



First Half -Year Deliverables
(July-November 2009)
Due by January 19, 2010

Municipality: City of Millbrae

Contact Person: Khee Lim Phone: (650) 259-2339

(Please complete the following report and submit, along with a statement of certification, to Matt Fabry by the January 19, 2010 TAC meeting.)

The Municipal Regional Stormwater Permit will become effective on December 1, 2009, and it will require a different reporting form.

USE THIS DELIVERABLES REPORTING FORM ONLY FOR JULY THROUGH NOVEMBER 2009.

Submittal Checklist

1. Certification Letter (signed by an authorized representative from your municipality)

2. Municipal Government Maintenance Monthly Record Keeping Forms (Attachment A)

Check if data submitted electronically.

	<u>Street/Leaf</u>	<u>Storm/Litter</u>
July 2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
August 2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
September 2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
October 2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
November 2009	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

* For maintenance activities not conducted, please fill in zeros on the forms.

3. Stormwater Inspections & Violations Summary (for this reporting period - Attachment B)

4. Illicit Discharge Summary Report Form (July through November 2009) (Attachment C)

5. Operations and Maintenance Information for Stormwater Treatment Measures
form for each new and redevelopment project where post-construction, stormwater treatment

6. Summary of Pre-Wet Season Erosion Control Inspections Form
Pre-Wet Season Erosion Control Inspections Certification Letter (Attachment E).....

7. Table of New Development Projects (Attachment F)

To assist us in compiling information from all the municipalities, please also:

- Do not remove page breaks (start each component at the top of a new page).
- Write your municipality's name at the top of every page.

COMPONENT 2. MUNICIPAL GOVERNMENT MAINTENANCE ACTIVITIES

I. Tasks described in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit

1. Describe assistance provided to the Municipal Maintenance Subcommittee during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).

Craig Centis, the City of Millbrae's Streets, Facility and Storms Supervisor, submits the forms, Municipal Government Maintenance Monthly Record Keeping Forms, Attachment A, electronically to the SMCWPP.

2. Check that your agency has fully completed Municipal Government Maintenance Activities monthly record-keeping forms (Attachment A) for July through November 2009. Submit completed forms if not entered electronically.

Paper forms for July 1 through November 30, 2009 maintenance activities are attached.

Electronic files on webpage for July 1 through November 30, 2009 maintenance activities are complete.

Please be sure to include estimates of the amount of leaves and litter collected by your agency, including parks and public works personnel, volunteers and/or court-referred crews.

3. Describe assistance provided to the Parks Maintenance and IPM Work Group during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).

Continued use of less/non-toxic companies to control ants and other pests.

COMPONENT 3. INDUSTRIAL AND ILLICIT DISCHARGE CONTROLS

Performance standards contained in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit

1. Submit completed Stormwater Inspections & Violations Summary forms (Attachment B)
 - a. How many businesses were inspected between July and November/December [pick either July through November or July through December, whichever is easier for you to report on] 2009? Twenty-eight (28) inspections performed by City; all other performed by County.
 - b. How many inspected businesses had one or more violations using definition on the Summary Inspections & Violation Summary form? Two (2) enforced by City.
 - c. How many businesses had a violation that was pending correction as of end of day on November 30 or December 31, 2009 [pick one of the other dates, whichever is easier for you to report on]? None.

2. Complete and submit the attached form: *Illicit Discharge Inspection Quarterly Summary Report: July - November 2009 (Attachment C)*. **NOTE: For each illicit discharge found please fill out the Illicit Discharge Source Identification Form (Attachment C) and retain copies of the completed Illicit Discharge Source Identification Forms at your municipality (don't submit with deliverables). The completed forms must be made available if requested in the future by the Water Board staff or its representatives.**

Please see Attachment C.

3. Describe assistance provided to the CII Subcommittee and its Educational Outreach Work Group during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).

Provided a meeting room for the Subcommittee and teleconference access for the Work Group.

Participated in the Subcommittee and training workgroup, including meeting attendance and outreach material development and review.

4. Describe your municipality's use of SMCWPPP's educational outreach materials, such as the Tips for a Cleaner Bay booklet, Vehicle Service Facility booklet, restaurant posters, and other outreach materials for businesses.

Distributed brochures to new businesses and have the brochures be available on wall mounted shelves at the Building and Public Works Department counters located at City Hall. Provided appropriate brochures during wastewater discharge permit and illicit discharge inspections; included with illicit discharge enforcement letters.

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COMPONENT 4. PUBLIC INFORMATION AND PARTICIPATION***1. Tasks described in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit***

Describe your public information and participation activities during the reporting period. Topics that shall be addressed, in as specific a manner as possible, include the following:

1. Stenciling/signage conducted;

Performed by Public Works Storm crew annually.

2. Community outreach events held or participated in: (Remember that the performance standards state that municipalities over 50,000 in population will participate in five community outreach events annually, municipalities between 5,000 and 50,000 in population will participate in four activities annually, and municipalities less than 5,000 in population will participate in three activities annually.)**a) Existing community outreach events:**

1. Broadway Bandstands: Staffed an education table at one of the weekly music events held for the community and distributed pollution prevention and other program handouts.

2. Pollution Prevention Week: Staffed education tables in the Downtown area and at the Library where many students were reached. Provided information on pollution prevention and distributed handouts. Aired 11 pollution prevention DVDs/videos on Channel 27; displayed posters at businesses, schools and city facilities; hung a street banner; included a message on utility bills; included an article in the monthly Green Corner article in the Chamber of Commerce newsletter; aired public service announcements on the local cable station and had a display in the Library and at City Hall with handouts.

3. Coastal Clean-up: Participated in the annual Coastal Clean-up and cleaned up the streets, creeks and Bay. Over 150 volunteers picked up 750 pounds of trash, 250 pounds of landscape waste, and 300 pounds of recyclables for a total of 1,300 pounds. Participants received program handouts.

4. Art & Wine Festival: Provided program handouts at the annual street fair.

5. Japanese Cultural Festival: Talked with community members and distributed handouts at the annual event.

3. Educational material developed and/or distributed;

A new guide: *Reduce, Reuse and Recycle, an Earth Friendly Guide* was developed from 3 old guides and updated. The relevant part outlines where to buy non-toxic household products.

Refilled the handouts for the *Our Water Our World* IPM guides at OSH and Community Center.

Other general guides distributed: *You are the Solution to Water Pollution; Fluorescent Light Recycling; Clean-It; Bay Friendly Gardening; Pests Bugging You; Grow-It!; IPM Guides; Pharmaceutical Drop-off Program; and the County's Too Toxic to Trash brochure.*

- b) New community outreach events: Broadway Bandstand listed above.
- c) Coordination with local volunteer groups: The Lions-Leo's Club participated in monthly park clean-ups and Coastal Clean-up. St. Dunstan School's Ecology Club participated in the Coastal Clean-up. Taylor Middle School participated in Coastal Clean-up and now organizes monthly campus cleanup events.
- d) Other outreach activities (e.g. outreach to schools, advertising, etc.):

Residential Newsletter: The residential newsletter included articles on Pollution Prevention Week and the Coastal Clean-up event.

School Newsletter: The City's Environmental Programs' school newsletter, Elements, highlighted pollution prevention information.

Web Site: The City's web site was updated with information and links to resources.

School Presentations: Presentations were conducted for 2 summer camp programs, 4 middle school classes, 1 college biology class, and 70 students from a school's ecology club. Program handouts were provided to all of the students.

Public Presentation: A presentation was conducted at a Save the Bay Workshop on Millbrae's Sustainable Food Service Ware Ordinance which addressed reducing Styrofoam food ware litter.

Litter Reduction: Continued distributing reusable shopping bags made from recycled plastic bottles to reduce the amount of plastic and paper bags used and **littered**.

Thermometer Exchange Program: **Mercury** thermometers were collected in exchange for free digital thermometers. Handouts on preventing mercury pollution **were distributed**.

Green Business Program: Worked with a local business to become a Green Business. There are 7 Green businesses in Millbrae, including City Hall and the Library. Pollution Prevention is addressed in one of the checklists.

- 4. Describe assistance provided to the PIP subcommittee during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report.)

City of Millbrae staff participated on the PIP subcommittee, which included meetings and reviewing documents.

COMPONENT 5. NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS***I. Tasks described in the Stormwater Management Plan and which are therefore enforceable requirements of the NPDES permit.***

1. Describe assistance provided to the New Development Subcommittee during July through November 2009. (Do not list the subcommittee meetings attended because EOA will track and include information about meeting attendance in SMCWPPP's Annual Report).
None.
2. List workshops attended **other than SMCWPPP-sponsored workshops**. (EOA will track and include information about your municipality's attendance at SMCWPPP-sponsored workshops in SMCWPPP's Annual Report).
None.
3. How many municipal staff members have received a certificate of completion from a Construction Site Stormwater Compliance workshop offered by SMCWPPP, the San Francisco Estuary Project, or the Santa Clara Valley Urban Runoff Pollution Prevention Program in the last three years? 3

II. Compliance with the Performance Standards.

1. Please include in your deliverables the 2009 Certification letter that all active construction sites have been inspected prior to the wet season. Check the box if the letter is included in Attachment E.
2. Attach a completed copy of the Summary of Pre-Wet Season Erosion Control Inspections Form (Attachment E). Please see Attachment E.

III. Tasks required by Provision C.3 of SMCWPPP's NPDES permit amended on February 19, 2003.

1. Attach a copy of the completed Operations and Maintenance Information for Stormwater Treatment Measures form (Attachment D) for each new and redevelopment project where treatment measures have been implemented during this reporting period.
Please see Attachment D.
2. As required by Provision C.3.e.iii of SMCWPPP's amended NPDES permit, provide the following details about your municipality's Operation and Maintenance (O&M) Verification Program:
 - Provide a list or summary of O&M verification inspections conducted between July 1, 2009 and November 30, 2009. Include a summary of inspection results.
Property owners are required to conduct the inspections.

- Describe any inspection follow-up.
Not applicable.

 - Evaluate your municipality's O&M Verification Program's effectiveness.
Millbrae currently does not verify the effectiveness of the O&M Program. Property owners are required to inspect and maintain their treatment measure periodically. Millbrae is still evaluating options to include the verification of the O&M Program into its permit tracking system.

 - Summarize any planned improvements to the O&M Verification Program.
Since only a handful of these treatment measures exist in Millbrae currently, it is fairly easy to administer; however, as the program grows, Millbrae will likely incorporate the locations of these treatment measures into its GIS base map in the future.

 - Describe the organization structure of your O&M Verification Program.
Not applicable. The program is currently relying on property owners to conduct inspections and to maintain the systems.
3. Complete the Table of New Development Projects (Attachment F) for all Group 1 and 2 projects being planned or constructed during July through **November 2009**. Include information on hydromodification management for all applicable projects that create and/or replace one acre or more of impervious surface and are located in susceptible areas. **NOTE: Complete this table with information only through November 2009. The Municipal Regional Stormwater Permit goes into effect on December 1, 2009, and will require some changes to the table.**
Please see Attachment F.



City of Millbrae
621 Magnolia Avenue, Millbrae, CA 94030

PAUL SETO
Mayor
DANIEL F. QUIGG
Vice-Mayor
MARGE COLAPIETRO
Councilwoman
GINA PAPAN
Councilwoman
NADIA V. HOLOBER
Councilwoman

January 19, 2010

Ms. Sue Ma
Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

**Subject: San Mateo Countywide Water Pollution Prevention Program
City of Millbrae 1st Half Year Deliverables for July-November 2009**

Dear Ms. Ma:

The attached document represents the City of Millbrae responses to the items requested for delivery as described in the San Mateo Countywide Stormwater Management Plan.

I certify under penalty of law that this document and all its attachments were prepared under my direction and supervision in accordance to a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiries of the persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete.

I am aware that there are significant penalties for submitting false information, and that these penalties may include fine and imprisonment for knowing violations.

Please contact me at (650) 259-2339 if you have any questions. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Khee Lim".

Khee Lim
City Engineer

Attachments: 1st half year deliverables for July-November 2009

City Council/City Manager (650) 259-2334	City Clerk (650) 259-2334	Public Works/Engineering (650) 259-2339	Recreation (650) 259-2360	Police Department (650) 259-2300
Personnel (650) 259-2334	Finance/Water (650) 259-2350	Community Development (650) 259-2341	Building Division (650) 259-2330	Fire Department (650) 259-2400

ATTACHMENT A

MUNICIPAL MAINTENANCE MONTHLY RECORD KEEPING FORM

ATTACHMENT B

STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

STORMWATER INSPECTIONS & VIOLATIONS SUMMARY (Attachment B)

Municipality: City of Millbrae

Period Covered By This Report: July 1, 2009 through November 30, 2009 (you may choose to report through December 2009 if this is easier)

Period Covered by the Previous Report: January - June 2009

Date: January 19, 2010

Total Number of Inspections: 2

Total Number of Violations: 2

Total Follow-up Actions: 2

Total Violations Corrected: 2

Total Violations Pending: 0

NAME ADDRESS TYPE OF BUSINESS	VIOL DATE	TYPES OF VIOLATION		DESCRIPTION OF VIOLATION, including whether violating flow reached a creek or other waterbody (name waterbody)	ENFORCEMENT ACTIONS						FOLLOW-UP ACTIONS	VIOLATIONS CORRECTED (YES/NO)	DATE CORRECTED
		PEX	NSW		N O N E	V N	W N	I N	F N	L A			
Jeanette Downing 1473 Gavilan Residential	08/ 26/ 09		X	Pool Drainage. Unknown quantity entered stormdrain				X			Redirected flow to landscaping. Issued pool discharge permit 9/2.	Yes	08/26/09
SFPUC 1000 El Camino Real Water Supply Utility	09/ 16/ 09		X	Landscape tool wash waters. Unknown quantity entered stormdrain.					X		Issued Notice of Violation requiring submittal of maintenance plan.	Yes	10/9/09

Type of Violation

PEX Pollutant Exposure

NSW Non-Stormwater Discharge

Discharge of pollutants to storm drain system because pollutants are exposed to stormwater runoff.

Discharge of non-stormwater materials to storm drain system. Non-stormwater discharges allowed by SMCWPPP's NPDES permit as conditionally exempted should not be identified as a NSW violation.

Enforcement Actions

NONE No Action taken

VN Verbal Notice

WN Warning Notice

IN Informal Notice

FN Formal Notice

LA Legal Notice

ATTACHMENT C

ILLICIT DISCHARGE SUMMARY REPORT FORM

AND

ILLICIT DISCHARGE SOURCE IDENTIFICATION FORM



(Attachment C) Illicit Discharge Inspection Summary Report Form (July-November 2009)

Municipality: City of Millbrae

Contact: Catherine L. Allin, Industrial Waste Inspector

I. Field Activities					
<p>1. <i>Describe field surveys.</i></p> <p>Number of established locations visited:</p> <p style="padding-left: 20px;">Outfalls</p> <p style="padding-left: 20px;">Inlets</p> <p style="padding-left: 20px;">Manholes</p> <p style="padding-left: 20px;">other (describe)</p> <p>Channel miles visited:</p>	Industrial Areas	Commercial Areas	Residential Areas		
		136 miles	68 miles		
<p>2. <i>List how many discharges were identified by the following methods.</i> Include only discharges that could have been prevented by BMPs. Do not include fluid releases associated with minor traffic accidents.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <p>a. During field surveys at established locations:</p> <p style="padding-left: 20px;">_____ identified by maintenance crews</p> <p style="padding-left: 20px;">_____ identified by illicit discharge inspectors</p> </td> <td style="width: 50%; border: none;"> <p>b. Calls from:</p> <p style="padding-left: 20px;">_____ maintenance crews</p> <p style="padding-left: 20px;">_____ other agencies</p> <p style="padding-left: 20px;">_____ <u>2</u> public</p> </td> </tr> </table>				<p>a. During field surveys at established locations:</p> <p style="padding-left: 20px;">_____ identified by maintenance crews</p> <p style="padding-left: 20px;">_____ identified by illicit discharge inspectors</p>	<p>b. Calls from:</p> <p style="padding-left: 20px;">_____ maintenance crews</p> <p style="padding-left: 20px;">_____ other agencies</p> <p style="padding-left: 20px;">_____ <u>2</u> public</p>
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<p>3. <i>List the number of times the following materials were identified.</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <p>_____ Sewage</p> <p>_____ Used Motor Oil</p> <p>_____ Antifreeze</p> <p>_____ Fuels</p> <p>_____ Paint</p> <p>_____ Concrete</p> <p>_____ Construction Debris</p> <p>_____ Wall Compound</p> <p>_____ Food Wastes</p> </td> <td style="width: 50%; border: none;"> <p>_____ Yard Wastes</p> <p>_____ Sediment and/or silt</p> <p>_____ Concrete Cutting Slurry/Washwaters</p> <p>_____ Vehicle Cleaning Washwaters</p> <p>_____ Building/Sidewalk Washwaters</p> <p>_____ <u>1</u> Other Washwaters-Landscape tools</p> <p>_____ Industrial Wastes (solvents, metals, corrosives, cooling tower blowdown, etc)</p> <p>_____ <u>1</u> Other (describe): Pool discharge</p> </td> </tr> </table>				<p>_____ Sewage</p> <p>_____ Used Motor Oil</p> <p>_____ Antifreeze</p> <p>_____ Fuels</p> <p>_____ Paint</p> <p>_____ Concrete</p> <p>_____ Construction Debris</p> <p>_____ Wall Compound</p> <p>_____ Food Wastes</p>	<p>_____ Yard Wastes</p> <p>_____ Sediment and/or silt</p> <p>_____ Concrete Cutting Slurry/Washwaters</p> <p>_____ Vehicle Cleaning Washwaters</p> <p>_____ Building/Sidewalk Washwaters</p> <p>_____ <u>1</u> Other Washwaters-Landscape tools</p> <p>_____ Industrial Wastes (solvents, metals, corrosives, cooling tower blowdown, etc)</p> <p>_____ <u>1</u> Other (describe): Pool discharge</p>
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II. Follow-up Activities					
<p>1. <i>Describe whether sources of discharges were identified.</i></p> <p><u> 2 </u> Number of sources that were identified</p> <p>_____ Number of incidents when source of discharge was not identified</p>					
<p>2. <i>Describe whether discharges were abated.</i></p> <p><u> 2 </u> Number of discharge incidents that were abated</p> <p>_____ Number of new discharge incidents where discharge is continuing, as of the end of the reporting period;</p> <p>_____ Attach the inspection report</p> <p>_____ Number of continuing discharges that have already been reported in previous quarter(s).</p>					
<p>3. <i>Describe enforcement activities conducted.</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <p>_____ Warning Notice (verbal warning)</p> <p>_____ Informal Violation</p> </td> <td style="width: 50%; border: none;"> <p><u> 2 </u> Formal Violation</p> <p>_____ Legal Action</p> </td> </tr> </table>				<p>_____ Warning Notice (verbal warning)</p> <p>_____ Informal Violation</p>	<p><u> 2 </u> Formal Violation</p> <p>_____ Legal Action</p>
<p>_____ Warning Notice (verbal warning)</p> <p>_____ Informal Violation</p>	<p><u> 2 </u> Formal Violation</p> <p>_____ Legal Action</p>				

ATTACHMENT D

**OPERATION AND MAINTENANCE INFORMATION FOR STORMWATER
TREATMENT MEASURES**



Operation and Maintenance Information for Stormwater Treatment Measures (Attachment D)

Complete and submit for municipal stormwater NPDES permit reporting the following information for each new and redevelopment project where treatment measures have been implemented this reporting period.

This section to be completed by Applicant

Background Information

Location or Address: 310 Adrian Road

Type of Land Use: Commercial Industrial Residential Public Agency

Property Owner's Name: Wilson Family Trust – Joseph Galligan

Parcel/Tract No.: _____ Lot No.: _____ APN # 024-361-070

Type of treatment measures implemented: Vegetated Swales

Describe locations of each treatment measure or attach map showing locations on the property:

Swales are installed in landscaped areas. Curb cuts are provided for entry of storm water from the street to the landscaped areas.

Stormwater Treatment Measure Owner or Operator's Information:

Name: Wilson Family Trust – Joseph Galligan

Address: 630 North San Mateo Drive, San Mateo, CA 94401

Phone: (650) 349-1040 Fax: (650) 342-6392 Email: _____

Numeric hydraulic sizing criteria used to design each stormwater treatment measure:

- San Mateo Countywide Stormwater Pollution Prevention Program's NPDES permit's Provision C.3.d
- Other, describe: Engineer's design calculations. Project was approved prior to approval of C.3.

Applicant's Name

Signature

Date

This section to be completed by Agency staff

More Detailed Information about Access Assurance and O&M Responsibilities:

Describe how access permission is assured for O&M verification by public agencies or their representatives (e.g., municipality, Regional Water Quality Control Board, and Mosquito Abatement District):

Property owner grants access to City of Millbrae and other agencies per the Stormwater Treatment Measures Maintenance Agreement signed between the City and the property owner.

Indicate how responsibility for O&M is assured. Check all that apply:

- Signed statement from private entity accepting responsibility for O&M until responsibility is legally transferred.
- Signed statement from public entity assuming O&M and that the treatment measures meet all local design standards.
- Written conditions in the sales or lease agreement requiring the buyer or lessee to assume O&M (in the case of purchase and sale agreements, conditions shall survive the close of escrow).
- Written text in project conditions, covenants and restrictions for residential properties assigning O&M responsibilities to the home owners association.
- Any other legally enforceable agreement or mechanism that assigns responsibility and describe below.

Local Agency O&M Verification Program

Name of municipality or Flood Control District responsible under the NPDES permit for verifying O&M.

City of Millbrae, Public Works, Engineering Department

Describe where information documenting responsibility for O&M is kept and updated.

City of Millbrae, Public Works, Engineering Department files.



Operation and Maintenance Information for Stormwater Treatment Measures (Attachment D)

Complete and submit for municipal stormwater NPDES permit reporting the following information for each new and redevelopment project where treatment measures have been implemented this reporting period.

This section to be completed by Applicant

Background Information

Location or Address: 45 & 135 S. El Camino Real (Friendship Plaza), Millbrae, CA 94030

Type of Land Use: Commercial Industrial Residential Public Agency

Property Owner's Name: Lori Theriault-Friend, Friend & Friend

Parcel/Tract No.: _____ Lot No.: _____ APN # 024-344-040 & 050

Type of treatment measures implemented: Bay Friendly landscape design and vortex separator.

Describe locations of each treatment measure or attach map showing locations on the property:

Installed in landscaped areas.

Stormwater Treatment Measure Owner or Operator's Information:

Name: Lori Theriault-Friend, Friend & Friend

Address: 501 2nd Street, #720, San Francisco, CA 94107

Phone: (415) 546-0696 Fax: _____ Email: _____

Numeric hydraulic sizing criteria used to design each stormwater treatment measure:

San Mateo Countywide Stormwater Pollution Prevention Program's NPDES permit's Provision C.3.d

Other, describe: Engineer's design calculations. Project was approved prior to approval of C.3.

Lori Theriault

Applicant's Name

Signature

Date

This section to be completed by Agency staff

More Detailed Information about Access Assurance and O&M Responsibilities:

Describe how access permission is assured for O&M verification by public agencies or their representatives (e.g., municipality, Regional Water Quality Control Board, and Mosquito Abatement District):

Property owner grants access to City of Millbrae and other agencies per the Stormwater Treatment Measures Maintenance Agreement signed between the City and the property owner.

Indicate how responsibility for O&M is assured. Check all that apply:

Signed statement from private entity accepting responsibility for O&M until responsibility is legally transferred.

Signed statement from public entity assuming O&M and that the treatment measures meet all local design standards.

Written conditions in the sales or lease agreement requiring the buyer or lessee to assume O&M (in the case of purchase and sale agreements, conditions shall survive the close of escrow).

Written text in project conditions, covenants and restrictions for residential properties assigning O&M responsibilities to the home owners association.

Any other legally enforceable agreement or mechanism that assigns responsibility and describe below.

Local Agency O&M Verification Program

Name of municipality or Flood Control District responsible under the NPDES permit for verifying O&M.

City of Millbrae, Public Works, Engineering Department

Describe where information documenting responsibility for O&M is kept and updated.

City of Millbrae, Public Works, Engineering Department.



Operation and Maintenance Information for Stormwater Treatment Measures (Attachment D)

Complete and submit for municipal stormwater NPDES permit reporting the following information for each new and redevelopment project where treatment measures have been implemented this reporting period.

This section to be completed by Applicant

Background Information

Location or Address: 500 Ludeman Lane

Type of Land Use: Commercial Industrial Residential Public Agency
 Property Owner's Name: Alpio Barbara, President

Parcel/Tract No.: _____ Lot No.: _____ APN # 021470030

Type of treatment measures implemented: 3-Stormwater Clarifier Units

Describe locations of each treatment measure or attach map showing locations on the property:

Unit 1: Employee Parking Lot; Unit 2: Pool Area Parking lot near the 7th putting green; Unit 3: Fairway between 1st tee box and the 18th putting green.

Stormwater Treatment Measure Owner or Operator's Information:

Name: Green Hills Country Club, General Manager

Address: 500 Ludeman Lane, Millbrae, CA 94030

Phone: (650) 588-4616 Fax: _____ Email: _____

Numeric hydraulic sizing criteria used to design each stormwater treatment measure:

- San Mateo Countywide Stormwater Pollution Prevention Program's NPDES permit's Provision C.3.d
- Other, describe: Project was approved prior to approval of C.3.

Hans de Roos

Applicant's Name

Signature

Date

This section to be completed by Agency staff

More Detailed Information about Access Assurance and O&M Responsibilities:

Describe how access permission is assured for O&M verification by public agencies or their representatives (e.g., municipality, Regional Water Quality Control Board, and Mosquito Abatement District):

Property owner grants access to the City of Millbrae and other agencies per the Stormwater Treatment Measures Maintenance Agreement signed between the City and the President of the Green Hills Country Club.

Indicate how responsibility for O&M is assured. Check all that apply:

- Signed statement from private entity accepting responsibility for O&M until responsibility is legally transferred.
- Signed statement from public entity assuming O&M and that the treatment measures meet all local design standards.
- Written conditions in the sales or lease agreement requiring the buyer or lessee to assume O&M (in the case of purchase and sale agreements, conditions shall survive the close of escrow).
- Written text in project conditions, covenants and restrictions for residential properties assigning O&M responsibilities to the home owners association.
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Local Agency O&M Verification Program

Name of municipality or Flood Control District responsible under the NPDES permit for verifying O&M.

City of Millbrae, Public Works, Engineering Department

Describe where information documenting responsibility for O&M is kept and updated.

City of Millbrae, Public Works, Engineering Department.

ATTACHMENT E

**SUMMARY OF PRE-WET SEASON EROSION CONTROL INSPECTIONS FORM
AND
PRE-WET SEASON EROSION CONTROL INSPECTIONS CERTIFICATION LETTER**



Attachment E
Summary of Pre-Wet Season Erosion Control Inspections Form
 Municipality Name City of Millbrae

Directions: A copy of this completed form documenting your municipality's pre-wet season erosion control inspections should be included with your municipality's 2009 letter that certifies that each active construction site has been stabilized to minimize erosion and the discharge of sediment from disturbed areas prior to the FY 2009/10 wet season.

Project Name	Project Address	Project Type r=residential (units) c=commercial i=industrial g=governmental ¹	Does Project Have Coverage Under Statewide Construction General Permit?	Was Site Inspected by Municipal Staff? If so, provide inspection date(s)	Were Erosion and Sedimentation Control Measures Undertaken Acceptable? ²	Describe Corrections Made NN= none needed
Millbrae Estates Formerly La Paz	1 Alp Way	r <input checked="" type="checkbox"/> (37 units) c <input type="checkbox"/> i <input type="checkbox"/> g <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> date 12/30/09_ No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	NN <input checked="" type="checkbox"/>
Park Paradise	151 El Camino Real	r <input checked="" type="checkbox"/> (142 units) c <input checked="" type="checkbox"/> i <input type="checkbox"/> g <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> date 12/30/09_ No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	NN <input checked="" type="checkbox"/>
		r <input type="checkbox"/> (_____ units) c <input type="checkbox"/> i <input type="checkbox"/> g <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> date _____ No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	NN <input type="checkbox"/>
		r <input type="checkbox"/> (_____ units) c <input type="checkbox"/> i <input type="checkbox"/> g <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> date _____ No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	NN <input type="checkbox"/>
		r <input type="checkbox"/> (_____ units) c <input type="checkbox"/> i <input type="checkbox"/> g <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> date _____ No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	NN <input type="checkbox"/>

¹ Select one or more of the code letters that are applicable to the project site

² If no inspection was done, provide explanation in the certification letter about how the acceptability of the erosion and sedimentation control measures was determined.



City of Millbrae
621 Magnolia Avenue, Millbrae, CA 94030

PAUL SETO
Mayor
DANIEL F. QUIGG
Vice-Mayor
MARGE COLAPIETRO
Councilwoman
GINA PAPAN
Councilwoman
NADIA V. HOLOBER
Councilwoman

January 19, 2010

Ms. Sue Ma
Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

**Subject: San Mateo Countywide Water Pollution Prevention Program
Construction Sites Inspection Certification**

Dear Ms. Ma:

As required by our performance standards for construction inspection, as described in the San Mateo Countywide Stormwater Management Plan, the City of Millbrae requires that each active construction site be stabilized to minimize erosion and sediment discharges from disturbed areas and oversees the inspection of these sites to make sure these requirements are met.

I certify under penalty of law that all active construction sites within our jurisdiction have been inspected to ensure erosion and sediment control requirements have been met prior to the beginning of the wet season (October 15, 2009). The inspections have been performed under my direction and/or supervision in accordance with a system designed to assure that qualified personnel properly inspect the sites, and evaluate and communicate the information. This certification is based on my inquiry of the persons who supervise the qualified inspectors, or those persons directly responsible for conducting the inspections.

Please contact me at (650) 259-2339 if you have any questions or need additional information.
Thank you.

Sincerely,

Khee Lim
City Engineer

City Council/City Manager (650) 259-2334	City Clerk (650) 259-2334	Public Works/Engineering (650) 259-2339	Recreation (650) 259-2360	Police Department (650) 259-2300
Personnel (650) 259-2334	Finance/Water (650) 259-2350	Community Development (650) 259-2341	Building Division (650) 259-2330	Fire Department (650) 259-2400

ATTACHMENT F

TABLE OF NEW DEVELOPMENT PROJECTS

Table of New Development Projects¹

1	2	3	4	5	5	6	7	8	9	10	11 Post-Construction Treatment BMPs		12	13	14 Alternative Compliance ⁴		15	16
Project Name; Location (cross streets); Street Address	Name of Developer; Project Phase No. ² ; Project Description	Status of Project	Project Type ³	Total Site Area (acres)	Site Acreage	New or Replaced Impervious Surface Area	Source Control Measure BMPs	Site Design Measure BMPs	Treatment BMPs Used	Hydraulic Sizing Criteria Used	Operation & Maintenance Responsibility Mechanism	Referred to O&M Inspection Team? Y/N	Pesticide Reduction Measures Included in Project?	Basis of Impracticability	Alternative Compliance Measures	HMP ⁵		
1 Alp Way	Braddock and Logan Properties - 37 Home subdivision	10/16/07 Utility plancheck submitted, 11/4/07 Demolition permit issued, 12/18/07 Home model plancheck submitted - Sept. 2008 Construction permits being issued in phases, Street and utility improvements completed 12/2008, 3 homes complete-5 homes various stages of construction 4/22/09, 8 homes completed 4 more in construction 11/5/09	Single Family Homes	10.5 Acres	8.4 Acres	1.3 acres	Mark an X next to all that apply: <input checked="" type="checkbox"/> Stenciled inlets/ <input checked="" type="checkbox"/> Pest-resistant landscaping/ <input type="checkbox"/> Drought tolerant landscaping/ <input type="checkbox"/> Roofed trash enclosure/ <input checked="" type="checkbox"/> Street sweeping/ <input type="checkbox"/> Other source controls (Describe: _____)	Mark an X next to all that apply: <input type="checkbox"/> Disconnected down-spouts/ <input type="checkbox"/> Reduced impervious area/ <input checked="" type="checkbox"/> Tree preservation and planting/ <input type="checkbox"/> Pervious paving/ <input type="checkbox"/> Narrow streets/ <input type="checkbox"/> Other site designs (Describe: _____)	Mark an X next to all that apply: <input type="checkbox"/> Bioretention areas/ <input checked="" type="checkbox"/> Vegetated swales/ <input checked="" type="checkbox"/> Flow-through planters/ <input type="checkbox"/> Extended detention basins/ <input type="checkbox"/> Other treatment measures (Describe: _____)		Mark an X next to the mechanism used: <input type="checkbox"/> O&M agreement/ <input checked="" type="checkbox"/> Conditions in sales or lease agreement/ <input checked="" type="checkbox"/> Text in conditions, covenants and restrictions (CCRs)/ <input type="checkbox"/> Signed statement by public entity assuming responsibility/ <input checked="" type="checkbox"/> Other mechanism (Describe: HOA)			Mark an X next to the mechanism used: <input type="checkbox"/> Not applicable/ <input type="checkbox"/> Geotechnical constraints/ <input type="checkbox"/> Inadequate space/ <input type="checkbox"/> Excessive cost/ <input type="checkbox"/> Other basis of impracticability (Describe: _____)				
151 El Camino Real	L.F. George - Construction of 142 Unit Residential and Commercial Shops, Underground parking	6/27/07 Submitted for permit, 9/6/07 Excavation permit issued, 11/5/07 Mat slab foundation work continuing on 4th floor, 4/22/09 Roof Framing complete, expected completion possibly 12/2009, New estimated completion date 7/2010	Mixed use residential and commercial building	1.7 Acres	1.7 Acres	No change in size of impervious area	Mark an X next to all that apply: <input checked="" type="checkbox"/> Stenciled inlets/ <input type="checkbox"/> Pest-resistant landscaping/ <input checked="" type="checkbox"/> Drought tolerant landscaping/ <input checked="" type="checkbox"/> Roofed trash enclosure/ <input type="checkbox"/> Street sweeping/ <input type="checkbox"/> Other source controls (Describe: _____)	Mark an X next to all that apply: <input type="checkbox"/> Disconnected down-spouts/ <input type="checkbox"/> Reduced impervious area/ <input type="checkbox"/> Tree preservation and planting/ <input type="checkbox"/> Pervious paving/ <input type="checkbox"/> Narrow streets/ <input type="checkbox"/> Other site designs (Describe: _____)	Mark an X next to all that apply: <input type="checkbox"/> Bioretention areas/ <input type="checkbox"/> Vegetated swales/ <input type="checkbox"/> Flow-through planters/ <input type="checkbox"/> Extended detention basins/ <input type="checkbox"/> Other treatment measures (Describe: _____)		Mark an X next to the mechanism used: <input type="checkbox"/> O&M agreement/ <input checked="" type="checkbox"/> Conditions in sales or lease agreement/ <input checked="" type="checkbox"/> Text in conditions, covenants and restrictions (CCRs)/ <input type="checkbox"/> Signed statement by public entity assuming responsibility/ <input checked="" type="checkbox"/> Other mechanism (Describe: HOA)			Mark an X next to the mechanism used: <input type="checkbox"/> Not applicable/ <input type="checkbox"/> Geotechnical constraints/ <input type="checkbox"/> Inadequate space/ <input type="checkbox"/> Excessive cost/ <input type="checkbox"/> Other basis of impracticability (Describe: _____)				
Public Projects																		
None																		

¹ List on this table information for all Group 1 and Group 2 Projects, e.g. those that create and/or replace at least 10,000 square feet of impervious surface. Projects that create and/or replace less than 10,000 square feet of impervious surface are not required to be reported.
² If a project is being constructed in Phases, each Phase should have a separate entry.
³ Indicate project type, based on NPDES Permit Provision C 3 c categories: Commercial, Industrial, Residential, Streets/Road/Highways/Freeways, Significant Redevelopment.
⁴ If a project was granted Alternative Compliance (Provision C 3.g), report required information on the Interim Alternative Compliance Form (Attachment ____).
⁵ If hydromodification (HM) control is not required, state why not. If HM control is required, describe the control method used and attach the pre- and post-project hydrographs.



City of Millbrae
621 Magnolia Avenue, Millbrae, CA 94030

PAUL SETO Mayor
DANIEL F. QUIGG Vice Mayor
MARGE COLAPIETRO Councilwoman
GINA PAPAN Councilwoman
NADIA V. HOLOBER Councilwoman

September 1, 2010

Mr. Bruce Wolfe, Executive Officer
San Francisco Bay Regional Water Quality Control Board
1410 Clay Street, Suite 1400
Oakland, CA 94612

Subject: Notification of Duly Authorized Representative for City of Millbrae

Dear Mr. Wolfe:

This is to document the person or position and alternate(s) that I am authorizing to represent the City for signing and certifying municipal regional stormwater NPDES-permit required reports for submittal to the San Francisco Bay Regional Water Quality Control Board (Regional Water Board) and signing and certifying responses to other information requests from the Regional Water Board.

The following person or position (any person who occupies this named position) is duly authorized by me to sign and certify stormwater required reports for submittal to the Regional Water Board or authorize the City/County Association of Governments (C/CAG) of San Mateo County to sign and certify countywide/regional reports and studies prepared on behalf of the City.

Ronald Popp, Director of Public Works

As describe above, the person or position and alternate(s) listed above are also authorized to direct C/CAG's Executive Director or San Mateo Countywide Water Pollution Prevention Program's Stormwater Coordinator to sign and certify reports prepared by the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) or Bay Area Stormwater Management Agencies Association (BASMAA) on behalf of the city. This authorization for the submittal of countywide and BASMAA reports will typically occur by an affirmative vote of my duly authorized representative or alternate at the Countywide Program's Stormwater Technical Advisory Committee meetings, but the authorization may also be obtained through email, telephone, face to face contact, or other method of communication.

This notification will remain in effect until it is changed by me or my successor.

Very truly yours,

[Handwritten signature]

Marcia Raines, City Manager

cc: Ronald Popp, Director of Public Works; Khee Lim, City Engineer

Table with 5 columns: City Council/City Manager, City Clerk, Public Works/Engineering, Recreation, Police Department, Personnel, Finance/Water, Community Development, Building Division, Fire Department. Includes phone numbers for each department.



City of Millbrae
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Councilwoman

September 1, 2010

Mr. Bruce Wolfe, Executive Officer
San Francisco Bay Regional Water Quality Control Board
1410 Clay Street, Suite 1400
Oakland, CA 94612

**Subject: San Mateo Countywide Water Pollution Prevention Program (SMCWPPP)
City of Millbrae 2nd Half Year Deliverables for December 2009 to June 2010**

Dear Mr. Wolfe:

The attached document represents the City of Millbrae responses to the items requested for delivery as described by SMCWPPP based on the requirements of the new MRP.

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

In addition, I also certify that the trash hot spot selection information was submitted to the Regional Water Board by July 1, 2010 and as well as our agency's decision to participate in a regional monitoring collaborative to implement the MRP's Provision C.8.

Please contact me at (650) 259-2339 if you have any questions. Thank you.

Sincerely,

Ronnald Popp
Director of Public Works

Enclosure: 2nd Half Year Deliverables for December 2009 to June 2010

City Council/City Manager (650) 259-2334	City Clerk (650) 259-2334	Public Works/Engineering (650) 259-2339	Recreation (650) 259-2360	Police Department (650) 259-2300
Personnel (650) 259-2334	Finance/Water (650) 259-2350	Community Development (650) 259-2341	Building Division (650) 259-2330	Fire Department (650) 259-2400

FY 2009-2010 Annual Report (2nd Half Year Deliverables)
Permittee Name: City of Millbrae

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Permittee Name: City of Millbrae

Section 1 – Permittee Information

Background Information					
Permittee Name:	City of Millbrae				
Population:	21,387				
NPDES Permit No.:	CAS612008				
Order Number:	R2-2009-0074				
Reporting Time Period (month/year):	December 2009 through June 2010				
Name of the Responsible Authority:	Ronald Popp	Title:	Director of Public Works		
Mailing Address:	621 Magnolia Avenue				
City:	Millbrae	Zip Code:	94030	County:	San Mateo County
Telephone Number:	(650) 259-2339	Fax Number:	(650) 697-8158		
E-mail Address:	rpopp@ci.millbrae.ca.us				
Name of the Designated Stormwater Management Program Contact (if different from above):		Title:			
Department:					
Mailing Address:					
City:		Zip Code:		County:	
Telephone Number:		Fax Number:			
E-mail Address:					

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary: The City of Millbrae took an aggressive zero tolerance approach to trash and litter. Trash hot spots have been targeted and kept clean.

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:

<input checked="" type="checkbox"/>	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
<input checked="" type="checkbox"/>	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.
<input checked="" type="checkbox"/>	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:

<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:

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:

<input checked="" type="checkbox"/>	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
<input checked="" type="checkbox"/>	Control of discharges from graffiti removal activities
<input checked="" type="checkbox"/>	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
<input checked="" type="checkbox"/>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal

Comments:

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations: Yes No

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

(For FY 10-11 Annual Report only) Complete the following table for dry weather DO monitoring and inspection data for pump stations¹ (add more rows for additional pump stations): **Not required for this Annual Report.**

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

(For FY 10-11 Annual Report only) 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: **Not required for this Annual Report.**

Attachments: **Not required for this Annual Report.**

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

(For FY 10-11 Annual Report only) Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations): **Not required for this Annual Report.**

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

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

C.2.f. ► Corporation Yard BMP Implementation			
Place an X in the boxes below that apply to your corporation 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 certify that 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 checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment		
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system		
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method		
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used		
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants		
Comments:			
If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:			
Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
City of Millbrae Utilities and Operations Corporation Yard	6/30/2010	Site is very clean Only keep up to 55 gallons worth of road paint.	Crews used up stored paint within 30 day grace period.

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

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

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

Summary: **Not required for this Annual report.**

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: Not applicable. No pilot green street projects are planned for this jurisdiction.

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

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>
<p>Summary: In the City of Millbrae, property owners are required to conduct inspections. This system was in place last year as well.</p>
<p>(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).</p>
<p>Summary: Millbrae currently does not verify the effectiveness of the O&M Program. Property owners are required to inspect and maintain their treatment measure periodically. Millbrae is still evaluating options to include the verification of the O&M program into its permit tracking system. Since only a handful of these treatment measures exist in Millbrae currently, it is fairly easy to administer; however, as the program grows, Millbrae will likely incorporate the locations of these treatment measures into its GIS base map in the future. In addition, municipal staff plan to attend a “training the trainers” workshop that the Countywide Program is planning in FY 2010/11, to prepare key municipal staff to update their municipal O&M programs and train other staff members on O&M verification requirements.</p>

NO REGULATED PROJECTS WERE APPROVED DURING THE MRP REPORTING PERIOD (December 1, 2009 through June 30, 2010). SMCWPPP submitted a semi-annual report that includes information on projects that were in the review or construction process during the period of July 1 through November 30, 2009.

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 ³ , Street Address	Name of Developer	Project Phase No. ⁴	Project Type & Description ⁵	Project Watershed ⁶	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New and/or Replaced Impervious Surface Area ⁷ (ft ²)	Total Pre-Project Impervious Surface Area ⁸ (ft ²)	Total Post-Project Impervious Surface Area ⁹ (ft ²)
Private Projects										
Big 5	1395 El Camino Real	n/a	n/a	Retail Store		10,400		0		same
Public Projects										

³ Include cross streets.

⁴ If a project is being constructed in phases, use a separate row entry for each phase.

⁵ 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.

⁶ State the watershed(s) that the Regulated Project drains to. Optional but recommended: Also state the downstream watershed(s).

⁷ State both the total new impervious surface area and the total replaced impervious surface area, as applicable.

⁸ For redevelopment projects, state the pre-project impervious surface area.

⁹ For redevelopment projects, state the post-project impervious surface area.

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

Project Name Project No.	Status of Project ¹⁰	Source Control Measures ¹¹	Site Design Measures ¹²	Treatment Systems Approved ¹³	Operation & Maintenance Responsibility Mechanism ¹⁴	Hydraulic Sizing Criteria ¹⁵	Alternative Compliance Measures ^{16/17}	Alternative Certification ¹⁸	HM Controls ^{19/20}
Private Projects									
Big 5	Planning Approval								
Public Projects									

¹⁰ For private projects, state project application submittal date; application deemed complete date; and, final discretionary approval date. For public projects, state plans and specifications approval date.

¹¹ 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.

¹² 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.

¹³ 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.).

¹⁴ 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.

¹⁵ See Provision C.3.d. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3)

¹⁶ 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.

¹⁷ 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.

¹⁸ Note whether a third party was used to certify the project design complies with Provision C.3.d.

¹⁹ If HM control is not required, state why not.

²⁰ 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).

The City of Millbrae did not inspect the stormwater treatment systems for O&M verification inspection. Property owners are to inspect their own.

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.

Facility/Site Inspected and Location	Party Responsible ²¹ For Maintenance	Date of Inspection	Type of Inspection ²²	Type of Treatment/HM Control(s) Inspected ²³	Inspection Findings or Results ²⁴	Enforcement Action Taken ²⁵	Comments

²¹ State the responsible operator for installed stormwater treatment systems and HM controls.

²² State the type of inspection (e.g., annual, follow-up, spot, etc.).

²³ 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.

²⁴ State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

²⁵ State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

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

C.4.a.ii ► Legal Authority

(For FY 09-10 Annual Report only) Do you have adequate legal authority to obtain effective stormwater pollutant control on industrial sites? **Yes** **No**

If **No**, explain:

C.4.c.ii.(5) ► Enforcement Response Plan

(For FY 09-10 Annual Report only) Have you developed and implemented an Enforcement Response Plan by April 1, 2010? **Yes** **No**

If **No**, explain:

Program Highlights

Provide background information, highlights, trends, etc. For FY 09-10 Annual Report describe steps taken to revise your program to meet new data tracking and reporting requirements.

1) Adopted draft documents developed by SMCWPPP; 2) Continued using permitted facilities database for scheduling and tracking City staff inspections; 3) Attended training; 4) Coordinated with County Environmental Health (contractor) to inspect hazmat and food facilities; 5) Participated in Countywide Program’s CII Subcommittee and its Training Workgroup as well as reviewed associated materials; and, 6) Participate in BASMAA’s Municipal Operations/Trash Committee.

C.4.b.i. ► Business Inspection Plan

(For FY 09-10 Annual Report only) Do you have a Business Inspection Plan? **Yes** **No**

If **No**, explain:
 The City has adopted the draft Plan developed by SMCWPPP and is negotiating with County (contractor) to update requirements.

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

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

See attached list.

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

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

See attached list.

C.4.c.iii.(1) ► Facility Inspections

Fill out the following table or attach a summary of the following information. **Includes only inspections performed by the City, not the County.**

	Number	Percent
Number of businesses inspected (if known)	32	
Total number of inspections conducted	33	
Violations issued (excluding verbal warnings)	5	
Sites inspected in violation	5	
Violations ¹ resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	5	

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

Fill out the following table or attach a summary of the following information. **See attached list.**

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. non-stormwater discharge)	3
Potential discharge (e.g. BMPs not in place or ineffective)	0

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

Fill out the following table or attach a summary of the following information. **See attached list. Includes enforcement performed by City, not County.**

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

Notes:

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

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

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. **See attached list. Includes violations found by City, not County.**

Business Category ¹	Actual Discharge Violations	Potential Discharge Violations

Notes:

¹ List your Program's standard business categories.

C.4.c.iii.(4) ▶ Non-Filers

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:
There were no industries identified as non-filers during inspections.

C.4.d.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
CWEA P3S Conference	March 1-3	Compliance, Social Media, Investigations, Issues	1	50%
BASMAA Prepared Materials	June 21	Mercury, PCB's, and Copper	2	100%

City of Millbrae
List of Potentials
Section C.4.b.iii.(1)

						Process Description
Business Name	Business Address	Business Phone	Contact Name	Contact Title	Contact Phone	
A & C Convalescent Hospital Inc.	1001 Hemlock	588-1000	Mary Ann Lucero	Administrator	588-1000	Food Preparation
Asian Pearl Peninsula	1671 El Camino	616-8288	Tammy Su	Manager	616-8288	Food Preparation
Broadway Bistro	349 Broadway	692-3378	Wendy Fu	Co-Owner	415/806-3822	Food Preparation
Burger King	420 El Camino Real	697-5866	Soniya Rangan	Administrator	714-281-8753	Food Preparation
Café Orchid	9B El Camino Real		Carol SiTou	President	415.860.2888	Food Preparation
Café Salina	235 Broadway	650/692-2662	Albert M Bourla	Vice President	219.2200	Food Preparation
Caffe Roma	143 S El Camino Real	692-7700	Anthony Azzollini	Partner	692-7700	Food Preparation
Chef Wang	1320 El Camino Real	588-3648	Ai Chang Wu	Owner	588-3648	Food Preparation
Cheung Hing Restaurant	245 El Camino Real	652-3938	Paul Zheng	Owner	415.602.8888	Food Preparation
Chicken Pho You	292 Broadway	650.692.8865	Connie Ching	Owner	415-420-6282	Food Preparation
Chipotle Mexican Grill #934	135 S. El Camino Real	650.259.9301	Joanna Worley	Area Manager	916.997.2633	Food Preparation
Chu Kong	1661 El Camino Real	650.615.9648	Wing Yu	Owner	615-9648	Food Preparation
Clarion Hotel	401 E. Millbrae Ave.	650.692.6363	John Gilliam	Chief Engineer	777-7775	Food Preparation
Classic Sichuan Restaurant	148 El Camino Real	650.692.3388	Ms. Wanqin Wu	Manager	692-1289	Food Preparation
Eggettes	979 Broadway, Suite 110	650.697.6945	Cherie Shum	Part Owner	650.755.3768	Food Preparation
El Super Burrito	780 El Camino Real	650.583.0487	Francisco Alcantar		583-0487	Food Preparation
Family China Bistro	1055 El Camino Real	650.692.3875	Karen Chu	President	650-828-6648	Food Preparation
Famous Frankfurter	293 El Camino Real	650.697.7444	Junner-Shing Chu	Owner	697-7444	Food Preparation
Fiddler's Green	333 El Camino Real	650.697.3419	Oliver McElhone	Owner	697-3419	Food Preparation
Firestone Tires	1201 El Camino Real	650.871.9096	Hugh Aliabadi	Store Manager	871-9096	Auto Repair
Gourmet Village	465 Broadway	650-692-3788	Zhong Rong Tan		415.585.6326	Food Preparation
Green Hills Country Club	400 Ludeman Lane	650-648-9957	Lunan Fu (Tony)	Controller	650-648-9957	Food Preparation
Grill Akafuji	9 Hillcrest	650.692.9967	Haruo Mizuno	Owner	692-9967	Food Preparation
Happy Chef House	1711 El Camino Real	650.869.6222	Ligang Tong	Supervisor	1.408.310.0868	Food Preparation
Hong Kong Flower Lounge	51 Millbrae	650.692.6666	Eric Lau	President	1.408.922.2700	Food Preparation
IN-N-OUT BURGER-190	11 Rollins Road	1.626.905.1048	Jeff Helmrich	Special Projects Manager	1/626-905-1048	Food Preparation
I-Refresh	105 Park Blvd.		Shirley Cheang	Owner		
JJ Bakery						
KFC	950 El Camino Real	650.589.9860	William Lam	Manager	589-9860	Food Preparation
La Collina	355 El Camino Real	650.652.9655	Tayyar Gundogdu	Owner	650-652-9655	Food Preparation
La Petite Camille	170 El Camino Real	650.692.4978	Henry Thai	Manager	692-4978	Food Preparation
Lai Lai Restaurant	334 Broadway	650.692.8898	James "Jimmy" Tzeng	Owner	692-8898	Food Preparation
Little Whale Restaurant	716 Magnolia	650.697.4004	Tina Tunyong	Manager	697-4004	Food Preparation
Magnolia of Millbrae	201 Chadbourne	650.697.7700	Margarito Garcia	Food Services Director	1.650.697.6577	Food Preparation
Marymount Greenhills, LLC	1201 Broadway	650.742.9150	Cesar Martinez	Food Services Director	742-9150	Food Preparation
Mayami Restaurant	1625 El Camino Real	650.872.1331	Joey Ma	Owner	1.707.318.8111	Food Preparation
McDonalds	1101 El Camino Real	650.873.3680	Ramon Diaz	Manager	1.650.873.3680	Food Preparation
Mi Tequila Restaurant	1595 El Camino Real	650.589.3493	Marvin Castro	Owner	650-576-0946	Food Preparation
Millbrae Car Wash	310 Adrian Road	650.692.2345	Kevin Kim	Owner	510.418.3584	Drive thru spray wash, rinse, and wax system.
Millbrae Pancake House	1301 El Camino Real	650.589.2080	Guillermo R. Gavidia	Kitchen Manager	589-2080	Food Preparation
Millbrae Paradise						

Naked Fish	979 Broadway, Unit 101	650.692.6288	Eileen Ouyang	President	415.812.6638	Food Preparation
Nubi Yogurt	979 Broadway #106	650.697.3888	Daisy Chow	Accts. Payable	909-594-3388 ext 113	Food Preparation
O Sole Mio	352 Broadway	650.692.7905	John Hizzy	Owner	692-7905	Food Preparation
One Hundred Percent Healthy Dessert Café Inc.	328 Broadway	650.697.9488	Wai Tee Tran	Owner/ President	692-6388	Food Preparation
OSHO Japanese Restaurant	102 So. El Camino Real	650.692.7787	James Gao Ming	Store Manager	692-7787	Food Preparation
Peter's Café	10 El Camino Real	650.697.2434	Peter Liu	Owner	697-2434	Food Preparation
Pho Hoa Ky Restaurant	447 Broadway	650.697.4210	Minh La	President	415-378-1163	Food Preparation
Quickly Corporation	325 El Camino Real	650.692.6900	Fiona Kot	Supervisor	510-780-1000	Food Preparation
Redbrick Pizza	979 Broadway Ste. 104	650.259.9654	Ana Oyuelo	CEO	650.814.6280	Food Preparation
Rosie's Cantina	333 Broadway	650.697.6554	Antonio Molina	Owner	834-0390	Food Preparation
Round Table Pizza #18	414 Broadway	650.697.5520	Eduardo Vazquez	Manager	697-5520	Food Preparation
Safeway 618-9	525 El Camino Real	650.697.9514	Cindy Taylor	Manager	697-9514	Food Preparation
Save Mart	45 Murchison Drive	650.692.0429	Mike Nameth	Maintenance Manager	209.574.6246	Food Preparation
Serra Convalescent Hospital	150 Serra Ave	650.697.7000	Dolores Paras	Dietary Supervisor	697-7000	Food Preparation
SF Public Utilities Commission	1000 El Camino Real	650.872.5900	Jim West		872-5970	Honey wagon disposal site and laboratory for water testing
Shanghai Dumpling Shop	455 Broadway	650.697.0682	Irene Tse	Owner	650.307.9288	Food Preparation
Sixteen Mile House	448 Brooadway	650.697.6118	Peter Liu	President	415.999.2989	Food Preparation
South Sea Seafood Village	195 El Camino Real	650.692.0688	Peter Boo Chan	Owner	415.812.0918	Food Preparation
SpeeDee Oil Change & Tune-up	390 El Camino Real	650.952.5178	Michael Mak	Officer	650.692.6740	
St. Dunstan Parish Center	1133 Broadway	650.697.4730	James Felix	Maintenance Engineer	302-2413	Food Preparation
Sushi Kei Restaurant	407 Broadway	650.692.0100	Ryo Kikuchi	Owner	692-0100	Food Preparation
Sweet Indulgence	298 Broadway	650.697.2998	Joanne Yu Yan Chiu	Owner	415.810.5170	Food Preparation
Taco Bell	210 El Camino Real	650.692.1542	Mansi Shah	General Manager	650-692-1542	Food Preparation
Terrace Café Restaurant	1100 El Camino Real	650.742.5588 x 6101	Michael Brogdon	Director of Food and Beverage	742-5588 x 6101	Food Preparation
Thai Stick	301 El Camino Real	650.692.0414	Punsak Polemahasuppap ole	Owner	415-517-2001	Food Preparation
The Kitchen	279 El Camino Real	650.692.9688	Tammy Su	Secretary	415.602.9881	Food Preparation
Walgreens #07970	45 S. El Camino Real	650.697.3970	Ryan Kamenicky	Environmental Supervisor	847-914-3362	One hour photo lab
Wasa Wasa Sushi House	1390 El Camino Real	650.583.0983	Sung J. Kim	Manager	408.903.3424	Food Preparation
Wendy's Hamburgers	120 So. El Camino Real	650.692.6041	Clarice Cunningham	Supervisor	510/297-9335	Food Preparation
Westin Hotel	1 Old Bayshore	650.872.8159	Matt Tronsdal	Director of Operations	872-8124	Food Preparation
Wilson Plaza, LLC.	350 Adrian Road	650-802-1629	Cheryl Garcia	Regional Manager	650-802-1611	Food Preparation
Panera Bread	320 Adrian Road	692-3100	Norys Barrios	GM	692-3100	Food Preparation
L & L Barbecue	340 Adrian Road	259.8063	Eva Kam	President	425.894.3526	Food Preparation
Café Encore	350 Adrian Road	259.9213	Vivian	Owner		Food Preparation
Tortillas	360 Adrian Road	692.8226	Isaac Lee	Owner	333.6688	Food Preparation
Zen Bistro	420 Broadway	650.697.9988	Zhao Dong Alex Tam	President	415.333.4132	Food Preparation
Zen Peninsula	1180 El Camino Real	650.616.9388	Yin H. Ng (Angie)	President	510-396-8388	Food Preparation

County of San Mateo
List of Potentials
Section C.4.b.iii.(1)

Facility		Address	City	Insp Date
WORLD JOURNAL	231	ADRIAN	MILLBRAE	2/14/2008
PANERA BREAD CAFE	320	ADRIAN	MILLBRAE	5/6/2010
L & L HAWAIIAN BBQ	340	ADRIAN	MILLBRAE	1/15/2009
CAFE ENCORE, A CALIFORNIA CORP	350	ADRIAN	MILLBRAE	3/25/2009
TORTILLAS MEXICAN GRILL	360	ADRIAN	MILLBRAE	4/24/2009
CAFE SALINA	235	BROADWAY	MILLBRAE	2/17/2010
VINEYARD GATE	238	BROADWAY	MILLBRAE	12/9/2008
PENINSULA CLEANER	243	BROADWAY	MILLBRAE	9/15/2009
STEPHENS DELI	260	BROADWAY	MILLBRAE	1/13/2009
JEET SING CO	290	BROADWAY	MILLBRAE	2/5/2009
CHICKEN PHO YOU	292	BROADWAY	MILLBRAE	2/12/2010
SWEET INDULGENCE	298	BROADWAY	MILLBRAE	11/7/2008
SUZANNES CAKE BOX	320	BROADWAY	MILLBRAE	10/16/2009
100% HEALTHY DESSERT/CAFE	328	BROADWAY	MILLBRAE	3/8/2010
ROSIES CANTINA	333	BROADWAY	MILLBRAE	10/21/2009
LAI LAI RESTAURANT	334	BROADWAY	MILLBRAE	4/30/2010
MILLS ONE HOUR CLEANERS	336	BROADWAY	MILLBRAE	9/10/2009
BROADWAY BISTRO	349	BROADWAY	MILLBRAE	10/6/2009
O SOLE MIO	352	BROADWAY	MILLBRAE	1/14/2009
PEETS COFFEE & TEA	401	BROADWAY	MILLBRAE	2/11/2010
MR PICKLES SANDWICH SHOP	405	BROADWAY	MILLBRAE	9/4/2009
SUSHI KEI	407	BROADWAY	MILLBRAE	5/12/2010
C R C ENTERPRISE	411	BROADWAY	MILLBRAE	6/25/2009
ROUND TABLE PIZZA	414	BROADWAY	MILLBRAE	3/11/2010
ZEN SUSHI	420	BROADWAY	MILLBRAE	5/19/2009
HOA KY RESTAURANT CORP	447	BROADWAY	MILLBRAE	1/9/2009
SIXTEEN MILE HOUSE	448	BROADWAY	MILLBRAE	3/17/2009
DEANS PRODUCE	451	BROADWAY	MILLBRAE	2/6/2009
SHANGHAI DUMPLING SHOP, INC	455	BROADWAY	MILLBRAE	1/27/2010
GOURMET VILLAGE	465	BROADWAY	MILLBRAE	4/14/2010
STARBUCKS COFFEE	513	BROADWAY	MILLBRAE	3/11/2010
JAMBA JUICE #104	525	BROADWAY	MILLBRAE	5/8/2009
BAGEL STREET CAFE	537	BROADWAY	MILLBRAE	12/2/2008
LEONARDOS ITALIAN CAFE & DELI	540	BROADWAY	MILLBRAE	3/4/2009
WALGREENS CO	615	BROADWAY	MILLBRAE	12/3/2008
WALGREENS #625	615	BROADWAY	MILLBRAE	9/15/2008
BASKIN ROBBINS #166	669	BROADWAY	MILLBRAE	4/30/2009
QUIZNOS	675	BROADWAY	MILLBRAE	10/1/2009
TRADER JOES MARKET	765	BROADWAY	MILLBRAE	7/3/2009
REDBRICK PIZZA	979	BROADWAY	MILLBRAE	2/5/2010
SUBWAY IN MILLBRAE, INC	979	BROADWAY	MILLBRAE	3/12/2009
NUBI YOGURT	979	BROADWAY	MILLBRAE	5/4/2009
EGGETTES	979	BROADWAY	MILLBRAE	1/13/2009
NAKED FISH LLC DBA NAKED FISH	979	BROADWAY	MILLBRAE	5/6/2010
HOLIDAY CLEANERS	1050	BROADWAY	MILLBRAE	9/15/2009
MARYMOUNT GREENHILLS, LLC	1201	BROADWAY	MILLBRAE	10/16/2009
MAGNOLIA OF MILLBRAE	201	CHADBOURNE	MILLBRAE	5/19/2009
MILLBRAE 76 # 253676	5	EL CAMINO REAL	MILLBRAE	4/14/2010
CAFE ORCHID	9	EL CAMINO REAL	MILLBRAE	3/31/2010
PETERS CAFE	10	EL CAMINO REAL	MILLBRAE	2/24/2009
WALGREENS	45	EL CAMINO REAL	MILLBRAE	9/4/2009
WALGREENS #07970	45	EL CAMINO REAL	MILLBRAE	7/11/2008
OSHO JAPANESE CUISINE	102	EL CAMINO REAL	MILLBRAE	3/24/2010
WENDYS OLD FASHIONED HAMBURGERS	120	EL CAMINO REAL	MILLBRAE	2/24/2010
MILLBRAE AUTO DETAILING & HAND CAR	120	EL CAMINO REAL	MILLBRAE	9/3/2009
CHIPOTLE MEXICAN GRILL	135	EL CAMINO REAL	MILLBRAE	12/31/2008
CAFFE ROMA	143	EL CAMINO REAL	MILLBRAE	10/7/2009
CLASSIC SZECHWAN RESTAURANT	148	EL CAMINO REAL	MILLBRAE	2/18/2010
LA PETITE CAMILLE	170	EL CAMINO REAL	MILLBRAE	4/20/2010
MILLBRAE TIRE & AUTO REPAIR	184	EL CAMINO REAL	MILLBRAE	3/2/2010
SOUTH SEA SEAFOOD VILLAGE LLC	195	EL CAMINO REAL	MILLBRAE	4/21/2010
MILLBRAE LUMBER COMPANY	200	EL CAMINO REAL	MILLBRAE	3/2/2010
TACO BELL	210	EL CAMINO REAL	MILLBRAE	4/28/2009

FINN MCCOOLS IRISH PUB	213	EL CAMINO REAL	MILLBRAE 2/5/2009
M & M FINE PUB CLUB	213	EL CAMINO REAL	MILLBRAE 4/2/2010
OISHI RAMEN	219	EL CAMINO REAL	MILLBRAE 10/16/2009
CHEUNG HING RESTAURANT	245	EL CAMINO REAL	MILLBRAE 7/10/2009
QUALITY SUITES	250	EL CAMINO REAL	MILLBRAE 1/27/2009
THE KITCHEN	279	EL CAMINO REAL	MILLBRAE 4/28/2010
THE FAMOUS FRANKFURTER	293	EL CAMINO REAL	MILLBRAE 4/28/2009
2001 THAI STICK INC	301	EL CAMINO REAL	MILLBRAE 5/17/2010
MILLBRAE AUTO WORKS	316	EL CAMINO REAL	MILLBRAE 10/22/2009
AUTO ZONE	320	EL CAMINO REAL	MILLBRAE 9/4/2009
QUICKLY	325	EL CAMINO REAL	MILLBRAE 4/7/2010
FIDDLERS GREEN	333	EL CAMINO REAL	MILLBRAE 5/12/2010
LA COLLINA	355	EL CAMINO REAL	MILLBRAE 3/12/2010
SPEE DEE OIL CHANGE & TUNE UP	390	EL CAMINO REAL	MILLBRAE 11/20/2008
SEVEN ELEVEN FOOD #2230	401	EL CAMINO REAL	MILLBRAE 2/17/2010
BURGER KING RESTAURANT	420	EL CAMINO REAL	MILLBRAE 10/7/2008
DALAND NISSAN INC	460	EL CAMINO REAL	MILLBRAE 9/18/2008
VALERO MILLBRAE GAS & FOOD	491	EL CAMINO REAL	MILLBRAE 12/17/2009
MILLBRAE SQUARE CHEVRON	501	EL CAMINO REAL	MILLBRAE 6/18/2009
SAFEWAY STORE #618	525	EL CAMINO REAL	MILLBRAE 10/8/2009
DC AUTO SERVICE	630	EL CAMINO REAL	MILLBRAE 3/31/2010
SUPER BURRITO	780	EL CAMINO REAL	MILLBRAE 6/2/2009
ORCHARD SUPPLY HARDWARE #210	900	EL CAMINO REAL	MILLBRAE 10/6/2009
KENTUCKY FRIED CHICKEN	950	EL CAMINO REAL	MILLBRAE 2/19/2010
OFFICE DEPOT #979	959	EL CAMINO REAL	MILLBRAE 5/8/2009
SAN FRANCISCO WATER DEPT	1000	EL CAMINO REAL	MILLBRAE 9/22/2009
ROB BAKER'S GARAGE	1009	EL CAMINO REAL	MILLBRAE 3/18/2010
FAMILY CHINA BISTRO	1055	EL CAMINO REAL	MILLBRAE 12/12/2008
YUMi YOGURT	1069	EL CAMINO REAL	MILLBRAE 6/30/2009
SUPER SUPPERS	1085	EL CAMINO REAL	MILLBRAE 5/5/2009
TERRACE CAFE	1100	EL CAMINO REAL	MILLBRAE 2/20/2009
MCDONALDS OF MILLBRAE	1101	EL CAMINO REAL	MILLBRAE 10/20/2009
KRAGEN AUTO PARTS #294	1145	EL CAMINO REAL	MILLBRAE 12/11/2008
GOODYEAR SAN BRUNO TIRE CTR INC	1155	EL CAMINO REAL	MILLBRAE 11/20/2008
ZEN PENINSULA	1180	EL CAMINO REAL	MILLBRAE 5/15/2009
FIRESTONE TIRES #3657	1201	EL CAMINO REAL	MILLBRAE 11/21/2008
MILLBRAE PANCAKE HOUSE	1301	EL CAMINO REAL	MILLBRAE 10/15/2009
CHEF WANGS	1320	EL CAMINO REAL	MILLBRAE 12/3/2008
TOMMY'S CLEANERS	1340	EL CAMINO REAL	MILLBRAE 7/30/2009
MILLBRAE KARAOKE HOUSE	1366	EL CAMINO REAL	MILLBRAE 5/27/2009
CAPUCHINO MARKET	1370	EL CAMINO REAL	MILLBRAE 9/17/2009
MILLWOOD INN	1375	EL CAMINO REAL	MILLBRAE 2/8/2010
WASA WASA SUSHI HOUSE	1390	EL CAMINO REAL	MILLBRAE No Activity
SWEET MEMORIES	1395	EL CAMINO REAL	MILLBRAE 2/25/2010
KELLY MOORE PAINT COMPANY	1497	EL CAMINO REAL	MILLBRAE 5/22/2008
ZORBAS PIZZA II	1567	EL CAMINO REAL	MILLBRAE 5/7/2010
PERFORMANCE IMPORTS	1581	EL CAMINO REAL	MILLBRAE 12/5/2008
MI TEQUILA RESTAURANT	1595	EL CAMINO REAL	MILLBRAE 11/20/2008
LIQUOR LAND	1599	EL CAMINO REAL	MILLBRAE 2/27/2009
ANDREAS MARKET	1601	EL CAMINO REAL	MILLBRAE 7/2/2008
DOMINOS PIZZA	1621	EL CAMINO REAL	MILLBRAE 3/19/2009
MAYAMI RESTAURANT	1625	EL CAMINO REAL	MILLBRAE 2/19/2010
CHU KONG SEAFOOD RESTAURANT	1661	EL CAMINO REAL	MILLBRAE 7/7/2009
ASIAN PEARL PENINSULA	1671	EL CAMINO REAL	MILLBRAE 2/24/2010
HAPPY CHEF HOUSE	1711	EL CAMINO REAL	MILLBRAE 10/21/2009
STARLIGHT LOUNGE	1741	EL CAMINO REAL	MILLBRAE No Activity
PG&E SAN ANDREAS SUBSTATION		END OF HELEN	MILLBRAE 1/17/2008
MEADOW ELEMENTARY SCHOOL	1101	HELEN	MILLBRAE 2/19/2009
GRILL AKAFUJI	9	HILLCREST	MILLBRAE 12/2/2008
PAPE MEAT COMPANY	25	HILLCREST	MILLBRAE 9/21/2009
KIMBERLY'S FINE FOODS	29	HILLCREST	MILLBRAE 12/15/2008
MILLBRAE SCHOOL WAREHOUSE	701	LAUREL	MILLBRAE 7/18/2008
GREEN HILLS ELEMENTARY	401	LUDEMAN	MILLBRAE 12/18/2008
GREEN HILLS COUNTRY CLUB	500	LUDEMAN	MILLBRAE 4/15/2010
PACIFIC BELL TELEPHONE dba AT & T	10	MAGNOLIA	MILLBRAE 3/26/2010
MILLBRAE FIRE DEPT	511	MAGNOLIA	MILLBRAE 2/23/2006

JIFFY CLEANERS	512	MAGNOLIA	MILLBRAE	7/6/2006
LITTLE CAESARS PIZZA	660	MAGNOLIA	MILLBRAE	5/6/2009
THE LITTLE WHALE RESTAURANT	716	MAGNOLIA	MILLBRAE	5/13/2010
ST DUNSTAN SCHOOL	1150	MAGNOLIA	MILLBRAE	3/23/2010
HONG KONG FLOWER LOUNGE	51	MILLBRAE	MILLBRAE	4/16/2010
CHEVRON STATION	320	MILLBRAE	MILLBRAE	4/28/2010
MILLBRAE CORPORATION YARD	400	MILLBRAE	MILLBRAE	3/15/2006
WASTEWATER TREATMENT PLANT	400	MILLBRAE	MILLBRAE	3/24/2008
CLARION HOTEL	401	MILLBRAE	MILLBRAE	3/22/2010
BART SANTA PAULA SUBSTATION-WPA	7	MONTEREY	MILLBRAE	12/5/2008
PG&E MILLBRAE SUBSTATION		MONTEREY S/O SANTA PAULA	MILLBRAE	1/17/2008
LUCKY	45	MURCHISON	MILLBRAE	1/26/2010
MILLS HIGH SCHOOL	400	MURCHISON	MILLBRAE	10/1/2008
SPRING VALLEY ELEMENTARY	817	MURCHISON	MILLBRAE	2/19/2009
THE WESTIN HOTEL	1	OLD BAYSHORE HWY	MILLBRAE	10/19/2009
I REFRESH INC	105	PARK	MILLBRAE	No Activity
APOLLO CLEANERS	128	PARK	MILLBRAE	11/21/2008
MILLBRAE MARKET & GASOLINE	1	ROLLINS	MILLBRAE	6/23/2010
IN N OUT BURGER	11	ROLLINS	MILLBRAE	3/24/2009
LOMITA PARK ELEMENTARY	200	SANTA HELENA	MILLBRAE	3/26/2010
HETCH HETCHY WATER & POWER STA		SANTA PAULA AND BAY ST	MILLBRAE	8/28/2006
SKYLINE CHEVRON	400	SKYLINE	MILLBRAE	6/30/2009
TAYLOR MIDDLE SCHOOL	850	TAYLOR	MILLBRAE	3/26/2010

152 Total # of Facilities per City :

152

City of Millbrae
Scheduled Inspections
Section C.4.b.iii.(2)

Process Description

Business Name	Business Address	Business Phone	Contact Name	Contact Title	Contact Phone	Last PT Insp.	Next PT Inspec.	Process Description
A & C Convalescent Hospital Inc.	1001 Hemlock	588-1000	Mary Ann Lucero	Administrator	588-1000	11/25/09	06/14/11	Food Preparation
Asian Pearl Peninsula	1671 El Camino	616-8288	Tammy Su	Manager	616-8288	04/20/10	04/18/11	Food Preparation
Broadway Bistro	349 Broadway	692-3378	Wendy Fu	Co-Owner	415/806-3822	10/27/09	06/30/11	Food Preparation
Burger King	420 El Camino Real	697-5866	Soniya Rangan	Administrator	714-281-8753	10/29/08	10/29/10	Food Preparation
Café Orchid	9B El Camino Real		Carol SiTou	President	415.860.2888	08/13/09	08/12/11	Food Preparation
Café Salina	235 Broadway	650/692-2662	Albert M Bourla	Vice President	219.2200	12/08/08	12/09/11	Food Preparation
Caffe Roma	143 S El Camino Real	692-7700	Anthony Azzollini	Partner	692-7700	12/08/08	12/08/11	Food Preparation
Chef Wang	1320 El Camino Real	588-3648	Ai Chang Wu	Owner	588-3648	04/22/09	03/23/11	Food Preparation
Cheung Hing Restaurant	245 El Camino Real	652-3938	Paul Zheng	Owner	415.602.8888	05/18/10	05/13/11	Food Preparation
Chicken Pho You	292 Broadway	650.692.8865	Connie Ching	Owner	415-420-6282	04/13/10	04/09/11	Food Preparation
Chipotle Mexican Grill #934	135 S. El Camino Real	650.259.9301	Joanna Worley	Area Manager	916.997.2633	03/19/10	09/27/11	Food Preparation
Chu Kong	1661 El Camino Real	650.615.9648	Wing Yu	Owner	615-9648	05/19/10	05/11/11	Food Preparation
Clarion Hotel	401 E. Millbrae Ave.	650.692.6363	John Gilliam	Chief Engineer	777-7775	11/19/09	05/19/11	Food Preparation
Classic Sichuan Restaurant	148 El Camino Real	650.692.3388	Ms. Wanqin Wu	Manager	692-1289	10/20/08	10/21/10	Food Preparation
Eggettes	979 Broadway, Suite 110	650.697.6945	Cherie Shum	Part Owner	650.755.3768	03/17/09	03/17/11	Food Preparation
El Super Burrito	780 El Camino Real	650.583.0487	Francisco Alcantar		583-0487	01/27/10	01/27/12	Food Preparation
Family China Bistro	1055 El Camino Real	650.692.3875	Karen Chu	President	650-828-6648	04/28/09	04/28/11	Food Preparation
Famous Frankfurter	293 El Camino Real	650.697.7444	Junner-Shing Chu	Owner	697-7444	11/20/08	11/17/10	Food Preparation
Fiddler's Green	333 El Camino Real	650.697.3419	Oliver McElhone	Owner	697-3419	11/03/08	11/03/10	Food Preparation
Firestone Tires	1201 El Camino Real	650.871.9096	Hugh Aliabadi	Store Manager	871-9096	11/20/08	11/19/10	Auto Repair
Gourmet Village	465 Broadway	650-692-3788	Zhonya Rong Tan		415.585.6326	05/17/10	05/13/11	Food Preparation
Green Hills Country Club	400 Ludeman Lane	650-648-9957	Lunan Fu (Tony)	Controller	650-648-9957	11/24/08	11/24/10	Food Preparation
Grill Akafuji	9 Hillcrest	650.692.9967	Haruo Mizuno	Owner	692-9967	11/13/08	11/12/10	Food Preparation
Happy Chef House	1711 El Camino Real	650.869.6222	Ligang Tong	Supervisor	1.408.310.0868	02/04/10	02/04/11	Food Preparation
Hong Kong Flower Lounge	51 Millbrae	650.692.6666	Eric Lau	President	1.408.922.2700	08/06/10	08/02/11	Food Preparation
IN-N-OUT BURGER-190	11 Rollins Road	1.626.905.1048	Jeff Helmrich	Special Projects Manager	1/626-905-1048	04/21/10	04/15/11	Food Preparation
I-Refresh	105 Park Blvd.		Shirley Cheang	Owner				
JJ Bakery								
KFC	950 El Camino Real	650.589.9860	William Lam	Manager	589-9860	12/11/08	12/10/10	Food Preparation
La Collina	355 El Camino Real	650.652.9655	Tayyar Gundogdu	Owner	650-652-9655	12/11/08	12/13/10	Food Preparation
La Petite Camille	170 El Camino Real	650.692.4978	Henry Thai	Manager	692-4978	11/14/08	12/21/10	Food Preparation
Lai Lai Restaurant	334 Broadway	650.692.8898	James "Jimmy" Tzeng	Owner	692-8898	07/13/10	07/10/11	Food Preparation
Little Whale Restaurant	716 Magnolia	650.697.4004	Tina Tunyong	Manager	697-4004	04/30/10	04/28/11	Food Preparation
Magnolia of Millbrae	201 Chadbourne	650.697.7700	Margarito Garcia	Food Services Director	1.650.697.6577	12/22/09	04/05/11	Food Preparation
Marymount Greenhills, LLC	1201 Broadway	650.742.9150	Cesar Martinez	Food Services Director	742-9150	03/25/10	03/26/12	Food Preparation
Mayami Restaurant	1625 El Camino Real	650.872.1331	Joey Ma	Owner	1.707.318.8111	05/12/10	05/04/11	Food Preparation
McDonalds	1101 El Camino Real	650.873.3680	Ramon Diaz	Manager	1.650.873.3680	03/19/10	03/19/11	Food Preparation
Mi Tequila Restaurant	1595 El Camino Real	650.589.3493	Marvin Castro	Owner	650-576-0946	03/25/09	03/25/11	Food Preparation
Millbrae Car Wash	310 Adrian Road	650.692.2345	Kevin Kim	Owner	510.418.3584	09/08/08	09/02/10	Drive thru spray wash, rinse, and wax system.
Millbrae Pancake House	1301 El Camino Real	650.589.2080	Guillermo R. Gavidia	Kitchen Manager	589-2080	08/16/10	08/10/11	Food Preparation
Millbrae Paradise								
Naked Fish	979 Broadway, Unit 101	650.692.6288	Eileen Ouyang	President	415.812.6638	10/30/09	07/20/11	Food Preparation
Nubi Yogurt	979 Broadway #106	650.697.3888	Daisy Chow	Accts. Payable	909-594-3388 ext 113	07/08/10	07/06/11	Food Preparation
O Sole Mio	352 Broadway	650.692.7905	John Hizzy	Owner	692-7905	07/22/10	07/20/11	Food Preparation
One Hundred Percent Healthy	328 Broadway	650.697.9488	Wai Tee Tran	Owner/President	692-6388	05/03/10	04/19/11	Food Preparation
Dessert Café Inc.								
OSHO Japanese Restaurant	102 So. El Camino Real	650.692.7787	James Gao Ming	Store Manager	692-7787	11/18/09	12/15/10	Food Preparation
Peter's Café	10 El Camino Real	650.697.2434	Peter Liu	Owner	697-2434	12/28/09	12/28/10	Food Preparation
Pho Hoa Ky Restaurant	447 Broadway	650.697.4210	Minh La	President	415-378-1163	10/29/09	08/31/10	Food Preparation

Quickly Corporation	325 El Camino Real	650.692.6900	Fiona Kot	Supervisor	510-780-1000	08/17/10	08/12/11	Food Preparation
Redbrick Pizza	979 Broadway Ste. 104	650.259.9654	Ana Oyuelo	CEO	650.814.6280	07/30/10	07/24/11	Food Preparation
Rosie's Cantina	333 Broadway	650.697.6554	Antonio Molina	Owner	834-0390	07/27/10	07/20/11	Food Preparation
Round Table Pizza #18	414 Broadway	650.697.5520	Eduardo Vazquez	Manager	697-5520	03/30/10	03/30/12	Food Preparation
Safeway 618-9	525 El Camino Real	650.697.9514	Cindy Taylor	Manager	697-9514	05/25/10	05/19/11	Food Preparation
Save Mart	45 Murchison Drive	650.692.0429	Mike Nameth	Maintenance Manager	209.574.6246	06/16/09	04/14/11	Food Preparation
Serra Convalescent Hospital	150 Serra Ave	650.697.7000	Dolores Paras	Dietary Supervisor	697-7000	02/19/09	02/21/11	Food Preparation
SF Public Utilities Commission	1000 El Camino Real	650.872.5900	Jim West		872-5970	02/10/10	02/04/11	Honey wagon disposal site and laboratory for water testing
Shanghai Dumpling Shop	455 Broadway	650.697.0682	Irene Tse	Owner	650.307.9288	07/15/09	07/15/11	Food Preparation
Sixteen Mile House	448 Broadway	650.697.6118	Peter Liu	President	415.999.2989	06/12/09	06/13/11	Food Preparation
South Sea Seafood Village	195 El Camino Real	650.692.0688	Peter Boo Chan	Owner	415.812.0918	04/28/10	04/26/11	Food Preparation
SpeeDee Oil Change & Tune-up	390 El Camino Real	650.952.5178	Michael Mak	Officer	650.692.6740	05/25/10	05/20/11	
St. Dunstan Parish Center	1133 Broadway	650.697.4730	James Felix	Maintenance Engineer	302-2413	03/10/10	03/05/12	Food Preparation
Sushi Kei Restaurant	407 Broadway	650.692.0100	Ryo Kikuchi	Owner	692-0100	10/22/08	10/20/10	Food Preparation
Sweet Indulgence	298 Broadway	650.697.2998	Joanne Yu Yan Chiu	Owner	415.810.5170	05/04/09	05/04/11	Food Preparation
Taco Bell	210 El Camino Real	650.692.1542	Mansi Shah	General Manager	650-692-1542	04/13/10	04/07/11	Food Preparation
Terrace Café Restaurant	1100 El Camino Real	650.742.5588 x 6101	Michael Brogdon	Director of Food and Beverage	742-5588 x 6101	12/05/08	12/02/10	Food Preparation
Thai Stick	301 El Camino Real	650.692.0414	Punsak Polemahasuppap ole	Owner	415-517-2001	12/23/09	02/08/11	Food Preparation
The Kitchen	279 El Camino Real	650.692.9688	Tammy Su	Secretary	415.602.9881	08/03/09	08/04/10	Food Preparation
Walgreens #07970	45 S. El Camino Real	650.697.3970	Ryan Kamenicky	Environmental Supervisor	847-914-3362	12/07/09	07/08/11	One hour photo lab
Wasa Wasa Sushi House	1390 El Camino Real	650.583.0983	Sung J. Kim	Manager	408.903.3424	06/26/10	06/10/11	Food Preparation
Wendy's Hamburgers	120 So. El Camino Real	650.692.6041	Clarice Cunningham	Supervisor	510/297-9335	04/13/10	04/06/11	Food Preparation
Westin Hotel	1 Old Bayshore	650.872.8159	Matt Tronsdal	Director of Operations	872-8124	10/28/09	10/28/11	Food Preparation
Wilson Plaza, LLC.	350 Adrian Road	650-802-1629	Cheryl Garcia	Regional Manager	650-802-1611	08/10/09	02/09/11	Food Preparation
Panera Bread	320 Adrian Road	692-3100	Norys Barrios	GM	692-3100	08/10/09	02/09/11	Food Preparation
L & L Barbecue	340 Adrian Road	259.8063	Eva Kam	President	425.894.3526	08/10/09	02/09/11	Food Preparation
Café Encore	350 Adrian Road	259.9213	Vivian	Owner		08/10/09	02/09/11	Food Preparation
Tortillas	360 Adrian Road	692.8226	Isaac Lee	Owner	333.6688	08/10/09	02/09/11	Food Preparation
Zen Bistro	420 Broadway	650.697.9988	Zhao Dong Alex Tam	President	415.333.4132	11/05/08	11/05/10	Food Preparation
Zen Peninsula	1180 El Camino Real	650.616.9388	Yin H. Ng (Angie)	President	510-396-8388	07/01/10	06/14/11	Food Preparation

County of San Mateo
Scheduled Inspections
C.4.b.iii.(2)

SCHEDULED FOR INSPECTION FY 2010-2011

Facility	Address		City	Inspected
MILLBRAE FIRE DEPT	511	MAGNOLIA	MILLBRAE	2/23/2006
MILLBRAE CORPORATION YARD	400	MILLBRAE	MILLBRAE	3/15/2006
JIFFY CLEANERS	512	MAGNOLIA	MILLBRAE	7/6/2006
HETCH HETCHY WATER & POWER STA		SANTA PAULA AND BAY ST	MILLBRAE	8/28/2006
PG&E SAN ANDREAS SUBSTATION		END OF HELEN	MILLBRAE	1/17/2008
PG&E MILLBRAE SUBSTATION		MONTEREY S/O SANTA PAULA	MILLBRAE	1/17/2008
WORLD JOURNAL	231	ADRIAN	MILLBRAE	2/14/2008
WASTEWATER TREATMENT PLANT	400	MILLBRAE	MILLBRAE	3/24/2008
KELLY MOORE PAINT COMPANY	1497	EL CAMINO REAL	MILLBRAE	5/22/2008
ANDREAS MARKET	1601	EL CAMINO REAL	MILLBRAE	7/2/2008
WALGREENS #07970	45	EL CAMINO REAL	MILLBRAE	7/11/2008
MILLBRAE SCHOOL WAREHOUSE	701	LAUREL	MILLBRAE	7/18/2008
WALGREENS #625	615	BROADWAY	MILLBRAE	9/15/2008
DALAND NISSAN INC	460	EL CAMINO REAL	MILLBRAE	9/18/2008
MILLS HIGH SCHOOL	400	MURCHISON	MILLBRAE	10/1/2008
BURGER KING RESTAURANT	420	EL CAMINO REAL	MILLBRAE	10/7/2008
SWEET INDULGENCE	298	BROADWAY	MILLBRAE	11/7/2008
SPEE DEE OIL CHANGE & TUNE UP	390	EL CAMINO REAL	MILLBRAE	11/20/2008
GOODYEAR SAN BRUNO TIRE CTR INC	1155	EL CAMINO REAL	MILLBRAE	11/20/2008
MI TEQUILA RESTAURANT	1595	EL CAMINO REAL	MILLBRAE	11/20/2008
FIRESTONE TIRES #3657	1201	EL CAMINO REAL	MILLBRAE	11/21/2008
APOLLO CLEANERS	128	PARK	MILLBRAE	11/21/2008
BAGEL STREET CAFE	537	BROADWAY	MILLBRAE	12/2/2008
GRILL AKAFUJI	9	HILLCREST	MILLBRAE	12/2/2008
WALGREENS CO	615	BROADWAY	MILLBRAE	12/3/2008
CHEF WANGS	1320	EL CAMINO REAL	MILLBRAE	12/3/2008
PERFORMANCE IMPORTS	1581	EL CAMINO REAL	MILLBRAE	12/5/2008
BART SANTA PAULA SUBSTATION-WPA	7	MONTEREY	MILLBRAE	12/5/2008
VINEYARD GATE	238	BROADWAY	MILLBRAE	12/9/2008
KRAGEN AUTO PARTS #294	1145	EL CAMINO REAL	MILLBRAE	12/11/2008
FAMILY CHINA BISTRO	1055	EL CAMINO REAL	MILLBRAE	12/12/2008
KIMBERLY'S FINE FOODS	29	HILLCREST	MILLBRAE	12/15/2008
GREEN HILLS ELEMENTARY	401	LUDEMAN	MILLBRAE	12/18/2008
CHIPOTLE MEXICAN GRILL	135	EL CAMINO REAL	MILLBRAE	12/31/2008
HOA KY RESTAURANT CORP	447	BROADWAY	MILLBRAE	1/9/2009
STEPHENS DELI	260	BROADWAY	MILLBRAE	1/13/2009
EGGETTES	979	BROADWAY	MILLBRAE	1/13/2009
O SOLE MIO	352	BROADWAY	MILLBRAE	1/14/2009
L & L HAWAIIAN BBQ	340	ADRIAN	MILLBRAE	1/15/2009
QUALITY SUITES	250	EL CAMINO REAL	MILLBRAE	1/27/2009
JEET SING CO	290	BROADWAY	MILLBRAE	2/5/2009
FINN MCCOOLS IRISH PUB	213	EL CAMINO REAL	MILLBRAE	2/5/2009
DEANS PRODUCE	451	BROADWAY	MILLBRAE	2/6/2009
MEADOW ELEMENTARY SCHOOL	1101	HELEN	MILLBRAE	2/19/2009
SPRING VALLEY ELEMENTARY	817	MURCHISON	MILLBRAE	2/19/2009
TERRACE CAFE	1100	EL CAMINO REAL	MILLBRAE	2/20/2009
PETERS CAFE	10	EL CAMINO REAL	MILLBRAE	2/24/2009
LIQUOR LAND	1599	EL CAMINO REAL	MILLBRAE	2/27/2009
LEONARDOS ITALIAN CAFE & DELI	540	BROADWAY	MILLBRAE	3/4/2009
SUBWAY IN MILLBRAE, INC	979	BROADWAY	MILLBRAE	3/12/2009
SIXTEEN MILE HOUSE	448	BROADWAY	MILLBRAE	3/17/2009
DOMINOS PIZZA	1621	EL CAMINO REAL	MILLBRAE	3/19/2009
IN N OUT BURGER	11	ROLLINS	MILLBRAE	3/24/2009
CAFE ENCORE, A CALIFORNIA CORP	350	ADRIAN	MILLBRAE	3/25/2009
TORTILLAS MEXICAN GRILL	360	ADRIAN	MILLBRAE	4/24/2009
TACO BELL	210	EL CAMINO REAL	MILLBRAE	4/28/2009
THE FAMOUS FRANKFURTER	293	EL CAMINO REAL	MILLBRAE	4/28/2009
BASKIN ROBBINS #166	669	BROADWAY	MILLBRAE	4/30/2009
NUBI YOGURT	979	BROADWAY	MILLBRAE	5/4/2009
SUPER SUPPERS	1085	EL CAMINO REAL	MILLBRAE	5/5/2009
LITTLE CAESARS PIZZA	660	MAGNOLIA	MILLBRAE	5/6/2009
JAMBA JUICE #104	525	BROADWAY	MILLBRAE	5/8/2009
OFFICE DEPOT #979	959	EL CAMINO REAL	MILLBRAE	5/8/2009

ZEN PENINSULA	1180	EL CAMINO REAL	MILLBRAE 5/15/2009
ZEN SUSHI	420	BROADWAY	MILLBRAE 5/19/2009
MAGNOLIA OF MILLBRAE	201	CHADBOURNE	MILLBRAE 5/19/2009
MILLBRAE KARAOKE HOUSE	1366	EL CAMINO REAL	MILLBRAE 5/27/2009
SUPER BURRITO	780	EL CAMINO REAL	MILLBRAE 6/2/2009
MILLBRAE SQUARE CHEVRON	501	EL CAMINO REAL	MILLBRAE 6/18/2009
C R C ENTERPRISE	411	BROADWAY	MILLBRAE 6/25/2009
YUMi YOGURT	1069	EL CAMINO REAL	MILLBRAE 6/30/2009
SKYLINE CHEVRON	400	SKYLINE	MILLBRAE 6/30/2009
WASA WASA SUSHI HOUSE	1390	EL CAMINO REAL	MILLBRAE No Activity
STARLIGHT LOUNGE	1741	EL CAMINO REAL	MILLBRAE No Activity
I REFRESH INC	105	PARK	MILLBRAE No Activity
Total # Scheduled FY 10-11	75	Total # of Facilities per City :	152

City of Millbrae
Illicit Discharge Tracking
Section(s) C.4.c.iii.(2)
C.4.c.iii.(3)

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

C.5.a.ii ► Legal Authority

(For FY 09-10 Annual Report only) Do you have adequate legal authority to prohibit and control illicit discharges and escalate stricter enforcement to achieve expedient compliance? Yes No

If **No**, explain:

C.5.b.ii.(4) ► Enforcement Response Plan

(For FY 09-10 Annual Report only) Have you developed and implemented an Enforcement Response Plan by April 1, 2010? Yes No

If **No**, explain:

Program Highlights

Provide background information, highlights, trends, etc. For FY 09-10 Annual Report describe steps taken to revise your program to meet new data tracking and reporting requirements.

1) MS4 maps publicly available for viewing at City Hall or may be picked up at Oakland Museum; 2) Continued implementing collection system screening program; 3) Participated in the SMCWPPP CII Subcommittee and Training Workgroup; and, 4) Participated in BASMAA's Municipal Operations Committee.

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
Kevin Cesar	Laboratory/Source Control Supervisor	650.259.2392
Craig Centis	Streets, Facilities, and Storms Supervisor	650.259.2369
Catherine L. Allin	Industrial Waste Inspector	650.259.2397

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

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

Description:
1) Require business licenses-Process includes BMP training; 2) Provide pretreatment permittees with list of BASMAA trained surface cleaners; 3) Permit mobile car wash services; 4) Respond to complaints/observations of illicit discharges; and, 5) County initiated educational outreach to mobile food facilities.

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:
The City of Millbrae Collection System Screening Program entails inspecting (looking for any signs of an illicit discharge, etc.); cleaning after every rainfall; and, cleaning at least one time in the summer months at the following locations:

**Airport Pump Station
 East Hillcrest Pump Station**

**Millbrae Creek
 South Ashton Creek
 Hemlock Creek
 785 Clearfield Drive
 Cypress Creek
 Santa Florita Creek
 Green Hills Golf Course Creek
 429 Green Hills Creek
 835 Vista Grande Creek
 1221 Sleepyhollow**

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)

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

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

Provide a narrative or attach a table and/or graph. **See attached tracking form.**

City of Millbrae
Illicit Discharge Tracking
Section C.5.f.iii.(1) (2) (3) (4)

Section 6 – Provision C.6 Construction Site Controls

C.6.a.iii ▶ Legal Authority

(For FY 09-10 Annual Report only) Is your agency's legal authority adequate for C.6 compliance? **Yes** **No**

If **No**, explain:

C.6.b.ii.(3) ▶ Enforcement Response Plan

(For FY 09-10 Annual Report only) Was your Enforcement Response Plan developed and implemented by April 1, 2010? **Yes** **No**

If **No**, explain:

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)
1-Santa Barbara (Lomita Hills)	3-Mervyns/Kohl's, Belamore, Alp Way	n/a

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations¹	% of Total Violations²
Erosion Control		
Run-on and Run-off Control		
Sediment Control		
Active Treatment Systems		
Good Site Management		
Non Stormwater Management		
Total		100%

Notes:

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

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

C.6.e.iii.1.e ▶ Construction related storm water enforcement actions			
	Enforcement Action (as listed in ERP)¹	Number Enforcement Actions Taken	% Enforcement Actions Taken²
Level 1			
Level 2			
Level 3			
Level 4			
Total			100%

Notes:

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

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

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

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

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

Notes:

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

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

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

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:

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:

C.6.f ▶ Staff Training Summary

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

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:
 Local: Advertising was implemented to encourage the use of reusable tote shopping bags to reduce the use of plastic and paper bags and to reduce litter. Free reusable bags were distributed; approximately 5,000 have been distributed to date. Advertising during the reporting period included advertising notices in the City's residential newsletter, hauler garbage/recycling newsletter, residential Leisure Activity Guide mailed to all households, and notices on the City's website and on utility billings.
 Regional: The Fiscal Year Regional Outreach Strategic Plan developed by BASMAA is included within the C.7 Public Information and Outreach section of the Countywide Program's Annual Report and summarizes regional activities.

C.7.b.iii.1 ▶ Pre-Campaign Survey

(For the FY 10-11 Annual Report only) 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: **Not required for this Annual report.**

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

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

<input type="checkbox"/>	Survey report attached
<input 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:

Local: Media efforts are conducted through a variety of printed media and postings on the City's website. Outreach for Earth Day activities included information in the April 2010 school/teacher's newsletter, Chamber of Commerce newsletter and on the City's website. The content included environmental actions that can be taken and event information. Several videos were aired on local cable station during Earth Month. The City's website was periodically updated during the reporting period with current programs and activities.

Regional: The following reports developed by San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) and Bay Area Stormwater Management Agencies Association (BASMAA) are included in the C.7 Public Information and Outreach section of the Countywide Program's Annual report: Fiscal Year 09-10 SMCWPPP Media Relations Report which summarizes countywide media relations and the Fiscal Year 09-10 BASMAA Regional Media Relations which summarizes regional media relations.

C.7.d ► Stormwater Point of Contact

(For FY 09-10 Annual Report only, unless changes made) Provide details of website or phone number used as the point of contact. Report on how the point of contact is publicized and maintained. If any change occurs in this contact, report in a subsequent Annual Report.

Contact Summary:
 The City's website is: www.ci.millbrae.ca.us/sustainablemillbrae and the public outreach primary phone number is (650) 259-2444. This contact information is included on printed materials, handouts, the website and local cable station. City staff are provided illicit discharge reporting contact information annually via email. Inspector information is provided on flowstobay.org and on all publications distributed.

The Countywide Program's website, www.flowtobay.org and phone number (650) 372-6200 is another point of contact that is publicized on SMCWPPP outreach materials and maintained by the Countywide Program. Individual agency points of contact are publicized on the website, referred to when calling into the Countywide Program phone number, and publicized on some SMCWPPP outreach materials.

C.7.e ► Public Outreach Events

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.
 Use the following table for reporting and evaluating public outreach events

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Health & Wellness Faire, January 23, Community Center-local event	Senior Faire; audience: seniors; outreach on proper disposal of prescription medicine and household hazardous waste, non-toxic household cleaning, pesticides and organic gardening.	Reached the senior community; approximately 500 attended; distributed approximately 125 handouts.
Lunar New Year, February 21, City Center-local event	Cultural event; audience: Asian community; outreach on proper disposal of prescription medicine and household hazardous waste, non-toxic household cleaning, pesticides	Reached the Asian community; approximately 500 attended; distributed 200 handouts.

	and organic gardening.	
Growing Your Own Organic Garden Workshop, February 25, Library-local event	Organic garden workshop; audience: gardeners; focus on alternatives to using pesticides and on using sustainable gardening measures.	Reached gardeners; approximately 45 attended; distributed 100 handouts.
Compost Giveaway Event, March 19, Spur Trail-local event	Compost Giveaway Event; free compost provided to the community; audience: gardeners; outreach on using and making compost to reduce the use of chemical fertilizers.	Reached gardeners; approximately 125 attended; distributed 75 handouts.
Earth Week Tabling, April 21, Downtown shopping area-local event	Staffed table in the Downtown area; audience: general public; outreach on water pollution prevention and general environmental education.	Reached general public; approximately 75 people stopped by the table; distributed 50 reusable shopping bags and 100 handouts.
Regional: The outreach events done on a countywide level by SMCWPPP are included in the C.7 Public Information and Outreach section of the Countywide Programs FY 09-10.		

C.7.f. ► Watershed Stewardship Collaborative Efforts

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

During Fiscal Year 2009-2010, SMCWPPP developed the online guide, [Environmental Resources Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts](#) to encourage public involvement in watershed volunteer efforts. Communication was established with each of the organizations in the guide in order to understand each of the group's needs and future collaboration possibilities. In addition, all of the organization's events throughout the year were posted on the Countywide Program's popular "Community Events" page to publicize and encourage participation by county residents in local stewardship efforts.

C.7.g. ► Citizen Involvement Events

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

Event Details	Description	Evaluation of effectiveness
Arbor & Earth Day, April 24, Monterey Park, local event	Park/Neighborhood clean-up, weeding and tree planting	Approximately 65 people attended; 1 yard of weeds/yard trimmings, 64 gallons of recyclables and 100 gallons of trash were collected.
Regional: The following report developed by the SMCWPPP on the countywide citizen involvement event is included within the C. 7 Public Information and Outreach section of the Countywide Programs FY 09-10 Annual Report: FY 09-10 Coordination of California Coastal Cleanup Day in San Mateo County FY 09-10 Community Action Grant		

C.7.h. ► School-Age Children Outreach

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

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Mills High School, Arbor Day, April 17, staffed table at event	Tree planting and litter clean-up by school, staffed an education table and provided general environmental information and water pollution prevention.	90	Distributed 75 handouts.
Earth Day Library Event, April 16, elementary grade students	Showed an environmental movie and distributed handouts. Outreach was on general environmental education, including water pollution prevention.	50	Distributed 50 handouts.
Taylor Middle School, Earth Day	Provided handouts for the school's	900	Distributed 900 handouts, including

	Earth Day event. Focus on non-toxic gardening-pesticide reduction.		bookmarks with native plant seeds and recycled content pencils.
Youth-In-Government Program, High School Students, April 29	The Program focuses on Government operations and education, which includes an overview of water pollution prevention programs.	15	Distributed a variety of environmental handouts including on water pollution prevention.
Summer Camp Presentations, July 20	Conducted presentations to two summer camp programs on general environmental education, including water pollution prevention.	90 students	Distributed 90 handouts on a variety of environmental topics, including on water pollution prevention.
<p>The following separate reports developed by SMCWPPP are included within the C.7 Public Information and Outreach section of the Countywide Program's FY 09-10 Annual Report:</p> <ul style="list-style-type: none"> • FY 09-10 ZunZun School Assembly Program • FY 09-10 The Watershed Project, Creek Champions In Class Presentations. 			

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 FY09-10, we contributed to SMCWPPP's Monitoring and Assessment Program in coordination with BASMAA's Regional Monitoring Coalition (RMC). In addition, we contribute financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and actively participate in RMP committees and work groups. For additional information on monitoring activities conducted by SMCWPPP, BASMAA RMC and the RMP, see the C.8 Water Quality Monitoring section of the Countywide Program's FY 09-10 Annual Report."

Section 9 – Provision C.9 Pesticides Toxicity Controls

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

<i>(For FY 09-10 Annual Report only)</i> Attach a copy of your individual IPM ordinance or policy.	x	Attached		Not attached , explain below
If Not attached , explain:				

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 organophosphorous pesticides, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.
Summary: This information is not currently available.

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.	n/a
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	n/a
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.	n/a

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:			

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 09-10, we participated in regulatory processes related to pesticides through contributions to SMCWPPP, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP Permittees. This Report is included within the Countywide Program's FY 09-10 Annual Report."

C.9.f ▶ Interface with County Agricultural Commissioners
Provide a summary of improper pesticide usage reported to County Agricultural Commissioners and follow-up actions to correct violations, if any. A separate report can be attached as your summary.
Summary: Not applicable.

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 reports developed by SMCWPPP and BASMAA summarize point of purchase outreach efforts. These reports are included within the

C.9 Pesticides Toxicity Control section of the Countywide Program's FY 09-10 Annual Report:

- FY 09-10 IPM Store Partnership Program (SMCWPPP)
- FY 09-10 'Our Water, Our World' Report (BASMAA).

Local: In addition to the outreach done regionally, publications are distributed to the local hardware store, Orchard Supply Hardware, including the County's household hazardous waste guides, Too toxic to Trash and You are the Solution to Water Pollution. These guides are also distributed to three auto supply stores.

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

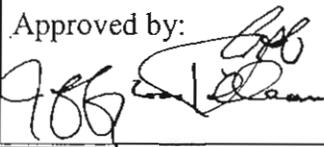
Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); **OR** reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

Summary:

The following separate reports developed by SMCWPPP summarize Pest Control Operator outreach efforts conducted during FY 09-10:

- FY 09-10 Green Gardener Pilot-Program Training Report.

In addition, the City of Millbrae conducts outreach for less toxic pest control and landscape management. We hold several public workshops every year directly related to efficient irrigation, native plants and organic gardening. We promote the County of San Mateo's compost workshops, conduct and offer free compost as a part of our annual compost giveaway, and we provide information on the City's website with a posted link to the County of San Mateo's Sustainable Gardening Program.

CITY OF MILLBRAE		
ADMINISTRATIVE STANDARD PROCEDURES	Number: 1-21	Page 1 of 3
	Revision: NEW	Supercedes: NA
Subject: Integrated Pest Management (IPM) Policy	Approved by: 	Effective Date: January 1, 2004

I. PURPOSE: The purpose of this Administrative Standard Procedure is to protect the health and safety of its employees and the general public, the environment and water quality, as well as to provide sustainable solutions for pest control, through the reduced use of pesticides on property owned or managed by the City to the maximum extent practicable.

Authority: Federal Clean Water Act, California Code of Regulations, and Code of Federal Regulations

II. POLICY: The Environmental Protection Agency, under amendments to the 1987 Clean Water Act, imposed regulations that mandate local government to control and reduce the amount of stormwater pollution runoff into receiving waters of the United States. Under the authority of the Porter-Cologne Water Quality Act, the State Water Resources Control Board has delegated authority to its regional boards to invoke permitting requirements. In July 1991, the San Francisco Bay Regional Water Quality Control Board (RWQCB) notified San Mateo County and all its incorporated cities of the requirement to submit a Municipal National Pollutant Discharge Elimination System (NPDES) Stormwater Permit application and to implement a Stormwater Management Plan (Plan).

Under the direction of the City/County Association of Governments (C/CAG), the San Mateo Countywide Stormwater Management Plan 1998-2003 was submitted to the RWQCB in February 1998. The RWQCB adopted the Plan, making it part of the San Mateo Countywide NPDES Stormwater Permit CA0029921, which remains in effect until July 2004. The Plan includes performance standards to which each member agency is committed to control stormwater pollution.

Under the Plan, the member agencies developed a Pesticide Management Plan that includes goals for minimizing the effects of pesticide use on municipal stormwater quality, actions to achieve those goals, and monitoring mechanisms to document effectiveness of those actions. One of the required actions is adoption of an Integrated Pest Management (IPM) policy and/or ordinance requiring use of IPM techniques in municipal operations, minimizing pesticide use, and restricting use of organophosphate pesticides.

Definitions:

Pesticides are defined as: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest. Pests can be insects, rodents and other animals, unwanted plants (weeds), bacteria or fungi. The term pesticide applies to herbicides, fungicides,

insecticides, rodenticides, molluscicides and other substances used to control pests. Anti microbial agents are not included in this definition of pesticides. In general, the intent of anti microbial agents is to reduce or mitigate the growth or development of microbial organisms. They are used to avoid health hazards and include in door cleaning, spa and swimming pools, medical sterilizer and sanitizer products.

Integrated Pest Management (IPM) is an ecosystem-based strategy that focuses on long term prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices, and use of resistant varieties. Pesticides are used only after monitoring indicates they are needed according to established guidelines, and treatments are made with the goal of removing only the target organism. Pest control materials are selected and applied in a manner that minimizes risks to human health, beneficial and non target organisms, and the environment.

IPM techniques may include biological controls (e.g., ladybugs and other natural enemies or predators); physical or mechanical controls (e.g., hand labor or mowing); cultural controls (e.g., mulching, discing, or alternative plant type selection); and reduced risk chemical controls (e.g., soaps or oils).

City owned or managed property includes but is not limited to parks and open space, golf courses, roadsides, landscaped medians, flood control channels and other outdoor areas, as well as municipal buildings and structures.

III. PROCEDURE AND RESPONSIBILITIES:

1. Employees implementing pest management operations will use Integrated Pest Management (IPM) techniques that emphasize non-pesticide alternatives, and, when necessary, employ the least toxic chemicals. Preference shall be given to contractors who implement IPM. Non-pesticide/non-toxic alternatives will be given the highest priority. If non-pesticide alternatives fail to perform to an acceptable level then the next step will be the use of the least toxic chemicals. Prior to the usage of the least toxic chemicals, city employees or City contractors who apply pesticides shall develop and maintain an active IPM Plan to ensure the long term prevention and suppression of pest problems with minimum negative impacts on the health and safety of the community and environment. The IPM plan shall be submitted to the Stormwater Coordinator, for approval prior to the use of the least toxic chemicals. In addition, the City will track employee and contractor pesticide use and prepare an annual report summarizing pesticide use and evaluating pest control activities performed. The annual report shall be submitted to the Stormwater Coordinator by September 30 for the previous fiscal year.

When the least toxic chemicals-pesticides are used, signs identifying such usage shall be placed at that location for the public.

2. The City encourages pilot projects to demonstrate landscape and structural pest control alternatives, seeking to use the most recent technology, best management practices and least toxic methods for all pest control measures. At least one pilot project shall be implemented annually starting with the fiscal year of the adoption of the Procedure. Pilot projects should include an objective analysis of the effectiveness of the alternative techniques applied.

3. The City shall review its purchasing procedures, contracts and/or service agreements with pesticide applicators and employee training practices to determine what changes can be

made to support the goal of pesticide reduction and promote the purchase and use of non-toxic alternatives and the least harmful chemicals. A summary of findings shall be provided to the Stormwater Coordinator for submittal with required annual reports.

4. The City shall perform educational outreach and/or support Countywide or regional efforts to educate residential and commercial pesticide users on (a) goals and techniques of IPM, and (b) pesticide related water quality issues. The public educational materials shall be reviewed prior to publication by the Stormwater Coordinator. Final copies of the educational materials shall be provided to the Stormwater Coordinator for submittal with required annual reports.

Duties and responsibilities of designated personnel

The Parks Superintendent or his/her designees shall be responsible for the implementation of and compliance with the procedures delineated in these Administrative Standard Procedures.

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: **Not required for this Annual Report.**

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 develop a Baseline Trash Load and Trash Load Reduction Tracking Method (due February 1, 2012).

Description: A summary of the Countywide Program's accomplishments for this sub- provision are included within the C.10 Trash Load Reduction section of "Program's FY 09-10 annual Report".

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

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

Description: A summary of Program accomplishments for this sub- provision are included within C.10 Trash Load Reduction Section of the Countywide Program's FY 09-10 Annual Report. In addition, staff attended the San Francisco Estuary Partnership's vendor Fair and meeting on May 4, 2010.

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. Provide required photo documentation.

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)
Millbrae Creek	June 1, 2010	6 Yards	Leaf litter piles	High School / Eucalyptus Trees

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

Provide summary of new trash load reduction actions or increased levels of implementation of existing actions that were implemented after adoption of the MRP (control measures and best management practices) including the types of actions and levels of implementation, and the total trash loads and dominant types of trash removed from each type of action.

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

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

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Not all trash load reduction actions were tracked by "loads removed" this fiscal year. Once the trash load Reduction Tracking Method is developed (see Provision C10a.ii) trash loads removed will be estimated for each load reduction action (as feasible)."				

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).

We collect Mercury containing thermometers during National Pollution Prevention Week and during the entire year at City Hall in Millbrae. The main collection time during the Pollution Prevention week is advertised via local advertising outlets, such as newsletters, our local cable television channel and utility bills. General outreach is also continually provided regarding proper disposal of mercury containing compact fluorescent lightbulbs (CFC's) including drop-off locations for proper disposal.

C.11.a.ii ► Mercury Collection

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

Amount collected:
The methodologies for estimating the mass of mercury collected through mercury collection and recycling efforts are currently in development and are due to the Water Board by September 15, 2010. Therefore, estimates could not be made for FY 09-10. Estimates of the mass of mercury collected through recycling efforts during FY 10-11 will be provided with the FY 10-11 Annual Report.

- 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 SMCWPPP's accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of the Countywide Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report.

Section 12 - Provision C.12 PCBs Controls

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

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

Description: In FY 09-10, inspector training materials were developed through in-kind contributions of SMCWPPP and SCVURPPP to BASMAA. Training materials can be found in the BASMAA Regional POC Report.

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: **Not required for this Annual Report.**

- 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 accomplishments for these sub-provisions are included within the C.12 PCB Controls section of the Countywide Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report.

Section 13 - Provision C.13 Copper Controls

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

<p><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?</p>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<p>If No, explain and provide schedule for obtaining authority within 1 year: <u>Not required for this Annual Report.</u></p>				

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

<p><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?</p>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<p>If No, explain and provide schedule for obtaining authority within 1 year: <u>Not required for this Annual Report.</u></p>				

C.13.c ► Vehicle Brake Pads

Reported in a separate regional report. A summary of SMCWPPP's participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of the Countywide Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report.

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

List below or attach annotated lists or tables from your Industrial and Commercial Site Controls portion of this report, that highlight copper reduction results among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed. For FY09-10 describe below or highlight in the C.4 Evaluation portion (if provided) of this report the steps taken to revise your program to meet new data tracking and reporting requirements for implementation levels described in C.13.d.ii.

Summary:
 In FY 09-10, inspector training materials were developed through in-kind contributions of SMCWPPP and SCVURPPP to BASMAA. Training materials can be found in the BASMAA Regional POC Report.

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

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

Summary:

A summary of SMCWPPP's efforts (i.e., participation in RMP committee and work group meetings) to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of the Countywide Program's FY 09-10 Annual Report and/or BASMAA Regional POC Report.

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

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

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

Summary:

A summary of SMCWPPP's efforts (i.e., participation in RMP committee and work group meetings) to develop a Control Program for PBDEs, Legacy Pesticides and Selenium is included within the C.14 PBDE, Legacy Pesticides and Selenium section of the Countywide Program's FY 09-10 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 checked="" type="checkbox"/>	Yes	<input 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. Describe program highlights below. For FY 09-10 only, describe steps taken to revise your program to meet new monitoring, data tracking and reporting requirements.				
Summary: During flushing operations, the amount of potable water flushed is tracked using AWWA calculations through fire hydrants.				

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: The City of Millbrae promotes conservation programs, the use of drought tolerant and native vegetation, outreach messages to encourage appropriate watering/irrigation practices and conducts outreach for less toxic pest control and landscape management. We hold several public workshops every year directly related to efficient irrigation, native plants and organic gardening. As part of our free water conservation tool giveaways, we provide a lawn watering guide and sprinkler gauge. We promote the Bay Area Water Supply and Conservation Agency's (BAWSCA) water conserving landscape classes and the County of San Mateo's compost workshops. We also provide information on the City's website and post a link to the County of San Mateo's Sustainable Gardening Program.</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 ¹ (NTU)	Implemented BMPs & Corrective Actions
City wide Unidirectional Flushing	Potable water	SF Bay	Various		4.66 MG		0			
Water Tank Inspection – Vallejo Tank	Potable Water	SF Bay	6/23/10		8,000		0			

Notes:

¹ 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

Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual ² (mg/L)	pH ² (standard units)	Discharge Turbidity (Visual) ²	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁴	Inspector arrival time	Responding crew arrival time
City Wide Main/Service Breaks	Potable water	SF Bay	Various	N/A	103,700	N/A	< 2.0	N/A	N/A	yes	Various	N/A	Less than 30 minutes	Less than 30 minutes

- Notes:
1. This table contains all of the unplanned discharges that occurred in this FY.
 2. 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.
 4. 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.