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

September 15, 2013

Mr. Bruce H. Wolfe
Executive Officer
San Francisco Bay Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

Subject: **Town of Colma**
FY 2012/13 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by the Town of Colma pursuant to Permit Provision C.16.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2009-0074, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of compliance activities conducted during FY 2012/13 and related accomplishments.

Please contact me at (650)757-8888 regarding any questions or concerns.

Sincerely,

Brad Donohue
Director of Public Works
(Duly Authorized Representative)

TOWN OF COLMA
FY 2012/13 ANNUAL REPORT

Certification Statement

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

Signature of Duly Authorized Representative:

Name — Date: 9/12/13

Director of Public Works
Title

FY 2012-2013 Annual Report
Permittee Name: Town of Colma

ATTACHMENT B

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Section 1 – Permittee Information

Background Information							
Permittee Name:	Town of Colma						
Population:	1441						
NPDES Permit No.:	CAS612008						
Order Number:	R2-2009-0074R						
Reporting Time Period (month/year):	July 2012 through June 2013						
Name of the Responsible Authority:	Brad Donohue				**Title:**	Director of Public Works	
Mailing Address:	1188 El Camino Real						
City:	Colma	**Zip Code:**	94014		**County:**	San Mateo	
Telephone Number:	650-757-8888		**Fax Number:**			650-757-8890	
E-mail Address:	brad.donohue@colma.ca.gov						
Name of the Designated Stormwater Management Program Contact (if different from above):	Muneer Ahmed			**Title:**	Associate Engineer		
Department:	Engineering						
Mailing Address:	1188 El Camino Real						
City:	Colma	**Zip Code:**	94014		**County:**	San Mateo	
Telephone Number:	650-757-8894		**Fax Number:**			650-757-8890	
E-mail Address:	muneer.ahmed@colma.ca.gov						

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

Activities for the reporting year conducted by the Town include: (1) participation in the SMCWPPP Public Works Municipal Maintenance Subcommittee, (2) participation at the May 23rd Municipal Maintenance Workshop, (3) Monitoring and Cleanup of Trash Capture Devices, (4) Corporation Yard BMP Maintenance and Inspections, (5) Screening of Town's SD System for illicit discharges, (6) Trash Hot Spot Cleanup, (7) Street Sweeping, (8) Inspection and replacement of storm drain inlet markers (no dumping flows to bay), etc.

Refer to the C.2 Municipal Operations section of the SMCWPPP FY 12-13 Annual Report for a description of activities implemented at the countywide and/or regional level.

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

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

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

Comments:

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

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	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
Y	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:

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

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

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

Comments:

- Graffiti is cleaned up by painting over and not power washing.
- Graffiti abatement is done by municipal staff and not through contractors and BASMAA Mobile Surface Cleaner Program BMP's are used.
- The Town does not own/maintain any bridges.

C.2.d. ►Stormwater Pump Stations

Does your municipality own stormwater pump stations:		Yes	X	No

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

Complete the following table for dry weather DO monitoring and inspection data for pump stations[1] (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
Colma does not own stormwater pump stations				

Summarize corrective actions as needed for DO monitoring at or below 3 mg/L. Attach inspection records of additional DO monitoring for corrective actions:

Summary:
Attachments:

Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations):

Pump Station Name and Location	Date (2x/year required)	Presence of Trash (Cubic Yards)	Presence of Odor (Yes or No)	Presence of Color (Yes or No)	Presence of Turbidity (Yes or No)	Presence of Floating Hydrocarbons (Yes or No)
Colma does not own stormwater pump stations						

[1] 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.

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

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

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

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

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

Comments including listing increased maintenance in priority areas:

Colma does not own/maintain rural roads

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

C.2.f. ►Corporation Yard BMP Implementation

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

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

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

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

Comments:

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

Corporation Yard Name	**Inspection Date** (1x/year required)	**Inspection Findings/Results**	**Follow-up Actions**
Town of Colma Corporation Yard	09/11/2012	Re-Install "No-Dumping Flows to Bay" Stencils in the parking lot area. Replace damaged Sand Bags. Other housekeeping BMP's were found to be in compliance.	"No-Dumping Flows to Bay" stencils were replaced. Damaged sand bags were replaced. Activities completed on 9/11/12. Re-Inspected on 9/12/13.
Town of Colma Corporation Yard	06/06/2013	One "No-Dumping Flows to Bay" Stencil was found damaged and replaced the same day.	None. All other BMP's were found to be in compliance.

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

C.3.b.v.(2)(a) ►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:

The Town of Colma does not have a pilot green street project within its jurisdiction.

The C.3 New Development and Redevelopment section of the SMCWPPP FY 12-13 Annual Report includes a description of activities conducted at the countywide or regional level.

C.3.b.v.(2)(c) ►Summary of Green Street Projects Completed by January 1, 2013

(For FY 12-13 Annual Report only) Provide a summary of all green street projects completed by January 1, 2013.

Summary:

BASMAA has prepared a regional summary of all green street pilot projects. The Green Street Pilot Project Summary Report is being submitted by BASMAA, on behalf of the MRP permittees, in BASMAA's MRP FY 12-13 Regional Supplement – New Development and Redevelopment. The Green Streets Pilot Project Summary Report contains all of the required elements listed in Provision C.3.b.v.(2)(c) for all green street projects completed by January 1, 2013, as well as information on projects not yet completed.

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

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

No Regulated Projects were approved this reporting period.

C.3.e.v. ► Alternative or In-Lieu Compliance with Provision C.3.c.

(For FY 11-12 Annual Report and each Annual Report thereafter) Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?	X	**Yes**		**No**
Comments (optional):				

C.3.e.vi ► Special Projects Reporting

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)?		**Yes**	X	**No**
2. Has your agency granted final discretionary approval of a project identified as a Special Project in the March 15, 2013 report? If yes, include the project in both the C.3.b.v.(1) Table, and the C.3.e.vi. Table.		**Yes**	X	**No**

If you answered "Yes" to either question,

1) Complete Table C.3.e.vi . below
2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project.

Not Applicable

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

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

(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:

There are four (4) sites with nine (9) stormwater treatment measures installed in Colma in previous years. No new stormwater treatment systems were installed this reporting period. In the last reporting period, 77 percent of installed storm water treatment systems were inspected. This

reporting period, Town Staff inspected 100% of installed storm water treatment systems. Town Inspection Staff also reviewed maintenance records of these systems. Common problems encountered include establishing contacts with property maintenance managers because of personnel changes and educating them about keeping the maintenance records readily available.

(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:
Town staff plans to inspect a majority of the installed treatment systems again this reporting period if staffing permits to maintain point of contacts with the maintenance managers at these properties. Future Inspections will be prioritized based on findings from routine annual inspections.

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

• Inspect all newly installed stormwater treatment systems and HM controls within 45 days of installation?		**Yes**		**No**	X	**Not applicable. No new facilities were installed.**
• Inspect at least 20 percent of the total number of installed stormwater treatment systems or HM controls?[3]	X	**Yes**		**No**		**Not applicable. No treatment measures**
• Inspect at least 20 percent of the total number of installed vault-based systems?	X	**Yes**		**No**		**Not applicable. No vault systems.**

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

C.3.i. ►Required Site Design Measures for Small Projects and Detached Single Family Home Projects

On an annual basis, discuss the implementation of the requirements of Provision C.3.i, including ordinance revisions, permit conditions, development of standard specifications and/or guidance materials, and staff training.

Summary:
BASMAA prepared standard specifications in four fact sheets regarding the site design measures listed in Provision C.3.i, as a resource for Co-permittees. We have modified local ordinances/policies/procedures and forms/checklists to require all applicable projects approved after December 1, 2012 to implement at least one of the site design measures listed in Provision C.3.i.

[3] If there is only 1 treatment measure in the jurisdiction, the agency must inspect it every year.

We are using the following Program and BASMAA products for C.3.i implementation:

- BASMAA's site design fact sheets
- The SMCWPPP C.3 Regulated Projects Checklist
- C.3.i guidance provided by the SMCWPPP C.3 Stormwater Technical Guidance document Appendix L

Four of the Town's Planning and Engineering Staff attended the May 22nd SMCWPPP New Development Workshop that included presentations on Provision C.3.i requirements and using the C.3 Regulated Projects Checklist for small projects.

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[10], Street Address	Name of Developer	Project Phase No.[11]	Project Type & Description[12]	Project Watershed[13]	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft^2)[14]	Total Replaced Impervious Surface Area (ft^2)[15]	Total Pre-Project Impervious Surface Area[16] (ft^2)	Total Post-Project Impervious Surface Area[17] (ft^2)
Private Projects											
None to Report											
Public Projects											
None to Report											

Comments:
No Regulated Projects were approved this reporting period.

[10] Include cross streets
[11] 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".
[12] 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.
[13] State the watershed(s) in which the Regulated Project is located. Downstream watershed(s) may be included, but this is optional.
[14] All impervious surfaces added to any area of the site that was previously existing pervious surface.
[15] All impervious surfaces added to any area of the site that was previously existing impervious surface.
[16] For redevelopment projects, state the pre-project impervious surface area.
[17] For redevelopment projects, state the post-project impervious surface area.

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

Project Name Project No.	Application Deemed Complete Date[18]	Application Final Approval Date[19]	Source Control Measures[20]	Site Design Measures[21]	Treatment Systems Approved[22]	Type of Operation & Maintenance Responsibility Mechanism[23]	Hydraulic Sizing Criteria[24]	Alternative Compliance Measures[25/26]	Alternative Certification[27]	HM Controls[28/29]
Private Projects										
None to Report										

Comments:

No Regulated Projects were approved this reporting period.

[18] For private projects, state project application deemed complete date. If the project did not go through discretionary review, report the building permit issuance date.
[19] For private projects, state project application final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.
[20] 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.
[21] 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.
[22] 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.).
[23] 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.
[24] 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).
[25] 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.
[26] 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.
[27] Note whether a third party was used to certify the project design complies with Provision C.3.d.
[28] If HM control is not required, state why not.
[29] If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), biodetention unit(s), regional detention basin, or in-stream control).

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

Project Name Project No.	Approval Date[30]	Date Construction Scheduled to Begin	Source Control Measures[31]	Site Design Measures[32]	Treatment Systems Approved[33]	Operation & Maintenance Responsibility Mechanism[34]	Hydraulic Sizing Criteria[35]	Alternative Compliance Measures[36/37]	Alternative Certification[38]	HM Controls[39/40]
Public Projects										
None to Report										

Comments:

No Regulated Projects were approved this reporting period.

[30] For public projects, enter the plans and specifications approval date.
[31] 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.
[32] 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.
[33] 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.).
[34] List the legal mechanism(s) (e.g., maintenance plan for 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.
[35] 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).
[36] 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.
[37] 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.
[38] Note whether a third party was used to certify the project design complies with Provision C.3.d.
[39] If HM control is not required, state why not.
[40] If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), biodetention unit(s), regional detention basin, or in-stream control).

C.3.h.iv. ►Table of 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)[41]	Party Responsible[42] For Maintenance	Date of Inspection	Type of Inspection[43]	Type of Treatment/HM Control(s) Inspected[44]	Inspection Findings or Results[45]	Enforcement Action Taken[46]	Comments/Follow-up
Cypress Lawn Cemetery	1701 Hillside Blvd.	No	Cypress Lawn Cemetery Association	02/07/13	Routine	Vegetated Swale, Infiltration Basin, Drain Inserts	Treatment Systems were well maintained. Also reviewed the maintenance records binder available with the Maintenance Manager	None Needed	None
Lexus of Serramonte	700 Serramonte Blvd.	No	Lexus of Serramonte	02/07/13	Routine	Vegetated Swale	The vegetated/biotreatment swale was not properly maintained/. Landscape appeared distressed.	Verbal Warning	Instructed the property maintenance manager to remedy poor vegetation cover
Lexus of Serramonte	700 Serramonte Blvd.	No	Lexus of Serramonte	02/20/13	Follow-Up	Vegetated Swale, Media Filter	Vegetation Cover was re-established in the swale. Inspected the media filter and also reviewed the maintenance records. System was properly maintained.	None Needed	None
Target at Colma	5001 Junipero Serra Blvd.	No	Target Corporation	03/29/13	Routine	Bio-Infiltration Swale, Flow-through Planter, Vortex Separator	Treatment systems were well maintained. Reviewed maintenance records.	None Needed	None
Vivana Fair	990 Serramonte Blvd.	No	VicGold Investments, Inc.	03/18/13	Routine	Infiltration Basin, Porous Asphalt	Infiltration basin was clean and dry. Vacuum cleaning records for porous asphalt and the parking lot were reviewed and found to be satisfactory.		

[41] Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.
[42] State the responsible operator for installed stormwater treatment systems and HM controls.
[43] State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).
[44] 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.
[45] State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).
[46] State the enforcement action(s) taken, if any.

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

Reporting Period – January 1 – June 30, 2013

Project Name & No.	Permittee	Address	Application Submittal Date[47]	Status[48]	Description[49]	Site Total Acreage	Density DU/Acre	Density FAR	Special Project Category[50]	LID Treatment Reduction Credit Available[51]	List of LID Stormwater Treatment Systems[52]	List of Non-LID Stormwater Treatment Systems[53]
No special projects were received and/or approved during this reporting period.									Category A: Category B: Category C: Location: Density: Parking:	Category A: Category B: Category C: Location: Density: Parking:		

[47] Date that a planning application for the Special Project was submitted.
[48] Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.
[49] Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.
[50] For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.
[51] For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.
[52]: List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.
[53] List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

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

Program Highlights

Provide background information, highlights, trends, etc.

The Town has an agreement with the County Environmental Health Department (SMCEH) to perform business storm water inspections. Town staff also performs inspections and follow-up inspections at some of these facilities. Maintenance Staff attended the storm water inspection training provided by the countywide program.

Activities for the reporting year include: 1) updating facilities lists; 2) conducting inspections; and 3) participating in the Commercial, Industrial and Illicit Discharge (CII) Subcommittee.

Refer to the C.4. Industrial and Commercial Site Controls section of the SMCWPPP FY 12-13 Annual Report for a description of activities of SMCWPPP and/or the BASMAA Municipal Operations Committee.

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan?	X	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.

Potential Facilities List is attached.

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

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

List of Facilities scheduled for inspection in the current fiscal year is attached.

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.

	X	Permittee reports multiple discrete violations on a site as one violation.
		Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected	89	
Total number of inspections conducted	98	
Number of violations (excluding verbal warnings)	4	
Sites inspected in violation	4	4.5%
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	3	75%

Comments:

SM County Environmental Health (CEH) Food and HazMat program inspectors conduct routine Stormwater inspections at inventoried sites based on High, Medium, and Low priorities. If a violation or discharge is observed, a description of the violation is noted on the Inspection Report form, including comments and/or requirements that the facility must complete to clear the violation. If the violation is not cleared at the time of the inspection, a copy of the Inspection Report form is given to a stormwater technician for follow up. For the purposes of this section of the Annual Report, Verbal Warnings are not counted as violations.

Three of the four violations were corrected within the recommended 10 day period. Staffing transitions contributed to a lapse in tracking outstanding violations. Continued follow up with stormwater technicians will be conducted during the next Reporting Period to ensure that follow up inspections occur within the recommended period.

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)	1
Potential discharge and other	3
Comments: Violations are counted as one per site, regardless on the actual number of discrete violations observed/recorded.	

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)[48]	Number of Enforcement Actions Taken	% of Enforcement Actions Taken[49]
Level 1	Verbal Warning	5	55.6%
Level 2	Warning Notice or Administrative Action	2	22.2%
Level 3	Administrative Action with Penalty &/or Cost Recovery	2	22.2%
Level 4	Legal Action/Referral	0	0%
Total		**9**	**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[50]	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
HazMat	1	3
Food	0	0

[48] Agencies to list specific enforcement actions as defined in their ERPs.
[49] Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.
[50] 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 facilities have been identified as requiring Industrial General Permit coverage that has not filed for coverage.

C.4.d.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Illicit Discharge Inspection Workshop	04/24/2013	Regulatory refresher, mobile cleaning of parking garages, table top exercise for illicit discharge scenarios	1	100%

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

C.4.b.iii.(1)
Potential Facilities List
Facilities Inspected by San Mateo County

Municipality
COLMA

Facility	Address		City
[redacted]			
PRECISION AUTO DETAILING	245 COLLINS		COLMA
A-1 RHINO LININGS	480 COLLINS	#A	COLMA
SERRAMONTE FORD BODY SHOP	500 COLLINS		COLMA
SERRAMONTE FORD FLEET SERVICES	530 COLLINS		COLMA
CHRISTY VAULT CO	1000 COLLINS		COLMA
KIMCO REALTY	1 COLMA		COLMA
HOME DEPOT #639	2 COLMA		COLMA
THE HOME DEPOT #639	2 COLMA		COLMA
SOUTHWEST CONCESSIONS KB	2 COLMA		COLMA
HONEY BAKED HAM	11 COLMA		COLMA
QUIZNOS SUB #2786	15 COLMA	#15	COLMA
GENERAL NUTRITION CENTERS	17 COLMA		COLMA
BED BATH & BEYOND #315	19 COLMA		COLMA
OFFICE DEPOT	35 COLMA		COLMA
MANILA EATERY	45 COLMA		COLMA
LENSCRAFTERS	53 COLMA		COLMA
OLD NAVY #5520	55 COLMA		COLMA
MARSHALLS	65 COLMA		COLMA
JO ANN FABRICS AND CRAFTS #695	75 COLMA		COLMA
HOME DEPOT	91 COLMA		COLMA
THE HOME DEPOT #6655	91 COLMA		COLMA
KELLY DELI PRO	91 COLMA		COLMA
BURGER KING	111 COLMA		COLMA
THE VITAMIN SHOPPE	115 COLMA		COLMA
BEST BUY	200 COLMA		COLMA
[redacted]			
[redacted]			
WOODLAWN MEMORIAL PARK	1000 EL CAMINO REAL		COLMA
ETERNAL HOME CEMETERY	1051 EL CAMINO REAL		COLMA
GREENLAWN MEMORIAL PARK	1100 EL CAMINO REAL		COLMA
MEMORIAL PARK, GREEK ORTHODOX	1148 EL CAMINO REAL		COLMA
HOME OF PEACE CEMETERY	1299 EL CAMINO REAL		COLMA
CYPRESS LAWN CEMETERY	1370 EL CAMINO REAL		COLMA
[redacted]			
[redacted]			
SWEET DREAMS	7743 EL CAMINO REAL		COLMA
[redacted]			
[redacted]			
TOWN OF COLMA CORP YARD	601 F		COLMA
[redacted]			
[redacted]			
[redacted]			
[redacted]			
[redacted]			
[redacted]			
[redacted]			
OLIVET MEMORIAL PARK	1601 HILLSIDE		COLMA
LUCKY CHANCES CASINO	1700 HILLSIDE		COLMA
SERBIAN CEMETERY	1801 HILLSIDE		COLMA

Facilities crossed out above are not in the Jurisdiction of the Town of Colma

C.4.b.iii.(1)
Potential Facilities List
Facilities Inspected by San Mateo County

Municipality
COLMA

Facility	Address		City
TROYS AUTO BODY	1901 HILLSIDE		COLMA
CYPRESS GOLF COURSE	2001 HILLSIDE		COLMA
CYPRESS GOLF COURSE	2001 HILLSIDE		COLMA
BEVERAGES & MORE	4915 JUNIPERO SERRA		COLMA
MICHAELS ARTS & CRAFTS	4925 JUNIPERO SERRA		COLMA
MICHAELS STORES	4925 JUNIPERO SERRA		COLMA
CALIFORNIA FRESH	4927 JUNIPERO SERRA		COLMA
TAQUERIA POLANCO	4931 JUNIPERO SERRA		COLMA
ROUND TABLE PIZZA	4935 JUNIPERO SERRA		COLMA
TARGET STORES T0320	5001 JUNIPERO SERRA		COLMA
TARGET STORE #320	5001 JUNIPERO SERRA		COLMA
SIZZLER	5025 JUNIPERRO SERRA		COLMA
HOLY CROSS CEMETERY	1500 MISSION		COLMA
[redacted]			
PACIFIC SUPPLY	1675 OLD MISSION		COLMA
ROYAL AUTO BODY SHOP	1681 OLD MISSION	A-D	COLMA
IMAGE AUTO BODY	1687 OLD MISSION		COLMA
BACAS MACHINE SHOP	1690 OLD MISSION		COLMA
JOHNS AUTOMOTIVE	1711 OLD MISSION		COLMA
DITOS MOTORS	1715 OLD MISSION		COLMA
GENUINE AUTO CARE	1733 OLD MISSION		COLMA
CYPRESS LAWN CEMETERY	1770 OLD MISSION		COLMA
[redacted]			
HILLSIDE LANDFILL	1 SAND HILL		COLMA
AW COLLISION OF SERRAMONTE	435 SERRAMONTE		COLMA
SERRAMONTE AUTO PLAZA	445 SERRAMONTE		COLMA
SERRAMONTE ACURA	475 SERRAMONTE		COLMA
SERRAMONTE HONDA	485 SERRAMONTE		COLMA
SERRAMONTE NISSAN	650 SERRAMONTE		COLMA
LEXUS OF SERRAMONTE	700 SERRAMONTE		COLMA
SERRAMONTE SUBARU	707 SERRAMONTE		COLMA
SERRAMONTE VOLKSWAGEN	711 SERRAMONTE		COLMA
DOLLAR STORES, INC	735 SERRAMONTE		COLMA
BABIES R US	775 SERRAMONTE		COLMA
STEWART CHEVROLET CO	780 SERRAMONTE		COLMA
STEWART CHRYSLER JEEP DODGE RAM	800 SERRAMONTE		COLMA
ONO HAWAIIAN BBQ	970 SERRAMONTE		COLMA
CHIPOTLE MEXICAN GRILL	990 SERRAMONTE	D	COLMA
POPEYES LOUISIANA KITCHEN	990 SERRAMONTE	C	COLMA
STARBUCKS COFFEE	990 SERRAMONTE		COLMA

Facilities crossed out above are not in the Jurisdiction of the Town of Colma

C.4.b.iii.(1)
Potential Facilities List
Facilities Inspected by San Mateo County

Municipality
COLMA

Facility	Address	City
SERRAMONTE FORD	999 SERRAMONTE	COLMA

Facilities crossed out above are not in the Jurisdiction of the Town of Colma

Potential facilities List - C.4.b.iii. (1)		
Facilities Inspected by Colma		
St. No.	**St. Name**	**Business Name**
2499	HILLSIDE	MARDIGAL NURSERY
2551	HILLSIDE	SEGALI & CERINI NURSERY
1900	HILLSIDE	ACME MEMORIAL, INC
1351	EL CAMINO REAL	AMERICAN MONUMENT, INC.
1174	EL CAMINO REAL	ART IN STONE MONUMENT
3601	JUNIPERO SERRA	5 A RENT ASPACE
1900	EL CAMINO REAL	PUBLIC STORAGE

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

C.4.b.iii.(2)
Facilities Scheduled for Inspeciton

Municipality
COLMA

Facility	Address		City
SERRAMONTE FORD BODY SHOP	500 COLLINS		COLMA
SERRAMONTE FORD FLEET SERVICES	530 COLLINS		COLMA
SOUTHWEST CONCESSIONS KB	2 COLMA		COLMA
SERRAMONTE FORD	999 SERRAMONTE		COLMA
BEVERAGES & MORE	4915 JUNIPERO SERRA		COLMA
[redacted]			
[redacted]			
STARBUCKS COFFEE	990 SERRAMONTE		COLMA
SWEET DREAMS	7743 EL CAMINO REAL		COLMA
[redacted]			
[redacted]			
[redacted]			
[redacted]			
[redacted]			
MICHAELS STORES	4925 JUNIPERO SERRA		COLMA
[redacted]			
[redacted]			
OLIVET MEMORIAL PARK	1601 HILLSIDE		COLMA
HOME DEPOT #639	2 COLMA		COLMA
HOME DEPOT	91 COLMA		COLMA
[redacted]			
LENSCRAFTERS	53 COLMA		COLMA
[redacted]			
[redacted]			
SERRAMONTE ACURA	475 SERRAMONTE		COLMA
TROYS AUTO BODY	1901 HILLSIDE		COLMA
SERRAMONTE SUBARU	707 SERRAMONTE		COLMA
ROYAL AUTO BODY SHOP	1681 OLD MISSION	A-D	COLMA
SERRAMONTE VOLKSWAGEN	711 SERRAMONTE		COLMA
A-1 RHINO LININGS	480 COLLINS	#A	COLMA
CYPRESS GOLF COURSE	2001 HILLSIDE		COLMA
ONO HAWAIIAN BBQ	970 SERRAMONTE		COLMA
TARGET STORE #320	5001 JUNIPERO SERRA		COLMA
THE VITAMIN SHOPPE	115 COLMA		COLMA
[redacted]			
[redacted]			
SERRAMONTE NISSAN	650 SERRAMONTE		COLMA
[redacted]			
[redacted]			
[redacted]			
KELLY DELI PRO	91 COLMA		COLMA
[redacted]			
[redacted]			
MANILA EATERY	45 COLMA		COLMA
HONEY BAKED HAM	11 COLMA		COLMA
STEWART CHRYSLER JEEP DODGE RAM	800 SERRAMONTE		COLMA
TOWN OF COLMA CORP YARD	601 F		COLMA
PACIFIC SUPPLY	1675 OLD MISSION		COLMA
[redacted]			
LUCKY CHANCES CASINO	1700 HILLSIDE		COLMA
[redacted]			
CYPRESS LAWN CEMETERY	1370 EL CAMINO REAL		COLMA
CYPRESS LAWN CEMETERY	1770 OLD MISSION		COLMA
[redacted]			

Facilities crossed out above are not in the Jurisdiction of the Town of Colma

C.4.b.iii.(2)
Facilities Scheduled for Inspeciton

Municipality
COLMA

Facility	Address		City
[redacted]	[redacted]		[redacted]
ROUND TABLE PIZZA	4935 JUNIPERO SERRA		COLMA
PRECISION AUTO DETAILING	245 COLLINS		COLMA
QUIZNOS SUB #2786	15 COLMA	#15	COLMA
ETERNAL HOME CEMETERY	1051 EL CAMINO REAL		COLMA
DITOS MOTORS	1715 OLD MISSION		COLMA
SIZZLER	5025 JUNIPERRO SERRA		COLMA
WOODLAWN MEMORIAL PARK	1000 EL CAMINO REAL		COLMA
GENERAL NUTRITION CENTERS	17 COLMA		COLMA
OLD NAVY #5520	55 COLMA		COLMA
[redacted]	[redacted]		[redacted]
GREENLAWN MEMORIAL PARK	1100 EL CAMINO REAL		COLMA
MEMORIAL PARK, GREEK ORTHODOX	1148 EL CAMINO REAL		COLMA
CYPRESS GOLF COURSE	2001 HILLSIDE		COLMA
BEST BUY	200 COLMA		COLMA
SERRAMONTE HONDA	485 SERRAMONTE		COLMA
AW COLLISION OF SERRAMONTE	435 SERRAMONTE		COLMA
DOLLAR STORES, INC	735 SERRAMONTE		COLMA
BURGER KING	111 COLMA		COLMA
TARGET STORES T0320	5001 JUNIPERO SERRA		COLMA
[redacted]	[redacted]		[redacted]
BABIES R US	775 SERRAMONTE		COLMA
OFFICE DEPOT	35 COLMA		COLMA
[redacted]	[redacted]		[redacted]
CHIPOTLE MEXICAN GRILL	990 SERRAMONTE	D	COLMA
SERRAMONTE AUTO PLAZA	445 SERRAMONTE		COLMA
MICHAELS ARTS & CRAFTS	4925 JUNIPERO SERRA		COLMA
CALIFORNIA FRESH	4927 JUNIPERO SERRA		COLMA
TAQUERIA POLANCO	4931 JUNIPERO SERRA		COLMA
POPEYES LOUISIANA KITCHEN	990 SERRAMONTE	C	COLMA
MARSHALLS	65 COLMA		COLMA
CHRISTY VAULT CO	1000 COLLINS		COLMA
KIMCO REALTY	1 COLMA		COLMA
JO ANN FABRICS AND CRAFTS #695	75 COLMA		COLMA
THE HOME DEPOT #6655	91 COLMA		COLMA
HOLY CROSS CEMETERY	1500 MISSION		COLMA
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
LEXUS OF SERRAMONTE	700 SERRAMONTE		COLMA
STEWART CHEVROLET CO	780 SERRAMONTE		COLMA
HOME OF PEACE CEMETERY	1299 EL CAMINO REAL		COLMA
SERBIAN CEMETERY	1801 HILLSIDE		COLMA
IMAGE AUTO BODY	1687 OLD MISSION		COLMA
JOHNS AUTOMOTIVE	1711 OLD MISSION		COLMA
BACAS MACHINE SHOP	1690 OLD MISSION		COLMA
GENUINE AUTO CARE	1733 OLD MISSION		COLMA
HILLSIDE LANDFILL	1 SAND HILL		COLMA
THE HOME DEPOT #639	2 COLMA		COLMA
BED BATH & BEYOND #315	19 COLMA		COLMA
[redacted]	[redacted]		[redacted]

Facilities crossed out above are not in the Jurisdiction of the Town of Colma

C.4.b.iii. (2)		
Facilities Scheduled for Inspection by Colma		
St. No.	**St. Name**	**Business Name**
2499	HILLSIDE	MARDIGAL NURSERY
2551	HILLSIDE	SEGALI & CERINI NURSERY
1900	HILLSIDE	ACME MEMORIAL, INC
1351	EL CAMINO REAL	AMERICAN MONUMENT, INC.
1174	EL CAMINO REAL	ART IN STONE MONUMENT
3601	JUNIPERO SERRA	5 A RENT ASPACE
1900	EL CAMINO REAL	PUBLIC STORAGE

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

Program Highlights

Provide background information, highlights, trends, etc.

Activities for the reporting year include: (1) participation in the countywide program's CII sub-committee; (2) implementation of the storm drain collection system screening program: and (3) attendance at the SMCWPPP April 24th Illicit Discharge Inspector Training Workshop.

Please refer to the C.5 Illicit Discharge Detection and Elimination section of countywide program's FY 12-13 Annual Report for description of activities 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
Phil Scramaglia	Public Works Maintenance Supervisor (Primary Contact)	650-757-8888
Muneer Ahmed	Engineering/PW Department (Secondary Contact)	650-757-8888
Colma PD Dispatch (Non-Emergency)	For after work hours, weekends or holidays	650-997-8321

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:

Town's public works staff will respond to public complaints and also performs field observations during their regular maintenance activities to detect illicit discharges. Implementation of BMPs is done as recommended by the BASMAA Mobile Surface Cleaners Program. BMP information will be handed out for education purposes. Enforcement will be done in accordance with the Town's Enforcement Response Plan.

The Town did not hire Mobile Surface Cleaners.

Refer to the C.5 Illicit Discharge Detection and Elimination section of countywide program's FY 12-13 Annual Report for a description of efforts by Commercial, Industrial and Illicit Discharge (CII) Subcommittee 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:

Town maintenance staff uses the storm collection system screening form (C.5.e) developed by the Countywide program to inspect end of pipes, creeks, flood conveyances, storm drain inlets and catch basins during other routine maintenance and inspection activities when maintenance staff is working in or near the MS4 system. Estimated Trash Volume and type of trash in SD Inlets is also documented on these forms. Maintenance/cleanup is scheduled as needed.

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

Comments:

Town's public works staff responds to public complaints and also performs field observations during their regular maintenance activities to detect illicit discharges. Staff also uses the storm collection system screening form (C.5.e) developed by the Countywide program to inspect end of pipes, creeks, flood conveyances, storm drain inlets and catch basins during other routine maintenance and inspection activities when maintenance staff is working in or near the MS4 system. Due to its smaller size, the Town does not encounter frequent illicit discharges. There was one illicit discharge encountered in FY 11-12 and one in FY 12-13. If illicit discharges are encountered, appropriate measures are taken to minimize and/or prevent them from reaching storm drains/receiving waters.

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

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

One discharge was reported this reporting period. A sanitary sewer spill was encountered on 5/12/13. The cause of the spill was determined to be debris in the pipe. The downstream storm drain manhole was blocked/plugged and a substantial amount of sewer overflow was retrieved and pumped back into the sanitary sewer system. Appropriate regulatory agencies were notified and cleanup completed as required.

Section 6 – Provision C.6 Construction Site Controls

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

Number of High Priority Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (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 (include only High Priority Site and sites disturbing 1 acre or more) (C.6.e.iii.1.c)
0	1	9

Comments:

Pre-Wet season notices were sent to all construction sites informing site operators to prepare for the upcoming wet season. Construction Site Stormwater Inspections were done at all construction sites. During this reporting period, there was one (1) project disturbing >1 acre of soil and the site was substantially stabilized. This project involved installing a cap and final cover for closure of a private landfill. This project has a SWPPP and coverage under the general industrial permit.

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

BMP Category	Number of Violations[51] excluding Verbal Warnings	% of Total Violations[52]
Erosion Control	0	0%
Run-on and Run-off Control	1	25%
Sediment Control	2	75%
Active Treatment Systems	0	0%
Good Site Management	0	0%
Non Stormwater Management	0	0%
Total[53]	**3**	**100%**

[51] Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category. For example, if during one inspection at a site, there are 2 erosion control violations, only 1 violation would be counted for this table.

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

[53] The total number of violations may count more than one violation per inspection, since some inspections may result in violations in more than one category. For example, during one inspection of a site, there may have been both an erosion control violation and a sediment control violation. For this reason, the total number of violations in this table may not match the total number of enforcement actions reported in Table C6.e.iii.1.e.

C.6.e.iii.1.e ►Construction Related Storm Water Enforcement Actions

	Enforcement Action (as listed in ERP)[54]	Number Enforcement Actions Issued	% Enforcement Actions Issued[55]
Level 1[56]	Verbal Warning	1	50%
Level 2	Written Warning/Notice of Violation	1	50%
Level 3	Notice to Comply	0	0%
Level 4	Legal Action	0	0%
Total		**2**	**100%**

C.6.e.iii.1.f, g ►Illicit Discharges

	Number
Number of illicit discharges, actual and those inferred through evidence at high priority sites and sites that disturb 1 acre or more of land (C.6.e.iii.1.f)	0
Number of sites with discharges, actual and those inferred through evidence at high priority sites and sites that disturb 1 acre or more of land (C.6.e.iii.1.g)	0

[54] Agencies should list the specific enforcement actions as defined in their ERPs.
[55] Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.
[56] For example, Enforcement Level 1 may be Verbal Warning.

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

	Number	Percent
Violations (excluding verbal warnings) fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	1	100%[57]
Violations (excluding verbal warnings) not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	%[58]
Total number of violations (excluding verbal warnings) for the reporting year[59]	1	100%
Comments:		

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

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

Description:

The BMP performance issues noted at the construction site was from improper installation and maintenance of sediment control measures. The site operator was notified of these deficiencies and the problems were corrected within 10 business days. Construction at the site was substantially complete.

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:

During this fiscal year, staff established a monthly inter-departmental NPDES meeting schedule that helps educate everyone about various provisions, requirements, tasks, and timelines of the MRP. The meeting is attended by staff and directors from Public Works, Planning, and Engineering Departments. These meetings help identify and track project inspection requirements, follow-ups, and reports.

[57] 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.
[58] 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.
[59] The total number of violations reported in the table of Violation Correction Times equals the number of initial enforcement actions. I.e., This assumes one violation is issued for several problems during an inspection at a site. The total number of violations in the table of Violation Correction Times may 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.

Efforts conducted in FY 12-13 to implement MRP requirements include: 1) utilizing updated stormwater construction inspection forms and inspection data tracking tools; 2) inspector training for both public works and building inspectors; 3) participation in the New Development Subcommittee; 4) establishing procedures to provide to permit applicants the updated BMP plan sheet and copper BMP plan sheets at the pre-development meetings and review process. Staff also attended the April 11, 2013 Stormwater Training for Construction Site Inspectors Workshop.

Refer to the C.6 Construction Site Control section of the SMCWPPP FY 12-13 Annual Report for a description of activities conducted at the countywide or regional level.

C.6.f ►Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
SMCWPPP's Stormwater Training for Construction Site Inspectors	04/11/2013	Construction site BMP's, Correct uses of specific BMP's, Proper installation and maintenance of BMP's, MRP Provision C-6 Training, and construction general permit compliance	2	100%

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

C.7.a ►Storm Drain Inlet Marking (existing storm drains)

(For FY 12-13 Annual Report only) Report prior years' estimated annual percentages of municipality maintained storm drain inlet markings inspected and maintained as legible with a no dumping message or equivalent. At least 80% of municipality-maintained storm drain inlet markings shall be inspected and maintained at least once per 5-year permit term.

Summary:

All Storm drain inlets in the Town's ROW and facilities have metal stencils with "no-dumping flows to bay" message installed. All SD inlets are inspected and maintained every year. As part of the inspection process, these stencils are checked. Stencils are replaced if they are faded or damaged.

Estimated annual percentage of stenciled municipality storm drain inlets that were inspected and maintained as legible:
2009-10: Inspected 100%, Replaced 15%
2010-11: Inspected 100%, Replaced 25%
2011-12: Inspected 100%, Replaced 20%
2012-13: Inspected 100%, Replaced 25%

C.7.a ►Storm Drain Inlet Marking (newly-constructed, privately-maintained streets)

(For FY 12-13 Annual Report only) Report prior years' annual number of projects accepted after inlet markings were verified. For newly-approved, privately-maintained streets, permittees shall require inlet marking by the project developer upon construction and maintenance of markings through the development maintenance entity. Markings shall be verified prior to acceptance of the project.

Summary:
Annual number of newly-constructed, privately-maintained streets for which inlets were marked:
2009-10: 0 projects
2010-11: 1 projects
2011-12: 0 projects
2012-13: 0 projects
One project -Cypress Lawn Cemetery Expansion – was approved in FY 10-11. This project included extension of a small section of the internal cemetery roadway. Storm drain stencils were installed as required by the Town's conditions of approval and the grading permit.
The Town requires all projects that have SD inlets in the common areas (parking lots, driveways, etc) to install these stencils. The Town even provided these stencils free of cost to some of the developers. The standard conditions of approval and the stormwater requirements checklist includes a requirement to install these stencils. Installation is verified before the project is accepted and the permit closed out

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 Be the Street Youth Litter Campaign Report.

The Town promoted this event through the monthly Town wide newsletter and also distributing project flyers at Town facilities.

C.7.b.iii.1 ►Pre-Campaign Survey

(For the Annual Report following the pre-campaign 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 any pre-campaign survey conducted in FY 12-13:

- BASMAA Be the Street Youth Litter Campaign Report

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

	Survey report attached
X	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 regionally during FY 12-13:

- BASMAA Media Relations Final Report FY 12-13

This report and any other media relations efforts conducted countywide is included within the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report.

C.7.d ▶Stormwater Point of Contact

Provide details of website or phone number used as the point of contact. Report on how the point of contact is publicized and maintained. If any change occurs in this contact, report in a subsequent Annual Report.

The SMCWPPP website and the point of contact is promoted through the Town's website.

The SMCWPPP initial points of contact have not changed, however, social media points of contact have been established in addition to the original website and phone number. A summary of efforts conducted by SMCWPPP to publicize stormwater points of contact (e.g. program website, hotline, outreach materials, and social media, etc.) is included within the Public Information and Outreach section of the SMCWPPP FY 12-13 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.

The following outreach events were conducted on a countywide level by SMCWPPP and are described in detail in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report:

- California Coastal Cleanup Day in San Mateo County, September 15, 2012
- San Mateo County Fair, June 8-16, 2013

Event Details	**Description** (messages, audience)	Evaluation of Effectiveness
California Coastal Cleanup Day in San Mateo County, September 15, 2012 San Mateo County Fair, June 8-16, 2013	These outreach events were conducted on a countywide level by SMCWPPP and are described in detail in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report These events were advertised and promoted by distributing informational brochures and flyers at Town's public facilities, through the Town's newsletter and the Town's website.	Please refer to the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report for details
Earthcapades Event	This outreach event was held at the Colma Community Center on July 27th, 2012. The event was open to all Town residents, and especially promoted to children	Event was aimed at educating the audience about eliminating pollution, conserving natural resources, reducing waste, proper trash disposal and recycling. Children from the summer day camp also attended the event.
Town-wide Cleanup Day Event	Annual Town-wide cleanup day was held on May 18th 2013.	The Town partnered with Allied Waste of Daly City, South San Francisco Scavengers and Saint Vincent de Paul setting up a collection station at the Town's Corporation Yard for residents to bring reusable and recyclable items as well as

		trash to dispose of. Also, 15 volunteers and Town staff gathered to pick-up trash and recyclable items while walking various areas of Town. The importance of proper disposal of trash and recycling was discussed. Approximately 6.4 tons of trash and recyclables were collected.

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 SMCWPPP to work with Watershed Stewardship Groups on a countywide level is included within the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report.

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
California Coastal Cleanup Day in San Mateo County, September 15, 2012	This event was conducted on a countywide level by SMCWPPP and described in detail in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report	This event was conducted on a countywide level by SMCWPPP and described in detail in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report. The Town advertised and promoted this event by distributing informational brochures and flyers at Town's public facilities, through the Town's newsletter and the Town's website.

Town-wide Cleanup Day Event	Annual Town-wide cleanup day was held on May 18th 2013.	The Town partnered with Allied Waste of Daly City, South San Francisco Scavengers and Saint Vincent de Paul setting up a collection station at the Town's Corporation Yard for residents to bring reusable and recyclable items as well as trash to dispose of. Also, 15 volunteers and Town staff gathered to pick-up trash and recyclable items while walking various areas of Town. The importance of proper disposal of trash and recycling was discussed. Approximately 6.4 tons of trash and recyclables were collected.

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.

SMCWPPP conducted two school-aged children outreach programs countywide. These programs are summarized in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
There are no schools located within the incorporated city limits of Colma. School outreach was conducted by the Countywide program at schools located in the immediate vicinity of the Town were Colma kids attend.	These programs are summarized in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report.	These programs are summarized in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report.	These programs are summarized in the Public Information and Outreach section of the SMCWPPP FY 12-13 Annual Report.

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 12-13 Annual Report.			

C.7.i. ►Outreach to Municipal Officials

(For FY 12-13 Annual Report only) Summarize outreach conducted to increase the overall awareness of stormwater and/or watershed messages among municipal officials.

Summary:

Outreach to City Council on the municipal storm water program and various municipal permit requirements was done at public meetings of the City Council, specifically during review and approval of land development projects, and adoption of single use plastic bag ban and polystyrene ban policies.

These requirements are also discussed at the executive staff meetings attended by the City Manager, City Attorney, and Department Heads. In addition, Town's Engineering, Public Works, and Planning Department Heads and Staff attend the monthly interdepartmental NPDES staff meetings to discuss MRP requirements, tasks, projects, and timelines.

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 12-13, we contributed through SMCWPPP 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. Monitoring efforts and results are documented in a separate report submitted March 15 of each year, as required in Provision C.8. For additional information on monitoring activities conducted by SMCWPPP, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the SMCWPPP FY 12-13 Annual Report.

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.

Tempo SC Ultra was used for a limited timeframe to combat surge in bugs and ants at public facilities. Use was discontinued from Aug 2012. Non-pesticide methods have been used since then.

Trends in Quantities and Types of Pesticides Used[60]

Pesticide Category and Specific Pesticide Used	Amount[61]				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0	0	0	
Product or Pesticide Type A					
Product or Pesticide Type B					
Pyrethroids					
Tempo SC Ultra, Cyfluthrin (0.05% concentration)	0	0	8.6 oz	1 oz	
Carbaryl	0	0	0	0	
Fipronil	0	0	0	0	

[60] Includes all municipal structural and landscape pesticide usage by employees and contractors.
[61] Weight or volume of the product or preferably its active ingredient, using same units for the product each year. The active ingredients in any pesticide are listed on the label. The list of active ingredients that need to be reported in the pyrethroids class includes: allethrin (D-allethrin), bioallethrin, bifenthrin, beta-cyfluthrin, cyfluthrin, cypermethrin, cyphenothrin, deltamethrin, esfenvalerate, etofenprox, gamma-cyhalothrin, imiprothrin, lambda-cyhalothrin, metofluthrin, permethrin, phenothrin, prallethrin, resmethrin, sumithrin (D-phenothrin), tau fluvalinate, tefluthrin, tetramethrin, tralomethrin, and zeta-cypermethrin (S-cypermethrin).

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.	3
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years. Town' staff attended the Landscape IPM Training and Structural IPM Training Workshops in all 3 years. In addition, The Town also required the landscape maintenance contractor to attend these workshops.	3
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?	X	**Yes**		**No**

If yes, attach one of the following:

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

The Town of Colma verifies IPM contractor performance by hiring professionals that certify they are properly trained and use IPM.

A copy of the Green Pro Certification from Terminix (Structural pest Control Operator) is attached. The Green Pro Certification ensures technicians are trained and only make traditional pesticide applications after discussing the options getting Town's consent. Town Staff reviews monthly records from contractors to verify compliance with the Town's IPM Policy.

If **Not attached**, explain:

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 12-13, we participated in regulatory processes related to pesticides through contributions to SMCWPPP, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees and included as an appendix to the SMCWPPP Annual Report.

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**

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.

None to report.

C.9.g. ▶ Evaluate Implementation of Source Control Actions Relating to pesticides

(For FY 12-13 Annual Report only) Submit a report that evaluates; 1) the effectiveness of control measures implemented, and 2) attainment of pesticide concentration and toxicity targets for water and sediment from monitoring data (Provision C.8.). If needed, the report should include the following:

- Improvements to existing control measures and/or additional control measures required.
- A plan to implement improved and/or new control measures.

Summary:

The Effectiveness Evaluation Report is included in Section C.9 Pesticides Toxicity Control of the SMCWPPP FY 12-13 Annual Report.

The Town adopted the updated countywide IPM policy and standard operating procedures in 2012. The contracts with the landscape maintenance contractor and structural pest control contractor were also updated to be in compliance with the Town's IPM Policy. Town Staff reviews monthly usage records from contractors to verify compliance with the Town's IPM Policy.

Town's maintenance staff attends the countywide IPM subcommittee meetings and IPM workshop for updates on IPM methods. The Town requires the landscape maintenance contractor to attend countywide meetings and workshops.

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 on a countywide and regional level:

- SMCWPPP FY 12-13 Annual Report, Public Information and Outreach section
- BASMAA FY 12-13 "Our Water Our World" report

C.9.h.iv ▶ Pest Control Contracting Outreach

(For FY 12-13 Annual Report only) Document effectiveness of outreach to residents who use or contract for structural or landscape pest control **OR** reference a regional that summarizes these actions.

Summary:

Efforts to conduct outreach at the countywide level related to pest control contracting are summarized in the SMCWPPP FY 12-13 Annual Report, C.9 Pesticides Toxicity Control section.

The Town makes available at Town facilities IPM brochures for less-toxic pest management and natural pest control methods.

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:

Efforts to conduct outreach at the countywide level to pest control operators to reduce pesticide use are summarized in the SMCWPPP FY 12-13 Annual Report, C.9 Pesticides Toxicity Control section

Response to Water Board Staff Comments on Section 9, Provision C.9, of FY 11-12 Annual Report

Use this area to respond to any Water Board staff comments on Section 9 of your FY 11-12 Annual Report, and refer to any required submittals that are attached.

N/A

Attachments C.9

1. Resolution (2011-30) and Updated IPM Policy
2. IPM Standard Operating Procedures
3. Landscape Maintenance Contract
4. Structural Pest Control – IPM Update
5. IPM Certificate - Structural Pesticide Control Contractor

RESOLUTION NO. 2011-30
OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION ADOPTING THE SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM INTEGRATED PEST MANAGEMENT POLICY AND REPEALING RESOLUTION 2003-74

1. Background

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

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

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

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

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

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

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

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

2. Findings

(a) The City Council finds that adoption of the model Integrated Pest Management Policy will protect the health and safety of its employees and general public, the environment and

water quality, as well as provide sustainable solution for pest control, through the reduced use of pesticides on property owned or managed by the Town to the maximum extent practicable.

(b) The City Council hereby adopts the model Integrated Pest Management Policy, as set forth in sections 3, 4 and 5 of this resolution.

3. Goals

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

4. Required Use Of Integrated Pest Management

(a) 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 Town of Colma 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.

(b) The Town of Colma 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.

(c) The Town of Colma will track employee and contractor pesticide use and prepare an annual report summarizing pesticide use and evaluating pest control activities performed consistent with the municipal regional stormwater permit's requirements.

(d) The Town of Colma 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.

(e) The Town of Colma 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.

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

(i) 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

(ii) Design, construct, and maintain landscapes and buildings to reduce and eliminate pest habitats;

(iii) Modify management practices including watering, mulching, waste management, and food storage to discourage the development of pest population;

(iv) Modify pest ecosystems to reduce food, water sources, and harborage;

(v) Prioritize the use of physical controls such as mowing weeds, using traps, and installing barriers;

(vi) Use biological controls to introduce or enhance a pests' natural enemies;

(vii) 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;

(viii) When pesticides are necessary, select reduced risk pesticides and use the minimum amounts needed to be effective;

(ix) 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

(x) Whenever possible, use pesticide application methods, such as containerized baits, that minimize opportunities for mobilization of the pesticide in stormwater runoff.

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

5. Definitions.

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

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).

Town of Colma 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.

6. Repeal

Resolution 2003-74 shall be and hereby is repealed.

Certification of Adoption

I certify that the foregoing Resolution No. 2011-30 was duly adopted at a regular meeting of the City Council of the Town of Colma held on September 14, 2011, by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor	√				
Raquel "Rae" Gonzalez	√				
Joanne F. del Rosario	√				
Joseph Silva	√				
Diana Colvin	√				
Voting Tally	5	0			

Dated 9/29/11

Helen Fisicaro
Helen Fisicaro, Mayor

Attest: Laura Allen
Laura Allen, City Clerk

EXHIBIT A

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

San Mateo Countywide Water Pollution Prevention Program
Model Integrated Pest Management (IPM) Policy
Adopted by the Town of Colma

GOAL

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

Town of Colma 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.

ATTACHMENT C

May 18, 2010

Implementation Materials for MRP's Provision C.9.b

Town of Colma
Standard Operating Procedures for Pesticide Use and Implementation of Municipality's Integrated Pest Management Policy

Purpose: To minimize the use and reliance on pesticides that threaten water quality by implementing the city's policy for integrated pest management (IPM) by all municipal employees and contractors hired to manage pests on municipal property.

Responsible Parties: All Town personnel that as part of their municipal job duties are authorized to plan, manage, and control pests including pesticide applications and all city personnel that administer municipal contracts for applying pesticide on municipal property.

Contracts & Contractors: Contracts shall include a requirement that the contractor shall adhere to the city's IPM policy. This will be accomplished by using the following procedures:

1. Include a copy or link to the municipality's IPM policy in the contractor solicitation documents, e.g., Request for Proposal or Request for Quote, and make it clear that the pest control services being solicited must comply with the IPM policy.
2. Include a copy of the municipality's IPM policy in the contract's specifications.
3. Meet with the contractor to review the City's IPM policy.

Municipal Employees: Municipal employees who are authorized to manage pests are required to implement the city's IPM policy. This will be accomplished by using the following procedures:

1. Use cultural practices and pest prevention measures to minimize the occurrence of pest problems.
2. Set a threshold of tolerance for pests.
3. Use biological and physical controls that are environmentally appropriate and economically feasible to control pests.
4. Use chemical control as a last resort, and then the least toxic product will be used. Where feasible for structural pest control, insecticides will be applied as containerized baits.
5. Avoid the use of pesticides that threaten water quality[1] especially in formulations and situations that pose a risk of contaminating stormwater runoff.
6. Train employees on IPM techniques, pesticides-related stormwater pollution prevention methods, the municipality's IPM policy, and these standard operating procedures.
7. As part of the municipality's annual report for the municipal regional stormwater permit, report on the IPM policy's implementation by showing trends in the quantities and types of pesticides used and suggest reasons for any increases in uses of pesticides that threaten water quality[1] (as required by municipal regional stormwater permit Provision C.9.b.).

[1] The municipal regional stormwater permit identifies the following pesticides as having a concern to water quality: "organophosphorous pesticides (chlorpyrifos, diazinon, and malathion); pyrethroids (bifenthrin , cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyhalothrin, permethrin, and tralomethrin); carbamates (e.g., carbaryl); and fipronil." (Provision C.9)

FIRST AMENDMENT TO
LANDSCAPE MAINTENANCE SERVICES CONTRACT

The Landscape Maintenance Services Contract between the Town of Colma and Loral Landscaping, Inc., executed on or about July 13, 2011, shall be and hereby is amended by adding thereto the following section 27:

27. Integrated Pest Management (IPM)

The Town of Colma 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 Town of Colma by applying Integrated Pesticide Management principles and techniques. The municipal regional stormwater permit requires that the Town minimize reliance on pesticides that threaten water quality.

A. Within 45 days of this Amendment and annually thereafter, the Contractor shall submit to the Town of Colma an Integrated Pest Management Plan that complies with the Town's IPM Policy. The IPM Plan shall be reviewed annually for updates and through on foot site inspections will be needed to ensure no major infestations occur. The first priority in addressing pests will be to conserve naturally occurring beneficial insects through the use of selective applications of the least toxic effective materials. Biological controls will be based upon sound scientific information much as that provided by the University of California. Conventional pesticides will be given last priority. Town of Colma staff will provide site-specific historical data for known infestations. Contractor shall provide any MSDS sheets of chemicals that will be utilized.

B. No pesticides of any kind will be used on designated Pesticide Free Parks. The Contract Manager will provide a list of pesticide free parks.

C. Pest control shall be done only by qualified, trained personnel, under the supervision of a State licensed pest control operator, using materials approved by the Town. The pesticide application shall be done with extreme care to avoid any hazard to any person, pet, or wildlife in the area of adjacent areas, or any property damage. Applications shall be in strict accordance with all governing regulations. The Contractor must provide, within 30 days of the Notice to Proceed, their Pest Control Operators License, and the names and license/certification numbers of any individuals responsible for or applying pesticides in accordance with this agreement.

D. All pest infections shall be reported to the Town. The Town prior to application shall approve all pesticides applications. Records of all pest control operations stating dates, locations, times, methods of application, chemical formulations, applicators names and weather conditions shall be made and retained in an active file for a minimum of three (3) years.

E. Written reports of all applications shall be provided to the Town of Colma on a monthly basis. The contractor must use the "Colma Contractor Monthly Pesticide Use Summary"

– Attachment A. It is also the responsibility of the Contractor to file monthly chemical use reports with the Country Agriculture Department.

F. All chemicals requiring a special permit for use must be registered with the County Agriculture Commissioner's Office and a permit obtained with a copy to the Town of Colma.

G. All regulations and safety precautions listed in the "Pesticide Information and Safety Manual, published by the University of California and the Pesticide Safety Information Series (PSIS) published by the California Department of Pesticide Regulation shall be adhered to.

H. Spraying is not permitted during heavy traffic (vehicle, bicycle, or pedestrian) periods or when winds create uncontrollable material drift. The Town will permit no spraying without prior approval.

I. Pesticides may not be used within 250 feet of any playground area or creek.

J. Temporary notice shall be posted during and after a site has been sprayed. All areas sprayed shall be flagged and signed.

K. Contractor agrees to control gophers, squirrels, moles and other rodents causing damage to the City Property under the site of responsibility. When economically feasible traps will be used to manage rodent control, otherwise rodenticides will be used to manage gophers, ground squirrels or other rodents. In the event of visible evidence of such pests, contractor will restore the area to its proper condition if the damage is current and prevention is within the contractor's control.

L. Contractor shall replace any plant material that has suffered severely due to lack of proper pest management techniques.

M. All treated areas must be monitored during and after pesticide application until material has settled and treatment area is completely dry. No unprotected person, pet, or wildlife may enter a treated area until all re-entry intervals have been satisfied.

N. Contractor will follow the Town's IPM Policy and Standard Operating Procedures for Pesticide Use and Implementation of Municipality's IPM Policy. (Attachment B & C)

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Whereas, the undersigned duly authorized signatories have executed this Contract on the respective dates shown:

Dated: 7-13-11

LORAL LANDSCAPING, INC.

Paul Bergstrom

By: PAUL Bergstrom / account manager
Printed Name and Title

Dated: 7/13/11

TOWN OF COLMA

Laura Allen

City Manager

By Laura Allen
Laura Allen, City Manager

TERMINIX COMMERCIAL

September 14, 2012

To: **Brian Dossey** City of Colma
Department of Parks and Recreation

Fr: **David Clare** Branch Manager of Service
Terminix Branch #2137
East Bay Commercial Office

Re: **2012 Integrated Pest Management Program**

This letter is to confirm the conversion of the Integrated Pest Management (IPM) Program for the Town of Colma effective September 17, 2012. This program is designed to be compliant with the "San Mateo Countywide Water Pollution Prevention Program" and the "Town of Colma Standard Operating Procedures for Pesticide Use and Implementation of Municipality's Integrated Pest Management Program".

- No spraying of pesticides according to a pre-set schedule.
- Inspection and Monitoring for pest activity before any treatments are applied.
- Baiting for ants – no pyrethroids or Fipronil can be applied without advance approval from Town of Colma.
- Use of least toxic materials when pesticide applications are necessary.
- No organophosphates, carbamates or Fipronil without advance approval from Town of Colma.
- Educating Town of Colma building occupants about best practices to reduce interior pest harborages (sanitation, proper food storage in kitchenettes, proper landscaping maintenance around building exteriors, etc).

If you have any questions regarding these methods or you service in general, please do not hesitate to contact me.

Sincerely,

David Clare
650-225-0131
dclare@terminix.com

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GREEN PRO CERTIFIED
Eco-Effective Pest Control

GREENPRO

Eco-Effective Pest Control

Presenting this certificate of excellence to

The Terminix International Co.

in acknowledgment of your continuing efforts toward professional excellence and environmental awareness in the pest management industry. You have met the GreenPro testing requirements for eco-effective pest control.

official signature

Section 10 - Provision C.10 Trash Load Reduction

C.10.a.iii ►Minimum Full Trash Capture (Summary of Actions)

Provide the following:

1) Descriptions of actions/tasks initiated, conducted or completed in implementing Minimum Full Trash Capture Devices (due July 1, 2014), including numbers of devices, device types and total land area treated to-date by full capture devices;
2) Descriptions of planned actions/tasks and time schedules for completion;
3) A map that includes locations of all full capture devices installed (private and public) to-date and associated treatment areas, trash generation rates/areas, creek/shoreline trash hot spots, and trash management areas defined to-date.
4) A summary of maintenance activities implemented for each device or groups of devices, including descriptions of typical maintenance frequencies and issues associated with maintaining these devices.

Descriptions of Actions/Tasks (Conducted or Planned):

1) Descriptions of actions/tasks initiated, conducted or completed in implementing Minimum Full Trash Capture Devices (due July 1, 2014), including numbers of devices, device types and total land area treated to-date by full capture devices;

   Town of Colma participated in the San Francisco Estuary Partnership's (SFEP) Bay Area Wide Trash Capture Demonstration Project beginning in 2010. The Town purchased and installed fourteen (14) full-trash capture devices in the commercial areas of Town. These devices were installed in March 2011, February 2012, and October 2012. Both Connector pipe screens and Auto retractable Screens were installed. These devices meet the minimum full capture requirement of the MRP. The Total land area treated by these full-trash capture devices is approximately 25 acres.

2) Descriptions of planned actions/tasks and time schedules for completion;

   The Town has prepared a draft trash generation rate map that identifies high trash generation areas based on land use and field assessment for groung-truthing for trash by Town staff. The Town plans to purchase and install additional trash capture devices covering a majority of the high/medium-high trash generation areas identified in the map. Funding has been allocated in FY 13-14's budget for this project.

3) A map that includes locations of all full capture devices installed (private and public) to-date and associated treatment areas, trash generation rates/areas, creek/shoreline trash hot spots, and trash management areas defined to-date.

   A copy of the map that shows locations of the installed full-trash capture areas to date is attached.

4) A summary of maintenance activities implemented for each device or groups of devices, including descriptions of typical maintenance frequencies and issues associated with maintaining these devices.

The Town's Public Works Maintenance Crew regularly inspects and cleans these trash capture devices. Staff utilizes the Trash capture Devices Maintenance Report Form that was developed by SFEP to log-in inspection findings, approximate quantities and type of materials removed from these devices, and the general condition of the device. Approximately eighty (80) inspections have been done since installation of these devices in 2011.

Descriptions of Maintenance Activities:

The Town's Public Works Maintenance Crew regularly inspects and cleans installed trash capture devices. Staff utilizes the Trash capture Devices Maintenance Report Form that was developed by SFEP to log-in inspection findings, log approximate quantities and type of materials removed from these devices, and the general condition of the device. Approximately eighty (80) inspections (5 in FY 10-11, 40 in FY 11-12, 30 in FY 12-13, and 5 in FY 13-14 to date) have been done since installation of these devices in 2011 and records are maintained to track maintenance needs.

The Town uses a vactor truck to remove trash and leaf litter from these devices. Staff identified one device with a damaged screen and the device was fixed.

C.10.a.iii ►Minimum Full Trash Capture (List of Devices)

Provide a list of trash full capture devices installed to-date or planned for installation by July 1, 2014 and the land area treated by each device or group of devices.

Following is the list of installed trash capture devices. The Town plans to install additional full trash capture devices in Trash Management Areas 1, 2 and 3. Funding has been allocated in the FY 2013-14 public works budget.

Applicable Trash Management Area (Preliminary Map ID)	Device Type	Planned or Installed	Maintenance Frequency	Total Number Installed	Total Area Treated (acres)
TMA 2	Connector Pipe Screen	Installed	Monthly	10	
TMA 3	Connector Pipe Screen	Installed	Monthly	2	
TMA 4	Connector Pipe Screen	Installed	Monthly	2	
			Totals	14	24.95

C.10.b.iii ▶Trash Hot Spot Assessment

Provide the 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. Additionally, include a map that identifies the location(s) of trash hot spots.

Trash Hot Spot	Cleanup Date	FY 2012-13 Volume of Trash Removed (cubic yards)	FY 2011-12 Volume of Trash Removed (cubic yards)	FY 2010-11 Volume of Trash Removed (cubic yards)	Dominant Type(s) of Trash	Trash Sources (where possible)
COL 01	10/2/2012	0.990	0.089	10*	Plastic Bags, Leaf Litter Piles, Other plastic Products, Bottles (plastic or Glass), Aluminum Cans	Litter
COL 02	10/2/2012	2.575	0.366	20*	Plastic Bags, Leaf Litter piles, Other plastic products, Bottles (plastic or glass), Convenience/Fast Food items, Aluminum cans, Glass pieces, Styrofoam (pieces or pellets), Paper and cardboard	Litter, Illegal dumping, Trash accumulation
				Note: A major volume of debris removed this FY were leaf litter piles. Trash volumes were not separately tracked		

C.10.c ► Long-Term Trash Load Reduction Plan

Provide descriptions of the progress made to-date on the development of Long-term Trash Load Reduction Plans due to the Water Board by February 1, 2014.

Long-Term Plan Task	Summary of Progress
1. Identifying and mapping trash generating areas	The Town in consultation with the Countywide Program developed a draft final trash generation rate map to identify very high, high, medium and low trash generating areas based on land use categories. Town Staff also performed Town-wide field-review/assessment to refine the trash generation areas based on ground realities. The latest version of the trash generation rate map is attached to the annual report section C.10.a.iii.
2. Identifying trash sources (as necessary or feasible) to assist in selecting trash management actions	Town Staff performed field-review/assessment of trash generation areas to identify and refine trash generation areas based on ground realities in June-July 2013. Historical maintenance information was also used to make the determination of high, medium and low trash areas. Trash sources identified included improper container management, littering from pedestrian and vehicles, bus-stop trash containers, and wind-blown. Full Trash Capture devices have been installed in some areas identified as high trash generation. The Town also plans to conduct additional trash source investigations to help address trash container management issues.
3. Prioritizing trash generating areas and associated types of trash problems	The Town in consultation with the Countywide Program developed a draft final trash generation rate map to identify very high, high, medium and low trash generating areas based on land use categories. Town Staff also performed field-review/assessment of these areas to refine the trash areas based on ground realities. The latest version of the trash generation rate map (dated Aug 7th 2013) is attached to the annual report section C.10.a.iii.
4. Identifying and selecting trash management actions for specific management areas	Trash management Actions performed to date include installation of full trash capture devices in high and medium/high trash generation areas, adoption and implementation of single use bag ban and polystyrene ban, street sweeping, and SD Inlet Cleaning. The Town is currently in the process of developing and finalizing additional and specific trash management actions in high and medium/high trash areas. Installation of additional full trash capture devices, enhanced street sweeping and outreach/enforcement for container management are being considered.

5. Defining the type of assessment(s) that will be used to demonstrate progress towards goals	The Town of Colma is currently exploring a number of assessment methods that will assist the Town in demonstrating progress towards solving municipal stormwater-related trash problems within our jurisdictional area. Through our participation in SMCWPPP, we are currently developing a countywide pilot trash assessment strategy and work plan. The pilot strategy will address the need to demonstrate progress in the near-term, while recognizing the fact that method development and testing is needed to achieve confidence in conclusions about trash reduction. The pilot strategy may include the testing of a number of trash assessment methods, including • Visual assessments of trash conditions on-land; • Trash full capture device operation/maintenance verification; • Condition assessments in receiving waters; and, • Documenting and assessing control measure implementation. The pilot strategy will be included as a supplement to our Long-Term Trash Load Reduction Plan, which will be submitted to the Water Board by February 1, 2014. The Town may also choose to supplement the pilot strategy with Town specific assessment strategies. The pilot strategy will be implemented in coordination with the three-year *Tracking California's Trash* grant-funded project, which was awarded to BASMAA by the State Board. A number of trash monitoring and assessment methods will be tested through the project and assist the Town in developing a robust set of indicators for demonstrating progress toward trash reduction goals.

C.10.d ►Summary of Trash Reduction Actions

For each trash reduction action (i.e., control measures and best management practices) implemented by your municipality during the reporting period include a full description of the action. Describe actions initiated prior to and continued after the MRP effective date (December 2009), actions initiated after the MRP effective date, and actions planned for future implementation. If a planned action, also include the planned date of implementation. Add rows for actions not listed below as needed. Also identify the dominant source of trash and dominant types of trash removed for each action. To the extent possible, identify the applicable management areas identified on the map created under reporting section C.10.a.iii.

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
Trash Management Area Specific Actions				

C.10.d ▶Summary of Trash Reduction Actions

For each trash reduction action (i.e., control measures and best management practices) implemented by your municipality during the reporting period include a full description of the action. Describe actions initiated prior to and continued after the MRP effective date (December 2009), actions initiated after the MRP effective date, and actions planned for future implementation. If a planned action, also include the planned date of implementation. Add rows for actions not listed below as needed. Also identify the dominant source of trash and dominant types of trash removed for each action. To the extent possible, identify the applicable management areas identified on the map created under reporting section C.10.a.iii.

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
Full-Capture Treatment Devices	Continued Pre-MRP Actions:	None	Pedestrian and vehicles, Improper container management, wind blown	Plastic Bags, Other plastic products, Bottles (plastic or glass), Convenience/Fast Food items, Aluminum cans, Glass pieces, Styrofoam (pieces or pellets), Paper and cardboard
	New/Enhanced Post-MRP Actions Initiated/Planned:	See description in section C.10.a.iii for locations of installed Full Trash Capture Devices. Additional full-trash capture devices are planned to be installed in TMA's 1, 2 and 3		
Street Sweeping	Continued Pre-MRP Actions:	Street Sweeping is performed on all public streets in Town.		Plastic Bags, Other plastic products, Bottles (plastic or glass),

C.10.d ►Summary of Trash Reduction Actions

For each trash reduction action (i.e., control measures and best management practices) implemented by your municipality during the reporting period include a full description of the action. Describe actions initiated prior to and continued after the MRP effective date (December 2009), actions initiated after the MRP effective date, and actions planned for future implementation. If a planned action, also include the planned date of implementation. Add rows for actions not listed below as needed. Also identify the dominant source of trash and dominant types of trash removed for each action. To the extent possible, identify the applicable management areas identified on the map created under reporting section C.10.a.iii.

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	New/Enhanced Post-MRP Actions Initiated/Planned:	Enhanced Street Sweeping is planned for TMA's 1 and 3. Public streets within all TMA's are shown on the attached maps	Pedestrian litter and vehicles	glass), Convenience/Fast Food items, Aluminum cans, Glass pieces, Styrofoam (pieces or pellets), Paper and cardboard
On-land Trash Cleanups	Continued Pre-MRP Actions:	None	Pedestrian litter, vehicles, Improper container management, wind blown	Plastic Bags, Other plastic products, Bottles (plastic or glass), Convenience/Fast Food items, Aluminum cans, Glass pieces,
	New/Enhanced Post-MRP Actions Initiated/Planned: On-land Trash Cleanups have been initiated since 2011. Town Staff and volunteers walk Town streets and public areas and pick up trash as part of the annual on-land trash cleanup.	Town-wide		
Enhanced Storm Drain Inlet Maintenance	Continued Pre-MRP Actions:	none	Pedestrian litter, vehicles, wind blown	Plastic Bags, Other plastic products, beverage containers, Fast Food items, Aluminum cans
	New/Enhanced Post-MRP Actions Initiated/Planned:	Enhanced SD Inlet maintenance is planned for TMA's 1A and 6.		

C.10.d ►Summary of Trash Reduction Actions

For each trash reduction action (i.e., control measures and best management practices) implemented by your municipality during the reporting period include a full description of the action. Describe actions initiated prior to and continued after the MRP effective date (December 2009), actions initiated after the MRP effective date, and actions planned for future implementation. If a planned action, also include the planned date of implementation. Add rows for actions not listed below as needed. Also identify the dominant source of trash and dominant types of trash removed for each action. To the extent possible, identify the applicable management areas identified on the map created under reporting section C.10.a.iii.

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
Improved Trash Bins/Container Management	Continued Pre-MRP Actions: None	None	Improper container management	Plastic Bags, Other plastic products, beverage containers, Fast Food items, Aluminum cans
	New/Enhanced Post-MRP Actions Initiated/Planned: The Town plans to provide outreach and assistance, followed-up by enforcement at properties identified as having issues with improper trash bins/container management. The Town started in 2012 outreach and assistance to the business owners in partnership with the waste haulers to improve trash management and recycling efforts.	Town-wide (commercial areas)		
Creek, Channel, Shoreline Cleanups	Continued Pre-MRP Actions: None	None	Pedestrian litter, vehicles, Improper container management, windblown, Trash accumulation	Plastic Bags, Other plastic products, Bottles (plastic or glass), cigarette butts, Convenience/Fast Food items, Aluminum cans, Glass pieces,
	New/Enhanced Post-MRP Actions Initiated/Planned: Annual Trash Hot Spot Assessments and Cleanups have been done since 2010 in Colma Creek Channel. The Town does this assessment and cleanup annually in September through the maintenance contractor. Cleanup and assessment typically takes 1 week	TMA's 5 and 6.		
Area/Jurisdictional-wide Actions				
Single-Use Carryout Bag Policies	Continued Pre-MRP Actions: None	None		

C.10.d ►Summary of Trash Reduction Actions

For each trash reduction action (i.e., control measures and best management practices) implemented by your municipality during the reporting period include a full description of the action. Describe actions initiated prior to and continued after the MRP effective date (December 2009), actions initiated after the MRP effective date, and actions planned for future implementation. If a planned action, also include the planned date of implementation. Add rows for actions not listed below as needed. Also identify the dominant source of trash and dominant types of trash removed for each action. To the extent possible, identify the applicable management areas identified on the map created under reporting section C.10.a.iii.

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	New/Enhanced Post-MRP Actions Initiated/Planned: Single-Use Carryout Bag Ban Policy was adopted by the Town on Jan 9th 2013 and became effective April 22nd, 2013. A copy of the Town's codified policy can be found on the Town's website at: www.colma.ca.gov (Codes > Municipal Code > Chapter 4 > Subchapter 12) Town staff met with the business owners, provided program information and public hearing notices, provided outreach through the Town's website and the business newsletter "Colma Works". Enforcement of this bag ban is done by the SM County Health Department.	Jurisdiction-wide.	Pedestrian litter, vehicles, inadequate container management, and illegal dumping.	Plastic Bags
Polystyrene Foam Food Service Ware Policies	Continued Pre-MRP Actions: None	None	Litter, Trash accumulation	Polystyrene Foam Food Service Ware

C.10.d ►Summary of Trash Reduction Actions

For each trash reduction action (i.e., control measures and best management practices) implemented by your municipality during the reporting period include a full description of the action. Describe actions initiated prior to and continued after the MRP effective date (December 2009), actions initiated after the MRP effective date, and actions planned for future implementation. If a planned action, also include the planned date of implementation. Add rows for actions not listed below as needed. Also identify the dominant source of trash and dominant types of trash removed for each action. To the extent possible, identify the applicable management areas identified on the map created under reporting section C.10.a.iii.

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	New/Enhanced Post-MRP Actions Initiated/Planned: Polystyrene ban policy was adopted by the Town on March 13th 2013 and became effective August 1st, 2013. A copy of the Town's codified policy can be found on the Town's website at: www.colma.ca.gov (Codes > Municipal Code > Chapter 4 > Subchapter 13) Town staff met with all restaurant owners, provided program information and public hearing notices, provided outreach through the Town's website and the business newsletter "Colma Works". Enforcement of this ban is done by the SM County Health Department.	Jurisdiction-wide.		
Public Education and Outreach Programs	Continued Pre-MRP Actions: See below	Jurisdiction-wide	Pedestrian litter, vehicles, illegal dumping.	Plastic Bags, Other plastic products, Bottles (plastic or glass), cigarette butts, Convenience/Fast Food items, Aluminum cans, Glass pieces,
	New/Enhanced Post-MRP Actions Initiated/Planned: See below			

Public Education and Outreach Programs

Continued Pre-MRP Actions:

The Town of Colma implemented the following public education and outreach control measures prior to the effective date of the MRP and has continued to implement these measures since MRP adoption.

SMCWPPP Public Information and Participation Program (Countywide)

Through participation and funding of the San Mateo Countywide Water Pollution Prevention Program's (SMCWPPP) Public Information and Participation program (PIP), the Town plans to continue implementing litter reduction outreach to school-age children and youth. SMCWPPP currently oversees a contract to provide direct outreach to grades K-5 in a school setting on behalf of all permittees. The contract is currently held by the Banana Slug String Band, which performs a presentation called "We All Live Downstream." Through songs and interactive exercises, the message of not putting anything in the stormdrains (including trash) is delivered, along with basic concepts of the water cycle and the impact of pollution on aquatic life. In addition, SMCWPPP has developed a presentation entitled "Water Pollution Prevention: Problems and Solutions that is delivered to high school students. This presentation is dedicated to watershed and stormdrain education, and the impact of litter on local creeks and waterways. Both efforts are managed to ensure that schools in each community in the County are reached. For communities without High Schools, the feeder schools in neighboring communities are specifically targeted for presentations. In addition to outreach at the school sites, a number of student activity guides and coloring books related to watershed health and littering are provided to children who attend outreach events. Schools are also directly targeted in promotion of Coastal Cleanup Day.

PIP also participates in a regional anti-littering campaign developed by BASMAA targeted at youth ages 14 to 24. As acting chair of the BASMAA PIP committee, SMCWPPP PIP has participated in the development and dissemination of campaign materials, and has conducted local events on behalf of all jurisdictions to promote the campaign. The campaign, entitled "Be The Street You Want to See", will soon transition from building a community of youth dedicated to not littering to engaging that community in action.

SMCWPPP, through its PIP program, plans to continue to conduct community outreach events on behalf of Permittees who request support. Outreach materials related to litter that are distributed include, in addition to the children's materials listed above under Outreach to School-age Children or Youth, a promotional sign for cigarette smokers to discourage cigarette litter, and pocket ashtrays are given out. A general stormwater pollution prevention flyer in English and Spanish that includes litter reduction in its messaging is distributed. In addition to table outreach events conducted for specific Permittees, PIP also conducts a Countywide Event aimed to reach residents from throughout the County. PIP manages an online calendar which promotes cleanup events by non-profit organizations throughout the County. In FY 2012, PIP completed its 7th year acting as the county coordinator for Coastal Cleanup Day, increasing volunteer participation by 400% in that time, and trash removal increased by 300%.

During the term of the MRP, new outreach materials have been disseminated to the public, including reusable shopping bags to encourage reduction in use of plastic carryout bags PIP has supported a countywide ban on carryout bags that began implementation on April 22, 2013. In addition, spring cleanups taking place in individual jurisdictions are promoted under one theme by PIP, entitled Spring Cleaning SMC. PIP assists in directing volunteers to cleanup events in their communities. SMCWPPP conducted a total of 11 outreach events on behalf of various jurisdictions within the County in the 2012-13 fiscal year. SMCWPPP will also continue maintaining an online calendar of cleanups on a monthly basis. In addition

to using the SMCWPPP website, flowstobay.org, to promote cleanups, PIP is actively involved in social media platforms such as Facebook, Twitter, You Tube, and Instagram to deliver anti-littering and cleanup messages.

Coastal Cleanup Day Promotion (Countywide)

On the countywide level, SMCWPPP also conducts annual press releases for Coastal Cleanup Day, and uses Twitter to promote cleanup events. These releases are intended to gain support and assistance for cleanup events conducted each September in local water bodies.

BASMAA Regional Media Relations Project (Regional)

Through participation and funding of the **BASMAA Regional Media Relations Project**, the Town of Colma is continuing to implement a media relations project partially designed to reduce littering from target audiences in the Bay Area. The goal of the BASMAA Media Relations Project is to generate media coverage that encourages individuals to adopt behavior changes to prevent water pollution, including littering. At least two press releases or PSAs focus on litter issues each year (e.g., creek clean-up activities, preventing litter by using reusable containers, etc.). In FY 12-13, the Media Relations project developed a press release new and recent bag bans in cities around the region. The pitch included information on the litter caused by plastic bags. Information ran on KBAY, KCBS and on eight Bay Area Patch.com sites.

Local Program

The Town promotes the regional and countywide efforts (e.g.: coastal cleanup day, litter prevention, single use bag ban, etc) through the Town's newsletter and the website.

New/Enhanced Post-MRP Actions Initiated/Planned:

In addition to the control measures continued port-MRP adoption, the Town of Colma is currently implementing or planning to implement the following public education and outreach control measures that were initiated after the MRP was adopted.

BASMAA Youth Outreach Campaign (Regional)

Through participation and funding of the regional **BASMAA Youth Outreach Campaign**, the Town of Colma is implementing an outreach campaign designed to reduce littering from the target audience in the Bay Area. The Youth Outreach Campaign was launched in September 2011 and aims to increase the awareness of Bay Area Youth (ages 16-24) on litter and stormwater pollution issues, and eventually change their littering behaviors. Combining the ideas of Community Based Social Marketing with traditional advertising, the Youth Campaign aims to engage youth to enable the peer-to-peer distribution of Campaign messages. The Campaign will at least run through FY 13-14. A brief description of the Campaign activities is provided below:

- Raising Awareness: The Campaign is raising awareness of the target audience on litter and stormwater pollution issues. Partnerships with youth commissions, high schools, and other youth focused organizations have been developed to reach the target audience. Messages targeted to youth have been created and distributed via paid advertising, email marketing, Campaign website and social networking sites (e.g., Facebook and Twitter).

- Engage the Youth - The advertisements encourage the audience to participate in the Youth Campaign by joining a Facebook page, entering a contest, taking an online quiz, etc., and providing their contact information. At the beginning of FY 12-13, a video contest was launched to get Bay Area youth further involved in the Campaign. An online voting system was used to select the winning entry. Media advertising was conducted to promote the winning entry.
- Change Behaviors: To move the audience along the behavior change continuum, the Campaign is using electronic platforms such as email marketing and social networking sites to encourage participants to engage in increasingly more difficult behavior changes, such as participating in a clean-up, organizing a clean-up, etc.
- Maintain Engagement: The Campaign continues to interact with the target audience through email marketing and social media websites.

The Youth Campaign includes a pre and post campaign survey to evaluate the effectiveness of outreach. The pre-campaign survey was conducted in FY 11-12 and the post campaign survey will begin in FY 13-14. Other evaluation mechanisms, such as website hits, number of youth engaged in the Campaign's social networking website, etc. are also being used to evaluate its effectiveness in increasing awareness and changing behavior.

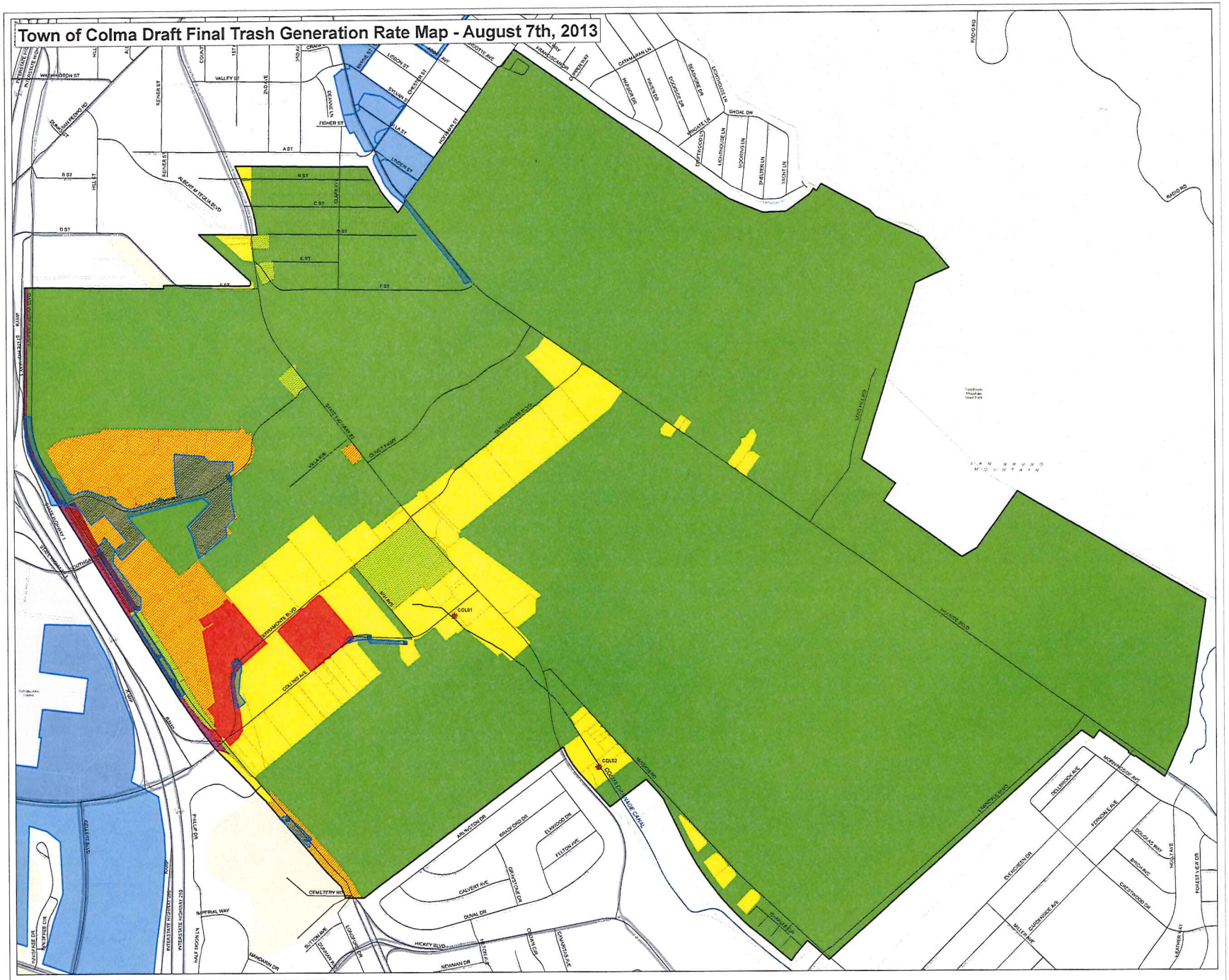
Activities in FY 12-13 included maintaining the website www.BetheStreet.org, Facebook page, and Instagram account. A video contest asking participants to submit their best anti-litter video was also conducted. The Be the Street campaign received 52 entries in response to the contest. The winning video was promoted on television, Pandora (online music site), YouTube, Google, and Facebook.

Include additional City/County specific control measure descriptions here as well

The Town promotes the regional and countywide efforts through the Town's newsletter and the website.

Trash Generation Rate Map

Town of Colma Draft Final Trash Generation Rate Map - August 7th, 2013



Legend

Generation Rate (gal/acre/year)
- Low (< 5)
- Low/Medium
- Medium (5 - < 10)
- Medium/High
- High (10 - < 50)
- High/Very High
- Very High (> 50)

- Non-Jurisdictional
- Full Trash Capture
- Full-Capture Location
- Trash Hot Spot
- Streets
- Agency Boundary
- Creeks

N

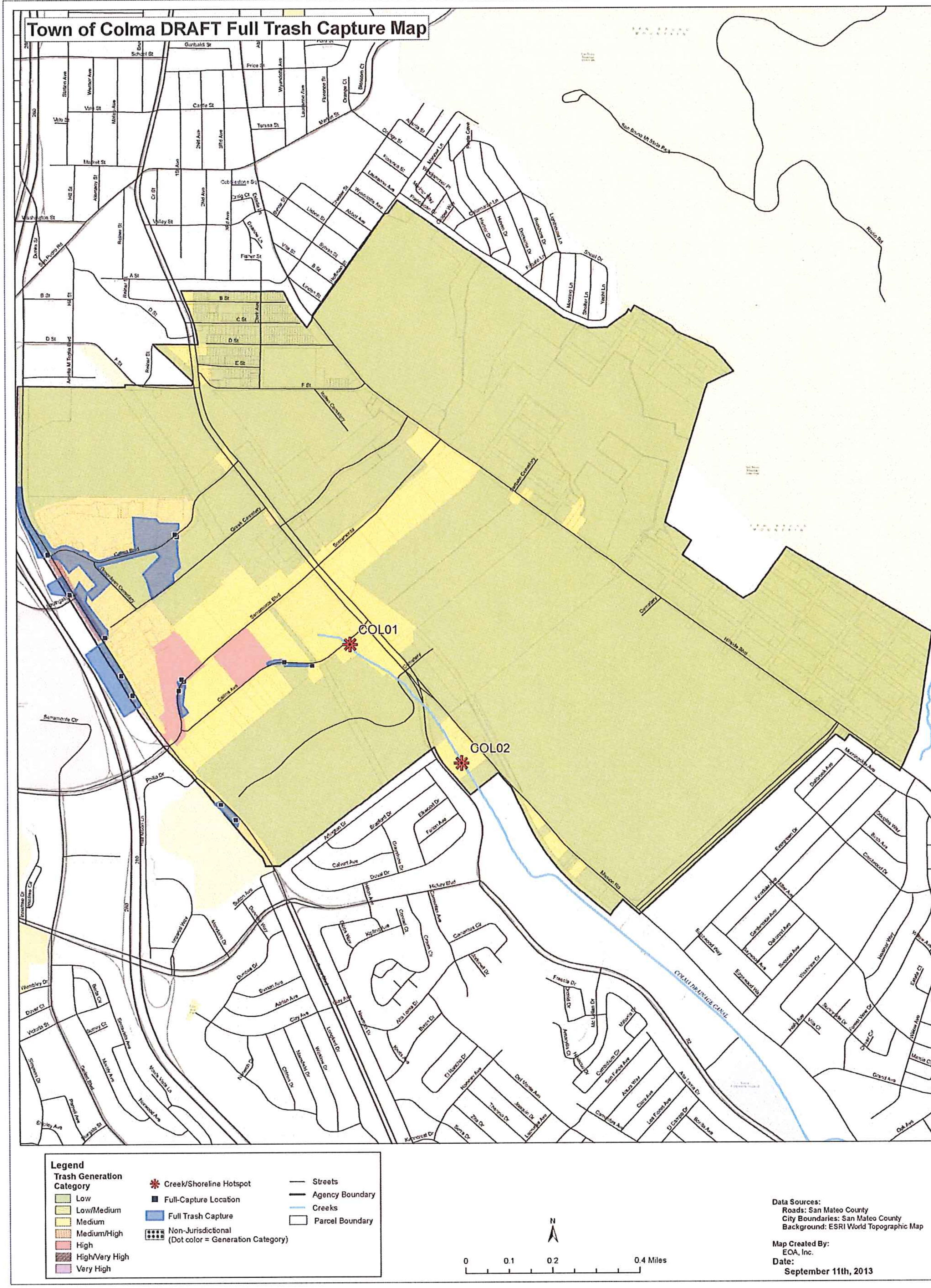
0 0.1 0.2 0.4 Miles

Data Sources:
Streets: San Mateo County
City Boundaries: San Mateo County
Background: ESRI World Topographic Map

Map Created By:
EOA, Inc.
Date:
August 7th, 2013

DRAFT Full Trash Capture - C.10.a.iii

Town of Colma DRAFT Full Trash Capture Map



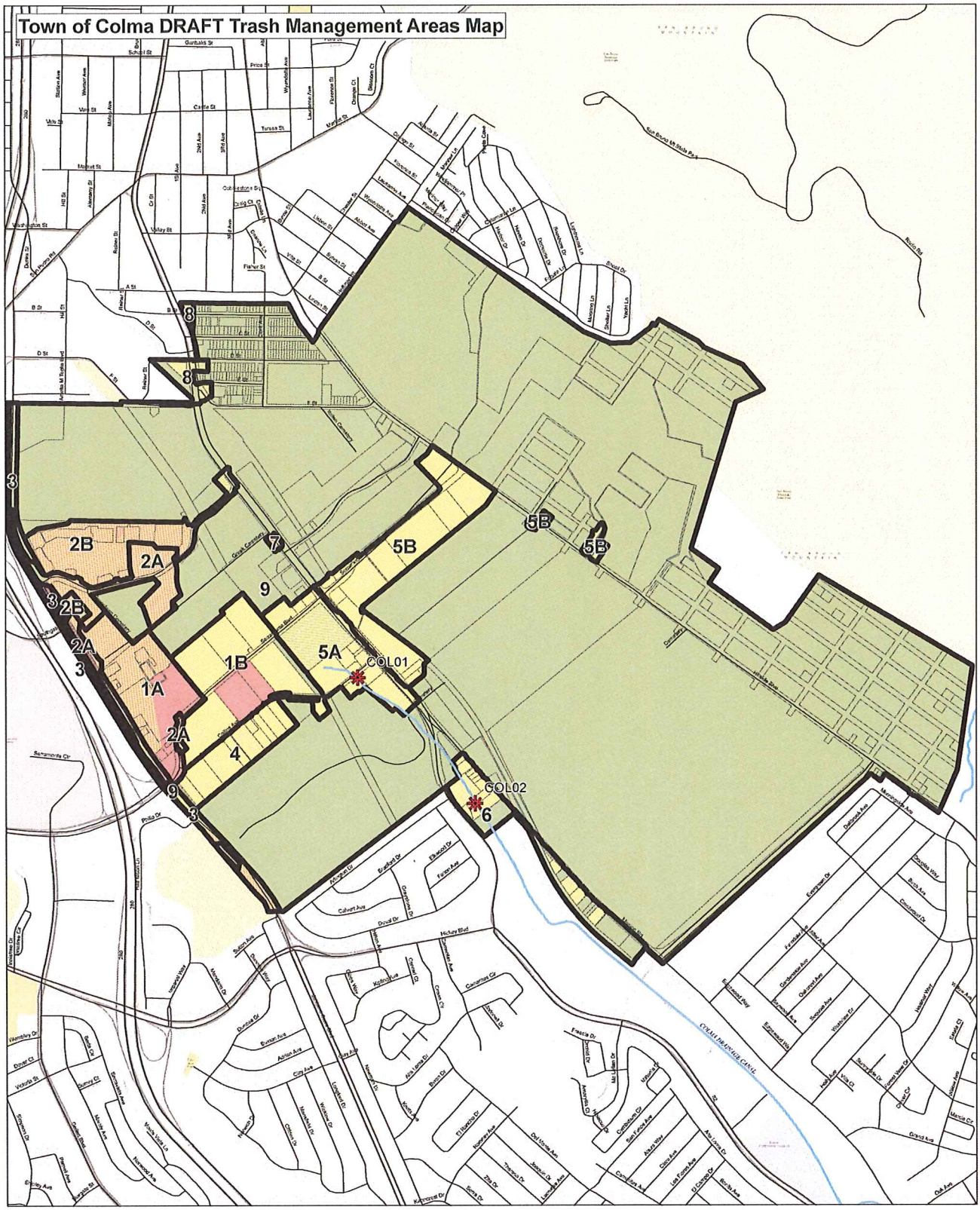
Data Sources:
Roads: San Mateo County
City Boundaries: San Mateo County
Background: ESRI World Topographic Map

Map Created By:
EOA, Inc.

Date:
September 11th, 2013

DRAFT Trash Management Areas

Town of Colma DRAFT Trash Management Areas Map



Legend

Trash Generation Category

- Low
- Low/Medium
- Medium
- Medium/High
- High
- High/Very High
- Very High

- Creek/Shoreline Hotspot
- Trash Management Area
- Non-Jurisdictional (Dot color = Generation Category)

- Streets
- Agency Boundary
- Creeks
- Parcel Boundary

N

0 0.1 0.2 0.4 Miles

Data Sources:
Roads: San Mateo County
City Boundaries: San Mateo County
Background: ESRI World Topographic Map

Map Created By:
EOA, Inc.

Date:
September 11th, 2013

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).

Promotion of HHW drop-off events and local businesses that provide mercury recycling facility is done through the Town's newsletter.
The local Home Depot store and waste haulers provide a service for disposal of mercury containing devices and other Household Hazardous Wastes (HHW). The Town promotes HHW collection events and locations through its newsletter.

The Town's Building Department also implements the proper handling procedures and requirements for contractor and demolition professionals as required under the Mercury Thermostat Collection Act of 2008.

Please refer to the SMCWPPP FY 12-13 Annual Report for an estimate of the mass of mercury collected through collection and recycling efforts in the SMCWPPP area.

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.

Please refer to the SMCWPPP FY 12-13 Annual Report for an estimate of the mass of mercury collected through collection and recycling efforts in the SMCWPPP area.

Mercury Containing Device/Equipment	Total Amount of Devices Collected	Estimated Mass of Mercury Collected
Fluorescent Lamps[62] (linear feet)		
CFLs[63] (each)		
Thermostats[64] (each)		
Thermostats (lbs)		

[62] Only linear fluorescent lamps should be included

[63] Only compact fluorescent lamps should be included

[64] Thermostats can be reported by quantity or by pounds. Whichever unit is used, please avoid double-counting.

Thermometers (each)		
Switches (lbs)		
Total Mass of Mercury Collected During FY 2012-2013:		

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

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

Summary

A summary of SMCWPPP and regional accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of the SMCWPPP FY 12-13 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:

The Town does not have any industrial facilities or facilities identified as having PCB related equipment. Inspections of commercial and industrial facilities are conducted by the San Mateo County Health Department.

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 SMCWPPP and regional accomplishments for these sub-provisions are included within the C.12 PCB Controls section of the SMCWPPP FY 12-13 Annual Report and/or the BASMAA Regional POC Report.

Section 13 - Provision C.13 Copper Controls

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 again noncompliance

- **Development of BMPs.** The Countywide Program collaborated with BASMAA to develop BMPs to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post construction. Town of Colma distributes this BMP handout to developers and contractors at the pre-development meeting. These BMP's are made conditions of plan approvals and permits.

- **Permitting Procedures to Require the BMPs.** Town of Colma uses the Countywide Program's Stormwater Requirements Checklist to include the architectural copper BMPs in the list of source controls measures that may apply to projects. This checklist is a required submittal for project approvals, and architectural copper BMP's are made conditions of project approval where applicable.

- **Educate Installers and Operators.** The San Mateo Countywide Stormwater Program, in collaboration with the Santa Clara Valley Urban Runoff Pollution Prevention Program, prepared an educational flyer on the BMPs to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post construction. Town of Colma distributes this BMP handout to developers and contractors at the pre-development meeting. These BMP's are made conditions of plan approvals and permits. Town staff was trained on the BMPs by attending the countywide construction site inspection training on April 11, 2013, CalBIG and other trainings. Staff also reviews and discusses these BMP's at the monthly inter-departmental meetings.

- **Enforcement Actions against Noncompliance.** No Architectural copper features were installed in the Town. Hence, no violations were noted. Enforcement against noncompliance of these BMP's (for any future projects that may use these features) will be in accordance with the Town's Enforcement Response Plan (ERP).

C.13.a.iii.(3) ►Evaluation of Effectiveness

(FY 12-13 Annual Report) Evaluate the effectiveness of measures the agency has undertaken to prevent discharge of wastewater to storm drains during the installation, cleaning, treating, and washing of the surface of copper architectural features. The discussion of the effectiveness of these measures should include BMP implementation and may propose additional measures to address this source of pollutants.

No Architectural copper features were installed in Town. Town of Colma distributes the BMP Brochure and Stormwater requirements checklist at the project pre-development meetings to educate developers and contractors about proper handling and maintenance of these features.

C.13.c ►Vehicle Brake Pads

Reported in a separate regional report.

A summary of SMCWPPP's participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of the SMCWPPP FY 12-13 Annual Report and/or the BASMAA Regional POC Report.

C.13.c.iii ►Water Quality Issues Associated with Automobile Brake Pads

(FY 12-13 Annual Report Only) – Assess status of copper water quality issues associated with automobile brake pads and recommend brake-pad related actions for inclusion in subsequent permits if needed.

An assessment of copper water quality issues associated with automobile brake pads and recommend brake-pad related actions for inclusion in subsequent permits is included within the C.13 Copper Controls section of the SMCWPPP FY 12-13 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

No facilities were identified as potential users 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 SMCWPPP and/or regional efforts to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of the SMCWPPP FY 12-13 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 SMCWPPP 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 the SMCWPPP FY 12-13 Annual Report and/or BASMAA Regional POC Report.

C.14.a.v. ►Control Programs for PBDEs, Legacy Pesticides and Selenium Controls – Load Computation

(For FY 12-13 Annual Report only) Submit a report with information required to compute loading estimates of PBDEs, legacy pesticides and selenium from urban runoff to the Bay.

Summary:

Information required to compute loading estimates of PBDEs, legacy pesticides and selenium from urban runoff to the Bay is included within the C.14 PBDE, Legacy Pesticides and Selenium section of the SMCWPPP FY 12-13 Annual Report and/or BASMAA Regional POC Report.

C.14.a.vi. ►Control Programs for PBDEs, Legacy Pesticides and Selenium Controls – Control Measures

(For FY 12-13 Annual Report only) Submit a report identifying control measures and/or management practices to reduce impacts from discharges of PBDEs, legacy pesticides or selenium in urban runoff.

Summary

A report identifying control measures and/or management practices to reduce impacts from discharges of PBDEs, legacy pesticides or selenium in urban runoff is included within the C.14 PBDE, Legacy Pesticides and Selenium section of the SMCWPPP FY 12-13 Annual Report and/or BASMAA Regional POC Report.

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

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

Is your agency a water purveyor?		Yes	X	No
If **No**, skip to C.15.b.vi.(2):				
If **Yes**, Complete the attached reporting tables or attach your own table with the same information. Provide any clarifying comments below.				
Comments:				

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:

The Town developed "Colma Green" webpage on the Town's website to promote water conservation and other sustainable practices. Outreach is also done through the Town's newsletter.

The Town's Water Efficient Landscaping Ordinance addresses appropriate watering and irrigation practices for new development projects.

Outreach and implementation of conservation and sustainability programs is done in accordance with the Town's General Plan Policies and the Town adopted Water Efficient Landscaping Ordinance. Within the Open Space and Conservation Elements of the Town's General Plan, there are policies that address conservation and sustainable development principles. Some of the sections that address these include: Section 5.04.311 – Low Water Use Fixtures (Sustainability), Section 5.04.313 – Groundwater recharge, Section 5.04.312 – Drought tolerant plants, Section 5.04.316 – Implementation of BMP's for new construction, Section 5.04.321 – Watershed protection of Colma Creek, Section 5.04.322 – Watershed enhancement, Section 5.04.341 – flooding, Section 5.04.381and 382 – Habitat protection.

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[65] (NTU)	Implemented BMPs & Corrective Actions
N/A										

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

C.15.b.iii.(2) ►Unplanned Discharges of the Potable Water System[66]

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)[67]	pH (standard units) 52	Discharge Turbidity (Visual) 52,	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time[68]	Inspector arrival time	Responding crew arrival time
N/A														

[66] This table contains all of the unplanned discharges that occurred in this FY.
[67] 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.
[68]. 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.