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HANK STRATFORD

September 15, 2011

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

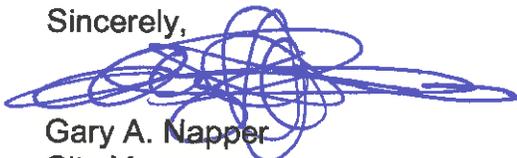
Ms. Pamela Creedon, Executive Officer  
California Regional Water Quality Control Board  
Central Valley Region  
11020 Sun Center Drive, #200  
Rancho Cordova, CA 95670-6114

Dear Mr. Wolfe and Ms. Creedon:

Enclosed is the 2010 - 2011 Annual Report for the City of Clayton, which is required by and in accordance with Provision C.16 in National Pollutant Discharge Elimination System (NPDES) Permit Number CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board and/or by Provision C.13 in NPDES Permit Number CA0083313 issued by the Central Valley Regional Water Quality Control Board.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated 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.

Sincerely,



Gary A. Napper  
City Manager

Enclosure

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**ATTACHMENT B**

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Section 1 – Permittee Information

Background Information			
<b>Permittee Name:</b>	City of Clayton		
<b>Population:</b>	10,962		
<b>NPDES Permit No.:</b>	CAS612008 (San Francisco Bay RWQCB Permit) and/or CA00883313 (Central Valley RWQCB Permit)		
<b>Order Number:</b>	R2-2009-0074 (San Francisco Bay RWQCB) and/or R5-2010-0102 (Central Valley RWQCB)		
<b>Reporting Time Period (month/year):</b>	July / 2010 through June / 2011		
<b>Name of the Responsible Authority:</b>	Gary Napper	<b>Title:</b>	City Manager
<b>Mailing Address:</b>	6000 Heritage Trail		
<b>City:</b>	Clayton	<b>Zip Code:</b>	94517
		<b>County:</b>	Contra Costa
<b>Telephone Number:</b>	925-673-7300	<b>Fax Number:</b>	925-672-4917
<b>E-mail Address:</b>	gnapper@ci.clayton.ca.us		
<b>Name of the Designated Stormwater Management Program Contact (if different from above):</b>	Laura Hoffmeister	<b>Title:</b>	Assistant to the City Manager
<b>Department:</b>	Administration		
<b>Mailing Address:</b>	6000 Heritage Trail		
<b>City:</b>	Clayton	<b>Zip Code:</b>	94517
		<b>County:</b>	Contra Costa
<b>Telephone Number:</b>	925-673-7308	<b>Fax Number:</b>	925-672-4917
<b>E-mail Address:</b>	LHoffmeister@ci.clayton.ca.us		

Section 2 - Provision C.2 Reporting Municipal Operations

**Program Highlights and Evaluation**

Highlight/summarize activities for reporting year:

Summary:  
**The City of Clayton monitored and received updates from the countywide program's Municipal Operations Committee/Work Group; and the BASMAA Municipal Operations Committee (if applicable). Refer to the C.2 Municipal Operations section of the countywide Program's FY 10-11 Annual Report for a description of activities implemented at the countywide and/or regional level and on our behalf.**

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

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

<b>X</b>	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
<b>X</b>	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.
<b>X</b>	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments: **In addition to BMP controls for specific road and maintenance projects above all public streets are swept once a month via a contract with a street sweeping company. A private sweeping company also sweeps certain city roads related to rock quarry truck route, the quarry (CeMex Quarry – formerly Lodestar Quarry). This rock quarry is not located within the City Limits it is located in the unincorporated area, however portions of their truck route are within the City of Clayton. The City maintenance staff does not conduct road pavement repair projects. These projects are contracted out and the contractor specification documents include reference to needing to have and comply with appropriate BMP's including those listed above. The City Engineer is responsible for inspection of the contractors work to ensure appropriate BMPS are being implemented.**

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

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

<b>X</b>	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
<b>X</b>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments: **The City only has a few small public surface parking lots, we do not pressure wash these. The City does not have any gas station fueling areas. We have two public plaza areas that are periodically pressure washed and all wash water is plain water only and is directed to landscape areas per the BASMAA Mobile Surface Cleaner Program BMPs.**

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

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

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

Comments: **All graffiti removal is done with direct applied solvent with rags and wiped with cloths. In some rare occurrence the City will paint over the graffiti. The city does not have any bridges. Graffiti is very minimal and rarely occurs and not a problem in the City of Clayton.**

C.2.d. ► Stormwater Pump Stations						
Does your municipality own stormwater pump stations:						
	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No		
If your answer is <b>No</b> then skip to <b>C.2.e.</b>						
Complete the following table for dry weather DO monitoring and inspection data for pump stations <sup>1</sup> (add more rows for additional pump stations):						
Pump Station Name and Location	First inspection Dry Weather DO Data		Second inspection Dry Weather DO Data			
	Date	mg/L	Date	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:						
Summary:						
Attachments:						
Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations):						
Pump Station Name and Location	Date (2x/year required)	Presence of Trash (Cubic Yards)	Presence of Odor (Yes or No)	Presence of Color (Yes or No)	Presence of Turbidity (Yes or No)	Presence of Floating Hydrocarbons (Yes or No)

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

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

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

**C.2.f. ► Corporation Yard BMP Implementation**

Place an **X** in the boxes below that apply to your corporations yard(s):

<input type="checkbox"/>	We do not have a corporation yard
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
<input checked="" type="checkbox"/>	We have a current <b>Stormwater Pollution Prevention Plan (SWPPP)</b> for the Corporation Yard(s)

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

<input checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants

Comments:

If you have a corporation yard(s) that is not an NOI facility , complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:

Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
Clayton Maintenance Yard	February 23, 2011	All BMPs working fine – minor house keeping items being attended to – recovering of stockpile materials, removal of unused vehicle. Vehicle is not leaking fluids and area around vehicle is checked regularly so no issues.	Unused vehicle will be taken to auction house . Continue to inspect vehicle to ensure no leaks until removed-removal expected by 10/30/11. Replaced stockpile covers with new ones.


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

**C.3.a. ► New Development and Redevelopment Performance  
Standard Implementation Summary Report**

*(For FY 10-11 Annual Report only)* Provide a brief summary of the methods of implementation of Provisions C.3.a.i.(1)-(8).

Summary:

Provide a brief summary for each of the following:

- (1) Municipality's legal authority to implement C.3;

**The City adopted Ordinance 379 Stormwater Management and Discharge Control to the City Municipal Code it also specifically lists that by definition not only covers C-3 but also any subsequent amendment, re-issuance or successor the NPDES permit, and also references the most recent version of the Contra Costa Clean Water Program Stormwater Guidebook.**

- (2) Municipality's development review and permitting procedures, including use of conditions of approval or other enforceable mechanisms;

**Projects are submitted to the Planning Dept., the Planning part time Asst Planner, routes the plans the stormwater manager, and city engineer where appropriate comments and guidance are provided and incorporated. It may be preliminary comments and feedback on a preliminary application or as part of conditions of approval recommendations; or other notations referring to already established city ordinances. This is part of our standard operations and previous training of procedures. After entitlement approval and at time of building permit submittal the Asst Planner will again route the construction plans to the same. Construction plans are verified that all materials/documents/fees and conditions have been met. After receiving city engineer and stormwater manager approval to release the construction permit application the Asst, Planner allows the applicant to pick up the construction plan application approval for transmittal to the County Building Dept for processing as the City contract with the County for building plan check and inspection services. The City has a local stormwater permit (minor or major) that it issues for projects which allow the City engineer to conduct all inspections and enforce aspects related to stormwater management both in terms of site construction and site BMP's.**

- (3) How water quality effects and mitigation measures are addressed in environmental reviews (e.g., CEQA);

**Projects are submitted to the Planning Dept., the Planning part time Asst Planner, routes the plans the stormwater manager, and city engineer where appropriate comments and guidance are provided and incorporated. The Planning Dept determines the CEQA applicability based upon review of the project and CEQA thresholds and exemptions and consults as needed with the City Engineer and Stormwater manager. CEQA review if not exempt project will identify any potential impacts and appropriate mitigations. The background information in the water quality section of a negative declaration with mitigation or EIR makes reference to the NPDES permit, C-3 and the MRP. A project that has included appropriate stormwater control measures and plan that meets the Clean Water Program Guidebook will typically result in a level of mitigation to insignificant.**

- (4) C.3 training for appropriate departments (Program will report on training at the countywide level);

The City Engineer, Planning Director, and Asst. Planner and Asst. to the City Manger have all attended Program training workshops on C-3 and the city engineering inspector has ongoing annual program training for field inspectors. The Asst to the City Manager, City Engineer and engineering inspector have had ongoing annual training. The Planning Director attends additional training if schedule allows The Asst. to the City Manager is the designated representative responsible for overall implementation and coordination of the Stormwater program and the C-3, and for acting as a liaison with the Program and City staff. The further implementation is also delegated or shared with the City Engineer due to that person's technical expertise. The City contracts for engineering services and legal services with outside private firms. In addition building permit plan review and inspections are contracted with the County. Sewer service (plan review and maintenance) and Police Dispatch are contracted with an adjoining City (Concord). The Commercial Businesses Stormwater Inspections program is contracted with Central Sanitary District (CCCSO). Additional outside private contract firms provide environmental analyses processing planning applications as required/needed. The other agencies that the city contracts with have also had various staff trained on C-3 as appropriate.

- (5) Outreach/education efforts to staff, developers, contractors, construction site operators and owner/builders;

The Asst. to the City Manager provides updates to all appropriate city staff either through one on one contacts; weekly dept head staff meetings (management team meeting); emails and handouts/memos. Communication to the City Manager is done as needed at the weekly staff management team meeting and by memo/e-mail. The Asst. to the City Manager also spends substantial time and participates in the Stormwater Programs training and working groups related to the implementation of project C-3 and notifies other appropriate staff persons of training opportunities that the Program provides. Information to the City Council occurs through the Council's weekly update provided by the City Manager. Program staff presentation at Mayors conference, Public Mangers Association, County/City Attorneys and the City/County Engineers Association has also occurred; as well as brief updates via the annual stormwater assessment levy staff reports and presentation at the City Council public meeting

The City regularly distributes materials provided by the Program electronically via email, and at the counter to developers, and also has several handouts for contractors regarding Best Management Practices that are available at the Planning Department public literature display, counter and off-site contract City Engineers office, and distributed out in the field by the inspectors as needed. Developers, Engineers, contractors are also referred to the Program Web site The City contracts with the County Building Department in Martinez for issuance of construction permits and building inspections. The County building department also has handouts available to the public. Some additional materials are also mailed out to active construction projects; distributed in the field by inspectors; and attached to permits/construction plans.

- (6) How your municipality encourages site design measures at unregulated projects subject to Planning/Building Department review;

Most all of the unregulated projects are small home additions and remodels. Smaller projects of 500 sq feet or greater often require discretionary review, and where possible and feasible, and legal staff recommends site design measures to address C-3. Additionally staff does ensure that all these projects have appropriate construction site Best Management Practices required as part of the permit review and issuance process through the Planning Conditions of approval and implemented by the City Engineer through encroachment and or grading permits, or small project stormwater BMP inspection permit. Prior to the enactment of C-3 the city was successful though its environmental review and project conditions and positive working relationship with the developers in having three projects incorporate LID and bioengineering for stormwater runoff. Three of these projects are completed.

- (7) How your municipality encourages source control measures at unregulated projects subject to Planning/Building Department review; **Most all of the unregulated projects are small home additions and remodels. Smaller projects of 500 sq feet or greater often require discretionary review, and where possible and feasible, and legal staff recommends source control measures to address C-3. Additionally staff does ensure that all these projects have appropriate construction site Best Management Practices required as part of the permit review and issuance process through the Planning Conditions of approval and implemented by the City Engineer through encroachment and or grading permits, or small project stormwater BMP inspection permit. Prior to the enactment of C-3 the city was successful though its environmental review and project conditions and positive working relationship with the developers in having three projects incorporate LID and bioengineering for stormwater runoff. Three of these projects are completed.**
  
- (8) General Plan revisions (if needed) to integrate water quality/watershed protection with water supply, flood protection, habitat protection, groundwater recharge, and other sustainable development principles and policies. Include dates of General Plan revisions. **The City undertook a preliminary review to determine if there were any revisions that were needed. After review it was determined that revisions would not be needed. At this time the City has determined that it does not need to make other amendments to our standards, ordinances or General Plan policies related to the implementation of the Provision C-3 .**

**C.3.b. ► Green Streets Status Report**

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

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

Summary:

**There are no green streets projects built or planned within our jurisdiction. The City is built out city with newer infrastructure there does not appear to be any foreseeable future opportunity for retrofitting existing improvements. However please refer to the C.3 New Development and Redevelopment section of the countywide program's FY 10-11 Annual Report for a description of pilot green street project activities conducted at the countywide or regional level.**

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

Fill in attached table **C.3.b.v.(1)** or attach your own table including the same information. The City of Clayton does not have any regulated projects at this time in its jurisdiction and did not did not approve any Regulated Projects during the reporting period (fiscal year).

<b>C.3.c. Low Impact Development Reporting</b>
The City of Clayton staff representative participated on the Development Committee which provided input and review in the perpetration of various submittals and guidance documents made by the Countywide program annual reports and /or a BASMAA summary report, please refer to those for details. In general the topics covered during FY 10-11 included Biotreatment Soil Specifications, Special Projects Proposal, Feasibility/Infeasibility Criteria Report, and Green Roof Specifications.

<b>C.3.h.iv. ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting</b>
(1) Fill in attached table <b>C.3.h.iv.(1)</b> or attach your own table including the same information.
(2) On an annual basis, provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.  Summary: <b>The City of Clayton does not have any and Regulated Projects within its jurisdiction at this time.</b>
(3) On an annual basis, provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).  Summary: <b>There are no regulated projects at this time within the City of Clayton.</b>

**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 <sup>3</sup> , Street Address	Name of Developer	Project Phase No. <sup>4</sup>	Project Type & Description <sup>5</sup>	Project Watershed <sup>6</sup>	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft <sup>2</sup> )	Total Replaced Impervious Surface Area (ft <sup>2</sup> )	Total Pre- Project Impervious Surface Area <sup>7</sup> (ft <sup>2</sup> )	Total Post- Project Impervious Surface Area <sup>8</sup> (ft <sup>2</sup> )
<b>Private Projects</b>											
None											
<b>Public Projects</b>											
None											
Comments: <b>There are no regulated projects approved during the fiscal year reporting period.</b>											

<sup>3</sup> Include cross streets

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

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

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

<sup>7</sup> For redevelopment projects, state the pre-project impervious surface area.

<sup>8</sup> For redevelopment projects, state the post-project impervious surface area.

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

Project Name Project No.	Application Deemed Complete Date <sup>9</sup>	Application Final Approval Date <sup>9</sup>	Source Control Measures <sup>10</sup>	Site Design Measures <sup>11</sup>	Treatment Systems Approved <sup>12</sup>	Operation & Maintenance Responsibility Mechanism <sup>13</sup>	Hydraulic Sizing Criteria <sup>14</sup>	Alternative Compliance Measures <sup>15/16</sup>	Alternative Certification <sup>17</sup>	HM Controls <sup>18/19</sup>
<b>Private Projects</b>										
<b>None</b>										
Comments: <b>There are no regulated projects approved during the fiscal year reporting period.</b>										

<sup>9</sup> For private projects, state project application deemed complete date and final discretionary approval date.

<sup>10</sup> List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

<sup>11</sup> List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

<sup>12</sup> List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

<sup>13</sup> 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.

<sup>14</sup> See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

<sup>15</sup> 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.

<sup>16</sup> 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.

<sup>17</sup> Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>18</sup> If HM control is not required, state why not.

<sup>19</sup> If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

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

Project Name Project No.	Is Funding Committed? <sup>20</sup>	Date Construction Scheduled to Begin <sup>20</sup>	Source Control Measures <sup>21</sup>	Site Design Measures <sup>22</sup>	Treatment Systems Approved <sup>23</sup>	Operation & Maintenance Responsibility Mechanism <sup>24</sup>	Hydraulic Sizing Criteria <sup>25</sup>	Alternative Compliance Measures <sup>26/27</sup>	Alternative Certification <sup>28</sup>	HM Controls <sup>29/30</sup>
<b>Public Projects</b>										
<b>None</b>										
Comments:  <b>There are no regulated projects approved during the fiscal year reporting period.</b>										

<sup>20</sup> For public projects, enter “Yes” or “No” under “Is Funding Committed?” and enter a date under “Date Construction Scheduled to Begin”.

<sup>21</sup> List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

<sup>22</sup> List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

<sup>23</sup> List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

<sup>24</sup> 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.

<sup>25</sup> See Provision C.3.d.i. “Numeric Sizing Criteria for Stormwater Treatment Systems” for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

<sup>26</sup> 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.

<sup>27</sup> 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.

<sup>28</sup> Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>29</sup> If HM control is not required, state why not.

<sup>30</sup> If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

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

Fill in table below or attach your own table including the same information.  
**There are no regulated projects installed this fiscal year or last fiscal year within the City of Clayton.**

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) <sup>31</sup>	Party Responsible <sup>32</sup> For Maintenance	Date of Inspection	Type of Inspection <sup>33</sup>	Type of Treatment/HM Control(s) Inspected <sup>34</sup>	Inspection Findings or Results <sup>35</sup>	Enforcement Action Taken <sup>36</sup>	Comments

<sup>31</sup> Indicate “YES” if the facility was installed within the reporting period, or “NO” if installed during a previous fiscal year.

<sup>32</sup> State the responsible operator for installed stormwater treatment systems and HM controls.

<sup>33</sup> State the type of inspection (e.g., 45-day, routine, follow-up, etc.).

<sup>34</sup> 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.

<sup>35</sup> State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

<sup>36</sup> State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality’s Enforcement Response Plan.

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

**Program Highlights**

Provide background information, highlights, trends, etc.

The City of Clayton does not have any industrial sites. The City of Clayton has very few commercial sites, they are limited to one 8 acre master planned neighborhood shopping center, and a two block area of smaller commercial business consisting of mostly offices, two small convenience stores, and a few restaurants. The City does not have any auto service facilities.

The City of Clayton contracts with the Central Contra Costa Sanitary District – Central Sans- (POTW) for its inspections. We have developed an inspection plan and review and update annually as needed with Central Sans staff supervising inspector. City staff met with its inspector supervisor and ensured the business listing data base was current and updated the planned inspection list for the Fiscal year, facilities lists, and inspection frequencies and priorities; 2) the contracted POTW inspectors conducting inspections and provides regular updates to city staff 3) the POTW inspectors received appropriate training. Refer to the C.4. Industrial and Commercial Site Controls section of the Program’s FY 10-11 Annual Report for a description of activities of the countywide program and/or the BASMAA Municipal Operations Committee.

**C.4.b.i. ► Business Inspection Plan**

Do you have a Business Inspection Plan?

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If No, explain:

**C.4.b.iii.(1) ► Potential Facilities List**

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

**See Attachment C4b(1)**

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

List below or attach your list of facilities scheduled for inspection during the current fiscal year.

See Attachment C4b(2)

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

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

<input checked="" type="checkbox"/>	Permittee reports multiple violations on a site as one violation.
<input type="checkbox"/>	Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected (if known)	9	
Total number of inspections conducted	10	
Number of violations (excluding verbal warnings)	0	
Sites inspected in violation	0	
Violations <sup>37</sup> resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	N/A	

Comments:  
**The City of Clayton contracts with our POTW- Central Contra Costa Sanitation District for inspection services. Refer to the "Enforcement Actions" listed under C.4.c.iii. Typically a "Level 1" enforcement actions (Warning Notice) is not considered "violations", however it is followed up with either specific follow up inspection, or at a subsequent regular inspection to ensure corrective action is taken.**

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

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

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

<sup>37</sup> Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

Comments:

The City of Clayton contracts with our POTW- Central Contra Costa Sanitation District for inspection services. Refer to the "Enforcement Actions" listed under C.4.c.iii. Discharges are counted as one discharge per inspection per site.

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

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

	<b>Enforcement Action</b> (as listed in ERP) <sup>38</sup>	<b>Number of Enforcement Actions Taken</b>	<b>% of Enforcement Actions Taken<sup>39</sup></b>
Level 1	Warning Notice	0	
Level 2	Notice of Violation	0	
Level 3	Formal Enforcement Action (Administrative Penalties, Cost Recovery)	0	
Level 4	Legal Action/Referral to State and Federal Agencies	0	
<b>Total</b>		<b>0</b>	

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

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

<b>Business Category<sup>40</sup></b>	<b>Number of Actual Discharge Violations</b>	<b>Number of Potential Discharge Violations</b>
Commercial	0	0
Dry Cleaner	0	0
Fleet Operations	0	0
Fleet Operations	0	0
Golf Course	0	0
Grocery Store	0	0
Retail	0	0

<sup>38</sup> Agencies to list specific enforcement actions as defined in their ERPs.

<sup>39</sup> Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

<sup>40</sup> List your Program's standard business categories.

**C.4.c.iii.(4) ▶ Non-Filers**

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:

There are no industrial facilities in the City of Clayton, therefore there were no industries identified as non-filers during scheduled inspections during this fiscal year.

**C.4.d.iii ▶ Staff Training Summary**

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
CWP Priority Pollutant Workshop	7/22/11	<ul style="list-style-type: none"> <li>• Priority Pollutant Identification and Control</li> </ul>	7	88%
CWEA Annual Conference	4/13-15/11	<ul style="list-style-type: none"> <li>• Stormwater BMP's</li> <li>• Outreach</li> </ul>	1	13%
CWEA Pretreatment, Pollution prevention, and Stormwater Annual Conference	2/28-3/2/11	<ul style="list-style-type: none"> <li>• Stormwater BMP's</li> <li>• Inspector Training Sessions</li> <li>• Outreach</li> </ul>	5	63%
Commercial/Industrial Stormwater Inspection Training Workshop	2/24/11	<ul style="list-style-type: none"> <li>• Overview of Model Business Inspection Plan and Model Enforcement Response Plan.</li> <li>• Contra Costa Green Business Program</li> <li>• Sampling and Assessing NOI Facilities</li> <li>• Identifying Mercury, PCBs, and Copper in the Field</li> <li>• Stormwater Compliance and Case Studies</li> <li>• Sewer Overflows</li> <li>• Stormwater Compliance and Enforcement</li> </ul>	7	88%

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

**Program Highlights**

Provide background information, highlights, trends, etc.

**Refer to the C.5 Illicit Discharge Detection and Elimination section of countywide program’s FY 10-11 Annual Report for description of activities at the countywide or regional level.**

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

List below or attach your complaint and spill response phone number and spill contact list.

Contact	Description	Phone Number
Unknown resident	Pool water draining down curb and into inlet, been going on for several hours.	No phone number given

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

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

Description:  
**The City participates in the Program outreach related to mobile surface cleaners and that by BASMAA. The city does not utilize any mobile surface cleaners. There are not any mobile surface cleaners located in the City of Clayton**  
**Refer to the C.5 Illicit Discharge Detection and Elimination section of countywide program’s FY 10-11 Annual Report for a description of efforts by countywide committees/work group and the BASMAA Municipal Operations Committee to address mobile businesses.**

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

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

Description:

City Maintenance staff conducts annual visual inspections and cleans as necessary all drainage inlets and all creeks, outfalls, and v-ditches and box culverts (650 DI's; 5 miles of creeks; 15 miles of v-ditches; and 2 box culverts). All DI's and outfalls are regularly monitored as part of overall field maintenance activity during the rainy season and cleared as may be necessary. No issues were observed or reported this year. There were about 25 locations identified where the No Dumping Drains to Creek thermoplastic decals that need to be replaced. These are scheduled to be replaced in October 2011.

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

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

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

Comments:

**Our process is that calls are received by city front line staff, police admin staff, or may be field observed by police patrol or maintenance staff in the field, and are directed to either the Asst. to the City Manager for initial review, field verification and action; or referred to City Maintenance staff to verify and if needed to take appropriate action to ensure any discharge in public ways does not enter into storm drain. The Asst. to the City Manager is responsible to coordinate with city part time code enforcement staff person/city engineer/city attorney for any other appropriate follow action.**

**The only call received was from a vacant house having a swimming pool drained into a backyard drainage which pipes through the face of curb and into gutter, into storm drain and then into the adjacent creek. The call was received just at close of business and after many hours of the pool discharging, the Asst to the City Manager went to site and tested ph, in gutter near the DI that outfalls further along into the creek, with strip paper tester – level was PH3-PH4, home was unoccupied. It was likely that the pool had been shock treated to kill off algae prior to discharge. Asst to the City Manager tested PH of creek and found no abnormal levels of PH, likely due to the large volume of natural water in creek. No city maintenance staff available to address with PH neutralizer “socks” as after hours and limited staff due to vacation/illness and furlough days. According to neighbor after two hours a pool contractor came back and turned off pump in rear yard and. The pool was empty by this time, and code enforcement staff could not locate a property owner/responsible party etc as the property was in dissolution/foreclosure dispute. Neighbor did not get any license plate or company name of the alleged pool company. House was determined to be vacant. Neighbors reported that pool was re-plastered and refilled by unknown person(s)/company, again no company name or license plate number to follow up with. Property was ultimately sold to new owners. Case was closed no responsible party to locate.**

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

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

**There was only the one discharge as noted above, it was a built in pool with a diving board so assumed to be a 3ft to 10 foot deep backyard residential pool, apx. 10,000 gallons that was drained.**

Section 6 – Provision C.6 Construction Site Controls

<b>C.6.e.iii.1.a, b, c ▶ Site/Inspection Totals</b>		
<b>Number of sites disturbing &lt; 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)</b>	<b>Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)</b>	<b>Total number of storm water runoff quality inspections conducted (C.6.e.iii.1.c)</b>
<b>0</b>	<b>1</b>	<b>12</b>
<p>Comments: <b>The City of Clayton conducted 205 additional stormwater quality inspections were conducted at sites not within the above categories during FY 2010-11. These sites generally consist of construction of minor items such as backyard residential swimming pools/spas, demolition or pools and backfill, residential building additions and remodels, and remove/replace of sidewalks due to tripping hazard repairs. The city conducts these inspections as part of its practice to ensure small projects are properly implementing site construction best management practices. The City of Clayton collects inspection fee to cover its costs and a small refundable deposit. This approach implemented several years ago greatly enhances our program to ensure these small projects are using appropriate BMP's. Because City of Clayton is mostly built out most of the construction activity is related to smaller residential type projects and some smaller tenant improvement to existing commercial buildings.</b></p>		

<b>C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations</b>		
<b>BMP Category</b>	<b>Number of Violations<sup>41</sup></b>	<b>% of Total Violations<sup>42</sup></b>
Erosion Control	<b>0</b>	<b>N/A</b>
Run-on and Run-off Control	<b>0</b>	<b>N/A</b>
Sediment Control	<b>1</b>	<b>50%</b>
Active Treatment Systems	<b>0</b>	<b>N/A</b>
Good Site Management	<b>1</b>	<b>50%</b>
Non Stormwater Management	<b>0</b>	<b>N/A</b>
<b>Total</b>	<b>2</b>	<b>100%</b>

<sup>41</sup> Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

<sup>42</sup> Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

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

	Enforcement Action (as listed in ERP) <sup>43</sup>	Number Enforcement Actions Taken	% Enforcement Actions Taken <sup>44</sup>
Level 1	Verbal Warning	2	100%
Level 2	Written Letter of Correction	0	N/A
Level 3	Written Notice of Violation -Formal Enforcement Action (Administrative Penalties, Cost Recovery)	0	N/A
Level 4	Legal Action/Referral to State and Federal Agencies	0	N/A
<b>Total</b>		<b>2</b>	<b>100%</b>

**C.6.e.iii.1.f, g ▶ Illicit Discharges**

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

**C.6.e.iii.1.h, i ▶ Violation Correction Times**

	Number	Percent
Violations fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	2	100% <sup>45</sup>
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	N/A% <sup>46</sup>
Total number of violations for the reporting year <sup>47</sup>	2	100%

**Comments: The City only had one construction project underway during the reporting period that disturbed more than one acre of soil. This project is the reactivation of a former 24 lot single family subdivision that had gone into foreclosure. The site had installed all public improvements under the prior developer, which are still in place. The only work the new developer undertook was remedial site grading of the lots and slope areas. The developer installed site**

<sup>43</sup> Agencies should list the specific enforcement actions as defined in their ERPs.

<sup>44</sup> Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

<sup>45</sup> Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

<sup>46</sup> Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

<sup>47</sup> Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

erosion control measures including hydro seeding. Remaining site work will consist of the actual house construction on the individual lots which will occur during the next reporting period. Both verbal notices were for the same issue. During the project's initial inspection on 4/22/11, the city inspector informed the site superintendent that the filter bags protecting some of the inlets were insufficient and needed to be repaired. He provided a second verbal warning on 4/27/11 and then met with the super on 4/29/11 and verified that everything had been fixed. All repairs were complete within 7 days and there was no rainfall during the entire period.

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

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

Description:  
**In FY 08/09 there was too little construction and inspection activity, during 09/10 there were not any active construction projects that were subject to the thresholds of the NPDES MRP permit. During 10/11 there was only one project which was only doing remedial grading to a reactivated subdivision project of 24 lots. The City of Clayton is very small and mostly built out; most projects occur only every few years and thus we are not able to obtain meaningful trend analysis.**

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

Describe what appear to be your program's strengths and weaknesses, and identify needed improvements, including education and outreach.

Description:  
**None. Too little inspection history as there is not any active construction sites over the last three years or too little activity to make evaluation.**

**Our strength is in our training and information materials and outreach/information processes we have developed. The City has had its City Engineer, Planning Director and Stormwater Manager trained on the new MRP through the program training. The City Engineer and City Stormwater Program Manager (Asst to the City Manager) also completed the QSD/QSP training. The city engineer also took and passed the exam. The City has implemented the MRP requirements as part of its planning and development process review and refers any potential developer of a project subject to the MRP to the Programs website. The City outreached and provided information to developers/architects and engineers in the private sector of training opportunities related to the MRP. The City's stormwater manager actively participated in the Program Development Committee which assisted in the review of various aspects of the MRP review and update of any guidance documents related thereto.**

**Refer to the C.6 Construction Site Control section of countywide program's FY 10-11 Annual Report for a description of activities at the countywide or regional level.**

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**C.6.f ► Staff Training Summary**

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Training to Become a Qualified SWPPP Developer (QSD)	February 28 – March 2, 2011 San Ramon	<ul style="list-style-type: none"> <li>• Training Overview and Regulations</li> <li>• Erosion Processes and Sediment Control</li> <li>• SWPPP Implementation</li> <li>• Monitoring</li> <li>• Reporting</li> <li>• Project Planning and Site Assessment</li> <li>• SWPPP Development and PRDs</li> <li>• Project Closeout</li> </ul>	1 (City Engineer)	50%
Training to Become a Qualified SWPPP Practitioner (QSP)	February 28 – March 1, 2011 San Ramon	<ul style="list-style-type: none"> <li>• Training Overview and Regulations</li> <li>• Erosion Processes and Sediment Control</li> <li>• SWPPP Implementation</li> <li>• Monitoring</li> <li>• Reporting</li> </ul>	1 (City Engineer)	50%
Training to Become a Qualified SWPPP Developer (QSD)	June 29- July , 2011 Pleasant Hill	<ul style="list-style-type: none"> <li>• Training Overview and Regulations</li> <li>• Erosion Processes and Sediment Control</li> <li>• SWPPP Implementation</li> <li>• Monitoring</li> <li>• Reporting</li> <li>• Project Planning and Site Assessment</li> <li>• SWPPP Development and PRDs</li> <li>• Project Closeout</li> </ul>	1 (Asst. to the City Manager)	N/A
Training to Become a Qualified SWPPP Developer (QSD)	June 29- July , 2011 Pleasant Hill	<ul style="list-style-type: none"> <li>• Training Overview and Regulations</li> <li>• Erosion Processes and Sediment Control</li> <li>• SWPPP Implementation</li> <li>• Monitoring</li> </ul>	1 (Asst. to the City Manager)	N/A

		• Reporting		
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**Section 7 – Provision C.7. Public Information and Outreach**

**C.7.b.ii.1 ► Advertising Campaign**

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

Summary:

**See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for a summary of the Trash Campaign conducted by the Program on the City of Clayton's behalf.**

**C.7.b.iii.1 ► Pre-Campaign Survey**

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

- 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.

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

<b>X</b>	<b>Survey report attached: See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for a report summarizing the Pre-Campaign Trash Survey conducted by the Program on our behalf.</b>

**C.7.c ► Media Relations**

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

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

Summary:

**In Fiscal Year 2010/11, BASMAA conducted six media pitches on behalf of all Permittees.**

**The following separate report developed by BASMAA summarizes media relations efforts conducted during FY 10-11:**

- **BASMAA Media Relations Final Report**

**This report and any other media relations efforts conducted countywide is included within the C.7 Public Information and Outreach section of**

Program's FY 10-11 Annual Report."

In addition within the City of Clayton there are two local newspapers "Clayton Pioneer" and the "Concord Transcript", throughout the year there are various articles related to a variety of green topics, including recycling and trash reduction. In addition our local trash/recycling hauler maintains a website with information related to the proper way to discard trash/recycling, the City's web site has a link to their website and the website is also included on outreach materials. Our hauler also provides an annual customer guide that is mailed to all residents and businesses within the City, and provides bi-monthly billing messages that often have information related to trash reduction and recycling. The City's local paper "Clayton Pioneer" also coordinated and advertised a "Clayton Cleans Up" day for residents to participate in. At this event there were various materials related to the proper disposal of trash and recycling provided.

**C.7.d ► Stormwater Point of Contact**

Summary of Any Changes Made during FY 10-11: No Change

Refer to countywide Program's C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report for efforts conducted by the countywide program to publicize stormwater points of contact (e.g. program website, hotline, outreach materials, etc.).

Additionally, our local trash/recycling hauler continues to maintains a website with information related to the proper way to discard trash/recycling, the City's web site has a link to their website and the website is also included on outreach materials. There are no changes to the City website or city point of contact for the stormwater program.

**C.7.e ► Public Outreach Events**

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.

Use the following table for reporting and evaluating public outreach events

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional. <b>The City of Clayton is required to participate in a minimum of 3 public outreach events every year. Two events were coordinated by the program (Bring Back the Natives, and the Live Nation event). The City helped facilitate three other local outreach events: Clayton Cleans Up; Creekside Arts Festival; the Art and Wine Festival.</b>	Identify type of event (e.g., school fair, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscene presentation, pesticides, stormwater awareness)	Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> <li>• Estimated overall attendance at the event.</li> <li>• Number of people that visited the booth, comparison with previous years</li> </ul>

		<ul style="list-style-type: none"> <li>• Number of brochures and giveaways distributed</li> <li>• Results of any spot surveys conducted</li> </ul>
Bringing Back the Natives Garden Tour, May 2011, Countywide	Tour to encourage landscaping using native plants, minimizing pesticide and fertilizer use, water conservation, mulching and composting, etc... for countywide residents.	See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for further details regarding the effectiveness of this event.
Live Nation Anti-Litter Campaign, August 2010, Concord Pavilion	The message "Litter Travels But It Can Stop with You" was broadcast using a variety of means to concert goers. A booth with outreach information and education was provided where residents were encouraged to sign-up and participate in a creek clean-up event.	See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for further details regarding the effectiveness of this event.
Clayton Cleans Up , Local	This is a three hour Saturday morning Community Clean Up event along city trails, creeksides, and sidewalk/landscape areas. There were tables with information and education was provided where residents were encouraged to take the materials. Mr. Funnelhead also attends, a dressed up mascot that interacts with the children, the message is only rain down the drain, general stormwater awareness and less toxic gardening practices.	Estimated attendance was 120 it included parents and children. Due to budget cuts city staff can no longer attend this event, and is done solely by volunteers there is not any information on the amount of materials distributed. The number of attendees has varied over the years as it is dependent on weather (better weather has better turn out) as well as competing local youth sports activities.
Creekside Arts Festival, Local	A weekend event featuring local area artist who have made or done art that is reflective or the natural /local environment and also includes those that do unique art in reuse. Artists and the Environment. The location is a community room next to a creekside trail/local library branch. Tables for local organizations that promote our nature areas are provided and there is information regarding good environment stewardship. Also promoted are books promoting nature and the environment especially local materials.	Estimated attendance is 700 over the two days. Due to budget cuts city staff can no longer participate and it is put on by volunteers. There is not any information on the amount of materials distributed. There is interactive art project for children using the environment, such as rock painting, collecting leafs for colleges from the nearby creekside trail etc.

<p>Art and Wine Festival, Local</p>	<p>This is a two day weekend of vendor booths and music. The City staff helps facilitate the placement of two booths one from the Household Hazardous Waste/Central Sanitary District/Mr. Funnelhead and the other Contra Costa Water District. Both these booths provide their own staffing with information and education on watershed awareness, proper disposal/recycling of materials, general stormwater awareness, Enviroscape landscaping using native plants, minimizing pesticide and fertilizer use, water conservation, mulching and composting, etc Attendees were encouraged to take the materials. Mr. Funnelhead also attends, a dressed up mascot that interacts with the children, the message is only rain down the drain, general stormwater awareness and less toxic gardening practices.</p>	<p>Estimated attendance over the two day weekend is 10,000 it included parents and children. Due to budget cuts city staff can no longer attend this event, and is done solely by the other agencies and their staff there is not any information on the amount of materials distributed. The number of attendees has varied over the years as it is dependent on weather (better weather has better turn out)</p>
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**C.7.f. ► Watershed Stewardship Collaborative Efforts**

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

**The City of Clayton provided a financial contribution to the regional Contra Costa Watershed Forum, and also had two staff attend. The City also sent letters of support for various legislative efforts that were supported by the California Product Stewardship Council, and also spoke to our local state elected representatives on this topic. The City of Clayton actively participates and supports the Program and its 1) participation in the Contra Costa Watershed Forum, 2) membership and partnering with the Bay Friendly Landscape Coalition, 3) membership and support for the California Product Stewardship Council.**

**See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for a detailed report on BASMAA and the Program's encouragement and support of various Watershed Stewardship Collaborative Efforts" on our behalf.**

<b>C.7.g. ► Citizen Involvement Events</b>		
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  <b>The City of Clayton is required to participate in a minimum of 1 citizen involvement event. In addition to the Volunteer Monitoring Program the City helped facilitate the local Clayton Cleans Up.</b>	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"> <li>• Number of participants. Any change in participation from previous years.</li> <li>• Distance of creek or water body cleaned</li> <li>• Quantity of trash/recyclables collected (weight or volume).</li> <li>• Number of inlets marked.</li> <li>• Data trends</li> </ul>
<b>Volunteer Creek Monitoring Program, Spring 2011, Alhambra, Walnut, Kirker, Marsh, Mount Diablo, Pinole and San Pablo Creeks.</b>	<b>The Program's Volunteer Creek Monitoring Program involves interested citizens and creek advocates to assist with creek bioassessment monitoring.</b>	<b>See the Program's Fiscal Year 2010/11 Group Program Annual Report, Section C.8, for further details.</b>
<b>Clayton Cleans Up , Local</b>	<b>This is a three hour Saturday morning Community Clean Up event along city trails, creeksides, and sidewalk/landscape areas. There were tables with information and education was provided where residents were encouraged to take the materials. Mr. Funnelhead also attends, a dressed up mascot that interacts with the children, the message is only rain down the drain, general stormwater awareness and less toxic gardening practices.</b>	<b>Estimated attendance was 120 it included parents and children. Due to budget cuts city staff can no longer attend this event, and is done solely by volunteers there is not any information on the amount of materials distributed. The number of attendees has varied over the years as it is dependent on weather (better weather has better turn out) as well as competing local youth sports activities.</b>

**C.7.h. ► School-Age Children Outreach**

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

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high)  <b>Refer to the C.7 Section of the countywide program's FY 10-11 Annual Report for a description of School-age Children Outreach efforts conducted at the countywide level.</b>	Brief description, messages, methods of outreach used	Provide number or participants	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.

Section 8 - Provision C.8 Water Quality Monitoring

**C.8 ► Water Quality Monitoring**

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

Summary

**During FY 10-11, we contributed through the countywide Program to the BASMAA Regional Monitoring Coalition (RMC). In addition, we contributed financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and were represented at RMP committees and work groups. For additional information on monitoring activities conducted by the Program, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the Program's FY 10-11 Annual Report and/or BASMAA's Regional Monitoring Report.**

Section 9 – Provision C.9 Pesticides Toxicity Controls

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

( <i>Water Board staff requested resubmittal for FY 10-11</i> ) Attach a copy of your individual IPM ordinance or policy. <b>See Attachment C9a</b>	<input checked="" type="checkbox"/>	<b>Attached</b>	<input type="checkbox"/>	<b>Not attached</b> , explain below
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If **Not attached**, explain:  
 The policy was established administratively, and was distributed to appropriate staff. The City Council directed and City staff prepared the written operational practices and procedures document for IPM which were completed July 1, 2010 and is still in use.

**C.9.b ▶ Implement IPM Policy or Ordinance**

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

**The City historically has always used a very minimal amount of pesticides and herbicides. The City does not use any pesticides or herbicides in a manner that threatens water quality, or in any quantities that would be sufficient to have trend analysis. Pesticide use is mostly limited to building interiors for ants and is mostly done with ant bait stations. Overall the amount used has been constant. Any increase in use is due to increase in the ants based upon weather and climate conditions and seasonal fluctuations. The City limits its use to herbicides to round up and pre-emergent for spot spraying in landscape areas. It uses slow release fertilizer on turf areas only in park areas. These applications are also done when it is not raining or threat of rain. The City ensures through its maintenance operations that it's limited outside contractors for building pest management also use IPM practices. Buildings are mostly managed mostly with minimal building exterior foundation spray if needed and bait type materials for ants by its outside contractor Western Exterminator that is Green Shield IPM certified. Open space weeds in about 125 acres are also managed for non native invasive (star thistle and artichoke heart) by outside contractor that has provided documentation to the satisfaction of the City of Clayton that they are adequately trained and in IPM practices. The area targeted for this weed management is a limited area and applications are conducted during non rain periods.**

**The City staff only uses spot spraying of round-up and pre-emergent in landscape areas during the spring and fall during non rain periods. Neither the City nor its outside contractors use of organophosphates, pyrethroids, carbaryl and fipronil are not used or applied in a manner that threatens water quality (i.e., are used outdoors and may come in contact with stormwater.) Any work is done inside of building areas or it outdoors only during non rain periods.**

Trends in Quantities and Types of Pesticides Used <sup>48</sup>	
Pesticide Category and Specific Pesticide Used	Amount <sup>49</sup>

<sup>48</sup> Includes all municipal structural and landscape pesticide usage by employees and contractors.  
<sup>49</sup> Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
<b>Organophosphates</b>	0	0			
Product or Pesticide Type A					
Product or Pesticide Type B					
<b>Pyrethroids</b>	0	0			
Product or Pesticide Type X					
Product or Pesticide Type Y					
<b>Carbaryl</b>	0	0			
<b>Fipronil</b>	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.	4
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	4
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%

**C.9.d ▶ Require Contractors to Implement IPM**

Did your municipality contract with any pesticide service provider in the reporting year?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, attach one of the following: <b>see Attachment C9d</b>				
<input checked="" type="checkbox"/>	<b>X</b> Contract specifications that require adherence to your IPM policy and standard operating procedures, OR			
<input checked="" type="checkbox"/>	<b>X</b> Copy(ies) of the contractors' IPM certification(s) or equivalent, OR			
<input checked="" type="checkbox"/>	<b>X</b> Equivalent documentation.			
If <b>Not attached</b> , explain: <b>One of the above outside contractor that handles invasive non native weed management (and has acceptable IPM documentation in the city's determination), and one city staff person will obtain Bay Friendly training as soon as a program offering is available in the area to which they can attend. All contractors have contracts that were written some time back and have not yet expired. When the contracts expire new contract language/specifications will be included with more detail related to requiring contractors to be IPM certified and to use IPM .</b>				

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

Summarize participation efforts, information submitted, and how regulatory actions were affected **OR** reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.

Summary:

**During FY 10-11, we participated in regulatory processes related to pesticides through contributions to the countywide Program, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees.**

**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
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If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary.

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

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

Summary:

**See the C.9 Pesticides Toxicity Control section of Program's FY 10-11 Annual Report for information on point of purchase public outreach conducted countywide and regionally.**

**C.9.h.vi ▶ Public Outreach: Pest Control Operators**

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

Summary:

**See the C.9 Pesticides Toxicity Control section of Program's FY 10-11 Annual Report for a summary of our participation in and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use.**

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Section 10 - Provision C.10 Trash Load Reduction

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

Provide description of actions/tasks initiated/conducted/completed in developing a Short-Term Trash Loading Reduction Plan (due February 1, 2012).

Description:

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

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

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

Description:

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

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

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

Description:

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

**In addition the Maintenance Supervisor has been assigned this project and is working on device type selection and the grant funding for implementation. The Maintenance Supervisor has attended various meetings and workshops/vendor exhibits to evaluate and determine appropriate device that would work best within the City of Clayton.**

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

Provide volume of material removed from each Trash Hot Spot cleanup, and the dominant types of trash (e.g., glass, plastics, paper) removed and their sources to the extent possible.

Fill out the following table or attach a summary of the following information: **Provide requested information below. If assessments were conducted during FY 09-10 and not conducted in FY 10-11, then indicate “Conducted during FY 09-10” in the first row of the table.**

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)
Clayton Station	4/24/09	400 gallons	Various paper and cardboard	Shopping center various
Clayton Station	3/12/10	10 gallons	Paper	Unknown
Clayton Station	6/17/11	5 gallons	Unknown	Unknown

**Comments:**

The City of Clayton selected this Hot Spot location as it is the only location in the community with trash in/near creek. The property is privately owned as part of the Clayton Station Shopping Center, Mt. Diablo Creek traverses the area, and the city has a paved public trail with trail easement through the area. The location had photos taken in January 2010 which represented baseline conditions. In February 2010 the City Planning Commission considered entitlement application for some modifications to the shopping center. The Planning Commission required a condition to the center that it have a maintenance improvement plan which included the removal of litter and debris weekly and removal of shopping carts daily from the area. The Center then contracted with Altamont Landscape Service to perform this work as they were already maintaining the shopping centers site landscaping. This weekly hot spot clean up started just as the city started its annual program. Staff has monitored the center and inspects the site monthly to verify that it is being properly maintained by the shopping center. Staff has photo documentation showing the condition of the area prior to the implementation of the condition, and photo documentation thereafter. We have noted that trash issues have been greatly reduced based upon the site inspections and the photo documentation. Vegetative growth along the creek bank and within the creek do not allow for the precise photos to be taken at the same place, but in general proximity. At the times that staff has been to the creek to collect trash there was none to collect as the weekly maintenance program being conducted by the shopping center has been successful. **See Attachment C10b**

**C.10.d ► Summary of Trash Load Reduction Actions**

Provide summary of new trash load reduction actions or increased levels of implementation of existing actions that were implemented after adoption of the MRP (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/Drop-off 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

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
<ul style="list-style-type: none"> <li>• Curbside Recycling Programs</li> </ul>	Pre MRP	Weekly	<p><b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program’s FY10-11 Annual Report for schedule.</b></p>	Glass, cans, bottles, plastics, and paper; greenwaste; holiday tree recycling
<ul style="list-style-type: none"> <li>• Solid Waste Recycling Efforts</li> </ul>	Pre MRP	Weekly collection of separated residential trash, yardwaste, and recycling curbside; commercial trash and cardboard	<p><b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction</b></p>	Various household trash and solid paper; glass, cans, bottles; plastics, paper; greenwaste

		recycling weekly or more depending on businesses level of service need.	<b>action. See the Program's FY10-11 Annual Report for schedule.</b>	
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<ul style="list-style-type: none"> <li>Education and Outreach Efforts</li> </ul>	Pre MRP	Two times annually	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	N/A
<ul style="list-style-type: none"> <li>Free Trash Bulky item Pickup</li> </ul>	Pre MRP	Two times annually	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	General household refuse items, large quantities of cardboard (no furniture or e-waste or appliances)
<ul style="list-style-type: none"> <li>Free Curbside collection of working appliances</li> </ul>	Pre MRP	On call service as requested by customer	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	Larger Household appliances
<ul style="list-style-type: none"> <li>Fee based Curbside collection of non working appliances</li> </ul>	Pre MRP	On call service as requested by customer; customer pays fee – fee is placed on customers next trash/recycling bill	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	Microwaves, ovens dryers, washers, space heaters appliances with mercury switches
<ul style="list-style-type: none"> <li>Fee based curbside collection of e-waste</li> </ul>	Pre MRP	On call service as requested by	<b>Trash loads removed were not tracked for all trash load reduction actions this</b>	Computers, monitors, keyboards, etc.

		<p>customer; customer pays fee – fee is placed on customers next trash/recycling bill</p>	<p><b>fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b></p>	
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<ul style="list-style-type: none"> <li>E-waste collection</li> </ul>	Pre MRP	Free drop off to residents at a private regional located facility	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	e-waste, microwaves, small kitchen appliances, tvs, dvd's, vcr's, computers, fax, monitors, TVs etc most all things with an electrical cord,
<ul style="list-style-type: none"> <li>County HHW Program Activities</li> </ul>	Pre MRP	Free resident and small business drop off open 6 days wee at Central Contra Costa HHW facility; two informational outreach events annually in City	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	Paint, pesticides, batteries, used oil, fluorescent bulbs.
<ul style="list-style-type: none"> <li>Inspection/Maintenance of Storm Drain Outfalls</li> </ul>	Pre MRP	One time annually – pre rainy season and periodically as needed during rainy season	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	Leaves and silts in DI's; vegetation overgrowth at outfalls
<ul style="list-style-type: none"> <li>Street Sweeping</li> </ul>	Pre MRP	City contractor One time monthly on all streets; quarry route streets swept 2 -3 times weekly by rock quarry sweeper	<b>Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.</b>	Leaves and silts
<ul style="list-style-type: none"> <li>Storm Drain Operation and Maintenance</li> </ul>	Pre MRP	As needed if blockage staff	<b>Trash loads removed were not tracked for all trash load reduction actions this</b>	If blockage usually due to vegetation or compacted soils,

		contacts roto rooter	fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.	etc.
<ul style="list-style-type: none"> <li>Storm Drain Signage/Marking</li> </ul>	Pre MRP	Annual inspection	Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.	N/A
<ul style="list-style-type: none"> <li>Trash Removal from Park Receptacles</li> </ul>	Pre MRP	Two times a week	Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.	Soiled paper
<ul style="list-style-type: none"> <li>Volunteer Creek Cleanup</li> </ul>	Pre MRP	Annually	Trash loads removed were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.	Landscape vegetation - leaves branches

Section 11 - Provision C.11 Mercury Controls

**C.11.a.i ► Mercury Recycling Efforts**

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

**Refer to FY 10-11 Program Annual Report for a list of mercury collection and recycling efforts conducted countywide and regionally.**

**C.11.a.ii ► Mercury Collection**

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

Amount collected:

**Not all mercury and PCB load reduction actions were tracked using "loads removed" methods this fiscal year. In the Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report, an initial Mercury and PCB Load Reduction Tracking Method was presented (see Provision C.11.g). Based on Water Board staff comments, a revised method will be presented in the Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report. Based on this methodology, loads removed via the collection/recycling of mercury-containing products will be documented beginning in FY 11-12.**

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

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

Summary

**A summary of countywide Program and regional accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report.**

Section 12 - Provision C.12 PCBs Controls

**C.12.a.i.iii ► Municipal Inspectors Training**

*(For FY 09-10 Annual Report only)* List below or attach description of results of training municipal industrial inspectors to identify, in the course of their existing inspections, PCBs or PCB-containing equipment.

Description:

**In FY 09-10, inspector training materials were developed by BASMAA and provided in the FY 09-10 BASMAA Regional POC Report. A description of efforts to train municipal industrial inspectors was provided in FY 09-10 permittee and/or Program Annual Reports.**

**C.12.a.ii.iii ► Ongoing Training**

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

Description:

**See the FY 10-11 Program Annual Report for a description of training provided countywide and/or regionally.**

- C.12.b ▶ Conduct Pilot Projects to Evaluate Managing PCB-Containing Materials and Wastes during Building Demolition and Renovation Activities**
- C.12.c ▶ Pilot Projects to Investigate and Abate On-land Locations with Elevated PCB Concentrations**
- C.12.d ▶ Conduct Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices**
- C.12.e ▶ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit**
- C.12.f ▶ Diversion of Dry Weather and First Flush Flows to POTWs**
- C.12.g ▶ Monitor Stormwater PCB Pollutant Loads and Loads Reduced**
- C.12.h ▶ Fate and Transport Study of PCBs In Urban Runoff**
- C.12.i ▶ Development of a Risk Reduction Program Implemented Throughout the Region**

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

Summary

**A summary of countywide Program and regional accomplishments for these sub-provisions are included within the C.12 PCB Controls section of Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report.**

Section 13 - Provision C.13 Copper Controls

**C.13.a.i and iii ► Legal Authority: Architectural Copper**

Do you have adequate legal authority to prohibit discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of the surface of copper architectural features, including copper roofs to storm drains?	X	Yes		No
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If **No**, explain and provide schedule for obtaining authority within 1 year:

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

Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?	X	Yes		No
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If **No**, explain and provide schedule for obtaining authority within 1 year:

**C.13.c ► Vehicle Brake Pads**

Reported in a separate regional report.

**A summary of the countywide Program’s participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of Program’s FY 10-11 Annual Report and/or the BASMAA Regional POC Report.**

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

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

Summary

**There are no facilities within the City of Clayton that have been identified as potential users or sources of copper that would require copper reduction BMPs, as there are not any auto repair uses within the City. The City’s inspectors are the POTW inspectors – Central Contra Costa Sanitation which have received training on this topic. Please refer to BASMAA POC inspector training materials, which are available on the Program’s website.**

**C.13.e ► Studies to Reduce Copper Pollutant Impact Uncertainties**

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

Summary

**A summary of the countywide Program and/or regional efforts to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of Program's FY 10-11 Annual Report and/or BASMAA Regional POC Report.**

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

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

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

Summary

**A summary of the countywide Program and regional efforts related to the Control Program for PBDEs, Legacy Pesticides and Selenium is included within the C.14 PBDE, Legacy Pesticides and Selenium section of Program's FY 10-11 Annual Report and/or BASMAA Regional POC Report.**

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

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

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

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

Provide implementation summaries 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 watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary:

**During FY 10/11 (September 2010) the City of Clayton adopted new water conservation requirements as was mandated per state law. The Planning staff , City Engineer, stormwater manager have all received a copy and been trained on the new requirements. The requirements apply to private and public projects. Since the requirements are a part of the city codes they are included on our on line documents. The Planning staff provides the information to as part of the early review consultation process of any applicable development application. The city engineer includes as part of any public contract bid process, and city maintenance staff utilize as part of any major landscape renovation project. See Attachment C15b**

**Materials prepared by the Program on less toxic pest control measures are available at the library kiosk display and were provided at the Clayton Cleans Up event and the Creekside Arts Festival. The Contra Costa Water District also staffed information booth and provided outreach materials on water conservation, proper plan selection, less toxic pest control and landscape management and drought tolerant and native vegetation. The local garden club also provided information on drought tolerant and native vegetation at one of the farmers market and at their annual spring plant sale.**

**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 10-11 Annual Report as needed.**

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**Clayton**

Name	Address	City	Program Category
Diamond Terrace	6401 CENTER Street	Clayton	Assisted Living
Clayton Club Saloon	6096 MAIN Street	Clayton	Bar Only
Kinder Care	6095 MAIN Street	Clayton	Child Day Care
City of Clayton Maintenance Facility	6000 HERITAGE TRAIL	Clayton	Commercial
Endeavor Hall	6008 CENTER	Clayton	Commercial
Dryclean USA	5435 CLAYTON Road M	Clayton	Dry Cleaner
Valley Cleaners	5425 CLAYTON Road	Clayton	Dry Cleaner
US Post Office	6150 CENTER Street	Clayton	Fleet Operations
Carl's Jr Restaurant	1530 KIRKER PASS Road	Clayton	Food Service
Casa Gourmet Burrito	5435 CLAYTON Road F	Clayton	Food Service
Cinco De Mayo Mexican Restaurant	5415 CLAYTON Road	Clayton	Food Service
Coldstone Creamery	1536 KIRKER PASS Road B	Clayton	Food Service
Country Waffles	5435 CLAYTON Road B	Clayton	Food Service
Cup O' Jo	6054 MAIN Street	Clayton	Food Service
Ed's Mudville Grill	6200 CENTER Street	Clayton	Food Service
International Johnny's Deli & Café	6101 CENTER Street	Clayton	Food Service
JJ Hawaiian BBQ	5435 CLAYTON Road A	Clayton	Food Service
Laveranda Café	6201 CENTER Ave	Clayton	Food Service
Little Caesars Pizza	5433 CLAYTON Road L	Clayton	Food Service
Moresi's Chop House	6115 MAIN Street	Clayton	Food Service
Papa Murphy's Take 'N Bake	5433 CLAYTON Road H	Clayton	Food Service
Pavilion Bar and Grill	1508 KIRKER PASS Road	Clayton	Food Service
Skipolini's Pizza	1035 DIABLO Street	Clayton	Food Service
Starbucks Coffee	1536 KIRKER PASS Road A	Clayton	Food Service
Subway	1026 OAK Street 103	Clayton	Food Service
Subway	1536 KIRKER PASS Road C	Clayton	Food Service
Sweet Bakery	5435 CLAYTON E	Clayton	Food Service
Village Market	6104 MAIN Street	Clayton	Food Service
Oakhurst Country Club	1001 PEACOCK CREEK Drive	Clayton	Golf Course
Clayton Produce	1026 OAK Street	Clayton	Grocery Store
Safeway Food and Drug	5431 CLAYTON Road	Clayton	Grocery Store
Shop & Go Market	5421 CLAYTON Road	Clayton	Mini-Market
Sunshine Pool Service	36 EASTBROOK Court	Clayton	Pool
CVS Pharmacy	6490 CLAYTON Road	Clayton	Retail
R & M Pool Patio and Garden	6780 MARSH CREEK Road	Clayton	Retail
Walgreen Drug Store	5437 CLAYTON Road	Clayton	Retail
Oakhurst Country Club Maintenance Facilities	1001 PEACOCK Drive	Clayton	Vehicle Service

**Planned Inspections for Clayton**

(7/1/2011 to 6/30/2012)

Name	Address	Facility Type
<b>Inspection Cycle</b>		
Clayton Produce	1026 OAK Street	
Pavilion Bar and Grill	1508 KIRKER PASS Road	Food Service
Cup O' Jo	6054 MAIN Street	Food Service
Laveranda Café	6201 CENTER Ave	Food Service
Coldstone Creamery	1536 KIRKER PASS Road B	Food Service
CVS Pharmacy	6490 CLAYTON Road	Retail
Skipolini's Pizza	1035 DIABLO Street	Food Service
Village Market	6104 MAIN Street	Food Service
<b>Subtotal: 8</b>		
<b>Total Planned Inspections=</b>	<b>8</b>	

Clean Water Inspections  
Fiscal Year 2010-11

Annual Report  
7/1/2010-6/30/2011

Type	Facility Name	Address	STW City	Inspector	Date	Inspection Type	Billing Type	Enforcement?
Commercial	Endeavor Hall	6008 CENTER	Clayton	C. Wheable	11/22/2010	Initial	Add-on	None
Dry Cleaner	Valley Cleaners	5425 CLAYTON Road	Clayton	C. Wheable	4/5/2011	Reinspected	Add-on	None
Fleet Operations	US Post Office	6150 CENTER Street	Clayton	C. Wheable	1/19/2011	Reinspected	Add-on	None
Food Service	Casa Gourmet Burrito	5435 CLAYTON Road F	Clayton	C. Wheable	1/28/2011	Reinspected	Add-on	None
Food Service	Country Waiffas	5435 CLAYTON Road B	Clayton	C. Wheable	9/9/2010	Reinspected	Add-on	None
Food Service	Starbucks Coffee	1536 KIRKER PASS Road A	Clayton	C. Wheable	11/16/2010	Reinspected	Add-on	None
Golf Course	Oakhurst Country Club	1001 PEACOCK CREEK Drive	Clayton	C. Wheable	4/19/2011	Partial	Add-on	None
Golf Course	Oakhurst Country Club	1001 PEACOCK CREEK Drive	Clayton	C. Wheable	4/20/2011	Reinspected	Add-on	None
Grocery Store	Safeway Food and Drug	5431 CLAYTON Road	Clayton	C. Wheable	8/17/2010	Reinspected	Call-out	None
Retail	R & M Pool Patio and Garden	6780 MARSH CREEK Road	Clayton	C. Wheable	1/19/2011	Reinspected	Add-on	None

Total number of Follow-up, Enforcement Follow-up, Surveillance and Partial Inspections: 1  
Total number of Initial Inspections and Reinspections: 9

Total number of NOV's issued: 0  
Total number of WNS issued: 0

## Summary of Stormwater Inspection Program Effort by City

### Fourth Quarter Reporting Period FY 10/11

revised 7/6/11

City	Initial/Reinsp. Inspections		Inspections to date (FY)	Annual Target	Inspected to date vs Annual Target	4th Qtr Labor & Overhead		1st to 3rd Qtr Labor & Overhead		Total Billed to date (FY)	FY Budget	Billed to date vs Budget (%)
	4th Qtr	1st to 3rd Qtr										
Antioch	10	30	40	38	105%	\$3,355.17	\$8,160.52	\$11,515.69	\$16,321	70.6%		
Clayton	2	7	9	8	113%	\$668.79	\$3,495.95	\$4,164.74	\$3,436	121.2%		
Concord	53	183	236	214	110%	\$16,966.87	\$62,307.69	\$79,274.56	\$91,915	86.2%		
Danville	10	30	40	36	111%	\$4,797.15	\$15,385.99	\$20,183.14	\$15,462	130.5%		
El Cerrito	4	33	37	35	106%	\$2,133.94	\$10,961.08	\$13,095.02	\$15,033	87.1%		
Hercules	0	18	18	16	113%	\$133.11	\$7,746.10	\$7,879.21	\$7,559	104.2%		
Lafayette	7	29	36	32	113%	\$2,874.31	\$7,948.71	\$10,823.02	\$13,744	78.7%		
Martinez	17	58	75	67	112%	\$8,980.46	\$30,298.48	\$39,278.94	\$28,777	136.5%		
Moraga	1	17	18	16	113%	\$1,427.47	\$6,265.52	\$7,692.99	\$6,872	111.9%		
Orinda	3	14	17	15	113%	\$1,034.06	\$6,182.17	\$7,216.23	\$6,443	112.0%		
Pittsburg	11	44	55	55	100%	\$3,289.41	\$9,137.10	\$12,426.51	\$23,623	52.6%		
Pleasant Hill	14	47	61	54	113%	\$7,062.74	\$20,671.30	\$27,734.04	\$23,194	119.6%		
Richmond	8	46	54	50	108%	\$3,366.47	\$17,384.34	\$20,750.81	\$21,476	96.6%		
San Ramon	15	47	62	57	109%	\$6,470.87	\$24,003.51	\$30,474.38	\$24,482	124.5%		
<b>Totals</b>	<b>155</b>	<b>603</b>	<b>758</b>	<b>693</b>	<b>109%</b>	<b>\$62,560.81</b>	<b>\$229,948.46</b>	<b>\$292,509.27</b>	<b>\$298,338</b>	<b>98.0%</b>		

**Note:** Reporting period for El Cerrito, Hercules and Richmond (EBMUD services) is 4/1/11 through 6/30/11.

**Note:** Reporting period for Antioch and Pittsburg (DDSD services) is 4/1/11 through 6/30/11.

**Note:** Reporting period for remaining cities (CCCSD services) is 3/18/11 through 6/30/11.

## **City of Clayton - IPM Administrative Policy**

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It is the purpose and intent of this IPM Policy to ensure that the City of Clayton departments and all those who apply pesticides to property owned and/or managed by the City of Clayton utilize integrated pest management (IPM) practices and reduce pesticide applications on public-owned and/or City of Clayton managed property to the maximum extent feasible and as required by State and Regional Stormwater regulation.

The City of Clayton, in carrying out its pest management operations, shall focus on long term prevention or suppression of pest problems with minimum impact on human health, non-target organisms, and the environment.

The goal of the City of Clayton is to reduce its use of pesticide use and use to maximum extent possible non-toxic methods to control pests on City of Clayton property. The City of Clayton recognizes that pesticides are potentially hazardous to human health and the environment, and non-pesticide alternatives will be considered over toxic pesticides on City of Clayton property. The first level consideration will be the least toxic method that is both effective and feasible. The City of Clayton has a IPM Standard Operating Procedures and Practices that will outline all the IPM activities that will be implemented to ensure that less toxic methods, that are effective and feasible, are used to control pests on City of Clayton property.

These documents may be updated as needed from time to time.

# **City of Clayton**

## **Standard Operating Procedures & Practices**

### **Administrative Policy for Pesticide Use**

The following are standard operating procedures for **the City of Clayton** for pesticide use in the IPM operational practices within the City's jurisdiction. These procedures include all Municipal Regional Permit (MRP) stormwater requirements under Provision C.9, Pesticides Toxicity Control The City of Clayton and the Contra Costa Clean Water Program work in conjunction to track and participation in regulatory processes, interface with the County Agricultural Commissioner, and conduct public outreach. For guidelines regarding the City of Clayton IPM program please refer to Attachment B, the City of Clayton's IPM Policy. The staff person or IPM Coordinator responsible for implementing, overseeing, reviewing and updating, and reporting the IPM program is Mark Janney, Maintenance Supervisor and their number is **(925) 673-7327**; or email at [mjanney@ci.clayton.ca.us](mailto:mjanney@ci.clayton.ca.us).

## **IPM Standard Operating Procedures**

### **General**

The City uses very limited pesticides, it is currently limited to use at city buildings for ants and similar pests. The City Contracts with Western Exterminator for building pest management. Periodically the City Contracts with a Contra Costa County Department of Agriculture approved IPM contractor for management of ground squirrels in certain areas when damage is occurring. The City also contracts with Environtech for management of non native invasive plant species of Star Thistle and Artichoke Heart in the Oakhurst Open Space. This is a limited area of apx. 125 acres. The EIR mitigation measures required management of this plant. The contractor is trained in IPM. Herbicide applications are targeted to these two plant species. The City maintenance mostly involves limited use of herbicides – specifically spot spraying of weeds in landscape areas, and pre-emergent in the fall and spring to minimize weed growth in certain landscape areas. The maintenance staff also applies slow release fertilizer periodically on active use lawn areas such as the park or sports play fields. All application are done according to the manufactures application specifications.

### **Pesticide Use**

Pesticide use within the City of Clayton is determined by an assessment of each pest situation. Each assessment includes identification of the pest causing the damage (e.g., weed, insect, rodent, etc.), evaluation of prevention, exclusion and sanitation measures that will contribute to

successful pest management, evaluation of both non-chemical and chemical options for eliminating or reducing pest numbers, and then developing an integrated management plan using as many management options as practical and economical. Pesticides are generally used as a last resort and are chosen and applied in a manner that is least harmful to people and the environment. The pest problem should then be monitored to evaluate the success of the management strategy.

Particular scrutiny will be used to evaluate the necessity of using the pesticides of concern listed in the Permit under Section C.9: organophosphorous pesticides (chlorpyrifos, diazinon and malathion); pyrethroids (bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyhalothrin, permethrin, and tralomethrin).

Environmental impacts of the products are also considered. Pesticides of concern listed in C.9 of the MRP will go through a more rigorous process of review prior to considering their use. Each pesticide used are carefully monitored and recorded using a pesticide management database (see Attachment C).

### **Pesticide Applicators**

All pesticide applicators and IPM providers have IPM training and certification as required by the MRP. All IPM contractors have IPM language in their contracts as required by the MRP. All IPM providers are required to follow these standard operating procedures.

### **IPM Training**

All pesticide applicators will be trained annually in IPM. IPM training may include local, countywide, that included with PAPA licensing or regional efforts. All staff associated with planning, design, construction, and maintenance of buildings and landscaping shall receive an orientation to these standards operating procedures and their roles and responsibilities in implementing IPM within their work duties.

### **IPM Outreach**

Pesticide application information will be provided to the public upon request. Public outreach for IPM includes point of purchase outreach and contractor outreach by the Bay Area Stormwater Management Agencies Association (BASMAA) as required by the MRP.

## **Reporting**

A copy of the City of Clayton's IPM policy shall be included in the annual report. To the extent practicable and data is available, trends in quantities and types of pesticides used shall also be reported, as well as reasons for any increases. The annual report shall also include the percentage of City of Clayton employees who apply pesticides that have been trained in IPM. For any city hired contractor who applies pesticides, a copy of their contract specification; or certification; or other similar acceptable documentation shall also be included in the annual report. For regional regulatory, interface or outreach efforts, the City of Clayton may reference those regional reports.



## Commercial Services

# Solutions



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Our professionals will make a complete survey of your facilities and provide you with a report covering existing pest problems, plus any housekeeping and sanitation conditions along with our recommendations for corrections. We guarantee to offer you with the most efficient and cost effective solutions to insure your business is pest free, giving peace of mind to both you and your customers.

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- Complete Commercial Termite and Pest Control Services, Including Termite Inspections for Real Estate Transactions
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- Stored Product Pest Control and Elimination
- Bee Control and Removal
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- Integrated Pest Management (IPM)
- IPM Inspections and Reporting Per Industry and Government Standards (AIB-American Institute of Baking, ASI-American Sanitation Institute, FDA- Food and Drug Administration, USDA-United States Department of Agriculture)
- Air Curtain Systems
- Commodity, Trailer & Rail Car Fumigations
- Flying Insect Control
- Bioremediation Services -No More Drain Flies, Drain Odors & Clogging
- Integrated Food Handling Facility Services- Western's program, supplemented by our on by our on staff Entomologists and Sanitarians, helps assure compliance with food safety regulations. We can provide complete inspections, assessments, vendor audits, 3rd party certifications and reports.
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Michael J. Collins

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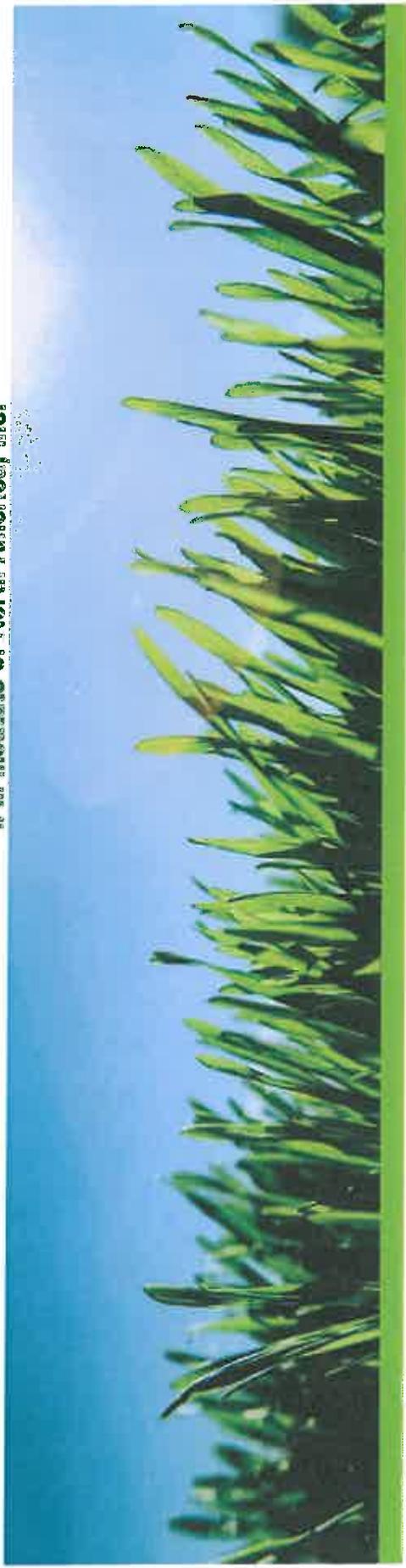
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ATTEST:

**Thomas A. Green, Ph.D.**  
**President**  
**IPM Institute of North America, Inc.**

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*official signature*





CITY OF CLAYTON  
CONTRACTING SERVICES AGREEMENT

Open space  
Non Native Noxious  
Weed abatement  
per OAKHURST EIR  
- Star Thistle  
- Artichoke Heart

1. Special Conditions:

A) Contractor's Name & Address:

Environtech Enterprises  
1032 Mariposa Street, Vallejo, CA 94591  
Ph. 707/643-3355

Fax

B) Effective Date: 1/20/10

C) Payment Limit: \$160,248.00 D) Expense Limit \$0

E) Completion Date: 12/31/12

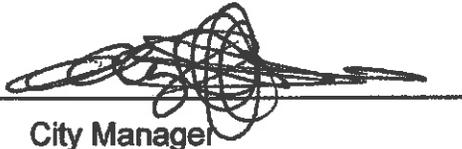
F) Federal Tax I.D. or SSN: 68-0259915

2. Signatures: These signatures attest the parties' agreement hereto:

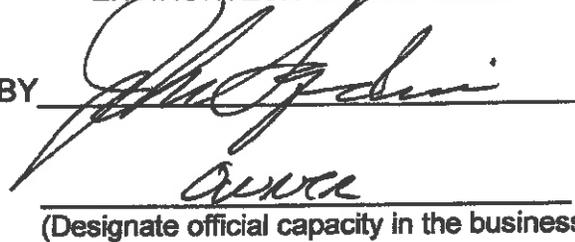
CITY OF CLAYTON

ENVIRONTECH ENTERPRISES

BY

  
City Manager

BY

  
(Designate official capacity in the business)

3. Parties: Effective on the above date, the City of Clayton ("City") and Contractor mutually agree and promise as follows.

4. Employment: City of Clayton hereby employs Contractor and Contractor, as an independent agent, accepts such employment and shall provide materials, labor and equipment necessary to perform the services described in Exhibit A included herein by reference, upon the terms and in consideration of the payments stated herein.

5. Scope of Service: Scope of services shall be as described in Exhibit A, attached hereto and made a part hereof by this reference.

6. Insurance: Contractor shall, at no cost to the City, obtain and maintain during the term hereof: (a) Workers' Compensation Insurance pursuant to State Law, and (b) Comprehensive Liability Insurance including coverage for owned and non-owned automobiles, with a minimum combined single limit coverage of \$1,000,000 for all damages due to bodily injury, sickness or disease, or death to any person and damage to property, including the loss of use thereof, arising out of each accident or occurrence. Contractor shall furnish evidence of such coverage, naming the City of Clayton, its officers and employees as additional insured and requiring 30 days written notice of policy lapse or cancellation.

7. Payment: The City of Clayton shall pay the Contractor for services performed at the rates shown in Exhibit B, which include all overhead and incidental expenses, for which no

additional compensation shall be allowed. In no event shall the total amount paid to the Contractor exceed the payment limit specified in Sec. 1 C) and D) without prior written approval of the City Manager, City of Clayton. Contractor's statement of charges shall be submitted at convenient intervals. Payment will be made within thirty (30) days after receipt of each statement.

8. **Status:** The Contractor is an independent contractor and shall not be considered an employee of the City of Clayton.
9. **Time of Completion.** Unless the time is extended in writing by the City, the Contractor shall complete all services covered by this agreement no later than the completion date listed above. Interim completion dates, if any, will be established as shown in Exhibit A, attached hereto and made a part hereof by this reference.
10. **Record Retention.** Except for materials and records delivered to the City, the Contractor shall retain all material and records prepared or obtained in the performance of this Agreement, including financial records, for a period of at least three (3) years after Contractor's receipt of the final payment under this Agreement. Upon request by the City, the Contractor shall make such materials and records available to the City at no additional charge and without restriction or limitation on their use. The Contractor shall also make such materials and records available to authorized representatives of the State and Federal Governments at no additional charge.
11. **Documentation:** The Contractor shall prepare and deliver to the City at no additional charge the items, if any, described in Exhibit A to document the performance of this Agreement and shall furnish to the City such information as is necessary to enable the City to monitor the performance of this Agreement.
12. **Extra Work:** Any work or services in addition to the work or services described in Exhibit A shall be performed by the Contractor at rates as stated in Exhibit B. The Contractor shall be paid for the extra work at a rate mutually agreed on prior to commencement of the extra work. In no event shall the Contractor be entitled to compensation for extra work unless a written authorization or change order describing the work and payment terms has been executed by the City prior to the commencement of the work.
13. **Termination By The City:** At its option, the City shall have the right to terminate this Agreement at any time by written notice to the Contractor, whether or not the Contractor is then in default. Upon such termination, the Contractor shall, without delay, deliver to the City all materials and records prepared or obtained in the performance of this Agreement and shall be paid, without duplication, all amounts due for the services rendered up to the date of termination.
14. **Abandonment By Contractor.** In the event that the Contractor ceases performing services under this Agreement or otherwise abandons the project prior to completing all of the services described in this Agreement, the Contractor shall, without delay, deliver to the City all materials and records prepared or obtained in the performance of this Agreement, and shall be paid for the value of the services performed up to the time of cessation or abandonment.
15. **Breach:** In the event that the Contractor fails to perform any of the services described in this Agreement or otherwise breaches this Agreement, the City shall have the right to pursue all remedies provided by law or equity. Any dispute relating to the performance of this Agreement shall not be subject to non-judicial arbitration.

16. **Compliance with Laws:** In performing this Agreement, the Contractor shall comply with all applicable laws, statutes, ordinances, rules and regulations, whether federal, state or local in origin.
17. **Assignment:** This Agreement shall not be assignable or transferable in whole or in part by the Contractor, whether voluntarily, by operation of law or otherwise provided, however, the Contractor shall have the right to sub-contract that portion of the services for which the Contractor does not have the facilities to perform so long as the Contractor notifies the City of such sub-contracting prior to execution of this Agreement. Any other purported assignment, transfer or sub-contracting shall be void.
18. **Indemnification:** The Contractor shall defend, indemnify, save and hold harmless the City and its agents, officers and employees from any and all claims, costs and liability for any damages, injury or death arising directly or indirectly from or connected with the services provided hereunder, due to or claimed or alleged to be due to negligent or wrongful acts, errors or omission of Contractor or any person under its control, save and except claims or litigation arising through the sole negligence or sole willful misconduct of the City. All City expenses related to any claims or litigation shall be paid by the Contractor as they are incurred.
19. **Attorneys Fees.** In the event that City is required to bring legal action against Contractor related to this agreement, the City, if determined to be the prevailing party, shall be entitled to recover its attorneys' fees from Contractor.
20. **Heirs, Successor and Assigns:** Except as provided otherwise in Section 17 above, this Agreement shall inure to the benefit of and bind the heirs, successors, executors, personal representatives and assigns of the parties.

Attachment: Exhibit A; Exhibit B

**ENVIRONTECH ENTERPRISES  
OPEN SPACE MANAGEMENT PROPOSAL  
CITY OF CLAYTON**

The following work is proposed for the **open space** under management by the City of Clayton. This proposal was designed and implemented by **ENVIRONTECH** and is identical in its design and method to that which was accepted for the Clayton open space areas since 1991. The scope of the work has been expanded, over the years, to include the original target species, as well as the population growth of other species. Contract to be fulfilled by **ENVIRONTECH**.

Artichoke thistle or Cardoon, Mustard, Star thistle, Milk thistle (whose population has had a dramatic increase), and more recently prickly clot burr are the main species of noxious weed that exist on the Clayton open space. Management of the initial three species has resulted in a marked population reduction. The following proposal targets all the above noxious weeds through the use of an integrated pest management program the main objective of which is to eliminate and eventually exhaust the local seed source.

**METHODOLOGY**

**Identical methods for both North and South apply. Artichoke thistle, Milk thistle, and prickly clot burr will be treated with the best and safest modern herbicides to insure destruction of the parent plants before seeding occurs. Spot application of herbicide will continue throughout contract term. The termination of parent plants will result in the elimination of the local seed source and a gradual reduction in the population.**

**Yellow Star thistle and Mustard will be chemically treated by spraying areas of infestation with herbicide where applicable. New herbicides have proven extremely effective on thistle and broadleaf weeds in very low concentrates. Herbicides will be applied with the use of specially equipped ATV's or pickup trucks, as well as with backpack sprayers.**

**Annuals will be sprayed at any time before seed for best effect.**

**Initial annual abatement for Artichoke, Milk thistle, Yellow Star thistle and Mustard is January 1<sup>st</sup> through June. Work will continue through that time period or until annual budget is exhausted and will include monthly monitoring. Clot Burr and other pioneer weeds will be treated as encountered as well as other infestations of pioneer noxious weeds.**

## **PROPOSED HERBICIDES AND EQUIPMENT**

The following is a list of the herbicides proposed for this project.

Garlon 3A – Broadleaf specific non volatile herbicide with rapid degradation. Safe for use up to edge of streams and bodies of water. Non toxic to grazing animals. Used on Mustard directly, and used in conjunction with other herbicides for use on thistles. Carries DANGER label for being an eye irritant but becomes CAUTION when diluted.

Renovate – Basically Garlon 3A with an aquatic label for use in drainages and riparian areas where other chemicals are legally prohibited.

Garlon 4 – Broadleaf specific but volatile. Used for quick knockdown when weather and temperature allow (typically early season). Ester formula of Garlon carries CAUTION label. Not to be used near water.

Milestone – Broadleaf specific virtually non toxic chemical that is specific to thistles. Some short term residual effects. Very effective and safe to use up to waterline. Carries CAUTION label.

Expidite – Broad spectrum glyphosate based herbicide. No longer used due to its non selective nature and destructive potential on grasses and wildflowers.

ENVIRONTECH is equipped with three six wheel drive ATV's of heavy load capacity (over 600 lbs.) with 55 gallon tanks, 300 ft. of ¾ inch hose on reels with delivery of 10 gallons/minute at 280 PSI, along with boom sprayer attachment and automatic boom valves.

ENVIRONTECH also inventories two mobile spray rigs with 4 wheel drive, one of which carries 150 ft of 1 inch hose, 200 gallon capacity with delivery of 30 gallons/minute at 150 PSI.

## **QUALIFICATIONS**

John Squadroni and ENVIRONTECH has been in the business of Native Habitat Restoration, Vegetation Management and Fire Hazard Reduction since 1990 and has been the contractor on this project for the City of Clayton and Wildland Resource Management since 1991. He has a Bachelors of Science degree in Forest Resource Management from the University of Washington and carries an active California QAL (#32335) in categories BCEF, DPR business license (#30038) and a valid California C-27 contractor's license (#691133). **ENVIRONTECH has completed four weed abatement for restoration projects IN THE PAST YEAR including the City of Clayton open space (since 1991). References are attached.**

ENVIRONTECH is fully insured with L/D and Workers Compensation.

**FEE QUOTE  
WEED ABATEMENT SERVICES  
IN CITY OWNED OPEN SPACE PARCELS  
IN THE OAKHURST COUNTRY CLUB DEVELOPMENT  
FOR YEARS 2010 THROUGH 2012**

The following quote is submitted in response to all provisions of, the City of Clayton request for Quote.

**ANNUAL COSTS**

**A). Area North of Peacock Creek**

**1) Artichoke/Milk/Italian Thistles and Clot Burr**

<b>Labor</b>		
Qualified Applicator	50 hours @ \$50.00/hour	\$ 2,500.00
Additional labor	100 hours @ \$33.33/hour	\$ 3,333.00
<b>Materials</b>		
Herbicides		\$ 2,000.00
<b>Equipment</b>		
Spray Rigs		\$ 875.00
Other		included
<b>Subtotal</b>		<b>\$8,708.00</b>

**2) Mustard and Star Thistle**

<b>Labor</b>		
Qualified Applicator	150 hours @ \$50.00/hour	\$7,500.00
Additional labor	150 hours @ \$33.33/hour	\$5,000.00
<b>Materials</b>		
Herbicides		\$4,500.00
<b>Equipment</b>		
Spray Rigs		\$1,000.00
Other		included
<b>Subtotal</b>		<b>\$18,000.00</b>

**Total Annual Cost for area North of Peacock Creek      \$26,708.00**

B). Area South of Peacock Creek

1) Artichoke/Milk/Italian Thistles and Clot Burr

Labor

Qualified Applicator	50 <u>hours@\$50.00/hour</u>	\$ 2,500.00
Additional labor	100 hours @\$33.33/hour	\$ 3,333.00

Materials

Herbicides		\$ 2,000.00
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Equipment

Spray Rigs		\$ 875.00
Other		included

**Subtotal** **\$ 8,708.00**

2) Mustard and Star Thistle

Labor

Qualified Applicator	150 <u>hours@\$50.00/hour</u>	\$7,500.00
Additional labor	150 hours @\$33.33/hour	\$5,000.00

Materials

Herbicides		\$4,500.00
------------	--	------------

Equipment

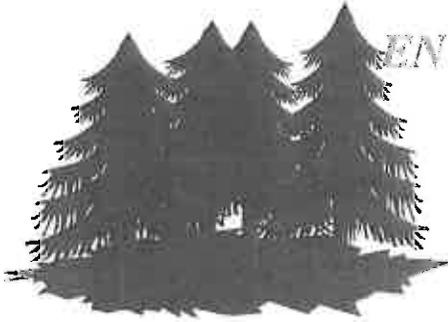
Spray Rigs		\$ 1000.00
Other		included

**Subtotal** **\$18,000.00**

Total Annual Cost for area South of Peacock \$26,708.00

**Total Annual Cost for area North of Peacock Creek \$26,708.00**

**Total Annual Cost \$53,416.00**



*ENVIRONTECH ENTERPRISES  
ENVIRONTECH NORTHWEST*

*1632 Mariposa St. Vallejo, CA 94591 (707) 643-3355 FAX 707-643-1155  
18395 HWY 2 Lynden, WA 98936 (360) 958-9535 FAX 360-420951*

July 31, 2010

To: Rick Angrisani, Clayton City Engineer  
From: John Squadroni, Environtech  
RE: IPM training

Enclosed you will find evidence of my participation in two very extensive IPM training courses, which were sponsored by Contra Costa County, and necessary continuing education credits for my license. The courses were attended in 1994 and 1995. The coordinator was Lacy Friedman, whose card is enclosed as well. Also enclosed is a page from my records of operation in 1995 that documents the credit hours applied to my license and is documentation inspected by the Department of Agriculture.

Thank you for your consideration,



John Squadroni  
Environtech  
Environtech NW

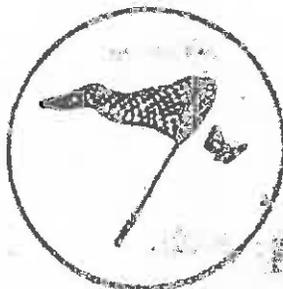
# IPM Training Manual for Gardeners

*By*

*Sheila Daar, Helga Olkowski, and William Olkowski*

Bio-Integral Resource Center  
PO Box 7414  
Berkeley, CA 94707

February, 1992



Prepared under contract #22-395, from the Contra Costa County  
Health Service Department and the California Integrated  
Waste Management Board

Contra  
Costa  
County



Lacey Friedman  
Program Associate  
Household Hazardous Waste

(510) 646-2286  
FAX (510) 646-2073

Health Services Department  
Environmental Health Division  
4333 Pacheco Boulevard  
Martinez, California 94553-2295





# Contra Costa County Health Services Department

ENVIRONMENTAL HEALTH DIVISION  
HAZARDOUS MATERIALS / OCCUPATIONAL HEALTH

## Integrated Pest Management '94 Course Confirmation

February 22, 1994

Congratulations! You have been chosen to take part in the Integrated Pest Management (IPM) Training Course taught by Bio-Integral Resource Center, the Department of Agriculture and Heather Farm Garden Center. We look forward to a productive and exciting class! Please note that by attending this class you are also entitled to 18 hours of continuing education credit (CDFA). All classes will be held at Heather Farm Garden Center (HFGC), 1540 Marchbanks, Walnut Creek, in the downstairs Rotary Room. There is also a fieldtrip scheduled for the course.

If you are not planning to take this course, please contact us immediately so that your space can be filled by another applicant.

Please bring a snack to share to the first class. We find that this gives classmates a chance to meet each other. A stove, microwave and refrigerator will be available. Plates, utensils and beverages will be provided.

Please bring your registration fee of \$25 to the first class. Checks can be made payable to CCCHSD- Contra Costa County Health Services Dept. Receipts are available upon request.

Enclosed are:

- a course outline
- a map with directions to HFGC
- a reading assignment  
(It is chapters 1 and 2 from the manual that you will receive in class. Please read this assignment before the first class.)



# Contra Costa County Health Services Department

ENVIRONMENTAL HEALTH DIVISION  
HAZARDOUS MATERIALS / OCCUPATIONAL HEALTH

## Integrated Pest Management Course Agenda March 16 - April, 20 1994

### I. Today's Pest Management Problems & Introduction to IPM: March 16 Bob Case, Contra Costa County Department of Agriculture

Problems with pesticides, legal disposal requirements, transportation and production problems, groundwater contamination, over-application, pesticide resistance.

Basics of IPM and why to consider it.

### II. The IPM Process: March 23 Sheila Daar, Bio-Integral Resource Center

Monitoring for correct control tactics.

Timing for planting, watering and applying safer pesticides.

Determining injury levels.

### III. Identification, Beneficials & Life Cycles: March 30 Sheila Daar, Bio-Integral Resource Center

Importance of insect and pest identification.

Encouragement and purchasing of beneficials.

Importance of pest life cycles for controlling pests.

### IV. UC Berkeley Biological Control Station: April 6 Drs. Dahlsten, Hagen, Mills and Etzel

Possible lectures include the following, exact lecture schedule TBA

Institutional and governmental barriers to IPM policies, biological control of Eugenia psyllids & elm leaf beetle, lady beetles & lacewings as predators, pest control in polycultures.

OVER



# Contra Costa County Health Services Department

ENVIRONMENTAL HEALTH DIVISION  
HAZARDOUS MATERIALS / OCCUPATIONAL HEALTH

## Integrated Pest Management Course Agenda March 8 - April, 12 1995

Course Instructor: Michael Baefsky of Baefsky and Associates

### I. Today's Pest Management Problems & Intro to IPM: March 8

A. Bob Case: Problems with Pesticides, Legal Disposal and Transportation Requirements, Groundwater Contamination, Timing for Pesticide Application, Problems with Over-application, Pesticide Resistance

B. Basics of IPM and Why to Consider it; Pests, Diseases, Weeds and Beneficials

### II. IPM Design: March 15

A. Importance of Identification and Lifecycles

B. Soil and Water Influences on Plant Health and Pest Problems

C. Monitoring

### III. IPM Tools: March 22

A. Beneficial Organisms, Encouraging & Purchasing

B. Physical Control Methods: Traps, Barriers, etc.,

C. Cultural Control Methods: Fertilization, Irrigation, etc.,

**1995**

1/2	[REDACTED]	Expedite	1 gallon
1/31	[REDACTED]	Expedite	1 gallon
2/6	[REDACTED]	Expedite	1 gallon
2/21	[REDACTED]	Expedite	1 gallon
3/17	[REDACTED]	Expedite	1 gallon
3/27	[REDACTED]	Expedite	1 gallon
4/9	[REDACTED]	Expedite	1 gallon
4/11	[REDACTED]	Expedite	1 gallon

**4/12 IPM Certification Contra Costa County 18.0**

5/8	[REDACTED]	Expedite	1 gallon
5/10	[REDACTED]	Expedite	1 gallon
5/18	[REDACTED]	Garlon IV	1 gallon
	[REDACTED]	Expedite	1 gallon
5/19	[REDACTED]	Expedite	1 gallon
	[REDACTED]	Garlon IV	1.5 gallons
5/23	[REDACTED]	Expedite	1 gallon
5/25	[REDACTED]	Expedite	1 gallon
6/7	[REDACTED]	Garlon IV	1.5 gallons
6/23	[REDACTED]	Expedite	1 gallon
6/26	[REDACTED]	Expedite	2 gallons
6/27	[REDACTED]	Roundup	2.5 gallons
6/28	[REDACTED]	Roundup	2.5 gallons
6/30	[REDACTED]	Roundup	1 gallon
7/6	[REDACTED]	Garlon IV	2.5 gallons
7/7	[REDACTED]	Garlon IV	2.5 gallons
7/8	[REDACTED]	Garlon IV	2.5 gallons
7/10	[REDACTED]	Roundup	1.5 gallons
7/20	[REDACTED]	Expedite	1 gallon
8/8	[REDACTED]	Expedite	1 gallon
8/24	[REDACTED]	Expedite	1 gallon
9/20	[REDACTED]	Expedite	1 gallon
10/20	[REDACTED]	Expedite	1 gallon
11/14	[REDACTED]	Expedite	2 gallons
11/15	[REDACTED]	Expedite	2 gallons

**12/5 A-0845 San Jose 7.25 PAPA Seminar**

**Laura Hoffmeister**

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**From:** Environjon@aol.com  
**Sent:** Monday, December 06, 2010 7:07 PM  
**To:** lhoffmeister@ci.clayton.ca.us  
**Subject:** Environtech IPM certifications

*Hi Laura,*

*As per our conversation today, I am submitting to you a record of my course work (in excess of 150 hours) since my IPM certifications in 1994 and 1995...also included is a sample of the continuing education course work that is part of the PAPA curriculum which includes elements of IPM, and a resume of my educational and career backgrounds. As you know, continuing education is a licensing requirement in the state of California.*

*I am one of the few people in the country that attended two six week IPM Certification courses, who also has the education and experience to back them up. **These were and still are the only two IPM programs ever offered by any California governmental agency (Contra Costa County Health Services Department, Environmental Health Division) to my knowledge.** Any other certification presently available would be from outside the State of California. If I recall each course required 48 hours for which we were given 18 hours toward CE. Beyond that, Environtech is in compliance with all DPR regulations, is duly licensed and registered, and has passed all recent inspections by the Solano County Dept. of Agriculture.*

*IPM has been the basis of my business since 1990 and is a career practice. We offer and implement IPM programs throughout California, including the city of Clayton and any herbicide we use is registered as a*

*aquatic, for use in riparian areas, or virtually non toxic formulation.*

*I hope this redundancy will satisfy the requirements for IPM certification.*

*Thanks for your consideration and understanding.*

*John Squadroni  
Environtech*

# John Squadroni

1032 Mariposa St. Vallejo, CA 94590 (707) 643-3355  
18595 Hyw. #2 Leavenworth, WA 98826 (707) 980-1622

## Professional Experience

### Environmental

- Present Owner of Environtech

Environtech is a small business focused on projects of environmental concern, which include native habitat restoration, native landscaping, and fire hazard reduction. Since its inception in 1991, it has successfully completed thousands of acres of restoration and vegetation management.

Responsible for accounting, logistics, mobilization, employment, direction and instruction of employees, proposal and bid document preparation, consultation, budget analysis, inventory, equipment procurement and maintenance.

- 1993 Wildlife Bio-technician, Lake Wenatchee Ranger District, USFS.
- 1988 Trail Crew Foreman, Lake Wenatchee Ranger District, USFS.
- 1987 Trail Crew Foreman, Lake Wenatchee Ranger District, USFS.
- 1984 Firefighter, Lake Wenatchee Ranger District, USFS.
- 1983 Wilderness Ranger, Lake Wenatchee Ranger District, USFS.
- 1982 Wilderness Ranger, Lake Wenatchee Ranger District, USFS.
- 1980 Timber Crew Foreman, Challis National Forest, USFS.

## Professional Experience

### Athletic

- 1987-93 Women's Rowing Coach, University of California, Berkeley.

Coordinate a successful competitive rowing program at the collegiate and elite level. Responsibilities included fundraising, management of budget and finances, organization of team travel, personal and academic counseling of athletes, as well as the development and implementation of a competitive rowing program. Also acted as a mentor coach for the USRA.

- 1989 Development Coach, U.S. Olympic Team.
- 1986 Development and Sculling Coach, U.S. Olympic Team.
- 1985 Development Coach, U.S. Olympic Team.
- 1984-87 Head Women's Rowing Coach, University of New Hampshire.
- 1984 Head Women's Rowing Coach, University of Washington.
- 1981-83 Assistant Coach, University of Washington.
- 1980 Women's Rowing Coach, Vesper Boat Club, Phila. PA.

## Additional Professional Experience

Computer literate

Rigging, carpentry, welding, plumbing, electrical, heavy equipment operation, metal and wood fabrication/finishing.

Licensed Contractor, Qualified Pesticide Applicator, Consultant.

## Professional Licenses

Licensed: 691133, California Landscape Contractor  
Licensed: Washington State General Contractor  
Licensed: California Agricultural Pest Control  
Licensed: West Coast Qualified Applicator (California, Washington, Oregon)  
Licensed: Oregon, Washington State, California local Business

## Education and Certifications

- 1995 IPM Certification, Health Services Dept. CC County, CA.
- 1994 IPM Certification, Health Services Dept. CC County, CA.
- 1983 Bachelor of Science in Forest Resource Management and Silviculture, University of Washington, Seattle, WA.
- 1980-88 Certification programs: Timber cruising, fire fighting, chainsaw operation, USFS.
- 1979 Journeymanship, Sheetmetal Workers Local 19, Philadelphia PA.

<b>1994</b>		
<b>3/16-4/20</b>	<b>IPM Certification</b>	<b>Contra Costa County 18.0</b>
<b>1995</b>		
<b>3/8-4/12 /95</b>	<b>IPM Certification</b>	<b>Contra Costa County 18.0</b>
<b>12/5/95</b>	<b>A-0845 San Jose</b>	<b>7.25 PAPA Seminar</b>
<b>1996</b>		
<b>3/20</b>	<b>A-297 Sacramento</b>	<b>7.25 PAPA Seminar</b>
<b>4/16</b>	<b>A-196 Union City</b>	<b>6.25 PAPA Seminar</b>
<b>12/3</b>	<b>A-801 San Jose</b>	<b>7.25 PAPA Seminar</b>
<b>1997</b>		
<b>4/30</b>	<b>A-515 Sacramento</b>	<b>7.25 PAPA Seminar</b>
<b>8/20</b>	<b>A-774-97 Petaluma</b>	<b>7.25 PAPA Seminar</b>
<b>1999</b>		
<b>3/25</b>	<b>A-040 Sacramento</b>	<b>7.25 PAPA Seminar</b>
<b>4/29</b>	<b>A-573 Sacramento</b>	<b>7.0 PAPA Seminar</b>
<b>6/3</b>	<b>A-711 Napa</b>	<b>7.5 PAPA Seminar</b>
<b>2001</b>		
<b>9/6</b>	<b>A-1037 Santa Cruz</b>	<b>5.0 PAPA Seminar</b>
<b>9/25</b>	<b>A-1034 Sacramento</b>	<b>8.0 PAPA Seminar</b>
<b>12/7</b>	<b>A-1366 Sacramento</b>	<b>7.0 PAPA Seminar</b>
<b>2003</b>		
<b>8/20</b>	<b>A-1100 Petaluma</b>	<b>7.0 PAPA Seminar</b>
<b>11/19</b>	<b>A-1416 Petaluma</b>	<b>8.0 PAPA Seminar</b>
<b>12/3</b>	<b>A-1486 Sacramento</b>	<b>8.0 PAPA Seminar</b>
<b>2005</b>	<b>Unrecorded 20 hours</b>	<b>PAPA Seminars</b>
<b>2007</b>		
<b>10/17</b>	<b>A-1278 Petaluma</b>	<b>7.0 PAPA Seminar</b>
<b>10/25</b>	<b>A-1260 Petaluma</b>	<b>8.0 PAPA Seminar</b>
<b>12/5</b>	<b>A-1417 Sacramento</b>	<b>8.0 PAPA Seminar</b>
<b>2009</b>		
<b>11/4</b>	<b>A-1203 Petaluma</b>	<b>7.0 PAPA Seminar</b>
<b>11/19</b>	<b>A-1373 Modesto</b>	<b>7.0 PAPA Seminar</b>
<b>12/8</b>	<b>A-1419 Sacramento</b>	<b>8.0 PAPA Seminar</b>

**NEWARK PAPA SEMINAR**  
 Newark Pavilion  
 6430 Thornton Avenue, Newark 94560  
 October 17, 2007

**6:30 Registration**

**7:00 Continuing Education & License Renewal Update** –Charlotte Carson, PAPA

**7:15 Worker Safety: Venomous Snake Identification** –  
 Michael Glassey, All Pro Environmental Services

**8:00 Quarantine Regulations Pertaining to the Food & Agriculture Code and New  
 & Exotic Pests, Including Quarantine on Light Brown Apple Moth** -  
 Department of Agriculture Alameda County Representative

**9:00- Break**

	<b>Auditorium</b>	<b>Outside - weather permitting</b>
<b>9:15</b>	<b>Strategies to Reduce Infrastructure            Damage by Tree Roots -</b> <i>Larry Costello, UCCE Alameda County</i>	<b>Calibration of Handheld Spray            Equipment</b>  <b>Pesticide Application Equipment            Displays and Demonstrations</b>
<b>10:15</b>	<b>Managing Turfgrasses During Winter            and Early Spring to Reduce Pest &amp;            Disease</b> <i>Ali Haravanti, UCCE Alameda County</i>	<b>Repeat of 9:15 presentations</b>

**11:15 Biology & Control of Yellow Jackets** – Margaret Hurlbert, UC Berkeley

**12:00 Lunch**

**12:45 Entomology 101**, Michael Glassey, All Pro Environmental Services

**1:30 Fertility Control of California Ground Squirrels, the Pros & Cons** –  
 David James, Alameda Co Vector Control

**2:15 Heat Treatments In Food Processing Facilities, Bins and Silos** –  
 Raj Hulasare, Temp-Air

**3:00 Pre-emergent Vegetation Management & New Options for Weed Control** –  
 Rick Miller, Dow AgroSciences

**3:45 End of Program – Thanks for Coming!**

## **CHICO PAPA SEMINAR**

Chico Elks Lodge – Manzanita Place  
**1705B Manzanita Avenue, Chico, CA 95926**  
October 25, 2007

- 7:30 Continuing Education & License Renewal Regulations**  
*Charlotte Carson – PAPA*
- 7:45 Heat Treatment in Food Processing Facilities, Bins and Silos –**  
*Raj Hulasare, Temp-Air*
- 8:30 Pesticide Container Recycling –** *Brad Bittleson, Interstate Ag Plastics*
- 9:15 Burrowing Animal Control Without Pesticides or Traps –**  
*Mark Ayers, Rodent Eradication Services*
- 9:45 Break**

### **Concurrent Sessions**

	<b>Auditorium</b>	<b>Outside Area 1</b>	<b>Outside Area 2</b>	<b>Outside area 3</b>
<b>10:00</b>	<b>Update on Glasseywing Sharpshooter -</b> <i>Greg Morris, CDFA</i>	<b>How to Properly Set &amp; Place Moles &amp; Pocket Gophers Traps</b> <i>Manuel Gonzales, Lesco</i>	<b>Evaluating Problems With Trees –</b> <i>Denise Britton, City of Chico</i>	<b>Vegetation Control in Turf and Landscape -</b> <i>Paul Smith, Helena</i>
<b>10:45</b>	<b>Control &amp; Management of English Ivy – A Video Presentation</b>	<b>Application Equipment Demo's &amp; Displays</b> <i>Lesco, Inc</i>	<b>Evaluating Problems With Trees; - Denise Britton, City of Chico</b>	<b>Vegetation Control in Turf and Landscape -</b> <i>Paul Smith, Helena</i>
<b>11:30</b>	<b>Outside Demonstration "The Rodenator" – Mark Ayers, Rodent Eradication Services</b>			

**12:00 – Lunch**

**12:45 What You Need To Know For Proper Pesticide Application to Be In Compliance**  
*Peter Bowman, TruGreen Landcare*

**1:30 Update on New Respirator Regulations –** *Harvard Fong, CDPR*

**2:30 New Options in Pre-Emergent Weed Control -** *Beau Miller, DowAgro Sciences*

**3:15 Meeting Ends - Thanks for Attending**

**REMINDER: Yu must sign in and leave Checkout from otherwise you will only receive 1 hour of credit for today.**  
Additional sign in sheets for ISA, CCA, CCN etc will be available at the first break through the end of seminar at registration desk

## SACRAMENTO PAPA SEMINAR

Scottish Rite Center  
6151 "H" Street, Sacramento, CA 95819  
December 5, 2007

- 7:00 Registration**
- 7:30 Update on New Pesticide Licensing – Cindy Ray - CDPR**
- 7:45 Update on New Respirator Regulations – Harvard Forig- CDPR**
- 8:45 PPE and Spill Containment – What's New in the Industry –  
Chris Seele, Air Gas Safety Products**
- 9:30 Break**

### Concurrent Sessions

	<u>Auditorium</u>	<u>Bruno Room</u>
<b>9:45</b>	<b>Raley Field; Sport Turf Management from the Ground Out – Dave Vander Heyden, River Cats</b>	<b>Managed Grazing: Goat and Multispecies Grazing for Holistic Land Management &amp; Fire Mitigation – Jared Lewis, Living Systems</b>
<b>10:30</b>	<b>Effective Use of Herbicides- Carl Bell, UCCE San Diego</b>	<b>Update on Micro-Injection Technology for Trees – Marianne Waindle, JJ Mauget</b>
<b>11:15</b>	<b>Impact of Ornamental Plants As Invasive Weeds Joseph DiTomaso, UC Davis</b>	<b>Vertebrate and Small Mammal Trapping – Manuel Gonzales, Lesco</b>

- 12:00 Lunch – Buffet served in Main Foyer**
- 1:00 Greeting from PAPA President - Glen Foth, PAPA**
- 1:10 Stewardship of Post Emergent Herbicide in Rangeland & Non-Crop -  
Rick Miller, Dow AgroSciences**
- 2:00 Protecting Waterways from Pesticide Runoff by Using Less Toxic Pest Management Methods – Annie Joseph, Ann Joseph Consulting**
- 2:45 Looking Forward: New Products for Pest Management in 2008 –  
Dick DuBey, American Cleanway. Manuel Gonzales, Lesco**
- 3:45 English Ivy – An Invasive Plant – A Video Presentation**
- 4:30 End of Program – Thanks for Coming!**

**REMINDER:** Be sure you signed in and leave your check out form when leaving. Failure to do both will result in loss of CEU's and there is no time to correct the records later on before the 2007 renewal deadline.

Remember – you can use your Pink Sheet or Carbon Copy of the checkout form (Scantron) as proof of Attendance if you want to mail your renewal forms in ASAP to DPR. PAPA members may request a new "Official Cert" but it may take up to TWO weeks before you receive it.

City of Clayton MRP – Trash Hot Spot Location  
behind Safeway – Mt Diablo Creek segment near city public easement trail – creek is privately owned by Las Trampas Investments (Clayton Station Shopping Center – Clayton Road/Kirker Pass Road)



Litter along Mt Diablo Creek behind shopping center Jan 12, 2010





Shopping carts in and along Mt Diablo Creek behind shopping center January 12, 2010



Erosion along Mt Diablo Creek Bank behind shopping center



The above-stated findings assume acceptance and approval of the proposed condition of approval listed below.

**Conditions of Approval**

These conditions of approval apply to the Exterior Renovation for Clayton Station Shopping Center (Planning Department Submittal Package), prepared by Banducci Associates Architects Inc., date stamped December 3, 2008.

1. The proposed masonry treatments shall utilize the design style as shown in Photosimulation 1 on Sheet AS-6 of Exhibit B in the January 13, 2009 staff report.
2. The trellis above the entryway to Safeway shall be constructed of wood with a painted metal channel on the perimeter, as shown in Photosimulation 1 on Sheet AS-6 of Exhibit B in the January 13, 2009 staff report.
3. The Clayton Station Master Sign Program shall be amended to allow sign returns to be painted black as proposed in the current application.
4. The Clayton Station shopping center shall comply with all State regulations as related to recycling. This may include, but not be limited to, alterations and/or additions to existing recycling enclosures as well as possible modifications to recycling service. Any required modifications shall be done in compliance with City development regulations.
5. All on-site drainage inlets shall be marked with the words "no dumping drains to creek" in thermoplastic stenciling.
6. The owner/applicant shall submit a Maintenance and Improvement Plan to assure the ongoing maintenance and improvement of the Mt. Diablo Creek corridor located generally northerly of and coterminous to the Clayton Station Shopping Center. This Plan is to be reviewed and approved by March 1, 2010 to the satisfaction of the Community Development Director. This Maintenance and Improvement Plan shall be supported by evidence of a Maintenance and Improvement Contract by a qualified contractor to conduct regular maintenance and improvement work. It is expected the Maintenance and Improvement Plan will address, at a minimum, the following:
  - a. removal of litter and debris (at a minimum of once a week);
  - b. removal of shopping carts (daily);
  - c. removal of graffiti (as needed and within 72 hours of official notice);
  - d. cutting of grasses and shrubs to a height not to exceed six (6) inches within ten (10) feet of the Cardinet Trail (as needed); and,
  - e. installation and successful establishment of clinging vines to the rear and side walls of the Safeway building to fill gaps where prior plantings have not been successful (installation by March 15, 2010).

To ensure the provisions of the Maintenance and Improvement Plan are performed in a timely manner, the applicant/owner shall submit a \$2,500 cash deposit with the City of Clayton at the time of approval of this Plan. These funds may be used by the City to complete work described in the approved Plan in the event the work is not completed as required following notice by the City. Said deposit shall be promptly replenished by the owner/applicant to its full amount of \$2,500 following each occasion the City has drawn upon said funds to accomplish maintenance and improvement work in accordance with this condition.

The \$2,500 cash deposit shall be placed in an interest bearing account. The performance of the Shopping Center owner shall be evaluated annually to determine the need to continue to

# Anderson & Associates

## Commercial Management Services

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February 25, 2010

Mr. David Woltering, AICP  
Community Development Director  
City of Clayton  
6000 Heritage Trail  
Clayton, CA. 94517

P.O. Box 1695  
Folsom, CA. 95763  
Tel: (916) 984-9809  
Fax: (916) 984-6207

**RE: Maintenance and Improvement Plan  
Clayton Station Shopping Center**

Dear Mr. Woltering:

In accordance with the conditions of approval of the one-year extension for Site Plan Review Permit SPR 07-08, we have instituted the following Maintenance and Improvement Plan for the Mount Diablo Creek corridor coterminous with Clayton Station Shopping Center, Clayton, California:

1. **Location:** Maintenance area extends from the rear walls of the Safeway store located at 5431 Clayton Road to the Mount Diablo Creek corridor, including the Cardinet Trail, coterminous to and/or directly related to Clayton Station Shopping Center.
2. **Maintenance and Improvement Contract:** The existing landscape contractor for the shopping center, Altamont Landscaping, has provided a contract for expanded services to include:
  - a. **Removal of litter and debris at a minimum of once per week. Service is currently provided on Wednesdays.**
  - b. **Cutting of grasses and shrubs to a height not to exceed six (6) inches within ten (10) feet of the Cardinet Trail (as needed)**
  - c. **Successful establishment and care of original and newly planted clinging vines to the rear and side walls of the Safeway building. (The newly planted vines were installed at the end of January 2010.)**
3. **Shopping Carts:** Safeway, Inc. has contracted to install a Gatekeeper System to keep shopping carts within the confines of the shopping center, and off the trail/creek area. The Gatekeeper System causes shopping cart wheels to lock at property boundaries. A brochure on the Gatekeeper System is enclosed for your review. In addition, we have asked Safeway to complete a minimum of once daily checks for shopping carts along the trail and creek area.

**RECEIVED**

FEB 26 2010

CLAYTON COMMUNITY  
DEVELOPMENT DEPT.



# ALTAMONT LANDSCAPE SERVICES INC.

Ph# 925-634-5535 • Fax# 925-634-0311 • P.O. Box 1643 Brentwood, CA 94513  
www.AltamontLandscape.com • Info@AltamontLandscape.com

## MAINTENANCE PROPOSAL AND CONTRACT

This agreement is by and between Altamont Landscape Services Inc hereafter called "Contractor" and owner or owners authorized representative.

### Project Name: Clayton Station, Creek Area

Client: **Kathe Anderson**  
Billing Address: Clayton Station Shopping Center  
c/o Anderson & Associates  
PO Box 1695  
Folsom, CA 95763

Contractor shall maintain the landscaped areas in accordance with the following specifications and conditions:  
Contractor agrees to furnish all labor, supervision, tools and equipment necessary to maintain the landscape in an attractive, healthy and neat condition.

**PAYMENTS:** Contractor shall provide landscape maintenance service in conformity with this agreement for a price of: **\$ 200.00** per month. The term of this contract shall be for one (1) year ~~At the end of one year, if a new contract is not in place, then this contract will continue on a month to month basis.~~ Invoices are payable by the tenth (10th) day of each calendar month following the month in which the work was performed. All invoices that are not paid within 30 Days from the Invoice Date are subject to a 2% per month finance charge and a \$40 per month late fee.

1. **WORK TO BE PERFORMED:** On a weekly basis, clean-up of creek area, both inside of the creek bed and surrounding areas. Includes trash and debris pick-up, cutting of grasses and shrubs to 6" in height or less within 10' of Cardinet Trail. Also includes making sure there are no shopping carts, plastic baskets or milk crates in or around the creek. Includes trash pick up in park if the trash is coming from the shopping center.

Price Includes a "No Quibble Guarantee" If there is a complaint we will be out there to correct the problem within 24 hours.

2. **INSPECTION:** Upon request, a monthly inspection of the grounds covered by this agreement shall be made by contractor and owner.

3. **EXTRAS:** The contractor shall furnish, for which the owner(s) shall be billed as an extra, all labor and materials necessary to repair damaged irrigation systems or damaged plant materials due to acts of vandalism or for any reason which would not be considered negligence on the part of the contractor. See attached for all labor rates and contractor's prices.

4. **EXCLUSIONS:** The contractor shall not be responsible for vandalism, theft, adverse natural conditions or anything beyond the control of the contractor.

5. **TERMINATION:** This contract may be terminated by either party upon thirty (30) days written notice.

6. **PRE-EXISTING CONDITIONS:** Any pre-existing conditions that are detrimental to plant growth, or was not maintained properly, prior to starting this project, are not the responsibility of the contractor, and correction of this is an extra.

7. **MEDIATION:** If at any time any controversy shall arise between Contractor and Client regarding anything pertaining to this agreement or the contract documents, and which the parties hereto do not promptly adjust and determine, the controversy shall first be submitted to mediation using any mutually agreeable mediator or meditation service. The cost of said mediation shall be borne equally by the parties. If mediation is unsuccessful and the parties do not resolve the dispute in mediation and proceed to litigation, then the cost of said mediation, including attorney's fees, shall be recoverable as a cost to the prevailing party in said litigation.

8. **GOVERNING LAW:** This agreement shall be governed by the law of the State of California.

9. **IDEMNITY:** Client shall hold harmless, defend and indemnify Altamont Landscape Inc, it's insurers, directors, officers, owners or employees in connection with any claims arising out of the Contract, including, but not limited to, any claims for property damage, bodily injury, sickness or disease, or death to persons, including but not limited to any employees of Altamont Landscape Inc, regardless of any active and/or passive act or omission on the part of Altamont Landscape Inc, it's agents or employees, except claims arising from the sole negligence or willful misconduct of Altamont Landscape Inc or their agents or employees.

**Start Date of Contract: February 1, 2010**

The above proposal is hereby accepted by:

The above proposal is hereby accepted by contractor

Signature: Kathe Anderson Date: 2/1/10

Signature: Frank Carlson Date: 2/1/10

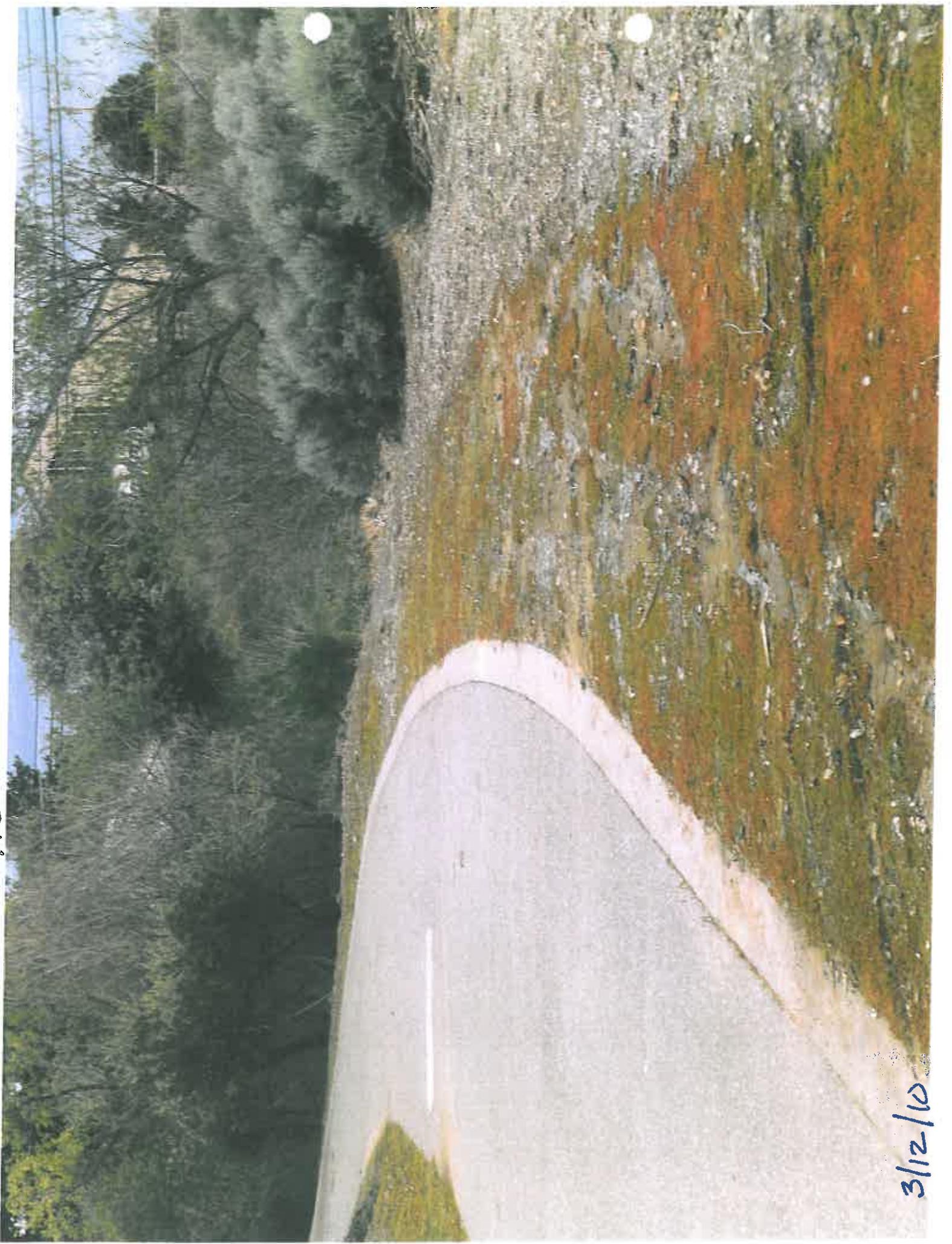
Print Name: Kathe Anderson

Frank Carlson

Title: Prop. Mgr. As Agent for Clayton Station Shopping Center, LLC

Title: President

\* This agreement is cancellable by either party upon 30 days advance written notice. It will renew automatically for an additional year, unless cancelled.



3/12/10



3/12/10



3/12/11



3/12/10



01/21/19

01/21/10









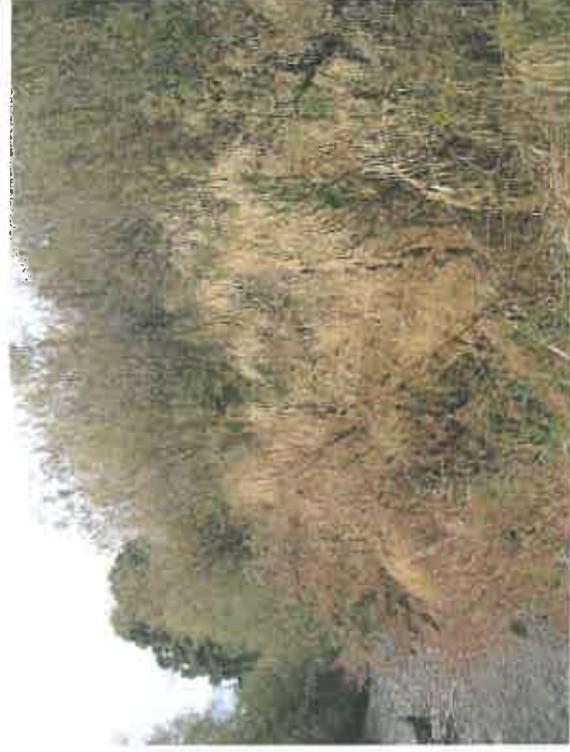






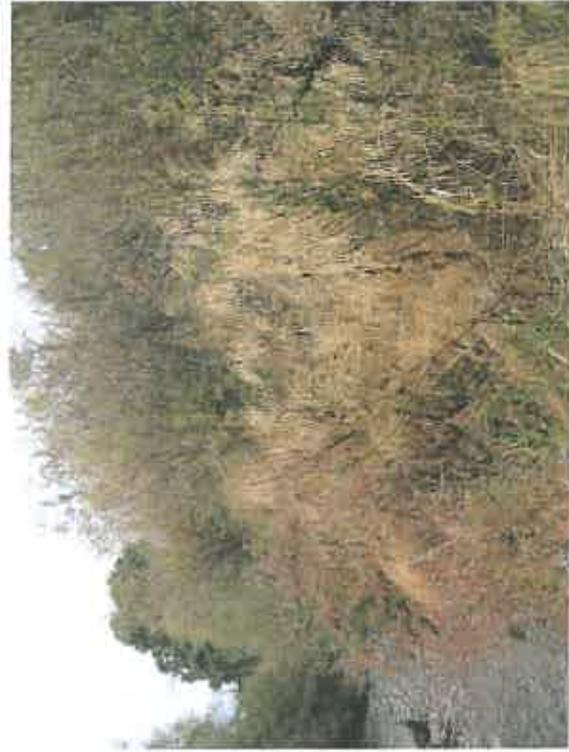












**ORDINANCE NO. 429  
AMENDING TITLE 17 OF THE CLAYTON MUNICIPAL CODE BY SUPERSEDING  
AND REPLACING THE "WATER CONSERVING LANDSCAPE GUIDELINES" IN  
THEIR ENTIRETY IN CHAPTER 17.80 WITH "LANDSCAPE WATER  
CONSERVATION STANDARDS" FOR THE PURPOSE OF IMPLEMENTING  
ASSEMBLY BILL (AB) 1881, THE WATER CONSERVATION IN LANDSCAPING  
ACT OF 2006 (ZOA 05-09)**

**THE CITY COUNCIL  
City of Clayton, California**

**THE CITY COUNCIL OF THE CITY OF CLAYTON FINDS AS FOLLOWS:**

**WHEREAS**, Assembly Bill (AB) 1881, passed in 2006, requires the California Department of Water Resources (DWR) to develop and implement a new State Landscape Water Conservation Ordinance (State Ordinance); and

**WHEREAS**, DWR developed the new State Ordinance, which became effective January 1, 2010; and

**WHEREAS**, all cities and counties in the State of California are to adopt and implement the State Ordinance as written or develop and adopt their own local ordinances that are equally effective in conserving landscape water usage; and

**WHEREAS**, in the circumstance that a city or county does not formally adopt either the State Ordinance or an equally effective local ordinance by the cited January 1, 2010 date, the State Ordinance becomes the effective default ordinance for local jurisdictions; and

**WHEREAS**, the Planning Commission reviewed the State Ordinance at its duly noticed meetings of November 10, 2009 and November, 24, 2009, and determined that the complexity of the State Ordinance would make it difficult to administer and implement and, accordingly, supported City staff working with representatives from other regional agencies, including other nearby cities and the County of Contra Costa, the Contra Costa Water District (CCWD), and the East Bay Municipal Utility District, with CCWD taking the lead in this effort to develop an equally effective alternative landscape water conservation ordinance; and,

**WHEREAS**, City staff participated with other regional representatives to develop an alternative landscape water conservation ordinance, which was developed and, subsequently, presented to the City's Planning Commission at a duly noticed public hearing on August 10, 2010, as a proposed amendment to Chapter 17.80 of the Clayton Municipal Code, whereby the "Water Conserving Landscape Guidelines" in Chapter 17.80 would be superseded and thereby replaced in their entirety with the proposed "Landscape Water Conservation Standards" for the purpose of implementing the Water Conservation in Landscaping Act of 2006; and

**WHEREAS**, at its duly noticed public hearing on August 10, 2010 regarding the "Landscape Water Conservation Standards" draft ordinance amendment, the Planning Commission received and considered Staff's report and background information, allowed for public comments and testimony, and discussed the information received, and directed staff to make certain modifications to the draft ordinance amendment, including direction that the City's Maintenance Supervisors be authorized to sign-off on certifications for public landscape and irrigation projects undertaken by City staff within the City of Clayton; and

**WHEREAS**, the Planning Commission continued the August 10, 2010 public hearing to a date certain, its next regular meeting of August 24, 2010, to allow staff to make the directed changes to the draft ordinance amendment prior to making a formal recommendation to the City Council; and

**WHEREAS**, at the continued public hearing on August 24, 2010, the Planning Commission reviewed the revised draft ordinance amendment, determined that the proposed amendment would qualify for a categorical exemption in accordance with Section 15061(b)(3) of the State California Environmental Quality Act (CEQA); determined this amendment would be in conformance with the General Plan; determined that the public necessity, convenience, and general welfare would require adoption of the proposed amendment; determined the proposed "Landscape Water Conservation Standards" would be equally effective in conserving landscape-related water usage as would the State Ordinance; and recommended City Council approval of the cited categorical exemption and proposed ordinance amendment; and

**WHEREAS**, on September 7, 2010 and September 21, 2010, the City Council held duly-noticed public hearings and gave due consideration to the Planning Commission's recommendation, testimony, comments, and documents received regarding the proposed "Landscape Water Conservation Standards" ordinance amendment; and

**WHEREAS**, the City Council determined this amendment of the Municipal Code would qualify for categorical exemption from CEQA in accordance with Section 15061(b)(3) of the CEQA Guidelines; and

**WHEREAS**, the City Council determined this amendment would be in conformance with the General Plan; determined the public necessity, convenience, and general welfare would require adoption of the amendment; and determined the proposed "Landscape Water Conservation Standards" would be equally effective in conserving landscape-related water usage as would the State Ordinance; and

**WHEREAS**, the City Council determined there is no evidence this amendment would have the potential for any individual or cumulative adverse effects on fish and wildlife resources or their habitat, as defined in Section 711.2 of the California Department of Fish and Game Code.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLAYTON DOES ORDAIN AS FOLLOWS:**

**SECTION 1.** Title 17 of the Municipal Code shall be amended to supersede and thereby replace in Chapter 17.80 "Water Conserving Landscape Guidelines" in their entirety with the proposed "Landscape Water Conservation Standards", referred to and incorporated herein and provided as an Attachment hereto.

**SECTION 2.** If any provision of this Ordinance, or the application thereof to any person or circumstances, is held to be unconstitutional or to be otherwise invalid by any court competent jurisdiction, such invalidity shall not affect other provisions or clauses of this Ordinance or application thereof which can be implemented without the invalid provisions, clause, or application, and to this end such provisions and clauses of the Ordinance are declared to be severable.

**SECTION 3.** This Ordinance shall become effective thirty (30) days from and after its passage. Within fifteen (15) days after the passage of the Ordinance, the City Clerk shall cause it to be posted in three (3) public places heretofore designated by resolution of the City Council for the posting of ordinance and public notices. Further, the City Clerk is directed to cause the Attachment hereto to be entered in the City of Clayton Municipal Code

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Clayton held on September 7, 2010.

Passed, adopted, and ordered posted by the City Council of the City of Clayton at a regular meeting thereof held on September 21, 2010, by the following vote:

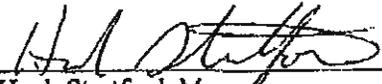
**AYES:** Mayor Stratford, Vice Mayor Shuey, Councilmembers Geller, Medrano and Pierce.

**NOES:** None.

**ABSENT:** None.

**ABSTAIN:** None.

THE CITY COUNCIL OF CLAYTON

  
\_\_\_\_\_  
Hank Stratford, Mayor

Chapter 17.80

LANDSCAPE WATER CONSERVATION STANDARDS

Sections:

- 17.80.010 Title and Purpose
- 17.80.020 Definitions
- 17.80.030 Applicability
- 17.80.040 Landscape Project Application (LPA) Requirements
- 17.80.050 Water Efficient Landscape Standards
- 17.80.060 Landscape Plan Requirements
- 17.80.070 Landscape Water Audit Requirements
- 17.80.080 Certifications
- 17.80.090 Landscape and Irrigation Maintenance Schedule
- 17.80.100 Stormwater Management
- 17.80.110 Provisions for Existing Landscapes
- 17.80.120 Public Education

17.80.010 Title and Purpose. This Chapter shall be known and may be cited as the Landscape Water Conservation Standards Ordinance of the City of Clayton for the purpose of implementing within Clayton the Water Conservation in Landscaping Act of 2006.

17.80.020 Definitions. Certain words and phrases are defined within this Chapter and the definitions herein apply to this Chapter only. Where it appears from the context of such words, phrases, or provisions that a different meaning is intended, the definition shall be determined by the Community Development Director.

- A. “Applicant” means the individual or entity submitting a Landscape Project Application (LPA) required under Section 17.80.040 of this Chapter to request a permit, plan check, or design review from the City of Clayton, or requesting new or expanded water service from the local water district. A project applicant may be the property owner or his or her designee.

- B. “Applied water” means the portion of water supplied by the irrigation system to the landscape.
- C. “Backflow prevention device” means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.
- D. “Certified irrigation system auditor” means a person certified by the U.S. Environmental Protection Agency’s WaterSense Irrigation Partners Program.
- E. “Conversion factor (0.62)” means the number that converts acre-inches per acre per year to gallons per square foot per year.
- F. “Emission Device” means any device that is contained within an irrigation system that is used to apply water. Common emission devices in an irrigation system include, but are not limited to, spray and rotary sprinkler heads, bubblers, and drip irrigation emitters.
- G. “Estimated Total Water Use (ETWU)” means the estimated total water used for the landscape, as described in the City of Clayton Water Allowance Work Sheet.
- H. “ET adjustment factor (ETAF)” means a factor of 0.7, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. ETAF for a Special Landscape Area shall be 1.0.
- I. “ETo” stands for Reference Evapotranspiration, and means the water loss from a large field of 4-7 inch-tall, cool-season grass that is not water stressed. Local ETo numbers can be found through the California Irrigation Management Information System (CIMIS).
- J. “Evapotranspiration” means the combination of water transpired from plants and evaporated from the soil and plant surfaces.
- K. “Flow rate” means the rate at which water flows through pipes, valves, and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.
- L. “Geometry” means the size, shape, and angles of an area.
- M. “Hardscape” means any durable material (pervious and non-pervious).
- N. “Hydrozone” means a portion of the landscaped area having plants with similar water needs. This ordinance uses the publication *Water Use Classification of Landscape Species* (WUCOLS) to determine a plant’s water needs. A hydrozone may be irrigated or non-irrigated.

- O. “Landscape water audit” means an in-depth evaluation of the installed landscape to verify the landscape complies with the Water-Efficient Landscape Standards of the City of Clayton Landscape Water Conservation Standards Ordinance, and completes the Certificate of Compliance for a Landscape Water Audit.
- P. “Irrigation efficiency (IE)” means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The irrigation efficiency for purposes of this Chapter is 71%. Greater irrigation efficiency can be expected from well-designed and well-maintained systems.
- Q. “Irrigation survey” means an evaluation of an irrigation system that is less detailed than an irrigation audit. An irrigation survey includes, but is not limited to, inspection, system test, and recommendations to improve performance of the irrigation system.
- R. “Irrigation water use analysis” means an analysis of water use data based on meter readings and billing data.
- S. “Landscape area” means all the planting areas, turf areas, and water features in a landscape design plan subject to the Maximum Applied Water Allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel, or stone walks, or other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).
- T. “Landscape contractor” means a person licensed by the State of California to construct, maintain, repair, install, or subcontract the development of landscape systems.
- U. “Lateral line” means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.
- V. “Maximum Applied Water Allowance (MAWA)” means the upper limit of annual applied water for the established landscaped area, as specified in the City of Clayton “Water Allowance Work Sheets”.
- W. “Medians” mean any planting area that separates traffic lanes on streets and parking areas in parking lots.
- X. “Mulch” means any organic material, such as leaves, bark, straw, or compost; or inorganic mineral materials, such as rocks, gravel, and decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

- Y. “Non-Permeable” means any surface or material that will not allow the passage of water through that surface or material into the underlying soil at a rate that ensures run-off will not occur.
- Z. “Operating pressure” means the pressure at which the parts of an irrigation system are designed by the manufacturer to operate.
- AA. “Overhead irrigation” means systems that deliver water through the air (e.g., sprayheads and rotors).
- BB. “Overspray” means the irrigation water that is delivered beyond the target area.
- CC. “Permit” means an authorizing document issued by local agencies for new construction or rehabilitated landscapes.
- DD. “Plant factor” or “plant water use factor” is a factor that, when multiplied by  $ET_0$ , estimates the amount of water needed by plants. The plant factors for this Chapter are from the WUCOLS publication.
- EE. “Precipitation rate” for this Chapter means the rate of application of water measured in inches per hour.
- FF. “Project” means the total area comprising the landscape area, as defined in this Chapter.
- GG. “Rain switch” or “rain sensing shutoff device” means a component that automatically suspends an irrigation event when it rains.
- HH. “Reference evapotranspiration” or “ $ET_0$ ” means a standard measurement of environmental parameters that affect the water use of plants.
- II. “Rehabilitated landscape” means any re-landscaping project that requires a permit, plan check, or design review, or requires a new or expanded water service application.
- JJ. “Retail water supplier” means any entity, including a public agency, city, county, district or private water company that provides retail water service.
- KK. “Runoff” means water that is not absorbed by the soil or landscape to which it is applied and that flows from the landscape area.
- LL. “Smart irrigation controllers” means controllers using weather information or soil moisture readings along with site information to automatically adjust the irrigation schedule on a daily basis.
- MM. “Soil moisture sensor” or “soil moisture sensing device” means a device that measures the amount of water in the soil. The device may also suspend or initiate an irrigation event.

- NN. "Special Landscape Area (SLA)" means an area of the landscape dedicated solely to edible plants, such as vegetable gardens or orchards, areas irrigated with recycled water, water features using recycled water, cemeteries, and areas dedicated to active play, such as parks, sports fields, and golf courses where turf provides a playing surface.
- OO. "Sprinkler head" means a device that delivers water through a nozzle.
- PP. "Station" means an area served by one valve or by a set of valves that operate simultaneously.
- QQ. "Turf" means a ground cover surface of mowed grass. Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are examples of cool-season grasses. Bermuda grass, Kikuyu grass, Seashore Paspalum, St. Augustine grass, Zoysia grass, and Buffalo grass are examples of warm-season grasses.
- RR. "Valve" means a device used to control the flow of water in the irrigation system.
- SS. "Water feature" means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied).
- TT. "WUCOLS" means the Water Use Classification of Landscape Species, published by the University of California Cooperative Extension, the Department of Water Resources, and the Bureau of Reclamation, 2000. (WUCOLS) report is available at <http://www.water.ca.gov/wateruseefficiency/publications/>. Search for WUCOLS, and then go to Part 2 WUCOLS III\* 1999 Edition.

**17.80.030** Applicability. After October 21, 2010 the indicated provisions of this Chapter shall apply to landscape projects as follows:

- A. **Developer Projects:** New and rehabilitated landscape development for commercial, multi-family, and single family projects with irrigated landscape areas cumulatively equal to or greater than 2,500 square feet and requiring a building permit, grading permit, plan check, or design review shall complete the Landscape Project Application (LPA) described in Section 17.80.040, and comply with all other Sections of this Chapter.
- B. **Municipality and Public Agency Projects:** New and rehabilitated projects designed and installed by the City of Clayton with irrigated landscape areas cumulatively equal to or greater than 2,500 square feet shall comply with Sections 17.80.050, 17.80.060, 17.80.070, 17.80.080, 17.80.090, and 17.80.100.

- C. **Owner-Directed Single Family Projects:** New and rehabilitated owner-directed single family projects with irrigated landscape areas cumulatively equal to or greater than 5,000 square feet and requiring a building permit, grading permit, plan check, or design review shall complete the Landscape Project Application (LPA) described in Section 17.80.040, and comply with all other Sections, except Section 17.80.090, of this Chapter.
- D. **Existing Landscapes:** Existing landscapes are only subject to the provisions in Section 17.80.110, "Provisions for Existing Landscapes" and Section 17.80.120, "Public Education".
- E. The provisions of this Chapter shall not apply to:
  - 1. Landscapes that are only temporarily irrigated for establishment purposes and landscapes that are not irrigated with a permanent irrigation system.
  - 2. Registered local, state or federal historical sites, or as determined by the City Council;
  - 3. Community gardens, botanical gardens and arboretums open to the public.

17.80.040 Landscape Project Application (LPA) Requirements. Applicant shall choose one of the two options below to comply with this Chapter:

- A. **Option A: Proposed landscape project does not include any:**
  - 1. Water features with more than 100 square feet of total surface area;" or
  - 2. Turf or other high water use plants, unless they qualify as a "Special Landscape Area. High water use plants are those designated as 'high water use' in the Water Use Classification of Landscape Species (WUCOLS) report<sup>1</sup>.

The applicant shall complete the following:

- 1. Project Application Sheet.
- 2. Certification Sheets.
- 3. Landscape Plans (See Section 17.80.060);
- 4. Maintenance Schedule (See Section 17.80.090).
- B. **Option B: Proposed landscape project does include:**
  - 1. Water features with more than 100 square feet of total surface area; or

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<sup>1</sup> Water Use Classification of Landscape Species (WUCOLS) report which is available at <http://www.water.ca.gov?wateruseefficiency/publications/> A Guide to Estimating, Part 2.

2. Turf or other high water use plants not qualifying as a “Special Landscape Area.” The Estimated Total Water Use (ETWU) for the proposed landscape shall not exceed the Maximum Applied Water Allowance (MAWA) for the site. The MAWA formula will use an ET Adjustment Factor of 0.7.

The applicant shall complete the following:

1. Project Application Sheet.
2. Certification Sheets.
3. Water Allowance Work Sheets.
4. Landscape Plans (See Section 17.80.060).
5. Maintenance Schedule (See Section 17.80.090).

An applicant requesting design review approval shall submit, at a minimum, a preliminary landscaping plan with the design review application; however, the applicant must submit all components of the Landscape Project Application (LPA) concurrently with the application for building permit or grading permit for the project.

The Community Development Director or his/her designee shall review each LPA for compliance with the provisions of this Chapter and may withhold issuance of zoning approval for a building permit or grading permit for which its corresponding LPA does not comply with this Chapter.

17.80.050 Water Efficient Landscape Standards. The proposed landscape design shall incorporate the most recent acceptable best management practices as determined by the City of Clayton for water-efficient landscape design and shall comply with the following standards:

A. Plant Design:

1. Plants selected shall be well suited to the area’s climate and the site’s soil conditions.
2. The proposed landscape shall be designed so that distinct hydrozones are irrigated separately by one or more irrigation valves. A hydrozone is an area with similar sun exposure, irrigation precipitation rate, soil conditions, slope, and plant material with similar water needs. Refer to the WUCOLS report for plant water needs.
3. Plants shall be spaced appropriately based on their expected mature spread.
4. If the geometry of the planting area does not conform to the spray pattern of the sprinkler, resulting in overspray onto the adjacent pavement, then overhead irrigation shall not be used.

5. Plants shall be spaced so that at mature size they do not block sprinklers.
6. Turf shall not be planted on slopes steeper than 15%.
7. Turf shall not be planted in any medians or in areas narrower than 8'0".

**B. Irrigation System:**

The irrigation system design shall comply with the following requirements:

1. Smart irrigation controller(s) using one of the below methods shall be required on all irrigation systems:
  - a. Daily evapotranspiration data; and
  - b. Daily soil moisture sensor data.
2. Specify a dedicated landscape water meter for landscapes with an irrigated area greater than 5,000 square feet, or per retail water supplier regulations.
3. Recycled water shall be used for landscape irrigation if it is available at the project site.
4. Specify technology and practices to prevent runoff, low head drainage, overspray, or other water waste.
5. Overhead irrigation shall not be permitted within 12" of any non-permeable surface.
6. Specify sprinkler heads and other emission devices that have matched precipitation rates within each irrigation zone. No irrigation zone shall specify a precipitation rate greater than 1.2 inches per hour. On slopes steeper than 25%, the specified precipitation rate shall not exceed 0.75 inches per hour.
7. Specify irrigation controls so the dynamic water pressure at sprinkler head or other emission device is within manufacturer's recommended optimal operating range.
8. No overhead irrigation shall be specified in planting areas less than 8'0" wide in any dimension, unless demonstrated that water waste will not occur.
9. Specify a manual shut-off valve for each point of connection and specify that each shut-off valve be identified on the controller map.
10. Prepare a controller map and programming table and specify that this be stored in the controller cabinet. The controller map shall visually differentiate each controller zone. For each irrigation valve, the controller programming table shall list the plant water requirement (high, medium,

low, or very low), the sun exposure, irrigation emission device type, precipitation rate, station flow rate, optimal pressure, soil type, infiltration rate, square foot area, and degree of slope.

11. Each irrigation valve shall control irrigation to only one distinct hydrozone. A hydrozone is an area with similar sun exposure, irrigation precipitation rate, soil conditions, slope, and plant material with similar water needs. Refer to the WUCOLS report for plant water needs.
12. Specify a separate irrigation valve and hydrozone for the top of a slope and the bottom of a slope.

C. Water Features:

1. All water features shall have re-circulating water systems.
2. Fountain(s) shall be designed so that no wind drift or overspray occurs.

D. Grading and Soil Preparation:

The landscape design shall:

1. Comply with Storm Water Control Plan requirements (C.3), if applicable.
2. Be designed to improve or maintain the infiltration rate of landscape soils typical of their soil texture and minimize soil erosion.
3. Be designed to avoid drainage onto non-permeable hardscapes within the property lines and prevent runoff of all irrigation and natural rainfall outside property lines.
4. Only specify soil amendments if appropriate for the selected plants.
5. Specify a minimum two-inch layer of mulch shall be applied on all exposed soil surfaces of planting areas unless there is a horticultural reason not to use mulch in a portion of the planting area. Mulch, such as shredded bark, shall be specified in bioretention areas so that they will stay in place during rain events.

**17.80.060 Landscape Plan Requirements.** The Landscape plans shall demonstrate that all the water-efficient landscape standards have been met:

A. The planting plan shall:

1. Identify Special Landscape Areas. Special Landscape Areas include: landscape dedicated solely to edible plants, such as vegetable gardens or orchards, areas irrigated with recycled water, water features using recycled water, cemeteries, and areas dedicated to active play, such as parks, sports fields, and golf courses where turf provides a playing surface.

2. Identify plants by their common and botanical names.
  3. Identify type and surface area of water features.
- B. The irrigation plan shall:
1. Show the location and size of the landscape irrigation water meter.
  2. Show the location, type and size of all components of the irrigation system, including, but not limited to, controllers, main and lateral lines, valves, sprinkler heads, moisture sensing devices, rain switches, quick couplers, pressure regulators, and backflow prevention devices.
  3. Identify the static water pressure at the point of connection to the public water supply.
  4. Identify the flow rate (gallons per minute), application rate (inches per hour), and design operating pressure (pressure per square inch) for each station.
- C. Landscape plans shall include details and specifications reflecting the most recent acceptable best management practices as determined by the City of Clayton for water-efficient landscape design.

17.80.070 Landscape Water Audit Requirements. A landscape water audit shall be performed to ensure that the installed landscape meets the requirements of this Chapter.

- A. A landscape water audit shall be conducted within thirty (30) days of the start of the landscape maintenance period or, if no maintenance period, then upon completion of the landscape installation. An EPA WaterSense certified Irrigation System Auditor shall conduct the landscape audit and submit a Certificate of Compliance, Landscape Water Audit sheet.
- B. The Landscape Auditor shall inform the applicant of all non-compliance issues with the Ordinance. This shall include, but not be limited to, all items listed on the Certificate of Compliance, Landscape Water Audit sheet.
- C. All non-compliance issues shall be repaired and the site shall be re-audited for compliance with the criteria of this Chapter prior to final inspection/permit and final sign off.

17.80.080 Certifications. Water Efficiency Landscape Checklist/Certification sheets will be part of the Landscape Project Application (LPA) requirements.

- A. The person(s) creating the landscape design shall complete the Certificate of Compliance, Landscape Design sheet certifying the landscape has been designed to comply with the criteria of this Chapter.

- B. The Landscape Contractor/Installer shall complete the Certificate of Compliance, Landscape Installation sheet certifying the landscape has been installed, as specified in the Landscape Plans, and complies with the criteria of this Chapter.
- C. The Landscape Auditor shall complete the Landscape Certificate of Compliance, Water Audit sheet certifying the landscape and irrigation system have been installed, as specified in the Landscape Plans, and comply with the criteria of this Chapter.
- D. The Maintenance Contractor/Person shall complete the Certificate of Compliance, Landscape Maintenance sheet certifying the landscape maintenance contractor agrees to manage the property using less water than the Maximum Applied Water Allowance.
- E. While standards applications are not required for Municipality and Public Agency Projects involving "City" projects conducted by City staff, certifications (i.e., Design, Installation, Maintenance, and Auditing) are needed and the City's Maintenance Supervisors may sign-off on them.

17.80.090 Landscape and Irrigation Maintenance Schedule. The landscape designer or installer shall develop a landscape maintenance specification and schedule for the landscape project that is consistent with the most recent acceptable best management practices as determined by the City of Clayton for landscape maintenance. Schedules shall be submitted with the Certification of Completion.

- A. An annual landscape maintenance schedule shall include at least the following: routine inspection; adjustment and repair of the irrigation system and its components; aerating turf areas; replenishing mulch; seasonal pruning; weeding in all landscape areas; and removing obstructions to emission devices;
- B. Repair of all irrigation equipment shall be done with the originally installed components or their equivalents;
- C. Project shall be irrigated so that total annual water applied is less than or equal to the Maximum Applied Water Allowance (MAWA) (if applicable).

17.80.100 Stormwater Management. The proposed landscape shall comply with the requirements of the National Pollutant Discharge Elimination System intended to implement storm water best management practices into the planting, irrigation, and grading plans to minimize runoff and to increase on-site retention and infiltration.

17.80.110 Provisions for Existing Landscapes. This section applies to existing landscapes that were installed before [*insert effective date of Ordinance*].

- A. Irrigation Survey and Irrigation Water Use Analysis

To ensure the efficient use of landscape water, each owner of property in the City of Clayton is encouraged to utilize resources and services, such as

irrigation surveys and landscape water use analyses that are offered by the local retail or wholesale water utility.

B. Water Waste Prevention

Each owner of property in the City of Clayton shall prevent water waste resulting from inefficient landscape irrigation by prohibiting runoff from the target landscape areas due to excessive irrigation or inappropriate run times related to time of day, seasonal and/or variable weather conditions, low head drainage, overspray, or other similar conditions where water flows onto an adjacent property, walks, roadways, parking lots, or structures.

17.80.120      Public Education.

- A. All new model homes that are landscaped shall use signs, brochures and other written information to demonstrate the principles of water-efficient landscapes that are described in this Chapter.
- B. The architectural guidelines of a common interest development, which include homeowner associations, community apartment projects, condominiums, planned developments, and stock cooperatives, shall not prohibit conditions that have the effect of prohibiting the use of low water use plants as a group.
- C. For new homes/commercial developments, applicant/owner is required to provide the irrigation controller map and programming table and annual maintenance schedules to new tenants or owners at transfer of ownership/maintenance responsibility.
- D. The City of Clayton shall provide on its website links to resources that offer information about the principals of designing, installing, and maintaining water-efficient landscapes. An example of a link is to the local water utility, the Contra Costa Water District, and the landscape water conservation information that Agency offers.”



## Certificate of Compliance Landscape Water Audit

Project name: \_\_\_\_\_

Project Address/Parcel No.: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

- Installed Project Areas match those of the Landscape Design Plans.
- Plant material is the same as that specified on the plans, with any plant material substitutes being equivalent or less in water need per *Water Use Classification of Landscape Species (WUCOLS)*.
- Project has incorporated most recent acceptable best management practices for water-efficient landscape design.
- Plants used are well suited to the local climate and soil conditions.
- Plants are spaced appropriately based on their expected mature size.
- Overhead irrigation was not used where it would result in overspray.
- Plants are spaced so at mature size they do not block sprinklers.
- Distinct hydrozones are irrigated separately by one or more irrigation valves.
- No turf is planted in medians, areas narrower than eight feet, or on slopes greater than 15%.
- Smart irrigation controller(s) utilizing ET or soil moisture sensors are installed.
- Point of Connection (POC) is same as specified in plans.
- Recycled water is used, if available.
- Irrigation system has no runoff, low head drainage, and overspray.
- No overhead irrigation is installed within 12 inches of any non-permeable surface.
- Sprinkler stations have matched precipitation rate for each irrigation zone, with a maximum precipitation rate of 1.2 inches per hours or 0.7 inches per hour for all slopes of 25% or greater.
- Dynamic water pressure at sprinkler heads and other emission devices is within manufacturer's specifications.
- No overhead irrigation is installed in areas less than eight feet wide in any direction.
- Manual shutoff valves are installed at each POC.
- Controller map(s) and programming table(s) are in all irrigation controller cabinets.
- Separate irrigation valves are installed for the top of a slope and bottom of a slope, and designated as separate hydrozones.
- A re-circulation system has been installed for all water features.
- Fountains and their nozzles have no wind drift or overspray.

- Project complies with Storm Water Control Plan requirements.
- Site's landscape soils infiltration rate is the same as or better than native soil of area.
- Project does not drain onto non-permeable hardscapes within the project, and no runoff of irrigation and rainfall can occur outside property lines.
- Only specified soil amendments that are appropriate for the selected plants were used on project.
- A minimum of two inches of mulch is installed for all exposed soil surfaces in non-turf planting areas.

**I/We certify that the landscape for the above-listed project complies with the Landscape Water Conservation Standards of the City of Clayton Landscape Water Conservation Ordinance.**

\_\_\_\_\_  
Auditor's Name

\_\_\_\_\_  
Company Name

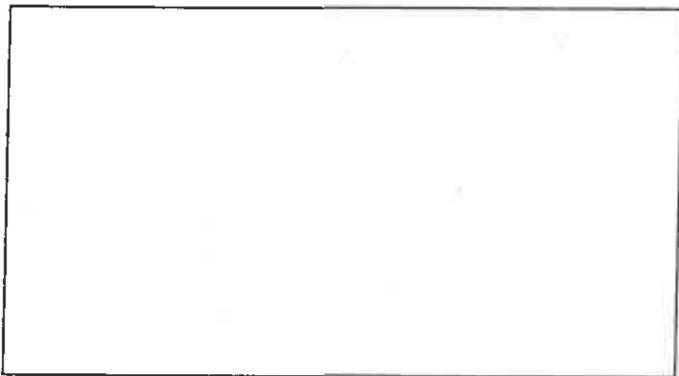
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Professional License Number

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Date



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## Certificate of Compliance Landscape Design

Project Name and Address/Parcel No.: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

### Project Area Measurements

Total turf area: \_\_\_\_\_ square feet

Total non-turf landscape area: \_\_\_\_\_ square feet

Total water feature area: \_\_\_\_\_ square feet

- Landscape design has zero (0) square feet of turf that is not specified as “special landscape area” and water feature(s) with total surface area not more than 100 square feet.
- Landscape design includes: 1) turf that is not specified as “special landscape area”; or 2) water feature(s) with more than 100 square feet of total surface area. If this box is checked, applicant must prepare Water Allowance Work Sheets to demonstrate the landscape is designed to use less than the Maximum Applied Water Allowance.

### Landscape Design Requirements

- Design incorporates most recent acceptable best management practices for water-efficient landscape design.
- Submit landscape plans, including planting, irrigation, and installation details.
- Plants selected are well suited to the local climate and soil conditions.
- Plants are spaced appropriately based on their expected mature size.
- Overhead irrigation not used if irrigation results in overspray.
- Plants are spaced so at mature size they do not block sprinklers.
- Distinct hydrozones are irrigated separately by one or more irrigation valves.
- No turf is specified in medians, areas narrower than 8 feet, or on slopes greater than 15%.
- Plan specifies smart irrigation controller(s) utilizing ET or soil moisture sensors.
- Plan specifies separate water meter(s) for landscape irrigation per the retail water supplier regulations.
- Recycled water is used if available.
- Run-off, low head drainage and overspray are prevented.
- No overhead irrigation is specified within 12 inches of any non-permeable surface.
- Sprinkler stations have matched precipitation rates for each irrigation zone with a maximum precipitation rates for each irrigation zone with a maximum precipitation rate of 1.2 inches per hour or 0.7 inches per hour for all slopes of 25% or greater.

- Irrigation controls are specified to maintain dynamic water pressure at sprinkler heads and other emission devices within manufacturer's specifications.
- No overhead irrigation is specified in areas less than eight feet wide in any direction.
- Manual shutoff valves are specified at each point of connection.
- Irrigation plan includes or specifies that controller map(s) and programming table(s) shall be placed in all irrigation controller cabinets.
- Plan specifies a separate irrigation valve and hydrozone for the top of a slope and bottom of a slope.
- A re-circulation system has been specified for all water features.
- Fountain(s) is designed and nozzles are specified so that no wind drift or overspray will occur.
- Design complies with Storm Water Control Plan requirements.
- Design minimizes any soil erosion from construction activities and maintains or improves the landscape soil's infiltration rate.
- Design to avoid drainage onto non-permeable hardscapes within the project and prevent runoff of irrigation and rainfall outside property lines.
- Only specify soil amendments that are appropriate for the selected plants.
- Plan specifies a minimum of two inches of mulch specified for all exposed soil surfaces in non-turf planting areas.

**I/We certify that the landscape plans for the above-listed project comply with the Water-Efficient Landscape Standards and Landscape Plan Requirements of the City of Clayton Water Efficient Landscape Ordinance.**

\_\_\_\_\_  
Designer's Name

\_\_\_\_\_  
Company Name

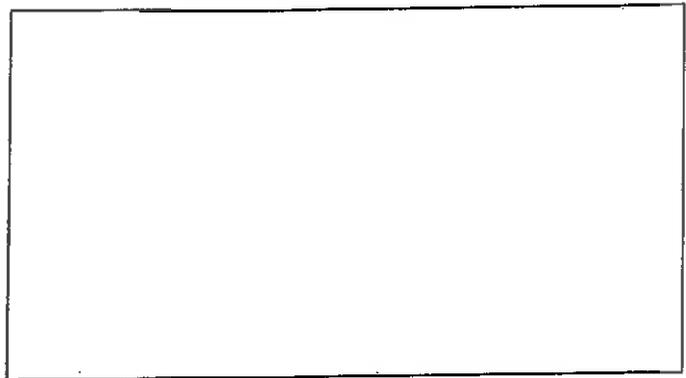
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Date



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## Water Allowance Work Sheets

Water Allowance Work Sheets are used to calculate water use in the form of Maximum Applied Water Allowance (MAWA) and Estimated Total Water Use (ETWU) for the landscape project.

These sheets are required if the project has turf or other high water use plants not qualified as a 'Special Landscape Area' or has water feature(s) with more than one hundred (100) total square feet of surface area. This is referred to as Option B of the Landscape Project Application Requirements of the Water-Efficient Landscape Ordinance.

Special Landscape Area is defined as an area of the landscape dedicated solely to edible plants, areas irrigated with recycled water, water features using recycled water, and areas dedicated to active play, such as parks, sports fields and golf courses where turf provides a playing surface.

The ETWU for the project can not exceed the MAWA for the project.

Calculate the MAWA for the project using the below formula and Factors:

$$\text{MAWA} = (\text{ETo}) (0.62) [(0.7 \times \text{LA}) + (0.3 \times \text{SLA})]$$

Where:

MAWA	=	Maximum Applied Water Allowance (gallons per year)
ETo	=	Reference Evapotranspiration (inches per year)
0.62	=	Conversion Factor (to gallons)
0.7	=	ET Adjustment Factor (ETAF)
LA	=	Landscape Area including SLA (square feet)
0.3	=	Additional Water Allowance Factor for SLA
SLA	=	Special Landscape Area (square feet)

Step one: Multiple total project landscape area by 0.7, the ET Adjustment Factor

LA	Multiply	0.7	Equals	0.7 x LA
	x		=	

Step two: Multiple total Special Landscape Area by 0.3, the Additional Water Allowance Factor

SLA	Multiply	0.3	Equals	0.3 x SLA
	x		=	

Step 3: Add Adjusted LA and adjusted SLA Water Allowances

0.7 x LA	Plus	0.3 x SLA	Equals	0.7 x LA + 0.3 SLA
	+		=	

Step four: Multiple Reference Evapotranspiration by the conversion factor and Total Adjusted Water Allowance

ET <sub>o</sub>	Multiply	Conversion factor	Multiply	0.7 x LA + 0.3 x SLA	Equals	<b>MAWA</b>
	x	0.62	x		=	

Calculate the ETWU for the project using the below formula and Factors. A Hydrozone Table will need to be completed prior to completing the ETWU calculation, to determine the total area by hydrozone type.

$$ETWU = (ET_o)(0.62) \left( \frac{PF \times HA}{0.71} + SLA \right)$$

Where:

- ETWU = Estimated Total Water Use per year (gallons)
- ET<sub>o</sub> = Reference Evapotranspiration (inches)
- PF = Plant Factor (see Definitions)
- HA = Hydrozone Area [high, medium, low and very low water use areas] (square feet)
- SLA = Special Landscape Area (square feet)
- 0.62 = Conversion Factor
- 0.71 = Irrigation Efficiency

Step one: Multiple the Plant Factor by the total area of that plant water need category

Plant Factor	Multiply	Total Hydrozone Area	Equals	PF x HA
High (0.8)	x		=	
Medium (0.5)	x		=	
Low (0.3)	x		=	
Very Low (0.1)	x		=	

Step two: Add up the Total Adjusted Hydrozone Allowances

High PF x HA	Plus	Medium PF x HA	Plus	Low PF x HA	Plus	Very Low PF x HA	Equals	Total PF x HA
	+		+		+		=	

Step three: Divide the Total Adjusted Hydrozone Allowance by 0.71, minimum Irrigation Efficiency

Total PF x HA	Divided by	Irrigation Efficiency	Equals	Total PF x HA / 0.71
	/	0.71	=	

Step four: Add the SLA Area to the total (PF x HA / 0.71)

Total PF x HA / 0.71	Plus	Total Special Landscape Area	Equals	Total PF x HA / 0.71 + SLA
	+		=	

Step five: Multiply the yearly ETo times the Conversion Factor times the total (PF x HA / 0.71 + SLA)

Yearly ETo	Multiple	Conversion Factor	Multiple	PF x HA / 0.71 + SLA	Equals	ETWU (must be equal to or lower than the MAWA)
	x	0.62	x		=	

Record Project's square footage, by station number, on the Hydrozone Table, under the correct category. Use WUCOLS to determine the correct hydrozone category for the plants watered by each irrigation valve. Use the highest water needing plant irrigated by a valve to set that valve's water need category.

Hydrozone Table

Station Number	High Water Needs (sq. Ft.)	Medium Water Needs (Sq. Ft.)	Low Water Needs (Sq. Ft.)	Very Low Water Needs (Sq. Ft.)	Special Landscape Area (Sq. Ft.)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					

20					
21					
22					
23					
24					
Totals					



## Certificate of Compliance Landscape Installation

Project name: \_\_\_\_\_

Project Address/Parcel No.: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

- Installed Project Area Measurements match those of the Landscape Design Plans.
- Plant material is the same as that specified in the plans and any substitutes are determined to be equivalent or less in water need, per *Water Use Classification of Landscape Species (WUCOLS)*.
- Installation incorporates most recent acceptable best management practices for water efficient landscape design.
- Any plant substitutes are well suited to the local climate and soil conditions.
- All plants are located per the design plan.
- Irrigation hydrozones are the same as plans and any field-adjusted irrigation zones were installed so that distinct hydrozones are irrigated separately by one or more irrigation valves.
- Changes to irrigation system or plant material shall maintain distinct hydrozones that are irrigated separately by one or more irrigation valves
- No turf is installed in medians, areas narrower than eight feet, or on slopes greater than 15%.
- All irrigation equipment is the same as specified, and any substitutes are equivalent.
- Automatic irrigation controller(s) installed utilize ET or soil moisture sensors.
- Point of connection (POC) is the same as specified in the plans.
- System has been installed and tested to prevent run-off, low head drainage, and overspray.
- No overhead irrigation is installed within 12 inches of any non-permeable surface.
- Sprinkler stations have matched precipitation rates for each irrigation zone, with a maximum precipitation rate of 1.2 inches per hour or 0.7 inches per hour for all slopes of 25% or greater.
- No overhead irrigation is used in areas less than eight feet wide in any direction.
- Manual shutoff valves are specified at each POC.
- A controller map and programming table were placed in all irrigation controller cabinets.
- Separate irrigation valves were installed and hydrozones created for the top of a slope and bottom of a slope.

- All water systems have functioning re-circulating water systems.
- Fountain(s) and their nozzles are maintained so that no wind drift or overspray will occur.
- Installation complies with Storm Water Control Plan requirements.
- Installation work minimized any soil erosion and maintained or improved the landscape soil's infiltration rate.
- Installation avoids drainage onto non-permeable hardscapes within the project and prevents run-off irrigation and rainfall outside property lines.
- Only specified soil amendments that are appropriate for the selected plants were used.
- A minimum of 2 inches of mulch for all exposed soil surfaces in non-turf planting areas.

**I/We certify that the landscape has been installed as specified in the landscape plans for the above-listed project to comply with the Water-Efficient Landscape Standards and Landscape Plan Requirements of the City of Clayton Water Efficient Landscape Ordinance.**

\_\_\_\_\_  
Installer's Name

\_\_\_\_\_  
Company Name

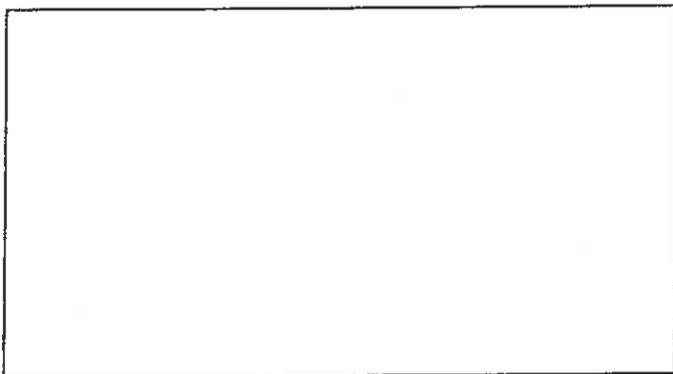
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