



B A S M A A

Alameda Countywide
Clean Water Program

Contra Costa
Clean Water Program

Fairfield-Suisun
Urban Runoff
Management Program

Marin County
Stormwater Pollution
Prevention Program

San Mateo Countywide
Stormwater Pollution
Prevention Program

Santa Clara Valley
Urban Runoff Pollution
Prevention Program

Vallejo
Sanitation and Flood
Control District

April 1, 2010

Mr. Bruce Wolfe, Executive Officer
Regional Water Quality Control Board – San Francisco Bay Region
1515 Clay St., Suite 1 400
Oakland, CA 94612

Subject: Submittal of Annual Reporting format – FY 09-10 and FY 10-11

Dear Mr. Wolfe:

In accordance with provision C.16.b of the Municipal Regional Stormwater NPDES Permit (“MRP”), Order R2-2009-0074, NPDES Permit No. CAS612008 adopted October 14, 2009 that requires collaborative development of a common annual reporting format by April 1, 2010, the program managers for the six Phase I geographic areas covered by the MRP (see cc: list) have authorized me to transmit the attached common annual reporting format as required for Executive Officer acceptance.

Given the relatively short time frame to both merge what were heretofore six annual reporting formats into one format and to add sections to cover all the new and different MRP provisions compared with the previous six areawide permits, the attached submittal is necessarily a “work-in progress.” Additionally, we appreciate Dr. Mumley’s time spent discussing reporting issues with the BASMAA Board and comments pre-submitted by Regional Water Board staff. As discussed with Dr. Mumley, these comments have been addressed in the attached annual report format; to the extent there has been time to vet them with the six programs and 77 Bay Area Phase 1 permittees. Given these circumstances, MRP permittees continue to review the format, and therefore we may resubmit a more fully vetted format by May 1, 2010.

Thank you and please contact me with any questions (650) 365-8620.

Sincerely,

Geoff Brosseau, Executive Director

Bay Area

Stormwater Management

Agencies Association

1515 Clay Street

Suite 1400

Oakland, CA 94612

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Attachment: Draft Proposed Annual Report Format – FY 09-10 and FY 10-11

cc: Jim Scanlin, Alameda Countywide Clean Water Program
Tom Dalziel, Contra Costa Clean Water Program
Kevin Cullen, Fairfield-Suisun Urban Runoff Management Program
Matt Fabry, San Mateo Countywide Water Pollution Prevention Program
Adam Olivieri, Santa Clara Valley Urban Runoff Pollution Prevention Program
Lance Barnett, Vallejo Sanitation and Flood Control District

**Draft Proposed Annual Report Format
FY 09-10 and FY 10-11**

**Municipal Regional Stormwater NPDES Permit
("MRP")**

Order R2-2009-0074

NPDES Permit No. CAS612008

October 14, 2009

Proposed Fiscal Year 2009/2010 and 2010/2011 Annual Report Form for Provision C.2

Annual Report Form for Provision C.2 Summary

The Municipal Operations Provision C.2 reporting requirements in the MRP include a mix of narrative questions and tabular questions.

Sections C.2.a-C.2.c reporting requirements include summaries of general compliance and implementation of BMPs for the following municipal activities:

- Street and Road Repair and Maintenance
- Sidewalk/Plaza Maintenance and Pavement Washing
- Bridge and Structure Maintenance and Graffiti Removal

Section C.2.d reporting requirements include trash removal, DO monitoring data, and any corrective actions resulting from DO monitoring at pump stations. In addition, all pump station dry and wet weather inspection records shall be included in the annual report.

Section C.2.e reporting requirements include a summary of general compliance and implementation of BMPs for rural public works construction and maintenance, specifically, reporting on increase maintenance in priority areas.

Section C.2.f reporting requirements include a summary of implementation of corporation yard SWPPPs, the results of corporation yard inspections, and any follow up actions from inspections.

**Proposed Fiscal Year 2009/2010 and 2010/2011 Annual Report Form for
Provision C.2**

Proposed Annual Report Form for Provision C.2

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

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

1) Please check the boxes next to implemented BMPs. If none of these activities took place during the reporting fiscal year then indicate so in the comments section below:

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

Comments:

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

2) Please check the boxes next to implemented BMPs. If none of these activities took place during the reporting fiscal year then indicate so in the comments section below:

- 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
- Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:

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

3) Please check the boxes next to implemented BMPs. If none of these activities took place during the reporting fiscal year then indicate so in the comments section below:

- Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
- Control of discharges from graffiti removal activities

Proposed Fiscal Year 2009/2010 and 2010/2011 Annual Report Form for Provision C.2

- Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
- Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal

Comments:

C.2.d. Stormwater Pump Stations

Does your municipality own stormwater pump stations: Yes No

If your answer is no then please skip to question 6.

- 4) Complete the following table for DO monitoring and inspection data for pump stations¹
(add more rows for additional pump stations):

Pump Station Name and Location	First inspection Dry Weather DO Data (Date and mg/L)	Second inspection Dry Weather DO Data (Date and mg/L)

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

- 5) Please complete the following table for wet weather inspection data for pump stations
(add more rows for additional pump stations):

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

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

¹ Pump stations that pump stormwater into stormwater collection systems or infiltrate into a dry creek immediately downstream are exempt from DO monitoring.

**Proposed Fiscal Year 2009/2010 and 2010/2011 Annual Report Form for
Provision C.2**

Does your municipality own/maintain rural roads: Yes No
If your answer is no then please skip to question 7.

6) Please check the boxes next to implemented BMPs. If none of these activities took place during the reporting fiscal year then indicate so in the comments section below:

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

C.2.f. Corporation Yard BMP Implementation

7) Please check the boxes below that apply to your corporations yard:

- Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
- We do not have a corporation yard
- Our corporation yard does not require a General Industrial Stormwater Permit from the State because it is a Category 10 Discharger
- Our corporation yard does not require a General Industrial Stormwater Permit from the State because the activities performed at the corporation yard are not listed on Attachment 1 - of the General Permit for Industrial Activities
- Our corporation yard is a closed system facility for stormwater and it exempt from the SWPPP MRP requirement

Do not fill out questions 8 or 9 if your corporation yard(s) is filed as a Notice of Intent (NOI) facility and is covered under the California State Industrial Stormwater NPDES General Permit, if you do not have a corporation yard or if your corporation yard is exempted from the SWPPP requirement.

8) Please check the boxes below next to implemented SWPPP BMPs.

- Control of pollutant discharges from storm drains such as wash waters from cleaning vehicles and equipment

**Proposed Fiscal Year 2009/2010 and 2010/2011 Annual Report Form for
Provision C.2**

- Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
- Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
- 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
- Cover and/or berm outdoor storage areas containing waste pollutants

9) Please complete the following table for inspection results for your corporation yard(s):

Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions

Fiscal Years 2009/10 & 2010/11
Provision C.3 Annual Reporting Requirements

C.3.a.iii - New Development and Redevelopment Performance Standard Implementation Reporting – Provide a brief summary of the method(s) of implementation of Provisions C.3.a.i.(1)-(8) in the 2011 Annual Report.

C.3.b.v.(1) - Regulated Projects Reporting - For each Regulated Project approved during the fiscal year reporting period, the following information shall be reported electronically in the fiscal year Annual Report, in tabular form (“Attachment A” provides a “Sample Reporting Table”):

- (a) Project Name, Number, Location (cross streets), and Street Address;
- (b) Name of Developer, Phase No. (if project is being constructed in phases, then each phase should have a separate entry), Project Type (e.g., commercial, industrial, multiunit residential, mixed-use, public), and description;
- (c) Project watershed;
- (d) Total project site area and total area of land disturbed;
- (e) Total new impervious surface area and/or total replaced impervious surface area;
- (f) If redevelopment or road widening project, total pre-project impervious surface area and total post-project impervious surface area;
- (g) Status of project (e.g., application date, application deemed complete date, project approval date);
- (h) Source control measures;
- (i) Site design measures;
- (j) All post-construction stormwater treatment systems installed onsite, at a joint stormwater treatment facility, and/or at an offsite location;
- (k) Operation and maintenance responsibility mechanism for the life of the project.
- (l) Hydraulic Sizing Criteria used;
- (m) Alternative compliance measures for Regulated Project (if applicable)
 - (i) If alternative compliance will be provided at an offsite location in accordance with Provision C.3.e.i.(1), include information required in Provision C.3.b.v.(a) – (l) for the offsite project; and
 - (ii) If alternative compliance will be provided by paying in-lieu fees in accordance with Provision C.3.e.i.(2), provide information required in Provision C.3.b.v.(a) – (l) for the Regional Project. Additionally, provide a summary of the Regional Project’s goals, duration, estimated completion date, total estimated cost of the Regional Project, and estimated monetary contribution from the Regulated Project to the Regional Project; and
- (n) Hydromodification (HM) Controls (see Provision C.3.g.) – If not required, state why not. If required, state control method used.

C.3.b.v.(2) – Green Streets Reporting - On an annual basis, the Permittees shall report on the status of the pilot green street projects. For each completed project, the Permittees shall report

Fiscal Years 2009/10 & 2010/11 Provision C.3 Annual Reporting Requirements

the capital costs, operation and maintenance costs, legal and procedural arrangements in place to address operation and maintenance and its associated costs, and the sustainable landscape measures incorporated in the project including, if relevant, the score from the Bay-Friendly Landscape Scorecard.

C.3.d.iii. – Numeric Sizing Criteria Reporting – The Permittees shall require that stormwater treatment systems constructed for Regulated Projects meet the prescribed hydraulic sizing design criteria. Permittees shall use the reporting tables required in Provision C.3.b.v.(1) to report compliance with this provision.

C.3.f. – Alternative Certification Reporting – A Permittee may elect to have a third party review and certify the Regulated Project design complies with Provision C.3.d. Projects reviewed by third parties shall be noted in reporting table required in Provision C.3.b.v.(1).

C.3.g.iv. – HMP Reporting - For each Hydromodification Management Project approved during the reporting period, the following information shall be reported electronically in tabular form using the reporting tables required in Provision C.3.b.v.(1).

1. Device(s) or method(s) used to meet the HM Standard, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control;
2. Method used by the project proponent to design and size the device or method used to meet the HM Standard; and
3. Other information as required in the Permittee’s existing HM requirements, as shown in Attachments B–F.

C.3.h.iv. – O&M Reporting – Each Permittee shall implement an Operation and Maintenance (O&M) Verification Program. Beginning with the 2010 Annual Report, for each Regulated Project inspected during the reporting period the following information shall be reported to the Water Board electronically in tabular form as part of the Annual Report (a “Sample Reporting Table” is provided as “Attachment G”):

- Name of facility/site inspected.
- Location (street address) of facility/site inspected.
- Name of responsible operator for installed stormwater treatment systems and HM controls.
- For each inspection:
 - Date of inspection.
 - Type of inspection (e.g., initial, annual, follow-up, spot).
 - Type(s) of stormwater treatment systems inspected (e.g., swale, bioretention unit, tree well, etc.) and an indication of whether the treatment system is an onsite, joint, or offsite system.
 - Type of HM controls inspected.
- Inspection findings or results (e.g., proper installation, proper operation and maintenance, system not operating properly because of plugging, bypass of stormwater because of improper installation, maintenance required immediately, etc.).

Fiscal Years 2009/10 & 2010/11
Provision C.3 Annual Reporting Requirements

- Enforcement action(s) taken, if any (e.g., verbal warning, notice of violation, administrative citation, administrative order).
 - (2) On an annual basis, before the wet season, provide a list of newly installed (installed within the reporting period) stormwater treatment systems and HM controls to the local mosquito and vector control agency and the Water Board. This list shall include the facility locations and a description of the stormwater treatment measures and HM controls installed.
 - (3) Each Permittee shall report the following information in the Annual Report each year:
 - (a) A discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.
 - (b) A discussion of the effectiveness of the Permittee's O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness of program).

Instructions for Completing the Regulated Projects Reporting Table

1. **Project Name, Number, Location, and Street Address** – Include the following information:
 - Name of the project
 - Number of the project (if applicable)
 - Location of the project with cross streets
 - Street address of the project (if available)

2. **Name of Developer, Project Phase Number, Project Type, and Project Description** – Include the following information:
 - Name of the developer
 - Project phase name and/or number (only if the project is being developed in phases) – each phase should have a separate row entry
 - Type of development (i.e., new and/or redevelopment)
 - Description of development (e.g., 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse)

3. **Project Watershed**
 - State the watershed(s) that the Project drains into
 - Optional but recommended: Also state the downstream watershed(s)

4. **Total Site Area** – State the total site area. Specify unit used (e.g., acres or square feet).

5. **Total Area of Land Disturbed** – State the total area of land disturbed. Specify unit used (e.g., acres or square feet).

6. **Total New and/or Replaced Impervious Surface Area**
 - State the total new impervious surface area. Specify unit used (e.g., acres or square feet).
 - State the total replaced impervious surface area, as applicable. Specify unit used (e.g., acres or square feet).

7. **Total Pre-Project Impervious Surface Area** – For redevelopment projects, state the pre-project impervious surface area. Specify unit used (e.g., acres or square feet).

8. **Total Post-Project Impervious Surface Area** – For redevelopment projects, state the post-project impervious surface area. Specify unit used (e.g., acres or square feet).

9. **Status of Project** – Include the following information:

- Project application submittal date
 - Project application deemed complete date
 - Final discretionary approval date
10. **Source Control Measures** – List all source control measures that have been approved for the project.
 11. **Site Design Measures** – List all site design measures that have been approved for the project.
 12. **Treatment Systems Approved** – List all approved post-construction stormwater treatment system(s) to be installed onsite and/or at a joint stormwater treatment system facility.
 13. **Operation and Maintenance (O&M) Responsibility Mechanism** – List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners’ association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems. In the narrative reporting section, give a discussion of the inspection findings for the year as outlined in Provision C.3.h.iv.(3).
 14. **Hydraulic Sizing Criteria Used** – List the hydraulic sizing criteria used for the Project.
 15. **Alternative Compliance Measures (Not applicable until the September 15, 2012 Annual Report)** – Put a check in this box if either Option 1 or Option 2 alternative compliance measures (see below) are used, and in the narrative reporting give a discussion of the alternative compliance project including the information specified in Provision C.3.b.v.(1)(m)(i) for the Option 1 offsite project or Provision C.3.b.v.(1)(m)(ii.) for the Option 2 Regional Project.
 - **Option 1: LID Treatment at an Offsite Location (Provision C.3.e.i.(1))**
 - **Option 2: Payment of In-Lieu Fees (Provision C.3.e.i.(2))**
 16. **Alternative Certification** – Note whether a third party was used to certify the project design complies with Provision C.3.d.
 17. **HM Controls**
 - If HM control is not required, state why not
 - If HM control is required, state control method used (e.g., method to design and size device(s), method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basins, or in-stream control)

Regulated Projects Reporting Table

Project Name Project No., Location, St. Address	Name of Developer, Proj. Phase No. ¹ , Proj. Type & Description	Project Watershed ²	Total Site Area	Total Area of Land Disturbed	Total New and/or Replaced Impervious Surface Area ³	Total Pre- Project Impervious Surface Area ⁴	Total Post- Project Impervious Surface Area ⁵	Status of Project ⁶	Source Control Measures	Site Design Measures	Treatment Systems Approved ⁷	Operation & Maintenance Responsibility Mechanism	Hydraulic Sizing Criteria	Alternative Compliance Measures ^{8/9}	Alternative Certification	HM Controls ^{10/11}
<u>Private Projects</u>																
<u>Public Projects</u>																

¹ If a project is being constructed in Phases, use a separate row entry for each Phase.

² State the watershed(s) that the Regulated Project drains to. Optional but recommended: Also state the downstream watershed(s).

³ State both the total new impervious surface area and the total replaced impervious surface area, as applicable.

⁴ For redevelopment projects state the pre-project impervious surface area.

⁵ State the post-project impervious surface area.

⁶ State project application date; application deemed complete date; and, final discretionary approval date.

⁷ List stormwater treatment system(s) approved onsite or at a joint stormwater treatment facility.

⁸ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

⁹ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

¹⁰ If HM control is not required, state why not.

¹¹ If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

Instructions for Completing the Operation and Maintenance Reporting Table

1. **Facility/Site Inspected** – State the name and location of the facility inspected.
2. **Party Responsible for Maintenance** – State the responsible operator for installed stormwater treatment systems and HM controls.
3. **Date of Inspection** – State the date of the inspection
4. **Type of Inspection** – State the type of inspection, for example:
 - Annual Inspection
 - Follow-up Inspection
 - Spot Inspection
5. **Type of Treatment System(s) or HM Control(s) Inspected** – State the type(s) of treatment systems inspected (e.g., bioretention facility, flow-through planter, infiltration basin, etc...) and the type(s) of HM controls inspected, and indicate whether the treatment system is an onsite, joint, or offsite system.
6. **Inspection Findings or Results** – State the inspection findings or results, for example:
 - Proper Installation
 - System Improperly Installed
 - Proper O&M
 - Immediate Maintenance Needed
7. **Enforcement Action Taken** – State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan. For example:
 - Level I Enforcement (e.g., Warning Notice/Education)
 - Level II Enforcement (e.g., Notice of Violation)
 - Level III Enforcement (e.g., Administrative Penalties, Cost Recovery)
 - Level IV Enforcement (e.g., Legal Action and/or Referral to State/Federal Agencies)

Proposed Operations & Maintenance Reporting Table

Operation and Maintenance Reporting Table
City/Town/County of _____

Facility/Site Inspected	Party Responsible For Maintenance	Date of Inspection	Type of Inspection (annual, follow-up, etc.)	Type of Treatment/HM Control(s) Inspected	Inspection Findings or Results	Enforcement Action Taken	Comments

Proposed Narrative Reporting

C.3.a. New Development and Redevelopment Performance Standard Implementation Summary Report (2011 Annual Report only)

In the September 15, 2011 Annual Report, provide a brief summary of the methods of implementation of Provisions C.3.a.i.(1)-(8).

C.3.b. Green Streets Status Report (All projects to be completed by December 1, 2014)

On an annual basis, report on the status of any pilot green street projects within your jurisdiction (**Note:** This reporting may be done at the Program and/or municipal-level). For each completed project, report the capital costs, operation and maintenance costs, legal and procedural arrangements in place to address operation and maintenance and its associated costs, and the sustainable landscape measures incorporated in the project including, if relevant, the score from the Bay-Friendly Landscape Scorecard.

Proposed Narrative Reporting

C.3.h. Operation and Maintenance Inspection Program Reporting

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

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

Proposed Reporting Format for C.4 Industrial and Commercial Site Controls

(For FY0910 only) **Do you have adequate legal authority to obtain effective stormwater pollutant control on industrial sites?** (C.4.a.ii)

Yes No, explain:

(For FY0910 only) **Have you developed and implemented an Enforcement Response Plan?**

(C.4.c.ii.(5)) Yes No, explain:

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff. (C.4.b.iii.(1))

List below or attach your list of facilities scheduled for inspection during the current fiscal year. (C.4.b.iii.(2)).

Staff Training Summary (C.4.d.iii)

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance

Facility Inspections (C.4.c.iii.(1))

	Number	Percent
Inspections conducted	#	
Violations issued (excluding verbal warnings)	#	
Sites inspected in violation		%
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	#	%

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

Type/Category ¹	Violations	
	Number	Percent
Outdoor process and manufacturing areas	#	%
Outdoor material storage areas	#	%
Outdoor waste storage and disposal areas	#	%
Outdoor vehicle and equipment storage and maintenance areas	#	%
Outdoor wash areas	#	%
Outdoor drainage from indoor areas	#	%
Rooftop equipment	#	%
Other sources	#	%

Notes:

¹ These type/categories are from C.4.b.ii.(1) types of functions that may produce pollutants when exposed to stormwater. The reporting requirement is not explicit as to the types/categories of violations. If your program has defined different categories please list those categories.

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

	Enforcement Action (as listed in ERP) ¹	Number Enforcement Actions Taken	% Enforcement Actions Taken ²
Level 1		#	%
Level 2		#	%
Level 3		#	%
Level 4		#	%
Total		#	100%

Notes:

¹ Agencies to list specific enforcement actions as defined in their ERPs (e.g. Verbal Warning, Notice of Violation, Administrative Action and Criminal Penalty).

² Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

Proposed Reporting Format for C.5 Illicit Discharge Detection and Elimination

(For FY0910 only) **Do you have adequate legal authority to prohibit and control illicit discharges and escalate stricter enforcement to achieve expedient compliance?** (C.5.a.ii)

Yes No, explain:

(For FY0910 only) **Have you developed and implemented an Enforcement Response Plan?** (C.5.b.ii.(4)) Yes No, explain:

List below or attach your complaint and spill response phone number and spill contact list. (C.5.c.iii)

Evaluation of Mobile Business Program (C.5.d.iii)

Describe implementation of minimum standards and BMPs for mobile businesses and your enforcement strategy.

Evaluation of Collection System Screening Program (C.5.e.iii)

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

Spill and Discharge Complaint Tracking

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	#	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	#	
Discharges resolved ¹ in a timely manner ² (C.5.f.iii.(3))	#	%
Major types ⁴ of discharges and complaints (C.5.f.iii.(4))		
_____	# ³	% ³
_____	# ³	% ³
_____	# ³	% ³
_____	# ³	% ³
_____	# ³	% ³
_____	# ³	% ³
_____	# ³	% ³
_____	# ³	% ³
_____	# ³	% ³

Notes:

1. The incident is considered resolved the date the discharge is abated (required tracking data).
2. Describe how you defined timely manner: _____
3. The number and percentage of the type of discharge/complaint is not required for the Annual Report but will demonstrate how you define “major” (e.g. >10% of discharges, etc.).
4. Example types of discharges/complaints are: Saw cutting slurry discharge; Surface cleaning discharge; Vehicle & equipment leaking; Dewatering; Water line breaks; Landscape material dumping; SWIDs; Vehicle washing; Vehicle repair; Used oil dumping; Un-hardened cement discharge; Equipment cleaning; Dumpster discharge; Pools/Spas/Fountains discharge; Cooling water discharge; Accidental spills; Abandoned drums discharge; Sanitary spill or leak; Dumping – hazardous; Dumping – non-hazardous; Grey water discharge; Carpet cleaning discharge; Paint discharge; Food Facility Oil & grease discharge; RV Waste discharge; Allowable discharge; Misc. incidents; Illicit connections; Complaint not found

{The following is not a required reporting element of the Annual Report. However, this section would be very helpful in FY0910 because program changes and data tracking changes occurred during the reporting year. Therefore it may be necessary to explain incomplete or apparent conflicting data and describe the steps taken to revise the program to meet MRP requirements.}

Evaluation of spill and discharge complaint tracking data and Program Effectiveness

For FY0910 describe steps taken to revise your program to meet new data tracking and reporting requirements. Describe what appear to be your program’s strengths and weaknesses, and identify needed improvements, including education and outreach.

Proposed Reporting Format for C.6. Construction Site Control

Reporting Format Approach:

Inspection Tracking (C.6.e.ii.(4))

- Collect required tracking data and maintain electronic data tables. An example format is provided in Appendix I: Fact Sheet (page App I-52 or App I-96). (Note that the example contains an error in the fourth column: the header should read “Rain with runoff since last inspection?” and the column should contain a Yes or No answer.)
- These tables are not required to be submitted, unless requested by the Water Board Executive Officer or by Water Board staff during inspections or audits.

Inspection Reporting – Summary Data (C.6.e.iii(1))

- Generate summary data from tracking data tables.
- Submit requested summaries in tabular form (see attached example)

Inspection Reporting – Narrative (C.6.e.iii(2))

- Evaluate the tracking data and data summaries and provide information on the results, the inspection program’s strengths and weaknesses, and needed improvements, including education and outreach.
- Evaluate your program’s effectiveness and identify needed improvements. For FY 09-10, use this section to describe the permittee’s inspection program and changes made to implement C.6. during 12/1/09 to 6/30/10.
- For FY 09-10 Only: Use check boxes to indicate whether your legal authority is adequate and your enforcement response plan has been developed and implemented.

Staff Training (C.6.f.)

- Submit training data in tabular form (see attached example)

Proposed Reporting Format for C.6. Construction Site Control

1) Site/Inspection Totals

Number of sites disturbing < 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (C.6.e.iii.1.c)
#	#	#

2) Construction Activities Storm Water Violations (C.6.e.iii.1.d):

BMP Category	Number of Violations ¹	% of Total Violations ²
Erosion Control	#	%
Run-on and Run-off Control	#	%
Sediment Control	#	%
Active Treatment Systems	#	%
Good Site Management	#	%
Non Stormwater Management	#	%
Total	#	100%

Notes:

¹Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

²Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

3) Construction related storm water enforcement actions (C.6.e.iii.1.e)

	Enforcement Action (as listed in ERP) ¹	Number Enforcement Actions Taken	% Enforcement Actions Taken ²
Level 1		#	%
Level 2		#	%
Level 3		#	%
Level 4		#	%
Total		#	100%

Notes:

¹Agencies should list the specific enforcement actions as defined in their ERPs.

²Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

Proposed Reporting Format for C.6. Construction Site Control

4) Illicit Discharges

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

5) Violation Correction Times

	Number	Percent
Violations fully corrected within 10 business days or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	#	% ²
Violations not fully corrected within 30 days (C.6.e.iii.1.i)	#	% ³
Total number of violations for the reporting year¹	#	100%

Notes:

¹Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

²Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

³Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

Proposed Reporting Format for C.6. Construction Site Control

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

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

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

Describe what appear to be your program’s strengths and weaknesses, and identify needed improvements, including education and outreach. For FY 09-10, describe steps taken to revise your construction inspection program to meet new inspection, data tracking and reporting requirements.

For FY 09-10 Annual Report Only:

Is your agency’s legal authority adequate for C.6 compliance? (C.6.a.iii) Yes No, explain:

Has your Enforcement Response Plan been developed and implemented? (C.6.b.ii.(3)) Yes No, explain:

Staff Training Summary (C.6.f.)

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance

Proposed Reporting Format for C.7. Public Information and Outreach FY 09-10 and FY 10-11

Reporting Format Approach:

C.7.b.ii.1. Advertising Campaign (Each Annual Report)

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

C.7.b.iii.1. Pre-Campaign Survey (FY 10-11 Annual Report)

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

- Summary of how the survey was implemented.
- Analysis of the survey results.
- Discussion of the outreach strategies based on the survey results.
- Discussion of planned or future advertising campaigns to influence awareness and behavior changes regarding trash/litter and pesticides.

C.7.c. Media Relations (Each Annual Report)

Summarize the media relations effort. If media relations is being done by participation in a countywide or regional program, refer to it in the Annual Report. Include the following details for each media pitch in the Annual Report, OR refer to a regional report that includes these details:

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

C.7.d. Stormwater Point of Contact (Report in FY 09-10 Annual Report only, unless changes made)

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

Proposed Reporting Format for C.7. Public Information and Outreach FY 09-10 and FY 10-11

C.7.e. Public Outreach Events (Each Annual Report)

Use the following table for reporting and evaluating public outreach events

Event Details	Description (messages, audience)	Evaluation of effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional.	Identify type of event (e.g., school fair, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g. Diorama/Enviroscape presentation, pesticides, stormwater awareness)	Provide general staff feedback on the event (e.g., well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> • Estimated overall attendance at the event. • Number of people that visited the booth • Number of brochures and giveaways distributed • Results of any spot surveys conducted

C.7.f. Watershed Stewardship Collaborative Efforts (Each Annual Report)

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

C.7.g. Citizen Involvement Events (Each Annual Report)

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

Event Details	Description	Evaluation of effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional	Describe activity (e.g., creek clean-up, storm drain marking etc.)	Provide general staff feedback on the event. Provide other evaluation details such as: <ul style="list-style-type: none"> • Number of participants. Any change in participation from previous years. • Distance of creek or water body cleaned • Quantity of trash/recyclables collected. (weight or volume) • Number of inlets marked. • Data trends

Proposed Reporting Format for C.7. Public Information and Outreach FY 09-10 and FY 10-11

C.7.h. School-Age Children Outreach (Each Annual Report)

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment.

Use the following table for reporting school-age children outreach efforts.

Program Details	Focus & Short Description		Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: <ul style="list-style-type: none"> • Name • Grade or level (elementary/ middle/ high) • Type of Program (classroom presentation, teacher workshop, assembly, etc.) 	Brief description, messages		Provide number of participants	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.

Date: March 3, 2010
To: Geoff Brosseau, BASMAA Executive Director
From: Arleen Feng (ACCWP). BASMAA Monitoring/POC Committee chair
Cc: BASMAA Monitoring/POC Committee
Subject: Draft Proposed Annual Report Format for FY 2009-2010 and FY 2010-2011 for Provisions C.8, C.9 (partial), C.11, C.12, C.13, and C.14

Recommendation:

Provide the attached draft Annual Report format for the above referenced MRP provisions to the BASMAA Board for review and input.

Background:

The adopted Municipal Regional Permit requires submittal of an Annual Report by September 15th of each year. The first Annual Report is due September 15, 2010. Each Annual Report covers the previous fiscal year beginning July 1 and ending June 30. The annual reporting requirements are set forth in provisions C.1 – C.16.

Permittees are required to collaboratively develop a common annual reporting format for acceptance by the Water Board Executive Officer by April 1, 2010. This memorandum transmits a revised proposed format for complying with the annual reporting requirements for FYs 2009-2010 and 2010-2011 for the following provisions:

- C.8 Monitoring
- C.9.e (Track and Participate in Relevant Regulatory Processes) and C.9.g (Evaluate Implementation of Source Control Actions Relating to Pesticides)
- C.11 Mercury Controls except for C.11.a (Mercury Collection and Recycling Implemented throughout the Region) which is addressed by another Committee
- C.12 PCBs Controls except for C.12.a, (Incorporate PCBs and PCB-Containing Equipment Identification into Existing Industrial Inspections) which is addressed by another Committee
- C.13 Copper Controls
- C.14 PBDEs, Legacy Pesticides, and Selenium

As previously recommended to the BASMAA Board by the Monitoring/POC Committee (MPC), these provisions will be conducted as regional tasks coordinated by the MPC.

The following draft documents are provided for your review and input:

- Table of Annual Reporting requirements for Provisions C.8, C.9, C.11, C.12, C.13, and C.14 (regional and non-regional tasks)
- Proposed outline format for Pollutants of Concern Regional Supplement for FY 2009-2010 and FY 2010-2011 Annual Reports.

Excluded from this transmittal:

Provision C.8.g. includes the following reporting requirements covering most C.8 –related data collection activities in the previous Water Year beginning October 1 and ending September 30:

- C.8.g.ii Electronic Status Monitoring Data Reports
- C.8.g.iii or v Urban Creeks Monitoring Report or Integrated Monitoring Report
- C.8.g.iv Monitoring Project Reports

For activities conducted through a regional collaborative, the first Urban Creeks Monitoring Report is due March 15, 2012, unless the Permittees choose to monitor through a regional collaborative, in which case the due date is March 15, 2013. Since C.8.g deliverables are different from the Annual Report with different due dates starting after submittal of the FY2010-2011 Annual Report, this transmittal does not include proposed formats for those reports, for which required contents are listed in C.8.g.ii-vi.

Provision C.8.g.i also requires that:

When data collected pursuant to C.8.a.-C.8.f. indicate that discharges are causing or contributing to an exceedance of an applicable water quality standard, Permittees shall notify the Water Board within no more than 30 days of such a determination and submit a follow-up report in accordance with Provision C.1 requirements. The preceding reporting requirements shall not apply to continuing or recurring exceedances of water quality standards previously reported to the Water Board or to exceedances of pollutants that are to be addressed pursuant to Provisions C.8 through C.14 of this Order in accordance with Provision C.1.

This transmittal does not include proposed formats for follow-up reports submitted per Provision C.1.a which includes the following requirements:

[T]he Permittee(s) shall...submit a report to the Water Board that describes BMPs that are currently being implemented, and the current level of implementation, and additional BMPs that will be implemented, and/or an increased level of implementation, to prevent or reduce the discharge of pollutants that are causing or contributing to the exceedance of WQSs. The report may be submitted in conjunction with the Annual Report, unless the Water Board directs an earlier submittal, and shall constitute a request to the Water Board for amendment of this NPDES Permit.

Municipal Regional Permit

Pollutants of Concern Regional Supplement to Annual Report - Proposed outline

This report is submitted by [all] the participating agencies under the MRP, through a regional collaborative effort to fulfill the requirements of the following permit provisions:

- C.9.e. Track and Participate in Relevant Regulatory Processes
- C.11.b. Monitor Methylmercury [note: duplicate requirements for both Annual Report and Urban Creeks Monitoring Report]
- C.11/12.c. Pilot Projects To Investigate and Abate Mercury/PCB Sources
- C.11/12.d. Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices
- C.11/12.e. Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit
- C.11/12.f. Diversion of Dry Weather and First Flush Flows to POTWs
- C.11/12.g. Monitor Stormwater Pollutant Loads and Loads Reduced
- C.11/12.h. Fate and Transport Study of Mercury and PCBs in Urban Runoff
- C.11/12.i. Development of a Risk Reduction Program Implemented Throughout the Region
- C.11.j. Develop Allocation Sharing Scheme with Caltrans
- C.12.a. Incorporate PCBs and PCB-Containing Equipment Identification into Existing Industrial Inspections
- C.12.b. Conduct Pilot Projects to Evaluate Managing PCB-Containing Materials and Wastes during Building Demolition and Renovation (e.g., Window Replacement) Activities
- C.13.c. Vehicle Brake Pads
- C.13.e. Studies to Reduce Copper Pollutant Impact Uncertainties
- C.14.a. Control Program for PBDEs, Legacy Pesticides, and Selenium.

Report Contents

List of Tables

Glossary of Additional Abbreviations and Acronyms

Introduction and Overview

Monitoring

Pollutants of Concern

- Pesticides Toxicity Control

- Mercury Controls [not connected to similar PCB provisions]

- Joint Mercury and PCB Controls

- PCBs Controls

- Copper Controls

- PBDEs, Legacy Pesticides, and Selenium.

Municipal Regional Permit

Pollutants of Concern Regional Supplement to Annual Report - Proposed outline

Individual Report section contents:

MRP Provision [summarizing requirement for current reporting period]

Background [including literature review as needed, related efforts by RMP or others]

[Some or all of the following may be included, as applicable to the requirements for each provision]

- Permittee Activities during reporting period [including participation in regional initiatives]
- Proposed methods or approaches
- Workplan and Schedule
- Study designs
- Proposed locations for pilot projects
- Progress report on projects or studies
- Sampling Results
- Results of Study, Characterization or Evaluation
- Potential/proposed future control measures or implementation strategies

References

Proposed Fiscal Year 2009/2010 and 2010/2011 Annual Report Form for Provision C.9

Annual Report Form for Provision C.9 Summary¹

The Pesticides Toxicity Control Provision C.6 reporting requirements in the MRP include a mix of narrative questions and tabular questions. Many reporting requirements can be satisfied by referencing external reports.

Sections C.9.a reporting requirements include a one-time submittal in the 2010 annual report of the Permittee's individual IPM ordinance or policy.

Section C.9.b reporting requirements include a summary of trends in pesticide quantities and types of pesticides used.

Section C.9.c reporting requirements include tabular information about training municipal employees.

Section C.9.d reporting requirements include a documentation submittal of pesticide applicator contracts with IPM incorporation.

Section C.9.e reporting requirements include a summary of participation and activities for regulatory processes for pesticides or submit a report of a regional effort for regulatory involvement such as through CASQA, BASMAA, and/or the Urban Pesticide Pollution Prevention Project (UP3). – See POCs section

Section C.9.f reporting requirements include a summary of improper pesticide usage by County Agricultural Commissioners and follow-up actions to correct violations.

Section C.9.h.ii reporting requirements include a summary of public outreach at point of purchase, measurable awareness, and behavior changes from outreach or submit a report of a regional effort for public outreach.

Section C.9.h.vi reporting requirements include a summary of public outreach to pest control operators, measurable awareness, and behavior changes from outreach or submit a report of a regional effort for outreach to pest control operators.

¹ See also **Pollutants of Concern Regional Supplement to Annual Report - Proposed outline**

Proposed Annual Report Form for Provision C.9

C.9.a Adopt an Integrated Pest Management (IPM) Policy or Ordinance

- 1) Please attach a copy of your individual IPM ordinance or policy (only for the 2010 annual report).

C.9.b Implement IPM Policy or Ordinance

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

C.9.c Train Municipal Employees

- 3) Please 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 :

Percentage of municipal employees: _____

C.9.d Require Contractors to Implement IPM

- 4) Please submit documentation to confirm IPM incorporation in services by pesticide applicator through contract specifications or copy of contractors' certification(s).

C.9.e Track and Participate in Relevant Regulatory Processes – see POCs section

C.9.f Interface with County Agricultural Commissioners

- 6) Please submit a summary of improper pesticide usage to County Agricultural Commissioners and follow-up actions to correct violations a summary of participation and activities for regulatory processes for pesticides. A separate report can be attached as your summary.
-
-
-

C.9.h.ii Public Outreach

- 7) Please submit a summary of public outreach at point of purchase, measurable awareness, and behavior changes from outreach or submit a report of a regional effort for public outreach. A separate report can be attached as your summary.
-
-
-

C.9.h.vi Public Outreach

- 8) Please submit a summary of public outreach to pest control operators, measurable awareness, and behavior changes from outreach or submit a report of a regional effort for outreach to pest control operators. A separate report can be attached as your summary.

Proposed Reporting Format for C.10 Trash Load Reduction

C.10.a Short-Term Trash Load Reduction

i. Short-Term Trash Loading Reduction Plan

- FY 09-10, FY 10-11 and FY 11-12 Annual Report - Provide description of actions/tasks initiated/conducted/completed in developing a Short-Term Trash Loading Reduction Plan.

ii. Baseline Trash Load and Trash Load Reduction Tracking Method

- FY 09-10, FY 10-11 and FY 11-12 Annual Report - Provide description of actions/tasks initiated/conducted/completed in developing a Baseline Trash Load and Trash Load Reduction Tracking Method. Within the FY 10-11 Annual Report, provide a brief description of the status of determining trash load and a brief summary of the approach being used.

iii. Minimum Full Trash Capture

- Each Annual Report - Provide description of actions/tasks initiated/conducted/completed in implementing Minimum Full Trash Capture Devices within individual jurisdictions. Include information on Full Trash Capture Devices installed under Bay-area Wide Trash Capture Demonstration Project administered by San Francisco Estuary Partnership.

C.10.b Trash Hot Spot Selection and Cleanup

ii. Hot Spot Selection

- FY 09-10 Annual Report - Provide description of tasks conducted/completed in identifying and selecting trash hot spots (i.e., tasks relating to the development/submittal of Final Hot Spots List) proposed for annual assessment and cleanup.

iii. Hot Spot Assessments

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

Question: Should a table be developed after the finalization of the Trash Hot Spot Cleanup Data Collection Form?

C.10.c Long-Term Trash Load Reduction

- FY 11-12 Annual Report and Each Annual Report Thereafter - Provide description of actions/tasks initiated/conducted/completed in developing a Long-Term Trash Loading Reduction Plan.

C.10.d Reporting

i. *Summary of Trash Load Reduction Actions*

- Each Annual Report – Provide summary of trash load reduction actions (control measures and best management practices) including the types of actions and levels of implementation, and the total trash loads and dominant types of trash removed from each type of action.

Suggested trash load reduction actions to track and report may include:

- Anti-litter Campaigns
- Anti-litter/Dumping Enforcement Activities
- Curbside Recycling Programs
- Education and Outreach Efforts
- Free Trash Pickup/Dropoff Days
- County HHW Program Activities
- Improved Trash Bin Management
- Inspection/Maintenance of Storm Drain Outfalls
- Litter Pickup and Control
- Removal of Homeless Encampments
- Solid Waste Recycling Efforts
- Source Controls/Bans/Prohibitions
- Storm Drain Operation and Maintenance
- Storm Drain Signage/Marking
- Street Sweeping Activities
- Trash Removal from Receptacles
- Volunteer Creek Cleanups

Question: Do we need a table format to report this information?

- FY 11-12 Annual Report – Report percent annual trash load reduction relative to its Baseline Trash Load.

Question: Do we need a table format to report this information?

**Proposed Reporting Format¹ for
C.11.a.Mercury Collection and Recycling Implemented throughout the Region
C.12.a.Incorporate PCBs and PCB-Containing Equipment Identification into Existing
Industrial Inspections
(FY10-11 and 11-12)**

List below or attach lists of efforts to promote, facilitate, and/or participate in collection and recycling of mercury containing devices and equipment at the consumer level (e.g., thermometers, thermostats, switches, bulbs). (C.11.a.i)

Provide an estimate of the mass of mercury collected through these efforts, or provide a reference to a report containing this estimate. (C.11.a.ii)

Note Guidance may be provided at countywide or regional level, in relation to regional task C.11.g

(For FY0910 only) List below or attach description of results of training municipal industrial building inspectors to identify, in the course of their existing inspections, PCBs or PCB-containing equipment. (C.12.a.i,iii)

(For FY1011 and later) List below or attach description of ongoing training development and inspections for PCB identification, including documentation and referral to appropriate regulatory agencies (e.g. county health departments, Department of Toxic Substances Control, California Department of Public Health, and the Water Board) as necessary. (C.12.a.ii,iii)

¹ See also: **Pollutants of Concern Regional Supplement to Annual Report - Proposed outline**

Proposed Reporting Format for C.13 Copper Controls (FY10-11 and 11-12)¹

(For FY1011 only) **Do you have adequate legal authority to prohibit discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of the surface of copper architectural features, including copper roofs to storm drains?**

(C.13.a.i and iii)

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

(For FY1011 only) **Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?**

(C.13.b.i and iii)

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

List below or attach annotated lists or tables from your Industrial and Commercial Site Controls portion of this report, that highlight copper reduction results among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed (C.13.d.iii)

Note:

The intent of this section is to provide information about the portion of the C.4 reported activities that concern probable copper sources. Because the reporting requirements of the MRP Tentative Orders were revised after this section was written, tracking some supplemental inspection data on certain types of facilities may facilitate compliance with this reporting requirement

{The following is not a required reporting element of the Annual Report. However, this section would be very helpful in FY0910 because program changes and data tracking changes occurred during the reporting year. Therefore it may be necessary to explain incomplete or apparent conflicting data and describe the steps taken to revise your program to meet MRP requirements.}

Evaluation of Inspection Data and Program Effectiveness for Copper

For FY0910 describe below or highlight in the C.4 Evaluation portion (if provided) of this report the steps taken to revise your program to meet new data tracking and reporting requirements for implementation levels described in C.13.d.ii.

¹ See also **Pollutants of Concern Regional Supplement to Annual Report - Proposed outline**

Proposed Reporting Format for C15 Exempted and Conditionally Exempted Discharges

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

Describe implementation status of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate water/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Planned (C.15.b.iii.(1)(c)(iii) and Unplanned (C.15.b.iii.(2)(d)(ii)) Discharge of Potable Water

See attached reporting tables. Add discussion of data and describe what appear to be your program's strengths and weaknesses, and identify needed improvements. For FY0910 describe steps taken to revise your program to meet new monitoring, data tracking and reporting requirements from 12/1/09 to 6/30/10. Describe when these revisions were made and the time period the reporting data represents.

{Note: The following three reporting entries are NOT required in the annual report. They are included because they may serve as useful reminders for the record keeping and data tracking that is required and can be requested by the Water Board staff at any time.}

Pumped Groundwater from Non Drinking Water Aquifers (C.15.b.i.(1))

State if you are conducting the required monitoring twice a year, implementing the required BMPs when discharging uncontaminated groundwater and maintaining records of these activities (i.e. discharges, BMPs implemented and monitoring data). State if you were required to notify the Water Board upon becoming aware of a compliance issue during the past year.

Pumped Groundwater, Foundation Drains, and Water from Crawl Space Pumps and Footing Drains (C.15.b.i.(2))

State if you reported any new discharges of uncontaminated groundwater at flows of 10,000 gallons/day or more or potentially contaminated groundwater to the Water Board during the past year. State that you are maintaining records of discharges, BMPs implement and monitoring data for new discharges of uncontaminated groundwater at flows less than 10,000 gallons/day discharging to the storm drain.

Swimming Pool, Hot Tub, Spa, and Fountain Water Discharges (C.15.b.v.(2))

State if you are maintaining records of the authorized major discharges of dechlorinated pool, hot tubs, spa and fountain water to the storm drain including BMPs employed.

Planned Discharges of the Potable Water System (C.15.b.iii.(1))

Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity (NTU)	Receiving Water Turbidity (NTU) ¹	Implemented BMPs & Corrective Actions

Notes:
¹ Monitoring turbidity of receiving water only where feasible.

