

LOSALTOS HILLS



CALIFORNIA

September 4, 2013

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

Subject: **Town of Los Altos Hills**
FY 2012-2013 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by Town of Los Altos Hills pursuant to Permit Provision C.16.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2009-0074, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of activities conducted during FY 2012-2013 and consists of the following:

- A. Certification Statement
- B. Annual Report Form
 - Table of Contents
 - Completed Annual Report Form: Sections 1-15
- C. Appendix
 - Town of Los Altos Hills Trash Management Areas Map

Please contact Richard Chiu at (650) 947-2516 regarding any questions or concerns.

Very truly yours,

A handwritten signature in black ink that reads "Richard Chiu". The signature is written in a cursive, flowing style.

Richard Chiu
Public Works Director

26379 Fremont Road
Los Altos Hills
California 94022
650 / 941 - 7222
Fax 650/941-3160

LOSALTOS HILLS



CALIFORNIA

**TOWN OF LOS ALTOS HILLS
FY 2012-2013 ANNUAL REPORT**

Certification Statement

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

Signature by Duly Authorized Representative:

 9-4-13

Richard Chiu
Public Works Director

Date

FY 2012-2013 Annual Report
Permittee Name: Town of Los Altos Hills

ATTACHMENT B

Table of Contents

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

Section 1 – Permittee Information

Background Information					
Permittee Name:	Town of Los Altos Hills				
Population:	8,264				
NPDES Permit No.:	CAS612008				
Order Number:	R2-2009-0074R				
Reporting Time Period (month/year):	July 2012 through June 2013				
Name of the Responsible Authority:	Richard Chiu			Title:	Public Works Director
Mailing Address:	26379 Fremont Road				
City:	Los Altos Hills	Zip Code:	94022	County:	Santa Clara
Telephone Number:	(650) 941-7222 ext. 228		Fax Number:	(650) 941-3160	
E-mail Address:	rchiu@losaltoshills.ca.gov				
Name of the Designated Stormwater Management Program Contact (if different from above):	John Chau			Title:	Assistant Engineer
Department:	Public Works				
Mailing Address:	26379 Fremont Road				
City:	Los Altos Hills	Zip Code:	94022	County:	Santa Clara
Telephone Number:	(650) 941-7222 ext. 238		Fax Number:	(650) 941-3160	
E-mail Address:	jchau@losaltoshills.ca.gov				

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:
The Town's maintenance crew inspect and clean storm drain inlets, culverts, ditches, and pick up piles of leaves to keep the street drainage system clean prior to the rainy season. The Town does not have paved sidewalk/plaza or storm drain pump station. Town's crew paint over graffiti to cover it.

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

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

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

Comments:

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

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

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
NA	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs
Comments: Los Altos Hills does not have paved sidewalk/plaza	

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

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

Y	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
Y	Control of discharges from graffiti removal activities
Y	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
NA	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
NA	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: Los Altos Hills does not have Mobile Surface Cleaner Program BMPs for graffiti removal. Town's maintenance crew paint over the graffiti to cover it.	

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
None				

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)

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 rural² roads: **Yes** **No**

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

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

Y	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
NA	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
Y	No impact to creek functions including migratory fish passage during construction of roads and culverts
Y	Inspection of rural roads for structural integrity and prevention of impact on water quality
Y	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
NA	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
Y	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:
 Town of Los Altos Hills normally does not have soil erosion problem along roadsides. If one occurs, Town’s maintenance crew repairs it immediately.
 Town of Los Altos Hills does not have unpaved rural roads.

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

C.2.f. ► Corporation Yard BMP Implementation			
Place an X in the boxes below that apply to your corporations yard(s):			
<input type="checkbox"/>	We do not have a corporation yard		
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit		
<input checked="" type="checkbox"/>	We have a Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)		
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:			
<input type="checkbox"/>	NA	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment	
<input checked="" type="checkbox"/>	X	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"/>	NA	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method	
<input checked="" type="checkbox"/>	X	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used	
<input checked="" type="checkbox"/>	X	Cover and/or berm outdoor storage areas containing waste pollutants	
Comments: All materials are stored in door. The corporation yard does not perform heavy vehicle and equipment maintenance. The yard has been inspected by the County's Environmental Health Department for material storage. The yard only handle light maintenance for small scale of the equipment and therefore there is no pollution problem. The Town does not wash vehicles on paved surfaces. The corporation yard inspection checklist and form is available at the corporation yard.			
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
Purissima Corporation Yard	9/18/2012	No violations found	No actions
Purissima Corporation Yard	9/27/2012	No violations found	No actions

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

C.3.b.v.(2)(a) ► Green Streets Status Report

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

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

Summary:

The C.3 New Development and Redevelopment section of the Program’s FY 12-13 Annual Report includes a description of program and regional activities.

The Green Street Pilot Project Summary Report submitted by BASMAA, on behalf of the MRP permittees, in BASMAA’s MRP FY 12-13 Regional Supplement – New Development and Redevelopment includes information on the green street project planned in our jurisdiction.

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

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

Summary:

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

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

Fill in attached table **C.3.b.v.(1)** or attach your own table including the same information. NA. Los Altos Hills only has detached single family homes.

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

<i>(For FY 11-12 Annual Report and each Annual Report thereafter)</i>			
Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
Comments (optional): NA. Los Altos Hills only has detached single family homes.			

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, 2013 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.			

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.
(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: NA. Los Altos Hills only has detached single family homes.

(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:
 NA. Los Altos Hills only has detached single family homes.

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

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

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

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

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

Summary:

- Town of Los Altos Hills requires all site development projects storm water runoff shall not exceed the existing pre-development peak discharge value of the property. Detention or retention storage system shall be incorporated into the project to reduce the predicted peak discharge to the pre-development value for peak runoff rate for a 10-year return period storm. Los Altos Hills also requires all site storm drain outfalls shall be discharged at a minimum of 30’ from the property lines and implement at least one of the site design measures listed in Provision C.3.i.

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

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

Project Name Project No.	Project Location ¹⁰ , Street Address	Name of Developer	Project Phase No. ¹¹	Project Type & Description ¹²	Project Watershed ¹³	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ¹⁴	Total Replaced Impervious Surface Area (ft ²) ¹⁵	Total Pre- Project Impervious Surface Area ¹⁶ (ft ²)	Total Post- Project Impervious Surface Area ¹⁷ (ft ²)
Private Projects											
NA. Los Altos Hills only has detached single family homes.											
Public Projects											
NA. Los Altos Hills only has detached single family homes.											
Comments: NA. Los Altos Hills only has detached single family homes.											

¹⁰ Include cross streets

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

¹² Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

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

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

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

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

¹⁷ For redevelopment projects, state the post-project impervious surface area.

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

Project Name Project No.	Project Location ¹⁰ , Street Address	Name of Developer	Project Phase No. ¹¹	Project Type & Description ¹²	Project Watershed ¹³	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ¹⁴	Total Replaced Impervious Surface Area (ft ²) ¹⁵	Total Pre- Project Impervious Surface Area ¹⁶ (ft ²)	Total Post- Project Impervious Surface Area ¹⁷ (ft ²)
NA. Los Altos Hills only has detached single family homes.											

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

Project Name Project No.	Application Deemed Complete Date ¹⁸	Application Final Approval Date ¹⁹	Source Control Measures ²⁰	Site Design Measures ²¹	Treatment Systems Approved ²²	Type of Operation & Maintenance Responsibility Mechanism ²³	Hydraulic Sizing Criteria ²⁴	Alternative Compliance Measures ^{25/26}	Alternative Certification ²⁷	HM Controls ^{28/29}
Private Projects										
NA. Los Altos Hills only has detached single family homes.										
Comments: NA. Los Altos Hills only has detached single family homes.										

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

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

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

²¹ List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

²² List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

²³ List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

²⁴ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

²⁵ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

²⁶ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

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

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

²⁹ If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), 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 (public projects)

Project Name Project No.	Approval Date ³⁰	Date Construction Scheduled to Begin	Source Control Measures ³¹	Site Design Measures ³²	Treatment Systems Approved ³³	Operation & Maintenance Responsibility Mechanism ³⁴	Hydraulic Sizing Criteria ³⁵	Alternative Compliance Measures ^{36/37}	Alternative Certification ³⁸	HM Controls ^{39/40}
Public Projects										
NA. Los Altos Hills only has detached single family homes.										
Comments: NA. Los Altos Hills only has detached single family homes.										

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

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

³² List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

³³ List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

³⁴ List the legal mechanism(s) (e.g., maintenance plan for O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

³⁵ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

³⁶ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

³⁷ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

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

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

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

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

Fill in table below or attach your own table including the same information. NA. Los Altos Hills only has detached single family homes.

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) ⁴¹	Party Responsible ⁴² For Maintenance	Date of Inspection	Type of Inspection ⁴³	Type of Treatment/HM Control(s) Inspected ⁴⁴	Inspection Findings or Results ⁴⁵	Enforcement Action Taken ⁴⁶	Comments/Follow-up
NA. Los Altos Hills only has detached single family homes.									

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

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

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

⁴⁴ State the type(s) of treatment systems inspected (e.g., bioretention facility, flow-through planter, infiltration basin, etc...) and the type(s) of HM controls inspected, and indicate whether the treatment system is an onsite, joint, or offsite system.

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

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

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

Reporting Period – January 1 – June 30, 2013

Project Name & No.	Permittee	Address	Application Submittal Date ⁴⁷	Status ⁴⁸	Description ⁴⁹	Site Total Acreage	Density DU/Acre	Density FAR	Special Project Category ⁵⁰	LID Treatment Reduction Credit Available ⁵¹	List of LID Stormwater Treatment Systems ⁵²	List of Non-LID Stormwater Treatment Systems ⁵³
NA. Los Altos Hills only has detached single family homes.												

⁴⁷ Date that a planning application for the Special Project was submitted.

⁴⁸ Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.

⁴⁹ Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁵⁰ For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁵¹ For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁵² List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.

⁵³ List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

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

Program Highlights

Provide background information, highlights, trends, etc.

NA. Town of Los Altos Hills does not have any industrial or commercial facility.

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan? Yes No

If No, explain:
Town of Los Altos Hills does not have any industrial or commercial facility.

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.

NA. Town of Los Altos Hills does not have any industrial or commercial facility.

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.

NA. Town of Los Altos Hills does not have any industrial or commercial facility.

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.

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

	Number	Percent
Number of businesses inspected		
Total number of inspections conducted		
Number of violations (excluding verbal warnings)		
Sites inspected in violation		
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner		
Comments: NA. Town of Los Altos Hills does not have any industrial or commercial facility.		

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. NA. Town of Los Altos Hills does not have any industrial or commercial facility.

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge)	
Potential discharge and other	
Comments: NA. Town of Los Altos Hills does not have any industrial or commercial facility.	

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

Fill out the following table or attach a summary of the following information. NA. Town of Los Altos Hills does not have any industrial or commercial facility.

	Enforcement Action (as listed in ERP) ⁴⁸	Number of Enforcement Actions Taken	% of Enforcement Actions Taken ⁴⁹
Level 1			
Level 2			
Level 3			
Level 4			
Total			

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. NA. Town of Los Altos Hills does not have any industrial or commercial facility.

Business Category ⁵⁰	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations

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:

NA. Town of Los Altos Hills does not have any industrial or commercial facility.

⁴⁸ Agencies to list specific enforcement actions as defined in their ERPs.
⁴⁹ Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.
⁵⁰ List your Program's standard business categories.

C.4.d.iii ► Staff Training Summary				
Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
NA. Town of Los Altos Hills does not have any industrial or commercial facility.				

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

Program Highlights

Provide background information, highlights, trends, etc.

Los Altos Hills refer to the C.5 Illicit Discharge Detection and Elimination section of Program’s FY 12-13 Annual Report for description of program and/or regional activities.

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
John Chau	Respond to all illicit discharge related to storm drain system	(650) 947-2510
Woojae Kim	Respond to sewer overflow that involves with storm drain system	(650) 947-2511

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. NA

Description:

Los Altos Hills does not have major storm drain systems. Water discharges into landscape areas when contractors or maintenance crew pressure wash Town Hall building and windows.

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:

Los Altos Hills does not have major storm drain systems. Town’s maintenance crew performed street curb, swale, and shoulder cleaning work prior to rainy season and pick up piles of leaves to keep the street drainage system clean. Town crew also clean culverts crossing the roadway.

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))	10	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	1	10%
Discharges resolved in a timely manner (C.5.f.iii.(3))	10	100%
<p>Comments: Town follows sewer overflow response plan per Sanitary Sewer Management Program and responds to incidents via sewer maintenance contractor. Per the contract, the contractor responds within one hour of sewer mainline overflow calls and relieves blockages before leaving the scene. Storm drains are protected with sandbags if nearby and downstream of overflow manhole, upon arrival prior to any actions taken to relieve the blockages. For Category I incidents, staff reports to Regional Board, Office of Emergency Services, and County Health Department within 2 hours of the event and followed up with electronic reporting to State and Regional Boards.</p>		

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

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

The major type of discharges involves root blockages in the sanitary sewer mainline.

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.1.a, b, c ► Site/Inspection Totals		
Number of High Priority Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (include only High Priority Site and sites disturbing 1 acre or more) (C.6.e.iii.1.c)
# 0	# 0	# 0
Comments: Most of the sites in Los Altos Hills are not high priority sites. Staff continues to evaluate upcoming construction sites to identify high priority sites. Staff keeps records on violations and corrective actions. In general, contractors working in the Town respond positively to verbal directions or warnings. Violations normally are corrected within three days. Staff does issue stop notice if violations are not corrected within set timeframe.		

C.6.e.iii.1.d ► Construction Activities Storm Water Violations		
BMP Category	Number of Violations⁵¹ excluding Verbal Warnings	% of Total Violations⁵²
Erosion Control	8	20%
Run-on and Run-off Control	0	0%
Sediment Control	17	42.5%
Active Treatment Systems	0	0%
Good Site Management	15	37.5%
Non Stormwater Management	0	0%
Total⁵³	40	100%

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

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

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

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

	Enforcement Action (as listed in ERP) ⁵⁴	Number Enforcement Actions Issued	% Enforcement Actions Issued⁵⁵
Level 1 ⁵⁶	Written Warning Notice of Violations (NOV)	19	100%
Level 2	Stop Work Order	0	0%
Level 3	Notice to Comply	0	0%
Level 4	Legal Action	0	0%
Total		19	100%

C.6.e.iii.1.f, g ► Illicit Discharges

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

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

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

⁵⁶ For example, Enforcement Level 1 may be Verbal Warning.

C.6.e.iii.1.h, i ► Violation Correction Times		
	Number	Percent
Violations (excluding verbal warnings) fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	17	89% ⁵⁷
Violations (excluding verbal warnings) not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	% ⁵⁸
Total number of violations (excluding verbal warnings) for the reporting year⁵⁹	19	100%
Comments: All project sites except 2 corrected violations within 10 business days. The two that did not comply within 10 business days, did comply within 30 days.		

C.6.e.iii.(2) ► Evaluation of Inspection Data
Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).
Description: Los Altos Hills consultant gives verbal and written instruction and warning to contractors when the construction site does not have proper site controls. Data tracking provides and overview of project site locations and problematic project sites. With the tracking data, staff can pay more attention on the project sites that have reported violations and provide additional inspections especially prior to storm events.

C.6.e.iii.(2) ► Evaluation of Inspection Program Effectiveness
Describe what appear to be your program’s strengths and weaknesses, and identify needed improvements, including education and outreach.
Description: The program sets expectation for the staffs to be proactive about distribution of educational information prior to the rainy season/ Town’s grading moratorium and assist contractors to prepare the project sites for the rainy season. It is Town’s goal to have staff fully implements MRP requirements.

⁵⁷ Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.
⁵⁸ Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.
⁵⁹ The total number of violations reported in the table of Violation Correction Times equals the number of initial enforcement actions. I.e., This assumes one violation is issued for several problems during an inspection at a site. The total number of violations in the table of Violation Correction Times may not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

C.6.f ▶ Staff Training Summary				
Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Woojae Kim	5/29/2013	C.3 Workshop	1	50%

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

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

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

Summary: Town of Los Altos Hills does not have formal storm drain system. The Town's maintenance crew checked and cleaned storm drain inlets prior to the rain seasons.

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

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

Summary: Town of Los Altos Hills does not have newly constructed private streets.

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 reports developed by SCVURPPP and BASMAA summarize advertising efforts conducted during FY 12-13:

- FY 12-13 Watershed Watch Campaign Annual Campaign Report
- FY 12-13 Watershed Watch Partner Report
- FY 12-13 Watershed Watch Web Statistics Report
- BASMAA Be the Street Campaign Report

These reports are included within the C.7 Public Information and Outreach section of Program's FY 12-13 Annual 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:
 Information on the pre-campaign survey for the BASMAA Regional Youth Litter Campaign was provided in the FY 11-12 Annual Report.
 Place an **X** in the appropriate box below:

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

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 12-13:
 • BASMAA Media Relations Final Report FY 12-13
 This report and any other media relations efforts conducted by the Program are included within the C.7 Public Information and Outreach section of the Program’s FY 12-13 Annual Report.

C.7.d ► Stormwater Point of Contact

Summary of any changes made during FY 12-13:
 No Change.

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

Table 7-1: Public Outreach Events - Outreach Events Reporting (C.7.e.)

Program staff, the Watershed Watch consultant, and Co-permittees staffed eleven outreach events in FY 12-13. Events were selected based upon target audience and attendance. Materials distributed at the events included the following: Less Toxic Pest Management fact sheets, “10 Most Wanted Backyard Bugs” brochures, “Don’t Plant a Pest” brochure, “You are the Solution to Water Pollution” brochures, “Clean Cars & Clean Creeks” brochure, “Mercury in Fish” brochure, and giveaways (e.g. flyswatters, OWOW magnets, notepads, and temporary tattoos). The flyswatters have the Watershed Watch website and hotline number and the words “The Original Earth-Friendly Pest Control” printed on them. The Campaign also continued using QR codes (“Quick Response” codes) in printed materials. These codes have URLs embedded in them and when scanned with smart phones direct users to specific webpages. This was targeted at people that are reluctant to collect paper materials and only want to look up information online. The beanbag game for children was used at most of the events. Event staff distributed approximately 4,000 outreach materials and giveaways. !!

Event Details	Focus & Short Description	Evaluation of Effectiveness
Name: Pumpkins in the Park Date: October 13, 2012 Location: Guadalupe River Park/Discovery Meadow, San Jose Region: Countywide	Type of Event: Community fair Audience: Families with children Messages: Stormwater pollution prevention, less-toxic pest control, and proper disposal of HHW.	General Feedback: Good attendance with lots of children and families. This is a great event for educating families with small children. The Bean Bag game was very popular with the kids. Estimated Overall Event Attendance: 13,000-15,000 Number of Brochures/Flyers Distributed: 284 Number of Giveaways Distributed: 491 Number of Watershed Watch Discount Cards Distributed: 103 Number of kids that played the bean bag game: 360
Name: Haunt the Hollow Date: October 28, 2012 Location: Happy Hollow Park & Zoo at Kelley Park, San Jose Region: Countywide	Type of Event: Halloween Event Audience: Families with children Messages: Stormwater pollution prevention and proper disposal of HHW	General Feedback: The event is small but well attended. Event organizers encouraged attendees to participate in activities at each booth. As a result a lot of children stopped by the booth and played the beanbag game. Estimated Overall Event Attendance: 3,800 Number of Brochures/Flyers Distributed: 43 Number of Giveaways Distributed: 617 Number of Watershed Watch Discount Cards Distributed: 156 Number of kids that played the bean bag game: 524

FY 2012-2013 Annual Report
Permittee Name: Town of Los Altos Hills

C.7 – Public Information and Outreach

<p>Name: Water Day at History San Jose Date: March 23, 2013 Location: History Park San Jose Region: Countywide</p>	<p>Type of Event: World Water Day Celebration Audience: Families with children Messages: Stormwater pollution prevention, less-toxic pest control, and proper disposal of HHW.</p>	<p>General Feedback: The event was held for the first time this year and attendance was low. The event was publicized as a park clean up event and did not include many outreach booths. The Program will probably not attend this event next year. Estimated Overall Event Attendance: 100 - 150 Number of Brochures/Flyers Distributed: 51 Number of Giveaways Distributed: 60 Number of Watershed Watch Discount Cards Distributed: 17 Number of kids that played the bean bag game: 43</p>
<p>Name: Mission College Eco Fair Date: April 18, 2013 Location: Mission College Campus, Santa Clara Region: Citywide</p>	<p>Type of Event: BE the Street College event Audience: Young adults, students Messages: Litter Prevention</p>	<p>General Feedback: The event was well organized and a good place to reach young adults. The BASMAA Be the Street photo booth was used at this event and approximately 68 attendees posed for pictures. Estimated Overall Event Attendance: 500-1,000</p>
<p>Name: NVIDIA Corp. Earth Day Event Date: April 19, 2013 Location: NVIDIA, 2701 San Tomas Expwy, Santa Clara Region: Countywide</p>	<p>Type of Event: Corporate event Audience: Information Technology Professionals Message: Stormwater pollution prevention, less-toxic pest control</p>	<p>General Feedback: The event was very well organized. A lot of employees stopped at the booth to ask questions. Estimated Overall Event Attendance: 500-1,000 Number of Brochures/Flyers Distributed: 198 Number of Giveaways Distributed: 118 Number of Watershed Watch Discount Cards Distributed: 64</p>
<p>Name: Spring in Guadalupe Gardens Date: April 20, 2013 Location: Guadalupe River Park and Gardens, San Jose Region: Countywide</p>	<p>Type of Event: Community fair, plant sale. Audience: Families with children, homeowners and gardeners Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feedback: Good attendance. This is a good event for reaching home gardeners. Estimated Overall Event Attendance: 4,000 Number of Brochures/Flyers Distributed: 253 Number of Giveaways Distributed: 146 Number of Watershed Watch Discount Cards Distributed: 113 Number of kids that played the bean bag game: 44</p>

Event Details	Focus & Short Description	Evaluation of Effectiveness
<p>Name: Watershed Watch “half-off” two hour Car Wash Event Date: May 29, 2013 Location: Capitol Premier Car Wash, 735 Capitol Expressway Auto Mall, San Jose Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention and proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Estimated Overall Event Attendance: 55 car washes Number of Brochures/Flyers Distributed: 68 Number of Watershed Watch Discount Cards Distributed: 85</p>
<p>Name: Watershed Watch “half-off” two hour Car Wash Event Date: June 5, 2013 Location: Delta Queen Classic Car Wash, 981 E Hamilton Avenue, Campbell Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Estimated Overall Event Attendance: 88 car washes Number of Brochures/Flyers Distributed: 50 Number of Watershed Watch Discount Cards Distributed: 97</p>
<p>Name: Watershed Watch “half-off” two hour Car Wash Event Date: June 12, 2013 Location: Robertsville Classic Car Wash, 5005 Almaden Exp., San Jose Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Estimated Overall Event Attendance: 104 car washes Number of Brochures/Flyers Distributed: 104 Number of Watershed Watch Discount Cards Distributed: 122</p>
<p>Name: Festival in the Park Date: June 22, 2013 Location: Hellyer County Park, San Jose Region: Countywide</p>	<p>Type of Event: Community Health Fair Audience: Families with children. Message: Stormwater pollution prevention, less-toxic pest control, and proper disposal of HHW.</p>	<p>General Feedback: Great attendance throughout the whole event. This event is great for reaching Spanish speaking segments of the population. Estimated Overall Event Attendance: 5,000+ Number of Brochures/Flyers Distributed: 318 Number of Giveaways Distributed: 506 Number of Watershed Watch Discount Cards Distributed: 18 Number of kids that played the bean bag game: 256</p>

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:

During FY 12-13, the Program actively supported the Santa Clara Basin Watershed Initiative, including the Steering Committee, the Land Use Subgroup, and the Santa Clara Valley Zero Litter Initiative. A description of these efforts is included within the C.7 Public Information and Outreach section of the Program’s FY 12-13 Annual Report. The Program also participated in the Bay Area Macroinvertebrate Bioassessment Information Network (BAMBI). A description of BAMBI efforts are included in the C.8 Water Quality Monitoring section of the Program’s FY 12-13 Annual Report.

C.7.g. ► Citizen Involvement Events

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

Table 7-2: Citizen Involvement Events (C.7.g.)

The Program provided funding for the following citizen involvement events:

- 1) National River Clean up Day – The Program supports the involvement of Santa Clara County citizens by providing advertising support for the National River Clean-up Day.
- 2) Citizen involvement events at the Don Edwards San Francisco Bay Wildlife Refuge (Refuge) – A number of citizen involvement and stewardship programs are conducted as part of the Program funded Watershed Watchers Program at the Refuge. Participants usually work in the Refuge gardens planting native plants, pulling non-native plants, and mulching. More details are included in the Watershed Watchers Report in the Program Annual Report Appendix 7-5.

FY 2012-2013 Annual Report
Permittee Name: Town of Los Altos Hills

C.7 – Public Information and Outreach

Event Details	Description	Evaluation of effectiveness
<p>Name: Summer of Service Program Date: 7/12/12, 7/26/12, 8/1/12, 6/27/13 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide</p>	<p>Partnership program between Santa Clara Valley youth groups and the Watershed Watchers program. Youth spend a day at the Refuge and they work in the gardens in the morning and explore the Refuge in the afternoon.</p>	<p>Number of attendees on 7/12/12: 4 elementary school students, 6 middle school students, 2 high school students, and 2 adults. Number of attendees on 7/26/12: 3 elementary school students, 7 middle school students, 3 high school students and 2 adults. Number of attendees on 8/1/12: 4 elementary school students, 6 middle school students, 2 high school students and 2 adults. Number of attendees on 6/27/13: 12 elementary school students, 2 middle school students, 4 high school students and 3 adults.</p>
<p>Name: Community Service Days Date: 9/25/12, 10/6/12, 11/1/12, 1/12/13, 2/9/13, 2/16/13 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide</p>	<p>This is an open day for the general public. Participants work in the gardens planting native plants, pulling non-native plants, and mulching.</p>	<p>Number of attendees on 9/25/12: 2 pre-K students, 1 elementary student and 1 adult. Number of attendees on 10/6/12: 2 elementary school students and 3 adults. Number of attendees on 11/1/12: 14 elementary school students and 10 adults. Number of attendees on 1/12/13: 7 elementary school students and 4 adults. Number of attendees on 2/9/13: 2 pre-K students, 6 elementary school students and 6 adults. Number of attendees on 2/16/13: 13 middle school students and 12 adults.</p>
Event Details	Description	Evaluation of effectiveness
<p>Name: National River Cleanup Day Date: 5/18/13 Location: Various locations throughout the County Focus: Countywide</p>	<p>In FY 12-13, the Creek Connections Action Group sponsored two creek clean-up events: California Coastal Clean-up Day on September 15, 2012 and National Rivers Clean-up Day on May 18, 2013. The Program provided funding for the National Rivers Clean-up Day advertising.</p>	<p>On National River Cleanup Day, a total of 834 volunteers participated in cleaning 38 sites and removed approximately 15,798 pounds of trash and 2,556 pounds of recyclables from creeks.</p>

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.

Table 7-3: School-Age Children Outreach (C.7.h.)

Outreach to school-age children is implemented through ZunZun assemblies at local elementary schools and the “Watershed Watchers” program at the Environmental Education Center at the Don Edwards San Francisco Bay Wildlife Refuge (Refuge) in Alviso. The Program sponsors up to 50 ZunZun assemblies at elementary schools in Santa Clara Valley and funds an Interpretive Specialist position at the Refuge for conducting activities and programs about watershed and urban runoff pollution prevention. The Fourth Quarter “Watershed Watchers” Report including the End-of-Year summary is included in the Program Annual Report Appendix 7-5. The ZunZun Final Report is included in the Program Annual Report Appendix 7-7.

Program Details	Focus & Short Description	Number of Students reached	Evaluation of Effectiveness
Name : ZunZun Musical Assembly Grade or level: elementary	Interactive, musical school assemblies educating K-6 children about watersheds and pollution prevention.	15,632 students	ZunZun assemblies were evaluated using postage-paid evaluation cards that were distributed to all teachers present at the performances. The Program received 206 completed evaluation cards from teachers. Overall, the feedback was positive and indicates an increase in the students’ knowledge about watersheds and pollution prevention. A few highlights of the evaluations are: <ul style="list-style-type: none"> • Thirty-four teachers indicated that after the performance, 25% of their students knew what a watershed was; 33 teachers indicated that 50% of their students knew what a watershed was and 86 teachers indicated that 75% of their students knew what a watershed was. • Fourteen teachers indicated that after the performance, 50% of their students could name a way to prevent pollution in the watershed; 64 teachers indicated that 75% of their students could name a way to prevent pollution in the watershed; and 118 teachers indicated that 100% of their students could name a way to prevent pollution in the watershed.

Program Details	Focus & Short Description	Number of Students reached	Evaluation of Effectiveness
<p>Name: Watershed Watchers Program at Don Edwards Wildlife Refuge in Alviso Grade or level: pre-school, elementary, middle, high school.</p>	<p>The Refuge offers a number of interpretive programs to educate children and youth about preventing urban runoff pollution. These include: Monster Bacteria; Bird Drawing; All About Owls; Explore the Weep; Wildflower Drawing; Why Tides Matter; and Water Water Everywhere.</p>	<p>103 pre-kindergarteners, 1,192 elementary school students, 39 middle school students, and 112 high school students.</p>	<p>The Final Teacher Evaluation Report is included in the Program Annual Report Appendix 7-7.</p> <p>Visitor Surveys are used to determine visitor demographics, effectiveness of publicity, and the effectiveness of the Watershed Watchers Program. In addition, an "Urban Runoff Bead Drop" display is used to record actions (e.g., pick up litter, spread the word, take car to car wash) that children promise to do to help keep storm drains clean. Results of both these evaluation mechanisms are summarized in the Watershed Watchers Fourth Quarter Report included in the Program Annual Report Appendix 7-5.</p>

C.7.i. ► Outreach to Municipal Officials

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

Summary:
 Program staff gave presentation entitled "Municipal Regional Stormwater Permit: Overview of Requirements, and Budget Implications" presentation to Santa Clara County/City Magnagers Assocaiation on January 13, 2010. Program staff also prepared a fact sheet entitled "Urban Runoff Trash Management: Reducing Trash Impacts in Santa Clara Valley Creeks and San Francisco Bay". The fact sheet was used by Co-permittees to conduct outreach to local municipal officials on the requirements for trash management in the MRP.
 Los Altos Hills staff prepares weekly report to the City Council and informs them about ongoing trash load reduction program and the City Council adopted a resolution to ban styrofoam us in Los Altos Hills.

Section 8 - Provision C.8 Water Quality Monitoring

C.8 ► Water Quality Monitoring

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

Summary

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

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.b ► Implement IPM Policy or Ordinance

Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.

Trends in Quantities and Types of Pesticides Used⁶⁰

Pesticide Category and Specific Pesticide Used	Amount ⁶¹				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0	0	0	
Product or Pesticide Type A					
Product or Pesticide Type B					
Pyrethroids	0	0	0	0	
Product or Pesticide Type X					
Product or Pesticide Type Y					
Carbaryl	0	0	0	0	
Fipronil	0	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. NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.	0
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years. NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.	0
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. NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.	0

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

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

C.9.d ▶ Require Contractors to Implement IPM			
Did your municipality contract with any pesticide service provider in the reporting year?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
If yes, attach one of the following:			
<input type="checkbox"/>	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR		
<input type="checkbox"/>	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR		
<input type="checkbox"/>	Equivalent documentation.		
If Not attached , explain: NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.			

C.9.e ▶ Track and Participate in Relevant Regulatory Processes	
Summarize participation efforts, information submitted, and how regulatory actions were affected OR reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.	
Summary: During FY 12-13, we participated in regulatory processes related to pesticides through contributions to the Program, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees.	

C.9.f ▶ Interface with County Agricultural Commissioners			
Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary.			

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

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

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

Summary: Los Altos Hills does not use pesticide.

C.9.h.ii ► Public Outreach: Point of Purchase

Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); **OR** reference a report of a regional effort for public outreach in which your agency participates.

Summary:

The following separate reports developed by SCVURPPP and BASMAA summarize point of purchase outreach efforts conducted during FY 12-13:

- FY 12-13 Store Employee Training Report (SCVURPPP)
- FY 12-13 Store Employee Training Evaluation Summary (SCVURPPP)
- FY 12-13 Store Employee Training Status Table (SCVURPPP)
- FY 12-13 List of Stores in the IPM Store Partnership Program (SCVURPPP)
- FY 12-13 BASMAA "Our Water, Our World" (OWOW) Report (BASMAA)

These reports are included within the C.9 Pesticides Toxicity Control section of Program's FY 12-13 Annual Report.

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

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

Summary:

See the C.9 Pesticides Toxicity Control section of the Program's FY 12-13 Annual Report for a report that evaluates outreach to residents.

C.9.h.vi ► Public Outreach: Pest Control Operators

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); OR reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

Summary:
The following separate reports developed by SCVURPPP summarize Public Outreach: Pest Control Operators efforts conducted during FY 12-13:

- FY 12-13 Watershed Watch Campaign Final Report
- FY 12-13 Green Gardener Training Report

These reports are included within the C.7 Public Information and Outreach and C.9 Pesticides Toxicity Control sections of Program's FY 12-13 Annual Report.

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

The Los Altos Hills FY11-12 Annual Report was found acceptable/conditionally acceptable. No response is required at this time.

Section 10 - Provision C.10 Trash Load Reduction

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

Provide the following:

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

Descriptions of Actions/Tasks (Conducted or Planned):

The Town of Los Altos Hills is exempt from MRP Permit Provision C.10.a.iii due having a population of 8,212 (2010 Census) and 0 acres of retail/wholesale land. As a result, the Town of Los Altos Hills does not currently have, nor plans to install trash full capture devices.

Descriptions of Maintenance Activities:

N/A.

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

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

N/A. The Town of Los Altos Hills is exempt from MRP Permit Provision C.10.a.iii due having a population of 8,212 (2010 Census) and 0 acres of retail/wholesale land. As a result, the Town of Los Altos Hills does not currently have, nor plans to install trash full capture devices.

Applicable Trash Management Area (Preliminary Map ID)	Device Type	Planned or Installed	Maintenance Frequency	Total Number Installed	Total Area Treated (acres)
Totals					

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

Provide the volume of material removed from each Trash Hot Spot cleanup, and the dominant types of trash (e.g., glass, plastics, paper) removed and their sources to the extent possible. Additionally, include a map that identifies the location(s) of trash hot spots.

Trash Hot Spot	Cleanup Date	FY 2012-13 Volume of Trash Removed (cubic yards)	FY 2011-12 Volume of Trash Removed (cubic yards)	FY 2010-11 Volume of Trash Removed (cubic yards)	Dominant Type(s) of Trash	Trash Sources (where possible)
LAH01	4/18/2013	0.149	0.173	0.339	Plastic bags, bottles(plastic or glass, sport balls, aluminum cans, convenience/fast food items	Trash accumulation, litter, outfall, unknown

C.10.c ► Long-Term Trash Load Reduction Plan	
Provide descriptions of the progress made to-date on the development of Long-term Trash Load Reduction Plans due to the Water Board by February 1, 2014.	
Long-Term Plan Task	Summary of Progress
1. Identifying and mapping trash generating areas	Staff inspected nine sites identified trash problem areas in Los Altos Hills and took photographs of the sites. Eight of the sites have very few or no trash and considered low rates (green). Staff observed small amount of trash along El Monte Road in front of Foothill College entrance and considered this site has low to medium trash generation rates (yellow). Staff worked with EOA staff and revised the Trash Management Area Map in Los Altos Hills. The Trash Management Area Map is included in this report.
2. Identifying trash sources (as necessary or feasible) to assist in selecting trash management actions	Staff observed small amount of trash along El Monte Road in front of Foothill College entrance and considered this site has low to medium trash generation rates (yellow). Sources of trash are from school events, pedestrians and vehicle traffic. Staff worked with EOA staff and revised the Trash Management Area Map in Los Altos Hills. The Town currently has a contract agreement with a landscape contractor to do maintenance of landscaping in the median of El Monte Road. The contractor maintains the landscape, and removes trash weekly. Town’s public works crew will inspect and remove trash monthly along El Monte Road. Town crew also remove trash when observe anywhere in Los Altos Hills.
3. Prioritizing trash generating areas and associated types of trash problems	There is only one Trash Management Area in Los Altos Hills and Town crew is going to inspect and remove trash monthly.
4. Identifying and selecting trash management actions for specific management areas	The only trash management area in Los Altos Hills is along the section of El Monte Road from west of interstate 280 to Moody Road. Town landscape maintenance contractor check and remove trash weekly along the pathway in the median and Town crew is planned to inspect and remove trash monthly along the roadway.
5. Defining the type of assessment(s) that will be used to demonstrate progress towards goals	The Town of Los Altos Hills is currently exploring a number of assessment methods that will assist the Town in demonstrating progress towards solving municipal stormwater-related trash problems within our jurisdictional area. Through our participation in SCVURPPP, we are currently developing a countywide pilot trash assessment strategy and work plan. The pilot strategy will address the need to demonstrate progress in the near-term, while recognizing the fact that method development and testing is needed to achieve confidence in conclusions about trash reduction. The pilot strategy may include the testing of a number of trash assessment methods, including

	<ul style="list-style-type: none"> • Visual assessments of trash conditions on-land; • Trash full capture device operation/maintenance verification; • Condition assessments in receiving waters; and, • Documenting and assessing control measure implementation. <p>The pilot strategy will be included as a supplement to our Long-Term Trash Load Reduction Plan, which will be submitted to the Water Board by February 1, 2014. The Town of Los Altos Hills may also choose to supplement the pilot strategy with Town specific assessment strategies. The pilot strategy will be implemented in coordination with the three-year <i>Tracking California's Trash</i> grant-funded project, which was awarded to BASMAA by the State Board. A number of trash monitoring and assessment methods will be tested through the project and assist the Town in developing a robust set of indicators for demonstrating progress toward trash reduction goals.</p>
--	---

C.10.d ► Summary of Trash Reduction Actions

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

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

C.10.d Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
Street Sweeping	Continued Pre-MRP Actions: Major streets in Town are swept twice a month during the wet season and once every six weeks during the dry season. Additional cleaning by town crew is performed as needed.	Section of El Monte Road west of I-280 to Mood Road (Area 1 in Trash Management Area Map)	Pedestrian, litter	Plastic bags, bottles(plastic or glass), aluminum cans, fast food items
	New/Enhanced Post-MRP Actions Initiated/Planned: None			
On-land Trash Cleanups	Continued Pre-MRP Actions: At the beginning of 2011, Town employees proactively remove trash and litter from the landscape when observed. A conservative estimate of the quantity of trash picked up is 100 gallons per year. This estimate is considered to be low.	Townwide	Pedestrian, litter	Plastic bags, bottles(plastic or glass), aluminum cans, fast food items
	New/Enhanced Post-MRP Actions Initiated/Planned: Town Public Works Crew will inspect and remove trash from the section of El Monte Road west of I-280 to Moody Road on a monthly basis.	Section of El Monte Road west of I-280 to Mood Road (Area 1 in Trash Management Area Map)		

C.10.d Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
Enhanced Storm Drain Inlet Maintenance	Continued Pre-MRP Actions: In Trash Management Area 1, Town crew check and cleaned 5 storm drain inlets prior to the rainy season in September. New/Enhanced Post-MRP Actions Initiated/Planned: None	Section of El Monte Road west of I-280 to Mood Road (Area 1 in Trash Generation Map)	Pedestrian, litter	Plastic bags, bottles(plastic or glass), aluminum cans, fast food items
Creek, Channel, Shoreline	Continued Pre-MRP Actions: Town crew inspects and removes trash in the creek identified as trash hot spot at least once each year before the rainy season.	LAH01	Pedestrian, litter, outfall,	Plastic bags, bottles(plastic

C.10.d ► Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
Cleanups	New/Enhanced Post-MRP Actions Initiated/Planned: None		accumulation	or glass), aluminum cans, fast food items
Area/Jurisdictional-wide Actions				
Polystyrene Foam Food Service Ware Policies	<p>Continued Pre-MRP Actions: The Town of Los Altos Hills adopted ordinance prohibiting the use of expanded polystyrene (EPS) and non-recyclable food service containers on April 19, 2012. The Town's goal is to replace expanded polystyrene food packaging with reusable, recyclable, or compostable alternatives and to establish an environmentally and financially responsible program of solid waste management. The ordinance prohibiting the use of EPS is available on the Town of Los Altos Hills website: http://www.losaltoshills.ca.gov/documents/announcements/ordinance_534-polustyrene_ban.pdf?1347382731</p> <p>New/Enhanced Post-MRP Actions Initiated/Planned: None</p>	Jurisdiction-wide	Pedestrian, litter,	fast food items
Public Education and Outreach Programs	<p>Continued Pre-MRP Actions:</p> <p>The Town of Los Altos Hills implemented the following public education and outreach control measures prior to the effective date of the MRP and has continued to implement these measures since MRP adoption.</p>	Jurisdiction-wide		

C.10.d ► Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	<p><i>Watershed Watch Campaign (Countywide)</i></p> <p>In addition to the BASMAA Campaign, the Town of Los Altos Hills will continue to implement the countywide Watershed Watch Campaign through active participation and funding of the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP). This Campaign conducts media advertising that includes anti-litter messages. Anti-litter advertisements for television, print, transit and radio have been developed and are used each year and will continue in the future. A telephone survey is conducted every five years to measure the effectiveness of outreach and increase in awareness about liter and stormwater related messaging. The FY 12-13 Watershed Watch media advertising included 312 anti-littering advertisements on TV, radio and online media. The Campaign also conducted outreach at a community event to promote the BASMAA “Be the Street” anti-littering campaign.</p> <p><u>Outreach to School-age Children or Youth</u></p> <p><i>ZunZun (Countywide)</i></p> <p>Through participation and funding of the SCVURPPP countywide ZunZun Program, the Town of Los Altos Hills is continuing to implement litter reduction outreach to elementary school-age children. Up to 50 ZunZun assemblies at elementary schools are conducted in the Santa Clara Valley each year. These bilingual musical assemblies educate elementary school students and their teachers on watersheds and urban runoff pollution prevention, including litter. ZunZun performances use physical comedy, audience participation and musical instruments to educate teachers and children. Handouts, including teacher and student activity sheets, are distributed following the assembly.</p> <p>The SCVURPPP Schools and Youth Education and Outreach Work Group provides a list of</p>			

C.10.d Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	<p>schools for ZunZun to contact. In addition to schools with high Hispanic populations, the list includes schools with high Asian/Pacific Islander populations.</p> <p>ZunZun assemblies are evaluated using postage-paid evaluation cards that are distributed to all teachers present at the performances. Teachers mail the completed evaluation cards to SCVURPPP, and results are compiled by SCVURPPP staff. Based on the teacher feedback, changes are made to future assemblies and/or handouts. During FY 12-13, ZunZun conducted 49 assemblies at 27 elementary schools in ten cities. In addition, two assemblies were conducted at the Pumpkins in the Park event, and one at the Water Wizards event for the general public. The assemblies reached approximately 15,632 students and their teachers in grades K-6.</p> <p><u>Media Relations</u></p> <p><i>BASMAA Regional Media Relations Project (Regional)</i></p> <p>Through participation and funding of the BASMAA Regional Media Relations Project, the Town of Los Altos Hills is continuing to implement a media relations project partially designed to reduce littering from target audiences in the Bay Area. The goal of the BASMAA Media Relations Project is to generate media coverage that encourages individuals to adopt behavior changes to prevent water pollution, including littering. At least two press releases or PSAs focus on litter issues each year (e.g., creek clean-up activities, preventing litter by using reusable containers, etc.). In FY 12-13, the Media Relations project developed a press release new and recent bag bans in cities around the region. The pitch included information on the litter caused by plastic bags. Information ran on KBAY, KCBS and on eight Bay Area Patch.com sites.</p>			

C.10.d ► Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	<p>New/Enhanced Post-MRP Actions Initiated/Planned:</p> <p>In addition to the control measures continued post-MRP adoption, the Town of Los Altos Hills is currently implementing or planning to implement the following public education and outreach control measures that were initiated after the MRP was adopted.</p> <p><u>Litter Reduction Advertising Campaign(s)</u></p> <p><i>BASMAA Youth Outreach Campaign (Regional)</i></p> <p>Through participation and funding of the regional BASMAA Youth Outreach Campaign, the Town of Los Altos Hills is implementing an outreach campaign designed to reduce littering from the target audience in the Bay Area. The Youth Outreach Campaign was launched in September 2011 and aims to increase the awareness of Bay Area Youth (ages 16-24) on litter and stormwater pollution issues, and eventually change their littering behaviors. Combining the ideas of Community Based Social Marketing with traditional advertising, the Youth Campaign aims to engage youth to enable the peer-to-peer distribution of Campaign messages. The Campaign will at least run through FY 13-14. A brief description of the Campaign activities is provided below:</p> <ul style="list-style-type: none"> o <u>Raising Awareness</u>: The Campaign is raising awareness of the target audience on litter and stormwater pollution issues. Partnerships with youth commissions, high schools, and other youth focused organizations have been developed to reach the target audience. Messages targeted to youth have been created and distributed via paid advertising, email marketing, Campaign website and social networking sites (e.g., Facebook and Twitter). o <u>Engage the Youth</u> - The advertisements encourage the audience to participate in 			

C.10.d ► Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	<p>the Youth Campaign by joining a Facebook page, entering a contest, taking an online quiz, etc., and providing their contact information. At the beginning of FY 12-13, a video contest was launched to get Bay Area youth further involved in the Campaign. An online voting system was used to select the winning entry. Media advertising was conducted to promote the winning entry.</p> <ul style="list-style-type: none"> o <u>Change Behaviors</u>: To move the audience along the behavior change continuum, the Campaign is using electronic platforms such as email marketing and social networking sites to encourage participants to engage in increasingly more difficult behavior changes, such as participating in a clean-up, organizing a clean-up, etc. o <u>Maintain Engagement</u>: The Campaign continues to interact with the target audience through email marketing and social media websites. <p>The Youth Campaign includes a pre and post campaign survey to evaluate the effectiveness of outreach. The pre-campaign survey was conducted in FY 11-12 and the post campaign survey will begin in FY 13-14. Other evaluation mechanisms, such as website hits, number of youth engaged in the Campaign’s social networking website, etc. are also being used to evaluate its effectiveness in increasing awareness and changing behavior.</p> <p>Activities in FY 12-13 included maintaining the website www.BetheStreet.org, Facebook page, and Instagram account. A video contest asking participants to submit their best anti-litter video was also conducted. The Be the Street campaign received 52 entries in response to the contest. The winning video was promoted on television, Pandora (online music site), YouTube, Google, and Facebook. The Watershed Watch Campaign promoted the winning video on KNTV. Highlights of FY 12-13 Be the Street activities are below:</p> <ul style="list-style-type: none"> • The website received 15,431 total visits and 10,040 unique visitors. 			

C.10.d Summary of Trash Reduction Actions

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

Action	Description	Trash Management Area(s) (Preliminary Map ID)	Dominant Sources	Dominant Types
	<ul style="list-style-type: none"> • The Facebook page received 1,062 new fans, resulting in a total of 1,468 fans. There were a total of 2,048 total interactions (includes likes, comments, shares and responses to poll questions). • The contest resulted in 52 video entries. The online voting resulted in a total of 4,844 votes being cast. • Media advertising results - Using the winning video, Be the Street launched a regional ad buy on Pandora, Facebook, and KTVU, resulting in approximately 6.5 million impressions from target demographic of 14-24 year olds in the Bay Area. Media advertising results are summarized below: <ul style="list-style-type: none"> o Television advertising - The winning video ran 12 times in June and July 2013 on KTV Fox. The video also ran on KTVU online 273 times. o Facebook advertising - Advertisements promoting the Be the Street Facebook page were placed in August 2012, September 2012, March 2013, May 2013, and June 2013. Overall, the advertisements received 5,733,573 impressions and 2,173 "click-throughs". The advertisements also resulted in 917 additional likes on the Be the Street Facebook page. o Pandora - The placement of the winning video on Pandora resulted in 371,919 impressions and 13,143 "click-throughs". The 3.82% click through rate on the Pandora advertisement is significantly above the industry standard of 1.2%. 			

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).

Los Altos Hills provides a list of free fluorescent lamp drop-off locations for residents at the front counter.

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 Program's FY 12-13 Annual Report for an estimate of the mass of mercury collected through collection and recycling efforts in the Program area.

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

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

Summary

A summary of program and regional accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of Program's FY 12-13 Annual Report and/or the BASMAA Regional POC Report.

Section 12 - Provision C.12 PCBs Controls

C.12.a.ii,iii ▶ Ongoing Training

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

Description:

See the Program's FY 12-13 Annual Report for a description of training provided at the program and/or regional level.

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

Section 13 - Provision C.13 Copper Controls

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

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

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

Town of Los Altos Hills is working on the Copper Controls Ordinance with the City Attorney. The Town does not have new home construction with copper roof since this provision started.

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

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

If applicable, describe any problems that have been encountered, and steps taken or planned to address the problems. If applicable, describe any additional measures that your municipality proposes to implement to address this source of pollutants. *Town of Los Altos Hills is working on the Copper Controls Ordinance with the City Attorney. The Town does not have new home construction with copper roof since this provision started.*

C.13.c ▶ Vehicle Brake Pads

Reported in a separate regional report.

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

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

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

An assessment of copper water quality issues associated with automobile brake pads and recommend brake-pad related actions for inclusion in subsequent permits is included within the C.13 Copper Controls section of Program’s FY 12-13 Annual Report and/or the BASMAA Regional POC Report.

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

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

Summary

Town of Los Altos Hills does not have industrial facilities.

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 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 12-13 Annual Report and/or BASMAA Regional POC Report.

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

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

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

Summary

A summary of 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 12-13 Annual Report and/or BASMAA Regional POC Report.

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

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

Summary

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

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

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

Summary

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

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

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

Is your agency a water purveyor?	<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: Town provides handouts to residents at front counter. The Town's Environmental Committee provides input and encourages homeowners to use less toxic pest control and plant drought tolerant vegetation.</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 Turbidity⁶² (NTU)	Implemented BMPs & Corrective Actions
NA. Town is not a water purveyor										

⁶² Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System ⁶³														
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L) ⁶⁴	pH (standard units) ⁵²	Discharge Turbidity (Visual) ⁵²	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁶⁵	Inspector arrival time	Responding crew arrival time
NA. Town is not a water purveyor														

⁶³ This table contains all of the unplanned discharges that occurred in this FY.

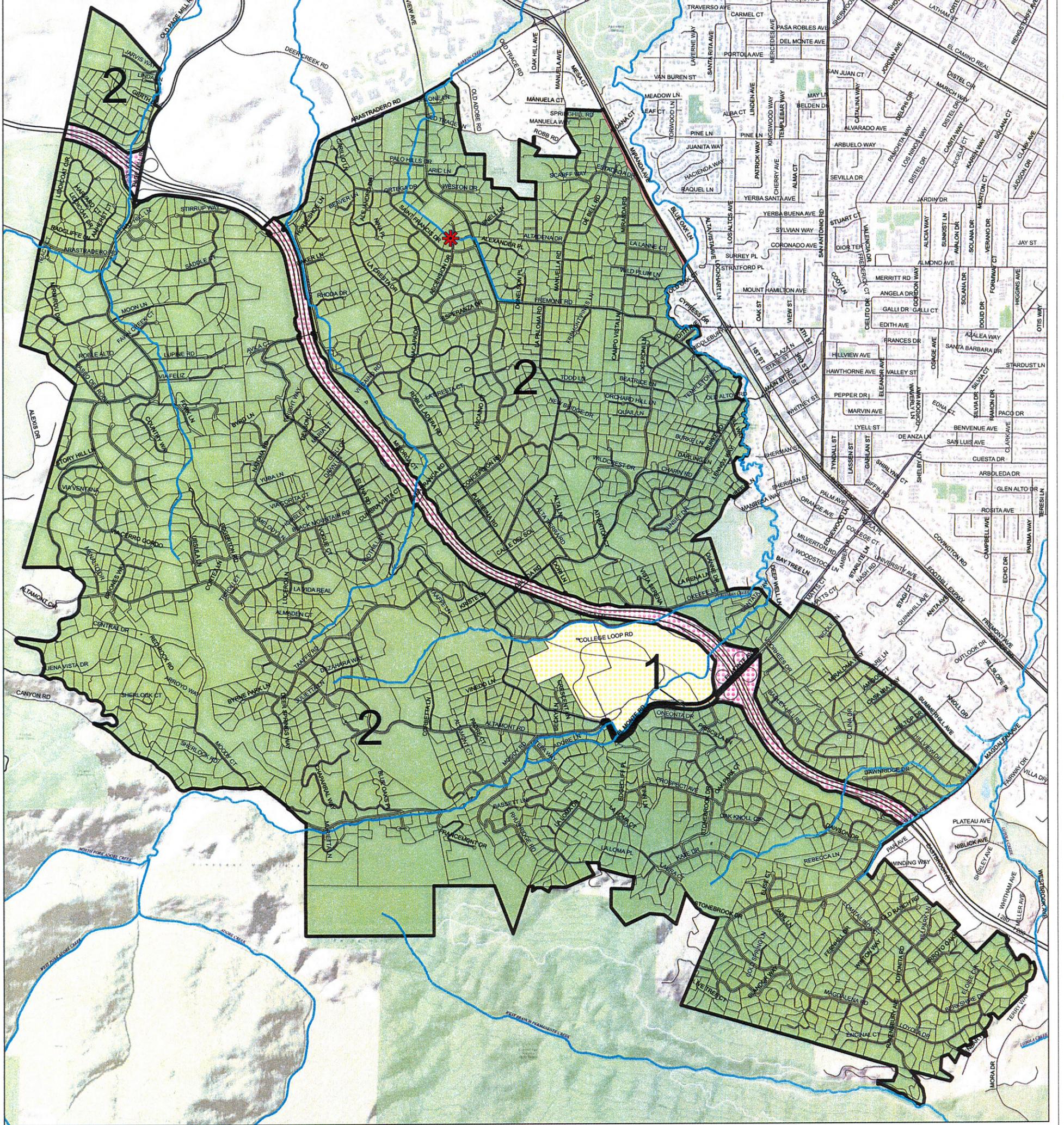
⁶⁴ Monitoring data is only required for 10% of the unplanned discharges. If you monitored more than 10% of your unplanned discharges, report all of the data collected.

⁶⁵ Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required after becoming aware of aquatic impacts as a result of unplanned discharge or when the discharge might endanger or compromise public health and safety.

Appendix

- Town of Los Altos Hills Trash Management Areas Map

Town of Los Altos Hills DRAFT Trash Management Areas Map

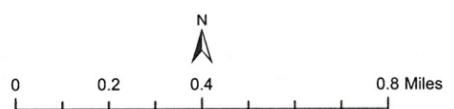


Legend

Trash Generation Category

- Low
- Medium
- High
- Very High

- Creek/Shoreline Hotspot
- Trash Management Area
- Non-Jurisdictional (Dot color = Generation Category)
- Streets
- Agency Boundary
- Creeks
- Parcel Boundary



Data Sources:
 Roads: Santa Clara County
 City Boundaries: Santa Clara County
 Background: ESRI World Topographic Map

Map Created By:
 EOA, Inc.

Date:
 August 23rd, 2013