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# FISCAL YEAR 2003/04 ANNUAL REPORT



## **San Mateo Countywide Stormwater Pollution Prevention Program**

*July 2003 through June 2004  
Volume I of V  
August 31, 2004*

EOA, Inc.

## *Credits*

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This report is being submitted by the participating agencies in the



## **San Mateo Countywide Stormwater Pollution Prevention Program**

**City of Atherton**  
City of Belmont  
City of Brisbane  
City of Burlingame  
Town of Colma  
City of Daly City  
City of East Palo Alto

**City of Foster City**  
City of Half Moon Bay  
Town of Hillsborough  
City of Menlo Park  
City of Millbrae  
City of Pacifica  
Town of Portola Valley

**City of Redwood City**  
City of San Bruno  
City of San Carlos  
City of San Mateo  
County of San Mateo  
City of South San Francisco  
Town of Woodside

**IMPLEMENTATION OF THE PROGRAM COORDINATED BY:  
SAN MATEO COUNTYWIDE STORMWATER POLLUTION PREVENTION  
PROGRAM  
555 COUNTY CENTER  
REDWOOD CITY, CALIFORNIA, 94063  
A PROGRAM OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS  
(C/CAG)**

**REPORT PREPARED BY:  
COUNTY ENVIRONMENTAL HEALTH AND  
EOA, INC.**

# 1

## EXECUTIVE SUMMARY

### INTRODUCTION

This report summarizes the San Mateo Countywide Stormwater Pollution Prevention Program's (STOPPP) progress in implementing the first year of activities following completion of the current Stormwater Management Plan (July 1998 – June 2003 SWMP). The NPDES permit was adopted in July 1999, one year after the implementation of the plan was initiated.

This report summarizes progress during FY 2003/04 in implementing the following five major components of the SWMP:

- Municipal Government Maintenance Activities
- Industrial and Illicit Discharge Control
- Public Information and Participation
- New Development and Construction Controls
- Watershed and Monitoring

Information for this report originated from semiannual deliverables and reports prepared by each of the STOPPP member agencies (Volumes II-V). Each municipality's two semiannual reports are located together within one of these volumes. Table 1-1 summarizes the submittals received from each of the municipalities.

The NPDES Program Coordinator, County Environmental Health or consultants conduct General Program activities for the benefit of all municipalities. Copies of General Program materials are contained in Appendices A-G including workshop training materials, excerpts from reports, and BMP flyers.

The following describes the organizational structure of STOPPP and funding information that is not contained elsewhere.

### Organizational Structure

The current organizational structure of STOPPP is illustrated in Figure 1-1. The City/County Association of Governments (CCAG) of San Mateo County, comprised of local elected city

council representatives from each municipality, a member of the County Board of Supervisors, and representatives from the transit district and transportation authority, is the administrative and policy making body for STOPPP. C/CAG operates as a joint powers authority on issues of regional importance to San Mateo County jurisdictions. Administrative and policy making responsibilities were assumed under Amendment No. 3 to the Joint Powers Authority Agreement issued on April 22, 1993. This agreement makes C/CAG responsible for assisting with the SWMP's implementation and for assisting the municipalities' compliance with the NPDES permit. C/CAG has established an NPDES Subcommittee whose members are appointed by the C/CAG Chair.

C/CAG's deliberations are assisted by the NPDES Technical Advisory Committee (TAC), which is comprised of municipal representatives in the fields of engineering, planning, environmental health, wastewater treatment, source control inspection, and public works administration. The TAC has established five subcommittees to implement the five major program components. The names of subcommittee chairs, typical meeting dates, and meeting times are also shown in Figure 1-1.

**General Program Financing Mechanism**

During the 1992 California Legislative Session, AB 2635 (Chapter 1208, Statutes of 1992) extended the authority of the San Mateo County Flood Control District Act. As a result, the Board of Supervisors, acting in its capacity as the Flood Control District Board of Directors, upon a two-thirds vote, may adopt an

ordinance to impose charges in any zone or subzone. These charges may be used for the specific purposes of funding flood control, storm drainage, water conservation or supply, or water pollution abatement projects or programs. This ability to impose fees provided a central revenue source for General Program activities that can also be used by local municipal programs to finance local NPDES permit program activities.

In FY 2000/01 CCAG established a Task Force to evaluate a possible fee increase for supporting the General Program. This process included notifying each property owner and it culminated in the County Board of Supervisors approving an additional fee in July 2001.

The charges appear on the property tax rolls and are imposed as a separate line item on the property tax bill. The approved FY 2003/04 C/CAG budget was \$1,334,014. Generally, fees to fund the General Program were applied according to land use area as follows:

- \$3.44 residential parcel – basic fee;  
\$2.4842 – additional fee
- \$1.72 condominium, agriculture and vacant parcel – basic fee;  
\$1.2421 – additional fee
- \$3.44 all other uses for first 11,000 square feet, plus \$0.3127 per 1,000 additional square feet of parcel area – basic fee;  
\$2.4842 - additional fee.

All of the municipalities except Woodside rely on the countywide collection of the basic fee to support their contribution to the General Program. The Town of Woodside uses

an alternative source of funding to pay its General Program cost share. The Cities of Brisbane, Colma, Portola Valley, and San Mateo participate in the collection of the basic fee, but not the additional fee for funding the General Program.

The Cities of Belmont, Brisbane, Colma, Daly City, East Palo Alto, Hillsborough, Menlo Park, Millbrae, Pacifica, and South San Francisco also have established local fees to fund municipality-specific activities.

### **Bay Area-Wide Collaboration**

STOPPP has continued to be an active participant in several regionwide collaborative pollution prevention and control efforts and in planning for Total Maximum Daily Loads (TMDLs). Notable among these is its continued support for BASMAA at both the Directors' level and at the committees' level during the past year. This support included contributing \$40,000 to BASMAA's Regional Advertising campaign that focused on watersheds.

In addition, STOPPP has provided financial support for the Clean Estuary Partnership that addresses planning for the implementation of TMDLs, and STOPPP's Program Coordinator serves as BASMAA's representative on the Clean Estuary Program's Administrative Committee. STOPPP has also actively supported the San Francisco Estuary Project's Implementation Committee. Lastly, STOPPP has participated in the Regional Board's Mercury Watershed Council since it was initiated in 1999.

## **SUMMARY OF PROGRESS IN EACH PLAN COMPONENT**

A summary of FY 2003/04 major accomplishments is described below, along with a discussion of the goals of each component

### **Municipal Government Maintenance Activities**

The goals of this component are:

- To maximize the removal of pollutants while conducting routine maintenance activities (e.g., street sweeping and storm drain inlet cleaning).
- To minimize the discharge of pollutants to storm drains and water-courses from maintenance-related activities.

Outreach to local maintenance staff is conducted primarily through regular Public Works and Parks Supervisors meetings and two annual workshops for supervisors and field staff. One of these annual workshops focused on minimizing pesticide usage.

Major accomplishments during the past year include the following:

- Facilitated four Municipal Maintenance Subcommittee meetings.
- Conducted the Eleventh Annual Maintenance Workshop that was attended by 124 public works and parks supervisors, and field staff. A copy of the workshop agenda, attendee's list, and a summary of the evaluation forms are contained in Appendix A.

- Facilitated three Parks and Recreation Integrated Pest Management (IPM) Work Group meetings.
- Conducted a Parks and Recreation IPM Workshop attended by approximately 73 people. A copy of the workshop agenda and a summary of the evaluation forms are contained in Appendix A.
- Developed guidance for identification of organophosphate pesticides for use by public works and parks-recreation personnel.
- Tracked contractors' and in-house staff's use of pesticide on municipally owned or operated property and reported justification for use of organophosphate (OP) pesticides and BMPs employed (Pesticide Management Plan, Action Item I.A.1).
- Revised the performance standards for integrated pest management (Pesticide Management Plan, Action Item I.A.3).
- Revised the performance standards for corporation yards and storm drain facilities.
- Developed new tasks for the Municipal Government Maintenance Activities section of the proposed Stormwater Management Plan April 2004 – June 2010.
- Tracked records for street sweeping, maintenance of storm drainage facilities, and removal of leaf and litter in order to evaluate effectiveness and improve BMPs.

### **Industrial and Illicit Discharge Controls**

The primary goals of this component parallel the requirements of the Clean Water Act as follows:

- To effectively prohibit the discharge of non-stormwater (illicit) discharges to the municipal storm drain system.
- To control the discharge of pollutants in stormwater from commercial and industrial businesses to the maximum extent practicable.

The following major accomplishments were achieved last year:

- Developed draft revised performance standards for industrial and commercial discharge controls and for illicit discharge controls. In addition, new tasks were identified for the Industrial and Illicit Discharge Controls section of the proposed Stormwater Management Plan April 2004 – June 2010.
- Created a new CII Subcommittee training work group that has begun planning educational outreach and training for restaurants, schools, apartment house owners, and pest control operators. The educational outreach/training will target the following three categories of pollutants: mercury, trash, and pesticides.
- Created two new mercury outreach flyers – one is aimed at contractors who demolish buildings that may have mercury-containing devices, such as thermostats, switches and fluorescent lamps. This flyer is titled *Building Demolition and Mercury*

*Hazards.* The other new flyer has the self-explanatory title of *Recycle Mercury Containing Lamps – It's the Law!*

- Conducted inspections and provided educational outreach to 2,137 businesses in FY 2003/04, as part of the effort to re-inspect high priority businesses annually and re-inspect other businesses that impact stormwater quality at least once every five years. The total number of inspections in FY 2003/04 was about the same as the number inspected during FY 2002/03 (2004). The number of inspections conducted during each of the last three years is about 65 percent higher than the number inspected annually four and five years ago (Performance Standards for Industrial and Illicit Discharge Controls).
- Approximately 12 percent of the business inspections (253) resulted in the identification of municipal stormwater violations. For reporting purposes, the term violation was defined as either the discharge of pollutants to the storm drain system because pollutants are exposed to stormwater runoff or there was a discharge of prohibited, non-stormwater materials to the storm drain system. Approximately 91 percent of the violations were reportedly corrected with the remaining violations pending correction (24).
- Found fewer illicit discharges (246) compared with the number found in FY 2002/03 (271) but similar to the number found in FY 2001/02 (249). There were no continuing illicit discharges reported (Performance

Standards for Industrial and Illicit Discharge Controls).

### **Public Information and Participation**

The principal goals of STOPPP's Public Information and Participation (PIP) component are:

- To inform the public about the origins and transport of stormwater pollutants and how they affect local waterways.
- To encourage active public involvement in the effort to reduce the amount of pollutants entering the municipal storm drain system.

PIP is essential for controlling pollution at the source because most pollutants originate from human activities. Informing the public about stormwater pollution and encouraging public participation in pollution prevention and control activities will reduce pollutants in stormwater. This approach is recognized as being both cost-effective and efficient in meeting the goal of reducing pollutants in stormwater to the maximum extent practicable.

STOPPP continued to make significant progress on the PIP component during FY 2003/04. The PIP Subcommittee met most months to oversee the development of educational materials and to guide the implementation of the PIP component.

STOPPP accomplished the following major tasks during FY 2003/04:

- Conducted school outreach through the Zun Zun school assembly program.

- Continued the Community Action Grant Program.
- Participated in the regionwide Integrated Pest Management “Our Water Our World” campaign through the participation of local retail stores.
- Coordinated the Countywide Mercury Thermometer Exchange Program.
- Hosted an educational booth at the County Fair.
- Improved and maintained the STOPPP website.
- Continued collaborative outreach with the Used Oil Block Grant Program.
- Implemented municipalities’ community outreach programs.

**New Development and Construction Controls**

The goal of this component is to assist municipalities in developing and adopting procedures to ensure that appropriate measures are implemented to control stormwater pollution associated with new development and significant redevelopment projects. These measures include using site design and source control BMPs to prevent stormwater impacts, assuring that appropriate BMPs are used during construction, and using stormwater treatment BMPs where there is a significant stormwater pollution potential that cannot be minimized or avoided.

STOPPP’s strategies are to integrate procedures for stormwater pollution prevention and control into existing municipal review and inspection

programs and to coordinate with other Bay Area programs.

STOPPP’s primary accomplishments during the past year included:

- Completed and submitted to the Regional Board on August 6, 2003 STOPPP’s *Provision C.3.j: Site Design Measures Guidance and Standards Development Detailed Work Plan* (Site Design Work Plan) that is required by Provision C.3.j. of the amended NPDES permit.
- Continued to support the San Francisco Estuary Project/Regional Water Quality Control Board’s annual workshop on Construction Site Management.
- Developed draft revised performance standards for new development and construction control and identified new tasks for the New Development and Construction Controls section of the proposed Stormwater Management Plan April 2004 – June 2010.
- Developed and submitted to the Regional Board on February 13, 2004 STOPPP’s Hydrograph Modification Literature Review and Work Plan for Creating the Hydrograph Modification Management Plan.
- Conducted a new development training workshop titled *How to Meet the New Development/Redevelopment NPDES Permit Requirements*. The workshop was held on May 25, 2004 at the Belmont Sports Complex in the City of Belmont.



- Coordinated and collaborated with the San Mateo County Mosquito Abatement District to develop a draft Vector Control Plan (Mosquito Focus) that was submitted to the Regional Board on May 28, 2004.
- Completed an analysis of local rainfall data to identify seven different regions for use in meeting the hydraulic design numeric sizing requirements for stormwater treatment controls. CDM used the same methodology as described in the CASQA Handbook to develop the local capture/treatment and cumulative frequency rainfall intensity curves.
- Developed or adapted additional materials to assist the municipalities to prepare to implement the Provision C.3 requirements.

**Watershed Assessment and Monitoring**

The primary goals of this component are to:

- Assess water quality conditions in representative watersheds in San Mateo County, evaluate stormwater impacts and help solve creek drainage basin-specific water quality impairment problems.
- Assess whether specific stormwater pollutants potentially have adverse impacts on water quality in San Mateo County creeks and/or San Francisco Bay, and, as appropriate, develop plans to control these pollutants of concern.
- Evaluate the effectiveness of existing stormwater pollution prevention and control Best

Management Practices (BMPs) and recommend improvements and appropriate applications.

Major accomplishments during the past year fall under three general categories (watershed assessment, specific pollutants of concern and regional collaborative efforts) and include the following:

Watershed Assessment

- STOPPP completed a two year program of bioassessment and water quality testing in the San Pedro Creek watershed. Benthic macroinvertebrate assemblages sampled from sites receiving flow from the less urbanized middle and south forks had consistently higher richness and diversity and were less pollutant tolerant than assemblages sampled from the other sites. STOPPP also tested grab water samples collected during three seasons from three San Pedro Creek sites. Toxicity was not observed in most of the tests. Organophosphate pesticides were not detected in any of the samples.
- STOPPP performed bioassessment and water quality testing in the San Mateo Creek watershed. Toxicity was not observed and organophosphate pesticides were not detected in any grab water samples collected.
- STOPPP compiled existing readily available data on the Cordilleras Creek watershed and developed a plan for field monitoring FY 2004/05, which will include bioassessments and water quality testing.
- STOPPP completed a survey on

trash problem areas and municipal trash management practices, documented several improvements to municipal trash control programs, and prepared a work plan for performing a FY 2004/05 trash pilot study.

Specific Pollutants of Concern

- STOPPP completed a case study in Colma to attempt to identify sources of PCBs in creek sediment and to begin identifying control measures. PCBs were detected at relatively low levels in the study area.
- STOPPP developed a model policy for the virtual elimination of mercury use by STOPPP’s municipalities.
- STOPPP, in collaboration with other Bay Area stormwater management agencies, completed a “synthesis” document on dioxin compounds that summarizes the current state of knowledge regarding dioxins compounds in relation to stormwater runoff.
- STOPPP completed an assessment of sediment management practices in high priority watersheds in San Mateo County, including an inventory of potential anthropogenic sources of sediment and information needed to evaluate ways to improve management practices.

Regional Collaborative Efforts

- STOPPP continued to coordinate its watershed assessment and monitoring activities with other Bay area stormwater management agencies through participation in the Bay Area Stormwater Management Agencies Association (BASMAA)

Monitoring Committee. STOPPP also continued to provide funding to BASMAA.

- STOPPP continued to provide in-kind assistance to the Bay Area Macroinvertebrate Bioassessment Information Network (BAMBI).
- STOPPP continued to provide funding for and participate in the San Francisco Estuary Regional Monitoring Program (RMP).
- STOPPP continued to provide funding for and participate in the Clean Estuary Partnership.

**Pesticide Management Plan**

The overall goal of STOPPP’s Pesticide Management Plan is to minimize the effects of pesticide use on municipal stormwater quality. The third amendment to STOPPP’s NPDES permit specifically states the following: “For NPDES permit compliance purposes the tasks in this plan are only applicable to the specific pesticides listed in Provision C.2, i.e., DDT, dieldrin, chlordane, and diazinon.”

The Pesticide Management Plan contains numerous tasks whose responsibility for implementation is divided between STOPPP’s General Program and the municipalities. In some cases the General Program has the lead in implementing a specific task and in other cases the lead responsibility lies with the municipalities.

This section highlights some of the STOPPP General Program’s accomplishments under key activities covered by the Pesticide Management Plan where the General Program is the lead. Additional specific information on

STOPPP's General Program accomplishments under this plan is contained in Appendix G. For information on each municipality's progress in implementing its tasks under the Pesticide Management Plan, refer to each municipality's Second Half-Year Deliverables 2003/04 under Attachment E (STOPPP's Pesticide Management Plan Reporting Form).

Eliminate Unnecessary Municipal Pesticide Use by Implementing IPM

- STOPPP's performance standards for IPM including BMPs were reviewed and revised in the fall of 2003 as part of preparing the proposed Stormwater Management Plan April 2004 – June 2010. The performance standards require that municipal contractors comply with the municipalities' IPM policy, provide evidence of current IPM training, and document any pesticide use.
- To train employees who apply pesticides, the Parks and Recreation IPM Work Group held two IPM workshops during the last two fiscal years. Additionally, STOPPP contributed funds for the development of the Public Agency's Regional IPM Resource Manual and conference held in June 2004 in San Jose.

Increase Targeted Audiences Awareness of IPM

Targeted audiences include residential and commercial pesticide users, pesticide retailers, and special districts.

- To increase the general public's awareness of IPM, stormwater public service announcements

featuring information about IPM and the proper disposal of pesticides have been broadcasted on cable TV and radio. This information was also disseminated at community outreach events and through publications in local newspapers. Also, STOPPP's website provides IPM information and is updated monthly with information about upcoming IPM training opportunities. With grants received by Marin County, the regional "Our Water Our World" IPM partnership created the new [www.ourwaterourworld.org](http://www.ourwaterourworld.org) website and magnets promoting use of the website.

- In addition, through the regional "Our Water Our World" IPM partnership, events were held at partner stores to provide in aisle customer outreach as well as training for retail employees.
- Commercial users of pesticides have been targeted with two events. In September 2003, STOPPP gave a presentation to the Pesticide Applicator's Professional Association (PAPA) in Redwood City. The presentation discussed the impacts of pesticides on water quality and described how municipalities were responding to this issue. Attendees received copies of the IPM performance standards and IPM fact sheets.
- STOPPP also worked with Santa Clara Valley to provide IPM training to pest control operators at a November 2003 workshop held in Palo Alto.
- With assistance from the San Mateo County Recycling Program, the Jefferson School District has

adopted an IPM policy, which was developed through the San Mateo County School Recycling Program.

Encourage the Use by Residents and Small Businesses of the Household Hazardous Waste's Pesticide Disposal Services

- To encourage the public to use HHW collection facilities, proper pesticide disposal information has been advertised on cable TV and radio, publications in local newspapers, and STOPPP's website.
- Several collection events were promoted and held at permanent and temporary collection facilities. The Very Small Quantity Generator (VSQG) program offers collection services on the first and third Wednesday of each month.

Minimize Pesticide Use at New and Redevelopment Sites

- To minimize pesticide use, STOPPP has included model conditions of approval for pest-resistant features and practices as part of the Source Control Measures Guidance and Model List, which the TAC adopted at its May 2004 meeting.
- STOPPP has also adapted a Santa Clara Valley fact sheet that promotes pesticide reduction through the use of design features, plant selection, and IPM.

Participate in Coordinated Monitoring to Support Pesticide TMDL Development

- STOPPP performed watershed and monitoring activities in accordance with the generalized five-year

monitoring program plan (FYs 2002/03 through 2006/07). Routine screening (during wet and dry season) for aquatic toxicity as well as monitoring for diazinon levels was completed for both San Pedro and San Mateo Creeks.

- STOPPP has also contributed funding for the Clean Estuary Project (CEP) to collect data for the diazinon TMDL development.

Actively Participate in Regional Efforts

- STOPPP participates in CEP's Technical Committee. CEP is a cooperative effort among the Regional Water Quality Control Board, Bay Area Clean Water Agencies, and Bay Area Stormwater Management Agencies Association seeking to improve water quality in the San Francisco Bay. The CEP is currently preparing a scope of work to address regional pesticide monitoring. The CEP is also developing and implementing TMDLs to address diazinon and other pollutants that are impairing water quality.
- To evaluate chemical contamination of the Bay, STOPPP also provides funding for the Regional Monitoring Program for Trace Substances.