requested that the vegetation management program be revised to eliminate broadcast spraying along all County roadways with the exception of the San Carlos and Half Moon Bay airports. Accordingly, the DPW vegetation management program is currently being revised.

DPW Parks staff used limited amounts of Roundup Pro Max for spot spraying to control invasive plant species in County Parks. The vegetation management contractor on San Bruno Mountain follows the County's IPM policy and uses Garlon 4 Ultra, trichlopyr, and Aquamaster for invasive plant species control efforts associated with implementation of the goals and objectives of enhancing grassland management for Federally listed butterfly habitat at San Bruno Mountain State and County Park. DPW Roads staff used limited amounts of AquaMaster, Roundup Pro Max, Garlon 4 Ultra, Snapshot, Finale, and Milestone for spot spraying in landscaped areas and within the roadway Right-Of-Way. None of the listed pesticides (organophosphates, pyrethroids, carbaryl, and fipronil) were used by DPW Roads or Parks divisions during FY 11-12. Limited amounts were used by the County Facilities Maintenance and Operations (FMO, a division DPW) contractor to treat for pests and rodents outside of County facilities during FY 11-12 and are reported below. The amount of the listed pesticides used by the County FMO contractor to treat for pests and rodents outside of County facilities during FY 09-10 was not tracked and reported below. The County began tracking the use of these pesticides outside of County facilities during FY 10-11, as recommended by Water Board staff in their comment letter dated February 10, 2011, and will continue to do so in future years in order to establish trends.

**Trends in Quantities and Types of Pesticides Used<sup>49</sup>**

Pesticide Category and Specific Pesticide Used	Amount <sup>50</sup>
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<sup>49</sup> Includes all municipal structural and landscape pesticide usage by employees and contractors.

<sup>50</sup> Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
<b>Organophosphates</b>	N/A	0	0		
Product or Pesticide Type A	N/A	N/A	N/A		
Product or Pesticide Type B	N/A	N/A	N/A		
<b>Pyrethroids</b>	N/A	367 ozs	45.25 ozs		
Suspend SC	N/A	N/A	9.75 ozs		
Cykick CS	N/A	N/A	35.5 ozs		
<b>Carbaryl</b>	N/A	0	0		
<b>Fipronil</b>	N/A	4 ozs	0		

**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.	8
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years. In the past 3 years, a total of twenty-four (24) DPW Roads and Parks Division employees have received training on the County's IPM policy.	8
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"/> X	Yes	<input type="checkbox"/>	No
If yes, attach one of the following:					
<input checked="" type="checkbox"/> X	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 <b>Not attached</b> , explain:					
County FMO contracts with Genesis Pest Control, to treat for pests and rodents in and around County facilities. The last contract was executed prior to the adoption of the IPM policy by the County Board of Supervisor in June 2010; therefore, the IPM policy was not incorporated into the contract specifications. The contract was recently renewed on June 1, 2012 and the IPM policy was incorporated (contract included in Attachment C.9).					
County Parks contracts with West Coast Wildlands (contract included in Attachment C.9) for herbicide applications associated with vegetation management of the San Bruno Mountain Habitat Conservation Plan. The remainder of herbicide applications is performed by County Parks staff in					

Permittee Name: County of San Mateo

accordance with the County IPM. West Coast Wildlands was consulted regarding the adoption of the IPM policy in 2010 and was provided a copy of the finalized document. The contract is currently being renewed and will incorporate the recently adopted revised IPM policy. County Parks requires that all management decisions be consistent with the County IPM policy document. Also County Parks has Vegetation Management Guidelines that guide vegetation management decisions in the County Parks including IPM. To see the Guidelines visit the County Park website at: <http://www.co.sanmateo.ca.us/Attachments/parks/Files/Parks%20Planning/Other%20Planning%20Efforts/Vegetation%20Mangement%20Guidelines.pdf>

Herbicide applications associated with roadside vegetation management are performed by DPW Roads staff in accordance with the County IPM. While the County does not contract out for vegetation management along its roadsides, Sierra Consulting and IPM, LLC: Donald A, Bartel Pest Control Advisor License #73284 provides vegetation management consultation services to DPW. Sierra Consulting and IPM, LLC was consulted regarding the adoption of the IPM policy in 2010 as well as the most recent revisions and was provided a copy of the finalized document. DPW requires that all vegetation management decisions be consistent with the County IPM policy document.

**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 11-12, we 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.

**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?

	Yes	X	No
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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 the Program’s FY 11-12 Annual Report.

- FY 11-12 IPM Store Partnership Program (SMCWPPP)
- FY 11-12 “Our Water, Our World” Report (BASMAA)

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**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:  
See the C.9 Pesticides Toxicity Control section of the SMCWPPP Program’s FY 11-12 Annual Report for a summary of our participation and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use.

**Response to Water Board Staff Comments on Section 9, Provision C.9, of FY 10-11 Annual Report**

Use this area to respond to any Water Board staff comments on Section 9 of your FY 10-11 Annual Report, and refer to any required submittals that are attached.  
The revised IPM policy was adopted by the County Board of Supervisors on July 24, 2012 and is included in Attachment C.9.

Section 10 - Provision C.10 Trash Load Reduction

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

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

Description:

The Short –Term Trash Loading Reduction Plan was submitted to the Water Board on February 1, 2012. See the C.10 Trash Load Reduction section of Program’s FY 11-12 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).

Description:

The Baseline Trash Load and Trash Load Reduction Tracking Method were submitted to the Water Board on February 1, 2012. See the C.10 Trash Load Reduction section of Program’s FY 11-12 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 the Bay-area Wide Trash Capture Demonstration Project administered by San Francisco Estuary Partnership and an estimate of the total land area that is planned for treatment by July 1, 2014.

Description:

See the C.10 Trash Load Reduction section of Program’s FY 11-12 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

During the summer 2010, County DPW installed four (4) trash capture devices; three (3) of which meet the full trash capture device requirements (West Coast Storm connector pipe screens and auto retractable screens) in the unincorporated North Fair Oaks community as a pilot testing. DPW was satisfied with the performance of the units, and during Spring 2011 installed twenty-eight (28) additional West Coast Storm units throughout

Permittee Name: County of San Mateo

unincorporated San Mateo County with funding provided through the Bay-area Wide Trash Capture Demonstration Project administered by San Francisco Estuary Partnership. To date, thirty-one (31) full trash capture devices have been installed. During this reporting period, County DPW planned for installation of nineteen (19) additional full trash capture devices in the MidCoast area of Unincorporated San Mateo County using the above-mentioned grant funding. County DPW is currently planning to install five (5) additional units with redistributed grant funding. These twenty-four (24) full trash capture devices will be installed during summer/fall 2012. Although the catchment areas for the fifty-five (55) full trash capture devices have not been finalized, it is estimated that approximately 100 acres will be treated. This meets the MRP minimum full trash capture area (21 acres) requirement for Unincorporated San Mateo County.

**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)
Belmont Creek (BEL01)	9/28/2011	0.25 cubic yards	Paper/cardboard, leaf litter, polystyrene, bottles, and plastic bags	Trash accumulation from upstream sources, littering, and storm drain outfalls
Colma Creek (COL01)	9/17/2011	1.2 cubic yards	Bottles, construction debris, convenience/fast food items, yard waste, and cigarette butts	Trash accumulation from upstream sources, littering, illegal dumping, and homeless encampments

**C.10.d Summary of Trash Reduction Actions and Loads Reduced**

Provide a summary of trash load reduction actions (i.e., control measures and best management practices) implemented within your jurisdictional boundaries during the reporting period to achieve a 40% trash load reduction goal by July 1, 2014. For those actions implemented in FY 2011-12, include brief descriptions of levels of implementation and the total trash loads and dominant types of trash removed from each action.

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) <sup>51</sup>	Estimated Percent Reduction as of FY 11-12	Estimated Dominant Types of Trash Removed in FY 11-12
Existing Enhanced Street Sweeping	<p>Street sweeping in the small unincorporated area of North Fair Oaks is conducted weekly. The small reduction reported for this area is due to street sweeping frequency above the baseline level detailed in the BASMAA study. County staff has identified North Fair Oaks as a priority area for litter based on the percentage of the North Fair Oaks area that was characterized with moderate to high baseline trash loading rates (EOA 2011) and the frequency of illegal dumping complaints received by DPW.</p> <p>In 2011, the DPW street sweeping operations staff worked closely with Recology San Mateo operations staff on the synchronization of street sweeping routes with the garbage and recycling collection routes to ensure maximum scheduling coordination and litter reduction.</p>	53	0.3%	All trash types
Single-Use Carryout Bag Policies	<p>The County plans to adopt an ordinance prohibiting all retail establishments from distributing single-use carryout plastic bags within unincorporated San Mateo County. The County began the planning process by hosting a public workshop on September 27, 2011. Following the public workshop, the County Board of Supervisors directed the Environmental Health Division to take the lead, draft a model ordinance, and prepare the necessary CEQA documents. On October 3, 2011, County Supervisors Groom and Tissier sent a letter to all city mayors in San Mateo County inviting them to participate in a county-wide working group to develop</p>	0	0%	Plastic bags

<sup>51</sup>The estimated load removed and percent reduction in FY 11-12 is consistent with assumptions described in the Trash Load Reduction Tracking Method Technical Report (version 1.0) submitted to the Water Board on February 1, 2012. In the future, load reductions reported in Annual Reports may be adjusted based on revisions to the tracking methodology.

	<p>the ordinance. Twenty-four cities in the Bay Area joined in the effort. A draft EIR was prepared and released for public comment on 6/22/2012. Public comment closed on 8/6/2012. County staff plans to take the proposed ordinance (see Attachment C.10) to the County Board of Supervisors for approval in October 2012. The proposed ordinance would (1) prohibit the free distribution of single-use carryout paper and plastic bags and (2) require retail establishments to charge customers for recycled paper bags and reusable bags at the point of sale. The minimum charge would be ten cents (\$0.10) per paper bag until December 31, 2014 and twenty-five cents (\$0.25) per paper bag on or after January 1, 2015. In addition to the adoption of the ordinance, the County will implement a public education and outreach campaign focused on reduction of single- use bags and enforcement actions designed to ensure compliance with the ordinance. Retail establishments will be required to keep a complete and accurate record (including documents of the purchase and sale of any recycled paper bag or reusable bag) for a minimum period of three years from the date of purchase and sale. The record must be available for inspection during regular business hours by any County employee authorized to enforce this part at no cost to the County. The charge will be retained by the affected stores to compensate the stores for increased costs related to compliance with the proposed ordinance. To ensure that facilities are abiding by the ordinance, plastic bags will be added to the activity areas checklist on the standard stormwater facilities inspection report form. Violations may result in fines: 1st = \$100, 2nd = \$200, 3rd = \$500 (each day single use bags are distributed = 1 violation).</p>			
<p>Polystyrene Foam Food Service Ware Policies</p>	<p>On March 1, 2011, the County Board of Supervisors adopted Ordinance No. 04542 prohibiting food vendors from using polystyrene-based disposable food service ware. The ordinance became effective on July 1, 2011. Violations may result in fines: 1st = \$100, 2nd = \$200, 3rd = \$500 (each day observed using polystyrene = 1 violation). Enforcement is by the County Health Inspector. To ensure that facilities are abiding by the polystyrene food ware ordinance, polystyrene has recently been added to the activity areas checklist on the standard stormwater facilities inspection report form.</p>	<p>1,476</p>	<p>8%</p>	<p>Polystyrene-based disposable food service ware</p>

<p>Public Education and Outreach Programs</p>	<p>Below is a summary of trash reduction-related public education and outreach programs conducted by or in coordination with BASMAA and/or SMCWPPP on behalf of San Mateo County and other MRP permittees:</p> <p><b>Litter Reduction Advertising Campaigns</b></p> <p><b>Youth Outreach Litter Campaign (Regionwide):</b> In FY 2011-12, BASMAA began implementing the “Be the Street” anti-litter Youth Outreach Campaign. Be the Street takes a Community Based Social Marketing approach to encourage youth to keep their community clean. The intent of the campaign is to make “no-littering” the norm among the target audience (youth between the ages of 14 and 24). The campaign is using online social marketing tools to conduct outreach. Activities in FY 11-12 included launching a website, Facebook page and a quarterly e-newsletter. An “anti-littering” video contest was also announced and the winning entry will be promoted on television.</p> <p><b>Outreach to School-age Children or Youth</b></p> <p><b>Banana Slug School Assembly Program (Countywide) “Water Pollution Prevention and Your Car” Presentation (Countywide):</b> Through participation and funding of the SMCWPPP Public Information and Participation program (PIP), the County continued implementing litter reduction outreach to school-age children and youth at school sites. During FY 11-12, SMCWPPP managed two contracts to provide direct outreach to grades K-12 on behalf of all Permittees.</p> <p>The first contract was with the Banana Slug String Band who performed a presentation called “We All Live Downstream” to grades K-5. Through songs and interactive exercises, the presentation provides information about storm drains, watersheds, the marine environment, and tips to keep water clean, including litter prevention. During FY 11-12, the Banana Slug String Band performed 44 assemblies at 28 elementary schools across San Mateo County, reaching nearly 9,315 students. Surveys of the</p>	<p>1,476</p>	<p>8%</p>	<p>All trash types</p>
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	<p>performance and its effectiveness were sent to each school. A total of 21 schools responded with 1,216 student responses. Overall, the responses have been very positive and indicate an increase in the students' knowledge about watersheds, stormwater and pollution prevention.</p> <p>The second contract was with Rock Steady Science, who presented "Water Pollution Prevention and Your Car" to grades 10-12. A portion of the presentation is dedicated to watershed and stormdrain education, and the impact of litter on local creeks and waterways. The presentations began during the spring semester of the 2010-11 school year and continued through the 2011-12 fiscal/school year. A total of 50 presentations were given in 22 schools located throughout the county, reaching over 1,350 students. (Note: some cities in San Mateo County do not have high schools, and their students feed into high schools in neighboring cities.)</p> <p><b>Media Relations (Use of Free Media)</b></p> <p><b>Coastal Cleanup Day Promotion (Countywide):</b> On August 29, 2011, SMCWPPP provided a press release for Coastal Cleanup Day and also used Twitter to promote the event. The release was intended to gain support and assistance for the cleanup event conducted each September in local water bodies.</p> <p><b>Community Outreach Events</b></p> <p><b>San Mateo County Fair, June 9-17, 2012 (Countywide):</b> SMCWPPP, through its PIP program, conducted a countywide outreach event at the San Mateo County Fair, June 9-17, 2012. The booth was open to the public for a total of 95 hours during the nine days. Staff from nine jurisdictions and County Environmental Health worked the booth at select times each day for a total of 57 hours of staffed time. Based on representative sampling of the number of people who visited the booth, it was estimated that an average of 34 people per hour were directly contacted during the hours that staff was present. Using this averaging, it is</p>			
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	<p>estimated that approximately 1,938 people were directly contacted during the 57 staffed hours. The booth provided an introduction to the “Be The Street” anti-litter Youth Outreach Campaign. During the fair, 81 people signed up for the Campaign e-newsletter.</p> <p><b>Spring Cleanup Promotional Program (Countywide):</b> In FY 11-12, SMCWPPP launched “Spring Cleaning SMC” a new annual promotional campaign designed to provide an outlet for watershed stewardship groups and jurisdictions to promote small local trash cleanup events. It is promoted as a cleanup “season,” from March 21 to June 21, including all Earth Day events that take place in late April. SMCWPPP developed a web page on <a href="http://www.flowstobay.org">www.flowstobay.org</a> dedicated to posting cleanup events during this time period. Promotional newspaper advertisements and bus ad cards were developed and placed in newspapers and busses throughout the county, directing the public to the web page. A total of 18 spring cleanup events were posted during the spring season.</p> <p>Groups and jurisdictions were asked to provide cleanup data. Reports showed that 385 volunteers removed 1225 pounds of trash, and an additional report indicated that 672 gallons of trash were removed. The actual numbers are likely to be higher since some groups did not provide cleanup data.</p> <p><b><u>County DPW</u></b></p> <p>In addition to the education and outreach activities summarized above, County DPW also conducted trash reduction-related education and outreach. A complete summary of RecycleWorks activities, “Unincorporated and Countywide RecycleWorks Programs and Outreach for 2011”, is included as an Attachment C.7 to this Annual Report. Examples of County DPW outreach and education efforts are provided below.</p> <ul style="list-style-type: none"> <li>• RecycleWorks’ hotline and website provide comprehensive information on a variety of litter and waste reduction topics including residential, commercial and school recycling programs, reuse ideas, source reduction information, pollution</li> </ul>			
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	<p>prevention, information on cleanups, pickups, and drop-off events, and other news related to resource conservation issues. The RecycleWorks website had 884,918 website visitors. Staff answered 1,678 phone calls on the toll free RecycleWorks hotline.</p> <ul style="list-style-type: none"> <li>• RecycleWorks gave workshop presentations and staffed booths and tables at 30+ fairs and other events throughout the County.</li> <li>• RecycleWorks published the annual school newsletter, "Resource Conservation News," distributed to 7,000 FTE (Full Time Equivalent) teachers and school administrators in San Mateo County.</li> <li>• The County supported and contributed staff time to the annual BayROC (Bay Area Recycling Outreach Coalition) regional media campaigns, which focused on promoting reusable bags through the "Bring Your Own Bag" campaign via radio PSA's, web ads, and a website, Igotmybag.org.</li> <li>• Distributed "What Does Your Bag Say About You" posters in conjunction with BayROC's Reusable Bag Campaign.</li> <li>• Conducted targeted outreach in the North Fair Oaks community, a litter/illegal dumping priority area in Unincorporated San Mateo County. RecycleWorks assisted apartment and condominium owners and managers in North Fair Oaks and Sequoia Tract to improve recycling at their apartment and condominium complexes (conducted waste assessments, gave recycling-buddy bags, and posted signage). RecycleWorks and the North Fair Oaks Community Council hosted a community cleanup event on 4/28/2012.</li> <li>• During summer 2012 the RecycleWorks program produced a movie ad to discourage illegal dumping in the County. The County has seen an increase in this activity and wanted to remind the public of the services available to handle their waste properly in San Mateo County. The ad was run at the following theater locations;             <ul style="list-style-type: none"> <li>○ Century 20, Redwood City, Redwood City, shown 2240 times</li> <li>○ Century Theaters, Tanforan, San Bruno shown 2240 times</li> <li>○ Daly City 20, Daly City, shown 2240 times</li> <li>○ San Mateo Downtown, San Mateo shown 1,344 times.</li> </ul> </li> </ul>			
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	<ul style="list-style-type: none"> <li>• DPW/FCD continued partnership and planning with Clean Water Action (CWA) and other Bay Area municipalities for the second phase of the Taking Out the Trash Project (TOTT). In 2011, the project conducted a study of litter on Bay Area streets, which mostly ends up in storm drains or being blown directly into creeks and the Bay. The survey found that, not including cigarette butts, “take-out” food and beverage packaging is the major input of trash to San Francisco Bay (67%). The study identified fast food venues, restaurants, cafes, and grocery and convenience stores as the major sources (81%) of that trash. Study results are posted on the CWA website, and the project was covered by multiple local newspapers. CWA recently applied for an EPA grant and in June 2012 was recommend for funding for Phase 2 of the TOTT project. Phase 2 will identify opportunities to reduce trash from the major take-out food establishments including fast food restaurants, take out restaurants, cafes, and convenience stores. The goal of the TOTT project is to reduce the most significant source of trash that enters the Bay- food and beverage packaging- at the source by promoting business practices and consumer behaviors that reduce amount of take-out packaging and single use products consumed and available to become trash. Phase 2 will be a two year partnership between CWA, the County, and the cities of South San Francisco, Oakland, San Jose, and San Francisco. The first part of TOTT Phase 2 will involve development of source reduction BMPs and checklist for 4 different types of take-out food businesses (fast food, cafes, restaurants, and convenience stores); 12 business within these categories will be audited; cost-benefit analysis and a list of recommendations will be developed for each business and results detailed in case studies for each business category. The second part of TOTT will involve outreach and education throughout the Bay Area based on products produced and information gained during part one (tool kits, business displays, t-shirts, social media, website). The County will provide in-kind staff support for business identification &amp; planning and leveraging via existing County programs.</li> <li>• South San Francisco Community Preservation Task Force Meeting (4/1/2012), South San Francisco – annual public presentation on trash, pollution, County’s litter cleanup efforts in the Colma Creek watershed, and the County’s trash load</li> </ul>			
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	<p>reduction plan.</p> <ul style="list-style-type: none"> <li>• Outreach and education at National Rivers Cleanup Day in collaboration with the City of South San Francisco (5/19/2012), Colma Creek downstream of Utah Avenue</li> <li>• Collaborative outreach with SMCWPPP for Coastal Cleanup Day sites in Unincorporated San Mateo County             <ul style="list-style-type: none"> <li>o Gazos State Beach</li> <li>o Mirada Surf</li> <li>o Montara Beach</li> <li>o Pescadero</li> <li>o San Gregorio</li> <li>o Coyote Point</li> <li>o Colma Creek</li> <li>o San Francisquito Creek</li> </ul> </li> <li>• Outreach and education at County Parks cleanup events (see Attachment C.7)</li> </ul>			
<p>Activities to Reduce Trash from Uncovered Loads</p>	<p>The County recently incorporated prescriptive language into a new 10-year Franchise Agreement (January 1, 2011 through December 31, 2020 for Recology San Mateo to service CSA-8 (North Fair Oaks area) and other unincorporated County Franchised Areas (Burlingame Hills to Menlo Park) in the South Bayside Waste Management Authority (SBWMA). The contract language requires Recology San Mateo to cover loads when transporting trash and debris to municipally or privately- owned landfills and transfer stations as well as other trash loading reduction measures.</p> <p>Excerpts from the <i>Recology San Mateo County Franchise Agreement Between County of San Mateo and Recology San Mateo County for Recyclable materials, Organic Materials, and Solid Waste Collection Services, Section 8.02 Collection Standards, I. Litter Abatement 1-3, addresses:</i></p> <p>1. Minimization of Spills. If any Solid Waste, Targeted Recyclable Materials, or Organic Materials are spilled or scattered during Collection or transportation operations, the Contractor shall</p>	<p>185</p>	<p>1%</p>	<p>All trash types</p>

	<p>promptly clean up all spilled and scattered materials. Contractor shall use due care to prevent vehicle oil, vehicle fuel, or other liquids from being spilled during Collection or transportation operations including maintenance of the Collection vehicles to minimize and correct any leaks. Contractor shall ensure that all liquid spills or leaked liquids fluids are cleaned up promptly on the same day that they occur. Contractor shall not transfer loads from one vehicle to another on any public street, unless it is necessary to do so because of mechanical failure, emergency (e.g., combustion of material in the vehicle), accidental damage to a vehicle, or unless approved by the Agency.</p> <p>2. Clean-Up. During Collection operations, the Contractor shall clean-up litter in the immediate vicinity of any Container storage area (including the areas where Containers are delivered for Collection) if Contractor’s actions are the cause of the litter. Each Collection vehicle shall be equipped with protective gloves, a broom, and shovel at all times for cleaning up litter. Absorbent material shall be carried on each Collection vehicle at all times and used by Contractor for cleaning up liquid spills. The Contractor shall document and discuss instances of repeated spillage not caused by it with the Customer where spillage occurs, and Contractor shall report such instances to Agency. If the Contractor has attempted to have a Customer stop creating spillage but is unsuccessful, the Agency will attempt to rectify such situation with the Customer. The Contractor shall coordinate with Agency regarding Agency street cleaning activities to minimize litter.</p> <p>3. Covering of Loads. Contractor shall cover all open Drop Boxes with an Agency-approved cover, at the Collection location before transporting materials to the Designated Transfer and Processing Facility. An additional litter reduction measure that has been implemented under the new franchise agreement with Recology San Mateo is the synchronization of street sweeping routes with the garbage and recycling collection routes to further mitigate litter. In 2011, the County of San Mateo’s Department of Public Works street sweeping operations staff worked closely with Recology San Mateo operations staff to ensure maximum scheduling coordination which will result in litter reduction.</p>			
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	<p>During this reporting period, DPW staff began planning for development of an enhanced enforcement program for uncovered loads. The topic was discussed at an Illegal Dumping Committee comprised of staff from DPW, EH, Sheriff's office, Planning &amp; Building Code Enforcement, SamTrans, and Recology. The County has two existing provision in the municipal code that prohibit the transportation of trash and/or debris without a cover; however, enforcement of these ordinance codes will need to be improved before trash reduction credits are applied. Ideas discussed at the meeting included using tarps, EH issuing permits, sheriffs enforcing/ticketing vehicles that are not covered. In the future the Countywide Recycling Committee and SMCWPPP are jointly meeting to collaborate and create solutions on issues related to litter, covered loads, and trash haulers.</p>			
<p>Anti-littering and Illegal Dumping Enforcement Activities</p>	<p>The County has continued efforts to enhance anti-littering and illegal dumping enforcement efforts.</p> <p>The County has multiple existing hotlines currently in operation and receive a wide range of complaints, including litter; however, a targeted anti-littering and illegal dumping enforcement program has not yet been implemented. The existing County hotlines include: DPW RecycleWorks Program hotline (1-888-442-2666), Road Services Division public complaint and services request line (650-363-4103, 650-363-4100 After Hours and Weekend Emergencies), Environmental Health Division complaint hotline (650-372-6200 X 1112) and email - <a href="http://www.smhealth.org/envirom">www.smhealth.org/envirom</a>, and Building and Planning Code Compliance Section call- in number (650-363-4825) and on-line complaint form. DPW Waste Management staff has been processing the calls from illegal dumping in North Fair Oaks. North Fair Oaks is the only area in the Unincorporated San Mateo County that continues to be plagued with illegal dumping activities. A committee has been formed to resolve some of these issues.</p> <p>DPW &amp; the Flood Control District (FCD) continued to increase litter enforcement and abatement efforts in Colma Creek in collaboration with the City of South San Francisco through the Colma Creek Maintenance and Monitoring Program. On 4/24/2012 DPW &amp; FCD installed a message board at Colma Creek</p>	<p>0</p>	<p>0%</p>	<p>All trash types</p>

	<p>just upstream from the confluence with the San Francisco Bay near the pedestrian bridge. Postings include where to report illegal dumping and other problems, trash cleanup events and results, endangered species info, leash ordinance info to protect nesting clapper rails, and volunteer event information.</p> <p>The County reconvened an Illegal Dumping Committee comprised of staff from DPW, Environmental Health, Sheriff's office, Planning &amp; Building Code Enforcement, SamTrans, and Recology to develop a more targeted county-wide program for addressing illegal dumping. The committee met in February 2012, and will continue meeting on a bi-annual basis. The committee reviewed relevant County ordinances, discussed hot spots for illegal dumping, Recology &amp; SamTrans process for illegal dumping, and creation of a centralized illegal dumping hotline and tracking database. The committee also discussed future use of surveillance cameras at key locations and challenges with enforcement/prosecution through the existing legal system.</p> <p>The County is currently working on an improved tracking system; DPW has developed an illegal dumping tracking database and is currently working with the DPW IT/business systems staff to expand the tracking system for coordinated use by all County departments (see attachment).</p> <p>The County plans to take reduction credit in the future as we continue to improve upon targeted anti-littering and illegal dumping enforcement.</p>			
<p>Improved Trash Bins/Container Management</p>	<p>The County has existing municipal codes requiring appropriate trash service for private properties. In an attempt to ensure compliance with these codes and to improve trash bin and container management, the following efforts were made:</p> <p>In January 2011, a significantly improved curbside collection program for trash, recycling and organics was launched in the SBWMA service area. This service area consists of 90,000 households, 20,000 multifamily dwelling accounts and 20,000 commercial accounts in the twelve municipalities that comprise the SBWMA. These twelve municipalities are: East Palo Alto;</p>	<p>185</p>	<p>1%</p>	<p>All trash types</p>

	<p>Menlo Park; Atherton; Redwood City; San Carlos, Belmont; Foster City; San Mateo; Burlingame; Hillsborough; County of San Mateo (unincorporated franchised area) and West Bay Sanitation District. The new service provider, Recology of San Mateo County, uses a fully automated collection program that uses a system of 400,000 plastic carts with wheels and lids that are provided to each account that has reduced fugitive litter during the weekly collection of these materials in the homes and commercial structures within this service area. The previous service provider's outdated collection system utilized the various personal garbage cans and small, open bins for recyclables that inadvertently allowed small amounts of debris to escape during the collection process.</p> <p>Recycle Works Distributed 13 Bottle and Can Carts, 64 Mixed Paper Bins, and one 1 Mixed Recycling Cart with signage to seven (7) private and public schools in, East Palo Alto, Redwood City, and Unincorporated San Mateo County.</p> <p>Parks installed 72 animal proof food lockers at Memorial Park through the corvid management grant.</p> <p>Based on observations of pet waste in the vicinity of a public park in NFO, DPW installed new outdoor container to collect pet waste.</p>			
<p>On-land Trash Cleanups</p>	<p>The County conducted an on-land cleanup event in the North Fairs Oaks community on 4/28/12. Approximately 1,135 lbs (705 gallons) of trash were collected. Additional large illegally dumped items like furniture were collected but are not reported here because they have less potential to enter the storm drain system. Sixty-five volunteers participated in the event.</p> <p>County Parks conducted sixteen (16) on-land trash cleanup events and removed approximately 450 gallons of trash and litter. Prior to MRP adoption there was no detailed record keeping for County Parks cleanup efforts. Since MRP adoption, the Parks Division has developed and maintained a record keeping system for cleanup and volunteer events. Parks staff estimates that the cleanup program efforts and outreach have increased by approximately 20% since permit adoption. Twenty percent (20%)</p>	<p>797</p>	<p>4.3%</p>	<p>All trash types</p>

	of the Park's total, approximately 90 gallons, is reported here.			
Enhanced Storm Drain Inlet Maintenance	As mentioned above, NFO was identified as a priority area. During this reporting period, DPW storm drain inlet maintenance in NFO (189 catch basins/inlets) was increased from annually to quarterly.	48	0.3%	All trash types
Full-Capture Treatment Devices	<p>To date, County DPW has installed thirty-one (31) full trash capture devices (West Coast Storm units). Three (3) trash capture devices were installed during Summer 2010, and twenty-eight (28) were installed during Spring 2011. The numbers reported here, represent the thirty-one (31) units that have been installed.</p> <p>During this reporting period, County DPW planned for installation of nineteen (19) additional full trash capture devices in the Mid-Coast area of Unincorporated San Mateo County using Bay-Area Wide Trash Capture Demonstration Project grant funding administered by San Francisco Estuary Partnership County. DPW is currently planning to install five (5) additional units with redistributed grant funding. These twenty-four (24) full trash capture devices will be installed during summer 2012.</p>	763	4.1%	All trash types
Creek/Channel/Shoreline Cleanups	<ul style="list-style-type: none"> <li>• National Rivers Cleanup Day, Colma Creek downstream of Utah Avenue, May 2012 (approximately 372 gallons)</li> <li>• County Trash Hot Spots, September 2011 (in coordination with Coastal Cleanup Day)               <ul style="list-style-type: none"> <li>o Colma Creek downstream of Utah Ave - 2 sites (approximately 484 gallons)</li> <li>o Belmont Creek (approximately 51 gallons)</li> <li>o San Bruno Creek (approximately 242 gallons)</li> </ul> </li> <li>• County Parks Volunteer Shoreline Cleanup Events (11 events) - 20% increase since permit adoption (20% of 935 gallons = 187 gallons)</li> <li>• Unincorporated Coastal Cleanup Day sites with supported efforts by County departments, September 2011               <ul style="list-style-type: none"> <li>o Mirada Surf</li> <li>o Coyote Point Park</li> <li>o Montara Beach</li> </ul> </li> </ul>	1,861	10.1%	All trash types

Preliminary Estimate of Trash Load Removed (Gallons) in FY 2011-12	6,844
Preliminary Baseline Trash Load Estimate (Gallons)	18,509
Total Percentage Reduction in FY 2011-12 (Compared to Baseline Trash Load)	37%



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).

County EH operates Household Hazardous Waste (HHW) and a Very Small Quantity Generator (VSQG) programs which assisted in the collection of 280 pounds of mercury from residents and small businesses throughout the County. The 280 pounds included 20,784 linear feet of fluorescent lamps, 1,051 each of compact fluorescent lamps, as well as thermostats and other mercury containing devices. County programs assisted approximately 15,000 households and 300 business throughout the County in disposing of their unwanted HHW. Please refer to the Countywide Program's Annual Report for more detailed information.

Please see the EH and RecycleWorks websites for additional info on outreach efforts: <http://events.smhealth.org/events/> and <http://www.recycleworks.org/toxics/index.html> The EH and RecycleWorks programs promote HHW drop-off events and provide information on local businesses that provide residents and small businesses the opportunity to drop-off of mercury-containing devices and equipment (e.g., bulbs, thermostats, thermometers and/or switches) at designated locations on specific dates, times and/or business hours. EH and RecycleWorks together promote pick up/drop off services through Recology San Mateo and Curbside Inc 1-800-hhwpkup. Outreach also includes information on recycling services provided by other organizations and private corporations and contractors including: StopWaste.org, Home Depot, Lowe's, IKEA, Orchard Supply Hardware, and ReThink Waste. The County utilizes the Thermostat Recycling Corporation, an organization developed on behalf of the thermostat manufacturers, that recycles mercury-containing thermostats and switches generated by residents and small businesses. The HVAC industry is the largest generator of these waste streams and is the targeted audience to inform of this recycling option.

**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.

As described above, County EH operates HHW and VSQG programs which assisted in the collection of 280 pounds of mercury from residents and small businesses throughout the County. The 280 pounds included 20,784 linear feet of fluorescent lamps, 1,051 each of compact fluorescent lamps, as well as thermostats and other mercury containing devices. County programs assisted approximately 15,000 households and 300 businesses throughout the County in disposing of their unwanted HHW.

Please refer to the FY 11-12 Countywide Program Annual Report for additional information regarding mercury collection efforts in the Countywide Program area.

- 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 11-12 Annual Report and/or the BASMAA Regional POC Report.

Section 12 - Provision C.12 PCBs Controls

**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 11-12 Program Annual Report for a description of training provided countywide at the April 25, 2012 Workshop..

- 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 11-12 Annual Report and/or the BASMAA Regional POC Report.

Section 13 - Provision C.13 Copper Controls

**C.13.a. iii.(1) ► 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.a.iii.(2) ► Training, Permitting and Enforcement Activities**

(FY 11-12 Annual Report and each Annual Report thereafter) Provide summaries of activities implemented to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction including. :

- Development of BMPs on how to manage the water during and post construction
- Requiring the use of appropriate BMPs when issuing building permits
- Educating installers and operators on appropriate BMPs
- Enforcement actions taken against noncompliance

Staff participated in Countywide Program efforts (e.g., municipal staff training, development of BMP fact sheet), provided information developed by the Countywide Program on the County's NPDES webpage and at the public counter to educate homeowners and developers regarding proper treatment and cleaning of architectural copper, and provided training to building inspectors regarding applicable BMPs. Staff has amended the Construction Site Inspection Report Forms to include evaluation of any discharge from installing/treating/cleaning of Architectural Copper and inspectors have used the forms during the reporting period to enforce this requirement.

**C.13.b. 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 11-12 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

During routine CII inspections conducted during FY 11-12, No facilities were identified as potential users or sources of copper .

**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 11-12 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 11-12 Annual Report and/or BASMAA Regional POC Report.

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

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

Is your agency a water purveyor?  Yes  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:  
 All discharges were either untreated (un-chlorinated) groundwater or discharged to upland areas where water was able to dissipate into the ground. No planned or unplanned discharges reached water bodies or creeks.

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

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

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

Summary:  
 SMCWPPP offers several educational guidelines regarding landscape design for commercial and residential landscaping and gardening. Two specific outreach guide books are the San Mateo County Sustainable Green Streets and Parking Lot Design Guidebook and the Bay-Friendly Gardening Guide Book. These Guide books, along with other irrigation, landscape, and gardening outreach materials can be found at [http://www.flowstobay.org/cs\\_request\\_materials.php](http://www.flowstobay.org/cs_request_materials.php). Please see sections C.3 New Development and Redevelopment, C.7. Public Information and Outreach and C.9. Pesticide Toxicity Control sections of Program’s FY 11-12 Annual Report for additional information. The County Building Department makes the above Guidebooks and other materials produced by the Countywide Program available to the public at the front counter of the permit desk. This material was designed to minimize runoff and pollutant loading from excess irrigation within our jurisdiction. These materials were also distributed at the outreach events summarized in C.7 above.

In addition, multiple efforts were made through DPW Recycle Works program, County Green Portal and through participation in the Countywide Program’s public outreach efforts. Please see the following websites for specific outreach materials:

**FY 2011-2012 Annual Report**

**Permittee Name: County of San Mateo**

**C.15 – Exempted and Conditionally Exempted Discharges**

[www.recycleworks.org/compost/index.html](http://www.recycleworks.org/compost/index.html)  
[www.co.sanmateo.ca.us/portal/site/greenportal](http://www.co.sanmateo.ca.us/portal/site/greenportal)  
[www.flowstobay.org/cs\\_yard\\_garden.php](http://www.flowstobay.org/cs_yard_garden.php)  
[www.flowstobay.org/cs\\_pest\\_control.php](http://www.flowstobay.org/cs_pest_control.php)  
[www.flowstobay.org/cs\\_outreach.php](http://www.flowstobay.org/cs_outreach.php)  
[www.flowstobay.org/cs\\_request\\_materials.php](http://www.flowstobay.org/cs_request_materials.php)

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

Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity <sup>52</sup> (NTU)	Implemented BMPs & Corrective Actions
There were no planned discharges that reached water bodies or creeks.										

**C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System<sup>53</sup>**

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) <sup>54</sup>	pH (standard units) <sup>52</sup>	Discharge Turbidity (Visual) <sup>52,</sup>	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time <sup>55</sup>	Inspector arrival time	Responding crew arrival time
There were no unplanned discharges that reached water bodies or creeks.														

<sup>52</sup> Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

<sup>53</sup> This table contains all of the unplanned discharges that occurred in this FY.

<sup>54</sup> 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.

<sup>55</sup> Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required after becoming aware of aquatic impacts as a result of unplanned discharge or when the discharge might endanger or compromise public health and safety.

Attachment C.4  
Business Inspection Plan

DALY CITY	1216	HILLSIDE	DAS AUTO SERVICE
	1156	HILLSIDE	PEREZ AUTO SERVICE INC
EL GRANADA	425	AVENUE ALHAMBRA	CAFE GIBRALTAR
	280	AVENUE ALHAMBRA	CREEKSIDE SMOKEHOUSE
	61	AVENUE ALHAMBRA	CARLMONT VILLAGE CLEANERS
	401	AVENUE ALHAMBRA	EL GRANADA MARKET
	280	CAPISTRANO	OCEANO HOTEL & SPA
		FRENCHMANS CREEK	FAA HALF MOON BAY RCAG
	4100	HWY 1	BEACH HOUSE
	531	OBISPO	COASTSIDE FIRE DIST, EL GRANADA
	529	OBISPO	PORTOLA PUMP STATION
	107	SEVILLA	CAFE CLASSIQUE
	EMERALD LAKE-RC	4091	JEFFERSON
LA HONDA	1	ENTRADA	APPLE JACKS
	59	ENTRADA	LA HONDA CORP YARD
	60	ENTRADA	SBC (PC017)
	59	ENTRADA	SMCO THHW
	23981	HWY 9	COSTA LOMA LTD
	500	LOG CABIN	LOG CABIN RANCH
		LOG CABIN RANCH	GLENWOOD BOYS RANCH
	11000	PESCADERO	YMCA CAMP JONES GULCH
	120	SCENIC	CUESTA LA HONDA GUILD WATER TREATME
		STAR ROUTE 2	PORTOLA STATE PARK
		TOWNE FIRE	COUNTY SERVICE AREA 7
LOMA MAR	9500	PESCADERO	SAN MATEO COUNTY MEMORIAL PARK
	9900	PESCADERO	YMCA CAMP LOMA MAR
	9500	PESCADERO CRK	MEMORIAL PARK STORE
MENLO PARK	3536	ALAMEDA DE LAS PULGAS	AVANTI PIZZA FRESH PASTA
	3600	ALAMEDA DE LAS PULGAS	CHEVRON STATION
	3536	ALAMEDA DE LAS PULGAS	COUNTRY CLUB CLEANERS
	3207	ALAMEDA DE LAS PULGAS	COUNTRY CORNER
	3567	ALAMEDA DE LAS PULGAS	DUTCH GOOSE, INC
	3322	ALAMEDA DE LAS PULGAS	FIRE STATION #4
	3607	ALAMEDA DE LAS PULGAS	FLEA STREET CAFE
	3535	ALAMEDA DE LAS PULGAS	LUTTICKEN INC
	3536	ALAMEDA DE LAS PULGAS	PLANTATION DELI CAFE ESPRESSO
	3590	ALAMEDA DE LAS PULGAS	STARBUCKS COFFEE CO
	100	ANSEL	PENINSULA EQUINE
	100	ANSEL	PORTOLA VALLEY TRAINING CENTER
	3511	EDISON	DIETERS GERMAN CAR REPAIR
	3475	EDISON	EMERALD THERAPEUTICS
	3475	EDISON	MOUNTAIN VIEW PHARMACEUTICALS
	3495	EDISON	NPLEX LABORATORY
	3391	MIDDLEFIELD	ATHERTON CLUB SAN LUIS
	3282	MIDDLEFIELD	CHAVEZ SUPERMARKET
	3383	MIDDLEFIELD	DONUT DEPOT
	3360	MIDDLEFIELD	EL JAROCHITO TAQUERIA
	3200	MIDDLEFIELD	EL RINCON TARAZCO RESTAURANT
	3600	MIDDLEFIELD	GARFIELD CHARTER SCHOOL
	3387	MIDDLEFIELD	LA HUASTECA
	3282	MIDDLEFIELD	LAS PARRILLAS RESTAURANT
	3380	MIDDLEFIELD	MICHOACAN PRODUCE MARKET
	3401	MIDDLEFIELD	QUIK STOP MARKET #59
	3500	MIDDLEFIELD	ST ANTHONYS PADUA DINING ROOM

Attachment C.4  
Business Inspection Plan

	3233	MIDDLEFIELD	ZOHRABS ARCO GARAGE
	3266	MIDDLEFIELD	PANADERIA MICHOACAN #2
	3415	MIDDLEFIELD	PIZZA HUT #283326
	1701	HWY 1	ANO NUEVO FLOWER GROWERS
	3100	HWY 1	CASCADE RANCH
	640	HWY 1	COASTWAYS RANCH INC
	5720	HWY 1	GAZOS CREEK ALLIANCE
	9400	HWY 1	GERALD MARCHI FARMING
	12720	HWY 1	MARCHI CENTRAL FARM
	6525	HWY 1	MARCHI RANCH
	7830	HWY 1	MUZZI RANCH
	6150	HWY 1	PACIFIC COAST MUSHROOMS
	387	NORTH	SUBURBAN PROPANE
	1999	PESCADERO	PESCADERO ALLIANCE
	1000	PESCADERO	PESCADERO CORP YARD
	1200	PESCADERO	PESCADERO FIRE STATION
	2700	PESCADERO	PHIPPS FARM FRESH PRODUCE
	1999	PESCADERO CREEK	LOS AMIGOS
	2001	ROSSI	COSTANOA CAMPGROUND
	287	STAGE	ARCANGELI MARKET
	202	STAGE	DUARTES TAVERN
	251	STAGE	PESCADERO COUNTRY STORE
	216	STAGE	SARABIAS AUTO REPAIR & TOWING
	404	WATER	PESCADERO STATE BEACH
	31	WATER	SOUZA TIRE & AUTO
PRINCETON	281	CAPISTRANO	BARBARAS FISH TRAP- ISSUED IN 1977
	460	CAPISTRANO	OLD PRINCETON LANDING
	203	CORNELL	PRINCETON CORP YARD
	222	HARVARD	SMITH TRUCKS & EQUIPMENT
	106	PRINCETON	ROMEO PACKING CO
	459	PROSPECT	MEZZA LUNA
	300	WESTPOINT	PILLAR POINT AIR FORCE STATION
		WESTPOINT/STANFORD	PRINCETON PUMP STATION
REDWOOD CITY	2662	BAY	BAY CARE TEST ONLY
	2740	BAY	BENZ COLLISION CENTER
	2800	BAY	CHEMCO SYSTEMS INC
	2966	BAY	CHESTERS AUTO REPAIR
	2200	BAY	COUNTY SPECIALTY GASES LLC
	2886	BAY	CUSTOM IRON & CASTING WORKS
	2366	BAY	DAN PARDINIS AUTO BODY
	2690	BAY	ELIANS AUTO REPAIR
	2220	BAY	H J MALONE
	3140	BAY	ICE OASIS
	2694	BAY	JUAREZ AUTO BODY AND PAINT SHOP
	2840	BAY	LARSON ELECTRONIC GLASS
	3166	BAY	PAW PRINTS
	2766	BAY	PRECISION TOOL & DIE MANUFACTU
	2566	BAY	QUALITY AUTO BODY & PAINT
	2300	BAY	QUIZNOS CLASSIC
	2555	BAY	TYCO THERMAL CONTROLS
	2500	BAY	ULTRA SONIC DE BURRING INC
	2959	FAIR OAKS	A & A ADVANCE
	2821	FAIR OAKS	D & L PRECISION REBUILDING, INC
	2643	FAIR OAKS	DEANS ANODIZING INC
	2860	FAIR OAKS	DGR FABRICATOR

Attachment C.4  
Business Inspection Plan

2727	FAIR OAKS	JOSES AUTO MECHANIC
2625	FAIR OAKS	NICHOLS DIAMOND TOOL INC
2803	FAIR OAKS	SANTOS AUTO REPAIR
2950	FAIR OAKS & OAKSIDE	FAIR OAKS SCHOOL
2905	FLOOD	A & M AUTO DISPOSAL
2905	FLOOD	CANO AUTO REPAIR
2904	FLOOD	JOES AUTO REPAIR
2905	FLOOD	LEONARDO AUTO MECHANIC
419	MACARTHUR	ARMANDO AUTO
427	MACARTHUR	B & J TOWING
415	MACARTHUR	DELUX TRANSMISSIONS
429	MACARTHUR	EL DORADO TOWING
412	MACARTHUR	REDWOOD CITY TRANSMISSION
2856	MIDDLEFIELD	EL PAISANO CARNICERIA Y MERCAD
3060	MIDDLEFIELD	EURO AMERICAN MOTOR
2635	MIDDLEFIELD	GARCIA'S AUTO BODY
2950	MIDDLEFIELD	GUANACO RESTAURANT
2835	MIDDLEFIELD	H & H AUTOMOTIVE
2928	MIDDLEFIELD	HERNANDEZ WELDING
2909	MIDDLEFIELD	HOLT TOOL & MACHINE INC
3151	MIDDLEFIELD	HOMETOWN NOODLE
2824	MIDDLEFIELD	J & J AUTO DETAILERS
2847	MIDDLEFIELD	JOES FOREIGN CAR SERVICE
3070	MIDDLEFIELD	JOES MACHINE SHOP
2832	MIDDLEFIELD	JOSHUA CHARLES CATERING
2579	MIDDLEFIELD	KASSANDRAS STORE
2951	MIDDLEFIELD	L&M TRANSMISSION SVC
2928	MIDDLEFIELD	LA CASITA CHILANGA
2601	MIDDLEFIELD	LA CHAPINA RESTAURANT
2205	MIDDLEFIELD	LA ESTRELLITA
2875	MIDDLEFIELD	LA TIENDITA MARKET
3033	MIDDLEFIELD	LADYPARTS AUTOMOTIVE SVCS
2505	MIDDLEFIELD	LAS TRES MARIAS RESTAURANT
3102	MIDDLEFIELD	LINDO MICHOACAN
3133	MIDDLEFIELD	LOS MANGUITOS PALETERIA Y NEVERIA
2900	MIDDLEFIELD	MALDONADOS AUTO BODY & PAINT
2808	MIDDLEFIELD	MAZZOCCOS SPORTS BAR
3041	MIDDLEFIELD	MEINEKE
2940	MIDDLEFIELD	EL GRULLENSE #2
2945	MIDDLEFIELD	MILD TO WILD
2670	MIDDLEFIELD	OK RADIATOR & AIR CONDITIONING
2802	MIDDLEFIELD	OSUNA AUTO REPAIR
2940	MIDDLEFIELD	PANADERIA MICHOACAN
3198	MIDDLEFIELD	PENA MEAT & FOOD MARKET
2684	MIDDLEFIELD	REDWOOD CATERING
2627	MIDDLEFIELD	REYNOSO AUTO REPAIR
2537	MIDDLEFIELD	SAN FRANCISCO FINE BAKERY
2945	MIDDLEFIELD	SHINE AUTO BODY
2600	MIDDLEFIELD	SR CITIZENS NUTRITION PROGRAM
2855	MIDDLEFIELD	TACOS LOS GEMELOS
3194	MIDDLEFIELD	TAQUERIA GONZALEZ
3196	MIDDLEFIELD	UNITED PALETERIA Y NEVERIA
2647	MIDDLEFIELD	UNIVERSAL AUTO SERVICES
2585	MIDDLEFIELD	VEGAS MARKET & GRILL
2809	MIDDLEFIELD	7 MARES SEAFOOD RESTAURANT

Attachment C.4  
Business Inspection Plan

2701	MIDDLEFIELD	ALL AMERICAN MOTORS
2666	MIDDLEFIELD	CALIFORNIA AUTO WORKS LLC
2933	MIDDLEFIELD	CG & E AUTO BODY
	ROBERTSON WAY/W/O HILLCRE	PG&E EMERALD LAKE SUBSTATION
1900	SPRING	ALL FENCE CO
2661	SPRING	ALLOY CUTTING CO
2734	SPRING	AMERICAN PRODUCTION CO
2297	SPRING	AMERICAS ICE CREAM
3175	SPRING	AT&T CORPORATION
2605	SPRING	B & F MACHINE SHOP
3130	SPRING	BAY AREA CUSTOM SHIRTS
2397	SPRING	BRENDA LIQUOR
2501	SPRING	DG FLOOR COVERINGS INC
2901	SPRING	ECLIPSE METAL FABRICATION INC
1914	SPRING	ECONO TREE SERVICE
2391	SPRING	EL TULENSE
2992	SPRING	ENCORE PERFORMANCE
3012	SPRING	G R PERFORMANCE
2710	SPRING	GOLDEN AUTO BODY & PAINT
2431	SPRING	HIGH PERFORMANCE HOUSE
2303	SPRING	LEES AUTO REPAIR
2487	SPRING	LINDSEY ENTERPRISES
2715	SPRING	MACHINE PARTS CO., INC
2691	SPRING	MARCELS MOTOR SPORTS
2700	SPRING	MCI WORLDCOM
2992	SPRING	PALOMINO PRINTING
2745	SPRING	PENINSULA MERCEDES
3018	SPRING	PENINSULA TRUCK REPAIR, INC
2658	SPRING	PLAZA AUTO REPAIR
2900	SPRING	PRECISION MICRO COMPONENTS
3160	SPRING	REMCO ENTERPRISES INC
2971	SPRING	ROBERTSON PRECISION INC
2691	SPRING	SEQUOIA AUTOMOTIVE
2992	SPRING	SIMPSON COMPANY PAINTING
2620	SPRING	T&J GRAPHIC ARTS
2798	SPRING	TACOS EL GRULLO
2303	SPRING	VALLEY MARKET & GAS
2401	SPRING	VECTOR AUTO CARE
3033	MIDDLEFIELD	LADYPARTS AUTOMOTIVE SVCS
2505	MIDDLEFIELD	LAS TRES MARIAS RESTAURANT
3102	MIDDLEFIELD	LINDO MICHOACAN
3133	MIDDLEFIELD	LOS MANGUITOS PALETERIA Y NEVERIA
2900	MIDDLEFIELD	MALDONADOS AUTO BODY & PAINT
2808	MIDDLEFIELD	MAZZOCOS SPORTS BAR
3041	MIDDLEFIELD	MEINEKE
2940	MIDDLEFIELD	EL GRULLENSE #2
2945	MIDDLEFIELD	MILD TO WILD
2670	MIDDLEFIELD	OK RADIATOR & AIR CONDITIONING
2802	MIDDLEFIELD	OSUNA AUTO REPAIR
2940	MIDDLEFIELD	PANADERIA MICHOACAN
3198	MIDDLEFIELD	PENA MEAT & FOOD MARKET
2684	MIDDLEFIELD	REDWOOD CATERING
2627	MIDDLEFIELD	REYNOSO AUTO REPAIR
2537	MIDDLEFIELD	SAN FRANCISCO FINE BAKERY
2945	MIDDLEFIELD	SHINE AUTO BODY

Attachment C.4  
Business Inspection Plan

	2600	MIDDLEFIELD	SR CITIZENS NUTRITION PROGRAM
	2855	MIDDLEFIELD	TACOS LOS GEMELOS
	3194	MIDDLEFIELD	TAQUERIA GONZALEZ
	3196	MIDDLEFIELD	UNITED PALETERIA Y NEVERIA
	2647	MIDDLEFIELD	UNIVERSAL AUTO SERVICES
	2585	MIDDLEFIELD	VEGAS MARKET & GRILL
	2809	MIDDLEFIELD	7 MARES SEAFOOD RESTAURANT
	2701	MIDDLEFIELD	ALL AMERICAN MOTORS
	2666	MIDDLEFIELD	CALIFORNIA AUTO WORKS LLC
	2933	MIDDLEFIELD	CG & E AUTO BODY
		ROBERTSON WAY/W/O HILLCRE	PG&E EMERALD LAKE SUBSTATION
	1900	SPRING	ALL FENCE CO
	2661	SPRING	ALLOY CUTTING CO
	2734	SPRING	AMERICAN PRODUCTION CO
	2297	SPRING	AMERICAS ICE CREAM
	3175	SPRING	AT&T CORPORATION
	2605	SPRING	B & F MACHINE SHOP
	3130	SPRING	BAY AREA CUSTOM SHIRTS
	2397	SPRING	BRENDA LIQUOR
	2501	SPRING	DG FLOOR COVERINGS INC
	2901	SPRING	ECLIPSE METAL FABRICATION INC
	1914	SPRING	ECONO TREE SERVICE
	2391	SPRING	EL TULENSE
	2992	SPRING	ENCORE PERFORMANCE
	3012	SPRING	G R PERFORMANCE
	2710	SPRING	GOLDEN AUTO BODY & PAINT
	2431	SPRING	HIGH PERFORMANCE HOUSE
	2303	SPRING	LEES AUTO REPAIR
	2487	SPRING	LINDSEY ENTERPRISES
	2715	SPRING	MACHINE PARTS CO., INC
	2691	SPRING	MARCELS MOTOR SPORTS
	2700	SPRING	MCI WORLDCOM
	2992	SPRING	PALOMINO PRINTING
	2745	SPRING	PENINSULA MERCEDES
	3018	SPRING	PENINSULA TRUCK REPAIR, INC
	2658	SPRING	PLAZA AUTO REPAIR
	2900	SPRING	PRECISION MICRO COMPONENTS
	3160	SPRING	REMCO ENTERPRISES INC
	2971	SPRING	ROBERTSON PRECISION INC
	2691	SPRING	SEQUOIA AUTOMOTIVE
	2992	SPRING	SIMPSON COMPANY PAINTING
	2620	SPRING	T&J GRAPHIC ARTS
	2798	SPRING	TACOS EL GRULLO
	2303	SPRING	VALLEY MARKET & GAS
	2401	SPRING	VECTOR AUTO CARE
SAN MATEO	790	POLHEMUS	CHEVRON STATION
	700	POLHEMUS	CRYSTAL SPRINGS SERVICES INC
	746	POLHEMUS	HILL CLEANERS
	774	POLHEMUS	POLHEMUS CLEANERS & LAUNDRY
	525	POLHEMUS	POLHEMUS FLUORIDE STATION

Attachment C.4  
Potential Facility List

Facility	Address	City	Last Insp.
CAFE CLASSIQUE	107 SEVILLA	EL GRANADA	10/4/2004
BARBARAS FISH TRAP- ISSUED IN 1977	281 CAPISTRANO	PRINCETON	9/26/2005
FIELD LIGHTING BLDG #1	PLOT 40	SAN FRANCISCO	12/20/2005
MEZZA LUNA	459 PROSPECT	PRINCETON	6/26/2006
JOSHUA CHARLES CATERING	2832 MIDDLEFIELD	REDWOOD CITY	6/29/2006
SFIA TANKS (17)	PLOT 40-AVV GRD TKS SFIA	SFIA	7/19/2006
KEY MARKETS	3640 FLORENCE	REDWOOD CITY	11/17/2006
MEMORIAL PARK STORE	9500 PESCADERO CRK	LOMA MAR	5/21/2007
PESCADERO STATE BEACH	404 WATER	PESCADERO	10/11/2007
SMCO THHW	333 BURGESS	MENLO PARK	2/9/2008
COSTANOA CAMPGROUND	2001 ROSSI	PESCADERO	2/27/2008
DUARTES TAVERN	202 STAGE	PESCADERO	2/28/2008
ARCANGELI MARKET	287 STAGE	PESCADERO	2/28/2008
PHIPPS FARM FRESH PRODUCE	2700 PESCADERO	PESCADERO	3/18/2008
SAN GREGORIO GENERAL STORE	STAGE	SAN GREGORIO	4/3/2008
ENCORE PERFORMANCE	2992 SPRING	REDWOOD CITY	6/16/2008
REDWOOD CATERING	2684 MIDDLEFIELD	G REDWOOD CITY	6/17/2008
ROMEO PACKING CO	106 PRINCETON	PRINCETON	8/21/2008
PACIFIC COAST MUSHROOMS	6150 HWY 1	PESCADERO	9/10/2008
LA ENTRADA SCHOOL	2200 SHARON	MENLO PARK	10/29/2008
LAS TRES MARIAS RESTAURANT	2505 MIDDLEFIELD	REDWOOD CITY	11/20/2008
PARKS & RECREATION	1400 RADIO	REDWOOD CITY	1/13/2009
BEAN HOLLOW RANGE - PESCADERO	1000 BEAN HOLLOW	PESCADERO	2/19/2009
BOARDING AREA A	BOARDING AREA A	SAN FRANCISCO	2/20/2009
SFIA SOUTH TERMINAL	SOUTH TERMINAL	SAN FRANCISCO	2/20/2009
BIANCHI FLOWERS INC.	243 BUTANO CUT OFF	PESCADERO	2/25/2009
COAST GUARD AIR STATION	SFO BLDG 1020	SAN FRANCISCO	5/8/2009
ANO NUEVO FLOWER GROWERS	1701 HWY 1	PESCADERO	5/14/2009
SETON MEDICAL CTR	600 MARINE	MOSS BEACH	5/27/2009
YMCA CAMP LOMA MAR	9900 PESCADERO	LOMA MAR	7/1/2009
UNITED AIRLINES	NORTH TERMINAL GATE 81	SAN FRANCISCO	7/8/2009
DGR FABRICATOR	2860 FAIR OAKS	REDWOOD CITY	7/10/2009
JIMS MOBILE DIESEL REPAIR	1548 MAPLE	REDWOOD CITY	7/21/2009
STACKS RESTAURANT	600 SANTA CRUZ	MENLO PARK	8/26/2009
HILL CLEANERS	746 POLHEMUS	SAN MATEO	9/16/2009
CUESTA LA HONDA GUILD WATER TREATME	120 SCENIC	LA HONDA	9/30/2009
BAYSIDE EQUIPMENT CO	3562 HAVEN	REDWOOD CITY	10/1/2009
POLHEMUS FLUORIDE STATION	525 POLHEMUS	SAN MATEO	10/1/2009
PORTOLA STATE PARK	STAR ROUTE 2	LA HONDA	10/16/2009
VEGAS MARKET & GRILL	2585 MIDDLEFIELD	REDWOOD CITY	10/21/2009
TACOS EL GRULLO	2798 SPRING	REDWOOD CITY	10/23/2009
EL TULENSE	2391 SPRING	REDWOOD CITY	11/17/2009
PORTOLA PUMP STATION	529 OBISPO	EL GRANADA	12/18/2009
PILLAR POINT AIR FORCE STATION	300 WESTPOINT	PRINCETON	12/21/2009
WATER QUALITY CONTROL PLANT & LAB	918 CLEARWATER	SFIA	12/24/2009
FOX RENT A CAR	780 MCDONNELL	SFIA	1/11/2010
ALL AMERICAN MOTORS	2701 MIDDLEFIELD	REDWOOD CITY	1/13/2010
MONTARA PUMP STATION	HWY 1 AT 16TH	MONTARA	1/26/2010
PRINCETON PUMP STATION	WESTPOINT/STANFORD	PRINCETON	1/26/2010
SUBURBAN PROPANE	387 NORTH	PESCADERO	1/27/2010
PESCADERO FIRE STATION	1200 PESCADERO	PESCADERO	1/27/2010
STRIKER AUTO BODY & PAINT	830 KAYNYNE	REDWOOD CITY	2/24/2010
UAL PLANT MAINTENANCE	BLDG 575 SFO GQ	SAN FRANCISCO	3/12/2010
UNITED AIRLINES	BLDG 642 GSE SERVICE	SAN FRANCISCO	3/12/2010
UNITED AIRLINES SUPER BAY HANGAR	SUPER BAY HANGAR	SAN FRANCISCO	3/12/2010
UNITED AIRLINE CARGO	UNITED A/L CARGO	SFIA	3/12/2010
PRECISION TOOL & DIE MANUFACTU	2766 BAY	REDWOOD CITY	3/12/2010
SMC SHERIFFS OFFICE FORENSIC LAB	50 TOWER	SAN MATEO	3/22/2010
NORTHERN ENERGY	4525 CLOVERDALE	PESCADERO	3/26/2010
OKU INC	4525 CLOVERDALE	PESCADERO	3/26/2010
7 MARES SEAFOOD RESTAURANT	2809 MIDDLEFIELD	REDWOOD CITY	3/31/2010
CABRILLO FARMS AGRICULTURE	981 CABRILLO HWY	MOSS BEACH	4/1/2010
HOMETOWN NOODLE	3151 MIDDLEFIELD	REDWOOD CITY	4/6/2010
SBC	740 ETHELDRE & CALIFORNIA	MOSS BEACH	4/7/2010
BFI PESCADERO SOLID WASTE DISP-NEW	BEAN HOLLOW & ARTICHOKE	PESCADERO	4/9/2010
GERALD MARCHI FARMING	9400 HWY 1	PESCADERO	4/12/2010

Attachment C.4  
Potential Facility List

MARCHI CENTRAL FARM	12720 HWY 1	PESCADERO	4/12/2010
HARLOES AUTOMOTIVE	850 AIRPORT	3A MOSS BEACH	4/15/2010
SMITH TRUCKS & EQUIPMENT	222 HARVARD	PRINCETON	4/15/2010
HIGH PERFORMANCE HOUSE	2431 SPRING	REDWOOD CITY	4/16/2010
LINDSEY ENTERPRISES	2487 SPRING	4 REDWOOD CITY	4/16/2010
VERIZON WIRELESS- Palo Alto	2801 CROCKER	REDWOOD CITY	4/22/2010
FAIR OAKS SCHOOL	2950 FAIR OAKS & OAKSIDE	REDWOOD CITY	4/28/2010
T&J GRAPHIC ARTS	2620 SPRING	REDWOOD CITY	4/29/2010
LA HUASTECA	3387 MIDDLEFIELD	MENLO PARK	5/4/2010
LA CASITA CHILANGA	2928 MIDDLEFIELD	A REDWOOD CITY	5/6/2010
FAA HALF MOON BAY RCAG	FRENCHMANS CREEK	EL GRANADA	5/10/2010
MCI WORLDCOM	2700 SPRING	REDWOOD CITY	5/11/2010
PRECISION MICRO COMPONENTS	2900 SPRING	REDWOOD CITY	5/11/2010
JESUS AUTO REPAIR GARAGE	2701 BUCKINGHAM	B REDWOOD CITY	5/14/2010
SOUZA TIRE & AUTO	31 WATER	PESCADERO	5/17/2010
LAS PARRILLAS RESTAURANT	3282 MIDDLEFIELD	MENLO PARK	6/1/2010
ST ANTHONYS PADUA DINING ROOM	3500 MIDDLEFIELD	MENLO PARK	6/1/2010
GUANACO RESTAURANT	2950 MIDDLEFIELD	REDWOOD CITY	6/1/2010
TAQUERIA GONZALEZ	3194 MIDDLEFIELD	REDWOOD CITY	6/3/2010
MARCHI RANCH	6525 HWY 1	PESCADERO	6/8/2010
DELTA AIRLINES INC	S TERMINAL GATE 46	SAN FRANCISCO	6/18/2010
DELTA AIRLINES MAINTENANCE	SFIA-BLOCK HOUSE	SAN FRANCISCO	6/18/2010
WEST VALLEY	809 HURLINGAME	REDWOOD CITY	6/18/2010
INDUSTRIAL FINISHING INC.	2825 CROCKER	REDWOOD CITY	6/24/2010
TOP METAL DESIGNS	831 SWEENEY	H REDWOOD CITY	6/24/2010
SARABIAS AUTO REPAIR & TOWING	216 STAGE	B PESCADERO	6/28/2010
OCEANO HOTEL & SPA	280 CAPISTRANO	EL GRANADA	7/19/2010
CARLSEN MOTOR CARS, INC.	3636 HAVEN	REDWOOD CITY	7/27/2010
C F ARCHIBALD PAVING INC	3624 HAVEN	REDWOOD CITY	7/29/2010
PENINSULA TRUCK REPAIR, INC	3018 SPRING	REDWOOD CITY	7/30/2010
FAA CONTROL TOWER	CONTROL TOWER	SAN FRANCISCO	8/5/2010
FAA GWQ GLIDESCOPE	GWQ GLIDESCOPE	SAN FRANCISCO	8/5/2010
FAA GWQ LOCALIZER	GWQ LOCALIZER	SAN FRANCISCO	8/5/2010
QUIK STOP MARKET #59	3401 MIDDLEFIELD	MENLO PARK	8/10/2010
MORELLO METAL FAB INC	811 KAYNYNE	REDWOOD CITY	8/20/2010
AUTO QUEST	876 KAYNYNE	REDWOOD CITY	8/20/2010
SOUTHWEST AIRLINES CO- CARGO	632 CARGO	SFIA	8/23/2010
UNIVERSAL AUTO SERVICES	2647 MIDDLEFIELD	REDWOOD CITY	8/25/2010
HERTZ CORP	782 MCDONNELL	A SAN FRANCISCO	9/1/2010
FAA REMOTE TRANSMITTER RECEIVER	FAA RTR	SAN FRANCISCO	9/8/2010
FAA ALSF 2	SFIA-RUNWAY	SFIA	9/8/2010
BOARDING AREA G		SAN FRANCISCO	9/10/2010
BOARDING AREA/F, H & I CONNECTOR	TERMINAL 3- 2 TANKS	SAN FRANCISCO	9/10/2010
REYES AUTO REPAIR	741 WARRINGTON	REDWOOD CITY	9/24/2010
HOLT TOOL & MACHINE INC	2909 MIDDLEFIELD	REDWOOD CITY	9/30/2010
SPS FINISHING LLC	810 WARRINGTON	REDWOOD CITY	9/30/2010
MENZIES AVIATION	110 MCDONNELL	SFIA	10/12/2010
UNITED STATES POSTAL	600 WEST FIELD	SFIA	10/12/2010
BOMBARDIER	679 MCDONNELL 2ND FL	SFIA	10/13/2010
SEQUOIA AUTOMOTIVE	2691 SPRING	REDWOOD CITY	10/13/2010
MARCELS MOTOR SPORTS	2691 SPRING	REDWOOD CITY	10/15/2010
MARCHI THERMAL SYSTEMS INC	620 PRICE	REDWOOD CITY	10/26/2010
DUTCH GOOSE, INC	3567 ALAMEDA DE LAS PULGAS	MENLO PARK	11/29/2010
FIRE STATION #4	3322 ALAMEDA DE LAS PULGAS	MENLO PARK	12/2/2010
ICE OASIS	3140 BAY	REDWOOD CITY	12/7/2010
PAINT SHOP/CRAFTS FACILITY	30 TOWER	SAN MATEO	12/15/2010
ATHERTON CLUB SAN LUIS	3391 MIDDLEFIELD	MENLO PARK	1/5/2011
OK RADIATOR & AIR CONDITIONING	2670 MIDDLEFIELD	REDWOOD CITY	1/12/2011
KNBR TRANSMITTER FACILITY	1410 RADIO	REDWOOD CITY	1/19/2011
PG&E RALSTON SUBSTATION	TOWER	SAN MATEO	1/19/2011
PIZZA HUT #283326	3415 MIDDLEFIELD	MENLO PARK	2/1/2011
COUNTRY CORNER	3207 ALAMEDA DE LAS PULGAS	MENLO PARK	2/7/2011
PLANTATION DELI CAFE ESPRESSO	3536 ALAMEDA DE LAS PULGAS	1 MENLO PARK	2/7/2011
AVANTI PIZZA FRESH PASTA	3536 ALAMEDA DE LAS PULGAS	#4 MENLO PARK	2/7/2011
STARBUCKS COFFEE CO	3590 ALAMEDA DE LAS PULGAS	MENLO PARK	2/7/2011
A & A ADVANCE	2959 FAIR OAKS	REDWOOD CITY	2/16/2011
EL RINCON TARAZCO RESTAURANT	3200 MIDDLEFIELD	MENLO PARK	2/28/2011
PANADERIA MICHOACAN #2	3266 MIDDLEFIELD	MENLO PARK	3/1/2011

Attachment C.4  
Potential Facility List

LUTTICKEN INC	3535 ALAMEDA DE LAS PULGAS	MENLO PARK	3/9/2011
FLEA STREET CAFE	3607 ALAMEDA DE LAS PULGAS	MENLO PARK	3/9/2011
SBC (PC017)	60 ENTRADA	LA HONDA	3/10/2011
SBC (PC038)	115 GOULSON	PESCADERO	3/10/2011
EL GRAN AMIGO	2448 HWY 1	MOSS BEACH	3/22/2011
COASTSIDE MARKET INC	501 VIRGINIA	MOSS BEACH	3/22/2011
VALLEY MARKET & GAS	2303 SPRING	REDWOOD CITY	3/23/2011
CORDILLERAS HOSPITAL	200 EDMONDS	REDWOOD CITY	3/25/2011
EL GRANADA MARKET	401 AVENUE ALHAMBRA	EL GRANADA	3/26/2011
ODYSSEY PIZZERIA & CAFE	2350 CARLOS	MOSS BEACH	3/26/2011
MILD TO WILD	2945 MIDDLEFIELD	REDWOOD CITY	3/31/2011
POLHEMUS CLEANERS & LAUNDRY	774 POLHEMUS	SAN MATEO	3/31/2011
MOSS BEACH DISTILLERY RESTAURANT	120 BEACH	MOSS BEACH	4/1/2011
LALOS AUTO MECHANIC SHOP	700 WARRINGTON	REDWOOD CITY	4/8/2011
CREEKSIDE SMOKEHOUSE	280 AVENUE ALHAMBRA	EL GRANADA	4/16/2011
CAFE GIBRALTAR	425 AVENUE ALHAMBRA	EL GRANADA	4/16/2011
APPLE JACKS	1 ENTRADA	LA HONDA	4/21/2011
REYNOSO AUTO REPAIR	2627 MIDDLEFIELD	REDWOOD CITY	4/22/2011
MALDONADOS AUTO BODY & PAINT	2900 MIDDLEFIELD	REDWOOD CITY	4/22/2011
D AMBRA IRON WORKS	420 WARRINGTON	REDWOOD CITY	4/22/2011
J & J AUTO DETAILERS	2824 MIDDLEFIELD	REDWOOD CITY	4/29/2011
ANNUZZIS CUSTOM CABINET	2127 MIDDLEFIELD	REDWOOD CITY	5/11/2011
EL CHINO AUTO REPAIR	2903 CROCKER	REDWOOD CITY	5/13/2011
L&M TRANSMISSION SVC	2951 MIDDLEFIELD	REDWOOD CITY	5/13/2011
B & F MACHINE SHOP	2605 SPRING	REDWOOD CITY	5/20/2011
ALLOY CUTTING CO	2661 SPRING	REDWOOD CITY	5/20/2011
MACHINE PARTS CO., INC	2715 SPRING	REDWOOD CITY	5/25/2011
REMCO ENTERPRISES INC	3160 SPRING	REDWOOD CITY	5/25/2011
PABLOS AUTO REPAIR	2931 CROCKER	REDWOOD CITY	6/3/2011
RWC AUTO REPAIR	400 WARRINGTON	REDWOOD CITY	6/8/2011
DARRINS TRUCKING SERVICE	766 WARRINGTON	REDWOOD CITY	6/8/2011
PESCADERO ALLIANCE	1999 PESCADERO	PESCADERO	6/13/2011
DIETERS GERMAN CAR REPAIR	3511 EDISON	MENLO PARK	6/14/2011
NATIONAL CAR RENTAL SYSTEM INC	780 MCDONNELL	SFIA	6/16/2011
EL GRANADA HARDWARE & CAFE	85 PORTOLA	EL GRANADA	No Activity
ALI BABA	1429 SAN MATEO	S SAN FRANCISCO	No Activity
ASIG SFO FUEL CO LLC	904 ACCESS	SFIA	No Activity
FAA/PRECISION RUNWAY MONITORING	RUNWAY FIELD	SFIA	No Activity
FAA/VOR	RUNWAY FIELD	SFIA	No Activity
GATE GOURMET	645 WEST FIELD	SFIA	No Activity
THE MIX YOGURT	3536 ALAMEDA DE LAS PULGAS	3 MENLO PARK	No Activity
MEXCAL	3215 MIDDLEFIELD	MENLO PARK	No Activity
LOS PRIMOS BROTHERS MARKET	3252 MIDDLEFIELD	MENLO PARK	No Activity
TAQUERIA APATZINGAN	3305 MIDDLEFIELD	MENLO PARK	No Activity
ST ANTHONYS PADUA DINING ROOM	3500 MIDDLEFIELD	MENLO PARK	No Activity
BAY AREA CATERING & EVENTS	3821 FAIR OAKS	MENLO PARK	No Activity
FRENCH CONNECTION BAKERY	2810 BAY	REDWOOD CITY	No Activity
CREATIVE GATES INC	2908 FLOOD	REDWOOD CITY	No Activity
PRIMO PIZZA	3710 FLORENCE	REDWOOD CITY	No Activity
ANGEL HEART CAKES	3716 FLORENCE	REDWOOD CITY	No Activity
AIDS COMMUNITY RESEACH CONSORTIUM	2684 MIDDLEFIELD	E REDWOOD CITY	No Activity
TITA RESTAURANT	3143 MIDDLEFIELD	REDWOOD CITY	No Activity
IMAGE AUTO WORKS	2259 SPRING	REDWOOD CITY	No Activity
SOPHIA'S EURO ASIA MOTORS	2581 SPRING	REDWOOD CITY	No Activity
LUCIANO CONCRETE CONSTRUCCION INC	732 WARRINGTON	REDWOOD CITY	No Activity
CRYSTAL SPRINGS PRODUCE	770 POLHEMUS	SAN MATEO	No Activity
CRYSTAL SPRINGS WINES & SPIRITS	740 POLHEMUS	SAN MATEO	No Activity
OUR PLACE	742 POLHEMUS	SAN MATEO	No Activity
SFPUC CRYSTAL SPRINGS BYPASS TUNNEL N SHAFT	POLHEMUS	SAN MATEO	No Activity
GHERKINS SANDWICH SHOP	171 4TH	MONTARA	
PESCADERO HIGH SCHOOL	350 BUTANO CUT OFF	PESCADERO	

## Unincorporated and Countywide RecycleWorks Programs and Outreach for 2011

Waste Management and Environmental Services' - RecycleWorks mission is to maintain and implement environmental sustainability programs and policies by working with and educating residents, businesses and institutions throughout San Mateo County to achieve environmental stewardship and resource conservation in compliance with local, State and Federal legislation.

The Programs/projects are listed according to the CAL/Recycle Diversion Program System Program Codes and Categories  
<http://calrecycle.ca.gov/LGCentral/Paris/Code/recycle.htm>

<b>Source Reduction</b>	
<p><i>Key Source Reduction Accomplishments:</i></p> <ul style="list-style-type: none"> <li>• Master Composters conducted 52 composting workshops on backyard composting throughout the County of San Mateo.</li> <li>• Conducted six (6) walk-through waste assessments at schools in Hillsborough, East Palo Alto, Redwood City, and , and Unincorporated San Mateo County.</li> <li>• Audited 24,000 garbage and recycling service accounts for the South Bayside Waste Management Authority's (SBWMA) Unincorporated North Fair Oaks (County Service Area 8) and County Franchise Area (CFA) service areas.</li> </ul>	
<b>Program Code</b>	<b>Program Type/Description</b>
1000-SR-XGC	<p><b>Xeriscaping, Grasscycling</b></p> <ul style="list-style-type: none"> <li>* Distributed a "Grasscycling" guide at all garden related events</li> <li>* Where feasible the County Parks Department continues to practice grass cycling in the County parks.</li> </ul>
1010-SR-BCM	<p><b>Backyard &amp; On-Site Composting/Mulching</b> (Businesses, Schools, and Residents)</p> <ul style="list-style-type: none"> <li>* Master Composters conducted 52 composting workshops on backyard composting throughout the County of San Mateo, reaching 283 residents</li> <li>* Master Composters tabled at six (6) Farmer's Markets reaching 457 residents – (See Section Public Education, Outreach, 5020 ED-OUT for additional technical assistance.)</li> <li>* The Sustainable Garden brochure encourages using mulch and compost in the garden.</li> <li>* Master Composters tabled or set up 17 special exhibits at events, i.e., County Fair, Home &amp; Garden Shows, Earth Day Events and business events reaching over 6,500 people.</li> <li>* Refer to School Composting, 3050-CM-SCH, for additional information.</li> </ul>

1020-SR-BWR	<p><b>Business Source Reduction</b> (Business, Commercial/Industrial Source Reduction, Waste Prevention, and Salvage)</p> <ul style="list-style-type: none"> <li>* Green Business program provided certification on source reduction and other environmental information to 24 businesses in San Mateo County.</li> <li>* The County continues to participate in the BayROC “Bring your Own Bag” Campaign to encourage using reusable bags and decrease the use of plastic bag waste at stores within the County.</li> <li>* See Section Public Education, Outreach, 5020 ED-Out for additional technical assistance.</li> </ul>
1030 SR PMT	<p><b>Procurement</b> No new programs</p>
1040-SR-SCH	<p><b>School Source Reduction</b> (School Waste Prevention)</p> <p>School Waste Prevention</p> <ul style="list-style-type: none"> <li>* Provided assistance and conducted six (6) walk-through waste assessments at schools in, Hillsborough, East Palo Alto, Redwood City, and Unincorporated San Mateo County.</li> <li>* Developed two school-wide waste assessment reports for Hoover Middle School, Redwood City; and Institute for Human and Social Development (IHSD) Head Start Program , which includes three (3) school sites in East Palo Alto and two (2) school sites in Unincorporated San Mateo County, North Fair Oaks.</li> <li>* Refer to Public Education, Schools, 5030-ED-SCH, and to Public Education, Outreach, 5020-ED-OUT for additional information.</li> </ul>
1050-SR-GOV	<p><b>Government Source Reduction</b> (Government Waste Reduction In-House)</p> <ul style="list-style-type: none"> <li>* The County surplus property program offers reuse of office furniture, and office equipment to County Departments and Non–profits. Once a month the program hosts a surplus property sale.</li> <li>* Collected holiday and other greeting cards, CDs, from County employees for reuse by RAFT.</li> <li>* Collect and promote the reuse of pallets.</li> <li>* Recycled 2,348 lbs. of batteries and 26 lbs. of electronic scrap from the County Center.</li> <li>* The Green STARS Awards program offered four (4) awards to County employees who had green program ideas that were winning suggestions.</li> <li>* Specified the use of more recycled materials when engaging in County construction projects.</li> </ul>
1060-SR-MTE	<p><b>Material Exchange, Thrift Shops</b> (Garage Sales, Flea Markets, CalMAX (California Materials Exchange), Food Exchanges)</p> <ul style="list-style-type: none"> <li>* RecycleWorks provides listings of City-sponsored Garage Sales and Flea Markets on the website.</li> <li>* Promote RAFT (Resource Area for Teaching) via website and the hotline. RAFT diverted 116,715 cubic feet of materials from both the San Jose and San Mateo County residents and businesses.</li> </ul>

1070-SR-OTH	<p><b>Other Source Reduction</b></p> <ul style="list-style-type: none"> <li>* Targeted promotion of RecycleWorks' publication: <i>The ReUse Guide: Where to Donate Unwanted Items</i> to relevant businesses such as real estate offices, multi-dwelling property owners, social service organizations, and seniors' service agencies.</li> <li>* The RecycleWorks website contains a section devoted to reuse and hotline callers receive information for source reduction opportunities within the County.</li> <li>* Audited 24,000 Recology Garbage, Recycling, and Composting Service Accounts for the SBWMA's Unincorporated CSA-8 and CFA service areas.</li> </ul>
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<b>Recycling</b>	
<p><i>Key Recycling Accomplishments:</i></p> <ul style="list-style-type: none"> <li>* On January 1, 2011, the County franchised one additional Unincorporated areas "County Franchise Area" (11 pockets) to the SBWMA (South Bay Waste Management Authority) franchised service area contract. The curbside program in these areas is now using fully automated weekly commingled cart service. This service includes weekly collection of all recyclables (including organics) and an expanded list of acceptable recyclable materials.</li> </ul>	
<b>Program Code</b>	<b>Program Type/Description</b>
2000RC-CRB through -2020-RC-BYB	<p><b>Residential Recycling</b> (Residential Curbside, Drop Off, Buy Back)</p> <ul style="list-style-type: none"> <li>* RecycleWorks assisted two apartment and condominium owners and managers in North Fair Oaks and Sequoia Tract to improve recycling at their apartment and condominium complexes (conducted waste assessments, gave recycling-buddy bags, and posted signage).</li> <li>* The County continues to provide a rural drop off Recycling Center at La Honda School for bottles and cans, mixed paper and cardboard. The Pescadero Transfer Station and Ox Mountain Landfill provide free commingled recycling drop-off for cardboard, paper, and bottles and cans.</li> <li>* Expanded additional recycling opportunities for residents and businesses at the Pescadero Transfer Station.</li> <li>* The franchised haulers in the County continue to offer source separated recycling to single family and multifamily residents.</li> <li>* On January 1, 2011 the County added additional unincorporated areas to the SBWMA (South Bay Waste Management Authority) franchised service area contract. The curbside program in these areas is now using fully automated weekly commingled cart service.</li> <li>* Drop off boxes from haulers are available Countywide for recycling.</li> <li>* CRV buyback centers: three (3) are located near one of the Unincorporated areas of the County (Redwood City), one is located near one of the other unincorporated areas (Colma), and a central county location (Shoreway Environmental Center) serves one of the other incorporated areas (Harbor Industrial</li> <li>* Additional buy-back centers are available throughout San Mateo County for all residents and these locations are promoted through the RecycleWorks website and hotline.</li> </ul>

<p>2030-RC-OSP and 2040-RC-SFH</p>	<p><b>Commercial Recycling</b> (On-Site Pick-Up, Self Haul)</p> <ul style="list-style-type: none"> <li>* The franchised haulers (Republic Services, Recology of the Coast, Recology San Mateo County, Recology San Bruno, SSF Scavenger, and Green Waste Recovery) provide weekly curbside commercial recycling programs in the franchised area of the County to the commercial sector including schools, government facilities and multifamily housing complexes. Allied Waste provides some commercial recycling services to the unfranchised businesses in the South Coastal portion of the County. GreenWaste recovery has been providing commercial recycling services to parts of the unfranchised Skyline Blvd. Area. Stanford Linear Accelerator has been receiving commercial recycling services from Peninsula Sanitary Service, Inc. Many private recyclers and debris box companies offer specific material stream recycling such as mixed plastics, mixed paper and pallet/wood, concrete, and dirt recycling.</li> <li>* The County's corporation yards self-haul greenwaste, inerts, white goods and tires. The County Parks departments self-haul cardboard, bottles and cans and greenwaste from the South Coastal area. Various school district sites self-haul metal and e-waste to various recycling facilities. Ox Mountain Landfill and all of the transfer stations in San Mateo County accept multiple materials for recycling. Information for each of these facilities is made available to the public through the County's RecycleWorks website and hotline, Recycling Guide, and Construction and Demolition Guides.</li> </ul>
<p>2050-RC-SCH and 2050-RC-GOV</p>	<p><b>School/Government Recycling</b> (Recycling Programs Bins, Signage, Promotion)</p> <ul style="list-style-type: none"> <li>* Distributed 13 Bottle and Can Carts, 64 Mixed Paper Bins, and one 1 Mixed Recycling Cart with signage to seven (7) private and public schools in, East Palo Alto, Redwood City, and Unincorporated San Mateo County.</li> <li>* Implemented organics collection (commercial composting) service at five (5) Head Start Program Schools in East Palo Alto and Unincorporated San Mateo County and distributed signage for Organic collection bins at those sites. Refer to School Source Reduction, 1040-SR-SCH, for additional information.</li> <li>* Distributed 19 Bottle &amp; Can and Mixed Paper Bins and labels for County Facilities.</li> <li>* Refer to Special Waste Materials, 4090-SP-RND, for additional information</li> <li>* San Mateo County Green Team meetings and workgroups.</li> <li>* Collected cell phones, CDs and CD cases, and transparency sheets, hardback books from County offices and some school sites for recycling.</li> <li>* Added four (4) 96-gal recycling carts to Human Services Agencies. Increased composting at Mc Guire Jail.</li> </ul>
<p>2070 RC SNL</p>	<p><b>Special Collection</b> Seasonal (Christmas Trees, Bulky item collection) and Special Collection</p> <ul style="list-style-type: none"> <li>* Listed Christmas Tree Recycling info on our website.</li> <li>* The franchised haulers collected trees curbside through January.</li> <li>* Offered hotline callers information on recycling Christmas light strands when exchanging them for LED ones.</li> <li>* Placed information on Christmas light strand recycling on our website</li> <li>* Provided information pertaining to hauler bulky clean-up collections via hotline and website.</li> <li>* Assisted hotline callers with questions about SBWMA E-Waste/Paper Shredding Collection Events.</li> </ul>

2080 RC  
SPE

**Special Collection Events**

(Recycling at Special Events community celebrations)

- \* The County offers technical assistance to Venue/Events in the unincorporated areas. The franchised haulers provided paper, beverage containers, food waste recycling at the following events: North Fair Oaks Community Festival, Kiwanis 4<sup>th</sup> of July Carnival at County Government Center, Helifest (San Carlos Airport), Palomar Neighborhood Picnic, Highlands 4<sup>th</sup> of July Festival, Pacific Coast Dream Machines (Half Moon Bay Airport).
- \* The largest venue in Unincorporated San Mateo County, is the San Francisco International Airport, they recycled 75% of their waste in 2011. They continue to recycle bottles, cans, paper and food waste and construction and demolition waste.

# Composting

RecycleWorks offers composting information and workshops on a countywide basis, supported by the Master Composting Program volunteers.

## *Key Composting Accomplishments:*

- 52 composting workshops conducted throughout the county, reaching over 283 residents.
- The Master Composter course certified 30 new (JR) Master Composters.
- 17 special tabled events and exhibits reaching over 6500 residents.
- Nine (9) Sustainable Gardening Lectures for master composters and the public with 250 attending.
- Master Composters tabled at nine (9) Farmer's Markets reaching 457 residents.

Program Code	Program Type/Description
3000-CM-RCG thru-3030-CM-CSG	<p><b>Green Waste</b> (Residential, Self-Haul, Commercial On-site, Commercial Self Haul)</p> <ul style="list-style-type: none"> <li>* Green waste collection curbside is available to all franchised areas of the county. Self-haul is available at the Transfer Stations and the landfill.</li> <li>* Commercial on site green waste pick-up is available in some areas for a fee.</li> </ul>
1010-SR-BCM	<p><b>Food Waste Composting</b> (Food Waste-Composting, Vermi-composting)</p> <ul style="list-style-type: none"> <li>* Worked with 14 Green Businesses to monitor food waste composting program.</li> <li>* Food waste pick-up is available in some franchised areas. See Section Public Education, Outreach, 5020 ED-Out for additional technical assistance.</li> <li>* Unincorporated Areas food waste composting is available in the SBWMA/Recology San Mateo County collection areas and San Francisco International Airport through South San Francisco Scavenger Company. County facilities continue to participate in food composting programs. Beginning Jan 1, 2011, Recology offered food waste collection for residential customers in the SBWMA service area.</li> </ul>
3050-CM-SCH	<p><b>School Composting</b> (On-Site School Composting programs)</p> <ul style="list-style-type: none"> <li>* One (1) classroom worm compost bin was set up in a classroom at La Entrada School in the City of Menlo Park.</li> <li>* Commercial composting continues to be available curbside at schools within the SBWMA/Recology franchised area.</li> <li>* Master Composters gave composting classroom workshops at 12 schools and at one school district event "Make Time for Fitness" at Red Morton Park in Redwood City that reached out to all the 4<sup>th</sup> grade students (1000 students), 17 different schools within the Redwood City Elementary School District.</li> </ul>
3060 CM-GOV	<p><b>Government Composting</b></p> <ul style="list-style-type: none"> <li>* Distributed five (5) Organic Collection Bins and labels for County Facility (455 County Center).</li> <li>* Implemented organics recycling at county facilities</li> </ul>

370-CM-OTH	<b>Other Composting</b> Bins Sold by third party at a reduced rate exclusively for San Mateo County (no County subsidy)		
	Area of Bins Sold	Backyard Compost	Worm
	Atherton	1	1
	Belmont		
	Burlingame		
	Daly City	3	
	East Palo Alto	1	1
	Half Moon Bay	1	
	Hillsborough	3	
	Menlo Park	3	1
	Millbrae		
	Montara		
	Moss Beach		
	Pacifica	2	
	Portola Valley		
	Redwood City		1
	San Bruno	2	1
	San Carlos	1	
	San Mateo	3	1
	South San Francisco	1	
	Woodside		2
	<b>Total</b>	<b>21</b>	<b>8</b>

## Special Waste Materials

Ash, Sludge, Tires, White Goods, Scrap Metal, Wood Waste, Concrete, Asphalt, Rubble, Disaster Debris, Shingle, Rendering, Other Special Waste)

<b>Program Code</b>	<b>Program Type/Description</b>
4020-SP-TRS, 4030-SP-WHG 4040-SP-SCM 4050-SP- WDW 4060-SP-CAR, 4070 SP- DSD 4090-SP-RND 4100-SP-OTH	<p data-bbox="430 331 1372 430"><b>Special Waste</b> (Ash, Sludge, Tires, White Goods, Scrap Metal, Wood Waste, Concrete, Asphalt, Rubble, Disaster Debris, Shingle, Rendering, Other Special Waste)</p> <p data-bbox="462 430 1372 493"><b>Tires</b> ★ Tires are recycled at the Landfill and Pescadero Transfer Stations.</p> <p data-bbox="462 514 1372 619"><b>White Goods</b> ★ The website and hotline continues to promote locations throughout the County that can reuse, repair, or recycle white goods.</p> <p data-bbox="462 640 1372 934"><b>Scrap Metal</b> ★ The DPW Road Maintenance division recycles abandon and stripped vehicles. ★ RecycleWorks’ Guides, website and hotline refer customers to the scrap metal recyclers located in San Mateo County. ★ The County contracts with Sims Metals to recover scrap metal from county facilities and roads by providing the County a scrap metal recycling debris box. Third party recyclers also provide metal recycling pickup, and scrap metal drop-off. Scrap Metal drop-off for a fee is available at the landfill and Transfer Stations.</p> <p data-bbox="462 955 1372 1207"><b>Wood Waste</b> ★ Wood waste is chipped at various facilities throughout the County of San Mateo. The County parks use a portable wood chipper on County park sites. ★ The franchised hauler provides wood recycling debris boxes for county facilities, and road construction projects. Residents can place unpainted wood, non-pressure-treated, into their curbside yard waste carts or pay to drop off the materials at the landfill or Transfer Stations. Various debris box companies provide wood recycling boxes for a fee.</p> <p data-bbox="462 1228 1372 1396"><b>Concrete/Asphalt/Rubble</b> ★ RecycleWorks administers a Construction and Demolition Waste Management Plans for Unincorporated area of San Mateo County. ★ There are a few locations within the County in which customers can buy recycled inert for their landscaping hardscape projects.</p> <p data-bbox="462 1417 1372 1543"><b>Disaster Debris</b> ★ Collaborated with the County Office of Emergency Services to prepare a Regional Disaster Debris Management Plan, May 2011. Plan is still in development.</p> <p data-bbox="462 1564 1372 1774"><b>Other Special Waste</b> Rendering/Other Special Waste ★ Residential drop-off vegetable oil recycling is offered by several local haulers and one municipality (City of Millbrae) and three (3) local businesses provide curbside pick-up of fats oils grease and animal fats that. serve commercial customers</p> <p data-bbox="462 1795 1372 1921"><b>Dead Animal Program</b> • Dead animals hit by cars, found dead or that need to be euthanized are rendered by San Jose Tallow in conjunction with the Peninsula Humane Society &amp; SPCA.</p>

## **Public Education**

RecycleWorks is a countywide public education and outreach program. The RecycleWorks programs, hotline and website provide comprehensive information on a variety of waste and recycling issues including residential, commercial and school recycling programs, reuse ideas, green building information, composting information, energy efficiency, water conservation, pollution prevention, and news and events related to these environmental issues. The hotline and website are used by local jurisdictions to provide support and information to residents and businesses within their city.

### ***Key 2011 Public Education Accomplishments:***

- The RecycleWorks website had 884,918 website visitors.
- Answered 1,678 phone calls on the toll free RecycleWorks hotline.
- Certified 18 businesses in the County as Green Businesses.
- Created worm composting curriculum for the “Make Time for Fitness” event held at Red Morton Park that reached out to over 1,000 4<sup>th</sup> grade students from 17 schools in the Redwood City Elementary School District.

<b>Program Codes</b>	<b>Program Type/Description</b>																																														
5000-ED-ELC	<b>Electronic</b> (Radio, TV, Website, Hotlines, Videos, Public Services Announcements, any other Social Marketing)																																														
	<ul style="list-style-type: none"> <li>* The County supported and contributed staff time to the annual BayROC (Bay Area Recycling Outreach Coalition) regional media campaigns, which focused on promoting reusable bags through the “Bring Your Own Bag” campaign via radio PSA’s, web ads, and a website, Igotmybag.org.</li> <li>* Answered 1,678 phone calls on the toll free RecycleWorks hotline.</li> <li>* The RecycleWorks website had 884,918 visitors.</li> <li>* Some of the items listed on the RecycleWorks site included:               <ul style="list-style-type: none"> <li>- A list of Earth Day activities throughout the County during March and April</li> <li>- A search feature for where to recycle various materials and another on where to “buy green.”</li> <li>- Information where residents can recycle household hazardous waste items such as CFL’s, and batteries (link to the County Environmental Health Department’s Flows to Bay page)</li> <li>- Suggestions on methods to reduce holiday waste; provided ideas for gifts that assist the community and/or promote environmental education and are waste-free</li> <li>- Toll free hotline received 1,678 phone calls from the 21 jurisdictions of the County and outside of our area:                   <table border="0" style="margin-left: 40px;"> <tr><td>Atherton</td><td>21</td></tr> <tr><td>Belmont</td><td>65</td></tr> <tr><td>Brisbane</td><td>5</td></tr> <tr><td>Burlingame</td><td>78</td></tr> <tr><td>Colma</td><td>5</td></tr> <tr><td>Daly City</td><td>138</td></tr> <tr><td>East Palo Alto</td><td>16</td></tr> <tr><td>Foster City</td><td>60</td></tr> <tr><td>Half Moon Bay</td><td>45</td></tr> <tr><td>Hillsborough</td><td>24</td></tr> <tr><td>Menlo Park</td><td>126</td></tr> <tr><td>Millbrae</td><td>34</td></tr> <tr><td>Pacifica</td><td>53</td></tr> <tr><td>Portola Valley</td><td>8</td></tr> <tr><td>Redwood City</td><td>242</td></tr> <tr><td>San Bruno</td><td>45</td></tr> <tr><td>San Carlos</td><td>104</td></tr> <tr><td>San Mateo</td><td>253</td></tr> <tr><td>South San Francisco</td><td>66</td></tr> <tr><td>Unincorporated</td><td>135</td></tr> <tr><td>Woodside</td><td>17</td></tr> <tr><td>Unknown</td><td>86</td></tr> <tr><td>Out-of County</td><td>52</td></tr> </table> </li> </ul> </li> <li>* Countywide email outreach messages sent on our email list serve (Savicom) to over 1997 subscribers to our various e-lists.</li> <li>* Received and responded to over 319 email inquiries for information on, composting, green building, green business, facilities, and schools through recycleworks.org.</li> <li>* Conducted a Google Earth Day Ad Word Campaign resulting in 1,403 clicks and 294,574 impressions</li> </ul>	Atherton	21	Belmont	65	Brisbane	5	Burlingame	78	Colma	5	Daly City	138	East Palo Alto	16	Foster City	60	Half Moon Bay	45	Hillsborough	24	Menlo Park	126	Millbrae	34	Pacifica	53	Portola Valley	8	Redwood City	242	San Bruno	45	San Carlos	104	San Mateo	253	South San Francisco	66	Unincorporated	135	Woodside	17	Unknown	86	Out-of County	52
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5010-ED-PRN	<p><b>Print</b> (Advertisements, New Paper Articles, Guides, Brochures, Flyers, other)</p>
	<p><i>Advertisements/New Paper Articles</i></p> <ul style="list-style-type: none"> <li>* Advertised in local newspapers, such as the San Francisco Examiner, Half Moon Bay Review, and Catholic, San Francisco for an Earth Day Ad</li> <li>* Flyers and handouts were distributed at libraries and city halls.</li> <li>* Information was regularly distributed to planning &amp; building departments, the jury waiting room, countywide recycling staff, and haulers.</li> <li>* Other distribution locations of RW publications included: <ul style="list-style-type: none"> <li>- Realtor Association members</li> <li>- Homeowner &amp; Property Management Associations</li> <li>- City of Foster City</li> <li>- City of East Palo Alto</li> <li>- City of Millbrae</li> <li>- City of Half Moon Bay</li> <li>- City of San Mateo</li> <li>- Town of Colma</li> <li>- Town of Portola Valley</li> <li>- San Mateo County Unincorporated Pockets</li> <li>- W. L. Butler Construction</li> <li>- Spruce Elementary School</li> <li>- San Carlos Green</li> <li>- Home and Garden Show</li> <li>- Hillsdale Garden Show</li> <li>- Professional Organizers Association</li> <li>- Businesses served by Recology San Mateo County</li> <li>- Recology San Mateo residential customers</li> <li>- Recology of the Coast customers</li> <li>- CuriOdyssey Museum</li> <li>- Samaritan House</li> <li>- Individuals countywide requesting materials during Hotline calls and from the website publications page</li> </ul> </li> </ul>
	<p><i>Guides (Produced, reprinted or distributed)</i></p> <ul style="list-style-type: none"> <li>* Recycling Guides for Residents.</li> <li>* ReUse Guide for San Mateo County.</li> <li>* Commercial Recycling Guide for businesses.</li> <li>* Construction and Demolition guides to the county (pocket guide &amp; office reference guide).</li> </ul>
	<p><i>Brochures (Produced, reprinted or distributed)</i></p> <ul style="list-style-type: none"> <li>* Composting and sustainable gardening brochures.</li> <li>* Nursery Pot Reuse brochure.</li> <li>* Junk Mail kits (brochures) for residents and offices.</li> <li>* Resource Conservation News School Newsletter</li> <li>* Green It Yourself - residential green building guide.</li> <li>* Natural Connections Brochure (English and Spanish versions) – guide for parents to environmental education activities and opportunities in San Mateo County.</li> </ul>

	<p><i>Other Pieces (Produced, reprinted or distributed)</i></p> <ul style="list-style-type: none"> <li>* Global Warming bookmarks.</li> <li>* Various posters: Cardboard recycling, copy machine usage reduction, posters for businesses, construction and demolition recycling poster, how to prepare a Waste Free Lunch (for children), Spanish recycling poster (for SBWMA jurisdictions), San Mateo County Habitat poster.</li> <li>* Distributed “What Does Your Bag Say About You” posters in conjunction with BayROC’s Reusable Bag Campaign.</li> <li>* Green Business Program information card.</li> </ul> <p>Refer to Outreach, 5020-ED-OUT, Institutional /Schools for additional information.</p>
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5020-ED-OUT	<p><b>Outreach</b> (Presentations, awards, fairs, events, field trips, workshops, technical assistance)</p> <ul style="list-style-type: none"> <li>• The Composting Program staff trained 30 Master Composters. These volunteers along with previously trained Master Composters spoke to approximately 13,500 persons at events, fairs and tours in the County.</li> <li>• The Schools Program reached out to over 4,500 students in the County by giving 40 presentations at various school sites on the 4R’s, 69 presentations on composting, and 10 classroom field trips in addition to staffing outreach tables at two school events to educate students about the 4R’s (1,762 students were given a 4R’ presentations, 1,612 students a compost presentations, 324 students a classroom field trips to the Transfer Station, 850 students visited outreach tables staffed by RecycleWorks at various school events as listed below).</li> </ul>
	<p><i>Presentations were given to:</i></p> <ul style="list-style-type: none"> <li>* Sustainable San Mateo County Energy Efficiency Roundtable.</li> <li>* Haven House</li> <li>* Daly City Green Building ordinance meeting.</li> <li>* Rotary Earth Day Presentation</li> <li>* WL Butler Construction</li> <li>* San Mateo County employees</li> </ul>
	<p><i>Workshops given or staffed (Other):</i></p> <ul style="list-style-type: none"> <li>* Coordinated six workshops (~25 attendees each).related to Energy Efficiency: through the San Mateo County Energy Watch program.</li> <li>* Universal waste handling workshop for county facilities staff.</li> <li>* Trained 30 new Master Composter’s volunteers on composting.</li> <li>* Coordinated eight (8) Sustainable Garden Lectures.</li> </ul>
	<p><i>Awards received (Other):</i></p>
	<p><i>Awards/Public Awareness (Other)</i></p> <ul style="list-style-type: none"> <li>* RecycleWorks in partnership with American Institute of Architects and Sustainable San Mateo County awarded four (4) Green Building awards at Sustainable San Mateo County awards ceremony.</li> </ul>

	<p><i>Fairs (Other)</i></p> <ul style="list-style-type: none"> <li>* Burlingame Green Street Fair.</li> <li>* Foster City Earth Day Fair</li> <li>* Maker Faire, San Mateo Fair Grounds.</li> <li>* Portola Valley Earth Day Fair.</li> <li>* San Mateo County Fair exhibit and informational booth.</li> <li>* San Mateo County Health and Benefits Fair (50% of County Employees live in San Mateo County)</li> <li>* Menlo Park Block Party.</li> <li>* CMSESMC Annual Math/Science Resource Fair, San Mateo County Office of Education.</li> <li>* Amgen Earth Day Fair</li> </ul>
	<p><i>Events/Tours staffing (Other)</i></p> <p><u>Events</u></p> <ul style="list-style-type: none"> <li>* Coastal Clean-Up Day, Pacifica.</li> <li>* Peninsula Home and Patio Show</li> <li>* Picnic for the Planet Earth Day Event Visa Earth Day Event</li> <li>* Earth Day Event at Wilson Sonsini Goodrich &amp; Rosati Law Firm</li> <li>* Silver Springs Network Earth Day</li> <li>* Streets Alive, South San Francisco &amp; Redwood City</li> <li>* Master Gardeners Tomato &amp; Pepper Plant Sale</li> <li>* Filoli Garden Show</li> <li>* Schools Compost Program “Make Time for Fitness”</li> <li>* SGLS-Worm Extravaganza</li> <li>* Hillsborough-San Mateo Garden Show</li> <li>* Home and Garden Design Show</li> <li>* United Airlines Family Day</li> <li>* San Mateo County New Employee Welcome events 4 (four).</li> <li>* San Mateo County (555 County Center) Farmer’s Markets 2 (two).</li> <li>* Peninsula Home &amp; Garden Show (San Mateo County Expo Center)</li> <li>* Pacifica, Earth Day Event</li> </ul> <p><u>Tours</u></p> <ul style="list-style-type: none"> <li>* ”Going Native” garden tour.</li> </ul>
	<p><i>Environmental Campaigns (Shopping, Smart Shopping)</i></p> <ul style="list-style-type: none"> <li>* Participated and funded the regional BayROC (Bay Area Recycling Outreach Coalition) Stop Junk Mail and Reusable Bag Campaigns.</li> </ul>
	<p><i>Technical Assistance/Waste Information Exchange/Meetings (Other)</i></p> <p><u>Meetings:</u></p> <ul style="list-style-type: none"> <li>* Held four Countywide Recycling Committee events with an average attendance of 26 attendees from various cities, recycling and hauling companies throughout the County.</li> </ul>
	<p><i>Technical Assistance /Assistance to Jurisdictions</i></p> <ul style="list-style-type: none"> <li>* Prepared the Quarterly Disposal Report for all jurisdictions.</li> <li>* Prepared the Cal Recycle Annual Report for Unincorporated Areas (Westbay Sanitary District, CSA-8 (North Fair Oaks), other county pockets in the SBWMA service area, La Honda, Pescadero, Montara, and El Granada).</li> <li>* Prepared comments for EIR’s for Solid Waste Disposal at Ox Mountain.</li> </ul>

	<p><i>Technical Assistance Commercial/Industrial (Outreach- Presentation, Workshops Technical Assistance/Audits, Surveys):</i></p> <p>RecycleWorks provides outreach, events, and technical assistance to the commercial sector in San Mateo County.</p> <p><u>Technical Assistance</u>  Certified 24 Green Businesses in participating cities;</p> <ul style="list-style-type: none"> <li>• Burlingame - SMC Convention and Visitor’s Bureau, MacCorkle Insurance, ELM Advisors.</li> <li>• Portola Valley – The Sequoias.</li> <li>• Millbrae – Amelia’s Antics – Millwood Inn and Suites.</li> <li>• San Mateo – Bay Imaging, Callander Associates.</li> <li>• Redwood City – Grind Coffee Bar.</li> <li>• San Carlos – Peninsula Children’s Dentistry, Ducky’s Car Wash, My gym Children’s Fitness, Piazza – Pebbles Floor and Window, REI.</li> <li>• Unincorporated – Agilewaves, Newdoll Enterprises</li> <li>• Pacifica – The Cleaning Company.</li> <li>• South San Francisco – SSF Conference Center, Melon’s Catering, Bay Area Green Solutions.</li> <li>• SFO – The Burger Joint, Osho Japanese Rest.</li> <li>• SMC Government – DPW Corp Yard, DPW 555 County Center – 5<sup>th</sup> Floor.</li> </ul>
	<p><i>Institutional/Schools (Outreach- Presentation, Workshops, Technical Assistance/Audits, Surveys)</i></p> <p>Schools outreach is conducted to all schools (public and private) within the County.</p> <p><u>Presentations, Workshops, and Events</u></p> <ul style="list-style-type: none"> <li>* Presentations were given at public and private schools in Belmont, Redwood City, Atherton, Menlo Park, Hillsborough, East Palo Alto, Half Moon Bay, Foster City, San Mateo, and Unincorporated San Mateo County.</li> <li>* Provided two teacher-training worm compost workshops that were held at the San Mateo County Office of Education. 22 teachers attended.</li> <li>* Provided one (1) teacher-training workshop on the 4R’s to prepare teachers for classroom fieldtrips. Ten (10) teachers attended from Daly City, Redwood City, Menlo Park, South San Francisco, Belmont, Pacifica, Foster City, San Bruno, and San Mateo</li> <li>* One (1) presentation on the Green Star Schools Program (GSS) was given to 35 participants at the Bay Area Schools Environmental Conference.</li> <li>* 21 presentations on the 4R’s were provided to public and private schools in the following locations: East Palo Alto, Belmont, Burlingame, Daly City, San Mateo, Redwood City, Half Moon Bay, and Unincorporated San Mateo County.</li> </ul> <p><u>Technical Assistance</u></p> <ul style="list-style-type: none"> <li>* Refer to School Source Reduction, 1040-SR-SCH for additional information.</li> </ul> <p><u>Outreach</u></p> <ul style="list-style-type: none"> <li>* Published the annual school newsletter, “Resource Conservation News,” distributed to 7,000 FTE (Full Time Equivalent) teachers and school administrators in San Mateo County.</li> <li>* Tabled at the San Mateo County Math and Science Teachers Conference.</li> <li>* Tabled at the Highlands School Earth Day Event and Burlingame High School Community Volunteer Event.</li> <li>* Distributed 100 copies of the San Mateo County Habitat Game to teachers throughout San Mateo County.</li> </ul>

	<p><i>Waste Assessments/Audits/Surveys (Other not schools or commercial)</i></p> <ul style="list-style-type: none"> <li>* Conducted two waste audits to reduce waste at the County Jail (Redwood City) and County Hospital (San Mateo).</li> <li>* Collected data for Office of Emergency Services for the Regional Disaster Debris Plan.</li> </ul>
5030-ED-SCH	<p><b>Schools</b> (Task Force, Grants, Education/School Curriculum Assistance, Resource Center)</p>
	<ul style="list-style-type: none"> <li>* Collaborated with San Francisco County and Alameda County to develop the regional Bay Area Green Star School certification program for schools. Refer to School Source Reduction, 1040-SR-SCH, for more information.</li> <li>* Provided RecycleWorks Resource Center assistance to educators throughout the County.</li> <li>* Conducted ten class field trips to the Transfer Station and Material Recovery Facility: Classes were from schools in Daly City, Redwood City, Menlo Park, South San Francisco, Belmont, Pacifica, Foster City, San Bruno, and San Mateo.</li> </ul>
5040 Ed Other	<p><b>Other Public Education</b></p> <ul style="list-style-type: none"> <li>* Provided pencils to the public featuring the hotline phone number and website at events and school presentations.</li> <li>* Offered the public eight Sustainable Garden Lectures: two on gardening, three on composting; two on drought tolerant landscaping and one on lawn alternatives. Additional composting workshop information can be found in the Composting section above.</li> </ul> <p>Lecture topics:</p> <ul style="list-style-type: none"> <li>- Seasonal Sustainable Gardening: Vegetables/Ornamentals.</li> <li>- Compost Biology and Practical Application in Landscapes.</li> <li>- Vermicomposting Extravaganza: lecture &amp; Demonstration.</li> <li>- Lawn Alternatives.</li> <li>- Seasonal Sustainable Gardening: Fall/Winter Garden Preparation.</li> <li>- Planning and Understanding a Drought Tolerant Garden.</li> <li>- Autumn/Winter Composting: Finished Compost for Spring.</li> <li>- Grey Water Irrigation for Drought Times.</li> </ul>

## **Policy Incentives**

(Product and Landfill Ban, Economic Incentives, Ordinances, Other)

### **Key Policy Accomplishments:**

6000-PL-PLB	<b>Product Landfill Ban</b>
6010-PL-EIN	<b>Economic Incentives (Deposits, Refunds)</b>

6020-PL-ORD	<p><b>Ordinances</b> (Support State and Fed Reg Programs, Local Government, Building Codes, Local Government Ordinance)</p> <ul style="list-style-type: none"> <li>* Board of Supervisors approved a new Collection Service and Materials Recovery Facilities provider for CSA 8 and the unincorporated County pockets (County Franchised Area) in the SBWMA service areas.</li> <li>* As of July 1, 2011, the county passed an ordinance prohibiting food-service ware made of polystyrene, expanded (foam) and molded or extruded (clear/colorless) plastic by Food Vendors in Unincorporated San Mateo County.</li> </ul>
<p><b>Facility Recovery</b> (MRF, Landfill, Transfer Station, Composting Facility, ADC, Other)</p>	
<p><i>Key Accomplishments:</i></p>	
7020 FR-TST  7010-FR-LAN	<p><b>Facility Recovery (MRF), Landfill, Transfer Stations, Composting Facilities, ADC</b></p> <ul style="list-style-type: none"> <li>* The Blue Line Transfer Station, Shoreway Environmental Center and the Pescadero Transfer Station continue to be the primary MRFs in San Mateo County that serve the Unincorporated Areas of the County. The materials collected at the Pescadero Transfer Station are processed at Newby Island in San Jose. Shoreway Environmental Center processes materials they receive from inside and outside their jurisdiction. These facilities mentioned above provide source separated drop-off recycling opportunities for wood, tires, mattresses, yardwaste, fiber, oil, batteries, bottles and cans and C&amp;D. The only MRF located in the unincorporated area of the County is the Pescadero Transfer Station.</li> <li>* Designed and received agencies' approval from the LEA and RWQCB for a capping the Pescadero Landfill and remodeling the Pescadero Transfer Station. The Pescadero Transfer Station remodel will increase recycling and reuse opportunities for South Coastal San Mateo County residents.</li> <li>* Ox Mountain Landfill serves San Mateo County and is owned and operated by Republic Services. The landfill continues to accept greenwaste and wood waste for onsite ADC use and divert clean loads of soil for road building and ADC. The landfill recycles white goods, tires, OCC, paper wood, and bottles and cans.</li> </ul>
HHW	<p><b>County HHW Program</b></p> <p>HHW program served 10,817 residents and collected 737,489 pounds (or 369 tons) for recycling or proper disposal.</p> <p>Two (2) special HHW collections were held in La Honda and Portola Valley</p> <p>22,655 pounds of Pharmaceuticals collected for proper disposal</p>

## **Other Sustainability Programs (not funded by AB 939 Fee) Funded from CCAG grant funds**

### *Key Accomplishments*

- In partnership with C/CAG (City/County Association of Government), supported the completion of greenhouse gas inventories, both government operations and communitywide, for the cities in San Mateo County.
- Reduced countywide energy use by approximately 2.4 million kilowatt-hours, 400 kilowatts and 5,000 therms of natural gas through energy-efficiency projects at public agencies, non-profits and businesses through the San Mateo County Energy Watch program. This energy savings reduces the county's carbon footprint by nearly 100 tons of carbon dioxide-equivalent.
- Provided staff to C/CAG's Resource Management and Climate Protection Committee and for C/CAG at the Local Task Force on Solid Waste issues.
- Assumed leadership role of a countywide effort to develop a climate action plan template and greenhouse-gas-emissions-tracking tool for cities in the county.
- Convened a Climate Action Working group and solicited two grants (BAAQMD and PG&E) in partnership with C/CAG to develop and Climate Action Plan Template and Tool 'package.'

## **Sustainability, CO<sub>2</sub> and Climate Change**

### **Climate Action – Regionally Integrated Climate Action Planning Suite (RICAPS)**

- \* Held five (5) Resource Conservation & Climate Protection Committee meetings- city staff, elected officials, and the public. Gave presentation about RICAPS at three (3) RMCP meetings
- \* Provided staff to C/CAG's Resource Management and Climate Protection Committee.
- \* Worked with selected consultant (KEMA, Inc.) to develop CAP Template and Menu of Measures
- \* Worked with selected consultant (Hara Software) to develop online tracking tool for RICAPS.
- \* Hosted RICAPS kickoff meeting for city representatives (33 attendees)
- \* Presented RICAPS to the following organizations:
  - Joint Venture CAP Tools Workshop
  - Santa Clara County City Manager's Association
  - Santa Clara City Planner's Meeting.
  - Joint Venture Public Sector Climate Protection Task Force Meeting
  - Association of Monterey Bay Area Governments Panel on Climate Action Plans
  - PG&E CAP Best Practices Call
- \* Participated in a CAP Tool Info Session at Hara
- \* Wrote about RICAPS in San Mateo County Energy Watch email newsletters 5 times, with 188 opens.
- \* Served on the County of San Mateo consultant selection committees for the County's climate action plan and general plan update for the unincorporated community and the County's Energy Master Plan, which will create a schedule for equipment replacements and retrofits.
- \* Recommended energy-efficiency and other measures for County's government-operations climate action plan.

### **Green House Gas Reduction Activities**

- \* Gave presentation on greenhouse gas emissions from landfills and communitywide greenhouse gas inventory
- \* Presentation on Energy Watch Program to Joint Venture Climate Protection Task Force – countywide, city staff
- \* Completed greenhouse gas emissions inventory report for County government operations and unincorporated areas of the County.
- \* Completed communitywide greenhouse gas emissions inventory reports for 14 cities and the unincorporated community

## Sustainability, CO2 and Climate Change

### Energy Use/Energy Watch

- Reduced countywide energy use by approximately 3.9 million kilowatt-hours, 538 kilowatts and 10,097 therms of natural gas through energy-efficiency projects at public agencies, non-profits and middle income residences through the San Mateo County Energy Watch program.
- San Mateo County Energy Watch website ([www.smcenergywatch.org](http://www.smcenergywatch.org)) received 2,297 visits in 2011.
- Published 25 San Mateo County Energy Watch email newsletters.
- In 2011, the San Mateo County Energy Watch program has assisted 17 San Mateo County cities, the County, and two special districts through the Energy Watch program with energy-efficiency audits, retrofits, technical assistance, rebates, and incentives.
- Served 34 non-profits through the Energy Watch program with energy-efficiency audits, retrofits and rebates.
- Hosted energy efficiency trainings in partnership with PG&E for city building officials, and/or energy-efficiency professionals. These classes aimed to train the workforce to build and retrofit more energy-efficient buildings and homes. Each class had between 10-30 attendees. Classes covered the following topics:
  - Green Home Building in San Mateo County: Cal Green, Green Point Rated, and Beyond
  - Energy Careers and Business Opportunities
  - Title 24 Duct Installation Standards and Diagnostic Testing
  - Home Performance, Putting it All Together
  - HVAC Fundamentals
- Benchmarked 65 public buildings using the EPA's Portfolio Manager tool. Benchmarking allows city staff to track their building's energy usage over time and to identify energy-savings opportunities. Hosted a benchmarking workshop to train city staff how to use Portfolio Manager on 6/1/12.
- Published the Energy Watch green building and energy e-newsletter for San Mateo County homeowners, architects, contractors and others involved in the residential or commercial building industry. In the fall, a municipal version of the newsletter was launched. The successful e-newsletter has 277 subscribers.

**2011-12 Volunteer Activity Related to Trash Removal in San Mateo County Parks**

	<b>Volunteers</b>	<b>Hours</b>	<b>Trash (LBS)</b>	<b>Recycle (LBS)</b>	<b>Total (Gallons)</b>	<b>On-Land (Gallons)</b>	<b>Shoreline (Gallons)</b>
7/1 Summer Camp Clean Up: Coyote Point	16	32	35		21.8	10.9	10.9
7/15 Cub Scout weed/Clean Up: Coyote Point	46	138	50		31.1	31.1	
7/17 Bay Clean Up: Coyote Point	65	654	40		24.9		24.9
7/22 Cub Scout camp clean up: Coyote Point	46	138	20	40	37.3	18.6	18.6
7/29 Summer Camp Clean Up: Coyote Point	19	38	35	4	24.2	12.1	12.1
7/30 Marsh Clean Up: Coyote Point	20	40	40	10	31.1		31.1
8/9 CP Summer Camp Clean Up: Coyote Point	16	32	15		9.3	4.7	4.7
12/31/11 Individual Clean Up: Coyote Point	1	8	2		1.2	1.2	
1/19/12 Planting and litter pick up: Coyote Point	15	45	20	6	16.2	16.2	
3/1/12 School Group Bay Clean Up: Coyote Point	30	90	10	3	8.1		8.1
3/8/12 Boy Scout Bay Clean Up: Coyote Point	10	20	8		5.0		5.0
4/2/12 Park/Beach Clean Up: Coyote Point	35	35	30		18.6	9.3	9.3
4/22/12 Earth Day Beach Clean Up: Coyote Point	80	160	(2)2cubic yard bins		808.0		808.0
4/27/12 School Beach and Parking lot Clean Up: Co	140	280	200	30	143.0	143.0	
4/28/12 Faith Based Park Clean Up: Coyote Point	129	774	200		124.3	124.3	
6/15/12 Beach Clean Up: Coyote Point	20	30	5		3.1		3.1
6/22/2012 Litter Clean Up: Coyote Point	15	30	4		2.5	2.5	
9/24/11 Friends of Flood Park Clean up: Flood	50	50	40		24.9	24.9	
10/21/11 Alma Heights School Clean Up: Flood	40	40	30		18.6	18.6	
2/24/12 Nativity School Clean Up: Flood	4	12	10		6.2	6.2	
4/30/2012 Nativity School Clean Up: Flood	13	13	15		9.3	9.3	
5/23/12 Sacred Heart: Huddart	20	2	40		24.9	24.9	
			<b>Total:</b>		<b>1393.5</b>	<b>457.8</b>	<b>935.7</b>
			<b>20% increase since MRP adoption:</b>		<b>278.70</b>	<b>91.6</b>	<b>187.1</b>

Note: Existing Coastal Cleanup Day sites removed from list

**RESOLUTION NO. 072099**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

\* \* \* \* \*

**RESOLUTION ADOPTING AN UPDATED  
COUNTY INTEGRATED PEST MANAGEMENT POLICY FOR LAND EITHER OWNED  
BY OR OTHERWISE CONTROLLED BY THE COUNTY OF SAN MATEO**

---

**RESOLVED**, by the Board of Supervisors of the County of San Mateo, State of California, that

**WHEREAS**, the California Regional Water Quality Control Board adopted a Municipal Regional Permit on October 14, 2009; and

**WHEREAS**, agencies within the San Francisco Bay Area are mandated to meet the requirements of the permit; and

**WHEREAS**, one of the requirements of the permit is the adoption of an Integrated Pest Management Policy; and

**WHEREAS**, San Mateo County adopted such a policy document on June 8, 2010 through Resolution 070851; and

**WHEREAS**, the California Regional Water Quality Control Board subsequently required that local agencies within San Mateo County update their Integrated Pest Management Policy to include greater specificity; and

**WHEREAS**, affected San Mateo County Departments have met and collaboratively developed an Integrated Pest Management Policy for the County of San Mateo (attached as Exhibit A to the memorandum submitted in support of this Resolution), which establishes goals of protecting the health and safety of County

employees and the general public; protects the environment and water quality; and provides sustainable pest control solutions through the reduced used of pesticides on County owned or managed property; and

**WHEREAS**, the Directors of the various Departments impacted by the adoption of an updated County Integrated Pest Management Policy recommend the Board's approval of that policy, and the Board has considered the policy and concurs in the recommendation.

**NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the Board of Supervisors adopts an updated County Integrated Pest Management Policy for land either owned or managed by the County of San Mateo.

\* \* \* \* \*

Regularly passed and adopted this 24<sup>th</sup> day of July, 2012.

*AYES and in favor of said resolution:*

*Supervisors:*

DAVE PINE

CAROLE GROOM

DON HORSLEY

ROSE JACOBS GIBSON

ADRIENNE J. TISSIER

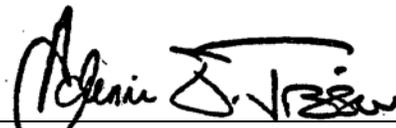
*NOES and against said resolution:*

*Supervisors:*

NONE

*Absent Supervisors:*

NONE



*President, Board of Supervisors  
County of San Mateo  
State of California*

***Certificate of Delivery***

*I certify that a copy of the original resolution filed in the Office of the Clerk of the Board of Supervisors of San Mateo County has been delivered to the President of the Board of Supervisors.*



*Rebecca Romero, Deputy  
Clerk of the Board of Supervisors*



## **Exhibit "A"**

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

#### **GOAL**

The County of San Mateo (County) 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 County by applying Integrated Pesticide Management principles and techniques. The municipal regional stormwater permit requires that the County of San Mateo 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 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 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 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 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 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).

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.

**COUNTY OF SAN MATEO**  
**AGREEMENT WITH INDEPENDENT CONTRACTOR**

**Agreement No.** 47300-12-D013

**Contractor Name and Address**

Genesis Building Services  
P.O. Box 25360  
San Mateo, CA 94402

**Contractor:** Upon completion of work or agreed-upon work periods, mail invoice with above Agreement Number to:

Department: Department of Public Works  
Attention: Greg Arnott/Gary Behrens  
Address: 555 County Center, 5th Floor  
City, State, Zip Redwood City, CA 94063

It is agreed between the County of San Mateo, California, and Contractor as follows:

1. **Services to be performed by Contractor** In consideration of the payments hereinafter set forth, Contractor shall perform services for County in accordance with the terms, conditions and specifications set forth herein and in Exhibit "A" attached hereto for the COUNTY OF SAN MATEO **Department of Public Works**.
2. **Contract Term** The term of this Agreement shall be from 6/1/2012 to 5/31/2014 unless terminated earlier by the County.
3. **Payments** In consideration of the services rendered in accordance with all terms, conditions and specifications set forth herein and in Exhibit "A", County shall make payment to Contractor in the manner specified herein and in Exhibit "A". In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination. The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall total payment for services under this Agreement exceed **\$50,000.00** (Fifty Thousand Dollars and 00/100).
4. **Relationship of the Parties** Contractor agrees and understands that the work/services performed under this Agreement are performed as an Independent Contractor and not as an employee of the County and that Contractor acquires none of the rights, privileges, powers or advantages of County employees.
5. **Worker's Compensation Insurance** The Contractor shall have in effect, during the entire life of this Agreement, Worker's Compensation and Employer Liability Insurance providing full statutory coverage. In signing this Agreement, Contractor certifies awareness of the provisions of section 3700 of the California Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and certifies compliance with such provisions before commencing the performance of this work of the Agreement as set forth in California Labor Code section 1861.
6. **Insurance** The Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect him/her while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all operations under this Agreement, whether such operations be by himself/herself or by any Subcontractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amount specified by Risk Management.
7. **Hold Harmless** Contractor agrees to indemnify and defend the County, its employees and agents from any and all claims, damages and liability in any way occasioned by or arising out of the negligence of the contractor in the performance of this agreement, including any sanctions, penalties or claims of damages resulting from Contractor's failure to comply with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPPA) and all Federal regulations promulgated thereunder, as amended.

8. **Confidentiality** All data produced or compiled by Contractor shall be considered confidential unless it can be obtained as public record and shall not be shared with a third party without the prior written consent of County. All financial, statistical, personal, technical, and other data and information relating to the County's operations which is made available to the Contractor in order to carry out this Agreement shall be presumed to be confidential. Contractor shall protect said data and information from unauthorized use and disclosure by the observance of the same or more effective procedures as the County requires of its own personnel. The Contractor shall not, however, be required by this paragraph to keep confidential any data or information which is or becomes publicly available, is already rightfully in the Contractor's possession, is independently developed by the Contractor outside the scope of the Agreement or is rightfully obtained from third parties.
9. **Non-Assignability** Contractor shall not assign this Agreement or any portion thereof to a third party without the prior written consent of County, and any attempted assignment without such prior written consent in violation of this Section shall automatically terminate this Agreement.
10. **Termination of Agreement** The County Purchasing Agent may, at any time from execution of Agreement, terminate this Agreement, in whole or in part, for the convenience of the County, by giving written notice specifying the effective date and scope of such termination. Termination shall be effective on a date not less than thirty days from notice. In the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and materials (hereafter referred to as materials) prepared by Contractor under this Agreement shall become the property of the County and shall be promptly delivered to the County. In the event of termination, Contractor shall be paid for all work satisfactorily performed until termination, except where the contracting department determines the quality or quantity of the work performed is unacceptable. Such payment shall be that portion of the full payment, which is determined by comparing the work/services completed to the work/services required by the Agreement.
11. **Payment of Permits/Licenses** It shall be the Contractor's responsibility to obtain any license, permit or approval required from any agency for work/services to be performed at his/her own expense, prior to commencement of said work/services or forfeit any right to compensation under this Agreement.
12. **Non-Discrimination** No person shall be excluded from participation in, denied benefits of, or be subject to discrimination under this Agreement on the basis of their race, color, religion, national origin, age, sex, sexual orientation, pregnancy, childbirth or related conditions, medical condition, mental or physical disability or veteran's status. Contractor shall ensure full compliance with federal, state and local laws, directives and executive orders regarding non-discrimination for all employees and Subcontractors under this Agreement. The Contractor shall comply fully with the non-discrimination requirements required by 41 CFR 60-741.5(a), which is incorporated herein as a fully set forth.

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Manager, including but not limited to : i) termination of this Agreement; ii) disqualification of the Contractor from bidding on or being awarded a County contract for a period of up to 3 years ; iii) liquidated damages of \$2,500 per violation; iv) imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this paragraph, the County Manager shall have the authority to i) examine Contractor's employment records with respect to compliance with this paragraph; ii) set off all or any portion of the amount described in this paragraph against amounts due Contractor under the Contract or any Contract between Contractor and County.

Contractor shall report to the County Manager the filing by any person in any court of any complaint of discrimination or the filing by a person of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission or any other entity charged with the investigation of allegations within 30 days of such filing, provided that within such 30 days such entity has notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include the name of the complainant, a copy of such complaint and a description of the circumstance. Contractor shall provide County with a copy of their response to the Complaint when filed.

Section 504 applies only to contractors who are providing services to member of the public. Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, which provides that no otherwise qualified handicapped individual shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of this contract.

13. **Equal Benefits** With respect to the provision of employee benefits, Contractor shall comply with the County Ordinance which prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse.

14. **Retention of Records** Contractor shall maintain all records related to this Agreement for no less than three years after the County makes final payment or after termination of this contract and all other pending matters are closed. All records shall be subject to the examination and/or audit by agents of the County, the State of California and/or Federal grantor agencies.
15. **Compliance with State, Federal, and Local Laws, regulations, and Ordinances** Contractor and all subcontractors shall ensure compliance with all state, federal and local laws or rules applicable to performance of the work required under this contract, and shall execute all necessary certifications of compliance therewith. Contractor certifies that the Contractor and all the its subcontractors will adhere to and certify compliance with all applicable provisions of San Mateo County Ordinance Code, including without limitation, Chapter 4.106, which regulates the use of disposable food service ware, and Chapter 2.84, which addresses equal benefits.
16. **Merger Clause** This Agreement, including Exhibit "A" attached hereto and incorporated herein by reference, constitutes the sole Agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the County Purchasing Agent. In the event of a conflict between the terms, conditions, or specifications set forth herein and those in Exhibit "A" attached hereto, the terms, conditions, or specifications set forth herein shall prevail. This Agreement, or facsimile proposal of the Agreement, constitutes the entire Agreement between County and Contractor. Further, liability referenced to in section 6 is limited to Contractor's negligence during the Contractor's performance under this contract.
17. **Governing Law** This Agreement, including any exhibit, shall for all purposes be deemed subject to the laws of the State of California, and in the event of a lawsuit concerning this Agreement shall be venued in the County of San Mateo.

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES

 Contractor's Signature	6/15/2012 Date
MELISSA GRIFFIN Name (Please Print)	

I hereby certify that the services requested are necessary, that the selection process documentation is accurate, that all insurance certificates including Worker's Compensation are on file in this office, that Risk Management has approved any reductions in Contractor's insurance limits below \$1,000,000, and that no work will commence until this document is signed by the County Purchasing Agent.

 Purchasing Agent, County of San Mateo	7-10-12 Date
 Department or Division Head Approval	7-10-12 Date
Jim Porter Department or Division Head Name (Please Print)	4730 Budget Unit

**COUNTY OF SAN MATEO**  
**AGREEMENT WITH INDEPENDENT CONTRACTOR**

**Agreement No. 47300-12-D013**  
**Exhibit "A"**

Agreement between the County of San Mateo and Genesis Building Services

Use Additional Sheets as Necessary

**I. Description of Services to be Performed by the Contractor**

Pest control services at various facility locations throughout San Mateo County. See attached Exhibit "B".

**II. Amount and Method of Payment**

Payment shall be made on a monthly basis upon receipt of a written itemized invoice identifying the County project number, complete scope of work, specific work completed, number of hours involved and breakdown of charges.

In any event, the total payment for services of Contractor shall not exceed \$50,000.00, and the County shall have the right to withhold payment if the County determines that the quantity and/or quality of the work performed is unacceptable.

Contractor agrees that the requirements of this Agreement pertaining to the protection of proprietary rights and confidentiality shall survive termination of this Agreement.

 Contractor's Signature	<u>6/15/2012</u> Date	<u>MELISSA GRIFFINS</u> Contractor's Name (Please Print)	<u>6/15/2012</u> Date
 Department or Division Head	<u>7-10-12</u> Date	<u>Jim Porter</u> Department or Division Head Name (Please Print)	<u>7-10-12</u> Date
 Purchasing Agent, County of San Mateo	<u>7-10-12</u> Date		<u>4730</u> Budget Unit

# Exhibit "B"

## SERVICES TO BE PROVIDED

1. Performance of all extermination services found necessary will be performed through safe and judicious use of pesticides, traps and other approved techniques. The log book will contain the following information:

- a. Time and Date of service
- b. Condition found.
- c. Treatment provided.
- d. Chemicals used.
- e. Corrections needed.

1.2 Contractor shall: submit, either electronically or a hard copy, a County facilities quarterly usage report showing quantities of any chemicals used at each facility.

2. The Pest Control Operation shall:

- a. Identify what is promoting the pest infestations.
- b. Provide appropriate treatment.
- c. Report conditions found at each location.
- d. Contractor shall provide monthly report indicating the location, date and time, method used for treatment, and the name and quantities of any chemicals used.
- e. The log book will be located in an area agreed upon with the Supervising Stationary Engineer and the Pest Control Operator. Also, mail copies of the inspection Reports and Log Books.

3. The Contractor shall: make as many service calls as may be required to accomplish satisfactory eradication and control. Emergency service without extra charge within 24 hours of call for same shall be provided.

## **SCOPE OF WORK**

1. Work Included. It is the intent of these specifications to supply all labor, material, and equipment and all other services for complete Pest Control Services at various County facilities, as outlined, but not restricted to, in the following manner:

Pest Control Services shall include control of the following pests: ants, crabs, all cockroaches, silver fish, mites, fleas, lice, bees, wasps, house mice, field mice, Norway rats and roof rats.

2. Develop Services and Inspection Schedule identifying:

a. Infestations and Causes

b. Treatment Method

c. Adverse Conditions

d. Recommendation

## **QUALITY OF WORK**

1. It is the intent of this specification that all work performed, as herein required, be done in a manner equal to and in accordance with the best practices of the various trades involved and industry standards. All work shall be performed by personnel certified by the State of California Structural Pest Control Board directly employed and supervised by the Contractor. The Contractor shall be currently licensed by the Structural Pest Control Board of the State of California as an Operator. The Contractor should instruct all employees that they are not required to respond to questions, suggestions or instructions from County employees other than representatives of the Director of Public Works.

2. The Contractor shall submit for County approval complete schedules covering all pest control work to be performed under the contract. The schedules shall include the days and hours of the week(s) for all called-for work at each site. The schedules shall be kept up-to-date by written notification of all changes.

3. IPM Policy: The County anticipates that the contractor selected for this work will provide a written Integrated Pest Management (IPM) plan for pest control chemicals and treatments used at all County facilities within the agreement. The plan should follow the County's IPM Policy (Attachment "C").

## **MATERIALS USED**

1. Material used shall be the latest products developed for the Pest Control Industry and use shall conform to the requirements of the product label as registered and approved by the appropriate agencies of the Federal Government and the State of California.

2. Prior to entering into contract. The successful bidder shall submit to the Department of Public Works a complete list of materials or Material Safety Data Sheets (MDS) to be used by the Contractor for pest control. The list shall state the intended use, complete specifications, and complete safety information for each listed material. (A complete product label may be substituted for the specifications and safety information).

3. Prior to usage of any material listed as a restricted material by the State of California and/or the United States Government, the Contractor shall obtain all necessary permits and authorization for such usage from the County Agricultural Commissioner.

### **SPECIFICATIONS**

1. Service: The County anticipates that the contractor selected for this work will provide service for the prevention and elimination of pests, following an IPM plan. Targeted pest will include cockroaches, rats and mice as well as occasional invading pest such as ants, crickets, spiders, mites (dust, bird, etc.) and flies.

2. Contract Term: The term of the County and firm agreement will be two (2) years and is scheduled to begin on June 1, 2012 and terminate on May 31, 2014. The agreement may provide for up to one (1) additional one-year term if both parties agree to the renewal terms.

3. Hourly Rates: Contractor shall provide hourly rates for normal business hours, after hours and holiday and weekend time.

4. Jail Clearance: Contractor will be required to have servicing staff obtain and maintain proper jail clearance. Employees are subject to a thorough background check in order to gain clearance. Jail clearance is required at The Maguire Correctional Facility, The Women's Correctional Facility, and The Youth Service Center. Clearance needs to be set up in advance through the County's Sheriff Department, at the contractor's expense.

5. Billing: Contractor shall invoice the County using the facility breakdown sheet provided (see attachment "D").

### **SERVICE AND LOCATIONS**

#### **1. Belmont**

a. Vocational Rehabilitation Center (2 stories)

Including cafeteria & kitchen areas

550 Quarry Road

## **2. East Palo Alto**

- a. East Palo Alto County Services Building (55,031 sq. ft., 3 stories)

2415 University Avenue

- b. Our Common Ground (5,727 sq. ft., 1 story)

2560 Pulgas Avenue

## **3. La Honda**

- a. Glenwood Juvenile Facility (30,163 sq. ft., 1 story)

Including kitchen area

400 Log Cabin Road

- b. Sheriff's Honor Camp Pomponio (20,242 sq. ft., 1 story) \* On Call

Including kitchen area

7620 Alpine Road

## **4. Pescadero**

- a. Cal Fire Pescadero #59 (2,028 sq. ft., 1 story)

1200 PescaderoCreek Road

## **5. Redwood City**

- a. Brenden P. Maguire Correctional Facility (216,874 sq. ft., 6 stories)

Including the kitchen area

330 Bradford Street

- b. Hall of Justice and Records (319,724 sq. ft., 8 stories)

Including Sheriff's Property & Basement Cafeteria Area

400 County Center

c. Our Place (9,300 sq. ft., 1 story)

401 Winslow Street

d. Cohn-Sorenson Law Library (12,424 sq. ft., 2 stories)

710 Hamilton Street

e. County Office Building (116,260 sq. ft., 5 story)

455 County Center

f. County Office Building 2 (142,227 sq. ft., 5 stories)

555 County Center

g. County Motor Pool (1,056 sq. ft., 1 story)

501 Winslow St.

h. County Radio Shop (3,530 sq. ft., 1 story)

501 Winslow St.

i. County Center Parking Structure (312,150 sq. ft., 6 stories)

400 Middlefield Road

j. Human Services Building (26,800 sq. ft., 1 story)

2500 Middlefield Road

k. Fair Oaks/Redwood City Library (3,200 sq. ft., 1 story)

2510 Middlefield Road

l. Fair Oaks Service Center Warehouse (1 story)

2710 Middlefield Road

m. Lodi Work Furlough Facility (18,000 sq. ft., 1 story)

Including kitchen area

1580 Maple Street

n. Women's Correctional Facility (19,218 sq. ft., 2 story)

1590 Maple Street

o. Grant Corporation Yard (42,680 sq. ft., 2 stories)

752 Chestnut Street

p. Cal Fire Edmonds Station #18 (5,266 sq. ft., 2 stories)

300 Edmonds Road

## **6. San Carlos**

a. Circle Star Building 1 (107,100 sq. ft., 4 stories)

1 Circle Star Way

b. Circle Star Building 2 (107,100 sq. ft., 4 stories)

2 Circle Star Way

c. Circle Star Parking Structure (129,000 sq. ft., 2 stories)

3 Circle Star Way

## **7. San Mateo**

a. Dependent Children's Home (5,312 sq. ft., 2 story) \*On Call

3701 Hacienda Way (Perimeter ONLY)

b. Central Library (16,596 sq. ft., 1 story)

125 Lessingia Way

c. Election Registration Facility (83,042 sq. ft., 2 stories)

40 Tower Road

d. Youth Service Center Bldgs. 1-16 (122,100 sq. ft., 2 stories)

222 Paul Scannell Way

e. Cal Fire San Mateo/Belmont #17 (18,540 sq. ft., 2 stories)

20 Tower Road

f. Crime Lab (28,500 sq. ft., 1 story)

50 Tower Road

g. Receiving Home (12,692 sq. ft., 1 story)

31 Tower Road

h. Camp Kemp (19,665 sq. ft., 1 story) \*On Call

400 Paul Scannell Way

8. South San Francisco

a. North County District Probation Office (13,814 sq. ft., 2 stories)

1024 Mission Road

b. North County Pre-arraignment and Detention Facility (13,375 sq. ft., 2 stories)

1040 Mission Road

c. Safe Harbor Homeless Shelter (near SF Airport) (7,430 sq. ft., 2 stories)

295 North Access Road

**9. Woodside**

a. Cal Fire Skylonda #58 (8,612 sq. ft., 2 stories)

17290 Skyline Blvd.

**10. THE FOLLOWING KITCHENS WILL BE SERVICED AT LEAST BI-WEEKLY**

a. Brenden P. Maguire Correctional Facility

330 Bradford Street

b. Sheriff's Work Furlough

1580 Maple Street

c. Youth Service Center & Inside Cafeteria Area (Bldg. 5)

30 Loop Road

d. Hall of Justice and Records

Basement Cafeteria Area

400 County Center

## **County of San Mateo**

### **Integrated Pest Management (IPM) Policy**

#### **GOAL**

The County of San Mateo (County) 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 owned or managed by the County to the maximum extent practicable.

#### **IMPLEMENTATION**

1. Employees implementing pest management operations will use Integrated Pest

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

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

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

4. The 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.

5. The contractor shall be IPM certified or in the process of obtaining an IPM certification within 6 months of the Contract signing. The first method of treatment shall be using the best IPM methods to control and or eradicate pests within County facilities. Pesticides with the least amount of toxic chemicals shall be used only if the IPM methods are found to be ineffective or economically infeasible.

## **DEFINITIONS**

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. Antimicrobial agents are not included in this definition of pesticides. In general, the intent of antimicrobial agents is to reduce or mitigate the growth or development of microbial organisms.

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 shall be used only if the above techniques are found to be either ineffective or economically infeasible. Pesticide use shall be in accordance with established guidelines, and treatments shall be made with the goal of removing only target organisms. Pest control materials shall be selected and applied in a manner that minimizes risks to human health, beneficial and non-target 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); cultural controls (e.g., mulching, discing, or alternative plant type selection); and reduced risk chemical controls (e.g., soaps or oils).

County owned or managed property includes but is not limited to: parks and open space; golf courses; roadsides; landscaped medians; flood control channels; buildings, structures, and other outdoor property owned or managed by the County.

4/25/2012



Pest Control Division

P.O. Box 25360  
San Mateo, CA 94402

p 800.547.2847  
f 800.547.2801

April 25, 2012

Mr. Gary Behrens  
Facility Services Manager  
Department of Public Work – County of San Mateo  
455 County Center, Basement  
Redwood City, CA 94063

RE: Pest Control Proposal  
Multiple Locations

Dear Mr. Behrens:

It is a pleasure to provide a proposal to continue pest control for multiple San Mateo County locations.

Per our conversation we have also evaluated the contract for a more in depth Integrate Pest Management (IPM) program. To be clear, we currently follow an IPM program at these locations. The current program factors in a low level tolerance for pest activity. We are offering an increased level of IPM at no additional charge. Upon awarding of the contract we will work with you to define the tolerance level for pest activity and customize a program to best suit the property.

Regardless of your program choice, all future services will be tracked through our web-based CRM, Sales Force. See the Exhibit section for more details on the benefits of this system.

I thank you again for this opportunity to continue service. Please contact me if you have any questions or concerns.

Sincerely,

Tom Wisely  
Pest Service Manager  
[tom@2genesis.com](mailto:tom@2genesis.com)  
415.706.9905



## COUNTY OF SAN MATEO

555 COUNTY CENTER, 5<sup>TH</sup> FLOOR • REDWOOD CITY • CALIFORNIA 94063-1665 • PHONE (650) 363-4100 • FAX (650) 361-8220

BOARD OF SUPERVISORS  
CAROLE GROOM  
DON HORSLEY  
ROSE JACOBS GIBSON  
DAVE PINE  
ADRIENNE J. TISSIER  
  
JAMES C. PORTER  
DIRECTOR

July 10, 2012

Genesis Building Services  
P.O. Box 25360  
San Mateo, CA 94402

RE: Agreement with Independent Contractor No. 47300-12-D013

Enclosed is the fully executed Agreement with Independent Contractor No. 47300-12-D013  
Please include this contract agreement number on all invoices and correspondence.

If you have any questions, or require any further information, please do not hesitate to contact me at (650)599-1426.

Sincerely,

Oristela Guidos  
Contract Administrator  
San Mateo County  
Department of Public Works

Encl: Agreement with Independent Contractor

cc: Gary Behrens, Facilities Services Manager

FY 11-12

**AGREEMENT WITH WEST COAST WILDLANDS, INC. FOR SERVICES WITH RESPECT TO THE SAN BRUNO MOUNTAIN HABITAT CONSERVATION PLAN**

This Agreement entered into this 13<sup>th</sup> day of June, 2011, by and between COUNTY MANAGER OF THE COUNTY OF SAN MATEO, THE CITY MANAGERS OF THE CITIES OF BRISBANE, DALY CITY, and SOUTH SAN FRANCISCO, each acting in his or her official capacity, as Trustees of the San Bruno Mountain Habitat Conservation Trust (“TRUSTEES”), and WEST COAST WILDLANDS, INC. (“CONTRACTOR”).

**WITNESSETH**

**WHEREAS**, the Trustees have previously executed a Trust Agreement creating a Trust (“Trust”) and Trust Fund, for the purpose of carrying out the purposes and provisions of the Habitat Conservation Plan (HCP) recorded in the official records of San Mateo County as Document No. 83028231 and the Agreement with Respect to the San Bruno Mountain Area Habitat Conservation Plan (HCP Agreement) recorded in the official records of San Mateo County as Document No. 83026343; and

**WHEREAS**, section VI (A)(1) of the HCP Agreement provides that the San Bruno Mountain Habitat Conservation Trust shall be administered “solely for the purpose of providing the County with funds for the protection and enhancement of the Species of Concern by the operation, maintenance and enhancement of the Conserved Habitat for such purposes, as set out in greater detail in said Trust Agreement”; and

**WHEREAS**, the Trust Agreement authorizes the Trustees to enter into such contracts as are necessary to carry out the purposes of the Trust; and

**WHEREAS**, the work to be done under this agreement is for the purpose of implementing the HCP and HCP Agreement;

**NOW, THEREFORE, IT IS HEREBY AGREED** by the parties as follows:

1. **Services to be performed by Contractor.** In consideration of the payments hereinafter set forth, CONTRACTOR shall perform services for the Trust in accordance with the terms, conditions and specifications set forth herein and in the proposed Operating Budget and Work Scope, July 1, 2011-June 30, 2012, attached as Exhibit "A" hereto and by this reference made a part hereof. Services shall be performed generally in accordance with the proposed budget set forth in Exhibit "A". The maximum amount payable under this contract shall be \$96,197.

Payments shall be made for services actually performed in each "task" category shown at Table 1 of Exhibit "A", at the rates stated in Exhibit "B," attached hereto and by this reference made a part hereof. Payment shall be made for services performed from July 1, 2011, to June 30, 2012. Payment in any "task" category may not exceed the amount budgeted for that category, subject to the qualification that the amount budgeted for one task category may be increased by ten percent (10%) so long as one or more other task categories are decreased by a like dollar amount.

2. **Evaluation of Services to be Performed by Contractor.** CONTRACTOR'S performance will be evaluated, among other things, for compliance with the specific tasks set forth in the Work Scope, attached hereto as Exhibit "A" and incorporated herein by reference.

CONTRACTOR shall meet as necessary with County staff. At such meetings, CONTRACTOR shall be prepared to discuss progress made to date in fulfilling the tasks set forth in Exhibit "A" and any other issues of importance to implementation of the goals and objectives of the Habitat

Conservation Plan. In addition, CONTRACTOR shall meet quarterly with the technical advisory committee formed at the direction of TRUSTEES for the purpose of reviewing and taking input on the specific tasks provided in the Work Scope. The required quarterly progress meetings with County Staff may be combined with meetings with the technical advisory committee.

CONTRACTOR will submit a written Year End Report summarizing the activities conducted under this Agreement during the prior year and addressing the level of success achieved with respect to each of the tasks set forth in Exhibit "A", as such tasks may be revised pursuant to this section.

3. **Payments.** Payments shall be made at the rates stated in Exhibit "B". Payments shall be made in arrears upon the submission of an invoice showing the amount of hours expended and the payment due for each task category and sub-category. Invoices shall be submitted at least quarterly. The final invoice for work performed under this contract will be submitted within thirty (30) days of the end of the contract term.

Notwithstanding the above, in order to provide continuity in the work provided for under this Agreement, CONTRACTOR may continue to provide services under the terms of this Agreement, and within the budget provided for in this Agreement, up to and including the date a new Agreement for Habitat Manager Services is entered into for fiscal year 2012-2013, or July 15, 2012, whichever date is earlier. In such event, the fiscal invoice for such work will be submitted no later than thirty (30) days after such services are completed.

CONTRACTOR may submit invoices for services provided under the Agreement for Services with respect to the San Bruno Mountain Habitat Conservation Plan for fiscal year 2010-2011, up to and including the date this Agreement is entered into, so long as such services are

within the budget for fiscal year 2010-2011. In such event, the fiscal invoice for such work will be submitted no later than thirty (30) days after the date this Agreement is entered into.

4. **Relationship of the Parties.** It is understood that this is an agreement by and between independent contractors and is not intended to, and shall not be construed to, create the relationship of agent, servant, employee, partnership, joint venture or association, or any other relationship whatsoever other than that of independent contractor.

5. **Non-Assignability.** CONTRACTOR shall not assign this Agreement, or any portion thereof, or any of its rights or obligations under this Agreement, to a third party without the prior written consent of the TRUSTEES, and any attempted assignment without such prior written consent in violation of this section automatically shall terminate this Agreement.

6. **Contract Term.** This Agreement shall be in effect upon execution by all parties, and shall expire on June 30, 2011, subject to extension as specified in Section 3, above.

TRUSTEES may terminate this contract at any time for any reason by providing thirty (30) days notice to CONTRACTOR, termination to be effective on the date specified in the notice. In the event of termination under this paragraph, CONTRACTOR shall be paid for all work provided to the date of termination.

7. **Hold Harmless.** The CONTRACTOR shall indemnify and save harmless the SAN BRUNO MOUNTAIN HABITAT CONSERVATION TRUST, and its TRUSTEES, officers, agents, employees and servants from all claims, suits or actions of every name, kind and description, brought for, or on account of (A) injuries to or death of any person, including CONTRACTOR, or (B) damage to any property of any kind whatsoever and to whomsoever belonging, or (C) by reason of any failure to withhold and/or pay to the government income and/or employment taxes from earnings under this contract as made necessary by federal or state

law, resulting from the performance of any work required of CONTRACTOR or payments made pursuant to this agreement. In the event of concurrent negligence of the SAN BRUNO MOUNTAIN HABITAT CONSERVATION TRUST, and its TRUSTEES, officers, agents, employees and servants, and CONTRACTOR, its officers, agents and employees, or any of them, any liability shall be apportioned according to the California theory of comparative negligence.

The duty of the CONTRACTOR to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

8. **Insurance.** The CONTRACTOR shall not commence work under this Agreement until all insurance required under this section has been obtained and such insurance has been approved by the San Mateo County Director of Parks (“DIRECTOR”). The CONTRACTOR shall furnish the DIRECTOR with Certificates of Insurance evidencing the required coverage and there shall be a specific contractual liability endorsement extending the CONTRACTOR’s coverage to include the contractual liability assumed by the CONTRACTOR pursuant to this Agreement. These Certificates shall specify or be endorsed to provide that thirty (30) days notice must be given, in writing, to the TRUSTEES of any pending change in the limits of liability or of non-renewal, cancellation, or modification of the policy.

**Workers’ Compensation and Employer Liability Insurance:** The CONTRACTOR shall have in effect, during the entire life of this Agreement, Workers’ Compensation and Employer Liability Insurance providing full statutory coverage. In signing this Agreement, the CONTRACTOR makes the following certification, required by section 1861 of the California Labor Code:

I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of this work of the Agreement.

**Liability Insurance:** The CONTRACTOR shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect him while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all operations under this Agreement, whether such operations be by himself or by any sub-contractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than \$1,000,000 unless another amount is specified below.

Required insurance shall include:

- a. Comprehensive General Liability \$1,000,000
- b. Motor Vehicle Liability Insurance \$1,000,000
- c. Workers' Compensation            \$Statutory

The San Bruno Mountain Habitat Conservation Trust, its Trustees, officers, agents, employees and servants shall be named as additional insureds on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to the Trust, its Trustees, officers, agents, employees and servants shall be primary insurance to the full limits of liability of the policy, and that if the Trust, or its Trustees, officers, and employees have other insurance against a loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the

TRUSTEES, at their option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

9. **Nondiscrimination.**

**Nondiscrimination - General.** No person shall, on the grounds of age (over 40), ancestry, creed, color, disability, marital status, medical condition, national origin, political or religious affiliation, race, sex, sexual orientation or any non-job-related criteria be excluded from participation in, or be denied the benefits, or be subjected to discrimination under this AGREEMENT.

**Nondiscrimination - Employment.** CONTRACTOR shall ensure equal employment opportunity based on objective standards of recruitment, selection, promotion, classification, compensation, performance evaluations, and management relations, for all employees under this AGREEMENT. CONTRACTOR's affirmative action policies shall be made available to TRUSTEES upon request.

10. **Access To Records.** CONTRACTOR shall at all times keep a complete and thorough record of the services and time expended on behalf of the Trustees. The TRUSTEES shall have access to any books, documents, papers, and records of the CONTRACTOR which are directly pertinent to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

11. **Rights in Data.** All data and rights-in-data will be the property of the TRUSTEES. All maps, correspondence records of meetings or telephone conversations, photographic negatives, photographic prints, computer output, and magnetic storage media prepared by or obtained by CONTRACTOR in the course of work under this Agreement shall be the property of

TRUSTEES. TRUSTEES may request CONTRACTOR to provide the originals of all such material in fulfillment of this Agreement. CONTRACTOR may retain a copy of such property at its own expense subject to the conditions set forth herein. CONTRACTOR will supply TRUSTEES with electronic and hard copies of data on an annual basis.

12. **Conflict of Interest.** CONTRACTOR covenants that he presently has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of services required to be performed under this Agreement. CONTRACTOR further covenants that, in the performance of this contract, no persons having any such interest shall be employed.

13. **Prohibited Activity by Contractor.** On and after the effective date of this Agreement, CONTRACTOR shall be prohibited from entering into any agreement with any owner or developer of land identified as a Developable Administrative Parcel within the Habitat Conservation Plan area to act as a consultant for the purpose of providing planning assistance and/or conducting environmental review. Further CONTRACTOR shall be prohibited from serving as a sub-consultant to any consultant retained by an owner or developer of land identified by a Developable Administrative Parcel within the HCP area for the purpose of planning assistance and/or conducting environmental review. The prohibition herein shall not preclude CONTRACTOR from providing planning assistance or participating in environmental review with regard to any Developable Administrative Parcel through the auspices of the County acting as Plan Operator, or through the County or any of the Cities acting as Lead Agency for purposes of environmental review under the California Environmental Quality Act.

14. **Merger Clause.** This Agreement constitutes the sole agreement of the parties hereto and correctly states the rights, duties and obligations of each party as of the document's

date. Any prior agreement, promises, negotiations or representations between prior agreement, promises, negotiations or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the Trustees. In the event of a conflict between the terms, conditions or specifications set forth herein and those in Exhibit "A" attached hereto, the terms, conditions or specifications set forth herein shall prevail.

IN WITNESS WHEREOF, the parties hereto have affixed their hands on the day and year first above written.

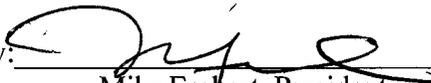
WEST COAST WILDLANDS, INC.

Dated: 6/13/2011

94-3340062  
Contractor's Tax I.D. Number  
or Social Security Number

PO Box 1057

Pacifica, CA 94044  
Contractor Address

By:   
Mike Forbert, President

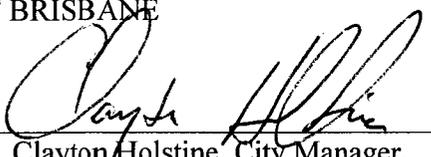
SAN BRUNO MOUNTAIN HABITAT  
CONSERVATION TRUST, COUNTY OF  
SAN MATEO

Dated: 6/13/2011

By:   
David Boesch, County Manager  
County of San Mateo, Trustee

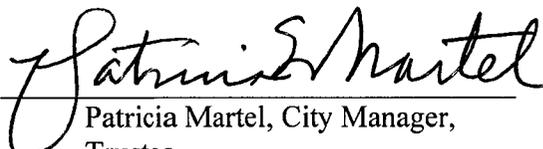
CITY OF BRISBANE

Dated: 6/13/2011

By:   
Clayton Holstine, City Manager,  
Trustee

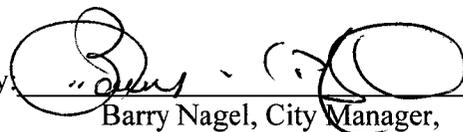
CITY OF DALY CITY

Dated: 6/13/2011

By:   
Patricia Martel, City Manager,  
Trustee

CITY OF SOUTH SAN FRANCISCO

Dated: 6/13/11

By:   
Barry Nagel, City Manager,  
Trustee

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**SAN BRUNO MOUNTAIN AREA  
HABITAT CONSERVATION PLAN**

**OPERATING BUDGET AND WORK SCOPE**

**FOR HABITAT MAINTENANCE  
AND EXOTICS CONTROL EFFORTS**

**FISCAL YEAR: JULY 1, 2011 - JUNE 30, 2012**

**Prepared by:**

**West Coast Wildlands  
P.O. Box 1057  
Pacifica, CA 94044-6057  
(650) 355-3589**

**FINAL**

**May 2011**

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**Submitted To:**

**San Bruno Mountain Area  
Habitat Conservation Plan Trustees**

**EXHIBIT A**

## **PROPOSED WORK SCOPE FISCAL YEAR 2011/2012**

A description for each task within the work program is provided below. See Table 1: Cost Summary For Fiscal Year 2011/2012 for the proposed budget for each task. West Coast Wildlands, Inc., (WCW) billing rates are provided at the end of this document.

### **A. PROGRAM MANAGEMENT**

#### **A.1. Administration and Project Supervision**

Tasks under Administration and Project Supervision include all the time that is required to attend meetings, respond to requests for information, communicate with the Habitat Manager and other contractors, and prepare the annual budget. Tasks will be completed primarily by a Biologist (\$55/hour), with support from the Senior Biologist (\$75/hour).

This budget includes time for attendance to: the annual HCP Trustees Meeting, four TAC meetings, and four field meetings. If attendance to more than the above stated meetings is requested by the Project Manager (San Mateo County Department of Parks), a separate contract on a time and materials basis will be needed. Other tasks included in Administration and Project Supervision in preparation of WCW's annual budget and invoicing.

#### **A.2. Annual Report Preparation and Data Analysis**

The Section 10(a)(1)(B) Permit requires the submission of an annual report describing activities conducted under the permit for the calendar year. WCW will prepare and submit the annual report to the USFWS by January 31, 2012. WCW will prepare and submit an annual report to the Habitat Manager (County of San Mateo) by December 31, 2011. This report will include invasive control work, restoration work, vegetation changes, and all other significant activities on the Mountain that relate to the HCP habitat management program for the year 2010 will be reported. This report can be included in the required Annual Permit Report sent to the USFWS by January 31, 2012.

West Coast Wildlands' preparation and data analysis for the Annual Permit Report is completed by a Biologist (\$55/hour), with support from the Senior Biologist (\$75/hour).

#### **A.3. Supervise Invasive Plant Control Work**

WCW will supervise day-to-day operations of the invasive plant control program on San Bruno Mountain (Figure 1). Tasks include planning invasive plant control, directing hand and herbicide work, and meetings with subcontractors, County staff, and San Bruno Mountain volunteers.

Invasive plant control work through the use of herbicide and hand weeding has been the primary tool for protecting and restoring the plant communities of San Bruno Mountain. Weed control for most areas is conducted 2-3 times per year, with an initial treatment, a 3-6 weeks follow-up treatment, and a third follow-up 4-6 months as necessary. Monitoring at individual sites will determine the appropriate specific timing for follow up treatments.

#### **A.4. The Technical Advisory Committee (TAC)**

The Technical Advisory Committee is comprised of representatives of the San Mateo County Parks Department, San Bruno Mountain volunteer groups, contractors and habitat management

biologists. The group met in the field the third week of March to discuss the FY2010/2011 work scope of the San Bruno Mountain HCP Habitat Maintenance Plan as proposed by Mike Forbert, biologist, West Coast Wildlands, Inc. The second meeting in April of 2011 discussed the changes to the Plan for the upcoming fiscal year within the San Bruno Mountain Management Units (Figure 1) include increasing the exotic plant control efforts at the South East Ridge (SER), South Slope (SS), Ridge Line East, Tank and Juncus Ravines and remainder lands due to the expanding *Oxalis pes-caprae* infestation (Figure 2). Aggressive control on the *Oxalis pes-caprae* is set for this fiscal year's winter months

## **B. *Oxalis pes-caprae* Control**

*Oxalis pes-caprae* is a low growing rhizomatous plant that has the potential to decimate perennial grasslands where most of the endangered butterfly habitat host and nectar plants are located. Common names are Bermuda buttercup or sour grass. The plant does not spread by seeds and have small bulblets that over winter. These bulblets are consumed by rodents or are washed down slope during the rainy season. The plants can occur in new areas of open space without known vectors or source of spread. The plants biggest threat is the suppression of native grasses, forbs and herbs when an infestation moves into an area. This has a direct effect on the endangered butterfly's host and nectar plants on San Bruno Mountain.

The greatest concentration of *Oxalis*, on San Bruno Mountain, is found in the Hillside management areas (which includes the Tank Ravine management area). *Oxalis* is also found along the Ridge Trail growing under scrub vegetation, South Slope Ravine and along a ridge trail from the Ranger's Station to the terminus of Hoffman Street (Daly City). Other, smaller infestations (Dairy Ravine, Radio Road, and below Brisbane Water Tank) are already treated as part of the general budget and work plan. Treatment is scheduled for all previously treated sites, as well as new sites observed down slope of the Ridge Trail in South Slope Ravine and the Remainder lands.

The previous *Oxalis* control option project is now incorporated into FY2011/2012 Habitat Maintenance Plan. A total of 25 acres were treated in the winter of 2010/2011. The *Oxalis pes-caprae* increase in total biomass exceeding our original site estimates for 2011. We mapped all past and current infestations on San Bruno Mountain (Figure 2) in February 2011 for discussion on control of satellite areas and/or large monocultures at the next TAC meeting in April 2011.

## **C. HABITAT MAINTENANCE AND ENHANCEMENT BY MANAGEMENT UNITS**

The San Bruno Mountain State and County Park is divided into thirteen Management Units (Figure 1) each with a specific name representative of their location. The Management Units from East to West are: Reservoir Hill, April Brook, Saddle, Dairy and Wax Ravines, Devils Arroyo, Southwest Slope, Hillside/Juncus, Carter/Martin, Northeast Ridge, Owl and Buckeye Canyons, South Slope, Brisbane Acres and Southeast Ridge.

Habitat maintenance and enhancement within the management units involves removal of high priority invasive pest plants in order to maintain or enhance existing native plant communities. Although the primary purpose of invasive weed control is to protect and maintain the best possible

butterfly habitat, control work is also done in native habitat areas that do not support the butterflies but are hosting particularly noxious weeds.

For the past 26 years, the invasive weed control program has gradually expanded to cover most of the grassland habitat on the Mountain and includes other biological significant areas. Our efforts will continue in areas that had ongoing weed control work and in areas that support important habitat for the endangered species, rare plants, and special status plant communities. The Invasive control effort is proposed in 33 specific sites spread throughout the Mountain's MUs (see attached budget spreadsheet at the end of the document).

Our Invasive plant control efforts are also augmented by volunteer groups, local homeowner's association (Terra Bay HOA), private landowners and agencies working through grant-funded programs. Currently several groups are involved: Myer's Development Group, San Bruno Mountain Watch, The Friends of San Bruno Mountain, Heart of the Mountain, The California Native Plant Society, and San Mateo County Parks. In 2011/2012, WCW will provide technical and administrative support for local agencies and groups conducting invasive plant control and restoration work.

### **C.1. Description of Effort within each Management Unit on San Bruno Mountain**

#### **Reservoir Hill**

The eastern section of this MU has F. broom and Oxalis present. Both non-native species are moving towards the endangered Mission blue butterfly (MB) habitat located south of the residential area. The Homeowners Association has planted both nectar and hosts plants on their property adjacent to the County Park boundary. The Oxalis and F. broom had been reduce in this area by 40% the past 3 years. Continued maintenance is included in the next fiscal year.

#### **April Brook**

The area is predominately coastal scrub with non-native eucalyptus trees and Pampas grass as the main invaders. Both species are treated with a combination of hand tools and aquatic herbicide applications. There is also a restoration-planting island for the Mission blue butterfly within the unit and focus surrounding the has been to control or eradicate additional invasive species that include F. broom, W. radish, I. thistle and cotoneaster.

#### **Saddle**

The primary non-native species has always been Gorse in the Saddle Trail area. The seedlings are viable for over 20 years and the site is visited 2-3 times per year to control the seedlings before they flower to seed. Within the Saddle MU is the Bog area where additional species are monitored for control or eradication. These non-native plants include poison hemlock, H. blackberry, P. loosestrife, P. grass and Eucalyptus saplings. The Saddle Trail has the host plant, *Viola pedunculata*, for the endangered Callippe silverspot (CS) butterfly located along the East Ridge. Both hand tools and aquatic herbicides are used for control or eradication

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#### **Dairy and Wax Ravines**

P. grass, Cape ivy, Eucalyptus, Gorse, Cotoneaster, Ox-eye daisy and H. blackberry have been the primary non-native weeds. The control of weeds within the ravines is to allow the site to return to coastal scrub habitat and enhance the grassland habitat in the upper areas. The Mission blue butterflies are found within Dairy Ravine.

The Dairy Ravine invasive species were reduced in FY2010/2011 and allowed funds to be distributed to some of the newer sites. We have revised this for FY2011/2012 to include

additional funding for the control of cotoneaster located adjacent to the north-central area of the hiking trail in Dairy Ravine and encroaching on perennial grassland habitat.

This year we added *Oxalis pes-caprae* to the weed list, as mapped, during the February 2011 walking survey in Wax Myrtle Ravine. The *Oxalis* had been located inside and adjacent to the County Park boundary within the McKesson parcel. The McKesson Parcel is currently being assessed for Exotics control with a 3-year initial Weed Maintenance Plan and a 2-year follow up plan.

### **Devils Arroyo**

The northern grassland habitat has MB host plants, *Lupinus formosus*, surrounded by French and Portuguese broom. There are very few *L. formosus* in this unit and is vital for maintaining a MB colony. The mature stand has been controlled and the current effort is reduction on the seed bank. Herbicide, hand control and mowing are part of the removal methods used at the site.

### **Southwest Slope**

The sub-ridges in this MU have endangered CS, MB and San Bruno Elfin (SBE) butterfly habitat. The weed area effort primarily surrounds the endangered butterfly habitat and non-native weeds that can threaten these areas. The typical weeds controlled are mustard, W. radish, fennel, Italian thistle and some F. broom. The largest concentration of *Oxalis* is adjacent to the County Park boundary within Holy Cross property that is leased to Pacifica Nurseries. Both hand and herbicide methods are used along the SBM and HCP boundary. The funding was slightly increased for this section to contain the spread of the *Oxalis*.

### **Hillside/Juncus**

This MU has endangered CS, MB and San Francisco Bay Checkerspot butterfly habitat. The host plant for the Bay checkerspot butterfly is the *Plantago erecta* and is still considered critical habitat even though the species has not been seen for years. Fennel, W. mustard, P. grass and *Oxalis* are present and the main species of control.

Lower Tank and Juncus ravines were added to the parkland in 2009 and has a large infestation of *Oxalis* that is within Mission blue butterfly habitat. The original infestation was managed by the previous owner, Myers Development Company, and reduced by 75%. Unfortunately new *Oxalis* infestations have occurred within the MU. The funding has been increased to treat mature *Oxalis* infestation, reducing their biomass and allowing any secondary growth to be treated with reduced rates of herbicides. *Oxalis* surrounds the endangered butterfly host and nectar plants where hand removal will be performed.

Additional sites added to the maintenance budget in FY2010/2011 were located at Hillside/Juncus MU and the South Slope MU called the Remainder lands that were dedicated to San Bruno Mountain County Parks department and has critical habitat for the endangered Callippe butterfly.

### **Carter/Martin**

The Carter/Martin MU is located at the NE end of San Bruno Mountain State and County Park and has both MB and CS butterfly habitat. The weed species managed onsite are Gorse, Fennel, P. grass, W. radish and Red valerian. Some areas surrounding the Park boundary are seed sources for the weeds being controlled within the MU. There will always be some effort required to maintain a weed-free butterfly habitat.

### **Northeast Ridge**

It is abundant with *Viola pedunculata* the host plant for the endangered Callippe fritillary butterfly. Funding remains the same for the NER fence line and their remainder lands that are adjacent to Callippe Hill.

Funding remains the same for the NER fence line and their remainder lands that are adjacent to Callippe Hill. It is abundant with *Viola pedunculata* the host plant for the endangered Callippe fritillary butterfly.

### **Owl and Buckeye Canyons**

Owl and Buckeye canyon ridgelines were originally grassland habitat that was being overtaken by the coastal scrub, mainly coyote brush, moving in from the surrounding areas until the Brisbane burn in 2008. In 2010/2011 100 feet of living coyote brush was removed along the ridgelines and allow the native grasses, forbs and herbaceous species the opportunity to re-colonize. Additional funds were added for both ridgelines and expand the brush reduction another 25 plus feet on both sides of the control. This control helps recreate grassland habitat that existed prior to coastal scrub (I.e. Coyote brush) migrating onto the sub-ridgelines.

### **Brisbane Acres**

The CS butterfly habitat is located along the sub-ridges of this MU. The main weeds to control within the area are W. radish and I. thistle. The non-native plants are treated with an herbicide in the spring when they appear. There was a 2008 fire in the area and invading shrubs moving into the grassland habitat is treated at the same time.

Six photo stations have been placed within the Brisbane Acres burn area to monitor the eastern Ridge Trail, Buckeye and Owl Canyons' native to non-native plant changes. The photo stations are visited during the spring by West Coast Wildlands for photo documentation of site change. Native bunch grasses, forbs and shrubs have returned from increased season precipitation on the Mountain during the FY2011/2012 winter months.

### **Southeast Ridge & South Slope**

The SER & South Slope (SS) sites are primary native perennial grassland habitat that is also excellent Mission blue and Callippe fritillary butterfly habitat. The invasive weeds moving into these grasslands areas are Bermuda buttercup (*Oxalis pes-caprea*) thistles (i.e. Italian and Bristly ox-tongue) and mustards (i.e. W radish. and M. mustard). The highly invasive species *Oxalis pes-caprea* or Bermuda buttercup was found in the winter of 2010 for the first time Figure 2. This plant has the ability to out-compete all existing native perennial grasses.

## **C.2. West Coast Wildlands Integrated Pest Management (IPM) Plant Control**

The greatest portion of the 2011/2012 budget will be allocated to invasive plant species control administered by West Coast Wildlands and complies with the current County of San Mateo IPM Policy and methods (See Attachment A: San Mateo Countywide IPM Policy).

West Coast Wildlands' IPM field methods include using manual tools, mechanical equipment and the lowest toxic herbicides to effectively treat the pests. Hand tools are used on non-native plants that are within sensitive habitats, an isolated individual or clusters and running or seasonal water sites. This method becomes very effective when the large mature stands of many invasive plants have been reduced by 90% and native plants have migrated into the treated site.

Mechanical mowing is a method used to control non-native annuals prior to seed-set such as thistles mustards. These species are often found along the Ridge Trail where the endangered Callippe silverspot butterfly is often monitored. The 2011 Habitat Maintenance and Exotics Plan increased the hand and mechanical efforts by another 20% from the previous year as noted in the 2011/2012 Budget Table.

Herbicide recommendations are written by at licensed DPR Pest Control Advisor (PCA) and Monthly Use Reports (MURs) are submitted to the San Mateo County Agriculture and Weights Department. Herbicide applications are used to treat the plants such as gorse, F. broom, Bermuda buttercup and eucalyptus that are difficult to control using the other methods. Disturbing the soil using mechanical tools in large weed infested areas can create an opportunity for other non-native plants to migrate onto the site.

The two herbicides used on San Bruno Mountain are very low in toxicity, most effective in treatment and least harmful to employees. The first is Aquamaster that is aquatic approved and mixed with an aquatic non-ionic silicone surfactant or spreader. This herbicide is applied to monocots such as non-native grasses or plants that are close to seed-set rendering the seeds immature. The second herbicide is Garlon 4 Ultra that is used on woody or broadleaf plants and mixed with vegetable oil. Garlon 4 Ultra is an auxin mimic, a plant hormone, which burns up the sugars in the roots. This herbicide's selectivity to dicotyledons allows treatment of plants within native perennial grassland habitat.

The three types of herbicide application methods are foliar, basal bark and cut-stump. A foliar application covers an area with 0.25 to 2.0% solution rate and the selective basal bark or cut-stump application rates range from 5-25% solution rate. Backpack or spray bottles are used to apply the herbicides that have selective tips for target location. Spray equipment accessories include buckets or shields to cover non-target plants. A no-spray buffer area is always required in sensitive areas. Buffer areas are always created via manual labor or hand tools. The herbicide training emphasizes treatment applied to the primary target species.

#### **D. HABITAT RESTORATION PLANTING ISLANDS**

The maintenance of butterfly habitat islands at N.E Ridge (NER1 & 2, NERPI 3-6, 7a & 7b and Dairy Ravine & Colma Creek sites (Sites CC1, D1 & D5) site visits will be part of our weed control while the crew is working in the surrounding habitat areas.

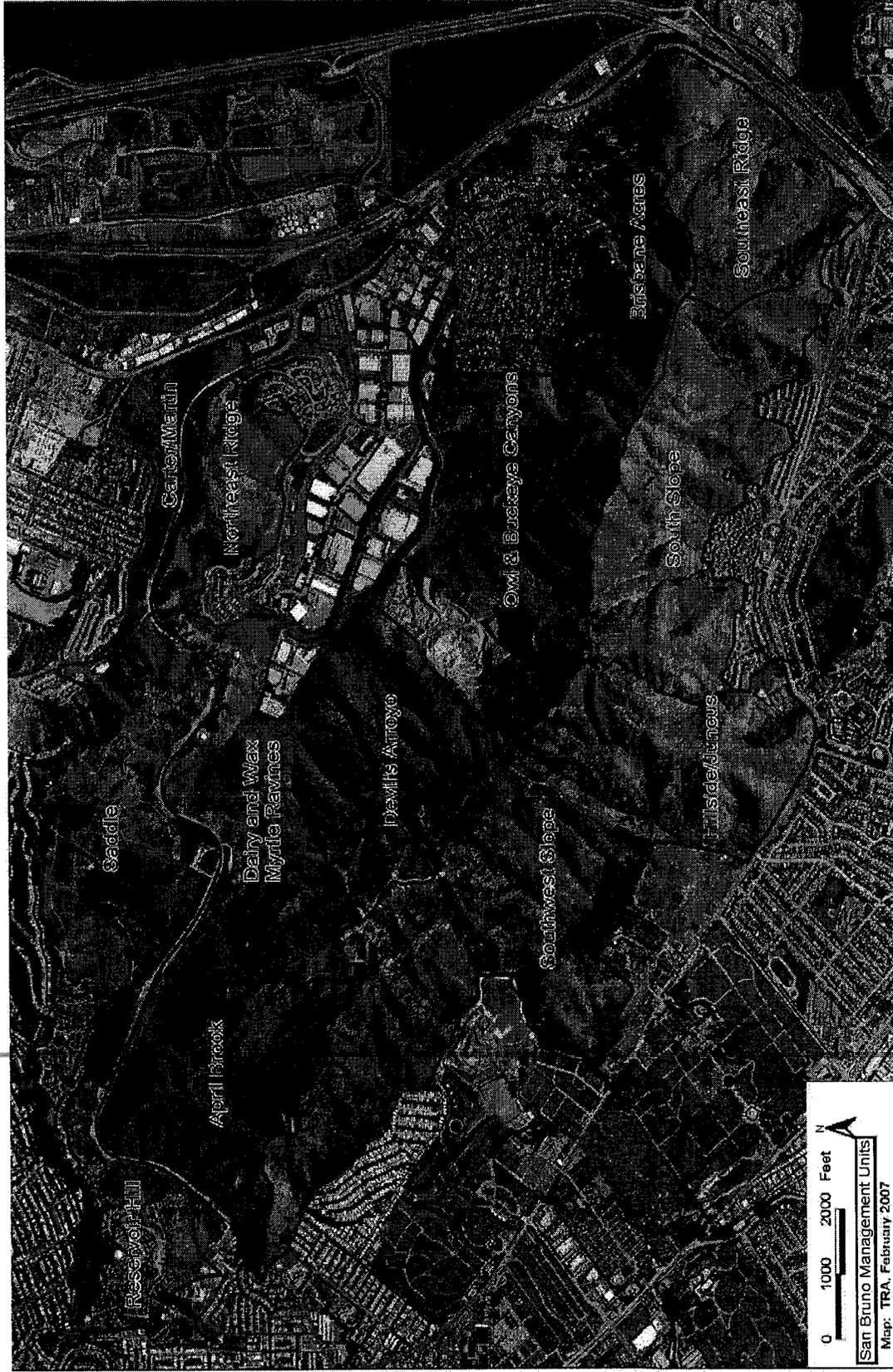


FIGURE 1

## 2011 San Bruno Mountain Oxalis Pes-caprea Mapping

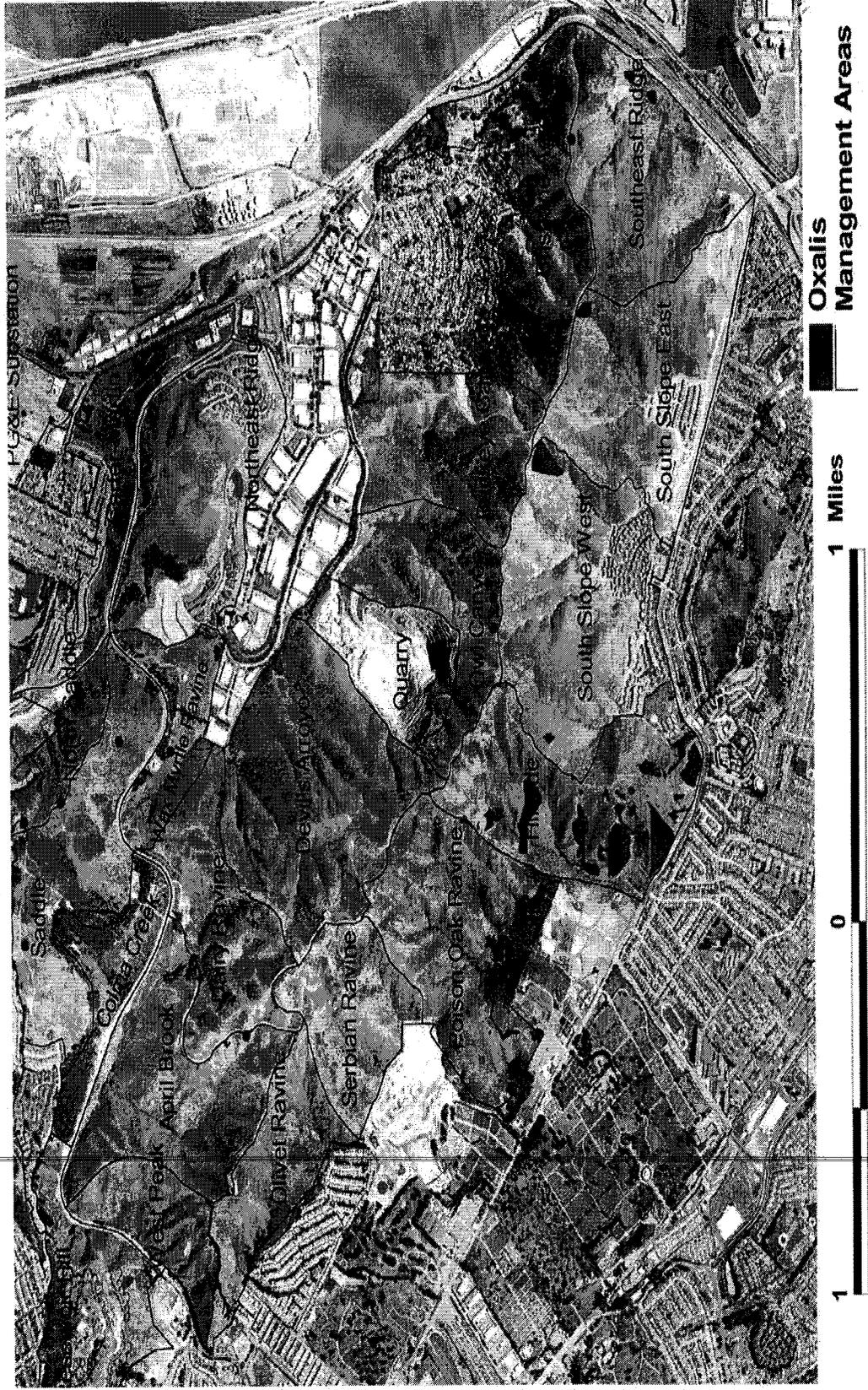


FIGURE 2

West Coast Wildlands, Inc.

May 2011



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

### GOAL

The [San Mateo County] 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 owned or managed by the City/County to the maximum extent practicable.

### RECOMMENDATIONS

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

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

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

The [San Mateo 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.

### 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. Antimicrobial agents are not included in this definition of pesticides. In general, the intent of antimicrobial agents is to reduce or mitigate the growth or development of microbial organisms. They are used to avoid health hazards and include in-door cleaning, spa and swimming pools, medical sterilizer and sanitizer products.

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 non-target 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); cultural controls (e.g., mulching, discing, or alternative plant type selection); and reduced risk chemical controls (e.g., soaps or oils).

[San Mateo County] owned or managed property 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.

# EWMS-Illegal Dumping

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## Purpose

To develop a centralized system that tracks illegal dumping activities, automatically decides courses of action based on predetermined business rules, log response actions by all responsible parties, and generate reports when needed.

## Goals

- Create a centralized tracking system that provides data access for external/internal agencies
- Develop standardized business processes for determining which stakeholder is responsible for various types of waste
- Generate automated notifications for action response
- Print reports

## Stakeholders

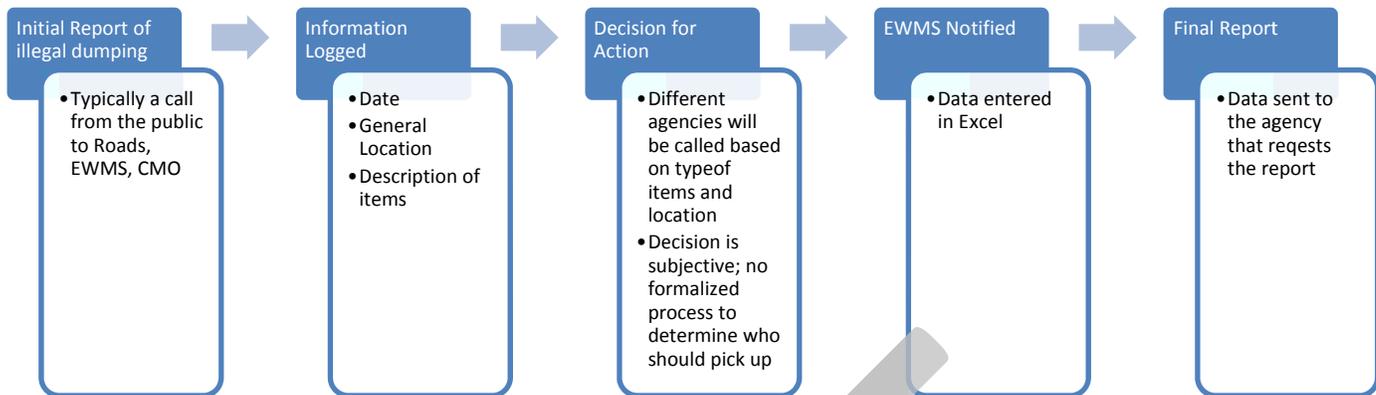
Involved stakeholders include a mixture of internal and external agencies to the County of San Mateo Unincorporated Areas:

- DPW - Roads
- DPW - EWMS
- Environmental Health
- Sheriffs
- Planning - Code Enforcement
- Recology
- San Mateo County Transit District

## Other garbage companies Challenges / Concerns

There is currently no unified method to deal with illegal dumping activities. Generally, one of the stakeholders (usually Roads, Recology, or EWMS) will get a phone call, route the information to a responsible party (RP) to take action and then notify EWMS to log the operation. Occasionally, multiple RP will be notified or the wrong RP was contacted for materials they cannot pickup. An example is someone notifies Recology to pick up illegally dumped furniture that is unknowingly on private property, but in fact, that person should notify Code Enforcement instead to take appropriate action. A standardized process for determining whom to contact based on what types of dumped materials needs to be developed. All RP need to act and respond to calls within timely manner. All this data needs to be tracked for the Regional Water Quality Control Board reports in gallons; will need to add conversions in the reporting for cubic yards to gallons.

## Existing Process



## Program Requirements

### Data Collection

- All stakeholders (external and internal) need to be able to access program and enter data
- System will collect initial data stated by illegal dumping reporter and actions taken by each responsible party. This could also include an on-line form that residents use to report the information
- Initial reported information includes:
  - Predefined categories regarding dumped items
  - Approximate amount and weight of items cubic yds/gallons
  - Approximate location (Street address; geo-coordinates if possible—lat./long.)
- Data tracked for actions taken by any stakeholder include:
  - Date action taken
  - Provide an itemized list of amount and type of trash picked up

### Business Logic Processing

- After initial report and data entry, program should follow some internal business logic and automatically determine responsible parties (RP) for taking actions based on types of trash involved. An example: if chemical waste is found, then Environmental Health may need to identify and then have roads pick up the materials and bring it to Tower Road identifying would be responsible for this item.
- The system should then notify any RP to take action (preferably by email, based on a predetermined list of RP contacts).
- Actions need to be tracked
- System should provide automatic follow-up if no action is taken within a determined period of time (may send out email reminders to take action)
- Have geo-processing ability to determine if specific RP need to be involved; determine as accurately as possible whether dumping activity occurs on County property or not.

### Optional Requirements

- Have ability to add picture attachments to initial report and/or follow-up actions
- Be able to enter geo-coordinates for location in initial report and/or follow-up actions (provides more accurate position of where dumping occurred)