



Town of Colma

Building/Public Works / Engineering Department

1188 El Camino Real, Colma, CA 94014-3212
Phone: (650) 757-8888 Fax: (650) 757-8890

September 15, 2015

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 2014/15 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 2014/15 and related accomplishments.

Please contact **Brad Donohue** at 650-757-8888 regarding any questions or concerns.

Very truly yours,

Brad Donohue
Director of Public Works



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TOWN OF COLMA FY 2014/15 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:

Brad Donohue, Director of Public Works

Date

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Section 1 – Permittee Information

Background Information			
Permittee Name:	Town of Colma		
Population:	1,792 (2010 Census)		
NPDES Permit No.:	CAS612008		
Order Number:	R2-2009-0074R		
Reporting Time Period (month/year):	July 2014 through June 2015		
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:

Municipal Operation Activities for the FY 14-15 reporting year include: (1) participation in the SMCWPPP Public Works Municipal Maintenance Subcommittee, (2) Corporation Yard BMP Maintenance and Inspections, (3) Street Sweeping and SD inlet cleaning, (4) Screening of Town's SD System for illicit discharges, (5) Trash Hot Spot Cleanup, (6) Inspection and replacement of storm drain inlet markers (no dumping flows to bay), etc. The Town conducts regular street sweeping and keeps a record of the number of bags and cubic yards of debris collected at each sweeping event.

Refer to the C.2 Municipal Operations section of the SMCWPPP FY 14-15 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 generally cleaned by painting over and not by power washing. Graffiti abatement is done by municipal staff and not through contractors. BASMAA's Mobile Surface Cleaner Program BMP's are used.

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations: Yes No

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

Complete the following table for dry weather DO monitoring and inspection data for pump stations¹ (add more rows for additional pump stations). 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
NA	NA	NA	NA	NA

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

Summary: NA

Attachments: NA

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)
NA	NA	NA	NA	NA	NA	NA

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:	
<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	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.	
NA	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
NA	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
NA	No impact to creek functions including migratory fish passage during construction of roads and culverts
NA	Inspection of rural roads for structural integrity and prevention of impact on water quality
NA	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
NA	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
NA	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: NA	

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

C.2.f. ► Corporation Yard BMP Implementation			
Place an X in the boxes below that apply to your corporations yard(s):			
<input type="checkbox"/>	We do not have a corporation yard		
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit		
<input checked="" type="checkbox"/>	We have a Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)		
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:			
<input checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment		
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system		
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method		
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used		
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants		
Comments: NA			
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	9/9/14	BMP's were found be in compliance with the Corp Yard SWPPP. The following improvements were identified as being necessary: <ul style="list-style-type: none"> Need to install 3 storm drain inlet markers ("DRAINS TO BAY") on storm drains in the Corp Yard. (General Housekeeping BMP) Replace tarps on the sand pile next to the outside storage and the topsoil pile. (Outdoor Material Storage BMP) 	The storm drain inlet markers were installed on the same day as the inspection (9/9/14). Tarps were placed over material storage.

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:

No pilot green street projects were constructed in the Town of Colma in FY 14-15.

The C.3 New Development and Redevelopment section of the SMCWPPP FY 14-15 Annual Report includes a description of activities conducted at the countywide or regional level.

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.

Table C.3.b.v.(1) is attached.

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
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Comments (optional): The Town has not received any projects requesting alternative or in-lieu compliance. The Town may decide to allow alternative compliance in the future on a case-by-case basis and after making a determination of whether alternative compliance is available/feasible.

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, 2015 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
<p>If you answered "Yes" to either question,</p> <ul style="list-style-type: none"> 1) Complete Table C.3.e.vi .below. 2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project. <p>NA</p>				

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

<p>(1) Fill in attached table C.3.h.iv.(1) or attach your own table including the same information. Table C.3.h.iv. is attached.</p>
<p>(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.</p> <p>Summary: Five sites with multiple treatment systems were inspected this reporting year. Maintenance records were also reviewed. Regular annual inspections helped to reiterate with the property managers their responsibility to maintain these systems and keep them in good working order.</p>
<p>(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).</p> <p>Summary: The Town's O&M program is effective because of regular annual inspections at majority of the sites where these systems are installed. Town staff plans to inspect a majority of the installed treatment systems again in the next reporting period to maintain point of contacts with the maintenance managers at these properties. Common maintenance concerns and potential new projects are discussed at the Town's monthly internal NPDES meetings.</p>

(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: NA						

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 Permittees. We have modified local permit conditions 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. We are using the following Program and BASMAA products for C.3.i implementation:

- BASMAA's site design fact sheets
- The SMCWPPP Stormwater Checklist for Small Projects (www.flowstobay.org/newdevelopment#forms)

Staff attended the Construction Inspection and C.3 Treatment System Maintenance Workshop on May 5, 2015.

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

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											
Serramonte Ford	999 Serramonte Blvd, Colma, CA 94014	Robert Carli/Van Tuyl Group	n/a	Commercial Redevelopment: Remodel existing building, construct new building, regrade and construct new parking area, construct new storm drainage, construct stormwater treatment basin	Colma Creek	7.11	4.74	56,599	184,809	255,893	241,408
Golden Hill Memorial Park Funeral Home	2099 Hillside Blvd, Colma, CA 94014	Wilson Jang	n/a	Commercial Redevelopment: Single story funeral home building and associated parking on Golden Hill Cemetery	Colma Creek	0.68	0.68	10,416	10,004	20,797	21,410
Public Projects											
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Comments: NA											

¹⁰Include cross streets

¹¹If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

¹²Project 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.

¹³State the watershed(s) in which the Regulated Project is located. Downstream watershed(s) may be included, but this is optional.

¹⁴All impervious surfaces added to any area of the site that was previously existing pervious surface.

¹⁵All impervious surfaces added to any area of the site that was previously existing impervious surface.

¹⁶For redevelopment projects, state the pre-project impervious surface area.

¹⁷For 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										
Serramonte Ford	7/8/14	8/1/14	Inlet markers, plumb interior floor drains/parking garage drains to sewer, retain existing landscaping with minimal use of pesticides, roofed refuse areas, vehicle/equipment cleaning areas do not drain to storm drain, fire sprinkler test to landscape or sanitary sewer, and misc. drains or wash water to sewer or landscaping	Direct impervious runoff to vegetated areas	Bioretention Area	O&M Agreement with Property Owner	3 (Combination flow and volume)	NA	NA	NA
Golden Hill Memorial Park Funeral Home	3/3/15	6/10/15	Storm drain inlet markers, retain existing landscaping, efficient landscaping and irrigation, minimize use of	Construct bike lanes/driveways/uncovered parking lots with pervious	Bioretention Area	O&M Agreement with Property Owner	2.c. (Flow Hydraulic Design)	NA	NA	NA

¹⁸For private projects, state project application deemed complete date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁹For private projects, state project application final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

²⁰List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

²¹List 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.

²²List 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.).

²³List 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.

²⁴See 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).

²⁵For 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.

²⁶For 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.

²⁷Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁸If HM control is not required, state why not.

²⁹If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.b.v.(1) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (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}
			pesticides	surfaces, Self-treating areas						
Comments: NA										

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										
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Comments: NA										

³⁰For public projects, enter the plans and specifications approval date.

³¹List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

³²List 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.

³³List 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.).

³⁴List 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.

³⁵See 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).

³⁶For 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.

³⁷For 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.

³⁸Note whether a third party was used to certify the project design complies with Provision C.3.d.

³⁹If HM control is not required, state why not.

⁴⁰If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.h.iv. ► 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
Lexus of Serramonte	700 Serramonte Blvd.	NO	Lexus of Serramonte	5/28/15	Routine	Bioretention facility, Media Filter	The media filter cartridges required maintenance. Plant material in bioretention area is sparse.	Verbal notice, then written warning	Media filter was cleaned and cartridges were replaced. The property is in the process of replacing the planting material.
Cypress Lawn Cemetery Improvements – Phase 4	1701 Hillside Boulevard	NO	Cypress Lawn Cemetery Association	5/29/15	Routine	Bioretention facility	All bioretention facilities are well established and maintained. Minor trash and weeds in southwest bioretention area needs cleanup.	None	Install storm drain inlet markers.
Cypress Lawn Cemetery Improvements – Phase 3	1701 Hillside Boulevard	NO	Cypress Lawn Cemetery Association	5/29/15	Routine	Infiltration Basin, Vegetated Swale	All bioretention facilities are well established and maintained.	None	Refresh faded storm drain stencils or replace with markers.
Vivana Fair	990 Serramonte Blvd.	NO	VicGold Investments, Inc.	6/19/15	Routine	Infiltration Basin, Porous Asphalt	Systems are clean, dry and well-maintained.	None	NA
Target	5001 Junipero Serra Boulevard	NO	Target Corporation	6/18/15	Routine	Bioretention facility, Vortex separator, and Tree-well filters	There was accumulation of trash and debris present so all systems required maintenance. Install mulch in bioretention. The media filter cartridges required maintenance. Vegetation required pruning.	Verbal notice, then written follow-up	All identified maintenance issues were addressed between 6/29/15 and 7/20/15.

⁴¹Indicate “YES” if the facility was installed within the reporting period, or “NO” if installed during a previous fiscal year.

⁴²State the responsible operator for installed stormwater treatment systems and HM controls.

⁴³State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

⁴⁴State 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.

⁴⁵State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

⁴⁶State the enforcement action(s) taken, if any.

C.3.e.vi.Special Projects Reporting Table												
Reporting Period –January1 – June 30, 2015												
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
NA	NA	NA	NA	NA	NA	NA	NA	NA	Category A: Category B: Category C: Location: Density: Parking:	Category A: Category B: Category C: Location: Density: Parking:	Indicate each type of LID treatment system and the percentage of total runoff treated NA	Indicate each type of non-LID treatment system and the percentage of total runoff treated. Indicate whether minimum design criteria met or certification received NA

⁴⁷Date 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.

⁴⁹Type 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.

⁵¹For 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.

⁵³List 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.

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

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 workshop provided by the countywide program.

Refer to the C.4. Industrial and Commercial Site Controls section of the SMCWPPP FY 14-15 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? 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.		
<input checked="" type="checkbox"/>	X	Permittee reports multiple discrete violations on a site as one violation.
<input type="checkbox"/>		Permittee reports the total number of discrete violations on each site.
		Number
		Percent
Number of businesses inspected	57	
Total number of inspections conducted	59	
Number of violations (excluding verbal warnings)	1	
Sites inspected in violation	2	3.5%
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	2	100%
<p>Comments:</p> <p>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 CEH stormwater technician for follow-up. The total number of inspections includes each inspection form completed and submitted (i.e. inspections are individually counted, and multiple inspections may come from a single location).</p> <p>"Sites inspected in violation" includes any site that received a violation within the reporting year. No site received two enforcement actions this past year. The percentage is calculated as total violations of the total number of businesses inspected.</p>		

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 (excludes verbal warning)	0

Comments:

Discharges are counted as one actual discharge per source of discharge per site.

One actual discharge occurred at Ono Hawaiian BBQ– grease was found at the grease interceptor lid. Both City and County Environmental Health staff followed up on this illicit discharge in a timely manner to ensure resolution. The sewer discharge was immediately stopped, and no illicit discharge reached the storm drain system or other waterway.

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	1	50%
Level 2	Warning Notice or Administrative Action	1	50%
Level 3	Administrative Action with Penalty &/or Cost Recovery	0	0%
Level 4	Legal Action/Referral	0	0%
Total		2	100%

⁴⁸Agencies to list specific enforcement actions as defined in their ERPs.

⁴⁹Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

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

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

Business Category ⁵⁰	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
Hazardous Materials	0	1
Food	1	0
Other	0	0

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 were identified as requiring Industrial General Permit coverage, and have not filed.

C.4.d.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Commercial, Industrial and Illicit Discharge Subcommittee Meeting	3/18/15	Discussion of C.4. Inspections and commonly encountered inspection problems.	1	100%

Refer to the County Annual Report for CEH's inspector training summary.

⁵⁰List your Program's standard business categories.

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

Program Highlights

Provide background information, highlights, trends, etc.

Activities conducted in the reporting year include 1) implementation of the Town’s SD collection system screening program; 2) participation in the Commercial, Industrial and Illicit Discharge (CII) Subcommittee; and 3) Storm water inspections at commercial facilities to detect and eliminate potential illicit discharges.

When the City receives a report of illicit discharge or notices an illicit discharge during routine catch basin inspections, City staff immediately reports to the site and traces the illicit discharge back to its source. A SMCWPPP “Illicit Discharge Source Identification Form” is filled out for the illicit discharge, the City meets with the property owner and issues enforcement actions and provides cleanup suggestions and information, as needed. After the issue is identified and logged, the City performs a follow-up inspection to confirm that the issue has been resolved.

Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 14-15 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
Louis Gotelli	Public Works Maintenance Supervisor (Primary 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:

No mobile businesses were licensed or hired by the Town in FY 14-15. Because of the small size of the Town, daily field observations are done during regular public works maintenance activities to detect any potential illicit discharges. As required, Town staff will respond to public complaints or field observations and require implementation of BMPs as recommended by the BASMAA Mobile Surface Cleaners Program.

Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 14-15 Annual Report for a description of efforts by the Commercial, Industrial and Illicit Discharge (CII) Subcommittee and the BASMAA Municipal Operations Committee to address mobile businesses.

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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. Catch basins are regularly cleaned and inspected prior to and throughout the wet season.

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	NA
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	0	0%
Discharges resolved in a timely manner (C.5.f.iii.(3))	1	100%

Comments:
 One actual discharge occurred at Ono Hawaiian BBQ- grease was found at the grease interceptor lid. Both City and County Environmental Health staff followed up on this illicit discharge in a timely manner to ensure resolution. The sewer discharge was immediately stopped, and no illicit discharge reached the stormdrain system or other waterway.

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

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

Last year, the reported illicit discharge was concrete wash water, and this year there was an oil/grease reported illicit discharge.

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	2	2
Comments: There were no high priority sites constructed this winter season. Two inspections were performed in October 2014 for two sites greater than 1 acre, but at both sites, construction was complete and the site was stabilized, so no further inspections were necessary.		

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations⁵¹ excluding Verbal Warnings	% of Total Violations⁵²
Erosion Control	0	NA
Run-on and Run-off Control	0	NA
Sediment Control	0	NA
Active Treatment Systems	0	NA
Good Site Management	0	NA
Non Stormwater Management	0	NA
Total⁵³	0	100%

⁵¹Count 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.

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

⁵³The 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	0	NA
Level 2	Written Warning/Notice of Violation	0	NA
Level 3	Notice to Comply	0	NA
Level 4	Legal Action	0	NA
Total		0	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

⁵⁴Agencies should list the specific enforcement actions as defined in their ERPs.

⁵⁵Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁵⁶For 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)	NA	% ⁵⁷
Violations (excluding verbal warnings) not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	NA	% ⁵⁸
Total number of violations (excluding verbal warnings) for the reporting year⁵⁹	0	100%
Comments: No violations were issued this fiscal year.		

C.6.e.iii.(2) ► Evaluation of Inspection Data
Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).
<p>Description:</p> <p>There were no high priority sites or sites that disturbed greater than 1 acre of soil constructed this winter season. Two inspections were performed in October 2014 for two sites greater than 1 acre, but at both sites, construction was complete and the site was stabilized, so no future inspections were necessary.</p>

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.
<p>Description:</p> <p>Town staff (from Public Works, Planning, Building, Engineering and Parks & Recreation Departments) meet every month (Staff-NPDES Meeting) to discuss storm water related issues. These meetings help educate everyone about various provisions, requirements, tasks, and timelines of the MRP. These meetings also help identify and track project inspection requirements, follow-ups, and reports.</p> <p>Building Staff also attended the storm water inspection trainings at their CalBIG meetings to get updates on MRP requirements for inspections and</p>

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.

follow-ups.

Town staff used the revised stormwater construction inspection forms and inspection data tracking tools developed by SMCWPPP, participated in the New Development Subcommittee, and attended the May 5, 2015 Construction Site Stormwater Inspector Training Workshop.

Refer to the C.6 Construction Site Control section of the SMCWPPP FY 14-15 Annual Report for a description of activities 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
Construction Inspection and C.3 Treatment System Maintenance Workshop, hosted by the SMCWPPP New Development Subcommittee	5/5/2015	Construction site stormwater inspections of construction site BMPs, regulatory landscape of stormwater, group exercises, an overview of C.3.h requirements in MRP 1.0 and future requirements, and inspecting, operating, and maintaining stormwater treatment systems	2	100%

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

C.7.b.ii.1 ▶ Advertising Campaign

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

Summary:
 See Section 7, Public Information and Outreach, of the SMCWPPP FY 14-15 Annual Report. In addition, the following separate report developed by BASMAA summarizes the activities of the Regional Youth Litter Campaign

- BASMAA Be the Street Campaign Report

The Town promoted this campaign to the public by distributing program material at their front desk counters in the various Town Offices.

Town staff regularly participate in the Public Information and Participation (PIP) Subcommittee.

Town staff is regularly informed at their scheduled once a month in-house storm water meeting.

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:

Information on the pre-campaign survey for the BASMAA Regional Youth Litter Campaign was provided in the BASMAA FY 11-12 Annual Report.

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

<input type="checkbox"/>	Survey report attached
<input checked="" type="checkbox"/>	Reference to regional submittal: BASMAA FY 11-12 Annual Report

C.7.b.iii.2 ► Post-Campaign Survey

(For the Annual Report following the post-campaign survey) Discuss the campaigns and the measureable changes in awareness and behavior achieved. Provide an update of outreach strategies based on the survey results. If survey was done regionally, refer to a regional submittal that contains the following information:
 Information on the post-campaign survey for the BASMAA Regional Youth Litter Campaign was provided in the BASMAA FY 13-14 Annual Report. Place an **X** in the appropriate box below:

<input type="checkbox"/>	Survey report attached
<input checked="" type="checkbox"/>	Reference to regional submittal: BASMAA FY 13-14 Annual Report

C.7.c ► Media Relations

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

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

Summary:
 The following separate report developed by BASMAA summarizes media relations efforts conducted during FY 14-15:

- BASMAA Media Relations Final Report FY 14-15

Media relations efforts conducted countywide are described in the C.7 Public Information and Outreach section of SMCWPPP’s FY 14-15 Annual Report.

C.7.d ► Stormwater Point of Contact

Summary of any changes made during FY 14-15:
 No Change

Refer to the C.7 Public Information and Outreach section of SMCWPPP’s FY 14-15 Annual Report for efforts conducted by the SMCWPPP to publicize stormwater points of contact.

C.7.e ► Public Outreach Events		
Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed. Use the following table for reporting and evaluating public outreach events		
Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional.	Identify type of event (e.g., school fair, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscape presentation, pesticides, stormwater awareness)	Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> • Estimated overall attendance at the event. • Number of people that visited the booth, comparison with previous years • Number of brochures and giveaways distributed • Results of any spot surveys conducted
Town-Wide Cleanup Day (May 16, 2015, Sterling Park Recreation Center, Colma)	Volunteers along with Town Staff walk all streets in Town picking up trash and recycling materials.	43 volunteers participated in this event. Approximately 1.25 yards of trash and recyclables was collected by volunteers and Staff from the public rights of way. In addition E-waste and card board was also collected at the Town's Corp Yard.
Coastal Cleanup Day (September 20, 2014, 30 San Mateo County Locations)	Coastal Cleanup Day is an international volunteer event focused on cleaning up the marine environment and raising awareness about coastal pollution. Participants include school age children, local families, and residents. The Town advertised and promoted this event by distributing brochures and flyers at all public facilities. Events were also advertised through the Town's newsletter and website.	Refer to the C.7 Public Information and Outreach section of the SMCWPPP's FY 14-15 Annual Report.
San Mateo County Fair (June 6-14, 2015)	As a collaborative effort, the Countywide program hosted an informational booth for stormwater runoff pollution prevention. The Town advertised and promoted this event by	Refer to the C.7 Public Information and Outreach section of the SMCWPPP's FY 14-15 Annual Report.

	distributing brochures and flyers at all public facilities. Events were also advertised through the Town's newsletter and website.	
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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 14-15 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
Provide event name, date, and location. Indicate if event is local, countywide or regional	Describe activity (e.g., creek clean-up, storm drain marking etc.)	Provide general staff feedback on the event. Provide other evaluation details such as: <ul style="list-style-type: none"> • Number of participants. Any change in participation from previous years. • Distance of creek or water body cleaned • Quantity of trash/recyclables collected (weight or volume). • Number of inlets marked. • Data trends
Town-Wide Cleanup Day (May 16, 2015, Sterling Park Recreation Center, Colma)	Volunteers along with Town Staff walk all streets in Town picking up trash and recycling materials.	43 volunteers participated in this event. Approximately 1.25 yards of trash and recyclables was collected by volunteers and Staff from the public rights of way. In addition

		E-waste and card board was also collected at the Town's Corp Yard.
Coastal Cleanup Day (September 20, 2014, 30 San Mateo County Locations)	Coastal Cleanup Day is an international volunteer event focused on cleaning up the marine environment and raising awareness about coastal pollution. Participants include school age children, local families, and residents. The Town advertised and promoted this event by distributing brochures and flyers at all public facilities. Events were also advertised through the Town's newsletter and website.	Refer to the C.7 Public Information and Outreach section of the SMCWPPP's FY 14-15 Annual Report.
Earth Day (April 22, 2015, Sterling Park Recreation Center, Colma)	This outreach event was open to all Town residents and non-residents, and primarily geared towards school aged children. The event included Earth Day activities, refreshments, an Earth Day Science Project, and a composting project.	The event was focused at school aged children and families. The event was aimed at educating participants about composting, reducing waste, trash disposal, and recycling. T-shirts and other giveaways were handed out at the event. No evaluations/surveys of the event were available.

C.7.h. ► School-Age Children Outreach

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment. Use the following table for reporting school-age children outreach efforts.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high)	Brief description, messages, methods of outreach used	Provide number or participants	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.
Earth Day (April 22, 2015, Sterling Park Recreation Center, Colma)	This outreach event was open to all Town residents and non-residents, and primarily geared towards school aged children. The event included Earth	The event was focused at school aged children and families. 19 school	The event was aimed at educating participants about composting, reducing waste, trash disposal, and recycling. T-shirts and other giveaways were handed out at the

	Day activities, refreshments, an Earth Day Science Project, and a composting project.	aged children attended this event.	event. No evaluations/surveys of the event were available.
Kids Facility Tour (May 12, 2015, Susan B. Anthony, 2 nd Grade Class)	School-aged children toured the Town facilities, including the Public Works Department, Police Department, and the Mayor’s office. As part of this tour, the Town’s maintenance supervisor gave the children a street sweeping demonstration, and talked about litter and trash.	Approximately 80 children attended the tour.	School-aged children learned about various Town processes and about the impacts of litter and trash. No evaluations/surveys of the event were available.
<p>A description of School-age Children Outreach efforts conducted at the countywide level by SMCWPPP is included within the Public Information and Outreach section of the SMCWPPP FY 14-15 Annual Report.</p> <p>Note: There are no elementary, middle or high schools in the jurisdictional boundaries of the Town.</p>			

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 14-15, we participated through SMCWPPP in 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 through SMCWPPP and BASMAA. For additional information on monitoring activities conducted by SMCWPPP, BASMAA RMC and the RMP, see SMCWPPP's Urban Creeks Monitoring Report, which will be submitted by March 15, 2016 per MRP Provision C.8.

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.

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	FY 14-15
Organophosphates	0	0	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	0	0
*Talstar P Professional, Bifenthrin	0	0	0	0	1.5oz	0
Carbaryl	0	0	0	0	0	0
Fipronil	0	0	0	0	0	0

⁶⁰In FY 13-14, the Town had to apply Talstar P Professional to mitigate fleas at the dog park. Alternate non-pesticide methods were used, but the contractor had to use the pesticide as a last resort.

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.	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%

⁶⁰Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁶¹Weight 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, bifenthrin, beta-cyfluthrin, bioallethrin, cyfluthrin, cypermethrin, cyphenothrin, deltamethrin, esfenvalerate, etofenprox, fenpropathrin, gamma-cyhalothrin, imiprothrin, lambda-cyhalothrin, metofluthrin, permethrin, phenothrin, prallethrin, resmethrin, sumithrin (d-phenothrin), tau-fluvalinate, tefluthrin, tetramethrin, tralomethrin, cis-permethrin, and zeta-cypermethrin.

C.9.d ▶ Require Contractors to Implement IPM	
Did your municipality contract with any pesticide service provider in the reporting year?	
<input checked="" type="checkbox"/>	Yes
If yes, attach one of the following:	
<input checked="" type="checkbox"/>	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR
<input checked="" type="checkbox"/>	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR
<input type="checkbox"/>	Equivalent documentation.
If Not attached , explain:	
NA	
Additional comments:	
The Town of Colma's landscape maintenance contract requires that the contractor comply with sustainable landscape practices and the Town's IPM Policy and Standard Operating Procedures. The contractor is also required to attend countywide IPM subcommittee meetings and the annual workshop. Town staff meets with the contractor on a monthly basis and reviews monthly pesticide usage records to verify compliance with the Town's IPM Policy.	
The structural pest control operator is also required to comply with the Town's IPM Policy and their pesticide usage records are monitored.	

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 14-15, we participated in regulatory processes related to pesticides through SMCWPPP, BASMAA and CASQA. For additional information, see the regional report submitted by BASMAA on behalf of all MRP Permittees.

C.9.f ▶ Interface with County Agricultural Commissioners				
Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	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. NA				

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: See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 14-15 Annual Report for information on point of purchase public outreach conducted countywide and regionally.

C.9.h.vi ▶ Public Outreach: Pest Control Operators
Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); OR reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.
Summary: See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 14-15 Annual Report for a summary of our participation in and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use.

Section 10 - Provision C.10 Trash Load Reduction

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

Provide the following:

- 1) Total number and types of full capture devices (publicly and privately-owned) installed to-date;
- 2) Total land area (acres) and land areas within each trash generation category (i.e., very high, high, moderate and low) treated by full capture devices (or other types of devices for non-population based Permittees); and, compare with the total required in the permit.
- 3) A narrative summary of maintenance activities implemented for each device, group of devices, or device type, including descriptions of typical maintenance frequencies and issues associated with maintaining these devices. Describe, in particular, any devices that have trash or debris overflowed, bypassed or are not functioning properly in any other manner. Describe corrective actions.

Type of Device	# of Devices	Acres Treated in FY 14-15 by Trash Generation Category				
		Low	Moderate	High	Very High	Total
Connector Pipe Screens/Filters	35	4	29	69	3	105
Total for all Types	35	4	29	69	3	105
Required by Permit						0

Maintenance Summary (Describe, in particular, any devices that have trash or debris overflowed, bypassed or are not functioning properly in any other manner. Describe corrective actions).

Devices functioned normally in FY 14/15. No devices required replacement or repair, and no devices overflowed. The Town of Colma conducts regular storm drain inlet cleaning, and documents each maintenance events in a Trash Capture Device Maintenance Report. Generally, catch basins are vacuumed of debris when 25% full, and debris mainly consists of leaves. Less common debris consists of sediment, paper, and plastic. In FY 14-15, trash capture devices were inspected and cleaned in December 2014 and January 2015, and 37 total maintenance events occurred.

In FY 14-15, the City also participated in the initial development of a Model Trash Full Capture Device Operation and Maintenance (O&M) Verification Program initiated by SMCWPPP. The model program is intended to provide Permittees with a template for documenting O&M procedures, including inspection and maintenance frequencies. Over the course of the next year, the City plans to further document the city-specific O&M verification program by tailoring the Model Program developed by SMCWPPP to incorporate city-specific characteristics/processes. Additional details on the City's O&M verification program will be included in our FY15-16 Annual Report.

C.10.b.iii ► Trash Hot Spot Assessment

Provide the volume of material removed during each MRP-required Trash Hot Spot cleanup during each fiscal year, and the dominant types of trash (e.g., glass, plastics, paper) removed and their sources in FY 2014-15 to the extent possible. Also, provide additional information on creek cleanups conducted beyond those required.

Trash Hot Spot	FY 14-15 Cleanup Date(s)	Volume of Trash Removed (cubic yards)					Dominant Type(s) of Trash in FY 2014-15	Trash Sources in FY 2014-15 (where possible)
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15		
COL01	9/9/2014	10.0	0.1	1.0	0.2	0.1	Paper and cardboard, Bottles (plastic or glass), Other plastic products, Aluminum cans, Plastic Bags	Litter
COL02	9/6/2014	20.0	0.4	2.6	0.2	0.1	Paper and cardboard, Bottles (plastic or glass), Other plastic products, Aluminum cans, Plastic Bags	Litter

Additional Receiving Water Cleanups – If claimed as load reductions described in C.10.d – part C, describe the number and frequency of receiving water cleanups conducted in addition to those reported above. Include locations, cleanup dates, and the total volume of trash removed. Describe the overall plan, if any, associated with these additional cleanups if meant to change the trash condition of certain reaches of creeks or shorelines.

NA

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

Provide descriptions of significant revisions made to your Long-term Trash Load Reduction Plan submitted to the Water Board in February 2014. Describe significant changes made to primary or secondary trash management areas (TMA), trash generation maps, control measures, or time schedules identified in your plan.

Description of Significant Revision	Associated TMA
NA	NA

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)

Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
Single-use Plastic Bag Ordinance or Policy	<p>The Town of Colma ("Town") adopted a Single-Use Carryout Bag Ban Policy on Jan 9th 2013. The ban became effective April 22nd, 2013. A copy of the Town's codified policy can be found at: www.colma.ca.gov (Codes > Municipal Code > Chapter 4 > Subchapter 12)</p> <p>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".</p> <p>Enforcement of this bag ban is done by the SM County Environmental Health Department.</p>	<p>On behalf of all SMCWPPP Permittees, the County of San Mateo conducted assessments evaluating the effectiveness of the single use plastic bag ban in municipalities within San Mateo County. Assessments conducted by the County included audits of businesses and surveys of customer bag usage at many businesses in San Mateo County. Additionally, the number of complaints by customers was also tracked by the County. The results of assessments conducted by these cities are assumed to be representative of all SMCWPPP Permittees, given the consistency between the scope, implementation, and enforcement of the ordinances among the municipalities.</p>	<p>Results of assessments conducted by the County of San Mateo on behalf of all municipalities in San Mateo County indicate that the Town's ordinance is effective in reducing the number of single use plastic bags in stormwater discharges. This preliminary conclusion is based on the very small number of complaints received from customers about businesses in San Mateo County that are continuing to use single use plastic bags after ordinances were adopted.</p> <p>The Town developed its % trash reduced estimate using the following assumptions:</p> <ol style="list-style-type: none"> 1) Single use plastic bags comprise 8% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 95% of single use plastic bags distributed in the Town are affected by the implementation of the ordinance, based on the County of San Mateo's Environmental Impact Report; and 3) Of the bags affected by the ordinance, there are now 90% less bags being distributed, based on customer complaints received by the County of San Mateo's Department of Environmental Health Services. This is conservative estimate given that in FY 13-14 Environmental Services only received complaints about 4, of the over 1900 businesses in San Mateo County that are affected by the single-use plastic bag ordinances. 	7%

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)				
Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.				
Expanded Polystyrene Food Service Ware Ordinance or Policy	<p>The Town of Colma (“Town”) adopted a Polystyrene ban policy on March 13th 2013. The Policy became effective August 1st, 2013. A copy of the Town’s codified policy can be found at: www.colma.ca.gov (Codes > Municipal Code > Chapter 4 > Subchapter 13)</p> <p>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”.</p> <p>Enforcement of this ban is done by the SM County Environmental Health Department.</p>	<p>Although the Town has adopted and implemented an ordinance prohibiting the distribution of EPS food ware by food vendors, evaluations of the effectiveness of the ordinance have not yet been conducted. For the purpose of estimating trash reductions in stormwater discharges associated with the ordinance, the results of assessments conducted by the cities of Los Altos and Palo Alto were used to represent the reduction of trash associated with the Town’s ordinance. Assessments conducted by these cities were conducted prior to and following the effective date of their ordinances, and include audits of businesses and/or assessments of EPS food ware observed on streets, storm drains and local creeks. The results of assessments conducted by these cities are assumed to be representative of the effectiveness of the Town’s ordinance because the implementation (including enforcement) of the Town’s ordinance is similar to the City of Los Altos’ and Palo Alto’s.</p>	<p>Results of assessments that are representative of the Town, but were conducted by the cities of Los Altos and Palo Alto, indicate that Town’s ordinance is effective in reducing EPS food ware in stormwater discharges.</p> <p>The Town developed its % trash reduced estimate using the following assumptions:</p> <ol style="list-style-type: none"> 1) EPS foodware comprises 6% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 80% of EPS food ware distributed by food vendors or sold via stores in the Town is affected by the implementation of the ordinance; and 3) There is now 95% less EPS food ware being distributed, sold and/or observed in the environment, based on assessments conducted by the City of Palo Alto and City of Los Altos. 	5%

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)				
Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.				
Public Education and Outreach Programs Targeted at Trash Reduction and Implemented post-MRP Adoption	On behalf of the Town, SMCWPPP and BASMAA also implemented public education and outreach actions at the countywide and regional scales that were targeted at reducing the impacts of trash on local water bodies. For descriptions of these activities, please see Section 7 of the Program’s Annual Report.	BASMAA conducted post-campaign surveys to assess the effectiveness and impacts of their youth litter campaign “Be the Street”. The methods used by BASMAA are described in Appendix 16 of the Program’s Annual Report.	Reductions (i.e., trends) in the levels of trash in stormwater discharges that occur as a result of the implementation of Public Education and Outreach campaigns and programs are very difficult to measure. Both the inherent spatial and temporal variability in trash generation and the timeframes by which behavior change occurs as a result of education and outreach largely governs our ability to link this control measure to water quality outcomes. That said, changing littering behaviors is paramount to the long-term success of trash management programs. As described in Section 7 of the Program’s Annual Report, the Town has spent significant resources on local, county-wide, and public education and outreach programs that are slowly reducing the generation of trash at its source. BASMAA conducted assessments to gauge the effectiveness and impacts of their youth litter campaign “Be the Street” (see Program’s Section 7) and validated a load reduction of at least 1%. However, as a conservative approach, no load reduction is claimed this fiscal year for public education and outreach programs.	0%

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)

Complete the following trash control measure implementation and assessment summary for each primary trash management area (TMA) identified in your Long-term Plan. Include the following information:

- Identify the total jurisdictional area and the % of that area that generated very high (VH), high (H), moderate (M), or low (L) levels of trash in 2009, as depicted on trash generation maps;
- Identify the dominant trash source(s) and dominant type(s) of trash addressed or to-be addressed in the TMA;
- Provide the area currently treated by full capture devices, the quantity and type of devices installed to-date, and the % and acres of jurisdictional area in very high (VH), high (H), moderate (M), and low (L) generation categories that are currently treated by full capture devices in the TMA;
- Summarize control measures other than full capture devices implemented to-date, distinguishing between implementation that began pre- and post-MRP effective date. If not implemented in the entire TMA, describe generation category targeted and % of TMA addressed;
- Provide the acres of jurisdictional area in very high (VH), high (H), moderate (M), and low (L) generation categories in areas associated with actions other than full capture devices in the TMA;
- Describe the methods used to evaluate the effectiveness of control measures other than full capture devices, and any assessment results to-date. If the method was not implemented in the entire TMA, describe generation category targeted and % of TMA addressed.
- Provide the acres in VH, H, M or L generation categories after accounting for reduction associated with control measures other than full capture devices;
- Provide the acres in VH, H, M or L generation categories after accounting for reductions associated with ALL control measures (i.e., full capture and other actions) implemented to-date in the TMA
- Provide an estimate of the % of trash reduced in the TMA as a result of ALL control measures implemented to-date in the TMA. using the following formula:

$$\% \text{ Reduction} = 100 [(12A_{VH(2009)} + 4A_{H(2009)} + A_{M(2009)}) - (12A_{VH} + 4A_H + A_M)] / (12A_{VH2009} + 4A_{H2009} + A_{M2009})$$

where:

- $A_{VH(2009)}$ = total amount of the 2009 very high trash generation category in jurisdictional area
- $A_{H(2009)}$ = total amount of the 2009 high trash generation category in jurisdictional area
- $A_{M(2009)}$ = total amount of the 2009 moderate trash generation category in jurisdictional area
- A_{VH} = total amount of very high trash generation category in jurisdictional area in the reporting year
- A_H = total amount of high trash generation category in jurisdictional area in the reporting year
- A_M = total amount of moderate trash generation category in jurisdictional area in the reporting year
- 12 = Very High to Moderate weighing ratio
- 4 = High to Moderate weighing ratio
- 100 = fraction to percentage conversion factor

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
1	61	Pedestrians, cars, windblown	Paper, food wrappers, Plastic		0	28	33	0
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	0	28	26	0
	55	This TMA has: 11 Connector Pipe Screens/Filters.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	0	7	0
	On-land cleanups have been implemented since adoption of the MRP. In addition, container/bin management outreach was conducted with property-business owners, starting this fiscal year.			Area after Accounting for Other Actions (based on assessment results)	0	0	7	0
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
No assessments were conducted in this TMA								
Area After Taking into Account Full Capture Devices AND Other Actions					0	0	7	55
Estimated % Trash Reduction in this TMA					95%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
2	43	Pedestrians, cars	Paper, Plastic	2	40	0	1	
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	2	40	0	0
	42	This TMA has: 11 Connector Pipe Screens/Filters.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	0	0	1
	On-land cleanups have been implemented since adoption of the MRP.			Area after Accounting for Other Actions (based on assessment results)	0	0	0	1
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
No assessments were conducted in this TMA								
Area After Taking into Account Full Capture Devices AND Other Actions					0	0	0	43
Estimated % Trash Reduction in this TMA					100%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
3	16	Pedestrians, cars, windblown	Paper, food wrappers, Plastic		2	5	2	6
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	1	1	2	2
	6	This TMA has: 11 Connector Pipe Screens/Filters.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	4	0	4
	On-land cleanups have been implemented since adoption of the MRP.			Area after Accounting for Other Actions (based on assessment results)	0	4	0	4
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
No assessments were conducted in this TMA								
Area After Taking into Account Full Capture Devices AND Other Actions					0	4	0	11
Estimated % Trash Reduction in this TMA					49%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
4	22	Pedestrians, cars, windblown	Paper, food wrappers, Plastic		0	0	21	1
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	0	0	0	0
	0	There are no full capture devices installed in this TMA.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	0	21	1
	On-land cleanups and trash hot-spot cleanups have been implemented since adoption of the MRP.			Area after Accounting for Other Actions (based on assessment results)	0	0	21	1
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
No assessments were conducted in this TMA								
Area After Taking into Account Full Capture Devices AND Other Actions					0	0	21	1
Estimated % Trash Reduction in this TMA					0%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)									
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		Area (Acres) in Each Trash Generation Category ⁶²				
					VH	H	M	L	
5	16	Pedestrians, cars	Paper, Plastic	Baseline Generation Areas (2009)	0	0	16	0	
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices			Area Treated by Full Capture Devices	0	0	0*	0*
	1	This TMA has: 2 Connector Pipe Screens/Filters.							
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption				Area Not Treated by Full Capture Devices	0	0	15	0
	On-land cleanups and enhanced street sweeping have been implemented since adoption of the MRP.								
	Assessment Methods for Control Measures Other than Full Capture Devices				Area after Accounting for Other Actions (based on assessment results)	0	0	15	0
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.								
	Summary of Assessment Results								
No assessments were conducted in this TMA				Area After Taking into Account Full Capture Devices AND Other Actions	0	0	15	1	
									Estimated % Trash Reduction in this TMA
								3%	

⁶² Total area may not be consistent due to rounding; * 0.2 acres treated by full capture in M, L generation categories

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
6	21	Pedestrians, cars	Paper, Plastic		0	0	8	12
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	0	0	0	0
	0	There are no full capture devices installed in this TMA.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	0	8	12
	On-land cleanups, enhanced street sweeping, and trash hot-spot cleanups have been implemented since adoption of the MRP.			Area after Accounting for Other Actions (based on assessment results)	0	0	6	14
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
A total of 4 assessments were performed at 2 sites in this TMA using the on-land visual assessment protocol. Approximately 2,000 linear feet (45%) of streets and sidewalks were assessed in this TMA. Only areas with M, H, or VH generation rates were assessed. For those areas assessed, 43% were L, 55% were M, 2% were H, and 0% were VH.								
Area After Taking into Account Full Capture Devices AND Other Actions					0	0	6	14
Estimated % Trash Reduction in this TMA					15%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
7	37	Pedestrians, cars	Paper, Plastic	0	0	37	0	
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	0	0	0	0
	0	There are no full capture devices installed in this TMA.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	0	37	0
	On-land cleanups and enhanced street sweeping have been implemented since adoption of the MRP.			Area after Accounting for Other Actions (based on assessment results)	0	4	19	14
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
	A total of 4 assessments were performed at 2 sites in this TMA using the on-land visual assessment protocol. Approximately 2,100 linear feet (39%) of streets and sidewalks were assessed in this TMA. Only areas with M, H, or VH generation rates were assessed. For those areas assessed, 38% were L, 50% were M, 12% were H, and 0% were VH.							
Area After Taking into Account Full Capture Devices AND Other Actions					0	4	19	14
Estimated % Trash Reduction in this TMA					4%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
8	6	Pedestrians, cars	Paper, Plastic	0	0	3	3	
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	0	0	0	0
	0	There are no full capture devices installed in this TMA.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	0	3	3
	On-land cleanups and enhanced street sweeping have been implemented since adoption of the MRP.			Area after Accounting for Other Actions (based on assessment results)	0	0	3	3
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
	No assessments were conducted in this TMA							
Area After Taking into Account Full Capture Devices AND Other Actions					0	0	3	3
Estimated % Trash Reduction in this TMA					1%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	Baseline Generation Areas (2009)	Area (Acres) in Each Trash Generation Category			
					VH	H	M	L
9	1,002	Pedestrians, cars, inadequate bin management	Paper, Plastic		0	0	0	1002
Full Capture Devices	Area Treated by Full Trash Capture Devices (Acres)	Quantity and Type of Full Trash Capture Devices		Area Treated by Full Capture Devices	0	0	0	1
	1	This TMA is partially treated by devices within neighboring TMAs.						
Actions other than Full Capture Devices	Summary Description of Other Actions Implemented in the TMA Since MRP Adoption			Area Not Treated by Full Capture Devices	0	0	0	1001
	On-land cleanups and enhanced street sweeping have been implemented since adoption of the MRP.			Area after Accounting for Other Actions (based on assessment results)	0	0	0	1001
	Assessment Methods for Control Measures Other than Full Capture Devices							
	To assess environmental outcomes associated with control measures other than full capture devices, visual on-land trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw that allows for extrapolation within the applicable TMA. Sites that have been assessed more than once in this fiscal year have had their assessment results averaged. In fiscal years 2013-2014 and 2014-15, the Town of Colma conducted 8 visual assessments at 4 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, approximately 4,100 linear feet of streets and sidewalks were assessed.							
	Summary of Assessment Results							
No assessments were conducted in this TMA								
Area After Taking into Account Full Capture Devices AND Other Actions					0	0	0	1002
Estimated % Trash Reduction in this TMA					0%			

C.10.d ► PART C – Estimated Overall Trash Load Reduction

For Population-based Permittees, provide an estimate of the overall trash reduction percentage achieved to-date within the jurisdictional area of your municipality that generates problematic trash levels (i.e., Very High, High or Moderate trash generation). Base the estimate on the information presented in C.10.d – Parts A and B and receiving water cleanups not reported in C.10.b.iii.

Discussion of Trash Reduction Estimate (including Receiving Water Cleanups):

The trash load reduction estimates presented in this section provide the best available estimate of trash reduction from the Town’s municipal separate stormwater sewer system (MS4). These estimates were developed consistent with the trash reduction framework developed in collaboration with Water Board staff in 2013-14, and the Pilot SMCWPPP Trash Assessment Strategy submitted to the Water Board in February 2014. All estimates are based on available information collected by the Town and are subject to revision by the Town based on additional information on the effectiveness of trash controls, the magnitude and extent of trash control measure implementation, and/or the levels of trash discharged from the Town’s MS4.

Trash reduction estimates were based on initial data collection efforts that began in FY 13-14 and continued through FY 14-15. Reductions associated with jurisdictional-wide trash control measures, trash full capture devices, other TMA-specific control measures, and trash cleanup events in local creeks and shorelines are included. Reductions associated with jurisdictional-wide actions are based on a combination of data collection and observations applicable to the Town. Reductions associated with trash full capture devices assume that trash generated in areas treated by effectively maintained devices reduce trash to a level of “no adverse impacts” to local water bodies. For control measures other than full capture devices, all reduction estimates are based on empirical observations of current trash levels (i.e., on-land visual assessments) and associated reductions in applicable trash management areas. Reductions associated with creek and shoreline cleanups are based on the amount of trash removed via these cleanups in FY 14-15, in comparison to baseline trash generation in the Town. For creek and shoreline cleanups, the load reduction accounting formula included in the MRP 2.0 Tentative Order was used.

Estimated % Trash Reduction due to Jurisdictional-wide Actions (as Reported in C.10.d – Part A)	12%
Estimated % Trash Reduction in All TMAs due to Trash Full Capture Devices (as Reported in C.10.d. – Part B)	74%
Estimated % Trash Reduction in all TMAs due to Control Measures Other than Trash Full Capture Devices in All TMAs) (as Reported in C.10.d. – Part B)	1%
Subtotal for Above Actions	87%
Estimated % Trash Reduction due to Receiving Water Cleanups (All TMAs)	0%
Total Estimated % Trash Reduction FY 14-15	87%

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).

Please refer to SMCWPPP’s FY 2014/15 Annual Report for details regarding countywide efforts to promote and facilitate collection and recycling of mercury containing devices and equipment at the consumer level through San Mateo County Health Department’s Household Hazardous Waste (HHW) Program and Very Small Quantity Generator Business Collection (VSQG) Program.

Promotion of HHW drop-off events is done through the Town’s newsletter. The local Home Depot store and the franchised waste haulers provide a service for disposal of mercury containing devices and other Household Hazardous Wastes (HHW). 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.

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 FY 14-15 SMCWPPP Annual Report for an estimate of the mass of mercury collected through the San Mateo County Health Department’s Household Hazardous Waste (HHW) Program and Very Small Quantity Generator Business Collection (VSQG) Program.

Mercury Containing Device/Equipment	Total Amount of Devices Collected	Estimated Mass of Mercury Collected
Fluorescent Lamps ⁶³ (linear feet)	Refer to the FY 14-15 SMCWPPP Annual Report	Refer to the FY 14-15 SMCWPPP Annual Report
CFLs ⁶⁴ (each)		
Thermostats ⁶⁵ (each)		
Thermostats (lbs)		
Thermometers (each)		
Switches (lbs)		
Total Mass of Mercury Collected During FY 2014-2015:		Refer to the FY 14-15 SMCWPPP Annual Report

⁶³Only linear fluorescent lamps should be included

⁶⁴Only compact fluorescent lamps should be included

⁶⁵Thermostats can be reported by quantity or by pounds. Whichever unit is used, please avoid double-counting.

- 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 is included within the C.11 Mercury Controls section (page 11-2) of the SMCWPPP's FY 14-15 Annual 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 identified as having PCB related equipment. Inspections at 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 is included within the C.12 PCBs Controls section of SMCWPPP's FY 14-15 Annual 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 against noncompliance

The Town of Colma utilizes the Copper BMP handout developed by BASMAA and SMCWPPP. The BMP handout provides information on how to manage waste generated from cleaning and treating (patination) of copper architectural features, including copper roofs, during construction and post construction. The Town also uses the Countywide Program's stormwater requirements checklist that includes source control BMP measures for architectural copper. This checklist is a required submittal for project approvals, and architectural copper BMP's are made conditions of project approval where applicable.

Town's Engineering and Building Department Staff attended the May 5, 2015 Construction Site Inspection Workshop and regularly attends CalBIG meetings for training and updates on the requirements of architectural copper and copper piping. The CalBIG meetings occur monthly, but there is an annual meeting focused on stormwater.

No architectural copper features were installed in the Town this fiscal year. Hence, no violations were noted.

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.

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

Note: There are no reporting requirements in the FY 14-15 Annual Report for Section C.14.

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

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

Is your agency a water purveyor?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If No , skip to C.15.b.vi.(2):				
If Yes , Complete the attached reporting tables or attach your own table with the same information. Provide any clarifying comments below.				
Comments: NA				

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

<p>Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:</p> <ul style="list-style-type: none"> • Promote conservation programs • Promote outreach for less toxic pest control and landscape management • Promote use of drought tolerant and native vegetation • Promote outreach messages to encourage appropriate watering/irrigation practices • Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.
<p>Summary:</p> <p>Currently, the Town has both a Water Conservation Incentive and Water Efficient Program. The Water Conservation Incentive involves a incentive reduction on annual sewer charges for using the same or less water as the previous year.</p> <p>The Town recently installed a drought tolerant landscape demonstration project to encourage residents to utilize drought friendly landscaping and promote water conservation. The Town also stopped watering lawn areas and posted informational signage to raise awareness about the California drought.</p> <p>In FY 14-15, the Town of Colma allocated \$5,000 in incentives for a Town rebate program which offers up to \$500 to residents who purchase and install qualifying water conserving appliances or products or reduce water use through landscaping upgrades. In FY 15-16, the Town plans to allocate \$20,000 to this program.</p> <p>The "Colma Green" webpage was developed and updated to promote water conservation and other sustainable practices. Outreach is also done through the Town's newsletter. The Town promoted Cal Water's free water conservation kits with water-saving plumbing retrofit fixtures</p>

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

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 5.04.381 and 382 – Habitat protection.

Home Depot in Colma participates in the SMCWPPP Rain Barrel Rebate Program through EHS.

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 ⁶⁶ (NTU)	Implemented BMPs & Corrective Actions
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

⁶⁶Monitor 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 ⁶⁷														
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) ⁶⁸	pH (standard units) ⁵²	Discharge Turbidity (Visual) ⁵² ,	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁶⁹	Inspector arrival time	Responding crew arrival time
NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

⁶⁷This table contains all of the unplanned discharges that occurred in this FY.

⁶⁸Monitoring 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.

⁶⁹. Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required after becoming aware of aquatic impacts as a result of unplanned discharge or when the discharge might endanger or compromise public health and safety.

ATTACHMENT A

List of Businesses Identified Requiring Stormwater Inspections

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

FACILITY NAME		STREET NAME	CITY
BABIES R US	775	SERRAMONTE	COLMA
ROUND TABLE PIZZA	4935	JUNIPERO SERRA	COLMA
TROYS AUTO BODY	1901	HILLSIDE	COLMA
HONEY BAKED HAM	11	COLMA	COLMA
AW COLLISION OF SERRAMONTE	435	SERRAMONTE	COLMA
SERRAMONTE HONDA	485	SERRAMONTE	COLMA
HILLSIDE LANDFILL	1	SAND HILL	COLMA
MARSHALLS	65	COLMA	COLMA
GENUINE AUTO CARE	1733	OLD MISSION	COLMA
HOME OF PEACE CEMETERY	1299	EL CAMINO REAL	COLMA
WOODLAWN MEMORIAL PARK	1000	EL CAMINO REAL	COLMA
CYPRESS LAWN CEMETERY	1370	EL CAMINO REAL	COLMA
SWEET DREAMS	7743	EL CAMINO REAL	COLMA
ETERNAL HOME CEMETERY	1051	EL CAMINO REAL	COLMA
CYPRESS LAWN CEMETERY	1770	OLD MISSION	COLMA
JO ANN FABRICS AND CRAFTS #695	75	COLMA	COLMA
GENERAL NUTRITION CENTERS	17	COLMA	COLMA
BACAS MACHINE SHOP	1690	OLD MISSION	COLMA
CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA
HOLY CROSS CEMETERY	1500	MISSION	COLMA
MEMORIAL PARK, GREEK ORTHODOX	1148	EL CAMINO REAL	COLMA
IMAGE AUTO BODY	1687	OLD MISSION	COLMA
THE HOME DEPOT STORE #639	2	Colma	COLMA
LUCKY CHANCES CASINO	1700	HILLSIDE	COLMA
BEVERAGES & MORE	4915	JUNIPERO SERRA	COLMA
THE HOME DEPOT STORE #6655	91	Colma	COLMA
BED BATH & BEYOND #315	19	COLMA	COLMA
A-1 RHINO LININGS	480	COLLINS	COLMA
LENSCRAFTERS	53	COLMA	COLMA
CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA
TOWN OF COLMA CORP YARD	601	F	COLMA
ALL AUTO CENTER	7480	MISSION	COLMA
GREENLAWN MEMORIAL PARK	1100	EL CAMINO REAL	COLMA
MANILA EATERY	45	COLMA	COLMA
QUIZNOS SUB #2786	15	COLMA	COLMA
SERRAMONTE NISSAN	650	SERRAMONTE	COLMA
F ST COLMA LIFT STATION	300	F	COLMA
BEST BUY	200	COLMA	COLMA
SERRAMONTE ACURA	475	SERRAMONTE	COLMA
SERRAMONTE HONDA	485	SERRAMONTE	COLMA
KIMCO REALTY	1	COLMA	COLMA
DITOS MOTORS	1715	OLD MISSION	COLMA
TARGET T0320	5001	Junipero Serra	COLMA
THE HOME DEPOT #639	2	COLMA	COLMA
THE HOME DEPOT #6655	91	COLMA	COLMA
ONO HAWAIIAN BBQ	970	SERRAMONTE	COLMA
CHIPOTLE MEXICAN GRILL #1187	990	SERRAMONTE	COLMA
PRECISION AUTO DETAILING	245	COLLINS	COLMA

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

FACILITY NAME		STREET NAME	CITY
STARBUCKS COFFEE	990	SERRAMONTE	COLMA
OLIVET MEMORIAL PARK	1601	HILLSIDE	COLMA
KELLY DELI PRO	91	COLMA	COLMA
DOLLAR STORES, INC	735	SERRAMONTE	COLMA
POPEYES LOUISIANA KITCHEN	990	SERRAMONTE	COLMA
OLD NAVY #5520	55	COLMA	COLMA
LEXUS OF SERRAMONTE	700	SERRAMONTE	COLMA
HILLSIDE AUTOHAUS	1118	HILLSIDE	COLMA
MICHAELS STORES	4925	JUNIPERO SERRA	COLMA
THE VITAMIN SHOPPE	115	COLMA	COLMA
JOHNS AUTOMOTIVE	1711	OLD MISSION	COLMA
SERRAMONTE SUBARU	707	SERRAMONTE	COLMA
SIZZLER	5025	JUNIPERO SERRA	COLMA
STEWART CHRYSLER JEEP DODGE RAM	800	SERRAMONTE	COLMA
SERRAMONTE AUTO PLAZA	445	SERRAMONTE	COLMA
OFFICE DEPOT	1	COLMA	COLMA
FRESH CHOICE	4927	JUNIPERO SERRA	COLMA
SOUTHWEST CONCESSIONS KB	2	COLMA	COLMA
SERRAMONTE FORD	999	Serramonte	COLMA
SERRAMONTE FORD FLEET SERVICE	530	Collins	COLMA
SERRAMONTE FORD BODY SHOP	500	Collins	COLMA
MOMIJI JAPANESE RESTAURANT	4931	JUNIPERO SERRA	COLMA
HYUNDAI SERRAMONTE - SERVICE & PARTS	455	Serramonte	COLMA
ULTA BEAUTY 0568	119	COLMA	COLMA
Dollar Tree #04429	735	Serramonte	COLMA
BURGER KING #5500	111	COLMA	COLMA
ROYAL AUTO BODY SHOP	1681	OLD MISSION	COLMA
STEWART CHEVROLET CO	780	SERRAMONTE	COLMA
CHRISTY VAULT CO	1000	COLLINS	COLMA
SERRAMONTE VOLKSWAGEN	711	SERRAMONTE	COLMA

ATTACHMENT B

Active Facilities List Inspected by the County

Attachment B: Active Facilities List Inspected by County

Name	Street Number	Street Name	City
PRECISION AUTO DETAILING	245	COLLINS	COLMA
A-1 RHINO LININGS	480	COLLINS	COLMA
SERRAMONTE FORD BODY SHOP	500	Collins	COLMA
SERRAMONTE FORD FLEET SERVICE	530	Collins	COLMA
CHRISTY VAULT CO	1000	COLLINS	COLMA
OFFICE DEPOT	1	COLMA	COLMA
KIMCO REALTY	1	COLMA	COLMA
SOUTHWEST CONCESSIONS KB	2	COLMA	COLMA
THE HOME DEPOT #639	2	COLMA	COLMA
THE HOME DEPOT STORE #0639	2	COLMA	COLMA
HONEY BAKED HAM	11	COLMA	COLMA
GENERAL NUTRITION CENTERS	17	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
THE HOME DEPOT #6655	91	COLMA	COLMA
KELLY DELI PRO	91	COLMA	COLMA
THE HOME DEPOT STORE #6655	91	COLMA	COLMA
BURGER KING #5500	111	COLMA	COLMA
THE VITAMIN SHOPPE	115	COLMA	COLMA
ULTA BEAUTY 0568	119	COLMA	COLMA
BEST BUY	200	COLMA	COLMA
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
Kohl's Department Store - Store #981	1200	EL CAMINO REAL	COLMA
HOME OF PEACE CEMETERY	1299	EL CAMINO REAL	COLMA
CYPRESS LAWN CEMETERY	1370	EL CAMINO REAL	COLMA
SWEET DREAMS	7743	EL CAMINO REAL	COLMA
TOWN OF COLMA CORP YARD	601	F	COLMA
OLIVET MEMORIAL PARK	1601	HILLSIDE	COLMA
LUCKY CHANCES CASINO	1700	HILLSIDE	COLMA
TROYS AUTO BODY	1901	HILLSIDE	COLMA
CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA

Attachment B: Active Facilities List Inspected by County

CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA
BEVERAGES & MORE	4915	JUNIPERO SERRA	COLMA
MICHAELS STORES	4925	JUNIPERO SERRA	COLMA
FRESH CHOICE	4927	JUNIPERO SERRA	COLMA
MOMIJI JAPANESE RESTAURANT	4931	JUNIPERO SERRA	COLMA
ROUND TABLE PIZZA	4935	JUNIPERO SERRA	COLMA
TARGET T0320	5001	JUNIPERO SERRA	COLMA
SIZZLER	5025	JUNIPERO SERRA	COLMA
HOLY CROSS CEMETERY	1500	MISSION	COLMA
Pacific Supply	1675	OLD MISSION	COLMA
ROYAL AUTO BODY SHOP	1681	OLD MISSION	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
HILLSIDE LANDFILL	1	SAND HILL	COLMA
AW COLLISION OF SERRAMONTE	435	SERRAMONTE	COLMA
SERRAMONTE HONDA	485	SERRAMONTE	COLMA
ALL-PRO RECONDITIONING	485	SERRAMONTE	COLMA
SERRAMONTE HONDA	485	SERRAMONTE	COLMA
BART SERRAMONTE AUXILLARY SUBSTATION SES	495	SERRAMONTE	COLMA
Nissan Serramonte	650	Serramonte	COLMA
LEXUS OF SERRAMONTE	700	SERRAMONTE	COLMA
SERRAMONTE SUBARU	707	SERRAMONTE	COLMA
SERRAMONTE VOLKSWAGEN	711	SERRAMONTE	COLMA
Dollar Tree #04429	735	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
POKE BOWL	990	SERRAMONTE	COLMA
STARBUCKS COFFEE	990	SERRAMONTE	COLMA
Chipotle Mexican Grill #1187	990	SERRAMONTE	COLMA
POPEYES LOUISIANA KITCHEN	990	SERRAMONTE	COLMA
SERRAMONTE FORD	999	Serramonte	COLMA
HYUNDAI SERRAMONTE - SERVICE & PARTS			COLMA

ATTACHMENT C

Facilities Scheduled for Inspection FY14-15

Attachment C: Facilities Scheduled for Inspection by County

Program/Element Code	Name	Street Number	Street Name	City
3091	ROYAL AUTO BODY SHOP	1681	OLD MISSION	COLMA
3090	Pacific Supply	1675	OLD MISSION	Colma
3090	MEMORIAL PARK, GREEK ORTHODOX	1148	EL CAMINO REAL	COLMA
3091	SERRAMONTE VOLKSWAGEN	711	SERRAMONTE	COLMA
3091	CHRISTY VAULT CO	1000	COLLINS	COLMA
3090	HILLSIDE LANDFILL	1	SAND HILL	COLMA
3090	GENUINE AUTO CARE	1733	OLD MISSION	COLMA
3090	BACAS MACHINE SHOP	1690	OLD MISSION	COLMA
3090	HYUNDAI SERRAMONTE - SERVICE & PARTS			COLMA
3090	CYPRESS GOLF COURSE	2001	HILLSIDE	COLMA
3090	ULTA BEAUTY 0568	119	COLMA	COLMA
3090	HOME OF PEACE CEMETERY	1299	EL CAMINO REAL	COLMA
3090	Dollar Tree #04429	735	Serramonte	COLMA
3090	SERRAMONTE FORD FLEET SERVICE	530	Collins	COLMA
3090	SERRAMONTE FORD BODY SHOP	500	Collins	COLMA
3090	SERRAMONTE FORD	999	Serramonte	COLMA
3090	JOHNS AUTOMOTIVE	1711	OLD MISSION	COLMA
3090	STEWART CHRYSLER JEEP DODGE RAM	800	SERRAMONTE	COLMA
3091	STEWART CHEVROLET CO	780	SERRAMONTE	COLMA
3090	LEXUS OF SERRAMONTE	700	SERRAMONTE	COLMA
3090	BEVERAGES & MORE	4915	JUNIPERO SERRA	COLMA
3090	THE HOME DEPOT STORE #0639	2	COLMA	COLMA
3090	THE HOME DEPOT STORE #6655	91	COLMA	COLMA
3090	IMAGE AUTO BODY	1687	OLD MISSION	COLMA
3090	A-1 RHINO LININGS	480	COLLINS	COLMA
3090	SERRAMONTE HONDA	485	SERRAMONTE	COLMA
3090	SERRAMONTE SUBARU	707	SERRAMONTE	COLMA
3090	OLD NAVY #5520	55	COLMA	COLMA
3090	GENERAL NUTRITION CENTERS	17	COLMA	COLMA
3090	POKE BOWL	990	SERRAMONTE	COLMA
3090	Kohl's Department Store - Store #981	1200	EL CAMINO REAL	COLMA

C.4.b.iii. (2)**Facilities Scheduled for Inspection by Colma**

St. No.	St. Name	Business Name
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
5025	JUNIPERO SERRA	SIZZLER RESTAURANT
990	SERRAMONTE	CHIPOTLE
	JUNIPERO SERRA	CALIFORNIA FRESH
	COLMA	HONEY BAKED HAM
	COLMA	MANILA EATERY
970	SERRAMONTE	ONO HAWAIIAN
1681	MISSION RD	ROYAL AUTO BODY
999	SERRAMONTE	SERRAMONTE FORD
707-711	SERRAMONTE	VOLKSWAGEN OF SERRAMONTE
700	SERRAMONTE	SERRAMONTE ACURA
	COLLINS	CHRISTY VAULT
	MISSION RD	LANDSCAPING CO.

ATTACHMENT D

C.4. Inspection Data

Colma: County Environmental Health Inspection Records - WORKING DRAFT FY1415

Name	Address		Inspection Date	File	Page	Inspection Type		Business Type				Enforcement Actions			Violation Type		Issues Resolved? (yes, no, escalate)	Initial Violation Date	# Days to Resolve	Corrected w/in 10 days or timely manner?	Specific Problem/Resolution	Industrial General Permit Req'd?	Notes
	Number	Address Street				Initial for FY	Followup	Food	HazMat	Verbal	Warning Notice	Admin	Legal	Actual (NSW)	Potential								
ALL-PRO RECONDITIONING	485	SERRAMONTE	2015-02-24	HazMat	10	1		1															Prevent any spills when working outdoors.
AW COLLISION OF SERRAMONTE	435	SERRAMONTE	2015-03-19	HazMat	12	1		1															
BABIES R US	775	SERRAMONTE	2015-05-07	Food	28	1		1															No apparent stormwater violation noted at time of inspection.
BEST BUY	200	COLMA	2015-06-03	Food	38	1		1															Janitorial wastewater properly discarded through mopsink. No apparent stormwater violation noted.
BURGER KING #5500	111	COLMA	2014-10-21	Food	7	1		1															No apparent stormwater violation noted at time of inspection.
CALIFORNIA FRESH	4927	JUNIPERO SERRA	2014-07-17	Food	1	1		1															No apparent stormwater violation noted at time of inspection.
CHIPOTLE MEXICAN GRILL #1187	990	SERRAMONTE	2015-04-29	Food	25	1		1															No apparent stormwater violation noted at time of inspection.
CYPRESS GOLF COURSE	2001	HILLSIDE	2015-01-07	Food	15	1		1															No apparent stormwater violation noted.
CYPRESS LAWN CEMETERY	1370	EL CAMINO REAL	2015-02-13	HazMat	8	1			1														No violations observed.
CYPRESS LAWN CEMETERY	1770	OLD MISSION	2015-02-13	HazMat	9	1			1														No violations observed.
DOLLAR STORES, INC	735	HICKEY	2015-05-07	Food	27	1		1															Janitorial wastewater disposed of via mopsink. No apparent stormwater violation noted.
GREENLAWN MEMORIAL PARK	1100	EL CAMINO REAL	2015-03-19	HazMat	11	1			1														No violations observed.
HOLY CROSS CEMETERY	1500	MISSION	2014-12-30	HazMat	7	1			1														No violations observed.
JO ANN FABRICS AND CRAFTS #695	75	COLMA	2015-05-21	Food	29	1		1															No apparent stormwater violation noted at time of inspection.
KIMCO REALTY	1	COLMA	2014-10-10	HazMat	1	1			1														No violations observed.
LENSCRAFTERS	53	COLMA	2014-10-20	HazMat	4	1			1														No violations observed.
LUCKY CHANCES CASINO	1700	HILLSIDE	2014-08-12	Food	5	1		1															No apparent stormwater violation noted at time of inspection.
LUCKY CHANCES CASINO	1700	HILLSIDE	2015-06-03	Food	39	1		1															Janitorial wastewater disposed via mopsink station outside. No apparent stormwater violation noted at time of inspection.
MARSHALLS	65	COLMA	2015-04-20	Food	24	1		1															Janitorial wastewater disposed of via mopsink rear area. No apparent stormwater violation noted at time of inspection.

Colma: County Environmental Health Inspection Records - WORKING DRAFT FY1415

Name	Address		Inspection Date	File	Page	Inspection Type		Business Type				Enforcement Actions			Violation Type		Issues Resolved? (yes, no, escalate)	Initial Violation Date	# Days to Resolve	Corrected w/in 10 days or timely manner?	Specific Problem/ Problem Resolution	Industrial General Permit Req'd?	Notes
	Number	Address Street				Initial for FY	Followup	Food	HazMat	Verbal	Warning Notice	Admin	Legal	Actual (NSW)	Potential								
MICHAELS STORES	4925	JUNIPERO SERRA	2015-05-29	Food	34	1		1															No apparent stormwater violation noted at time of inspection. Wastewater disposed of in mopsink in janitor closet.
MOMIJI JAPANESE RESTAURANT	4931	JUNIPERO SERRA	2015-01-13	Food	19	1		1															Dumpsters closed, wastewater disposed janitorial mopsink. No apparent stormwater violation noted at time of inspection.
MOMIJI JAPANESE RESTAURANT	4931	JUNIPERO SERRA	2015-05-29	Food	35	1		1															No apparent stormwater violation noted at time of inspection. Wastewater disposed of in mopsink.
NISSAN SERRAMONTE	650	SERRAMONTE	2014-12-12	HazMat	6	1			1														Rain event on 12/11/14. Keep outdoor area free of trash and spills.
OFFICE DEPOT	1	COLMA	2015-05-29	Food	36	1		1															No apparent stormwater violation noted at time of inspection.
OLIVET MEMORIAL PARK	1601	HILLSIDE	2014-10-22	HazMat	3	1			1														No violations observed.
ONO HAWAIIAN BBQ	970	SERRAMONTE	2014-09-22	Food	3	1		1		1			1										grease noted at grease interceptor manhole lid. Repair grease interceptor, then clean grease
ONO HAWAIIAN BBQ	970	SERRAMONTE	2014-10-06	Food	6		1	1						yes	9/22/2014	14	yes						grease around interceptor manhole has been cleaned. Employee provided copy of invoice.
POPEYES LOUISIANA KITCHEN	990	SERRAMONTE	2015-04-29	Food	26	1		1															Janitorial wastewater disposed through floor drain and mopsink. No apparent stormwater violation noted at time of inspection.
PRECISION AUTO DETAILING	245	COLLINS	2015-04-02	HazMat	15	1			1														No violations observed.
ROUND TABLE PIZZA	4935	JUNIPERO SERRA	2014-07-17	Food	2	1		1															No apparent stormwater violation noted at time of inspection. Wastewater/janitorial wastewater disposed of through floor drain/mopsink
SERRAMONTE HONDA	485	SERRAMONTE	2015-05-27	HazMat	17	1		1	1				1										Prevent wet sanding to get into the storm drain. Correct violations within 10 days.
SERRAMONTE HONDA	485	SERRAMONTE	2015-06-05	HazMat			1	1						yes	5/27/2015	9	yes						Property owner installed protective material over storm drain inlets to prevent wet sanding material from entering storm drain system.
SIZZLER	5025	JUNIPERO SERRA	2015-01-08	Food	13	1		1															Garbage area - well maintained. No apparent stormwater violations noted at time of inspection.
SOUTHWEST CONCESSIONS KB	2	COLMA	2015-01-28	Food	20	1		1															No apparent stormwater violation noted at time of inspection. Waste water disposed in mopsink
STARBUCKS COFFEE	990	SERRAMONTE	2015-03-03	Food	21	1		1															No apparent stormwater violation noted at time of inspection.
SWEET DREAMS	7743	EL CAMINO REAL	2015-03-17	Food	22	1		1															No stormwater violation noted at time of inspection.

Colma: County Environmental Health Inspection Records - WORKING DRAFT FY1415

Name	Address		Inspection Date	File	Page	Inspection Type		Business Type				Enforcement Actions			Violation Type		Issues Resolved? (yes, no, escalate)	Initial Violation Date	# Days to Resolve	Corrected w/in 10 days or timely manner?	Specific Problem/ Problem Resolution	Industrial General Permit Req'd?	Notes
	Number	Address Street				Initial for FY	Followup	Food	HazMat	Verbal	Warning Notice	Admin	Legal	Actual (NSW)	Potential								
TARGET T0320	5001	Junipero Serra	2015-06-10	Food	32	1		1															No apparent stormwater violation noted at time of inspection.
THE HOME DEPOT STORE #639	2	Colma	2015-06-17	Food	33	1		1															No apparent stormwater violation noted at time of inspection.
THE HOME DEPOT STORE #6655	91	Colma	2015-05-21	Food	30	1		1															Janitorial wastewater properly disposed of through mopsink. No stormwater violation noted.
THE VITAMIN SHOPPE	115 COLMA 1901 HILLSIDE		2014-12-31	Food	12	1		1															No apparent stormwater violation noted at time of inspection. Cover dumpsters when not in use.
TROYS AUTO BODY			2014-10-10	HazMat	2	1																	Facility has an outdoor area filled with (?) to wash 3-4 cars a week. They stated that they were advised by the previous inspector (B. Baldwin) to have this area outside like it is now.

Town of Colma Inspection Records

Name	Address		Inspection		Priority	Inspection Type			Business Type				Enforcement Actions				Violation Type		Issues Resolved? (yes, no, escalate)	Initial Violation Date	# Days to Resolve	Corrected w/in 10 days?	Specific Problem/ Problem Resolution	Industrial General Permit Req'd?
	Number	Address Street	Date	File		Initial for FY	Followup	Food	HazMat	Verbal	Warning Notice	Admin	Legal	Actual (NSW)	Potential									
5-A RENT-A-SPACE	3601	JUNIPERO SERRA	10/21/2014	n/a	L	1																No violation		
ACME MEMORIAL	1900	HILLSIDE	2014-10-16	n/a	M	1																No violation		
AMERICAN MONUMENT	1351	EL CAMINO REAL	2014-10-16	n/a	M	1																No violation		
ART IN STONE	1174	EL CAMINO REAL	2014-10-17	n/a	L	1																No violation		
CALIFORNIA FRESH	4927	JUNIPERO SERRA	2014-10-23	Food		1																No violation		
CHIPOTLE MEXICAN GRILL #1187	990	SERRAMONTE	2014-10-22	Food	M	1																No violation		
CHRISTY VAULT CO	1000	COLLINS	2014-10-31	Hazmat	M	1																No violation		
HONEY BAKED HAM	11	COLMA	2014-10-23	Food	L	1																No violation		
LANDSCAPE CO.	1635	MISSION	2014-10-31	n/a	M	1																No violation		
MANILA EATERY	45	COLMA	2014-10-24	Food	M	1																No violation		
ONO HAWAIIAN BBQ	970	SERRAMONTE	2014-10-24	Food	M	1																No violation		
PUBLIC STORAGE	1900	EL CAMINO REAL	2014-10-21	n/a	L	1																No violation		
ROYAL AUTO BODY SHOP	1681	OLD MISSION	2014-10-29	Hazmat	M	1																No violation		
SEGALI & CERINI	2551	HILLSIDE	2014-10-15	n/a	L	1																No violation		
SERRAMONTE ACURA	475	SERRAMONTE	2014-10-30	Hazmat	L	1																No violation		
SERRAMONTE FORD	999	Serramonte	2014-10-29	Hazmat	M	1																No violation		
SERRAMONTE VOLKSWAGEN	711	SERRAMONTE	2014-10-30	Hazmat	M	1																No violation		
SIZZLER	5025	JUNIPERRO SERRA	2014-10-22	Food	M	1																No violation		

Facility Inspections

Number of businesses inspected	57
total number of inspections	59
number of violations (excluding verbal warning)	1
sites inspected in violation	2
violations resolved within 10 working days or in a timely manner	2

Category of Violation Observed (excludes verbal warning)

Actual discharge	1
Potential discharge	0

Enforcement Actions

Verbal Warnings	1
Warning Notices	1
Admin Notices	0
Legal Notices	0

Types of Violations by Business Category

	Actual	Potential
Hazmat	0	1
Food Facilities	1	0

ATTACHMENT E

1. Landscape Maintenance Contract with attachments of Standard Operating Procedures IPM Policy
2. Structural Pest Control – IPM Update
3. IPM Certificate - Structural Pesticide Control Contractor

LANDSCAPE MAINTENANCE SERVICES CONTRACT

The Town of Colma, a California municipal corporation, located at 1198 El Camino Real, Colma, CA 94014 ("Town") and Frank and Grossman Landscape Contractors, Inc., a California corporation with its principal place of business at 1400 Egbert Avenue, San Francisco, California 94124 ("Contractor") (each a "Party" and collectively the "Parties") enter into this Landscape Maintenance Services Contract (the "Contract"), dated January 1, 2014 for reference purposes. Contractor shall begin work under this contract on January 1, 2014.

1. General Landscape Maintenance Services

1.1 *Scope.* Contractor shall regularly perform the General Landscape Maintenance Services in public facilities and rights of way that are described in **Exhibits A**, except as to the services expressly stated therein to be provided by the Town. All services shall be performed in compliance with **Exhibit C**, *Policies and Practices for Use of Biological and Chemical Materials*, including the Town's *Integrated Pest Management Policy and Procedures*.

1.2 *Compensation.* For the General Landscape Maintenance Services described in this Section, Town shall pay Contractor a fixed fee of \$9,770.00 per month. Contractor shall allocate the fixed fee to each public facility and right-of-way as set forth in **Exhibit D**, Part A. Contractor shall invoice Town for this work once it has been completed, and the Town shall remit payment within 30 days of receipt of such invoice for all work completed to Town's satisfaction.

2. Annual Cleaning Services

2.1 *Clean Colma Creek.* Once each year, on a schedule to be approved by the Town, Contractor shall clean that portion of Colma creek that is within Colma. The specific duties of Contractor and Town are set forth in **Exhibit B** to this contract. Town shall pay Contractor the lump sum of \$9,500.00 for these services.

2.2 *Clean area drains.* Once each year, on a schedule to be approved by Town, Contractor shall clean all area drains in Town. The specific duties of Contractor and Town are set forth in **Exhibit B** to this contract. Town shall pay Contractor \$25.00 for each area drain.

2.3 *Invoicing.* Contractor shall invoice Town for this work once it has been completed, and the Town shall remit payment within 30 days of receipt of such invoice for all work completed to Town's satisfaction.

3. Extra Services Payable on a Per Unit Basis

3.1 *Scope.* At the request of Town, Contractor shall perform Extra Services described in this section, and Town shall pay Contractor for those services on a per unit basis.

3.2 *Aerate Lawns.* When requested by Town, Contractor shall aerate lawn areas designated by Town. Town shall pay Contractor \$15.00 for each 1,000 square feet of lawn area aerated.

3.3 *Prune Tall Trees, as requested.*

3.3.1 Contractor acknowledges that, in accordance with section 28.6 of this contract, Town intends to employ another company to prune trees over 15 feet tall, with Contractor serving as back-up for that work. Contractor will use its best efforts to cooperate with that company and shall schedule its work not to interfere with the work of that company. Town will require that other company to use its best efforts to cooperate with Contractor and to schedule its work not to interfere with Contractor's work.

3.3.2 When requested by Town, Contractor shall prune trees over 15 feet tall, as designated by Town. Town shall pay Contractor the respective amounts shown on Exhibit D, Part B, Lines 29 through 32 for each tree pruned, depending on the height of the tree.

3.4 *Plant Annuals and Perennials.* Each season and on request by Town, Contractor shall plant annuals and perennials in areas designated by Town. Town shall pay Contractor the respective amounts shown **Exhibit D**, Part B, line 31 for annuals and **Exhibit D**, Part B, line 32 for perennials for cost of the plants and for installing the plants.

4. Extra Services Payable on an Hourly Basis

4.1 *Required Extra Services.* At the request of Town, Contractor shall perform the following Required Extra Services, and Town shall pay Contractor for these services on an hourly basis:

4.1.1 Weed whacking roadside areas as specified and directed by the Town's representative;

4.1.2 Repairing damage to landscaped areas caused by vandalism;

4.1.3 Repairing damage to landscaped areas caused by vehicular accidents to the lawn areas (does not include lawn damage caused by the Contractor or his/her sub-contractor); and

4.1.4 Repairs needed for obtaining certified backflow irrigation devices.

4.2 *Town's Duties.* When requesting extra services compensable on an hourly basis, Town shall notify Contractor of a general description of the Emergency Work to be performed, and the time within which it should be performed.

4.3 *Compensation.* For the Extra Services described in this Section, Town shall pay Contractor on an hourly basis at the rates set forth in **Exhibit D**, Part C. Contractor shall submit an itemized invoice to Town for all Extra Services within 30 days of completing those Services. Town shall remit payment for all Extra Services completed to the Town's satisfaction within 30 days of receipt of Contractor's invoice.

4.4 *Arborist.* At the request of Town and at a mutually agreed upon price, which shall be paid by Town, Contractor shall retain a certified arborist to inspect trees and render a report to the Town with recommendations.

5. Emergency Services

5.1 *Emergency Services.* Whenever required by Town, Contractor shall provide emergency landscape maintenance services.

5.1.1 Emergency landscape maintenance services consist of work similar in nature to the work provided by Contractor and which is immediately necessary to prevent or mitigate the loss or impairment of life, health, property or essential public services.

5.1.2 Examples of natural events that may require Emergency Services are flooding, earthquakes or severe storms. Examples of man-made events that may require Emergency Services include traffic collisions, fire, explosion, broken pipes or severe vandalism.

5.1.3 Examples of Emergency Services that Contractor may be required to perform include, without limitation: removal of fallen trees; repair of broken irrigation lines; removal of mud, dirt and debris.

5.1.4 The response time shall be set by the Town at the time of the request for emergency services.

5.2 *Time of Essence.* Time is of the essence for responding to each and every need request for emergency services and for providing the requested emergency service.

5.3 *On-call Number.* Contractor shall provide a current phone number for the Town to call when it needs Emergency Service and shall promptly send a written notice to the Town of each change to the telephone number.

5.4 *Compensation Based on Response Time.* Town shall pay Contractor for Emergency Landscape Maintenance Services at the hourly rates set forth in **Exhibit D**, Part C, multiplied by the appropriate factor set forth in **Exhibit D**, Part D.

5.5 *Staffing.* Contractor is expected to bring in for emergency services work after normal business hours, up to two workers on two hours' notice and up to five workers on 24 hours' notice.

5.6 *Town's Duties.* When requesting emergency services, Town shall notify Contractor of the nature of the event causing the emergency, a general description of the Emergency Work to be performed, and the time within which it should be performed.

5.7 *Invoice and Payment.* Contractor shall submit an itemized invoice to Town for all Emergency Services within 30 days of completing those Services. Town shall remit payment for all Emergency Services completed to the Town's satisfaction within 30 days of receipt of Contractor's invoice.

6. Hours and Standards

6.1 *Hours.* All regularly scheduled maintenance work must be done Monday through Friday, between 7:00 am and 4:00 pm.

6.2 *Landscaped Areas.* Landscaped areas should appear as depicted in the photographs and accompanying text to **Exhibit A** to this contract.

6.3 *Caltrans Standards.* All work shall conform to section 20 of the Caltrans standards and specifications pertaining to erosion control and highway planting.

6.4 *Work Safety Standards.* Contractor shall provide traffic safety equipment, signage and apparel, and shall perform its work to assure safety for its workers and the public. Specifically, and without limitation, Contractor shall:

6.4.1 When working within Hillside Boulevard, El Camino Real, Junipero Serra Boulevard, Colma Boulevard, and Serramonte Boulevard:

(a) Provide all signage, arrow boards, traffic cones and personnel qualified to install traffic control devices as required;

(b) Where **Exhibit E** applies, perform its work in accordance with **Exhibit E** (Minimum traffic control safety practices) and with traffic plans provided by Contractor and approved by Caltrans;

(c) Where **Exhibit E** does not apply, perform its work with Caltrans standards for highway safety and with traffic plans provided by Contractor and approved by Caltrans; and

6.4.2 When working within El Camino Real, acquire a Caltrans rider permit to the Town's General Encroachment Permit;

6.4.3 Provide Town with schedules when required work is to take place in the various rights of way;

6.4.4 Conduct monthly safety meeting and submit attendees list, meeting agenda and notes to the Town; and

6.4.5 Provide Town with proof of traffic control training.

6.5 *Sustainability.* Contractor shall follow sustainable practices that:

6.5.1 Manage and maintain irrigation systems to conserve water by reducing or eliminating runoff, hydro zoning, and other practices;

6.5.2 When appropriate, use mulching and composting practices to conserve water, enhance growth of plants, improve appearance of landscape, and reduce weed growth;

6.5.3 Use California native, drought tolerant and plants appropriate to the site and adapted to our region's rainfall with no planting of invasive species; and

6.5.4 When appropriate, use principles from the Bay-Friendly Landscape Professionals Coalition (www.bayfriendlycoalition.org).

6.6 *Town's Duties.* Town shall:

6.6.1 Provide all encroachment permits within the Caltrans right-of-way.

6.6.2 Provide all encroachment permits to work within Town rights of way.

6.7 *Use of Biological and Chemical Materials.* Whenever performing any work under this contract, Contractor shall comply with the policies and practices set forth in **Exhibit C** to this contract, entitled, "Standards for Use of Biological and Chemical Materials", which includes the Town's *Integrated Pest Management Policy and Procedures*.

7. Reimbursable Expenses

7.1 *Advance Approval.* Contractor must obtain approval in advance from the Town's authorized representative to purchase, deliver, install or use fertilizer, pesticides, weed control products, annuals or perennials.

7.2 *Reimbursable Expenses.* Town shall reimburse Contractor for the reasonable costs of the following materials and supplies only:

7.2.1 Fertilizer;

7.2.2 Materials used for the repair of the irrigation system;

7.2.3 Annual plants, over the amount of the Annual Allowance

7.2.4 Perennial plants, over the amount of the Annual Allowance

7.2.5 Materials used for emergency or extra work;

7.2.6 Materials used to repair property damages caused by vandalism, vehicular accidents, or other occurrence not caused by the Contractor or its sub-contractors and;

7.2.7 Back-flow devices, controllers, and incidental materials.

7.3 *Contractor's Costs.* Contractor shall be responsible for the cost of all materials and supplies not expressly stated as Town's responsibility in the contract, this section, or the exhibits.

8. Term and Termination

8.1 *Term.* The term of this Contract is one year, subject to termination as set forth in the next paragraph and the option to renew set forth in the next section.

8.2 *Termination.* Either Party shall have the right to terminate the Contract at any time without cause, by providing the other Party thirty days written notice. If either Party terminates the Contract pursuant to this provision, the date of termination shall be the last day of the month that is at least thirty days after notice of termination has been given.

9. Option to Renew

9.1 *Town May Renew Contract.* Town may renew this contract for four successive terms of one year each, on the same terms and conditions as contained herein, by giving written notice to Contractor of its intent to exercise this option, at least thirty (30) but not more than ninety (90) days prior to the end of each expiring Term. In no event shall this Contract extend beyond September 30, 2018. If Town fails to exercise any one of four successive options within the time required, that option and all subsequent options shall be void.

9.2 *Adjustment for Inflation if Option to Renew is Exercised.* If Town exercises its option to renew as set forth in the preceding paragraph and this Contract has not otherwise been terminated for any reason, each item in **Exhibit D** shall be adjusted annually for inflation, with a maximum increase of 5% per year. This annual adjustment shall occur on January 1 of each year beginning in 2015.

9.2.1 "Adjusted for Inflation" means an adjustment made according to the following formula, where "Consumer Price Index" or "CPI" means the United States Department of Labor, Bureau of Labor Statistics Consumer Price Index entitled "Consumers Price Index of Urban Consumers (Revised Series), San Francisco-Oakland-San Jose Metropolitan area, All Items, 1982-84=100 [Series ID CUURA422SA0]."

9.2.2 *CPI.* If the CPI for September of any year following 2014 exceeds the index for September 2014 (the Base Index), the amount subject to adjustment for inflation (Base Amount) shall be multiplied by the last previous CPI Index and divided by the Base CPI Index to obtain the Adjusted Amount.

9.3 In the event the CPI exceeds 5% for a particular year, Contractor shall have the option to terminate this Contract, or to reject Town's exercise of the option to renew, by giving Town 60 days written notice.

10. Incorporation of Exhibits. Exhibits A, B, C, D and E to this contract, including the photographs and the accompanying narrative descriptions, are expressly incorporated in and made part of this Contract.

11. Meetings

11.1 Contractor shall meet with the Town's representative at least once a month to report on Services done or to be done, make recommendations, and receive instructions from the Town's representative.

11.2 Contractor shall also attend a minimum of four (4) Integrated Pest Management Subcommittee Meetings with the San Mateo County STOPPP program per year.

12. Designation of Authorized Representatives. Before commencing any Services under this Contract, each Party shall designate in writing, a competent, authorized representative acceptable to the other Party, together with a clear definition of the scope the representative's authority and any limitations on the representative's authority. Each Party shall notify the other Party in writing of any changes in the authorized representative's identity within 10 days of such change.

13. Subcontractors and Personnel

13.1 Subcontractors. Contractor shall not employ any other contractor or subcontractor for performance of the Services hereunder without the prior written approval of the Town.

13.2 Personnel. All personnel employed in connection with the Services shall be competent and qualified by experience or ability. Contractor shall obtain written approval of the Town prior to appointing key project personnel. Contractor and its subcontractors shall replace any of their employees whose work is contrary to the requirements of this Contract, or at Town's request for whatever reason.

13.3 Fingerprinting and Background Checks.

(a) Contractor will obtain a background check for each current and new employee or agent who will be assigned to work under this Contract. The background check must be performed by the Colma Police Department or a qualified firm who is duly licensed to conduct criminal background checks. The background check for an employee or agent must include a search of the county criminal court records search and the US District criminal court records for each address where the employee or agent lived at any time during the last ten years.

(b) Contractor will comply with all notice and disclosure requirements required by the Fair Credit Reporting Act and applicable state laws, including obtaining consent for all records to be reviewed by Contractor.

(c) Contractor will assign only those employees or agents who have successfully completed and passed a criminal background check to work under this Contract. To pass the background check under this Contract, the employee or agent must:

(i) Provide complete and truthful information, documentation, and assurances required by this contract or requested by the Chief of Police, and must reveal all facts material to qualification;

(ii) Not have been convicted of a felony, including a conviction by a federal court or a court in another state for a crime that would constitute a felony if committed in California;

(iii) Not have been convicted of any misdemeanor involving dishonesty or moral turpitude within the 10-year period immediately preceding the submission of the application, unless the applicant has been granted

relief pursuant to Section 1203.4, 1203.4a, or 1203.45 of the Penal Code; and

(iv) Not be required to register under the California Sex Offender Registration Act (California Penal Code, sections 290 to 290.024).

(d) The Chief of Police may, for good cause shown, grant relief from the strict application of the foregoing requirements.

(e) Contractor will pay all costs associated with fingerprint and background checks.

14. Independent Contractor. Contractor is an independent contractor in the performance of this Contract. Neither Contractor nor its subcontractors, nor their employees, shall be considered employees, servants or agents of Town as a result of this Contract. Contractor shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of the Town.

15. Laws and Safety

15.1 *Laws and Regulations.* This Contract is made subject to, and Contractor agrees to comply with and abide by, all applicable the laws, rules and regulations of the United States, the State of California, the County of San Mateo, the Town of Colma, and any other applicable regulatory agencies, including without limitation, Caltrans and the Regional Water Quality Control Board, in its performance of the Contract.

15.2 *Safety.* Contractor shall execute the Services so as to avoid injury or damage to any person or property. Contractor and its subcontractors shall employ the safety and security practices as are normal or customary for the type of work to be performed under this Contract or as are required by law for the type of work to be performed under this Contract. Contractor and its subcontractors shall comply with Town's safety and security requirements when performing work on the premises of the Town or in the vicinity of any facilities of the Town.

16. Licenses

Contractor shall obtain and maintain at all times during the term of this Contract all professional and/or business licenses, certifications and/or permits necessary for performing the Services described in this Contract, including the following:

16.1 State Contractor's license;

16.2 Town of Colma Business License (Information regarding the Town's business license program may be obtained by calling the Town's Planning Office at (650) 985-2590);

16.3 All required licenses and certifications for use and storage of chemicals used within the Town of Colma; and

16.4 All licenses, records and advisories as the Town's spraying agent.

17. Records and Audit

17.1 *Records.* Contractor shall keep accurate and complete daily records to support all items invoiced to the Town under this Contract. Such records shall include, without limitation, an itemization of the Services performed by each employee, the name of the employee, the areas where the Services were performed and the materials used.

17.2 *Advisories.* Contractor shall keep records of all advisories as the Town's spraying agent.

17.3 *Town Inspection of Records.* Town shall have the right, at all reasonable times during business hours, to inspect and copy all records required to be maintained by the Contractor. Contractor shall preserve these records for three (3) years after the termination of this Contract.

18. Ownership of Records. All reports, information, data, or other material given to, prepared by or assembled by the Contractor as part of the Services shall be the property of the Town. Contractor shall not disclose those reports, information or data to any other individual or organization without the prior written approval of the Town.

19. Public Records Act. Contractor understands that although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, the Town of Colma may not be in a position to establish that any or all reports or information provided by Contractor is a trade secret. If Contractor submits any information which it claims to be a trade secret to the Town and a third-party makes a request to inspect or copy such information, the Town will provide Contractor with reasonable notice to allow Contractor to seek protection from disclosure by a court of competent jurisdiction. If Contractor has not responded timely to the request, as defined by the applicable law for which the request is made pursuant to, the Town may, in its sole discretion and without being in breach of this Contract, respond to the request as the Town deems appropriate. In the event that Contractor directs Town not to disclose the confidential information sought pursuant to the request, Contractor will indemnify Town against any losses, including reasonable attorney fees and costs, sustained arising from the non-disclosure of the confidential information material requested in the request. Town, in its sole discretion may tender the request to Contractor for response, including, any and all subsequent legal actions or challenges related to the non-disclosure.

20. Town's Covenants

Town acknowledges and covenants as follows:

- (a) Contractor is not required to comply with daily instructions from Town staff with respect to the manner of performing the Services.
- (b) Contractor is solely responsible for determining who, under the supervision or direction of Contractor, will perform the services set forth in this Contract.

(c) The Town will not hire, supervise or pay any assistants working with Contractor pursuant to this Contract.

(d) Nothing in this Contract shall be interpreted to imply that the Contractor must maintain any contractual relationship with the Town on a continuing basis after termination of this Contract.

(e) It is the sole responsibility of the Contractor to set the hours in which Contractor performs or plans to perform the services set forth in this Contract.

(f) Contractor is not required to devote full time to the business operations of the Town in order to perform the services set forth in this Contract.

(g) Nothing in this Contract shall be interpreted to preclude Contractor from working for other persons or firms, provided that such work does not create a conflict of interest.

21. Contractor's Warranties

Contractor represents and warrants as follows:

(a) All Services will be performed in a competent, professional and satisfactory manner in accordance with the standards prevalent in the industry for such services.

(b) Contractor is ready, willing and able to perform the Services without the use of Town equipment, materials, tools, or facilities, except as otherwise set forth in this Contract.

(c) Contractor has thoroughly investigated and considered the Services to be performed, investigated the issues regarding the scope of Services to be provided, and carefully considered how the Services should be performed. Contractor fully understands the facilities, difficulties and restrictions attending performance of the Services under this Contract.

(d) All personnel employed in connection with the Services shall be competent and qualified by experience or ability.

(e) Should Contractor discover any latent or unknown conditions materially differing from those inherent in the work or as represented by the Town, it shall immediately inform the Town of such fact and shall not proceed except at Contractor's own risk until the Town has been informed and Contractor has received written instructions from the City Manager or his or her designee.

(f) Contractor covenants that neither it nor any officer of its corporation has any interest, nor shall it acquire an interest, directly or indirectly, which would conflict in any manner with the performance of Contractor's services under this Contract.

22. Non-discrimination. Contractor will hire, promote and terminate its employees without consideration of race, creed, color, national origin, sex, sexual orientation, marital status, age, or any sensory, mental or physical disability unless such disability effectively prevents the performance of essential duties and functions required by the position that cannot be accommodated without undue hardship.

23. Prevailing Wages. Contractor and each of its sub-contractors shall pay all workers employed on this project not less than the wages specified in the General Prevailing Wage Determination made by the Director of Industrial Relations in effect on the date of this contract, and shall comply with all applicable requirements of California Labor Code Section 1720, *et seq.*, and 1770, *et seq.*, as well as California Code of Regulations, Title 8, Section 16000, *et seq.* Town shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Contract. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the City, its elected officials, officers, consultants, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

24. Indemnification by Contractor

Contractor shall defend, hold harmless and indemnify the Town, its elected officials, officers, agents and employees from and against any and all liabilities arising out of or in any way connected with or related to Contractor's performance of the Services.

24.1 Liabilities Protected Against. The liabilities protected against by this Section are any and all losses, claims, actions, damages, liabilities, demands, costs, including attorneys fees, and expenses of any kind allegedly suffered, incurred or threatened, including all claims for damages for personal injury, death, property damage, inverse condemnation, or any combination of these, arising out of or in any way connected with Contractor's performance of the Services.

24.2 Included. The duty to indemnify applies to any acts or omissions, willful misconduct, or negligent conduct, whether active or passive, on the part of the Contractor, its officers, subcontractors, consultants, agents or employees in the performance of the Services.

24.3 Excluded. Contractor shall not be liable for any act or omission arising solely from the gross negligence or willful misconduct of the Town.

24.4 Promises and Agreements. The promises and agreements in this Section are not conditioned or dependent on whether or not any Town has prepared, supplied, or reviewed any plan(s) or specification(s) in connection with the Services performed, or whether or not the Town is insured or otherwise indemnified against any of these claims or liabilities.

25. Insurance

25.1 Insurance Policies Required. Contractor shall, at all times during the term of this Contract, at Contractor's sole cost and expense, obtain and keep in force:

25.1.1 *Comprehensive General Liability Insurance.* Comprehensive general liability insurance (using Insurance Services Office form CG 0001 or exact equivalent), with a minimum combined single limit in the amount of one million dollars (\$1,000,000) per occurrence for bodily or personal injury to, illness of, or death of persons, and damage to property, and no less than \$2,000,000 in the general aggregate. This policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross-liability exclusion for claims or suits by one insured against another; or (3) any other exclusion contrary to this Contract.

25.1.2 *Automobile Liability Insurance.* Automobile liability insurance (using Insurance Services Office form CA 0001 covering "Any Auto" (Symbol 1) or exact equivalent), covering bodily injury and property damage for all activities in an amount of not less than \$1,000,000 for each accident; or (2) a non-owned auto endorsement to the Commercial General Liability policy if Contractor uses vehicles of others (e.g., employee's vehicles).

25.1.3 *Liability Insurance.* All such liability insurance shall:

(a) Name Town, its elected officials, officers, agents and employees as additional insureds with regard to liability and defense of suits or claims arising out of or in any way connected to the performance of the Contract;

(b) Be primary and noncontributing with any insurance which may be carried by Town;

(c) Afford coverage for all claims based on any act, omission, event or condition that occurred or arose (or the onset of which occurred or arose) during the policy period;

(d) Expressly provide that Town, although named as an insured, shall nevertheless be entitled to recover under the policy for any loss, injury or damage to Town; and

(e) Apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability (cross liability endorsement).

25.1.4 *Worker's Compensation Insurance.* Worker's compensation insurance as required by the laws of the State of California and employer's liability insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease. Said insurance policy shall provide that the insurer waives all rights of subrogation against Town, its officers, agents, employees and volunteers for losses arising from work performed by Contractor for Town.

25.2 *Acceptable Insurers.* All insurance required under this section and all renewals of this contract shall be issued by good and responsible companies admitted to do and doing business in the State of California, rated A:VII or better by Best's Insurance Guide. Each policy shall expressly provide that the policy shall not be cancelled or altered without thirty (30) days

prior written notice to Town. Upon the issuance thereof, and on or before the expiration of each such policy and a replacement thereof, Contractor shall deliver to Town "Proof of Insurance" consisting of such policy or a certified copy and a certificate thereof to Town for retention by Town. If Contractor fails to insure or fails to furnish to Town upon notice to do any such policy or certified copy and certificate thereof as required, Town shall have the right from time to time to effect such insurance for the benefit of Contractor or Town or both of them and all premiums paid by Town shall be payable by Contractor on ten (10) days written notice by Town demanding same.

25.3 *Additional Coverage.* Town reserves the right from time to time in its reasonable discretion to require Contractor to obtain additional liability insurance coverage and to increase existing limits of insurance coverage to levels then generally maintained by prudent business organizations operating a similar business in light of inflation, awards for personal injury or wrongful death and other risks.

26. Notices

26.1 *Manner of Giving Notice.* All notices to be given under this Contract shall be in writing and either:

- (a) Delivered personally, in which case notice shall be deemed delivered upon delivery;
- (b) Sent by certified mail, postage prepaid, return receipt requested, in which case notice shall be deemed delivered five (5) business days after deposit; or
- (c) Sent by a nationally recognized overnight courier, in which case notice shall be deemed delivered one (1) business day after deposit with this courier.
- (d) Addresses. The addresses to whom notices shall be sent are:

City Manager 1198 El Camino Real Colma, CA 94014 FAX 925-997-8308	Frank and Grossman Landscape Contractors, Inc. 1400 Egbert Avenue San Francisco, CA 94124 FAX 415-822-2690
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27. **Immigration Laws.** Contractor shall only employ persons authorized to work in the United States pursuant to federal immigration laws.

28. Miscellaneous

28.1 *Arbitration.* Any conflicts or disputes arising under this agreement shall be submitted to arbitration pursuant to the rules of the American Arbitration Association. The decision of the arbitrator shall be final and conclusive and binding on the parties hereto and either party shall have the right, by petition filed with a court of competent jurisdiction, to seek such court's confirmation of such decision. The prevailing party in the arbitration shall be entitled to its reasonable attorneys' fees and costs.

28.2 *Entire Agreement.* This Contract contains the entire agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Contract may only be modified by a writing signed by both Parties.

28.3 *Headings.* Headings in this contract and each of its exhibits are for the convenience of the reader only, and shall not be used in interpreting any provision in this contract.

28.4 *Governing Law.* This Contract shall be governed by the laws of the State of California. Venue shall be in San Mateo County.

28.5 *Successors and Assigns.* This Contract shall be binding on the successors and assigns of the Parties.

28.6 *Town's Right to Employ Other Contractors.* Town reserves the right to employ other contractors in connection with the Services where necessary in its discretion.

28.7 *Waiver.* No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

28.8 *Ambiguities.* Contractor has participated fully in the review of this Agreement and in inspecting the areas subject to this contract, and has been provided ample opportunity to revise this contract and the exhibits. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement.

28.9 *No Third-Party Beneficiaries.* There are no intended third-party beneficiaries of any right or obligation assumed by the Parties.

28.10 *Severability.* If any portion of this Contract is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

28.11 *Authority to Enter Agreement.* Each Party warrants that the individuals who have signed this Contract have the legal power, right, and authority to make this Contract and bind each respective Party.

28.12 *Counterparts.* This Contract may be signed in counterparts, each of which shall constitute an original.

28.13 *No Assignment.* No agreement or any duties or obligations resulting from this Contract may be assigned by selected bidder without the prior written consent of the Town.

* * * * *

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

Dated: 12/6/13

Frank and Grossman Landscape Contractors, Inc.

By: 
Myron Grossman, Principal

Dated: Jan 6, 2014

Town of Colma

By: 
[Printed Name], Mayor

Attest:

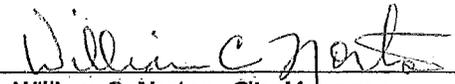

William C. Norton, City Manager

EXHIBIT B-1: ANNUAL CLEANING SERVICES

1. Colma Creek

Colma Creek runs about 1.5 miles through the Town, just west of El Camino Real from F Street (north end of Town) to Cypress Lawn Cemetery (1370 El Camino Real), and then west of Mission Road to the South San Francisco boarder. Once each year, between August and September, Contractor shall clean Colma Creek, as described in this exhibit. In past years, this work took a crew of three to four persons working 7-10 days to complete. See photos attached.

(a) Contractor's Duties. Contractor shall:

- By August 15 of each year, provide the Town with a proposed work schedule (including the start date), number of workers assigned to the project, and the name, title and phone number of the project supervisor;
- Remove all trash and loose debris from the creek, remove all vegetation growing within creek, and trim or cut back all overhanging branches and shrubs that can be reached from the side of the creek bed;
- Work cautiously to maintain the stability of the Creek bank at all times while removing items from the creek bank, immediately cease work in areas where the creek bank exhibits weakness or instability, and promptly contact the Public Works Department for further direction;
- Notify the Public Works Department of any problems or concerns are encountered during work;
- Provide hauling services from Colma Creek to dumping site(s) approved in advance by the Town;
- Photograph the Creek before and after clean-up work, and provide copies to the Public Works Department; and
- Complete San Mateo County Trash Collection Hot Spot Form.

(b) Town's Duties. Town shall:

- Provide Contractor with all required dumping permits and locations to discard the debris removed prior to Contractor's beginning scheduled work;
- Provide Contractor with mapping and information of Colma Creek boundary limits; and
- Provide Contractor with San Mateo County Trash Collection Hot Spot Form.

2. Area Drains

There are approximately 50 area drains around parks and facilities in Town. Once annually, on a schedule to be approved by Town, Contractor shall remove all garbage, rubbish, junk, debris and discarded waste from the area drains.

EXHIBIT C: POLICIES FOR USE OF BIOLOGICAL AND CHEMICAL MATERIALS

1. MANAGEMENT OF BIOLOGICAL AND CHEMICAL AGENTS, INCLUDING FERTILIZERS, PESTICIDES AND RODENTICIDES

(a) Contractor's Duties:

- Obtain written recommendations from a Qualified Applicator for use of pesticides
- Follow Town's IPM Policy and Procedures (See next section)
- Provide all proper postings and schedules prior to using fertilizers, herbicides, pesticides and rodenticides.
- Provide a list (MSDS Sheets) of all chemicals used for using fertilizers, herbicides, pesticides and rodenticides to the Director of Recreation Services.
- Complete monthly chemical use reports (Form to be provided by Town)
- Provide all proper safety apparatus and equipment when spraying for herbicides, pesticides and rodenticides.
- Prior to application contractor will communicate the use of alternative or non-toxic methods of spraying and fertilizing according to the Town's IPM Policy and Procedures

(b) Town's Duties:

- Pay for biologicals and chemicals (Contractor to provide labor to apply as part of contract cost)
- Obtain a restricted materials permit annually from the San Mateo County Department of Agriculture.
- Provide monthly chemical use form

2. INTEGRATED PEST MANAGEMENT POLICIES AND PROCEDURES

(a) Goals. The goals of these policies and procedures are to:

- protect the health and safety of Town employees and the general public;
- protect the environment and water quality;
- provide sustainable solutions for pest control through the reduced use of pesticides on property including buildings owned or managed by the City/County; and
- comply with the municipal regional stormwater permit.

EXHIBIT C: POLICIES FOR USE OF BIOLOGICAL AND CHEMICAL MATERIALS

- (b) Definitions. As used herein, the following terms shall have the meaning ascribed:

Integrated Pest Management (IPM) is an ecosystem-based strategy that focuses on long-term prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices, and use of resistant varieties. Pesticides are used only after monitoring indicates they are needed according to established guidelines, and treatments are made with the goal of removing only the target organism. Pest control materials are selected and applied in a manner that minimizes risks to human health, beneficial and non-targeted organisms, and the environment.

IPM techniques 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).

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.

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

- (c) Required Implementation Of Integrated Pest Management

Contractor shall implement these IPM policies and procedures to control pests and use 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.

- (d) Hierarchy of Management Practices. Contractor shall control pests by taking the following steps in the following order:

- (1) Identify conditions that contribute to the development of pest populations, and employ IPM practices to manage pest populations;
- (2) Maintain landscaped areas to reduce and eliminate pest habitats;
- (3) Modify pest 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;

EXHIBIT C: POLICIES FOR USE OF BIOLOGICAL AND CHEMICAL MATERIALS

- (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), evaluate the effectiveness of the preceding non-pesticide management activities and obtain the Town's approval before proceeding to the following practices;
 - (9) When pesticides are necessary, select reduced risk pesticides and use the minimum amounts needed to be effective;
 - (10) 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
 - (11) Whenever possible, use pesticide application methods, such as containerized baits, that minimize opportunities for mobilization of the pesticide in stormwater runoff.
- (e) Use of Practices and Controls. Contractor shall:
- (1) Use cultural practices and pest prevention measures to minimize the occurrence of pest problems.
 - (2) Use biological and physical controls that are environmentally appropriate and economically feasible to control pests.
 - (3) Use chemical control as a last resort, and then use the least toxic product;
 - (4) Where feasible for structural pest control, apply insecticides as containerized baits;
 - (5) Avoid, to the maximum extent possible, the use of pesticides that threaten water quality, including but not limited to: organophosphorous pesticides (chlorpyrifos, diazinon, and malathion), pyrethroids (bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyfluthrin, beta-cyfluthrin, cypennethrin, deltamethrin, esfenvalerate, lambda yhalothrin, permethrin, and tralomethrin), carbamates (e.g., carbaryl), and fipronil, especially in formulations and situations that pose a risk of contaminating stormwater runoff;
 - (6) Train its employees on IPM techniques, pesticides-related stormwater pollution prevention methods, and the Town's IPM policies and procedures;
- (f) Town shall set a threshold of tolerance for pests, and notify Contractor of that threshold.

ATTACHMENT F

C.6. Construction Inspection Data

INSTRUCTIONS: Obtain data from the Inspection Checklist for Construction Stormwater Controls completed during inspection. Enter data from one inspection per row. Column 7 (Project disturbs one acre or more?) should be answered yes or no for **only the first inspection at any site.** For sites disturbing 1 acre or more, there should be at least 1 inspection per month from October 15 to April 15. Enforcement Response Level (Columns 20-24) should correspond with the Enforcement Response Plan. Enter "1" for yes. Leave blank for no or no problem.

PURPOSE: Municipal Regional Permit Provision C.6.e.ii(4) requires agencies to track and report on the information identified in this spreadsheet. The data recorded in this spreadsheet will be needed to summarize inspection results as required for annual reporting. The spreadsheet must be provided to Water Board staff if specifically requested. Submission of this spreadsheet with the Annual Report is not required but encouraged.

1	2	3	4	5	6	7	8-14 Problems Observed (Ref 9-15)						15 Specific Problem(s) (Ref 9-15)	16-18 Resolution (Ref 17)			19 Comments (including rationales for longer compliance times) (Ref 16)	20-24 Enforcement Response (Ref 16)					25-26 Violation Corrected? (Ref 17)				
							Erosion Control	Sediment Control	Run-on & Runoff	Active Treatment	Site Management	Non Stormwtr Mgt		Illicit Discharge	Problem Fixed	Needs more time		Escalate enforcement	Verbal warning	Written warning/ Notice of violation	Stop Work Order	Notice to comply	Legal action	Corrected within 10 business days	NOT corrected within 30 Days		
1	1	Cypress Lawn Phase 4	10/29/2014	Sunny	N	1	Y										CONSTRUCTION COMPLETED.										
1	1	Cypress Lawn Magnolia Mausoleum	10/29/2014	Sunny	N	1	Y										CONSTRUCTION COMPLETED, LANDSCAPING/SOD INSTALLED, NO POTENTIAL FOR EROSION CONTROL ISSUES										

Total # Inspections	2
Total # Sites	2

Summary of violations by BMP category							
	Erosion Control	Sediment Control	Runoff/Runon	Active Treatment	Site Mgt	NonStormwtr	Illicit Dischg
No. of sites disturbing ≥ 1 acre:	0	0	0	0	0	0	0
No. of sites disturbing < 1 acre:	0	0	0	0	0	0	0
Total problems:	0						
Percentage by BMP category	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Total sites with Problems Fixed

0

Summary of enforcement actions					Timeframe of corrections		
	Verbal warn.	Written warn.	Stop work	Notice comply	Legal action	within 10 business days	corrected within 30 days
Total enforcement actions:	0	0	0	0	0	0	0
Percentage within enforcement category:	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	% of sites corrected w/in 10 bus. Days	Percentage NOT corrected in 30 days

¹ The references (for example "Ref 12") refer to the applicable item number on the Construction Site Stormwater Inspection Checklist.

² Answer Yes or No only once for each site. 1=Yes, 0=No.