

City of Santa Cruz - Storm Water Annual Report BMP Summary Table Fiscal Year 2013-2014 (General Permit Year 1)

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
E.6 PROGRAM MANAGEMENT ELEMENT														
E.6.a	Legal Authority (update or create ordinance)				PW	Eng	2		X					
E.6.b	Certification				PW	Eng	2							
	E.6.a, b	N/A	Permittee shall review and revise relevant ordinances or adopt new ordinances to obtain adequate legal authority, and provide certification by its Principal Executive Officer		PW	Eng	2		X				Year 2	Permit Year 2
E.6.c	Enforcement Response Plan						3							
✓	E.6.c	NEW BMP	Develop and implement an Enforcement Response Plan.				3			X			Year 3	Permit Year 3
E.7 EDUCATION AND OUTREACH PROGRAM														
E.7.a	Public Outreach and Education													
✓	E.7.a	NEW BMP	Select a Public Outreach & Education option		PW	Eng	1	X					Yes	The City's public outreach & education program is a combination of options E.7.a. items 2-3. The City participates in multiple regional outreach and educational efforts including the Regional Media Campaign and the Monterey Bay Green Business Program. Copies of the Regional Media Campaign billing and the Green Business Program MOU are attached. The City also contributes funding to regional efforts by local non-profit organizations such as: Save Our Shores/Coastal Conservancy; Annual Coastal Cleanup Day; Ecology Action: Our Water Our World & Green Gardner Programs; and Coastal Watershed Council: First Flush & Snapshot Day volunteer monitoring events. The City also conducts a significant amount of outreach within city limits including school education programs, pollution prevention & riparian education, and river levee cleanups.
	E.7	PE-17	Assess Community-Based Social Marketing Strategies and Incorporate Them Where Appropriate	Develop pilot CBSM project	Public Works	Engineering	1	X					Yes	This year, the City hired a firm to conduct a public education survey doing one-on-one interviews with residents using an IPAD. The survey questions including asking people how they received their news and information. The survey was conducted in coordination with the County and other neighboring cities. Also, the City and other municipalities in the Santa Cruz and Monterey region, hired a consultant to provide a training class on Community Based Social Marketing (CBSM) to storm water and recycling staff. The four hour class was held on May 21, 2014 and presented by S. Groner Associates. In addition, a pilot plastic bag reduction project for the smaller vegetable/fruit plastic bags was proposed by Save Our Shores (SOS) and City staff requested that some CBSM measures be included. The project is planned for Fall 2014 or per SOS availability.
✓	E.7.a (ii)	NEW BMP	Develop and implement a comprehensive storm water public education and outreach program	Develop and Implement a public education strategy that establishes education tasks, based on WQ problems, target audiences, and anticipated task effectiveness	PW	Eng	2		X	X	X	X	Year 2-5	Due Permit Year 2-5
	E.7.a (b)	PE-18*	Conduct Surveys to Assess the Effectiveness of the Education Efforts. Conduct a Baseline Evaluation Survey in Year 4 and Conduct an Evaluation Survey Every 5 Years Thereafter.	Survey results that provide feedback on Program effectiveness and indicate areas that need improvement or change	Public Works	Engineering	2 (2x during permit period)	X				X	Yes	The City, in coordination with the County of Santa Cruz and the Cities of Scotts Valley, Capitola, and Watsonville, jointly hired a firm to conduct a public education survey during the spring 2014. The survey was comprised of 50 questions and was conducted by interviewing people at various locations using an IPAD. The results were compiled both into a report specifically for the City and also into a report summarizing the results for the entire County. A copy of the survey summary report is available upon request.
	E.7.a (c,f,h)	PE-3*	Distribute Informational Brochures for Residents	Distribute educational brochures at Public Works counter, City Public Library, and one or more special events.	Public Works	Engineering, Environ Compliance	2	X	X	X	X	X	Yes	Brochures were distributed to the public via a variety of methods including the PW Public Counter, the Public Library and at various special events such as Earth Day. Over 200 Pollution Prevention Tips brochures were distributed and at least 27 more Monterey Bay Begins On Your Street brochures were also given out. All of these brochures are also available on the city website.
	E.7.a (c,d,f)	PE-4	Utilize Door Hangers As Needed By Environmental Compliance Inspectors	Distribute door hanger at 100% of residences when responding to a complaint and the resident is not home	Public Works	Environ Compliance	2	X					Yes	Two door hangers were distributed this year (in 2013-14). The door hangers are under review, and an additional brochure may be developed for distribution. The door hangers were previously updated and reprinted in September 2010.
	E.7.a (c,d,f,h)	PE-5*	Distribute BMP Brochures for Businesses	Distribute BMP brochures at 100% of new food and vehicle service facilities during the initial site visit by the Environmental Compliance Inspector and once during permit period to existing food and vehicle service facilities	Public Works	Environ Compliance	2	X	X	X	X	X	Yes	Staff distributed the BMPs at all new FSF and VSFs. There were approximately 1 new FSF and 2 new VSFs during the permit year. These BMPs were revised in 2010. BMPS are distributed by inspectors during visits to businesses and at public events. The BMPS are also posted at the City website.

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	E.7.a (c,d,f,h)	PE-6* (same as CF-3, CF-5)	Implement the Clean Ocean Business Program	1. Annual inspections of 100% of food and vehicle service facilities. 2. Annual recognition for 100% of Clean Ocean Businesses	Public Works	Environ Compliance	2	x	X	x	x	x	Yes	Of the 80 VSFs, 50 businesses qualified for the 2014 recognition. This equals 63% of the VSFs. Of the 275 FSFs, 187 businesses qualified for the 2014 recognition. This equals 68% of the FSFs. Recognition letters were sent to COBs on April 17, 2014. The City ran ads in 2 local newspapers during the week of April 24, 2014. An online banner ad ran on one local newspaper website from April 27-May 11, 2014.
	E.7.a (c,d,f)	PE-7*	Partner and Co-sponsor of the Monterey Bay Area Green Business Program	Initiate the Green Business certification (audit) process for 20 business applicants or re-certifications per year	Public Works, Water	Engineering, Refuse & Recycling, Water Cons.	2	x	X	x	x	x	Yes	The City's participation in the Monterey Bay Green Business (MBGB) program includes staff time for program coordination and business audits, and financial support for the Green Business promotional program. The promotional efforts vary slightly from year to year but typically include newspaper ads, TV ads, and web/social media advertising. In FY 2013-2014, 30 businesses became either certified or recertified (required every 3 years). There are currently a total of 126 certified businesses in the City. An additional 45 businesses are "in process" which means they have applied to become certified or recertified "Green" and are working on achieving program requirements. A list of all the certified businesses within the City and in the Monterey Bay area, plus program details, may be viewed on the GBP website at: http://www.montereybaygreenbusiness.org/ . The certification process includes audits by four auditors (water conservation, wastewater and storm water, energy, and refuse & recycling) and completing all the required measures. Becoming certified typically takes approximately three to eight months depending upon the business.
	E.7.a (d,f) E.7.b.2.b E.8. (d)	PE-16*	Maintain Environmental Programs and Environmental Compliance Web Pages, and post the City's Draft and Final Storm Water Management Program (SWMP) on the City's Website	1. Environmental Compliance Web Pages, 2. Environmental Programs Web pages 3. SWMP Posted on City Website	Public Works	Environ Compliance	2	x	X	x	x	x	Yes	Staff continually evaluates and updates the City website and Environmental webpages w/current info. For example, each year the current list of Clean Ocean Businesses is posted. During the permit year, the LID permit information page was updated. In addition, the revised BMPs for Post-Construction, per the new PCR requirements, and the revised BMPs for Construction were posted. The City also posted the new Guidance Document. The storm water annual reports are also posted upon submittal.
	E.7.a (d)	PE-1*	Replace Worn Stencils or Apply New Stencils to Storm Drain Inlets	24 stencils replaced or newly applied annually	Public Works	Engineering, Streets	2	x	X	x	x	x	Yes	The City funded Save Our Shores (SOS) to assess storm drain catch basins and apply new "No Dumping" markers to unmarked catch basins or those with worn stencils. In total, SOS applied markers to 65 catch basins and assessed over 100 catch basins total.
	E.7.a (d)	Added BMP*	Regional Media Campaign	Participate in Regional Media Campaign annually when implemented by the storm water agencies in the Monterey region	Public Works	Engineering	N/A	x	X	x	x	x	Yes	The Regional Municipal SW group (including the City of Santa Cruz and 13 other municipal entities located w/in the counties of Monterey and Santa Cruz) collaborated on and jointly funded a storm water ed media campaign, which was coordinated by a hired consultant. Storm water educational PSAs were run on local TV stations from July-September 2013 and February-May 2014 during the permit year. The TV stations were: FOX-KCBA, CBS-KION, KMUV (Spanish) and CW-NION. There were a total of 909 PSAs aired with a total of 1,151,659 gross impressions. The ads were on the following topics: marine debris, pet waste, storm drains, and "fowl" water (ad shows urban runoff sources).
	E.7.a (e)	PP-1, PE-15*	Hold Public Meetings for SWMP Related Issues	Hold Public Meetings as needed for SWMP Related Issues and update City Council and Public Works Commission as needed.	Public Works	Engineering	2	x	X	x	x	x	Yes	1) A public meeting was held on February 11, 2014 at a City Council meeting which included a staff presentation on the annual storm water expenditures and highlights of the City's storm water program accomplishments during the past year. Also presented were upcoming storm water permit requirements and new planned projects. 2) A meeting was also held on February 3, 2014 with the Citizen Oversight Committee for the Clean River, Beaches and Ocean fund. Staff gave a similar presentation at this meeting re annual storm water program expenditures and program accomplishments, and discussed plans/projects for the upcoming year. 3) A presentation on the new PCR requirements was given to the City Public Works & Transportation Commission on November 18, 2013. 4) A presentation on the new PCR requirements was given at a City Council meeting on November 26, 2013.
	E.7.a (f)	PE-2*	Participate in Public Events	Participate in at least 1 Public Event annually	Public Works	Engineering, Environ Compliance	2	x	X	x	x	x	Yes	Staff participated in a minimum of 3 special events including: 1) Earth Day Santa Cruz-on April 19, 2014. SW staff tabled at the event which was jointly organized by the City, County, and NGOs. Approx. 2,500-3,000 people attended the all day event. 2) Sanctuary Celebration-on May 17, 2014. Approx. 500 people attended the 6-hour event. SW staff tabled at the event which was jointly organized by the City and NGOs. 3) Santa Cruz Business Fair: on February 11, 2014. Storm Water & Green Business Program staff tabled at this event, which is hosted annually by the Chamber of Commerce. Approx. 1,000-2,000 people attended the event.
	E.7.a (g)	Added BMP*	LID & Water Efficient Landscaping Outreach & Education for Residents	Water efficient and storm water friendly landscape outreach via for example: RCD, Green Gardner, similar programs, events, advertising, City website, brochures, and/or rebates.	Public Works	Engineering	2	x	X	x	x	x	Yes	The City provided funding for, or implements programs and outreach re, water efficient and storm water friendly landscape programs. These programs include: 1) Our Water Our World (OWOW) program which is a herbicide/pesticide education program run by Ecology Action (EA) both in the city and area-wide. 2) Green Gardner Program, also run by EA, which educates landscapers and the public on water conserving irrigation techniques, mulching, herbicide/pesticide use, etc. 3) Participation in Ecology Action's Prop 84 Planning Grant re countywide Low Impact Development incentivization and implementation. Through this process, staff is participating in the development of the Monterey Bay Friendly Landscape incentive program. 4) Staff disseminates the Resource Conservation District "Slow it, Spread it, Sink it!" Guide for residents re home retrofits, including LID bmps, at the PW public counter, upon request, special events, and on the city website. 5) City Water Dept./Conservation Division implements rebate programs for rain barrels and lawn removal. 6) SW staff developed and distributes a "Garden, Pool, and Spa Maintenance" Pollution Prevention Tips brochure at the PW public counter, the Main Library, at special events, and via the City website.

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	E.7.a (i)	PE-9*	Partner and Co-sponsor the Regional Pesticide Management Education Program-Our Water Our World Program or similar	Pesticide/herbicide/fertilizer outreach via Our Water Our World, Green Gardener, or similar program using 1 or more of the following methods: brochures or flyers, contractor or employee training, tabling or classes, advertising, PSAs.	PW	Eng	2	x	X	x	x	x	Yes	The City provided funding for the Our Water Our World (OWOW) program which is a herbicide/pesticide education program run by Ecology Action (EA) in the city and area-wide. EA staff conducted training at the 2 local nurseries/garden retail stores with a total of eight employees trained. EA staff also restocked the OWOW fact sheets/flyers in spring 2014 at the nurseries. The Ants, Healthy Lawns, and Aphids fact sheets are typically the most popular. EA staff or Master Gardener volunteers also held tabling events at one or more of the nurseries and tabled once at the downtown Farmer's Market. The City also participated in the area-wide Green Gardner Program however storm water staff time was transitioned to participation in Ecology Action's Prop 84 Planning Grant re countywide Low Impact Development incentivization and implementation including the development of a residential sustainable landscape incentive program.
	E.7.a (j)	PE-8*	Support for O'Neill Sea Odyssey Education Program	Annual support for 10 school classes or 300 students per year	Public Works	Engineering	2	x	X	x	x	x	Yes	The City provides funding for two O'Neill Sea Odyssey (OSO) Education Program programs: 1) <i>Storm Water Runs to It Program</i> -This program includes 5 school (fourth grade) classes with a total of 123 students educated this year. The program includes both a boat field trip on the OSO catamaran with on-board ocean & watershed education, and a classroom presentation at the OSO office.; and 2) <i>Ocean Protectors Program</i> -This program includes 5 school (fourth grade) classes and 2 community center children's groups (grades 4-6) with a total of 178 students education this year. The program has various components including a OSO boat field trip with on-board ocean & watershed education and a classroom presentation at the OSO offices. In addition, a subcontractor, Save Our Shores (SOS), conducted classroom presentations, including interactive marine debris activities, at the respective schools. SOS also led beach cleanups with each of the 7 classes as part of the program and, in total, the students removed at least 66 pounds of trash and 4.5 pounds of recyclables during these cleanups.
	E.7.a (j)	Added BMP*	Conduct education in local schools (e.g. classroom visits, assemblies, field trips)		Public Works	Engineering	2	x	X	x	x	x	Yes	The City funds a variety of school education programs such as the O'Neill Sea Odyssey programs, Save the Whales marine species/ecological/water pollution prevention presentations, Save Our Shores marine debris presentations, and Musical Assemblies in local elementary schools. 1) The O'Neill Sea Odyssey (OSO) programs are focused on 4th grade classes and include both a boat field trip on the OSO catamaran with on-board ocean & watershed education, and a classroom presentation at the OSO office. These programs are described in more detail in above line item. 2) Save the Whales gave presentations to local elementary, middle, and high school classes on ecology, marine debris, and the effects of pollution. Presentations are offered on: Sea Otters; Marine Mammals; and Sea Turtles. During the permit year, a total of 35 elementary and 9 middle/high school class presentations were conducted with 658 and 231 students educated respectively. 3) Save Our Shore (OSO) conducted 11 school presentations at local middle and high schools on storm water pollution, pathways of pollution and marine debris, with a total of 291 students educated. 4) Musical Assemblies focusing on storm water ed & outreach messages are also offered to local elementary schools. This permit year, a musical ensemble named <i>ZunZun</i> conducted musical assemblies at two local schools with a total of approx. 950 students educated.
	E.7.a.(ii) (k)	CF-1*	Revise the BMPs for Vehicle Service Facilities, Food Service Facilities, and Retail and Commercial Businesses As Needed	Revise all 3 brochures per sidewalk cleaning regulations and other additional topics if any	Public Works	Engineering, Environ Compliance	2	x	X	x	x	x	Yes	The BMP brochures are revised as needed and the revisions posted immediately on the City website. All three BMPS, Vehicle Service Facilities, Food Service Facilities, and Commercial Facilities, were revised in June 2010.
		PE-14, PC-13*	Develop and Implement an Education Program Addressing the Restoration and Protection of Riparian and Wetland Areas	1. Complete development of program plan 2. Implementation of educational measures, i.e. hold workshops distribute brochures	Public Works	Engineering	N/A						Yes	The City continues to fund or implement programs for residents and the public re the restoration and protection of riparian and wetland areas as follow: 1) Funding for restoration efforts in Pilkington Creek by creekside resident volunteers in coordination with City Parks staff. This work included a creek cleanup and restoration with native plants, and coordination with the SC Natural History Museum. 2) Funding for Coastal Watershed Council's (CWC) Snapshot Day, which is an annual volunteer watershed monitoring day held each spring. CWC has incorporated information on watershed stewardship, including how to maintain your home and yard in order to protect riparian and wetland areas, into their volunteer training sessions. (3) Staff continues to disseminate the Resource Conservation District "Slow it, Spread it, Sink it!" Guide for residents re home retrofits at the PW public counter, upon request, special events, and on the city website. (4) The City recently joined & contributed funding to the San Lorenzo River Alliance (SLRA), which is a public-private partnership led by the Coastal Watershed Council, that is dedicated to revitalizing the river and improving water quality among the various goals. Staff attended SLRA meetings on a weekly or bi-weekly basis during the permit year.
✓	E.7.a (k)	NEW BMP		Develop and convey messages specific to reducing discharges from organized car washes, mobile cleaning/pressure washing operations	Public Works	Engineering	2		X	x	x	x	Year 2	Due Permit Year 2
✓	E.7.a (l)	NEW BMP		Conduct stormwater-friendly education to organized car wash participants	Public Works	Engineering	2		X	x	x	x	Year 2	Due Permit Year 2
✓	E.7.a (m)	NEW BMP		Develop and convey messages specific to mobile cleaning and pressure wash businesses	Public Works	Engineering	2		X	x	x	x	Year 2	Due Permit Year 2

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								2014	2015	2016	2017	2018		
	E.7.b.		Staff and Site Operator Training				3							
	E.7.b.1		Illicit Discharge Detection and Elimination Training				3							
	E.7.b.1	MO-20	Develop A Storm Water BMP Training Piece	Training brochure, PowerPoint presentation, or other effective method	Public Works, Parks & Rec, Water, Planning	Engineering	3	x	x	X	x	x	Yes	Staff developed and finalized a storm water BMP training PowerPoint presentation, entitled "Best Management Practices to Prevent Storm Water Pollution," in May 2012 and circulated it to all field crew supervisors. The PowerPoint presentation is based on the City's BMPs for Municipal Operations. The presentation consists of 30 slides with both text and photos. Since May 2012, the presentation continues to be used by many of the crew supervisors when conducting annual storm water training for their staff. A copy of the presentation is available upon request.
	E.7.b.1	MO-21	Train and Educate Appropriate Field Crews	1. Train 100% of appropriate staff biennially-City TOTAL.	Public Works, Parks & Rec, Water, Planning	Engineering, Refuse, Streets, Traffic/Parking, Parks & Rec-Downtown & Central Zone, Parks & Rec-East Zone, Parks & Rec-Nearby Lagoon & West Zone, Parks & Rec-Wharf, Water Distribution, Water Production, Building	3		x		x		Year 2/3	Multiple City field crews and other staff were trained on the BMPs for Municipal Operations applicable to their divisions as scheduled by the supervisor. This year, permanent and temporary staff were trained as follows: Public Works: 93 staff, Parks & Rec: 52 staff; and Water Dept: 29 staff. Total field crew and other staff trained=174 staff. The training will be updated to incorporate additional info re illicit discharge detection and elimination. All Building Inspectors were trained in construction site pollution prevention, including illicit discharge detection, in June 2014.
				2. Train new staff within 6 months of the beginning of employment-all depts.	Public Works, Parks & Rec, Water, Planning		3	x	x	X	x	x	Yes	New PW Parking and Parks field crew staff are trained by each Supervisor upon hiring and at staff safety/tailgate meetings. All new Water Dept. staff trained by each Supervisor using BMPs, SOPs, & training videos.
✓	E.7.b.1 (d)	NEW BMP	Develop and conduct annual assessment of trained staff's knowledge of illicit discharge response and refresher training as needed		PW, P&R, Water, Planning		3			X	x	x	Year 3	Due Permit Year 3
✓	E.7.b.1 (f)	NEW BMP	Contact information, including procedures for reporting illicit discharges, shall be included in each of the Permittee's fleet vehicles that are used by field staff		PW, P&R, Water, Planning		3			X			Year 3	Due Permit Year 3
✓	E.7.b.1 (g)	NEW BMP	Focused education on identified illicit discharges and associated illicit discharge locations		PW, P&R, Water, Planning		3			X			Year 3	Due Permit Year 3
	E.7.b.2		Construction Outreach and Education											
✓	E.7.b.2.a	NEW BMP	Plan reviewers and permitting staff - QSD training (at least one person on staff providing supervision)	At least one designated person on staff with QSD credential	PW, Planning		2		x				Year 2	Due Permit Year 2
	E.7.b.2.a (a)	CON-7	Provide Training to Planning/ Building Inspectors, Public Works Inspectors, and Planning and Public Works Plan Reviewers on Construction Site BMP Requirements	1.a.Train 100% of Planning/ Building Inspectors, Public Works Inspectors, and Planning and Public Works Plan Reviewers every two years	Public Works, Planning	Public Works	2		X		x		Yes	The City's PW Storm Water Program analysts conducted training with all the building inspectors and the Green Building plan reviewer on June 3, 2014; a follow-up training was conducted with the newly hired Deputy Building Official and the Building Official on August 27, 2014.
				2. Train new Inspectors and Plan Reviewers within 6 months of the beginning of employment-Planning	Planning, PW	Planning	2	x	X	x	x	x	Yes	During the permit year, there was one new permanent Planner hired. She received the City's storm water BMPs to review within 3 months of hiring and was involved in a traing session on the new PCRs on July 22, 2014. A new building inspector and a new interim Green Building plan reviewer were hired into the Building Dept during FY 2013-14. A new Deputy Building Official was also hired in July 2014. As a standard procedure, building inspectors are trained on construction BMPs in the field during on-the-job training within their first month at the City.
				3. Additional training on new or changed BMPs as needed	Planning/Public Works	Planning/Public Works	2	x	X	x	x	x	Yes	Two PW staff were trained by a ASCE webinar, on Sustainable, Low Cost shallow slope stabilization and erosion control solutions on 12/6/13.
✓	E.7.b.2.a (b)	NEW BMP	Erosion/sediment control/storm water inspectors - QSP or QSD training (at least one person on staff providing supervision)	At least one designated person on staff with QSP credential	PW, Planning	Building	2		x				Year 2	Due Permit Year 2
✓	E.7.b.2.a (c)	NEW BMP	Third-party plan reviewers must have QSD training		PW, Planning		2		x				Year 2	Due Permit Year 2
✓	E.7.b.2.c	NEW BMP	Distribute appropriate outreach materials to all construction operators who will be disturbing land within the MS4 boundary. The Permittee's contact information and website shall be included in these materials		Planning	Building	3			x	x	x	Year 3	Due Permit Year 3
	E.7.b.2.b	CON-8	Distribute Construction BMP Brochure	1. Available At the Planning Department counter	Planning	Building	3	x	x	X	x	x	Yes	The BMPs are continually available on a display turnstile at the Planning Dept. public counter and restocked as needed. Staff distributed at least 24 Storm Water BMPs for Construction Projects brochures at the public counter this year. The BMPs are also available at the Public Works public counter and on the City website.

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	E.7.b.2.c			Require all new development and remodel projects disturbing soil to include construction notes in plans noting locations of runoff retention basins and/or runoff barriers and construction BMPs.	Planning	Building	3	x	x	x	x	x	Yes	The City requires all projects subject to the Grading Ordinance to submit an Erosion Control Plan. Providing sediment and erosion control details on project plans is also a requirement for projects subject to CalGreen (projects that increase the volume or area of buildings). The Green Building plan reviewer checks all proposed residential project plans subject to CalGreen requirements to ensure that erosion and sediment control details are included in plans. Larger projects subject to numerical Post-Construction requirements (multi-family and commercial projects with >5,000SF of new or replaced impervious area) are reviewed by the Public Works staff for compliance with the Construction, Post-construction, and SWPPP requirements (as applicable). Finally, Building and PW staff hold a preconstruction conference w/builder or developer for all large sites or sites in sensitive areas. These meetings always include a review of the construction and grading BMPs applicable to the project.
	E.7.b.2.b	CON-9	Distribute Construction BMP Handouts By Environmental Compliance Inspectors As Needed	Give BMP handouts to 100% of problems detected either while out in the field or during complaint response	Public Works	Environ Compliance	3	x	x	X	x	x	Yes	18 sites in the City were given the BMPs during the Permit Year.
	E.7.b.2.b	CON-10	Attach BMP Permit Conditions for Public Works Over-the-Counter Street Opening and Concrete Permits	100% Street Opening and Concrete Permits	Public Works	Engineering	3	x	x	X	x	x	Yes	All permits are issued w/storm water BMPs printed on back (this feature was programmed into the computerized permit issuance system).
	E.7.a (d,f) E.7.b.2.b E.8. (d)	PE-16	Maintain Environmental Programs and Environmental Compliance Web Pages, and post the City's Draft and Final Storm Water Management Program (SWMP) on the City's Website	1. Environmental Compliance Web Pages, 2. Environmental Programs Web pages 3. SWMP Posted on City Website	Public Works	Environ Compliance	3	x	x	X	x	x	Yes	The City website's Environmental Pages were redesigned in 2012-2013 at which time all posted information was reviewed. Staff continues to evaluate web pages and update w/current info as needed. During the permit year, the revised BMPs for Development and Remodeling Projects were posted in February 2014 and the revised BMPs for Construction Projects were posted in June 2014. Special events, such as volunteer river cleanups, Earth Day, and Annual Coastal Cleanup Day, are also posted on the website's Calendar of Events. The City's SWMP, significant updates to the SWMP (such as the Joint Effort for Hydromodification), and the Guidance Document (per the current General Permit) are posted on the website immediately upon completion. Also, each year the City's Storm Water Annual Report is posted on the web site upon submission to the Water Board. Other SWMP revisions, such as updated BMPs, are posted when completed.
E.7.b.3 Pollution Prevention and Good Housekeeping Staff Training														
	E.7.b.3 (a)	MO-21	Train and Educate Appropriate Field Crews	1. Train 100% of appropriate staff biennially City TOTAL	Public Works, Parks & Rec, Water, Planning	Engineering, Refuse, Streets, Traffic/Parking, Parks & Rec-Downtown & Central Zone, Parks & Rec-East Zone, Parks & Rec-Nearby Lagoon & West Zone, Parks & Rec-Wharf, Water Distribution, Water Production, Building	2		X		x		Yes	Multiple City field crews and other staff were trained on pollution prevention and good housekeeping measures through out the year by each division. Most divisions used the PowerPoint training presentation developed by SW staff based on the City BMPs for Municipal Operations. This year, permanent and temporary staff were trained as follows: Public Works: 93 staff; Parks & Rec: 52 staff; and Water Dept: 29 staff. Total field crew and other staff trained=174 staff. All Building Inspectors were trained in construction site pollution prevention BMPs in June 2014.
				2. Train new staff within 6 months of the beginning of employment-all depts.	Public Works, Parks & Rec, Water, Planning		2	x	X	x	x	x	Yes	New PW Parking and Parks field crew staff are trained by each Supervisor upon hiring and at staff safety/tailgate meetings. All new Water Dept. staff trained by each Supervisor using BMPs, SOPs, & training videos.
✓	E.7.b.3 (b)	NEW BMP	Develop and conduct annual assessment of trained staff's knowledge of pollution prevention and good housekeeping, and revise training as needed		PW, P&R, Water,		2		x	x	x	x	Year 2	Due Permit Year 2
	E.7.b.3 (c)	MO-23	Develop Boilerplate Contract Language Requiring City Contractors to Abide by the Applicable Mandatory Storm Water BMPs	Inclusion of boilerplate language for bid masters and/or the City contract master	Public Works, Purchasing	Engineering	2	x	X				Yes	Wording requiring contractors to abide by City Storm Water BMPs has been included on our Informal, Formal, and RFP masters since 12/1/10. On 12/13/10, the City's PO Terms and Conditions were also revised and posted on the Internet and City "Intranet." Text on the Finance Dept. webpage also refers those interested in doing business with the City to a link to the City's storm water BMPs.
✓	E.7.b.3 (d)	NEW BMP	Provide oversight of contractors hired by the permittee to ensure contractors are following BMPs, good housekeeping practices, and following SOPs.		PW, Water, P&R		2		x	x	x	x	Year 2	Due Permit Year 2

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
E.7 Existing BMPs Not Required By the Permit														
	N/A	PP-2	Staff Will Contact the Downtown Association Annually; and Will Contact the Chamber of Commerce, Local Trade Organizations, and Business Groups on an "As Needed" Basis.	1. Annual contact with Downtown Association 2. Contact with the Chamber of Commerce, local trade organizations, and business groups as needed	Public Works	Engineering	N/A						Yes	1) Staff contacted the Downtown Association on 6/3/2014 for inclusion of an information paragraph re requirement to discharge sidewalk cleaning wastewater in sanitary sewer in next members' email update. The Downtown Association typically sends an email newsletter to members each June. 2) Staff tabled at the Santa Cruz Business Fair, hosted annually by the Chamber of Commerce, on February 11, 2014.
	N/A	PE-12	Support for Earth Vision Environmental Film Festival	300 people attending the event	Public Works	Engineering	N/A						NA	This event was discontinued in 2009 by the organizers. Instead, the City funded Snapshot Day which is an annual volunteer watershed monitoring event organized by the Coastal Watershed Council each spring.
	N/A	IF-4	Conduct Education and Outreach to Regulated Industrial Facilities	Annually distribute BMP brochure at 100% of initial or new sites, and as needed at current sites if the business has not retained a copy.	Public Works	Environ Compliance	N/A						Yes	The Environmental Compliance Inspectors give a BMP brochure to all new sites and to current sites during the annual inspections as needed. In 2010, the BMP brochure for Industrial Facilities was revised and posted on the City website.
E.8 PUBLIC INVOLVEMENT AND PARTICIPATION PROGRAM														
✓	E.8. (a)	NEW BMP	Develop a public participation strategy that establishes who is responsible for specific tasks and goals		PW, Water, P&R		2		x				Year 2	Due Permit Year 2
✓	E.8. (b)	NEW BMP	Consider development of a Citizen Advisory Group consisting of balanced representation of stakeholders		PW		2		x				Year 2	Due Permit Year 2
✓	E.8. (ii) (c)	NEW BMP	Create opportunities for citizens to participate in the implementation of BMPs through sponsoring activities -cleanups, storm drain stenciling, monitoring		Public Works	Engineering	2	x	X	x	x	x	Year 2	Due Year 2: The City currently contributes co-sponsors or contributes funding for multiple activities for citizens to participate in including volunteer cleanups and water quality monitoring events. As described in other sections of this report, these activities include: 1) Annual Coastal Cleanup Day: The event is run by Save Our Shores in Santa Cruz and includes many beach and river levee cleanup sites. 2) July 4 & 5th Outreach and Beach cleanups: This event is run by Save Our Shores and includes outreach & ed on July 4th and beach cleanups on July 5th at 4 local beaches. 3) Adopt-A-Levee Program: The program is a partnership between the City and Save Our Shores, and is funded by the City. SOS organizes community groups to adopt and clean their section of the San Lorenzo River levee a minimum of 3x/year per group. 4) Community River Cleanups: The program is a partnership between the City and Save Our Shores, and is funded by the City. SOS organizes volunteers to clean a predetermined section of the San Lorenzo River levee typically one event per season. Advertising is done to recruit volunteers & educate the public. 5) Snapshot Day: This countywide program is organized by Coastal Watershed Council and the City contributes funding support towards efforts w/in the city. Multiple waterbodies are sampled by volunteers in this annual family friendly event which occurs each spring. 6) First Flush: this program is organized by Coastal Watershed Council area-wide and the City contributes funding support. Three small creeks are sampled by volunteers during the first significant rain event of the year.
	E.8. (c)	PP-3, PE-13/ ID-5*	Sponsorship of First Flush	Sponsorship of one volunteer monitoring effort in the City	Public Works	Engineering	2	x	X	x	x	x	Yes	1) The City provided funding support for Snapshot Day, which is an annual volunteer monitoring event organized by the Coastal Watershed Council (CWC) and held each year in Spring. The City has contributed funding for this event annually since Spring 2009. This year, Snapshot Day was held on May 3, 2014 and included 16 water bodies/sampling sites within the city. In the City, there were 38 volunteers & 6 teams; Countywide there were 70 volunteers & 11 teams. 2) The City sponsored First Flush, which is run by the Coastal Watershed Council, again this permit year. First Flush is a volunteer monitoring event held during the first significant rain event of the wet season. CWC trained 12 volunteers in early September 2013 and the actual storm monitoring event occurred on September 21, 2014. There were 3 pre-determined monitoring sites within the city, and volunteers both field tested for certain water quality parameters and collected/preserved samples for laboratory analyses. CWC submitted a joint final summary report for First Flush for the Cities of Santa Cruz and Capitola. This report is available upon request.
	E.8. (c)	PE-10*	Co-Sponsor Coastal Clean-Up Day	Sponsorship of the event in the City at level equivalent to \$1,000 or more	Public Works	Engineering	2	x	X	x	x	x	Yes	City provided funding support for Annual Coastal Cleanup Day, which was held on Sept. 21, 2013. The local event is organized and run by Save Our Shores. The event included 10 cleanup sites w/in the City included beach, along the river levee, and at the Municipal Wharf (by SCUBA). Overall, in Santa Cruz & Monterey Counties, over 3,000 volunteers removed 17,100 pounds of trash from over 80 cleanup locations. SOS also conducted a media campaign in local newspapers and social media to increase awareness & recruit volunteers.
	E.8. (c)	Added BMP*	Sponsor volunteer monitoring efforts (e.g. Snapshot Day)	Sponsorship of one volunteer monitoring effort in the City	Public Works	Engineering	2	x	X	x	x	x	Yes	1) The City provided funding support for Snapshot Day, which is an annual volunteer monitoring event organized by the Coastal Watershed Council (CWC) and held each year in Spring. The City has contributed funding for this event annually since Spring 2009. This year, Snapshot Day was held on May 3, 2014 and included 16 water bodies/sampling sites within the city. In the City, there were 38 volunteers & 6 teams; Countywide there were 70 volunteers & 11 teams. 2) The City sponsored First Flush, which is run by the Coastal Watershed Council, again this permit year. First Flush is a volunteer monitoring event held during the first significant rain event of the wet season. CWC trained 12 volunteers in early September 2013 and the actual storm monitoring event occurred on September 21, 2014. There were three pre-determined monitoring sites within the city, and volunteers both field tested for certain water quality parameters and collected/preserved samples for laboratory analyses. CWC submitted a joint final summary report for First Flush for the Cities of Santa Cruz and Capitola. This report is available upon request.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
	E.8. (c)	Added BMP*	Support for river, creek and/or beach volunteer cleanups (e.g. Adopt-A-Levee Program, community river cleanups, Save Our Shores July 4 & 5th Poll Prev. Outreach and Star Spangled Beach Cleanup)		Public Works	Engineering	2	x	X	x	x	x	Yes	This year, the City funded or contributed support for several river and beach volunteer cleanups as follows: 1) San Lorenzo River Adopt-A-Levee Program-this is a volunteer group river levee cleanup program which is funded by the City and implemented by Save Our Shores. Each adopting group commits to doing 3 or more cleanups per year. 2) San Lorenzo River Community Volunteer River cleanups-this is a citizen volunteer river levee cleanup program funded by the City and implemented by Save Our Shores. Typically there are four seasonal river cleanups per year. 3) July 4 & 5th Pollution Prevention Outreach and Star Spangled Beach Cleanup-this is a countywide program developed and run by Save Our Shores (SOS). Typically, this program is run at 4 beaches within the City. SOS tracks the number of trash bags distributed on July 4th, and the amount of trash and recycling collected on July 5th.
	E.8. (d)	PE-11	Ensure the public can easily find information about the Permittee's storm water program	Co-Sponsor & Participate in Public Event Annually (e.g. Earth Day Santa Cruz)	Public Works	Engineering	2	x	X	x	x	x	Yes	The City co-sponsored the annual Earth Day Santa Cruz event on April 19, 2014. Approximately 2,500-3,000 people attended the all day event. Multiple City staff tabled at the event and distributed storm water pollution prevention, waste reduction, and Green Business program information.
		PE-15		Continue Development of the SWMP List of Interested Parties and Use It for Notification of SWMP Developments and Public Meetings	Public Works	Engineering	2	x	X	x	x	x	Yes	SW staff created lists of interested parties' email addresses and contact info during SWMP approval process. Additional and new interested parties are added to list upon request.
		PE-16		Maintain Environmental Programs and Environmental Compliance Web Pages, and post the City's Draft and Final Storm Water Management Program (SWMP) on the City's Website	Public Works	Environ Compliance	2	x	X	x	x	x	Yes	The City website's Environmental Pages were redesigned in 2012-2013 at which time all posted information was reviewed. Staff continues to evaluate web pages and update w/current info as needed. During the permit year, the revised BMPs for Development and Remodeling Projects were posted in February 2014 and the revised BMPs for Construction Projects were posted in June 2014. Special events, such as volunteer river cleanups, Earth Day, and Annual Coastal Cleanup Day, are also posted on the website's Calendar of Events. The City's SWMP, significant updates to the SWMP (such as the Joint Effort for Hydromodification), and the Guidance Document (per the current General Permit) are posted on the website immediately upon completion. Also, each year the City's Storm Water Annual Report is posted on the web site upon submission to the Water Board. Other SWMP revisions, such as updated BMPs, are posted when completed.
✓	E.8. (e)	NEW BMP	Actively engage in the IRWMP or other watershed-level planning effort		PW	Engineering	2		x	x	x	x	Year 2	Due Year 2: Multiple City departments currently participate in the Santa Cruz IRWM group including attending meetings and submitting projects for inclusion in the IRWM list of priority projects.
E.8 Existing BMPs Not Required By the Permit														
	N/A	PP-4	Involve City Staff in the Development and Implementation of the SWMP	4 meetings per year with the appropriate personnel	Public Works	Engineering	N/A						Yes	Staff held a minimum of 4 meetings regarding storm water program development. These meetings were held on: September 26, 2013, April 7, 2014, April 10, 2014, May 8, 2014. During the meetings, discuss topics included: new Storm Water General Permit requirements, new PCR requirements, spill response procedures, and a potential regional water monitoring program. Other pollution related issues, such as TMDLs and new pollutant analyses for source control, e.g. testing for caffeine, were discussed. There were also 4 meetings with the Building Division re the new GP construction related requirements on 7/26/13, 1/27/14, 2/12/14, and 2/26/14.
E.9 ILLICIT DISCHARGE DETECTION AND ELIMINATION														
E.9.a Outfall Mapping														
✓	E.9.a	NEW BMP	Create and maintain an up-to-date and accurate outfall map		IT, PW	Eng	2		x	x	x	x	Year 2	Due Permit Year 2
E.9.b Illicit Discharge Source/Facility Inventory														
✓	E.9.b	NEW BMP	Maintain (update annually) an inventory of all industrial/commercial facilities/sources within the Permittee's jurisdiction that could discharge pollutants to the MS4. Use the inventory to ID facilities for inspection of potential illicit discharges		IT, PW	Environmental Compliance	2		x	x	x	x	Year 2	Due Permit Year 2
	E.9.b	IF-1	Conduct Site Visits at Significant Industrial Users (SIUs)	Conduct site visits at 100% of SIUs	Public Works	Environmental Compliance	2					x	Yes	Site visits were conducted at all SIUs. Site visits assessed compliance with BMPs and directives of the Storm Water Monitoring program and the Sewer Use Ordinance.
	E.9.b	IF-2	Identify and Verify That Regulated Facilities Have Filed a NOI, Notify RWQCB of Discrepancies	1. Annual review of list of regulated industries that have filed a NOI with the RWQCB and comparison to the City's list of permitted industrial facilities	Public Works	Environmental Compliance	2	x	X	x	x	x	Yes	Staff reviewed the list sent by the RWQCB & compared to City IU list.
	E.9.b			2. Notify the RWQCB of 100% of discrepancies re industries that should have filed a NOI and did not	Public Works	Environmental Compliance	2	x	X	x	x	x	Yes	No discrepancies found.
	E.9.b (e)	ID-1	Environmental Compliance Inspectors Conduct Site Inspections at Regulated Businesses	Inspect 100% permitted industrial facilities	Public Works	Environ Compliance	2	x	X	x	x	x	Yes	All permitted IUs were inspected by an EC inspector. No NOV's were issued to an SIU.

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	E.9.b	ID-1, CF-2	Conduct Site Inspections for Vehicle Service Facilities	Conduct inspections at 100% of Vehicle Service Facilities	Public Works	Environmental Compliance	2					X	Yes	VSFs are inspected annually or more (if needed) by EC inspectors and most facilities are maintaining compliance.
	E.9.b	ID-1, CF-4	Conduct Site Inspections for Food Service Facilities	Conduct inspections at 100% of Food Service Facilities	Public Works	Environmental Compliance	2					X	Yes	FSFs are inspected annually or more (if needed) by EC inspectors. Most facilities were found in compliance with the Storm Water and Sewer use ordinances. EC Division issued Warning letters (<10) as needed to maintain compliance. (1) NOV was issued to a Food Service Facility with a \$500 fine for an SSO caused by paper towel blockages. The SSO was contained and cleaned-up by City staff and the FSF facility installed hand dryers and removed paper towels from the bathrooms. (3) written warnings were also issued to FSFs.
	E.9.b	IF-3	Conduct Site Visits at Industrial Facilities That Have Filed a NOI	Conduct site visit at 100% of additional sites not already in the City's SIU program once every 5 years	Public Works	Environmental Compliance	2					X	Yes	There weren't any NOI IUs requiring permit evaluation in the City this year.
	E.9.c	Field Sampling to Detect Illicit Discharges					2							
✓	E.9.c	NEW BMP	During outfall inventory, sample any outfalls that are flowing or ponding more than 72 hours after the last rain event; also conduct dry weather sampling of outfalls annually identified as priority areas		PW	Eng. Environmental Compliance, WW	2		X	X	X	X	Year 2	Due Permit Year 2
	E.9.d	Illicit Discharge Detection and Elimination Source Investigations and Corrective Actions					2							
✓	E.9.d.	NEW BMP	Develop written procedures for conducting investigations into the source of all non-storm water discharges suspected to be illicit discharges, and procedures to implement corrective actions		PW	Environmental Compliance	2		X				Year 2	Due Permit Year 2
	E.9.d	ID-7	Implement Corrective Measures and Enforcement Procedures in Accordance with the Storm Water Ordinance	Eliminate 100% of identified illicit discharges	PW	Environmental Compliance	1						Yes	Environmental Compliance staff received 10 complaints re illegal discharges/dumping. All were investigated and responded to with appropriate enforcement action.
	E.9.d (d) (e)	ID-2	Conduct Spill and Illegal Discharge Response	Respond to 100% complaints and reports of illegal discharges	Public Works	Environmental Compliance, WW	2	X	X	X	X	X	Yes	All complaints and reports of illegal discharges are responded to by an EC Inspector asap. Approximately 30 complaints were received this year. The most common complaints are re the discharge of soapy water and pressure washing wastewater to the street or storm drain system. One construction site was issued an NOV with a \$500 fine for temporarily connecting a dewatering hose to a City storm drain. EC inspectors identified the violation during an inspection and the process was stopped immediately with the dewatering being directed back to the sanitary sewer under a discharge permit issued by the WWTF. Sanitary sewer overflow calls from June 30, 2013 to June 30, 2014 equaled: 9 sewer main and 45 private lateral spills. 100% were responded to by Wastewater Mains Division and the spills were cleaned up/pumped out by City Vactor Truck.
	E.9.d (ii)	CF-6	Complaints or Staff Observations of Illegal Discharges by Mobile Washers	Follow-up on 100% of complaints or reports of illegal discharges	Public Works	Environmental Compliance	2	X	X	X	X	X	Yes	Fourty four (44) documented VERBAL warnings were given and some of these were escalated to WRITTEN WARNING (14). Two (2) NOV's were issued, both of which were for broken private sewer laterals. Cost recovery for City Staff to clean-up after sanitary sewer overflow events was collected. Both NOV's specified immediate maintenance and repair of the private sewer laterals and requirements were met.
	E.9.e	Spill Response Plan					2							
✓	E.9.c	NEW BMP	Develop and implement a spill response plan		PW	Environ Compliance, Engineering	1	X					Yes	The City spill response procedures are incorporated into four guiding documents that reflect the highly coordinated nature of spill response. These four documents are the Santa Cruz County Hazardous Materials Area Plan (HMAP), the Santa Cruz Fire Dept SOPs, the Sewer System Management Plan (SSMP) and the Environmental Compliance Standard Procedures. The City's Spill Response Plan Summary is available for review upon request.

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E.9 Existing BMPs Not Required By the Permit														
	N/A	ID-3	Conduct Storm Drain Outfall Monitoring for Bacterial Indicators at Three Locations Along West Cliff Drive	Quarterly Monitoring	Public Works	Environ Compliance, Wastewater Lab	N/A						Yes	Quarterly monitoring done at all 3 sites & goal actually exceeded as monitoring was conducted monthly during the year. EC developed data for coordination with the AB 411 beach monitoring data at all three locations on a monthly basis.
	E.15	ID-6	Develop and Implement A Public Storm Water Hotline Number	Plan for Hotline Number	Public Works	Engineering	N/A						NA	This item was discontinued b/c the City has in-house phone numbers, re reporting illegal discharges or dumping, printed on all BMPs brochures and the City website. In previous years, the City submitted an amendment request to the RWQCB staff re modifying this BMP. Staff researched a regional storm water hotline number with neighboring municipalities however this did not work out. Thus, without the benefit of one region-wide hotline number, the City prefers to continue using current telephone contact numbers which are already posted on public outreach materials.
	N/A	MO-17	Dry Weather Diversion from Neary Lagoon to Wastewater Treatment Facility	Divert lagoon water 108 days per year	Public Works	Wastewater Mains	Year 1-5	x	x	x	x	x	Yes	Lagoon water was diverted to the Wastewater Treatment Facility (WWTF) on the following dates: 6/30/13 to 2/10/14/ and from 3/1/14 to 6/30/14. Thus, during the permit year, the water was diverted approx. 250 days. Lagoon water is diverted to the WWTF year round until rains force the gravity outlet opening.
	N/A	MO-18	Clean Neary Lagoon Storm Drain Lines and Discharge Bacteria Laden Water to the Sanitary Sewer System	Clean storm drain lines and discharge the water to the sewer system annually	Public Works	Wastewater Mains	Year 1-5	x	x	x	x	x	Yes	Cleaning of the 66" force main and 66" gravity line consisted of dewatering with the bypass pump at various times from 9/30/2013 to 6/30/2014. A total of 9,500,000 gallons was diverted to the sanitary sewer/treatment plant for treatment during this time period. The slide gate installation on the lagoon drainage culverts has been completed with the lines being isolated from the lagoon on May 30, 2014. This improvement will allow for better maintenance and removal of solids from both 66" gravity and force main pipelines. City requested modification of timing of the sampling during the 1st pumping event of the wet weather season due to the unpredictability of winter storms and benefits of minimizing impact on beach goers.
	N/A	In SWMP text, Chpt 1- Municipal Operations	Neary Lagoon - Dry Weather Season: Lagoon Water Sampling	Please see Attachment 1	Public Works	Environ Comp, Wastewater Mains	Year 1-5	x	x	x	x	x	Yes	During the permit year, the Wastewater Mains Division conducted annual cleaning of the 66" force main and 66" gravity line which consisted of dewatering with a bypass pump from 9/30/13 to 10/26/13. A total of 3,051,000 gallons was diverted to the sanitary sewer/treatment plant during this time period. Env. Compliance staff collected "Before Line Flushing" samples on September 23, 2013 prior to the annual cleaning/flushing of the storm drain lines. Staff then collected the "After Line Flushing" samples on November 12, 2013. Please see the Neary Lagoon Summary Attachment for more information including the sampling results.
	N/A	In SWMP text, Chpt 1- Municipal Operations	Neary Lagoon - Wet Weather Season: Receiving Water Monitoring	Please see Attachment 1	Public Works	Environ Comp, Wastewater Mains	Year 1-5	x	x	x	x	x	Yes	During the permit year, Env. Compliance and Lab staff collected receiving water samples both "before" and "after" the first pumping discharge of the wet season on February 8, 2014. These samples were collected on February 7 and February 10, 2014 respectively. Please see the Neary Lagoon Summary Attachment for more information including the sampling results.
E.10 CONSTRUCTION SITE STORM WATER RUNOFF CONTROL PROGRAM														
E.10.a Construction Site Inventory														
✓	E.10.a	NEW BMP	Maintain an inventory of all projects subject to the local construction site SW runoff control ordinance, incl. location of project with respect to waterbodies, threat to WQ, construction phase, required inspection frequency, date of erosion control plan approval		PW, Planning	Eng, Building	1	x	x	x	x	x	Yes	The City inventories all new discretionary approval applications and ministerial permits via its TRAKiT online database. TRAKiT keeps record of the permit type, location, application status, inspections, and LID requirements. All new permit applications that trigger a grading or building permit are subject to stormwater runoff control requirements. TRAKiT is queried to develop a report of all new permit applications subject to stormwater runoff control and the results are categorized by project type (commercial or residential), status (applied, approved, permit issued, finalized), and whether LID is required. The results are mapped using GIS to identify projects located within TMDL watersheds. Commercial/multifamily projects that create or replace over 5,000 sf of impervious surface are considered higher potential threat and are further tracked in an excel spreadsheet maintained by Public Works- those projects are inspected by both the Building Dept and PW to ensure compliance with stormwater BMPs. The PW tracking spreadsheet includes additional information including: project area, SWPPP threat level as applicable, if it is adjacent to a creek, if it is in a TMDL watershed, project description and status, and PW inspections.

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E.10.b Construction Plan Review and Approval Procedures														
✓	E.10.b	NEW BMP	Develop/revise procedures to review and approve relevant construction plan documents	Require operator of construction activity to prepare and submit erosion and sediment control plan for review.	PW, Planning	Eng, Building	1	x	x	x	x	x	Yes	In the City, all projects that increase the square footage or volume of a building (including single-family dwellings) are required to meet CalGreen requirements, including providing an erosion and sediment control plan for review. Projects that do not include a building but disturb over 50 cy of soil are required to obtain a grading permit. The City revised Chapter 18.45, Excavation and Grading Regulations, of the Municipal Code to require that all projects subject to the grading permit provide a site plan showing the general vicinity of the proposed project, dimensions of grading cut and fill, the location of surrounding buildings or structures, and the location of construction Best Management Practices (BMP's) as required by the city's mandatory Storm Water BMP manual, as published by the city's Public Works Department. The ordinance revision was approved by City Council on July 22, 2014 and published August 22, 2014. Additionally, Public Works revised its mandatory BMPs for Construction Projects to incorporate minimum requirements for the preparation of Erosion Control Plans. The revised mandatory construction BMPs were published on June 30, 2014. All construction projects that trigger a grading or building permit are required to abide by the mandatory construction BMPs.
				Require rationale for BMPs used	PW, Planning	Eng, Building	1	x	x	x	x	x	Yes	All proposed projects that trigger a grading or building permit must abide by the mandatory construction BMPs published by Public Works. The BMPs require that grading or construction activities be implemented in accordance with an approved erosion control plan. Erosion control plans shall include at a minimum: site topography, nearby watercourses, proposed grading contours, location of utilities, location of proposed erosion control measures, location of proposed sediment control measures, location of construction waste control measures, stockpile and equipment staging areas, total area of disturbance, and list of other required permits associated with grading. The BMPs also list minimum requirements for erosion and sediment control. This guidance ensures that appropriate BMPs are used to control erosion and sediment. Additionally, for projects disturbing over 5,000 cy of soil, the City requires the submittal of an engineering soils report and engineering geology report. The soils engineering report shall include data regarding the nature, distribution and strength of existing soils, conclusions and recommendations for grading procedures, and design criteria for corrective measures, when necessary, and an opinion on the adequacy for the intended use of sites to be developed by the proposed grading as affected by soils engineering factors, including the stability of slopes. Recommendations included in the soils engineering report and/or the engineering geology report shall be incorporated in the grading plans or specifications.
				Require that erosion/sed control plan list applicable permits associated w/ grading activity (CGP, 401, 404, 1600 agreement)	PW, Planning	Eng, Building	1	x	x	x	x	x	Yes	All proposed projects that trigger a grading or building permit must abide by the mandatory construction BMPs published by Public Works and updated in June 2014. The BMPs include guidance on information that shall be included in erosion control plans. At a minimum, erosion control plans must include: site topography, nearby watercourses, proposed grading contours, location of utilities, location of proposed erosion control measures, location of proposed sediment control measures, location of construction waste control measures, stockpile and equipment staging areas, total area of disturbance, and a list of other required permits associated with grading such as State Construction General Permit, U.S. Army Corps of Engineers 404 permit, State Water Board 401 Water Quality Certification, California Department of Fish and Wildlife 1600 Agreement, as applicable.
				Document review using a checklist	PW, Planning	Eng, Building	1	x	x	x	x	x	Yes	The revised construction BMPs are formatted to be usable as a checklist. Public Works uses the BMPs as the guide for review of erosion control plans for projects that create or replace over 5,000 sf of impervious surface area. The Green Building Program in the Building Department has its own Green Building Checklist it uses to document review of project plans.
				SWPPP may substitute for erosion control plan where a SWPPP is developed	PW, Planning	Eng, Building	1	x	x	x	x	x	Yes	Typically, projects that are required to create a SWPPP first submit an erosion control plan for plan review purposes and then develop the SWPPP once most plan approvals are received. Once the project is approved, Public Works coordinates with the QSP to conduct a pre-construction meeting to go over the SWPPP, erosion control measures, and inspections.
E.10.c Construction Site Inspection and Enforcement														
✓	E.10.c	NEW BMP	Use legal authority to implement procedures for inspecting public and private construction projects and conduct enforcement if necessary		Planning	Building	2		x	x	x	x	Year 2	Due Permit Year 2
	E.10.c	CON-1	Planning/Building Inspectors Will Inspect All Construction Sites Requiring a Grading Permit. Inspections Will Also Be Conducted Prior to Well-Forecasted Rain Events at High Priority Construction Projects. Inspectors Will Also Inspect 50% or More of the Open Sites After Major Rain Events or Storms.	1. During the grading process, 100% of small sites will be inspected 2 times and 100% of large sites will be inspected 3 times (Small sites are defined as generally less than 1/2 acre. Large sites are greater than 1/2 acre.)	Planning	Building	1	x					Yes	In total, there were 29 sites including 18 small sites, 5 large sites (>1/2 acre), & 6 very large sites (> 1 acre) that triggered grading requirements and were inspected. Sites are inspected multiple times particularly if they are large or very large sites, or adjacent to sensitive waterbodies. For example, a very large site may be inspected 5-10 times (or even more if necessary) during the reporting period. The projects > 1 acre are: 1) Delaware Avenue is a multi-unit commercial development. This project was halted in 2011 and construction restarted in 2013; 2) Isabel Drive is a multi-unit residential project that was completed in December 2013; 3) River Street is a new operations facility, parking structure and related site improvements for the Santa Cruz Metro; 4) Mission Street is a commercial building project that was completed in May 2014; 5) De Laveaga is a residential subdivision project that was initiated in July 2013; 6) Broadway/Brommer multi-use path is a City Public Works trail project that was initiated in December 2013.

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								2014	2015	2016	2017	2018		
				2. Inspect 100% of high priority sites prior to forecasted rain events	Planning	Building	1	X					Yes	All sites were inspected multiple times during the rainy season including prior to forecasted rain events. Also, the 28 sites that had active construction were notified by letter in October 2013. Letters were re: site preparedness and Storm Water BMPS & Winter Grading Rules prior to the onset of the rainy season. Letters are often sent by the Building Division to both the property owner and general contractor.
				3. After major rain events, 50% or more of "open" sites will be inspected	Planning	Building	1	X					Yes	All open sites were inspected after major rain events.
E.10	Existing BMPs Not Required By the Permit													
		CON-3	Implement Corrective Measures and Enforcement Procedures in Accordance with the Grading Ordinance As Needed	1. Respond to 100% of complaints 2. Implement corrective actions, as appropriate, for 100% of sites where a violation is detected	Planning	Building	N/A						Yes	There was one complaint regarding a vacant site that was investigated by Building Inspectors and determined to be unfounded. Additionally, a verbal warning was issued by Building and Public Works staff regarding improperly installed BMPs at a De Laveaga site. BMP issues were rectified by the contractor and follow-up sampling conducted at the site by the QSP indicated that turbidity in runoff from the site was below action levels.
		CON-4	Implement Corrective Measures and Enforcement Procedures in Accordance with Title 4 As Needed	Implement corrective actions, as appropriate, for 100% of sites where a violation is detected and referred to Code Enforcement for follow-up	Planning	Code Enforcement	N/A						Yes	246 Brookside- vegetation removal from creek bank. Recorded NOV on title. Property is currently for sale. Previous cases have been resolved and cases closed.
		CON-5	Respond to Complaints and Implement Corrective Measures and Enforcement Procedures in Accordance with the Storm Water Ordinance As Needed	1. Respond to 100% of complaints 2. Implement corrective actions, as appropriate, for 100% of sites where a violation is detected	Public Works, Building	Environ Compliance	N/A						Yes	Environmental Compliance staff received 10 complaints re illegal discharges/dumping. One construction site was issued an NOV with a \$500 fine for temporarily connecting a dewatering hose to a City storm drain. EC inspectors identified the violation during an inspection and the process was stopped immediately with the dewatering being directed back to the sanitary sewer under a discharge permit issued by the WWTF.
	E.10.c.	CON-6	Report Violations of the Construction General Permit to the RWQCB	Report violations identified by the City during building and public works inspections	Planning	Building	Year 1-5	X	X	X	X	X	Yes	Staff did not encounter violations of State Construction Permit.
					Public Works	Engineering	Year 1-5	X	X	X	X	X	Yes	Staff did not encounter violations of State Construction Permit.
E.11	POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR PERMITTEE OPERATIONS PROGRAM													
E.11.a	Inventory of Permittee-Owned & Operated Facilities													
✓	E.11.a	NEW BMP	Develop and maintain an inventory of City-owned or operated facilities that are a threat to WQ			PW, Parks & Rec, Facilities, Econ Devt, Water, IT	2		X				Year 2	Due Permit Year 2
E.11.b	Map of Permittee-Owned or Operated Facilities													
✓	E.11.b	NEW BMP	Submit a map of the area within the permit boundary and identify where City-owned/operated facilities are located			PW, IT	2		X				Year 2	Due Permit Year 2
E.11.c	Facility Assessment													
✓	E.11.c	NEW BMP	For all inventoried facilities, conduct comprehensive inspection / assessment of pollutant discharge potential and identification of pollutant hotspots			PW	3			X			Year 3	Due Permit Year 3
E.11.d	Stormwater Pollution Prevention Plans													
✓	E.11.d	NEW BMP	Develop and implement SWPPPs for pollutant hotspots (OK if already have Spill Prevention Plan)			PW, Parks & Rec, Facilities, Water	4				X		Year 4	Due Permit Year 4

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
E.11.e Inspections, Visual Monitoring and Remedial Action														
✓	E.11.e	NEW BMP	Conduct regular inspections of City-owned/operated facilities: quarterly visual hotspot inspections, annual comprehensive hotspot inspection, quarterly visual observation of hotspot SW discharges, non-hotspot inspection once per permit term		PW, Parks & Rec, Facilities, Water		5					X	Year 5	Due Permit Year 5
E.11.f Storm Drain System Assessment and Prioritization														
✓	E.11.f	NEW BMP	Develop procedures to prioritize storm drain system maintenance		PW	Eng. Wastewater Mains	2		X				Year 2	Due Permit Year 2
	E.11.f	MO-4	Inspection, Cleaning, and Repair of City Catch Basins and Inlets	3. After large storm events during the wet season, inspect 90% of catch basins in the Downtown, Beach Flats, and lower Ocean Street areas and re-clean them as needed.	Public Works	Wastewater Mains		X	X				Yes	90% of the catch basins in Downtown, Beach Flats, and lower Ocean Street were inspected after large storm events & re-cleaned if needed. Catch basins in these areas are inspected and cleaned as necessary during rain events. Priority and response is placed on any report from the public for non functioning or plugged drains.
	E.11.f	MO-4		4. Inspect 50% of the catch basins in the outlying areas of the City annually and clean as needed.	Public Works	Wastewater Mains		X	X				Yes	Inspections of all catch basins were completed in the Westside Zone by the Streets Division between Sept 1, 2013-February 15, 2014. In this zone, approx. 125 catch basins were cleaned with 5.0 cubic yards of debris removed. There are a total of 7 outlying zones in the City: Eastside, Upper SLR east, Upper SLR west, Arana Gulch, Neary Lagoon, West Cliff, and Westside. (Three other zones, Downtown, Main Beach/Beach Flats, and lower Ocean Street, are not considered "outlying zones" & are detailed in MG #1 above). There are at least 1,400 catch basins in the City.
	E.11.f	MO-5	Inspection of Branciforte Storm Water Conveyance Channel and Trash Removal As Needed	1. Annual inspection	Public Works	Wastewater Mains		X	X				Yes	Branciforte Channel is inspected weekly throughout the year. This includes all drainage ditches and adjacent toe ditches that feed the channel. Extensive effort is placed on weed abatement and trash removal of surrounding toe ditches. Extensive weed abatement and toe ditch cleaning was conducted in June 2014.
E.11.g Maintenance of Storm Drain System														
✓	E.11.g	NEW BMP	Begin maintenance of all high priority storm drains on an on-going schedule according to procedures & priorities developed per E.11.f		PW	Wastewater Mains	3			X	X	X	Year 3	Due Permit Year 3
	E.11.g	MO-4	Inspection, Cleaning, and Repair of City Catch Basins and Inlets	1. Clean 90% of catch basins and inlets located in the Downtown, Beach Flats, and lower Ocean Street areas annually in the Fall	Public Works	Wastewater Mains	N/A	X	X				Yes	90% of catch basins and inlets were cleaned in downtown, B. Flats, and lower Ocean areas in Fall 2013. 16 cubic yards of debris was collected from both catch basins and storm drain lines. Wastewater Mains Division staff made extensive efforts to accomplish this. Almost all drainage from these areas goes to the river pump stations.
	E.11.g	MO-4		2. Clean and repair 100% of storm drains or catch basins identified as clogged or non-functional annually in the fall or as soon as possible	Public Works	Wastewater Mains	N/A	X	X				Yes	100% of clogged or non-functional storm drains and catch basins were cleaned and repaired citywide. Priority and response is placed on any report from the public for non functioning or plugged drains.
	E.11.g	MO-5	Inspection of Branciforte Storm Water Conveyance Channel and Trash Removal As Needed	2. Removal of 100% of large trash and debris items	Public Works	Wastewater Mains	N/A	X	X				Yes	Branciforte Channel is inspected weekly. Any large debris is removed promptly. Only minor trash and debris was reported by staff. Increased patrol by PD and Parks Rangers has helped in this effort. Crews have also installed two large trash receptacles along the channel, which has helped to minimize trash entering the channel.
	E.11.g	PE-1	Replace Worn Stencils or Apply New Stencils to Storm Drain Inlets		Public Works	Engineering, Streets	N/A	X	X	X	X	X	Yes	The City funded Save Our Shores (SOS) to assess storm drain catch basins and apply new "No Dumping" markers to unmarked catch basins or those with worn stencils. In total, SOS applied markers to 65 catch basins and assessed over 100 catch basins.
	E.11.g	MO-6	Clean Pump Stations Along the San Lorenzo River	Clean twice per year (Spring and Fall) Additional cleanings, if needed, during wet season after large storm events	Public Works	Wastewater Mains	N/A	X	X				Yes	Fall cleaning was completed by 10/30/13. Spring cleaning was completed on 5/29/14. Pump Station 1B (Beach Flats) was cleaned two times during the wet weather season. Each station is inspected daily during wet weather and any floating trash is removed. Of the two seasonal cleaning events, spring cleaning of the pump stations is the most important due to debris from winter runoff/storms.
	E.11.g	MO-7	CDS Unit Maintenance	1. Clean twice per year in Fall and Spring	Public Works	Wastewater Mains	N/A	X	X				Yes	The Capitola Road CDS unit's Fall 2012 and Spring 2013 cleaning were performed on: 8/1/12,10/23/12, 1/10/13, and 4/9/13. Capitola Road Extension CDS requires extensive traffic control to clean. Also, it has constant water flow in it in the spring since a creek runs thru it. The Laurel Ext. CDS unit is a very small unit that is cleaned during spring and fall months. Additional cleanings occur during wet weather as needed.
	E.11.g	MO-7		2. Inspect and clean, if necessary, monthly during rainy season	Public Works	Wastewater Mains	N/A	X	X				Yes	The Capitola Road CDS unit was inspected and cleaned on 7/30/13,10/14/13 and 1/13/14. Staff finds that additional cleanings other than spring and fall of this CDS unit are not needed. Staff continues to focus on higher priority BMPs which have a greater impact on water quality such as SLR pump stations cleaning. Staff hours are prioritized for cleaning the areas that have a greater impact on water quality such as pump station and the higher density living areas of the city. All CDS units are in the CMMS maintenance system (database) for 90 day inspection and cleaning if necessary.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
E.11.h Permittee Operations and Maintenance Activities														
✓	E.11.h	NEW BMP	Develop a program to assess O&M activities and develop applicable BMPs, including: road/parking lot maintenance, bridge maintenance, ROW maintenance, water system flushing and repairs, etc.		PW-Traffic, PW-Eng, Water, Parks,		3			X			Year 3	Due Permit Year 3
✓	E.11.h	NEW BMP	Evaluate municipal operations BMPs quarterly		PW-Traffic, PW-Eng, Water, Parks,		3		X	X	X		Year 3	Due Permit Year 3
	E.11.h	MO-19	Revise Municipal Operations BMPs If Necessary and Republish Brochure	Distribute revised BMPs to applicable City Department Supervisors	Public Works	Engineering	3	X	X				Yes	Public Works staff had multiple discussions and reviewed the Municipal BMPs with the Water Dept in Spring 2014. No revisions were made during the permit year.
✓	E.11.i	NEW BMP	Develop and implement WQ and habitat enhancement features in the design of all new and rehabilitated flood mgmt projects		PW	Eng	3			X			Year 3	Due Permit Year 3
✓	E.11.j	NEW BMP	Implement a landscape design and maintenance program to reduce amount of water, pesticides, herbicides, and fertilizers used during permittee operations		Parks & Rec, Water		2		X				Year 3	Due Permit Year 3
E.11 Existing BMPs Not Required By the Permit														
	E.11	MO-9	Clean Sanitary Sewer Main Lines	1. Clean all sanitary sewer main lines every 18 months 2. A follow-up inspection will be done of 100% of the lines where a problem is discovered during cleaning process	Public Works	Eng, WW mains	N/A						Yes	124 miles of sanitary sewer pipe were cleaned between July 1, 2013-June 30, 2014. This represents over 70% of our system. All line segment cleaning and condition notes are logged in the CMMS system. 6.5 miles of sanitary sewer lines were televised when a problem condition or discrepancy were noted btwn 7/1/13-6/30/14. A total of 8 spot repairs were made to the sanitary sewer system based on TV reports.
	E.11	MO-12	Repair and Rehabilitation of Minor Storm Drain Lines	Target=Bacteria & Sediments Repair or rehabilitate an average of 100 feet of pipeline per year over the 5 year permit period	Public Works	Engineering	N/A						Yes	In 2013-2014, 70 feet of a 12 inch diameter storm drain line was rehabilitated in Prospect Heights. Also, 125 feet was rehabilitated on Stockton and West Cliff Drive. In Permit Year 4: 140 feet of pipeline was rehabilitated on Park Way. In Permit Year 3: 300 feet of storm drain was replaced along Water Street. In Permit Year 2: 250 feet of storm drain lines were replaced or rehabilitated at: the "Fun Spot" at Beach Street and the Wharf, next to new NOAA structure, (200 feet) and on Water Street (50 feet). In Permit Year 1: 30 feet of storm drain lines were replaced or rehabilitated at: Gault Street (15') and Laurel Street (15')
	E.11	MO-15	Conduct Cleaning at Main and Cowell Beaches	1. Daily maintenance cleaning	Parks & Rec	Wharf, Parks	Year 1-5	X	X	X	X	X	Yes	Cleaning tasks: 1) Hand pick loose trash. 2) Mechanically sift sand for fine debris. 3) Empty and sort trash, recycle and cigarette butt containers. 4) Storm debris collecting, sorting, hauling and disposal/recycle. 5) Kelp management. 6) Maintain, sanitize and stock Beach and Cowell restrooms. 7) Maintain and repair beach vehicle and pedestrian access ramps. 8) Sweep Cowell parking lot & beach area walkways. 9) Schedule, supervise and provide equipment for organized volunteer beach cleanups by NGOs.
		MO-15		2. Spring cleaning as needed to remove trash following winter storms	Parks & Rec	Wharf, Parks	Year 1-5	X	X	X	X	X	Yes	Due to the light winter again this year, the annual cleanup was not done during a specific week but over the course of the spring months as was the case last year. The City continues to follow up on the Source Investigation Study (SIP) at Cowell's Beach in conjunction with the Stanford University findings, the CA Coastal Commission, and the SWRCB. As agreed in the Beach Management Plan (CDP # 3-11-027), the City only removed kelp from the beach above the high tide mark between Memorial Day and Labor Day weekends. This year (7/13 - 7/14), approx. 1258 tons of kelp, 589 loose yards of trash, and 98.25 loose yards of recycling were removed from the beach.
	E.11	MO-22	City-wide Watershed Issues Team Meetings to Discuss Watershed Issues Re TMDLS and Other Related Topics	Meet semi-annually or more as needed	Public Works, Planning, Water, Parks & Rec, City Manager	WW Lab & Env. Compliance	N/A						Yes	Staff held a minimum of 3 meetings with staff from various divisions and departments to discuss watershed related issues related to TMDLS & other pertinent topics. Meetings were held on: August 20, 2013, January 14, 2014, and February 14, 2014. Topics included: new Post-Construction requirements, spill & illegal discharge response, the San Lorenzo River, watershed issues, source tracking including testing for human DNA, etc.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
	E.11	MO-2	Take Measures to Control Litter	Maintain litter and recycling receptacles in the downtown on a daily basis	Public Works	Parking Maintenance, Refuse	Year 1-5	x	x	x	x	x	Yes	There are 26 containers on Pacific Ave (downtown) and these are collected 2x/day on Mon-Saturday and 1x/day on Sundays. Sanitation collects in mornings & Parking Maint. collects in evenings and Sundays. Sanitation collected approx. 7 tons for the year (each container weights @ 45 lbs). Parking Maint. also collects other downtown refuse containers for a total of approx. 66 receptacles emptied on a daily basis and approx. 64 tons of material collected during the year.
				Maintain litter and recycling receptacles in the Wharf, Cowell Beach, and part of Main Beach (from Wharf to near Coconut Grove (Westlake ramp)) a minimum average of 5 days/week	Parks & Rec	Wharf, Parks	Year 1-5	x	x	x	x	x	Yes	Wharf staff maintained a total of 96 32-gallon trash containers, which averaged 4.5 cu ft per day and a total of 35 Recycling containers, which averaged 1.5 cu ft per day. The Wharf Public Area containers totaled nearly 6,000 loose yards of trash and 700 yards of loose recycling.
				Maintain litter and recycling receptacles in 35 City parks a minimum average of 5 days/week	Parks & Rec	Wharf, Parks	Year 1-5	x	x	x	x	x	Yes	The trash receptacles in the 35 City Parks are maintained/emptied daily.
				Receptacles in other areas emptied as needed	Parks & Rec	Parks	N/A						Yes	The trash receptacles along West Cliff Drive and East Cliff drive are checked daily and emptied if needed. The receptacles are typically emptied 3x-7x/week during the summer months and a minimum of 3x/week during the winter months.
	E.11, E.15	MO-1	Sweep City Streets By Mechanical Sweepers	Sweep primary streets in downtown & main beach areas once to twice per week	Public Works	Streets	Year 1-5	x	x	x	x	x	Yes	All sweeping requirements (#1-4) to meet our minimum goals equal 773 curb miles per month. July 2013 through June 2014, there was a total of 14,306 curb miles swept (or an average of 1,192 curb miles swept per month). Total tonnage collected was 926 tons or an average of 77 tons per month. There are 40 curb miles of commercial streets including downtown, Soquel Ave, Mission & Beach area. This commercial area is our first priority and the minimum goal is to sweep twice each week or 320 miles per month. This year we exceeded our goal.
				Sweep primary streets in other commercial areas twice per month	Public Works	Refuse	Year 1-5	x	x	x	x	x	Yes	All sweeping requirements (#1-4) to meet our minimum goals equal 773 curb miles per month. July 2013 through June 2014, there was a total of 14,306 curb miles swept (or an average of 1,192 curb miles swept per month). Total tonnage collected was 926 tons or an average of 77 tons per month. There are 68 curb miles of secondary streets, primarily with bike lanes in other commercial areas and including West Cliff Drive and Beach Street. This area is second in our list of priority and the goal is to sweep once per week or 295 miles per month. We exceeded our goal this year.
				Sweep 75% of residential streets once per month	Public Works	Refuse	Year 1-5	x	x	x	x	x	Yes	All sweeping requirements (#1-4) to meet our minimum goals equal 773 curb miles per month. July 2013 through June 2014, there was a total of 14,306 curb miles swept (or an average of 1,192 curb miles swept per month). Total tonnage collected was 926 tons or an average of 77 tons per month. This area is third on our priority. There are 212 curb miles of residential streets, and 75% of that is 159 curb miles. We exceeded our goal in this area over this last year.
				Sweep streets upon special request	Public Works	Refuse	N/A						Yes	Sweeping is conducted per special requests however this is a lower priority for sweeping needs. Throughout the year, approximately 484 extra curb miles were swept upon special request, or because of additional needs such as weather or special events. This includes the addition of weekly sweeping of the San Lorenzo River levee.
	E.11, E.15	MO-3	Sweep Public Parking Lots and Parking Garages Regularly	Clean lots w/a mechanical sweeper 2 or more times per week depending upon which location	Public Works	Traffic/Parking Prog	Year 1-5	x	x	x	x	x	Yes	25 lots are cleaned 2x or 6x per week w/a mechanical sweeper. Over 450 yards of debris were collected. Includes 4 garages with 14 levels
	E.11	MO-5	Inspection of Branciforte Storm Water Conveyance Channel and Trash Removal As Needed	1. Annual inspection	Public Works	Wastewater Mains	N/A	x	x				Yes	Branciforte channel is inspected weekly throughout the year. This includes all drainage ditches and adjacent toe ditches that feed the channel. Extensive effort is placed on weed abatement and trash removal of surrounding toe ditches. Extensive weed abatement and toe ditch cleaning was conducted in June 2014.
		MO-5		2. Removal of 100% of large trash and debris items	Public Works	Wastewater Mains	N/A	x	x				Yes	Branciforte Channel is inspected weekly. Any large debris is removed promptly. Only minor trash and debris was reported by staff. Increased patrol by PD and Parks Rangers has helped in this effort. Crews have also installed two large trash receptacles along the channel. This has helped to also minimize trash entering the channel.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
E.12 POST CONSTRUCTION STORMWATER MANAGEMENT PROGRAM														
E.12.a Post-Construction Measures														
✓	E.12.a	NEW BMP	Regulate development to comply with the following sections, E.12.b through E.12.1				2	x	x	x	x	x	Yes	The City started implementing interim BMP requirements for development and redevelopment projects to incorporate LID measures in June 2010 and has participated in the Central Coast RWQCB Joint Effort to Develop Hydromodification Control Standards (JE) since 2009. The JE was a process for municipalities to review and update enforceable mechanisms, develop interim and final hydromodification control criteria, develop applicability thresholds for implementation of LID, develop design guidance, and conduct education and outreach. In FY 2013-14, the City continued to participate in the JE. The RWQCB adopted Post-Construction Requirements (PCRs) for Development Projects in the Central Coast Region on July 12, 2013 (Resolution No. 2013-0032). The adopted Resolution directed municipalities in the Central Coast Region to update their development review standards and protocols to be able to implement the PCRs on all applicable projects by March 6, 2014. From July 2013 thru February 2014, the City revised its mandatory BMPs for Development and Redevelopment projects to incorporate the PCR requirements and began enforcing the new requirements on March 6, 2014.
✓	E.12.d	NEW BMP	Source Control Measures - Regulated Projects shall implement source control measures	E.12.d Source Control Measures included in mandatory development BMPs			2	x	x	x	x	x	Yes	The City's pre-existing Storm Water Management Program included mandatory source control BMPs for the following facilities and their associated activities: food service facilities, industrial facilities, retail and commercial businesses, vehicle service facilities, construction work, development and remodeling projects, and BMPs for residential properties including garden, pool & spa maintenance, home maintenance, painting and repair, and vehicle repair and washing. In February 2014, the City revised its mandatory BMPs for Development and Redevelopment Projects and incorporated minor edits to source control measures, including new requirements for pools, spas, and other water features (based on the CASQA Stormwater Quality Handbook), and guidance on design of interior floor drains.
E.12.j Planning and Development Review Process														
	E.12.j	PC-10	Develop and/or Modify Enforceable Mechanisms That Will Effectively Implement Hydromodification Controls and LID. Enforceable Mechanisms May Include Municipal Codes, Regulations, Standards, and Specifications.	1. 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	Public Works, Planning	Engineering	2	x					Yes	The City conducted a thorough GAP Analysis review of all City codes and submitted the Gap Analysis Report to the RWQCB on April 27, 2011. The results of the City's Gap Analysis were incorporated into the City's Watershed Protection Assessment submitted to the RWQCB in June 2013, which covered the General Plan 2030, the City-wide Creeks and Wetlands Management Plan, the Municipal Code, and the Post-Construction Requirements. The assessment found that the new General Plan 2030 for the City, which was adopted in 2012, incorporates many elements that support LID. Minor gaps to LID implementation were identified in the Municipal Code associated with street and parking lot standards. Three of these gaps were regarding existing street/curb design standards that could prevent the use of bio-systems adjacent to the street. One gap concerned the required parking ratios for office buildings. The last identified gap concerned how surface runoff is to be directed.
				2. Approved new and/or modified enforceable mechanisms that effectively resolve regulatory conflicts and implement hydromodification controls and LID in new and redevelopment projects	Public Works, Planning	Engineering	1	x					Yes	Minor LID implementation gaps identified in the Municipal Code were addressed in ordinance revisions the City is anticipating to complete in early 2015. Additionally, the assessment found that the City's mandatory "Storm Water BMPs for Development and Remodel Projects," which are codified by the Municipal Code/Storm Water Ordinance, are currently the best method to implement the new requirements. All development projects are routed through one Public Works development project plan reviewer that ensures that proposed projects meet the revised mandatory BMPs.
				3. Apply new and/or modified enforceable mechanisms to all applicable new and redevelopment projects.	Public Works, Planning	Engineering	1	x					Yes	The RWQCB adopted the Post-Construction Requirements (PCRs) for Development Projects in the Central Coast Region on July 12, 2013 (Resolution No. 2013-0032). The adopted Resolution directed municipalities in the Central Coast Region to update their development review standards and protocols to be able to implement the PCRs on all applicable projects by March 6, 2014. From July 2013 thru February 2014, the City revised its mandatory BMPs for Development and Redevelopment Projects to incorporate the PCR requirements and began enforcing the new requirements on March 6, 2014.
E.12.k Post-Construction Storm Water Management Requirements Based on Assessment and Maintenance of Watershed Processes														
✓	E.12.k	NEW BMP	Post Construction Storm Water Management Requirements Based on Assessment and Maintenance of Watershed Processes	Implement the RWQCB's Post-Construction Requirements for all new regulated development and redevelopment projects	PW	Eng	1	x	x	x	x	x	Yes	This year, the City continued to participate in the Central Coast RWQCB Joint Effort to Develop Hydromodification Control Standards (JE). The RWQCB adopted the Post-Construction Requirements (PCRs) for Development Projects in the Central Coast Region on July 12, 2013 (Resolution No. 2013-0032). The PCRs are based on a watershed-process approach and are tiered based on the amount of impervious area created or replaced by a proposed project, with tiers corresponding to site design, numeric runoff treatment, retention and peak management requirements. The adopted Resolution directed municipalities in the Central Coast Region to update their development review standards and protocols to be able to implement the PCRs on all applicable projects by March 6, 2014. From July 2013 thru February 2014, the City revised its development and redevelopment BMP guidance to incorporate the PCR requirements. The City began enforcing the new requirements on March 6, 2014.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
	E.12.k	PC-2	Revise Mandatory Storm Water BMPs/ Design Standards	1. Revision to require more effective BMPs to treat parking lot runoff	Public Works	Engineering	N/A						Yes	Done: BMPs revised in June 2010
				2. Revision to clarify that all development projects per General Permit Attachment 4 will be subject to structural or treatment control BMP requirements	Public Works	Engineering	N/A						Yes	Replaced by implementation of the PCRs
				3. A process for project applicants to follow to identify structural or treatment control BMPs that will be effective in removing a development project's pollutants of concern.	Public Works	Engineering	N/A						Yes	Replaced by implementation of the PCRs
				4. Revise in accordance with new Hydromodification Control Standards	Public Works	Engineering	N/A	x					Yes	The RWQCB adopted the Post-Construction Requirements (PCRs) for Development Projects in the Central Coast Region on July 12, 2013 (Resolution No. 2013-0032). The adopted Resolution directed municipalities in the Central Coast Region to update their development review standards and protocols to be able to implement the PCRs on all applicable projects by March 6, 2014. From July 2013 thru February 2014, the City revised its mandatory BMPs for Development and Redevelopment Projects to incorporate the PCR requirements. The City began enforcing the new requirements on March 6, 2014.
	E.12.k	PC-3	Derive Municipality-Specific Criteria for Controlling Hydromodification in New and Redevelopment Projects Using Water Board-Approved Methodology Developed through the Joint Effort	Hydromodification Control Criteria	Public Works Planning	Engineering	N/A						Yes	Replaced by implementation of the PCRs
	E.12.k	PC-4	Select Applicability Thresholds for Applying Hydromodification Control Criteria to New & Redevelopment Projects. Applicability Thresholds Will Be Consistent with Long-Term Watershed Protection.	Applicability Thresholds	Public Works, Planning	Engineering	N/A						Yes	Replaced by implementation of the PCRs
	E.12.k	PC-5	Develop and Enact A Strategy for Implementing LID and Hydromodification Control for New and Redevelopment Projects.	Guidance: 1. Develop, advertise and make available LID BMP Design Guidance suitable for all stakeholders	Public Works, Planning	Engineering	1	x					Yes	From July 2013 thru February 2014, the City revised its development and redevelopment BMP guidance to incorporate the PCR requirements. The revised BMP guidance for development and redevelopment is now separated into Chapter 6A for single-family home projects on small lots and Chapter 6B for private and public development projects. Chapter 6A is designed to provide simple straight-forward guidance and recommendations for site design and runoff management for homeowners and non-specialized designers. Chapter 6B includes all of the provisions of the PCRs, including application process and required documentation, design guidance for preferred LID BMP types, and engineering calculations to meet volumetric water quality treatment, retention, and peak management requirements. The BMP manuals are available on the City's website and at Public Works and Planning counters. The City also developed a webpage dedicated to the BMP requirements for development and redevelopment at www.cityofsantacruz.com/lid . The webpage provides links to the BMP manuals and development checklists, a link to the Central Coast SCM sizing calculator developed by Santa Barbara County to help calculate retention requirements, City-specific maps of watershed management zones, rainfall depths, and Urban Sustainability Areas. In addition, the City has been funding and partnering with the Resource Conservation District of Santa Cruz County (RCD) to conduct a Low Impact Development (LID) education program for residents within the City. Highlights of the program include the following: <ul style="list-style-type: none"> • Distribution of the RCD home drainage guide "Slow It. Spread It. Sink It!" online on the RCD and City of Santa Cruz websites and at special events; • One engineer/designer workshop in November 2013; • Booths and/or tabling at special events including the Santa Cruz Business Fair, Earth Day Santa Cruz, and the Sanctuary Celebration; • Distribution of the RCD home drainage guide "Slow It. Spread It. Sink It!" by RCD to development project applicants and contractors by the PW Development Plan Reviewer.
				Guidance: 2. Specific guidance on how to achieve and demonstrate compliance with the hydromodification control criteria and LID requirements made available to new and redevelopment project applicants	Public Works, Planning	Engineering	1	x					Yes	Specific guidance on how to achieve and demonstrate compliance with the hydromodification control criteria and LID requirements is included in the revised Chapter 6B of the City's Mandatory Stormwater BMP manual. Chapter 6B includes all of the provisions of the PCRs, including application process and required documentation, design guidance for preferred LID BMP types, and engineering calculations to meet volumetric water quality treatment, retention, and peak management requirements. Additionally, the City also provides links to the BMP manuals and development checklists, a link to the Central Coast SCM sizing calculator developed by Santa Barbara County to help calculate retention requirements, City-specific maps of watershed management zones, rainfall depths, and Urban Sustainability Areas at www.cityofsantacruz.com/lid .

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
				Education & Outreach: 1. 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	Public Works, Planning	Engineering							Yes	Completed: At the end of the JE Q2, the City submitted to the RWQCB an "LID Education and Outreach Schedule." This schedule was included in previous Storm Water Annual Reports in a table format.
				Education & Outreach: 2. Tracking Report indicating municipality's accomplishments in education and outreach supporting implementation of LID and hydromodification control for new and redevelopment projects (Q8)	Public Works, Planning	Engineering	1	x					Yes	In accordance with the RWQCB JE 2009 letter, the City developed a Tracking Report that provides information on the LID outreach measures taken since commencement of the JE (see report). This item is included as an attachment.
				Interim LID Implementation: 1. Apply LID principles and features to all applicable new and redevelopment projects.	Public Works	Engineering							Yes	<p>In June 2010, the City did the first revision to the mandatory "Storm Water BMPs for Development and Remodel Projects" and that included the addition of a LID section. The revised BMPs required all development and remodeling projects to comply with the specified Low Impact Development requirements. This applied to all projects including residential (including single and duplex dwellings), commercial, and industrial projects. Thus, the City required that even small residential projects disconnect downspouts and consider LID measures such as raingardens or porous pavement. In September 2011, the City revised the mandatory "Storm Water BMPs for Development and Remodel Projects" in order to incorporate mandatory LID standards per the Central Coast Joint Effort as well as an LID checklist into the BMP brochure. All new development and qualifying remodel sites from September 2011-February 2013 were required to implement LID standards according to the project's "tier" level. The mandatory BMP brochure was revised and republished in March 2012 & November 2012 to make clarifications to the LID checklist, to incorporate clearer language on State Construction Permit triggers, add the LIDI planting guide for bioretention, and add clarifying language in the maintenance agreement regarding civil penalties for non-compliance.</p> <p>In July 2013, the Central Coast Regional Board adopted the new PCRs to be enforced by municipalities by March 6, 2014. To comply with the new PCRs, the City revised the mandatory "Storm Water BMPs for Development and Remodel Projects" in March 2014 as follows: the revised BMP guidance for development and redevelopment is now separated into Chapter 6A for single-family home projects on small lots and Chapter 6B for private and public development projects. Chapter 6A is designed to provide simple straight-forward guidance and recommendations for site design and runoff management for homeowners and non-specialized designers. The City continues to require even small residential projects under 2,500SF to disconnect downspouts and consider LID measures such as raingardens or porous pavement. Chapter 6B includes all of the provisions of the PCRs, including application process and required documentation, design guidance for preferred LID BMP types, and engineering calculations to meet volumetric water quality treatment, retention, and peak management requirements. The BMP manuals are available on the City's website and at PW and Planning counters. The City also developed a webpage dedicated to the BMP requirements for development and redevelopment projects at www.cityofsantacruz.com/lid. The City created a position in 2012 for an Env. Projects Analyst to develop LID guidance and conduct review of development project plans specifically related to drainage and LID, and inspect the construction of LID facilities.</p>

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
				2. Tracking Report, for the period Q2 to Q8, identifying LID design principles and features incorporated into each applicable new and redevelopment project.	Public Works	Engineering							Yes	In 2012, PW Staff worked with the IT Department to make changes to the City's parcel site tracking database (TRAKiT) so that the water quality, LID, and Maintenance Agreements requirements could be tracked for new development and redevelopments projects. The TRAKiT Tracking Report indicates that, during this permit year, there were a total of 30 project applications for development or remodel that triggered LID requirements. The TRAKiT Report also indicates the current status of each project at the end of Year 4 (e.g. Building Permit under review, issued, or construction "finalized"), which types of LID measures were planned/implemented by each project, and whether a maintenance agreement was required. There were 4 project applications for which construction was "finalized" during the permit year, 17 project applications for which Building Permits were issued, 6 applications with plans approved, and 2 project applications that are still under review. One applicant withdrew their application. There were 8 projects that required a maintenance agreement. A summary of the number of sites where specific types of LID were planned and/or implemented is provided below: Disconnect downspouts: 25 sites; Permeable Pavement: 15 sites; Bio-Retention Facilities: 7 sites; Retention/Detention basin: 4 sites; Runoff directed to pervious surface: 16 sites; Vegetated Swale: 8 sites; Infiltration Trench: 4 sites The summary indicates that compared to the previous year, the installation of LID measures such as bioretention, porous pavement and directing runoff to pervious surfaces on private projects has increased. A copy of the overall Trakit Report for Q2 thru Q8 is attached. Also, the City maintains a spreadsheet to track LID projects requiring maintenance agreements and has modified that spreadsheet to specify which PCR Tier projects are subject to. The spreadsheet identifies structural control measures incorporated into each project. A screen shot of the spreadsheet is attached. There were 6 applications that were issued building permits between March 6 and June 30, 2014 that triggered the City's LID plan review. Two of these had previously received discretionary plan approval prior to March 6, 2014. Although they were not subject to the PCRs, both projects were required to incorporate LID: the 1st project, a multifamily housing remodel on Bay Ave, incorporated porous pavement and bioretention in parking areas, and the 2nd project, a commercial remodel on Madrone St, incorporated bioretention in parking areas. The other 4 projects were residential remodels and ADUs that created or replaced less than 2,500SF. These projects all implemented measures to minimize runoff. There was 1 permit application for a 10-unit apartment complex that triggered the Tier 2 requirement and received discretionary approval on 7/22/14. The project incorporated extensive pervious pavement in the parking lot and bioretention facilities to meet the runoff water quality treatment requirement.
E.12.k	PC-8	Implement Program to Ensure Long-term BMP Inspection and Maintenance. Spot Inspections Will Be Conducted.	1. Develop an electronic database or spreadsheet to better track & assess sites over time	Public Works	Engineering							Yes	During the previous SW General Permit coverage, PW staff created an Excel spreadsheet to track and assess sites over time. This spreadsheet is still being used.	
				2. Enforce the proof of annual BMP inspection and maintenance requirement at 100% of sites	Public Works	Engineering	Year 1-5	x	x	x	x	x	Yes	The City maintains an Excel spreadsheet to track LID projects requiring maintenance agreements and has modified that spreadsheet to specify which PCR Tier projects are subject to. The spreadsheet also identifies structural control measures incorporated into each project. A screen shot of the spreadsheet is attached. The City requires that a BMP Maintenance Agreement be signed by the property owner/developer for all applicable projects with structural control measures per the City's mandatory BMPs for Public and Private Development Projects (Chapter 6B). The maintenance agreements are recorded into the City's permitting database (TRAKiT). Currently, the City has 39 signed maintenance agreements. In order to ensure that maintenance is conducted, the City sends reminder letters to all the parties responsible for BMP maintenance during the Fall. A Reminder Letter was sent to 24 built sites on November 27, 2013. Nine sites were not sent a letter because these projects were either under construction, had not yet started construction, or were just completed in the fall of 2013. Of the 24 sites sent letters, 15 sites required email or phone follow-up by storm water staff in December 2013. 2 sites required multiple follow-up contacts because site managers encountered difficulty getting a contractor to maintain a structural BMP. 3 sites required multiple follow-ups due to management company change or property sale. All sites eventually came into compliance and submitted logs. Again this year, staff spent time educating the appropriate people at a number of the sites as the managers, contacts, or the facilities staff change with time and the new personnel is unfamiliar with the requirements.
				3. Implement a spot inspection program at 10% of sites annually	Public Works	Engineering	Year 1-5	x	x	x	x	x	Yes	During the permit year, six sites (greater than 10%) were inspected during wet weather on 2/26/14 and 3/31/14. All of these sites were found to have their BMPs in good working condition; one site was notified regarding silt build-up at bioswale entry points.
E.12.k	PC-9	Implement Corrective Measures and Enforcement Procedures As Needed in Accordance with the Municipal Code	Implement corrective actions, as appropriate, for 100% of sites where a violation is detected	Public Works	Engineering			x	x	x	x	x	Yes	There were no Post-Construction related violations during the permit year.
E.12	Existing BMPs Not Required By the Permit													
		PC-1	On City Owned Property, No New City Development Projects Shall Be Permitted Within 30 Feet of a Wetland Without an Approved Project-specific Habitat Management Plan and a Site-specific Water Quality Management Plan.	Formalize and implement strategy	Public Works, Planning,	Engineering	N/A						Yes	Completed-This requirement was added to the mandatory Storm Water BMPs for Development & Remodeling Projects in June 2010.

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								2014	2015	2016	2017	2018		
		PC-6	Review and Evaluate the City's General Plan and Other Watershed Protection Planning Efforts. In Conjunction, Develop Where Feasible Quantifiable Measures That Indicate How the City's Watershed Protection Efforts Related to Storm Water Management Achieve Desired Watershed Conditions.	1. Determination if long-term watershed management and protection efforts are addressed and, if not, identification of sections needing revisions.	Public Works, Planning	Engineering	N/A						Yes	Completed-The City submitted a Watershed Protection Assessment report to the RWQCB in June 2013. The assessment covered the General Plan 2030, the City-wide Creeks and Wetlands Management Plan, the Municipal Code, and the post-construction requirements.
				2. Quantifiable Measures	Public Works, Planning	Engineering	N/A						Yes	Completed-The City identified several quantifiable measures of watershed protection efforts as part of the Watershed Protection Assessment, including: area of open space land accessible to the public, number of compact mixed-use development projects approved in downtown and along primary transportation corridors, miles of pedestrian and bicycle improvements implemented, number of new development projects incorporating LID site design/structural measures, area of parking lots incorporating LID, area of restored/improved riparian habitats. Quantifiable measures will be included in PEAIIP.
		PC-11	Distribute BMP Brochure for Development and Remodeling Projects	Distribute to 100% of discretionary project applicants	Planning/PW	Development Review staff	N/A						Yes	The BMPs are available as printed documents or on the web at the City's updated LID page at www.cityofsantacruz.com/lid. The Public Works plan reviewer distributed hard copies or pointed applicants to the City's LID page for all proposed projects requiring discretionary or ministerial approval that had not already met all the LID requirements. Generally this was done either via email, referenced in plan review comments, or given to the project developer during project planning meetings. In addition, the BMP brochures are available at both the Planning and Public Works' public counters. SW staff periodically checks the stock available at the Planning public counter to ensure that there is a sufficient supply. In this permit year, at least 50 copies of the BMPs for Development and Remodeling Projects brochures were given out at the Planning and PW public counters.
		PC-12	Hold Educational Workshops on LID and Hydromodification Control Requirements	1. One educational workshop after the hydromodification control criteria have been developed	Public Works, Planning	Engineering	1	x					Yes	The City conducted a training workshop with designers and developers on the new post-construction requirements and their application in the City of Santa Cruz on October 9, 2014. Twenty-four participants signed in and total attendance was approximately 35. Most of the large engineering firms in the City of Santa Cruz were represented at the workshop, as well as 2 developers, 2 landscape architects and 1 architect. There were also representatives from the City's Water, Public Works, Planning and Building Departments.
		PC-14	Provide Training to Appropriate Planning & Public Works Staff	1. Train 100% of appropriate staff every two years.	Public Works, Planning	Engineering	N/A						Yes	On 10/9/13, the City held a training workshop on the new post-construction requirements. The workshop was attended by City staff from several departments: Storm Water (2), PW Engineering (7), PW transportation (1), Building (1), Planning (1), and Water (1).
				2. Train new Inspectors and Plan Reviewers within 3 months of the beginning of employment.	Planning	Planning	N/A						Yes	There is a dedicated Public Works plan reviewer and inspector for stormwater & LID installation. The PW stormwater and LID plan reviewer/inspector has been with the City since 2012 and has been trained multiple times on LID. This permit year, the PW stormwater and LID plan reviewer attended the CASQA conference in September 2013, the City of Santa Cruz LID workshop on 10/9/13 and the LID workshop sponsored by the MRSWMP in Watsonville on 4/7/14.
				3. Additional training on new or changed BMPs as needed	Public Works, Planning	Engineering	Year 1-5	x	x	x	x	x	Yes	Four City staff members attended a workshop led by the MRSWMP on LID and the PCR requirements on 4/7/14 in Watsonville (1 Stormwater, 1 Planning, 1 PW Engineering, 1 Parks)
		PC-7, CON-2	PW Staff Will Inspect Installation of Post-construction Treatment Systems and Storm Water Retention Devices at Development Sites Greater Than or Equal to One Acre	Inspect systems and devices at 100% of development sites greater than or equal to one acre	Public Works	Engineering	Year 1-5	x	x	x	x	x	Yes	There were four (4) active sites greater than or equal to one acre which were inspected by PW staff as follows: 1) Isbel Drive: Residential, condos and homes, development. This site was issued a Grading Permit on 6/30/11. This site was inspected multiple times during FY 2013-14 by PW staff on 7/8/13, 7/26/13, 11/20/2013, and 11/25/13. The project was finalized in December 2013. 2) Delaware Avenue: Commercial development had been inactive since 2010 (as reported in previous annual reports); construction temporarily resumed in spring 2013 and halted again in Spring 2014. The site was inspected on 8/28/2013 and 2/10/2014 (wet weather). 3) Mission Street: Commercial development for a medical facility. Project construction commenced in June 2013, the site was inspected on 7/31/13, 12/30/13, 2/9/14, 2/26/14, and 4/28/14. The project was finalized in May 2014. 4) De Laveaga is a residential subdivision project that was initiated in July 2013, the site was inspected on 7/23/13, 7/31/13, 8/12/13, 9/25/13, 11/6/13, 11/12/13, 11/20/13, 12/12/13, 12/30/13, 2/6/14, 9/5/14; 5) Broadway/Brommer multi-use path is a City Public Works trail project that was initiated in December 2013, the site was inspected on 12/17/13, 2/10/14, and 5/2/14. 6)The Santa Cruz Metropolitan Authority also has a construction site over 1 acre in size at River Street but the site was not inspected for Post-Construction Treatment Systems because the City's Post-Construction requirements are not binding for State properties/projects. The City provided recommendations on the proposed plans regarding implementation of Post-Construction but is not able to enforce requirements. This project is covered under Industrial General Permit WDID No. 3 441012085 and Construction General Permit WDID No. 3 44C365560.

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								2014	2015	2016	2017	2018		
E.13 WATER QUALITY MONITORING														
✓	E.13.b, E.15	NEW BMP	TMDL Monitoring	Comply with the monitoring requirements included in WAAP and/or consult w RWQCB to determine monitoring study design and monitoring implementation schedule	PW	Environ Compliance	1	x	x	x	x	x	Yes	During the permit year, the City continued to implement its pilot monitoring program for bacteria in the San Lorenzo River, and Branciforte and Carbonera Creeks. The City had its first consultation with CCRWQCB staff on effectiveness assessment and monitoring on May 27, 2014, and a subsequent telephone meeting on September 2, 2014. The City is planning to meet again with RWQCB staff in November 2014 to further discuss any WAAP improvements or revisions including the monitoring plan. Per the RWQCB, the WAAP revisions are due June 30, 2015 and will incorporate any revisions to the monitoring and assessment plan.
	E.13.b, E.15	Added BMP	Bacteria Monitoring Pilot Program	Bacteria monitoring in San Lorenzo River, Branciforte Creek, and Carbonera Creek, per specs in WAAP	PW	Environ Compliance		x					Yes	The City continues to conduct a pilot monitoring program for bacteria in the San Lorenzo River, Branciforte Creek, and Carbonera Creek re the TMDL for Pathogens. Sampling is done by Environmental Compliance staff & analyzed by the City Wastewater Facility laboratory. Indicator bacteria concentrations are monitored weekly for periods of seven consecutive weeks per season.
E.14 PROGRAM EFFECTIVENESS ASSESSMENT														
✓	E.14.a	NEW BMP	Develop and implement a Program Effectiveness Assessment and Improvement Plan that tracks annual and long-term effectiveness of the storm water program	Develop the Effectiveness Assessment and Improvement Plan	PW	Eng	2		x				Year 2	Due Permit Year 2
				Describe implementation of the Plan, summarize data obtained through effectiveness assessment measures, and provide an analysis of the data to improve effectiveness	PW	Eng	3			x	x	x	Year 3-5	Due Permit Year 3-5
✓	E.14.b	NEW BMP	Modify BMPs and/or the program as a whole to improve compliance with permit conditions and improve program effectiveness at reducing pollutant loads, achieving the MEP standard, and protecting water quality				5					x	Year 5	Due Permit Year 5
	E.14.a	PM-1	Develop an Effectiveness Assessment Strategy	1. Identify a process to be used to conduct effectiveness assessments and improve BMP implementation.	Public Works	Engineering	N/A						N/A	Substituted by the New General Permit PEAIIP requirement due in Year 2
	E.14.a			2. Identify quantifiable BMP and program effectiveness measurements	Public Works	Engineering	N/A						N/A	Substituted by the New General Permit PEAIIP requirement due in Year 2
	E.14.b			3. Assessment of BMP implementation and modifications needed	Public Works	Engineering	N/A						N/A	Substituted by the New General Permit PEAIIP requirement due in Year 2
E.15 TOTAL MAXIMUM DAILY LOADS COMPLIANCE REQUIREMENTS														
	E.15	TMDL 1	Develop Additional BMPs as Necessary in Conjunction With The TMDL For Sediment	Target=Sediment - Additional BMPs and measures	Public Works	Engineering	N/A						N/A	Completed SWMP Task. Per the CCRWQCB, the WAAP revisions are due June 30, 2015. During Permit Year 2, City staff will work with RWQCB staff to evaluate and revise both the monitoring program and BMPs implementation towards attainment of TMDL wasteload allocations.
	E.15	TMDL 2	Develop Additional BMPs as Necessary in Conjunction With The TMDL For Pathogens	Target=Bacteria - Additional BMPs and measures	Public Works	Engineering	N/A						N/A	Completed SWMP Task. Per the CCRWQCB, the WAAP revisions are due June 30, 2015. During Permit Year 2, City staff will work with RWQCB staff to evaluate and revise both the monitoring program and BMPs implementation towards attainment of TMDL wasteload allocations.
	E.15	TMDL 3	Develop, Submit, and Implement a Wasteload Allocation Attainment Program(s) (WAAP) to Address Controllable Sources Associated with the Storm Water System for Each Impairing Pollutant/TMDLs within the City's Jurisdiction.	Implement WAAPs for pathogens and sediment	Public Works	Engineering	N/A						N/A	Completed SWMP Task. As required, a WAAP for Pathogens was submitted to the CCRWQCB in 2012 and revised/resubmitted in June 2013. Also, a WAAP for Sediment was submitted in June 2013. Per 2013/2014 CCRWQCB communications, WAAP revisions are due June 30, 2015. During Permit Year 2, City staff will work with RWQCB staff to evaluate and revise both the monitoring program and the list of BMPs that will be implemented for attainment of TMDL wasteload allocations. The City had its first consultation with CCRWQCB staff on effectiveness assessment and monitoring on May 27, 2014, and a subsequent telephone meeting, including a discussion on TMDL monitoring, on September 2, 2014. After further consultation with RWQCB staff, the WAAPs will be revised accordingly and submitted by June 30, 2015. The effectiveness assessment schedule in the revised WAAP will be complied with.
✓	E.15	NEW BMP	Comply with the effectiveness assessment schedule and process included in WAAP		PW	Eng	1	x	x	x	x	x	Yes	Per the CCRWQCB, the WAAP revisions are due June 30, 2015. The effectiveness assessment schedule in the revised WAAP will be complied with.

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								2014	2015	2016	2017	2018		
BMPs per City of Santa Cruz WAAP for Pathogens														
✓	E.11.f, E.15	NEW BMP	Develop procedures to prioritize storm drain system maintenance		PW		2		X				Year 2	Permit Year 2
✓	E.11.g, E.15	NEW BMP	Begin maintenance of all high priority storm drains on an on-going schedule according to procedures & priorities developed per E.11.f		PW		3			X			Year 3	Permit Year 3
	E.11.g, E.15	MO-4	Inspection, Cleaning, and Repair of City Catch Basins and Inlets	1. Clean 90% of catch basins and inlets located in the Downtown, Beach Flats, and lower Ocean Street areas annually in the Fall	Public Works	Wastewater Mains, Operations		X	X				Yes	90% of catch basins and inlets were cleaned in downtown, B. Flats, and lower Ocean areas in Fall 2013. 16 cubic yards of debris was collected from both catch basins and storm drain lines. Wastewater Mains Division staff made extensive efforts to accomplish this. Almost all drainage from these areas goes to the river pump stations.
				2. Clean and repair 100% of storm drains or catch basins identified as clogged or non-functional annually in the fall or as soon as possible	Public Works	Wastewater Mains		X	X				Yes	100% of clogged or non-functional storm drains and catch basins were cleaned and repaired citywide. Priority and response is placed on any report from the public for non functioning or plugged drains.
				3. After large storm events during the wet season, inspect 90% of catch basins in the Downtown, Beach Flats, and lower Ocean Street areas and re-clean them as needed	Public Works	Wastewater Mains, Operations		X	X				Yes	90% of the catch basins in Downtown, Beach Flats, and lower Ocean Street were inspected after large storm events & re-cleaned if needed. Catch basins in these areas are inspected and cleaned as necessary during rain events. Priority and response is placed on any report from the public for non functioning or plugged drains.
				4. Inspect 50% of the catch basins in the outlying areas of the City annually and clean as needed	Public Works	Wastewater Mains, Operations		X	X				Yes	Inspections of all catch basins were completed in the Westside Zone by the Streets Division between Sept 1, 2013-February 15, 2014. In this zone, approx. 125 catch basins were cleaned with 5.0 cubic yards of debris removed. There are a total of 7outlying zones in the City: Eastside, Upper SLR east, Upper SLR west, Arana Gulch, Neary Lagoon, West Cliff, and Westside. (Three other zones, Downtown, Main Beach/Beach Flats, and lower Ocean Street, are not considered "outlying zones" & are detailed in MG #1 above). There are at least 1,400 catch basins in the City.
E.15	MO-6	Clean Pump Stations Along the San Lorenzo River	Target=Sediment & Bacteria Clean Twice Per Year (Spring & Fall) Additional cleanings if needed during wet season and after large storm events	TV or visual inspect the inside of an average of 1000 feet of pipeline each year over a 5 year period	Public Works	Wastewater Mains		X	X				Yes	Fall cleaning was completed by 10/30/13. Spring cleaning was completed on 5/29/14. Pump Station 1B (Beach Flats) was cleaned two times during the wet weather season. Each station is inspected daily during wet weather and any floating trash is removed. Of the two seasonal cleaning events, spring cleaning of the pump stations is the most important due to debris from winter runoff/storms.
E.15	MO-8 (same as ID-4)	Conduct Inspections of Storm Drain Lines	Target=Bacteria & Sediments	TV or visual inspect the inside of an average of 1000 feet of pipeline each year over a 5 year period	Public Works	Engineering, Wastewater Mains		X	X				Yes	A total of 200 feet of storm drain pipe was TV'd in FY2013-2014 along West Cliff. 2000 feet were TV'd in FY2012/13. 260 feet of storm drain pipe was TV'd in FY2011-2012. 290 feet were TV'd in FY2010-2011; 13,732 feet was TV'd in FY2009-2010.
E.15	MO-10	Replace or Rehabilitate Sanitary Sewer Main Lines	Target=Bacteria & Sediments	Replace or rehabilitate sewer main pipeline as needed each year	Public Works	Engineering, Wastewater Mains							Yes	A total of 3,900 feet of sewer main pipeline was replaced or rehabilitated in FY13-14. Locations of work: Fair Avenue (2000'), Oxford Way (1600') and Jenne Street (300').
E.15	MO-11	Development and Implementation of a Lateral Inspection Program	Implementation of Program starting 2016		Public Works	Engineering	3			X			Yes	PW Engineering staff has continued to research and fine tune a plan with milestone dates to develop an ordinance requiring a property to video its sewer lateral at the time of sale and if a lateral spill occurs to assess its condition. Tentative plan w/milestone dates includes: development of program details & draft ordinance, a public review and comment period, outreach to realtors and public, and City Council meetings & approval.
E.15	MO-13	CBI Grant #1: Dry Weather Diversion of Storm Water from SLR Pump Stations 1, 2, and 1A to the Wastewater Treatment Facility (WWTF)	Divert the SLR pump station water to the WWTF during the dry season until the SLR shoals		Public Works	Engineering Wastewater Mains	Year 1-5	X	X	X	X	X	Yes	During the dry season, water is diverted to the Wastewater Treatment Plant (WWTF) until the San Lorenzo River shoals, which is typically by August 1st. Water accumulates daily in the pump stations and is pumped out weekly to the WWTF after testing. Total gallons diverted per pump station from July 1, 2013 to June 30, 2014: Pump Station 1A= 14,700 gallons; Pump Station 1=156,060 gallons; and Pump Station 2= 375,900 gallons. *Diversion are not possible once river shoals. Summer diversion stations are tested by the City Environmental Compliance Division to ensure the water meets WWTF requirements prior to discharge into sanitary sewer. All summer diversion pumps are run until the wet well is dry. None of the main pumps are operated during dry weather unless the river mouth closes and pumps are needed to relieve ground pressure.
E.15	MO-14	CBI Grant #2: After CBI Grant Project Completion, Dry Weather Diversion of Storm Water from SLR Pump Stations 1B & 3 to the WWTF	Divert the SLR pump station water to the WWTF during the dry season until the SLR shoals		Public Works	Engineering Wastewater Mains	Year 1-5	X	X	X	X	X	Yes	During the dry season, water is diverted to the Wastewater Treatment Plant (WWTF) until the San Lorenzo River shoals, which is typically by August 1st. Water accumulates daily in the pump stations and is pumped out weekly to the WWTF after testing. Total gallons diverted per pump station from June 30, 2013 to June 30, 2014: Pump Station 1B=23,900 gallons and Pump Station 3=1,500 gallons. *Diversion not possible once river shoals. The diversion work (re equipment & piping) was completed at Pump Station # 1B by January 2008 and at Pump Station # 3 on May 27, 2008. Summer diversion stations are tested by the City Environmental Compliance Div. and must meet WWTF requirements prior to discharge into sanitary sewer. All summer diversion pumps are run until the wet well is dry. None of the main pumps are operated during dry weather unless the river mouth closes and pumps are needed to relieve ground pressure.
E.15	MO-16	Implement Illegal Campsite Clean-Up Program In City Parks and Open Spaces	Cleanup of illegal campsites at the appropriate locations on an annual basis		Parks & Rec		Year 1-5	X	X	X	X	X	Yes	Cleanup efforts are ongoing and conducted daily. The cleanup locations are: 1) San Lorenzo River from the Tate Street intake to the river mouth. Cleanup occurs along the river, on banks/slopes, and along the river levee; 2) Branciforte and Arana Creeks; and 3) Open spaces including Pogonip, Neary Lagoon, DeLaveaga Park, Arana Gulch, and Moore Creek Preserve. The City spends approx. \$50,000 per year on this program.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
	E.9.d, E.15	ID-2	Conduct Spill and Illegal Discharge Response	Target=Sediment & Bacteria Respond to 100% complaints and reports of illegal discharges	Public Works	Environmental Compliance	Year 1-5	x	x	x	x	x	Yes	All complaints and reports of illegal discharges are responded to by an EC Inspector asap. Approximately 30 complaints were received this year. The most common complaints are re the discharge of soapy water and pressure washing wastewater to the street or storm drain system. One construction site was issued an NOV with a \$500 fine for temporarily connecting a dewatering hose to a City storm drain. EC inspectors identified the violation during an inspection and the process was stopped immediately with the dewatering being directed back to the sanitary sewer under a discharge permit issued by the WWTF.
	E.7.a, E.11.g, E.15	PE-1	Replace Worn Stencils or Apply New Stencils to Storm Drain Inlets	24 stencils replaced or newly applied annually	Public Works	Engineering		x	x	x	x	x	Yes	The City funded Save Our Shores (SOS) to assess storm drain catch basins and apply new "No Dumping" markers to unmarked catch basins or those with worn stencils. In total, SOS applied markers to 65 catch basins and assessed over 100 catch basins total.
	E.8.c, E.15	Added BMP	Sponsor river and/or creek cleanups	Programs e.g.: Adopt-A-Levee (in partnership with Save Our Shores), River & Creek Cleanups (Save Our Shores)	Public Works	Engineering	Year 1-5	x	x	x	x	x	Yes	This year, the City funded or contributed support for several river and beach volunteer cleanups as follows: 1) San Lorenzo River Adopt-A-Levee Program-this is a volunteer group river levee cleanup program which is funded by the City and implemented by Save Our Shores. Each adopting group commits to doing 3 or more cleanups per year. 2) San Lorenzo River Community Volunteer River cleanups-this is a citizen volunteer river levee cleanup program funded by the City and implemented by Save Our Shores. Typically there are four seasonal river cleanups per year. 3) July 4 & 5th Pollution Prevention Outreach and Star Spangled Beach Cleanup-this is a countywide program developed and run by Save Our Shores (SOS). Typically, this program is run at 4 beaches within the City. SOS tracks the number of trash bags distributed on July 4th, and the amount of trash and recycling collected on July 5th.
	E.13.b, E.15	Added BMP	Bacteria Monitoring Pilot Program	Bacteria monitoring in San Lorenzo River, Branciforte Creek, and Carbonera Creek, per specs in WAAP	PW	Environ Compliance		x					Yes	The City continues to conduct a pilot monitoring program for bacteria in the San Lorenzo River, Branciforte Creek, and Carbonera Creek re the TMDL for Pathogens. Sampling is done by Environmental Compliance staff & analyzed by the City Wastewater Facility laboratory. Indicator bacteria concentrations are monitored weekly for periods of seven consecutive weeks per season.
✓	E.13.b, E.15	NEW BMP	TMDL Monitoring	Comply with the monitoring requirements included in WAAP and/or consult w/ RWQCB to determine monitoring study design and monitoring implementation schedule	PW	Environ Compliance	1	x	x	x	x	x	Yes	The City had its first consultation with CCRWQCB staff on May 27, 2014, and a subsequent telephone meeting on September 2, 2014. The City is planning to meet again with Water Board Staff in November. Per the CCRWQCB, the WAAP revisions are due June 30, 2015 and will incorporate any revisions to the monitoring and assessment plan.
BMPs per City of Santa Cruz WAAP for Sediment														
	E.11, E.15	MO-1	Sweep City Streets By Mechanical Sweepers	1. Sweep primary streets in downtown & main beach areas once to twice per week	Public Works	Streets	Year 1-5	x	x	x	x	x	Yes	All sweeping requirements (#1-4) to meet our minimum goals equal 773 curb miles per month. July 2013 through June 2014, there was a total of 14,306 curb miles swept (or an average of 1,192 curb miles swept per month). Total tonnage collected was 926 tons or an average of 77 tons per month. There are 40 curb miles of commercial streets including downtown, Soquel Ave, Mission & Beach area. This commercial area is our first priority and the minimum goal is to sweep twice each week or 320 miles per month. This year we exceeded our goal.
				2. Sweep primary streets in other commercial areas weekly to twice per month	Public Works	Refuse	Year 1-5	x	x	x	x	x	Yes	All sweeping requirements (#1-4) to meet our minimum goals equal 773 curb miles per month. July 2013 through June 2014, there was a total of 14,306 curb miles swept (or an average of 1,192 curb miles swept per month). Total tonnage collected was 926 tons or an average of 77 tons per month. There are 68 curb miles of secondary streets, primarily with bike lanes in other commercial areas and including West Cliff Drive and Beach Street. This area is second in our list of priority and the goal is to sweep once per week or 295 miles per month. We exceeded our goal this year.
				3. Sweep 75% of residential streets once to twice per month	Public Works	Refuse	Year 1-5	x	x	x	x	x	Yes	All sweeping requirements (#1-4) to meet our minimum goals equal 773 curb miles per month. July 2013 through June 2014, there was a total of 14,306 curb miles swept (or an average of 1,192 curb miles swept per month). Total tonnage collected was 926 tons or an average of 77 tons per month. This area is third on our priority. There are 212 curb miles of residential streets, and 75% of that is 159 curb miles. We exceeded our goal in this area over this last year.
	E.11, E.15	MO-3	Sweep Public Parking Lots and Parking Garages Regularly	Target=Sediment & Bacteria. Clean lots w/a mechanical sweeper 2 or more times per week depending upon which location	Public Works	Traffic/Parking Prog	Year 1-5	x	x	x	x	x	Yes	25 City parking lots are cleaned 2x or 6x per week w/a mechanical sweeper. Over 450 yards of debris were collected. This includes 4 multi-level garages.
✓	E.10.a	NEW BMP	Maintain an inventory of all projects subject to the local construction site SW runoff control ordinance, incl. location of project with respect to waterbodies, threat to WQ, construction phase, required inspection frequency, date of erosion control plan approval		PW	Eng	1	x	x	x	x	x	Yes	The City inventories all new discretionary approval applications and ministerial permits via its TRAKIT online database. TRAKIT keeps record of the permit type, location, application status, inspections, and LID requirements. All new permit applications that trigger a grading or building permit are subject to stormwater runoff control requirements. TRAKIT is queried to develop a report of all new permit applications subject to stormwater runoff control and the results are categorized by project type (commercial or residential), status (applied, approved, permit issued, finalized), and whether LID is required. The results are mapped using GIS to identify projects located within TMDL watersheds. Commercial/multifamily projects that create or replace over 5,000 sf of impervious surface are considered higher potential threat and are further tracked in an excel spreadsheet maintained by Public Works- those projects are inspected by both the Building Dept and PW to ensure compliance with stormwater BMPs. The PW tracking spreadsheet includes additional information including: project area, SWPPP threat level as applicable, if it is adjacent to a creek, if it is in a TMDL watershed, project description and status, and PW inspections.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
✓	E.10.b	NEW BMP	Develop/revise procedures to review and approve relevant construction plan documents.	Require operator of construction activity to prepare and submit erosion and sediment control plan for review.	PW, Planning	Eng	1	X	X	X	X	X	Yes	In the City, all projects that increase the square footage or volume of a building (including single-family dwellings) are required to meet CalGreen requirements, including providing an erosion and sediment control plan for review. Projects that do not include a building but disturb over 50 cy of soil are required to obtain a grading permit. The City revised Chapter 18.45, Excavation and Grading Regulations, of the Municipal Code to require that all projects subject to the grading permit provide a site plan showing the general vicinity of the proposed project, dimensions of grading cut and fill, the location of surrounding buildings or structures, and the location of construction Best Management Practices (BMP's) as required by the city's mandatory Storm Water BMP manual, as published by the city's Public Works Department. The ordinance revision was approved by City Council on July 22, 2014 and published August 22, 2014. Additionally, Public Works revised its mandatory BMPs for Construction Projects to incorporate minimum requirements for the preparation of Erosion Control Plans. The revised mandatory construction BMPs were published on June 30, 2014. All construction projects that trigger a grading or building permit are required to abide by the mandatory construction BMPs.
				Require rationale for BMPs used	PW, Planning	Eng	1	X	X	X	X	X	Yes	All proposed projects that trigger a grading or building permit must abide by the mandatory construction BMPs published by Public Works. The BMPs require that grading or construction activities be implemented in accordance with an approved erosion control plan. Erosion control plans shall include at a minimum: site topography, nearby watercourses, proposed grading contours, location of utilities, location of proposed erosion control measures, location of proposed sediment control measures, location of construction waste control measures, stockpile and equipment staging areas, total area of disturbance, and list of other required permits associated with grading. The BMPs also list minimum requirements for erosion and sediment control. This guidance ensures that appropriate BMPs are used to control erosion and sediment. Additionally, for projects disturbing over 5,000 cy of soil, the City requires the submittal of an engineering soils report and engineering geology report. The soils engineering report shall include data regarding the nature, distribution and strength of existing soils, conclusions and recommendations for grading procedures, and design criteria for corrective measures, when necessary, and an opinion on the adequacy for the intended use of sites to be developed by the proposed grading as affected by soils engineering factors, including the stability of slopes. Recommendations included in the soils engineering report and/or the engineering geology report shall be incorporated in the grading plans or specifications.
				Require that erosion/sed control plan list applicable permits associated w/ grading activity (CGP, 401, 404, 1600 agreement)	PW, Planning	Eng	1	X	X	X	X	X	Yes	All proposed projects that trigger a grading or building permit must abide by the mandatory construction BMPs published by Public Works and updated in June 2014. The BMPs include guidance on information that shall be included in erosion control plans. At a minimum, erosion control plans must include: site topography, nearby watercourses, proposed grading contours, location of utilities, location of proposed erosion control measures, location of proposed sediment control measures, location of construction waste control measures, stockpile and equipment staging areas, total area of disturbance, and a list of other required permits associated with grading such as State Construction General Permit, U.S. Army Corps of Engineers 404 permit, State Water Board 401 Water Quality Certification, California Department of Fish and Wildlife 1600 Agreement, as applicable.
				Document review using a checklist	PW, Planning	Eng	1	X	X	X	X	X	Yes	The revised construction BMPs are formatted to be usable as a checklist. Public Works uses the BMPs as the guide for review of erosion control plans for projects that create or replace over 5,000 sf of impervious surface area. The Green Building Program in the Building Department has its own Green Building Checklist it uses to document review of project plans.
				SWPPP may substitute for erosion control plan where a SWPPP is developed	PW, Planning	Eng	1	X	X	X	X	X	Yes	Typically, projects that are required to create a SWPPP first submit an erosion control plan for plan review purposes and then develop the SWPPP once most plan approvals are received. Once the project is approved, Public Works coordinates with the QSP to conduct a pre-construction meeting to go over the SWPPP, erosion control measures, and inspections.
	E.10.c.	CON-1	Planning/Building Inspectors Will Inspect All Construction Sites Requiring a Grading Permit. Inspections Will Also Be Conducted Prior to Well-Forecasted Rain Events at High Priority Construction Projects. Inspectors Will Also Inspect 50% or More of the Open Sites After Major Rain Events or Storms.	1. During the grading process, 100% of small sites will be inspected 2 times and 100% of large sites will be inspected 3 times (Small sites are defined as generally less than 1/2 acre. Large sites are greater than 1/2 acre.)	Planning	Building	1	X					Yes	In total, there were 29 sites including 18 small sites, 5 large sites (>1/2 acre), & 6 very large sites (> 1 acre) that triggered grading requirements and were inspected. Sites are inspected multiple times particularly if they are large or very large sites, or adjacent to sensitive waterbodies. For example, a very large site may be inspected 5-10 times (or even more if necessary) during the reporting period. The projects > 1 acre are: 1) Delaware Avenue is a multi-unit commercial development. This project was halted in 2011 and construction restarted in 2013; 2) Isbel Drive is a multi-unit residential project that was completed in December 2013; 3) River Street is a new operations facility, parking structure and related site improvements for the Santa Cruz Metro; 4) Mission Street is a commercial building project that was completed in May 2014; 5) De Laveaga is a residential subdivision project that was initiated in July 2013; 6) Broadway/Brommer multi-use path is a City Public Works trail project that was initiated in December 2013.
				2. Inspect 100% of high priority sites prior to forecasted rain events	Planning	Building	1	X					Yes	All sites were inspected multiple times during the rainy season including prior to forecasted rain events. Also, the 28 sites that had active construction were notified by letter in October 2013. Letters were re: site preparedness and Storm Water BMPs & Winter Grading Rules prior to the onset of the rainy season. Letters are often sent by the Building Division to both the property owner and general contractor.
				3. After major rain events, 50% or more of "open" sites will be inspected	Planning	Building	1	X					Yes	All open sites were inspected after major rain events.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
	E.10.c, E.15	CON-2	PW Staff Will Inspect Installation of Post-construction Treatment Systems and Storm Water Retention Devices at Development Sites Greater Than or Equal to One Acre	Inspect systems and devices at 100% of development sites greater than or equal to one acre	Public Works	Engineering	Year 1-5	x	x	x	x	x	Yes	There were four (4) active sites greater than or equal to one acre which were inspected by PW staff as follows: 1) Isabel Drive: Residential, condos and homes, development. This site was issued a Grading Permit on 6/30/11. This site was inspected multiple times during FY 2013-14 by PW staff on 7/8/13, 7/26/13, 11/20/2013, and 11/25/13. The project was finalized in December 2013. 2) Delaware Avenue: Commercial development had been inactive since 2010 (as reported in previous annual reports); construction temporarily resumed in spring 2013 and halted again in Spring 2014. The site was inspected on 8/28/2013 and 2/10/2014 (wet weather). 3) Mission Street: Commercial development for a medical facility. Project construction commenced in June 2013, the site was inspected on 7/31/13, 12/30/13, 2/9/14, 2/26/14, and 4/28/14. The project was finalized in May 2014. 4) De Laveaga is a residential subdivision project that was initiated in July 2013, the site was inspected on 7/23/13, 7/31/13, 8/12/13, 9/25/13, 11/6/13, 11/12/13, 11/20/13, 12/12/13, 12/30/13, 2/6/14, 9/5/14; 5) Broadway/Brommer multi-use path is a City Public Works trail project that was initiated in December 2013, the site was inspected on 12/17/13, 2/10/14, and 5/2/14. 6) The Santa Cruz Metropolitan Authority also has a construction site over 1 acre in size at River Street but the site was not inspected for Post-Construction Treatment Systems because the City's Post-Construction requirements are not binding for State properties/projects. The City provided recommendations on the proposed plans regarding implementation of Post-Construction but is not able to enforce requirements. This project is covered under Industrial General Permit WDID No. 3 44I012085 and Construction General Permit WDID No. 3 44C365560. PW staff also inspected LID structural control measures installed at smaller sites that were finalized during the fiscal year.
	E.12.k, E.15	PC-5	Develop & Enact A Strategy for Implementing LID & Hydromodification Control For New and Redevelopment Projects	Develop, advertise and make available LID BMP Design Guidance suitable for all stakeholders; Specific guidance on how to achieve and demonstrate compliance with the hydromodification control criteria and LID requirements made available to new and redevelopment project applicants	Public Works Planning	Engineering	1	x					Yes	From July 2013 thru February 2014, the City revised its development and redevelopment BMP guidance to incorporate the PCR requirements. The revised BMP guidance for development and redevelopment is now separated into Chapter 6A for single-family home projects on small lots and Chapter 6B for private and public development projects. Chapter 6A is designed to provide simple straight-forward guidance and recommendations for site design and runoff management for homeowners and non-specialized designers. Chapter 6B includes all of the provisions of the PCRs, including application process and required documentation, design guidance for preferred LID BMP types, and engineering calculations to meet volumetric water quality treatment, retention, and peak management requirements. The BMP manuals are available on the City's website and at Public Works and Planning counters. The City also developed a webpage dedicated to the BMP requirements for development and redevelopment at www.cityofsantacruz.com/lid . The webpage provides links to the BMP manuals and development checklists, a link to the Central Coast SCM sizing calculator developed by Santa Barbara County to help calculate retention requirements, City-specific maps of watershed management zones, rainfall depths, and Urban Sustainability Areas. In addition, the City has been funding and partnering with the Resource Conservation District of Santa Cruz County (RCD) to conduct a Low Impact Development (LID) education program for residents within the City. Highlights of the program include the following: • Distribution of the RCD home drainage guide "Slow It. Spread It. Sink It!" online on the RCD and City of Santa Cruz websites and at special events; • One engineer/designer workshop in November 2013; • Booths and/or tabling at special events including the Santa Cruz Business Fair, Earth Day Santa Cruz, and the Sanctuary Celebration; • Distribution of the RCD home drainage guide "Slow It. Spread It. Sink It!" by RCD to development project applicants and contractors by the PW Development Plan Reviewer.
	E.12.j	PC-10	Develop and/or Modify Enforceable Mechanisms That Will Effectively Implement Hydromodification Controls and LID. Enforceable Mechanisms May Include Municipal Codes, Regulations, Standards, and Specifications.	1. 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 (Joint Effort Q2)	Public Works Planning	Engineering	N/A						Yes	The City conducted a thorough GAP Analysis review of all City codes and submitted the Gap Analysis Report to the RWQCB on April 27, 2011. The results of the City's Gap Analysis were incorporated into the City's Watershed Protection Assessment submitted to the RWQCB in June 2013, which covered the General Plan 2030, the City-wide Creeks and Wetlands Management Plan, the Municipal Code, and the Post-Construction Requirements. The assessment found that the new General Plan 2030 for the City, which was adopted in 2012, incorporates many elements that support LID. Minor gaps to LID implementation were identified in the Municipal Code associated with street and parking lot standards. Three of these gaps were regarding existing street/curb design standards that could prevent the use of bio-systems adjacent to the street. One gap concerned the required parking ratios for office buildings. The last identified gap concerned how surface runoff is to be directed.
				Approved new and/or modified enforceable mechanisms that effectively resolve regulatory conflicts and implement hydromodification controls and LID in new and redevelopment projects	Public Works Planning	Engineering	1	x					Yes	Minor LID implementation gaps identified in the Municipal Code were addressed in ordinance revisions the City is anticipating to complete in early 2015. Additionally, the assessment found that the City's mandatory "Storm Water BMPs for Development and Remodel Projects," which are codified by the Municipal Code/Storm Water Ordinance, are currently the best method to implement the new requirements. All development projects are routed through one Public Works development project plan reviewer that ensures that proposed projects meet the revised mandatory BMPs.

New BMP (✓)	Permit Section	New or Existing BMP #	BMPs	MEASURABLE GOALS	DPT	DIV.	General Permit Schedule (Permit Year)	Implementation FY (due date)					DONE Yes/No	BMP Implementation Information
								2014	2015	2016	2017	2018		
				Apply new and/or modified enforceable mechanisms to all applicable new and redevelopment projects.	Public Works, Planning	Engineering	Year 1-5	X	X	X	X	X	Yes	The RWQCB adopted the Post-Construction Requirements (PCRs) for Development Projects in the Central Coast Region on July 12, 2013 (Resolution No. 2013-0032). The adopted Resolution directed municipalities in the Central Coast Region to update their development review standards and protocols to be able to implement the PCRs on all applicable projects by March 6, 2014. From July 2013 thru February 2014, the City revised its mandatory BMPs for Development and Redevelopment Projects to incorporate the PCR requirements and began enforcing the new requirements on March 6, 2014.
	E.12.k, E.15	PC-8	Implement Program to Ensure Long-term BMP Inspection and Maintenance. Spot Inspections Will Be Conducted.	Enforce the proof of annual BMP inspection and maintenance requirement at 100% of sites	Public Works	Engineering	Year 1-5	X	X	X	X	X	Yes	The City maintains an Excel spreadsheet to track LID projects requiring maintenance agreements and has modified that spreadsheet to specify which PCR Tier projects are subject to. The spreadsheet also identifies structural control measures incorporated into each project. A screen shot of the spreadsheet is attached. The City requires that a BMP Maintenance Agreement be signed by the property owner/developer for all applicable projects with structural control measures per the City's mandatory BMPs for Public and Private Development Projects (Chapter 6B). The maintenance agreements are recorded into the City's permitting database (TRAKiT). Currently, the City has 39 signed maintenance agreements. In order to ensure that maintenance is conducted, the City sends reminder letters to all the parties responsible for BMP maintenance during the Fall. A Reminder Letter was sent to 24 built sites on November 27, 2013. Nine sites were not sent a letter because these projects were either under construction, had not yet started construction, or were just completed in the fall of 2013. Of the 24 sites sent letters, 15 sites required email or phone follow-up by storm water staff in December 2013. 2 sites required multiple follow-up contacts because site managers encountered difficulty getting a contractor to maintain a structural BMP. 3 sites required multiple follow-ups due to management company change or property sale. All sites eventually came into compliance and submitted logs. Again this year, staff spent time educating the appropriate people at a number of the sites as the managers, contacts, or the facilities staff change with time and the new personnel is unfamiliar with the requirements.
				Implement a spot inspection program at 10% of sites annually	Public Works	Engineering	Year 1-5	X	X	X	X	X	Yes	During the permit year, six sites (greater than 10%) were inspected during wet weather on 2/26/14 and 3/31/14. All of these sites were found to have their BMPs in good working condition; one site was notified regarding silt build-up at bioswale entry points.
✓	E.13.b, E.15	NEW BMP	TMDL Monitoring	Comply with the monitoring requirements included in WAAP and/or consult w/ RWQCB to determine monitoring study design and monitoring implementation schedule	PW	Environ Compliance	1	X	X	X	X	X	Yes	The City had its first consultation with CCRWQCB staff on May 27, 2014, and a subsequent telephone meeting on September 2, 2014. The City is planning to meet again with Water Board Staff in November. Per the CCRWQCB, the WAAP revisions are due June 30, 2015 and will incorporate any revisions to the monitoring and assessment plan.
E.16	ANNUAL REPORTING PROGRAM													
✓	E.16.a	NEW BMP	Use SMARTS to report and certify		PW	Eng	Year 1-5	X	X	X	X	X	Yes	The Annual Report will be entered into SMARTS by October 15, 2014
	E.16.b		Complete and retain annual reports and make available to RWQCB during working hours		PW	Eng	Year 1-5	X	X	X	X	X	Yes	Annual reports are available for download on the City website and will be provided to the RWQCB upon request
✓	E.16.c	NEW BMP	Submit detailed written or oral report to RWQCB if directed.		PW	Eng	Year 1-5	X	X	X	X	X	Yes	The City will submit reports to the RWQCB as directed
✓	E.16.d	NEW BMP	May coordinate reporting if regional programs		PW	Eng	Year 1-5	X	X	X	X	X	N/A	N/A