TOWN OF ATHERTON

ANNUAL STORMWATER REPORT

July 1, 2010 to June 30, 2011

09/15/2011

Town of Atherton

91 Ashfield Road
Atherton, California 94027
650-752-0500
Fax 650-688-6528

Date: September 15, 2011

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

Subject: Notification of Duly Authorized Representative for Town of Atherton

Dear Mr. Wolfe:

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

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

Director of Public Works

Public Works Superintendent (alternate)

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

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

Very truly yours,

John Danielson
Atherton City Manager

Town of Atherton
Department of Public Works
91 Ashfield Road
Atherton, California 94027
650-752-0529
Fax 650-688-6528

September 15, 2011

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

Subject: 2011 Annual Report Certification Statement

Dear Ms. Ma:

The attached represents the Town of Atherton's responses to the items requested for delivery as described in the San Mateo County Stormwater Management Plan.

> **"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 gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."**

We consider ourselves good stewards of our stormwater run-off from both town owned and resident owned properties here in Atherton, and as always will do our best to report current, accurate and detailed information as required by our permit.

Sincerely,

for Michael Kashiwagi

Michael Kashiwagi
Public Works Director

RESOLUTION NO. 03 - 25

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON ADOPTING THE SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION PROGRAM MODEL INTEGRATED PEST MANAGEMENT POLICY

WHEREAS, the Environmental Protection Agency, under the 1987 amendments to the Federal Clean Water Act, imposed regulations mandating local governments control and reduce the amount of stormwater pollutant runoff into receiving waters;

WHEREAS, under the authority of the California Porter-Cologne Water Quality Control Act, the State Water Resources Control Board delegated authority to the Regional Water Quality Control Boards to invoke permitting requirements upon counties and cities;

WHEREAS, in July 1991, the San Francisco Bay Regional Water Quality Control Board notified San Mateo County of the requirement to submit a National Pollutant Discharge Elimination System (NPDES) Permit Application by November 30, 1992;

WHEREAS, in furtherance of the NPDES Permit Process, San Mateo County, in conjunction with all incorporated cities in San Mateo County, prepared the San Mateo Countywide Stormwater Management Plan that has a General Program as a fundamental component;

WHEREAS, the San Mateo Countywide Stormwater Management Plan has been submitted to the San Francisco Bay Regional Water Quality Control Board and has been approved by the Board and made part of NPDES Permit CA 0029921, issued in 1998 and remaining in effect through 2003;

WHEREAS, the San Mateo Countywide Stormwater Management Plan and NPDES Permit CA 0029921 required San Mateo County submit a renewal application by March 31, 1998, including a Stormwater Management Plan for 1998 through 2003;

WHEREAS, the Town of Atherton has accepted, adopted, and committed to implement the San Mateo Countywide Stormwater Management Plan for 1998-2003 and the renewal application and Plan was submitted to the San Francisco Regional Water Quality Control Board on March 18, 1998;

WHEREAS, the San Francisco Bay Regional Water Quality Control Board, after Public Hearing, approved the Renewed NPDES Permit CAS0029921, effective July 21, 1999 and which expires July 20, 2004;

WHEREAS, the San Mateo Countywide Stormwater Management Plan includes a Pesticide Management Plan and performance standards for pesticide usage and integrated pest management. A component of these standards is adoption by all member agencies of an Integrated Pest Management policy and/or ordinance requiring integrated pest management techniques in municipal operations;

WHEREAS, the Town of Atherton seeks to protect the health and safety of its employees and the general public, the environment and water quality, as well as to provide sustainable solutions for pest control, through the reduced use of pesticides on property owned or managed by the Town to the maximum extent practicable.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the Town of Atherton that:

1. Employees implementing pest management operations will use Integrated Pest Management (IPM) techniques that emphasize non-pesticide alternatives and, when necessary, employ the least toxic chemicals. Preference will be given to contractors who implement IPM. Town of Atherton departments and their contractors that apply pesticides will develop and maintain an active IPM Plan to ensure the long-term prevention and suppression of pest problems with minimum negative impacts on the health and safety of the community and environment. The Town of Atherton will track employee and contractor pesticide use and prepare an annual report summarizing pesticide use and evaluating pest control activities performed.

2. The Town of Atherton shall encourage pilot projects to demonstrate landscape and structural pest control alternatives, seeking to use the most recent technology, best management practices and least toxic methods for all pest control measures. Pilot projects should include an objective analysis of the effectiveness of the alternative techniques applied.

3. The Town of Atherton will review its purchasing procedures, contracts or service agreements with pesticide applicators and employee training practices to determine what changes can be made to support the goal of pesticide reduction and promote the purchase and use of the least harmful chemicals.

4. The Town of Atherton will perform educational outreach and/or support Countywide or regional efforts to educate residential and commercial pesticide users on a.) goals and techniques of IPM, and b.) pesticide related water quality issues.

5. Pesticides are defined as: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest. Pests can be insects, rodents and other animals, unwanted plants (weeds), bacteria or fungi. The term pesticide applies to herbicides, fungicides, insecticides, rodenticides, molluscicides and other substances used to control pests. Antimicrobial agents are not included in this definition of pesticides. In general, the intent of antimicrobial agents is to reduce or mitigate the growth or development of microbial organisms. They are used to avoid health hazards and include indoor cleaning, spa and swimming pools, medical sterilizer and sanitizer products.

6. Integrated Pest Management (IPM) is an ecosystem-based strategy that focuses on long-term prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices, and use of resistant varieties. Pesticides are used only after monitoring indicates they are needed

according to established guidelines, and treatments are made with the goal of removing only the target organism. Pest control materials are selected and applied in a manner that minimizes risks to human health, to beneficial and non-target organisms, and to the environment.

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

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

* * * * * * * * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on this 17th day of December, 2003, by the following vote:

AYES:	*5*	*COUNCILMEMBERS: Janz, Marsala, Carlson, Conwell, McKeithen*
NOES:	*0*	*COUNCILMEMBERS:*
ABSENT:	*0*	*COUNCILMEMBERS:*
ABSTAIN:	*0*	*COUNCILMEMBERS:*

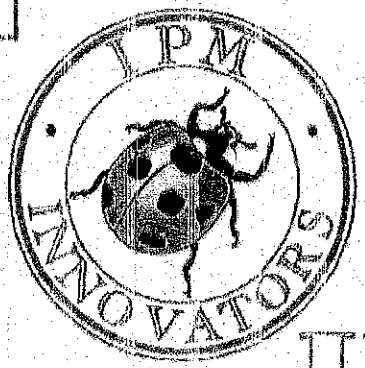
Kathy McKeithen, MAYOR
TOWN OF ATHERTON

ATTEST:

Sharon Barker, City Clerk

APPROVED AS TO FORM:

Marc G. Hynes, City Attorney



California Environmental Protection Agency

Department of Pesticide Regulation

IPM Innovator

Clark Pest Control

is hereby recognized as an "IPM Innovator" for its leadership and creativity in advancing the use of reduced-risk programs for urban pest management.

Mary-Ann Warmerdam, Director

18 March 2010
Date

dpr

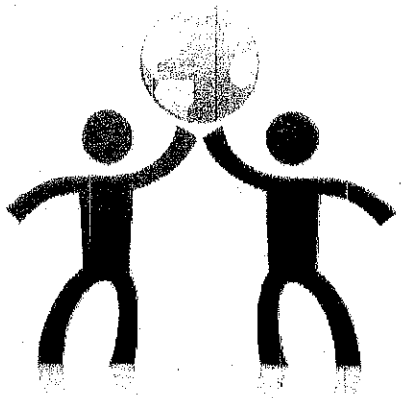
GREENPRO

Presenting this certificate of excellence to

Clark Pest Control

in acknowledgment of your continuing efforts toward professional excellence and environmental awareness in the pest management industry. You have met the GreenPro requirements for eco-effective pest control.

official signature



STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

Municipality: ATHERTON
Period Covered by this Report: July 1, 2010 through September 30, 2010
Period Covered by the Previous Report: April 1 through June 30, 2010
Date:

	Haz Mat	Food
Total Number of Inspections:	2	0
Total Number of Violations:	0	0
Total Follow-up Actions:	0	0
Total Violations Corrected:	0	0
Total Violations Pending:		

NAME ADDRESS TYPE OF BUSINESS	VIOL. DATE	INSP	TYPES OF VIOLATIONS		DESCRIPTION OF VIOLATION	ENFORCEMENT ACTIONS						FOLLOW-UP ACTION	VIOLATIONS CORRECTED (YES/NO)	DATE CORRECTED
			PEX	NSW	including whether violating flow reached a creek or other waterbody, (name waterbody)	NONE	VW	WN	AA	LA				

Type of Violation
PEX Pollutant Exposure
NSW Non-Stormwater Discharge

Discharge of pollutants to stromdrain system because polltants are exposed to stormwater runoff. Discharge of non-stormwater materials to storm drain syste. Non-stormwater discharges are allowed by STOPPP's NPDES permit as conditgionally exempted should not be identifies as a NSW violation.

Enforcement Actions
None No Action Taken
VW Verbal Warning
WN Warning Notice
AA Adiministative Action
LA Legal Notice

124-Serv.

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: [illegible] ☐ Unincorporated

Date: 8/5/[illegible] Time:

☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☑ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY	SITE ADDRESS
Sprint Nextel CA 7[illegible]	150 Valparaiso Ave.

CONTACT NAME	PHONE	BUSINESS TYPE/ACTIVITY	SIC
[illegible]	375-7[illegible]	[illegible] call site	

Is the property owner different than the facility owner? ☐ yes ☑ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.) ☐ None ☐ Sanitary sewer

☐ Air quality ☑ Hazmat business plan ☐ Underground storage tanks ☐ Above ground storage tanks

☐ Fire department(hazmat storage) ☐ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)

☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential

BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented

NSW = Non-Stormwater Discharge

ACTIVITY AREAS	N/A	Potential PTNL	Effect-iveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas					☐
B. Outdoor Material Storage Areas					☐
C. Outdoor Waste Storage/Disposal Areas					☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas					☐
E. Outdoor Parking Areas and Access Roads					☐
F. Outdoor Wash Areas					☐
G. Rooftop Equipment					☐
H. Outdoor Drainage from Indoor Areas					☐
I. Other (describe):					☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

Remove from Program

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☐ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☑ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

L:\HAZMAT\StormWater\Insp Forms\New Logo InspForm final 1.08.doc

Facility Representative: [signature] Inspector: S. [illegible]

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water, Healthy Community

City: Atherton ☐ Unincorporated

Date: 8/19/10 Time:

☐ Facility has closed ☐ Facility information has changed

Reason for Inspection: ☐ First Inspection ☑ Routine Inspection ☐ Response to Complaint ☐ Follow-up | Follow-up Inspection Due:

NAME OF FACILITY	SITE ADDRESS
California Water Service	170 Watkins Ave.

CONTACT NAME	PHONE	BUSINESS TYPE/ACTIVITY	SIC
John Gomez	854-3154	Corp Yard	

Is the property owner different than the facility owner? ☐ yes ☐ no If yes, complete the following: ☐ High Priority Facility

NAME PHONE

MAILING ADDRESS

Is the facility covered under any other programs or permits? (Check all that apply.)

☐ None ☐ Sanitary sewer
☐ Air quality ☑ Hazmat business plan ☐ Underground storage tanks ☑ Above ground storage tanks
☐ Fire department(hazmat storage) ☑ Hazmat waste generator ☐ Retail food facility ☐ Other

Is the facility covered under a storm water permit? ☐ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; PTNL = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented
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ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): REMARKS: Describe recommendations, requirements, and time to implement. Check box if remark is a requirement
A. Outdoor Process/Manufacturing Areas	/				☐
B. Outdoor Material Storage Areas		1	0		☐
C. Outdoor Waste Storage/Disposal Areas		1	0		☐
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas		1	0		☐
E. Outdoor Parking Areas and Access Roads		1	0		☐
F. Outdoor Wash Areas	/				☐
G. Rooftop Equipment	/				☐
H. Outdoor Drainage from Indoor Areas	/				☐
I. Other (describe):	/				☐

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

No violations found at time of inspection.

☐ See attached for more comments.

PRIORITY FOR RE-INSPECTION: ☐ 1; First ☐ 2; Second ☐ 3; Third | ☐ Referred to: Details:

ENFORCEMENT: ☑ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

Facility Representative: [signature] Inspector: S. Lee

STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

Municipality: Atherton
Period Covered by this Report: October 1, 2010 through December 31, 2010
Period Covered by the Previous Report: July 1 through September 30, 2010
Date:

	Haz Mat	Food
Total Number of Inspections:	0	3
Total Number of Violations:	0	1
Total Follow-up Actions:	0	1
Total Violations Corrected:	0	1
Total Violations Pending:	0	0

NAME ADDRESS TYPE OF BUSINESS	VIOL. DATE	INSP	TYPES OF VIOLATIONS		DESCRIPTION OF VIOLATION	ENFORCEMENT ACTIONS						FOLLOW-UP ACTION	VIOLATIONS CORRECTED (YES/NO)	DATE CORRECTED
			PEX	NSW	including whether violating flow reached a creek or other waterbody, (name waterbody)	NONE	VW	WN	AA	LA				
Selby Lane Elementary School, 170 Selby	16-Dec	NG	no	no	Noted trash bag is not properly tied up & trash bins are not properly covered at the time of inspection. Properly tie up garbage in bag & keep garbage bins covered at ann time. Clean garbage are immediately. Garbage was actively being dumped.		*					yes	yes	16-Dec

Type of Violation
PEX Pollutant Exposure
NSW Non-Stormwater Discharge

Discharge of pollutants to stromdrain system because polltants are exposed to stormwater runoff. Discharge of non-stormwater materials to storm drain syste. Non-stormwater discharges are allowed by STOPPP's NPDES permit as conditgionally exempted should not be identifies as a NSW violation.

Enforcement Actions
None No Action Taken
VW Verbal Warning
WN Warning Notice
IN Informal Notice
LA Legal Notice

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
Protecting Our Health and Environment

FOOD PROGRAM INSPECTION REPORT

San Mateo County Environmental Health Services Division
2000 Alameda de las Pulgas, Ste. 100, San Mateo CA 94403
(650) 372-6200 Fax (650) 627-8244 www.smhealthenviron

DATE: 12/1/10 PAGE 1 of 1

INSPECTION TYPE	STATUS
☑ ROUTINE	☐ 51 EXCELLENT
☐ COMPLAINT	☑ 52 GOOD
☐ FOLLOW-UP	☐ 53 FAIR
☐ OTHER	☐ 54 POOR
REINSPECTION DATE:	☐ 55 CLOSURE

FACILITY NAME: Encinal Elementary School

ADDRESS: 181 Encinal CITY: Atherton

OWNER: Susan Tanner RECORD ID: 55410 P/E 1632

	CALIFORNIA HEALTH AND SAFETY CODE VIOLATIONS	IN	OUT	MAJ	COS	NO	NA		CALIFORNIA HEALTH AND SAFETY CODE VIOLATIONS	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge; food manager certification						✓	13	Food in good condition, safe and unadultered	✓					
2	Disease reporting, restrictions & exclusions	✓						14	Food contact surfaces; clean and sanitized		X				
3	Discharge from eyes, nose, and mouth	✓						15	Food obtained from approved sources	✓					
4	Proper employee habits	✓						16	Compliance with shell stock tags, display						✓
5	Proper hand washing/glove use	✓						17	Compliance with Gulf Oyster regulations						✓
6	Adequate hand washing facilities supplied		X					18	Compliance with variance & HACCP Plan						✓
7	Proper hot and cold holding temperatures		X					19	Raw or undercooked food advisory						✓
8	Time as public health control; procedures & records	✓						20	Licensed health care facilities/schools	✓					
9	Proper cooling methods						✓	21	Hot and cold water availability	✓					
10	Proper cooking time and temperatures						✓	22	Sewage and wastewater properly disposed	✓					
11	Proper reheating procedures for hot holding		X					23	No vermin, insects, birds, or animals	✓					
12	Returned and re-service of food	✓						55	Storm Water (www.flowstobay.org/food)	✓					

See reverse side for the code sections and general requirements that correspond to each violation listed below.
IN-in compliance OUT-out of compliance MAJ-major violation COS-corrected on site NO-not observed NA-not applicable 65462

(7) Observed hot lunch in warmer read 120°F at the time
(10) of inspection. Hot lunch is delivered around 11AM and served before 12:30PM. Make sure warmer temperature reach 135°F or above at all times. Dispose all un-served food in this warmer after 1PM to prevent foodborne illness.
(6) Observed liquid soap and paper towels are not supplied by handwash sink. Move liquid soap & paper towels from 3-comp sink to handwash sink immediately.
(14) Observed no bleach or other approved sanitizer at 3-compartment sink area for utensil sanitizing. Provide a bottle of bleach at 3-comp sink immediately to clean and sanitize utensils and work surfaces.
~~Observed no thermo.~~

Note:- All prepackaged food from CHOICE LUNCH. Recommend to check Servsafe Certification and Health Report from vendor yearly

ADDITIONAL INSPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: [signature] PRINT: Pamela Garcia TITLE: Office Manager

SPECIALIST: [signature] PHONE: (650) 372-6258

FOR OFFICIAL USE ONLY ☐ CODE A-9 ☐ CODE B9.11 ☐ CODE C11.1 ☐ CODE D1.3 ☐ CODE E3.5 ☐ CODE F5+

ENVIRONMENTAL HEALTH SAN MATEO COUNTY
Protecting Our Health and Environment

FOOD PROGRAM INSPECTION REPORT

San Mateo County Environmental Health Services Division
2000 Alameda de las Pulgas, Ste. 100, San Mateo CA 94403
(650) 372-6200 Fax (650) 627-8214 www.smhealth.org/ehs

DATE: 12/7/10 PAGE 1 of 1

INSPECTION TYPE	STATUS
☑ ROUTINE	☑ 51 EXCELLENT
☐ COMPLAINT	☐ 52 GOOD
☐ FOLLOW-UP	☐ 53 FAIR
☐ OTHER	☐ 54 POOR
REINSPECTION DATE:	☐ 55 CLOSURE

FACILITY NAME: Menlo College Bookstore
ADDRESS: 1000 El Camino Real CITY: Atherton
OWNER: RECORD ID: 27488 P/E 1616

	CALIFORNIA HEALTH AND SAFETY CODE VIOLATIONS	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge; food manager certification						✓
2	Disease reporting, restrictions & exclusions	✓					
3	Discharge from eyes, nose, and mouth	✓					
4	Proper employee habits	✓					
5	Proper hand washing/glove use	✓					
6	Adequate hand washing facilities supplied		X				
7	Proper hot and cold holding temperatures	✓					
8	Time as public health control; procedures & records	✓					
9	Proper cooling methods	*					✓
10	Proper cooking time and temperatures						✓
11	Proper reheating procedures for hot holding						✓
12	Returned and re-service of food						✓

	CALIFORNIA HEALTH AND SAFETY CODE VIOLATIONS	IN	OUT	MAJ	COS	NO	NA
13	Food in good condition, safe and unadulterated	✓					
14	Food contact surfaces; clean and sanitized	✓					
15	Food obtained from approved sources	✓					
16	Compliance with shell stock tags, display						✓
17	Compliance with Gulf Oyster regulations						✓
18	Compliance with variance & HACCP Plan						✓
19	Raw or undercooked food advisory						✓
20	Licensed health care facilities/schools	✓					
21	Hot and cold water availability	✓					
22	Sewage and wastewater properly disposed	✓					
23	No vermin, insects, birds, or animals	✓					
55	Storm Water (www.flowstobay.org/food)	✓					

See reverse side for the code sections and general requirements that correspond to each violation listed below.
IN-in compliance OUT-out of compliance MAJ-major violation COS-corrected on site NO-not observed NA-not applicable

All prepackaged food. Refrigeration / Freezer temperature is acceptable.

(6) Restroom does not have hot water provided at hand wash sink → Repair instant hot water heater to provide hot water at hand sink by Jan 1, 2010.

ADDITIONAL INSPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: Charlene Krahnbuhl PRINT: CHARLENE KRAHNBUHL TITLE: BOOKSTORE MANAGER
SPECIALIST: Naai Wong PHONE: (650) 512-6258

FOR OFFICIAL USE ONLY	☑ CODE A-9	☐ CODE B9.11	☐ CODE C11.1	☐ CODE D1.3	☐ CODE E3.5	☐ CODE F5+

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY

FOOD PROGRAM INSPECTION REPORT

San Mateo County Environmental Health
2000 Alameda de Las Pulgas, Ste. 100, San Mateo CA. 94403 • (650) 372-6200 • Fax (650) 627-8244
www.smhealth.org/environ

DBA/Name Selby Lane Elementary School	Date: 12/16/10
Address 170 Selby City Atherton	Reinspection date on or after:
Owner/Operator Zip	Record ID 31869
Pgm/Ele 1632 Service 01 Phone	Page 4 of 4 Time in: Time out:

OBSERVATIONS AND CORRECTIVE ACTIONS
See reverse side for the code sections and general requirements that correspond to each violation listed below.

(42) (55) Noted trash area is not clean properly. leaves and boxes noted on the floor.
Noted trash bag is not properly tight up and trash bins are not properly covered at the time of inspection ⇒ Properly tight up garbage in garbage bag and keep garbage bins covered at all times ⇒ clean garbage area immediately - Garbage was actively being dumped!

(38) Noted light bulb is missing under hood
Provide light bulb by Jan 1, 2010.

(55) Noted handles are missing on cabinet doors ⇒ Replace missing handles on cabinet doors by Jan 1, 2010

Equipment issues to be addressed during remodel with State.

Additional inspections required for compliance with minimum standards beyond a normal re-inspection will be billed at an hourly rate as allowed by County Ordinance	Received by: Denise Hines	REHS: (print) Ngai Wong [illegible]
	Title:	Signature:

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

City: ATHERTON ☐ Unincorporated

Date: 12/21/10 ☐ Food ☐ Haz Mat

Standard Stormwater Facility Inspection Report Form

Reason for Inspection: ☐ First Inspection ☐ Routine Inspection ☐ Response to Complaint ☒ Follow-up | **Follow-up / Re-Inspection Due:**

NAME OF FACILITY	SITE ADDRESS
LAS LOMITAS	299 ALAMEDA

CONTACT NAME	PHONE	BUSINESS TYPE/ACTIVITY	SIC
JOYCE MASSARO	854 6311	SCHOOL	

Pollutants of Concern Used at Facility? ☐ yes ☒ no If yes, indicate which ones: ☐ PCBs ☐ Mercury ☐ Copper ☐ Other _____

Is the facility covered under any other programs or permits? (Check all that apply.)

☐ Air quality ☐ Hazmat business plan ☐ None ☒ Sanitary sewer
☐ Fire department (hazmat storage) ☐ Hazmat waste generator ☐ Underground storage tanks ☐ Above ground storage tanks
☐ Retail food facility ☒ Other Caffeine

Is the facility covered under a storm water permit? ☒ Does not need coverage ☐ No, but may need to be (Refer to Water Board staff)
☐ Individual ☐ General: Does the facility have a SWPPP? ☐ yes ☐ no

N/A = Not Applicable; **PTNL** = POTENTIAL for Pollutant Discharge: 1 = low potential, 2 = medium potential, 3 = high potential NSW = Non-Stormwater Discharge
BMP effectiveness: 0 = BMPs are effective, 1 = BMPs are fairly/almost effective, 2 = BMPs are not effective, 3 = No BMPs are implemented

ACTIVITY AREAS	N/A	Potential PTNL	Effectiveness BMP	Actual Discharge NSW	☐ Check box if educational outreach material is distributed and provide title(s) of outreach material(s): **Follow-Up Action Required:** If NSW is found, or total score for PTNL plus BMP is 4 or more, note **Enforcement Level** below and assign date for **Follow-up / Re-Inspection Due** above.
A. Outdoor Process/Manufacturing Areas	/				
B. Outdoor Material Storage Areas		1	0		LUNCH TABLES
C. Outdoor Waste Storage/Disposal Areas		1	0		LIDS ARE COVERED
D. Outdoor Vehicle and Heavy Equipment Storage, Maintenance Areas	/				
E. Outdoor Parking Areas and Access Roads		1	0		
F. Outdoor Wash Areas	/				
G. Rooftop Equipment	/				
H. Outdoor Drainage from Indoor Areas		1	0		
I. Other (describe):					

COMMENTS/REMARKS/REQUIREMENTS Structural control present ☐ Maintenance required in storm drain system ☐ yes ☐ no

MET W/ JOYCE MASSARO, MOT SUPERVISOR
SCHOOL PLANS TO MOVE LUNCH TABLES TO
AREA OVER 2 STORM DRAINS. COUNTY DOES NOT
FORESEE STORM WATER CONCERN AS LONG AS CLEANING
CHEMICALS ARE NOT DISPOSED INTO DRAINS. JOYCE
ENSURES THAT TABLES ARE CLEANED W/ ONLY WATER.

☐ See attached for more comments.

PRIORITY ROUTINE INSPECTION: ☐ High - Annual Businesses with a follow-up/re-inspection should be assigned High	☒ Medium – every 2 yrs.	☐ Low – every 5 yrs.	☐ Referred to:

ENFORCEMENT LEVELS: ☒ None	1.☐ Verbal Warning	2.☐ Warning Notice or Admin. Action	3.☐ Admin. Action with Penalty &/or Cost Recovery	4.☐ Legal Action

Were violations corrected ≤10 days or otherwise deemed resolved in a longer, but still timely manner? ☐ N/A ☐ yes ☐ no or ☐ see Follow-Up Inspection Report

Facility Representative: Joyce Massaro Inspector: Dermot Casey

STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

Municipality: ATHERTON
Period Covered by this Report: January 1 through March 31, 2011
Period Covered by the Previous Report:October 1 through December 30, 2010
Date: 01/01/10

	Haz Mat	Food
Total Number of Inspections:	0	3
Total Number of Violations:	0	0
Total Follow-up Actions:	0	0
Total Violations Corrected:	0	0
Total Violations Pending:	0	0

NAME ADDRESS TYPE OF BUSINESS	VIOL. DATE	INSP	TYPES OF VIOLATIONS		COMMENTS AND/OR DESCRIPTION OF VIOLATION	ENFORCEMENT ACTIONS					FOLLOW-UP ACTION	VIOLATIONS CORRECTED (YES/NO)	DATE CORRECTED
			PTNL + BMP ≥ 4	NSW	including whether violating flow reached a creek or other waterbody, (name waterbody)	NONE	VW	WN	AA$	LA			

Type of Violation:
PTNL + BMP ≥ 4
NSW Non-Stormwater Discharge

If the combined value of high potential for a Pollutant Discharge plus poor BMPs equals 4, Follow-up Action is required
Discharge of non-stormwater materials to storm drain system. Non-stormwater discharges are allowed by the NPDES permit as conditgionally exempted should not be identified as a NSW violation.

Enforcement Actions:
None No Action Taken
VW Verbal Warning
WN Warning Notice
AA$ Admin. Action with Penalty
LA Legal Notice

ØD ⊘

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
PROTECTING OUR HEALTH AND ENVIRONMENT

Food Program Inspection Report

San Mateo County Environmental Health Services Division
2000 Alameda de las Pulgas, Suite 100, San Mateo, CA 94403
(650) 372-6200 Fax (650) 627-8244 www.smhealth.org/food

FOOD SAFETY STATUS
- [x] EXCELLENT (51)
- [ ] GOOD (52)
- [ ] FAIR (53)
- [ ] POOR (54)
- [ ] CLOSURE (55)

Facility Name	Los Lomitas School	Date	1/24/11
Address	299 Alameda	City	Atherton
Owner		Record ID	29156
E-mail	P/E 1631	Follow-Up Date	

Inspection Type: [x] Routine ** [x] Complaint [x] Follow-Up [ ] Other [ ] Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA		California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification						✓	13	Food in good condition, safe and unadulterated	✓					
2	Disease reporting, restrictions & exclusions	✓						14	Food contact surfaces; clean and sanitized	✓					
3	Discharge from eyes, nose, and mouth	✓						15	Food obtained from approved sources	✓					
4	Sanitary employee habits	✓						16	Compliance with shell stock tags, display						✓
5	Proper hand washing, glove use	✓						17	Compliance with Gulf Oyster regulations						✓
6	Adequate hand washing facilities supplied	✓						18	Compliance with variance & HACCP Plan						✓
7	Proper hot and cold holding temperatures	✓						19	Raw or undercooked food advisory						✓
8	Time as public health control; procedures & records						✓	20	Licensed health care facilities, schools	✓					
9	Proper cooling methods						✓	21	Hot and cold water availability	✓					
10	Proper cooking time and temperatures						✓	22	Sewage and wastewater properly disposed	✓					
11	Proper reheating procedures for hot holding						✓	23	No vermin, insects, birds, or animals	✓					
12	Returned and re-service of food	✓					✓	55	Storm Water (www.flowstobay.org/food)	✓					

** A COPY OF THIS REPORT MUST BE IMMEDIATELY POSTED WHERE IT IS CLEARLY VISIBLE AND AVAILABLE FOR REVIEW BY THE GENERAL PUBLIC
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IN-in compliance OUT-out of compliance MAJ-major violation COS-corrected on site NO-not observed NA-not applicable 105783

All hot food ≥ 135°F.
All cold potentially hazardous food ≤ 41°F.

No problem noted today. Storm water – in compliance

Complaint follow up:

School is now implementing a new procedure. Lunch tables are cleaned every morning and reclean 15 minutes prior to lunch to ensure all lunch tables are cleaned for children.

Lunch tables are very clean today. No follow up needed – complaint abated.

ADDITIONAL INPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: B St John	PRINT: B. ST. John	TITLE: Secretary	
SPECIALIST: Nazai Wong	PHONE: 650-372-6258	page 1 of 1.	

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ØD

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
PROTECTING OUR HEALTH AND ENVIRONMENT

Food Program Inspection Report

San Mateo County Environmental Health Services Division
2000 Alameda de las Pulgas, Suite 100, San Mateo, CA 94403
(650) 372-6200 Fax (650) 627-8244 www.smhealth.org/food

FOOD SAFETY STATUS
- ☐ EXCELLENT (51)
- ☒ GOOD (52)
- ☐ FAIR (53)
- ☐ POOR (54)
- ☐ CLOSURE (55)

Facility Name	Science + Student Life Center	Date	1/3/2011
Address	150 Valparaiso	City	Atherton
Owner		Record ID	54345
E-mail		P/E	1633
		Follow-Up Date	

Inspection Type: ☒ Routine ** ☐ Complaint ☐ Follow-Up ☐ Other ☐ Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification	☐	☑	☐	☐	☐	☐
2	Disease reporting, restrictions & exclusions	☑	☐	☐	☐		
3	Discharge from eyes, nose, and mouth	☑	☐	☐	☐	☐	
4	Sanitary employee habits	☑	☐	☐	☐	☐	
5	Proper hand washing, glove use	☑	☐	☐	☐	☐	
6	Adequate hand washing facilities supplied	☐	☒	☐	☐		
7	Proper hot and cold holding temperatures	☑	☐	☐	☐	☐	☐
8	Time as public health control; procedures & records	☑	☐	☐	☐	☐	☐
9	Proper cooling methods	☑	☐	☐	☐	☐	☐
10	Proper cooking time and temperatures	☐	☐	☐	☐	☑	☐
11	Proper reheating procedures for hot holding	☐	☐	☐	☐	☑	☐
12	Returned and re-service of food	☐	☐	☐	☐	☑	☐

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
13	Food in good condition, safe and unadulterated	☑	☐	☐	☐		
14	Food contact surfaces; clean and sanitized	☐	☒	☐	☐	☐	☐
15	Food obtained from approved sources	☑	☐	☐	☐		
16	Compliance with shell stock tags, display	☐	☐	☐	☐	☐	☑
17	Compliance with Gulf Oyster regulations	☐	☐	☐	☐	☐	☑
18	Compliance with variance & HACCP Plan	☐	☐	☐	☐		☑
19	Raw or undercooked food advisory	☐	☑	☐	☐	☐	☑
20	Licensed health care facilities, schools	☑	☐	☐	☐		☐
21	Hot and cold water availability	☑	☐	☐	☐		
22	Sewage and wastewater properly disposed	☑	☐	☐	☐		
23	No vermin, insects, birds, or animals	☑	☑	☐	☐		
55	Storm Water (www.flowstobay.org/food)	☑	☐	☐	☐	☐	☐

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(6) Stock paper towels and liquid soap at kitchen handwash sink at all times. Noted liquid soap & hand towels are missing in dispenser.

(14) Noted knife and slicer have food debris on surface. Properly clean and sanitize equipment after each use.

Note: - Restroom – good
Dishmachine – good
Food temperatures – good.

[redacted]

(650) 473-4049

ADDITIONAL INPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: [signature] PRINT: BRIAN E. BELL TITLE: ASST. OPS OFFICER

SPECIALIST: Mai Wang PHONE: 650-372-6258 page 1 of 1

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Restaurant / Kitchen. ØD ✓

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
PROTECTING OUR HEALTH AND ENVIRONMENT

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(650) 372-6200 Fax (650) 627-8244 www.smhealth.org/food

FOOD SAFETY STATUS
- ☐ EXCELLENT (51)
- ☐ GOOD (52)
- ☐ FAIR (53)
- ☐ POOR (54)
- ☐ CLOSURE (55)

Facility Name	Menlo Circus Club	Date	2/22/11
Address	190 Park Lane	City	Atherton
Owner		Record ID	1605
E-mail	P/E 1628	Follow-Up Date	

Inspection Type: ☑ Routine ** ☐ Complaint ☐ Follow-Up ☐ Other ☐ Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA		California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification	☐	☒	☐	☐	☐	☐	13	Food in good condition, safe and unadulterated	☐	☒	☐	☐		
2	Disease reporting, restrictions & exclusions	☑	☐	☐	☐			14	Food contact surfaces; clean and sanitized	☐	☒	☐	☐	☐	☐
3	Discharge from eyes, nose, and mouth	☑	☐	☐	☐	☐		15	Food obtained from approved sources	☑	☐	☐	☐		
4	Sanitary employee habits	☑	☐	☐	☐	☐		16	Compliance with shell stock tags, display	☐	☐	☐	☐	☐	☑
5	Proper hand washing, glove use	☑	☐	☐	☐	☐		17	Compliance with Gulf Oyster regulations	☐	☐	☐	☐	☐	☑
6	Adequate hand washing facilities supplied	☑	☐	☐	☐			18	Compliance with variance & HACCP Plan	☐	☐	☐	☐		☑
7	Proper hot and cold holding temperatures	☐	☒	☐	☐	☐	☐	19	Raw or undercooked food advisory	☐	☐	☐	☐	☐	☑
8	Time as public health control; procedures & records	☐	☐	☐	☐	☐	☑	20	Licensed health care facilities, schools	☐	☐	☐	☐		☑
9	Proper cooling methods	☐	☐	☐	☐	☑	☐	21	Hot and cold water availability	☑	☐	☐	☐		
10	Proper cooking time and temperatures	☑	☐	☐	☐	☐	☐	22	Sewage and wastewater properly disposed	☑	☐	☐	☐		
11	Proper reheating procedures for hot holding	☑	☐	☐	☐	☐	☐	23	No vermin, insects, birds, or animals	☑	☐	☐	☐		
12	Returned and re-service of food	☑	☐	☐	☐	☐	☐	55	Storm Water (www.flowstobay.org/food)	☑	☐	☐	☐	☐	☐

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43695

7 35 Noted reach-in refrigerator with cold drawers has temperature range from 43-55°F (43°F at right hand side, 55°F at left hand side). Monitor temperature change throughout the day to ensure all area of refrigerator read 41°F or below → Repair unit if needed to achieve the required temperature → Provide thermometers at different area to check temperature (No food at left hand side today).

14 35 Noted can opener, meat slicer & pannini grill are not cleaned and with food debris on surface → Clean can opener, meat slicer and pannini grill daily & after each use with sanitizer

35 44 Noted fly lamp on top of pannini grill is not working properly. No blue light only orange light lit up half way → Repair or replace to prevent fly infestation.

ADDITIONAL INPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: [signature]	PRINT: BEATRIZ OSEGUERA	TITLE: Food & Bev. Supervisor
SPECIALIST: [signature]	PHONE: 650-372-6258	page 1 of 2

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ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
PROTECTING OUR HEALTH AND ENVIRONMENT

Food Program Inspection Report

San Mateo County Environmental Health Services Division
2000 Alameda de las Pulgas, Suite 100, San Mateo, CA 94403
(650) 372-6200 Fax (650) 627-8244 www.smhealth.org/food

FOOD SAFETY STATUS
- ☐ EXCELLENT (51)
- ☐ GOOD (52)
- ☐ FAIR (53)
- ☐ POOR (54)
- ☐ CLOSURE (55)

Facility Name	Bonsai Japanese Restaurant	Date	2/28/2011
Address	3401 El Camino Real	City	Atherton
Owner		Record ID	45900
E-mail		P/E	1105
		Follow-Up Date	

Inspection Type: ☒ Routine ** ☐ Complaint ☐ Follow-Up ☐ Other ☐ Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification	☐	☒	☐	☐	☐	☐
2	Disease reporting, restrictions & exclusions	☒	☐	☐	☐		
3	Discharge from eyes, nose, and mouth	☒	☐	☐	☐	☐	
4	Sanitary employee habits	☒	☐	☐	☐	☐	
5	Proper hand washing, glove use	☒	☐	☐	☐	☐	
6	Adequate hand washing facilities supplied	☐	☒	☐	☐		
7	Proper hot and cold holding temperatures	☒	☐	☐	☐	☐	☐
8	Time as public health control; procedures & records	☐	☐	☐	☐	☐	☒
9	Proper cooling methods	☐	☐	☐	☐	☒	☐
10	Proper cooking time and temperatures	☐	☐	☐	☐	☒	☐
11	Proper reheating procedures for hot holding	☐	☐	☐	☐	☒	☐
12	Returned and re-service of food	☒	☐	☐	☐	☐	☐

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
13	Food in good condition, safe and unadulterated	☒	☐	☐	☐		
14	Food contact surfaces; clean and sanitized	☐	☒	☐	☐	☐	☐
15	Food obtained from approved sources	☒	☐	☐	☐		
16	Compliance with shell stock tags, display	☐	☐	☐	☐	☐	☒
17	Compliance with Gulf Oyster regulations	☐	☐	☐	☐	☐	☒
18	Compliance with variance & HACCP Plan	☐	☐	☐	☐		☒
19	Raw or undercooked food advisory	☐	☒	☐	☐	☐	☐
20	Licensed health care facilities, schools	☐	☐	☐	☐		☒
21	Hot and cold water availability	☒	☐	☐	☐		
22	Sewage and wastewater properly disposed	☒	☐	☐	☐		
23	No vermin, insects, birds, or animals	☐	☒	☐	☐		
55	Storm Water (www.flowstobay.org/food)	☒	☐	☐	☐	☐	☐

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(1) Noted Food Manager Certification expired 3/12/2007. Renew and provide a valid Food Safety Certification in 60 days.

(6) Noted no handwashing paper towels provided at kitchen handwashing. Provide paper towels in the dispenser at all times.

(6) Noted no handwashing paper towels at sushi bar nor waitress station handwash sinks. → Provide paper towels at handwash sink area at all times.

(14) Noted sushi bar wood cutting board is stained & marked with black substances. → Clean properly to remove stain or replace if needed.

(23) Noted live pet dog in the kitchen at the time of inspection in the office. No animal is allowed in the kitchen food prep area.

ADDITIONAL INPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE:		PRINT: Michael H	TITLE: Owner
SPECIALIST:		PHONE: 650-372-6258	page 1 of 2

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STORMWATER INSPECTIONS & VIOLATIONS SUMMARY

Municipality: Atherton
Period Covered by this Report: April 1 through June 30, 2011
Period Covered by the Previous Report: Jan 1through March 31, 2011
Date: 04/01/20110

	Haz Mat	Food
Total Number of Inspections:	0	5
Total Number of Violations:	0	0
Total Follow-up Actions:	0	0
Total Violations Corrected:	0	0
Total Violations Pending:	0	0

NAME ADDRESS TYPE OF BUSINESS	VIOL. DATE	INSP	TYPES OF VIOLATIONS		COMMENTS AND/OR DESCRIPTION OF VIOLATION	ENFORCEMENT ACTIONS					FOLLOW-UP ACTION	VIOLATIONS CORRECTED (YES/NO)	DATE CORRECTED
			PTNL + BMP ≥ 4	NSW	including whether violating flow reached a creek or other waterbody, (name waterbody)	NONE	VW	WN	AA$	LA			

Type of Violation:
PTNL + BMP ≥ 4
NSW Non-Stormwater Discharge

If the combined value of high potential for a Pollutant Discharge plus poor BMPs equals 4, Follow-up Action is required
Discharge of non-stormwater materials to storm drain system. Non-stormwater discharges are allowed by the NPDES permit as conditgionally exempted should not be identified as a NSW violation.

Enforcement Actions:
None No Action Taken
VW Verbal Warning
WN Warning Notice

AA$ Admin. Action with Penalty
LA Legal Notice

POST

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
PROTECTING OUR HEALTH AND ENVIRONMENT

Food Program Inspection Report

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2000 Alameda de las Pulgas, Suite 100, San Mateo, CA 94403
(650) 372-6200 Fax (650) 627-8244 www.smhealth.org/food

FOOD SAFETY STATUS
- [x] EXCELLENT (51)
- [ ] GOOD (52)
- [ ] FAIR (53)
- [ ] POOR (54)
- [ ] CLOSURE (55)

Facility Name	Menlo Atherton HS -	Date	4/5/2011
Address	555 Middlefield	City	Atherton
Owner		Record ID	42601
E-mail		P/E	1632
		Follow-Up Date	

Inspection Type: [x] Routine ** [ ] Complaint [ ] Follow-Up [ ] Other [ ] Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification	✓					
2	Disease reporting, restrictions & exclusions	✓					
3	Discharge from eyes, nose, and mouth	✓					
4	Sanitary employee habits	✓					
5	Proper hand washing, glove use	✓					
6	Adequate hand washing facilities supplied	✓					
7	Proper hot and cold holding temperatures	✓					
8	Time as public health control; procedures & records						✓
9	Proper cooling methods					✓	
10	Proper cooking time and temperatures					✓	
11	Proper reheating procedures for hot holding					✓	
12	Returned and re-service of food	✓					

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
13	Food in good condition, safe and unadulterated	✓					
14	Food contact surfaces; clean and sanitized	✓					
15	Food obtained from approved sources	✓					
16	Compliance with shell stock tags, display						✓
17	Compliance with Gulf Oyster regulations						✓
18	Compliance with variance & HACCP Plan						✓
19	Raw or undercooked food advisory						✓
20	Licensed health care facilities, schools	✓					
21	Hot and cold water availability	✓					
22	Sewage and wastewater properly disposed	✓					
23	No vermin, insects, birds, or animals	✓					
55	Storm Water (www.flowstobay.org/food)	✓					

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Main Kitchen

(29) Store chemicals away from food or food related items
Noted cleaning solution is stored next to coffee filter and wax paper for food on storage shelf.
→ Store cleaning solution on the lower shelf below food or food related items.

Note:-
Restroom – clean & stocked.

ADDITIONAL INSPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: Ann Smith PRINT: Ann Smith TITLE: Lead
SPECIALIST: Nagi Wong PHONE: 650-372-6218 page 1 of 1

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ENVIRONMENTAL HEALTH
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FOOD SAFETY STATUS
- ☐ EXCELLENT (51)
- ☒ GOOD (52)
- ☐ FAIR (53)
- ☐ POOR (54)
- ☐ CLOSURE (55)

Facility Name	Menlo College	**Date**	4/13/11
Address	1000 El Camino Real	**City**	Atherton
Owner		**Record ID**	111
E-mail		**P/E**	1633
		Follow-Up Date	

Inspection Type ☒ Routine ** ☐ Complaint ☐ Follow-Up ☐ Other ☐ Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification	☒	☐	☐	☐	☐	☐
2	Disease reporting, restrictions & exclusions	☒	☐	☐	☐		
3	Discharge from eyes, nose, and mouth	☒	☐	☐	☐	☐	
4	Sanitary employee habits	☒	☐	☐	☐	☐	
5	Proper hand washing, glove use	☒	☐	☐	☐	☐	
6	Adequate hand washing facilities supplied	☒	☐	☐	☐		
7	Proper hot and cold holding temperatures	☒	☐	☐	☐	☐	☐
8	Time as public health control; procedures & records	☐	☐	☐	☐	☐	☒
9	Proper cooling methods	☒	☐	☐	☐	☐	☐
10	Proper cooking time and temperatures	☒	☐	☐	☐	☐	☐
11	Proper reheating procedures for hot holding	☒	☐	☐	☐	☐	☐
12	Returned and re-service of food	☒	☐	☐	☐	☐	☐

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
13	Food in good condition, safe and unadulterated	☒	☐	☐	☐		
14	Food contact surfaces; clean and sanitized	☐	☒	☐	☐	☐	☐
15	Food obtained from approved sources	☒	☐	☐	☐		
16	Compliance with shell stock tags, display	☐	☐	☐	☐	☐	☒
17	Compliance with Gulf Oyster regulations	☐	☐	☐	☐	☐	☒
18	Compliance with variance & HACCP Plan	☐	☐	☐	☐		☒
19	Raw or undercooked food advisory	☐	☐	☐	☐	☐	☒
20	Licensed health care facilities, schools	☒	☐	☐	☐		☐
21	Hot and cold water availability	☒	☐	☐	☐		
22	Sewage and wastewater properly disposed	☒	☐	☐	☐		
23	No vermin, insects, birds, or animals	☒	☐	☐	☐		
55	Storm Water (www.flowstobay.org/food)	☒	☐	☐	☐	☐	☐

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Menlo College

(40) Noted Sanitizer bucket at cookline read 0ppm. Change Sanitizer Solution every 4 hours or when it lost its strength.

(14) Replace the Stainless steel containers that have black Coating on surface. Black Coating is deteriorated at the time of inspection.

(10)(35) Do not Store cutting knives between equipment at salad area — CoS.

Note — Dishmachine > 160°F.

[redacted]

→ Check the use of test stick of dishmachine with Eco Lab.

* Menlo School

~~Add~~ dining room Site

ADDITIONAL INPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE:	Joyce Powell	PRINT: Joyce Powell	TITLE: District Marketing Mgr.
SPECIALIST:	Noel Ward	PHONE: (650) 917-6758	page 1 of 1

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ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
PROTECTING OUR HEALTH AND ENVIRONMENT

Food Program Inspection Report

San Mateo County Environmental Health Services Division
2000 Alameda de las Pulgas, Suite 100, San Mateo, CA 94403
(650) 372-6200 Fax (650) 627-8244 www.smhealth.org/food

FOOD SAFETY STATUS
- [x] EXCELLENT (51)
- [ ] GOOD (52)
- [ ] FAIR (53)
- [ ] POOR (54)
- [ ] CLOSURE (55)

Facility Name	Menlo College / The Tavern	Date	4/13/11
Address	1000 El Camino Real	City	Atherton
Owner		Record ID	29949
E-mail		P/E	1632
		Follow-Up Date	

Inspection Type: [x] Routine ** [ ] Complaint [ ] Follow-Up [ ] Other [ ] Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification	x					
2	Disease reporting, restrictions & exclusions	x					
3	Discharge from eyes, nose, and mouth	x					
4	Sanitary employee habits	x				x	
5	Proper hand washing, glove use					x	
6	Adequate hand washing facilities supplied	x					
7	Proper hot and cold holding temperatures	x					
8	Time as public health control; procedures & records						x
9	Proper cooling methods						x
10	Proper cooking time and temperatures	x					
11	Proper reheating procedures for hot holding	x					
12	Returned and re-service of food	x					
13	Food in good condition, safe and unadulterated	x					
14	Food contact surfaces; clean and sanitized	x					
15	Food obtained from approved sources	x					
16	Compliance with shell stock tags, display						x
17	Compliance with Gulf Oyster regulations						x
18	Compliance with variance & HACCP Plan						x
19	Raw or undercooked food advisory						x
20	Licensed health care facilities, schools	x					
21	Hot and cold water availability	x					
22	Sewage and wastewater properly disposed	x					
23	No vermin, insects, birds, or animals	x					
55	Storm Water (www.flowstobay.org/food)	x					

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No problem noted today.

ADDITIONAL INSPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: Bryce Powell PRINT: Bryce Powell TITLE: District Marketing Mgr.
SPECIALIST: Nami Wang PHONE: 650-372-6258

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(650) 372-6200 Fax (650) 627-8244 www.smhealth.org/food

FOOD SAFETY STATUS
- [x] EXCELLENT (51)
- [ ] GOOD (52)
- [ ] FAIR (53)
- [ ] POOR (54)
- [ ] CLOSURE (55)

Facility Name	Laurel School	Date	4/13/2011
Address	95 Edge	City	Atherton
Owner		Record ID	29152
E-mail		P/E	1632
Follow-Up Date			

Inspection Type: [x] Routine ** [ ] Complaint [x] Follow-Up [ ] Other [ ] Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA		California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification						✓	13	Food in good condition, safe and unadulterated	✓					
2	Disease reporting, restrictions & exclusions	✓						14	Food contact surfaces; clean and sanitized	✓					
3	Discharge from eyes, nose, and mouth	✓						15	Food obtained from approved sources	✓					
4	Sanitary employee habits					✓		16	Compliance with shell stock tags, display						✓
5	Proper hand washing, glove use					✓		17	Compliance with Gulf Oyster regulations						✓
6	Adequate hand washing facilities supplied	✓						18	Compliance with variance & HACCP Plan						✓
7	Proper hot and cold holding temperatures	✓						19	Raw or undercooked food advisory						✓
8	Time as public health control; procedures & records						✓	20	Licensed health care facilities, schools	✓					
9	Proper cooling methods						✓	21	Hot and cold water availability	✓					
10	Proper cooking time and temperatures						✓	22	Sewage and wastewater properly disposed	✓					
11	Proper reheating procedures for hot holding	✓				✓		23	No vermin, insects, birds, or animals	✓					
12	Returned and re-service of food					✓		55	Storm Water (www.flowstobay.org/food)	✓					

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Recheck: -
(6) Soap & paper towels - provided
(38) Light bulbs in hood - provided.
(38) Grease Recepticle - installed
(34) Bleach - provided.

Routine: -
Food temperature - acceptable.

(*) Contact Choice Lunch to attach temperature Log for both hot & cold food. → Make sure parents would check both hot & cold food temperature prior to serving as well.

ADDITIONAL INPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: Marcos Solache	PRINT: Marcos Solache	TITLE: Custodian
SPECIALIST: Nazi Wong	PHONE: 650-372-6258	page 1 of 1

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FOOD SAFETY STATUS
- ☐ EXCELLENT (51)
- ☒ GOOD (52)
- ☐ FAIR (53)
- ☐ POOR (54)
- ☐ CLOSURE (55)

Facility Name	Menlo School Snack Bar	Date	4/26/2011
Address	50 Valparaiso	City	Atherton
Owner		Record ID	33018
E-mail	P/E 1623	Follow-Up Date	

Inspection Type: ☒ Routine ** ☐ Complaint ☐ Follow-Up ☐ Other ☐ Reinspection

	California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA		California Health & Safety Code Violations	IN	OUT	MAJ	COS	NO	NA
1	Demonstration of knowledge, food manager certification	☒	☐	☐	☐	☐	☐	13	Food in good condition, safe and unadulterated	☒	☐	☐	☐		
2	Disease reporting, restrictions & exclusions	☒	☐	☐	☐			14	Food contact surfaces; clean and sanitized	☒	☐	☐	☐	☐	☐
3	Discharge from eyes, nose, and mouth	☒	☐	☐	☐	☐		15	Food obtained from approved sources	☒	☐	☐	☐		
4	Sanitary employee habits	☒	☐	☐	☐	☐		16	Compliance with shell stock tags, display	☐	☐	☐	☐	☐	☒
5	Proper hand washing, glove use	☒	☐	☐	☐	☐		17	Compliance with Gulf Oyster regulations	☐	☐	☐	☐	☐	☒
6	Adequate hand washing facilities supplied	☒	☐	☐	☐			18	Compliance with variance & HACCP Plan	☐	☐	☐	☐		☒
7	Proper hot and cold holding temperatures	☒	☐	☐	☐	☐	☐	19	Raw or undercooked food advisory	☐	☐	☐	☐	☐	☒
8	Time as public health control; procedures & records	☐	☐	☐	☐	☐	☒	20	Licensed health care facilities, schools	☒	☐	☐	☐		☐
9	Proper cooling methods	☐	☐	☐	☐	☒	☐	21	Hot and cold water availability	☒	☐	☐	☐		
10	Proper cooking time and temperatures	☐	☐	☐	☐	☒	☐	22	Sewage and wastewater properly disposed	☐	(☒)	☐	☐		
11	Proper reheating procedures for hot holding	☐	☐	☐	☐	☒	☐	23	No vermin, insects, birds, or animals	☒	☐	☐	☐		
12	Returned and re-service of food	☒	☐	☐	☐	☐	☐	55	Storm Water (www.flowstobay.org/food)	☒	☐	☐	☐	☐	☐

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Change PE to 1632 (?).

(22) Noted Oasis drain pipe (hose) fell off the funnel drain at the time of inspection → Secure drain hose to funnel drain, so waste water doesn't drain on the floor.

(35) Noted refrigeration units have food debris accumulated on the bottom and side of the refrigeration units → Clean equipment routinely with sanitizing solution

Note:—
Storm water in compliance.
Food Safety Certification — Current

ADDITIONAL INPECTIONS REQUIRED TO ACHIEVE MINIMUM COMPLIANCE MAY RESULT IN BILLING AT AN HOURLY RATE AS PER SAN MATEO COUNTY ORDINANCE

SIGNATURE: [signature]	PRINT: Elizabeth Gruber	TITLE: STAFF	
SPECIALIST: Ngai Wong	PHONE: 650-372-6258	page 1 of 1	

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STAFF	INPSECTION TYPE	INSPECTION DATE	FACILITY NAME		ADDRESS	
LOWE	1	8/19/2010	CALIFORNIA WATER SERVICE CO	120	RESERVOIR	ATHERTON
WONG	1	12/1/2010	ENCINAL SCHOOL	195	ENCINAL	ATHERTON
WONG	1	12/1/2010	ENCINAL ELEMENTARY SCHOOL	181	ENCINAL	ATHERTON
WONG	1	12/6/2010	LAUREL SCHOOL	95	EDGE	ATHERTON
WONG	1	12/7/2010	MENLO COLLEGE BOOKSTORE	1000	EL CAMINO REAL	ATHERTON
WONG	1	12/7/2010	MENLO COLLEGE	1000	EL CAMINO REAL	ATHERTON
WONG	1	12/16/2010	SELBY LANE ELEMENTARY SCHOOL	170	SELBY	ATHERTON
WONG	1	1/3/2011	ST JOSEPHS	150	VALPARAISO	ATHERTON
WONG	3	2/8/2011	SELBY LANE ELEMENTARY SCHOOL	170	SELBY	ATHERTON
WONG	1	2/28/2011	BONSAI JAPANESE RESTAURANT	3401	EL CAMINO REAL	ATHERTON

H	F
2	1
0	3
0	3
0	3
2	11

Stormwater Inspections & Violations Summary

Municipality: Ath

Period Covered by Summary Report: 10 – 11

Date:

C.4.c.iii.(1) ▶ Facility Inspections

	Number	Percent
Inspections conducted: *Sum of the first, routine, and response to complaint inspections and follow-up/reinspections conducted*	13	
Violations issued (excluding verbal warnings): *Sum of number of Enforcement Levels 2, 3, and 4*	1	
Sites inspected in violation: *Sum of unique facilities with an Enforcement Level of 2, 3, or 4*	1	
Violations[1] resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner: *Sum of "yes" answers to this question on the Inspection Report Form*	1	

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

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

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g., non-stormwater discharge): *Sum of violations resulting from NSW*	0
Potential discharge (e.g., BMPs not in place or ineffective): *Sum of violations resulting from PTNL + BMP ≥ 4 or any other non-NSW violations*	0

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

	Enforcement Action (as listed in County Environmental Health's ERP)	Number of Enforcement Actions Taken	% of Enforcement Actions Taken
Level 1	Verbal Warning	1	
Level 2	Warning Notice or Administrative Action	0	
Level 3	Administrative Action with Penalty &/or Cost Recovery	0	
Level 4	Legal Action		
Total			

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

Business Category: based on County Environmental Health's standard list	Actual Discharge Violations: *Sum of Enforcement Levels 2, 3, & 4 for each category*	Potential Discharge Violations: *Sum of Enforcement Level 1 for each category*
Restaurants F	1	
Food Markets – Retail		
Automobile Service Stations – Retail (+	2	
Automotive Body Shops		
Drycleaners		
Building Materials Dealers - Retail		
Other		

ATTACHMENT B

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Section 1 – Permittee Information

Background Information					
Permittee Name:	Town of Atherton				
Population:	7501				
NPDES Permit No.:	CAS612008				
Order Number:	R2-2009-0074				
Reporting Time Period (month/year):	July / 2010 through June / 2011				
Name of the Responsible Authority:	John Danielson		**Title:**	City Manager	
Mailing Address:	91 Ashfield Road				
City:	Atherton	**Zip Code:**	94027	**County:**	San Mateo
Telephone Number:	650 752-0504	**Fax Number:**		650 752-688-6528	
E-mail Address:	jdanielson@ci.atherton.ca.us				
Name of the Designated Stormwater Management Program Contact (if different from above):	Steve Tyler	**Title:**	Public Works Superintendent		
Department:	Public Works				
Mailing Address:	91 Ashfield Road				
City:	Atherton	**Zip Code:**	94027	**County:**	San Mateo
Telephone Number:	650 752-0541	**Fax Number:**		650 752-0591	

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

1) Atherton chaired the countywide program's Municipal Operations Committee/Work Group.

2) Atherton regularly participated in the Technical Advisory 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:

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: No plaza washing performed this past year.

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

Comments:

No graffiti abatement performed by town staff this past year. The few small graffiti issues were handled under contract from County of San Mateo Public Works, who only paint over graffiti (no chemicals or abrasion).

C.2.d. ▶ Stormwater Pump Stations

Does your municipality own stormwater pump stations: [ ] **Yes** [x] **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 stations[1] (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
N/A				

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

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)
N/A						

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

Does your municipality own/maintain rural[2] roads:	X	**Yes**		**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:

X	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
X	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
X	No impact to creek functions including migratory fish passage during construction of roads and culverts
X	Inspection of rural roads for structural integrity and prevention of impact on water quality
X	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
NA	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
X	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):

	We do not have a corporation yard
	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
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:

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

Comments: All vehicle washing is done in the City of Redwood Corp. Yard in their enclosed washing room.

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**
99 STATION LANE	10/13/2010	Cover storage bins	Covered
150 Watkins	10/13/2010	Good	N/a

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).

Not required for this report.

C.3.b. ▶ Green Streets Status Report

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

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

Summary:

None to report

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.

None to report

C.3.c. Low Impact Development Reporting

None to report

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.
(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:
(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:

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

Program Highlights

Provide background information, highlights, trends, etc.

The Town of Atherton has no commercial businesses. The only thing in Town that comes close is a couple of private schools, who have cafeterias. These cafeterias are inspected for us by the County of San Mateo, and their reported findings are attached. The are also home to Cal Water Service, a local utility, who have their own RWQCB permit for their operations.

C.4.b.i. ▶ Business Inspection Plan

Do you have a Business Inspection Plan?		Yes	X	No

If No, explain:

There are no businesses in the Town of Atherton, and small school cafeterias are inspected under contract with SM County.

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.

N/A

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.

N/A

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.

		Permittee reports multiple discrete violations on a site as one violation.
	X	Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected	13	
Total number of inspections conducted	13	
Number of violations (excluding verbal warnings)	1	
Sites inspected in violation	1	
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	1	
Comments:		

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

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

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

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)[37]	Number of Enforcement Actions Taken	% of Enforcement Actions Taken[38]
Level 1		1	
Level 2		0	
Level 3		0	
Level 4		0	
Total		1	

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[39]	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
Restaurants	1	

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:

[37] Agencies to list specific enforcement actions as defined in their ERPs.
[38] Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.
[39] List your Program's standard business categories.

C.4.d.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
None to report				

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

Program Highlights

Provide background information, highlights, trends, etc.

The Town of Atherton does not operate any of its own utilities (see numbers below) and defer to those utilities filings of how they spot illicit discharges.

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
West Bay Sanitary District	Provides response to ½ towns sewer system	(650) 321-0384
Fair Oaks Sanitary District	Provides response to ½ towns sewer system	(650) 363-4100

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:

Atherton hires no mobile cleaning providers.

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:

N/A

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)

None to report FY 10/11	Number	Percentage
Discharges reported (C.5.f.iii.(1))	0	0
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	0	0

Discharges resolved in a timely manner (C.5.f.iii.(3))	0	0
Comments: **To our knowledge, no illicit discharges involved sanitary sewers or storm drains in 2010/11 fiscal year.**		

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

Provide a narrative or attach a table and/or graph.
None to report

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	**1**	**8**
Comments: 1) Ridgeview/Fletcher drainage project (Public project)		

C.6.e.iii.1.d ►Construction Activities Storm Water Violations

BMP Category	Number of Violations[40]	% of Total Violations[41]
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%**

[40] Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.
[41] 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)[42]	Number Enforcement Actions Taken	% Enforcement Actions Taken[43]
Level 1	None to report	0	0
Level 2	None to report	0	0
Level 3	None to report	0	0
Level 4	None to report	0	0
Total	**0**	**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	%[44]
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	%[45]
Total number of violations for the reporting year[46]	0	100%
Comments: **N/A**		

[42] Agencies should list the specific enforcement actions as defined in their ERPs.
[43] Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.
[44] 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.
[45] 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.
[46] 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:

No violations reported or found for 2010/11 fiscal year

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:

1) revised stormwater construction inspection forms and inspection data tracking tools;

2) conducted inspections with the new forms;

3) participated in the countywide program's committees/work groups;

C.6.f ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Stormwater Orientation Training	1/25/2011	Tools for implementing MRP	2	66
QSP/QSD workshop	April 26-28	General construction permit QSP/QSP for municipalities	2	66

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

C.7.b.ii.1 ▶ Advertising Campaign

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

Summary: The following report developed by BASMAA is included within the C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report:

- FY 10-11 Regional Outreach Strategic Plan

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:

	Survey report attached	**Not required for this annual report**
	Reference to regional submittal:	

C.7.c ▶ Media Relations

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

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

Summary:

The following reports developed by SMCWPPP and BASMAA are included within the C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report:

- FY 10-11 SMCWPPP Media Relations Report

• BASMAA Media Relations Final Report FY 10-11
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 changes made from FY 09-10

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.	The following outreach events were done on a countywide level by SMCWPPP and are included in the C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report: • FY 10-11 Coordination of California Coastal Cleanup Day in San Mateo County, September 25, 2010. • FY 10-11 Maker Faire at the County Expo Center, May 21-22, 2011. • FY 10-11 County Fair, June 11-19, 2011."	

C.7.f. ▶ Watershed Stewardship Collaborative Efforts

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

During FY 10-11, SMCWPPP maintained and updated the online guide, Environmental Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts to encourage public involvement in watershed volunteer efforts. In addition, all of the organization's events throughout the year were posted on the Program's popular "Community Events" page to publicize and encourage participation by county residents in local stewardship efforts.

C.7.g. ▶ Citizen Involvement Events

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

Event Details	Description	Evaluation of effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional	The following report developed by SMCWPPP on the countywide citizen involvement event is included within the C.7 Public Information and Outreach section of Program's FY 10-11 Annual Report: • FY 10-11 Coordination of California Coastal Cleanup Day in San Mateo County, September 25, 2010" • FY 10-11 Community Action Grant	

C.7.h. ▶School-Age Children Outreach

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

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high)	The following separate reports developed by SMCWPPP is included within the C.7 Public Information and Outreach section of the Program's FY 10-11 Annual Report: • FY 10-11 Banana Slug String Band Elementary School Assembly Program FY 10-11 Rock Steady Science High School In Class Presentations		

Section 8 - Provision C.8 Water Quality Monitoring

C.8 ▶ Water Quality Monitoring

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

Summary

During 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.

Section 9 – Provision C.9 Pesticides Toxicity Controls

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

Attach a copy of your individual IPM ordinance or policy. *(Water Board staff requested resubmittal for FY 10-11.)*	X	**Attached**		**Not attached,** explain below
If **Not attached**, explain:				
Describe mechanism for adopting/formalizing your agency's IPM ordinance or policy (e.g., department head approval, integration into SOPs, staff training: Hiring a top of the line pest control contractor who is a leader in their field of both IPM and green technologies to provide all pest management in the Town of Atherton.				

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 Used[47]

Pesticide Category and Specific Pesticide Used	Amount[48]				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates					
Product or Pesticide Type A	0	0			
Product or Pesticide Type B	0	0			
Pyrethroids					
Product or Pesticide Type X	0	0			
Product or Pesticide Type Y	0	0			
Carbaryl	0	0			
Fipronil	0	0			

[47] Includes all municipal structural and landscape pesticide usage by employees and contractors.
[48] 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.	0
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	0
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years.	0

C.9.d ▶ Require Contractors to Implement IPM

Did your municipality contract with any pesticide service provider in the reporting year?	X	**Yes**		**No**

If yes, attach one of the following:

	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR
Yes	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR
	Equivalent documentation.

If **Not attached**, explain: Documents attached from Clark Pest Control

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

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

Summary:

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

C.9.f ▶ Interface with County Agricultural Commissioners

Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?		Yes	X	No

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

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

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

Summary:

The following reports developed by SMCWPPP and BASMAA summarize point of purchase outreach efforts. These reports are included within the C.9 Pesticides Toxicity Control section of Program's FY 10-11 Annual Report.

- FY 10-11 IPM Store Partnership Program (SMCWPPP)
- FY 10-11 "Our Water, Our World" Report (BASMAA)

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

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

Summary:

The following separate reports developed by SMCWPPP summarize Pest Control Operator outreach efforts conducted during FY 10-11:

- FY 10-11 Green Gardener Training Program Report

Section 10 - Provision C.10 Trash Load Reduction

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

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

Description:

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

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

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

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)
Marsh Road Creek	5/26/11	1/20th cu. Yard	Paper	Cars/garbage trucks

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

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

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

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

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Asked garbage service to evaluate ways of better keeping their debris in their trucks.	May 2011			

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, and report on any local training efforts, if applicable.

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

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

Summary

A summary of 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

(For FY 10-11 Annual Report only) Do you have adequate legal authority to prohibit discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of the surface of copper architectural features, including copper roofs to storm drains?		**Yes**	X	**No**

If **No**, explain and provide schedule for obtaining authority within 1 year:
Planning department to review issue and make recommendations to city council for review.

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

(For FY10-11 Annual Report only) Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?		**Yes**	X	**No**

If **No**, explain and provide schedule for obtaining authority within 1 year:
Planning department to review issue and make recommendations to city council for review.

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 activites 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
None to report

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

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

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

Summary

A summary of the 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?		Yes	X	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

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

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

Summary:

- **Implemented water conservation guidelines for new development in 2010.**
- **Provide handouts (multi language) extolling virtues of using less toxic pest control and landscape management in building department/public works.**
- **Atherton suggested planting list include mostly native, drought tolerant plants.**

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											
Sacred Heart Schools	150 Valparaiso Ave. Atherton, Ca.	Sacred Heart School	1	New/redevelopment	Alluvial Plain						
Public Projects											
0	N/A										
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										
Sacred Heart School										

Comments:

[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), biodetention unit(s), regional detention basin, or in-stream control).

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

Project Name Project No.	Is Funding Committed?[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										
Sacred Heart Schools										

Comments:

[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), biodetention unit(s), regional detention basin, or in-stream control).

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

Fill in table below or attach your own table including the same information.

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
0									

[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 or scheduled, 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.

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[49] (NTU)	Implemented BMPs & Corrective Actions
N/A										

[49] 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[50]

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)[51]	pH (standard units)[52]	Discharge Turbidity (Visual)[52],	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time[52]	Inspector arrival time	Responding crew arrival time
N/A														

[50] This table contains all of the unplanned discharges that occurred in this FY.
[51] 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.
[52]. 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.