Municipal Regional Stormwater Permit Annual Report FY 2013-2014

September 15, 2014

Department of Public Works
Engineering Division
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Los Altos, California 94022-3087
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September 15, 2014

Mr. Bruce H. Wolfe
Executive Officer
REGIONAL WATER QUALITY CONTROL BOARD
San Francisco Bay Region
1515 Clay St., Suite 1400
Oakland, CA 94612

SUBJECT: CITY OF LOS ALTOS URBAN RUNOFF MANAGEMENT PROGRAM FY 2013-2014 ANNUAL REPORT

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by the City of Los Altos 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 2013-2014 and consists of the following:

A. Certification Statement
B. Annual Report Form
    - Table of Contents
    - Completed Annual Report Form: Sections 1-15
C. Appendices

Please contact me at 650-947-2603 regarding any questions or concerns.

Very truly yours,

Aida Fairman

Aida Fairman, P.E.
Associate Civil Engineer

CITY OF LOS ALTOS
FY 2013-2014 ANNUAL REPORT

Certification Statement

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

Signature by Duly Authorized Representative:

Jim Gustafson 9/4/14

Jim Gustafson
Public Works Director

Date

ATTACHMENT B

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Section 1 – Permittee Information

Background Information

Permittee Name:	City of Los Altos				
Population:	29,000				
NPDES Permit No.:	CAS612008				
Order Number:	R2-2009-0074R				
Reporting Time Period (month/year):	July 1, 2013 through June 30, 2014				
Name of the Responsible Authority:	Marcia Somers			**Title:**	City Manager
Mailing Address:	1 N. San Antonio Road				
City:	Los Altos	**Zip Code:**	94022	**County:**	Santa Clara
Telephone Number:	(650) 947-2605	**Fax Number:**			650-947-2732
E-mail Address:	msomers@losaltosca.gov				
Name of the Designated Stormwater Management Program Contact (if different from above):	Aida Fairman	**Title:**	Associate Civil Engineer		
Department:	Public Works – Engineering Division				
Mailing Address:	1 N. San Antonio Road				
City:	Los Altos	**Zip Code:**	94022	**County:**	Santa Clara
Telephone Number:	(650) 947-2603	**Fax Number:**			(650) 947-2732
E-mail Address:	afairman@losaltosca.gov				

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

During FY 13-14 Los Altos implemented the following: 1) continued to apply the requirements in the Municipal Service Center's Stormwater Pollution Prevention Plan, 2) participated in the Program's Municipal Operations AHTG; and 3) participated in the BASMAA Municipal Operations Committee. Refer to the C.2 Municipal Operations section of the Program's FY 13-14 Annual Report for a description of program and regional activities implemented.

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

Y in the boxes indicates that these BMPs were implemented in applicable instances. **NA** if not applicable.

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 into storm drains from work sites.
Y	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residue from work sites upon completion of work.

Comments: **BMPs are contractually required on all private and public projects. Same BMPs are implemented by City maintenance crews.**

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

Y in the boxes indicates that these BMPs were implemented in applicable instances. **NA** if not applicable.

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

Comments: **BMPs are contractually required on all private and public projects. Same BMPs are implemented by City maintenance crews.**

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

Y in the boxes indicates that these BMPs were implemented in applicable instances. **NA** if not applicable.

NA	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
NA	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
Y	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
NA	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments: **The City of Los Altos did not perform bridge maintenance activities directly over water. Graffiti is painted over or wiped off by City crews with graffiti removal product. Power washing is not done to remove graffiti.**

C.2.d. ▶ Stormwater Pump Stations

Does your municipality own stormwater pump stations:		**Yes**	**X**	**No**

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

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

Does your municipality own/maintain rural[1] roads:		**Yes**	**X**	**No**

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

[1] 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

X in the boxes below apply to the City of Los Altos corporation yard:	
	We do not have a corporation yard
	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
X	We have a **Stormwater Pollution Prevention Plan (SWPPP)** for the Corporation Yard(s)
X in the boxes below indicates that these SWPPP BMPs were implemented in applicable instances. **NA** if not applicable.	
X	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
X	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
X	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
X	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used
X	Cover and/or berm outdoor storage areas containing waste pollutants

Comments:

All storm drain inlets in the corporation yard are covered with filter fabric and are monitored on a monthly basis. All vehicles and equipment washing is performed on our wash rack which is connected to an oil separator and then discharged to the sanitary sewer system. Outdoor storage is covered with tarps. The above ground fuel tanks and dispensing system include a circumference trench drain that is connected to the sanitary sewer system through an oil separator. This captures any accidental overfill on vehicles. The fuel tanks themselves are enclosed in a walled entrapment area to collect any major tank spills.

City of Los Altos Corporation Yard is not an NOI facility. The following table summarizes the inspection results for the City's corporation yard:

Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
Municipal Service Center 707 Fremont Avenue Los Altos, CA 94024	July 2, 2014	The northwest corner of the corporation yard needed to be swept and a couple of the catch basin silt sacks needed to be replaced.	Area was swept and the catch basin silt sacks were replaced.

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)

Summary:

The cost of the Packard Foundation Green Street Project located at 343 Second Street (completed in June 2012) was $450,000 and the O&M cost is $3,900 per year.

The C.3 New Development and Redevelopment section of the Program's FY 13-14 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 constructed in our jurisdiction, including capital costs, O&M costs, legal and procedural arrangements to address O&M and its associated costs, and sustainable landscape measures.

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

See attached table C.3.b.v.(1) in the Appendix of this Report for a summary on the regulated projects.

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

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

Comments: The City of Los Altos has required and it is the city's intent to continue to require 100% LID Treatment onsite only for all Regulated projects, but we do not want to rule out alternative compliance under Provision C.3.e. for future projects.

C.3.e.vi ► Special Projects Reporting

1. Has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii(2) for any of the three categories of Special Projects (Categories A, B or C)?		Yes	X	No
2. Has your agency granted final discretionary approval of a project identified as a Special Project in the March 15, 2014 report? If yes, include the project in both the C.3.b.v.(1) Table, and the C.3.e.vi. Table.		Yes	X	No

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

(1) See Table **C.3.h.iv.(1)** in Appendix of this report for the summary of inspections.

(2)

Summary:

During the FY 13-14, the City staff and Vector Control staff inspected four newly installed treatment controls for the following projects:

- **160 First Street (Safeway Store #2814) - During the 45-day inspection, it was found that the Contech media filter was in good condition. However, mosquito larvae were found in the wet vault that is located on the first floor of the covered parking structure. Vector Control staff sprayed the wet vault with Agnique MMF Mosquito Larvacide and added one Fourstar 180 day Briquet Mosquito Larvacide in the wet vault.**

- **100 First Street – During the 45-day inspection, it was found that the FloGard filter was in good condition. However, mosquito larvae were found and Vector Control staff sprayed the vault with Anique MMF Mosquito Larvacide and added Fourstar 180 day Briquet Mosquito Larvacide.**

- **400 Main Street – During the 45-day inspection it was found that the Contech media filter was in good condition and no mosquito larvae were found. However, Vector Control staff sprayed the vault with Anique MMF Mosquito Larvacide and added Fourstar 180 day Briquet Mosquito Larvacide as a preventative measure.**

- **288 First Street – During the 45-day inspection, it was found that all of the bioretention swales were in good condition.**

During the FY 13-14, the City staff conducted routine inspections of the following projects:

- **401 Rosita Avenue (Rosita Park) – Infiltration planters are doing well. Plants look healthy. No standing water in catch basins.**
- **396 First Street – The flow-through planters were in good condition and plants look healthy. The flow-through drains were dry. The wet**

vault in the underground garage was holding water, but no larvae were present.

- 240 Third Street – It was found that the Kristar filter was in good condition. There were mosquito larvae in the wet vault and Vector Control staff sprayed Agnique MMF Mosquito Larvacide.
- 373 Pine Lane (The Terraces) –The Flow Gard filter was in good condition. Vector Control staff added two Fourstar 180 day Briquet Mosquito Larvacide and also sprayed Agnique MMF Mosquito Larvacide as preventative maintenance. There were mosquito larvae in the wet vault and Vector Control staff sprayed Agnique MMF Mosquito Larvacide.
- 960 N San Antonio Road – It was found that the Kristar filter was in good condition. Vector Control staff added one Fourstar 180 day Briquet Mosquito Larvacide and also sprayed Agnique MMF Mosquito Larvacide surface oil as preventative maintenance.
- 4800 El Camino Real (Whole Foods) – The filter was in good condition. No larvae or mosquitoes were found in the wet vault, but Vector Control staff added two Fourstar 180 day Briquet Mosquito Larvacide and also sprayed Agnique MMF Mosquito Larvacide surface oil as preventative maintenance.
- 4400 El Camino Real – The Kristar Up-Flo Filter was in good condition. No larvae or mosquitoes were found in the wet vaults, but Vector Control staff added two Fourstar 180 day Briquet Mosquito Larvacide and also sprayed Agnique MMF Mosquito Larvacide surface oil as preventative maintenance.
- 343 Second Street (Packard Foundation) – All of the stormwater treatment systems were in good condition, plants were healthy and no ponding water was found.

During last fiscal year's inspection mosquito larvae were found when perfoming the stormwater treatment system inspections at 4800 El Camino Real and at 4400 El Camino Real. However, no mosquito larvae were found this year at these two locations. The plants at Rosita Park look healthy and there was no ponding water at the time of the inspection.

(3)

Summary:

O&M Inspection and reports were effective to our sites. The inspections at these sites helped the developer and property managers to up keep their site and better maintain their treatment system. The inspection reports have been followed through more often. The communication between the City, Vector Control staff and developer/owner is better established with the site visits, emails and follow-up calls.

(4) During the reporting year, did your agency:						
• Inspect all newly installed stormwater treatment systems and HM controls within 45 days of installation?	X	**Yes**		**No**		**Not applicable. No new facilities were installed.**
• Inspect at least 20 percent of the total number of installed stormwater treatment systems or HM controls?	X	**Yes**		**No**		**Not applicable. No treatment measures**
• Inspect at least 20 percent of the total number of installed vault-based systems?	X	**Yes**		**No**		**Not applicable. No vault systems.**

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

Summary:

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

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

Program Highlights

The City of Los Altos has no industrial sites and limited commercial sites. Commercial sites of any concern would be the vehicle maintenance facilities and gas stations. The City of Los Altos has one nursery and several restaurants. During the fiscal year, the City of Los Altos inspected all 14 "Automotive" facilities and the one nursery. City of Los Altos did not receive any complaints about these facilities during the fiscal year. Two city staff members attended the Program's training that was held for Industrial and Commercial Facility Inspectors.

City of Los Altos reviewed work conducted by the BASMAA Municipal Operations Committee. Refer to the C.4. Industrial and Commercial Site Controls section of the Program's FY 13-14 Annual Report for a description of program and/or regional activities.

C.4.b.i. ▶ Business Inspection Plan

Do you have a Business Inspection Plan?	X	Yes		No

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

See Appendix C of this Annual Report for a list of potential facilities that could reasonably be considered to cause or contribute to pollution of stormwater runoff. All were inspected. The Health Department inspects the restaurants in the City of Los Altos every year and lets the City know of any stormwater issues that need to be addressed by the property owner. Also, the City's consultant performing the Fats, Oil and Grease (FOG) inspections inspected all of the food service establishments during the fiscal year and their reports show if there were any stormwater issues that were identified and discussed with the FSE owner or representative.

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

All fourteen vehicle mechanical repairs, maintenance, fueling and cleaning facilities were inspected during the year. Also, the one nursery in the City of Los Altos was inspected on June 25, 2014. Verbal and written guidance was provided to the nursery regarding housekeeping issues.

C.4.c.iii.(1) ▶ Facility Inspections

Fill out the following table or attach a summary of the following information. Indicate your violation reporting methodology below.

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

	Number	Percent
Number of businesses inspected	120	
Total number of inspections conducted	120	
Number of violations (excluding verbal warnings)	2	
Sites inspected in violation	1	0.83%
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	2	100%

Comments:

No violations were noted at any of the automotive facilities. Verbal and written guidance were provided to restaurants regarding improvements to housekeeping issues as necessary. Verbal and written guidance was provided to the one nursery regarding housekeeping issues. A couple of citations were issued to the property manager of a shopping center where many restaurants share the trash bins and tallow bin. Corrections were made within 10 working days.

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

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge)	None
Potential discharge and other	2

Comments:
The potential discharges were counted as one potential discharge per inspection per site.

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

	Enforcement Action (as listed in ERP)	Number of Enforcement Actions Taken	% of Enforcement Actions Taken
Level 1	Verbal Warning/Education	5	63%
Level 2	Warning Notice	1	12%
Level 3	Administrative Citation/Cost recovery	2	25%
Level 4	Legal Action and/or Referral to State and Federal Agencies	None	N/A
Total		8	100%

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

Business Category	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
Automotive Facilities	None	None
Nursery	None	None
Restaurants	None	5

C.4.c.iii.(4) ► Non-Filers

There are no industrial facilities in the City of Los Altos that require coverage under the Industrial General permit.

C.4.d.iii ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Industrial and Commercial Inspector Stormwater Training	May 20, 2014	Regulatory updates – the newly adopted Industrial General Permit; tips for inspectors; and group exercises using examples of compliance issues observed at industrial sites.	Two	40%

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

Program Highlights

During FY 13-14 the City of Los Altos:

-Cleaned and inspected 603 storm drain catch basins and 75 storm drain outfalls. No illicit discharges were discovered during this inspection.

-Continued its policy to have power washers to be BASMAA certified. This requirement is part of the contract for power washers hired by the City. The City of Los Altos does not allow any discharge into the storm drain system from power washing activities.

-Regularly attended the IND/IDDE Ad Hoc Task Group. Regularly reviewed and commented on AHTG products.

-Responded to 11 reported sewer overflows. Two (2) sanitary sewer overflows entered the storm drain system through a drain inlet. However, they were contained, captured and retrieved in the storm drain system. The storm drain lines were washed out and vacuumed. Worked collaboratively with private residents on private sewer lateral overflows.

-Continued its inspection program for restaurants, vehicle services facilities and nurseries providing outreach on potential illicit discharge.

-Refer to the C.5 Illicit Discharge Detection and Elimination section of the Program's FY 13-14 Annual Report for description of program and/or regional activities.

C.5.c.iii ▶ Complaint and Spill Response Phone Number and Spill Contact List

Contact	Description	Phone Number
Police Department Dispatch	Dispatch will contact a police officer, the County Fire Department, the 24-hour emergency crew, etc. as required.	650-947-2770

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

Description:

For the power washing contractors, City of Los Altos continues to incorporate in their contracts that they must be BASMAA certified. Additionally, since most of the power washing takes place in the downtown area, city has a printed policy document that is distributed to merchants in downtown, and other areas in the city. This document provided information on the City policy that no discharge is allowed into the storm drain system and that their contractors should be BASMAA certified. Refer to the C.5 Illicit Discharge Detection and Elimination section of the Program's FY 13-14 Annual Report for a description of efforts by the Program's IND/IDDE AHTG and the BASMAA Municipal Operations Committee to address mobile businesses.

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

Description:

The City of Los Altos continues to inspect its outfalls and catch basins. The City cleaned and inspected 603 catch basins and inspected 75 outfalls during this fiscal year. City maintenance crews inspected outfalls primarily for obstructions, but they also document possible IDDE during their inspections. No evidence of IDDE incidents were discovered during the last inspections. The City of Los Altos also annually cleans most of their catch basins. During this operation all catch basins are also inspected for IDDE incidents, but none were found. No changes were made, nor are any currently planned.

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

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	5	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	3	60%
Discharges resolved in a timely manner (C.5.f.iii.(3))	5	100%

Comments:

On February 5, 2014, one sanitary sewer overflow entered the storm drain system through a drain inlet. However, it was contained in the storm drain pipe and the lines were washed out (flow was captured and removed at the downstream manhole).

On April 15, 2014 one sanitary sewer overflow entered the storm drain system through a drain inlet. However, it was contained in the storm drainpipe and the lines were washed out (flow was captured and removed at the downstream manhole).

On June 2, 2014 an administrative citation was issued to a contractor for heavy tracking of sediment from his site onto and down Third Street onto Edith Avenue, along San Antonio Road northbound and passed Almond Avenue. Violation was corrected the same day of the incident.

On June 2, 2014 an administrative citation was issued to a contractor for performing saw-cutting without a vacuum and allowing the slurry to enter a catch basin of the City's storm drain system. Violation was corrected the same day of the incident.

On June 23, 2014 an administrative citation was issued to a contractor for not providing adequate runoff protection at his construction site. Sediment/mud was found along the flowline of the unimproved street along the property and on the driveway. Violation was corrected the same day of the incident.

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

The City of Los Altos did not have any major types of discharges or complaints of a major discharge during FY 2013-2014.

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	**6**	**75**

Comments:
The City continues to inspect the new single-family residential developments for over 100 sites during the rainy season at least once.

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

BMP Category	Number of Violations excluding Verbal Warnings	% of Total Violations
Erosion Control	0	0
Run-on and Run-off Control	0	0
Sediment Control	2	67%
Active Treatment Systems	0	0
Good Site Management	0	0
Non Stormwater Management	1	33%
Total	**3**	**100%**

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

	Enforcement Action (as listed in ERP)	Number Enforcement Actions Issued	% Enforcement Actionsissued
Level 1	Verbal Warning/Education	29	90%
Level 2	Warning Notice	0	0%
Level 3	Administrative Citation/Cost Recovery	3	10%
Level 4	Legal Action and/or Referral to State and Federal Agencies	0	0%
Total		**32**	**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)	1
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)	1

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)	3	100%
Violations (excluding verbal warnings) not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	0%
Total number of violations (excluding verbal warnings) for the reporting year	3	100%

Comments:
All sites have had minor or no issues with that were quickly resolved and fully corrected within 10 business days.

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

Description:

The City of Los Altos has incorporated the data tracking and data summaries that were developed by the Program and will continue to update our data tracking to meet the new requirements of the Municipal Regional Permit. Most contractors are using the best available BMP and equipment to ensure compliant sites. In comparison to previous years, construction sites are very aware of stormwater requirements. All of our sites have had minor or no issues, except for three when a citation was issued. If minor issues were noted in the evaluation, verbal warnings were given to the contractor and the issues were then corrected the same, following day or within 10 days.

C.6.e.iii.(2) ▶ Evaluation of Inspection Program Effectiveness

Description:

The City's inspector continues to ensure that the construction sites are complying with the stormwater regulations regardless of size. The inspector gives verbal warnings/education as necessary and follows up to make sure that the violations have been corrected. If the violations are not corrected after the verbal warnings/education, the Public Works Engineering Division proceeds with the next storm water enforcement actions (warning notice and administrative citation/cost recovery). The City of Los Altos is continuing to incorporate program improvements/enhancements to address MRP requirements, such as: 1) conducting frequent inspections and implementing the stormwater construction inspection forms and inspection data tracking tools and provide continuous training to the inspectors.

During the FY 13-14, the City continued its practice of conducting thorough pre-winter inspections and providing pre-winter guidance to contractors. While the City inspects these sites year-round, the City does a pre-winter outreach by sending a letter to the property owner of each active construction site notifying them of the incoming rainy season as a reminder to the site supervisors about preparing their sites for storms.

The City of Los Altos participated in the Program's Construction Inspection Ad Hoc Task Group (AHTG). Refer to the C.6 Construction Site Control section of the Program's FY 13-14 Annual Report for a description of program and regional activities.

C.6.f ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Stormwater Treatment System Inspection Workshop	December 16, 2013	Stormwater Permit Requirements; Overview of Stormwater Treatment Measures; Construction and 45-day Inspections; Post-Occupancy O&M Inspections and Issues; Vector Control Considerations	4	80%
Construction Site Stormwater Compliance: Training for Municipal Inspectors	April 22, 2014	Regulatory refresher of Municipal Regional Stormwater Permit (MRP) requirements for construction site inspections; Review of the	5	100%

		statewide Construction General Permit and its relationship to the MRP; Construction BMPs and recognizing issues; Field exercise for hands on installation and critique of field BMPs		
Industrial and Commercial Inspector Stormwater Training	May 20, 2014	Regulatory updates – the newly adopted Industrial General Permit; tips for inspectors; and group exercises using examples of compliance issues observed at industrial sites	2	40%
Annual C.3 Stormwater Workshop: "Current Trends in Low Impact Development and Green Street Implementation".	June 4, 2014	Regulatory updates on the Municipal Regional Permit Provision C.3; Results of the 2014 Site Design Awards; Presentations on implementing LID at the local new development and redevelopment projects; planning and implementing Green Street Projects	4	80%

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

C.7.b.ii.1 ►Advertising Campaign

Summary:

The following separate reports developed by SCVURPPP and BASMAA summarize countywide and regional advertising efforts conducted during FY 13-14:

- **FY 13-14 Watershed Watch Campaign Annual Campaign Report**
- **FY 13-14 Watershed Watch Partner Report**
- **FY 13-14 Watershed Watch Web Statistics Report**
- **BASMAA Be the Street Campaign Report**
- **2014 SCVURPPP Public Opinion Survey**

These reports are included within the C.7 Public Information and Outreach section of Program's FY 13-14 Annual Report.

C.7.b.iii.1 ►Pre-Campaign Survey

Information on the pre-campaign survey for the BASMAA Regional Youth Litter Campaign was provided in the FY 13-14 Annual Report.

	Survey report attached
X	Reference to regional submittal

C.7.b.iii.2 ►Post-Campaign Survey

Information on the post-campaign survey for the BASMAA Regional Youth Litter Campaign is provided in the BASMAA FY 13-14 Annual Report.

Information on the SCVURPPPP 2014 Public Opinion Survey is included in the Program's FY 13-14 Annual Report.

	Survey report attached
X	Reference to regional submittal

C.7.c ▶ Media Relations

Summary:

The following separate report developed by BASMAA summarizes media relations efforts conducted during FY 13-14:

- **BASMAA Media Relations Final Report FY 13-14**

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 13-14 Annual Report.

C.7.d ▶ Stormwater Point of Contact

Summary of any changes made during FY 13-14:

No changes to the Stormwater Point of Contact were made in FY 13-14.

C.7.e ▶ Public Outreach Events

Program staff, the Watershed Watch consultant, and Co-permittees staffed eight outreach events in FY 13-14. 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, 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 bean bag game for children was used at most of the events. Event staff distributed approximately 3,000 outreach materials and giveaways.

The City's Recreation Department has continued education through summer camp programs and school tours. The City's Recreation Department continues to offer elementary classroom field trips and family science days in the City of Los Altos. Several courses emphasize resource conservation, stream biology, native plants, etc. Redwood Grove camp had water cycle, conservation and "flows to the bay" content in summer 2014. Stormwater is also being collected from the down spouts and water barrels at the Redwood Grove camp house.

Acterra continues to be a strong force on the creek banks: removing invasive species, planting native species, stabilizing stream banks through education and hands-on work days.

Event Details	Description	Evaluation of Effectiveness
Name: Pumpkins in the Park Date: October 12, 2013 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: 216 Number of Giveaways Distributed: 694 Number of Watershed Watch Discount Cards Distributed: 141 Number of kids that played the bean bag game: 299
Name: Haunt the Hollow Date: October 27, 2013 Location: Happy Hollow Park & Zoo at Kelley	Type of Event: Halloween Event Audience: Families with children Messages: Stormwater pollution prevention	General Feedback: The event is small but well attended. Event organizers encouraged attendees to participate in activities at each

Park, San Jose Region: Countywide	and proper disposal of HHW	booth. As a result a lot of children stopped by the booth and played the bean bag game. Estimated Overall Event Attendance: 5,000 Number of Brochures/Flyers Distributed: 140 Number of Giveaways Distributed: 770 Number of Watershed Watch Discount Cards Distributed: 81 Number of kids that played the bean bag game: 342
Name: Mission College Eco Fair Date: April 17, 2014 Location: Mission College Campus, Santa Clara Region: Citywide	Type of Event: College event Audience: Young adults, students Messages: Stormwater pollution prevention and proper disposal of HHW	General Feedback: The event was well organized and a good place to reach young adults. Estimated Overall Event Attendance: 500-1,000 Number of Brochures/Flyers Distributed: 87 Number of Giveaways Distributed: 89 Number of Watershed Watch Discount Cards Distributed: 45 Number of kids that played the bean bag game: 20
Name: San Jose Trash Summit Date: November 15, 2013 Location: San Jose Convention Center Region: Countywide	Type of Event: BE the Street event Audience: Municipal staff, non-profit organization staff, general public Messages: Litter Prevention	General Feedback: The event offered a good opportunity to reach municipal staff and general public interested in issues pertaining to litter prevention. The BASMAA Be the Street photo booth was used at this event and approximately 50 attendees posed for pictures. Estimated Overall Event Attendance: 500-1,000
Name: Watershed Watch "half-off" two hour Car Wash Event Date: May 21 2014 Location: Capitol Premier Car Wash, 735 Capitol Expressway Auto Mall, San Jose Region: Countywide	Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention and proper car washing.	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: 50 car washes Number of Brochures/Flyers Distributed: 2 Number of Watershed Watch Discount Cards Distributed: 92

Name: Watershed Watch "half-off" two hour Car Wash Event Date: June 4, 2014 Location: Delta Queen Classic Car Wash, 981 E Hamilton Avenue, Campbell Region: Countywide	Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.	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: 100 car washes Number of Brochures/Flyers Distributed: 23 Number of Watershed Watch Discount Cards Distributed: 74
Name: Festival in the Park Date: June 7, 2013 Location: Hellyer County Park, San Jose Region: Countywide	Type of Event: Community Health Fair Audience: Families with children. Message: Stormwater pollution prevention, less-toxic pest control, and proper disposal of HHW.	General Feedback: Great attendance throughout the whole event. This event is great for reaching Spanish speaking segments of the population. Estimated Overall Event Attendance: 3,500-4,000 Number of Brochures/Flyers Distributed: 143 Number of Giveaways Distributed: 415 Number of Watershed Watch Discount Cards Distributed: 62 Number of kids that played the bean bag game: 155
Name: Watershed Watch "half-off" two hour Car Wash Event Date: June 11, 2014 Location: Robertsville Classic Car Wash, 5005 Almaden Exp., San Jose Region: Countywide	Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.	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: 100 car washes Number of Brochures/Flyers Distributed: 56 Number of Watershed Watch Discount Cards Distributed: 85

C.7.f. ▶Watershed Stewardship Collaborative Efforts

Summary:

During FY 13-14, the Program actively supported the Santa Clara Basin Watershed Initiative, including the Land Use Subgroup, and the Santa Clara Valley Zero Litter Initiative. Information on these efforts is included within the C.7 Public Information and Outreach section of the Program's FY 13-14 Annual Report.

During the Zero Litter Initiative (ZLI) meetings, city staff helped develop the various action steps regarding the multi-family outreach and the business/institutional outreach as well as identifying implementation avenues and resources for these actions.

C.7.g. ▶Citizen Involvement Events

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.

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 7-8.

Event Details	Description	Evaluation of effectiveness
Name: Summer of Service Program Date: 7/10/13, 7/25/13, 8/8/13, 6/25/14 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide	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.	Number of attendees on 7/10/13: 10 middle school students, 1 high school student, and 2 adults. Number of attendees on 7/25/13: 11 middle school students, 1 high school student and 2 adults. Number of attendees on 8/8/13: 10 middle school students, 1 high school student and 2 adults. Number of attendees on 6/25/14: 16 middle school students, and 2 adults.

Name: Community Service Days/Gardening Without Chemicals Date: 11/23/13, 12/7/13, 2/8/14, 2/22/14, 3/15/14, 4/23/14, 5/13/14, 5/15/14, 5/20/14, 5/31/14 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide	This is an open day for the corporate groups, school groups or the general public to work in the gardens planting native plants, pulling non-native plants, and mulching.	Number of attendees on 11/23/13: 2 adults. Number of attendees on 12/7/13: 2 adults. Number of attendees on 2/8/14: 11 elementary school students and 10 adults. Number of attendees on 2/22/14: 7 elementary school students, 10 middle school students, 3 high school students and 6 adults. Number of attendees on 3/15/14: 3 high school students. Number of attendees on 2/16/13: 13 middle school students and 12 adults. Number of attendees on 4/23/14: 10 adults. Number of attendees on 5/13/14: 25 pre-kindergartners, and 13 adults. Number of attendees on 5/15/14: 8 adults. Number of attendees on 5/20/14: 6 adults. Number of attendees on 5/31/14: 13 middle school students, 1 high school student, and 3 adults.
Name: National River Cleanup Day Date: 5/17/14 Location: Various locations throughout the County Focus: Countywide	In FY 13-14, the Creek Connections Action Group sponsored two creek clean-up events: California Coastal Clean-up Day on September 21, 2013 and National Rivers Clean-up Day on May 17, 2014. The Program provided funding for the National Rivers Clean-up Day advertising.	On National River Cleanup Day, a total of 1,176 volunteers participated in cleaning 51 sites and removed approximately 28,812 pounds of trash and 4,247 pounds of recyclables from creeks.

The following separate reports developed by SCVURPPP and other organizations also include information about citizen involvement events conducted during FY 13-14:

- Watershed Watchers: Keeping Our Waterways Clean: FY 13-14 Fourth Quarter Report (includes end-of-year Summary from Alviso Education Center)
- Going Native Garden Tour 2014- Summary Report

These reports are included within the C.7 Public Information and Outreach section of Program's FY 13-14 Annual Report.

C.7.h. ▶School-Age Children Outreach

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 7-8. The Final ZunZun Report and Teacher Evaluation Report are included in the Program Annual Report Appendix 7-9.

Program Details	Focus & Short Description	Number of Students/Teachers 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.	13,613 students	ZunZun assemblies were evaluated using postage-paid evaluation cards that were distributed to all teachers present at the performances. The Program received 177 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: • 20 teachers indicated that after the performance, 25% of their students knew what a watershed was; 29 teachers indicated that 50% of their students knew what a watershed was; 35 teachers indicated that 75% of their students knew what a watershed was, and 30 teachers reported that 100% of their students knew what a watershed was. • 9 teachers indicated that after the performance, 50% of their students could name a way to prevent pollution in the watershed; 31 teachers indicated that 75% of their students could name a way to prevent pollution in the watershed; and 71 teachers indicated that 100% of their students could name a way to prevent pollution in the watershed.

Name: Watershed Watchers Program at Don Edwards Wildlife Refuge in Alviso Grade or level: pre-school, elementary, middle, high school.	The Refuge offers a number of interpretive programs to educate children and youth about preventing urban runoff pollution.	124 pre-kindergarteners, 1423 elementary school students, 128 middle school students, and 109 high school students.	Visitor Surveys are used to determine visitor demographics, effectiveness of publicity, and the effectiveness or 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 7-8.
The Palo Alto Regional Water Quality Plant conducted the school outreach programs shown below.			
What's Bugging You?	In this interactive program, students work together to create a visual habitat for insects. By learning about insects and the food chain students are introduced to the concept of pesticides, as well as the impacts of pesticides on water pollution. Students also learn: the difference between waste water and storm water (where it comes from, where it goes); the water cycle; the definition and function of a watershed; and "reduce/reuse/recycle/rot/respect."	1 classes, 24 students	80% of teachers returned postage-paid evaluation postcard, with a cumulative rating of 5 out of 5 in both quality of program and clarity of presenter. 100% stated students' understanding of the difference between storm drain/sewer systems increased, and 99% stated students' understanding of what they can do to prevent water pollution increased as well.
What's Up with the Bags?	In this program students practice their reading and comprehension skills by reading a story out loud as they learn about the impact of plastic bags when they enter the watershed through human use and misuse. Plastic bag alternatives are discussed. Students are given a re-usable bag, encouraged to decorate it with a message about water pollution or something else they	1 classes, 24 students	See above

	learned from the lesson, and then take the bag home to be reused. Students also learn: the difference between waste water and storm water (where it comes from, where it goes); the water cycle; the definition and function of a watershed; and "reduce/reuse/recycle /rot/respect."		
Who Dirtied the Bay?	Moving through time from past to present the focus of this program is on stormwater and how pollutants impact the Baylands and H2O environment. Pollution prevention solutions are discussed with an emphasis on what the students can do right now, at their age, to impact water pollution. Students also learn: the difference between wastewater and stormwater (where it comes from, where it goes); the water cycle; the definition and function of a watershed; and "reduce/reuse/recycle/rot/respect."	3 classes, 72 students	See Above
Mercury	In this program students learn how mercury from the past (California Gold Rush) and the present, accumulates and impacts the waters of San Francisco Bay. Bio-accumulation of mercury is also demonstrated with a participatory activity. Pollution prevention strategies are discussed. Students also learn: the difference between wastewater and stormwater (where it comes from, where it goes); the water cycle; the definition and function of a watershed; and "reduce/reuse/recycle/rot/respect"	3 classes, 72 students	See Above
Microbes in Sewage	In a laboratory setting, students practice their microscope skills as	12 classes, 360	See Above

	they observe, document and identify microbes from water samples drawn from the aeration basin as part of the wastewater treatment process. This program directly relates since students study protist in the 7th grade as part of the science biology curriculum. Students also learn to understand the sense of place and the role of a wastewater treatment plant in their community. Impact of pollution on the Baylands and water environment, as well as prevention solutions that the students can currently engage in are discussed	students	

The following separate reports developed by SCVURPPP and other organizations also include information about school-age children outreach efforts conducted during FY 13-14:

- ZunZun School Assemblies for Watershed Watch Campaign - FY 13-14 Academic Year Final Report
- Memorandum - Evaluation of the School Assembly Program - FY 13-14
- Watershed Watchers: Keeping Our Waterways Clean: FY 13-14 Fourth Quarter Report (Includes end-of-year Summary from Alviso Education Center)

These reports are included within the C.7 Public Information and Outreach section of Program's FY 13-14 Annual Report.

The City's Recreation Department continues to offer elementary classroom field trips and family science days in the City of Los Altos. Several courses emphasize resource conservation, stream biology, native plants, etc. Redwood Grove camp had water cycle, conservation and "flows to the bay" content in summer 2014.

The Palo Alto Regional Water Quality Plant conducts school outreach programs every year in the elementary schools and middle schools in Los Altos, East Palo Alto, Los Altos Hills, Mountain View, Palo Alto and Stanford.

Section 8 - Provision C.8 Water Quality Monitoring

C.8 ▶ Water Quality Monitoring

Summary

During FY 13-14, the City of Los Altos 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 13-14 Annual Report and the Integrated Monitoring Report, submitted to the Water Board on March 15, 2014.

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.b ▶Implement IPM Policy or Ordinance

Trends in Quantities and Types of Pesticides Used[2]					
Pesticide Category and Specific Pesticide Used	Amount[3]				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0	0	0	0
Product or Pesticide Type A					
Product or Pesticide Type B					
Pyrethroids	20 oz.	48 oz.	0	0	0
Product or Pesticide Type X					
Product or Pesticide Type Y					
Carbaryl	0	0	0	0	0
Fipronil	0	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.	11
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	11
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years.	100%

[2] Includes all municipal structural and landscape pesticide usage by employees and contractors.
[3] 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, bifenthrin, beta-cyfluthrin, bioallethrin, cyfluthrin, cypermethrin, cyphenothrin, deltamethrin, esfenvalerate, etofenprox, fenpropathrin, gamma-cyhalothrin, imiprothrin, lambda-cyhalothrin, metofluthrin, permethrin, phenothrin, prallethrin, resmethrin, sumithrin (d-phenothrin), tau-fluvalinate, tefluthrin, tetramethrin, tralomethrin, cis-permethrin, and zeta-cypermethrin.

C.9.d ▶ Require Contractors to Implement IPM

Did your municipality contract with any pesticide service provider in the reporting year?	X	Yes		No

If yes, attach one of the following:

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

Comment: See attachment in Appendix D of this report.

C.9.e ▶ Track and Participate in Relevant Regulatory Processes

Summary:

During FY 13-14, Los Altos participated in regulatory processes related to pesticides through contributions to the Program, BASMAA and CASQA. For additional information, see the Regional Report submitted by BASMAA on behalf of all MRP Permittees.

C.9.f ▶ Interface with County Agricultural Commissioners

Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?		Yes	X	No

C.9.h.ii ▶ Public Outreach: Point-of-Purchase

Summary:

The following separate reports developed by SCVURPPP and BASMAA summarize point of purchase outreach efforts conducted during FY 13-14:

- **FY 13-14 Store Employee Training Report (SCVURPPP)**
- **FY 13-14 Store Employee Training Evaluation Summary (SCVURPPP)**
- **FY 13-14 Store Employee Training Status Table (SCVURPPP)**
- **FY 13-14 List of Stores in the IPM Store Partnership Program (SCVURPPP)**
- **FY 13-14 BASMAA "Our Water, Our World" (OWOW) Report (BASMAA)**

C.9.1.v.1 ▶ Public Outreach: Pest Control Operators

Summary:

The following separate reports developed by SCVURPPP summarize Public Outreach: Pest Control Operators efforts conducted during FY 13-14:

- **FY 13-14 Watershed Watch Campaign Final Report**
- **FY 13-14 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 13-14 Annual Report.

Section 10 - Provision C.10 Trash Load Reduction

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

Descriptions of Actions/Tasks (Conducted or Planned):

A Full-Capture Treatment Device (FCTD) was installed in October 2012 on View Street in the Downtown area. This FCTD is publicly owned and it is a Contech - Continuous Deflective Separator (CDS) model S5640-10 & Bypass Vault 451066-01 & 02. The total area treated by the CDS unit is 75 acres (the commercial areas in downtown and areas adjacent and part of South San Antonio Road.) The City was only required to treat 30% of the retail/commercial area (20 acres) with the full capture device. However, the CDS unit significantly exceeds this requirement and performs full capture of 41 acres and it partially captures an additional 34 acres. Therefore, the City of Los Altos exceeded the MRP requirements with regard to the treatment area.

Of all the area treated by full capture, 2% is in the Low trash generating category, 53% is in the Medium trash generating category and 17% is in the High generating category. There are no VH areas in TMAs 1 through 5

Descriptions of Maintenance Activities:

The City has not experienced any issues regarding vandalism, flooding or device failure.

After installation, the CDS' first inspection and cleaning was in June 2013 when staff removed 115.5 cubic feet of sediment, leaves and plastic bottles. To date, sediment and debris has been extracted during the June and October 2013 inspections and during the February and April 2014 inspections. The CDS unit did not need to be cleaned during the other months to extract sediment or debris, but City staff will keep inspecting the unit monthly.

In FY 13-14, the City also participated in the initial development of a Model Trash Full Capture Device Operation and Maintenance (O&M) Verification Program initiated by SCVURPPP. The model program is intended to provide Permittees with a template for documenting O&M procedures, including inspection and maintenance frequencies. Over the course of the next year, the City plans to further document the city-specific O&M verification program by tailoring the Model Program developed by SCVURPPP to incorporate city-specific characteristics/processes. Additional details on the City's O&M verification program will be included in our FY 14-15 Annual Report.

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

Trash Hot Spot	FY 13-14 Cleanup Date	Volume of Trash Removed (cubic yards)				Dominant Type(s) of Trash in FY 2013-14	Trash Sources in FY 2013-14 (where possible)
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14		
LOA01	2/19/14	1.9	0.7	0.9	0.7	Other plastic products, Styrofoam, bottles (plastic or glass), Spray paint cans, Glass pieces, Other	Litter, Illegal dumping, Outfall, Trash accumulation

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

Description of Significant Revision(s)	Associated TMA
To date, no significant revisions were made to the City's Long-Term Trash Load Reduction Plan.	N/A

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

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
Single-use Plastic Bag Ordinance or Policy	A Reusable Bag Ordinance was unanimously adopted by the City of Los Altos Council on March 12, 2013, with an effective date of July 4, 2013. The ordinance prohibits retail establishments from providing plastic, single use carry out bags to customers. The City of Los Altos Reusable Bag Ordinance can be found in Chapter 6.40 of Los Altos Municipal Code. See the link below. https://library.municode.com/index.aspx?clientid=16460	Although the City has adopted and implemented an ordinance prohibiting the distribution of single-use plastic bags, evaluations of the effectiveness of the ordinance have not yet been conducted. For the purpose of estimating trash reductions in stormwater discharges associated with the single-use bag ordinance, the results of assessments conducted by the cities of San Jose and Palo Alto were used to represent the reduction of trash associated with the City's ordinance. Assessments conducted by these cities were conducted prior to and following the effective date of their ordinances, and include audits of businesses, surveys of customer bag usage, and assessments of bags observed on the streets, and in storm drains and local creeks. The results of assessments conducted by these cities are assumed to be representative of the effectiveness of the City's ordinance because the implementation (including enforcement) of the City's ordinance is similar to the City of San Jose's and Palo Alto's.	Results of assessments that are representative of the City, but were conducted by the cities of San Jose and Palo Alto, indicate that City's single-use bag ordinance is effective in reducing single use plastic bags in stormwater discharges. This conclusion is based on the following assessment results: 1) An average of 91% of businesses affected by the ordinance are no longer distributing single use plastic bags; 2) An average of 93% of customers observed at these businesses are no longer using single use plastic bags; and 3) An average of 76% less plastic bags are observed on streets, and in storm drains and/or local creeks. Based on these results, the estimated average reduction of single use plastic bags in stormwater discharges is 87%. Assuming single-use bags are 8% of the trash observed in stormwater discharges, the City concludes that there has been a 7% (i.e., 8% x 87%) reduction in trash in stormwater discharges as a	7%

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

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
		The City developed its % trash reduced estimate using the following assumptions: 1) Single use plastic bags comprise 8% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 95% of single use plastic bags distributed in the City are affected by the implementation of the ordinance, based on the County of San Mateo's and RecycleMore (West Contra Costa) Environmental Impacts Reports; and 3) Of the bags affected by the ordinance, there are now 87% less being distributed and/or observed in the environment, based on assessments conducted by the City of Palo Alto and City of San Jose.	result of the ordinance.	

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

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
Expanded Polystyrene Food Service Ware Ordinance or Policy	The EPS ban ordinance was adopted at the January 28, 2014 City Council meeting with an effective date of July 4, 2014. The proposed ban of EPS disposable food service ware would require food providers to use alternative disposable food service ware that should result in a reduction of EPS litter. In addition, the ordinance includes EPS ban at events, a restriction of sales of EPS foam food service ware in retail stores and a restriction of sales of EPS coolers or ice chests which are not wholly encapsulated or encased within a more durable material. The Polystyrene Foam Disposable Food Service Container Ware Ordinance can be found in Chapter 6.44 of Los Altos Municipal Code. See link below. https://library.municode.com/index.aspx?clientid=16460	Surveys were conducted in 2013 and 2014 to find out which businesses were using, selling or distributing EPS prior to the ban that went into effect on July 4, 2014. The City developed its %trash reduced estimate using the following assumptions: 1) EPS food ware comprises 6% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 80% of EPS food ware distributed by food vendors or sold via stores in the City is affected by the implementation of the ordinance; and 3) There is now 95% less EPS food ware being distributed, sold and/or observed in the environment, based on assessments conducted by the City of Palo Alto and City of Los Altos.	City staff and Environmental Commission conducted a survey at the end of 2013 and 33 of the businesses were noncompliant. When City staff conducted a survey in early July 2014, prior to the implementation date, only 12 businesses were noncompliant. Code enforcement officer visited the 12 businesses in July/August and found that from the 12 businesses using EPS, 10 businesses were using non-EPS products and therefore, they were compliant. The other two businesses were closed and the code enforcement officer will be visiting them again.	6%

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

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
Public Education and Outreach Programs Targeted at Trash Reduction and Implemented post-MRP Adoption	The City of Los Altos participates in several regional programs to effectively complete public education and outreach. The following list provides a list of jurisdiction-wide public education and outreach programs: • The City actively participated in the Santa Clara Urban Runoff Pollution Prevention Program (SCVURPPP). The SCVURPPP conducts media campaigns advertising anti-littering promotion and education in television, transit, radio and other media. • The City of Los Altos participates in the Palo Alto Regional Water Quality Control Plan program to conduct waste reduction and anti-littering to schools in the City of Los Altos. • The City of Los Altos participates in the BASMAA Regional Media Relations Project called Youth Outreach Campaign to raise awareness about litter and stormwater pollution issues. Partnerships with schools increase public awareness and engage youth in reducing trash. Additionally, a campaign that is used for educating youth regarding anti-littering called "Be the Street" has been initiated and expanded using social media such as Facebook to continue to educate youth on anti-littering. • All schools in Los Altos have recycling programs. • The Los Altos High School was awarded a Green Star Award for Outstanding School of 2012 at the 2012 Bay Area Schools Environmental Conference. • Through the Santa Clara Valley Urban Pollution Prevention Program (SCVURPPP) the county-wide ZunZun Program continues anti-littering education and outreach to elementary schools. • Staff participates in a regional zero litter initiative (ZLI) and collaborates with the hauler in a multi-jurisdictional program. • Green Town Los Altos works actively with the City's Environmental Commission to complete public education. • The City of Los Altos participated in the BASMAA "Be the Street" anti-littering campaign. On behalf of the City, SCVURPPP and BASMAA also implemented public education and outreach actions at the countywide and regional scales that were targeted at reducing the impacts of trash on local water bodies. For descriptions of these activities, please see Section 7 of the Program's Annual Report.	BASMAA conducted post-campaign surveys in FY 13-14 to assess the effectiveness and impacts of their youth litter campaign "Be the Street." The methods used by BASMAA area described in Section 7 of the Program's Annual Report.	Reductions (i.e., trends) in the levels of trash in stormwater discharges that occur as a result of the implementation of Public Education and Outreach campaigns and programs are very difficult to measure. Both the inherent spatial and temporal variability in trash generation and the timeframes by which behavior change occurs as a result of education and outreach largely governs our ability to link this control measure to water quality outcomes. That said, changing littering behaviors is paramount to the long-term success of trash management programs. As described in Section 7 of the Program's Annual Report, the City has spent significant resources on local, county-wide, and public education and outreach programs that are slowly reducing the generation of trash at its source. Based on the results of assessments conducted by BASMAA in FY 13-14 to assess the effectiveness and impacts of their youth litter campaign "Be the Street" (see Program's Section 7), a modest conservative load reduction associated with public education and outreach programs is assumed.	1%

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

TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category			
					VH	H	M	L
1	54	Pedestrian litter (bus stops), uncovered loads	Paper, plastic food packaging, cigarette butts	Baseline Generation (Pre-MRP)	0%	25%	70%	4%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	21%	57%	22%
Total Area (Acres)	9	One CDS filter was installed at Whole Foods.						
% of TMA	17%							
% of VH/H/M	18%							
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices				After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	63%	37%
On April 1, 2014, the City sent a letter to all the property owners in TMA 1 in regards to the Long-Term Trash Load Reduction Plan and their responsibility for maintaining their parcels and the perimeter of their properties clean. The City visited businesses and explained to the property managers how trash pollutes the City's storm drain system, creeks, San Francisco Bay and the Pacific Ocean, affecting the aquatic life. On March 31, 2014, the City contacted VTA staff in regards to the bus stops in TMA 1 and they are now aware of the Long-Term Trash Load Reduction Plan and are collaborating to keep the bus stops clean of trash. Please refer to the Long-Term Trash Load Reduction Plan for control measures implemented since MRP adoption. Below is a brief description of these control measures. • Enhanced street sweeping: The City has an agreement with CalTrans to complete street sweeping. • Activities to Reduce Trash from Uncovered Load: The City enhanced implementation of this control measure and added new requirements in its franchise agreement with the hauler to reduce trash from uncovered loads or the hauler would incur liquidated damages for non-compliance. • Enhanced Storm Drain Maintenance: The City's goal is to complete maintenance of each of the 1,350 storm drain inlets and maintain each inlet annually. It is the City's goal to clean and maintain all of the storm drain inlets in the City prior to the rainy season. • Improved Trash Bin/Container Management Activities: The City enhanced implementation of this control measure with a coordinated effort with the garbage hauler to identify businesses that have inadequate trash/recycling service which results in trash that falls, or is left outside the containers. • Anti-littering and illegal dumping enforcement activities: The City has sent warning letters to commercial establishments. City staff will continue to work with its hauler to reduce overflowing containers that can encourage illegal dumping.								
Assessment Methods for Control Measures Other than Full Capture Devices								
As part of the City's Long-Term Trash Reduction Plan, the City worked collaboratively with other SCVURPPP Permittees to develop the SCVURPPP Pilot Trash Assessment Strategy (Assessment Strategy), which was submitted to the Water Board in February 2014. The Assessment Strategy is focused on answering three core management questions and uses the following four main indicators to assess progress towards trash reduction goals. To assess environmental outcomes associated with control measures other than full capture devices, visual trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw to randomly pick								

sites in priority TMAs and allow for extrapolation within the applicable TMA. In FY 13-14, the City conducted visual assessments at 3 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, over 3,000 linear feet of streets and sidewalks were assessed. The results of the assessments in FY 13-14 are presented below. Additional information on the Assessment Strategy and results of initial assessments can be found in the Program's FY13-14 Annual Report.					
Summary of Assessment Results To-date					
In Summer 2014, a total of 2 sites or 2,300 linear feet of streets and sidewalks in this TMA (i.e., 29% of streets/sidewalks with M, H or VH generation rates) were assessed using the on-land visual assessment protocol. Based on the results of these assessments, the area in this TMA where control measures other than full capture devices are implemented was determined to have 19% low, 81% moderate, 0% high and 0% very high levels of trash.					

Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions	63%
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions	38%

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

TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category			
					VH	H	M	L
2	104	uncovered loads, pedestrian litter	Paper, plastic food packaging	Baseline Generation (Pre-MRP)	0%	0%	39%	61%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	0%	0%	100%
Total Area (Acres)	101	One CDS unit was installed at View Street.						
% of TMA	97%							
% of VH/H/M	100%							
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices				After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	0%	100%
Please refer to the Long-Term Trash Load Reduction Plan for control measures implemented since MRP adoption. Below is a brief description of these control measures. • On-land Trash Cleanups: City staff conducts on-land cleanups in the Downtown area every day, Monday through Friday. • Activities to Reduce Trash from Uncovered Load: The City enhanced implementation of this control measure and added new requirements in its franchise agreement with the hauler to reduce trash from uncovered loads or the hauler would incur liquidated damages for non-compliance. • Enhanced Storm Drain Maintenance: The City's goal is to complete maintenance of each of the 1,350 storm drain inlets and maintain each inlet annually. It is the City's goal to clean and maintain all of the storm drain inlets in the City prior to the rainy season. • Enhanced street sweeping: Street sweeping was enhanced and increased to two times per week in this TMA. Additionally, during the fall and heavy leaf season, street sweeping service is doubled to four times per week in this TMA. • Improved Trash Bin/Container Management Activities: The City enhanced implementation of this control measure with a coordinated effort with the garbage hauler to identify businesses that have inadequate trash/recycling service which results in trash that falls, or is left outside the containers. • Anti-littering and illegal dumping enforcement activities: The City has sent warning letters to commercial establishments. City staff will continue to work with its hauler to reduce overflowing containers that can encourage illegal dumping.								
Assessment Methods for Control Measures Other than Full Capture Devices								
As part of the City's Long-Term Trash Reduction Plan, the City worked collaboratively with other SCVURPPP Permittees to develop the SCVURPPP Pilot Trash Assessment Strategy (Assessment Strategy), which was submitted to the Water Board in February 2014. The Assessment Strategy is focused on answering three core management questions and uses the following four main indicators to assess progress towards trash reduction goals. To assess environmental outcomes associated with control measures other than full capture devices, visual trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw to randomly pick								

sites in priority TMAs and allow for extrapolation within the applicable TMA. In FY 13-14, the City conducted visual assessments at 3 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, over 3,000 linear feet of streets and sidewalks were assessed. The results of the assessments in FY 13-14 are presented below. Additional information on the Assessment Strategy and results of initial assessments can be found in the Program's FY13-14 Annual Report.					
Summary of Assessment Results To-date					
In Summer 2014, a total of 1 site or 1,000 linear feet of streets and sidewalks in this TMA (i.e., 12% of streets/sidewalks with M, H or VH generation rates) were assessed using the on-land visual assessment protocol. Based on the results of these assessments, the area in this TMA where control measures other than full capture devices are implemented was determined to have 100% low, 0% moderate, 0% high and 0% very high levels of trash. The results to the right include not only the reduction observed via on-land assessments, but also via full capture device.					

Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions	100%
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions	26%

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

TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category			
					VH	H	M	L
3	15	Overflowing or uncovered receptacle/dumpsters	Paper, plastic food packaging	Baseline Generation (Pre-MRP)	0%	0%	100%	0%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	0%	100%	0%
Total Area (Acres)	0	No FCD was installed in this TMA.						
% of TMA	0%							
% of VH/H/M	0%							

Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices

Please refer to the Long-Term Trash Load Reduction Plan for control measures implemented since MRP adoption. Below is a brief description of these control measures.

- Activities to Reduce Trash from Uncovered Load: The City enhanced implementation of this control measure and added new requirements in its franchise agreement with the hauler to reduce trash from uncovered loads or the hauler would incur liquidated damages for non-compliance.
- Enhanced Storm Drain Maintenance: The City's goal is to complete maintenance of each of the 1,350 storm drain inlets and maintain each inlet annually. It is the City's goal to clean and maintain all of the storm drain inlets in the City prior to the rainy season.
- Enhanced street sweeping: Street sweeping was enhanced and increased to two times per week in this TMA. Additionally, during the fall and heavy leaf season, street sweeping service is doubled to four times per week in this TMA and other commercial areas.
- Improved Trash Bin/Container Management Activities: The City enhanced implementation of this control measure with a coordinated effort with the garbage hauler to identify businesses that have inadequate trash/recycling service which results in trash that falls, or is left outside the containers.
- Anti-littering and illegal dumping enforcement activities: The City has sent warning letters to commercial establishments. City staff will continue to work with its hauler to reduce overflowing containers that can encourage illegal dumping.

After taking into account all New or Enhanced (post-MRP) Control Measures: 0% | 0% | 100% | 0%

Assessment Methods for Control Measures Other than Full Capture Devices

As part of the City's Long-Term Trash Reduction Plan, the City worked collaboratively with other SCVURPPP Permittees to develop the SCVURPPP Pilot Trash Assessment Strategy (Assessment Strategy), which was submitted to the Water Board in February 2014. The Assessment Strategy is focused on answering three core management questions and uses the following four main indicators to assess progress towards trash reduction goals. To assess environmental outcomes associated with control measures other than full capture devices, visual trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw to randomly pick

sites in priority TMAs and allow for extrapolation within the applicable TMA. In FY 13-14, the City conducted visual assessments at 3 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, over 3,000 linear feet of streets and sidewalks were assessed. The results of the assessments in FY 13-14 are presented below. Additional information on the Assessment Strategy and results of initial assessments can be found in the Program's FY13-14 Annual Report.					
Summary of Assessment Results To-date					
On-land visual assessments were not conducted in this TMA in FY 13-14 and therefore no load reductions are assumed to have occurred in this TMA due to control measures other than full capture devices. Assessments may be conducted in subsequent years.					

Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions	0%
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions	0%

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

TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category			
					VH	H	M	L
4	136	Pedestrian litter, vehicles	Plastic food packaging, plastic bottles	Baseline Generation (Pre-MRP)	0%	0%	0%	100%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	0%	0%	100%
Total Area (Acres)	0	No FCD was installed in this TMA.						
% of TMA	0%							
% of VH/H/M	-							
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices				After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	0%	100%
Please refer to the City of Los Altos' Long Term Trash Load Reduction Plan. This TMA is outside the jurisdiction of the City because these are public schools. The TMA is managed by the Los Altos School District.								
Assessment Methods for Control Measures Other than Full Capture Devices								
As part of the City's Long-Term Trash Reduction Plan, the City worked collaboratively with other SCVURPPP Permittees to develop the SCVURPPP Pilot Trash Assessment Strategy (Assessment Strategy), which was submitted to the Water Board in February 2014. The Assessment Strategy is focused on answering three core management questions and uses the following four main indicators to assess progress towards trash reduction goals. To assess environmental outcomes associated with control measures other than full capture devices, visual trash assessments were conducted using a standard on-land visual assessment protocol developed by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw to randomly pick sites in priority TMAs and allow for extrapolation within the applicable TMA. In FY 13-14, the City conducted visual assessments at 3 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, over 3,000 linear feet of streets and sidewalks were assessed. The results of the assessments in FY 13-14 are presented below. Additional information on the Assessment Strategy and results of initial assessments can be found in the Program's FY13-14 Annual Report.								
Summary of Assessment Results To-date								
On-land visual assessments were not conducted in this TMA in FY 13-14 and therefore no load reductions are assumed to have occurred in this TMA due to control measures other than full capture devices. Assessments may be conducted in subsequent years.								

Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions	TMA generates a level of trash that does not adversely affect water quality and therefore no reductions are needed.
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions	NA

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

TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category			
					VH	H	M	L
5	3,771	Not applicable	No trash type identified	Baseline Generation (Pre-MRP)	0%	0%	0%	100%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	0%	0%	100%
Total Area (Acres)	13	One Flo Gard filter was installed in this TMA at the Terraces.						
% of TMA	0%							
% of VH/H/M	89%							
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices				After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	0%	100%

Please refer to the Long-Term Trash Load Reduction Plan for control measures implemented since MRP adoption. Below is a brief description of these control measures.

- On-land Trash Cleanups: Stevens Creek is the City's hotspot and clean ups occur on a portion of Stevens Creek once per year.
- Activities to Reduce Trash from Uncovered Load: The City enhanced implementation of this control measure and added new requirements in its franchise agreement with the hauler to reduce trash from uncovered loads or the hauler would incur liquidated damages for non-compliance.
- Enhanced Storm Drain Maintenance: The City's goal is to complete maintenance of each of the 1,350 storm drain inlets and maintain each inlet annually. It is the City's goal to clean and maintain all of the storm drain inlets in the City prior to the rainy season.
- Enhanced street sweeping: Street sweeping was enhanced to one time per month in this TMA. Additionally, during the fall and heavy leaf season, street sweeping service is doubled to two times per month in this TMA.
- Improved Trash Bin/Container Management Activities: The City enhanced implementation of this control measure with a coordinated effort with the garbage hauler to identify businesses that have inadequate trash/recycling service which results in trash that falls, or is left outside the containers.

Assessment Methods for Control Measures Other than Full Capture Devices

As part of the City's Long-Term Trash Reduction Plan, the City worked collaboratively with other SCVURPPP Permittees to develop the SCVURPPP Pilot Trash Assessment Strategy (Assessment Strategy), which was submitted to the Water Board in February 2014. The Assessment Strategy is focused on answering three core management questions and uses the following four main indicators to assess progress towards trash reduction goals. To assess environmental outcomes associated with control measures other than full capture devices, visual trash assessments were conducted using a standard on-land visual assessment protocol developed

by BASMAA member agencies. For each TMA assessed, sites were selected using a probabilistic sample draw to randomly pick sites in priority TMAs and allow for extrapolation within the applicable TMA. In FY 13-14, the City conducted visual assessments at 3 sites to assess the level of trash observed on-land in priority TMAs. Through this effort, over 3,000 linear feet of streets and sidewalks were assessed. The results of the assessments in FY 13-14 are presented below. Additional information on the Assessment Strategy and results of initial assessments can be found in the Program's FY13-14 Annual Report.					
Summary of Assessment Results To-date					
On-land visual assessments were not conducted in this TMA in FY 13-14 and therefore no load reductions are assumed to have occurred in this TMA due to control measures other than full capture devices. Assessments may be conducted in subsequent years.					

Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions	89%
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions	3%

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

Discussion of Trash Reduction Estimate:

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

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

Estimated % Trash Reduction due to Jurisdictional-wide Actions	14%
Estimated % Trash Reduction due to Trash Full Capture Devices (All TMAs)	40%
Estimated % Trash Reduction due to Other Control Measures (All TMAs)	27%
SubTotal for Above Actions	**81%**
Estimated % Trash Reduction due to Creek/Shoreline Cleanups (All TMAs)	**0%**
Total Estimated % Trash Reduction in FY 13-14	**81%**

Section 11 - Provision C.11 Mercury Controls

C.11.a.i ▶Mercury Recycling Efforts

See the C.11 Mercury Controls section of the Program's FY 13-14 Annual Report for information on countywide and regional activities conducted on behalf of the co-permitees.

The HHW county-wide program served 23,728 residents from July 1, 2013 through June 30, 2014.

2,368,94 pounds of hazardous waste was managed safely and legally. There were a total of 54 collection events: 37 at two permanent facilities and 17 at temporary sites strategically located throughout the County. In addition, the Program served 434 small business drop-offs including local governments, Goodwill Industries, and the Salvation Army. The County collected 127,309 pounds of fluorescent lamps, 143,593 pounds of household batteries and 675 pounds of elemental mercury. At the end of FY 2013-2014, 38 retailers served as fluorescent lamp drop-offs and 74 locations served as battery drop-offs.

Promotion

The City of Los Altos promotes collection and recycling of mercury containing devices and equipment through its participation in the following programs:

1. Santa Clara County Household Hazardous Waste Collection Program
2. Palo Alto regional Waste Quality Control Plant Mercury Thermometer Collection Program

In preparation for the April 12, 2014 HHW collection event, the City of Los Altos' April 12, 2014 HHW collection event at Egan Junior High School, advertisements were placed in the city newspaper.

Facilitation/Organization

The City of Palo Alto owns and operates the Regional Water Quality Control Plant. In partnership with this Plant, the City of Palo Alto collects mercury containing devices from the residents of the City of Los Altos through its permanent HHW program that is available during weekday business hours.

On April 12, 2014, the City of Los Altos hosted a HHW collection at Egan Junior High School.

Collection

Collection of mercury containing products from City facilities for FY13-14

Item	Quantity Recycled
1 ft Fluorescent	180
4 ft Fluorescent	138
6 ft Fluorescent	0
8 ft Fluorescent	35
Compact Fluorescent	46
HID (High Intensity Discharge)	91
Pressure Sodium Ballast	5

The City's battery collection bins in City Hall and in other City's buildings provide a convenient collection point for city staff to safely dispose of spent batteries. Batteries were collected from City Hall, the Police Department and the Municipal Service Center. Three 5-gallon bins weighing a total of 40 pounds and two 3-gallon bins weighing a total of 60 pounds containing various types of batteries were collected during this fiscal year.

C.11.a.ii ▶Mercury Collection
Please refer to the FY 13-14 Program 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~~

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 13-14 Annual Report, Integrated Monitoring Report.

Section 12 - Provision C.12 PCBs Controls

C.12.a.i,ii,iii ► Ongoing Training

Description:

See the FY 13-14 Program Annual Report for a description of training 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

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 13-14 Annual Report, Integrated Monitoring Report.

Section 13 - Provision C.13 Copper Controls

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

Copies of the fact sheet entitled "Requirements for Copper Roofs and Other Architectural Copper – Protect water quality during installation, cleaning, treating and washing!" continue to be made readily available to all developers and builders.

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

Summary

The City of Los Altos has no industrial source of copper.

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

Note: There are no reporting requirements in the FY 13-14 Annual Report for Section C.14.

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

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

Is your agency a water purveyor?		Yes	X	No
If **No**, skip to C.15.b.vi.(2):				

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

Summary:

With California facing one of the most severe droughts in recorded history, a State of Emergency has been declared and Governor Brown has asked state officials to take action to prepare for water shortages. At the June 24, 2014 City Council meeting, the City Council voted unanimously to approve a Resolution to encourage water conservation measures in Los Altos. This resolution provides guidance to the City and community for water saving measures.

Water saving recommendations for all Los Altans:

- **Avoid outdoor watering between 9:00 a.m. and 5:00 p.m.**
- **Repair leaks within a building, irrigation system, pool or foundation**
- **Avoid washing hard surfaces with water**
- **Use a nozzle with a positive shut-off device to avoid waste**
- **Alter landscaping to include drought tolerant plants**
- **Install a low flow shower head to save 2 gallons every minute**
-

In addition, businesses are encouraged to serve water to customers only upon request.

The City's goal is to reduce water consumption by at least 20% compared to 2013 usage. Some of the steps the City is taking to conserve water include:

- **Reducing turf watering to 3 times per week**
- **Extending drip irrigation system on San Antonio Road from West Edith Avenue to El Camino Real (30% complete as of 6/25/14)**
- **Refraining from running water features at Grant Park and Marymeade Park**
- **Monitoring water use at the 11 highest water use locations**
- **Conducting regular checks of irrigation systems for leaks, missing sprinkler heads or incorrectly oriented sprinkler heads – and immediately repairing**

In addition to the water saving tips mentioned above, Santa Clara Valley Water District offers free Water-Wise House Calls. The evaluation of the efficiency of the resident's irrigation system and a personalized irrigation schedule, and identifying irrigation leaks, broken or mismatched sprinkler heads, high water pressure, and other common problems are examples of items that would be surveyed during a water-wise house call.

The City's Recreation Department continues to offer elementary classroom field trips and family science days in the City of Los Altos. Several courses emphasize resource conservation, stream biology, native plants, etc. For City installations, maintenance crews continue to install landscaping "drought tolerant" plant material and installing low-flow irrigation systems to help minimize runoff. For example, the City installed California native landscape with drip irrigation and mulch for the various planter areas during the renovation of Rosita Park. This resulted in no runoff or overspray and reduced the water requirements. There was no large volume of irrigation runoff reported.

Refer to the C.3 New Development and Redevelopment, C.7. Public Information and Outreach and C.9. Pesticide Toxicity Control sections of Program's FY 13-14 Annual Report as needed.

Appendix

Appendix A

Acronyms and Abbreviations A-1

Appendix B: - Provision C.3 – New Development and Redevelopment

C.3.b.v. (1) Regulated Projects Approved During the Fiscal Year Reporting Period (part 1) B-1

C.3.b.v. (1) Regulated Projects Approved During the Fiscal Year Reporting Period (part 2) B-2

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MUNICIPAL REGIONAL STORMWATER PERMIT

Acronyms and Abbreviations

AB	Assembly Bill
AC	Acres
AHTG	Ad Hoc Task Group
AOC	Area of Concern
APWA	American Public Works Association
AR	Annual Report
BACWA	Bay Area Clean Water Agencies
BAPPG	Bay Area Pollution Prevention Group
BASMAA	Bay Area Stormwater Management Agency Association
BMP	Best Management Practice
BPAC	City of Los Altos Bicycle/Pedestrian Advisory Committee
CA.	California
CAP	Copper Action Plan
CASQA	California Stormwater Quality Association
CEO	Code Enforcement Officer
CEQA	California Environmental Quality Act
CI	Construction Inspection
CIP	Capital Improvement Project
COA	Condition of Approval
DEH	Santa Clara County Department of Environmental Health
DOT	Department of Transportation
DPR	Santa Clara County Department of Pesticide Regulation
DTSC	Department of Toxic Substance Control
e.g.	For Example
EIR	Environmental Impact Report
EOA	Eisenberg, Olivieri, and Associates
Etc.	Et cetera
Expo	Exposition
FOG	Fats, Oils, and Grease
FY	Fiscal Year
GIS	Geographic Information Systems
HAZMAT	Hazardous Material
Hg	Mercury
HHW	Household Hazardous Waste
HMP	Hydromodification Management Plan
i.e.	That Is
ICID	Illegal Connection, Illicit Discharge
ID	Identification
IPM	Integrated Pest Management
KAB	Keep America Beautiful
LUS	Land Use Subgroup (WMI)
MEP	Maximum Extent Practicable

Acronyms and Abbreviations (cont.)

MOU	Memorandum of Understanding
MRP	Municipal Regional Permit
N/A	Not Applicable
NAP	Nickel Action Plan
NEPA	National Environmental Protection Act
NOI	Notice of Intent
NPDES	National Pollutant Discharge Elimination System
NPS	Non-point Source Pollution
O & M	Operation and Maintenance
OP Pesticides	Organo-Phosphage pesticides
OSH	Orchard Hardware Store
OWOW	Our Water Our World
PAPA	Professional Association of Pesticide Applicators
PCA	Pesticide Certified Applicator
PCB	Poly-Chlorinated Biphenyl
PCO	Pest Control Operator
PD	Police Department
PG&E	Pacific Gas and Electric
PIP	Public Information and Participation
PS	Performance Standard
PSA	Public Service Announcement
PUD	Planned Unit Developments
PW	Public Works
RMP	San Francisco Bay Regional Monitoring Program
ROW	Right of Way
RTA	Rapid Trash Assessment
RWQCB	Regional Water Quality Control Board
s. f. or sq. ft.	Square feet
SCBWMI or WMI	Santa Clara Basin Watershed Management Initiative
SCC	Santa Clara County
SCVURPPP	Santa Clara Valley Urban Runoff Pollution Prevention Program
SCVWD	Santa Clara Valley Water District
SIC	Standard Industrial Classification
SOP	Standard Operating Procedure
STOPPP	San Mateo Countywide Stormwater Pollution Prevention Program
SWID	Stormwater Infiltration Device
SWMP	Stormwater Management Plan
SWPPP	Stormwater Pollution Prevention Plan
TMDL	Total Maximum Daily Load
URMP	Urban Runoff Management Plan
URP	Urban Runoff Program
WDR	Waster Discharge Requirements
WEO	Watershed Education and Outreach
WMI	Watershed Management Initiative

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Permittee Name: City of Los Altos

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, Street Address	Name of Developer	Project Phase No.	Project Type & Description	Project Watershed	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft^2)	Total Replaced Impervious Surface Area (ft^2)	Total Pre-Project Impervious Surface Area (ft^2)	Total Post-Project Impervious Surface Area (ft^2)
Private Projects											
86 Third Street	86 Third Street, Los Altos, CA Cross streets: W. Edith Avenue & State Street	86 Third Street, LLC	N/A	New Development, Mixed Use (with 20 residential units, 5 commercial units on ground floor and underground parking)	Adobe Creek/San Francisco Bay	0.489	0.530	5,649	15,741	15,741	21,390
PAMF Plastic Surgery Center	715 Altos Oaks Avenue, Los Altos, CA Cross streets: Fremont Avenue and Golden Way	Sutter Health	N/A	Institutional	Hale Creek/San Francisco Bay	0.62	0.62	2,964	16,115	16,115	19,079
467 First Street	467 First Street, Los Altos, CA Cross streets: San Antonio Road and First Street	Southgate Partners, LLC	N/A	Commercial (new commercial office building with a one story below grade parking garage)	Adobe Creek/San Francisco Bay	0.562	0.562	6,086	15,289	15,289	21,375
288 First Street	288 First Street, Los Altos, CA Cross streets: Main Street and Whitney Street	Rie Rubin	N/A	Redevelopment/commercial/ uncovered parking. Site improvement repairs/upgrades for existing parking lot and walkways for an interior remodeling project	Adobe Creek/San Francisco Bay	0.43	0.10	0	7,665	13,317	13,317
Public Projects											
No public project during FY 2013-14	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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	Application Final Approval Date	Source Control Measures	Site Design Measures	Treatment Systems Approved	Type of Operation & Maintenance Responsibility Mechanism	Hydraulic Sizing Criteria	Alternative Compliance Measures	Alternative Certification	HM Controls
Private Projects										
86 Third Street	March 1, 2013	May 28, 2013	Covered area, drain to sanitary sewer; Beneficial landscaping; Maintenance; Storm drain labeling	Microdetention in landscape; Preserve existing tree and new tree credit for C.3	Bioretention area; Tree box with bioretention soils	Maintenance Agreement at the end of project	Flow – CASQA BMP Handbook Method (2b)	N/A	Eric Biland-Kimley Horn	The project is exempt because it does not create and/or replace one acre or more of impervious surface.
PAMF Plastic Surgery Center	Nov. 22, 2012	Dec. 11, 2012	Covered dumpster area, drain to sanitary sewer; Beneficial landscaping; Maintenance; Storm drain labeling	Disconnected downspouts; Self-treating area	Bioretention area	Maintenance Agreement at the end of project	Flow – CASQA BMP Handbook Method (2b)	N/A	Schaaf & Wheeler	The project is exempt because it does not create and/or replace one acre or more of impervious surface.
467 First Street	Sept. 1, 2013	March 11, 2014	Covered dumpster area; Beneficial landscaping; Maintenance	Minimize land disturbed; Minimize impervious surfaces; Minimum-impact street or parking lot design; cluster structures/pavement; Disconnected downspouts; Green roof	Flow-through planter; CUDO	Maintenance Agreement at the end of project	Volume – CASQA BMP Handbook Method (1b)	N/A	Schaaf & Wheeler	The project is exempt because it does not create and/or replace one acre or more of

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	Application Final Approval Date	Source Control Measures	Site Design Measures	Treatment Systems Approved	Type of Operation & Maintenance Responsibility Mechanism	Hydraulic Sizing Criteria	Alternative Compliance Measures	Alternative Certification	HM Controls
										impervious surface.
288 First Street	May 2, 2013	Feb. 14, 2014	Maintenance/covered Dumpster area drain to sanitary sewer	Disconnected downspouts/microdetention in landscape	Infiltration basin	N/A	Flow—Uniform Intensity Method (2c)	N/A	Not used	The project is exempt because it does not create and/or replace one acre or more of impervious surface.

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	Date Construction Scheduled to Begin	Source Control Measures	Site Design Measures	Treatment Systems Approved	Operation & Maintenance Responsibility Mechanism	Hydraulic Sizing Criteria	Alternative Compliance Measures	Alternative Certification	HM Controls
Public Projects										
No public project during FY 2013-14	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO)	Party Responsible For Maintenance	Date of Inspection	Type of Inspection	Type of Treatment/HM Control(s) Inspected	Inspection Findings or Results	Enforcement Action Taken	Comments/Follow -up
Rosita Park	401 Rosita Avenue	NO	City of Los Altos	July 3, 2014	Routine	Infiltration Planters	Infiltration planters are doing well. Plants look healthy.	None	None
Safeway Store #2814	160 First Street	YES	Owner	July 3, 2014 July 15, 2014	45-day	Contech Filter / Bioretention swales	Filter was in good condition and had no mosquito larvae. Wet vault in the ground parking garage had mosquito larvae. On July 15, 2014, the designer inspected the bioretention swales. The dead plants in the bioretention swales need to be replaced, the overflow grates need to be raised, the soil in some areas is too high.	The Vector Control staff applied EPA approved substance and/or tablets to get rid of mosquito larvae that was found.	City asked the owner's representative to provide good maintenance of stormwater system and provide documentation to the City.
396 First Street	396 First Street	NO	Owner	July 3, 2014	Routine	Bioretention (flow-thru planters)	Flow-thru planters are in good condition.	None	None
240 Third Street	240 Third Street	NO	Owner	July 3, 2014	Routine	Kristar filter	Filter was in good condition, but mosquito larvae were found.	The Vector Control staff applied EPA approved substance and/or	City asked the owner's representative to provide good

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

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO)	Party Responsible For Maintenance	Date of Inspection	Type of Inspection	Type of Treatment/HM Control(s) Inspected	Inspection Findings or Results	Enforcement Action Taken	Comments/Follow -up
								tablets to get rid of mosquito larvae that was found.	maintenance of stormwater system and provide documentation to the City.
The Terraces	373 Pine Lane	NO	Owner	July 3, 2014	Routine	Flow Gard filter	Filter was in good condition.	As preventative maintenance, the Vector Control staff applied EPA approved substance.	None
960 N. San Antonio Road	960 N. San Antonio Road	NO	Owner	July 3, 2014	Routine	Kristar filter	Filter was in good condition.	As preventative maintenance, the Vector Control staff applied EPA approved substance.	None
Whole Foods	4800 El Camino Real	NO	Owner	July 3, 2014	Routine	Vault (CDS filter)	Filter was in good condition.	As preventative maintenance, the Vector Control staff applied EPA approved substance.	None
4400 E Camino Real	4400 El Camino Real	NO	Owner	July 3, 2014	Routine	Vault (Kristar filters)	Filters were in good condition.	As preventative maintenance, the Vector Control staff applied EPA approved substance.	None
The Packard Foundation	343 Second Street	NO	Owner	July 3, 2014	Routine	Infiltration basins, green roof, cistern for water reuse, vegetated swales,	All of the treatment controls were in good condition.	None	None

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

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO)	Party Responsible For Maintenance	Date of Inspection	Type of Inspection	Type of Treatment/HM Control(s) Inspected	Inspection Findings or Results	Enforcement Action Taken	Comments/Follow -up
						bioretention planters and inlet filters, roof harvesting			
Gateway Gardens	1000 Marcelli Circle	YES	Owner	July 18, 2014	45-day	Bioretention swales	All of the bioretention swales at the 21 different locations were in good condition, except for a 6 feet x 10 feet patch of dead grass.	Verbal	The 6 feet x 10 feet patch of dead lawn will be replaced.
Voyageur Du Temps	288 First Street	YES	Owner	August 14, 2014	45-day	Bioretention swales	All of the bioretention swales were in good condition.	None	None
100 First Street	100 First Street	YES	Owner	August 18, 2014	45-day	FloGard Filter	Filter was in good condition.	The Vector Control staff applied EPA approved substance and/or tablets to get rid of mosquito larvae there were found.	City will ask the owner's representative to provide good maintenance of stormwater system and provide documentation to the City.
400 Main Street	400 Main Street	YES	Owner	August 18, 2014	45-day	Vault (CDS filter)	Filter was in good condition.	As preventative maintenance, the Vector Control staff applied EPA approved substance.	None

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Appendix B

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

Reporting Period – January 1 – June 30, 2013

Project Name & No.	Permittee	Address	Application Submittal Date	Status	Description	Site Total Acreage	Density DU/Acre	Density FAR	Special Project Category	LID Treatment Reduction Credit Available	List of LID Stormwater Treatment Systems	List of Non-LID Stormwater Treatment Systems
No projects during FY 2013-14	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

MUNICIPAL REGIONAL STORMWATER PERMIT

Provision C.4 – Industrial and Commercial Site Controls

Provision C.4.b Inspection Plan: List of Facilities

FY 2013-2014

Vehicle Facility	Address
EL CAMINO REAL UNOCAL SERVICE STATION	4350 EL CAMINO REAL
RANCHO AUTO SERVICE	601 LOS ALTOS RANCHO SHOPPING CENTER
LOS ALTOS ARCO AM/PM SERVICE STATION	988 N. SAN ANTONIO ROAD
LOS ALTOS UNION SERVICE STATION	330 S. SAN ANTONIO ROAD
LADERA AUTO WORKS	465 FIRST STREET
SKIPS TIRE & AUTO CENTER	317 FIRST STREET
REITMEIR'S WERKSTATT	309 FIRST STREET
VILLAGE CHEVRON SERVICE STATION	401 MAIN STREET
CALIFORNIA AUTOMOTIVE	139 FIRST STREET
CHEVRON AUTOMOTIVE CENTER	2300 HOMESTEAD ROAD
ALLIED AUTO WORKS	2073 GRANT ROAD
ALLIED AUTO #2	1540 MIRAMONTE ROAD
USA GASOLINE SERVICE STATION	929 FREMONT AVENUE
CITY OF LOS ALTOS CORPORATION YARD	707 FREMONT AVENUE

Nursery Facility	Address
LOS ALTOS NURSERY	245 HAWTHORNE AVENUE

Food Service Facility	Address	
A G FERRARI FOODS	295	MAIN STREET
A GOOD MORNING	4546	EL CAMINO REAL, A-13
AFC SUSHI AT DRAEGER'S #2	342	FIRST STREET
AKANE JAPANESE RESTAURANT	250	THIRD STREET
ALDO LOS ALTOS	388	MAIN STREET
ALMOND ELEMENTARY SCHOOL	550	ALMOND AVENUE
ALOTTA'S DELICATESSEN	2249	GRANT ROAD
AMBIENCE RESTAURANT	132	STATE STREET
ANDRONICO'S COMMUNITY MARKET	690	FREEMONT AVENUE (RANCHO SHOPPING CENTER)
ARCO AM/PM #83187	988	SAN ANTONIO ROAD NORTH
ARMADILLO WILLY'S	1031	SAN ANTONIO ROAD NORTH
BADRY'S CATERING	982	DOLORES STREET
BASKIN-ROBBINS ICE CREAM STORE #143	264	STATE STREET
BELLA VITA	376	FIRST STREET
BLACH JUNIOR HIGH SCHOOL	1120	COVINGTON ROAD
BRIAN'S RESTAURANT	680	FREMONT AVENUE (RANCHO SHOPPING CENTER)
BULLIS CHARTER SCHOOL-EGAN CAMPUS	102	PORTOLA AVENUE WEST
BULLIS CHARTER SCHOOL-BLACH CAMPUS	1120	COVINGTON ROAD
BUMBLE	145	FIRST STREET
CAFÉ NUR	280	MAIN STREET
CAFÉ VITALE	987	FREMONT AVENUE
CARL'S JR RESTAURANT #7033	5000	EL CAMINO REAL
CARVEL ICE CREAM STORE #3147	2310	HOMESTEAD ROAD
CASA LUPE	185	MAIN STREET
CHEF CHU'S	1067	SAN ANTONIO ROAD NORTH
COURTYARD AT MARRIOTT	4320	EL CAMINO REAL
COVINGTON ELEMENTARY SCHOOL	205	COVINGTON ROAD
DE MARTINI ORCHARD	66	SAN ANTONIO ROAD NORTH
DITTMER'S GOURMET MEATS	4540	EL CAMINO REAL
DRAEGER'S DELI	342	FIRST STREET
EGAN JUNIOR HIGH SCHOOL-PTA LUNCH	100	PORTOLA AVENUE WEST
EGAN JUNIOR HIGH SCHOOL-SNACK BAR	100	PORTOLA AVENUE WEST
EL CAMINO UNOCAL	4350	EL CAMINO REAL
EPICUREAN AT PINEWOOD SCHOOL	477	FREMONT AVENUE
ESTHER'S GERMAN BAKERY	987	SAN ANTONIO ROAD NORTH

Food Service Facility	Address	
ESTRELLITA RESTAURANT	971	SAN ANTONIO ROAD NORTH
FIESTA VALLARTA	301	STATE STREET
FIRST & MAIN SPORTS LOUNGE	397	MAIN STREET
FOOTHILL PRODUCE/FELIPE'S MARKET	2310	HOMESTEAD ROAD SUITE D
GO GO GYRO	4546	EL CAMINO REAL A-11
HILLVIEW SENIOR LUNCH PROGRAM	97	HILLVIEW AVENUE
HUNAN HOME'S RESTAURANT	4880	EL CAMINO REAL
ITALIAN DELICATESSEN	139	MAIN ST
J P LIQUORS	996	LORAINE AVENUE
JACK IN THE BOX #421	4896	EL CAMIINO REAL
JESUIT RETREAT HOUSE	300	MANRESA WAY
K J'S CAFÉ A LA CARTE	12345	EL MONTE ROAD
KIKKA SUSHI AT WHOLE FOODS MARKET	4800	EL CAMINO REAL
LE BOULANGER	305	MAIN STREET
LISA'S TEA TREASURES	167	MAIN STREET
LOS ALTOS BAKERY AND CAFE	692	FREMONT AVENUE (RANCHO SHOPPING CENTER)
LOS ALTOS CHEVRON	2300	HOMESTEAD ROAD
LOS ALTOS CHRISTIAN SCHOOLS	625	MAGDALENA AVEUNE
LOS ALTOS CULINARY ACADEMY	201	ALMOND AVENUE ROOM 604
LOS ALTOS GOLF & COUNTRY CLUB	1560	COUNTRY CLUB DRIVE
LOS ALTOS GOLF & COUNTRY CLUB-MOBILE KITCHEN	1560	COUNTRY CLUB DRIVE
LOS ALTOS GOLF & COUNTRY CLUB-SNACK	1560	COUNTRY CLUB DRIVE
LOS ALTOS GRILL	233	THIRD STREET
LOS ALTOS HIGH SCHOOL	201	ALMOND AVENUE
LOS ALTOS LIBRARY	13	SAN ANTONIO ROAD SOUTH
LOS ALTOS SUB-ACUTE AND REHABILITATION CENTER	809	FREMONT AVENUE
LOS ALTOS UNITED METHODIST CHURCH	655	MAGDALENA AVENUE
LOYOLA ELEMENTARY SCHOOL	770	BERRY AVENUE
LOYOLA LIQUORS	979	FREMONT AVENUE
LUCKY #723-DELI/BAKERY	2175	GRANT ROAD
LULU'S ON MAIN STREET	163	MAIN STREET
MAIN STREET BAGELS	666	FREMONT AVENUE
MAIN STREET CAFÉ & BOOKS	134	MAIN STREET

Food Service Facility	Address	
MALTBY'S RESTAURANT, INC.	101	PLAZA NORTH
MIKADO	161	MAIN STREET
MIYO YOGURT	270	MAIN STREET
MONTCLAIRE ELEMENTARY SCHOOL	1160	ST. JOSEPH AVENUE
MORE FLAVOR!	991	SAN ANTONIO ROAD NORTH
MORRETTI BIRRA ITALIAN	4350	EL CAMINO REAL
MURACCI'S JAPANESE RESTAURANT #2	244	STATE STREET
OAK ELEMENTARY SCHOOL	1501	OAK AVENUE
OPA! LOS ALTOS	325	MAIN STREET
OREGANO'S WOOD-FIRED PIZZA	4546	EL CAMINO REAL A-6
ORIGINAL PANCAKE HOUSE, THE	420	SAN ANTONIO ROAD SOUTH
PASTA MARKET, THE	4546	EL CAMINO REAL
PEET'S COFFEE & TEA	367	STATE STREET
PEET'S COFFEE & TEA	4598	EL CAMINO REAL
PHO VI HOA RESTAURANT	4546	EL CAMINO REAL A-12
PINEAPPLE GRILL AND BAR	4926	EL CAMINO REAL
PINEWOOD SCHOOL – MIDDLE CAMPUS	327	FREMONT AVENUE
POMPEII	100	STATE STREET
POSH BAGEL, THE	310	MAIN STREET
RANCHO PIZZA	630	FREMONT AVE A
RED BERRY COFFEE BAR	145	MAIN STREET
RED PEPPER GRILL	2310	HOMESTEAD ROAD J
RESIDENCE INN BY MARIOTT	4460	EL CAMINO REAL
RICK'S CAFE	205	STATE STREET
RITE AID #5886	2310	HOMESTEAD ROAD
ROUND TABLE PIZZA #2	399	FIRST STREET
SANTA RITA ELEMENTARY SCHOOL PTA LUNCH	700	LOS ALTOS AVENUE
SATURA CAKES	200	MAIN STREET
SEE'S CANDIES #64	4844	EL CAMINO REAL
SHELL GAS STATION	929	FREMONT AVENUE
SKIP'S PLACE PIZZA, ETC.	299	FIRST STREET
SPOT A PIZZA PLACE	133	MAIN STREET
STANDARD LIQUOR	303	FIRST STREET
STARBUCK'S COFFEE #5280	654	FREMONT AVEUNE
STARBUCK'S COFFEE # 571	296	MAIN STREET
SUDAM KOREAN CUISINE	4546	EL CAMINO REAL A-5
SUMIKA	236	PLAZA CENTRAL
SUMO JAPANESE RESTAURANT	355	STATE STREET
SUSHIKO	4546	El CAMINO REAL A-4

SWEET SHOP	994	LOS ALTOS AVENUE
TERRACES AT LOS ALTOS, THE	373	PINE LANE
TOM'S DEPOT ICE CREAM & GRILL	991	FREMONT AVENUE
TOUR EIFFEL VIETNAMESE RESTAURANT	200	STATE STREET
TRADER JOE'S #127	2310	HOMESTEAD ROAD
UNION 76	4350	EL CAMINO REAL
VILLAGE KEBAB	233	STATE STREET
VILLAGE PANTRY	184	SECOND STREET
VITAMIN SHOPPE, THE	4756	EL CAMINO REAL
WALGREENS DRUG STORE	303	SECOND STREET
WEST FRESH CATERING	4546	EL CAMINO REAL B-12
WHOLE FOODS MARKET- BAKERY	4800	EL CAMINO REAL
WHOLE FOODS MARKET- RESTAURANT	4800	EL CAMINO REAL
WILDBERRY YOGURT	656	FREMONT AVENUE A

MUNICIPAL REGIONAL STORMWATER PERMIT

Provision C.9 – Pesticides Toxicity Controls

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy

AGREEMENT BETWEEN THE CITY OF LOS ALTOS, CALIFORNIA AND LITTLE DAVID PEST CONTROL, INC. FOR PEST CONTOL SERVICES

THIS AGREEMENT is made and entered into as of the First of June, 2012, by and between the CITY OF LOS ALTOS, a municipal corporation, hereinafter referred to as "CITY," and LITTLE DAVID PEST CONTROL, INC. a California Corporation, hereinafter referred to as "CONTRACTOR."

RECITALS

WHEREAS, CITY, desires to retain a pest control CONTRACTOR for pest management services in CITY parks and facilities

WHEREAS, CONTRACTOR is a independent CONTRACTOR providing similar services to numerous other cities, and

In consideration of the covenants, conditions and promises hereinafter contained, to be kept and performed by the parties hereto, **IT IS AGREED AS FOLLOWS:**

1. **SCOPE OF SERVICES**. CONTRACTOR shall provide pest control services on an as-needed basis at the request of the CITY. Prior to any work being performed, contractor will respond to a written or verbal request for services from the CITY's Maintenance Services Department. The scope and level of work will be agreed upon between the CITY and the CONTRACTOR, and will be consistent with the CITY's Integrated Pest Management Policy.

   CONTRACTOR agrees to perform all the work and furnish all the materials and equipment necessary to complete, in accordance with the applicable construction codes and ordinances, all the described services and works in a good, workmanlike and substantial manner.

   For a CONTRACTOR providing Pest Control Services, the CONTRACTOR shall follow the CITY's IPM policy, which is attached hereto and incorporated herein as Exhibit A. All applicators performing work at the request of the CITY shall receive training in the CITY's IPM policy and submit a signed and dated copy verifying they have read and understand the policy. Prior to using any chemical pesticide the CONTRACTOR must have written approval to use the selected pesticide from a CITY's Maintenance Services Manager or his/her designee. CONTRACTOR may be required to submit information about the proposed chemical pesticide application including, but not limited to, pesticide label, and MSDS, method of application, proof of equipment calibrations procedures and training.

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

CONTRACTOR shall submit a written report to the CITY within 5 business days of application. This report shall include the treated area location, target pest, amount of concentrated pesticide used, percentage of active ingredient, rate at which the pesticide was applied and date and time of application. All applications shall be in compliance with federal, state and regional regulations.

2. **SCHEDULE.** The CONTRACTOR shall begin work on June 1, 2012.

3. **TERM.** The term of this Agreement shall continue in full force and effect between June 1, 2012 and June 30, 2013. The CITY and the CONTRACTOR by mutual agreement, may renew the contract for one (1) additional year effective July 1, 2013 if service levels are satisfactory and there are no increase in service costs.

4. **COMPENSATION.** CONTRACTOR will perform the work outlined above and will invoice CITY on the basis of the amount of work completed.

5. **INSURANCE.** CONTRACTOR shall procure and maintain for the duration of the contract insurance as described in Exhibit B against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONTRACTOR, his agents, representatives, employees or SUB CONTRACTORS.

6. **OWNERSHIP OF DOCUMENTS.** Not applicable.

7. **STATUS OF CONTRACTOR.** The parties intend that CONTRACTOR, in performing the services herein specified, shall act as an independent CONTRACTOR, and shall have control of the work and the manner in which it is performed. CONTRACTOR is not to be considered to be an agent or employee of CITY, and is not entitled to participate in any pension, insurance, bonus, or other similar benefit plan CITY provides its employees. In the event that CITY exercises its right to terminate this Agreement as provided herein, CONTRACTOR expressly agrees that CONTRACTOR shall have no recourse of right of appeal under rules, regulations, ordinances, or laws applicable to CITY employees.

8. **INDEMNIFICATION.** To the fullest extent permitted by law, CONTRACTOR shall defend through counsel approved by CITY, indemnify and hold harmless CITY, its officers, representatives, agents and employees against any and all suits, damages, costs, fees, claims, demands, causes of action, losses, liabilities and expenses, including without limitation reasonable attorneys' fees, arising or resulting directly or indirectly from any act or omission of CONTRACTOR or CONTRACTOR'S assistants, employees or agents, including all claims relating to the injury or death of any person or damage to any property.

9. **TERMINATION.** Notwithstanding any other provision of this Agreement, the CITY may terminate this Agreement at any time by giving ten (10) days written notice to CONTRACTOR. In said event, CONTRACTOR shall be paid for services performed as of the date of notice of termination.

10. **NOTICES.** Any notices to be given under this Agreement by either party to the other shall be in writing and may be effected either by personal delivery or by mail, registered or

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

certified, postage prepaid with return receipt requested. Mailed notices shall be addressed as follows:

CITY:

Marcia Somers
CITY Manager
CITY of Los Altos
One North San Antonio Road
Los Altos, CA 94022

CONTRACTOR:

James Beaver
Manager
Little David Pest Control, Inc.
776 Clinton Place
San Jose, CA 95126

11. **PARTIAL INVALIDITY.** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

12. **BINDING.** This Agreement shall be binding upon and shall inure to the benefit of the heirs, executors, administrators, assigns and successors-in-interest to the parties hereto.

13. **NO IMPLIED WAIVERS.** The failure of either party at any time to require performance by the other party of any provisions hereof shall not affect in any way the full right to require such performance at any time thereafter. Nor shall the waiver by either party of a breach of any provision hereof be taken or held to be a waiver of the provision itself.

14. **ASSIGNMENT.** CONTRACTOR shall not assign, delegate, nor transfer any interest in or duty under this Agreement without the prior written consent of CITY, and no transfer shall be of any force or effect whatsoever unless and until CITY has so consented.

15. **TAXES.** CONTRACTOR agrees to file tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement, and shall be solely liable and responsible to pay such taxes and other obligations, including, but not limited to, state and federal income and FICA taxes. CONTRACTOR agrees to indemnify and hold CITY harmless from any liability which it may incur to the United States of America or the State of California as a consequence of CONTRACTOR'S failure to pay, when due, all such taxes and obligations. In the event CITY is audited for compliance regarding withholding or other applicable taxes, CONTRACTOR agrees to furnish CITY with proof of payment of taxes on these earnings.

16. **DEFAULT.** In the event CONTRACTOR fails to provide the services set forth in this Agreement due to the fault of CONTRACTOR, CITY shall have the right to either do the work itself or hire an outside CONTRACTOR to perform those services.

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

17. **APPLICABLE LAW AND FORUM.** This Agreement shall be construed and interpreted according to the laws of the State of California in any action to enforce the terms of this Agreement or for the breach thereof, and shall be brought and tried in the County of Santa Clara, California.

18 **CONSTRUCTION.** To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in the manner that avoids any violation of statute, ordinance, regulation or law.

19 **INTEGRATION.** This Agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to the rendering of services by CONTRACTOR for CITY, and contains all the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement shall be effective only if it is in writing, signed by the party to be charged.

APPROVED AS TO CONTENT:

Gil Fletcher
Maintenance Services Manager (Interim)

APPROVED AS TO FORM:

Jolie Houston
CITY Attorney

AGREED:

Marcia Somers
CITY Manager

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Smd Pest Control 052312

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

CONTRACTOR:

Name David J Campeau DAVID J. CAMPEA.

Title OWNER - OPERATOR

DATE:

5/24/12

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Little David's Pest Control 022312

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

EXHIBIT A

Maintenance Service Department

INTEGRATED PEST MANAGEMENT POLICY

EFFECTIVE DATE: JULY 1, 2010

Gil Fletcher, Maintenance Services Manager (Interim)

PURPOSE:

The policy of the City of Los Altos Maintenance Services Department in regards to the application of pesticides to City property is to minimize pesticide use. The goal is to reduce the amount of pesticides in the environment to the maximum extent practicable, as well as provide sustainable solutions for pest control on City properties.

This policy concerns the application of pesticides to property owned by the City only, and does not concern the application of pesticides to property that is not owned by the City.

DEFINITIONS

The following terms shall have the meanings set forth below:

1. "City department" means any department of the City of Los Altos includes any pesticide applicator hired by a City department to apply pesticides on City property.
2. "Contract" means a binding written agreement, including but not limited to, a contract, lease, permit, license or easement between a person, firm, corporation or other entity, and a City department, which grants a right to use or occupy property of the City of Los Altos for a specified purpose or purposes.
3. "Contractor" means a person, firm, corporation or other entity that enters into a contract with the City.

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

4. "Integrated pest management" means a decision-making process for managing pests, which uses monitoring to determine pest injury levels and combines biological, physical, and chemical tools to minimize health, environmental risks. The method uses extensive knowledge about pests, such as infestation thresholds, life histories, environmental requirements, and natural enemies to complement and facilitate, biological and other natural control of pests. The method uses the least toxic synthetic pesticides only as a last resort to controlling pests,
5. "Pesticide" means pesticide as defined in Section 12753 of Chapter 2 of Division 7 of the California Food and Agricultural Code.
6. "Toxicity Category I Pesticide Product" means any pesticide product that meets United States Environmental Protection Agency criteria for Toxicity Category I under Section 156.10 of Part 156 of Title 40 of the Code of Federal Regulations.
7. "Toxicity Category II Pesticide Product" means any pesticide product that meets United States Environmental Protection Agency criteria for Toxicity Category II under Section 156.10 of Part 156 of Title 40 of the Code of Federal Regulations

CITY INTEGRATED PEST MANAGEMENT POLICY

The City, in carrying out its operations, shall assume pesticides are potentially hazardous to human and environmental health. City departments shall give preference to reasonably available non-pesticide alternatives when considering the use of pesticides on City property. For all pest problems on City property, City departments shall follow the integrated pest management (IPM) approach outlined below.

1. Monitor each pest to determine pest population size, occurrence, and natural enemy population, if present.
2. Set treatment levels according to how much economic and/or aesthetic damage and each site can tolerate.
3. Identify decisions and practices that could affect pest populations. Consider a range and combination of potential treatments for the pest problem including mechanical, cultural, and biological controls.
4. Employ non-pesticide management tactics first when they are economically feasible. Consider the use of chemicals only as a last resort.
5. Determine the most effective treatment time, based on pest biology and other variables, such as weather, seasonal changes in wildlife use and local conditions.
6. Design and construct indoor and outdoor areas to reduce and eliminate pest habitats.
7. Modify management practices, including watering, mulching, waste management, and food storage.
8. Modify pest ecosystems to reduce food and living space.
9. Use physical controls such as hand-weeding, traps and barriers.
10. Use biological controls introducing or enhancing pests' natural enemies.

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

11. Acquaint staff with pest biology's, the IPM approach, new pest management strategies as they become known, and toxicology of pesticides proposed for use.
12. Inform the public of the City's attempt to reduce pesticide use and respond to questions from the public about City's pest management practices.
13. City of Los Altos will track and report pesticide use on municipally-owned property. City of Los Altos will report use by contractors in the annual report.
14. City of Los Altos will conduct a periodic agency-wide search of its chemical inventory for pesticides no longer legal for application per EPA, State, and/or local requirements. These pesticides, if found, will be properly disposed pursuant to appropriate waste disposal regulations.
15. As part of the annual reporting process, the City of Los Altos will review and evaluate, with input from municipal staff, the effectiveness of its Pest Management Plan and IPM Policy in achieving the goals of the Plan to the maximum extent practicable.
16. Commercial applicators contracted by the City of Los Altos for application of pesticides on municipal property will be required to follow the City of Los Altos' IPM policy, SOPs, and BMPs; through contractual agreements. Provide documentation of pesticide use on City of Los Altos property to the city in a timely manner.

RESTRICTION ON USE OF TOXICITY CATEGORY I AND CATEGORY II

No City department shall use any Toxicity Category I or Category II Pesticide Product unless all other measures have been exhausted. Authorization must be made by the Public Works Superintendent to allow use of Category I or Category II Pesticide

NOTICE OF PESTICIDE USE

Any City department that uses any pesticide shall comply with the following notification procedures:

1. Signs for pesticide applications in areas not considered to be active play areas (ie, shrub beds, parking lots, pathways) shall be posted prior to application of the pesticide product and remain posted at least twenty-four hours after the reentry interval has expired .
2. Signs for Restricted use pesticide applications or pesticide applications in areas considered to be active play areas (ie, playgrounds, athletic fields,) shall be posted 48 hours prior to application of the pesticide product and remain posted at least twenty-four hours after the reentry interval has expired.
3. The use of any pesticide in any public area with a reentry interval of at least 24 hours will be posted in accordance to the California Food And Agricultural Code 12978.

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

4. Signs shall be posted at every entry point where the pesticide is applied if the pesticide is applied in an enclosed area, and in highly visible locations around the perimeter of the area where the pesticide is applied if the pesticide is applied in an open area,
5. Signs shall be of a standardized design which are easily recognizable to the public and workers.
6. Signs shall contain the name and active ingredient of the pesticide product, the target pest, the date of pesticide use, the signal word indicating the toxicity category of the pesticide product, the date for re-entry to the area treated, and the name and contact number for the City department responsible for the application.
7. City departments shall not be required to post signs in right-of-way locations that the general public does not use for recreational purposes.

BEST MANAGEMENT PRACTICES

This section includes BMP's and control measures to protect water quality during the use of pesticides, when it is determined through an IPM process that pesticides must be used.

PESTICIDE USAGE

1) Follow all federal, state, and local laws and regulations governing the use, storage, and disposal of pesticides and training of pest control advisors and applicators.
2) Use the least toxic pesticides that will do the job, provided there is a choice. The agency will take into consideration the LD_{50}, overall risk to the applicator, and impact to the environment.
3) Apply pesticides at the appropriate time to maximize their effectiveness and minimize the likelihood of discharging non-degraded pesticides in stormwater runoff. Avoid application of pesticides if rain is expected (this does not apply to the use of pre-emergent herbicide applications when required by the label for optimal results.)
4) Employ techniques to minimize off-target application (e.g. spray drift) of pesticides, including consideration of alternative application techniques. For example, when spraying is necessary, increase drop size, lower application pressure, use surfactants and adjuvants, using wick application, etc.
5) Apply pesticides only when wind speeds are low.
6) Mix and apply only as much material as is necessary for treatment. Calibrate application equipment prior to and during use to ensure desired application rate.
7) Do not mix or load pesticides in application equipment adjacent to a storm drain inlet, culvert or watercourse.
8) Irrigate slowly to prevent runoff and then only as much as is needed.

Provision C.9.d City of Los Altos Contract Specifications requiring city pesticide contractors to implement the city's Integrate Pest Management Policy (cont.)

PESTICIDE STORAGE

1) To minimize quantities of pesticides stored, purchase what is needed for use in the near future.
2) Implement storage requirements for pesticide products with guidance from the local fire department and the Santa Clara County Agricultural Commissioner. Provide secondary containment for pesticides, if required.
3) Provide spill kits, store the kits near pesticides, and train employees to use them.
4) Store pesticides in a locked and posted individual storage unit. Pesticides should not be stored where they could be exposed to rain or irrigation water, causing pesticide runoff to storm drains or creeks.
5) Store pesticides only in labeled containers.

PESTICIDE DISPOSAL

1) Dispose of empty pesticide containers according to the instructions on the container label.
2) Dispose of unused pesticides as hazardous wastes in accordance with applicable regulations.