

**MONTEREY REGIONAL**  
**STORMWATER MANAGEMENT PROGRAM**

**YEAR 6 ANNUAL REPORT**

**2011 - 2012**

December 7, 2012  
(Updated January 25, 2013)

# CONTENTS

<b>General Report Information</b> .....	iv
<b>Executive Summary</b> .....	v
<b>Minimum Control Measures</b> .....	viii
MCM 1: Public Education and Outreach.....	1-1
MCM 2: Public Participation & Involvement.....	2-1
MCM 3: Illicit Discharge Detection and Elimination .....	3-1
MCM 4: Construction Site Stormwater Control.....	4-1
MCM 5: Post-Construction Stormwater Management .....	5-1
MCM 6: Pollution Prevention and Good Housekeeping for Municipal Operations .....	6-1
<b>Certification Statements</b> .....	7-1

## Appendices

### Appendix A   **Public Education and Outreach Program Information**

### Appendix B   **Public Involvement and Participation Information**

### Appendix C   **Year 6 Annual Report for the City of Carmel-by-the-Sea**

MCM 1: Public Education and Outreach.....	C-21
Supporting Documentation .....	N/A
MCM 2: Public Participation & Involvement .....	C-22
Supporting Documentation .....	C-57
MCM 3: Illicit Discharge Detection and Elimination .....	C-25
Supporting Documentation .....	C-66
MCM 4: Construction Site Stormwater Control.....	C-28
Supporting Documentation .....	C-97
MCM 5: Post-Construction Stormwater Management .....	C-31
Supporting Documentation .....	C-114
MCM 6: Pollution Prevention and Good Housekeeping for Municipal Operations.....	C-36
Supporting Documentation .....	C-123

### Appendix D   **Year 6 Annual Report for the City of Del-Rey-Oaks**

MCM 1: Public Education and Outreach.....	D-4
Supporting Documentation .....	D40
MCM 2: Public Participation & Involvement .....	D-5
Supporting Documentation .....	D-45
MCM 3: Illicit Discharge Detection and Elimination .....	D-8
Supporting Documentation .....	D-58
MCM 4: Construction Site Stormwater Control.....	D-11
Supporting Documentation .....	D-113
MCM 5: Post-Construction Stormwater Management .....	D-14
Supporting Documentation .....	N/A
MCM 6: Pollution Prevention and Good Housekeeping for Municipal Operations.....	D-18
Supporting Documentation .....	D-132

**Appendix E Year 6 Annual Report for the City of Marina**

MCM 1:	Public Education and Outreach.....	E-2
	Supporting Documentation .....	N/A
MCM 2:	Public Participation & Involvement .....	E-3
	Supporting Documentation .....	E-40
MCM 3:	Illicit Discharge Detection and Elimination .....	E-5
	Supporting Documentation .....	E-48
MCM 4:	Construction Site Stormwater Control.....	E-8
	Supporting Documentation .....	E-54
MCM 5:	Post-Construction Stormwater Management .....	E-10
	Supporting Documentation .....	N/A
MCM 6:	Pollution Prevention and Good Housekeeping for Municipal Operations.....	E-12
	Supporting Documentation .....	E-56

**Appendix F Year 6 Annual Report for the City of Monterey**

MCM 1:	Public Education and Outreach.....	F-2
	Supporting Documentation .....	F-44
MCM 2:	Public Participation & Involvement .....	F-4
	Supporting Documentation .....	F-48
MCM 3:	Illicit Discharge Detection and Elimination .....	F-8
	Supporting Documentation .....	F-52
MCM 4:	Construction Site Stormwater Control.....	F-12
	Supporting Documentation .....	F-73
MCM 5:	Post-Construction Stormwater Management .....	F-15
	Supporting Documentation .....	F-92
MCM 6:	Pollution Prevention and Good Housekeeping for Municipal Operations.....	F-19
	Supporting Documentation .....	F-99

**Appendix G Year 6 Annual Report for the City of Pacific Grove**

MCM 1:	Public Education and Outreach.....	G-2
	Supporting Documentation .....	G-42
MCM 2:	Public Participation & Involvement .....	G-4
	Supporting Documentation .....	G-134
MCM 3:	Illicit Discharge Detection and Elimination .....	G-8
	Supporting Documentation .....	G-165
MCM 4:	Construction Site Stormwater Control.....	G-11
	Supporting Documentation .....	G-199
MCM 5:	Post-Construction Stormwater Management .....	G-14
	Supporting Documentation .....	G-211
MCM 6:	Pollution Prevention and Good Housekeeping for Municipal Operations.....	G-18
	Supporting Documentation .....	G-212

**Appendix H Year 6 Annual Report for the City of Sand City**

MCM 1:	Public Education and Outreach.....	H-2
	Supporting Documentation .....	N/A
MCM 2:	Public Participation & Involvement .....	H-2
	Supporting Documentation .....	H-30
MCM 3:	Illicit Discharge Detection and Elimination .....	H-4
	Supporting Documentation .....	N/A
MCM 4:	Construction Site Stormwater Control.....	H-8
	Supporting Documentation .....	H-31
MCM 5:	Post-Construction Stormwater Management .....	H-10
	Supporting Documentation .....	N/A
MCM 6:	Pollution Prevention and Good Housekeeping for Municipal Operations .....	H-11
	Supporting Documentation .....	H-32

**Appendix I Year 6 Annual Report for the City of Seaside**

MCM 1:	Public Education and Outreach.....	I-2
	Supporting Documentation .....	N/A
MCM 2:	Public Participation & Involvement .....	I-3
	Supporting Documentation .....	I-43
MCM 3:	Illicit Discharge Detection and Elimination .....	I-6
	Supporting Documentation .....	I-49
MCM 4:	Construction Site Stormwater Control.....	I-10
	Supporting Documentation .....	I-56
MCM 5:	Post-Construction Stormwater Management .....	I-13
	Supporting Documentation .....	I-62
MCM 6:	Pollution Prevention and Good Housekeeping for Municipal Operations .....	I-17
	Supporting Documentation .....	I-81

**Appendix J Year 6 Annual Report for the County of Monterey**

MCM 1:	Public Education and Outreach.....	J-7
	Supporting Documentation .....	J-57
MCM 2:	Public Participation & Involvement .....	J-9
	Supporting Documentation .....	J-63
MCM 3:	Illicit Discharge Detection and Elimination .....	J-13
	Supporting Documentation .....	J-79
MCM 4:	Construction Site Stormwater Control.....	J-19
	Supporting Documentation .....	J-91
MCM 5:	Post-Construction Stormwater Management .....	J-23
	Supporting Documentation .....	J-97
MCM 6:	Pollution Prevention and Good Housekeeping for Municipal Operations .....	J-29
	Supporting Documentation .....	J-103

**Appendix K Effectiveness Assessment for Year 6 Program**

**Appendix L MRSWMP 2011 – 2012 Outfall Monitoring Report**

**Appendix M MS4 Stormwater Training Matrices**

**Appendix N Addendum 1 – Annual Report Year 6 Public Comment Section**

*(Added on 1/25/13)*

# ANNUAL REPORT

Check box if this is a new name, address, etc.

## *Permittee Information*

1. Permittee (Agency Name): Monterey Regional Storm Water Permit Participants Group
2. Contact Person: Sarah Hardgrave, MRSWMP Chair
3. Mailing Address: 300 Forrest Avenue
4. City, State and Zip Code: Pacific Grove, CA 93950
5. Contact Phone Number: (831) 648 5722 ext. 202
6. WDID #: State Water Resources Control Board Water Quality Order No. 2003-0005-DWQ, National Pollutant Discharge Elimination System (NPDES) General Permit No. CAS000004; Adopted and approved via CCRWQCB Resolution No. R3-2006-0076 on September 7, 2006.
7. Have any areas been added to the MS4 due to annexation or other legal means?  YES  NO

If YES:

Outfall	Has map been updated?		Has SWMP been updated?		Receiving Water Name
	YES	NO	YES	NO	

8. Are you subject to the Design Standards contained in Attachment 4 of the General Permit?  
 YES  NO

If yes, report on the implementation of the Design Standards in this Annual Report.

***Reporting Period:*** September 8, 2011 to September 7, 2012

## *Executive Summary*

This document is comprised of the annual reports required by the General Permit issued to the entities of the Monterey Regional Storm Water Group by the Regional Water Quality Control Board (RWQCB) on September 7, 2006. The Storm Water Management Plan (SWMP) utilized by each of these Permittees is Revision 3 of the Monterey Regional Storm Water Management Program document (MRSWMP) which was reviewed and approved (via email) on June 23, 2011 by CCWB staff. Monterey Regional has prepared this Annual Report per the current MRSWMP.

The Permittees in the Monterey Regional Stormwater Group consist of the cities of Pacific Grove, Monterey, Seaside, Del Rey Oaks, Sand City, Marina, Carmel-by-the-Sea, and the urbanized, unincorporated areas of Monterey County. The MRSWMP reflects Monterey Regional's commitment to water quality protection. This Annual report demonstrates effective SWMP implementation and assesses the effectiveness of the regional program as a whole. Any language from the MRSWMP document or previously submitted reports has been minimized in order to make the report more concise while still remaining a "stand-alone" document. Information from the preceding year has not been repeated in this report unless applicable. A table is provided for each MCM indicating whether a BMP was fully implemented or not and if the Measurable Goal was met. This report constitutes a single Annual Report that fulfills the annual reporting requirements for all of the Permittees; all Permittees have utilized the same reporting format. Each Permittee has verified that this report is complete and accurate by signing the Certification Statements provided at the end of this report. These certification statements apply to all files and attachments submitted as part of the Monterey Regional Year 6 Annual Report submittal.

The creation of this Annual Report document proved a bit more challenging in Year 6 due to staff turnover with regard to the MRSWMP Program Manager directly prior to the traditional reporting period. This situation was compounded by resource and budget constraints that continue to impact each of the MRSWMP jurisdictions. Despite these hurdles, a concerted effort was made by all Permittees to ensure the successful and accurate compilation of this Annual Report in a timely manner.

This Executive Summary briefly covers all of the major sections of the annual report.

### *Minimum Control Measure No. 1 – Public Education and Outreach (PE/PO)*

Monterey Regional's PE/PO Program continues to be effective in educating the public about storm water pollution prevention issues. The educational component was presented in a variety of forms including bilingual print ads, bilingual brochures and posters, bilingual restaurant staff training materials, and classroom hands-on experiences. The public was reached through a variety of venues including bilingual movie theater ads, print ads, bus ads, classroom presentations, radio and television Public Service Announcements (PSAs), public workshops, and informational booths at public events. The Program reached many different segments of the public, from young children to older adults, as described in detail in Appendix A.

There continues to be an increase in public awareness. The Program Manager as well as the MS4 stormwater representatives receives a large number of calls requesting information regarding construction site runoff management, charity car washes, restaurant cleaning/trash management, and/or commercial pressure washing Best Management Practices (BMPs). This is believed to be in part a result of Monterey Regional's PE/PO program as well as the public workshops required under MCM No. 2 and MCM No. 4 (see Appendix B).

Also in Year 6, MRSWMP was excited to receive very positive feedback from some of our retail partners (OSH and Home Depot) who reported increases in the sale of less toxic alternative products following the Our Water Our World campaign effort. The program focuses on allowing consumers to make informed choices by creating relationships with retail store employees, educating staff and the public through displays and product labels.

#### Minimum Control Measure No. 2 – Public Involvement and Participation

Monterey Regional's Public Participation Program was very effective in involving members of the public of all ages in activities and events that were directly related to storm water pollution prevention measures. In these activities and events, a broad cross-section of the public participated in hands-on activities which helped to carry out the types of storm water pollution prevention messages that were presented under MCM No. 1. These are described in detail in Appendix B and in the Section of this Annual Report pertaining to MCM No. 2. Although it is true that overall that the MRSWMP Group has been effective and successful in eliciting the public involvement and participation in numerous stormwater events and workshops, the Annual Report Workshop has received less public participation despite increased efforts in public outreach. The Group will examine more effective approaches to this BMP in the coming year. See Appendix N for more details about the Annual Report Workshop.

One indicator of the effectiveness of the MRSWMP is the results of the outfall monitoring work that is being conducted under this MCM. The 2011-2012 MRSWMP Monitoring Report, located in Appendix L, contains information from the Monterey Bay National Marine Sanctuary regarding results and recommendations. Urban Watch and First Flush data has been collected since 2000 and continue to prove effective in encouraging participation and involvement by the public.

MRSWMP finds that the storm drain inlet stenciling program continues to be very effective both in terms of educating people as to how anything put into a storm drain discharges to the Bay, and also in getting the stenciling done via volunteers as opposed to City staff. As jurisdictions continue to undergo financial cutbacks and staff layoffs, volunteers prove to be an invaluable asset to the MRSWMP program.

#### Minimum Control Measure No. 3 – Illicit Discharge Detection and Elimination

Storm water ordinances were adopted and implemented by almost all permittees in Year 2. The City of Marina adopted their storm water ordinance in Year 3 (July 2009); Monterey County adopted their storm water ordinance in Year 4 (March 2010). These storm water ordinances contain specific requirements pertaining to illicit connections and illegal discharges, encouraging the public as well as members of the permittees' staffs to report such activities, following up on such reports to correct these violations, and developing and implementing business inspection programs. Through education and outreach to municipal staff and the public as to what constitutes an illicit discharge, the IDDE program continues to be effective in protecting water quality. Business inspections have either been completed or continue throughout the permittee jurisdictions. The status of Business Inspections within each co-permittee's jurisdiction as well as their detection and response to illicit discharge reports are reported in their Individual Annual Reports located in their respective Appendices. Permittees' experience with business inspections have found rare instances of pollution issues identified during these inspections. As such, the Permittees have found the public and staff reporting of illicit discharges or connections to be the most effective BMP in this MCM.

#### Minimum Control Measure No. 4 - Construction Site Storm Water Runoff Control

This MCM's requirements commenced in Year 2, and all entities have their ordinance in place and adopted. During Year 4, a revised MRSWMP was submitted to the Central Coast Water Board for approval on July 6, 2010. Revisions approved by the CCWB on June 23, 2011 were incorporated into the MRSWMP.

On August 29, 2012, the annual meeting of Monterey Regional construction inspectors was held to review the current MCM 4 BMPs as well as discuss requirements for the upcoming Phase II Permit. As in past years, good feedback and recommendations were made, though all participants appear to understand that education and outreach to the construction industry is an on-going, long-term effort. Recommendations were made to reach out to sub-contractors and owner builders.

*Minimum Control Measure No. 5 – Post-Construction Storm Water Management in New Development and Redevelopment*

Due to the current economic situation, new development and redevelopment project applications numbers are still greatly reduced from earlier years in the permit. In November 2009, each co-permittee submitted a "Declaration of Intent" to the Central Coast Water Board to participate in a two-year regional Joint Effort to develop hydromodification control criteria. Participation in this Joint Effort required the addition of several BMPs to the MRSWMP. Although reporting requirements for these additional BMPs have been adjusted per the Regional Board, Monterey Regional continues to implement the interim LID requirements as submitted to the CCWB and until September 2013 when the new requirements are in effect.

*Minimum Control Measure No. 6 – Pollution Prevention/Good Housekeeping for Municipal Operations*

This MCM's requirements have been effective in maintaining a consistent awareness among permittees' staff in recognizing and preventing storm water pollution resulting from municipal operations. Refresher training on general stormwater pollution prevention, proper vehicle maintenance and waste oil handling was provided in Year 4 as a Group as well as being provided as necessary within the individual MRSWMP entities. In recent years, it's apparent staff in all jurisdictions are generally more aware of water quality and storm water requirements and are more diligent in reporting illicit discharges with this greater awareness. MRSWMP-required inspections were implemented by all and where applicable, and very few, if any, discrepancies were noted and corrected immediately.

*Effectiveness Assessment*

The effectiveness of the MRSWMP program's six (6) MCMs was assessed at the November 14, 2012, MRSWMP Meeting. This effectiveness assessment is contained in Appendix K and utilized the California Stormwater Quality Association's (CASQA) guidelines contained in the CASQA publication titled "Municipal Stormwater Program Effectiveness Guide." Additionally, each entity performed a brief effectiveness assessment of their respective programs and where improvements could be made. These summaries are included in each individual permittee appendix.



## ***Minimum Control Measures***

The Monterey Regional Storm Water Management Program (MRSWMP) is divided into these six Minimum Control Measures:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Stormwater Control
5. Post-Construction Stormwater Management
6. Pollution Prevention and Good Housekeeping for Municipal Operations

Under each of these Minimum Control Measures is a set of Best Management Practices (BMPs) and Measurable Goals that describes the work that being undertaken to carry out the MRSWMP.

This Section reports on the status of those BMPs and Measurable Goals that were performed during the current Reporting Period (Permit Year 6). Under each Minimum Control Measure, the BMP Descriptions, BMP numbers, Implementation Plans, Measurable Goal numbers, and Measurable Goal Descriptions are all taken directly from the MRSWMP.

The effectiveness assessment according to CASQA protocol of the individual program BMPs is contained in Appendix K.

# MINIMUM CONTROL MEASURE REPORTING

## MCM 1: PUBLIC EDUCATION & OUTREACH

The program elements for this MCM are managed by the MRSWMP Public Education/Public Outreach Coordinator. Reporting on the progress of BMPs and Measurable Goals under this MCM is provided in Appendix A. The intent of BMP 1 is given below.

***BMP 1 intent: “Provide public education to increase awareness of what constitutes poor stewardship of storm water as a resource. The education and outreach plan will focus on topics such as reducing pollution from lawn and gardening activities, improper disposal of household hazardous wastes, illegal disposal activities, pet wastes, improper handling and disposal of trash, restaurant activities, and automotive activities. Increased education will ultimately results in decreased pollution.”***

The activities under this MCM that were carried out during Year 6 are described in detail in Appendix A. A summary of the stenciling work that was performed under MCM 1 is included in Appendix B, Attachment 3, because stenciling was performed under both MCM 1 and MCM 2.

### 1.0 Public Education and Outreach

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
School Outreach Grades K - College	1		X		X		
	1.1	Distribute educational materials to students and/or conduct classroom presentations (Grades K-3)	X		X		
	1.2	Classroom presentations including hands-on “watershed” model (Grades 4 – 12)	X		X		
	1.3	Community storm drain stenciling and community project with Access Monterey Peninsula (AMP) (Grades 4 – college)	X		X		
	1.4	Teacher training programs on storm water pollution	X		X		
Sea Otter Mortality Education	2	School and public outreach regarding the effects of pollutants on sea otters	X		X		
Municipal & Construction Outreach	3	Distribution racks in City/County offices containing stormwater BMP brochures for various activities	X			X	
		Annual workshop to address a “target audience” stormwater educational outreach	X		X		
		Annual construction contractor outreach workshops	X		X		

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Residential Outreach	4	"Mailings" distributed throughout MRSWMP area (Email blasts, hardcopy mailer, municipal website posting, internal newsletters, etc); MontereySEA website	X			X	
Household Hazardous Waste Collection	5	Educational information in waste disposal company newsletters or inserts regarding waste oil recycling and trash management.	X			X	
Our Water Our World Nursery program	6	Displays with bilingual brochures on Integrated Pest Management located in nurseries and garden stores throughout MRSWMP area	X		X		
Our Water Our World Outreach events	7	Tabling events in local nurseries or garden depts of major home improvement stores educating the public on IPM and environmentally-friendly pesticide choices.	X		X		
Restaurant Outreach (bilingual)	8	Visits to local restaurants to educate them on stormwater BMPs and distribute educational materials to train staff.	X			X	
Bilingual Radio Ads	9	"Dirty Words" ads and other targeted stormwater ads on popular radio stations throughout the area.	X		X		
Bilingual Bus/TV Ads	10	Stormwater educational signage on busses; TV PSAs on popular local TV stations	X		X		
Bilingual Movie Ads	11	Preview ads placed in local movie theaters during high viewer season.	X			X	
Publicity/Press Releases	12	Print ads informing the public about stormwater issues and upcoming events placed in local papers	X		X		
Regional Website	13	Maintenance of a regional program website: <a href="http://www.MontereySEA.org">www.MontereySEA.org</a> .	X		X		
Event Participation	14	Seven events are attended each year; booths are set up to promote stormwater pollution prevention awareness.	X		X		
Public Attitude Survey	15	Public "attitude" survey collected at all events. Educational "toys" given as reward for completion of surveys.	X		X		
Public Education through Hands-on Enviroscape Model	16	Model set up in public location (museum, library, etc) to educate the public on storm drain pollution.	X		X		
Tourist Outreach	17	PSAs in hotels, stormwater awareness brochures in hotels and visitor centers, print ads in tourism magazines.	X			X	
Logo	18	Develop and utilize logo on educational materials	X		X		
Educational Materials Development	19	Bilingual educational materials printed regularly for various education/outreach purposes.	X		X		

**MCM 2: PUBLIC PARTICIPATION AND INVOLVEMENT**

***BMP Intent: “Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.”***

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Encourage general public and stakeholder involvement in identifying and solving stormwater management problems and gather public input on development and implementation of the MRSWMP by holding two publicly advertised “Public Involvement Workshops” per year. Public advertisement will be via local newspapers, city website, community calendars, and/or MRSWMP email list serve.	2-1.a	Draft Annual Report will be posted on the MontereySEA website for review by public one month prior to Annual Workshop #2. Upon request, accommodations will be made for access to the annual report for those without internet access.	X		X		
	2-1.c	Hold annual workshop in early November prior to Annual Report submission to explain the Phase II permit objectives and solicit public input on the success of the current MRSWMP BMPs and Measurable Goals.	X				X
	2-1.d	Hold Workshop #1 annually in the spring in Years 2-6; workshop will focus on a specific target audience and associated contaminants of concern. Topic/audience will be chosen each year based on historical contaminants of concern for industries common to permit jurisdiction area, volunteer monitoring network data, and topic/audience not chosen prior year. Priority will be given to the Inventory of Businesses to be Inspected contained in Appendix E.	X		X		
	2-1.e	Implement Stakeholder Participation Plan to encourage general public and Stakeholder involvement at Annual Workshops, monthly Management Committee meetings, and other public events.	X		X		

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Encourage general public participation in programs and activities designed to promote understanding and awareness of storm water pollution, such as cleanup events and restoration activities	2-2.a	Provide financial sponsorship support for Annual Coastal Cleanup Day in Monterey County or other local beach cleanup events. Events to be chosen by the MRSWMP Group.	X		X		
Encourage general public participation in programs and activities designed to promote understanding and awareness of storm water pollution, such as cleanup events and restoration activities	2-2.b	Recruit volunteers through municipal employee base and through advertising for Annual Coastal Clean Up Day or other local clean-up efforts.	X		X		
	2-2.c	Provide support for, or assistance with, storm drain stenciling through providing supplies, volunteer recruitment, and staff labor.	X		X		
Encourage general public participation in programs and activities designed to promote understanding and awareness of storm water pollution, such as cleanup events and restoration activities	2-2.d	Provide financial support for, or assistance with, volunteer monitoring programs and public participation events such as: Urban Watch, First Flush, Snapshot Day, and Walk N' Talk Days	X		X		
		Prioritize Pollutants of Concern from Urban Watch and First Flush data: conduct source tracking using upstream monitoring for the highest priority pollutants and identify probable sources; inspect these sources and take appropriate corrective actions.	X		X		

<i>Activity</i>	<i>BMP</i>	<i>Description/Implementation</i>	<i>Status</i>					
			<b>Implemented</b>	<b>Modified</b>	<b>Effective</b>	<b>Unknown</b>	<b>Not Effective</b>	
		<p>Within the MRSWMP area the First Flush and Urban Watch monitoring programs will be expanded to include the following: Outfalls which receive drainage from commercial, industrial, or residential areas which meet the following criteria: (1) Are over 18" in diameter, and (2) Are safe for volunteers/staff to access, including those that discharge to a 303(d) listed water body.</p> <p>Conduct monitoring on these additional outfalls for a similar set of constituents as are monitored under the Urban Watch and First Flush Programs. Monterey County will focus on 303(d) listed water bodies in Year 2, and will expand into the other water bodies over the remaining permit term.</p>	X		X			
Become an active participant in the Citizen Watershed Monitoring Network.	2-3.a	A representative from the MRSWMP group will become an active participant in the Citizen Watershed Monitoring Network	X		X			

## **MCM 2: PUBLIC PARTICIPATION & INVOLVEMENT**

***BMP 2-1:*** “Encourage general public and stakeholder involvement in identifying and solving storm water management problems, and gather public input on development and implementation of the MRSWMP, by holding two publicly advertised “Public Involvement Workshops” per year. Public advertisement will be via local newspapers, city websites, community calendars, and/or MRSWMP email list.”

***BMP 2-1.a:*** Draft annual report will be posted on the Monterey SEA website for review by the public one month prior to Annual Workshop No. 2. Upon request, accommodations will be made for access to the annual report or those without internet access.

***Measurable Goal:*** All written public comments submitted and notes take at the workshop will be considered for inclusion in the Annual Report and kept on file.

Measurable Goal met. The draft Year 6 Annual Report was made available for online public review December 7, 2012 on the MRSWMP Group website: [www.montereysea.org](http://www.montereysea.org).

***BMP 2-1.c:*** Hold Annual Workshop #2 in early November prior to Annual Report submission to explain the Phase II permit objectives and solicit public input on the current BMPs and Measurable Goals.

***Measurable Goal:*** 40 participants per workshop.

Measurable Goal not met. The Annual Report Workshop was held on January 14, 2013. Although ample public outreach was made promoting the workshop only a few members of the public attended. See Appendix N for further information and details about Year 6 Annual Report Workshop with an Effectiveness Assessment discussion therein.

***BMP 2-1.d:*** Hold Annual Workshop #1 in Mar-April: Workshop #1 in Years 2-6 will focus on a specific target audience and associated contaminants of concern. Topic/audience will be chosen each year based on historical contaminants of concern for industries common to permit jurisdiction area, volunteer monitoring network data, and MRSWMP outfall monitoring data. Topic/audience of workshop not chosen the prior year. Priority will be given to the Inventory of Business to be Inspected contained in Appendix E.

***Measurable Goal:*** 40 participants per workshop; Outreach to at least 80% of target audience through “mailings” (email blasts, hardcopy, mailings, newsletters, etc)

Measurable Goal met. The Year 6 Annual Workshop #1 was a Slow It, Sink It, Spread It event on August 4 from 9:30am-12:00pm, the first of its kind in Monterey County (past events have been held in Santa Cruz County). The focus of the event was to raise awareness of stormwater issues, provide tools and information regarding the greening of stormwater runoff around residences. The event included speakers from local regulatory specialists and landscaping vendors (focusing on native habitat and permeable pavers). The event welcomed 68 participants, a much higher turnout than recent Annual Workshops. The event was held at the Oldemeyer Center in Seaside, and represented a collaboration with the Resource Conservation District of Monterey County with assistance from the Monterey Peninsula Regional Park District “Let’s Go Outdoors” program. The program was well received by participants, with positive survey feedback results.

See Appendix B, Attachment 1 for an Event Flyer.

In addition to each of the MRSWMP partners getting the word out within their city/county regarding the workshop – additional methods of publicity outreach included:

### **Printed Mailing**

- 65,000 residents in the MRSWMP area were mailed the Let's Go Outdoors regional park magazine in April 2012. The magazine included a FREE ad on the workshop.
- 1,121 residents in the City of Pacific Grove mailed workshop flyers residents (included in their residential surveys) in July, 2012.
- A flyer was posted at the Home Depot nursery check-out register on July 13.

### **Press Releases**

- Weekly
- Herald
- Pine Cone
- PG Bulletin
- GO!
- Seaside Post

### **Print Ads & Flyers**

- 7/20/12 CSUMB student posted flyers in strategic locations in Seaside including MRSWMP libraries.
- The Monterey Weekly had a large half-page color ad on 7/26/12.

### **Radio Ads & Radio Interview**

- 62 radio ads on workshop will air on KWAV 7/23-8/3
- 18 radio ads on workshop will air on KYZZ 7/23-8/3
- 18 radio ads on workshop will air on KIDD 7/23-8/3
- The Education Coordinator did a radio interview on 8/3/12 with Hal Ginsberg on KRXA radio station during the a.m. commute.

### **Organizations**

The following groups and organizations were emailed flyers and asked to distribute on their email list serves, website, facebook, etc:

- Carmel groups by RCD
- Ecology Action-contacted their master gardeners
- MRSWMP
- Monterey Urban Watch volunteers
- American Cetacean Society
- Save The Whales
- Sanctuary Volunteer list serves
- Sustainable Groups
- Sustainable Seaside
- Seaside Dog Park Owners
- Ewing landscape supplies
- Green Heart Works



- Native Leaf
- REI
- MAVRAC
- Monterey Supervisor Jane Parker
- MRWPCA
- MRWMD
- The Otter Project
- CSUMB- Return of The Natives
- Surfrider
- Save Our Shores
- MPC
- MIIS
- AMP Media
- MBA
- Mike Dawson
- School Teachers
- Individual CSUMB students

***BMP 2-1.e: “Implement Stakeholder Participation Plan to encourage public and stakeholder involvement at annual workshops, monthly Management Committee meetings, and other public events.”***

***Measurable Goals:***

***1. Notice of Annual Report posting, annual MRSWMP workshops, monthly meetings, and public events sent to stakeholders on Interested Parties List***

***2. Track stakeholder participation (i.e. attendance at monthly meetings, feedback received, revisions made to MRSWMP based on stakeholder feedback) and report each year in Annual Report***

***3. Attendance at all MRSWMP workshops, meetings, and public events increases annually.***

Measurable goals 1 and 2 were met. An Interested Parties List is continuously updated with potential stakeholders (government storm water program representatives, construction contractors and consultants, the hospitality industry, etc). Members of the public have the opportunity to sign up for the Interested Parties List through the MontereySEA.org web site. Stakeholder participation was noted on all monthly meeting minutes and all stakeholder feedback was considered for potential revisions to the program.

Measurable goal 3 met. The Year 6 Annual Workshop #2, Slow It, Sink It, Spread It was well attended with 68 participants, which is an increase from last year’s event (less than 40). The workshop featured Low Impact Development (LID) tools for homeowners and storm water friendly garden techniques, with a focus on residential pesticide use and introducing the public to concepts of reducing water that runs off residential property to storm drains. Participating in partnership with other education and outreach programs, in this instance the Resource Conservation District of Monterey County and the Monterey Peninsula Regional Park District “Let’s Go Outdoors” program, has shown to be more effective than Monterey Regional putting together a stand-alone workshop. See Appendix B,

Attachment 1 for an Event Flyer.

In addition, MRSWMP hosted a well-attended Strategic Planning Session with stakeholders in July that included speakers from the State Water Resources Control Board to discuss the upcoming Phase 2 Permit.

**BMP 2-2:** “*Encourage public participation in programs and activities designed to promote understanding and awareness of storm water pollution, such as cleanup events and restoration activities.*”

**BMP 2-2.a:** *Provide financial sponsorship support for Annual Coastal Cleanup Day in Monterey County or other local beach clean-up efforts. Event to be chosen by MRSWMP Group.*

**Measurable Goals:**

- 1. Annual financial sponsorship of up to \$500 to cover expenses not covered by sponsors*
- 2. Provide staffing that amounts to 40 hours for coordinating this event*

Measurable Goals met. (1) A check in the amount of \$500 was sent to Save Our Shores, the sponsor of this event. (2) Between the time spent publicizing the event to recruit volunteers and the manpower, vehicles, and other assistance provided on the actual day of the event, the Permittees collectively provided well in excess of the 40 hours of time they committed to provide. Further information regarding the Annual Coastal Cleanup Day event and results can be found in Appendix B, Attachment 2.

**BMP 2-2.b:** *Recruit volunteers through municipal employee base and through advertising for Annual Coastal Cleanup Day and/or other local clean up efforts.*

**Measurable Goals:**

- 1. (MS4) Each permit holder to recruit volunteers through two (2) separate agency channels (email, paycheck stuffers, internal newsletters, etc).*
- 2. (MS4) Track recruitment efforts, coordination support and financial support, and track numbers of participants and volume of waste collected.*
- 3. (Group) Track financial support and include a tabulation of total number of event participants and volume of waste collected as reported by the CA State Parks Division in the Annual Reports for the indicated years.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices. Recruitment was performed through internal emails, office posting of fliers, and city website postings. Number of participants and volume of waste collected was tracked and provided to the MRSWMP Group by Save Our Shores, sponsors of the Coastal Cleanup Day event (See Appendix B, Attachment 2).

- 4. (MS4) Air radio advertising before the event to encourage public participation.*

Measurable Goal met. The Dirty Word™ radio ad campaign for "Cigarette Butts" and “Dog Doo” aired 141 times on four radio stations in order to encourage people to not leave cigarette butts and pet waste behind. These pollutants are found on streets, sidewalks, beaches and trails.

- \* KCDU “The Beach” aired 20 spots on cigarette butts.
- \* KPIG “The Pig” aired 20 spots on cigarette butts.

- \* KPRC “La Preciosa” aired 53 spots on dog doo.
- \* KDON aired 48 spots on dog doo.

***BMP 2-2.c: Provide support for, or assistance with, storm drain stenciling through providing supplies, volunteer recruitment, and staff labor.***

***Measurable Goals:***

- 1. Utilization of 100 hours of staff time through “Save the Whales” nonprofit organization to recruit college and civic organizations for stenciling events.***

This Measurable Goal was met under the Public Participation and Public Involvement Program described in Appendix A.

- 2. Explore additional partnerships and encourage civic organizations to adopt storm drains to maintain.***

Measurable Goal met. During prior years, stenciling partnerships were developed with the Monterey Bay Aquarium, REI, Inc., in Marina, and the Hyatt Regency Hotel in Monterey. These organizations continued to maintain their storm drain stencils in Year 6. A print ad was run in the Monterey County Herald in June, 2011 to continue to encourage civic organizations to adopt/maintain storm drains in their area. Additional partnerships for Year 6 included York School, Ord Terrace Elementary School, Pacific Grove Middle School, Save The Whales, HOPE Services, and CSUMB.

- 3. Provide stenciling equipment, supplies, and maps of inlets to be stenciled, and complete a minimum of 300 drains and tabulate areas stenciled. Percent of all entities completed per year will be 5 – 10%.***

Measurable Goal was met. In Year 6, 327 inlets were stenciled, as this program continues to be a popular community outreach activity for all ages. Carmel, Del Rey Oaks, Sand City and Marina are 100% complete. During Year 6, 7% of Monterey inlets, 20% of Pacific Grove inlets, 11% of Seaside inlets, and 13% of Monterey County inlets were stenciled. In total, 9% of the total inlets were stenciled. A summary of the stenciling work that was performed throughout each entity is included in Appendix B, Attachment 3.

***BMP 2-2.d: Provide financial support for, or assistance with, volunteer monitoring programs and public participation events such as: Urban Watch, First Flush, Snapshot Day, and Walk-n-Talk Days.***

***Measurable Goals:***

- 1. Provide \$13,000 annual contribution for Urban Watch professional staffing, equipment, lab analysis, and report writing.***
- 2. Provide \$3,000 annual contribution for First Flush professional staffing, equipment, lab analysis, and report writing.***

This Measurable Goal was fulfilled by the co-permittees through a contract with the Monterey Bay Sanctuary Foundation Citizen Watershed Monitoring Network in the amount of \$27,290. Under that contract, Urban Watch (dry weather) and First Flush (rain event) monitoring was performed on 23 outfalls throughout the MRSWMP area. A scope of the monitoring work along with a breakdown of costs is contained in Appendix B, Attachment 4.

**3. Provide \$1,500 annually for Urban Watch print ads to recruit volunteers.**

This Measurable Goal was fulfilled under the Public Participation and Public Involvement Program and is described in Appendix A, Program Activity/Target No. 12. In addition to these print ads, public participation events were publicized through email list-serves by the MRSWMP Group, MBNMS, individual jurisdictions, and non-profit partners; emails sent to local college professors to distribute to students; radio ads in English and Spanish; flyers handed out at community events.

**4. Provide \$7,000 for annual radio ads to promote participation in First Flush.**

This Measurable Goal was fulfilled under the Public Education and Public Outreach Program and is described in Appendix A, Program Activity/Target No. 9.

**5. Provide \$1,500 for annual First Flush print ads to recruit volunteers.**

This Measurable Goal was fulfilled under the Public Education and Public Outreach Program and is described in Appendix A, Program Activity/Target No. 12.

**6. Provide \$500 annually for Snapshot Day print ads to recruit volunteers.**

This Measurable Goal was fulfilled under the Public Education and Public Outreach Program and is described in Appendix A, Program Activity/Target No. 12.

**7. Provide \$1,000 annual contribution to Snapshot Day for professional staffing, equipment, lab analysis, and report writing.**

**8. Provide \$300 - \$500 annually for Walk 'N Talk to garner public participation and a co-host for each event.**

Measurable Goals 7 and 8 were met. A check in the amount of \$1,300 was sent to the Monterey Bay Sanctuary Foundation, the sponsor of these events, to fulfill this Measurable Goal. In addition, sporting goods outfitter REI donated a meeting location and provided a donation coupon for all of the volunteers in appreciation of their efforts for Snapshot Day. No "Walk 'N' Talk" was held in Year 6.

**BMP 2-2.d (cont'd): Prioritize Pollutants of Concern from Urban Watch and First Flush data: conduct source tracking using upstream monitoring for the highest priority pollutants and identify probable sources; inspect these sources and take appropriate corrective actions.**

**Measurable Goal: (MS4) In each of the indicated years, perform source tracking on the two highest priority pollutants of concern on minimum of one outfall, and report on the findings and actions taken in the Annual Reports for each of the indicated years.**

Measurable Goal met for all co-permittees except the County of Monterey. Information on individual source tracking efforts by applicable co-permittees is included in their respective Appendices.

**BMP 2-2.d (cont'd): Within the MRSWMP area, the First Flush and Urban Watch programs will be expanded to include the following: Outfalls which receive drainage from commercial, industrial,**

*or residential areas which meet the following criteria: (1) Are over 18” in diameter, and (2) Are safe for volunteers/staff to access, including those that discharge to a 303(d) listed water body.*

*Conduct monitoring on these additional outfalls for a similar set of constituents as are monitored under the Urban Watch and First Flush programs. Monterey County will focus on 303(d) listed water bodies in Year 2, and will expand into the other water bodies over the remaining permit term.*

**Measurable Goal:** *A minimum of 25% of all outfalls within the MRSWMP area will be monitored four times a year in each of the indicated years. Representative samples will be collected to account for seasonal variation. The results will be included in the Annual Reports for those years.*

This Measurable Goal was fulfilled on behalf of all of the co-permittees through a contract in the amount of \$27,290 with the Monterey Bay Sanctuary Foundation. Under that contract, Urban Watch and First Flush monitoring was performed on outfalls throughout the MRSWMP area. A scope of the monitoring work along with a breakdown of costs is contained in Attachment 1 of Appendix B. Those outfalls that met the criteria for monitoring established under the Implementation Plan for this BMP were included in this monitoring work. The outfalls covered by the monitoring work described above fulfill the 25% Measurable Goal for this BMP. The results of the monitoring work are provided in Appendix L.

**BMP 2-3:** *“Become an active participant in the Citizen Water Quality Monitoring Network.”*

**BMP 2-3a:** *A representative from the MRSWMP Group will become an active participant in the Citizen Water Quality Monitoring Network.*

**Measurable Goal:** *100% of monitoring network meetings to be attended annually by member of the MRSWMP Group.*

This Measurable Goal was met. The Citizen Watershed Monitoring Network met on November 10, 2012. Pacific Grove and Monterey City staff participated, in addition to the MRSWMP Program Manager.

### 3.0 Illicit Discharge Detection and Elimination

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Create a unified place for public to call in potential illicit discharges.	3-1.a	Maintain a hotline for the public to report illicit discharges.	X		X		
	3-1.b	Advertise 1-800-CLEANUP call-in number on MRSWMP generated-media, Monterey SEA website, and educational materials	X		X		
	3-1.c	Using the “Protocol for responding to reports of illegal discharges and illicit connections” and the “Protocol for taking action against violators” contained in Appendix E and the enforcement provisions of the appropriate MS4 storm water ordinance, investigate and take appropriate action on each report of illicit discharge that is received.	X		X		
Stormwater system mapping	3-2.b	Update the outfall map annually to include new facilities as appropriate	X		X		
Implement and maintain a program to detect and eliminate illicit connections and/or discharges; i.e. sewer overflows, fluid dumping in catch basins, etc.	3-3.b	Using the “Inventory of businesses to be inspected” and the business inspection checklists contained in Appendix E, prioritize the businesses to be inspected, and perform compliance inspections on these businesses to identify illicit connections and illegal discharges. Discharges to Environmentally Sensitive Areas, discharges to Areas of Special Biological Significance, restaurants/fast food chains, auto repair shops, and gas stations will receive top prioritization in scheduling these inspections.	X		X		
	3-3.e	Perform source tracking of manholes in the “Designated Hot Spot areas” listed in Appendix E to determine source of pollutants	X		X		
Adopt an ordinance with standards for storm water pollution prevention.	3-4.a	Using the guidance document pertaining to illicit connections and illegal discharges and the model stormwater ordinance in Appendix E, each Participating Entity will adopt a storm water ordinance revised to be specific to each entity’s needs through appropriate governing body procedures.	X		X		

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
	3-4.b	Train appropriate staff on the adopted ordinance	X		X		
Inspection program to ensure compliance from RVs & boats	3-5.a	Using the "Inventory of campgrounds, RV parks and boat marinas" and the business inspection checklists for these facilities contained in Appendix E, inspect each RV park, campground and boat marina annually, and take action to correct any observed violations of the discharge ordinance	X		X		
Implement a permit boundary-wide education program addressing the negative effects on water quality through illegal discharges, improper waste disposal and other non-storm water discharges.	3-6.a	This is included in the Public Education and Outreach Program contained in Appendix E of the MRSWMP.	X		X		
Develop a Wasteload Allocation Attainment Program that will control fecal coliform concentrations in urban runoff discharges to meet the Pajaro River watershed fecal coliform TDL."	3-7.a	Develop a watershed-specific Wasteload Allocation Attainment program to control fecal coliform concentrations in urban runoff due to stormwater, domestic animal waste and/or human fecal material discharges that enter the Pajaro River.	X			X	

### **MCM 3: ILLICIT DISCHARGE DETECTION AND ELIMINATION**

**BMP 3-1:** *“Create a unified place for public to call in potential illicit discharges.”*

**BMP 3-1a.:** *Maintain a hotline for the public to report illicit discharges*

**Measurable Goal:** *Hotline functioning for all MRSWMP jurisdictional areas*

Measurable Goal was met. 9-1-1 is maintained as a hotline number to report illicit discharges. On August 17, 2011 (Year 5), the hotlines in each MRSWMP jurisdiction were tested by the Program Manager to determine if they functioned correctly. Test calls were made to various desk clerks (main numbers) and the non-emergency numbers for the police and fire departments in each MS4. All of the hotlines functioned correctly. No change was made during Year 6 and no issues have been identified this permit year.

**BMP 3-1.b:** *Advertise the Hotline call-in number on MRSWMP generated-media, MontereySEA website, and educational materials.*

**Measurable Goal:** *Advertised on a minimum of 8 different media pieces: 4 in English, 4 in Spanish.*

Measurable Goal was met. In 2009 it was determined the 1-800-CLEANUP call-in number was no longer an active number for reporting stormwater issues. The informational BMP brochures developed by the MRSWMP Group were modified to contain 9-1-1 as a main call-in number. The non-emergency contact numbers were also included on the brochures. See [Appendix A](#) for more information regarding the brochures for this BMP.

**BMP 3-1.c:** *Using the “Protocol for responding to reports of illegal discharges and illicit connections” and the “Protocol for taking action against violators” contained on in Appendix E and the enforcement provisions of the appropriate MS4 storm water ordinance, investigate and take appropriate action on each report of illicit discharge that is received.*

**Measurable Goal:** *100% of all reports of illicit discharges investigated and report on outcome of each case in the form of “closed”, “ongoing enforcement”, or “still investigating source”.*

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 3-2:** *“Storm water system mapping (BMP Intent: Have storm drain maps to help locate illicit discharges and/or dischargers)”*

**BMP 3-2.b:** *Update the outfall map annually to include new facilities as appropriate.*

**Measurable Goal:** *Include updated map in the Annual Reports.*

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 3-3:** *“Implement and maintain a program to detect and eliminate illicit connections and/or discharges; i.e., sewer overflows, fluid dumping in catch basins, etc.”*

**BMP 3-3.b** *Using the “Inventory of businesses to be inspected” and the “Business inspection checklists” contained in Appendix E, prioritize the businesses to be inspected, and perform compliance inspections on*



*these businesses to identify illicit connections and illegal discharges and take action to correct any observed violations of the storm water ordinance. Discharges to Environmentally Sensitive Areas, discharges to Areas of Special Biological Significance, restaurants/fast food chains, auto repair shops, and gas stations will receive top prioritization in scheduling these inspections.*

**Measurable Goal:** *Minimum of 100% of inventoried businesses inspected by the end of the permit term. Status of Business Inspections reported in Annual Report each year.*

Measurable Goal was met by all co-permittees except Pacific Grove, which partially met this Measurable Goal. Information on the progress for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices. Pacific Grove is working to complete this BMP at the beginning of Permit Year 7.

**BMP 3-3.e:** *Perform source tracking of manholes in the “Designated Hot Spot areas” listed in Appendix E to determine the source of the pollutants.*

**Measurable Goal:** *Inspect 100% of confluent manholes in the “Designated Hot Spot areas” listed in Appendix E annually, and carry out source tracking procedures described in “Guidance document for policies and procedures pertaining to illicit connections and illegal discharges to storm water systems” in Appendix E as appropriate.*

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 3-4:** *“Adopt an ordinance with standards for storm water pollution prevention. Ordinance to include definitions of illegal disposal activities, including requirements pertaining to mat wash downs, hood cleaning, etc., and requiring firms to notify Public Works of all such cleaning activities, with penalties for violations. Ordinance will also outline responsibility for any clean up determined necessary.”*

**BMP 3-4.b:** *Train appropriate staff on the adopted ordinance.*

**Measurable Goal:** *100% of existing appropriate staff trained by Year 2, then all new employees every year after that.*

Measurable Goal was met by all co-permittees except County of Monterey who partially met the measurable goal. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 3-5:** *“Inspection program to ensure compliance from RVs and boats.”*

**BMP 3-5.a:** *Using the “Inventory of campgrounds, RV parks and boat marinas” and the business inspection checklists for these facilities contained in Appendix E, inspect each campground, RV park and boat marina annually, and take action to correct any observed violations of the discharge ordinance*

**Measurable Goal:** *100% of campgrounds, RV parks & boat marinas inspected annually*

Measurable Goal met for all applicable entities. Information for each individual co-permittee regarding applicability of this BMP and completion of this Measurable Goal is included in their respective Appendices.

**BMP 3-6:** *“Inform employees, businesses, and the general public of the hazards that are generally associated with the illegal discharges and improper waste disposal.”*

**BMP 3-6.a:** *This is included in the Public Education and Outreach Program.*

**Measurable Goal:** *Summary of methods used to educate the public about the impacts of illegal discharges*

*and improper waste disposal to be included in the Annual Reports.*

Measurable Goal met by all Permittees as a Group activity. See Appendix A for information regarding this BMP, which was performed as a Group activity through the Public Education and Outreach Program.

***BMP 3.7: “Develop a Wasteload Allocation Attainment Program that will control fecal coliform concentrations in urban runoff discharges to meet the Pajaro River watershed fecal coliform TDL.”***

***BMP 3-7.a: Develop a watershed-specific Wasteload Allocation Attainment program to control fecal coliform concentrations in urban runoff due to stormwater, domestic animal waste and/or human fecal material discharges that enter the Pajaro River.***

***Measurable Goal: Wasteload Allocation Attainment Program for the applicable areas within Monterey County implemented by July 12, 2011 to meet the Pajaro River watershed fecal coliform TMDL.***

Measurable Goal was met. Information regarding this Measurable Goal is included in the County of Monterey Appendix.

#### 4.0 Construction Site Stormwater Runoff Control

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Implement procedures for site plan review, including consideration of potential water quality impacts	4-2.a	Train appropriate staff on the "Guidance Document for Policies and Procedures pertaining to Construction Sites" and the "Construction site plan review and inspection procedures" in Appendix E	X		X		
	4-2.b	Use the "Construction Sites BMPs," the "Guidance Document for Policies and Procedures Pertaining to Construction Sites" and the "Construction Site Plan Review and Inspection Procedures" contained in Appendix E when reviewing construction site plans	X		X		
Implement procedures for site inspection and enforcement of BMP control measures	4-3.a	Train appropriate staff on construction site inspection procedures. Topics to be covered in this training will include:  1. The Guidance Document for Policies and Procedures Pertaining to Construction Sites 2. Construction Site Plan Review and Inspection Procedures 3. Inspection Checklist for Construction Sites	X		X		
	4-3.b	Using the "Guidance Document for Policies and Procedures Pertaining to Construction Sites," and the "Construction Site Plan Review and Inspection Procedures", contained in Appendix E, inspect the construction sites subject to the storm water ordinance and take appropriate enforcement action to have any observed violations corrected.	X		X		
Implement procedures for construction site inspections and enforcement of BMP control measures.	4-3.c	Annual meeting held of all construction inspectors from all participating entities prior to the start of rainy season to discuss and share ideas regarding construction site BMPs.	X		X		

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Implement procedures for receipt and consideration of information submitted by the public regarding storm water runoff impacts associated with construction projects.	4-4.a	Use the procedures contained in the "Protocol for Responding to Reports of Illegal Discharges and Illicit Connections," in Appendix E to facilitate the receipt of, and the response to, reports from the public of storm water pollution from construction sites.	X		X		
Implement a permit boundary-wide education program addressing the negative effects on water quality from improperly managed construction site runoff.	4-4.b	<p>Twice per year, MRSWMP will assist with regional sponsorship of and/or present an educational program regarding storm water pollution prevention from construction sites at construction contractor meetings, workshops, or seminars. The program will cover the four guiding principles for controlling runoff from construction sites, which are included in the BMP Guidance Series:</p> <ul style="list-style-type: none"> <li>• Construction site planning</li> <li>• Minimization of soil movement</li> <li>• Capturing of Sediment</li> <li>• Good housekeeping practices</li> </ul> <p>At these presentations handouts will be distributed that provide participants with information on resources for construction site BMPs and instructions on where to access construction site permitting procedures.</p>	X		X		

## **MCM 4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL**

***BMP 4-2: “Implement procedures for site plan review that take into consideration potential water quality impacts from the project.”***

***BMP 4-2.a: Train appropriate staff on the “Guidance Document for Policies and Procedures pertaining to Construction Sites” and the “Construction site plan review and inspection procedures” in Appendix E.***

***Measurable Goal: 100 % of existing appropriate staff trained by Year 2, then all new appropriate employees every year after that.***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP4-2.b: Use the “Construction Sites BMPs,” the Guidance Document for Policies and Procedures Pertaining to Construction Sites” and “Construction Site Plan Review and Inspection Procedures” contained in Appendix E when reviewing construction site plans.***

***Measurable Goal: 100% of appropriate construction site plans reviewed for compliance.***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 4-3: “Implement procedures for site inspection and enforcement of BMP control measures.”***

***BMP 4-3.a: Train appropriate staff on construction site inspection procedures. Topics to be covered in this training will include:***

- 1. The Guidance Document for Policies and Procedures Pertaining to Construction Sites***
- 2. Construction Site Plan Review and Inspection Procedures***
- 3. Construction Site Inspection Reporting Checklists***

***Measurable Goal: 100 % of existing appropriate staff trained by Year 2, then all new appropriate employees every year after that, with periodic refresher training provided.***

Measurable Goal was met. Information on the progress for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 4-3.b: Using the “Guidance Document for Policies and Procedures pertaining to Construction Sites” and the “Construction Site Plan Review and Inspection Procedures” contained in Appendix E, inspect the construction sites subject to the storm water ordinance and take appropriate enforcement action to have any observed violations corrected.***

***Measurable Goal: 100% of applicable construction sites inspected in accordance with the “Construction Site Plan Review and Inspection Procedures” in Appendix E. Violations noted and corrected; any enforcement actions taken in accordance with MS4 ordinance documented.***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 4-3: “Implement procedures for construction site inspection and enforcement of BMP control measures.”***

***BMP 4-3.c: Annual meeting held of all construction inspectors from all participating entities prior to the start of rainy season to discuss and share ideas regarding construction site BMPs.***

***Measurable Goal: 80% of construction inspectors from each municipality in attendance.***

Measurable Goal was mostly met. Monterey Regional held a meeting on August 29, 2012 with construction site inspectors to address construction site BMPs prior to the upcoming rainy season, discuss the upcoming Phase II Municipal Permit and Construction Requirements, and discuss areas for program improvement. This year, 80% of construction inspectors were present from almost all of the Permittees; however, due to conflicting and emergency scheduling, inspectors from the City of Marina were not present. In order to meet the intent of the BMP, the Marina inspector was provided a summary of the meeting during the monthly ICC Chapter meeting.

Please see the following meeting agenda and sign-in sheet.

### **Monterey Regional Storm Water Management Program (MRSWMP) 2012 ANNUAL CONSTRUCTION INSPECTORS MEETING**

**Date:** August 29, 2012

**Location:** Babcock Room, Sunset Center, San Carlos St. between 8<sup>th</sup> Ave. & 10<sup>th</sup> Ave., Carmel

**Objective:** Bring together construction inspectors, from all participating MRSWMP entities, prior to the start of rainy season to discuss and share ideas regarding construction site Best Management Practices (BMPs), and if necessary, propose program improvements for increased effectiveness.

**Purpose:**

- (1) Aid in the effective implementation of procedures for construction site inspection and enforcement of BMP control measures; and,
- (2) Provide adequate meeting attendance annually for effective construction inspector group-wide review of construction BMPs.

**Agenda**

1. Introductions
2. Presentation: New draft Phase II Municipal Permit and Construction Requirements
  - a. Changes from existing Permit
3. Review of existing MRSWMP Construction Site Plan Review and Inspection Procedures
  - a. What is being done to communicate these requirements to our Building Community?

- i. General Contractors vs. Sub-Contractors
- b. Discuss/share experiences related to Construction Site Plan Review, BMP

4. Going Forward: Ideas for Improvement



**Monterey Regional Storm Water Management Program  
Annual Construction Site Inspector  
MCM 4 BMP Review Meeting**

**August 29, 2012**

NAME (please print)	CITY/COUNTY DEPT REPRESENTED	POSITION/TITLE
Tricia Wotan	City of Monterey	Assoc. Planner
Jeff Ray*	City of Monterey	Public Works Inspector
Kevin Anderson	" "	ENVIRONMENTAL ANALYST
Down Vest	County of Monterey	Land Use Tech
Josh Bowling	County Monterey	Code Enforcement Insp
John Kuehl*	City of Monterey/PG	Bldg Inspector
Dana Strickland*	City of Monterey/P.G.	Bldg Tech/Insp.
Joe Headley*	" "	Insp.
Lou Fiori	County of Monterey	Bldg. Insp.
ALEX RODRIGUEZ	county of Monterey	BLDG. Insp.
PAUL ASADILLA*	CITY OF MONTEREY / PG	" "
STEVE CIFFONE	County of Monterey	Building Insp.
Leon D. Gomez	C+D Engineers / Sand City / Del Rey Oaks	Senior Engineer
Dave Cushman	City of Monterey Bldg Insp.	Building Inspector
Scott Ottmar	City of Seaside Engineering	Gr Engineer
Steve Simms	Co. of Monterey	Bldg Inspector II
Norman Smith	Co of Monterey	
Sarah Hendy VC	Pacific Grove	Env Programs Mgr
MIKE WOLD	MONTEREY COUNTY	Admin Mgr
MARK McCLAN	City of Seaside	Bldg Official
John Hanson	City of Carmel	BLDG OFFICIAL
Randy Herrington	County of Monterey	Grading Inspector
Jeff Condit	City of Monterey	Admin Analyst
Tou Hartly	County of Monterey	DRW
THOMAS QUATTLEBAM	PUBLIC BEACH Co	ENVIRONMENTAL MANAGEMENT

\* Cities of Monterey, Pacific Grove, Del Rey Oaks & Sand City inspectors.

**BMP 4-4: "Implement procedures for receipt and consideration of information submitted by the public regarding storm water runoff impacts associated with construction projects."**

***BMP 4-4.a:*** Use the procedures contained in the “Protocol for Responding to Reports of Illegal Discharges and Illicit Connections,” in Appendix E to facilitate the receipt of, and the response to, reports from the public of storm water pollution from construction sites.

***Measurable Goal:*** 100% of all reports of construction site storm water pollution investigated; report file don outcome of each case in the form of “closed,” ongoing enforcement,” or “still investigating source.”

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 4-4 (cont’d):*** “Implement a permit boundary-wide education program addressing the negative effects on water quality from improperly managed construction site runoff.”

***BMP 4-4.b:*** Twice per year, MRSWMP will assist with regional sponsorship of and/or present an educational program regarding prevention of storm water pollution from construction sites at construction contractor meetings, workshops or seminars. The program will cover the four guiding principles for controlling runoff from construction sites, which are included in the BMP Guidance Series:

- Construction site planning
- Minimization of soil movement
- Capturing of Sediment
- Good housekeeping practices

*At these presentations handouts will be distributed that provide participants with information on resources for construction site BMPs and instructions on where to access construction site permitting procedures.*

***Measurable Goal:*** Provide educational programs that reach at least 20 construction firms each year.

Measurable Goal partially met. The MRSWMP Program Manager presented to the Monterey Chapter of the American Institute of Architects on October 27, 2011 regarding storm water pollution from construction sites. Additional outreach efforts were made throughout Year 6 that covered various topics of the Phase II Permit and new municipal storm water requirements to come. These presentations included opportunities to discuss prevention of storm water pollution from construction sites. These additional presentations included:

- Monterey County Chapter of the National Association of the Remodeling Industry (NARI) on Sept. 14, 2011
- Monterey County Business Council – Green Building Cluster on April 25, 2012
- Monterey County Association of Realtors on June 7, 2012
- G16 (Carmel Valley concerned citizen organization) on June 14, 2012
- American Institute of Architects-Monterey Bay on June 21, 2012.

Event agendas and/or sign-in sheets are included as Appendix B, Attachments 5 and 6.



## 5.0 Post-Construction Stormwater Management in New Development and Redevelopment

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Adopt an ordinance with standards for storm water pollution prevention associated with construction activities. Ordinance to include standards for general construction site waste management for construction activities as defined by the General Construction Storm Water Permit	5-1.a	Using the guidance document and model ordinance contained on pages E-84 through E-98 and E-137 through E-143 of Appendix E, each Participating Entity will adopt a storm water ordinance revised to be specific to each entity's needs through appropriate governing body procedures.	X		X		
Implement procedures for review of project plans	5-2.a	Train appropriate staff on the "Development Projects Plan Review and Inspection Procedures" contained in Appendix E.	X		X		
	5-2.b	Using the "Development Projects Plan Review and Inspection Procedures" contained in Appendix E, review 100% of project plans subject to post-construction requirements of the storm water ordinance for compliance with this ordinance during design and construction.	X		X		
Implement procedures for post-construction site inspection and enforcement of storm water pollution control systems	5-3.a	Use the "Post-Construction BMPs for New Development and Redevelopment" and the "Post-Construction Site Inspection Checklist" contained in Appendix E to inspect projects and/or require self-certification by owner following completion of construction.	X		X		
	5-3.b	Using the "Protocol for taking action against violators of municipal storm water ordinance" and the enforcement provisions of each Permittee's storm water ordinance, MS4 will enforce post-construction compliance with stormwater ordinance	X			X	

Activity	BMP	Description/Implementation	Status					
			Implemented	Modified	Effective	Unknown	Not Effective	
Develop and/or modify enforceable mechanisms that will effectively implement hydromodification controls and LID. Enforceable mechanisms may include municipal codes, regulations, standards, and specifications.	5-4.a	Conduct an analysis of all applicable codes, regulations, standards, and/or specifications to determine any modifications to be made to enforceable mechanisms.	X		X			
Develop and enact strategy for implementing LID and hydromodification control for new and redevelopment projects. The strategy will provide appropriate education and outreach for all applicable target audiences, and will include specific guidance for LID BMP design and for complying with hydromodification control criteria. The strategy will also apply LID principles and features to new and redevelopment projects during the two-year period preceding adoption of hydromodification control criteria.	5-7.a	Make LID BMP Design Guidance available for all stakeholders	X		X			
	5-7.c	Provide appropriate education and outreach for all applicable target audiences, including specific guidance for LID BMP design and compliance with hydromod control criteria.	X		X			
	5-7.d	Create and maintain a tracking report indicating education and outreach program activities addressing LID and hydromod control implementation	X		X			
	5-7.e	Implement procedures for the permit application and review process to ensure LID applied to 100% of all applicable new development and redevelopment projects.	X		X			

**MCM 5: POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT & REDEVELOPMENT –**

***BMP 5-1: “Adopt an ordinance with standards for storm water pollution prevention associated with construction activities. Ordinance to include standards for general construction site waste management for construction activities as defined by the General Construction Storm Water Permit”.***

***BMP 5-1.a: Using the guidance document and model ordinance contained on pages E-84 through E-98 and E-137 through E-143 of Appendix E, each Participating Entity will adopt a storm water ordinance revised to be specific to each entity’s needs through appropriate governing body procedures.***

***Measurable Goal: Date ordinance implemented (implemented within 3 months of permit coverage for all entities except Monterey County, which will implement within 6 months of permit coverage).***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 5-2: “Implement procedures for review of project plans”.***

***BMP 5-2.a: Train appropriate staff on the “Development Projects Plan Review and Inspection Procedures” contained in Appendix E.***

***Measurable Goal: 100% of existing appropriate staff trained by Year 2, then all new appropriate staff thereafter.***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 5-2.b: : Using the “Development Projects Plan Review and Inspection Procedures” contained in Appendix E, review 100% of project plans subject to the post-construction requirements of the storm water ordinance for compliance with this ordinance during design and construction.***

***Measurable Goal: 100% of applicable project plans reviewed for compliance.***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 5-3: “Implement procedures for post-construction site inspection and enforcement of stormwater pollution control systems”.***

***BMP 5-3.a: Use the “Post-Construction BMPs for New Development and Redevelopment” and the “Post-Construction site inspection checklist” contained in Appendix E to inspect projects and/or require self-certification by owner following completion of construction.***

***Measurable Goal: 100 % of applicable sites inspected or self-certified by project owner.***

Measurable Goal was met. Information for each individual co-permittee regarding this

Measurable Goal is included in their respective Appendices.

***BMP 5-3.b: Using the “Protocol for taking action against violators of Municipal Stormwater Ordinance” and the enforcement provisions of each Permittee’s storm water ordinance, MS4 will enforce post-construction compliance with its stormwater ordinance.***

***Measurable Goal: 100% of identified post-construction ordinance violations taken to the enforcement process.***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 5-4.a: Conduct an analysis of all applicable codes, regulations, standards, and/or specifications to determine any modifications to be made to MS4 enforceable mechanisms.***

***Measurable Goal: An analysis of all applicable codes, regulations, standards, and/or specifications that identifies modifications and/or additions necessary to effectively implement hydromodification controls and LID.***

Measurable goal was met. Each entity completed and submitted their “Gap Analysis” to Regional Board staff on April 11, 2011. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 5-7.a: Make LID BMP Design Guidance available for all stakeholders.***

***Measurable Goal: Develop, advertise, and make available LID BMP Design Guidance suitable for all stakeholders.***

Measurable goal was met. Each entity completed and submitted their interim LID requirements to the Regional Board staff on March 31, 2011. Additionally, an interim LID brochure was developed for use throughout the region. This brochure, along with Monterey Regional’s LID BMP Design Guidance and Tracking Form were submitted to the Regional Board staff in April 2011, is available at all City/County permitting counters, and is being posted to the Monterey SEA website.

***BMP 5-7.c: Provide appropriate education and outreach for all applicable target audiences, including specific guidance for LID BMP design and compliance with hydromod control criteria.***

***Measurable Goal: Documentation of goals, schedules, and target audiences for education and outreach the municipality will conduct in support of the following strategic objectives: enforceable mechanisms, hydromodification control criteria, applicability thresholds, LID BMP design, and compliance with LID and hydromodification control criteria.***

Measurable goal was met. Monterey Regional developed the deliverable for “Documentation of Goals, Schedule, and Target Audiences for Education and Outreach...”. This deliverable for the Monterey Regional Group was submitted by the Regional Program Manager to Regional Board staff on March 5, 2011.

**BMP 5-7.d: Create and maintain a tracking report indicating education and outreach program activities addressing LID and hydromod control implementation.**

**Measurable Goal: Tracking report indicating municipality’s accomplishments in education and outreach supporting implementation of LID and hydromodification control for new and redevelopment projects.**

Measurable Goal was partially met as education and outreach efforts will be on-going until full implementation of the new Post-Construction Requirements in September 2013. Please see the following tracking report and write-up of activities to date:

		Joint Effort LID Education and Outreach Schedule																													
		2010			2011									2012																	
		Completion Quarters			Q1			Q2			Q3			Q4			Q5			Q6			Q7			Q8			Q9		
Target Audience	Activity Description	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
Designers, Engineers/Consultants, Landscape Architects, Builders, Developers & Architects	Hold meeting/presentation at Granite Rock (or another "green" building material vendor) to inform target audience of new interim LID requirements and building materials available for use (i.e. pervious pavers, drip irrigation, etc)																														
	Send letter to professional organizations (APIWA, AIA, CSPE, etc) containing information regarding new interim LID requirements and upcoming hydromodification criteria currently in development. Information can be used in organization newsletters.																														
	Develop a guided tour of project in which LID has already been incorporated (once determine location).																														
	Send media release to area newspapers explaining LID and announcing new LID requirements for Builders																														
	Send article to Builders Exchange for inclusion in its monthly newsletter																														
	Residential Homeowners	"Slow It, Sink It, Spread It" brochure placed at City/County Clerk counters																													
	"Slow It, Sink It, Spread It" presentations made to HOAs and Neighborhood Improvement Programs																														
NGOs	LID presentation at local NGO meetings (Sustainable Seaside and PG, etc)																														
Municipal Staff	Meetings held with City/County staff (Planners, Engineers, etc) to educate them on the entity-specific applicability thresholds, interim LID requirements, and the upcoming hydromod criteria currently in development																														
Executive Management, City Councils, and Commissions	Education and Outreach to municipal officials regarding the stormwater management objectives of code changes																														
	Presentations made to City Councils and Planning Commissions regarding new LID requirements																														
All	"What is LID?" brochure placed at City/County Clerk counters/brochure stands																														
	Information regarding LID, New Development/Redevelopment, and Urban programs placed on Monterey SEA website																														
	LID media outreach via PSA																														

1. Hold meeting/presentation at Granite Rock (or another "green" building material vendor) to inform target audience of new interim LID requirements and building materials available for use (i.e. pervious pavers, drip irrigation, etc).

The MRSWMP Program Manager and/or Management Committee Members have presented at the following meetings and presentations to inform the target audience of new interim LID requirements and building materials available for use:

- Monterey County Chapter of the National Association of the Remodeling Industry (NARI) on Sept. 14, 2011
- Monterey County Business Council – Green Building Cluster on April 25, 2012
- Monterey County Association of Realtors on June 7, 2012

- G16 (Carmel Valley concerned citizen organization) on June 14, 2012
- American Institute of Architects-Monterey Bay on June 21, 2012.

Event agendas and/or sign-in sheets are included as Appendix B, Attachment 6.

2. Send letter to professional organizations (APWA, AIA, CSPE, etc) containing information regarding new interim LID requirements and upcoming hydromodification criteria currently in development. Information can be used in organization newsletters.

To be completed in Year 7 based on new requirements and September 2013 implementation date.

3. Develop a guided tour of project in which LID has already been incorporated (once determine location).

A guided tour of projects showcasing LID best practices is currently in the early planning stages.

4. Send media release to area newspapers explaining LID and announcing new LID requirements for Builders.

To be completed in Year 7 based on new requirements and September 2013 implementation date.

5. Send article to Builders Exchange for inclusion in its monthly newsletter.

Completed in Permit Year 5 by the MRSWMP Group.

6. "Slow It, Sink It, Spread It" brochure placed at City/County Clerk counters.

Completed. Brochures distributed to counters as well as included electronically on the MontereySEA.org web site.

7. "Slow It, Sink It, Spread It" presentations made to HOAs and Neighborhood Improvement Programs.

Completed. The "Slow It, Sink It, Spread It" event was held on August 4, 2012. See Appendix B, Attachment 1 for an Event Flyer and Sign-In Sheet.

8. LID presentation at local NGO meetings (Sustainable Seaside and PG, etc).

To be completed in Permit Year 7 by the MRSWMP Group and PE/PO Coordinator.

9. Meetings held with City/County staff (Planners, Engineers, etc) to educate them on the entity-specific applicability thresholds, interim LID requirements, and the upcoming hydromod criteria currently in development.

On-going through individual co-permittees as requirements are developed and approved. In addition, on July 19, 2012, the MRSWMP Group hosted a well-attended Strategic Planning Session with stakeholders including City/County Staff that included speakers from the State Water Resources Control Board to discuss the upcoming Phase 2 Permit requirements.

10. Education and Outreach to municipal officials regarding the stormwater management objectives of code changes.

On-going through individual co-permittees as requirements are developed and approved.

11. Presentations made to City Councils and Planning Commissions regarding new LID requirements.

On-going through individual co-permittees as requirements are developed and approved.

12. "What is LID?" brochure placed at City/County Clerk counters/brochure stands.

Completed, with on-going distribution.

13. Information regarding LID, New Development/Redevelopment, and Urban programs placed on Monterey SEA website.

Completed in Year 6 in conjunction with web site upgrade.

14. LID media outreach via PSA.

To be completed in Year 7 based on new requirements and September 2013 implementation date.

***BMP 5-7.e: Implement procedures for the permit application review process to ensure LID is applied to 100% of all applicable new and redevelopment projects.***

***Measurable Goal: Apply LID principles and features to all applicable new and redevelopment projects.***

Measurable Goal was met. Information for each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

## 6.0 Pollution Prevention/Good Housekeeping For Municipal Operations

Activity	BMP	Description/Implementation	Status				
			Implemented	Modified	Effective	Unknown	Not Effective
Implement an education and training program for employees (general and then specific to targeted employee groups, including supervisors) about the impacts of storm water pollution from municipal activities and hazardous materials disposal, and how to implement the selected BMPs to reduce these impacts.	6-1.a	Using the training outline and materials contained in Appendix F, or similar materials equivalent in content, train appropriate municipal employees (including supervisors) on storm water pollution issues.	X		X		
Inspection program of municipal hazardous materials storage facilities	6-2.a	Promptly correct any hazardous materials inspection deficiencies reported by the County inspectors, who are responsible for all of the hazardous materials inspections in Monterey County.	X		X		
Implement procedures for proper disposal of used motor oil and oil filters	6-3.a	Train appropriate staff to use the procedures described in "Storage and Disposal of Used Motor Oil and Used Oil Filters" contained in Appendix E for proper disposal of used motor oil and filters	X		X		
	6-3.b	Use "Storage and disposal of used motor oil and used oil filters" procedures contained in Appendix E for disposal of used motor oil and filters	X		X		
Implement a program that effectively manages landscaping and lawn care activities to minimize the potential for storm water pollution.	6-4.a	Train municipal staffs to use the procedures contained on in Appendix E, "Managing landscape and Lawn Care Activities" to properly manage landscape and lawn care activities. When training is scheduled for MS4 staff, offer training to other agencies such as school districts beginning in Year 3.	X		X		
		Measures to minimize irrigation runoff, as described in Appendix E, applied to 80% or more of the irrigation sites under the jurisdiction's control;	X		X		
		90% of sprinkler inventory in operational condition as determined using the performance measures in Appendix E.	X		X		



<b>Activity</b>	<b>BMP</b>	<b>Description/Implementation</b>	<b>Status</b>				
			<b>Implemented</b>	<b>Modified</b>	<b>Effective</b>	<b>Unknown</b>	<b>Not Effective</b>
	6-4.b	Perform spraying during times where rain is not predicted	X		X		
Implement procedures to ensure the dechlorination and/or debromination of pool water prior to discharge to the storm water system	6-5.a	Use the “Procedures for the proper discharge of water from swimming pools” contained in Appendix E for the proper disposal of swimming pool water.	X		X		
Conduct sweeping on a frequent and regular basis and focus sweeping schedule on high impact/dry weather sites	6-6.a	Conduct sweeping on a regular basis in accordance with “Sweeping and Cleaning” programs contained in Appendix E.	X			X	
Implement a program to prevent pollutants from municipal automotive activities, such as vehicle fluids, from entering storm drains	6-7.a	Provide designated area for all vehicle maintenance.	X		X		
	6-7.b	Conduct maintenance and repair activities indoors or under covered area whenever possible.	X		X		
	6-7.c	Install separators in municipal vehicle yards as necessary and required.	X		X		
	6-7.d	Stencil all storm drain inlets in municipal corporation yard areas.	X		X		
	6-7.e	Using the Compliance Inspection Checklist for Vehicle Service Facilities in Appendix E, inspect the MS4’s vehicle maintenance facilities annually and correct any deficiencies noted.	X		X		
	6-7.f	Store (automotive) materials and wastes under cover whenever possible	X		X		
	6-7.g	Train all employees repairing municipal vehicles on proper pollution prevention techniques	X		X		
Implement a program to prevent pollutants from washing municipal vehicles, such as vehicle fluids and phosphate soaps, from entering storm drains.	6-8.a	Training of municipal employees in proper vehicle washing techniques	X		X		
	6-8.b	Using the “Compliance Inspection Checklist for Vehicle Service Facilities” contained in Appendix E, inspect the MS4’s vehicle washing facilities annually and correct any deficiencies noted.	X		X		
Implement policies and procedures to prevent pollutants from bridge and street maintenance activities, such as paving and painting work, from entering storm drains	6-9.a	Require bridge and street maintenance contractors and municipal maintenance staff to use proper measures to keep sediments, debris, paint, and other construction out of the storm drain system.	X		X		

<b>Activity</b>	<b>BMP</b>	<b>Description/Implementation</b>	<b>Status</b>				
			<b>Implemented</b>	<b>Modified</b>	<b>Effective</b>	<b>Unknown</b>	<b>Not Effective</b>
Implement a program of regularly cleaning storm drains and inlets to prevent accumulated pollutants from being discharged with the storm water.	6-10.a	Stencil catch basins and inlets as needed as prevention measure	X		X		
	6-10.b	Inspect catch basins and inlets in the designated "hot spots" listed in Appendix E annually prior to rainy season, and clean as necessary	X		X		
	6-10.c	Clean and repair "hot spot" catch basins, inlets and piping as identified through inspections prior to November 1 <sup>st</sup> annually	X		X		
	6-10.d	Re-inspect identified problem areas for debris accumulation during wet season and perform additional cleaning if necessary.	X		X		
	6-10.e	Keep documentation of inspections and cleanings	X		X		
Implement a program to regularly inspect and clean municipal trash enclosures and parks to prevent trash from being discharged with the storm water	6-11.a	Regularly inspect and clean municipal facility trash enclosures	X		X		
	6-11.b	Regularly inspect and clean municipal parks	X		X		

## **MCM 6: POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

***BMP 6-1: “Implement an education and training program for employees (general and then specific to targeted employee groups, including supervisors) about the impacts of stormwater pollution from municipal activities and hazardous materials disposal, and how to implement the selected BMPs to reduce these impacts.”***

***BMP 6-1.a: Using the training outline and materials contained in Appendix F, or similar materials equivalent in content, train appropriate municipal employees (including supervisors) on storm water pollution issues.***

***Measurable Goal: 100% of existing appropriate staff trained by Year 2, then all new employees every year after that. Perform pre- and post-training testing to measure training effectiveness.***

Measurable Goal was met. Group training for this BMP was provided during Year 1, as reported in the Year 1 Annual Report. In Year 2, training was provided as necessary to newly hired staff members. However, following the audit in May 2009, it was determined that additional staff required training. Although some entities used excellent training courses for staff refresher training, the training did not address the MRSWMP document. However, the material presented in the outside training courses went above and beyond that required in the MRSWMP document.

During Year 4, each entity went back through each BMP that has training requirements to determine if any additional “appropriate” staff required training. Training was performed as a Group activity on May 4, 2010 to either become trained for the first time, or to obtain refresher training. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-2: “Inspection program of municipal hazardous materials storage facilities.”***

***BMP 6-2.a: Promptly correct any hazardous materials inspection deficiencies reported by the County inspectors, who are responsible for all of the hazardous materials inspections in Monterey County.***

***Measurable Goal: 100% of noted deficiencies corrected within 30 days of notification by the County.***

Measurable Goals was met by all Permittees except the City of Monterey who partially met this goal. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-3: “Implement procedures for proper disposal of used motor oil and oil filters”.***

***BMP 6-3.a: Train appropriate staff to use the procedures described in “Storage and Disposal of Used Motor Oil and Used Oil Filters” contained in Appendix E for proper disposal of used motor oil and filters.***

***Measurable Goal: 100 % of existing appropriate staff trained by Year 2, then all new employees thereafter.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-3.b:** *Use “Storage and Disposal of Used Motor Oil and Used Oil Filters” contained in Appendix E for disposal of used motor oil and filters.*

**Measurable Goal:** *Summary of used motor oil disposal activities included in the Annual Reports.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-4:** *“Implement a program that effectively manages landscaping and lawn care activities to minimize the potential for storm water pollution”.*

**BMP 6-4.a:** *Train municipal staffs to use the procedures contained on in Appendix E, “Managing landscape and Lawn Care Activities” to properly manage landscape and lawn care activities. When training is scheduled for MS4 staff, offer training to other agencies such as school districts beginning in Year 3.*

**Measurable Goals:**

*- 100% of existing appropriate staff trained by Year 2, then all new employees thereafter*

Measurable Goal was met. All appropriate staff requiring IPM training were either trained during Years 1 and 2 of the permit cycle or trained in Year 4. Outreach to “other agencies” to invite them to Monterey Regional’s IPM training was conducted in Year 2 when the initial training was held, and also in Year 4 when the training for the remainder of identified staff was held. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

*- Measures to minimize irrigation runoff, as described in Appendix E, applied to 80% or more of the irrigation sites under the jurisdiction’s control*

*- 90% of sprinkler inventory in operational condition as determined using the performance measures in Appendix E.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-4.b:** *Perform spraying during times where rain is not predicted.*

**Measurable Goal:** *No pesticide use will occur when a 20% or greater chance of rain is predicted within the next 24-hr period using NOAA website.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices. In order to ensure strict adherence to this BMP in the future, the City of Monterey has revised its Tracking Form and is in the process of sharing this form with all co-permittees.

***BMP 6-5: “Implement procedures to ensure the dechlorination and/or debromination of pool water prior to discharge to the storm water system”.***

***BMP 6-5.a: Use the “Procedures for proper discharge of water from swimming pools” contained in Appendix E for the proper disposal of swimming pool water.***

***Measurable Goal: Pool water dechlorinated and/or debrominated prior to discharge to storm drain system 100% of the time.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-6: “Conduct sweeping on a frequent and regular basis and focus sweeping schedule on high impact/dry weather sites”.***

***BMP 6-6.a: Conduct sweeping on a regular basis in accordance with the “Sweeping and Cleaning” programs contained in Appendix E.***

***Measurable Goal: 100% of Sweeping in each MS4 performed in accordance with the MS4’s Plan.***

Measurable Goal was met by all Permittees except the County of Monterey and Del Rey Oaks. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-7: “Implement a program to prevent pollutants from automotive activities, such as vehicle fluids, from entering storm drains”.***

***BMP 6-7.a: Provide designated area for all vehicle maintenance.***

***Measurable Goal: 100% of MS4s have designated area for vehicle maintenance.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-7.b Conduct maintenance and repair activities indoors or under a covered area whenever possible.***

***Measurable Goal: 100% maintenance and repair activities moved indoors or covered area whenever possible.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-7.c Install separators in municipal vehicle yards as necessary and required.***

***Measurable Goal: Oil separators added to yards as needed.***

Measurable Goal was met by all Permittees except Pacific Grove. Pacific Grove is scheduled to complete this installation within the next fiscal year. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-7d:** *Stencil all storm drain inlets in municipal corporation yard areas.*

**Measurable Goal:** *100% of storm drain inlets in corporate yard stenciled by end of Year 1 and any new inlets which may be created stenciled immediately after being built. Stenciling re-done in Year 5, if necessary.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-7.e:** *Using the Compliance Inspection Checklist for Vehicle Service Facilities in Appendix E, inspect the MS4's vehicle maintenance facilities annually and correct any deficiencies noted.*

**Measurable Goal:** *100% of noted deficiencies corrected.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-7.f:** *Store (automotive) materials and wastes under cover whenever possible.*

**Measurable Goal:** *100% of materials stored under cover whenever possible.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-7.g:** *Train all employees repairing municipal vehicles on proper pollution prevention techniques.*

**Measurable Goal:** *This training is included in BMP 6-1.a.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-8:** *“Implement a program to prevent pollutants from washing municipal vehicles, such as vehicle fluids and phosphate soaps, from entering the storm drains”.*

**BMP 6-8.a:** *Training of municipal employees in proper vehicle washing techniques.*

**Measurable Goal:** *This training is included in BMP 6-1.a.*

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-8.b:** *Using the “Compliance Inspection Checklist for Vehicle Service Facilities” contained in Appendix E, inspect the MS4's vehicle washing facilities annually and correct any deficiencies noted.*

**Measurable Goal:** *100% of noted deficiencies corrected.*

Measurable Goal was met. Information on each individual co-permittee regarding this

Measurable Goal is included in their respective Appendices.

***BMP 6-9: “Implement policies and procedures to prevent pollutants from bridge and street maintenance activities, such as paving and painting work, from entering storm drains”.***

***BMP 6-9.a: Require bridge and street maintenance contractors and municipal maintenance staff to use proper measures to keep sediments, debris, paint and other construction materials out of the storm drain system.***

***Measurable Goal: 100% of bridge and street maintenance contracts contain these requirements, and in-house maintenance projects swept on a frequent basis to keep pollutants out of the storm drain system.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-10: “Implement a program of regularly cleaning storm drains and inlets to prevent accumulated pollutants from being discharged with the storm water (See “Procedures for drainage and system maintenance” contained in Appendix E).***

***BMP 6-10.a: Stencil catch basins and inlets as needed as prevention measure.***

***Measurable Goal: Stenciling is covered under BMP 2-2.c.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-10.b: Inspect catch basins and inlets in the designated “hot spots” listed in Appendix E annually prior to rainy season, and clean as necessary.***

***Measurable Goal: 100% of “hot spot” catch basins and inlets inspected, and cleaned as necessary, each year prior to start of rainy season.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

***BMP 6-10.c: Clean and repair “hot spot” catch basins, inlets and piping as identified through inspections prior to November 1st annually***

***Measurable Goal: By November 1st annually, address cleaning and repair needs of prioritized catch basins, inlets & piping as identified during inspections***

Measurable Goal was met by all Permittees except Pacific Grove which partially met the goal and is in the process of fulfilling. Information on each individual co-permittee regarding this Measurable Goal is included in the Appendices.

***BMP 6-10.d: Re-inspect identified problem areas for debris accumulation during wet season and perform additional cleaning if necessary.***

***Measurable Goal: Re-inspect 100% of problem areas***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-10.e: *Keep documentation of inspections and cleanings.***

**Measurable Goal: *Documentation kept on file.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-11: *“Implement a program to regularly inspect and clean municipal trash enclosures and parks to prevent trash from being discharged with the storm water”.***

**BMP 6-11.a: *Regularly inspect and clean municipal facility trash enclosures.***

**Measurable Goal: *100% of municipal trash enclosures inspected and cleaned per the “Sweeping and Cleaning” program described in Appendix E.***

Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.

**BMP 6-11.b: *Regularly inspect and clean municipal parks.***

**Measurable Goal: *100% of municipal parks and park trash enclosures inspected and cleaned per the “Sweeping and Cleaning” program described in Appendix E.***


Measurable Goal was met. Information on each individual co-permittee regarding this Measurable Goal is included in their respective Appendices.



## Certification Statements

### City of Carmel-by-the-Sea 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, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

Signature:  Date: 12/5/12  
Name: Jason Stilwell Title: City Administrator  
(Please print.) (Please print.)

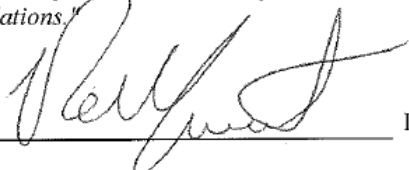
### City of Del Rey Oaks Certification

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

Signature:  Date: 12/5/12  
Name: Daniel Dawson Title: City Manager  
(Please print.) (Please print.)


### City of Marina 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, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

Signature:  Date: 12/5/12  
Name: Douglas Yount Title: Interim City Manager  
(Please print.) (Please print.)

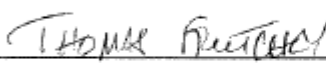
**City of Monterey Certification**

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

Signature:  Date: 29 Nov 2013  
Name: Fred Meurer Title: City Manager  
(Please print.) (Please print.)

**E. 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, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

 (signature)

**City of Pacific Grove**

Date Signed: 12-4-12


Name: Thomas Frutchey Title: City Manager

Document prepared by:

Name:  Title: Environmental Programs Manager  
Sarah Hardgrave

### City of Sand City 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, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

Signature:  Date: 12/3/12

Name: STEVE MATARAZZO Title: CITY ADMINISTRATOR  
(Please print.) (Please print.)

### City of Seaside 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, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

Signature:  Date: Dec. 5, 2012

Name: John Dunn Title: Interim City Manager  
(Please print.) (Please print.)

**County of Monterey 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, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

Signature:  Date: 12/14/12

Name: Robert Murdoch, P.E. Title: Public Works Director  
(Please print.) (Please print.)