

LOSALTOS HILLS



CALIFORNIA

September 6, 2012

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

Subject: **Town of Los Altos Hills**
FY 2011-20112 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by Town of Los Altos Hills pursuant to Permit Provision C.16.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2009-0074R, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of activities conducted during FY 2011-2012 and consists of the following:

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

Please contact Richard Chiu at (650) 941-7222 ext. 228 regarding any questions or concerns.

Very truly yours,

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

Richard Chiu
Public Works Director

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

LOSALTOS HILLS



CALIFORNIA

TOWN OF LOS ALTOS HILLS
FY 2011-2012 ANNUAL REPORT

Certification Statement

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

Signature by Duly Authorized Representative:

Richard Chiu 9-6-12

Richard Chiu
Public Works Director

Date

ATTACHMENT B

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Permittee Name: Town of Los Altos Hills

Section 1 – Permittee Information

Background Information			
Permittee Name:	Town of Los Altos Hills		
Population:	7,980		
NPDES Permit No.:	CAS612008		
Order Number:	R2-2009-0074R		
Reporting Time Period (month/year):	July / 2011 through June / 2012		
Name of the Responsible Authority:	Richard Chiu	Title:	Public Works Director
Mailing Address:	26379 Fremont Road		
City:	Los Altos Hills	Zip Code:	94022
		County:	Santa Clara
Telephone Number:	(650) 941-7222 ext. 228	Fax Number:	(650) 941-3160
E-mail Address:	rchiu@losaltoshills.ca.gov		
Name of the Designated Stormwater Management Program Contact (if different from above):	John Chau	Title:	Assistant Engineer
Department:	Public Works		
Mailing Address:	26379 Fremont Road		
City:	Los Altos Hills	Zip Code:	94022
		County:	Santa Clara
Telephone Number:	(650) 941-7222 ext. 238	Fax Number:	(650) 941-3160
E-mail Address:	jchau@losaltoshills.ca.gov		

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

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

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

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

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

Comments:

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

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

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

Comments: Los Altos Hills does not have paved sidewalk/plaza

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

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

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

Comments:
 Los Altos Hills does not have Mobile Surface Cleaner Program BMPs for graffiti removal. Town's maintenance crew paint over the graffiti to cover it.

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations: Yes No

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

Complete the following table for dry weather DO monitoring and inspection data for pump stations¹ (add more rows for additional pump stations). If a pump station is exempt from DO monitoring, explain why it is exempt.

Pump Station Name and Location	First inspection Dry Weather DO Data		Second inspection Dry Weather DO Data	
	Date	mg/L	Date	mg/L
None				

¹ DO monitoring is exempted where all discharge from a pump station remains in a stormwater collection system or infiltrates into a dry creek immediately downstream.

Permittee Name: Town of Los Altos Hills

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)

C.2.e. ► Rural Public Works Construction and Maintenance	
Does your municipality own/maintain rural ² roads:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If your answer is No then skip to C.2.f.	
Place an X in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:	
<input checked="" type="checkbox"/>	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
<input type="checkbox"/>	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
<input checked="" type="checkbox"/>	No impact to creek functions including migratory fish passage during construction of roads and culverts
<input checked="" type="checkbox"/>	Inspection of rural roads for structural integrity and prevention of impact on water quality
<input checked="" 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 checked="" 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: Town of Los Altos Hills normally does not have soil erosion problem along roadsides. If one occurs, Town's maintenance crew repairs it immediately. Town of Los Altos Hills does not have unpaved rural roads.	

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

Permittee Name: Town of Los Altos Hills

C.2.f. ► Corporation Yard BMP Implementation			
Place an X in the boxes below that apply to your corporations yard(s):			
<input type="checkbox"/>	We do not have a corporation yard		
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit		
<input checked="" type="checkbox"/>	We have a current Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)		
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:			
<input type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment		
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system		
<input type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method		
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used		
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants		
Comments: All materials are stored in door. The corporation yard does not perform heavy vehicle and equipment maintenance. The yard has been inspected by the County's Environmental Health Department for material storage. The yard only handle light maintenance for small scale of the equipment and therefore there is no pollution problem. The Town does not wash vehicles on paved surfaces.			
If you have a corporation yard(s) that is not an NOI facility , complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:			
Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
Purissima Corporation Yard	2/01/2012	No violations found	No actions

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

C.3.b. ► Green Streets Status Report

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

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

Summary:

Town of Los Altos Hills refer to the C.3 New Development and Redevelopment section of the Program's FY 11-12 Annual Report includes a description of activities conducted at the countywide or regional level.

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

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

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

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

NA. Los Altos Hills only has detached single family

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

(For FY 11-12 Annual Report only) Did your agency make any ordinance/legal authority and procedural changes to implement Provision C.3.e.?

	Yes.	X	No
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If yes, attach a copy of the ordinance/legal authority changes or provide a link to the document(s). Discuss any procedural changes made.

Permittee Name: Town of Los Altos Hills

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

C.3.e.vi ► Special Projects Reporting

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

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

<p>(1) Fill in attached table C.3.h.iv.(1) or attach your own table including the same information.</p>
<p>(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.</p>
Summary: NA. Los Altos Hills only has detached single family homes.

Permittee Name: Town of Los Altos Hills

(3) On an annual basis, provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).			
Summary: NA. Los Altos Hills only has detached single family homes.			
(4) During the reporting year, did your agency:			
• Inspect all newly installed stormwater treatment systems and HM controls within 45 days of installation?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
• Inspect at least 20 percent of the total number of installed stormwater treatment systems or HM controls?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
• Inspect at least 20 percent of the total number of installed vault-based systems?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
If you answered "No" to any of the questions above, please explain: NA. Los Altos Hills only has detached single family homes.			

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 ⁹ , Street Address	Name of Developer	Project Phase No. ¹⁰	Project Type & Description ¹¹	Project Watershed ¹²	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ¹³	Total Replaced Impervious Surface Area (ft ²) ¹⁴	Total Pre- Project Impervious Surface Area ¹⁵ (ft ²)	Total Post- Project Impervious Surface Area ¹⁶ (ft ²)
Private Projects											
NA. Los Altos Hills only has detached single family homes.											
Public Projects											
NA. Los Altos Hills only has detached single family homes.											
Comments: NA. Los Altos Hills only has detached single family homes.											

⁹ Include cross streets

¹⁰ 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".

¹¹ 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.

¹² State the watershed(s) in which the Regulated Project is located. Optional but recommended: Also state the downstream watershed(s).

¹³ All impervious surfaces added to any area of the site that was previously existing pervious surface.

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

¹⁵ For redevelopment projects, state the pre-project impervious surface area.

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

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

Project Name Project No.	Project Location⁹, Street Address	Name of Developer	Project Phase No.¹⁰	Project Type & Description¹¹	Project Watershed¹²	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft²)¹³	Total Replaced Impervious Surface Area (ft²)¹⁴	Total Pre- Project Impervious Surface Area¹⁵ (ft²)	Total Post- Project Impervious Surface Area¹⁶ (ft²)
NA. Los Altos Hills only has detached single family homes.											

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

Project Name Project No.	Application Deemed Complete Date ¹⁷	Application Final Approval Date ¹⁷	Source Control Measures ¹⁸	Site Design Measures ¹⁹	Treatment Systems Approved ²⁰	Operation & Maintenance Responsibility Mechanism ²¹	Hydraulic Sizing Criteria ²²	Alternative Compliance Measures ^{23/24}	Alternative Certification ²⁵	HM Controls ^{26/27}
Private Projects										
NA. Los Altos Hills only has detached single family homes.										
Comments: NA. Los Altos Hills only has detached single family homes.										

¹⁷ For private projects, state project application deemed complete date and final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁸ 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.

¹⁹ 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.

²⁰ 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.).

²¹ 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.

²² 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).

²³ 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.

²⁴ 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.

²⁵ Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁶ If HM control is not required, state why not.

²⁷ 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.	Approval Date ²⁸	Date Construction Scheduled to Begin	Source Control Measures ²⁹	Site Design Measures ³⁰	Treatment Systems Approved ³¹	Operation & Maintenance Responsibility Mechanism ³²	Hydraulic Sizing Criteria ³³	Alternative Compliance Measures ^{34/35}	Alternative Certification ³⁶	HM Controls ^{37/38}
Public Projects										
NA. Los Altos Hills only has detached single family homes.										
Comments: NA. Los Altos Hills only has detached single family homes.										

²⁸ For public projects, enter the plans and specifications approval date.

²⁹ 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.

³⁰ 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.

³¹ 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.).

³² 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.

³³ 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).

³⁴ 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.

³⁵ 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.

³⁶ Note whether a third party was used to certify the project design complies with Provision C.3.d.

³⁷ If HM control is not required, state why not.

³⁸ 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. NA. Los Altos Hills only has detached single family homes.

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) ³⁹	Party Responsible ⁴⁰ For Maintenance	Date of Inspection	Type of Inspection ⁴¹	Type of Treatment/HM Control(s) Inspected ⁴²	Inspection Findings or Results ⁴³	Enforcement Action Taken ⁴⁴	Comments/Follow-up
NA. Los Altos Hills only has detached single family homes.									

³⁹ Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

⁴⁰ State the responsible operator for installed stormwater treatment systems and HM controls.

⁴¹ State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

⁴² 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.

⁴³ State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

⁴⁴ State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

C.3.e.vi.Special Projects Reporting Table
Reporting Period – December 1, 2011 – June 30, 2012

Project Name & No.	Permittee	Address	Application Submittal Date ⁴⁵	Status ⁴⁶	Description ⁴⁷	Site Total Acreage	Density DU/Acre	Density FAR	Special Project Category ⁴⁸	LID Treatment Reduction Credit Available ⁴⁹	List of LID Stormwater Treatment Systems ⁵⁰	List of Non-LID Stormwater Treatment Systems ⁵¹
NA. Los Altos Hills only has detached single family homes.												

⁴⁵ Date that a planning application for the Special Project was submitted. If a planning application has not been submitted, include a projected application date.

⁴⁶ Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.

⁴⁷ Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁴⁸ For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁴⁹ For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁵⁰: List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.

⁵¹ List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

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

Program Highlights

Provide background information, highlights, trends, etc.

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

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan? Yes No

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

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

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

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

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

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

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

C.4.c.iii.(1) ► Facility Inspections

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

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

	Number	Percent
Number of businesses inspected		

Permittee Name: Town of Los Altos Hills

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

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

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

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

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

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

	Enforcement Action (as listed in ERP) ⁴⁶	Number of Enforcement Actions Taken	% of Enforcement Actions Taken ⁴⁷
Level 1			
Level 2			
Level 3			
Level 4			
Total			

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

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

Permittee Name: Town of Los Altos Hills

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

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

Business Category ⁴⁸	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations

C.4.c.iii.(4) ► Non-Filers

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

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

C.4.d.iii ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
NA. Town of Los Altos Hills does not have any industrial or commercial facility.				

⁴⁸ List your Program's standard business categories.

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

Program Highlights

Provide background information, highlights, trends, etc.

Los Altos Hills refer to the C.5 Illicit Discharge Detection and Elimination section of the Program’s FY 11-12 Annual Report for description of activities at the countywide or regional level.

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

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

Contact	Description	Phone Number
John Chau	Respond to all illicit discharge related to storm drain system	(650) 947-2510
Jacob Asfour	Respond to sewer overflow that involves with storm drain system	(650) 823-4547

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

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

Description:

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

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

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

Description:

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

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

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

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	20	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	3	15%
Discharges resolved in a timely manner (C.5.f.iii.(3))	20	100%

Comments:
 Town follows sewer overflow response plan per Sanitary Sewer Management Program and responds to incidents via sewer maintenance contractor. Per the contract, the contractor responds within one hour of sewer mainline overflow calls and relieves blockages before leaving the scene. Storm drains are protected with sandbags, if nearby and downstream of overflow manhole, upon arrival prior to any actions taken to relieve the blockages. For Category 1 incidents, staff reports to Regional Board, Office of Emergency Services, and County Health Department within 2 hours of the event and followed up with electronic reporting to State and Regional Boards.

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

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

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

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.1.a, b, c ▶ Site/Inspection Totals		
Number of sites disturbing < 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (C.6.e.iii.1.c)
#	#	#
0	2	128
<p>Comments: Most of the sites in Los Altos Hills are not high priority sites. Staff continues to evaluate upcoming construction sites to identify high priority sites. During the last rainy season, staff conducted 128 inspections among 56 active project sites. Staff keeps records on violations and corrective actions. In general, contractors working in the Town respond positively to verbal directions or warnings. Violations normally are corrected within three days. Staff does issue stop work notice if violations are not corrected within set timeframe.</p>		

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations⁴⁹	% of Total Violations⁵⁰
Erosion Control	20	29%
Run-on and Run-off Control	2	3%
Sediment Control	14	20%
Active Treatment Systems	0	0%
Good Site Management	34	48%
Non Stormwater Management	0	0
Total	70	100%

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

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

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

	Enforcement Action (as listed in ERP) ⁵¹	Number Enforcement Actions Taken	% Enforcement Actions Taken ⁵²
Level 1	Verbal Warning	43	100%
Level 2	Written Notice	0	0%
Level 3	Stop Work Order	0	0%
Level 4			
Total		43	100%

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)	70	100% ⁵³
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	% ⁵⁴
Total number of violations for the reporting year ⁵⁵	70	100%

Comments:

All project sites corrected violations quickly.

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

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

⁵³ Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

⁵⁴ Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

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

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

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

Description:

Los Altos Hills staff gives verbal instruction and warning to contractors when the construction site does not have proper site controls. Data tracking provides an overview of project site locations and problematic project sites. With the tracking data, staff can pay more attention on the project sites that have repeated violations and provide additional inspections especially prior to storm events.

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

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

Description:

The program sets expectation for the staffs to be proactive about distribution of educational information prior to rainy season / Town's grading moratorium and assist contractors to prepare the project sites for the rainy season. It is Town's goal to have staff fully implements MRP requirements.

C.6.f ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
John Chau	6/5/2012	Annual C.3 Workshop	1	100
Johnson Chung	2/17/2012	Stormwater Construction Workshop	1	100
Jacob Asfour	10/4/2011	Rural Roads Workshop	1	33
Oswaldo Arellano Hector Huerta	10/3/2011	Rural Roads Workshop	2	67

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

C.7.b.ii.1 ▶ Advertising Campaign

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

Summary:

The following separate reports developed by SCVURPPP and BASMAA summarize countywide advertising efforts conducted during FY 11-12:

- **FY 11-12 Watershed Watch Campaign Annual Campaign Report**
- **FY 11-12 Watershed Watch Partner Report**
- **FY 11-12 Watershed Watch Web Statistics Report**
- **BASMAA Youth Litter Campaign Report**

These reports are included within the C.7 Public Information and Outreach section of Program's FY 11-12 Annual Report.

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:

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

- **BASMAA Youth Litter Campaign Report**

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

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

C.7.c ▶ Media Relations

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

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

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

• **BASMAA Media Relations Final Report FY 11-12**

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

C.7.d ► Stormwater Point of Contact

Summary of any changes made during FY 10-11:

No Change

C.7.e. ► Public Outreach Events - Outreach Events Reporting Table

Program staff, the Watershed Watch consultant, and Co-permittees staffed eleven outreach events in FY 11-12. Events were selected based upon target audience and attendance. Materials distributed at the events included the following: Less Toxic Pest Management fact sheets, "10 Most Wanted Backyard Bugs" brochures, "Don't Plant a Pest" brochure, "You are the Solution to Water Pollution" brochures, "Clean Cars & Clean Creeks" brochure, and giveaways (e.g. flyswatters, OWOW magnets, notepads, and temporary tattoos). The flyswatters have the Watershed Watch website and hotline number and the words "The Original Earth-Friendly Pest Control" printed on them. The Campaign also continued using QR codes ("Quick Response" codes) in printed materials. These codes have URLs embedded in them and when scanned with smart phones direct users to specific webpages. This was targeted at people that are reluctant to collect paper materials and only want to look up information online. The beanbag game for children was used at most of the events. Event staff distributed approximately 3,500 outreach materials and giveaways.!!

Event Details	Focus & Short Description	Evaluation of Effectiveness
Name: Pumpkins in the Park Date: October 8, 2011 Location: Guadalupe River Park/Discovery Meadow, San Jose Region: Countywide	Type of Event: Community fair Audience: Families with children Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.	General Feedback: Good attendance with lots of children and families. This is a great event for educating families with small children. The Bean Bag game was very popular with the kids. Estimated Overall Event Attendance: 12,000-15,000 Number of Brochures Distributed: 895 Number of Giveaways Distributed: 599 Number of kids that played the bean bag game: 426
Name: Haunted History Date: October 30, 2011 Location: History Park at Kelley Park, San Jose Region: Countywide	Type of Event: Halloween Event Audience: Families with children Messages: Stormwater pollution prevention and proper disposal of HHW	General Feedback: The event is small but well attended. Event organizers encouraged attendees to participate in activities at each booth. As a result a lot of children stopped by the booth and played the beanbag game. Estimated Overall Event Attendance: 300 Number of Brochures Distributed: 58 Number of Giveaways Distributed: 205 Number of kids that played the bean bag game: 118

C.7.e. ► Public Outreach Events - Outreach Events Reporting Table		
Event Details	Focus & Short Description	Evaluation of Effectiveness
<p>Name: Mission College Eco Fair Date: April 19, 2012 Location: Mission College Campus, Santa Clara Region: Citywide</p>	<p>Type of Event: College event Audience: Young adults, students Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW</p>	<p>General Feedback: The event was well organized and a good place to reach young adults. The BASMAA Be the Street campaign was promoted at this event and 32 event attendees signed up for the newsletter. Estimated Overall Event Attendance: 500-1,000 Number of Brochures Distributed: 49 Number of Giveaways Distributed: 186</p>
<p>Name: NVIDIA Corp. Earth Day Event Date: April 20, 2012 Location: NVIDIA, 2701 San Tomas Expwy, Santa Clara Region: Countywide</p>	<p>Type of Event: Corporate event Audience: Information Technology Professionals Message: Stormwater pollution prevention, less-toxic pest control</p>	<p>General Feedback: The event was very well organized. A lot of employees stopped at the booth to ask questions. Many of them noted down the website for future reference. Estimated Overall Event Attendance: 500-1,000 Number of Brochures Distributed: 82 Number of Giveaways Distributed: 55</p>
<p>Name: Green Town Los Altos Earth Day Event Date: April 21, 2012 Location: Los Altos History Museum, 51 S. San Antonio Rd., Los Altos Region: Countywide</p>	<p>Type of Event: Community event Audience: residents, families with kids Message: Stormwater pollution prevention, less-toxic pest control</p>	<p>General Feedback: This was a new event associated with the "Shaped by Water" exhibit at the Los Altos History Museum. It was a small event that offered a good opportunity to reach a different audience. Estimated Overall Event Attendance: 500 Number of Brochures Distributed: 20 Number of Giveaways Distributed: 36</p>
<p>Name: Spring in Guadalupe Gardens Date: April 28, 2012 Location: Guadalupe River Park and Gardens, San Jose Region: Countywide</p>	<p>Type of Event: Community fair, plant sale. Audience: Families with children, homeowners and gardeners Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feedback: Good attendance. This is a good event for reaching home gardeners. Estimated Overall Event Attendance: 4,000 Number of Brochures Distributed: 42 Number of Giveaways Distributed: 219 Number of kids that played the bean bag game: 82</p>

C.7.e. ► Public Outreach Events - Outreach Events Reporting Table		
Event Details	Focus & Short Description	Evaluation of Effectiveness
<p>Name: Home Depot Garden Friendly Event Date: May 19, 2012 Location: Home Depot, 975 S. De Anza Blvd., San Jose Region:</p>	<p>Type of Event: Plant specialists, landscape irrigation specialists and lawn and garden representatives on hand. As well as sales on Bay Area native plants. Audience: Homeowners and Gardeners Messages: Less-toxic pest control.</p>	<p>General Feedback: The event was not well attended, probably because it was not well publicized. However, it was the Program's first event at Home Depot and offered a good opportunity to interact with Home Depot customers and direct them to the OWOW literature racks and shelf-talkers. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 17 Number of Giveaways Distributed: 82</p>
<p>Name: Watershed Watch "half-off" two hour Car Wash Event Date: May 30, 2012 Location: Robertsville Classic Car Wash, 5005 Almaden Exp., San Jose Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention and proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 34 Number of Watershed Watch Discount Cards Distributed: 78</p>
<p>Name: Watershed Watch "half-off" two hour Car Wash Event Date: June 6, 2012 Location: Capitol Premier Car Wash, 735 Capitol Expressway Auto Mall, San Jose Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 4 Number of Watershed Watch Discount Cards Distributed: 82</p>
<p>Name: Watershed Watch "half-off" two hour Car Wash Event Date: June 13, 2012 Location: Delta Queen Classic Car Wash, 981 E Hamilton Avenue, Campbell Region: Countywide</p>	<p>Type of Event: Car Wash Audience: Car wash customers Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feedback: The event was well attended. It is an annual Watershed Watch event and offers a good opportunity to reach car wash customers. Many customers said that they were there because they heard the event promotion ad on the radio. Estimated Overall Event Attendance: 100 Number of Brochures Distributed: 48 Number of Watershed Watch Discount Cards Distributed: 58</p>

Permittee Name: Town of Los Altos Hills

C.7.e. ► Public Outreach Events - Outreach Events Reporting Table		
Name: Festival in the Park Date: June 23, 2012 Location: Hellyer County Park, San Jose Region: Countywide	Type of Event: Community Health Fair Audience: Families with children. Message: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.	General Feedback: Great attendance throughout whole event. This event is great for reaching Spanish speaking segments of the population. The City of San Jose provided bilingual staff (Spanish) for this event. Estimated Overall Event Attendance: +5,000 Number of Brochures Distributed: 71 Number of Giveaways Distributed: 680 Number of kids that played the bean bag game: 323

C.7.f. ► Watershed Stewardship Collaborative Efforts
<p>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.</p> <p>Evaluate effectiveness by describing the following:</p> <ul style="list-style-type: none"> • Efforts undertaken • Major accomplishments <p>Summary:</p> <p>During FY 11-12, the Program actively supported the Santa Clara Basin Watershed Initiative, including the Steering Committee, the Land Use Subgroup, and the Santa Clara Valley Zero Litter Initiative. Information on these efforts is included within the C.7 Public Information and Outreach section of the Program's FY 11-12 Annual Report. The Program also participated in the Bay Area Macroinvertebrate Bioassessment Information Network. Information on this is included in the C.8 Water Quality Monitoring section of the Program's FY 11-12 Annual Report.</p>

C.7.g. ► Citizen Involvement Events
<p>The Program provided funding for the following citizen involvement events:</p> <ol style="list-style-type: none"> 1) National River Clean up Day – The Program supports the involvement of Santa Clara County citizens by providing advertising support for the National River Clean-up Day. 2) Citizen involvement events at the Don Edwards San Francisco Bay Wildlife Refuge (Refuge) – A number of citizen involvement and stewardship programs are conducted as part of the Program funded Watershed Watchers Program at the Refuge. Participants usually work in the Refuge gardens planting native plants, pulling non-native plants, and mulching. More details are included in the Watershed Watchers Report in the Program Annual Report Appendix 7-5.

C.7.g. ► Citizen Involvement Events		
Event Details	Description	Evaluation of effectiveness
<p>Name: Summer of Service Program Date: 7/14/11, 7/28/11, 8/11/11, 6/19/12 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide</p>	<p>Partnership program between Santa Clara Valley youth groups and the Watershed Watchers program. Youth spend a day at the Refuge and they work in the gardens in the morning and explore the Refuge in the afternoon.</p>	<p>Number of attendees on 7/14/11: 12 middle school students, 2 high school students, and 3 adults. Number of attendees on 7/28/11: 10 middle school students and 3 adults. Number of attendees on 8/11/11: 7 middle school students and 2 adults. Number of attendees on 6/19/12: 9 middle school students, and 3 adults.</p>
<p>Name: Community Service Days Date: 10/29/11, 11/19/11, 1/14/12, 2/11/12, 4/21/12, 5/21/12, Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide</p>	<p>This is an open day for the general public. Participants work in the gardens planning native plants, pulling non-native plants, and mulching.</p>	<p>Number of attendees on 10/29/11: 15 middle school student, 3 high school student, and 3 adults. Number of attendees on 11/19/11: 1 high school student and 5 adults. Number of attendees on 1/14/12: 4 high school students. Number of attendees on 2/11/12: 3 elementary school students, 4 high school students and 3 adults. Number of attendees on 4/21/12: 11 elementary school students and 4 adults. Number of attendees on 5/21/12: 7 elementary school students and 5 adults.</p>
Event Details	Description	Evaluation of effectiveness
<p>Name: National River Cleanup Day Date: 5/19/12 Location: Various locations throughout the County Focus: Countywide</p>	<p>In FY 11-12, the Creek Connection Action Group sponsored two creek clean-up events: Coastal Clean-up Day on September 17, 2011 and National Rivers Clean-up Day on May 19, 2012. The Program provided funding for the National Rivers Clean-up Day advertising.</p>	<p>On National River Cleanup Day, a total of 1,101 volunteers participated in cleaning 41 sites and removed approximately 18,301 pounds of trash and 1,410 pounds of recyclables from creeks.</p>

C.7.h. ► School-Age Children Outreach

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

Program Details	Focus & Short Description	Number of Students reached	Evaluation of Effectiveness
Name : ZunZun Musical Assembly Grade or level: elementary	Interactive, musical school assemblies educating K-6 children about watersheds and pollution prevention.	13,868 students	ZunZun assemblies were evaluated using postage-paid evaluation cards that were distributed to all teachers present at the performances. The Program received 184 completed evaluation cards from teachers. Overall, the feedback is positive and indicates an increase in the students' knowledge about watersheds and pollution prevention. A few highlights of the evaluations are: <ul style="list-style-type: none"> • Twenty-nine teachers indicated that after the performance, 50% of their students knew what a watershed was; 75 teachers indicated that 75% of their students knew what a watershed was and 48 teachers indicated that 100% of their students knew what a watershed was. • Fourteen teachers indicated that after the performance, 50% of their students could name a way to prevent pollution in the watershed; 59 teachers indicated that 75% of their students could name a way to prevent pollution in the watershed; and 67 teachers indicated that 100% of their students could name a way to prevent pollution in the watershed. The Final Teacher Evaluation Report is included in the Program Annual Report Appendix 7-7.

Section 8 - Provision C.8 Water Quality Monitoring

C.8 ► Water Quality Monitoring

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

Summary

During FY 11-12, we contributed through the Program to the BASMAA Regional Monitoring Coalition (RMC). In addition, we contributed financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and were represented at RMP committees and work groups. For additional information on monitoring activities conducted by the Program, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the Program's FY 11-12 Annual Report.

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.b ► Implement IPM Policy or Ordinance					
Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation. NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.					
Trends in Quantities and Types of Pesticides Used⁵⁶					
Pesticide Category and Specific Pesticide Used	Amount⁵⁷				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0	0		
Pyrethroids	0	0	0		
Carbaryl	0	0	0		
Fipronil	0	0	0		

C.9.c ► Train Municipal Employees	
Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year. NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.	0
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years. NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.	0
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years. NA. Town of Los Altos Hills does not use pesticide for landscape and structure pest control.	0

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

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

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

C.9.e ▶ Track and Participate in Relevant Regulatory Processes
Summarize participation efforts, information submitted, and how regulatory actions were affected OR reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.
Summary: During FY 11-12, we participated in regulatory processes related to pesticides through contributions to the Program, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees.

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

C.9.h.ii ▶ Public Outreach: Point of Purchase
Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); OR reference a report of a regional effort for public outreach in which your agency participates.
Summary: The following separate reports developed by SCVURPPP and BASMAA summarize point of purchase outreach efforts conducted during FY 09-10: <ul style="list-style-type: none"> • FY 11-12 Store Employee Training Report (SCVURPPP) • FY 11-12 Store Employee Training Evaluation Summary (SCVURPPP) • FY 11-12 Store Employee Training Status Table (SCVURPPP)

- FY 11-12 List of Stores in the IPM Store Partnership Program (SCVURPPP)
- FY 11-12 BASMAA “Our Water, Our World” (OWOW) Report (BASMAA)

These reports are included within the C.9 Pesticides Toxicity Control section of Program’s FY 11-12 Annual Report.

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

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

Summary:

The following separate reports developed by SCVURPPP summarize Public Outreach: Pest Control Operators efforts conducted during FY 11-12:

- FY 11-12 Watershed Watch Campaign Final Report
- FY 11-12 Green Gardener Training Report

These reports are included within the C.7 Public Information and Outreach and C.9 Pesticides Toxicity Control sections of Program’s FY 11-12 Annual Report.

Response to Water Board Staff Comments on Section 9, Provision C.9, of FY 10-11 Annual Report

The Los Altos Hills FY10-11 Annual Report was found acceptable/conditionally acceptable. No response is required at this time.

Section 10 - Provision C.10 Trash Load Reduction

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

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

Description:

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

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

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

Description:

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

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

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

Description:

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

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

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

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

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)
LAH01	5/1/2012	30 gallons	Plastic bags, Plastic bottles	Trash accumulation, outfall

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ¹	Estimated Dominant Types of Trash Removed in FY 11-12
Polystyrene Foam Food Service Ware Policies	The Town of Los Altos Hills adopted ordinance prohibiting the use of expanded polystyrene (EPS) and non-recyclable food service containers on April 19, 2012. The Town's goal is to replace expanded polystyrene food packaging with reusable, recyclable, or compostable alternatives and to establish an environmentally and financially responsible program of solid waste management. The ordinance prohibiting the use of EPS is available on the Town's website and is attached to this Annual Report.	50	8%	
Public Education and Outreach Programs	<p>Litter Reduction Advertising Campaigns</p> <p>Watershed Watch Campaign (Countywide)</p> <p>The Watershed Watch Campaign conducts media advertising that includes anti-litter messages. Anti-litter advertisements for television, print, transit and radio have been developed and are used each year and will continue in the future. A telephone survey is conducted every five years to measure the effectiveness of outreach and increase in awareness about litter and stormwater related messaging.</p> <p>Following MRP adoption, the Watershed Watch Campaign developed a set of new anti-littering advertisements. In FY 2011-12, the anti-litter "karma" spot in English was placed on KNTV NBC 11. A 15-second version of the "karma" spot was placed online on</p>	50	8%	The dominant types of trash removed are: plastic bags, plastic bottles, plastic food packaging, aluminum cans

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

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ¹	Estimated Dominant Types of Trash Removed in FY 11-12
	<p>www.nbcbayarea.com. The Spanish "karma" spot was placed on Univision KDTV 14 and Telefutera KFSF 66. Litter messages and litter-prevention tips ran on KBAY and KEZR radio. Interviews on KDTV and KFSF promoted litter prevention and National River Cleanup Day. A new Watershed Watch segment that ran on the KNTV Class Action program included an educational video on Creek Cleanups and the impact of litter on local creeks and the Bay. Overall, the Watershed Watch Campaign media advertising included 2,262 anti-littering spots. These included 206 television placements (advertisements, educational videos and interviews), 44 radio ads and PSAs, one print advertisement, and 2,011 online advertisements (these are actual clicks on the ad by web visitors, not total placements).</p> <p>Youth Outreach Litter Campaign (Regionwide)</p> <p>In FY 2011-12, BASMAA began implementing the "Be the Street" anti-litter Youth Outreach Campaign. Be the Street takes a Community Based Social Marketing approach to encourage youth to keep their community clean. The intent of the campaign is to make "no-littering" the norm among the target audience (youth between the ages of 14 and 24). The campaign is using online social marketing tools to conduct outreach. Activities in FY 11-12 included launching a website, Facebook page and a quarterly e-newsletter. An "anti-littering" video contest was also announced and the winning entry will be promoted on television.</p> <p>Outreach to School-age Children or Youth</p>			

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ¹	Estimated Dominant Types of Trash Removed in FY 11-12
	<p>ZunZun (Countywide)</p> <p>As part of SCVURPPP, the City funds up to 50 ZunZun musical assemblies at elementary schools in the Santa Clara Valley each year. These bilingual musical assemblies educate elementary school students and their teachers on watersheds and urban runoff pollution prevention, including litter. ZunZun performances use physical comedy, audience participation and musical instruments to educate teachers and children. Handouts, including teacher and student activity sheets, are distributed following the assembly. The SCVURPPP Schools and Youth Education and Outreach Work Group provides a list of schools for ZunZun to contact. In addition to schools with high Hispanic populations, the list includes schools with high Asian/Pacific Islander populations.</p> <p>ZunZun assemblies are evaluated using postage-paid evaluation cards that are distributed to all teachers present at the performances. Teachers mail the completed evaluation cards to SCVURPPP, and results are compiled by SCVURPPP staff. Based on the teacher feedback, changes are made to future assemblies and/or handouts.</p> <p>In FY 11-12, ZunZun conducted 48 assemblies at elementary schools in Santa Clara Valley. In addition, two assemblies were conducted at the Pumpkins in the Park event. The assemblies reached approximately 13,003 students and their teachers in grades K-6. The Program received completed evaluation cards from 184 teachers. Overall, the feedback has been very positive</p>			

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

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

New or Enhanced Trash Load Reduction Action	Description of New or Enhanced Action Implemented in FY 11-12	Estimated Trash Load Removed in FY 11-12 (Gallons) ⁵⁸	Estimated Percent Reduction as of FY 11-12 ¹	Estimated Dominant Types of Trash Removed in FY 11-12
	and indicates an increase in the students' knowledge about watersheds and pollution prevention, including litter prevention. The FY 11-12 Teacher Evaluation Report and the FY 11-12 ZunZun School Assembly Report are included in Appendix 7-8 of the SCVURPPP Annual Report.			
On-land Trash Cleanups	At the beginning of 2011, Town employees proactively remove trash and litter from the landscape when observed. Prior to 2011, trash was picked up when notified by the public. A conservative estimate of the quantity of trash picked up is 100 gallons (about 4 garbage bags) per year. This estimate is considered to be low.	100	16.1%	
Creek/Channel/Shoreline Cleanups	On May 1, 2012, Town employees performed a trash hot spot assessment and clean up of our designated trash hot spot. This is an ongoing annual activity required by Provision C.10.b.iii of the MRP.	30	4.8%	
Preliminary Estimate of Trash Load Removed (Gallons) in FY 2011-12		230		
Preliminary Baseline Trash Load Estimate (Gallons)		622		
Total Percentage Reduction in FY 2011-12 (Compared to Baseline Trash Load)		36.9%		

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).

The Program's Watershed Watch Campaign conducts advertising to promote proper disposal of fluorescent lamps and other household hazardous waste. The fluorescent lamps disposal locations and thermometer take-back events are promoted on the Watershed Watch website. See Section 11 Mercury Controls of the Program's Annual Report. The Town also provides handouts at Town Hall's front counter and residents are encouraged to take mercury wastes to drop off stations listed in the handout.

C.11.a.ii ► Mercury Collection

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

Please refer to the Program's FY 11-12 Annual Report for an estimate of the mass of mercury collected through collection and recycling efforts in the Program area.

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

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

Summary

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

Section 12 - Provision C.12 PCBs Controls

C.12.a.ii,iii ▶ Ongoing Training

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

Description:

See the FY 11-12 Program Annual Report for a description of training provided countywide and/or regionally, and report on any local training efforts, if applicable.

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

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

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

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

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

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

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

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

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

Summary

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

Section 13 - Provision C.13 Copper Controls

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

<i>(For FY 10-11 Annual Report only)</i> 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?		Yes	X	No
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If **No**, explain and provide schedule for obtaining authority within 1 year.
 Staff is working with City Attorney office to review proposal ordinance.

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

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

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

NA. Staff is working on the ordinance with the City Attorney office

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

<i>(For FY10-11 Annual Report only)</i> Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?		Yes	X	No
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Staff is working with City Attorney office to review proposal ordinance.

C.13.c ▶ Vehicle Brake Pads

Reported in a separate regional report.

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

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

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

Summary

NA. Town of Los Altos Hills does not have any industrial and commercial facilities.

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

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

Summary

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

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

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

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

Summary

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

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

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

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

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

<p>Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:</p> <ul style="list-style-type: none"> • Promote conservation programs • Promote outreach for less toxic pest control and landscape management • Promote use of drought tolerant and native vegetation • Promote outreach messages to encourage appropriate watering/irrigation practices • Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.
<p>Summary: Town provides handouts to residents at front counter. The Town's Environmental Committee provides input and encourage homeowners to use less toxic pest control and plant drought tolerant vegetation.</p>

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

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

C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System ⁶⁰														
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L) ⁶¹	pH (standard units) ⁵²	Discharge Turbidity (Visual) ⁵²	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁶²	Inspector arrival time	Responding crew arrival time
NA. Town is not a water purveyor														

⁶⁰ This table contains all of the unplanned discharges that occurred in this FY.

⁶¹ Monitoring data is only required for 10% of the unplanned discharges. If you monitored more than 10% of your unplanned discharges, report all of the data collected.

⁶² Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required after becoming aware of aquatic impacts as a result of unplanned discharge or when the discharge might endanger or compromise public health and safety.

ORDINANCE NO. 534

**ORDINANCE OF THE CITY COUNCIL OF THE TOWN OF LOS ALTOS HILLS
ADDING CHAPTER 7 TO TITLE 6 OF THE MUNICIPAL CODE TO PROHIBIT
THE USE OF EXPANDED POLYSTYRENE AND NON-RECYCLABLE FOOD
SERVICE CONTAINERS**

WHEREAS, the Town of Los Altos Hills (“Town”) desires to protect the natural environment, the health of its citizens and visitors, and the economy; and

WHEREAS, Article XI, Section 7 of the California Constitution declares that a city or county may make and enforce within its limits all local, policy, sanitary, and other ordinances and regulations not in conflict with general laws; and

WHEREAS, the California Integrated Waste Management Board estimates that Californians use 165,000 tons of expanded polystyrene each year for packaging and food service purposes alone, and currently there is no economically feasible means of recycling this product locally; and

WHEREAS, disposable food packaging constitutes a portion of the litter in the Town’s streets, parks, and public places that increases Town maintenance costs; and

WHEREAS, expanded polystyrene presents unique management issues because it is lightweight, floats, resists biodegradation, and easily breaks into smaller pieces, which are ingested by marine wildlife, leading to reduced appetite and nutrient absorption and possible death by starvation; and

WHEREAS, the Towns goal is to replace expanded polystyrene food packaging with reusable, recyclable, or compostable alternatives and to establish an environmentally and financially responsible program of solid waste management.

NOW, THEREFORE, the City Council of the Town of Los Altos Hills does hereby **ORDAIN** as follows:

1. AMENDMENTS. Chapter 7, “Expanded Polystyrene and Non-Recyclable Food Service Containers,” is hereby added to Title 6 of the Los Altos Hills Municipal Code to read as follows:

Chapter 7 – Expanded Polystyrene and Non-Recyclable Food Service Containers

6-7.01 Definitions.

6-7.02 Prohibition on Use of Expanded Polystyrene Food Packaging and other non-Recyclable Disposable Food Service Containers.

6-7.03 Exemptions.

6-7.04 Enforcement.

6-7.05 Effective Date.

6-7.01 Definitions.

The following words and phrases whenever used in this Chapter shall be construed as defined in this section, unless the context indicates otherwise.

“Town Facilities” refers to any building, structure, or vehicle owned or operated by the Town of Los Altos Hills, its agents, departments, and franchises.

“Disposable Food Service Container” means single-use disposable product used by Food Vendors for serving or transporting prepared and ready-to-consume food or beverages. This includes, but is not limited to, plates, cups, bowls, lids, trays, and hinged or lidded containers. Disposable food service container does not include single-use disposable straws, utensils, or hot cup lids.

“Expanded Polystyrene” means thermoplastic petrochemical material using the styrene monomer, marked with recycling symbol #6, processed by any number of techniques, including but not limited to fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion-blow molding (extruded foam polystyrene), sometimes incorrectly called Styrofoam[®], a Dow Chemical Company trademarked form of polystyrene foam insulation. In food service, expanded polystyrene is generally used to make cups, bowls, plates, and trays.

“Food Vendor” means any establishment, club, group, or organization located or providing food within the Town of Los Altos Hills, which provides prepared food or beverages for public consumption on or off its premises including, but not limited to, any sales outlet, restaurant, cafeteria, caterer, vehicle, including mobile food vendors, or any other entity that provides prepared food.

“Prepared Food” means any food or beverage prepared for consumption using any cooking, packaging, or food preparation technique, including but not limited to cooking, chopping, slicing, mixing, freezing, squeezing, or brewing, and which requires no further preparation to be consumed. Prepared food includes uncooked fruits or vegetables and any take-out food, or food consumed off the food vendor’s premises. Prepared food does not include any uncooked meat, poultry, fish, or eggs unless provided for consumption without further preparation.

“Recyclable Plastic” means all plastics that can be recycled, salvaged, composted, processed, or marketed by means other than land-filling or burning, whether as fuel or otherwise, so that they are returned to use by society. Recyclable plastics include any plastic which can be feasibly recycled by the Town’s existing recycling program. For the purposes of this Chapter, recyclable material does not include expanded polystyrene labeled with recycling symbol #6.

6-7.02 Prohibition on Use of Expanded Polystyrene Food Packaging and other non-Recyclable Disposable Food Service Containers.

- (a) Except as provided by section 6-7.03, food vendors are prohibited from providing prepared food in disposable food service containers made from expanded polystyrene or non-recyclable plastic.
- (b) Except as provided by section 6-7.03, all Town facilities, Town managed concessions, Town sponsored events, and Town permitted events are prohibited from using disposable food service containers made from expanded polystyrene or non-recyclable plastic.
- (c) Nothing in this ordinance shall be interpreted to restrict the use of any form of fiber or paper disposable food service container, or the use of any form of biodegradable or compostable plastic food service container that meets the definition of recyclable plastic in section 6-7.01.

6-7.03 Exemptions.

- (a) Foods prepared or packaged outside the Town are exempt from the provisions of this Chapter. Purveyors of food prepared or packaged outside the Town are encouraged to follow the provisions of this Chapter.
- (b) Coolers and ice chests intended for reuse are exempt from the provisions of this Chapter.
- (c) The City Manager or his/her designee may exempt a Food Vendor from the requirements of this Chapter for a period of one (1) year, upon a showing by the Food Vendor that the conditions of this ordinance would cause an undue hardship. An “undue hardship” may include, but is not limited to situations unique to the Food Vendor where there are no reasonable alternatives to Expanded Polystyrene or non-recyclable plastic disposable food service containers and compliance with this Chapter would cause significant economic hardship to that food vendor, or cause the food vendor to be deprived of a legally protected right.
- (d) A food vendor seeking an exemption shall file a request in writing with the City Manager. A written exemption request shall include all information necessary for the City Manager to make a decision, including, but not limited to, documentation showing factual support for the claimed exemption. The City Manager may require the applicant to provide additional information to permit him or her to make a determination regarding the exemption application. The City Manager or his/her designee may waive any specific requirement of this Chapter for a period of not more than one (1) year if the food vendor seeking the exemption has demonstrated that strict application of the specific requirement would cause undue hardship. A food vendor granted an exemption by the City must re-apply prior to the expiration of the one (1) year exemption period and demonstrate continued undue hardship if it wishes to have the exemption extended. Extensions may be granted for intervals not to exceed one (1) year.
- (e) Emergency Supplies and Service Procurement. In the event of an emergency, Town facilities, food vendors, Town franchises, contractors, and vendors doing

business with the Town shall be exempt from the provisions of this Chapter, provided that the City Manager deems the situation to be an emergency for the immediate preservation of the public peace, health, or safety.

6-7.04 Enforcement.

- (a) The City Manager, or the City Manager's designee, shall have the primary responsibility for enforcement of this Chapter. If the City Manager or his/her designee determines that a violation of this Chapter has occurred, he/she shall issue a written warning notice to the Food Vendor that a violation has occurred. Subsequent violations of the Chapter by a food vendor shall be subject to the enforcement and penalties set forth below.

- (b) Any person, firm, or corporation violating any of the provisions of this Chapter is guilty of an infraction and will be subject to enforcement consistent with Chapter 1-2.06 of this Code. Any such person, firm, or corporation is guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this Chapter is committed, continued, or permitted.

6-7.05 Effective Date.

This Chapter shall take effect on June 15, 2012.

2. SEVERABILITY. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, the remainder of this Ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council of the Town of Los Altos Hills hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid, or unenforceable.

3. EFFECTIVE DATE AND PUBLICATION. This Chapter shall take effect thirty (30) days after adoption. Pursuant to the provisions of Government Code Section 36933, a summary of this Ordinance shall be prepared by the City Council's designee. At least five (5) days prior to the Council meeting at which this Ordinance is scheduled to be adopted, the City Clerk shall (1) publish the summary in a newspaper of general circulation, and (2) post in the City Clerk's Office a certified copy of this Ordinance. Within fifteen (15) days after the adoption of this Ordinance, the City Clerk shall (1) publish the summary in a newspaper of general circulation, and (2) post in the City Clerk's Office a certified copy of the full text of this Ordinance along with the names of those City Council members voting for and against this Ordinance or otherwise voting.

INTRODUCED: February 16, 2012

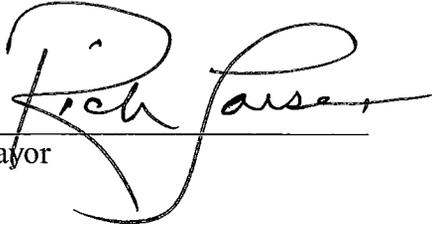
PASSED: April 19, 2012

AYES: Mayor Larsen, Vice Mayor Waldeck, Council Member Mordo,
Council Member Radford, Council Member Summit

NOES: None

ABSTENTIONS: None

ABSENT: None

BY: 
Mayor

ATTEST:


City Clerk

APPROVED AS TO FORM:


City Attorney