



CITY OF HALF MOON BAY

City Hall • 501 Main Street • Half Moon Bay • CA • 94019

September 14, 2012

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

RE: Municipal Regional Stormwater Permit Annual Report Certification

Dear Ms. Ma,

The attached report represents City of Half Moon Bay's responses to the items requested for delivery in the Municipal Regional Stormwater Permit.

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

Please call me at (650)726-8265 if you have any questions.

Sincerely,

Mo Sharma

Mo Sharma
City Engineer

ATTACHMENT B

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Section 1 – Permittee Information

Background Information				
Permittee Name:	City of Half Moon Bay			
Population:	11,324 (2010 Census)			
NPDES Permit No.:	CAS612008			
Order Number:	R2-2009-0074R			
Reporting Time Period (month/year):	July / 2011 through June / 2012			
Name of the Responsible Authority:	Mo Sharma	Title:	City Engineer	
Mailing Address:	501 Main Street			
City:	Half Moon Bay	Zip Code:	94019	County: San Mateo
Telephone Number:	(650)726-8265	Fax Number:	(650)726-8261	
E-mail Address:	mosharma@hmbcity.com			
Name of the Designated Stormwater Management Program Contact (if different from above):	Muneer Ahmed	Title:	NPDES Coordinator	
Department:	Engineering			
Mailing Address:	501 Main Street			
City:	Half Moon Bay	Zip Code:	94019	County: San Mateo
Telephone Number:	(650)726-8266	Fax Number:	(650)726-8261	
E-mail Address:	muneer@csgengr.com			

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

Municipal operation activities for the reporting period include: (a) Participation in the San Mateo Countywide Program's Municipal Maintenance Subcommittee and Trash Work Group meetings, (b) Installation and Monitoring of Trash Capture Devices, (c) SD System Screening for illicit discharges, (d) Trash Hot Spot Cleanup, (e) Inspection and replacement of SD inlet markers (no dumping drains to ocean), (f) street sweeping, (g) pre-winter storm drain system cleaning, etc.

Refer to the C.2 Municipal Operations section of the countywide Program's FY 11-12 Annual Report for a description of activities implemented at the countywide and/or regional level.

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

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

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

Comments:

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

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

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

Comments:
 The City did not wash/power wash sidewalks, plazas, parking lots, or city buildings.

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

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

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

Comments:
 Graffiti abatement is done by municipal staff and is not contracted out. Proper BASMAA Program BMP's are used for disposal of wastes.

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
-N/A-				

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

Summary:

 Attachments:

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

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

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If your answer is No then skip to C.2.f.	
Place an X in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:	
<input checked="" type="checkbox"/>	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
<input checked="" type="checkbox"/>	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
<input type="checkbox"/> NA	No impact to creek functions including migratory fish passage during construction of roads and culverts
<input checked="" type="checkbox"/>	Inspection of rural roads for structural integrity and prevention of impact on water quality
<input type="checkbox"/> NA	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
<input checked="" type="checkbox"/>	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
<input type="checkbox"/> 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: No creeks/waterways are located in the immediate vicinity of the rural road. No construction/maintenance activity to report that affects fish migration or stream and riparian habitat.	

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

C.2.f. ► Corporation Yard BMP Implementation			
Place an X in the boxes below that apply to your corporations yard(s):			
<input type="checkbox"/>	We do not have a corporation yard		
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit		
<input checked="" type="checkbox"/>	We have a current Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)		
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:			
<input 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 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:			
No washing of municipal vehicles or equipment is done at the Corp yard. Municipal vehicles are washed at a commercial car wash.			
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
HMB Corp Yard	October 3, 2011	Best Management Practices at the Corp yard were found to be in compliance with the SWPPP.	None. Municipal maintenance staff monitors Corp Yard activities and BMP's on an on-going basis to be in compliance with the SWPPP.

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

C.3.b. ► Green Streets Status Report

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

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

Summary:

The C.3 New Development and Redevelopment section of the Countywide program's FY 11-12 Annual Report includes a description of activities conducted at the countywide or regional level.

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

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

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

C.3.c.iii(3) ► Low Impact Development Reporting

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

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

- LID Infeasibility/Feasibility Worksheets
- Rainwater Harvesting Worksheet
- Biotreatment Soil Specifications
- Green Roof Specifications

C.3.e.v. ► Alternative or In-Lieu Compliance with Provision C.3.c.			
(For FY 11-12 Annual Report only) Did your agency make any ordinance/legal authority and procedural changes to implement Provision C.3.e.?	<input type="checkbox"/>	Yes.	<input checked="" type="checkbox"/> No
If yes, attach a copy of the ordinance/legal authority changes or provide a link to the document(s). Discuss any procedural changes made.			
(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.?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No
Comments (optional):			

C.3.e.vi ► Special Projects Reporting			
1. Has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii(2) for any of the three categories of Special Projects (Categories A, B or C)?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
2. Has your agency granted final discretionary approval of a project identified as a Special Project in the March 15, 2012 report? If yes, include the project in both the C.3.b.v.(1) Table, and the C.3.e.vi. Table.	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
If you answered "Yes" to either question, 1) Complete Table C.3.e.vi . below. 2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project.			
Not Applicable			

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

(1) Fill in attached table **C.3.h.iv.(1)** or attach your own table including the same information.
 No storm water treatment systems were installed.

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

Summary:
 No storm water treatment systems were installed that required O&M inspections.

(3) On an annual basis, provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).

Summary:
 No storm water treatment systems were installed that required O&M verification inspections. An O&M verification Inspection Plan was developed in November 2010. The plan specifies prioritized inspections for each fiscal year as required by the MRP. Inspections in future years for any installed storm water treatment controls will be conducted in accordance with the O&M Plan.

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

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

If you answered "No" to any of the questions above, please explain:
 No storm water treatment systems were installed.

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

Project Name Project No.	Project Location ³ , Street Address	Name of Developer	Project Phase No. ⁴	Project Type & Description ⁵	Project Watershed ⁶	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ⁷	Total Replaced Impervious Surface Area (ft ²) ⁸	Total Pre- Project Impervious Surface Area ⁹ (ft ²)	Total Post- Project Impervious Surface Area ¹⁰ (ft ²)
Private Projects											
Coastside Senior Housing Project	925 Main Street, Half Moon Bay, CA 94019 (Main St. and Arnold Way)	Mercy Housing of California	NA	Construction of 40 small apartment units for senior housing use	Pilarcitos Creek	1.4 ac	1.4 ac	45,200 ft ²	0 ft ²	0 ft ²	45,200 ft ²
Half Moon Village	801 Arnold Way, Half Moon Bay, CA 94014 (Arnold Way and Colonel Way)	Mid-Peninsula Housing Corp.	Phase 1	Construction of 45 affordable senior housing units	Pilarcitos Creek	1.1 ac	1.1 ac	35,427 ft ²	0 ft ²	0 ft ²	35,427 ft ²
Public Projects	No Regulated Projects were approved this reporting period.										
Comments:											

³ Include cross streets

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

⁵ Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

⁶ State the watershed(s) in which the Regulated Project is located. Optional but recommended: Also state the downstream watershed(s).

⁷ All impervious surfaces added to any area of the site that was previously existing pervious surface.

⁸ All impervious surfaces added to any area of the site that was previously existing impervious surface.

⁹ For redevelopment projects, state the pre-project impervious surface area.

¹⁰ For redevelopment projects, state the post-project impervious surface area.

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

Project Name Project No.	Application Deemed Complete Date ¹¹	Application Final Approval Date ¹¹	Source Control Measures ¹²	Site Design Measures ¹³	Treatment Systems Approved ¹⁴	Operation & Maintenance Responsibility Mechanism ¹⁵	Hydraulic Sizing Criteria ¹⁶	Alternative Compliance Measures ^{17/18}	Alternative Certification ¹⁹	HM Controls ^{20/21}
Private Projects										
(1) Coastside Senior Housing Project*	March 1, 2010	June 22, 2010	SD Inlet markings, pest resistant plants, efficient irrigation system, discharge of fire sprinklers test water to landscape or sanitary sewer, covered trash areas connected to SS System.	Conserve existing shrubs and ground cover, direct roof runoff onto vegetated areas.	Bio-retention facility, CDS Unit.	O&M Maintenance Agreement with property Owner	C.3.d.2.c.	None	None	C.3.g. Detention system.
(2) Half Moon Village Senior Housing*	June 10, 2010	Jan 10, 2012	SD Inlet markings, interior floor drains plumbed to SS	Direct roof and sidewalk runoff onto vegetated	Bio-retention facility.	O&M Maintenance Agreement with property Owner	C.3.d.2.c.	None	None	This project is exempt from HM requirements. (creates/replaces

¹¹ For private projects, state project application deemed complete date and final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

¹² List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

¹³ List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

¹⁴ List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

¹⁵ List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

¹⁶ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

¹⁷ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

¹⁸ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

¹⁹ Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁰ If HM control is not required, state why not.

²¹ If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

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

Project Name Project No.	Application Deemed Complete Date ¹¹	Application Final Approval Date ¹¹	Source Control Measures ¹²	Site Design Measures ¹³	Treatment Systems Approved ¹⁴	Operation & Maintenance Responsibility Mechanism ¹⁵	Hydraulic Sizing Criteria ¹⁶	Alternative Compliance Measures ^{17/18}	Alternative Certification ¹⁹	HM Controls ^{20/21}
			system, pest resistant plants, efficient irrigation system, covered trash areas connected to SS System, discharge of fire sprinklers test water to landscape or sanitary sewer.	areas, use micro-detention, self-treating and self-retaining areas, plant or preserve interceptor trees.						less than 1 acre of impervious surface.) However, Half Moon Bay's detention requirements apply to this project. Underground Detention basin is proposed to meet these requirements.

Comments:

*Coastside senior housing project was on hold because of funding constraints. No construction approvals or permits have been issued for the Coastside Senior Housing and the Half Moon Village Senior Housing Projects. These projects were in the design stage as of the end of this reporting period.

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

Project Name Project No.	Approval Date ²²	Date Construction Scheduled to Begin	Source Control Measures ²³	Site Design Measures ²⁴	Treatment Systems Approved ²⁵	Operation & Maintenance Responsibility Mechanism ²⁶	Hydraulic Sizing Criteria ²⁷	Alternative Compliance Measures ^{28/29}	Alternative Certification ³⁰	HM Controls ^{31/32}
Public Projects No Regulated Projects were approved this reporting period.										
Comments:										

²² For public projects, enter the plans and specifications approval date.

²³ List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

²⁴ List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

²⁵ List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

²⁶ List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

²⁷ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

²⁸ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

²⁹ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

³⁰ Note whether a third party was used to certify the project design complies with Provision C.3.d.

³¹ If HM control is not required, state why not.

³² If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

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

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

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO)³³	Party Responsible³⁴ For Maintenance	Date of Inspection	Type of Inspection³⁵	Type of Treatment/HM Control(s) Inspected³⁶	Inspection Findings or Results³⁷	Enforcement Action Taken³⁸	Comments/Follow-up
No Stormwater Treatment Systems were installed.									

³³ Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

³⁴ State the responsible operator for installed stormwater treatment systems and HM controls.

³⁵ State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

³⁶ State the type(s) of treatment systems inspected (e.g., bioretention facility, flow-through planter, infiltration basin, etc...) and the type(s) of HM controls inspected, and indicate whether the treatment system is an onsite, joint, or offsite system.

³⁷ State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

³⁸ State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

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

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

No special projects were approved during this reporting period.

Project Name & No.	Permittee	Address	Application Submittal Date ³⁹	Status ⁴⁰	Description ⁴¹	Site Total Acreage	Density DU/Acre	Density FAR	Special Project Category ⁴²	LID Treatment Reduction Credit Available ⁴³	List of LID Stormwater Treatment Systems ⁴⁴	List of Non-LID Stormwater Treatment Systems ⁴⁵
No special projects were approved during this reporting period.									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	Indicate each type of non-LID treatment system and the percentage of total runoff treated. Indicate whether minimum design criteria met or certification received

³⁹ Date that a planning application for the Special Project was submitted. If a planning application has not been submitted, include a projected application date.

⁴⁰ 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.

⁴¹ Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁴² For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁴³ For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁴⁴ 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.

⁴⁵ List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

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

Program Highlights

Provide background information, highlights, trends, etc.

The City of Half Moon Bay has an agreement with the County Environmental Health Department (SMCEH) to perform business storm water inspections. Coordination with SMCEH inspection staff, follow-up inspections and enforcement is done in accordance with the City's Enforcement Response Plan.

Refer to the C.4. Industrial and Commercial Site Controls section of the Program's FY 11-12 Annual Report for a description of activities of the countywide program and/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.

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"/>	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	37	
Total number of inspections conducted	44	
Number of violations (excluding verbal warnings)	4	
Sites inspected in violation	4	11%
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	4	100%

Comments:
 County Environmental Health (EH); Food and HazMat Inspectors conduct routine Stormwater Inspection at inventoried sites based on High, Medium or Low Priorities. If a violation or discharge is observed, a description of the violation is noted on the Inspection Report Form. If a violation cannot be cleared at the time of the original inspection, a copy of the Inspection Report Form is given to a Stormwater Technician for follow-up. Follow-up inspections are routinely conducted within 10 days or otherwise deemed resolved in a longer but still timely manner.

Violations not resolved within a timely manner: All violations were resolved in a timely manner.

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

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

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge)	0
Potential discharge and other	4

Comments:
 An Actual Discharge is counted as one discharge per inspection per site.

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

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

	Enforcement Action (as listed in ERP) ⁴⁶	Number of Enforcement Actions Taken	% of Enforcement Actions Taken⁴⁷
Level 1	Verbal Warning	3	43%
Level 2	Written Warning/Notice of Violation	4	57%
Level 3	Notice to Comply/Cost recovery	0	0%
Level 4	Legal Action	0	0%
Total		7	100%

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

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

Business Category⁴⁸	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
Food Facilities	0	7
Automotive Facilities/Hazardous Material Facilities	0	0
TOTAL	0	7

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 businesses/industries were identified as non-filers during scheduled inspections during this fiscal year.

⁴⁶ Agencies to list specific enforcement actions as defined in their ERPs.

⁴⁷ Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁴⁸ List your Program's standard business categories.

C.4.d.iii ► Staff Training Summary				
Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Stormwater Inspection Training	9/21/11	Stormwater Inspections at HazMat Sites	10*	85%
Stormwater Inspection Training	9/22/11	Stormwater Inspections at Food Facilities	13*	87%
Stormwater Inspectors Training	4/25/12	Stormwater Inspectors Training for CII facilities by the countywide program	22*	85%

*Attendance reported by County Environmental Health Staff who perform business inspections in the City.

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

POTENTIAL FACILITIES LIST**C.4.b.iii.(1)**

BUSINESS NAME	STREET NO.	STREET NAME
SUBWAY	80	CABRILLO HIGHWAY
SPANISH TOWN MEXICAN RESTAURAN	515	CHURCH
HALF MOON BAY GOLF LINKS	2000	FAIRWAY
HALF MOON BAY ORCHIDS	37K	FRENCHMANS CREEK
CARLMONT VILLAGE CLEANERS	1050	FRENCHMANS CREEK
COOKING FOR FRIENDS LLC	103	HARVARD
PRINCETON WELDING, INC.	231	HARVARD
GIUSTI FARMS	1800	HIGGINS CANYON
HALF MOON BAY GRADING & PAVING INC	1780	HIGGINS PURISSIMA
AZEVEDO FEED & TRUCKING	2415	HWY 1
BAY CHEVRON SERVICE #7927	375	HWY 1
BAY CITY FLOWER CO INC	2265	HWY 1
BLUE SKY FARMS	3068	HWY 1
BOBS FRESH VEGETABLES	2900	HWY 1
CAL TRANS HMB MAIN STATION	2203	HWY 1
CAMERONS INN	1410	HWY 1
CVS/PHARMACY #09216	60	HWY 1
GENERAL NUTRITION CTR #5631	80	HWY 1
GIN WAN CHINESE RESTAURANT	2810	HWY 1
GIUSTI FARMS	2475	HWY 1
GREENHOUSE CLEANERS	80	HWY 1
HALF MOON BAY JOES	2380	HWY 1
MCDONALDS	100	HWY 1
MERCADO GUADALAJARA	225	HWY 1
NURSERYMENS EXCHANGE INC	2651	HWY 1
OSTENBERG FAMILY RND TBL PIZZA	50	HWY 1
RICE TRUCKING	2119	HWY 1
SAFEWAY STORE #308	70	HWY 1
SEWER AUTHORITY MID COASTSIDE	1000	HWY 1
STOLOSKI & GONZALEZ	2660	HWY 1
SUBWAY	80	HWY 1
SUNSHINE DONUTS	80	HWY 1
TAQUERIA LA MEXICANA	250	HWY 1
TRES AMIGOS	270	HWY 1
A REPETTO NURSERY	12351	HWY 92
ALVES PETROLEUM INC	245	HWY 92
AMERESCO	12310	HWY 92
BFI OX MOUNTAIN	12310	HWY 92
CROWN CLEANERS	210	HWY 92
CURLEY & REDS AUTO BODY & TOWING	215	HWY 92
G BERTAS FRUIT STAND	12599	HWY 92
HALF MOON BAY ALLIANCE	120	HWY 92
HALF MOON BAY FISH MARKET	99	HWY 92
HALF MOON BAY SHELL	201	HWY 92
LEMONS FARM	12320	HWY 92
OBESTER WINERY	12341	HWY 92
OX MOUNTAIN-NEW CELL	12310	HWY 92
PILARCITOS QUARRY	11700	HWY 92
RITE AID CORPORATION	170	HWY 92
SAMS COFFEE SHOP	210	HWY 92
SCAPES INC	12344	HWY 92
SEVEN ELEVEN STORE -#2230/2148	196	HWY 92
SMCO PHHW	12310	HWY 92
STRAW HAT PIZZA	186	HWY 92

PYRO SPECTACULARS	12344	HYW 92
HALF MOON BAY SPORTFISHING	27	JOHNSON PIER
KETCH JOANNE & HARBOR BAR	17	JOHNSON PIER
PILLAR POINT FUEL DOCK	1	JOHNSON PIER
PILLAR POINT HARBOR	1	JOHNSON PIER
PRINCETON SEAFOOD, INC	9	JOHNSON PIER
THE PRINCETON PANTRY	15	JOHNSON PIER
ANDREOTTI FAMILY FARM	329	KELLY
CABRILLO UNIFIED SCHOOL DIST	498	KELLY
DEPARTMENT OF PARKS & REC	95	KELLY
HALF MOON BAY POLICE DEPT	535	KELLY
MORE FOR LESS	501	KELLY
PACIFIC BELL	525	KELLY
CUNHA SCHOOL		KELLY AND CHURCH
HALF MOON BAY HIGH SCHOOL		LEWIS FOSTER
NUNES WATER TREATMENT PLANT	500	LEWIS FOSTER
ANDREINI BROS INC	151	MAIN
CASEYS CAFE/SAMPLE THIS	328	MAIN
CETRELLA RESTAURANT	845	MAIN
COAST TRANSMISSIONS	141	MAIN
COASTSIDE FIRE DISTRICT, HMB	1191	MAIN
HALF MOON BAY AUTO REPAIR	149	MAIN
HALF MOON BAY BAKERY	514	MAIN
HMB BUILDING GARDEN INC	119	MAIN
HMB SUBSTATION	175	MAIN
M COFFEE	522	MAIN
MAIN STREET GRILL	547	MAIN
MOONSIDE BAKERY & CAFE	604	MAIN
MV TRANSPORTATION, INC.	121	MAIN
NANOS YOGURT SHACK	523	MAIN
PASTA MOON	315	MAIN
PAULOS AUTO CARE	129	MAIN
PG&E HALF MOON BAY SERVICE CTR	175	MAIN
PROFESSIONAL AUTO CARE	125	MAIN
THE SAN BENITO HOUSE	356	MAIN
MIRAMAR BEACH INN RESTAURANT	131	MIRADA
RITZ CARLTON	1	MIRAMONTE POINT
HATCH SCHOOL		MIRAMONTES
MULLINS BAR & GRILL	2	MIRAMONTES POINT
MULLINS BAR & GRILL	2	MIRAMONTES POINT
RITZ CARLTON	1	MIRAMONTES POINT
ANGELOS MUFFLER & LUBE	332	PURISSIMA
GINOS AUTO BODY & PAINT	334	PURISSIMA
LADIDA CAFE	500	PURISSIMA
ORLANDOS PLACITA MARKET	500	PURISSIMA
PHILS HALF MOON BAY TIRE & AU	422	PURISSIMA
CAFFINO	198	SAN MATEO
HAPPY TACO	184	SAN MATEO
HMB LUCKY 99 CENTS AND UP	160	SAN MATEO
T & E PASTORINO NURSERY	12511	SAN MATEO
BONGARDS NURSERY	12460	SAN MATEO RD
JAMES FORD INC	100	SEYMOUR
BANGKOK HOUSE THAI CUISINE	20	STONE PINE
HALF MOON BAY COFFEE CO	20	STONE PINE
STEVE MELO LANDSCAPE AND GARDEN	450	WAVECREST

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

FACILITIES SCHEDULED FOR INSPECTION

C.4.b.iii.(2)

BUSINESS NAME	STREET NO.	SUFFIX	STREET NAME
KETCH JOANNE & HARBOR BAR	17		JOHNSON PIER
ANGELOS MUFFLER & LUBE	332		PURISSIMA
GINOS AUTO BODY & PAINT	334		PURISSIMA
PHILS HALF MOON BAY TIRE & AU	422		PURISSIMA
CROWN CLEANERS	210	109	HWY 92
PAULOS AUTO CARE	129		MAIN
ANDREOTTI FAMILY FARM	329		KELLY
MV TRANSPORTATION, INC.	121		MAIN
HALF MOON BAY AUTO REPAIR	149		MAIN
SAMS COFFEE SHOP	210		HWY 92
CETRELLA RESTAURANT	845		MAIN
MULLINS BAR & GRILL	2		MIRAMONTES POINT
BANGKOK HOUSE THAI CUISINE	20	#B	STONE PINE
M COFFEE	522		MAIN
PASTA MOON	315		MAIN
CASEYS CAFE/SAMPLE THIS	328		MAIN
MAIN STREET GRILL	547		MAIN
HALF MOON BAY GRADING & PAVING INC	1780		HIGGINS PURISSIMA
PROFESSIONAL AUTO CARE	125	A	MAIN
MIRAMAR BEACH INN RESTAURANT	131		MIRADA
JAMES FORD INC	100		SEYMOUR
GREENHOUSE CLEANERS	80	A	HWY 1
HALF MOON BAY BAKERY	514		MAIN
LADIDA CAFE	500	#C	PURISSIMA
CUNHA SCHOOL			KELLY AND CHURCH
HATCH SCHOOL			MIRAMONTES
ORLANDOS PLACITA MARKET	500	B	PURISSIMA
CAMERONS INN	1410		HWY 1
GIN WAN CHINESE RESTAURANT	2810		HWY 1
LEMOS FARM	12320		HWY 92
BOBS FRESH VEGETABLES	2900		HWY 1
RITZ CARLTON	1		MIRAMONTES POINT
MULLINS BAR & GRILL	2		MIRAMONTES POINT
HALF MOON BAY COFFEE CO	20		STONE PINE
HALF MOON BAY SPORTFISHING	27		JOHNSON PIER
COAST TRANSMISSIONS	141		MAIN
CABRILLO UNIFIED SCHOOL DIST	498		KELLY
HALF MOON BAY HIGH SCHOOL			LEWIS FOSTER
PRINCETON SEAFOOD, INC	9		JOHNSON PIER
NUNES WATER TREATMENT PLANT	500		LEWIS FOSTER
NURSERYMENS EXCHANGE INC	2651		HWY 1
PYRO SPECTACULARS	12344		HYW 92

BFI OX MOUNTAIN	12310		HWY 92
PILLAR POINT HARBOR	1		JOHNSON PIER
HALF MOON BAY POLICE DEPT	535		KELLY
T & E PASTORINO NURSERY	12511		SAN MATEO
AZEVEDO FEED & TRUCKING	1815		MIRAMONTE POINT
HALF MOON BAY GOLF LINKS	2000		FAIRWAY
RITZ CARLTON	1		MIRAMONTE POINT
PRINCETON WELDING, INC.	231		HARVARD
GIUSTI FARMS	1800		HIGGINS CANYON
PG&E HALF MOON BAY SERVICE CTR	175		MAIN
HALF MOON BAY ORCHIDS	37K		FRENCHMANS CREEK
STOLOSKI & GONZALEZ	2660		HWY 1
CVS/PHARMACY #09216	60		HWY 1
HMB SUBSTATION	175		MAIN
HALF MOON BAY ALLIANCE	120		HWY 92
SILVA WHOLESALE FLORIST	1050		FRENCHMANS CREEK
BAY CITY FLOWER CO INC	2265		HWY 1
PILARCITOS QUARRY	11700		HWY 92
G BERTAS FRUIT STAND	12599		HWY 92
HALF MOON BAY SHELL	201		HWY 92
ANDREINI BROS INC	151		MAIN
NANOS YOGURT SHACK	523		MAIN
MOONSIDE BAKERY & CAFE	604		MAIN
COOKING FOR FRIENDS LLC	103	2	HARVARD
SPANISH TOWN MEXICAN RESTAURAN	515		CHURCH
HALF MOON BAY FISH MARKET	99		HWY 92
HMB BUILDING GARDEN INC	119		MAIN
A REPETTO NURSERY	12351		HWY 92
STEVE MELO LANDSCAPE AND GARDEN	450		WAVECREST
CHINA KITCHEN	80	U	CABRILLO HWY
A COZZOLINO NURSERY	84		DIGGES CANYON
BURGER KING #5378	30		HWY 1
TOM & PETES PRODUCE	270		MAIN
CHEZ SHEA	408		MAIN
HALF MOON BAY WINE & CHEESE	421		MAIN
CUNHAS GROCERY INC	448		MAIN
DAIICHI SUSHI	150		SAN MATEO
HILLTOP GROCERY	251		SAN MATEO
REPETTO GREENHOUSE FLORIST	12331		SAN MATEO
MERCADO GUADALAJARA	225	106	HWY 1
HMB LUCKY 99 CENTS AND UP	160		SAN MATEO
CAFFINO	198		SAN MATEO

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

Program Highlights

Provide background information, highlights, trends, etc.

Activities for the reporting year include: (1) participation in the countywide program's CII sub-committee; and (2) implementation of the storm drain collection system screening program.
 Please refer to the C.5 Illicit Discharge Detection and Elimination section of countywide program's FY 11-12 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
Larry Carnahan	Public Works Superintendent	(650)726-8260
Sherriff's Office	Dispatch (for after hours, weekends and holidays)	(650)726-8286

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

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

Description:
 The City's maintenance staff responds to public complaints and also performs field observations of illicit discharges. Implementation of the BMPs is done in accordance with the BASMAA Mobile Surface Cleaners Program. Enforcement is done in accordance with the City's Enforcement Response Plan.
 The City does not hire or license Mobile Surface Cleaners.
 Refer to the C.5 Illicit Discharge Detection and Elimination section of countywide program's FY 11-12 Annual Report for a description of efforts by countywide committees/work group and the BASMAA Municipal Operations Committee to address mobile businesses.

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

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

Description:

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

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

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

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

Comments:

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

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

Complaint/Spill/Discharge Tracking Spreadsheet is attached.

Complaint/Spill/Discharge Tracking Spreadsheet

C.5.f.iii (4)

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.1.a, b, c ▶ Site/Inspection Totals		
Number of sites disturbing < 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (C.6.e.iii.1.c)
#	#	#
0	0	0
Comments: No high priority grading/construction projects to report.		

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations⁴⁹	% of Total Violations⁵⁰
Erosion Control	0	0
Run-on and Run-off Control	0	0
Sediment Control	0	0
Active Treatment Systems	0	0
Good Site Management	0	0
Non Stormwater Management	0	0

⁴⁹ Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

⁵⁰ Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

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

	Enforcement Action (as listed in ERP) ⁵¹	Number Enforcement Actions Taken	% Enforcement Actions Taken⁵²
Level 1	Verbal Warning	0	0%
Level 2	Written Warning/Notice of Violation	0	0%
Level 3	Notice to Comply	0	0%
Level 4	Legal Action	0	0%

C.6.e.iii.1.f, g ► Illicit Discharges

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

⁵¹ Agencies should list the specific enforcement actions as defined in their ERPs.

⁵² Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

C.6.e.iii.1.h, i ► Violation Correction Times		
	Number	Percent
Violations fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	0	0% ⁵³
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	0% ⁵⁴
Total number of violations for the reporting year⁵⁵	0	0%
Comments:		

C.6.e.iii.(2) ► Evaluation of Inspection Data
Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).
<p>Description:</p> <p>The city notified all small construction sites (e.g. building permits, additions, remodels) to have site specific stormwater BMP's in place before start of the rainy season. The sites were inspected periodically during rainy season to assure effective maintenance of BMP's. Typical BMP performance issues at these small sites consisted of proper maintenance of installed BMP's. These issues were correctly promptly before they caused any stormwater violations.</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>Staff updated internal procedures to require the SMCWPPP storm water pollution prevention BMP plan sheet included into the plan set for small construction, building tenant improvement and addition projects.</p> <p>Because of the small size of our jurisdiction, the City's construction inspector is able to provide outreach and maintain effective communication with the contractors.</p> <p>Public Works/Building Inspector attended the construction site BMP training on February 8th, 2012 and building inspectors attended the storm water pollution prevention inspection training in May 2012. Public Works/Building inspector also attended the QSP training workshops and construction</p>

⁵³ 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.

⁵⁴ 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.

⁵⁵ Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

site compliance training workshops in previous years.
 Refer to the C.6 Construction Site Control section of countywide program's FY 11-12 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
RWQCB's Construction Site Compliance for Water Quality Protection Workshop	Oct 6 th , 2011	Construction site BMP's, MRP and construction general permit compliance	1 (Engineering)	100%
Construction Site Control Training for Inspectors (offered by CalBIG and SMCWPPP)	Feb 8 th , 2012	Construction site BMP's, Correct uses of specific BMP's, Proper installation and maintenance of BMP's, MRP Provision C-6 Training.	1 (Building)	100%
Construction Site BMP Inspections for Building Inspectors	May 12 th , 2012	Using construction site inspection reports, construction site BMP's	1 (Building)	100%

Section 7 – Provision C.7 Public Information and Outreach

C.7.b.ii.1 ► Advertising Campaign

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

Summary:

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

- BASMAA Youth Litter Campaign Report

C.7.b.iii.1 ► Pre-Campaign Survey

(For the Annual Report following the pre-campaign survey) Summarize survey information such as sample size, type of survey (telephone survey, interviews etc.). Attach a survey report that includes the following information. If survey was done regionally, refer to a regional submittal that contains the following information:

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

- BASMAA Youth Litter Campaign Report

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

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

C.7.c ► Media Relations

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

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

Summary:

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

- BASMAA Media Relations Final Report FY 11-12.

Permittee Name: City of Half Moon Bay

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

C.7.d ► Stormwater Point of Contact

Summary of any changes made during FY 11-12:
 No changes were made to the storm water point of contact. The Countywide Program's point of contact has not changed. A summary of efforts conducted by the countywide program to publicize stormwater points of contact is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.

C.7.e ► Public Outreach Events

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.
 Use the following table for reporting and evaluating public outreach events

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional. The following outreach events were done on a countywide level by SMCWPPP and are included in the C.7 Public Information and Outreach section of Countywide Program's FY 11-12 Annual Report: <ul style="list-style-type: none"> • Coordination of California Coastal Cleanup Day in San Mateo County, September 17, 2011. • 2012 County Fair, June 19-17, 2012 	Refer to the C.7 Public Information and Outreach section of Program's FY 11-12 Annual Report These events were advertised and promoted by distributing informational brochures and flyers at the City Hall, and through the City's website.	Refer to the C.7 Public Information and Outreach section of Program's FY 11-12 Annual Report These events were advertised and promoted by distributing informational brochures and flyers at the City Hall, and through the City's website.
On-land Cleanup Event: Coastside Land Trust	Coastside Land Trust's annual trash cleanup was held on 9/17/2011. City Staff assisted this volunteer group in set-up, handling and proper disposal of trash collected.	Approximately 2 ¼ cubic yards of trash was collected at this event.

Permittee Name: City of Half Moon Bay

Storm drain inlet markings (Local)	Maintenance Staff Inspected and replaced SD inlet markers.	Approximately 163 SD markers were replaced this year with new metal disc storm drain inlet markers.
Car wash pollution prevention	Discount car wash cards developed by the SMCWPPP program were advertised and distributed through the City facilities.	The discount cards encourage people to wash cars at approved car wash locations.
Half Moon Bay Farmers Market	Public Information booth was set up at the local coast side farmers market on October 29 th 2011. Topics discussed included toxics disposal, oil recycling, car washing, plastic bag ban, etc	Approximately 77 people stopped at the booth. Storm water quality issues were discussed and outreach materials were displayed and distributed.

C.7.f. ► Watershed Stewardship Collaborative Efforts

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

A summary of efforts conducted by the countywide program to work with watershed stewardship groups is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.

C.7.g. ► Citizen Involvement Events

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

Event Details	Description	Evaluation of effectiveness
The following citizen involvement events were done on a countywide level by SMCWPPP and are included in the C.7 Public Information and Outreach section of Countywide Program's FY 11-12 Annual Report: <ul style="list-style-type: none"> • Coordination of California Coastal Cleanup Day in San Mateo County, 	Please refer to the C.7 Public Information and Outreach section of Countywide Program's FY 11-12 Annual Report These events and programs were advertised and promoted by distributing informational	Please refer to the C.7 Public Information and Outreach section of Countywide Program's FY 11-12 Annual Report These events and programs were advertised and promoted by distributing informational

FY 2011-2012 Annual Report

Permittee Name: City of Half Moon Bay

C.7 – Public Information and Outreach

<p>September 17, 2011.</p> <ul style="list-style-type: none"> Administration of a Community Action Grant program <p>On-land Cleanup Event: Coastside Land Trust</p> <p>Half Moon Bay Farmers Market</p>	<p>brochures and flyers at the City public facilities, and the City website.</p> <p>Coastside Land Trust's annual trash cleanup was held on 9/17/2011. City Staff assisted this volunteer group in set-up, handling, and proper disposal of trash collected.</p> <p>Public Information booth was set up at the local coast side farmers market on October 29th 2011. Topics discussed included toxics disposal, oil recycling, car washing, plastic bag ban, etc</p>	<p>brochures and flyers at City public facilities, and through the City website.</p> <p>Approximately 2 ¼ cubic yards of trash was collected at this event.</p> <p>Approximately 77 people stopped at the booth. Storm water quality issues were discussed and outreach materials were displayed and distributed.</p>
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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
<p>Provide the following information: Name Grade or level (elementary/ middle/ high)</p> <p>SMCWPPP conducted two school-aged children outreach programs countywide. A summary of efforts conducted by the countywide program for school-aged children outreach is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.</p>	<p>A summary of efforts conducted by the countywide program for school-aged children outreach is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.</p> <p>Banana Slug Band stormwater outreach event was held at Sea Crest Elementary School on 1/13/12.</p> <p>Rock Steady Science High School Outreach event was held at Half Moon Bay High School on 3/30/12.</p>	<p>A summary of efforts conducted by the countywide program for school-aged children outreach is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.</p> <p>Approximately 185 students participated.</p> <p>Approximately 50 students participated.</p>	<p>A summary of efforts conducted by the countywide program for school-aged children outreach is included within the C.7 Public Information and Outreach section of the Countywide Program's FY 11-12 Annual Report.</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 11-12, we contributed through the countywide Program to the BASMAA Regional Monitoring Coalition (RMC). In addition, we contributed financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and were represented at RMP committees and work groups.

For additional information on monitoring activities conducted by the Program, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the Program's FY 11-12 Annual Report.

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 Used⁵⁶					
Pesticide Category and Specific Pesticide Used	Amount⁵⁷				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0	0		
Product or Pesticide Type A					
Product or Pesticide Type B					
Pyrethroids	0	0	0		
Carbaryl	0	0	0		
Fipronil	0	0	0		

C.9.c ► Train Municipal Employees	
Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	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%

⁵⁶ Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁵⁷ Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

C.9.d ► Require Contractors to Implement IPM			
Did your municipality contract with any pesticide service provider in the reporting year?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, attach one of the following:			
<input type="checkbox"/>	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR		
<input checked="" type="checkbox"/>	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR		
<input type="checkbox"/>	Equivalent documentation.		
If Not attached , explain:			
<p>The landscaping contractor does not apply any herbicides or pesticides. Landscape pest management is done by municipal staff. Only herbicides are applied. City adopted IPM Policy and Standard Operating Procedures are used.</p> <p>Structural pest management is done by an IPM certified contractor. No pesticides are used outside of public buildings or in the right-of-way. Traps are used for rodent control.</p>			

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.	
<p>Summary:</p> <p>During FY 11-12, we participated in regulatory processes related to pesticides through contributions to the countywide Program, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees.</p>	

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"/>
<p>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.</p> <p>N/A</p>			

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.
<p>Summary:</p> <p>See the C.9 Pesticides Toxicity Control section of Program's FY 11-12 Annual Report for information on point of purchase public outreach conducted countywide and regionally.</p>

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.
<p>Summary:</p> <p>See the C.9 Pesticides Toxicity Control section of Program's FY 11-12 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.</p>

Response to Water Board Staff Comments on Section 9, Provision C.9, of FY 10-11 Annual Report
Use this area to respond to any Water Board staff comments on Section 9 of your FY 10-11 Annual Report, and refer to any required submittals that are attached.
<p>Half Moon Bay adopted the updated Countywide IPM Policy and Standard Operating Procedures in October 2011. Copies of the adopted Resolution, updated IPM policy and SOP's are attached.</p> <p>Landscape pest management is done by municipal staff and not by the contractor. No pesticides are used. City's IPM Policy and Standard Operating Procedures are followed.</p> <p>Structural pest management is done by an IPM certified contractor. No pesticides are used outside of public buildings or in the right-of-way. Traps are used for rodent control. The City Tracks all herbicide and pesticide usage.</p>

Attachments C.9

1. Resolution (C-73-11) and Updated IPM Policy
2. Standard Operating Procedures
3. IPM Certificate - Structural Pesticide Control Contractor

RESOLUTION NO. C- 73 - 11

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
ADOPTING THE SAN MATEO COUNTYWIDE STORMWATER POLLUTION
PREVENTION PROGRAM INTEGRATED PEST MANAGEMENT POLICY**

RESOLVED, by the City Council of the City of Half Moon Bay, San Mateo County, California, that

WHEREAS, the approved San Mateo Countywide Stormwater Management Plan includes a Pesticide Management Plan and performance standards for pesticide usage and integrated pest management. A component of these standards as well as Provision C9 of the Municipal Regional Permit issued by the San Francisco Regional Water Quality Control Board requires the adoption by all member agencies of a policy requiring integrated pest management techniques in municipal operations; and

WHEREAS, The City Council finds that adoption of the model Integrated Pest Management Policy will protect the health and safety of its employees and general public, the environment and water quality, as well as provide sustainable solution for pest control, through reduced and selective use of pesticides on property owned or managed by the City by applying Integrated Pesticide Management principles and techniques.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND RESOLVED, AS FOLLOWS:

The City of Half Moon Bay seeks to protect the health and safety of its employees and the general public, the environment and water quality, as well as to provide sustainable solutions for pest control through the reduced and selective use of pesticides on property including buildings owned or managed by the City as follows:

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

The City will follow written standard operating procedures for pesticide use, attached hereto as Exhibit A, to ensure implementation of this IPM policy and to require municipal employees and its pest control contractors to comply with the standard operating procedures.

The City will track pesticide use by its employee and contractors and prepare an annual report summarizing pesticide use and evaluating pest control activities performed consistent with the requirements of the Municipal Regional Stormwater Permit (MRP).

Resolution Adopting IPM Policy

The City will review its purchasing procedures, contracts or service agreements with pest control contractors and employee training practices and make needed changes to support the implementation of this IPM Policy.

The City will perform educational outreach and/or support Countywide or regional efforts to educate residential and commercial pesticide users on goals and techniques of IPM, and pesticide related water quality issues consistent with the MRP's requirements.

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

Based on field observations evaluate locations and sites where pest problems commonly occur to determine pest population, size, occurrence, and natural enemy population, if present. Identify conditions that contribute to the development of pest populations, and decisions and practices that could be employed to manage pest populations;

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

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

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

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

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

When pest populations reach treatment thresholds (based on how much biological, aesthetic, economic or other damage is tolerable) non-pesticide management activities will be evaluated before considering the use of pesticides;

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

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;

Whenever possible, use pesticide application methods, such as containerized baits, that minimize opportunities for mobilization of the pesticide in stormwater runoff; and

Departments performing pest management activities will identify an IPM coordinator who shall oversee implementation of this IPM policy.

Resolution Adopting IPM Policy

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

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

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

IPM techniques could include biological controls (e.g., ladybugs and other natural enemies or predators); physical or mechanical controls (e.g., hand labor or mowing, 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).

The City of Half Moon Bay owned or managed property/facility includes but is not limited to parks and open spaces, roadsides, landscaped medians, drainage channels and other outdoor areas, as well as municipal buildings and structures.

* * * * *

I hereby certify that the foregoing is full, true, and correct copy of a Resolution duly passed and adopted by the City Council of the City of Half Moon Bay, San Mateo County, California, at a meeting thereof held on the 18th day of October, 2011.

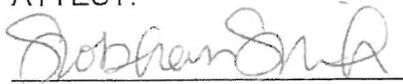
AYES, Councilmembers: Alifano, Fraser, Kowalczyk, Muller & Mayor Patridge

NOES, Councilmembers: _____

ABSTAIN, Councilmembers: _____

ABSENT, Councilmembers: _____

ATTEST:


Siobhan Smith, City Clerk

APPROVED:

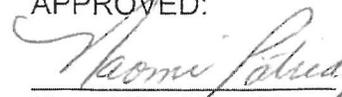

Naomi Patridge, Mayor

EXHIBIT - A



EXHIBIT A

San Mateo Countywide Water Pollution Prevention Program Model Integrated Pest Management (IPM) Policy Adopted by the City of Half Moon Bay

GOAL

The City of Half Moon Bay (City) seeks to protect the health and safety of its employees and the general public, the environment and water quality, as well as to provide sustainable solutions for pest control through the reduced use of pesticides on property including buildings owned or managed by the City by applying Integrated Pesticide Management (IPM) principles and techniques. The San Francisco Regional Water Quality Control Board's Municipal Regional Permit requires that the City minimize reliance on pesticides that threaten water quality.

REQUIRED USE OF INTEGRATED PEST MANAGEMENT

Employees implementing pest management controls will 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. Pest control contractors hired by the City are required to implement IPM to control pests. This will be achieved by hiring only IPM-certified pest control contractors or by including contract specifications requiring contractors to implement IPM methods.

The City staff and contractors will be required to comply with these or equivalent City approved written standard operating procedures for pesticide use to ensure implementation of this IPM policy.

The City will track pesticide use by its employees and contractors and prepare an annual report summarizing pesticide use and evaluating pest control activities performed consistent with the requirements of the Municipal Regional Stormwater Permit (MRP).

The City will review its purchasing procedures, contracts or service agreements with pest control contractors and employee training practices and make needed changes to support the implementation of this IPM Policy.

The City will perform educational outreach and/or support Countywide or regional efforts to educate residential and commercial pesticide users on goals and techniques of IPM and pesticide related water quality issues consistent with the MRP's requirements.

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

1. Based on field observations, evaluate locations and sites where pest problems commonly occur to determine pest population, size, occurrence, and natural enemy population, if present. Identify conditions that contribute to the development of pest populations, and decisions and practices that could be employed to manage pest populations

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

Departments performing pest management activities will identify an IPM coordinator who shall oversee implementation of this IPM policy.

BACKGROUND

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

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

IPM techniques could include biological controls (e.g., ladybugs and other natural enemies or predators); physical or mechanical controls (e.g., hand labor or mowing, 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).

The City owned or managed property/facility includes but is not limited to parks and open spaces, landscaped medians, drainage channels and other outdoor areas, as well as municipal buildings and structures.

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

City of Half Moon Bay
Standard Operating Procedures for Pesticide Use and Implementation
of Municipality's Integrated Pest Management Policy

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

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

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

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

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

1. Use cultural practices and pest prevention measures to minimize the occurrence of pest problems.
2. Set a threshold of tolerance for pests.
3. Use biological and physical controls that are environmentally appropriate and economically feasible to control pests.
4. Use chemical control as a last resort, and then the least toxic product will be used. Where feasible for structural pest control, insecticides will be applied as containerized baits.
5. Avoid the use of pesticides that threaten water quality¹ especially in formulations and situations that pose a risk of contaminating stormwater runoff.
6. Train employees on IPM techniques, pesticides-related stormwater pollution prevention methods, the municipality's IPM policy, and these standard operating procedures.
7. As part of the municipality's annual report for the municipal regional stormwater permit, report on the IPM policy's implementation by showing trends in the quantities and types of pesticides used and suggest reasons for any increases in uses of pesticides that threaten water quality¹ (as required by municipal regional stormwater permit Provision C.9.b.).

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



GREENPRO
Eco-Effective Pest Control

Presenting this certificate of excellence to

The Terminix International Co.

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



official signature



Section 10 - Provision C.10 Trash Load Reduction

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

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

Description:

The Short –Term Trash Loading Reduction Plan was submitted to the Water Board on February 1, 2012. See the C.10 Trash Load Reduction section of Program's FY 11-12 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

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

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

Description:

The Baseline Trash Load and Trash Load Reduction Tracking Method was submitted to the Water Board on February 1, 2012. See the C.10 Trash Load Reduction section of Program's FY 11-12 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

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

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

Description:

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

The City of Half Moon Bay participated in the San Francisco Estuary Partnership's Bay Area-wide Trash Capture Demonstration Project. Thirty (30) full trash capture devices were installed in the last fiscal year. The estimated drainage area covered for treatment under this installation is approximately 77.8 acres with an effective loading area of 56.1 acres. The City plans to install additional devices if additional funding becomes available.

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

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

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

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)
Site ID: HMB-PC1 <i>(Pilarcitos Creek near HWY1)</i>	10/01/2011	2.45 Cubic Yards	Plastic bags, plastic products, paper and cardboard	Littering, illegal dumping, homeless encampments

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
Existing Enhanced Street Sweeping	Street sweeping is done once a week on some streets located in a non-retail land use area.	99	3.4%	Paper and plastic related trash
Single-Use Carryout Bag Policies	Half Moon Bay plans to adopt this Ordinance after County approval/adoption of the Ordinance. The Final EIR was completed and released by the County in Aug 2012.	0	0	NA
Polystyrene Foam Food Service Ware Policies	Half Moon Bay adopted the Polystyrene Ban Ordinance in June 2011. This Ordinance prohibits the use of polystyrene based food service ware in the City.	224	7.7%	Polystyrene food containers/ service ware.
Public Education and Outreach Programs	<p>Youth Outreach Litter Campaign (Region wide)</p> <p>In FY 2011-12, BASMAA began implementing the "Be the Street" anti-litter Youth Outreach Campaign. Be the Street takes a Community Based Social Marketing approach to encourage youth to keep their community clean. The intent of the campaign is to make "no-littering" the norm among the target audience (youth between the ages of 14 and 24). The campaign is using online social marketing tools to conduct outreach. Activities in FY 11-12 included launching a website, Face book page and a quarterly e-newsletter. An "anti-littering" video contest was also announced and the winning entry will be promoted on television.</p>	74	2.5%	All Trash Types

⁵⁸The estimated load removed and percent reduction in FY 11-12 is consistent with assumptions described in the Trash Load Reduction Tracking Method Technical Report (version 1.0) submitted to the Water Board on February 1, 2012. In the future, load reductions reported in Annual Reports may be adjusted based on revisions to the tracking methodology.

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
	<p>Outreach to School age Children or Youth Banana Slug School Assembly Program (Countywide) “Water Pollution Prevention and Your Car” Presentation (Countywide)</p> <p>Through participation and funding of the SMCWPPP Public Information and Participation program (PIP), the City of Half Moon Bay continued implementing litter reduction outreach to school-age children and youth at school sites. During FY 11-12, SMCWPPP managed two contracts to provide direct outreach to grades K-12 on behalf of all Permittees.</p> <p>The first contract was with the Banana Slug String Band who performed a presentation called “We All Live Downstream” to grades K-5. Through songs and interactive exercises, the presentation provides information about storm drains, watersheds, the marine environment, and tips to keep water clean, including litter prevention. During FY 11-12, the Banana Slug String Band performed 44 assemblies at 28 elementary schools across San Mateo County, reaching nearly 9,315 students. Surveys of the performance and its effectiveness were sent to each school. A total of 21 schools responded with 1,216 student responses. Overall, the responses have been very positive and indicate an increase in the students’ knowledge about watersheds, stormwater and pollution prevention.</p> <p>The second contract was with Rock Steady Science, who presented “Water Pollution Prevention and Your Car” to grades 10-12. A portion of the presentation is dedicated to watershed</p>			

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
	<p>and storm drain education, and the impact of litter on local creeks and waterways. The presentations began during the spring semester of the 2010-11 school years and continued through the 2011-12 fiscal/school year. A total of 50 presentations were given in 22 different schools located throughout the county, reaching over 1,350 students. (Note: some cities in San Mateo County do not have high schools, and their students feed into high schools in neighboring cities.)</p> <p>Media Relations (Use of Free Media)</p> <p>Coastal Cleanup Day Promotion (Countywide)</p> <p>On the countywide level, SMCWPPP provided a press release for Coastal Cleanup Day, and used Twitter to promote the event on August 29, 2011. The release was intended to gain support and assistance for the cleanup event conducted each September in local water bodies.</p> <p>Community Outreach Events</p> <p>San Mateo County Fair, June 9-17, 2012 (Countywide)</p> <p>SMCWPPP, through its PIP program, conducted a countywide outreach event at the San Mateo County Fair, June 9-17, 2012. The booth was open to the public for a total of 95 hours during the nine days. Staff from nine jurisdictions and County Environmental Health worked the booth at select times each day for a total of 57 hours of staffed time. Based on representative sampling of the</p>			

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
	<p>number of people who visited the booth, it was estimated that an average of 34 people per hour were directly contacted during the hours that staff was present. Using this averaging, it is estimated that approximately 1,938 people were directly contacted during the 57 staffed hours. The booth provided an introduction to the "Be The Street" anti-litter Youth Outreach Campaign. During the fair, 81 people signed up for the Campaign e-newsletter.</p> <p>Spring Cleanup Promotional Program (Countywide)</p> <p>In FY 11-12, SMCWPPP launched "Spring Cleaning SMC" a new annual promotional campaign designed to provide an outlet for watershed stewardship groups and jurisdictions to promote small local trash cleanup events. It is promoted as a cleanup "season," from March 21 to June 21, including all Earth Day events that take place in late April. SMCWPPP developed a web page on www.flowstobay.org dedicated to posting cleanup events during this time period. Promotional newspaper advertisements and bus ad cards were developed and placed in newspapers and busses throughout the county, directing the public to the web page. A total of 18 spring cleanup events were posted during the spring season.</p> <p>Groups and jurisdictions were asked to provide cleanup data. Reports showed that 385 volunteers removed 1225 pounds of trash, and an additional report indicated that 672 gallons was removed. The actual numbers are likely to be higher since some groups did not provide cleanup data.</p>			

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ⁵⁸	Estimated Dominant Types of Trash Removed in FY 11-12
	Half Moon Bay promoted the countywide efforts: Coastal Cleanup Day and County Fair Event; participated in the Cleanup Day Event; maintained and replaced storm drain inlet markings.			
On-land Trash Cleanups	Coastside Land Trust's annual trash cleanup was held on 9/17/2011. City Staff assisted this volunteer group in set-up, handling, and proper disposal of trash collected.	236	8.1%	Plastic Bags, Bottles, Food Containers
Full-Capture Treatment Devices	Half Moon Bay installed 30 trash full-capture devices at 30 SD Inlets with funding provided through the San Francisco Bay-area Wide Trash Capture Demonstration Project administered by the San Francisco Estuary Partnership (SFEP).	331	11.3%	Plastic, paper products
Creek/Channel/Shoreline Cleanups	The Annual Trash Hot Spot Cleanup was done on Oct. 1 st 2011.	484	16.6%	plastic bags, plastic products, paper and cardboard, cigarette butts, etc
Preliminary Estimate of Trash Load Removed (Gallons) in FY 2011-12		1,448		
Preliminary Baseline Trash Load Estimate (Gallons)		2,904		
Total Percentage Reduction in FY 2011-12 (Compared to Baseline Trash Load)		49.8%		

Section 11 - Provision C.11 Mercury Controls

C.11.a.i ► Mercury Recycling Efforts

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

Refer to the Countywide Program's Annual Report for information regarding the promotion of collection and recycling of mercury containing devices by the County Household Hazardous Waste Program.

Proper disposal of mercury and other Household Hazardous Waste (HHW) for residents is done through curb side collection by the franchised waste hauler.

HMB'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 11-12 Countywide Programs Annual Report for an estimate of the mass of mercury collected through collection and recycling efforts County Household Hazardous Waste Program.

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

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

Summary

A summary of countywide Program and regional accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of Program's FY 11-12 Annual Report and/or the BASMAA Regional POC Report.

Section 12 - Provision C.12 PCBs Controls

C.12.a.ii,iii ▶ Ongoing Training

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

Description:

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

C.12.b ▶ Conduct Pilot Projects to Evaluate Managing PCB-Containing Materials and Wastes during Building Demolition and Renovation Activities

C.12.c ▶ Pilot Projects to Investigate and Abate On-land Locations with Elevated PCB Concentrations

C.12.d ▶ Conduct Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices

C.12.e ▶ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit

C.12.f ▶ Diversion of Dry Weather and First Flush Flows to POTWs

C.12.g ▶ Monitor Stormwater PCB Pollutant Loads and Loads Reduced

C.12.h ▶ Fate and Transport Study of PCBs In Urban Runoff

C.12.i ▶ Development of a Risk Reduction Program Implemented Throughout the Region

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

Summary

A summary of countywide Program and regional accomplishments for these sub-provisions are included within the C.12 PCB Controls section of Program's FY 11-12 Annual Report and/or the BASMAA Regional POC Report.

Section 13 - Provision C.13 Copper Controls

C.13.a. iii.(1) ► Legal Authority: Architectural Copper

(For FY 10-11 Annual Report only) Do you have adequate legal authority to prohibit discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of the surface of copper architectural features, including copper roofs to storm drains?

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

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

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

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

The Countywide Program collaborated with BASMAA to develop BMPs to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post construction. The Countywide Program collaborated with the Santa Clara Valley Urban Runoff Pollution Prevention Program to prepare the educational flyer on the BMPs. The City uses this BMP brochure for contractor outreach and implementation during the project review, permits and inspection process.

The City also uses the countywide program's storm water requirements checklist during the project review process that includes source control BMP's for architectural copper.

City staff attended the countywide programs training and new development committee meetings for training on proper use of copper BMP's. There have been no violations of architectural copper related BMPs to date.

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

(For FY10-11 Annual Report only) Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?

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

C.13.c ▶ Vehicle Brake Pads

Reported in a separate regional report.

A summary of the countywide Program's participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of Program's FY 11-12 Annual Report and/or the BASMAA Regional POC Report.

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

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

Summary

No facilities were indentified during this reporting period that used copper.

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

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

Summary

A summary of the countywide Program and/or regional efforts to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of Program's FY 11-12 Annual Report and/or BASMAA Regional POC Report.

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

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

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

Summary

A summary of the countywide Program and regional efforts related to the Control Program for PBDEs, Legacy Pesticides and Selenium is included within the C.14 PBDE, Legacy Pesticides and Selenium section of Program's FY 11-12 Annual Report and/or BASMAA Regional POC Report.

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

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

Is your agency a water purveyor?	<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:				

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: Implementation of BMP's to promote measures that minimize runoff and pollutant loading from excess irrigation is done in accordance with the city's Municipal Code Chapter 13.04 – Water Conservation in Landscaping Regulations. Water Conservation and landscape management is also addressed through the City's land use requirements.</p>

C.15.b.iii.(1) ► Planned Discharges of the Potable Water System										
Site/ Location	Discharge Type	Receiving Waterbody (ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity ⁵⁹ (NTU)	Implemented BMPs & Corrective Actions
Not Applicable.										

⁵⁹ Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

