



September 15, 2011

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

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

Dear Mr. Wolfe and Ms. Creedon:

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

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

Very truly yours,

Scott Hanin
City Manager
City of El Cerrito

Enclosure

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Section 1 – Permittee Information

Background Information				
Permittee Name:	City of El Cerrito			
Population:	23,000			
NPDES Permit No.:	CAS612008 (San Francisco Bay RWQCB Permit) and/or CA00883313 (Central Valley RWQCB Permit)			
Order Number:	R2-2009-0074 (San Francisco Bay RWQCB) and/or R5-2010-0102 (Central Valley RWQCB)			
Reporting Time Period (month/year):	July / 2010 through June / 2011			
Name of the Responsible Authority:	Scott Hanin	Title:	City Manager	
Mailing Address:	10890 San Pablo Avenue			
City:	El Cerrito	Zip Code:	94530	County: Contra Costa
Telephone Number:	510-215-4301	Fax Number:	510-233-5401	
E-mail Address:	shanin@ci.el-cerrito.ca.us			
Name of the Designated Stormwater Management Program Contact (if different from above):	Garth Schultz	Title:	Environmental Analyst	
Department:	Environment and Development Department			
Mailing Address:	10890 San Pablo Avenue			
City:	El Cerrito	Zip Code:	94530	County: Contra Costa
Telephone Number:	510-215-4354	Fax Number:	510-215-4352	
E-mail Address:	gschultz@ci.el-cerrito.ca.us			

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

El Cerrito participated in the Contra Costa Clean Water Program Municipal Operations Committee. Refer to the C.2 Municipal Operations section of the countywide Program's FY 10-11 Annual Report for a description of activities implemented at the countywide and/or regional level.

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

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

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

Comments:

These services are performed by contractors and the BMP requirements are included in the contracting documents.

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

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

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

Comments:

El Cerrito performed no pavement washing in the reporting period.

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:

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

Comments:
 There are no bridges in El Cerrito.
 Graffiti removal is performed by City staff.

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations: Yes No

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

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

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

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

Summary:

 Attachments:

Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations):

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

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

C.2.e. ► Rural Public Works Construction and Maintenance			
Does your municipality own/maintain rural 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 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 corporations yard(s):			
<input type="checkbox"/> NA	We do not have a corporation yard		
<input type="checkbox"/> NA	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit		
<input checked="" type="checkbox"/> X	We have a current Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)		
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:			
<input type="checkbox"/> NA	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment		
<input checked="" type="checkbox"/> X	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system		
<input type="checkbox"/> NA	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method		
<input checked="" type="checkbox"/> X	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used		
<input checked="" type="checkbox"/> X	Cover and/or berm outdoor storage areas containing waste pollutants		
Comments: The City Corporation Yard is for the parking of City maintenance vehicle and the storage in locked sheds of materials used by the maintenance staff.			
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 El Cerrito	May 9, 2011	Site in compliance with SWPPP	NA

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:

- (1) The City of El Cerrito has a Storm Water Management and Discharge Control Ordinance that provides the authority to enforce the NPDES Permit.
- (2) In the review and approval of development and permit applications process, a Planner is assigned to the project and the application is routed to the various departments for review for completeness and technical merit. Comments are provided to the applicant and conditions of approval are attached to the approval that include compliance with the NPDES permit for regulated projects.
- (3) The City uses Appendix G on the CEQA Guidelines as published by the State of California, Office of Planning and Research. This includes a review for impacts on water quality.
- (4) The City participates in annual training. See the countywide Program annual report for C.3 training.
- (5) The City encourages attendance and promotes the Countywide Program C.3 training. City staff as well as developers and their designers attend these trainings and will be reported in the Program report. Staff provides a handout and worksheet to developers and their engineers during the initial meeting to discuss a proposed project.
- (6) Staff review plans for the implementation to the maximum extent practicable of BMP's for non-regulated projects. Regulated projects are reviewed for compliance with the numeric provisions of Provision C.3.
- (7) Through the review of applications, applicants for unregulated projects are encouraged to use pervious materials where feasible, to minimize overall imperviousness and to discharge rainwater from roof leaders to the landscaping.
- (8) The current General Plan supports the requirements for compliance with the NPDES Permit.

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:

See New Development and Redevelopment section of the countywide program's FY 10-11 Annual Report for a description of pilot green street project activities conducted at the countywide or regional level.

The City of El Cerrito, as reported last year as under construction for completion in the summer of 2010, has completed the San Pablo Avenue Streetscape Improvement. This project includes “rain gardens” that treat the runoff from the adjacent roadway. The project included 600 linear feet of rain gardens.

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.
See attached table C.3.b.v.(1).

C.3.c. Low Impact Development Reporting

Refer to the countywide Program annual report for C.3.c activities.

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

(1) Fill in attached table **C.3.h.iv.(1)** or attach your own table including the same information.
See attached table C.3.h.iv.(1).

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

Summary:

The stormwater treatment (bioretention) facilities subject to Operations and Maintenance inspections appear to have been installed properly and are being maintained in good condition.

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

Summary:

Currently, the O&M Program is functioning effectively for El Cerrito; no changes are suggested.

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 Impervious Surface Area (ft ²)	Total Replaced Impervious Surface Area (ft ²)	Total Pre- Project Impervious Surface Area ⁷ (ft ²)	Total Post- Project Impervious Surface Area ⁸ (ft ²)
Private Projects											
Safeway	11450 San Pablo Ave, at Hill Street	Safeway Stores	NA	Redevelopment, mixed use and retail	San Francisco Bay	5.93	1.23	NA	52,984 s.f.	53,477 s.f.	52,984 s.f.
Public Projects											
El Cerrito Recycling Center	7501 Schmidt Lane, East of Navellier St	City of El Cerrito	NA	Redevelopment, Office/Industrial	San Francisco Bay	2.29	2.29	NA	72,040 s.f.	72,880 s.f.	72,040 s.f.
Comments:											

³ Include cross streets

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

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

⁷ For redevelopment projects, state the pre-project impervious surface area.

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

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

Project Name Project No.	Application Deemed Complete Date ⁹	Application Final Approval Date ⁹	Source Control Measures ¹⁰	Site Design Measures ¹¹	Treatment Systems Approved ¹²	Operation & Maintenance Responsibility Mechanism ¹³	Hydraulic Sizing Criteria ¹⁴	Alternative Compliance Measures ^{15,16}	Alternative Certification ¹⁷	HM Controls ^{18,19}
Private Projects										
Safeway	3/1/10	12/1/10	Storm drain markings, covered outdoor storage, efficient landscape irrigation	Conserve natural areas, permeable surfaces where possible	Seven Bioretention facilities	O&M Agreement	1.b	NA	NA	Yes, bioretention
Comments: Safeway went to Design Review Board 12/01/10.										

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

¹⁰ 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.

¹¹ 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.

¹² 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.).

¹³ 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.

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

¹⁵ 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.

¹⁶ 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.

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

¹⁸ If HM control is not required, state why not.

¹⁹ 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).E:\EI Cerrito\ELC 10_11 AR.doc

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

Project Name Project No.	Is Funding Committed? ²⁰	Date Construction Scheduled to Begin ²⁰	Source Control Measures ²¹	Site Design Measures ²²	Treatment Systems Approved ²³	Operation & Maintenance Responsibility Mechanism ²⁴	Hydraulic Sizing Criteria ²⁵	Alternative Compliance Measures ^{26,27}	Alternative Certification ²⁸	HM Controls ^{29,30}
Public Projects										
El Cerrito Recycling Center	Yes	May 2011	properly designed trash storage areas; storm drain stenciling; covered vehicle washing and maintenance area; landscape irrigation systems; recycled materials	Roof runoff from approximately half of the proposed shed is collected in an 11,000 gallon cistern. The collected rainwater is used for toilet flushing and irrigation; All	Five bioretention facilities	O&M Agreement	1.b	NA	NA	Yes, bioretention

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

²¹ 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.

²² 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.

²³ 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.).

²⁴ 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.

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

²⁶ 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.

²⁷ 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.

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

²⁹ If HM control is not required, state why not.

³⁰ 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).E:\EI Cerrito\ELC 10_11 AR.doc

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

Project Name Project No.	Is Funding Committed? ²⁰	Date Construction Scheduled to Begin ²⁰	Source Control Measures ²¹	Site Design Measures ²²	Treatment Systems Approved ²³	Operation & Maintenance Responsibility Mechanism ²⁴	Hydraulic Sizing Criteria ²⁵	Alternative Compliance Measures ^{26,27}	Alternative Certification ²⁸	HM Controls ^{29,30}
			<p>collection areas to be roofed or graded/bermed to prevent runoff/runoff</p>	<p>roof downspouts are disconnected, and eventually drain to landscaped areas or the cistern;</p> <p>Large sections of existing impervious areas are converted to naturally vegetated landscaped areas;</p> <p>Where possible, the limited regions of existing pervious areas have been preserved; Some new paved areas will use compacted gravel paving</p>						

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

Project Name Project No.	Is Funding Committed? ²⁰	Date Construction Scheduled to Begin ²⁰	Source Control Measures ²¹	Site Design Measures ²²	Treatment Systems Approved ²³	Operation & Maintenance Responsibility Mechanism ²⁴	Hydraulic Sizing Criteria ²⁵	Alternative Compliance Measures ^{26,27}	Alternative Certification ²⁸	HM Controls ^{29,30}
				in lieu of more impervious asphalt paving.						

Comments:
 The El Cerrito Recycling Center is being completed by a design-build process. The Stormwater Control Plan was initially submitted in January 2011 and revised in April 2011 as the design progressed. The demolition activities began in May 2011 and rough grading in June 2011. Due to other design issues and field conditions, the Stormwater Control Plan was revised again in August 2011 at which point the City considered it final. The City anticipates the Building Permit will be issued in late August 2011 and construction of building foundations, final grading, drainage facilities, stormwater treatment facilities, and other structures will begin.

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.

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) ³¹	Party Responsible ³² For Maintenance	Date of Inspection	Type of Inspection ³³	Type of Treatment/HM Control(s) Inspected ³⁴	Inspection Findings or Results ³⁵	Enforcement Action Taken ³⁶	Comments
Windrush School	1800 Elm Street	No	Windrush School	1/14/11	Annual	Bio-retention – onsite	Proper O&M	None	Site and stormwater treatment facility appear in good condition with facility draining well.
Stege Sanitary District Office	7500 Schmidt Lane	Yes	Stege Sanitary District	12/01/10	45-day	Bio-retention - onsite	Proper installation	None	Site and stormwater treatment facility appear in good condition.

³¹ Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

³² State the responsible operator for installed stormwater treatment systems and HM controls.

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

³⁴ 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.

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

³⁶ State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

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

Program Highlights

Provide background information, highlights, trends, etc.

The City's master facilities list has been updated.

See the C.4. Industrial and Commercial Site Controls section of the Program's FY 10-11 Annual Report for a description of activities of the countywide program and/or the BASMAA Municipal Operations Committee.

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan? Yes No

If No, explain:
NA

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

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

See Attachment.

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

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

See Attachment.

C.4.c.iii.(1) ► Facility Inspections

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

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

	Number	Percent
Number of businesses inspected (if known)	39	
Total number of inspections conducted	41	
Number of violations (excluding verbal warnings)	2	
Sites inspected in violation	2	5
Violations ³⁷ resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	2	100

Comments:

El Cerrito keeps a log of the enforcement history for each facility. An Enforcement Reinspection will be scheduled for the next fiscal year for each facility with a violation during this fiscal year. The Reinspection will occur approximately one year after the last facility inspection.

See attached Facility Inspection Log and Enforcement Summary Log.

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

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

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge)	0
Potential discharge and other	2

Comments:

No evidence of recent discharges or actual discharges to inlets or water bodies was observed during routine or follow-up discharges.

³⁷ 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 Type of Enforcement Conducted

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

	Enforcement Action (as listed in ERP) ³⁸	Number of Enforcement Actions Taken	% of Enforcement Actions Taken ³⁹
Level 1	Verbal Warning, Warning Notice, Education	2	100
Level 2	Notice of Violation	0	0
Level 3	Formal Enforcement (Administrative Penalties, Cost Recovery)	0	0
Level 4	Legal Action and/or Referral to State and Federal Agencies	0	0
Total		2	

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.

Business Category ⁴⁰	Number of Actual Discharge Violations	Number of Potential Discharge Violations
Bar Only	0	0
Body Shop	0	0
Car Wash / Detail	0	0
Commercial	0	0
Dry Cleaner	0	0
Fleet Operations	0	0
Food Service	0	2
Gas Station	0	0
Grocery Store	0	0
Manufacturing	0	0
Pool	0	0
Property Management	0	0

³⁸ Agencies to list specific enforcement actions as defined in their ERPs.

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

⁴⁰ List your Program's standard business categories.

Recycling Center	0	0
Retail	0	0
Utility	0	0
Vehicle Service	0	0

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 scheduled inspections during this fiscal year.

C.4.d.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Commercial/Industrial Stormwater Inspection Training Workshop (Contra Costa County)	2/24/11	<ul style="list-style-type: none"> • Overview of Model Business Inspection Plan and Model Enforcement Response Plan. • Contra Costa Green Business Program • Sampling and Assessing NOI Facilities • Identifying Mercury, PCBs, and Copper in the Field • Stormwater Compliance and Case Studies • Sewer Overflows • Stormwater Compliance and Enforcement 	6	50
CWEA Pretreatment, Pollution Prevention, and Stormwater Annual Conference	2/28-3/2/11	<ul style="list-style-type: none"> • Stormwater BMPs • Inspector training sessions • Outreach 	1	8
Commercial/Industrial Stormwater Inspection Training Workshop (Alameda County)	6/9/11	<ul style="list-style-type: none"> • Priority Pollutant Identification and Control • Inspector training • Stormwater BMPs 	4	33

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

Program Highlights

Provide background information, highlights, trends, etc.

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

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

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

Contact	Description	Phone Number
See attachment for spill contact list.		
Main Spill Response Contact – Laureteen Brazil	Illicit Discharge Reporting Number	510-215-4369

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

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

Description:

The City distributed Program literature to Mobile Businesses and participated in the BASMAA Mobile Surface Cleaners regional program. See the C.5 Illicit Discharge Detection and Elimination section of the countywide program’s FY 10-11 Annual Report for a description of efforts by countywide committees/work group and the BASMAA Municipal Operations Committee to address mobile businesses.

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

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

Description:

City staff routinely checks at least six open channel locations in town for evidence of illicit discharge.

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

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

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	28	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	18	64
Discharges resolved in a timely manner (C.5.f.iii.(3))	26	93

Comments:
The City's Code Enforcement staff typically receive and respond to reports of spills and discharges. In most cases, an inspector investigates the complaint the same business day. In cases where the complaint is received after business hours, the complaint is investigated the next business day.
Staff tracks whether pollutants enter the storm drain system (including gutter) and/or receiving waters on the complaint log. When staff does not witness pollutants entering the storm drain system, they make their best effort to determine whether pollutants did/did not enter the SD system, occasionally noting "yes-assumed" where witness accounts or physical conditions would indicate. In limited cases, it is simply "unknown" whether pollutants reached the storm drain system, and it is so noted on the log. Only cases logged as "yes" or "yes-assumed" are counted as discharges reaching storm drains and/or receiving waters.

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

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

See attachment.

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.1.a, b, c ▶ Site/Inspection Totals		
Number of sites disturbing < 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (C.6.e.iii.1.c)
0	0	0
Comments: 1) The City conducted inspections at sites that had grading permits, however, these sites did not fall within the limits of C.6.e.		

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations⁴¹	% of Total Violations⁴²
Erosion Control	0	0
Run-on and Run-off Control	0	0
Sediment Control	0	0
Active Treatment Systems	0	0
Good Site Management	0	0
Non Stormwater Management	0	0
Total	0	100%

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

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

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

	Enforcement Action (as listed in ERP) ⁴³	Number Enforcement Actions Taken	% Enforcement Actions Taken ⁴⁴
Level 1	Verbal Warning, Warning Notice, Education	0	0
Level 2	Notice of Violation	0	0
Level 3	Formal Enforcement (Administrative Penalties, Cost Recovery)	0	0
Level 4	Legal Action and/or Referral to State and Federal Agencies	0	0
Total		0	100%

C.6.e.iii.1.f, g ► Illicit Discharges

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

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

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

⁴³ Agencies should list the specific enforcement actions as defined in their ERPs.

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

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

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

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

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

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

Description:

N/A - This fiscal year the City had no projects that fell within the C.6.e reporting criteria.

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:

This fiscal year the City had no projects that fell within the C.6.e reporting criteria. We did, however, focus efforts on the following:

- **Revised stormwater construction inspection forms**
- **Conducted all grading inspections using the new forms**
- **Participated in the countywide program's committee/work groups**

C.6.f ▶ Staff Training Summary				
Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Training to Become a Qualified SWPPP Developer (QSD)	February 28 – March 2, 2011	<ul style="list-style-type: none"> • Training Overview and Regulations • Erosion Processes and Sediment Control • SWPPP Implementation • Monitoring • Reporting • Project Planning and Site Assessment • SWPPP Development and PRDs • Project Closeout 	1	50%
Training to Become a Qualified SWPPP Practitioner (QSP)	February 28 – March 1, 2011	<ul style="list-style-type: none"> • Training Overview and Regulations • Erosion Processes and Sediment Control • SWPPP Implementation • Monitoring • Reporting 	2	100%
Stormwater C.3 Compliance Workshop	May 23, 2011	Planning, Design and Construction of Low Impact Development	One engineer/inspector and one planner attended the	50%

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

C.7.b.ii.1 ► Advertising Campaign

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

Summary:

The City included stormwater specific messages in its Fall 2011 garbage bill insert and in several outreach pieces and emails announcing community clean-up events.

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

C.7.b.iii.1 ► Pre-Campaign Survey

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

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

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

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

Placed “Fancy” campaign brochures at El Cerrito City Hall, Recycling Center, and Library. Included information in garbage bill about polluting

waterways that was sent to 8500 El Cerrito garbage subscribers.

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

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

- BASMAA Media Relations Final Report

This report and any other media relations efforts conducted countywide is included within the C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report.

C.7.d ► Stormwater Point of Contact

Summary of Any Changes Made during FY 10-11:

No Change

C.7.e ► Public Outreach Events

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

Use the following table for reporting and evaluating public outreach events

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional.	Identify type of event (e.g., school fair, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscape presentation, pesticides, stormwater awareness)	Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> • Estimated overall attendance at the event. • Number of people that visited the booth, comparison with previous years • Number of brochures and giveaways distributed • Results of any spot surveys conducted
Bringing Back the Natives Garden Tour, May	Tour to encourage landscaping using native plants, minimizing pesticide and fertilizer	See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for further details

2011, Countywide	use, water conservation, mulching and composting, etc... for countywide residents.	regarding the effectiveness of this event.
Live Nation Anti-Litter Campaign, August 2010, Concord Pavilion	The message “Litter Travels But It Can Stop with You” was broadcast using a variety of means to concert goers. A booth with outreach information and education was provided where residents were encouraged to sign-up and participate in a creek clean-up event.	See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for further details regarding the effectiveness of this event.
Support Our Water Our World, 4 different events held at stores in the Central and South Bay	Included Tabling/Outreach events at four different stores in the Central and South Bay	See the Fiscal Year 2010/11 Group Program Annual Report, Section C.7, for further details regarding the effectiveness of this event.
El Cerrito 4 th of July Festival	Hosted booth for El Cerrito Environmental Services Division for broad public interest. Approximately 350 visitors to table. General clean-water program information available.	Effective for those with questions. Approx. 350 booth visitors.
El Cerrito Earth Day Celebration	Hosted booth for El Cerrito Environmental Services Division for broad public interest. Approximately 100 visitors to table. General clean-water program information available.	Effective for those with questions. Approx. 300 attendees; approx. 100 booth visitors; approx. 25 giveaways distributed.

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:

El Cerrito continues to actively work with Friends of Five Creeks, The Watershed Project, and the El Cerrito Green Teams (see next Section) on a variety of watershed stewardship efforts and events. These relationships continue to be beneficial for El Cerrito as these organizations help with litter and pollution control, restoration, and other activities that promote healthy waterways. Additionally, they notify the City of potential

discharges or other issues; reports of this type are taken seriously and are corrected immediately.

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

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
Provide event name, date, and location. Indicate if event is local, countywide or regional	Describe activity (e.g., creek clean-up, storm drain marking etc.)	Provide general staff feedback on the event. Provide other evaluation details such as: <ul style="list-style-type: none"> • Number of participants. Any change in participation from previous years. • Distance of creek or water body cleaned • Quantity of trash/recyclables collected (weight or volume). • Number of inlets marked. • Data trends
Volunteer Creek Monitoring Program, Spring 2011, Alhambra, Walnut, Kirker, Marsh, Mount Diablo, Pinole and San Pablo Creeks.	The Program's Volunteer Creek Monitoring Program involves interested citizens and creek advocates to assist with creek bioassessment monitoring.	See the Program's Fiscal Year 2010/11 Group Program Annual Report, Section C.8, for further details.
Citizen's Volunteer Group "Green Teams" to help with trash and litter abatement in El Cerrito hot spots.	In FY 10-11, the Green Teams held 6 clean-up events (August, September, November, January march and June) to remove trash and litter from waterways and other hotspots.	There were 6 volunteers per event. Each volunteer collected one 35-gallon bag of trash for a total of 36 bags.

C.7.h. ► School-Age Children Outreach

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

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high)	Brief description, messages, methods of outreach used	Provide number or participants	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.
Supported Outreach to K-12 schools and athletic leagues by O’Rorke	See Group Program Annual Report	See Group Program Annual Report	Refer to the C.7 Section of the countywide program’s FY 10-11 Annual Report for a description of School-age Children Outreach efforts conducted at the countywide level.
Supported Mr. Funnelhead school, city/county fair events and tv ads	See Group Program Annual Report	See Group Program Annual Report	Refer to the C.7 Section of the countywide program’s FY 10-11 Annual Report for a description of School-age Children Outreach efforts conducted at the countywide level.
Supported “Newspapers in Education” program for school-aged children	See Group Program Annual Report	See Group Program Annual Report	Refer to the C.7 Section of the countywide program’s FY 10-11 Annual Report for a description of School-age Children Outreach efforts conducted at the countywide level.

Section 8 - Provision C.8 Water Quality Monitoring

C.8 ► Water Quality Monitoring

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

Summary

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

Section 9 – Provision C.9 Pesticides Toxicity Controls

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

(Water Board staff requested resubmittal for FY 10-11) Attach a copy of your individual IPM ordinance or policy.	<input checked="" type="checkbox"/>	Attached	<input type="checkbox"/>	Not attached , explain below
If Not attached , explain: Describe mechanism for adopting/formalizing IPM ordinance or policy (e.g., department head approval, integration into SOPs, staff training). The Policy is adopted by the City Engineer under the authority granted to implement technical programs, policies and guidance.				

C.9.b ▶ Implement IPM Policy or Ordinance

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

Trends in Quantities and Types of Pesticides Used⁴⁸
Fipronil was used by a contractor along the

Pesticide Category and Specific Pesticide Used	Amount ⁴⁹				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0			
Pyrethroids	0	0			
Carbaryl	0	0			
Fipronil	0.08 oz	0.03 oz			

⁴⁸ Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁴⁹ Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

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.	1
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	4
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years.	100%

C.9.d ▶ Require Contractors to Implement IPM				
Did your municipality contract with any pesticide service provider in the reporting year?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, attach one of the following:				
<input checked="" 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:				
<p>Attached is a copy of the Agreement Amendment with Rubicon Landscaping. The City also contracts with Terminix and Morton's Pest Control, both of whom have been provided copies of the Agreement Amendment.</p>				

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

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

C.9.h.ii ▶ Public Outreach: Point of Purchase	
Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); OR reference a report of a regional effort for public outreach in which your agency participates.	
Summary: See the C.9 Pesticides Toxicity Control section of Program's FY 10-11 Annual Report for information on point of purchase public outreach conducted countywide and regionally.	

C.9.h.vi ▶ Public Outreach: Pest Control Operators	
Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); OR reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.	
Summary: See the C.9 Pesticides Toxicity Control section of Program's FY 10-11 Annual Report for a summary of our participation in and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use.	

Section 10 - Provision C.10 Trash Load Reduction

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

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

Description:

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

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

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

Description:

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

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

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

Description:

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

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

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

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

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)
Cerrito Creek - Assessment conducted during FY 09-10				

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

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

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

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

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
"Trash loads removed" were not tracked for all load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual Report for schedule.				
New recycling/trash containers were installed starting at Cerrito Creek and ending at Creekside Park.	06-12-2011 all amendments were installed for use.	Six new dual recycling/trash containers	Quantities not tracked	Food wrappers and beverage containers
Curbside recycling	Ongoing	Weekly	Unknown	Paper, cardboard, yard waste, waste oil
Free HHW drop-off at Richmond Facility	Ongoing	Three days a week and the first Saturday/month	Unknown	Hazardous Waste

FY 2010-2011 Annual Report
Permittee Name: City of El Cerrito

C.10 – Trash Load Reduction

Free E-Waste pick-up (by Unwaste)	Ongoing	Three times/year	Unknown	Electronic Waste
Street Sweeping	Ongoing	Monthly	793 cubic yards	Mostly sediment
Inspect & Maintain Storm Drains	Ongoing	Annually; additional inspections at problem locations	120 cubic yards	Mostly sediment
Volunteer Creek Cleanups – Friends of Five Creeks and other volunteers do cleanups at Baxter Creek, Cerrito Creek and Creekside Park	Ongoing	Regularly	Unknown	Shopping carts, cigarette butts, aluminum cans, plastic bottles, homeless encampments
Removal of Homeless Encampments	Ongoing	As needed	160 cubic yards	Mostly OCC, clothing, misc. trash, shopping carts, excrement, etc.

Section 11 - Provision C.11 Mercury Controls

C.11.a.i ► Mercury Recycling Efforts

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

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

C.11.a.ii ► Mercury Collection

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

Amount collected:

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

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

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

Summary

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

Section 12 - Provision C.12 PCBs Controls

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

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

Description:

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

C.12.a.ii.iii ► Ongoing Training

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

Description:

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

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

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

Summary

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

Section 13 - Provision C.13 Copper Controls

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

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

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

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

C.13.c ► Vehicle Brake Pads

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

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

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

Summary

Refer to BASMAA POC inspector training materials, which are available on the Program's website.

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

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

Summary

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

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

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

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

Summary

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

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

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

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

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

<p>Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:</p> <ul style="list-style-type: none"> • Promote conservation programs • Promote outreach for less toxic pest control and landscape management • Promote use of drought tolerant and native vegetation • Promote outreach messages to encourage appropriate watering/irrigation practices • Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.
<p>Summary:</p> <p>The City adopted the Model Water Efficiency Landscape Ordinance, required by the State. We independently support the Bringing Back the Natives Garden Tour and installed and maintain new Bay Friendly Landscaping at the El Cerrito Community Center which can be viewed by the public as an example Bay Friendly Landscaping Project.</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 ⁵⁰ (NTU)	Implemented BMPs & Corrective Actions
N/A										

⁵⁰ 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 ⁵¹														
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L) ⁵²	pH (standard units) ⁵²	Discharge Turbidity (Visual) ⁵²	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁵³	Inspector arrival time	Responding crew arrival time
N/A														

⁵¹ This table contains all of the unplanned discharges that occurred in this FY.

⁵² 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.

⁵³ 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.

El Cerrito Inventory List (Active Only) 08/05/2011

Name	Address	Category
Blue Moon Saloon	9937 SAN PABLO AVE	Bar Only
Ross Auto Body	10781 SAN PABLO AVE	Body Shop
Solar Car Wash	10511 SAN PABLO AVE	Car Wash / Detail
Cerrito Theatre	10070 SAN PABLO AVE	Commercial
El Cerrito Heating And Sheet Metal	1518 KEARNEY STREET	Commercial
West Coast Autometrics	10200 SAN PABLO AVE	Commercial
Clean Xpress Of El Cerrito Llc	10628 SAN PABLO AVE	Dry Cleaner
Del Norte Cleaner	11299 SAN PABLO AVE G	Dry Cleaner
Flamingo Cleaners & Tailor	10408 San Pablo Avenue	Dry Cleaner
Great American Dry Cleaner	215 EL CERRITO PLAZA	Dry Cleaner
Happy Cleaners And Laundry	7509 FAIRMOUNT AVE	Dry Cleaner
Hueys Laundry And Dry Cleaning	10148 SAN PABLO AVE	Dry Cleaner
Ok Cleaners And Laundry	6109 POTRERO AVE	Dry Cleaner
Sunshine Cleaners And Coin Laundry	10750 SAN PABLO AVE	Dry Cleaner
Tower Cleaners	7533 FAIRMOUNT AVE	Dry Cleaner
B & T Road Services	918 Richmond Street	Fleet Operations
Allstar Donuts	3070 EL CERRITO PLAZA	Food Service
Annas Place	11740 San Pablo Avenue	Food Service
Armadillo Pizza	10180 SAN PABLO AVE	Food Service
Bale Vietnamese Deli	10174 SAN PABLO AVE	Food Service
Baskin Robbins Ice Cream #2003	10598 SAN PABLO AVE	Food Service
Best Burritos	10390 SAN PABLO AVE	Food Service
Bos Donuts	10386 SAN PABLO AVE	Food Service
Burger King	6021 CENTRAL AVE	Food Service
Carrows #183	6120 POTRERO AVE	Food Service
Chefs Chinese Food	233 EL CERRITO PLAZA	Food Service
Churchs Chicken #185	11575 SAN PABLO AVE	Food Service
Dennys	11344 San Pablo Ave	Food Service
Donut Time	10740 SAN PABLO AVE	Food Service
Fat Daddys BBQ Catering Co.	1804 Key Blvd.	Food Service
Fatapples	7525 FAIRMOUNT AVE	Food Service
Goody Donuts	10963 SAN PABLO AVE	Food Service
Happy Garden Restaurant	11265 SAN PABLO AVE A	Food Service
Happy Golden Bowl	10675 San Pablo Ave	Food Service
Hawaiian Bbq	9935 SAN PABLO AVE	Food Service
Heng Heng Pho Restaurant	10386 San Pablo Avenue	Food Service
IHOP El Cerrito	11511 San Pablo Ave	Food Service
Jack In The Box	5920 CUTTING BLVD	Food Service
Katana-Ya Ramen	10546 SAN PABLO AVE	Food Service
Kentucky Fried Chicken #119	10175 SAN PABLO AVE	Food Service
Krung Thep Thai Cuisine	11224 SAN PABLO AVE	Food Service
L & L Chinese Restaurant	10140 San Pablo Ave	Food Service
Little Angies	6115 POTRERO AVE	Food Service
Little Caesars Pizza	11299 SAN PABLO AVE	Food Service
Little Hong Kong	10443 SAN PABLO AVE	Food Service
Loards Ice Cream	3080 El Cerrito Plaza	Food Service
Louisana Fried Chicken	11775 San Pablo Ave	Food Service
Mcdonalds	11821 SAN PABLO AVE	Food Service
Mel-O-Dee Club	240 EL CERRITO CIRCLE	Food Service
Mira Vista Golf And Country Club	7901 CUTTING BLVD	Food Service
Nations Foods, Inc.	1437 KEARNEY STREET	Food Service

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

Name	Address	Category
Nations Giant Hamburgers #21	6060 CENTRAL AVE	Food Service
Nong Thon	10086 San Pablo Avenue	Food Service
Panda Express	5020 El Cerrito Plaza	Food Service
Pasta Pomodoro	5040 El Cerrito Plaza	Food Service
Peetes Coffee And Tea	9895 SAN PABLO AVE	Food Service
Pizza Roma	10616 SAN PABLO AVE	Food Service
Raphaels Shutter Cafe	10064 San pablo Ave	Food Service
Red Onion	11900 SAN PABLO AVE	Food Service
Renee Gourmet	408 Bonnie Drive	Food Service
Romanos Macaroni Grill	8000 EL CERRITO PLAZA	Food Service
Rubios Fresh Mexican Grill	5010 El Cerrito Plaza	Food Service
Safeway Store #2940	11450 San Pablo Avenue	Food Service
Sawooei Thai Restaurant	10621 San Pablo Ave	Food Service
Starbucks	11861 SAN PABLO AVE	Food Service
Starbucks	3090 EL CERRITO PLAZA	Food Service
Strings Italian Cafe	11720 SAN PABLO AVE	Food Service
Subway Sandwiches	10398 SAN PABLO AVE	Food Service
Suns Cuisine	10168 San Pablo Avenue	Food Service
Taco Bell	11965 SAN PABLO AVE	Food Service
Tantes	300 Pomona Avenue	Food Service
Taqueria Del Palmar	11252 SAN PABLO AVE	Food Service
The Junket	235 EL CERRITO CIRCLE	Food Service
Trevinos Restaurant	11795 SAN PABLO AVE	Food Service
Uncle Wongs Restaurant	11760 SAN PABLO AVE	Food Service
Wienerschnitzel	11101 SAN PABLO AVE	Food Service
Wings Sushi	1000 El Cerrito Plaza	Food Service
Yammy Sushi	195 EL CERRITO PLAZA	Food Service
Yokohama Restaurant	11880 SAN PABLO AVE	Food Service
Yuet Foo Seafood Restaurant	10350 SAN PABLO AVE	Food Service
Yummy Chinese Restaurant	10264 SAN PABLO AVE	Food Service
Yusan Sushi	11866 SAN PABLO AVE	Food Service
Best Gas And Car Wash	10602 SAN PABLO AVE	Gas Station
Chevron Station #1750	11319 SAN PABLO AVE	Gas Station
Super Stop	11687 SAN PABLO AVE	Gas Station
El Cerrito Natural Grocery	10367 SAN PABLO AVE	Grocery Store
Giovannis Market	1600 LIBERTY STREET	Grocery Store
Lucky	1000 El Cerrito Plaza	Grocery Store
Safeway Stores #751	10636 SAN PABLO AVE	Grocery Store
Trader Joes	225 EL CERRITO PLAZA	Grocery Store
Yaoya-San	10566 San Pablo Avenue	Grocery Store
El Cerrito Steel	1424 KEARNEY STREET	Manufacturing
Jose Pena	1522 KEARNEY STREET	Manufacturing
El Cerrito Community Center	7007 MOESER LANE	Pool
Cerrito Galleria	10370 SAN PABLO AVE	Property Management
Del Norte Place	11720 SAN PABLO AVE	Property Management
El Cerrito Plaza	160 SAN PABLO AVE	Property Management
Jay Vee Center	10544 SAN PABLO AVE	Property Management
El Cerrito Recycling Center	7501 SCHMIDT LANE	Recycling Center
Barnes And Noble	6050 EL CERRITO PLAZA	Retail
Bed, Bath And Beyond	6000 EL CERRITO PLAZA	Retail
Home Depot	11939 San Pablo Ave	Retail
Kragen Auto Parts	10680 SAN PABLO AVE	Retail
Marshalls Dept Store	10794 SAN PABLO AVE	Retail

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

Name	Address	Category
Orchard Supply Hardware	1751 EASTSHORE BLVD	Retail
Pic N Pac Liquors	10012 SAN PABLO AVE	Retail
PG&E Substation	7140 SCHMIDT AVE	Utility
Auto Import Sales	11280 SAN PABLO AVE	Vehicle Service
Big O Tires	10733 San Pablo Ave	Vehicle Service
Car-T Complete Auto Care	5934 ALAMEDA AVE	Vehicle Service
Dohertys Auto Rental	10895 SAN PABLO AVE	Vehicle Service
European Auto Center	10269 SAN PABLO AVE	Vehicle Service
Fairmount Auto Service	6525 FAIRMOUNT AVE	Vehicle Service
Foreign Auto Clinic	6315 STOCKTON AVE	Vehicle Service
Hi-Tech Car Audio	10538 SAN PABLO AVE	Vehicle Service
Honda Of El Cerrito	11755 SAN PABLO AVE	Vehicle Service
J And R Transmission Center	6322 OHIO STREET	Vehicle Service
Kragen Auto Parts	9989 SAN PABLO AVE	Vehicle Service
Martys Motor	10929 SAN PABLO AVE	Vehicle Service
Pacific Imports	10439 SAN PABLO AVE A	Vehicle Service
Pauls Shop	10787 SAN PABLO AVE	Vehicle Service
Plaza Auto Service	6801 FAIRMOUNT AVE	Vehicle Service
Quality Tune-Up	10069 SAN PABLO AVE	Vehicle Service
R And R Auto And Towing Service	6700 FAIRMOUNT AVE	Vehicle Service
R C Imports	6501 FAIRMOUNT AVE	Vehicle Service
Robs Automotive	10192 SAN PABLO AVE	Vehicle Service
Sac Auto Electric	10465 SAN PABLO AVE	Vehicle Service
Smog Depot	11847 SAN PABLO AVE	Vehicle Service
Speed Oil Change	10175 SAN PABLO AVE	Vehicle Service
Steves Ultimate Auto Body	11847 SAN PABLO AVE	Vehicle Service
T K Auto Repair And Body Shop	10551 SAN PABLO AVE	Vehicle Service
Technica Auto	10793 San Pablo Ave	Vehicle Service
Wholesale Motors	10805 SAN PABLO AVE	Vehicle Service

Planned Inspections for El Cerrito (7/1/2011-6/30/2012)

No.	Name	Address	Last Inspection	Enforcement History	Inspector	Inspection Frequency	Category	Inspection Type
Inspection Cycle								
1	Annas Place	11740 San Pablo Avenue	NA	NA		1 insp. / 3 yrs.	Food Service	Initial
2	B & T Road Services	918 Richmond Street	NA	NA	TQUANE	1 insp. / 5 yrs.	Fleet Operations	Initial
3	Bed Bath And Beyond	6000 EL CERRITO PLAZA	22-Mar-06	NA	CWITTORP	1 insp. / 5 yrs.	Retail	Reinspection
4	Best Gas And Car Wash	10602 SAN PABLO AVE	5-Jan-07	NA	CLSPENCE	1 insp. / 5 yrs.	Gas Station	Reinspection
5	Blue Moon Saloon	9937 SAN PABLO AVE	21-Jun-06	NA	SARCHACK	1 insp. / 5 yrs.	Bar Only	Reinspection
6	Bos Donuts	10386 SAN PABLO AVE	14-Mar-07	NA	SARCHACK	1 insp. / 3 yrs.	Food Service	Reinspection
7	Burger King	6021 CENTRAL AVE	9-Oct-07	NA	SARCHACK	1 insp. / 3 yrs.	Food Service	Reinspection
8	Carraros #183	6120 POTRERO AVE	6-May-09	Notice of Violation 12-Jul-07	SARCHACK	1 insp. / 5 yrs.	Food Service	Reinspection
9	Dennys	11344 San Pablo Ave	14-Mar-07	NA	TQUANE	1 insp. / 5 yrs.	Food Service	Reinspection
10	Donut Time	10740 SAN PABLO AVE	19-Sep-07	NA	TQUANE	1 insp. / 3 yrs.	Food Service	Reinspection
11	El Cerrito Natural Grocery	10367 SAN PABLO AVE	28-Mar-06	NA	TQUANE	1 insp. / 5 yrs.	Grocery Store	Reinspection
12	El Cerrito Recycling Center	7501 SCHMIDT LANE	26-Jan-11	NA	DMAPP	1 insp. / 1 yrs.	Recycling Center	Reinspection
13	Fat Daddys BBQ Catering Co.	1804 Key Blvd	NA	NA	CLSPENCE	1 insp. / 3 yrs.	Food Service	Initial
14	Fatapples	7525 FAIRMOUNT AVE	28-Apr-08	NA	CLSPENCE	1 insp. / 3 yrs.	Food Service	Reinspection
15	Flamingo Cleaners & Tailor	10408 San Pablo Avenue	NA	NA	CLSPENCE	1 insp. / 5 yrs.	Dry Cleaner	Initial
16	Giovanis Market	1600 LIBERTY STREET	16-Mar-07	NA	SARCHACK	1 insp. / 5 yrs.	Grocery Store	Reinspection
17	Great American Dry Cleaner	215 EL CERRITO PLAZA	12-Jun-06	NA	SARCHACK	1 insp. / 5 yrs.	Dry Cleaner	Reinspection
18	Happy Cleaners And Laundry	7509 FAIRMOUNT AVE	20-Jun-06	NA	DMAPP	1 insp. / 5 yrs.	Dry Cleaner	Reinspection
19	Hawaiian Bhd	9935 SAN PABLO AVE	8-May-09	NA	KIBBER	1 insp. / 3 yrs.	Food Service	Reinspection
20	Heng Heng Pho Restaurant	10386 San Pablo Avenue	NA	NA	TQUANE	1 insp. / 3 yrs.	Food Service	Initial
21	Little Angles	6115 POTRERO AVE	14-Mar-07	NA	TQUANE	1 insp. / 5 yrs.	Food Service	Reinspection
22	Loards Ice Cream	3080 El Cerrito Plaza	NA	NA	SARCHACK	1 insp. / 3 yrs.	Food Service	Initial
23	Mira Vista Golf And Country Club	7901 CUTTING BLVD	29-Jan-08	Warning Notice 03-Aug-07	SARCHACK	1 insp. / 3 yrs.	Food Service	Reinspection
24	Nations Giant Hamburgers #21	6060 CENTRAL AVE	12-May-09	Warning Notice 22-Aug-05	SARCHACK	1 insp. / 3 yrs.	Food Service	Reinspection
25	Nong Thon	10086 San Pablo Avenue	NA	NA	TTOLIES	1 insp. / 3 yrs.	Food Service	Initial
26	Peets Coffee And Tea	9895 SAN PABLO AVE	17-Nov-08	NA	TTOLIES	1 insp. / 3 yrs.	Food Service	Reinspection
27	Pizza Roma	10616 SAN PABLO AVE	22-May-09	NA	KIBBER	1 insp. / 3 yrs.	Food Service	Reinspection
28	Pizza Auto Service	6801 FAIRMOUNT AVE	26-Jan-09	Warning Notice 11/1/8/08 Referral Notice 3/23/05	SARCHACK	1 insp. / 3 yrs.	Vehicle Service	Reinspection
29	Renee Gourmet	408 Bonnie Drive	NA	Warning Notice 6/9/04				Initial
30	Sateway Store #2940	11450 San Pablo Avenue	NA	NA		1 insp. / 3 yrs.	Food Service	Initial
31	Starbucks	11861 SAN PABLO AVE	26-Jan-09	Warning Notice 13-Nov-08	SARCHACK	1 insp. / 3 yrs.	Food Service	Reinspection
32	Starbucks	3090 EL CERRITO PLAZA	19-May-09	NA	SARCHACK	1 insp. / 3 yrs.	Food Service	Reinspection
33	Suns Cuisine	10168 San Pablo Avenue	NA	NA		1 insp. / 3 yrs.	Food Service	Initial
34	Tantes	300 Pomona Avenue	NA	NA		1 insp. / 3 yrs.	Food Service	Initial
35	Taquena Del Palmar	11252 SAN PABLO AVE	27-Aug-08	NA	SARCHACK	1 insp. / 3 yrs.	Food Service	Reinspection
36	West Coast Autometrics	10200 SAN PABLO AVE	13-Jan-06	NA	ACOMEAUX	1 insp. / 5 yrs.	Commercial	Reinspection
37	Wings Sushi	1000 El Cerrito Plaza	NA	NA		1 insp. / 3 yrs.	Food Service	Initial
38	Yaoya-San	10566 San Pablo Avenue	NA	NA		1 insp. / 5 yrs.	Grocery Store	Initial
Subtotal: 38								
Enforcement Reinspections								
1	Happy Golden Bowl	10675 San Pablo Ave	29-Apr-11	Warning Notice 09-Aug-10	CWITTORP	1 insp. / 1 yrs.	Food Service	Compliance F/U
2	Panda Express	5020 El Cerrito Plaza	10-Feb-11	Warning Notice 07-Jan-11	MWALTON	1 insp. / 1 yrs.	Food Service	Compliance F/U
Subtotal: 2								

Total Planned Inspections: 40

Stormwater Enforcement Summary
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Facility Name and Address	Date	Type	Citation	#	Corrected?	Comments
Happy Golden Bowl (10675 San Pablo Avenue, El Cerrito)	8/9/2010 9/1/2010	Initial Compliance F/U	WN	0 0	yes	No lid on dumpster; replace old dumpster. Owner indicated dumpster was replaced by 8/20/10.
Panda Express (5020 El Cerrito Plaza, El Cerrito)	1/7/2011 2/10/2011	Initial Compliance F/U	WN	0 0	yes	Lids open on dumpsters; fallow bin area showed signs of grease spills. Manager indicated compliance on 1/18/11.

Clean Water Inspections
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No.	Category	Name	Address	Inspector	Date	Inspection Type	Billing Type	Enforcement?	Outreach Material?	Status?
1	Dry Cleaner	Clean Xpress Of El Cerrito Lic	10628 San Pablo Ave	TQUANE	15-Dec-10	Reinspection	Targeted	none	N	
2	Dry Cleaner	Del Norte Cleaner	11289 San Pablo Ave G	TQUANE	9-Aug-10	Reinspection	Targeted	none	N	
3	Food Service	Alister Donuts	3070 El Cerrito Plaza	MWALTON	4-Jan-11	Reinspection	Targeted	none	N	
4	Food Service	Armadillo Pizza	10180 San Pablo Ave	DMAPP	24-Aug-10	Reinspection	Targeted	none	N	
5	Food Service	Bale Vietnamese Deli	10174 San Pablo Ave	DMAPP	24-Aug-10	Reinspection	Targeted	none	N	
6	Food Service	Best Burritos	10390 San Pablo Ave	TQUANE	11-Jan-11	Reinspection	Targeted	none	N	
7	Food Service	Chefs Chinese Food	233 El Cerrito Plaza	TQUANE	18-Dec-10	Reinspection	Targeted	none	N	
8	Food Service	Goody Donuts	10963 San Pablo Ave	TQUANE	15-Dec-10	Reinspection	Targeted	none	N	
9	Food Service	Goody Donuts	10963 San Pablo Ave	CLSPENCE	3-Jan-11	Follow-Up	Targeted	none	N	
10	Food Service	Happy Garden Restaurant	11265 San Pablo Ave A	TQUANE	9-Aug-10	Reinspection	Targeted	none	N	
11	Food Service	Happy Golden Bowl	10675 San Pablo Ave	CWITTORP	9-Aug-10	Initial	Targeted	Warning Notice	N	
13	Food Service	Happy Golden Bowl	10675 San Pablo Ave	CWITTORP	1-Sept-10	Compliance Follow-up	Targeted	none	N	
12	Food Service	Happy Golden Bowl	10675 San Pablo Ave	CWITTORP	29-Apr-11	Reinspection	Targeted	none	N	
14	Food Service	IHOP El Cerrito	11511 San Pablo Ave	CLSPENCE	3-Jan-11	Initial	Targeted	none	N	
15	Food Service	Krung Thai Cuisine	11224 San Pablo Ave	MWALTON	31-May-11	Reinspection	Targeted	none	N	
16	Food Service	L & L Chinese Restaurant	10140 San Pablo Ave	CLSPENCE	3-Jan-11	Initial	Targeted	none	N	
17	Food Service	Little Caesars Pizza	11289 San Pablo Ave	TQUANE	9-Aug-10	Reinspection	Targeted	none	N	
18	Food Service	Louisiana Fried Chicken	11775 San Pablo Ave	CLSPENCE	3-Jan-11	Initial	Targeted	none	N	
19	Food Service	Nations Foods, Inc.	1437 Keamey Street	TQUANE	7-Jan-11	Reinspection	Targeted	Warning Notice	N	
20	Food Service	Panda Express	5020 El Cerrito Plaza	MWALTON	10-Feb-11	Compliance Follow-up	Targeted	none	N	
21	Food Service	Panda Express	5020 El Cerrito Plaza	CWITTORP	9-Aug-10	Initial	Targeted	none	N	
22	Food Service	Pasta Perrotto	5040 El Cerrito Plaza	CWITTORP	9-Aug-10	Initial	Targeted	none	N	
23	Food Service	Raphael's Shutter Cafe	10064 San Pablo Ave	CLSPENCE	24-Aug-10	Initial	Targeted	none	N	
24	Food Service	Raphael's Shutter Cafe	10064 San Pablo Ave	CLSPENCE	3-Jan-11	Follow-Up	Targeted	none	N	
25	Food Service	Red Onion	11900 San Pablo Ave	MWALTON	11-Jan-11	Reinspection	Targeted	none	N	
26	Food Service	Romanos Macaroni Grill	8000 El Cerrito Plaza	TQUANE	9-Aug-10	Reinspection	Targeted	none	N	
27	Food Service	Rubios Fresh Mexican Grill	5010 El Cerrito Plaza	CWITTORP	9-Aug-10	Initial	Targeted	none	N	
28	Food Service	Sawooel Thai Restaurant	10621 San Pablo Ave	CLSPENCE	3-Jan-11	Initial	Targeted	none	N	
29	Food Service	Shutter Caf	10064 San Pablo Ave	DMAPP	24-Aug-10	Reinspection	Targeted	none	N	
30	Food Service	Subway Sandwiches	10398 San Pablo Ave	DMAPP	13-Dec-10	Reinspection	Targeted	none	N	
31	Food Service	Taco Bell	11965 San Pablo Ave	DMAPP	26-Jan-11	Reinspection	Targeted	none	N	
32	Food Service	The Junket	235 El Cerrito Circle	MWALTON	9-May-11	Reinspection	Targeted	none	N	
33	Food Service	Yammy Slushi	10675 San Pablo Ave	CWITTORP	9-Aug-10	Initial	Targeted	none	N	
34	Food Service	Yuet Foo Seafood Restaurant	195 El Cerrito Plaza	TQUANE	14-Dec-10	Reinspection	Targeted	none	N	
35	Food Service	Albertsons	1000 El Cerrito Plaza	NKLUIMP	20-Dec-10	Reinspection	Targeted	none	N	
36	Grocery Store	Albertsons	1000 El Cerrito Plaza	NKLUIMP	16-Dec-10	Initial	Targeted	none	N	Closed
37	Grocery Store	Lucky	1000 El Cerrito Plaza	NKLUIMP	16-Dec-10	Initial	Targeted	none	N	
38	Grocery Store	Safeway Stores #751	10636 San Pablo Ave	TQUANE	10-Jan-11	Reinspection	Targeted	none	N	
39	Grocery Store	Trader Joes	225 El Cerrito Plaza	TQUANE	11-Jan-11	Reinspection	Targeted	none	N	
40	Property Management	Cerrito Galleria	10370 San Pablo Ave	TQUANE	20-Dec-10	Reinspection	Targeted	none	N	
41	Property Management	El Cerrito Plaza	160 San Pablo Ave	DMAPP	26-Jan-11	Reinspection	Targeted	none	N	
42	Recycling Center	El Cerrito Recycling Center	7501 Schmidt Lane	DMAPP	26-Jan-11	Reinspection	Targeted	none	N	
43	Retail	Pic N Pac Liquors	10012 San Pablo Ave	DMAPP	12-Aug-10	Reinspection	Targeted	none	N	
44	Vehicle Service	T K Auto Repair And Body Shop	10551 San Pablo Ave	TQUANE	9-Aug-10	Reinspection	Targeted	none	N	

Summary	
Total Initial Inspections & Reinspections (closed not included):	37
Total Follow-up, Enforcement Follow-up, Surveillance & Partial Inspections:	4
Total NOV's Issued:	0
Total WNs Issued:	2

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

Emergency & Environmental Management Phone Numbers

Local/County/Regional Governmental Contacts

Stormwater Contact: Bill Driscoll 812-7240
Alternate: City Engineer 215-4382

Maintenance Dept.: Bill Driscoll 812-7240
After Hours: Dispatch 237-3233
"On—Call" PW person: 812-6916
Local Police Department: El Cerrito Police 237-3233

Local Fire District: El Cerrito Fire Department
Dispatch 237-3233 Office 215-4450
Local Fire District

CCC HazMat 24 Hour Emergency: (925) 646-1112

Wastewater Agency: Stege Sanitary District
524-4668

Wastewater Agency: EBMUD 287-1608

HazWaste Facility: Household Hazardous Waste
101 Pittsburg Ave. Richmond 1-888-412-9277
HazWaste Facility:

East Bay Regional Park District — Fire District 24
Hour Line: (510) 881-1121

San Francisco Bay Regional Water Quality Control
Board: (510) 622-2300

Central Valley Regional Water Quality Control Board:
(916) 464-4730

Adjacent City Contact Albany 524-9543

Adjacent City Contact Kensington 526-4141

Adjacent City Contact Richmond 231-3043

Adjacent City Contact

County NPDES Contact Steve Wright (925) 313-
2259 After hours: call HazMat or 911
Sheriffs Communications Center: (925) 646-2441

CCC Environmental Health Services:
(925) 646-5225 7:30 a.m. — 5 p.m. weekdays

Miscellaneous

Clean Up Contractors: PSC
(707) 746-8297

Clean Up Contractors: Bill's Underground
237-1300 932-1736 (cell)

Clean Up Contractors:

State & Federal Agencies

Office of Emergency Services Spill Line:
(800) 852-7550

Cal. Highway Patrol: (925) 646-4980

Dept. Fish & Game--24 Hour Dispatch during
incident: (831) 649-2801

CAL EPA — Dept. of Toxic Substances Control
(Region 2): (510) 540-3856

CAL Occupational Safety and Health
Administration: (925) 602-6517

US Coast Guard — Marine Safety Office:
(510) 437-3073

Date/Time of Incident	Type of Pollutant	Incident Description (potential or actual discharge observed)	Did Pollutant enter SD and/or receiving waters (SD includes gutter)	Date/Time Incident started	Location (include whether discharge entered storm drain/receiving water)	Date Abated	Reported to	Followed up by	Date followed up	Follow-up Notes	Actions Taken	Educ. Info. Provided (y or n)	Enforcement Taken	Date Followed up with Reporter	Response time (in days)		
															Call to investigation	Investigation to abatement	Call to abatement
01/18/11: 4:59pm	Chlorinated water drainage	A neighbor, Josh Whitmer at 780 Colusa at 528-1056, called to report that his neighbor was draining his pool into the gutter at that moment. There is also a creek at this location. The Josh Whitmer informed the person residing at 774 Colusa that he can't drain to the SD. Site inspection made. I only observed a portion of a wet driveway and gutter.	Yes	01/18/11; 4:59pm	774 Colusa. The gutter was observed to be wet but the liquid was already gone. There was nothing to catch or find outside of the wet surface. Water probably entered the storm drain.	1/19/11	Jaime F. Jakubczak	Jaime F. Jakubczak	1/19/11	site visit was performed. No one on site. I spoke to the neighbor. He stated he witnessed a pool man draining water into the gutter. He tried to explain that this was a violation, the pool man ignored him. I left my card and an education brochure in the mailbox. Follow up: the prop owner, Sidney Green, from San Diego cd, I had a indepth conversation regarding this pool water drainage into the storm drain. He will also go on the water board website to obtain copies of brochures etc.	see follow up notes.	Yes	Yes	1/19/11	1 day	1 day	1 day
2/10/11; 13:03pm	Raw Sewage	Eric Olson of 907 Clark Place at 527-6384 called to report that for a week it looked like water was coming out of the cleanout at 8831 Terrace Dr but recently he saw toilet paper and now thinks it's raw sewage coming out of the clean out onto the sidewalk	No	Approximately 1/3/11	8831 Terrace Drive. Not sure. It was reported to be on the sidewalk.	2/10/11	Jaime F. Jakubczak and Bill Driscoll, PW Superintendent	Jaime F. Jakubczak	2/10/11	did site visit, there was a minor amt of dried toilet paper on the sidewalk. It did not appear to have gotten into the gutter, storm drain system. I talked to the prop owner and their plumber who was present and was going to snake out the clog. I provided verbal education.	see follow up notes	Yes	Yes	2/10/11	1hr	1hr	1hr
02/17/11; 10:40 am	Muddy water	756 Balra Dr at Levistan Ave. There is construction going on the property. Jose Jaramillo, Maintenance Lead Worker, witnessed mud draining into the storm drain. Laurenteen Brazil called it into Jaime Jakubczak, Code Enforcement Officer.	Yes	2/17/11	756 Balra at Levistan Ave		Jaime F. Jakubczak	Jaime F. Jakubczak	2/17/11	See Code enforcement case #CE11-00045. This brown water was ground surface run off. Not as a result of the construction occurring on site. A fix was sent regarding the nonpermitted construction and included BMP info.	see notes	Yes	Yes	2/17/11	20mins	3.75hrs	N/A
3/15/11	Solvent	Jessica Kawai of 2019 Tapscott Ave at 510-734-9851 called and left a message for me on Friday, March 18th, 2011 at 14:53 p.m., City Hall's off-Friday. Apparently, she called Maintenance on Tuesday but kept getting a VM and was directed to me by the Police	No	3/15/11	2019 Tapscott Avenue	3/21/11	Jaime F. Jakubczak	Jaime F. Jakubczak	3/21/11	rec'd complaint this morning, did site visit immediately. See pics. See code investigation #CE11-0015. left educational brochures. Talked to neighbor. Follow-up (3/28/11): spoke to Bill Driscoll, Maintenance Mgr. they abated it last week. It did not appear to go into storm drain. Bill tt the complainant and discussed the issue. Interesting to note, someone at this residence works on cars. This may or may not have been related.	see notes	Yes	No	3/21/11	25mins	25mins	N/A
3/22/2011: 9:50 am	Water Main Break	Ryan O'Kane with our Paving Division was alerted by STEGE Sanitary of a water main break between 847 & 848 Bates Ave between the cross streets of Roberts and Terrace. Apparently, the water was gushing pretty badly. EBMUD had been up and installed some protective measures.	Yes	3/22/11	In the street between 847 & 848 Bates Ave.	Probably 3/22/2011	EBMUD	EBMUD	3/22/11	Bill Driscoll is going to drive by to make sure the storm drain inlets are protected. STEGE and EBMUD are both involved.	see notes	N/A	N/A	3/22/11	1 day	1 day	N/A
3/22/11	water	Jose Jaramillo observed water draining into gutter	No	3/22/11 14:00	824 Contra Costa Dr. water did enter into storm drain	N/A	Jaime F. Jakubczak	Jaime F. Jakubczak	3/22/11	site visit made. The water entering into the storm drain system is surface and sub-surface water from surrounding hills. This is an approved discharge. No abatement required.	see notes	Yes	N/A	3/22/11	1.5 hrs	1.5hrs	N/A
3/22/11	wood chips, mulch	Jose Jaramillo observed mulch that was dumped in the street and gutter.	Yes	3/22/11 14:30	850 Seaview Dr. wood chips/mulch was dumped in the gutter and street. It did not enter into the storm drain as the property owner was moving it to his yrd. See code enforcement case #CE11-0070.	3/22/11	Jaime F. Jakubczak	Jaime F. Jakubczak	3/22/11	I discussed w/the property owner the ramifications of this violations. I assured him that since it is being cleaned up right away that this would only be entered into the database and the case would be closed. We agreed that the landscaping comp. that delivered the materials should be educated.	see notes	Yes	Yes	3/22/11	1.5hrs.	1.50hrs.	1.50hrs.
4/13/11; 4:14 pm	Greasy solvent	Ms. Jackson of 5325 Silva Ave at 510-439-8990 called the Regional Water Quality Control Board to report that the creek in her backyard just turned white. The description made it sound like paint or cement washed out into the creek.	Yes - assumed	4/13/2011: 3:30 pm or so	Illicit discharge was apparently dumped into an open creek that runs behind several properties.		RWQCB			Unknown discharger	None	No	None				
04/05/2011: 12:30 pm	VOC	On April 5th, Jerry Bradshaw, Public Works Director; Yvetteh Ortiz, Engineering Manager, and two individuals from the Unified School District were on site at the El Cerrito High School for other reasons when they noticed a strong VOC odor coming from the storm drain structure.	Unknown	4/5/2011; 12:30 pm	The odor was coming from the storm drain structure itself.		Bill Driscoll	Bill Driscoll	4/5/11	There was nothing found. It dissipated before anything could be investigated.	None taken.	N/A	N/A	4/5/11	Immediately	30 minutes	N/A
05/27/11: 15:19	Illicit Discharge	Judith Frank left a VM on the General phone line on 5/27-11 at 3:19pm. The message was forwarded to me on 5-31-11 at 2-15 pm. I sent an email to Code Enforcement at about 5:50 pm. Apparently, the caller has noticed a strange liquid that is draining down.	No	Exact unknown (several months)	In front of 6823 Glen Mawr Ave that is draining from the property, possibly the storm drain but not clear.	N/A	Jaime Jakubczak	Jaime F. Jakubczak	6/3/11	See code investigation case #CE11-0035. It was determined that this water is a under house sump pump discharge. No further action necessary.	None taken.	N/A	N/A	6/3/11	4 days	N/A	N/A
06/07/2011: 8:21 am	Water leak	At 8:21 am a call came in from John Friday at 7301 Rockway. He called to report that in front of the ticket booth there is a water leak. Fernando Herrera, Maintenance Worker was dispatched to the site. He found that EBMUD was already responding.	Yes	06/07/2011; 8:21 am	504 Ashbury Avenue	6/7/11	Jaime Jakubczak and Fernando Herrera	Jaime Jakubczak and Fernando Herrera	6/7/11	discharge was a main water break. EBMUD is to repair. Waddies were installed.	None taken.	N/A	N/A	6/7/11	1hrs.	10hrs.	11hrs.
7/19/11; 10:35am	Raw Sewage	The property owner, Alphonso Ferry at 1622 Elm Street called Engineering's Margarita Nodal to report a sewer leak and TP in the gutter. He thought it was the City's responsibility to respond. Engineering directed him to contact STEGE Sanitary directly.	Yes	ed	1622 Elm Street	7/19/11	Jaime Jakubczak and Fernando Herrera	Jaime Jakubczak and Fernando Herrera	7/19/11	07-19-11. I did a site visit. I notice a small amt of what looked like toilet paper in the parkway nearest to the sidewalk and walkway. I tt to the prop ownr and he stated that he has contacted stege and a plumber to have the sewer main repaired.	see notes	Yes	Yes	7/19/11	8 mins	unknown	unknown
7/26/11	filmy dirt frm parking lot	call frm p.w. dept stating that high pressure water washing was occurring at this location. It may be from the parking lot debris.	Yes	07/26/11, 9:15 am	11156 San Pablo Ave. water entered the gutter but at this point, not the storm water drain.	7/26/11	Jaime F. Jakubczak	Jaime F. Jakubczak	7/26/11	see code case #CE11-0160 for notes	see notes	Yes	Yes	7/26/11	5 mins	20mins	25mins.

City of El Cerrito

IPM Program

6/24/11

1.1. IPM PROGRAM PURPOSE

The purpose of this IPM Program is to establish the procedures, plans and actions for the an IPM program for the City of El Cerrito that will manage pests and vegetation on public lands, rights-of-ways, and bodies of water in an environmentally sensitive manner while addressing public health, safety, economic, legal, and aesthetic requirements. The IPM Program provides guidelines for pest management, which adhere to stormwater regulations, reduces pesticide use and in turn reduces pollution associated with pesticide run-off. This IPM Program applies to Building and Parks Maintenance staff plus contracted services, but not to residents or businesses within the City of El Cerrito. This IPM Program will suggest Best Management Practices (BMPs) to encourage IPM methods for private businesses and residents under Section 1.9 entitled 'Outreach to the Public'.

1.2. IPM STORMWATER PERMIT GUIDELINES

The City of El Cerrito current NPDES permit is the San Francisco Bay Region, Municipal Regional Stormwater NPDES Permit, No. CAS612008 Order Number R2-2009-0074, issued on October 14, 2009. Provision C.9 Pesticides Toxicity Control (Appendix A) states all Permittees shall prevent the impairment of urban streams by pesticide-related toxicity and implement a pesticide toxicity control program that addresses their own and others' use of pesticides within their jurisdiction that pose a threat to water quality and that have the potential to enter the municipal conveyance system. Provision C.9 also includes requirements such as adoption and implementation of an IPM Policy or Ordinance, training of municipal employees to implement IPM, tracking, and participation in regulatory processes for pesticides, interface with county agricultural commissioners, evaluating source control actions relating to pesticides, public outreach for pesticides, and outreach to pest control contractors.

The additional requirements of Provision C.9, such as tracking and participation in regulatory processes for pesticides, interfacing with county agricultural commissioners, and public outreach for pesticides will be done in conjunction with the Contra Costa Clean Water Program.

This IPM Program will incorporate all current IPM requirements in the MRP.

1.3. IPM POLICY

The IPM policy included herein as Appendix “B” serves as a guideline to implement this IPM program. The City of El Cerrito IPM policy has been written and reviewed by the appropriate municipal authorities and approved by the City Engineer/Public Works Director who is responsible for adopting and implementing the main components of the IPM program-

1.4. ROLES AND RESPONSIBILITIES

In order to establish an effective IPM program, individual tasks are delegated to City of El Cerrito staff representatives who are responsible for implementing the main components of an IPM program. The following are the designated municipal staff to oversee the IPM program:

- Public Works Director/City Engineer
- Stormwater Program Coordinator/IPM Coordinator

The Public Works Director/City Engineer shall be responsible for:

1. Ensuring that department procedures, budget and staffing decisions support implementation of the IPM program;
2. Providing training to building and grounds management staff in the requirements of the IPM program;
3. Selecting an IPM Committee to include representatives that use pesticides;
4. Designating an IPM Coordinator to ensure products used by the Department meet the standards outlined in the IPM program and represents the Department on the IPM Committee; and,

5. At least annually and in conjunction with the IPM Coordinator, report to the City Manager and/or City Council on the Department's implementation of the IPM program.

The Stormwater Program Coordinator/IPM Coordinator shall be responsible for:

1. Coordinating efforts to adopt IPM techniques;
2. Communicating with all staff on the goals and guidelines of the program;
3. Coordinating training programs for staff;
4. Facilitating meetings with the IPM Committee;
5. Tracking all pesticide use and ensuring that the information if available to the public;

1.5. PESTICIDE SELECTION AND APPROVAL

The IPM Coordinator will make product recommendations based on a tiered risk assessment of pesticides. The IPM Coordinator will develop this tiered risk assessment of pesticides. A prioritized list of products will be developed to identify products that may be targeted for future phase-out based on review of the product's contents, precautions, need for the product, and adverse health and environmental effects. The list shall be submitted as part of the annual report. The list may be used if determined appropriate by the IPM Coordinator in compliance with the emergency exemption process (see Section 1.5.d).

Criteria for developing the product list shall be based on acute and chronic toxicity of products and chemicals known to cause cancer and known to cause reproductive toxicity. Environmental impacts of the products shall also be considered. Pesticides listed in C.9 as pesticides of concern will go through a more rigorous process for use and approval than pesticides that are not on the approved list but are not considered pesticides of concern by the Water Board.

Products on the Tiered Product List will be divided into three classifications:

- Approved Use
- Limited Use
- Banned Use

If the use of a material that is not on the Approved Use or Limited Use tier list is deemed necessary, the IPM Coordinator may grant an emergency exemption (see Section 1.5.d).

a. Approved Use Products

The first tier classification of pesticides is the Approved Use Product tier. These pesticides have been approved for use by the IPM Coordinator, along with any restrictions for such use. The Approved Use Products list shall include but are not limited to:

- Insecticides, rodenticide baits and traps
- Caulking agents and crack sealants
- Borates, silicates, and diatomaceous earth
- Soap-based products
- Natural products on the FIFRA's 23(b) list (40 DFR part 152.25 (g)(1))¹
- Natural products on the California Certified Organic Farmers' organic list
- EPA GRAS-generally recognized as safe products pursuant to Federal EPA
- Cryogenics, electronic products, heat and light
- Biological controls such as parasites and predators
- Physical barriers

¹ In 1996, EPA exempted certain minimum risk pesticides from FIFRA requirements if they satisfy certain conditions. EPA exempted the products described in 40 CFR section 152.25(g) in part to reduce the cost and regulatory burdens on businesses as well as the public for pesticides posing little or no risk, and to focus EPA's limited resources on pesticides which pose greater risk to humans and the environment. This exemption provision is located in section 152.25(g) of Title 40 of the Code of Federal Regulations.

- Sluggo
- Pheromones and attractants for traps

b. Limited Use Products

The IPM Coordinator may grant a request that particular pesticides not classified as the Approved Use be approved for a specific purpose. Limited use products may not be a pesticide on the Banned Use Product. The request to use a product on the Limited Use list must be reviewed and approved by the IPM Committee. The IPM Committee may grant a limited use exemption upon a finding that the requestor has:

1. Identified a compelling need to use the pesticide.
2. Made a good faith effort to find alternatives to the particular pesticide.
3. Demonstrated that effective, economic alternatives to the particular pesticide do not exist for the particular use.
4. Developed a reasonable plan for investigating alternatives to the pesticide in question during the exemption period.

c. Banned Use Products

The following high health-risk pest management products are completely banned from use in Contra Costa:

1. Pesticides linked to cancer (US EPA Class A, B and C carcinogens and chemicals known to the State of California to cause cancer under Proposition 65).
2. Pesticides that cause birth defects, reproductive, or development harm (identified by the US EPA or known to the State of California under Proposition 65 as reproductive or development toxins).

3. Pesticides classified as Toxicity Category I and II pesticide products by the US EPA, (carbonate, and organophosphate pesticides).
4. Foggers, bombs, fumigants, or sprays that contain pesticides identified by the State of California as potentially hazardous to human health (CFR 6198.5).
5. Pesticides that interfere with human hormones.

d. Emergency Exemption

The Building or Parks Maintenance staff may apply to the IPM Coordinator for an emergency exemption to use a Banned Use product in the event that an emergency pest outbreak poses an immediate threat to public health or significant economic damage will result from failure to use a pesticide. The IPM Coordinator will have a list of products phased out from prior use based on their product tier system.

1.6. PESTICIDE APPLICATOR/IPM PROVIDER SELECTION AND APPROVAL

The City of El Cerrito will implement a process to ensure that any contractor employed to conduct pest control and pesticide application on municipal property engages in pest control methods consistent with this IPM program. Contractors will be required to follow the agency's IPM policy, SOPs, and BMPs; provide evidence to the City of El Cerrito of having received training on current IPM techniques when feasible; and, provide documentation of pesticide use on agency property to the agency in a timely manner. In the process of hiring a contractor for IPM, the contractor may be required to provide a statement of qualifications for IPM services. In addition, the contractor shall submit to the City of El Cerrito an IPM implementation plan that includes:

- Types and estimated quantities of pesticides that the contractor may need to apply to during it's the contracted work;
- Outline actions the contractor will take to meet the IPM program to the maximum extent practicable; and
- Identify the primary IPM contact for the contractor.

The City of El Cerrito shall require IPM certification from an approved IPM program such as Ecowise for structural pesticide application, Bay Friendly for landscape pesticide application, or another program approved by the Regional Board. In addition, the contractor will sign a contract for pesticide application services that includes the IPM implementation plan detailed above that has been approved by the City of El Cerrito and contractor prior to start of application services. A model contract for IPM services has been included in this document as Appendix "C."

A contractor, or department/operating unit on behalf of a contractor, may apply for any material application exemption authorized under the exemptions section 1.5.d of this IPM program.

1.7. IPM APPLICATION

Only persons specifically appointed by the IPM Coordinator as Pesticide Applicators will be permitted to use pesticides on municipal facilities. Use of pesticides by pesticide applicators is limited to Approved Use and Limited Use Products. Pesticide applicators must follow regulations and label precautions.

Pesticide applicators and municipal employees that could potentially be exposed to pesticides will receive IPM training and hazard materials training for the safe use of pesticides and other grounds maintenance hazardous materials in the workplace by their supervisor or designee. As each municipal IPM program is updated and its objectives reviewed, the program staff will be trained accordingly

to understand the program's periodic changes. Education will include formal classroom training, on-site informal meetings for those employees responsible for providing pest control at least once per year. No pesticides may be used at facilities except in accordance with this IPM Program.

1.8. EDUCATION AND TRAINING

All staff associated with planning, design, construction and maintenance of buildings and landscapes shall receive an orientation to this IPM program and their roles and responsibilities in implementing it in a written or verbal format.

All municipal employees who handle pesticides should be familiar with the most recent material safety data sheet (MSDS) files.

The IPM Coordinator will be responsible for coordinating training events for all pesticide applicators and municipal staff involved with buildings and grounds maintenance. IPM training may be coordinated through the Contra Costa Clean Water Program or other through regional efforts with other Bay Area Stormwater Agencies Association (BASMAA) members. The IPM Coordinator shall invite speakers and arrange for other educational opportunities to assist implementing the IPM program each year. The IPM Coordinator shall inform employees on Department policies and procedures relevant to this IPM Program and keep staff current with best landscape-management practices and technologies that utilize IPM. Employee shall also be involved in identifying and implementing strategies to minimize the use of pesticides and in evaluating replacements for chemicals targeted for phase-out.

Each department that uses pesticides shall keep records of all pest management activities (see Appendix D).

1.9. OUTREACH TO THE PUBLIC

The MRP requirements for public outreach include point of purchase outreach (outreach to consumers at the point of purchase), outreach to residents who use or contract for structural or landscape pest control, and outreach to pest control operators and landscapers. These outreach activities can be coordinated through the Contra Costa Clean Water Program and other members of BASMAA.

1.10. STRUCTURAL IPM

Structural maintenance includes the management of pests in and around building structures such as office complexes, libraries, correctional facilities, hospitals, schools, yards, animal shelters etc. Pest management in and around buildings typically involve a combination of chemical (insecticide) application and/or mechanical methods of removing pests. All of these maintenance practices have the potential to harm the environment and human health.

The common pest concerns for buildings include ants, rodents, spiders, and other organisms. These organisms usually enter buildings for shelter and food but are unwanted near human inhabitants.

The City of El Cerrito will assess the current pest problems in and around their public buildings to develop a site-specific pesticide and grounds maintenance plan for all public sites as needed. These plans will include a management strategy for pests incorporating IPM practices for inside and outside all public buildings.

Many of the IPM protocols for removing such organisms from buildings involve prevention strategies.

1.11. LANDSCAPE IPM

Landscape maintenance includes the management of pest in and around medians, rights of ways, airports, parks, plazas, open space, creek areas, country clubs, gardens, and golf courses. Landscape maintenance activities include vegetation removal; herbicide and insecticide application; fertilizer application; watering; and other gardening and lawn and landscape care practices. Vegetation control typically involves a combination of chemical (herbicide) application and mechanical methods. All of these maintenance practices have the potential to contribute pollutants to the storm drain system.

The common pest concerns for landscape and turf include noxious weeds, rodents, ground squirrels, and other invasive animals that destroy the health of the landscaping.

The major objectives of this BMP are to minimize the discharge of pesticides, herbicides, and fertilizers to the storm drain system and receiving waters; prevent the disposal of landscape waste into the storm drain system by collecting and properly disposing of clippings and cuttings, and educating employees and the public.

Many of the IPM protocols for turf and landscape management include:

- Protection of the storm drain system from contaminated runoff;
- Proper disposal of removed vegetation;
- Smart irrigation management to control runoff from overwatering;
- Manual weeding rather than use of chemicals/herbicides;
- Manual removal of pests of vegetation (i.e. birds, insects, etc.);
- Composting and mulching practices;
- Alternative landscaping other than turf;

- Alternative fertilization practices and products;
- Erosion control;
- Planting of native, drought resistant plants;
- Reducing pesticide/herbicide/insecticide use;
- Removal and replacement of plants laden with bacteria, parasites, and fungi;
- Prevention practices to ward off pests from landscaped areas;
- Promoting beneficial organisms to feed on pests;
- Understanding of current pests problems that exist rather than relying on a preventative schedule of applying chemicals;
- Testing of soils for proper additive application;
- Education of employees on IPM methods and inspection of contracted employees for IPM practices; and,
- Documentation and monitoring of all pesticide use.

Section 2. References

King County Stormwater Pollution Control Manual. Best Management Practices for Businesses. 1995. King County Surface Water Management. July. On-line:

<http://dnr.metroke.gov/wlr/dss/spcm.htm>

Los Angeles County Stormwater Quality Model Programs. Public Agency Activities:

http://ladpw.org/wbmd/npdes/model_links.cfm

Model Urban Runoff Program: A How-To Guide for Developing Urban Runoff Programs for Small Municipalities. Prepared by City of Monterey, City of Santa Cruz, California Coastal Commission, Monterey Bay National Marine Sanctuary, Association of Monterey Bay Area Governments, Woodward-Clyde, Central Coast Regional Water Quality Control Board. July. 1998.

Orange County Stormwater Program:

http://www.ocwatersheds.com/StormWater/swp_introduction.asp

Santa Clara Valley Urban Runoff Pollution Prevention Program. 1997 Urban Runoff Management Plan. September 1997, updated 2000.

United States Environmental Protection Agency (USEPA). 2002. Pollution Prevention/Good Housekeeping for Municipal Operations Landscaping and Lawn Care. Office of Water. Office of Wastewater Management. On-line:

http://www.epa.gov/npdes/menuofbmpps/poll_8.htm

California's Nonpoint Source Program Plan: <http://www.swrcb.ca.gov/nps/index.html>

King's County: <ftp://dnr.metrokc.gov/elr/dss/spcm/Chapter%203.pdf>

Orange County Stormwater Program:

http://www.ocwatersheds.com/StormWater/smp_introduction.asp

Mobile Cleaners Pilot Program: Final Report. 1997. Bay Area Stormwater Management Agencies Association (BASMAA): <http://www.basmaa.org/>

Pollution from Surface Cleaning Folder. 1996. Bay Area Stormwater Management Agencies Association (BASMAA): <http://www.basmaa.org/>

San Diego Stormwater Co-permittees Jurisdictional Urban Runoff Management Program

(URMP): <http://www.projectcleanwater.org/pdf/Model%20Program%20Municipal%20Facilities.pdf>

Appendix A.

MRP Provision C.9

C.9. Pesticides Toxicity Control

To prevent the impairment of urban streams by pesticide-related toxicity, the Permittees shall implement a pesticide toxicity control program that addresses their own and others' use of pesticides within their jurisdictions that pose a threat to water quality and that have the potential to enter the municipal conveyance system. This provision implements requirements of the TMDL for Diazinon and Pesticide related Toxicity for Urban Creeks in the region. The TMDL includes urban runoff allocations for Diazinon of 100 ng/l and for pesticide related toxicity of 1.0 Acute Toxicity Units (TUa) and 1.0 Chronic Toxicity Units (TUc) to be met in urban creek waters. However, urban runoff management agencies (i.e., the Permittees) are not solely responsible for attaining the allocations because their authority to regulate pesticide use is constrained by federal and State law. Accordingly, the Permittees' requirements for addressing the allocations are set forth in the TMDL implementation plan and are included in this provision.

Pesticides of concern include: organophosphorous pesticides (chlorpyrifos, diazinon, and malathion); pyrethroids (bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyhalothrin, permethrin, and tralomethrin); carbamates (e.g., carbaryl); and fipronil. The Permittees may coordinate with BASMAA, the Urban Pesticide Pollution Prevention Project, the Urban Pesticide Committee, the Bay-Friendly Landscaping and Gardening Coalition, and other agencies and organizations in carrying out these activities.

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

- i. **Task Description** – In their IPM policies or ordinances, the Permittees shall include provisions to minimize reliance on pesticides that threaten water quality and to require the use of IPM in municipal operations and on municipal property.
- ii. **Implementation Level** – If not already in place, the Permittees shall adopt IPM policies or ordinances no later than July 1, 2010.
- iii. **Reporting** – The Permittees shall submit a copy of their IPM ordinance(s) or policy(s) in their 2010 Annual Report.

C.9.b. Implement IPM Policy or Ordinance

- i. **Task Description** – The Permittees shall establish written standard operating procedures for pesticide use that ensure implementation of the IPM policy or ordinance and require municipal employees and contractors to adhere to the IPM standard operating procedures.
- ii. **Reporting**
 - (1) In their Annual Reports, the Permittees shall report on IPM implementation by showing trends in quantities and types of pesticide used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphorous pesticides, pyrethroids, carbaryl, and fipronil.

- (2) The Permittees shall maintain pesticide application standard operating procedures and submit them upon request.

C.9.c. Train Municipal Employees

- i. Task Description** – The Permittees shall ensure that all municipal employees who, within the scope of their duties, apply or use pesticides that threaten water quality are trained in IPM practices and the Permittee’s IPM policy. This training may also include other training opportunities such as Bay-Friendly Landscape Maintenance Training & Qualification Program and EcoWise Certified.
- ii. Reporting**
 - (1) In their Annual Reports, the Permittees shall report the percentage of municipal employees who apply pesticides who have received training in IPM policy and IPM standard operating procedures within the last three years.
 - (2) The Permittees shall submit training materials (e.g., course outline, date, attendees) upon request.

C.9.d. Require Contractors to Implement IPM

- i. Task Description** – The Permittees shall hire IPM-certified contractors or include contract specifications requiring contractors to implement IPM no later than July 1, 2010.
- ii. Reporting** – In their Annual Reports, the Permittees shall submit documentation to confirm compliance, such as the Permittee’s standard contract specification or copy of contractors’ certification(s).

C.9.e. Track and Participate in Relevant Regulatory Processes (may be done jointly with other Permittees, such as through CASQA or BASMAA and/or the Urban Pesticide Pollution Prevention Project)

- i. Task Description**
 - (1) The Permittees shall track USEPA pesticide evaluation and registration activities as they relate to surface water quality, and when necessary, encourage USEPA to coordinate implementation of the Federal Insecticide, Fungicide, and Rodenticide Act and the CWA and to accommodate water quality concerns within its pesticide registration process;
 - (2) The Permittees shall track California Department of Pesticide Regulation (DPR) pesticide evaluation activities as they relate to surface water quality, and when necessary, encourage DPR to coordinate implementation of the California Food and Agriculture Code with the California Water Code and to accommodate water quality concerns within its pesticide evaluation process;
 - (3) The Permittees shall assemble and submit information (such as monitoring data) as needed to assist DPR and County Agricultural Commissioners in

ensuring that pesticide applications comply with water quality standards;
and

- (4) As appropriate, the Permittees shall submit comment letters on USEPA and DPR re-registration, re-evaluation, and other actions relating to pesticides of concern for water quality.

- ii. **Reporting** – In their Annual Reports, the Permittees who participate in a regional effort to comply with C.9.e. may reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected. All other Permittees shall list their specific participation efforts, information submitted, and how regulatory actions were affected.

C.9.f. Interface with County Agricultural Commissioners

- i. **Task Description** – The Permittees shall maintain regular communications with county agricultural commissioners (or other appropriate State and/or local agencies) to (1) get input and assistance on urban pest management practices and use of pesticides, (2) inform them of water quality issues related to pesticides, and (3) report violations of pesticide regulations (e.g., illegal handling) associated with stormwater management.
- ii. **Reporting** – In their Annual Reports, the Permittees shall summarize improper pesticide usage reported to county agricultural commissioners and report follow-up actions to correct violations.

C.9.g. Evaluate Implementation of Source Control Actions Relating to Pesticides

- i. **Task Description** – The Permittees shall evaluate the effectiveness of the control measures implemented, evaluate attainment of pesticide concentration and toxicity targets for water and sediment from monitoring data (Provision C.8.), and identify improvements to existing control measures and/or additional control measures, if needed, to attain targets with an implementation time schedule.
- ii. **Reporting** – In their 2013 Annual Reports, the Permittees shall report the evaluation results, and if needed, submit a plan to implement improved and/or new control measures.

C.9.h. Public Outreach (may be done jointly with other Permittees, such as through CASQA or BASMAA and/or the Urban Pesticide Pollution Prevention Project or the Bay-Friendly Landscaping and Gardening Coalition).

- i. **Point of Purchase Outreach:** The Permittees shall:
 - (1) Conduct outreach to consumers at the point of purchase;
 - (2) Provide targeted information on proper pesticide use and disposal, potential adverse impacts on water quality, and less toxic methods of pest prevention and control; and

- (3) Participate in and provide resources for the “Our Water, Our World” program or a functionally equivalent pesticide use reduction outreach program.
- ii. **Reporting** – In their Annual Reports, the Permittees who participate in a regional effort to comply with C.9.h.i. may reference a report that summarizes these actions. All other Permittees shall summarize activities completed and document any measurable awareness and behavior changes resulting from outreach.
- iii. **Pest Control Contracting Outreach:** The Permittees shall conduct outreach to residents who use or contract for structural or landscape pest control and shall:
 - (1) Provide targeted information on proper pesticide use and disposal, potential adverse impacts on water quality, and less toxic methods of pest prevention and control, including IPM;
 - (2) Incorporate IPM messages into general outreach;
 - (3) Provide information to residents about “Our Water, Our World” or functionally equivalent program;
 - (4) Provide information to residents about EcoWise Certified IPM certification in Structural Pest Management, or functionally equivalent certification program; and
 - (5) Coordinate with household hazardous-waste programs to facilitate appropriate pesticide waste disposal, conduct education and outreach, and promote appropriate disposal.
- iv. **Reporting** – In their 2013 Annual Reports, the Permittees who participate in a regional effort to comply with C.9.h.iii. may reference a report that summarizes these actions. All other Permittees shall document the effectiveness of their actions in their 2013 Annual Reports. This documentation may include percentages of residents hiring certified IPM providers and the change in this percentage.
- v. **Outreach to Pest Control Operators:** The Permittees shall conduct outreach to pest control operators (PCOs) and landscapers; Permittees are encouraged to work with DPR, county agricultural commissioners, UC-IPM, BASMAA, the Urban Pesticide Committee, the EcoWise Certified Program (or functionally equivalent certification program), the Bio-integral Resource Center and others to promote IPM to PCOs and landscapers.
- vi. **Reporting** – In each Annual Report, the Permittees who participate in a regional effort to comply with C.9.h.v. may reference a report that summarizes these actions. All other Permittees shall summarize how they reached PCOs and landscapers and reduced pesticide use.

Appendix B. IPM Policy

Integrated Pest Management Policy

Integrated Pest Management (IPM)

Integrated Pest Management (IPM) is an ecological approach to suppressing pest populations (i.e. weeds, insects, diseases, etc.) in which all necessary techniques are consolidated in a unified program, so that pests are kept at acceptable levels in effective, economical and environmentally safe ways.

Purpose

It is the purpose of this IPM Policy to prevent impairment of urban streams by pesticide-related toxicity in runoff of water that poses a threat to water quality and that has the potential to enter the storm drain system.

This policy provides implementation guidelines for departments and contractors that are directly involved with managing vegetation and pests for the City of El Cerrito.

Philosophy

This IPM Policy provides direction in the combined use of physical, cultural, biological and chemical control methods to effectively manage pests with minimal risk to humans and the environment.

The City of El Cerrito will manage vegetation and pests in a manner that:

1. utilizes an ecological approach;
2. integrates the role of pesticides into this IPM Policy;
3. minimizes risk to human health and the environment;
4. considers community;
5. is cost-effective and economical

Implementation of this IPM policy shall be coordinated with the affected departments policies and programs. Also, affected departments and contractors shall follow the City's pesticide use procedures.

The City of El Cerrito shall provide ongoing training for staff and education through outreach to the community to facilitate effective implementation of this policy.

IPM Policy

It is the purpose and intent of this IPM Policy to ensure that the City of El Cerrito and all those who apply pesticides to property owned and/or managed by the City utilize integrated pest management (IPM) practices, to the maximum extent feasible and as required by State and Regional Stormwater Permits.

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

The goal of the City of El Cerrito is to reduce its use of pesticide use and ultimately replace toxic methods with non-toxic methods of controlling pests on City property where possible. The City of El Cerrito recognizes that pesticides are potentially hazardous to human health and the environment, and non-pesticide alternatives will be considered over toxic pesticides on City property where feasible. The City of El Cerrito will require:

1. IPM Certified Applicators, Contractors & Training - Hire pesticide applicators that incorporate IPM implementation in their services and bind them to all IPM requirements outlined in the Municipal Regional Permit (MRP) NPDES No. CAS612008, Provision C.9. This includes certification of annual training in IPM..
2. Listing Pesticides of Concern for reduction in usage – The City of El Cerrito in accordance with the MRP recognizes that the following are Pesticides of concern: organophosphorous pesticides (chlorpyrifos, diazinon and malathion); pyrethroids (bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambda-cyhalothrin, permethrin and tralomethrin); carbamates (e.g., carbaryl); and fipronil.

Appendix C. Example of Pesticide Applicator Contract

**Structural Integrated Pest Management Program:
Contract Specifications for INSERT YOUR FACILITY NAME HERE**

*(Draft September 8, 2006, developed by the IPM Institute from a model authored by Dr. Albert Greene,
U.S. General Services Agency)*

Premises covered by this specification:

1. _____
2. _____
3. _____
4. _____
5. _____

(Attach additional list if necessary)

1. GENERAL

- A. Description of Program: This specification is part of a comprehensive Integrated Pest Management (IPM) program for the premises listed above. IPM is a process for achieving long-term, environmentally sound pest suppression and prevention through the use of a wide variety of technological and management practices. Control strategies in an IPM program include:
- Structural and procedural modifications to reduce food, water, harborage and access used by pests.
 - Non-pesticide technologies such as trapping and monitoring devices.
 - Coordination among all facilities management programs that have a bearing on the pest control effort.
 - As a last resort, pesticide compounds, formulations and application methods that present the lowest potential hazard to humans and the environment.
- B. IPM Service Requirements: The Service Provider shall furnish all supervision, labor, materials, and equipment necessary to accomplish the monitoring, trapping, pesticide application, pest removal and pest prevention components of this IPM program. Any deviations from this program must be approved by the Chief Operating Officer (COO).

2. PESTS INCLUDED

The Service Provider shall adequately suppress all pest species that have the potential to affect public health, impede operations or damage property, including but not limited to:

- Indoor populations and invading individuals of rodents, insects, arachnids, and other arthropods.
 - Outdoor populations of potentially indoor-infesting species that are within the property boundaries of the specified buildings.
 - Nests of stinging insects within the property boundaries of the specified buildings.
 - Termites and other wood-destroying organisms.
 - Birds, bats, small mammals, and all other vertebrates.
-

- Mosquitoes.

3. PEST CONTROL PERSONNEL

Throughout the term of this contract, all personnel providing on-site pest control service must maintain certification as commercial pesticide applicators in the appropriate categories for the facilities listed above. Uncertified individuals working under the supervision of a certified applicator will not be permitted to provide service under this contract.

4. SERVICE PROVIDER IPM PLAN

The Service Provider shall submit to the COO an IPM Plan at least five (5) working days prior to the starting date of the contract. If aspects of the Plan are incomplete or disapproved by the COO, the Contractor shall have two (2) working days to submit revisions. The IPM Plan shall consist of three parts as follows:

- A. Pesticide Labels and MSD Sheets: The Service Provider shall provide current Labels and Material Safety Data Sheets for all pesticides that will potentially be used in the pest control program.
- B. Service Schedule(s): The Service Provider shall provide a schedule of routine pest control inspections for each building serviced under this contract, including frequencies of inspections, areas at each facility to be given special attention (e.g., food storage, preparation and serving areas; washrooms; custodial closets; mechanical rooms; entryways) and specific day(s) of the week on which the inspections will be performed.
- C. Commercial Pesticide Applicator Licenses and Certificates: The Service Provider shall provide a photocopy of the State-issued Commercial Pesticide Applicator License for every Contractor performing on-site pest control service under this contract, and a photocopy of the State-issued Commercial Pesticide Applicator Certificate for every pest management professional (PMP) performing on-site pest control service.

The Service Provider shall receive the approval of the COO prior to implementing any subsequent changes to the approved Service Provider IPM Plan, including additional or replacement pest control products. The Service Provider will review and update the Service Provider IPM Plan annually, including updating MSDS/labels as needed.

4. RECORD KEEPING

The Service Provider shall be responsible for maintaining an IPM logbook or file for each building specified in this contract. These records shall be kept on-site and maintained on each visit by the PMP performing pest control service. Each logbook or file shall contain at least the following items:

- A. IPM Plan: A copy of the Service Provider's approved IPM Plan, including pesticide Labels and MSDS sheets for all pesticides that will be potentially used in the building, service schedule for routine pest control inspections, and photocopies of the relevant Commercial Pesticide Applicator Licenses and Certificates.
- B. Building Occupant Log Form: These forms will be used to advise the Service Provider of routine service requests and pest sightings by building occupants.
- C. Service Provider's Report Forms: Customer copies of the Service Provider's signed and dated Service Report Form, documenting all information on services provided including pesticide applications required by State and local statute. This form must also indicate any recommendations made by the Service Provider for additional action advisable by the customer, e.g., structural or plumbing repairs required to limit pest access to the building or to food and water resources; improvements in sanitation, etc. A copy of this form must also be provided to the COO within one week of the service.

- D. Service Provider Products and Devices: All bait stations, snap traps and glue boards or other devices left behind by the Service Provider are to be dated, numbered and listed on the Service Provider Report Form and checked on each subsequent visit until removed. All such devices shall be removed when full, dirty and no longer effective, or no longer needed.

5. MANNER AND TIME TO CONDUCT SERVICE

- A. Time Frame of Service Visits: Frequent and complete communication between the Service Provider and the facility manager is critical for a successful outcome. Routine pest control services that do not adversely affect staff or patient health or productivity shall be performed during the regular building hours of operation. When it is necessary to perform work outside of the regularly scheduled service time set forth in the Service Provider IPM Plan, the Contractor shall notify the COO and/or facility manager at least one day in advance.
- B. Safety and Health: All pest control work shall be in strict accordance with all applicable Federal, State, and local safety and health requirements. Where there is a conflict between applicable regulations, the most stringent will apply.
- C. Special Entrance: Certain areas within some buildings may require special instructions for persons entering them. Any restrictions associated with these special areas will be explained by the COO. The Service Provider shall adhere to these restrictions and incorporate them into the Service Provider IPM Plan.
- E. Uniforms: All Service Provider representatives working in or around the buildings specified in this contract shall wear distinctive uniforms identifying the name of their employer.
- F. Vehicles: Vehicles used by the Service Provider shall be identified in accordance with State and local regulations.

6. SPECIAL REQUESTS AND EMERGENCY SERVICE

On occasion, the COO may request that the Service Provider perform corrective, special or emergency service(s) that are beyond routine service requests such as removal of a stinging insect nest. The Service Provider shall respond to these exceptional circumstances and complete the necessary work within twenty-four (24) hours after receipt of the request.

7. INSECT CONTROL

- A. Emphasis on Non-Pesticide Methods: Non-pesticide methods of control shall be used wherever possible. For example:
1. Portable vacuums rather than pesticide sprays shall be the standard method for initial cleanouts of cockroach infestations, for swarming (winged) ants and termites, and for control of spiders in webs.
 2. Trapping devices rather than pesticide sprays shall be the standard method for indoor fly control.
- B. Application of Insecticides to Cracks and Crevices: As a general rule, all insecticides shall be applied as "crack and crevice" treatments only, defined in this contract as treatments in which the formulated insecticide is not visible to a bystander or accessible to children during or after the application process.
- C. Application of Insecticides to Exposed Surfaces or as Space Sprays: Application of insecticides to exposed surfaces or as space sprays ("fogging") shall be restricted to exceptional circumstances where no alternative measures are practical. The Service Provider

shall obtain approval of the COO prior to any application of insecticide to an exposed surface or any space spray treatment. No surface application or space spray shall be made while staff, patients or visitors are present. The Service Provider shall take all necessary precautions to ensure staff, patient and visitor safety, and all necessary steps to ensure the containment of the pesticide to the site of application.

- D. Insecticide Bait Formulations: Bait formulations shall be the standard pesticide technology for cockroach and ant control, with alternate formulations restricted to unique situations where baits are not practical.
- E. Monitoring: Sticky traps shall be used to guide and evaluate indoor insect control efforts wherever necessary.

8. RODENT CONTROL

- A. Indoor Trapping: As a general rule, rodent control inside buildings shall be accomplished with trapping devices only. All such devices shall be concealed out of the general view and in protected areas so as not to be affected by routine cleaning and other operations. Trapping devices shall be checked on a schedule approved by the COO. The Service Provider shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate manner.
- B. Use of Rodenticides: In exceptional circumstances, when rodenticides are deemed essential for adequate rodent control inside buildings, the Service Provider shall obtain approval of the COO prior to making any interior rodenticide treatment. All rodenticides, regardless of packaging, shall be placed either in locations not accessible to children, pets, wildlife and domestic animals, or in EPA-approved tamper-resistant bait boxes. As a general rule, rodenticide application outside buildings shall emphasize the direct treatment of rodent burrows wherever feasible.
- C. Use of Bait Boxes: All bait boxes shall be maintained in accordance with EPA regulations, with an emphasis on the safety of non-target organisms. The Service Provider shall adhere to the following five points:
 - 1. All bait boxes shall be placed out of the general view, in locations where they will not be disturbed by routine operations.
 - 2. The lids of all bait boxes shall be securely locked or fastened shut.
 - 3. All bait boxes shall be securely attached or anchored to floor, ground, wall, or other immovable surface, so that the box cannot be picked up or moved.
 - 4. Bait shall always be secured in the feeding chamber of the box and never placed in the runway or entryways of the box.
 - 5. All bait boxes shall be labeled on the inside with the Service Provider's business name and address, and dated by the Service Provider at the time of installation and each servicing.

10. USE OF PESTICIDES

The Service Provider shall be responsible for application of pesticides according to the label and all applicable regulations. All pesticides must be registered with the U.S. Environmental Protection Agency (EPA), State and /or local jurisdiction unless prior approval is given by the COO. Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable Federal, state, and local laws and regulations.

The Service Provider shall adhere to the following rules for pesticide use:

- A. Rentry Time, Posting and Notification: Pesticides may not be applied where staff, patients or visitors will be present within seven hours after the application. At least seventy-two hours prior to a pesticide application, the Service Provider shall post an 8 ½ x 11" pest control information sign both at the site of the application and near the facility reception area where it will be seen by visitors entering the facility. This posting shall include the date, time and location of the application, the product applied, potential adverse effects from the Material Safety Data Sheet (MSDS) and the pesticide label, and include the Service Provider name, address and telephone. Service Provider shall also provide this information to the facility director who will use this information to notify staff and patients who have requested notification. Emergency applications, where pests pose an immediate threat to the health and safety of patients, visitors or employees, disinfectants, anti-microbials and self-contained or gel-type pesticide baits applied in inaccessible areas are exempt from posting, notification and the 7-hour reentry requirement.
- B. Approved Products: No pesticide product shall be applied that has not been included in the Service Provider IPM Plan or approved in writing by the COO.
- C. Pesticide Storage: The Service Provider shall not store any pesticide product in the buildings specified in this contract.
- D. Application by Need: Pesticide application shall be according to need and not by schedule. As a general rule, application of pesticides in any inside or outside area shall not occur unless visual inspection or monitoring devices indicate the presence of pests in that specific area, and only after all non-toxic means have been exhausted and shown to be unsuccessful. Requests for preventive pesticide treatments in areas where surveillance indicates a potential insect or rodent infestation will be evaluated by the COO on a case-by-case basis. Written approval must be granted by the COO prior to any preventive pesticide application.
- E. Minimization of Risk: When pesticide use is necessary, as a last resort the Service Provider shall employ the least hazardous material, most precise application technique and minimum quantity of pesticide necessary to achieve control.

11. SUMMARY

Service Provider agrees to the following:

- ___ 1. Review the INSERT YOUR FACILITY NAME HERE IPM Policy, IPM Plan and Contractions Specifications and discuss any deviations from these documents with the COO.
- ___ 2. Provide training for all employees serving facilities consistent with the INSERT YOUR FACILITY NAME HERE IPM Policy, IPM Plan and Contract Specifications.
- ___ 3. Provide a Service Provider IPM Plan including MSDS, labels, inspection schedule and applicator certifications and licenses to the COO for approval at least five days before the contract start date. Update the Service Provider IPM Plan annually.
- ___ 4. Provide a binder for each facility serviced including the IPM Plan, a pest sightings log and a section for service records.
- ___ 5. Provide service consistent with the INSERT YOUR FACILITY NAME HERE IPM Policy, Plan and Specifications, and obtain written approval from the COO before deviating from these documents.

CONTRACT ATTACHMENT A. PRE-APPROVED PEST CONTROL PRODUCT LIST

The following products may be used with justification and according to the specifications above:

NOTE TO USER: THE IPM INSTITUTE CAN HELP YOU PUT THIS LIST TOGETHER, CONTACT US FOR MORE INFORMATION.

Appendix D. Pest Management Record

Pest Management Record

Location	Supervisor	Month	Year
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Target Pest	Type/Quality of Pesticide used	Location of application	Date of pesticide application	Equipment used	Alternative methods used	Application exemptions	Personnel Time/Hours	Comments
[Redacted]								
[Redacted]								
[Redacted]								
[Redacted]								

Appendix E. Resources

www.stopwaste.org or 510-444-SOIL

UCCE Cooperative Extension Alameda 1131 Harbor Bay Parkway, Suite 131 Alameda CA 94502

Alameda County Master Gardener Program 510-639-1275 <http://acmg.ucdavis.edu>

Useful Gardening Websites:

Pests, Diseases, and Weeds:

www.ipm.ucdavis.edu

UC Guide to Healthy Lawns:

www.imp.usdavis.edu/tools/turf

UC Home Orchard Information:

<http://homeorchard.ucdavis.edu/>

UC Vegetable and Research Information:

<http://vric.ucdavis.edu/>

RECEIVED

MAR 09 2011

**CITY OF EL CERRITO
PUBLIC WORKS DEPARTMENT**

City of El Cerrito
Public Works

**ANNUAL PARKS AND LANDSCAPE MAINTENANCE
MSC-PLS-04/05**

AMENDMENT NO. 1

REVISED February 28, 2011

TO: RUBICON ENTERPRISES, INC.

WHEREAS The Contra Costa County Clean Water Program's Municipal Regional Stormwater Permit (MRP) requires each Permittee to implement a pesticide toxicity control program that addresses their own and others' use of pesticides within their jurisdictions that pose a threat to water quality and that have the potential to enter the municipal conveyance system; and

WHEREAS This provision implements requirements of the TMDL for Diazinon and Pesticide related Toxicity for Urban Creeks in the region; and

WHEREAS The City's requirements for addressing the allocations are set forth in the TMDL implementation plan and are included in the MRP Provision C.9; and

WHEREAS As of June 17, 2010, the City of El Cerrito has adopted an Integrated Pest Management Policy to prevent impairment of urban streams by pesticide-related toxicity in runoff of water that poses a threat to water quality and that has the potential to enter the storm drain system.

All areas including turf areas, landscaped areas, sidewalks, walkways, curbs, berms, gutters, and any other areas maintained by the City and included in this agreement shall receive reasonable care and be maintained in a manner that is tolerable of diseases, insects, snails, slugs, rodents, algae growth, and any other pests detrimental to the health of the public or plant's growth or safety of the public.

REQUIREMENTS:

1. Contractor shall supply all necessary pesticides, materials, equipment, and labor at no additional cost to the City to perform routine or reasonable care in order to control infestations which may occur from time to time.
2. The Contractor shall obtain and provide copies of all appropriate permits and licenses to the City not less than ten (10) days prior to any pesticide application.
3. The Contractor shall possess a valid Qualified Applicator's License in the necessary categories, be registered with Contra Costa County, and shall comply with all local government regulations pertaining to pesticide use and shall be trained in integrated pest management practices.
4. The Contractor must obtain and submit copies of written recommendations for all pesticide applications, signed by a licensed and registered Pest Control Advisor, ten (10) days prior to any applications of a pesticide. For frequent or recurring applications, the Pest Control Advisor may issue a standing recommendation on an annual basis.
5. The Contractor must notify the City a minimum of ten (10) days prior to any application of pesticides for the control of disease, insects, snails, slugs, rodents, and any other pests determined to be detrimental to plant growth. For frequent or recurring applications, the Pest Control Advisor may issue a standing recommendation on an annual basis.

6. Pesticides brought to the work site in service containers (sized 32 oz to 64 oz) that are not the original manufacturer's container, must be properly labeled with guaranteed analysis, date, and handled according to the California Department of Pesticide Regulation requirements. Material Safety Data sheets must be in possession of contractor during any application of pesticides. All spraying shall be done with extreme care to avoid any hazard to any person or pet in the area or adjacent areas, or any property damage. Spraying shall only be done at times when the wind speed falls within the State of California Department of Food and Agriculture guidelines, and with prior approval of the City. Pesticides will be provided by the Contractor at no additional cost to the City.
7. The Contractor shall submit a duplicate copy of the State of California, Department of Food and Agriculture, Monthly Summary Pesticide Use Report to the City no later than the 15th day of each month, monthly for the duration of the agreement.


Jerry Bradshaw, Public Works Director

9 Mar 2011


Contractor's Signature Date

3/4/2011

John Tammen, General Manager
Printed Name Title