

**Clean Water Program Trainings  
City of Malibu  
FY 2010-2011**

*I. D. Attach a summary of staff training over the last fiscal year. This shall include the staff name, department, type of training, and date of training.*

The City of Malibu provides regular in-house training opportunities and promotes staff attendance at a variety of conferences and workshops. For instance, several staff attended the Rainwater Harvesting Workshop at Tree People in LA. This document highlights a few of the training opportunities provided this year. Attached is information from these in-house trainings including staff name, department, type of training, and date of training.

The City held NPDES specific training sessions for targeted staff in accordance with permit requirements. Trainings covered the Development Planning, Development Construction, and Public Agency Activities programs and related topics. For the Development Planning training, staff reviewed planning requirements as they relate to development and redevelopment and was provided with a document titled "Guidelines for Runoff Management and Water Quality Mitigation Plan (WQMP) Preparation". The Development Construction training focused on protocols for inspecting sites, BMPs, and proper inspection documentation (including of illicit discharges). All staff that spends part of the time in the field is encouraged to participate. This has resulted in successful cross training of other Departments, including Parks and Recreation. As a result of last year's Development Construction session, staff began meeting at least quarterly for refresher topics and discussions of experiences in the field. This included viewing of a Stormwater BMPs webinar series presented by Stormwater USA. The series covered the following presentations: "BMPs Maintenance, monitoring, documentation", "Track-Out: Construction's Most Common and Costly BMP Violation", and "Storm Water Compliance on a Construction Site...What Everyone Should Know". Staff feedback on webinar trainings and additional meetings was positive.

Environmental Programs staff is also actively involved with the California Water Environment Association (CWEA), serving as the chair of the local Tri-Counties Section Pretreatment, Pollution Prevention and Stormwater (P3S) committee, attending and moderates additional trainings annually, and regularly attends Los Angeles Basin Section's dinner presentations to keep apprised of regional water quality efforts. The City joined the CA Stormwater Quality Association (CASQA) and foresees additional training opportunities through this organization in the future.

In the interest of supporting the City's Green Building Program and Low Impact Development (LID) requirements (as mandated through the City's Local Coastal Program and Malibu Municipal Code), two City Planners retain their LEED accreditation and regularly attend workshops on LID, green landscaping, and green building.

Annual Required Trainings for Targeted Staff

Those employees that attended the annual trainings constituted **42% of all staff** (trainers and staff who attended multiples sessions were not counted more than once in this figure).

Development Planning	15 attendees
Development Construction	10 attendees
Total for all:	24 attendees
Total staff:	57

## STORMWATER TRAINING

### September 29, 2010

#### Quarterly Field Personnel Meeting

Craig George – Environmental and Community Development (ECD) Dept.  
Daryl Schay – ECD  
Sten Miles – ECD  
Dee Fukaye – ECD  
Mark Boling – ECD  
Lisa Tent – ECD  
Teresa Velasquez – ECD  
Arthur Aladjajian – Public Works (PW) Department  
Travis Hart – PW  
Rebecca Nelson – PW  
Jennifer Voccola - PW

### November 17, 2010

#### “Storm Water Compliance on a Construction Site” and Field Personnel Meeting

Craig George – Environmental and Community Development (ECD) Dept.  
Daryl Schay – ECD  
Sten Miles – ECD  
Dee Fukaye – ECD  
Mark Boling – ECD  
Lisa Tent – ECD  
Teresa Velasquez – ECD  
Travis Hart – Public Works (PW) Dept.  
Rebecca Nelson – PW  
Jennifer Voccola - PW

### March 15, 2011

#### “Construction BMP training...Track Out” and Field Personnel Meeting

Sten Miles – Environmental and Community Development (ECD) Dept.  
Dee Fukaye – ECD  
Mark Boling – ECD  
Lisa Tent – ECD  
Travis Hart – PW  
Rebecca Nelson – PW  
Jennifer Voccola - PW

### June 21, 2011

#### “Construction BMPs Maintenance, Monitoring, Documentation” and Field Personnel Meeting

Craig George – Environmental and Community Development (ECD) Dept.  
Daryl Schay – ECD  
Dee Fukaye – ECD  
Mark Boling – ECD  
Lisa Tent – ECD  
Barbara Jo Conklin – ECD  
Arthur Aladjajian – Public Works (PW) Dept.  
Travis Hart – PW  
Rebecca Nelson – PW  
Jennifer Voccola Brown – PW

June 28, 2011

Annual NPDES Development Planning Refresher

Ha Ly - Environmental and Community Development (ECD) Dept.

Joseph Smith – ECD

Jason Ernst – ECD

Steve Dickson – ECD

Megan Majd – Environmental Programs Intern

Joseph Lezama – ECD

Bonnie Blue – ECD

Adrian Fernandez – ECD

Stephanie Danner – ECD

Marianne Riggins – ECD

Stefanie Edmondson – ECD

Carl Manisco – ECD

Rebecca Nelson - Public Works (PW) Dept.

Elroy Kiepke – PW

Jennifer Voccola Brown – PW

# **CITY OF MALIBU CLEAN WATER PROGRAM**



## **GUIDELINES FOR RUNOFF MANAGEMENT AND WATER QUALITY MITIGATION PLAN (WQMP) PREPARATION**



# City of Malibu

23815 Stuart Ranch Road · Malibu, California · 90265-4861  
Phone (310) 456-2489 · Fax (310) 456-3356 · www.ci.malibu.ca.us

## ILLICIT DISCHARGE/ILLICIT CONNECTION/SPILL COMPLAINTS & REPORTS

1. CALLER'S CONTACT INFORMATION (To be kept confidential/for internal use only):

Name: \_\_\_\_\_

Address/ Phone: \_\_\_\_\_

2. COMPLAINT: What is the Nature of this Complaint? \_\_\_\_\_  
\_\_\_\_\_

3. LOCATION OF INCIDENT: Be specific with address and/or property owner's name.  
\_\_\_\_\_  
\_\_\_\_\_

4. SOURCE MATERIAL (check and circle as applicable)

Water/ Waste Water

Sediment/ Debris/ Mud

Unknown Material (description, i.e. color, smell, estimated volume, etc.)

Describe: \_\_\_\_\_

5. IS THIS CURRENTLY OCCURRING?  Yes  No

6. ENTERED A STORMDRAIN OR RECEIVING WATERS? (circle)

Yes

No

Not Determined

7. IS THIS ONGOING OR REGULARLY OCCURRING EVENT? (circle)

Yes

No → Date: \_\_\_\_\_ Estimated Start Time/ Duration: \_\_\_\_\_

ANY ADDITIONAL COMMENTS:

### INTERNAL STAFF USE

Employee Receiving 1<sup>st</sup> Call: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Referred To: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_



# City of Malibu Inspection Report

23815 Stuart Ranch Road ♦ Malibu, California ♦ 90265-4861  
Phone (310) 456-2489 ♦ Fax (310) 317-0950 ♦ www.ci.malibu.ca.us

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Last Inspection Date: \_\_\_\_\_

Facility/Location Name: \_\_\_\_\_

Site Address: \_\_\_\_\_ Zip \_\_\_\_\_

Onsite Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Operator Name: \_\_\_\_\_ Email: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Check boxes below as appropriate (may be more than one box).

First Inspection    Second Inspection/Follow-up    New Facility    Response to Complaint    Other

Description/Purpose: \_\_\_\_\_

### NOTES

Type of Weather at time of inspection:  Sunny    Cloudy    Drizzle    Steady Rainfall    Windy  

NOTICES:  Notice to Correct    Correction(s) Made    Initial Notice of Violation    2<sup>nd</sup> Notice of Violation, Order to Comply

### CORRECTIVE ACTIONS:

### COMPLETE BY:

Inspector: \_\_\_\_\_ Educational Materials Given:

Upon completion of corrective actions, contact the inspector at (310) 456-2489 Ext. \_\_\_\_\_ for compliance verification. The inspector has the option to conduct a scheduled or unannounced verification inspection.

This report is furnished to the facility/site representative as a measure to evaluate compliance. Your facility/site may be subject to an enforcement action if the noted deficiencies are not corrected.

