

Los Angeles County Municipal Storm Water Permit (Order 01-182)
Individual Annual Report Form
Attachment U-4

This form summarizes the requirements in Order No. 01-182. Each Permittee must complete this form in its entirety, except for those requirements applicable only to the Principal Permittee. Only report activities that were performed during the previous fiscal year. Upon completion, this form shall be submitted to the Principal Permittee, by the date specified by the Principal Permittee, for inclusion in the unified Annual Storm Water Program Report. Attachments should be included where necessary to provide sufficient information on program implementation.

The goals of this Report are to: 1) concisely document implementation of the Storm Water Quality Management Program (SQMP) during the past fiscal year; 2) evaluate program results for continuous improvement; 3) to determine compliance with Order 01-182; and 4) to share this information with other Permittees, municipal decision makers, and the public.

| | |
|------------|--|
| ! | YOU MUST FILL OUT ALL THE INFORMATION REQUESTED <i>Do not leave any of the sections blank.</i> |
| N/A | If the question does not apply to your municipality, please indicate N/A in the space provided and provide a brief explanation |
| U | If the information requested is currently unavailable, please indicate U in the space provided and give a brief explanation. |

This Report Form consists of the following sections:

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D. Staff and Training

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.

E. Budget Summary

1. Does your municipality have a storm water utility? Yes No
If no, describe the funding source(s) used to implement the requirements of Order No. 01-182.

General Fund.

2. Are the existing financial resources sufficient to accomplish all required activities? Yes No

3. Complete Table 2 to the extent that accurate information is available (indicate U in the spaces where the information is unavailable), and report any supplemental dedicated budgets for the same categories on the lines below the table.

4. List any additional state/federally funded projects related to storm water.

Three Springs Storm Water Quality Improvement, Prop 13 Phase II Project
Malibu Creek Watershed –Wide Monitoring Program, Prop 13 Phase II Project
Proposition 50 – Citywide Landscape and Irrigation Retrofit Program

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TABLE 2

| Program Element | Expenditures in Previous Fiscal Year | Estimated Amount Needed to implement Order 01-182 |
|---|--|--|
| 1. Program management a. Administrative costs b. Capital costs | \$184,825 \$3,120 | U |
| 2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance | \$1,699 \$744 \$0 \$0 | U |
| 3. Industrial/Commercial inspection/ site visit activities | \$0 | U |
| 4. Development Planning | \$2,914 | U |
| 5. Development Construction a. Construction inspections | \$601 | U |
| 6. Public Agency Activities a. Maintenance of structural and treatment control BMPs b. Municipal street sweeping c. Catch basin cleaning d. Trash collection/recycling e. Capital costs f. Other | \$1007 \$21,828 \$1,370 \$2,960 \$0 \$0 | U |
| 7. IC/ID Program a. Operations and Maintenance b. Capitol Costs | \$686 \$0 | U |
| 8. Monitoring | \$13,356 | U |
| 9. Other | \$14,285 | U |
| 10. TOTAL | \$249,393 | U |

List any supplemental dedicated budgets for the above categories:

- * Proposition 50, Chapter 8 provided \$103,871.43 for the \$446,564 Citywide Landscape and Irrigation Retrofit Project (Prior year)
- * Total Street Sweeping Budget = \$115,581 (estimated 19.2% increase for NPDES BMP's implemented in 1996, therefore \$22,200 annual implementation cost)
- * Recycling Services is approximately \$105,000

List any activities that have been contracted out to consultants/other agencies:

Portions of the Development Planning/Development Construction is contracted to LA County Building & Safety. Stormwater Program Management is handled through the City Engineering services contract with Willdan (contract City staff). Catch basin cleaning is contracted to LA County Flood Control District. Sanitary Sewer maintenance is contracted to the consolidated sewer maintenance district.

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II. Receiving Water Limitations (Part 2)

- A. Are you aware, or have you been notified, of any discharges from your MS4 that cause or contribute to a condition of nuisance or to the violation of any applicable water quality standards? Yes No
- B. Has the Regional Board notified you that discharges from your MS4 are causing or contributing to an exceedance of water quality standards? Yes No
- C. If you answered Yes to either of the above questions, you must attach a Receiving Water Limitations (RWL) Compliance Report. The Report must include the following:
1. A description of the pollutants that are in exceedance and an analysis of possible sources;
 2. A plan to comply with the RWL (Permit, Part 2);
 3. Changes to the SQMP to eliminate water quality exceedances;
 4. Enhanced monitoring to demonstrate compliance; and
 5. Results of implementation.

III. SQMP Implementation (Part 3)

- A. Has your agency implemented the SQMP and any additional controls necessary to reduce the discharges of pollutants in storm water to the maximum extent practicable? Yes No
- B. If your agency has implemented additional or different controls than described in the countywide SQMP, has your agency developed a local SQMP that reflects the conditions in its jurisdiction and specifies activities being implemented under the appropriate elements described in the countywide SQMP? Yes No
- C. Describe the status of developing a local SQMP in the box below.

The City is currently working with other Malibu Creek and Lagoon Bacteria TMDL responsible agencies to implement measures developed in the Integrated Total Maximum Daily Load Implementation Plan for the Malibu Creek Watershed. The plan is aimed toward implementation of the SQMP and any additional programs suitable to the Malibu Creek Watershed through a regionally consistent, economically efficient approach.

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- D. If applicable, describe an additional BMP, in addition to those in the countywide SQMP, that your city has implemented to reduce pollutants in storm water to the maximum extent practicable.

Weekly street sweeping citywide, measures identified in the above mentioned Implementation Plan.

E. Watershed Management Committees (WMCs)

1. Which WMC are you in? Malibu Creek and Rural SMB Watersheds
2. Who is your designated representative to the WMC? Joe Bellomo
3. How many WMC meetings did you participate in last year? 11
4. Describe specific improvements to your storm water management program as a result of WMC meetings.

The WMC meetings enable the watershed Cities to share information, success on pilot programs, and combine resources to be more effective at implementing programs that apply regionally. The Cities continue to use the WMC to combine resources for local public education and outreach activities. The Cities also use the WMC to move forward supplemental plans to achieve water quality improvements such as grants and TMDL programs such as the Total Integrated TMDL Implementation Plan for the Malibu Creek Watershed, and Trash Monitoring and Reporting Plan.

5. Attach any comments or suggestions regarding your WMC.

F. Storm Water Ordinance

1. Have you adopted a storm water and urban runoff ordinance to enforce all requirements of Order 01-182? Yes No
If not, describe the status of adopting such an ordinance.

N/A

2. If yes, have you already submitted a copy of the ordinance to the Regional Board? Yes No
If not, please attach a copy to this Report.
3. Were any amendments made to your storm water ordinance during the last fiscal year? Yes No
If yes, attach a copy of amendments to this Report.

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G. Discharge Prohibitions

1. List any non-storm water discharges you feel should be further regulated:

None

2. List any non-storm water discharges you feel should be exempt, and provide an explanation for each:

None

IV. Special Provisions (Part 4)

A. Public Information and Participation (Part 4.B)

In addition to answering the following questions, attach a summary of all storm water education activities that your agency conducted or participated in last year.

1. No Dumping Message

a) How many storm drain inlets does your agency own? 42

b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? U

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 409 (42 city, 367 county)
If this number is less than the number in question 1.b, describe why all inlets have not been marked, the process used to implement this requirement, and the expected completion date.

N/A

d) How many public access points to creeks, channels, and other water bodies within your jurisdiction have been posted with no dumping signage in the past year? 0
Describe your agency's status of implementing this requirement by the date required in Order No. 01-182.

There are no public access points requiring signage in the City.

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2. Reporting Hotline

- a) Has your agency established its own hotline for reporting and for general storm water management information? Yes No
- b) If so, what is the number? N/A
- c) Is this information listed in the government pages of the telephone book? Yes No
- d) If no, is your agency coordinated with the countywide hotline? Yes No
- e) Do you keep record of the number of calls received and how they were responded to? Yes No
- f) How many calls were received in the last fiscal year? N/A
(County of Los Angeles does not have city specific totals available.)
- g) Describe the process used to respond to hotline calls.

When a hotline call is received by 888cleanla, they either respond directly or refer the call to our Stormwater Program Manger who investigates the report upon receipt of notification (next business day). If clean-up is needed, a service request is issued to LA County Flood control for response.
- h) Have you provided the Principal Permittee with your current reporting contact information? Yes No
- i) Have you compiled a list of the general public reporting contacts for all Permittees and posted it on the www.888CleanLA.com web site (Principal Permittee only)? N/A Yes No
If not, when is this scheduled to occur? N/A

3. Outreach and Education

- a) Describe the strategy developed to provide outreach and bilingual materials to target ethnic communities. Include an explanation of why each community was chosen as a target, how program effectiveness will be determined, and status of implementation. (Principal Permittee only)

N/A

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- b) Did the Principal Permittee organize quarterly Public Outreach Strategy meetings that you were aware of? Yes No
 How many Public Outreach Strategy meetings did your agency participate in last year? All
 Explain why your agency did not attend any or all of the organized meetings.

We coordinate representation at the Public Outreach Strategy meetings through our Watershed Management Committee. One representative from the WMC attends the meetings, taking ideas/suggestions from the WMC forum and then reported back to the WMC on what happened at the meeting.

Identify specific improvements to your storm water education program as a result of these meetings:

The Public Outreach Strategy meetings provide a forum for the County to share their outreach activities, and make their already developed advertising materials available to the Cities for use in their specific programs. This allows the sharing of resources that otherwise would not be available to individual city programs because of costs.

List suggestions to increase the usefulness of quarterly meetings:

For more cities to share their experiences and ideas for outreach in their communities.

If quarterly Public Outreach Strategy meetings were not organized, explain why not and when this requirement will be implemented (*Principal Permittee only*).

N/A

- c) Approximately how many impressions were made last year on the general public about storm water quality via print, local TV, local radio, or other media? Greater than 100,000
- d) Describe efforts your agency made to educate local schools on storm water pollution.

In collaboration with Los Angeles County's school outreach program, we ensure local schools are exposed to watershed education material. In addition, the City's Schools program included water quality elements to White Oak Elementary 4th graders in their annual outreach.

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- e) Did you provide all schools within each school district in Los Angeles County with materials necessary to educate a minimum of 50 percent of all school children (K-12) every 2 years on storm water pollution (*Principal Permittee only*)? N/A Yes No
If not, explain why.

N/A

- f) Describe the strategy developed to measure the effectiveness of in-school educational programs, including assessing students' knowledge of storm water pollution problems and solutions before and after educational efforts (*Principal Permittee only*).

N/A

For Permit Years 2-5, attach an assessment of the effectiveness of in-school storm water education programs.

- g) What is the behavioral change target that was developed based on sociological data and other studies (*Principal Permittee only*)?

N/A

If no target has been developed, explain why and describe the status of developing a target.

N/A

What is the status of meeting the target by the end of Year 5?

N/A

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4. Pollutant-Specific Outreach

- a) Attach a description of each watershed-specific outreach program that your agency developed (*Principal Permittee only*). All pollutants listed in Table 1 (Section B.1.d.) must be included.
- b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes No
- c) Did your agency help distribute pollutant-specific materials in your city? Yes No
- d) Describe how your agency has made outreach material available to the general public, schools, community groups, contractors and developers, etc...

There are handouts always available at our public counter at the City Hall and the Westlake lake management office. We periodically place info on BMPs in the Westlake Village "City News," and have included pollutant specific articles. The "City News" is a full color, two-sided newsletter that goes to every City resident monthly. We are able to provide guidance on BMPs and alternate ways to conduct these activities in a Lake-friendly manner. We distribute the Living Lightly in Our Watershed Guide and other like materials to the community.

5. Businesses Program

- a) Briefly describe the Corporate Outreach Program that has been developed to target gas stations and restaurant chains (*Principal Permittee only*).

N/A

- b) How many corporate managers did your agency (*Principal Permittee only*) reach last year? N/A
- c) What is the total number of corporations to be reached through this program (*Principal Permittee only*)? N/A
- d) Is your agency meeting the requirement of reaching all gas station and restaurant corporations once every two years (*Principal Permittee only*)? N/A Yes No
If not, describe measures that will be taken to fully implement this requirement.

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N/A

- e) Has your agency developed and/or implemented a Business Assistance Program? Yes No
If so, briefly describe your agency's program, including the number of businesses assisted, the type of assistance, and an assessment of the program's effectiveness.

Through site visits and inspections City staff has educated the business community about Stormwater regulations, and followed up through check up visits to ensure all environmental laws are being followed.

6. Did you encourage local radio stations and newspapers to use public service announcements? Yes No
How many media outlets were contacted? 2
Which newspapers or radio stations ran them?

Westlake Village "City News", and Westlake Village close circuit TV.

Who was the audience?

Westlake Village residents and businesses.

7. Did you supplement the County's media purchase by funding additional media buys? Yes No
Estimated dollar value/in-kind contribution: \$2,500
Type of media purchased: Promotional
Frequency of the buys: annually
Did another agency help with the purchase? Yes No

8. Did you work with local business, the County, or other Permittees to place non-traditional advertising? Yes No
If so, describe the type of advertising.

The Malibu Creek Watershed revised and reprinted the Living Lightly in Our Watershed Guide and continually distributes the guide. Through the Watershed Coordinator the City participates in many other outreach programs and advertising programs. The City partnered with Agoura Hills, Calabasas, and LVMWD in the Watershed Stewardship Project video.

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9. Did you establish local community partnerships to distribute educational storm water pollution prevention material? Yes No

Describe the materials that were distributed:

During this permit cycle, the City distributed a drainage map that the students can trace from their home to the discharge point at a major waterbody. Seeds, organic pot, and potting soil were distributed to each student to grow at home. A number of other informational handouts are distributed during City events.

Who were the key partners? None

Who was the audience (businesses, schools, etc.)?

4th Graders and parents.

10. Did you participate in or publicize workshops or community events to discuss storm water pollution? Yes No

How many events did you attend? At least 4

11. Does your agency have a website that provides storm water pollution prevention information? Yes No

If so, what is the address? <http://www.wlv.org/directoryofcityservices/engineeringandpublicworks/docStormWater.aspx>

12. Has awareness increased in your community regarding storm water pollution? Yes No

Do you feel that behaviors have changed? Yes No

Explain the basis for your answers. Include a description of any evaluation methods that are used to determine the effectiveness of your agency's outreach.

The educational site visits have increased the awareness at commercial facilities. Site inspections of commercial businesses for the past five years have resulted in fewer violations with each subsequent series of inspections. As in years past, this reported fiscal year made use of the City's public access channel to air stormwater type PSAs and announcements. Residential awareness primarily benefited from this practice as well as from Lightly Guides. Awareness is evident through public reports of illicit discharges such as mobile carwashes to the City for follow-up.

13. How would you modify the storm water public education program to improve it on the City or County level?

Increase the frequency of PSAs and distribution of stormwater quality material to commercial and residential. These will be implemented throughout the watershed as we intended through the Integrated TMDL Implementation Plan for the Malibu Creek Watershed and Integrated Regional Water Management Programs at the Leadership and Subregional level.

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B. Industrial/Commercial Facilities Program

1. Critical Source Inventory Database

Did you (individually or jointly) update the Database for Critical Sources Inventory? Yes No

Comments/Explanation/Conclusion: The database has been updated and to include a breakdown of all industrial/commercial businesses that are identified under the countywide NPDES stormwater permit for participation in the Industrial/Commercial Facilities Control Program. The vast majority of these businesses consist of retail gasoline outlets, restaurants, and automotive service facilities. This database is utilized in the coordination of the inspections of these facilities for implementation of the appropriate BMPs as required under the countywide NPDES permit.

2. Inspection Program

Provide the reporting data as suggested in the following tables.

| Category | Initial Number of Facilities at the start of cycle proposed for inspection by categories (after the initial year, the updated number based on the new data) | Number of facilities inspected in the current reporting year | % Completed at the time of this report for present cycle (from the initial value, and from the updated value after first cycle) | Total number since permit adoption |
|----------------------------------|---|--|---|------------------------------------|
| Landfills | 0 | 0 | N/A | 0 |
| TSDF | 0 | 0 | N/A | 0 |
| Retail Gasoline Outlets | 3 | 0 | 100% | 7 |
| Restaurants | 32 | 0 | 100% | 71 |
| Automotive Services | 10 | 0 | 100% | 21 |
| Phase 1 Facilities | 1 | 0 | 100% | 1 |
| Comments/Explanation/Conclusion: | | | None | |

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3. BMPs Implementation

Provide the reporting data as suggested in the following table.

| Category | Number of facilities inspected by category in this reporting year | Number of facilities identified as adequately implementing BMPs as specified in this reporting year | % adequately implementing out of total in this reporting year | Number of facilities required to implement or upgrade in this reporting year | Number of facilities inspected by category in this reporting cycle | Number of facilities identified as adequately implementing BMPs as specified in this reporting cycle | % adequately implementing out of total in this reporting cycle | Number of facilities required to implement or upgrade in this reporting cycle | Total Number during this permit adequately implementing | Total Number during this permit required to implement or upgrade |
|-------------------------|---|---|---|--|--|--|--|---|---|--|
| Landfills | 0 | N/A | N/A | N/A | 0 | 0 | 0 | 0 | 0 | 0 |
| TSDf | 0 | N/A | N/A | N/A | 0 | 0 | 0 | 0 | 0 | 0 |
| Retail Gasoline Outlets | 0 | N/A | N/A | N/A | 3 | 3 | 100 | 1 | 3 | 1 |
| Restaurants | 0 | N/A | N/A | N/A | 32 | 31 | 97 | 7 | 32 | 7 |
| Automotive Services | 0 | N/A | N/A | N/A | 10 | 10 | 100 | 1 | 10 | 1 |

Comments/Explanation/Conclusion: Most recent inspections did not identify any major stormwater violations.

4. Enforcement Activities

Provide the reporting data as suggested in the following tables.

| Enforcement Actions by categories (e.g. Warning letter, NOV, referral to D.A., etc.) | Number of facilities issued enforcement actions in the current reporting year | Number of facilities issued enforcement actions in the current reporting cycle | Number of facilities (re)inspected due to enforcement actions in current reporting year | Number of facilities (re)inspected due to enforcement actions in current reporting cycle | Number of facilities brought into compliance in the current reporting year | Number of facilities brought into compliance in current reporting cycle | Total number of enforcement actions since permit adoption (by category) |
|--|---|--|---|--|--|---|---|
| Warning Letter | 0 | 10 | 0 | 10 | 0 | 10 | 10 |
| NOV | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Referral to DA | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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| Facilities by category | Number of Warning letters | Number of NOVs | Number of Referral | Number of Other |
|----------------------------------|---------------------------|----------------|--------------------|-----------------|
| Retail Gasoline Outlets | 0 | 0 | 0 | N/A |
| Restaurants | 0 | 0 | 0 | N/A |
| Automotive Servies | 0 | 0 | 0 | N/A |
| Comments/Explanation/Conclusion: | | None | | |

5. Program Implementation Effectiveness Assessment

Please give a brief assessment of the implementation of the program in removing pollutants from the storm water discharges. Please provide an explanation. Suggested improvements or adjustments based on the knowledge gained through this reporting period activities must be reflected in a change in the SQMP, if warranted.

Highly Effective

Somewhat Effective

Non-effective

Comments/Explanation/Conclusion:

Inspection Program found most facilities to be in compliance with stormwater quality regulations and implementing BMPs adequately. A violation noted in a prior reporting year at a majority of the facilities was open trash bin lids. Upon further investigation, this common problem was due to the trash collectors pinning the trash bin lids behind the bin after collection. A letter was sent to the two companies that provide service to the City and copy sent to all inspected facilities requesting the collectors to ensure that lids are closed after collection to help the facilities maintain a closed trash bin lid. Since the letter was sent out, no complaints have been filed in regards to this issue and no open trash bin lids have been observed. The one facility with violations that required a follow-up visit met compliance during second visit and the general feeling from all facilities in Westlake Village was interest in preventing stormwater violations and responsiveness to the programs objectives.

6. You must also submit a quarterly electronic submittal of your Industrial/Commercial Facilities Program activities.

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C. Development Planning Program (Part 4.D)

1. Does your agency have a process to minimize impacts from storm water and urban runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under CEQA, Section 404 of the CWA, local ordinances, and other legal authorities? Yes No
Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year.

2. Does your agency have procedures to include the following requirements in all priority development and redevelopment projects:
 - a) Maximize the percentage of permeable surfaces to allow more percolation of storm water into the ground? Yes No

 - b) Minimize the quantity of storm water directed to impermeable surfaces and the MS4? Yes No

 - c) Minimize pollution emanating from parking lots through the use of appropriate treatment control BMPs and good housekeeping practices? Yes No

 - d) Provide for appropriate permanent measures to reduce storm water pollutant loads from the development site? Yes No

3. List the types and numbers of BMPs that your agency required for priority projects to meet the requirements described above.

There are a number of planning priority projects, which have been conditioned to provide stormwater management and mitigation measures through the provisions of the SUSMP. An example, a commercial development met the stormwater management conditions of approval by the installation of in-line treatment devices (CDS units), catch basin filter inserts, or a combination thereof, prior to discharge of stormwater flows from the site. These sites do not have any significant slopes that would require stabilization measures.

4. Describe the status of the development or implementation of peak flow controls in Natural Drainage Systems.

The SUSMP requirement for developers to demonstrate no increase in peak flows where there is potential for downstream erosion has been implemented. Increase to peak flows due to development were mitigated by requiring on-site detention facilities whose design requirements included volumes generated by inflow-outflow hydrographs. In addition, the required Peak Flow Control Feasibility Study is being coordinated via LA County (Principal Permittee).

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5. Has your agency amended codes and/or ordinances to give legal effect to the SUSMP changes required in the Permit? Yes No
6. Describe the process your agency uses to include SUSMP design standards in new development and redevelopment project approvals.

The City contracts all Building and Safety services through LA County. Each new development application is reviewed by all City Departments and conditions of approval are imposed. The Engineering Department conditions projects to meet all requirements per the NPDES Permit and SUSMP. LA County Building and Safety conducts development plan review and approvals, issues grading/building permits and oversees development construction. When a development project is submitted to County and it includes any grading or new construction, it is referred to the drainage and grading plan check engineer. In Addition to basic drainage and grading review, the plan check engineer enforces SUSMP and SWPPP/WWECF requirements. The plan check engineer obtains, reviews and approves the SUSMP mitigated flow rate calculations (Qpm/Vpm) from the developer and then refers the developer to the County Environmental Programs Division (EPD) for review and approval of their proposed SUSMP devices. The EPD checks the submitted SUSMP devices against the approved Qpm/Vpm calculation and confirms that the proposed devices provide sufficient filtration capacity and appropriate pollutant removal qualities for the associated land use. EPD also requires developers to obtain Industrial Waste Permits for annual inspection of any proposed structural BMP devices. The developer returns the EPD-approved SUSMP to the Buildings and Safety Department for final approval and permit issuance, including confirmation that the proposed SUSMP devices are included in the construction drawings. Prior to final approvals, the County contacts WLVP and requests confirmation that the City departments have established compliance with all conditions of approval. Once all SUSMP, SWPPP and WWECF requirements are met, a building or grading permit can be issued.

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7. How many of each of the following projects did your agency review and condition to meet SUSMP requirements last year?
- a) Residential 0
 - b) Commercial 0
 - c) Industrial 0
 - d) Automotive Service Facilities 0
 - e) Retail Gasoline Outlets 0
 - f) Restaurants 1
 - g) Parking Lots 0
 - h) Projects located in or directly adjacent to or discharging directly to an environmentally sensitive area 0
 - i) Total number of permits issued to priority projects 0
8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements? 0.8%
9. How has your agency prepared to reduce the SUSMP threshold for industrial/commercial facilities to 1 acre from 100,000 square feet in 2003?

All of our review sheets indicate the reduced threshold. Every permittee that applies for a building permit is subject to the reduced threshold of 1 acre.

10. After 2003, how many additional projects per year will require/did require implementation of SUSMP requirements as a result of the lower threshold? U
11. Does your agency participate in an approved regional or sub-regional storm water mitigation program to substitute in part or wholly SUSMP requirements for new development? Yes No
12. Has your agency modified its planning procedures for preparing and reviewing CEQA documents to consider potential storm water quality impacts and provide for appropriate mitigation? Yes No

If no, provide an explanation and an expected date of completion.

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D. Development Construction Program

1. Describe your agency's program to control runoff from construction activity at all construction sites within its jurisdiction.

All applicants are required to prepare a Wet Weather Erosion Control Plan and/or Local Storm Water Pollution Prevention Plan (LSWPPP) based on the guidelines described in the BMP Construction Handbook. Based on the approved plans, the inspector ensures that the contractor has installed all necessary BMPs and that the site and adjacent properties are protected from runoff.

2. Does your agency require the preparation, submittal, and implementation of a Local Storm Water Pollution Prevention Plan (Local SWPPP) prior to the issuance of a grading permit for all sites that meet one or all of the following criteria?

- a) Will result in soil disturbance of one acre or greater Yes No
- b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area Yes No
- c) Is located in a hillside area Yes No

3. Attach one example of a local SWPPP

4. Describe the process your agency uses to require proof of filing a Notice of Intent for coverage under the State General Construction Activity Storm Water permit and a certification that a SWPPP has been prepared prior to issuing a grading permit?

We require the following information prior to all grading plan approvals:

1. A copy of the filed NOI
2. The issued WDID number
3. The Local SWPPP

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- 5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? 0
- 6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 0
- 7. How many building/grading permits were issued to construction site less than one acre in size last year? 126
- 8. How many construction sites were inspected during the last wet season?
(Verify with inspector for information.) U
- 9. Complete the table below.

| Type of Violation | # of Violations | % of Total Inspections | # of Follow-up Inspections | # of Enforcement Actions |
|--|-----------------|------------------------|----------------------------|--------------------------|
| Off-site discharge of sediment | 0 | 0 | 0 | 0 |
| Off-site discharge of other pollutants | 0 | 0 | 0 | 0 |
| No or inadequate SWPPP | 0 | 0 | 0 | 0 |
| Inadequate BMP/SWPPP implementation | 0 | 0 | 0 | 0 |

- 10. Describe the process for taking enforcement actions against construction site violations, including the types of actions that are taken.

We contract all Building and Safety Services with LA County. The County inspectors require SWPPP implementation on areas to be disturbed prior to beginning of construction. Once construction is underway, the inspector visits the site a minimum of once per week and confirms complete and appropriate SWPPP implementation. If any off-site discharge or inadequate SWPPP implementation is observed, the inspector will write up a notice of correction. The notice of correction specifies what needs correction and indicates that if the corrections are not made within 24 hours, a stop work will be issued until the site is brought into full SWPPP compliance. A follow-up inspection is conducted in 24 hours and if the site is still not in compliance a stop work is enforced until the requested corrections are made. If the correction is a minor thing (ie: moving sand bags, etc), the inspector has it done immediately while they are on site. There were no violations this year that were not immediately corrected in the field at the time of the visit/inspection.

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11. Describe the system that your agency uses to track the issuance of grading permits.

We contract all Building and Safety Services with LA County. LA County uses a computerized database (DAPTS) to track all grading and building permits issued.

E. Public Agency Activities (Part 4.F)

1. Sewage System Maintenance, Overflow, and Spill Prevention (only applicable to agencies that own and/or operate a sanitary sewer system)

- a) Has your agency developed and implemented a response plan for sanitary sewer overflows that includes the requirements in Order 01-182? Yes No
- b) How many sanitary sewer overflows occurred within your jurisdiction? 1
- c) How many did your agency respond to? 1
- d) Did your agency investigate all complaints received? Yes No
- e) How many complaints were received? 1
- f) Upon notification, did your agency immediately respond to overflows by containment? Yes No
- g) Did your agency notify appropriate sewer and public health agencies when a sewer overflowed to the MS4? Yes No
- h) Did your agency implement a program to prevent sewage spills or leaks from sewage facilities from entering the MS4? Yes No

If so, describe the program:

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The Consolidated Sewer Maintenance District (CSMD) is responsible for sewer maintenance services of City owned collectors CSMD has a formalized CMOM program and does routine maintenance inspections of sewer manholes to prevent unexpected blockages and resulting overflows. When an overflow does occur, the County is notified immediately and responds with containment.

- i) Did your agency implement a program to identify, repair, and remediate sanitary sewer blockages, exfiltration, overflow, and wet weather overflows from sanitary sewers to the MS4? Yes No

If so, describe the program:

The Consolidated Sewer maintenance District (CSMD) is responsible for sewer maintenance services of City owned collectors. CSMD has a formalized CMOM program and does routine maintenance inspections of sewer manholes to prevent unexpected blockages and resulting overflows. When an overflow does occur, the County is notified immediately and responds with containment.

2. Public Construction Activities Management

- a) What percentage of public construction sites 5 acres or greater in size did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit ? 100 %
- b) Give an explanation for any sites greater than 5 acres that were not covered:

All were covered.

- c) What is the total number of active public construction sites? 2
How many were 5 acres or greater in size? 1

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- d) (After March, 2003) Did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit coverage for public construction sites for sites one acre or greater? Yes No

3. Vehicle Maintenance/Material Storage Facilities/Corporation Yards Management

- a) Did your agency implement pollution prevention plans for each public vehicle maintenance facility, material storage facility, and corporation yard? N/A Yes No

We do not have any vehicle maintenance facility, material storage facility, or corporation yard. We contract major services through LA County.

- b) Briefly describe how your agency implements the following, and any additional, BMPs to minimize pollutant discharges in storm water:
- (1) Good housekeeping practices
 - (2) Material storage control
 - (3) Vehicle leaks and spill control
 - (4) Illicit discharge control

We do not have any vehicle maintenance facility, material storage facility, or corporation yard. We contract major services through LA County.

- c) Are all Permittee owned and/or operated vehicle/equipment wash areas self-contained, covered, equipped with a clarifier, and properly connected to the sanitary sewer? N/A Yes No
If not, what is the status of implementing this requirement?

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We do not own or operate any vehicle / equipment wash areas.

- d) How many Permittee owned and/or operated vehicle/equipment wash areas are scheduled to be redeveloped to include the BMPs listed above? N/A

4. Landscape and Recreational Facilities Management

- a) Has your agency developed a standardized protocol for the routine and non-routine application of pesticides, herbicides (including pre-emergents), and fertilizers? Yes No

Briefly describe this protocol:

We contract landscape activities to a professional contractor. Our work agreement includes requirements for compliance with the NPDES permit and copies of the Permit requirements are provided to the landscape contractor. The City Inspector oversees the landscape maintenance contract, enforcing the implementation of NPDES requirements.

- b) How does your agency ensure that there is no application of pesticides or fertilizers immediately before, during, or immediately after a rain event or when water is flowing off the area to be applied?

The landscaping contractor is required to follow this procedure.

- c) Are any banned pesticides, herbicides, fungicides, or rodenticides stored or applied in your agency's jurisdiction that you know of? Yes No
- If so, list them:

N/A

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- d) What percentage of your agency's staff that apply pesticides are certified by the California Department of Food and Agriculture, or are under the direct supervision of a certified pesticide applicator? N/A
- e) Describe procedures your agency has implemented to encourage retention and planting of native vegetation and to reduce water, fertilizer, and pesticide needs:

All residential and commercial landscaping plans are required to be reviewed and approved by the City's planning staff prior to issuance of building permits. Through this process, the planning staff encourages the use of native vegetation, with minimal watering and fertilizing need for all new development. The landscape maintenance consultant is also required to manage public landscaping in light of these requirements.

5. Storm Drain Operation and Management

- a) Did your agency designate catch basin inlets within its jurisdiction as Priority A; Priority B; and Priority C? Yes No
- b) How many of each designation exist in your jurisdiction?

| | |
|-------------|---------|
| Priority A: | 0 |
| Priority B: | 0 |
| Priority C: | 367 |
| | LACFCD |
| | 42 City |
- c) Is your city subject to a trash TMDL? Yes No
- d) If yes, describe the activities and/or implementation measures that your agency conducted pursuant to the TMDL and any other trash reduction efforts that occurred.

The Trash Monitoring and Reporting Plan/Minimum Frequency and Collection Program was drafted and submitted to the Regional Board Executive Office for review and approval. In addition to the efforts contained within that plan, the City sweeps streets citywide on a weekly basis, and daily collection of trash within City Rights-of-Way.

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- e) How many times were all Priority A basins cleaned last year? N/A
- f) How many times were all Priority B basins cleaned last year? N/A
- g) How many times were all Priority C basins cleaned last year? 2
- h) How much total waste was collected in tons from catch basin clean-outs last year? 0.54
- i) Attach a record of all catch basins in your jurisdiction. This shall identify each basin as City or County owned, and Priority A, B, or C. For all basins that are owned and operated by your agency, include dates that each was cleaned out over the past year.
- j) Did your agency place and maintain trash receptacles at all transit stops within its jurisdiction. Yes No
- k) How many new trash receptacles were installed last year? 0
- l) Did your agency place special conditions for events that generated substantial quantities of trash and litter including provisions that:
- (1) Provide for the proper management of trash and litter generated from the event? Yes No
- (2) Arrange for temporary screens to be placed on catch basins? Yes No
- (3) Or for catch basins in that area to be cleaned out subsequent to the event and prior to any rain? Yes No
- m) Did your agency inspect the legibility of the catch basin stencil or labels? Yes No
 What percentage of stencils were legible? 100%

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- n) Were illegible stencils recorded and re-stenciled or re-labeled within 180 days of inspection? Yes No
- o) Did your agency visually monitor Permittee-owned open channel storm drains and other drainage structures for debris at least annually and identify and prioritize problem areas of illicit discharge for regular inspection? Yes No
County owns most open channels in the City.
Is the prioritization attached? N/A Yes No
- p) Did your agency review its maintenance activities to assure that appropriate storm water BMPs are being utilized to protect water quality? Yes No
What changes have been made?

We took over maintenance of the open channel drain at Foxfield Drive from LACFCD and had our landscaping contractor maintain the oil and trash boom. Accumulated debris is removed weekly, and an inspection log was kept on file documenting the amount and type of debris found. In 2009 we turned maintenance back over to the County.

- q) Did your agency remove trash and debris from open channel storm drains a minimum of once per year before the storm season? Yes No
- r) How did your agency minimize the discharge of contaminants during MS4 maintenance and clean outs?

County maintains MS4 system. When the City was responsible for maintenance of the Foxfield Drive open channel, it performed weekly removing algae growth with a net, dried in sunlight and disposed with grass clippings. Trash debris is pulled out weekly (if any) and disposed of in near by trash bin. Sediment is removed by County service twice a year, prior to a rainy season and after the rainy season.

- s) Where is removed material disposed of?

Biomaterial is dried and added to landscapers grass clippings for proper disposal. Infrequent trash material is disposed of in near by trash bin and emptied weekly. Sediment is removed and disposed of by County service.

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6. Streets and Roads Maintenance

- a) Did your agency designate streets and/or street segments within its jurisdiction as one of the following:
- (1) Priority A – streets and/or street segments that are designated as consistently generating the highest volumes of trash and/or litter? Yes No
All streets are designated "A" since we sweep weekly.
 - (2) Priority B - streets and/or street segments that are designated as consistently generating moderate volumes of trash and/or litter? Yes No
 - (3) Priority C – streets and/or street segments that are designated as generating low volumes of trash and/or litter? Yes No
- b) Did your agency perform all street sweeping in compliance with the permit and according to the following schedule:
- (1) Priority A – These streets and/or street segments shall be swept at least two times per month? Yes No
 - (2) Priority B - Each Permittee shall ensure that each streets and/or street segments is cleaned at least once per month? Yes No
 - (3) Priority C – These streets and/or street segments shall be cleaned as necessary but in no case less than once per year? Yes No

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- c) Did your agency require that saw cutting wastes be recovered and disposed of properly and that in no case shall waste be left on a roadway or allowed to enter the storm drain? Yes No
- d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes No
- e) Did your agency require that the washout of concrete trucks and chutes only occur in designated areas and never into storm drains, open ditches, streets, or catch basins leading to the storm drain system? Yes No
- f) Did your agency train its employees in targeted positions (whose interactions, jobs, and activities affect storm water quality) regarding the requirements of the storm water management program to:
- (1) Promote a clear understanding of the potential for maintenance activities to pollute storm water? and Yes No
- (2) Identify and select appropriate BMPs? Yes No
7. Parking Facilities Management
- a) Did your agency ensure that Permittee-owned parking lots be kept clear of debris and excessive oil buildup and cleaned no less than 2 times per month and/or inspected no less than 2 times per month to determine if cleaning is necessary. Yes No
- b) Were any Permittee-owned parking lots cleaned less than once a month? Yes No
How many? 0

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8. Public Industrial Activities Management
- a) Did your agency, for all municipal activity considered an industrial activity under USEPA Phase I storm water regulations, obtain separate coverage under the State of California General Industrial Activities Storm Water Discharge Permit no later than December 31, 2001? N/A We do not have any city industrial activity
- b) Does your agency serve a population of less than 100,000 people? Yes No
9. Emergency Procedures
- a) In case of real emergencies, did your agency repair essential public services and infrastructure in a manner to minimize environmental damage? Yes No
- b) Were BMPs implemented to the extent that measures did not compromise public health and safety? N/A No emergency occurred
10. Feasibility Study
- a) Did your agency cooperate with the County Sanitation Districts of Los Angeles County to prepare a study which investigates the possible diversion of dry weather flows or the use of alternative treatment control BMPs? Yes No
- b) Did your agency review its individual prioritized list and create a watershed based priority list of drains for potential diversion and submit a listing of priority diversions to the Regional Board Executive Officer? N/A List prepared by LA County

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F. Illicit Connections and Illicit Discharges (IC/ID) Elimination Program (Part 4.G)

1. Attach a copy of your agency's IC/ID Elimination Implementation Program (Part 4.G.1.a.).
2. Attach a map of your storm drain system showing all permitted connections (if available), and the locations of all illicit connections and discharges that occurred last year (Part 4.G.1.b). If your agency has not completed this requirement, describe the status of the development of a baseline map, including an expected completion date.

Local storm drains are owned and maintained by Los Angeles County Flood Control District.

3. Describe your enforcement procedures for eliminating illicit discharges and terminating illicit connections.

Illicit dischargers are notified to cease this activity in person (if caught in the act) and in writing (all occasions) and given educational material relative to the nature of the discharge. We have not had a single occasion where a discharger repeated the offense upon notification and education. However, should the discharger persist, the process would be to give a second written notice with information regarding legal actions that will be brought if the discharge persists. After second notice, the City Attorney would bring a civil or criminal action to abate, enjoin or otherwise compel the cessation of the illicit discharge.

Illicit connections are handled similarly.

4. Describe your record keeping system to document all illicit connections and discharges.

Illicit dischargers and connection incidents are put into the City's Service Request Database. Investigations and follow-up are documented through the database of the service request. For service requests involving discharges or connections, a record is also placed in our excel spreadsheet of ICIDs for annual update on our GIS map and then a hard copy placed on file in the NPDES ICID Program File.

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- 5. What is the total length of open channel that your agency owns and operates? 0
- 6. What length was screened last year for illicit connections? 0
- 7. What is the total length of closed storm drain that your agency owns and operates? U
- 8. What length was screened last year for illicit connections? 0
- 9. Describe the method used to screen your storm drains.

The majority of the storm drain system in the City of Westlake Village is under the jurisdiction of the LA County Flood Control District. Based on communication with Flood Control staff, it is our understanding that they conducted the field screening of all flood control channels and storm drains in their jurisdiction per NPDES Permit requirements for the discovery of any existing illicit connections.

- 10. Provide the reporting data for illicit connections as suggested in the following table (you may submit a spreadsheet from your database that contains the information).

| Year | Total # reported/ identified | Total # investigated | # that conveyed exempt discharges or NPDES permitted | # that conveyed illicit discharges that were terminated | # that were removed | # that resulted in enforcement action | # that resulted in <i>other</i> actions |
|-------|------------------------------|----------------------|--|---|---------------------|---------------------------------------|---|
| 01/02 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 02/03 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03/04 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04/05 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05/06 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 06/07 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 07/08 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 08/09 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 09/10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10/11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11/12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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11. Explain any *other* actions that occurred in the last year. N/A
12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported? 24 hrs

a) Were all identified connections terminated within 180 days? N/A – None identified Yes No

b) If not, explain why.

| |
|-----------------------------------|
| None have been identified to date |
|-----------------------------------|

13. Provide the reporting data for illicit discharges as suggested in the following table (you may submit a spreadsheet from you database that contains this information).

| Year | Total # reported | Total # that were discontinued/ cleaned up voluntarily through enforcement and the source was identified | # that were cleaned up but the source could not be identified | # that resulted in no evidence of discharge | # that were determined to be conditionally exempt | # that were exempt or in compliance and the source identified | # that resulted in enforcement action |
|-------|------------------|--|---|---|---|---|---------------------------------------|
| 01/02 | 3 | 2 | 0 | 0 | 0 | 0 | 0 |
| 02/03 | 2 | 2 | 0 | 0 | 0 | 0 | 0 |
| 03/04 | 4 | 3 | 0 | 1 | 0 | 0 | 0 |
| 04/05 | 3 | 3 | 3 | 0 | 0 | 0 | 0 |
| 05/06 | 8 | 7 | 0 | 0 | 0 | 0 | 0 |
| 06/07 | 6 | 4 | 1 | 1 | 0 | 0 | 4 |
| 07/08 | 5 | 3 | 0 | 2 | 0 | 0 | 1 |
| 08/09 | 15 | 11 | 0 | 4 | 0 | 11 | 0 |
| 09/10 | 7 | 6 | 0 | 1 | 0 | 5 | 0 |
| 10/11 | 6 | 4 | 0 | 2 | 0 | 0 | 0 |
| 11/12 | 5 | 4 | 0 | 1 | 0 | 3 | 0 |

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14. What is the average response time after an illicit discharge is reported? 2 hrs

a) Did any response times exceed 72 hours? Yes No

b) If yes, explain why.

| |
|-----|
| N/A |
|-----|

15. Describe the your agency's spill response procedures.

| |
|---|
| The NPDES Coordinator is notified of the discharge-related service request by the administrative staff. The City Inspector is notified and responds to the location of the discharge, reporting his findings back to the NPDES Coordinator. The City Inspector will stop the discharge and give educational materials to the violator if caught-in-the-act. If the situation needs further follow-up, the NPDES Coordinator will conduct necessary investigations as necessary to identify and send written correction/education notices to the violator. |
|---|

16. What would you do differently to improve your agency's IC/ID Elimination Program?

| |
|--|
| At this point this program is operating effectively. |
|--|

17. Attach a list of all permitted connections to your storm sewer system.

N/A –There are no permitted connections to the city's storm sewer system

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V. Monitoring

Briefly describe any storm water monitoring activities that are not required by Order No. 01-182 that your municipality conducted, participated in, or received funding to conduct in the past fiscal year. These activities should correspond with the dollar amount you listed in Table 2.

The Malibu Creek Watershed was awarded Prop 13 Grant funding in a past fiscal year to conduct a watershed-wide monitoring program. The grant was in the amount of \$510,000. The watershed contributed a match amount of \$269,000 for a total monitoring program amount of \$779,000. The City of Calabasas is spearheading this effort on behalf of the watershed cities. The program was geared towards filling data gaps in existing monitoring data.

A Baseline report was completed and submitted during the 2nd quarter of the 2006-07 Fiscal Year. The final report was filed in FY07/08 and the project is closed out.

On March 11, 2008 a number of the Malibu Creek Watershed agencies subject to the Malibu Creek and Lagoon Bacteria TMDL began the Compliance Monitoring Program which conducts weekly sampling at a number of locations for bacteria indicators. The annual cost is around \$124,000.

Lastly, the City began a roving mobile carwash inspection program due to a number of these operations in town. The first year this program was implemented the inspector conducted 15 inspections, all of which now properly conduct BMPs or have not returned. This reporting year, no compliance issues have been found.

Los Angeles County Municipal Storm Water Permit (Order 01-182)**Individual Annual Report Form****Attachment U-4****VI. Assessment of Program Effectiveness**

- A. Attach a summary of the effectiveness of your storm water management program. This summary should include, at a minimum, the following:
1. An assessment of your agency's compliance with permit requirements, based on your responses to the questions in this form;
 2. Descriptions of any evaluation methods that your agency uses to determine the effectiveness of your storm water management program;
 3. A summary of the strengths and weaknesses of your agency's storm water management program;
 4. A list of specific program highlights and accomplishments;
 5. A description of water quality improvements or degradation in your watershed over the past fiscal year;
 6. Interagency coordination between cities to improve the storm water management program;
 7. Future plans to improve your agency's storm water management program; and
 8. Suggestions to improve the effectiveness of your program or the County model programs.
- B. On a scale of 1 to 10 (10 being full implementation of requirements by their deadlines), rate your municipality's level of compliance with Order No. 01-182.
10—full implementation of requirements by their deadlines
- C. List any suggestions your agency has for improving program reporting and assessment. None