

SECTION C-5

MUNICIPAL ACTIVITIES

**PROGRAM EFFECTIVENESS ASSESSMENT
2009-10**





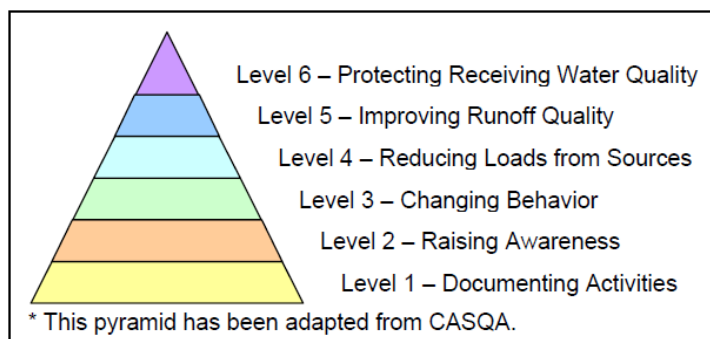
C-5.0 MUNICIPAL ACTIVITIES

C-5.1 Introduction (LIP Section A-5.1)

This section of the PEA discusses the implementation of the inventory, prioritization, inspection, BMP implementation and reporting program for County facilities and field programs during the 2009-10 reporting period.

The County has incorporated the Model Municipal Activities Program described in **DAMP Section 5.4** as the basis for **Section A-5** of its LIP. This section presents the results of the Municipal Activities Program carried out by the County to reduce discharges of pollutants.

The County utilizes the CASQA method of effectiveness assessment in order to demonstrate if program elements, activities, BMPs, etc., are resulting in desired outcomes. CASQA identifies six Outcome Levels and for each measure the County reports, the associated Outcome Level (more than one level may apply) is indicated by a colored triangle with a number (See **Section C-2.5** for detailed discussion on this approach).



C-5.1.1 Overall Municipal Activities Program Management

Within **Section A-5.0** of the LIP, the County has identified which County departments are responsible for the implementation of this stormwater program element.

C-5.2 Inventory of County Fixed Facilities, Field Programs, and Drainage Facilities (LIP Section A-5.2)

The County has developed a watershed based inventory of its fixed facilities, which is updated on an ongoing basis and submitted annually to the Regional Boards. Summaries of the County's fixed facility inventory are provided in the following tables:



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2009-10 Summaries of County Fixed Facilities

Main Municipal Fixed Facility Types	Sub-Category Facility Types	Total Number of Municipal Facilities
Municipal Waste Facilities *	Active or Closed Municipal Landfills/Household Hazardous Waste Collection Sites	10
Corporation Yards	Corporation Yards	10
Other Municipal Owned Facilities	Airfields (Landside Operations)	1
	Parks and Cemeteries	34
	Public Buildings (Sheriff, Libraries, County offices, etc.)	41
	Harbor/Boat Marinas	5
	Animal Shelters/Services	2
	Public Parking Facilities	8
	Detention Facilities	8
	Housing Units	5
	Other	11
	Total for all Categories	135

* The active landfills in unincorporated areas are also included within the County's industrial facility inventory (**Attachment C-9.2** of this report).

2009-10 Summaries of County Municipal Facilities by Watershed

Sub-Category Fixed Facility Types	Number of Municipal Facilities in Each Watershed											
	Santa Ana Region					San Diego Region						
	San Gabriel River/Coyote	Anaheim Bay/Huntington Harbor	Santa Ana River	Newport Bay	Newport Coastal Streams	Laguna Coastal Streams	Aliso Creek	Dana Point Coastal Streams	San Juan Creek	San Clemente Coastal Streams	San Mateo Creek	Total
*Active or Closed Municipal Landfills/Household Hazardous Waste Collection Sites	2	2	2	3	0	0	0	0	0	1	0	10



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Sub-Category Fixed Facility Types	Number of Municipal Facilities in Each Watershed											
	Santa Ana Region					San Diego Region						
	San Gabriel River/Coyote Creek	Anaheim Bay/Huntington Harbor	Santa Ana River	Newport Bay	Newport Coastal Streams	Laguna Coastal Streams	Aliso Creek	Dana Point Coastal Streams	San Juan Creek	San Clemente Coastal Streams	San Mateo Creek	Totals
Corporation Yards	0	0	2	4	0	0	2	1	1	0	0	10
Airfields (Landside Operations)	0	0	0	1	0	0	0	0	0	0	0	1
Parks and Cemeteries	3	3	10	6	0	1	4	3	2	2	0	34
Public Buildings (Sheriff, Libraries, County offices, etc.)	2	5	6	19	0	1	5	2	1	0	0	41
Harbors/ Boat/ Marinas	0	1	0	0	2	0	0	2	0	0	0	5
Animal Shelters/ Services	0	0	2	0	0	0	0	0	0	0	0	2
Public Parking Facilities	0	0	1	6	0	0	0	1	0	0	0	8
Detention Facilities	0	0	4	2	0	0	0	0	2	0	0	8
Housing Units	0	4	1	0	0	0	0	0	0	0	0	5
Other	1	0	7	2	0	0	0	0	1	0	0	11
Total for all Categories	8	15	35	43	2	2	11	9	7	3	0	135

The inventory may change annually with acquisition or sale of County property. During 2009-10 no new facilities were added to the inventory.

C-5.3 Prioritization (LIP Section A-5.3)

All County field programs are prioritized as high. Field programs include the maintenance and inspection of County-owned drainage facilities, roads, streets, and highways.



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The County has prioritized its fixed facilities as high, medium or low based on their respective threat to water quality. Summaries of the prioritizations are provided in the following tables:

2009-10 Summary of County Municipal Facility Prioritization

Municipal Fixed Facility Prioritizations	Total Number of Fixed Facilities	
	Santa Ana Region	San Diego Region
Mandatory high priority facilities	34	18
Number of medium priority facilities	2	0
Number of low priority facilities	67	14
Total Number of Facilities	103	32

2009-10 Summary of County Municipal Facility Prioritization by Watershed

Municipal Fixed Facility Prioritizations	Total Number of Fixed Facilities											
	Santa Ana Region					San Diego Region						
	San Gabriel River/Coyote Creek	Anaheim Bay/Huntington Harbour	Santa Ana River	Newport Bay	Newport Coastal Streams	Laguna Coastal Streams	Aliso Creek	Dana Point Coastal Streams	San Juan Creek	San Clemente Coastal Streams	San Mateo Creek	Totals
Number of high priority facilities	2	5	7	17	2	1	5	8	1	3	0	51
Number of medium priority facilities	0	0	1	1	0	0	0	0	0	0	0	0
Number of low priority facilities	6	10	27	25	0	1	6	1	6	0	0	84
Total Number	8	15	35	43	2	2	11	9	7	3	0	135

The fixed facility prioritization is updated on an ongoing basis and provided to the Regional Boards as a part of each PEA submittal as part of the updated municipal inventory. Prioritization categories may change based on information acquired during inspections.



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C-5.4 Model Maintenance Procedures (LIP Section A-5.4)

Model Maintenance Procedures (MMP) fact sheets were developed as a part of the Municipal Activities program. The fact sheets include a description of specific BMPs for common municipal activities that may cause pollutant discharges and provide Pollution Prevention measures that the facility and/or program should implement. The activity based MMP fact sheets are included as **Exhibit A-5.III** of the County’s LIP.

C-5.5 Inspection (LIP Section A-5.5)

Inspections are conducted at the frequencies listed in **Table A-5.2** of the LIP as shown below.

Municipal Fixed Facility/Field Program Inspection Frequencies

Inspection Frequencies	
Facility/Program	Inspection Frequency
Fixed Facilities	
County Corporation Yards	Quarterly
High Priority Fixed Facility	Annually
Medium Priority Fixed Facility	Biennially
Low Priority Fixed Facility	Once during first year of program implementation
Field Programs	
High Priority Field Programs	Annually
Drainage Facilities	
Drainage Facilities	Annually before the wet season, with additional inspections as needed during the wet season

Inspections generally include a review of material and waste handling practices, BMP implementation and focus on identifying visual evidence of past or present unauthorized non-stormwater discharges. Environmental Performance Report (EPR) forms, as discussed in **Section C-5.7**, are completed for each facility inspection and any issues that require follow-up are identified as “actionable issues”.

Inspections of drainage facilities and roads are conducted by OC Public Works/Operations and Maintenance (O&M) inspectors. Fixed facility and field program inspections are carried out by the facility site manager, the field supervisor and/or an inspector from OC Watersheds. Inspections of fixed facilities by an OC Watersheds inspector provide an opportunity for



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additional training of the facility manager. OC Watersheds inspectors also conduct follow up inspections as necessary.

2009-10 Summary of Inspections Conducted



Main Municipal Fixed Facility Types	Sub-Category Facility Types	Total Number of Municipal Facilities Inspected	
		Santa Ana Region	San Diego Region
Municipal Waste Facilities	Active or Closed Municipal Landfills/Household Hazardous Waste Collection Centers	9	1
Corporation Yards	Corporation Yards	2	4
Other Municipal Owned Facilities	Airfields (Landside Operations)	1	N/A
	Parks and Cemeteries	3	12
	Public Buildings (Sheriff, Libraries, County offices, etc.)	4	1
	Harbors/Boat Marinas	4	2
	Animal Shelters/Services	1	N/A
	Public Parking Facilities	11	0
	Detention Facilities	1	0
	Housing Units	0	N/A
	Other	5	1
Total for all Categories		41	21

A total of sixty two facilities were inspected during the reporting year. During the previous reporting period, the total number of facilities inspected was forty one. Including quarterly corporate yard inspections, a total of one hundred five facility inspections were conducted.

As part of its municipal facility inspections County inspectors also determine the level of BMP implementation and assess the effectiveness of the implemented BMPs. For each of the facility's areas of activity, the inspector observes whether BMPs are in place and effective. The inspector may encounter situations where BMPs are in place but are not effectively applied. The inspector uses best professional judgment in deciding how much time to allow the manager to correct the problem. Based on the results of the inspections conducted during the current reporting year, a summary of the status of the BMP implementation by watershed is provided in the following table.



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2009-10 Summary of BMP Implementation Status by Watershed



Watershed	Number of Facilities with BMPs Fully Implemented	Number of Facilities with BMPs Partially Implemented	Number of Facilities With No BMPs	Number of Facilities Required to Implement or Upgrade/Modify BMPs (Sum of Columns 2 and 3)
San Gabriel River/Coyote Creek	2	0	0	0
Anaheim Bay/Huntington Harbor	2	0	0	0
Santa Ana River	1	0	0	0
Newport Bay	16	0	0	0
Newport Coastal Streams	0	0	0	0
Laguna Coastal Streams	1	0	0	0
Aliso Creek	5	0	0	0
Dana Point Coastal Streams	3	0	0	0
San Juan Creek	2	0	0	0
San Clemente Coastal Streams	2	0	0	0

Field Programs are not included in the above table as they occur throughout all watersheds. There were no facilities identified as having BMPs only partially implemented, and staff is now shifting from implementation to routine BMP maintenance.

C-5.5.1 Enforcement

The County may take various actions when an inspection highlights a problem at a municipal facility. Possible actions include the issuance of verbal and written instructions or additional training of County personnel. In the instance of contracted services, action under the ordinance or termination of the contract or lease could occur. No enforcement actions were taken during the reporting period.

C-5.5.2 Reporting

On October 28, 2009, County staff notified the San Diego Regional Board of a diesel fuel release at Aliso Creek Beach in Laguna Beach. The release of an estimated 2 gallons of diesel occurred



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while a County crew was performing maintenance on the outlet of Aliso Creek. The California Emergency Management Agency (CalEMA) was notified (Control No. 09-7269) along with Regional Board staff.

Due to the training received on spills, the County crew reacted quickly to the release and made immediate notifications. Contaminated sand was removed and properly disposed of, preventing any impact to receiving waters.

C-5.6 Education and Training (LIP Section A-5.6)

C-5.6.1 Training

The County has developed and implemented internal job-specific training for its employees. Most training is now done on a routine basis by supervisors at “tailgate” trainings in conjunction with safety training. More formal training sessions are held as needed.

During 2009-10 general stormwater pollution prevention training was provided for all new OC Public Works employees during the New Employee Orientation. The introductory training consists of a presentation of the “Stormwater 101” video, and distribution of the Stormwater 101 Fact Sheet.

The formal training conducted during the reporting period is summarized in the following table:

2009-10 Summary of Internal Training Conducted



Title	Date	Agency	Location
NPDES Compliance Training	4/13/2010	OC Parks	Casper's Wilderness Park
NPDES Compliance Training	4/20/2010	OC Parks	O'Neil Regional Park
NPDES Compliance Training	4/29/2010	OC Parks	Key Ranch Historic Park
NPDES Compliance Training	5/11/2010	OC Parks	Laguna Coast Wilderness Park
NPDES Compliance Training	5/25/2010	OC Parks	Thomas Riley Wilderness Park
NPDES Compliance Training	6/3/2010	OC Parks	Limestone Canyon and Whiting Ranch Park
NPDES Compliance Training	6/11/2010	OC Parks	Santiago Oaks Regional Park
NPDES Compliance Training	6/14/2010	OC Parks	Ralph B. Clarke Regional Park
NPDES Compliance Training	6/15/2010	OC Parks	Irvine Regional Park



2009-10 Summary of External Training Attended

Title	Date	Agency	Number of Staff Attending
Medical Waste Training	9/1/2009	OC Waste and Recycling	15
Illegal Dumping Training	9/1/2009	OC Waste and Recycling	15
DTSC on-site training section/waste tracking online system	11/9/2009	OC Waste and Recycling	2
Spill Training	4/1/2010	OC Operations and Maintenance	95

C-5.6.2 Education

The County’s website, www.ocwatersheds.com, is listed as a resource material on all training material for County personnel. BMP Fact Sheets are printed from the webpage as needed. The “Stormwater 101” video and associated training materials are also available on the website for use by supervisors for training. The website continues to be the primary method for providing County personnel with pertinent education materials.

C-5.7 Environmental Performance Report

The Environmental Performance Report (EPR) provides information on facility activities during the year for use in evaluating the municipal activity efforts and preparing the annual PEA. The report demonstrates a commitment to pollution prevention and source reduction by providing an iterative evaluation and corrective action management process. This EPR process emphasizes:

- Program elements with past and present problems in need of improvement
- Improvements that occurred during the reporting year
- Program elements that are currently in need of improvement
- Specific action plans and timeframes for implementing necessary improvements

Each reporting year serves as the benchmark for the next year’s resource effort and EPR process evaluation.

The Environmental Performance Reports are completed each year by the County from inspection forms for each inventoried municipal fixed facility. For the current reporting period, 104 EPR forms were returned from fixed facilities. The number of completed forms from fixed facilities during the previous reporting period was 101 EPR forms.



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C-5.8 Municipal Facility Highlights

Dana Point Harbor

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Dana Point Harbor has made considerable efforts to protect water quality. Staff from the County's OC Dana Point Harbor Department provided expertise and assisted with the development of the California Coastal Commission produced *California Clean Marina Toolkit*, which can be downloaded at: <http://www.coastal.ca.gov/ccbn/toolkit/marina-toolkit.pdf>

Dana Point Harbor is a certified "California Clean Marina" and has continued to make water quality a top priority by instituting a number of programs and projects, including:

- Established recycling/disposal program for oil, oil filters, automatic transmission fluid, engine anti-freeze/coolant, batteries and bilge pads
- Coordinated sewer lateral cleaning program with main line cleaning; lateral lines are cleared into the main prior to main line cleaning
- Installed water saving irrigation systems and lowering of planter soil levels to reduce runoff and prevent sediment discharge
- Implemented daily testing of vessel pump out stations
- Established recycling program for monofilament fishing line
- Located pet waste dispensers with bags throughout the harbor area
- Purchased a pressure washer / vacuum system to clean walkway and trash areas
- Implemented vessel inspection program to insure holding tank and connections/valves are operating properly to prevent spills
- Replaced sand at Baby Beach and instituted daily collection of bird waste from the beach to reduce bacteria loading

C-5.9 Municipal Activities Program Modifications

During the reporting period, the County adopted an Integrated Pest Management (IPM) policy for implementation within all agencies and departments. This IPM policy, which was developed with the assistance of the University of California Cooperative Extension (UCCE), is now **Exhibit A-5.V** of the County's Local Implementation Plan (LIP).