

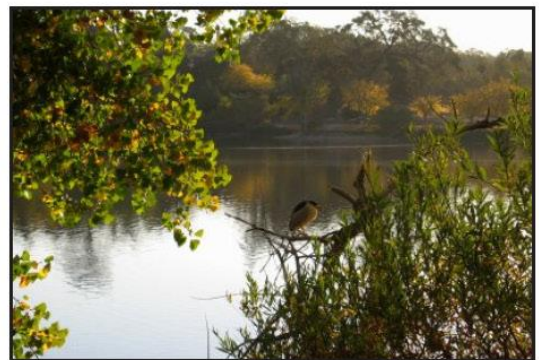


CITY OF ATASCADERO

# Storm Water Management Program

## 2011-2012 Annual Report

December 31, 2012



## **TABLE OF CONTENTS**

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|  |    |
|--|----|
| Certification  | 3  |
| Executive Summary                                      | 4  |
| Status of Measureable Goals                            | 6  |
| Best Management Practices                              | 13 |
| <br>   |    |
| Appendices   | 65 |
| Appendix 1 Public Education                            |    |
| Appendix 2 Public Participation                        |    |
| Appendix 3 Illicit Discharge Detection and Elimination |    |
| Appendix 4 Construction                                |    |
| Appendix 5 Post Construction                           |    |
| Appendix 6 Good Housekeeping                           |    |

**CITY OF ATASCADERO  
2010-2011 ANNUAL REPORT**

**General Permit for the Discharge of Stormwater from Small Municipal Separate  
Storm Sewer Systems (General Permit)**

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**A. Permittee Information**

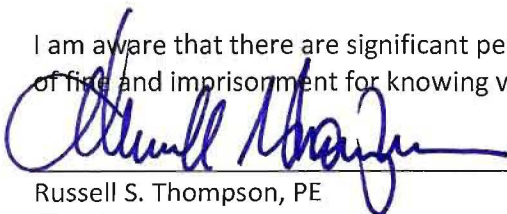
1. Permittee (Agency Name): City of Atascadero
2. Contact Persons: Russ Thompson or David Athey
3. Mailing Address: 6907 El Camino Real
4. City, State and Zip Code: Atascadero, CA 93446
5. Contact Phone Number: (805) 470-3180
6. WDID # 3 40MS04027
7. Have any areas been added to the MS4 due to annexation or other legal means? YES  NO
8. Are you subject to the Design Standards contained in Attachment 4 of the General Permit? YES  NO

**B. Reporting Period**  October 1, 2011 to September 30, 2012 (year 3)

**C. Certification**

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 of those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is 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.



Russell S. Thompson, PE  
City Engineer  
City of Atascadero



12.31.12

Date

## **EXECUTIVE SUMMARY**

The City of Atascadero (City) has completed Year 3 implementation of its approved five year Stormwater Management Program (SWMP). The City implements its SWMP starting October 1<sup>st</sup> each year and ending on September 30<sup>th</sup>. This allows the City to report upon the activities in one wet and one dry season. This SWMP covers the October 1, 2011 to September 30, 2012 time period. The documentation of work conducted towards the implementation of the Best Management Practices (BMP's) is discussed in the body of this report. The discussion is intended to demonstrate that the City put forth a good faith effort into implementing the various BMP's to protect and improve water quality within the City.

The City continues to struggle with declining revenues, General Fund Reserve deficit spending and staff attrition. The City is currently spending over \$600,000 in City General Fund Reserves this year alone. This means that the City must first focus on core functions such as Police, Fire, and Public Works Safety. Public Works Safety includes roads, parks and drainage system maintenance. Fortunately, drainage system maintenance includes cleaning and basic upkeep of the City's drainage system. City staff believes that drainage system maintenance work directly enhances stormwater quality and is the most effective SWMP activity. A clean and functioning drainage system prevents material from entering creeks and degrading water quality. Additional information on the City's current budget can be found at:

[http://www.atascadero.org/index.php?option=com\\_content&view=article&id=396&Itemid=1336](http://www.atascadero.org/index.php?option=com_content&view=article&id=396&Itemid=1336).

The City's current budget did not contain any specific funding for stormwater activities. Monies spent on stormwater activities were budgeted for pre-existing activities such as storm drain maintenance, creek day support and staff time to participate in the Joint Effort. Staff time spent on these activities is estimated to be in excess of \$100,000. The City also had to pay for the last three years of permit fees to the State Water Board. This has reduced the amount of money available for stormwater work by approximately \$30,000 dollars. City staff believes that this money would have been better spent implementing the SWMP requirements. Regardless, City staff will continue to seek out operational efficiencies and propose additional funding in budgets to pay for SWMP implementation.

Staff attrition has also affected implementation of the City's Stormwater Plan. This year, two key SWMP implementation staff left City employment. The Deputy Public Works Director of Operations and the Environmental Compliance Inspector both left City employment in 2012. These positions have not been refilled because of organization re-alignment to meet the core functions detailed above. The City is planning to hire additional "boots on the ground" entry level maintenance workers by March 2013. The City will be hiring an Operations Maintenance Worker I and a Wastewater Operator I. These positions are critical to performing minimum levels of service in the City by preventing stormwater degradation through maintenance of the City's storm drain and sewage collection system. The City believes that real stormwater quality improvements can be better achieved through increased maintenance of the City's storm drain

and sewage collection system. Lastly, the duties of the two positions that were not backfilled will be re-assigned to the City's remaining Deputy Public Works Director, the Wastewater Operations Manager, and other staff as feasible.

The City's SWMP was approved by the Water Board on November 19, 2009. The SWMP went through a number of revisions culminating on June 7, 2010. The June 7, 2010 amendments require the City to participate in the Water Board's *Joint Effort for Hydromodification Control in the Central Coast Region* (Joint Effort.) The City is currently working towards implementation of the Water Board approved Post-Construction Requirements. The Post-Construction Requirements are the outcome of the Water Board's Joint Effort process. Reporting requirements for the Joint Effort will continue to be submitted as required by the Central Coast Water Quality Control Board.

The SWMP was implemented by several City departments including Public Works (includes operations and engineering) and Community Development (includes building and planning functions) Departments. City staff believes that SWMP implementation has had an overall positive impact on water quality throughout the City. Several SWMP Best Management Practices were effective in directly improving water quality in the City's storm drain and creek system. For example, Creek Cleanup Day resulted in the removal of 49 tires, six shopping carts, a bike, 3,460 pounds of solid waste and 2,820 pounds of recycled material. The City and Atascadero Waste Alternatives (local rubbish disposal company) also sponsor two cleanup days in the City. The two free waste disposal days reduce the amount of illegal dumping within the City. Lastly, City road crews cleaned every culvert and drop inlet prior to the start of the 2010 and 2011 rain season. Culvert and inlet cleaning reduces the amount of trash and debris entering the City's creeks and reduces flooding potential. All these successful programs have eliminated thousands of pounds of pollutants from reaching our creeks. The City is planning to continue these successful programs since they have a direct, positive impact on water quality.

The City has also experienced challenges to SWMP implementation. The implementation challenges are related to lack of City staffing and the programs unfunded statewide status. While some Cities are fortunate to have a department or dedicated staffing, the City of Atascadero has to distribute SWMP program BMPs to different departments including: Public Works Operations, Public Works Engineering, Planning, Building, and Code Enforcement. The City found that intradepartmental priorities sometimes take precedence over the required Stormwater BMPs. Therefore, a few BMPs are still in progress. The table shown below summarizes the status of each of the required BMPs. The City partially completed 17 of 58 individual BMPs. Therefore, the City has prioritized the partially completed BMPs, and will be working to complete the remaining BMPs during the Year 4 reporting period.

The City is looking forward to successfully completing its remaining BMPs and implementing its Year 4 BMPs. Year 3 provided the City with an opportunity to continue to work with key City stormwater participants. These key City personnel will continue to participate in implementing the Year 4 program to ensure all BMP's are implemented by the most qualified staff person.

The City's staff will continue to focus on activities that have a direct positive impact on stormwater quality. City staff believes that focusing on direct water quality BMPs is the best course of action, based on the City's limited financial and personnel resources. The City, through the Stormwater Annual Report, will continue to make recommendations for SWMP amendments as BMPs are implemented. Several BMP write ups contain recommended changes to reduce redundant requirements thereby enabling City staff to focus on BMPs that actually improve water quality.

## STATUS OF MEASUREABLE GOALS

| BMP                                  | Description   | Measurable Goal<br>(Shaded Measurable Goals are not required during this reporting cycle.)   | Status      |             |
|--------------------------------------|---|--|-------------|-------------|
|                                      |   |  | Status      | On Schedule |
| <b>Public Education and Outreach</b> |   |  |             |             |
| PE1                                  | Partner with other municipalities and stakeholder groups            | PE1A: Attend a majority of scheduled SLO County Partners for Water Quality meetings. Document percent of meetings attended, level of support provided.   | Complete    | Yes         |
|                                      |   | PE1B: Support Groundwater Guardian efforts. Document level of support provided.  | Complete    | Yes         |
|                                      |   | PE1C: Provide Space for SLO Green Build to maintain kiosk. Confirm space provided.   | Complete    | Yes         |
|                                      |   | PE1D: Maintain standing with Tree City USA organization. Confirm standing held.  | Complete    | Yes         |
| PE2                                  | Public School Outreach  | PE2A: Target 4 <sup>th</sup> grade students that attend public, private learning institutions within the City limits.  | Ongoing     | Yes         |
|                                      |   | PE2B: Increase participation 20% each year.  | Ongoing     | Yes         |
| PE3                                  | Target Homeowner Community  | PE3A: Develop or modify existing outreach materials to address the common behaviors known to generate stormwater pollution from homeowners. Document types of materials distributed and means of distribution.   | Ongoing     | Yes         |
|                                      |   | PE3B: Assess and use Community-Based Social Marketing or equivalent tools to uncover the barriers that inhibit individuals from engaging in sustainable behaviors the City wishes to promote. Promote the benefits associated with these sustainable activities through direct contact with the public to gain commitments and develop new social norms. | In-Progress | No          |
| PE4                                  | Target materials towards specific members of the business community | PE4A: Distribute brochures with 100% of applicable business license applications. Document number of business license applications issued.   | In-Progress | Yes         |
|                                      |   | PE4B: Distribute brochures to 100% targeted business. Document number and percent of distribution to target business.  | In-Progress | Yes         |
| PE5                                  | Pet Waste Management  | PE5A: Post signs and provide "mutt mitts" at public parks. Document the number of signs placed and the number of mutt mitts that were distributed.   | Complete    | Yes         |
|                                      |   | PE5B: Promote TNR program. Document the number of feral cats treated in program or relocated, support provided.  | Complete    | Yes         |
| PE6                                  | Establish resource library  | PE6A: Establish and promote web page.  | In-Progress | Yes         |
|                                      |   | PE6B: Adopt/create a set of community manuals.   | In-Progress | No          |

| <b>BMP</b>                                  | <b>Description</b>                       | <b>Measurable Goal</b><br>(Shaded Measurable Goals are not required during this reporting cycle.)   | <b>Status</b> |                    |
|---|--|---|---------------|--------------------|
|   |  |   | <b>Status</b> | <b>On Schedule</b> |
|   |  |   |               |                    |
|   |  | <b>PE6C:</b> Place relevant links to valuable water quality related resources on City website. Update and promote website.  | In-Progress   | Yes                |
| <b>Public Participation and Involvement</b> |  |   |               |                    |
| <b>PP1</b>                                  | Public Notice                            | <b>PP1A:</b> Host Biennial Stakeholders Meeting. Confirm meetings were publicized, document number of attendees, feedback provided.   | In-Progress   | No                 |
|   |  | <b>PP1B:</b> Provide legal notice for all ordinance and SWMP public review periods.   | Complete      | Yes                |
|   |  | <b>PP1C:</b> Post Annual Report and provide a mechanism for the public to comment on the program priorities and effectiveness.  | In-Progress   | Yes                |
| <b>PP2</b>                                  | Storm Drain Marking                      | <b>PP2A:</b> Mark 20% of storm drain inlets each year. Count of number of storm drains within City and percent currently marked or in need of marking.  | Complete      | Yes                |
|   |  | <b>PP2B:</b> Modify City Standards 502 through 504. Confirm standards were revised.   | On-going      | Yes                |
| <b>PP3</b>                                  | Community Creek Clean Up Day             | <b>PP3A:</b> Partner with other agencies to assure an Atascadero Creek is included in community creek clean up days. Through City recognition and promotion of community wide events, increase public participation in community wide events each year. Track and trend level of participation and volume or mass of materials collected. | Complete      | Yes                |
| <b>PP4</b>                                  | Develop and adopt a street/creek program | <b>PP4A:</b> Evaluate streets/creek reaches most suitable and in need of an adopt a street/creek program. Confirm map created.  | Complete      | Yes                |
|   |  | <b>PP4B:</b> Develop protocols (interval of clean up, insurance requirements, awareness signs) for adopt a street/creek program. Confirm protocols developed.   | Complete      | Yes                |
|   |  | <b>PP4C:</b> Recruit volunteers for initial demonstration/trial adopt a street/creek program. Document quantity of material removed, community participation levels.  | Complete      | Yes                |
|   |  | <b>PP4D:</b> Promote the program to increase public participation each year. Track and trend quantity of material removed and participation levels.   | On-going      | Yes                |
| <b>PP5</b>                                  | Technical Advisory Committee             | <b>PP5A:</b> Help establish makeup, goals and by-laws of technical advisory committee.  | Complete      | Yes                |
|   |  | <b>PP5B:</b> Participate in TAC meetings at intervals defined in PP5A effort and record meeting minutes.  | Ongoing       | Yes                |
| <b>PP6</b>                                  | Creek Snapshot Day                       | <b>PP6A:</b> Partner with Monterey Bay Marine Sanctuary to assure an Atascadero Creek is included in Creek Snapshot day. Promote event to increase public participation each year. Track and trend tested water quality parameters, number of volunteers participating in the program.  | Ongoing       | Yes                |



| <b>BMP</b>   | <b>Description</b>   | <b>Measurable Goal</b><br>(Shaded Measurable Goals are not required during this reporting cycle.)   | <b>Status</b> |                    |
|--|--|---|---------------|--------------------|
|  |  |   | <b>Status</b> | <b>On Schedule</b> |
| <b>Illicit Discharge Detection and Elimination</b> |  |   |               |                    |
| <b>ID1</b>   | Develop a GIS-based storm drain and receiving water atlas/database.  | <b>ID1A:</b> Map and characterize entire storm drain and receiving waters located within the City Limits. Establish reporting and response protocols for storm drain outlet investigations and public reports (non-emergencies).                | Completed     | Yes                |
|  |  | <b>ID1B:</b> Update database.   | Ongoing       | Yes                |
| <b>ID2</b>   | Educate public employees, businesses and the general public about the hazards associated with illegal discharges and improper disposal of waste. | <b>ID2A:</b> Provide IDDE specific training to 100% of field crews biennially.  | Ongoing       | Yes                |
|  |  | <b>ID2B:</b> Create procedures for locating problem areas and responding to complaints.   | Complete      | Yes                |
|  |  | <b>ID2C:</b> Investigate and require corrective action when appropriate for 100% of illicit discharges identified.  | Ongoing       | Yes                |
|  |  | <b>ID2D:</b> Conduct dry weather inspections. Inspect 100% of high risk outlets annually.   | Ongoing       | Yes                |
| <b>ID3</b>   | Adopt an Illicit Discharge Detection and Elimination ordinance   | <b>ID3:</b> Confirm ordinance is in place that prohibits non-storm water discharges into the MS4 that are found to be potential contributors of pollutants to the MS4   | In-Progress   | No                 |
| <b>ID4</b>   | Recycling and Household Hazardous Waste Program.   | <b>ID4A:</b> Survey City maintenance employees to determine and prioritize observed locations of littering and illegal dumping activities.  | Complete      | Yes                |
|  |  | <b>ID4B:</b> Implement measures to reduce illegal dumping. Track and trend illegal dumping sites and volumes.   | Complete      | Yes                |
| <b>ID5</b>   | Spill Overflow Prevention and Response Program.  | <b>ID5A:</b> Coordinate stormwater program with City Sewer System Management Plan.  | In-progress   | No                 |
|  |  | <b>ID5B:</b> Coordinate with first responders and County Public Health and Environmental Health Services to assure hazardous spill protection and control procedures and training are consistent with the City's Stormwater Management Program. | In-progress   | No                 |
| <b>Construction Site Storm Water Control</b>       |  |   |               |                    |
| <b>CON1</b>  | Include erosion and sediment control plan  | <b>CON1A:</b> Review and amend existing municipal code to comply with MS4 General Permit and Construction Storm Water Permit requirements. Incorporate BMP reference  | In-Progress   | No                 |

| <b>BMP</b>                                      | <b>Description</b>   | <b>Measurable Goal</b><br>(Shaded Measurable Goals are not required during this reporting cycle.)  | <b>Status</b> |                    |
|---|--|--|---------------|--------------------|
|   |  |  | <b>Status</b> | <b>On Schedule</b> |
|   | review into the discretionary review process   | <p>manuals into municipal code. Adopt municipal code revisions by ordinance if appropriate. Develop standard conditions of approval that are consistent with MS4 General Permit and Construction Storm Water Permit requirements.</p> <p><b>CON1B:</b> 100% of City staff with discretionary review duties are trained to ensure each project includes appropriate BMPs in conformance with City ordinances, BMP Reference Manual and Engineering Standards.</p> | Complete      | Yes                |
| <b>CON2</b>                                     | Educate public employees, businesses and the general public about the potential pollutants associated with construction sites.                           | <b>CON2A:</b> Develop construction site inspection checklist and protocols to determine inspection priorities.   | In-Progress   | No                 |
|   |  | <b>CON2B:</b> Require 100% of construction site inspectors to receive a minimum 1-hour training/refresher course every year related to proper E&SC/stormwater handling on construction sites. Perform inspections to verify that E&SC measures are installed per City approved BMP reference Manual.   | In-Progress   | No                 |
|   |  | <b>CON2C:</b> Increase contractor and general public awareness of post-construction and E&SC site BMPs.  | In-Progress   | No                 |
| <b>CON3</b>                                     | Erosion and Sediment Control Plans   | <b>CON3A:</b> Require E&SC Plans be submitted and approved for 100% of projects requiring a grading permit, prior to commencing earth disturbing activities.   | Complete      | Yes                |
| <b>CON4</b>                                     | Establish construction site complaint reporting mechanism  | <b>CON4A:</b> Provide ability to report construction site complaints via hotline or internet based form. Respond to 100% of reports within 24-hours or 72-hours if reported on weekend   | Complete      | Yes                |
| <b>Post-Construction Storm Water Management</b> |  |  |               |                    |
| <b>PC1</b>                                      | Adopt and enforce an ordinance to require specific post-construction stormwater management controls, including attachment 4 criteria and hydromodificati | <b>PC1A:</b> Train City development review and maintenance staff in good site design and low impact development principals.  | In-Progress   | Yes                |
|   |  | <b>PC1B:</b> Conduct audit of existing codes and standards to identify conflicts with LID, Attachment 4 and proposed hydromodification controls and opportunities to remove process barriers and integrate smart growth principals.  | Complete      | Yes                |
|   |  | <b>PC1C:</b> Revise municipal code to require specific post-construction stormwater management controls and long-term maintenance provisions.  | In-progress   | No                 |
|   |  | <b>PC1D:</b> Participate in the Water Board's Joint Effort for Hydromodification Control and implement the BMPs and Measurable Goals for Joint Effort Participants*.   | Complete      | Yes                |

| <b>BMP</b>   | <b>Description</b>  | <b>Measurable Goal</b><br>(Shaded Measurable Goals are not required during this reporting cycle.)   | <b>Status</b> |                    |
|--|---|---|---------------|--------------------|
|  |   |   | <b>Status</b> | <b>On Schedule</b> |
|  | on controls, for applicable new development and redevelopment projects.                                 | <b>PC1E:</b> Develop hydromodification criteria specific to watersheds within the City's jurisdiction.  | Complete      | Yes                |
| <b>PC2</b>   | Incorporate post-construction stormwater management considerations into the development review process. | <b>PC2A:</b> Revise CEQA initial study checklist. Develop a Post Construction Stormwater Management plan review checklist.  | Ongoing       | No                 |
|  |   | <b>PC2B:</b> Require Post Construction Stormwater Management as a topic in pre-application meeting. Train new plan reviewers on Post Construction Stormwater Management plan check requirements.  | Ongoing       | Yes                |
|  |   | <b>PC2C:</b> Develop Standard Conditions of Approval.   | Ongoing       | No                 |
| <b>PC3</b>   | Ensure post construction BMPs are maintained.   | <b>PC3A:</b> Standard field inspection forms created.   | Ongoing       | Yes                |
|  |   | <b>PC3B:</b> Inspection staffs are trained in post construction site stormwater construction practices.   | Ongoing       | Yes                |
|  |   | <b>PC3C:</b> Develop and inventory of post construction BMPs maintained by the City and their maintenance plans.  | Complete      | Yes                |
|  |   | <b>PC3D:</b> Inspect established city owned priority Post Construction Stormwater Management BMPs for proper maintenance.   | On-going      | Yes                |
|  |   | <b>PC3E:</b> Develop and inventory of post construction BMPs and their maintenance plans for privately maintained BMPs.   | On-going      | Yes                |
|  |   | <b>PC3F:</b> Visually Inspect private priority post-construction BMPs and private post-construction BMPs who failed to comply with self-certification program requirements. Educate private BMPs owners of proper maintenance techniques. | On-going      | Yes                |
|  |   | <b>PC3G:</b> Review policies and procedures and amend if necessary.   | Ongoing       | Yes                |
| <b>PC4</b>   | Protect riparian areas, wetlands and other buffer zones.  | <b>PC4A:</b> Review effectiveness of existing City standards for consistency with RWQCB required riparian buffer widths.  | In-Progress   | No                 |
|  |   | <b>PC4B:</b> Track projects located in close proximity to riparian and wetland habitats.  | Complete      | Yes                |
| <b>Pollution Prevention/Good Housekeeping for Municipal Operations</b> |   |   |               |                    |
| <b>GH1</b>   | Municipal Employee Training and   | <b>GH1A:</b> Develop or utilize EPA and Caltrans BMP training materials and BMP guidance. Confirm that facility SWPPP, FPCM and SOP documents are available to all employees as a   | In-Progress   | No                 |

| <b>BMP</b> | <b>Description</b>   | <b>Measurable Goal</b><br>(Shaded Measurable Goals are not required during this reporting cycle.)  | <b>Status</b> |                    |
|------------|----------------------|--|---------------|--------------------|
|            |                      |  | <b>Status</b> | <b>On Schedule</b> |
|            | Education            | reference.   |               |                    |
|            |                      | <b>GH1B:</b> Incorporate Pollution Prevention/Good Housekeeping BMPs into safety tail gate meeting a minimum of once every four meetings.  | In-Progress   | Yes                |
|            |                      | <b>GH1C:</b> Include Pollution Prevention/Good Housekeeping BMPs in new employee orientation program.  | In-Progress   | Yes                |
|            |                      | <b>GH1D:</b> Conduct periodic unscheduled inspections of facilities and maintenance activities by City management staff.   | Ongoing       | Yes                |
| <b>GH2</b> | Municipal Activities | <b>GH2A:</b> Inventory of municipal activities (all applicable).   | In-Progress   | Yes                |
|            |                      | <b>GH2B:</b> Develop Standard Operating Procedures Handbook.   | In-Progress   | Yes                |
|            |                      | <b>GH2C:</b> Review and revise SOP handbooks as necessary.   | In-Progress   | No                 |
| <b>GH3</b> | Municipal Facilities | <b>GH3A:</b> Inventory of municipal facilities to establish baseline conditions. <ul style="list-style-type: none"> <li>o City Corporation Yard (Year 1 only)</li> <li>o Lake Park Complex (Year 2)</li> <li>o Paloma Creek Park Sports Complex (Year 2)</li> <li>o Charles Paddock Zoo (Year 2)</li> <li>o Traffic Way Park (Year 3)</li> <li>o Sunken Gardens Park (Year 3)</li> <li>o Historic Administration Building Grounds(Year 3)</li> <li>o City Hall landscaping (Year 3)</li> <li>o Police Station Landscaping</li> <li>o Fire Station Landscaping</li> <li>o Lift Stations</li> <li>o City medians, planters &amp; parkways</li> <li>o Stadium Park</li> </ul> | In-Progress   | No                 |
|            |                      | <b>GH3B:</b> Develop Facility Water Pollution Control Manual for facilities not covered by Industrial SWPPPs.  | In-Progress   | Yes                |
|            |                      | <b>GH3C:</b> Review and update facility water pollution control manuals.   | In-Progress   | No                 |

## **BMP PE1: STORMWATER PARTNERING OPPORTUNITIES**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Partner with other municipalities and stakeholder groups.                           |
| <b>Status of Measurable Goals:</b>    | In-progress   |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | No modifications are proposed   |
| <b>Summary of activities planned:</b> | The City will continue its effort to promote the program to attract new volunteers. |

### **MEASUREABLE GOAL:**

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Partner with other municipalities and stakeholder groups.

### **IMPLEMENTATION MILESTONES**

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Year 1 – 5:

- Participate in majority of SLO County Partners for water quality meetings;
- Meet with AMWC semi-annually to coordinate support opportunities;
- Provide space for SLO Green Build to maintain a kiosk at the City Permitting Help Desk
- Maintain standing with Tree City USA organization.

### **STATUS OF MEASUREABLE GOALS:**

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**PE1A:** Attend a majority of scheduled SLO County Partners for Water Quality Meetings. This task was completed in year 3 and is ongoing. Stormwater Partners agendas and meeting notes are contained in the Appendix PE. The City has also paid fair share fees for TV advertisement/public service notices.

**PE1B:** Support Groundwater Guardian efforts. This task was dis-continued in year 3 because of a funding shortfall.

**PE1C:** Provide space for a SLO Green Build kiosk. This task continued in year 3 and is ongoing. A picture is provided in the appendices.

**PE1D:** Maintain Standing with Tree City USA organization. This task continued in year 3 and is ongoing. Tree City information is provided in the appendices.

### **EFFECTIVENESS:**

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**PE1A:** This has participated with the SLO Partners since the group's inception. The City is actively participating in meetings and has sponsored events that the SLO Partner group members have worked on. The City attended a majority of the meetings in 2011-2012 permit cycle. Meetings have been reduced to quarterly by the group. See Appendix PE for notes and other information.

PE1B: In the past, the City has provided funding to the Groundwater Guardian chapter of Atascadero. Our guardian partner, the Atascadero Mutual Water Company, used the City provided funding contribution to educate school children about the effects of stormwater runoff on groundwater and to put on the annual creek day cleanup. The City believes this is an effective partnership. However, the City was unable to provide the 1,250 dollars to the Groundwater Guardian Program because of budget reductions the City had to pay the State Water Board permit fees.

PE1C: The SLO Green Build Kiosk is prominently displayed at the City's permit counter. Information is available to all applicants. A picture of the kiosk is included in Appendix PE.

PE1D: The City is in good standing with the Tree City organization. The City instigated the planting of 3,000 oak trees in 2007. To date, The City has planted approximately 53 additional trees and shrubs in and around City properties. In addition, the City partnered with the Atascadero Native Tree Association and the California Conservation Corps to plant over 650 seedlings in Atascadero. The City is on course to reach the planting goal of 3,000 trees.

**PROPOSED MODIFICATIONS:**

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No modifications are proposed.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

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The City will continue its involvement in the aforementioned partnerships as funding permits. The City plans to rejoin the Groundwater Guardian Organization in year 4. The City plans to continually look for opportunities to in-kind partner with these organizations where stormwater goals are mutually beneficial.

## **BMP PE2: PUBLIC SCHOOL OUTREACH**

**BMP Intent:** Provide Schools with educational material, conduct class room presentations.

**Status of Measurable Goals:** Ongoing

**Effectiveness:** Not Measurable in the 2011-2012 Stormwater Year

**Proposed Modifications:** None

**Summary of activities planned:** Provide support to the Atascadero Mutual Water Company when funding is available.

### **MEASUREABLE GOAL:**

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Provide Schools with educational material, conduct class room presentations.

**PE2A:** Target fifth grader students that attend public and private learning institutions within the City limits.

**PE2B:** Increase participation 20% each year if access is allowed by the Learning Institution

### **IMPLEMENTATION MILESTONES**

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Year 2 - 5:

- Target 5<sup>th</sup> Graders in Public and Private Schools
- Increase student participation 20% each year.

### **STATUS OF MEASUREABLE GOALS:**

---

The City was unable to provide funding for this program in year 3. Therefore, the City is unable to report the number of 5<sup>th</sup> grade class rooms reached or the increase in participation. The year three task requires the City to increase student participation by 20%. The Atascadero Mutual Water Company (AMWC) currently conducts classroom visits to the fifth grade classrooms in the City. The City anticipates that this work was completed but cannot verify participation or increases.

### **EFFECTIVENESS:**

---

The City is unable to verify effectiveness.

### **PROPOSED MODIFICATIONS:**

---

The City proposed the following modifications to Table 7, Page 35, PE2 in the 2009-2010 Annual report:

Table 7 – Public Education and Outreach BMPs

|            |                        |   |  |   |   |   |   |   |                                     |
|------------|------------------------|---|--|---|---|---|---|---|-------------------------------------|
| <b>PE2</b> | Public School Outreach | Provide schools with educational materials, conduct class room presentations. | <p><b>PE2A:</b> Partner with the Atascadero Mutual Water Company to Target 5<sup>th</sup>-4 grade students that attend public, private learning institutions within the City limits.</p> <p><b>PE2B:</b> Increase participation 20% each year <i>if access is allowed by the Learning Institution.</i></p> | X | X | X | X | X | Community Development, Public Works |
|------------|------------------------|---|--|---|---|---|---|---|-------------------------------------|

The City proposed the following modifications to Table 7b, Page 39, PE2, in the 2010-2011 Annual report:

Table 7b – PE2 Public School Outreach

|                            |  |
|----------------------------|--|
| Title:                     | PE2 Public School Outreach   |
| Task:                      | Provide schools with educational materials, conduct classroom presentations  |
| Purpose:                   | Emphasize to students in the 45th grade why stormwater is important. Program includes the identification of stormwater impacts to local water bodies and ecosystems, what kids and their families can do to prevent stormwater pollution and what watershed stewardship service opportunities are available.   |
| BMP Details:               | <p>In conjunction with the Atascadero Mutual Water Company and <del>partners for water quality and presented by the AMWC Water Conservation Manager a credentialed educator,</del> this BMP provides an in-classroom stormwater pollution prevention presentation aligned with State curriculum standards. <del>and entitled "Where Does That Water Go?"</del> The program uses a 3D interactive model to teach children about the relationship of their behaviors at home and school, to the storm drain and impacts on the receiving waters and aquatic wildlife. See <a href="http://www.slocounty.ca.gov/AssetFactory.aspx?did=16119">http://www.slocounty.ca.gov/AssetFactory.aspx?did=16119</a> for more information on the program.</p> |
| Implementation Milestones: | <p>Year 1:</p> <ul style="list-style-type: none"> <li>▪ Identify private learning institutions within the City that have 5<sup>th</sup> 4<sup>th</sup> grade students.</li> <li>▪ Implement program in one public or private learning institution, reaching at least 30% of the 5<sup>th</sup> 4<sup>th</sup> grade students at that institution.</li> </ul>   |



|                      |  |                  |                     |
|----------------------|--|------------------|---------------------|
|                      | Year 2 - 5:  |                  |                     |
|                      | <ul style="list-style-type: none"> <li>▪ Increase student participation 20% each year.</li> </ul>  |                  |                     |
| Data Collected:      | <ul style="list-style-type: none"> <li>▪ Number of 5<sup>th</sup> 4<sup>th</sup> grade students that attend public, private learning institutions within the City limits.</li> <li>▪ Number of public, private learning institutions within the City limits.</li> </ul>  |                  |                     |
| Assessment Measures: | Tabulation: <ul style="list-style-type: none"> <li>▪ Number of Schools targeted;</li> <li>▪ Percent of 5<sup>th</sup> 4<sup>th</sup> grade students within the City limits that participated.</li> </ul>   |                  |                     |
| Goals targeted:      | Partner with the AMWC to provide educational materials to 5 <sup>th</sup> grade students within the City of Atascadero. <del>with other municipalities and stakeholder groups were possible to implement regional wide programs and conserve limited resources.</del><br><del>Target materials towards specific members of the Community: School Age Children.</del><br><del>Establish resource library.</del> |                  |                     |
| Pollutants Targeted: | All  | SWMP Objectives: | II, III, IV, V, VII |

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

The City has established an interim informal agreement with the AMWC to provide funding support. City staff is proposing to fund this program in the 2012-2013 stormwater year. The City will work with the AMWC to reach 20% more students in the 2012-2013 stormwater year, if funding is available.

### **BMP PE3: TARGET HOMEOWNER COMMUNITY**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Increase water quality awareness with the homeowner community.                        |
| <b>Status of Measurable Goals:</b>    | In-progress   |
| <b>Effectiveness:</b>                 | Not yet Measureable.  |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | The City will continue to develop and distribute brochures as staffing levels permit. |

#### **MEASUREABLE GOAL:**

Increase Awareness of water quality issues and achieve voluntary compliance with discharge regulations.

**PE3A:** Develop or modify existing outreach materials to address the common behaviors known to generate stormwater pollution from homeowners. Document types of materials distributed and means of distribution.

**PE3B:** Assess and use Community Based Social Marketing (CBSM) or equivalent tools to uncover the barriers that inhibit individuals from engaging in sustainable behaviors the City wishes to promote. Promote the benefits associated with these sustainable activities through direct contact with the public to gain commitments and develop new social norms.

#### **IMPLEMENTATION MILESTONE**

Year 2- 5:

- Remaining topics at a rate of two per year, with priorities based on public feedback.
- Apply Community Based Social Marketing or equivalent marketing strategies to all MCMs that require education and outreach to the public and City staff, when appropriate.

#### **STATUS OF MEASUREABLE GOALS:**

**PE3A:** The City has completed four brochures including Pet Waste, Pest Control, Landscaping and Water Conservation. Development of additional brochures did not occur this stormwater year because the person who was responsible for brochure development left City employment. This position was not backfilled as of the end of the stormwater year. The City has hired a student and is planning to have the student work on the brochures during the 2012-2013 stormwater year. The City plans to distribute the flyers to homeowners and citizens as they are developed.

**PE3B:** The City is struggling to implement CBSM and was unable to complete additional flyers as a part of this reporting year. Lack of staffing has impacted the City's ability to implement new programs and services. This includes implementation of CBSM. However, the City will renew its efforts to implement

CBSM in the 2012-2013 stormwater year as staff time is available. Due to the lack of staff The City has had to focus Staff's priority on implementing the Joint Effort because of the immediacy of the Water Board's Joint Effort requirements.

**EFFECTIVENESS:**

---

PE3A: The effectiveness of this measure cannot be taken into account because the distribution of flyers started in year 3. The City plans to try to determine effectiveness in year 4 and 5.

PE3B: The effectiveness of this measure cannot be taken into account because the distribution of flyers started in year 3. The City plans to try to determine effectiveness in year 4 and 5.

**PROPOSED MODIFICATIONS:**

---

None.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

PE3A: The landscape care brochure was completed in December 2011. Distribution to new building permits that contain landscaping is on-going as building permits are issued for single family homes.

PE3B: The City will renew its efforts to implement CBSM in the 2012-2013 stormwater year. Services such as landscaping, pest control, pet waste, and other activities initiated by Homeowners will be targeted. Staff will attempt to formulate CBSM for landscaping care, water conservation practices, proper disposals of household wastes etc.

**BMP PE4: TARGET BUSINESS COMMUNITY**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Increase awareness of water quality issues and achieve voluntary compliance with discharge regulations. |
| <b>Status of Measurable Goals:</b>    | In-progress.  |
| <b>Effectiveness:</b>                 | Not yet measureable.  |
| <b>Proposed Modifications:</b>        | None.   |
| <b>Summary of activities planned:</b> | The City will continue to develop and distribute brochures.   |

**MEASUREABLE GOAL:**

---

Increase awareness of water quality issues and achieve voluntary compliance with discharge regulations.

**PE4A:** Distribute brochures with 100% of applicable business license applications. Document number of business license applications issued.

**PE4B:** Distribute brochures to 100% targeted business. Document number and percent of distribution to target business.

**IMPLEMENTATION MILESTONE**

---

Year 2- 5:

- Develop landscape and pest control behaviors.
- Evaluate success of previous year efforts by observing percent of targeted businesses who are implementing recommended BMPs.

**STATUS OF MEASUREABLE GOALS:**

---

PE4A: The City Distributed 52 landscaping brochures and 4 pest control brochures to businesses in 2012.

The landscape brochure has been completed and will be distributed with business licenses as well as the pest control behaviors. These brochures are identical to one's created for the homeowner outreach. These brochures will also be made available on the City's Stormwater website. City staff is not working on additional brochures because the person who was responsible for brochure development left City employment. This position was not backfilled as of the end of the stormwater year. The City has hired a student and is planning to have the student work on the brochures during the 2012-2013 stormwater year. The City plans to distribute new flyers to target business at business license renewal.

**EFFECTIVENESS:**

---

The materials have yet to be distributed since it is more cost effective for the City to send these out with business license renewals. Business License renewals are sent out in December every year. Staff will evaluate the effectiveness as this and other brochures that are distributed.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will complete dry cleaners and automobile maintenance for distribution as staff is hired. Additional topics will be completed as well per SWMP requirements for year 4, based on the number of business licenses issued for a particular generator of stormwater pollutants.

## **BMP PE5: PET WASTE MANAGEMENT**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Reduce the source of pollution to receiving waters through education and enforcement of pet waste disposal and feral cat populations concerns. |
| <b>Status of Measurable Goals:</b>    | Completed  |
| <b>Effectiveness:</b>                 | Effective.   |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | The City will continue to post parks and distribute plastic bags for pet waste management.   |

### **MEASUREABLE GOAL:**

---

Increase awareness of water quality issues and achieve voluntary compliance with discharge regulations.

**PE5A:** Post signs and provide “Mutt Mitts” at public parks. Document the number of signs placed and the number of mutt mitts that were distributed.

**PE5B:** Promote TNR program. Document the number of feral cats treated in program or relocated, support provided.

### **IMPLEMENTATION MILESTONE**

---

Year 2:

- Place mutt mitt stations at 50% of public parks. (All public parks have Mutt Mitt stations.)

Year: 1-5:

- Maintain mutt mitt stations.
- Place a mutt mitt at highest rated “hot spot.”
- Promote and support the North County Humane Societies “Trap, Neuter, and Return” program

### **STATUS OF MEASUREABLE GOALS:**

---

**PE5A:** The City has implemented mutt mitt stations at Atascadero Lake (eight), Paloma Creek (three), Apple Valley (two), the Sunken Gardens (two) parks. The City had instituted a program for using recycled plastic bags to reduce costs. The use of recycled bags allowed the City to save \$2-3,000 per year. One concern that the City does have is the availability of recycled plastic bags. The County IWMA recently banned the use of plastic bags from stores with a footprint of 10,000 square feet or more. This means the availability of recycled plastic bags may become an issue. The City will again need to spend money on stocking the pet waste stations. This means that the City’s costs will go up approximately \$3-4,000 per year. The bottom line is that there will be less resource available to spend on overall stormwater plan implementation.

The City checks the stations on a daily basis to insure they are not empty. The City has not received any complaints in the last twelve months related to uncollected pet waste; therefore, the City believes the program has been effective at reducing waste and changing behaviors. In addition, City employees have been verbally surveyed and the maintenance workers have confirmed that pet waste is not currently a problem.

PE5B: *UPDATE 2012-No Change from 2009-2010. Feral cats are not currently a problem. The City will continue to monitor the creeks and act if necessary.* The City's TNR program was not implemented during the permit cycle. Several events have combined to reduce the feral animal population in Atascadero creek. First, the City has cleared non-native vegetation from a section of Atascadero creek (Atascadero Creek Bridge to Lewis Avenue Bridge.) All work was completed under the auspices of the California Department of Fish and Game and a qualified biologist. This has eliminated feral animal habitat while enhancing creek function and native species habitat. In addition, staff has observed native predators in the creek corridor and there has been a marked decline in the feral animal population over the last twelve months. However, staff stands ready to implement the TNR program should the feral animal population increase to nuisance levels. City staff will continue to monitor creek habitat for a significant increase in the feral animal population.

**EFFECTIVENESS:**

---

The mutt mitt program is effective. The City has not received any complaints regarding pet waste along trails or in the parks. The TNR program effectiveness cannot be measured since the City has not needed to implement the measures.

**PROPOSED MODIFICATIONS:**

---

No Update Proposed.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will continue to stock mutt mitt locations and maintain signage at appropriate park locations. The City will continue to monitor the feral animal populations and implement the TNR program should populations noticeably return. The City also encourages owners to bring their own bags.

## **BMP PE6: ESTABLISH RESOURCE LIBRARY**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Provide a forum for stormwater management information to be disseminated and to allow community feedback.                     |
| <b>Status of Measurable Goals:</b>    | Ongoing   |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | Post Proposed Stormwater Ordinance, Post-Construction Stormwater Implementation Plan, and 2011-2012 Annual Stormwater Report. |

### **MEASUREABLE GOAL:**

---

**PE6A:** Establish and promote web page.

**PE6B:** Adopt/Create a Set of Community Manuals

**PE6C:** Place relevant links to valuable water quality related resources on City website. Update and promote website.

### **IMPLEMENTATION MILESTONE**

---

This website was launched in the September of 2011. The City's Stormwater Management Program webpage can be access at [http://www.atascadero.org/index.php?option=com\\_content&view=article&id=854&Itemid=1684](http://www.atascadero.org/index.php?option=com_content&view=article&id=854&Itemid=1684) Staff has establish a social media page via twitter that provides real time updates such as significant storm events to the general public. This page will be available as a link from the City's primary website.

### **STATUS OF MEASUREABLE GOALS EFFECTIVENESS:**

---

The City has launched the website for Stormwater. To date, the City has received 1683 hits on this site. The twitter site has 14 followers to date. Website hits have increased 8 times over last year's total. Twitter followers have doubled. The City did not complete the task of determining which manuals should be used for projects. The City's scarce staff resources were focused on participation in the TAC with a goal of positively shaping the post construction requirements that were being formulated by Water Board staff. Now that the post-construction requirements have been adopted by the Board and the State Water Board is adopting the MS4 General Permit, City staff can focus on implementing the post construction requirements. This includes selecting manuals and BMPs for use in the City.

### **PROPOSED MODIFICATIONS:**

---

City staff is will be providing the post-construction plan requirements to the City Council for Adoption in 2013. Staff plans to evaluate manuals and BMPs at that time. Staff anticipates that all manuals will be allowed for use with approval by the City Engineer so that flexibility is maintained. This will allow



applicants to use the most cost effective and technically acceptable post construction methods on projects.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

Post Proposed Stormwater Ordinance, Post-Construction Stormwater Implementation Plan, and 2011-2012 Annual Stormwater Report on the web site.

**CITY of ATASCADERO** Thursday, December 27, 2012 Text Size Search

Home I Want To... Living Here Doing Business Here Visiting Here Your Officials City Departments

Home Stormwater Management

**Public Works**

- Capital Improvement Projects
- Engineering
- Floodplain Maps
- Parks & Facilities
- Public Transit
- Regional Water Quality Control Board Issues
- Road Program
- Street Maintenance
- Stormwater Management
- Wastewater Treatment Plant

**Administrative Services**

**City Manager's Office**

**Community Development**

**Community Services**

**Fire Department**

**Police Department**

**Stormwater Management**

Last Updated on Friday, 16 December 2011 08:51  
 Hits: 1683

The City's Stormwater Management Plan (SWMP) defines strategies and guidelines for protection of water quality and reduction of pollutant discharges from all areas within the City and all City maintained facilities.

The City's SWMP will be implemented over the next 5 years (March 2009 to March 2014). This page contains documents that are a part of the plan's implementation. On this page you will find information on how to make a difference in improving the City's stormwater runoff whether you are a homeowner, local business owner, or concerned resident.

To access the latest developments in the SWMP, please visit our [twitter page!](#)

If you have any questions regarding the City's Stormwater Management program, please contact the Public Works Department at (805) 461-5000.

**Homeowners Outreach:**

| Filename                               | Size      | Date       |
|--|-----------|------------|
| <a href="#">landscape brochure.pdf</a> | 754.64 KB | 2011-12-16 |
| <a href="#">pest control.pdf</a>       | 466.21 KB | 2011-12-16 |
| <a href="#">petwaste.pdf</a>           | 560.69 KB | 2011-12-16 |
| <a href="#">water conservation.pdf</a> | 815.73 KB | 2011-12-16 |

**For Business Owners:**

| Filename                               | Size      | Date       |
|--|-----------|------------|
| <a href="#">landscape brochure.pdf</a> | 754.64 KB | 2011-12-16 |
| <a href="#">pest control.pdf</a>       | 466.21 KB | 2011-12-16 |

**Annual Report:**

| Filename  | Size      | Date       |
|---|-----------|------------|
| <a href="#">Annual Report 2009-2010 FINAL.pdf</a>       | 978.35 KB | 2011-10-05 |
| <a href="#">Annual Report 2010-2011 Appendicies.zip</a> | 85.46 MB  | 2012-01-11 |
| <a href="#">Annual Report 2010-2011 FINAL.pdf</a>       | 1.65 MB   | 2012-01-09 |

<https://twitter.com/>

**Atascadero SWMP**  
 @AtascaderoSWMP Atascadero, CA  
 Get the latest info on the City of Atascadero's Stormwater Management Plan and help keep the City's watershed clean! #Stormwater  
[http://www.atascadero.org/index.php?option=com\\_content&task=view&id=70&Itemid=766](http://www.atascadero.org/index.php?option=com_content&task=view&id=70&Itemid=766)

Follow Text follow Atascadero SWMP to 40404 in the United States

**Tweets** Favorites Following Followers Lists

**Atascadero SWMP** Atascadero SWMP  
 Rain season is just around the corner. dont forget to clear out your gutters  
 26 Aug

**Atascadero SWMP** Atascadero SWMP  
 We are reviewing the Draft MS4 that the State Water Board is pushing out. It may be a game changer. [tinyurl.com/66kuwya](http://tinyurl.com/66kuwya)  
 #stormwater  
 11 Jul

**Stay in touch with Atascadero SWMP**  
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## **BMP PP1: PUBLIC NOTICE**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Provide the public an opportunity to discuss various viewpoints and to provide input concerning appropriate stormwater management policies and BMPs.  |
| <b>Status of Measurable Goals:</b>    | In-Progress   |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | The City will post the 2011-12 Annual Report on the City website to collect feedback. The City will host a series of stakeholders meeting to gather feedback on a proposed stormwater ordinance and Post Construction Stormwater Implementation Plan. Staff will incorporate any proposed changes into the Stormwater Plan. |

### **MEASUREABLE GOAL:**

---

- PP1A:** Host Biennial Stakeholders Meeting. Confirm meetings were publicized, document number of attendees, feedback provided.
- PP1B:** Provide legal notice for all ordinance and SWMP public review periods.

### **IMPLEMENTATION MILESTONE(S)**

---

Year 1, 3, 5:

- Identify stakeholders, schedule and promote meetings. The Year 1 meeting will consist of the SWMP Regional Board adoption process.

Years 1-5:

- Stakeholder meetings, with appropriate legal notice, will be held prior to implementation of any proposed ordinances.

Year 1-5:

- Post annual report and provide mechanism to receive public comments.

### **STATUS OF MEASUREABLE GOALS:**

---

PP1A and PP1B: The City's was required to hold a Year 3 Biennial Stakeholder meeting. However, staff decided not to hold the meeting because staff is planning to hold a series of public meetings during the 2012-2013 stormwater year. The meetings are related to a proposed stormwater discharge ordinance and implementation of the Water Board's Post Construction Stormwater Requirements. In addition, the State Board is in the process of adopting a new MS4 General Permit. The proposed General Permit will do away with the City's SWMP. Therefore, staff wants to evaluate the changes during the 2012-2013 stormwater year and solicit the public's input at that time.

**EFFECTIVENESS:**

---

PP1A and PP2A: The City believes these two BMPs are effective and have provided good outcomes. The Water Board approved SWMP has been adopted by the City Council after a rigorous development and review process that included public and stakeholder input.

**PROPOSED MODIFICATIONS:**

---

Hold a series of public meetings in the 2012-2013 stormwater year to solicit feedback on a proposed stormwater ordinance, post construction implementation plan and the state's new MS4 General Permit.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will post the 2011-12 Annual Report on the City website to collect feedback for the 2012-13 permit cycle. The City will host a series of stakeholders meeting to gather feedback on a proposed stormwater ordinance and Post Construction Stormwater Implementation Plan. Staff will incorporate any proposed changes into the Stormwater Plan.

**BMP PP2: STORM DRAIN MARKING**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Raise awareness about the connection between storm drains and receiving waters and to deter littering, excess fertilizer use, dumping, and other practices that contribute to stormwater pollution. |
| <b>Status of Measurable Goals:</b>    | Complete  |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | The City will continue to mark 20% of City storm drains with permanent metal disks.   |

**MEASUREABLE GOAL:**

---

**PP2A:** Mark 20% of storm drain inlets each year. Count of number of storm drains within City and percent currently marked or in need of marking.

**PP2B:** Modify City Standards 502 through 504. Confirm standards were revised.

**IMPLEMENTATION MILESTONE(S)**

---

Year 3:

- Mark 20% of unmarked inlets.

**STATUS OF MEASUREABLE GOALS:**

---

PP2A: Completed. The City has marked the remaining 182 storm drains with permanent disks. The City will be periodically inspecting and remarking storm drains as needed.

PP2B: Completed. The modified drawings are located in the Appendix PP2.

**EFFECTIVENESS:**

---

Storm drain marking is an appropriate method to deter would-be polluters. The City has not received any complaints of illegal discharges at storm drain inlets; therefore, the program is effective.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

Periodically inspect storm drains as they are maintained by City Public Works Operations Staff.

### **BMP PP3: COMMUNITY CREEK CLEAN UP DAY**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Allow concerned citizens to become directly involved in water pollution prevention, educate members of the community about the importance of stream water quality; improve water quality of creeks targeted. |
| <b>Status of Measurable Goals:</b>    | Ongoing  |
| <b>Effectiveness:</b>                 | Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | The City and partners will be holding the next Community Creek Cleanup Day on September 21, 2013, 9 am – 12 noon   |

#### **MEASUREABLE GOAL:**

---

**PP3A:** Partner with other agencies to assure an Atascadero Creek is included in community creek clean up days. Through City recognition and promotion of community wide events, increase public participation in community wide events each year. Track and trend level of participation and volume or mass of materials collected.

#### **IMPLEMENTATION MILESTONE(S)**

---

Year 1 – 5:

- Participate and promote county wide creek cleanup day.

#### **STATUS OF MEASUREABLE GOALS:**

---

PP3A: Completed. The City, in conjunction with the Atascadero Mutual Water Company, promoted, supported and participated in the Atascadero Creek Cleanup Day. The City donated approximately \$3000 dollars in staff time and money to the event. The City supplied food for the volunteers and paid for the disposal of collected waste.

#### **Cleanup Locations:**

- Atascadero Creek
- Salinas River (Four mile Stretch)
- Graves Creek at the Salinas River

#### **The Cleanup Results include the following:**

- 107 volunteers -
- Disposed 1.7 tons of trash.
- Recycled 1.4 tons of material

#### **Total Number of cleanup sites/locations:**

- 10 sites cleaned.

**Participating Groups / Organizations**

- Atascadero Land Preservation Society
- Girl Scouts
- Atascadero High School Earth Club
- Atascadero Waste Alternatives
- Two Week Of Welcome Groups

**Notable Helpers / Volunteers (i.e. elected officials, sponsors, llamas, etc.)**

- Supervisor Jim Paterson
- Chicago Grade Landfill

**EFFECTIVENESS:**

---

Creek Clean-Up Day continues to be an effective program for keeping trash and debris out of Atascadero Creek. 0.3 additional tons of trash was removed this year even though the City and its partners had less volunteers.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will be supporting the 2013 Creek Cleanup Day.

## **BMP PP4: DEVELOP AND ADOPT A STREET/CREEK PROGRAM**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Allow concerned citizens to become directly involved in water pollution prevention, educate members of the community about the importance of stream water quality, and improve water quality. |
| <b>Status of Measurable Goals:</b>    | Complete  |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | The City is working toward increasing program participation.  |

### **MEASUREABLE GOAL:**

---

- PP4A:** Evaluate streets/creek reaches most suitable and in need of an adopt a street/creek program. Confirm map created.
- PP4B:** Develop protocols (interval of clean up, insurance requirements, awareness signs) for adopt a street/creek program. Confirm protocols developed.
- PP4C:** Recruit volunteers for initial demonstration/trial adopt a street/creek program. Document quantity of material removed, community participation levels.
- PP4D:** Promote the Program to Increase Public Participation each year. Track and Trend quantity of material removed and participation levels.

### **IMPLEMENTATION MILESTONE(S)**

---

Year 1:

- Identify priority stretches of creeks and roads suitable for diverse participation (i.e. public access, no known safety concerns, etc).
- Create map of areas up for adoption and protocols for the program.

Year 2:

- Create informational pack, order support materials.
- Solicit one organization for participation in demonstration project.

Year 3:

- Adopt lessons learned from demonstration project. Edit materials accordingly.
- Promote program with the goal of increasing program participation each year.

### **STATUS OF MEASUREABLE GOALS:**

---

Year 1 Task: Completed – All Road and City owned Creek Parcels are available for adoption. The City has developed the necessary participation information for volunteers, provides the necessary safety gear and provides trash pickup on adopted streets and creek reaches. The City has created a map of the streets and creek reaches that are available for adoption. The map is contained in Appendix 1 and the map shows that all City streets are available for adoption along with most City owned Creek parcels (The

City owns a majority of the parcels that contain Atascadero Creek).

Year 2 Tasks: Completed – The City’s Information packet is complete. A copy of the information packet is contained in Appendix 1. The information packet outlines the responsibilities and requirements for Participation.

Year 3 Tasks: Completed. The City’s program is running and is actively promoted. The program currently includes 6 participants who maintain 6 roads. There is one participant who maintains Atascadero Creek from San Gabriel Road to Portola Road. The City estimates that approximately two cubic yards of waste were removed from adopted streets. The City advertises participation in the Atascadero Magazine. The Atascadero Magazine is sent to all mailing addresses located in the City. A copy of the most recent 2010 advertisement is located in Appendix PP.

**EFFECTIVENESS:**

---

The Adopt a Street/Creek program has been successfully planned and implemented. The City did not increase participation during the stormwater year. The City established a volunteer coordinator position that will oversee implementation and expansion of participation in the program. The City will report the results in the next stormwater year.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will continue to promote and implement the Adopt a Road/Creek program. The City’s ongoing tasks include managing volunteers, actively promoting the program, recording/estimating the mass of waste collected and tracking the enhancements that were completed in the adopted stretches.



**BMP PP5: TECHNICAL ADVISORY COMMITTEE**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Assist in the development, revision and review of water quality standards and administrative procedures. |
| <b>Status of Measurable Goals:</b>    | Complete   |
| <b>Effectiveness:</b>                 | Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | The City will continue to actively participate in the Hydromodification Technical Advisory Committee.    |

**MEASUREABLE GOAL:**

---

**PP5B:** Participate in TAC meetings at intervals defined in PP5A. Record meeting minutes.

**IMPLEMENTATION MILESTONE(S)**

---

Year 3:

- This task is complete and the TAC is not currently meeting because the Water Board adopted the Post Construction Requirements in September 2012. The TAC will meet as needed. The City participated and David Athey served as the TAC Chairman for 2012.

**STATUS OF MEASUREABLE GOALS:**

---

PP2A: Completed. The City has actively participated and attended Technical Advisory committee meetings. The City has attended a majority of meetings since the committee was formed and is actively participating on issues such as Low Impact Development interim guideline development and inspection process changes. The City has volunteered to develop interim guidelines for Low Impact Development as part of the committee duties.

PP2B: Completed.

**EFFECTIVENESS:**

---

The City believes the TAC is an effective BMP since the City is able to influence the direction of the Joint Effort for Hydromodification Control, and gain knowledge from other jurisdictions, engineering consultants and stakeholders. The TAC also provides the City with an opportunity to provide indirect feedback to the Joint Effort Consultants and Water Board via the TAC's representatives that serve on a technical review committee the Water Board has appointed.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

None.

**BMP PP6: CREEK SNAPSHOT DAY**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Encourage community clean up, education and monitoring efforts.  |
| <b>Status of Measurable Goals:</b>    | In-Progress  |
| <b>Effectiveness:</b>                 | Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | The City will be actively promoting snapshot day participation by seeking and encouraging volunteers to participate. |

**MEASUREABLE GOAL:**

---

**PP6A:** Partner with the Monterey National Marine Sanctuary to assure an Atascadero Creek is included in Creek Snapshot day. Promote event to increase public participation each year. Track and trend tested water quality parameters, number of volunteers participating in the program.

**IMPLEMENTATION MILESTONE(S)**

---

Year 1 – 5:

- Participate and promote Snapshot day.

**STATUS OF MEASUREABLE GOALS:**

---

PP2A: Ongoing. Creek monitoring took place on May 5, 2012. The monitoring results are located in Appendix 1.

**EFFECTIVENESS:**

---

Effective. Monitoring occurred as required.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

There are a limited number of testing sites in Atascadero. City staff will be recruiting a new volunteer to perform the sampling. Staff will work with the Monterey National Marine Sanctuary staff to ensure Snapshot Day data is collected and reported.

**BMP ID1: DEVELOP A GIS-BASED STORM DRAIN AND RECEIVING WATER**

## **ATLAS/DATABASE**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Identify and track problem areas, required maintenance and discharge violations.              |
| <b>Status of Measurable Goals:</b>    | Ongoing   |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | The City will be updating the GIS map as new drainage structures are constructed or modified. |

### **MEASUREABLE GOAL:**

---

**ID1A:** Map and characterize entire storm drain and receiving waters located within the City Limits. Establish reporting and response protocols for storm drain outlet investigations and public reports (non-emergencies).

**ID1B:** Update Database.

### **IMPLEMENTATION MILESTONE(S)**

---

Year 1-5:

- Maintain database once developed.

### **STATUS OF MEASUREABLE GOALS:**

---

**ID1A:** Completed. The City has mapped the storm drain management system. The City established and follows IDDE protocols for illicit discharges.

**ID1B:** The City will update the map as developments are built within the City. The city's most current storm drain map, Excel data spreadsheet and other information is contained in the Appendices.

### **EFFECTIVENESS:**

---

This effort has been effective at identifying high risk culverts in the City. The City identified several culverts that are on the verge of collapse and other that need to be replaced. City staff will develop new capital projects to replace these aging drainage structures.

### **PROPOSED MODIFICATIONS:**

---

None

### **BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City finalized the Drainage Atlas in 2012. The City will be continuing its evaluation of high risk outlets during the 2012-2013 reporting year.

## **BMP ID2: EDUCATION AND TRAINING**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Improve creek habitat, increase awareness of water quality issues and achieve voluntary compliance with discharge regulations. |
| <b>Status of Measurable Goals:</b>    | Ongoing  |
| <b>Effectiveness:</b>                 | Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | The City will continue to institute this BMP in the 2011-2012 stormwater year.   |

### **MEASUREABLE GOAL:**

---

**ID2A:** Provide IDDE specific training to 100% of field crews biennially.

**ID2B:** Create procedures for locating problem areas and responding to complaints.

**ID2C:** Investigate and require corrective action when appropriate for 100% of illicit discharges identified.

**ID2D:** Conduct dry weather inspections. Inspect 100% of high risk outlets annually.

### **IMPLEMENTATION MILESTONE(S)**

---

Year 2:

- Provide in-house training to present IDDE procedures and increase awareness. Solicit feedback of field crews and revise program as necessary.

Year 2-5:

- Conduct dry weather inspections of 100% of high risk outlets year. Promote public complaint process.

### **STATUS OF MEASUREABLE GOALS:**

---

**ID2A:** Staff has been trained at informal tailgate training sessions and at a one-day field training held on October 4<sup>th</sup>, 2011.

**ID2B:** Public Complaints are reported through the City's electronic reporting system, City Hall Connection or collected via phone messages. The City receives complaints via several avenues including the following:

- Direct contact from the public
- By Phone
- Via Email
- Via US MAIL

In all cases the City requires the complainant to submit the complaint in writing. The City requires written complaints since this tends to eliminate complainants seeking to retaliate against their neighbor for reasons not related to actual code violations. This also enables the City to focus its scarce resources on the highest priority work. The City will then enter the violation into our computer tracking database and assign a department to the complaint. In the case of stormwater issues are typically assigned to the Public Works Department. In some cases, the building department will take care of construction site stormwater issues, such as erosion control issues.

The responsible department will assign an individual to investigate the issues. Once the complaint is deemed credible the City staffer will take appropriate action to resolve the complaint. Actions include the following:

- Contacting the complainant to discuss the issue and gather information. Staff will decide at this point if this is a violation, if not the violation is closed.
- If the complaint is an emergency 911 is called.
- A site visit will occur to visually check the complaint and assess options.
- The City will also attempt to contact the responsible party to gather information and discuss the issue.
- In the case of an illegal discharge (e.g. leaves being dumped into a storm drain inlet), Ordering immediate cleanup or cessation of illegal or inappropriate behavior if contact is made. If contact cannot be made then the site is posted. If a responsible party cannot be located then the City will start cleanup. If the responsible party is located then they are given a period of time to clean up the illegal discharge. The City will initiate and complete cleanup in all cases of high threat to water Quality or danger to the public and charge the landowner. In all cases, staff will evaluate whether other agencies need to be involved.
- In cases where there is a low threat to water quality, the violator will be required to immediately rectify the complaint or submit a plan to correct the issue.
- In the case of non-compliance, the City can issue a citation or refer the case to Fish and Game or the Central Coast Regional Water Quality Control Board.
- If the citation is not complied with, then the responsible party will be taken to court to compel action.
- If action is still not taken by the responsible party, then the City will return to court to report. The Court has the discretion to provide additional time or send the responsible party to jail.

The City will track the complaint until the issue is resolved. A majority of complaints are resolved within a short time.

ID2C: Records are kept on the Public Works Operations Daily Activity Logs. In addition, each drainage facility inspection is noted on a log sheet by each field employee in their respective areas. Records of the inspections are kept on file at the Public Works Yard. The collected data is available and the City is willing to provide this information to the Central Coast Water Board staff upon request.

ID2D: The Public Works Field Operations staff are assigned to a specific area of Atascadero and directed to inspect all drainage facility outlets City-wide and to report any problems/ concerns. Public Works Staff also cleans both the inlet and the outlets of all drainage facilities. No major pollution problems were noted during the inspections.

**EFFECTIVENESS:**

---

The City believes this BMP is effective at preventing stormwater pollution. This BMP is effective since each outlet is inspected annually and trash and debris are removed. In addition, all complaints are captured with 100% resolution of issues.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

Investigate and require corrective action when appropriate for 100% of illicit discharges identified. Conduct dry weather inspections. Inspect 100% of high risk outlets annually.

**BMP ID3: ADOPTION OF IDDE ORDINANCE**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Eliminate Illicit Discharges  |
| <b>Status of Measurable Goals:</b>    | In-Progress   |
| <b>Effectiveness:</b>                 | <b>Undetermined</b>   |
| <b>Proposed Modifications:</b>        | No  |
| <b>Summary of activities planned:</b> | City staff will be developing an ordinance for public and City Council Consideration in 2013. |

**MEASUREABLE GOAL:**

**ID3:** Confirm ordinance is in place that prohibits non-stormwater discharges into the MS4 that are found to be potential contributors of pollutants to the MS4.

**IMPLEMENTATION MILESTONE(S)**

Year 3:

- Draft Ordinance will be developed, provided for public review and adopted.

Year 4:

- Ordinance will be implemented and enforced throughout the term of the permit. Enforcement actions will be documented and trends will be included in the annual report.

**STATUS OF MEASUREABLE GOALS:**

ID3A: The adoption of the IDDE ordinance will take place in year 4. The City was not able to draft and release the ordinance for public review and adoption because of staffing shortages. City staff is planning to adopt a new ordinance in 2013, at the same time the post construction implementation plan (required by the Joint Effort) is presented to the City Council. The IDDE ordinance will incorporate the post-construction plan by reference.

**EFFECTIVENESS:**

Undetermined. Lack of an IDDE ordinance has not hampered the City's efforts to stop illicit discharges.

**PROPOSED MODIFICATIONS:**

The City proposes to adopt and implement the illicit discharge ordinance in 2013, year 4.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

The City will be posting information on its website, television channel and printed media on a rotating basis, as needed. The City will ensure that its contract waste hauler runs the community cleanup days. The City will also be surveying past illegal dump sites and will take appropriate action should illegal dumping events increase. Lastly, the City will be looking at airing Stormwater Partner's informational commercials on the City's television station. The City paid for a portion of the videos.

**BMP ID4: RECYCLING AND HOUSEHOLD HAZARDOUS WASTE PROGRAM**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Reduce pollutants in stormwater runoff from litter and illegal dumping.   |
| <b>Status of Measurable Goals:</b>    | Complete  |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | Yes   |
| <b>Summary of activities planned:</b> | The City has surveyed City maintenance employees regarding littering and illegal dumping. The City has taken actions to abate the problems. |

**MEASUREABLE GOAL:**

**ID4A:** Survey City maintenance employees to determine and prioritize observed locations of littering and illegal dumping activities.

**ID4B:** Implement measures to reduce illegal dumping. Track and trend illegal dumping sites and volumes.

**IMPLEMENTATION MILESTONE(S)**

Year 1-5:

- Survey city maintenance employees for field observations about littering and illegal dumping activities. Identify and prioritize top ten locations and potential to implement improvements to reduce the ease and risk of the public to litter and dump at these locations (by fencing, signage, education and/or increased patrols, etc).
- Include IWMA activities on City web site and TV stations, as appropriate.
- Implement improvements to address top 2 littering and dumping locations each year.

**STATUS OF MEASUREABLE GOALS:**

**ID4A:** Completed/ongoings. No new dumping chronic dumping sites were identified in 2011-2012. City staff continues to discuss historic dumping locations with maintenance employees to identify hot spots. City maintenance staff has identified one problem area with historic dumping issues. The site is located out on Old Morro Road west, adjacent to Atascadero Creek. The site is posted with permanent signage to dissuade dumping activities. Since posting no further major dumping problems have been identified. The City will continue to monitor the area and will take further action should illegal dumping re-commence. Another area has been identified on Sycamore Road, near the State Route 41 Bridge. This area has had illegal dumping in the past year. The dump area is not near a creek inlet and most dumping consists of furniture and appliances. City staff will continue to monitor this area. The City has decided to start mapping sites and will be tracking new sites should they appear in 2012-2013.

**ID4B:** The City has typically installed signage in illegal dumping areas. The City will continue to install/maintain signs in problem areas. Since a second site has been identified, staff will start tracking



and trending sites and volumes in the 2012-2013 stormwater year. The City will continue to support the use of the Chicago Grade Landfill household hazardous waste collection facility. The Citizens of Atascadero can dispose of Household Hazardous Waste at the Chicago Grade Landfill.

In addition, Atascadero Waste Alternatives (contracted waste hauler for the City) promotes the collection point and provides its clients (trash pickup in the City is mandatory) with information on safe household hazardous waste disposal. In addition, the garbage company is required (by contract with the City) to sponsor two community wide, free waste collection days. The program is promoted by the garbage company and two collection points are located in the City. There were two pick up days last year. Last year, the amount of trash disposed at the collections days included the following totals:

|                       |          |
|-----------------------|----------|
| Recycle:              | 0.75 ton |
| Metal:                | 4.8 tons |
| Waste:                | 33 tons  |
| Green Waste:          | 20 tons  |
| Totaled Recycled:     | 26 tons  |
| Total Tons Collected: | 59 tons  |

The City believes that the free waste collection days is an effective program at reducing the amount of illegal dumping throughout the City. The City's waste hauler was unable to provide the tonnages of waste removed during the two waste collection days by the time this report was generated. City staff will collect this information and have it on file should the Water Board staff request the information.

**EFFECTIVENESS:**

Effective. The City does not currently have a problem with illegal waste or household hazardous waste dumping.

**PROPOSED MODIFICATIONS:**

**No Change.** The City proposes to drop the requirement to report the amount of household hazardous waste collected at the Chicago Grade landfill. Instead, the City proposes to report the amount of waste collected at the twice yearly collection days. We believe this is a better metric to determine the City's success at curtailing illegal dumping. The change to Table 10d is as follows:

|                      |  |
|----------------------|--|
| Assessment Measures: | Confirmation: <ul style="list-style-type: none"> <li>▪ City holds two <del>has a household hazardous-waste drop-off location.</del> Pick up days.</li> <li>▪ Household <del>hazardous-waste drop-off</del> drop off locations are and IWMA program is included on web site and in applicable brochures.</li> <li>▪ <del>Coordination provided to promote IWMA programs.</del></li> <li>▪ Survey of City field crews took place. Map of problem areas developed.</li> </ul> Tabulation: <ul style="list-style-type: none"> <li>▪ Volume, or mass or other applicable measurement (i.e. number of fluorescent tubes and bulbs, etc) of municipal waste collected during community collection events.</li> <li>▪ Number and characterization of projects taken to reduce littering or dumping that took place (if needed.)</li> </ul> |
|----------------------|--|

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will be posting information on its website, television channel and printed media on a rotating basis, as staffing and funding permits. The City will ensure that its contract waste hauler runs the community cleanup days. The City will also be surveying past illegal dump sites and will take appropriate action should illegal dumping events increase. Lastly, the City will be looking at airing Stormwater Partner's informational commercials on the City's television station. The City paid for a portion of the videos.

**BMP ID5: SPILL OVERFLOW PREVENTION AND RESPONSE PROGRAM**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Reduce pollutants in stormwater runoff.  |
| <b>Status of Measurable Goals:</b>    | In-Progress  |
| <b>Effectiveness:</b>                 | Evaluation Pending   |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | The City will continue to institute this BMP in the 2012-2013 stormwater year. |

**MEASUREABLE GOAL:**

---

**ID5A:** Coordinate stormwater program with City Sewer System Management Plan.

**ID5B:** Coordinate with first responders and County Public Health and Environmental Health Services to assure hazardous spill protection and control procedures and training are consistent with the City's Stormwater Management Program.

**IMPLEMENTATION MILESTONE(S)**

---

Year 2:

- Identify or create response plans.
- Ensure notification and treatment protocols are reflected in Municipal Operations Plans.

**STATUS OF MEASUREABLE GOALS:**

---

ID5A: This task is currently in progress. The City recently re-organized because of Operations Department staff departures. Responsibility for implement of this measureable goal and the sewer system management plan has been consolidated with one staffer. There have been no problems with coordination in the 2011-2012 stormwater year even though the task is not complete.

ID5B: In progress.

**EFFECTIVENESS:**

---

Evaluation Pending.

**PROPOSED MODIFICATIONS:**

---

None.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

Staff will continue implementation of this BMP in the 2012-2013 stormwater year.

**BMP CON1: INCLUDE EROSION CONTROL AND SEDIMENT CONTROL PLAN  
REVIEW INTO THE DISCRETIONARY REVIEW PROCESS**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Ensure consistent application of proper E&SC measures to minimize risk of construction-related discharges.   |
| <b>Status of Measurable Goals:</b>    | Complete   |
| <b>Effectiveness:</b>                 | Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | Closely follow the State Water Board’s MS4 General Permitting process. Update the Municipal Code to incorporate any needed revisions within 1-2 years of State Water Board Permit adoption. Train development review staff to ensure projects include appropriate BMPs |

**MEASUREABLE GOAL:**

---

**CON1A:** Review and amend existing municipal code to comply with MS4 General Permit and Construction Storm Water Permit requirements. Incorporate BMP reference manuals into municipal code. Adopt municipal code revisions by ordinance if appropriate. Develop standard conditions of approval that are consistent with MS4 General Permit and Construction Storm Water Permit requirements.

**CON1B:** 100% of City staff with discretionary review duties are trained to ensure each project includes appropriate BMPs in conformance with City ordinances, BMP Reference Manual and Engineering Standards.

**IMPLEMENTATION MILESTONE(S)**

---

Year 2:

- Ordinances incorporating required revisions to municipal code are adopted.
- Develop Standard Conditions of Approval.
- Incorporate informational brochure related to construction site E&SC and post-construction practices and include as part of grading permit application package. (Brochure to be developed as part of PE4).
- Adopt BMP reference manual.
- Examine the need for and possibility of creating an Erosion Control Assistance Program. (Complete)

Year 2 – 5:

- Track reporting data and train plan reviewer staff as necessary.

**STATUS OF MEASUREABLE GOALS:**

---

The City has not completed the review of the existing Municipal Code requirements to determine compliance with the MS4 General Permit and Construction Stormwater Permit requirements. The State

is scheduled to adopt a revised MS4 General Permit on January 8, 2013. In addition the City will be required to adopt post-construction requirements prior to September 6, 2013. The City believes it is prudent to wait for this revised MS4 permit to be adopted prior determining compliance with the Municipal Code. However, Municipal Code, Section 9-4.145 *Sedimentation and Erosion Control* requires that sedimentation and erosion control be implemented on sites that "...affect adjacent property or private rights-of-way which is proposed to be conducted or left in an unfinished state during the period from October 15th through April 15th..." The City requires all City and private projects with minor to significant grading to include erosion and sedimentation control plans since erosion and sedimentation has the potential to affect offsite properties. In addition, the City requires applicants to provide the Notice of Intent and Stormwater Pollution Prevention Plans when grading surpasses one acre. Therefore, City staff believes this provision is adequately addressed at this time.

The City already has standard conditions of approval for erosion and sedimentation control. The Standard Conditions were submitted with the 2009-2010 Annual Report. The City has been distributing an informational brochure and with each grading permit. The Brochure is contained in Appendix CON 1.

BMP reference manuals have not been adopted. Staff will search for and review documents and will post the documents to the City's web site. The City is not proposing to adopt the manuals as outlined below.

City staff that are assigned discretionary duties have been trained to ensure each project includes appropriate BMPs in conformance with the City ordinances. The City public works staff is primarily responsible for erosion and sedimentation plan review. The current plan review staffer is a registered Civil Engineer in California, has staffed an erosion and sedimentation control class for the Upper Salinas Las Tablas RCD, has taken numerous courses and has passed the QSD/QSP exam that was proctored by the Water Board on December 1, 2010. The remaining plan review staff attended erosion and sedimentation control training that was offered on May 5, 2010, by Caltrans.

#### **EFFECTIVENESS:**

---

The City has required erosion and sedimentation control BMPs prior to the adoption of the SWMP. The existing City Code has been effective.

#### **PROPOSED MODIFICATIONS:**

---

The City is proposing to make changes to existing ordinances after the draft MS4 Stormwater Permit is adopted by the State Water Board. Staff anticipates the review and changes, if needed, will occur in stormwater year 4. The City believes that the evaluation of existing codes should be postponed to occur after the draft MS4 Stormwater Permit is adopted by the State Water Board. Staff time has been severely impacted by the economic downturn, and the City does not have the resources to review the codes now and after the draft MS4 Permit is adopted, a duplicative effort. Staff believes this is also the prudent path since all projects with minor to major grading are required to implement erosion control BMP.

#### **BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

Evaluate Municipal Code for needed changes after the draft MS4 Stormwater Permit is adopted.  
Provide stormwater BMP training to permit review staff.

**BMP CON2: EDUCATE PUBLIC EMPLOYEES, BUISINESSES AND THE GENERAL PUBLIC ABOUT THE POTENTIAL POLLUTANTS ASSOCIATED WITH CONSTRUCTION SITES**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Improve awareness; eliminate pollutants in construction site-related discharges to the maximum extent practicable. |
| <b>Status of Measurable Goals:</b>    | Incomplete   |
| <b>Effectiveness:</b>                 | Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | Continue to Implement CON 2.   |

**MEASUREABLE GOAL:**

---

- CON2A:** Develop construction site inspection checklist and protocols to determine inspection priorities.
- CON2B:** Require 100% of construction site inspectors to receive a minimum 1-hour training/refresher course every year related to proper E&SC/stormwater handling on construction sites. Perform inspections to verify that E&SC measures are installed per City approved BMP reference Manual.
- CON2C:** Increase contractor and general public awareness of post-construction and E&SC site BMPs.

**IMPLEMENTATION MILESTONE(S)**

---

Year 1 – 5:

- Require pre-construction meetings for Major Grading projects (>500 cubic yards disturbed) to include construction and post-construction BMP installation and maintenance responsibilities.
- Inspect project sites, as needed, subject to General Construction Permit and SWPPP requirements for compliance.
- Track reporting data and train inspection staff as necessary.
- Update web site with links to Contractor E&SC training opportunities.

**STATUS OF MEASUREABLE GOALS:**

---

The City has not developed an inspection checklist because of the on-going issues with the new MS4 permit. The City will develop this checklist based on the revised permit within three (3) months of adoption of the revised permit.

There were no grading projects, over 500 cubic yards, issued in the City of Atascadero during the reporting period. City staff did have a preconstruction meeting for the re-started Woodridge Multifamily project. This permit was issued prior to the establishment of the City's SWMP. City staff verified that the re-started project had filed an NOI and had developed a new plan. City staff will be conditioning future projects to hold preconstruction meetings. The City continues to inspect all projects

with ground disturbing activities for proper installation and maintenance of erosion control devices. The City inspectors will observe site conditions during every visit and will write corrections to fix problems before construction work continues.

The City performs inspections every October on all sites with active grading permits. This allows the City raise contractors awareness that BMPs need to be implemented and to correct any problems with existing BMP. This has been effective in reducing the number of inspections where BMPs are not installed or installed correctly.

The City has not provided links to contractor E&SC training opportunities. The City will provide an area on the Stormwater page that will provide links to training sessions by May 1, 2013.

**EFFECTIVENESS:**

---

Effective – City inspectors visit construction sites each year to observe erosion control readiness.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will be developing the Checklist within 3 months of the adoption of the new MS4 permit. The City will also provide an area for contractor training in E&SC by May 1, 2013. The City will continue to implement CON2B and CON2C.

### **BMP CON3: EROSION AND SEDIMENT CONTROL PLANS**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Eliminate pollutants in construction-related discharges to the maximum extent practicable |
| <b>Status of Measurable Goals:</b>    | Complete  |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | Continue to require erosion and sedimentation control plans on grading projects.          |

#### **MEASUREABLE GOAL:**

---

**CON3A:** Require E&SC Plans be submitted and approved for 100% of projects requiring a grading permit, prior to commencing earth disturbing activities.

#### **IMPLEMENTATION MILESTONE(S)**

---

Year 1 – 5:

- Require applicable projects to submit and receive approval of an erosion and sediment control plan prior to commencing earth disturbing activities.
- Require Erosion and Sediment Control responsibilities as a topic in pre-construction meeting.

#### **STATUS OF MEASUREABLE GOALS:**

---

Ongoing. There were no grading permits with grading over 500 cubic yards issued in the City during the reporting period. The City issued four permits with grading during the reporting period. The City is requiring erosion control plans on all projects over 50 cubic yards of cut or fill. Projects are not approved for construction prior to approval of erosion and sedimentation control plans. Erosion control is required for all projects that require grading. This is a standard plan check requirement. A spread sheet showing all permits issued during the reporting period is located in Appendix CON 3.

#### **EFFECTIVENESS:**

---

Effective.

#### **PROPOSED MODIFICATIONS:**

---

None

#### **BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will continue to require erosion and sedimentation control plans for all grading projects grading quantities greater than 50 cubic yards.



**BMP CON4: ESTABLISH CONSTRUCTION SITE COMPLAINT REPORTING MECHANISM**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Eliminate pollutants in construction-related discharges to the maximum extent practicable |
| <b>Status of Measurable Goals:</b>    | Complete  |
| <b>Effectiveness:</b>                 | Effective, the City has a written and internet code complaint process already in place.   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | Continue to implement the construction site reporting form.                               |

**MEASUREABLE GOAL:**

---

**CON4A:** Provide ability to report construction site complaints via hotline or internet based form. Respond to 100% of reports within 24-hours or 72-hours if reported on weekend.

**IMPLEMENTATION MILESTONE(S)**

---

Year 1 – 5:

- Track reporting data; respond to 100% of citizen reports within 24-hours or 72-hours if reported on weekend.
- Review protocols with hotline operators and internet complaint form ‘down loaders’ prior to each rainy season.

**STATUS OF MEASUREABLE GOALS:**

---

The City has existing methods of contact for both phone based and internet based stormwater complaints. The City web site contains a link called Contact Us. This link can be found on the City’s main web page at <http://www.atascadero.org/>. When the link is clicked, the *Contact Us* web page is displayed. This option gives four options for contact on stormwater issues: by phone, in person, in writing or by email. When by email is clicked, City Hall connection is started. A drop down menu is displayed and “Stormwater Issues” can be chosen. If contact by phone is desired, the City’s main phone number is displayed. There is also a directory of services that can be chosen and different phone numbers can be chosen. Stormwater has been added as a contact choice. Citizens with stormwater concerns can always call the City’s main line and will be transferred to an inspector. The Inspector will follow up on the stormwater issue, if necessary.

The City received two complaints during the 2010-2011 stormwater reporting period. All complaints were followed up on and resolved. Most corrective actions involved implementation or maintenance of erosion control devices on construction sites and other non-construction sites. Staff made no referrals to the RWQCB during the reporting period. Staff believes the low number of complaints is due to City staff’s implementation of erosion control inspections prior to the wet season on construction sites, ongoing inspections throughout the wet season, and the overall lack of construction that is a result of

the national recession. Both City inspectors attended a stormwater erosion control training provided by Caltrans on May 5, 2010.

**EFFECTIVENESS:**

---

Effective.

**PROPOSED MODIFICATIONS:**

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None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

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City staff will continue to follow up on complaints as they are received. Staff will discuss rainy season preparedness, reporting and response standard procedures.

**BMP PC1: ADOPT AND ENFORCE AN ORDINANCE TO REQUIRE SPECIFIC POST-CONSTRUCTION STORMWATER MANAGEMENT CONTROLS, INCLUDING ATTACHMENT 4 CRITERIA AND HYDROMODIFICATION CONTROLS, FOR APPLICABLE NEW DEVELOPMENT AND REDEVELOPMENT PROJECTS**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Maximize Infiltration of clean stormwater, and minimize runoff volume and rate; provide long term watershed protection.   |
| <b>Status of Measurable Goals:</b>    | In-progress   |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | The City will be implementing the Water Board's Post Construction Requirements prior to September 6 <sup>th</sup> , 2013. |

**MEASUREABLE GOAL:**

- 
- PC1A:** Train City development review and maintenance staff in good site design and low impact development principals.
- PC1B:** Conduct audit of existing codes and standards to identify conflicts with LID. (Completed)
- PC1C:** Revise Municipal Code to require specific post Construction stormwater management controls and long-term maintenance provisions.
- PC1D:** Participate in the Water Board's Joint Effort for Hydromodification Control and implement the BMPs and Measurable Goals for Joint Effort Participants.

**IMPLEMENTATION MILESTONE(S)**

**Year 1:**

- Train City development and review staff on good site design and Low Impact Development principles. (Completed)
- Participate in the Joint Effort for Hydromodification Control and implement Table 1: *Best Management Practices and Measurable Goals for Joint Effort Participants*, as required for implementation in Year 1. Table 1 is included at the end of Table 12a, below. (Completed)

**Year 2:**

- Conduct Self Audit of post Construction program. (Completed)
- Participate in the Joint Effort (Completed)

**Year 2 and 4:**

- Train City Development Review Staff. (Completed)

**Year 2 through 5:**

- Finalize and Implement hydromodification control criteria that were developed as part of the

City's participation in the Joint Effort.

**STATUS OF MEASUREABLE GOALS:**

City staffers were trained on January 18, 2011, on good site design and Low Impact Development principals by Darla Inglis, of the Low Impact Development Center. Staff will continue to pursue training opportunities.

The City participated in the Water Boards Joint Effort for Hydromodification Control. The final criteria were adopted by the Water Board on September 6, 2012. City staff is currently planning the public process that will occur prior to final implementation by September 6, 2013. A number of the requirements contained in Table 1: Best Management Practices and Measureable Goals for Joint Effort Participants have been satisfied through the Water Board Joint Effort Process. The following list outlines the City's progress towards implementing post-construction requirements:

| <i><b>BMP</b></i>  | <i><b>Measureable Goal</b></i>  | <i><b>Scheduled Quarter</b></i> | <i><b>Progress</b></i>                                    |
|--|---|---------------------------------|---|
| <b>Enforceable Mechanisms</b>  | Analyze Codes   | 2                               | <b>Complete</b> , reported in the 2010-2011 Annual Report |
|  | Approve New or Modified enforceable mechanisms  | 8                               | In-Progress, will be finished by September 6, 2013        |
|  | Apply new or modified enforceable mechanisms  | 9                               | In-progress, will be implemented by September 6, 2013     |
| <b>Hydromodification Control Criteria</b>                            | Derive Criteria   | 8                               | <b>Complete</b> , provided by the Water Board             |
| <b>Applicability Thresholds</b>                                      | Derive Thresholds   | 8                               | <b>Complete</b> , provided by the Water Board             |
| <b>Implementation Strategy for LID and Hydromodification Control</b> | Develop, Advertise and Make Available LID BMP Design Guidance Suitable for All Stakeholders   | 4                               | In-Progress, will be finished by April                    |
|  | Specific guidance on how to achieve compliance with Hydromodification control criteria  | 8                               | In-Progress, will be finished by September 6, 2013        |
|  | Documentation of goals, schedules and target audiences for education and outreach   | 2                               | <b>Complete</b> , reported in the 2010-2011 Annual Report |
|  | Tracking report indicating municipality's accomplishments in education and outreach supporting implementation of LID and hydromodification. | 8                               | In-Progress, will be finished by September 6, 2013        |
|  | Apply LID principals  | 2-8                             | New discretionary review projects have                    |

|  |   |   |   |
|--|---|---|---|
|  | and features to all applicable new and redevelopment projects |   | been conditioned to include LID. The largest project conditioned was the WalMart/Annex project on the south end of Atascadero. This project was a discretionary review project and therefore subject to LID. Ministerial projects are encouraged to implement LID |
|  | Tracking Report   | 9 | In-progress, no LID features have been installed to date. This is directly related to the lack of building the national recession has caused.   |

**EFFECTIVENESS:**

---

Effective.

**PROPOSED MODIFICATIONS:**

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None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

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Host a public meeting to present the Post-Construction Requirement Plan to the City Council for adoption and implementation by September 6, 2013. Implement post-construction requirements.

## **BMP PC2: DISCRETIONARY REVIEW TOOLS**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Maximize Infiltration of clean stormwater, and minimize runoff volume and rate; provide long term watershed protection.   |
| <b>Status of Measurable Goals:</b>    | In-progress   |
| <b>Effectiveness:</b>                 | Not Yet Measureable   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | The City is planning on hosting public meetings, prior to September 6, 2013, to discuss and gain approval of the MS4 general Permit and the post-construction requirements. |

### **MEASUREABLE GOAL:**

---

**PC2A:** Revise CEQA initial study checklist. Develop a Post Construction Stormwater Management plan review checklist.

**PC2B:** Require Post Construction Stormwater Management (PCSM) as a topic in pre-application meeting. Train new plan reviewers on Post Construction Stormwater Management plan check requirements.

**PC2C:** Develop Standard Conditions of Approval.

### **IMPLEMENTATION MILESTONE(S)**

---

Year 2:

- Revise CEQA initial study checklist.
- Develop a PCSM plan review checklist.
- Develop Standard Conditions of Approval.

Year 2 – 5:

- Track and trend reporting data.
- Require PCSM as a topic in pre-application meeting.
- Train plan reviewers on PCSM plan check requirements.

### **STATUS OF MEASUREABLE GOALS:**

---

The City has reviewed its CEQA Checklist. Most projects within the City are exempt from most CEQA requirements as they are “exempt” projects through categorical exemptions. For projects that require additional CEQA review (negative declarations, mitigated negative declarations, Environmental Impact Report) City Staff utilizes the existing CEQA Guidelines issued by the State Office of Planning and & Research. At this time, the City has not revised the CEQA checklist. City Staff will revisit the checklist upon adoption of the MS4 General Permit to see where the City needs to ensure that a project complies with any requirements and how those requirements may affect the existing environment. Within six months of the newly adopted MS4 permit, City Staff will review the CEQA checklist and will propose any changes if deemed necessary.

Projects that require a CEQA analysis also require additional entitlements, such as a Conditional Use Permit (CUP) or Planned Development (PD). It is through these additional entitlements that City Staff develop post construction management plans on a project by project basis. Recent projects where staff has discussed PCSM include the Walmart Annex and Eagle Ranch projects. Discussions of PCSM are included in all projects that require entitlements.

**EFFECTIVENESS:**

---

Projects that require a CEQA analysis also require additional entitlements, such as a Conditional Use Permit (CUP) or Planned Development (PD). It is through these additional entitlements that City Staff develop post construction management plans on a project by project basis. New projects will be developing these post construction management. Until these projects are built, staff has yet to determine the effectiveness of post construction stormwater management techniques.

**PROPOSED MODIFICATIONS:**

---

At this time, the City has not revised the CEQA checklist. City Staff will revisit the checklist upon adoption of the draft MS4 General Permit to see where the City needs to ensure that a project complies with any requirements and how those requirements may affect the existing environment. City Staff will also develop new standard conditions of approval to be consistent with the new MS4 permit.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

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The MS4 General Permit is scheduled to for adoption on January 8, 2012. In addition, the City must implement the Water Board's recently adopted post construction requirements. The City is planning on hosting public meetings, prior to September 6, 2013, to discuss and gain approval of the MS4 general Permit and the post-construction requirements.

**BMP PC3: ENSURE POST CONSTRUCTION BMPs ARE MAINTAINED**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | To reduce pollutants in stormwater runoff by verifying post-construction stormwater management maintenance is being performed. |
| <b>Status of Measurable Goals:</b>    | In-progress  |
| <b>Effectiveness:</b>                 | Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | None   |

**MEASUREABLE GOAL:**

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**PC3C:** Develop and inventory of post construction BMPs maintained by the City and their maintenance plans.

**PC3G:** Review policies and procedures and amend if necessary.

**IMPLEMENTATION MILESTONE(S)**

---

Year 1:

- Inventory of publicly owned post-construction BMPs and maintenance plans.

**STATUS OF MEASUREABLE GOALS:**

---

*No Change for the 2011-2012 Stormwater year.* The City does not currently own any post construction BMPs. The City will implement PC3 as the City constructs new projects. The City recently received a grant to construct a green parking lot at the Atascadero Lake Park. This project will contain LID design elements. Staff is currently working with the Low Impact Development Initiative on design development drawings. Once these drawings are complete, staff plans to issue a Request for Proposal for design services. Staff anticipates that the plans will be complete by summer 2013 and construction will begin in the fall of 2013.

**EFFECTIVENESS:**

---

Effective.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will implement this BMP if new post construction BMPs are installed as part of City projects. The City will continue to review its policies and procedures and will amend them if needed.



## **BMP PC4: PROTECT RIPARIAN AREAS, WETLANDS AND OTHER BUFFER ZONES**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | To protect riparian areas, wetlands and other buffer zones.   |
| <b>Status of Measurable Goals:</b>    | In-progress   |
| <b>Effectiveness:</b>                 | Effective   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | Tracking as new permits are issued next to creeks with setbacks. Review existing policies and setbacks for appropriateness and make changes if necessary to ensure that they are equivalent to, or exceed RWQCB riparian protection policies. |

### **MEASUREABLE GOAL:**

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**PC4A:** Review Effectiveness of existing City Standards for consistency with RWQCB required riparian buffer widths.

**PC4B:** Track projects located in close proximity to riparian and wetland habitats.

### **IMPLEMENTATION MILESTONE(S)**

---

Year 1-5:

- Track projects with improvement located within 30-ft of riparian and wetland habitats.

Year 2:

- Review existing policies and setbacks for appropriateness and make changes if necessary to ensure that they are equivalent to, or exceed RWQCB riparian protection policies.

### **STATUS OF MEASUREABLE GOALS:**

---

PC4A: The City is continuing its evaluation of its current policies and requirements related to riparian and wetland buffer widths. The City previously supplied the map in Appendix PC 4 shows the existing creeks, creek protection parcels, existing City setbacks and RWQCB buffers. City staff is also evaluating its current policies when development is actually proposed for areas near riparian or wetland areas. The City's current policy is to require an evaluation by a biologist to determine if setbacks are adequate and if any mitigation is needed. City staff will be using this information to evaluate the consistency of the City's required setbacks with RWQCB's buffer policy during the next several months. The City will also be evaluating the State's new MS4 general Permit to see if it affects the setback requirement. The MS4 permit is scheduled for adoption on January 8, 2013.

PC4B: Ongoing. The City is unable to determine the number of permits issued to landowners in close proximity to creeks as of the writing of this report because key staff was on vacation. The City will collect this information and keep it on file for Water Board staff's review. However, no permits were issued with grading or land disturbance activity during year 3 near a creek or wetland area. A spread sheet listing all projects permitted in 2011-2012 is located in the appendix PC4. The City will continue to

review existing policies and setbacks for appropriateness and make changes if necessary to ensure that they are equivalent to or exceed RWQCB riparian protection policies.

**EFFECTIVENESS:**

---

Evaluation Ongoing

**PROPOSED MODIFICATIONS:**

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None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

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The City will continue the evaluation of riparian and wetland buffers into the 2012-13 stormwater year. The City will provide the RWQCB with results or recommendations before or with the 2012-2013 Annual Report. The City will provide the results of project tracking with the 2012-2013 Annual Report.

## **BMP GH1: MUNICIPAL EMPLOYEE TRAINING AND EDUCATION**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Provide employee training on pollution prevention/good housekeeping techniques |
| <b>Status of Measurable Goals:</b>    | In-progress  |
| <b>Effectiveness:</b>                 | Partially Effective  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | Tracking as new permits are issued next to creeks with setbacks.               |

### **MEASUREABLE GOAL:**

- GH1A:** Develop or utilize EPA and Caltrans BMP training materials and BMP guidance. Confirm that facility SWPPP, FPCM and SOP documents are available to all employees as a reference.
- GH1B:** Incorporate Pollution Prevention/Good Housekeeping BMPs into safety tail gate meeting a minimum of once every four meetings.
- GH1C:** Include Pollution Prevention/Good Housekeeping BMPs in new employee orientation program.
- GH1D:** Conduct periodic unscheduled inspections of facilities and maintenance activities by City management staff.

### **IMPLEMENTATION MILESTONE(S)**

Year 1-5:

- Annually conduct training modules; complete a minimum of two unscheduled inspection of facilities or operations to verify Pollution Prevention/Good Housekeeping BMPs are being practiced (year two and four). Revise program as necessary.

### **STATUS OF MEASUREABLE GOALS:**

GH1A: The City has prepared a BMP manual (Master BMP Manual discussed below) and has made it available to operations staff (in break room). The City has not developed training modules as required by this BMP, but uses the Master BMP Manual to conduct informal trainings. The City had two key staff leave the organization who were responsible for developing the training modules. City staff has recently re-organized and will be continuing to implement the SWMP. In addition, it is now unclear how the MS4 permit adoption, scheduled for January 8, 2013, will affect training requirements. City staff is proposing to develop and implement the modules if the MS4 General Permit requires development.

GH1B: The City conducted training sessions in October of Year 3. City staffers involved with Spill Response were also trained on October 25, 2012. The training occurred in year 4 and is an update to existing training for most staff. The Pollution Prevention/Good Housekeeping BMPs tail-gate sessions

began in November 2010 and are ongoing.

**GH1C:** Information prepared and available (Master BMP Manual). The City hired one new Operations Maintenance Worker I in 2012. It is unknown if this new employee received training during his orientation. However, the City plans to hire additional maintenance staff in 2013 and training will be provided to these workers.

**GH1D:** This item is not required in year 3.

**EFFECTIVENESS:**

---

Not yet measurable.

**PROPOSED MODIFICATIONS:**

---

None.

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

Staff will complete the year 4 requirements of GH1B, GH1C, and GH1D. In addition, staff will complete the training modules required in GH1A. These requirements include preparation of BMP training modules and incorporation of Pollution Prevention/Good Housekeeping BMPs into tail-gate sessions. Management staff will conduct ongoing unscheduled inspections of facilities to verify Pollution Prevention/Good Housekeeping BMPs are being practiced.

**BMP GH2: MUNICIPAL ACTIVITIES**

|                                       |  |
|---------------------------------------|--|
| <b>BMP Intent:</b>                    | Prevent or reduce pollutant runoff from municipal operations.                                |
| <b>Status of Measurable Goals:</b>    | In-progress  |
| <b>Effectiveness:</b>                 | Not yet measureable  |
| <b>Proposed Modifications:</b>        | None   |
| <b>Summary of activities planned:</b> | The City will be developing Standard Operating Procedure Handbooks for Municipal Activities. |

**MEASUREABLE GOAL:**

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**GH2A:** Inventory of municipal activities (all applicable).

**GH2B:** Develop Standard Operating Procedures Handbook.

**IMPLEMENTATION MILESTONE(S)**

---

Year 2: Develop standard operating procedures handbook.

Year 2 – 5: Record quantities addressed/collected as appropriate and analyze data to determine if improvements/updates to the SOP are needed.

**STATUS OF MEASUREABLE GOALS:**

---

**GH2A:** City staff has developed the inventory and assessment of municipal activities. The inventory and assessments are contained in Appendix GH.

**GH2B:** The City has used the assessment to create a Standard Operating Procedures (SOP) Handbook. The SOP sections are contained in Appendix GH. The SOP will be used to develop a Master BMP Manual that is required in GH3, below.

Quantity of Material Removed by street sweeping- Street sweeping has been curtailed because of budget constraints. The City performs street sweeping activities for major events such as colony Days and Cruse Nite. Estimates of waste quantities removed is approximately two tons for these and all street sweeping events. The City will consider adding additional street sweeping as the City's financial condition improves.

The City also periodically checks and cleans stormwater catch facilities. The City cleans all stormwater catch facilities each year prior to the rainy season.

**EFFECTIVENESS:**

---

Evaluation is ongoing.

**PROPOSED MODIFICATIONS:**

---

None

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

---

The City will review and revise the Standard Operating Procedures handbook as needed.

### **BMP GH3: MUNICIPAL FACILITIES**

|                                       |   |
|---------------------------------------|---|
| <b>BMP Intent:</b>                    | Prevent or reduce pollutant runoff from municipal facilities.   |
| <b>Status of Measurable Goals:</b>    | In-progress   |
| <b>Effectiveness:</b>                 | Not Measurable in 2011-2012   |
| <b>Proposed Modifications:</b>        | None  |
| <b>Summary of activities planned:</b> | City staff will conduct an inventory of the Lake Park Complex, Paloma Creek Park Complex and the Charles Paddock Zoo. |

#### **MEASUREABLE GOAL:**

---

**GH3A:** Inventory of municipal facilities to establish baseline conditions.

- City Corporation Yard (Year 1)
- Lake Park Complex (Year 2)
- Paloma Creek Park Sports Complex (Year 2)
- Charles Paddock Zoo (Year 2)
- Traffic Way Park (Year 3)
- Sunken Gardens Park (Year 3)
- Historic Administration Building (Year 3)
- City Hall Landscaping (Year 3)

**GH3B:** Develop Facility Water Pollution Control Manual for facilities not covered by Industrial SWPPPs.

**GH3C:** Review and update Facility water pollution control manuals

#### **IMPLEMENTATION MILESTONE(S)**

---

Year 1 – 5:

- Prepare inventory and assessment of municipal facilities.
- Develop facility water pollution control manuals for each facility.
- Record quantities addressed/collected as appropriate to determine if improvements/updates to the facility's SWPPP or Pollution Control Manual are needed.

#### **STATUS OF MEASUREABLE GOALS:**

---

**GH3A:** City staff did not complete and assessment of the four required facilities during the stormwater year. The City Hall Landscaping and Administration building are currently being renovated and cannot be evaluated. These evaluations will occur after renovation is complete in year 4. Traffic Way and Sunken Gardens Parks will be evaluated in year 4. The Sunken Gardens and Traffic Way parks were not evaluated because of staffing reductions. Stormwater work is being re-assigned and will continue during year 4.

**GH3B:** None of the inspected facilities need a SWPPP or an Industrial Stormwater Permit. Therefore, the City has developed a master BMP Manual that is applied to all facilities. The Master BMP Manual is contained in Appendix GH. The Master BMP Manual was developed so that operations staff has one

manual for each facility. This reduces the number of manuals to one. The City believes this is a better approach since the single manual reduces confusion and simplifies implementation. The City will continue to develop BMPs to address the deficiencies noted during inspections and will incorporate them into the Master BMP Manual by the end of the 2011-2012 stormwater year. The City will continue to develop site specific SWPPP manuals for construction sites. There were no SWPPPs needed in the 2010-2011 stormwater year.

GH3C: Staff did not evaluate the manuals in year 3 because of staffing reductions. Stormwater work is being re-assigned to different staff and the stormwater work will continue during year 4, including the review and updating of the Master BMP Manual.

**EFFECTIVENESS:**

Not Measureable in 2011-2012

**PROPOSED MODIFICATIONS:**

No Change from Year 2, provided for reference. The City proposes to replace the requirement to develop a separate Stormwater Pollution Prevention Plans for each facility to one manual that can be applied to all facilities. The City believes this will reduce the amount of resources that would have been needed to produce the documents and will make it easier for City staff to implement, track and change.

The changes are as follows:

|                         |   |
|-------------------------|---|
| Title:                  | GH 3 Municipal Facilities   |
| Task:                   | Establish procedures to eliminate minimize and/or treat pollutants generated from municipal facilities.   |
| Purpose:                | Eliminate, minimize and/or treat pollutants generated from municipal facilities.  |
| BMP Details:            | Develop inventory of municipal facilities and their associated potential pollutants based on Table 14. Inspect facilities for water quality impacts and to establish baseline conditions. Verify facilities and City construction projects have complete SWPPP compliant with the General Permit, if required. Evaluate and prioritize BMPs to eliminate, minimize and/or treat pollutants for each facility or types of facility. Determine schedule and protocols for implementing BMPs and create a facility water pollution control manual for all City facilities not enrolled under the Industrial Stormwater General Permit that have activities with a significant potential to release pollutants to storm drains. Implement BMPs. Record quantities addressed/collected as appropriate. |
| Implementation Details: | <p>Year 1 – 5:</p> <ul style="list-style-type: none"> <li>▪ Prepare inventory and assessment of municipal facilities.</li> <li>▪ Develop <del>facility water pollution control</del> <i>Master BMP Manual for each all City facilities.</i></li> <li>▪ Record quantities <i>of pollutants</i> addressed/collected as appropriate to determine if improvements/updates to the facility's SWPPP or Pollution Control Manual are needed.</li> </ul> <p>Year 3, 5: Review and revise facility water pollution control manuals as necessary.</p>   |
| Data Collected:         | <p>Develop <del>Facility Pollution Control manual</del> <i>Master BMP Manual for all City facilities.</i></p> <p>Identify pollutant generating activities and develop site maps</p> <p>Implement BMPs for pollutant generating activities</p>   |



|                      |  |                  |      |
|----------------------|--|------------------|------|
|                      | Identify and eliminate non-stormwater discharges<br>Conduct audit of site for conformance with facility pollution prevention plan.   |                  |      |
| Assessment Measures: | <p>Confirmation:</p> <ul style="list-style-type: none"> <li>▪ <del>Master BMP Manual Storm water pollution prevention plan</del> are developed and present on site <del>for at</del> each facility. <del>and for all</del> Develop a SWPPP for City construction projects that disturb greater than one acre of land.</li> <li>▪ <del>Facility water pollution control manuals are developed for all City facilities not enrolled under the Industrial Stormwater General Permit that have a significant potential to release pollutants to storm drains.</del></li> <li>▪ Identify audit/inspection of each facility was conducted.</li> </ul> <p>Tabulation:</p> <ul style="list-style-type: none"> <li>▪ Number, type and location of BMPs, non-stormwater discharges</li> <li>▪ Number of non-stormwater discharges eliminated</li> <li>▪ Quantities collected (i.e. tons of debris collected), used (i.e. volume of pesticides and/or mulch applied, mutt mitts stocked) or addressed (i.e. length of curb swept), % reduction/increase over time (i.e. reduced pesticide use)</li> <li>▪ See Table 15 for additional assessment measures.</li> </ul> |                  |      |
| Goals targeted:      | Develop and implement and operation and maintenance program with the ultimate goal of preventing or reducing pollutant runoff from municipal operations into the storm drain system.   |                  |      |
| Pollutants Targeted: | All  | SWMP Objectives: | I-VI |
| Notes:               | SWPPPs <del>and Facility Pollution Control manuals</del> are facility specific. The SWPPP <del>or FPCM</del> will correlate Standard Operating Procedures appropriate to each facility in a table or appendix to the facility specific document.   |                  |      |

**BRIEF SUMMARY OF STORMWATER ACTIVITIES PLANNED FOR THE NEXT REPORT YEAR:**

Re-assign tasks and finish year 3 and 4 requirements.

## APPENDICES

The Appendices are located in the Electronic File

PE – PUBLIC EDUCATION  
PP – PUBLIC PARTICIPATION  
ID – ILLICIT DISCHARGE DETECTION AND ELIMINATION  
CON – CONSTRUCTION  
PC – POST CONSTRUCTION  
GH – GOOD HOUSEKEEPING