

Goleta Sanitary District Sewer System Management Plan (SSMP)



GOLETA SANITARY
Water Resource Recovery District

**Approved and Adopted
Goleta Sanitary District Board of Directors
January 20, 2021**

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- F. SWRCB Order No. 2006-0003-DWQ
- G. SWRCB Order No. WQ 2013-0058-EXEC MRP
- H. GSD Resolution 21-659

Executive Summary

The Goleta Sanitary District provides sanitary sewer service for the Goleta Valley community in Santa Barbara County, California. The District owns and operates the regional wastewater treatment plant which receives and treats wastewater from the Santa Barbara Municipal Airport, UCSB, Goleta West Sanitary District and facilities of the County of Santa Barbara as well as from the District service area. The District owns and maintains approximately 132 miles of gravity sewer pipes, ranging in size from 6-inch to 36-inch diameter. The District owns and maintains two (2) lift stations. One lift station, originally built in 1957, is in a residential area and handles flows from 14 residential units. The second lift station, completed in 2010 replaced a lift station originally built in 1961, handles flows of approximately 0.1 MGD from an industrial basin and portions of the Santa Barbara Municipal Airport. There is a total of 2,300 linear feet of pressurized force main pipe from these two lift stations, 2,000' of which was installed in 2010. The sewer laterals are owned and maintained by the individual property owner.

This document presents the Goleta Sanitary District's Sewer System Management Plan (SSMP) prepared pursuant to the Waste Discharge Requirements Order No. 2006-0003 DWQ (as amended or revised), issued by the State Water Resources Control Board (SWRCB). The District's goals, organizational structure, and legal authority are described. Specific provisions, programs and plans are also described. The District strives to maintain and operate these collection system facilities in an efficient and cost-effective manner while maintaining its historical record of zero to near zero Sanitary Sewer Overflows on a continual basis.

Abbreviations and Acronyms

The following abbreviations and acronyms, when used in this Sanitary Sewer Management Plan, shall have the designated meanings:

AB	Assembly Bill
BMP	Best Management Practice
Cal OES	California Office of Emergency Services
CCTVI	Closed Circuit Television Inspection
CFR	Code of Federal Regulations
CIP	Capital Improvement Plan, Capital Improvement Project or Capital Improvement Program
CMMS	Computerized Maintenance Management System
CSRMA	California Sanitation Risk Management Authority
CWEA	California Water Environment Association
CIWQS	California Integrated Water Quality System Online SSO Database
District	Goleta Sanitary District
DS	Data Submitter
EPA	Environmental Protection Agency
ERP	Emergency Response Plan or OERP
FOG	Fats, Oils and Grease
FSE	Food Service Establishment
GIS	Geographical Information System
GSD	Goleta Sanitary District

GWDR	General Waste Discharge Requirements or Waste Discharge Requirements (WDR)
GWSD	Goleta West Sanitary District
I/I	Inflow and Infiltration
IWC	Industrial Waste Control
LRO	Legally Responsible Official
MGD	Million Gallons per Day
mg/L	milligrams per liter
MRP	Monitoring and Reporting Program as revised September 9, 2013
MS4	Municipal Separate Storm Sewer System
NOV	Notice of Violation
NPDES	National Pollution Discharge Elimination System
O&M	Operation and Maintenance
Order	SWRCB Order No. 2006-0003-DWQ adopted May 2, 2006
PM	Preventive Maintenance
POTW	Publicly Owned Treatment Works
RWQCB	Regional Water Quality Control Board
SOP	Standard Operating Procedure
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow
SSS WDR	Sanitary Sewer System Waste Discharge Regulation Order No. 2006-0003-DWQ adopted May 2, 2006
Spill	Sanitary Sewer Overflow
SWRCB	State Water Resources Control Board
USA	Underground Service Alert
WEF	Water Environment Federation

Element 1 Goals

Regulatory Requirement-The WDR/SSMP requires that the goal of the SSMP provides a plan and schedule to properly manage, operate and maintain all parts of the sanitary sewer system. This will help reduce and prevent Sanitary Sewer Overflows (SSO), as well as mitigate any SSOs that do occur.

The goal of the District's SSMP is to prevent overflows and to provide a plan and schedule to maintain and update existing programs and measures in order to prevent overflows within the Goleta Sanitary District (GSD) in accordance with SWRCB Orders, current RWQCB NPDES Permit and District policies and procedures.

Element 2 Organization

Regulatory Requirement- The SSMP must identify:

- (a) The name of the responsible or authorized representative as described in Section J of this Order,
- (b) The names and telephone numbers for management, administrative and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation and,
- (c) The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable.

(a) Legally Responsible Officials (LRO), CIWQS Data Submitters and District Staff

1. Mr. Steve Wagner (LRO), P.E., General Manager and District Engineer. The general manager is responsible for the overall operation and performance of the District and SSMP development and implementation.
2. Mr. Luis Astorga (LRO), Collections System Manager and Inspector, is responsible for the management of the collection system division and is responsible for SSMP implementation and maintenance and reporting and certification of SSOs in accordance with District procedures.

Data Submitters

1. Mr. Shamus O'Donnell, Collection System Supervisor, performs day to day supervision of the collection system staff and assists in the implementation and daily activities of the SSMP. Reports SSOs in the absence of Mr. Astorga.
2. Mr. Loren Barringer, Collections System Maintenance Tech. II, assists in the day to day operations of the department and reports SSOs in the absence of Mr. O'Donnell.

District Supervisors

1. Mr. Chuck Smolnikar, Facilities Maintenance Supervisor, supervises the treatment plant maintenance staff and is responsible for the maintenance of District pump stations and District vehicles.
2. Ms. Lena Cox, Laboratory and Technical Services Manager, oversees the laboratory operations and assists the Collection System staff with water quality sampling and testing on an as-needed basis.

Industrial Waste Control

Ms. Teresa Kistner is the District's Industrial Waste Control Officer and is responsible for the FOG and Source Control program.

Collection System Staff

District collection system staff, under direct supervision of the Collection System Supervisor, clean, repair, operate Closed Circuit Television Inspection (CCTVI) equipment and maintain the District's collection system facilities in accordance with District procedures and guidelines developed as part of the SSMP.

All of the above-referenced District personnel can be contacted at the District's telephone number (805) 967-4519 during normal business hours.

The California Water Environment Association (CWEA) certification and grade of collection system personnel is shown on Table 2-1.

The District's Organization Chart is shown on Table 2-2.

Table 2-1 CWEA Certification-Collection System Staff, 2021 Collection System Maintenance

Staff	Grade	Certificate No.
Luis Astorga	IV	1308213890
Shamus O'Donnell	III	120721016
Loren Barringer	II	130922015
Braden Stribling	II	1308219729
Edgar Guerrero	I	1308218037
Tim Siciliano	I	1308218497
Sam Madera	CSMT IT	NA

Table 2-2 Goleta Sanitary District Organization Chart

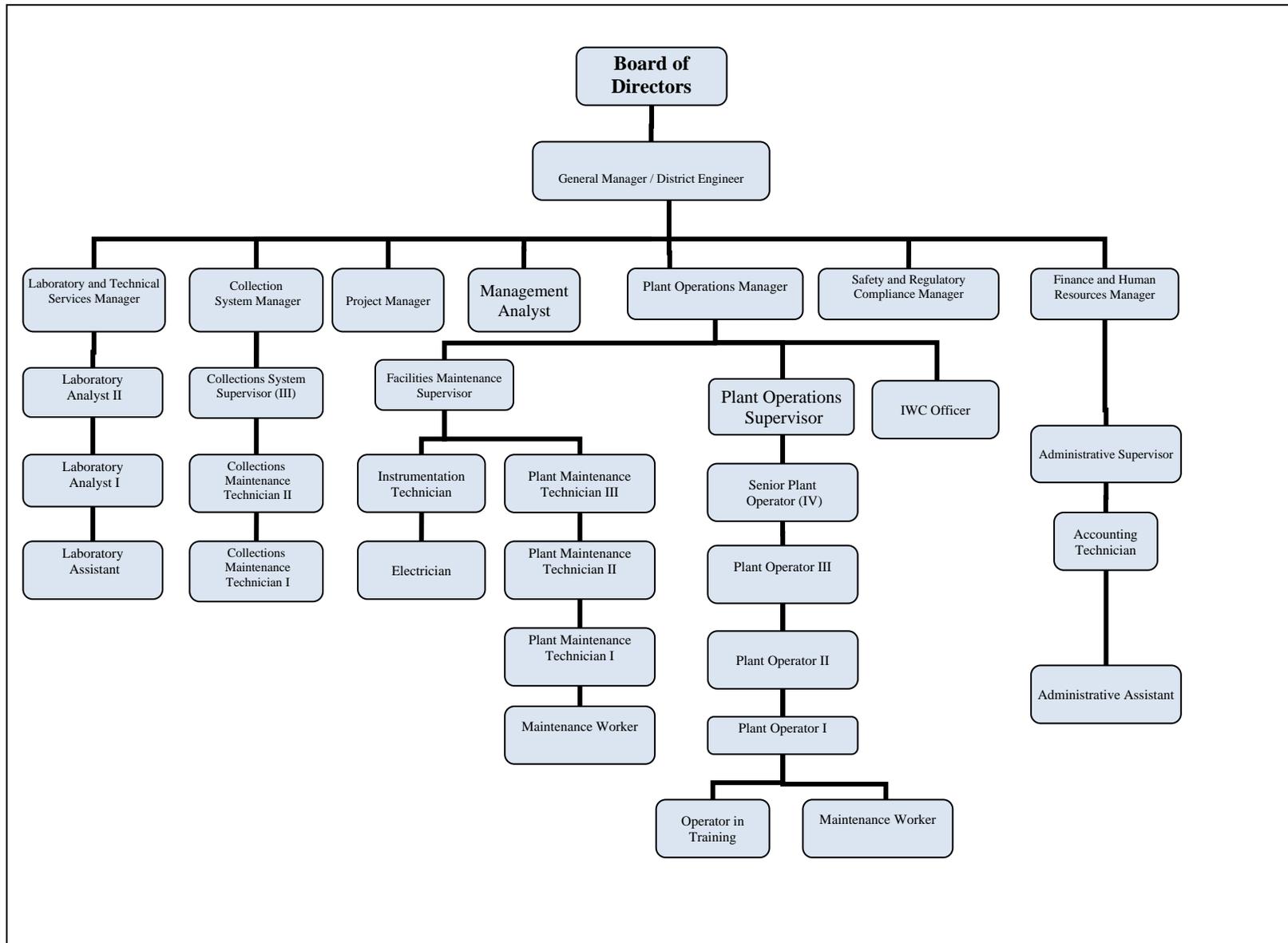


Table 2-3 Table of Element Responsibilities

Element Number	Element Title	Responsible Party	Contact Information
1	Goals	Steve Wagner	805-967-4519
2	Organization	Steve Wagner	805-967-4519
3	Legal Authority	Steve Wagner	805-967-4519
4	Operations and Maintenance Program	Luis Astorga	805-967-4519
5	Design and Performance Provisions	Steve Wagner	805-967-4519
6	Overflow Emergency Response Plan	Luis Astorga	805-967-4519
7	Fats, Oils and Grease Control Program	Teresa Kistner	805-967-4519
8	System Evaluation and Capacity Assurance Plan	Steve Wagner	805-967-4519
9	Monitoring, Measurement and Plan Modification	Luis Astorga	805-967-4519
10	SSMP Program Audits	Luis Astorga	805-967-4519
11	Communications Plan	Luis Astorga	805-967-4519

(b) Chain of Communication for Reporting Overflows

The SSMP must identify the chain of communication for reporting overflows.

When the District is notified of sewer line emergencies, such as overflows, the Collection System Supervisor or the first available Collection System Maintenance Technician II (CSMT II) is immediately contacted. Documentation of the reported problem begins with this initial notification. The Supervisor or CSMT II determines the personnel and equipment to dispatch to the reported problem site. If a spill has or is occurring, District staff will take immediate corrective action in accordance with GSD Overflow Emergency Response Plan. The Supervisor or CSMT II initiates the SSO notification process by contacting Cal OES, the Santa Barbara County Public Health Department, and the District General Manager. The Supervisor or CSMT II will also initiate the California Integrated Water Quality Systems (CIWQS) on-line reporting program and will verify that the District Service Call Response form has been completed by the responding Collection System staff.

Weekend, After Hours and Holiday Calls

All District-related sewer line emergency calls (including those originating from the Firestone Lift Station and the El Sueno Lift Station Auto-Dialer) that are received by the District's answering service after normal working hours on weekdays, and on Saturdays, Sundays and holidays are immediately forwarded to the District Collection System On Call Person. The On Call Person provides initial notification to the Collection System Manager, responds to the emergency call to eliminate the SSO and begin spill cleanup procedures. In the absence of the Manager, Supervisor and CSMT II, the On Call Person also makes the initial notification to Cal OES for Category 1 spills, and the District General Manager. The On Call Person will make an entry in the District Operation log documenting the response to the SSO and will complete the District Service Call Response form. If the Manager or Supervisor have not been reached, the On Call Person will continue to contact a CSMT II and the District General Manager to inform them of the SSO.

If the On Call Person does not respond to the answering service, the following personnel are contacted in the listed order:

1. Shamus O'Donnell
2. Loren Barringer
3. Braden Stribling
5. Edgar Guerrero
6. Tim Siciliano
7. Luis Astorga

The first person contacted assumes the duties of the On Call Person to contact the Collection System Supervisor, respond to the emergency, eliminate the SSO, begin cleanup procedures and make the initial notification to Cal OES, and the District General Manager. The responding District staff member will complete the District Service Call Response form. The responding person will continue to contact the Supervisor, CSMT II or the District General Manger to inform them of the SSO.

Upon notification of a SSO, the Collection System Supervisor or the CSMT II will make the initial notification to Cal OES within the required two hour time frame of becoming aware of a Category 1 SSO. The Supervisor will contact the District General Manager. The Supervisor reviews the initial response documentation, SSO volume calculation, initiates SSO monitoring procedures and makes any revised reports to Cal OES and CIWQS. The Collection System Supervisor has the primary responsibility to certify all CIWQS reports and technical reports completed for SSOs as the District's Legally Responsible Official (LRO). The General Manager will certify all CIWQS reports and technical reports in the absence of the Collection System Supervisor.

(c) Reporting Procedures

In accordance with the District's current OERP, State Water Resources Control Board Order No. WQ 2013-0058-EXEC and State Water Resources Control Board Statewide General Waste Discharge Requirements for Sanitary Sewers, Order No. 2006-0003-DWQ, the following notifications are to be completed within the specified timeframes when a Sanitary Sewer Overflow (SSO) occurs within the jurisdiction of the District.

Initial Notification to be completed as soon as possible by the following District personnel:

Luis Astorga, Collection System Manager, if not available, then:

Shamus O'Donnell, Collection System Supervisor, if not available, then:

Loren Barringer, CSMT II, if not available, then:

Braden Stribling, CSMT II, if not available, then:

The District On Call Person or First Responding Person, or

Steve Wagner, District General Manager

The District adheres to the SWRCB WDR reporting requirements for the four (4) categories of SSOs:

Notification for Category 1 SSOs – Category 1 SSOs are defined as discharges of untreated or partially treated wastewater of **any volume** resulting from the District's sanitary sewer system failure or flow condition that:

- Reach surface water and/or reach a drainage channel tributary to a surface water; or
- Reach a municipal separate storm sewer system (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated water or ground water infiltration basin.

In the event of a Category 1 SSO that is greater than or equal to 1,000 gallons that has discharged to surface water or spilled in a location where it will probably be discharged to surface water, Cal OES shall be notified as soon as possible without substantially impeding response or clean up measures, but no later than two (2) hours of becoming aware of the SSO:

Cal OES 1-800-852-7550

Obtain a Notification Control Number and the name of the person spoken to at Cal OES

All Category 1 SSOs are to have a draft report submitted to California Integrated Water Quality System (CIWQS) Online Database (<http://ciwqs.waterboards.ca.gov/>) within 3 business days of the District becoming aware of the SSO.

These reports are to be certified by a District Legally Responsible Official (LRO) within 15 calendar days of the SSO end date.

In the event of a Category 1 SSO that is 50,000 gallons or greater, the District is to submit and certify in the CIWQS Online Database System a SSO Technical Report within 45 calendar days of the SSO end date. Additionally, the District shall conduct water quality sampling within 48 hours of the spill according to the District Water Quality Monitoring Program per Section D. of the MRP. This program is detailed in Section III of the District's OERP.

Notification for Category 2 SSOs – Category 2 SSOs are defined as discharges of untreated or partially treated wastewater of **1,000 gallons or greater** resulting from the District's sanitary sewer system failure or flow conditions that do not reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

All Category 2 SSOs are to have a draft report submitted to CIWQS within 3 business days of the District becoming aware of the SSO.

These reports are to be certified by a District LRO within 15 calendar days of the end date of the SSO.

Notification for Category 3 SSOs – Category 3 SSOs are defined as all other discharges of untreated or partially treated wastewater resulting from the District's sanitary sewer system failure or flow conditions.

All Category 3 SSOs are to have a certified report submitted to CIWQS within 30 calendar days of the month in which the SSO occurred.

Notification for a Private Lateral Sewage Discharge (PLSD) – PLSD are defined as discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the District's sanitary sewer system or from other private sewer assets.

PLSDs that the District is aware of are to be reported to Santa Barbara County Public Health
1-805-681-4900

Amended CIWQS Reports – The District LRO will amend CIWQS reports if any significant changes to the initial report have occurred, as detailed in Section II of the District's OERP.

No Spill Certifications – The District LRO will certify on the CIWQS system, on a monthly or quarterly basis, those months or quarters in which a SSO has not occurred. This certification shall occur within 30 calendar days of the month or quarter in which no SSOs occurred.

SSO Review and Corrective Actions – The District will review SSOs in an effort to prevent SSO reoccurrence and to minimize future SSO frequency and volume. This review is detailed in Section 5 of the District's OERP.

Collection System Questionnaire - The District LRO will complete and update the Collection System Questionnaire on the CIWQS system on an annual basis.

Element 3 Legal Authority

Regulatory Requirement- The SSMP shall include legal authority through sewer use ordinances, service agreements, or other legally binding procedures to:

- (a) Prevent illicit discharges,
- (b) Require that sewers and connections be properly designed and constructed,
- (c) Ensure access for maintenance, inspection or repairs for portions of the lateral owned or maintained by the District
- (d) Limit fats, oils, greases and other debris that may cause blockages in the collection system and
- (e) Enforce any violation of District Ordinances.

District Ordinance #92 is the legal authority regulating the use of the District's Publicly Owned Treatment Works (POTW). Ordinance #92 sets forth uniform requirements for users of the POTW and enables the District to comply with all applicable State and Federal laws, including the Clean Water Act (33 United States Code section 1251 et seq.) and the General Pretreatment Regulations (Title 40 of the Code of Federal Regulations Part 403). The objectives of Ordinance #92 are to prevent the introduction of pollutants that will interfere with the operation of the POTW or pass through the POTW inadequately treated or otherwise be incompatible with the POTW; to protect both the POTWs personnel and the general public; to promote reuse and recycling of industrial wastewater and biosolids from the POTW and to enable the District to comply with its National Pollutant Discharge Elimination System (NPDES) permit conditions, sludge use/disposal requirements and any other Federal or State laws to which the POTW is subject. District Ordinance #92 applies to all users of the POTW and provides for monitoring, compliance and enforcement activities as well as establishes administrative review procedures.

(a) Prevent Illicit Discharges

The District has full authority and the responsibility to prevent the discharge of illicit discharges to the sanitary sewer system. District Ordinance #92, an Order of the Governing Board of the Goleta Sanitary District Adopting an Ordinance and Regulating the Use of the Goleta Sanitary District Sewerage System, adopted by the District's Governing Board on December 7, 2020 is the current District sewer use ordinance. Section 4.1 Prohibited Discharge Standards list those substances that shall not be discharged to the sewer or Publicly Owner Treatment Works (POTW). Section 4.2 and 4.3 state that users shall comply with National Categorical Pretreatment Standards and State Pretreatment Standards. Section 4.4 establishes local limits for discharges into the District's sewer system and treatment works.

(b) Require That Sewers and Connections be Properly Designed and Constructed

District Ordinance #92, Section 3 addresses Building Sewers and Connections. Section 3.7 states the Specifications of building sewers and requires that all sewers shall be constructed in accordance with the Goleta Sanitary District Specifications for Design and Construction of Sanitary Sewers (2008). Section 3.8 states that all plumbing fixtures shall conform to the provisions and codes of the City of Goleta, County of Santa Barbara and State of California.

Goleta Sanitary District Standards and Specifications for Design and Construction of Sanitary Sewers (2008) address proper construction and connection in the following sections: Section 4 Sewer Permit Application, Section 5 Sewer Feasibility Studies, Section 6 Improvement Plans,

Section 7 Design Criteria, Section 8 Legal Relations and Responsibilities, Section 9 Construction Materials, Section 10 Open Trench Construction Methods, Section 11 Inspection and Testing.

(c) Maintenance and Repairs of Sewer Laterals.

The District does not maintain or own any portion of the sewer laterals. District Ordinance #92 specifies in Section 3.3 that “The property owner is responsible for maintaining the building sewer from the building up to and including the WYE connection.” The District Standards and Specification for the Design and Construction of Sanitary Sewers Section 4.10 states that “The side sewer is private from the connection to the public sewer, including the wye, to its connection with the building. The Owner is responsible for maintaining the side sewer. The District is not responsible for damage caused by breaks or leaks in the side sewer.”

(d) Limit the Discharge of Fats, Oils and Greases (FOG) and other Debris

The District employs a full-time Industrial Waste Control Officer who is responsible for implementing the District’s Source Control Program. This program was originally implemented under 40 CFR 403 and approved by the EPA in July of 1983. It has since evolved into the District’s current FOG/Source Control Program that the District utilizes to ensure compliance of local users with Federal and State regulations as well as District local limits. There are currently 50 industrial users, 10 groundwater remediation sites, and over 90 Food Service Establishments that are monitored by the District.

District Ordinance #92, Section 4 is the General Use Requirements, Section 4.1 B 6 specifically addresses Fats, Oils and Greases. Section 5 – Pretreatment of Wastewater, Section 6 – Individual Wastewater Discharge Permits, Section 7 – Individual Wastewater Discharge Permit Issuance, Section 8- Reporting Requirements, Section 9 – Compliance Monitoring and Section 12 – Administrative Enforcement Remedies have all been implemented in to the FOG/Source Control Program to limit the discharge of FOG and other debris that may cause blockages in the District’s sewer system.

(e) Enforcement of District’s Sewer Ordinances

District Ordinance #92, Section 12 – Administrative Enforcement Actions list the actions that the District may take to enforce compliance with this ordinance. These actions include but are not limited to Consent Orders, Compliance Orders, Cease and Desist Orders and Termination of Service. Section 13 – Judicial Enforcement Remedies provide the District the ability to seek civil and criminal penalties for those actions that would require civil penalties and criminal prosecution.

Element 4 Operation and Maintenance Program

Regulatory Requirement- The SSMP must include the following elements:

- (a) Maintain an up-to-date map of the sanitary sewer system,
- (b) Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary system with more frequent cleaning and maintenance at known problem areas. The Preventive Maintenance program should have a system to document scheduled and conducted activities, such as work orders,
- (c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. That plan shall include a time schedule for implementing short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan,
- (d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained, and
- (e) Provide equipment and replacement parts inventories including identification of critical replacement parts.

(a) Maintain an Up-To-Date Map of the Sewer System

The District has a geographic information system (GIS) showing the location of all sewer line segments and manholes. This computerized system is linked to the District's Central Square-Lucity (Lucity) Computerized Maintenance Management Program (CMMP) so that detailed information regarding the District sewerage facilities and parcels that are served by the District is readily available. The District also maintains record drawings of these facilities and all District owned and maintained pumping facilities and pressure pipes. The Collection system staff maintains a list of map updates that are added to the CMMP and the GIS Map on an as-needed basis. All new collection system facilities are added to the CMMP and GIS after the District reviews and accepts the Project Record Drawings. Other updates, such as software and computer hardware updates of the GIS system is done on an as-needed basis.

The District does not maintain maps of storm water conveyance facilities because it does not have jurisdiction over such facilities and the storm drain facilities within the District's service area are the responsibility of the County of Santa Barbara, Public Works Department, Water Resources Division (Flood Control). The District has established a close working relationship with County Flood Control and requests copies of what information that Flood Control does have of its storm drain system on an as-needed basis.

(b) Operation and Maintenance Activities

The Goleta Sanitary District is continuously improving and updating its proactive, condition-based sewer system maintenance program. The District's maintenance schedule allows staff to clean, and inspect every sewer line and manhole using a schedule that is flexible enough to adjust to conditions found during cleaning. Every inspection and cleaning is documented and entered into the District's CMMP. The District's operations and maintenance programs have resulted in limiting priority area responses and decreasing the amount of high frequency maintenance segments and potential SSOs. The District maintains records and a database using the Central Square-Lucity (Lucity) software package as its CMMP. The Lucity database meets the District's needs as well as the needs for reporting activities. This CMMP maintains District records in a readily available format for O&M and management analysis and trending/predictive scenarios development.

All daily routine and priority lines cleaning and maintenance information is entered into the database. The CMMP is used to schedule routine maintenance of the pipelines in the District collection system and CCTV inspections. Most (approximately 90%) of the pipelines in the District's collection system are on a 36-month cleaning frequency and do not require enhanced maintenance. District crews are able to complete the cleaning schedule within this 36-month timeline on a routine basis. The remaining 10% of District sewer lines are on an enhanced maintenance scheduled due to root intrusion, FOG or debris build up that require additional cleaning. These District "priority areas" are on scheduled cleaning cycles designed to minimize the occurrence of an SSO. Approximately 7 percent are on a 12-month cycle, 2 percent are on a 6-month cycle, 0.25 percent are on a 6-month cycle and 0.75 percent are on a 3-month cycle. The work orders for these "priority areas" are scheduled throughout the year and generated on cyclic basis. These work orders are routinely completed within the first week or two of each month. The CCTV schedule of the District collection system is on a 5-year timeline. CCTV is also done in conjunction with Capital Improvement projects and to verify the need for spot repairs. The District utilizes contractors for specialized work such as chemical root treatment. Approximately 15,000 feet to 20,000 feet of sewer line are scheduled on an annual basis for chemical root treatment. The District reviews monthly and annual performance data to ensure the scheduled completion of each 36-month cleaning cycle and the completion of all priority area cleaning within its scheduled month. The two District lift stations are inspected by staff on a scheduled basis. Repairs are coordinated with the District's Facilities Maintenance Department.

The Goleta Sanitary District Collection System Cleaning, Repair, and Maintenance Procedures include the following programs that the District utilizes as part of its Operation and Maintenance Program in an effort to minimize the frequency and volume of SSOs:

- Lift Station Routine Maintenance
- Mechanical and Hydraulic Cleaning
- Hand Rods
- CCTV Operations
- Smoke Testing
- Manhole Raising
- Excavation, Trenching and Point Repairs
- Creek and Bridge Crossing Inspections
- Easement Clearing

Given these enhanced maintenance programs and the addition of District owned and operated flow monitors for I&I identification, the District continues to be in a better position to make continuous improvements and maintain the goal of zero overflows.

(c) Rehabilitation and Replacement Plan

The District’s Collection System annual maintenance plan, hydraulic model and the Asset Management Program (AMP) are combined as part of the detailed methodology used to develop the District’s capital improvement plan. Each of the pipelines within the District’s service area are assessed on structural and hydraulic condition, risk of failure consequences and operation and maintenance factors. Results from visual and CCTV inspections of District sewer facilities are also utilized as part of this assessment.

The AMP is used in the evaluation of the District collection system. The program is used to combine the score for each evaluation criteria and refresh prioritization of the capital improvement program using recent data. The results are queried to establish a ranking with larger diameter pipes in environmentally sensitive areas with structural and hydraulic deficiencies being ranked with the highest priority which are then given final review by District staff for annual CIP grouping.

Table 4-1 Scheduled Five-Year CIP Plan

CIP PROJECT	SCHEDULED YEAR	PROJECTED COST
GSD 2020 CCTV Project	2020/2021	\$410,000
GSD 2021 Pipeline Rehab Project	2021	\$1,000,000
GSD 2022 Pipeline Rehab Project	2022	\$1,000,000
GSD 2023 Pipeline Rehab Project	2023	\$1,000,000
GSD 2024 Pipeline Rehab Project	2024	\$1,000,000

(d) Training

The District is committed to the training and certification of its collection system staff. The District has made a considerable investment in the development and implementation of District specific computer-based SOPs and training guides through the Target Solutions and Smart SOP web applications. This computer training is partnered with hands-on training for District procedures, vehicles and equipment. Training is supplemented by the local section and California Water Environment Association (CWEA) conferences and workshops, vendor training for equipment specific needs, and the use of California Sanitation Risk Management Authority provided training materials and workshops. All employees attend and participate in daily safety and tail gate training meetings. District Collection System employees are required to obtain CWEA certification as Collection System Technicians, Grade I for Technicians I; Grade II for Technicians II, Grade III for the Collection System Supervisor and Grade IV for the Collection System Manager.

The District maintains records of training conducted in-house and of training records provided by outside contractors and through CWEA and Water Environment Federation (WEF).

District Standard Specifications for Design and Construction of Sanitary Sewers (2008) Section 8 details the Contractor responsibilities for compliance with safety requirements as set forth in OSHA, state and local laws and regulations. The District requires that contractors submit Experience Qualifications that document minimum standards for the general contractor and contractors' field foremen for work done on behalf of the District. Pre-Construction meetings with contractors include the discussion of safety, traffic control and the review of the contractors confined space procedures as a project submittal. Additionally, collection system personnel are encouraged to participate in continuing education programs offered through California State University Sacramento (Ken Kerri courses), Santa Barbara City College classes and others. The District compensates employees for tuition and textbooks and provides financial incentives for CWEA certification above and beyond the District mandated requirement.

(e) Equipment and Replacement Parts Inventories

The collection system maintains an inventory of repair and replacement parts at the District's treatment plant facility. The inventory is part of a formal record of repairs and consists of replacement parts of multiple sizes, types, and applications. Included within this inventory are replacement nozzles, sewer hose mending kits, pump parts, pump hoses, assorted vehicle replacement parts, CCTV replacement parts and sewer pipe sections of various types and sizes. The District owns and maintains equipment for sewer line repair, pump by-pass operations and SSO response. This equipment includes a backhoe, front-end loader, dump truck, trailer mounted air compressor, shoring, trash pumps of various sizes, portable generators and various power tools. The District maintains a resource list of contractors and vendors who stock materials and are available for emergency and short notice deliveries. Materials and parts inventory is a crucial component of the District's maintenance program.

Element 5 Design and Performance Provisions

Regulatory Requirement- The District shall implement:

- (a) Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances and for the rehabilitation and repair of existing sanitary sewer system, and
- (b) Procedures and standards for inspecting and testing the installation of new sewers, pumps and other appurtenances and for rehabilitation and repair projects.

(a) Develop Design and Construction Standards and Specifications for New and Rehabilitated Sewer Systems

The District has adopted the Goleta Sanitary District Standard Specifications for the Design and Construction of Sanitary Sewers (2008) for all new construction and rehabilitation of existing sewer facilities. The design standards are detailed in Section 7, Design Criteria. Construction Materials are detailed in Section 9, Open Trench Construction Methods are detailed in Section 10, Manhole Rehabilitation is detailed in Section 12 and Boring and Jacking is detailed in Section 13.

These standards govern the requirements, design and construction of sewer facilities within the jurisdiction of the District for all sewer facilities under private and public contract. In addition, all developers, engineers and contractors must comply with the applicable sections in the latest edition of the Standard Specifications for Public Works Construction (SSPWC), "The Green Book", the latest edition of the California Uniform Plumbing Code and the District approved plans for the new sewer facilities. These Standards are reviewed and updated on a periodic basis to ensure that current construction means and methods are included as appropriate.

(b) Develop Procedures and Standards for Inspecting and Testing New Sewers, Pumps, and Rehabilitation and Repair Projects

Inspection requirements for new and rehabilitated sewers are detailed in Section 11 (Inspection and Testing) of the Goleta Sanitary District Standard Specifications for the Design and Construction of Sanitary Sewers. Section 4, Sewer Permit Application and Section 12, Manhole Rehabilitation also detail inspection requirements. District Ordinance #92 provides additional procedures and standards in Section 3 Building Sewers and Connections.

Element 6 Overflow Emergency Response Plan

Regulatory Requirement- The District shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, the plan must include the following:

- (a) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner,
- (b) A program to ensure an appropriate response to all overflows,
- (c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities of all SSOs that potentially affect public health or reach waters of the State in accordance with MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification,
- (d) Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained,
- (e) Procedures to address emergency operations such as traffic and crowd control and other necessary activities and,
- (f) A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSO, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

(a) Notification Procedures

The District receives notifications of SSOs through a variety of methods including but not limited to: direct observation by District staff, lift station Supervisory Control And Data Acquisition (SCADA) and dialer alarms, the District answering service, the general public and from other agencies. The District's Overflow Emergency Response Plan details the corrective action that shall be taken by District staff to contain the overflow and protect the public, photograph, stop the SSO, return flows to normal conditions, mitigate or begin spill mitigation, begin the notification process as required by SWRCB WDR. The District OERP Sections 6 and 7 detail the roles and responsibilities of District personnel to ensure compliance with the WDR and to minimize the volume and environmental effect of a SSO.

(b) Response to All Overflows

Upon notification of a SSO, the responding District personnel address the SSO in accordance with the District Overflow Emergency Response Plan (attached as Appendix E of the SSMP). During normal business hours, the Collection System Supervisor will assess the SSO and direct sufficient District personnel and equipment to address the SSO in a most timely and efficient method. After hours notifications will be addressed by the Collection System Stand-By Person. Additional personnel, equipment or resources required will be contacted by the Stand-By Person or the Collection System Supervisor. The responding District staff will either immediately remedy the SSO in accordance with District procedures, notify the property owner of his/her need to address a private property concern or contact the appropriate agency if the SSO is outside the jurisdiction or responsibility of the District.

(c) Notification Procedures to Appropriate Agencies

The District OERP, Section 12.1 and the SSO and Backup Response Workbook, Section G1 lists the Agency names, telephone numbers and the timeline in which they must be contacted. The format and contents of the initial report is provided on this form. The Collection System Manager, Collection System Supervisor and the District General Manager are to be notified immediately of a SSO to ensure that the notification process is completed in accordance with the SWRCB WDR.

(d) Emergency Response Plan Training

The District conducts emergency response plan training each year. This training consists of an initial training for all new Collection System employees, annual review of the response plan and periodic training on the individual elements of the plan such as confined space training, operation of emergency generators and by-pass pumps and spill calculation. This training is documented in the individual employee training record and as part of the CWEA certification process for each Collection System employee. Contractors are informed of District policies and procedures in regards to Emergency Response Training. Section 8 of the District's Standard Specifications provides details of contractor safety responsibilities.

(e) Emergency Operations Procedures

The District's OERP, Sections 6 through 12, inclusive, list the actions that must be taken to address and mitigate the overflow. These include containment, volume estimation, spill mitigation, pump by-pass operations, flow restoration, sampling and monitoring procedures and District and Agency notifications.

(f) Procedures to Prevent and Contain the Discharge of Wastewater to Waters of the US and to Minimize Environmental Impacts of SSOs

The OERP, Section 7.5 lists actions to be taken to contain and prevent a SSO from reaching a creek or ocean. These measures include the use of vacuum systems, pumps, spill control pillows, sandbags and diversion of SSO flows away from waterways. The SSO Response Workbook describes the mitigation measures to be used if a SSO has reached a creek or waterway. Water Quality Sampling and Monitoring measures are described in Section 10 of the OERP.

Element 7 Fats, Oils and Grease Control Program

Regulatory Requirement- The District shall evaluate its service area to determine whether a FOG control program is needed. If the District determines that a FOG control program is not needed, the District must provide justification for why it is not needed. If FOG is found to be a problem, the District must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

- (a) An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG,
- (b) A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area,
- (c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG,
- (d) Requirements to install grease removal devices, design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements,
- (e) Authority to inspect grease producing facilities, enforcement authorities, and whether the District has sufficient staff to inspect and enforce the FOG ordinance,
- (f) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section, and
- (g) Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.

As detailed in Legal Authority Section 3, Paragraph C, the District has developed and implemented a comprehensive FOG program. There currently are more than 90 Food Service establishments in the District service area that are inspected on a regular basis by the District Industrial Waste Control Officer and Collection System staff. The District Standard Specifications list the design and installation specifications for FOG control items such as grease interceptors, sampling manholes and wells and District Ordinance #92 limit the amount of FOG that can be discharged to the District facilities. The monitoring section of the fat, oil and grease program entails field inspections, sample collection and analysis for grease and oil concentrations. Laboratory results are evaluated to determine compliance or noncompliance by the establishment. The inspection and laboratory results are used to delegate correction and/or enforcement actions as needed. Results of monthly grease and oil analyses on the influent and final effluent indicate that the treatment plant is in compliance with all grease and oil limitations. Final effluent concentrations are consistently well below the NPDES permit limitations.

(a) Public Education Outreach

The District has developed an extensive Public Outreach Program that has greatly assisted the District's ability to reduce the amount of FOG within the collection system and treatment plant. The District website and social media site have included proper FOG disposal methods. The District publishes a newsletter in which the topic of FOG from residential and commercial establishments is discussed. The District conducts a biennial open house in which information and demonstrations are provided to the public regarding FOG disposal and District efforts to protect the environment from FOG related SSOs.

(b) FOG Disposal

The District Industrial Waste Control Officer and Collection System staff work together to inspect more than 90 Food Service Establishments (FSEs) within the District. District efforts include the monitoring of grease interceptor pump-outs to ensure that the private disposal companies are cleaning grease interceptors in accordance with AB 1333 (2005-06). FSEs found to be in violation of District FOG discharge limits are required to submit receipts of grease interceptor pump-outs as part of the District Notice of Violation. Table 7-1 list the grease interceptor pumping companies and grease rendering service companies within the District service area.

Table 7-1 Grease Interceptor and Rendering Companies

Grease Interceptor Pumping Companies	Telephone Number
Oscar's Grease Trap Service	805-403-1509
Buron's Preferred Pumping Company	805-579-9226
Lee & Neal	805-884-1023
Shoemaker's Enviro-Tech	661-296-2394
County Sanitation Company	805-682-3568
Baker Commodities, Inc.	800-427-0696
All Valley Environmental	559-498-8378
Ameriguard Maintenance Services	800-347-7876
One More Time	800-624-5504
Ventura Rendering	805-485-2217
Salinas Tallow	800-621-9000

(c) Legal Authority to Prohibit FOG Discharges

District Ordinance # 92 Section 4.1 (6) lists the FOG discharge limitations for businesses within the District's jurisdiction, currently at 100mg/L. This section also sets the maximum FOG and solids accumulation of grease interceptors at 25% of design hydraulic depth.

(d) Grease Interceptor Design and Installation Requirements, BMP Requirements, Record Keeping and Reporting

The District Standard Specifications, Section 7.16 and Standard Drawing 25 describe the design, installation, and testing procedures that shall be used for grease interceptors and sampling manholes. District Ordinance #92 Section 8.1 through 8.8 detail the reporting requirements, Section 8.13, Recordkeeping and Section 8.14, Certification of Statements detail BMP requirements and record keeping requirements.

(e) Authority to Inspect

The authority of the District to inspect the sewer system, sewer connections and to inspect the appurtenances that are used for FOG control are detailed in Section 1.1 of the Goleta Sanitary District Standard Specifications. District Ordinance #92, Section 9.1 Right of Entry: Inspection and Sampling also details this requirement.

(f) Identification of District Sewer Facilities subject to FOG related issues and District Maintenance Requirements

The District has identified those collection system areas that are subject to FOG discharge. CCTV inspections and results from routine cleaning are used to ensure that any collection system area that has FOG issues is included in the District's priority area cleaning program. FOG related priority cleaning areas are identified in the District's CMMP. The results of this priority cleaning are adjusted as necessary to minimize FOG issues.

(g) Source Control Measures for FOG Discharged into Identified District Facilities

When FOG is identified as a major contributor to maintenance issues, the collection system works with the District's IWC to locate the source of the FOG and take appropriate measures such as increased monitoring, the requirement to implement BMP or the need to install and maintain grease interceptors for specific FSE locations.

Element 8 System Evaluation and Capacity Assurance Plan

Regulatory Requirement- The District shall prepare and implement a capital improvement plan that will provide hydraulic capacity of key sewer system elements for dry weather peak flow conditions as well as the appropriate design storm or wet weather event. At a minimum, the plan must include the following:

(a) Evaluation, actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to a SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events,

(b) Design Criteria, where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria,

(c) Capacity Enhancement Measures, the steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding,

(d) Schedule, the District shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D.14.

The District has prepared a computer hydraulic model of the wastewater collection system using a hydraulic modeling program, developed by Innovyze, Inc. The semi-dynamic model routes flows through the sewer system by accounting for the time delays of peak flows from various basins as the flow passes through the collection system. The results of the hydraulic modeling are incorporated into the Asset Management Plan along with the CCTV and maintenance records of the sewer lines.

(a) Evaluation

The sewer line segments that have been preliminarily identified as having hydraulic deficiencies by the District's hydraulic modeling program are reviewed by District staff to collaborate these initial assessments. In-House flow monitoring in conjunction with field inspections conducted during routine CCTV and cleaning are used to verify the preliminary findings. Sewer line segments that have been determined by the District to have hydraulic and or structural deficiencies are added to the Capital Improvement Projects list based upon their assessment and their risk and consequence of failure.

(b) Design Criteria

The District had adopted the current edition of the Goleta Sanitary District Standards and Specifications for the Design and Construction of Sanitary Sewers to govern the requirements, design and construction of sewer facilities within the jurisdiction of the District. Used in conjunction with the District's Asset Management Plan and the hydraulic modeling program, the District has established the design criteria for sewer facility improvements required for hydraulic and structural deficiencies and projected growth within the District service.

(c) Capacity Enhancement Measures

The District uses the Asset Management Program, developed by Hazen & Sawyer, for the Collection System capital improvement program. Assessments of structural and hydraulic conditions, risk of failure consequences and operation and maintenance factors are used to identify and prioritize rehabilitation and replacement of District facilities. A series of annual capital improvement projects are created from these assessments to correct structural and hydraulic deficiencies in the District collection system. Sewer lines are grouped into like categories based on the severity of the defects. As annual Capital Improvement Projects are completed, the next ranking projects are moved up on the list of scheduled projects. Table 8-1 lists the Capital Improvement projects that have been completed in the last five years.

Table 8-1 Capital Improvement Projects Completed Since 2015

Project Name	Linear Footage	Year of Completion
Modoc Road Project	340 LF of 6-inch pipe rehabilitated 5,440 LF of 8-inch pipe rehabilitated	2015
Cathedral Oaks La Ramada Vega Drive Project	812 LF of 8-inch pipe replaced 2,986 LF of 10-inch pipe replaced or new installation	2017
Via Los Santos 2017 Pipeline Rehabilitation Project	1,664 LF of 6-inch pipe rehabilitated 5,490 LF of 8-inch pipe rehabilitated	2017
GSD 2018 Pipeline Rehabilitation Project	460 LF of 6-inch pipe rehabilitated 10,192 LF of 8-inch pipe rehabilitated	2019
GSD 2019 Robin Hill Road Sewer Improvement Project	1,000 LF of 10-inch pipe replaced 500 LF of 8-inch pipe replaced with 12-inch pipe	2020
GSD 2020 Pipeline Rehabilitation Project	7,500 LF of 6, 8 and 12-inch pipe rehabilitated	2020

(d) Schedule and Funding

Based upon the previously discussed System Evaluation and Capacity Assurance Plan, the District has implemented the AMP to schedule the Capital Improvement Projects. The 2020 CCTVI Project will complete the system evaluation. The projects are scheduled for completion as funding and resources are allocated during the District’s annual budget development process. The AMP has a 10-year schedule for the funding and completion of these projects.

Element 9 SSMP Monitoring, Measurement and Program Modifications

Regulatory Requirement- The District shall:

- (a) Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities,
- (b) Monitor the implementation and where appropriate, measure the effectiveness of each element of the SSMP,
- (c) Assess the success of the preventive maintenance program,
- (d) Update program elements as appropriate, based on monitoring or performance evaluations and
- (e) Identify and illustrate SSO trends, including frequency, location and volume.

(a) Maintain Relevant Information for Prioritization of SSMP Activities

The District has established through its Annual Maintenance Program that the cleaning, CCTV, facility inspection programs will continue to be used as the primary goal of minimizing the occurrences and impacts of SSOs. The standards that the District has historically maintained to achieve this goal include the following:

- A daily cleaning production of 2,500' per crew per day.
- The completion of all monthly Preventive Maintenance activities within the first ten days of each month.
- Annual Root Foaming of 15,000 to 20,000 Linear Feet of sewer line.
- Smoke Testing of areas with I&I concerns.
- The completion of Bridge, Creek Crossings and Easement clearing/inspection programs on an annual basis.

(b) Monitor the Effectiveness of SSMP Elements

The District will review each element of its SSMP and make corrections on an as-needed basis through audits and program reviews to ensure the effectiveness of the SSMP. These annual reviews shall be completed and attached in Appendix B of this SSMP. In addition, the review shall be shared with the Board of Directors at a regular Board meeting and placed on the District website for public information.

(c) Preventive Maintenance Program Assessment

The District tracks the progress of the annual maintenance plan elements that are instrumental parts of the District's SSMP. Current timeframes for the completion of each program have been vital for the District's ability to maintain its zero to near zero spill rate.

(d) Update of Program Elements

The District will update each SSMP element as part of an annual review process to ensure that improvements are made due to new technology, equipment, regulatory code changes, FOG program enhancements, and collection systems rehabilitation through implementation of the Capital Improvement Program. The collection system supervisor in conjunction with his staff updates the SSMP via regular performance measurement assessments. All changes, additions and modifications to the SSMP will be tracked and logged in Appendix A of the SSMP.

(e) SSO Identification and Tracking

The District maintains records of all SSOs that have occurred within District jurisdiction in accordance with District retention policies and legal requirements. When an SSO occurs, all appropriate information including, location, volume and cause is entered into the District's CMMP. The SSO location is identified as an enhanced preventive maintenance location until District assessment determines the priority of that facility rehabilitation/replacement. The District has been enrolled in the State Water Resource Control Board CIWQS program since April of 2007. CIWQS provides a publicly accessible tracking map of SSO location, reported volume and SSO report summaries. Table 9-1 provides a listing of the SSOs that have occurred in the last five years within the District service area.

Table 9-1 Sanitary Sewer Overflows 2015-2020

LOCATION	VOLUME (GALLONS)	YEAR
Foothill Road	5	January 20, 2020
Mentor Drive	200	September 27, 2019
None	0	2018
Via Los Padres	600	July 13, 2017
Nogal Bike path	2500	April 25, 2017
El Sueno Rd	800	February 13, 2017
None	0	2016
None	0	2015

Element 10 SSMP Program Audits

Regulatory Requirement – As part of the SSMP, the District shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the District's compliance with the SSMP requirements identified in subsection (D.13) of State Water Resources Control Board Order No. 2006-0003-DWQ including identification of any deficiencies in the SSMP and steps to correct them.

The District will evaluate the SSMP on a bi-annual basis using the sample audit form. The District's annual update process includes review by senior staff to ensure the most current legal authority, response plans, organizational charts, equipment lists, and contact/notification information is included. When the District makes operational, maintenance, management, and administrative changes, the SSMP will be updated. The District review process may include the use of outside auditors as deemed necessary. The District is responsible for maintaining the SSMP program as required by the State Water Resources Control Board. All completed audit forms shall be attached to this SSMP in Appendix B.

Element 11 Communication Program

Regulatory Requirement – The District shall communicate on a regular basis with the public on the development, implementation and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the District as the program is developed and implemented.

The District shall also create a plan of communication with systems that are tributary and/or satellite to the District's sanitary sewer system.

In an effort to facilitate public awareness of the District's SSMP, the SSMP is available to the general public on its website. The District routinely communicates with the general public through a variety of methods including District newsletters, mailings, website and Proposition 218 public notices that seek and encourage public input for the various operations of the District. The District newsletters have focused on specific topics that comprise the SSMP such as Capital Improvement Projects and funding. The District has historically maintained an "Open Door" policy in which members of the public can discuss issues of concern with District staff, District management and Governing Board members during District special events, normal business hours and at regularly scheduled meetings of the District's Governing Board. The District also utilizes social media as a portal to communicate issues of concern with the public.

The District routinely communicates with the four contractual users of the District (the County of Santa Barbara, UCSB, Goleta West Sanitary District and Santa Barbara Municipal Airport) on a regular and on-going basis. This communication is in the form of telephone calls, letters and regularly scheduled meetings.

Appendix A

Log of SSMP Changes/Corrections/Updates

Log of SSMP Changes/Corrections/Updates

Date	Section	Change	Action
October 22, 2020	All	Create new version incorporating the currently approved document and pending changes from the previous version(s).	Review for Board Approval
January 20 2021	All	GSD Board Adoption of 2021 SSMP	

Appendix B

Historical Biennial reports

Appendix C

District Ordinance No. 92

Appendix D

GSD Standards and Specifications for Design and Construction of Sanitary Sewers (2008)

Appendix E

GSD Overflow Emergency Response Plan (June 3, 2020)

Appendix F

SWRCB Order No. 2006-0003-DWQ

Appendix G

SWRCB Order No. WQ 2013-0058-EXEC MRP

Appendix H

GSD Resolution 21-659

Appendix F

SWRCB Order No. 2006-0003-DWQ

**STATE WATER RESOURCES CONTROL BOARD
ORDER NO. 2006-0003-DWQ**

**STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS
FOR
SANITARY SEWER SYSTEMS**

The State Water Resources Control Board, hereinafter referred to as "State Water Board", finds that:

1. All federal and state agencies, municipalities, counties, districts, and other public entities that own or operate sanitary sewer systems greater than one mile in length that collect and/or convey untreated or partially treated wastewater to a publicly owned treatment facility in the State of California are required to comply with the terms of this Order. Such entities are hereinafter referred to as "Enrollees".
2. Sanitary sewer overflows (SSOs) are overflows from sanitary sewer systems of domestic wastewater, as well as industrial and commercial wastewater, depending on the pattern of land uses in the area served by the sanitary sewer system. SSOs often contain high levels of suspended solids, pathogenic organisms, toxic pollutants, nutrients, oxygen-demanding organic compounds, oil and grease and other pollutants. SSOs may cause a public nuisance, particularly when raw untreated wastewater is discharged to areas with high public exposure, such as streets or surface waters used for drinking, fishing, or body contact recreation. SSOs may pollute surface or ground waters, threaten public health, adversely affect aquatic life, and impair the recreational use and aesthetic enjoyment of surface waters.
3. Sanitary sewer systems experience periodic failures resulting in discharges that may affect waters of the state. There are many factors (including factors related to geology, design, construction methods and materials, age of the system, population growth, and system operation and maintenance), which affect the likelihood of an SSO. A proactive approach that requires Enrollees to ensure a system-wide operation, maintenance, and management plan is in place will reduce the number and frequency of SSOs within the state. This approach will in turn decrease the risk to human health and the environment caused by SSOs.
4. Major causes of SSOs include: grease blockages, root blockages, sewer line flood damage, manhole structure failures, vandalism, pump station mechanical failures, power outages, excessive storm or ground water inflow/infiltration, debris blockages, sanitary sewer system age and construction material failures, lack of proper operation and maintenance, insufficient capacity and contractor-caused damages. Many SSOs are preventable with adequate and appropriate facilities, source control measures and operation and maintenance of the sanitary sewer system.

SEWER SYSTEM MANAGEMENT PLANS

5. To facilitate proper funding and management of sanitary sewer systems, each Enrollee must develop and implement a system-specific Sewer System Management Plan (SSMP). To be effective, SSMPs must include provisions to provide proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management and cost benefit analysis. Additionally, an SSMP must contain a spill response plan that establishes standard procedures for immediate response to an SSO in a manner designed to minimize water quality impacts and potential nuisance conditions.
6. Many local public agencies in California have already developed SSMPs and implemented measures to reduce SSOs. These entities can build upon their existing efforts to establish a comprehensive SSMP consistent with this Order. Others, however, still require technical assistance and, in some cases, funding to improve sanitary sewer system operation and maintenance in order to reduce SSOs.
7. SSMP certification by technically qualified and experienced persons can provide a useful and cost-effective means for ensuring that SSMPs are developed and implemented appropriately.
8. It is the State Water Board's intent to gather additional information on the causes and sources of SSOs to augment existing information and to determine the full extent of SSOs and consequent public health and/or environmental impacts occurring in the State.
9. Both uniform SSO reporting and a centralized statewide electronic database are needed to collect information to allow the State Water Board and Regional Water Quality Control Boards (Regional Water Boards) to effectively analyze the extent of SSOs statewide and their potential impacts on beneficial uses and public health. The monitoring and reporting program required by this Order and the attached Monitoring and Reporting Program No. 2006-0003-DWQ, are necessary to assure compliance with these waste discharge requirements (WDRs).
10. Information regarding SSOs must be provided to Regional Water Boards and other regulatory agencies in a timely manner and be made available to the public in a complete, concise, and timely fashion.
11. Some Regional Water Boards have issued WDRs or WDRs that serve as National Pollution Discharge Elimination System (NPDES) permits to sanitary sewer system owners/operators within their jurisdictions. This Order establishes minimum requirements to prevent SSOs. Although it is the State Water Board's intent that this Order be the primary regulatory mechanism for sanitary sewer systems statewide, Regional Water Boards may issue more stringent or more

prescriptive WDRs for sanitary sewer systems. Upon issuance or reissuance of a Regional Water Board's WDRs for a system subject to this Order, the Regional Water Board shall coordinate its requirements with stated requirements within this Order, to identify requirements that are more stringent, to remove requirements that are less stringent than this Order, and to provide consistency in reporting.

REGULATORY CONSIDERATIONS

12. California Water Code section 13263 provides that the State Water Board may prescribe general WDRs for a category of discharges if the State Water Board finds or determines that:

- The discharges are produced by the same or similar operations;
- The discharges involve the same or similar types of waste;
- The discharges require the same or similar treatment standards; and
- The discharges are more appropriately regulated under general discharge requirements than individual discharge requirements.

This Order establishes requirements for a class of operations, facilities, and discharges that are similar throughout the state.

13. The issuance of general WDRs to the Enrollees will:

- a) Reduce the administrative burden of issuing individual WDRs to each Enrollee;
- b) Provide for a unified statewide approach for the reporting and database tracking of SSOs;
- c) Establish consistent and uniform requirements for SSMP development and implementation;
- d) Provide statewide consistency in reporting; and
- e) Facilitate consistent enforcement for violations.

14. The beneficial uses of surface waters that can be impaired by SSOs include, but are not limited to, aquatic life, drinking water supply, body contact and non-contact recreation, and aesthetics. The beneficial uses of ground water that can be impaired include, but are not limited to, drinking water and agricultural supply. Surface and ground waters throughout the state support these uses to varying degrees.

15. The implementation of requirements set forth in this Order will ensure the reasonable protection of past, present, and probable future beneficial uses of water and the prevention of nuisance. The requirements implement the water quality control plans (Basin Plans) for each region and take into account the environmental characteristics of hydrographic units within the state. Additionally, the State Water Board has considered water quality conditions that could reasonably be achieved through the coordinated control of all factors that affect

water quality in the area, costs associated with compliance with these requirements, the need for developing housing within California, and the need to develop and use recycled water.

16. The Federal Clean Water Act largely prohibits any discharge of pollutants from a point source to waters of the United States except as authorized under an NPDES permit. In general, any point source discharge of sewage effluent to waters of the United States must comply with technology-based, secondary treatment standards, at a minimum, and any more stringent requirements necessary to meet applicable water quality standards and other requirements. Hence, the unpermitted discharge of wastewater from a sanitary sewer system to waters of the United States is illegal under the Clean Water Act. In addition, many Basin Plans adopted by the Regional Water Boards contain discharge prohibitions that apply to the discharge of untreated or partially treated wastewater. Finally, the California Water Code generally prohibits the discharge of waste to land prior to the filing of any required report of waste discharge and the subsequent issuance of either WDRs or a waiver of WDRs.
17. California Water Code section 13263 requires a water board to, after any necessary hearing, prescribe requirements as to the nature of any proposed discharge, existing discharge, or material change in an existing discharge. The requirements shall, among other things, take into consideration the need to prevent nuisance.
18. California Water Code section 13050, subdivision (m), defines nuisance as anything which meets all of the following requirements:
 - a. Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.
 - b. Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.
 - c. Occurs during, or as a result of, the treatment or disposal of wastes.
19. This Order is consistent with State Water Board Resolution No. 68-16 (Statement of Policy with Respect to Maintaining High Quality of Waters in California) in that the Order imposes conditions to prevent impacts to water quality, does not allow the degradation of water quality, will not unreasonably affect beneficial uses of water, and will not result in water quality less than prescribed in State Water Board or Regional Water Board plans and policies.
20. The action to adopt this General Order is exempt from the California Environmental Quality Act (Public Resources Code §21000 et seq.) because it is an action taken by a regulatory agency to assure the protection of the environment and the regulatory process involves procedures for protection of the environment. (Cal. Code Regs., tit. 14, §15308). In addition, the action to adopt

this Order is exempt from CEQA pursuant to Cal.Code Regs., title 14, §15301 to the extent that it applies to existing sanitary sewer collection systems that constitute "existing facilities" as that term is used in Section 15301, and §15302, to the extent that it results in the repair or replacement of existing systems involving negligible or no expansion of capacity.

21. The Fact Sheet, which is incorporated by reference in the Order, contains supplemental information that was also considered in establishing these requirements.
22. The State Water Board has notified all affected public agencies and all known interested persons of the intent to prescribe general WDRs that require Enrollees to develop SSMPs and to report all SSOs.
23. The State Water Board conducted a public hearing on February 8, 2006, to receive oral and written comments on the draft order. The State Water Board received and considered, at its May 2, 2006, meeting, additional public comments on substantial changes made to the proposed general WDRs following the February 8, 2006, public hearing. The State Water Board has considered all comments pertaining to the proposed general WDRs.

IT IS HEREBY ORDERED, that pursuant to California Water Code section 13263, the Enrollees, their agents, successors, and assigns, in order to meet the provisions contained in Division 7 of the California Water Code and regulations adopted hereunder, shall comply with the following:

A. DEFINITIONS

1. **Sanitary sewer overflow (SSO)** - Any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system. SSOs include:
 - (i) Overflows or releases of untreated or partially treated wastewater that reach waters of the United States;
 - (ii) Overflows or releases of untreated or partially treated wastewater that do not reach waters of the United States; and
 - (iii) Wastewater backups into buildings and on private property that are caused by blockages or flow conditions within the publicly owned portion of a sanitary sewer system.
2. **Sanitary sewer system** – Any system of pipes, pump stations, sewer lines, or other conveyances, upstream of a wastewater treatment plant headworks used to collect and convey wastewater to the publicly owned treatment facility. Temporary storage and conveyance facilities (such as vaults, temporary piping, construction trenches, wet wells, impoundments, tanks, etc.) are considered to be part of the sanitary sewer system, and discharges into these temporary storage facilities are not considered to be SSOs.

For purposes of this Order, sanitary sewer systems include only those systems owned by public agencies that are comprised of more than one mile of pipes or sewer lines.

3. **Enrollee** - A federal or state agency, municipality, county, district, and other public entity that owns or operates a sanitary sewer system, as defined in the general WDRs, and that has submitted a complete and approved application for coverage under this Order.
4. **SSO Reporting System** – Online spill reporting system that is hosted, controlled, and maintained by the State Water Board. The web address for this site is <http://ciwqs.waterboards.ca.gov>. This online database is maintained on a secure site and is controlled by unique usernames and passwords.
5. **Untreated or partially treated wastewater** – Any volume of waste discharged from the sanitary sewer system upstream of a wastewater treatment plant headworks.
6. **Satellite collection system** – The portion, if any, of a sanitary sewer system owned or operated by a different public agency than the agency that owns and operates the wastewater treatment facility to which the sanitary sewer system is tributary.
7. **Nuisance** - California Water Code section 13050, subdivision (m), defines nuisance as anything which meets all of the following requirements:
 - a. Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.
 - b. Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.
 - c. Occurs during, or as a result of, the treatment or disposal of wastes.

B. APPLICATION REQUIREMENTS

1. **Deadlines for Application** – All public agencies that currently own or operate sanitary sewer systems within the State of California must apply for coverage under the general WDRs within six (6) months of the date of adoption of the general WDRs. Additionally, public agencies that acquire or assume responsibility for operating sanitary sewer systems after the date of adoption of this Order must apply for coverage under the general WDRs at least three (3) months prior to operation of those facilities.
2. **Applications under the general WDRs** – In order to apply for coverage pursuant to the general WDRs, a legally authorized representative for each agency must submit a complete application package. Within sixty (60) days of adoption of the general WDRs, State Water Board staff will send specific instructions on how to

apply for coverage under the general WDRs to all known public agencies that own sanitary sewer systems. Agencies that do not receive notice may obtain applications and instructions online on the Water Board's website.

3. Coverage under the general WDRs – Permit coverage will be in effect once a complete application package has been submitted and approved by the State Water Board's Division of Water Quality.

C. PROHIBITIONS

1. Any SSO that results in a discharge of untreated or partially treated wastewater to waters of the United States is prohibited.
2. Any SSO that results in a discharge of untreated or partially treated wastewater that creates a nuisance as defined in California Water Code Section 13050(m) is prohibited.

D. PROVISIONS

1. The Enrollee must comply with all conditions of this Order. Any noncompliance with this Order constitutes a violation of the California Water Code and is grounds for enforcement action.
2. It is the intent of the State Water Board that sanitary sewer systems be regulated in a manner consistent with the general WDRs. Nothing in the general WDRs shall be:
 - (i) Interpreted or applied in a manner inconsistent with the Federal Clean Water Act, or supersede a more specific or more stringent state or federal requirement in an existing permit, regulation, or administrative/judicial order or Consent Decree;
 - (ii) Interpreted or applied to authorize an SSO that is illegal under either the Clean Water Act, an applicable Basin Plan prohibition or water quality standard, or the California Water Code;
 - (iii) Interpreted or applied to prohibit a Regional Water Board from issuing an individual NPDES permit or WDR, superseding this general WDR, for a sanitary sewer system, authorized under the Clean Water Act or California Water Code; or
 - (iv) Interpreted or applied to supersede any more specific or more stringent WDRs or enforcement order issued by a Regional Water Board.
3. The Enrollee shall take all feasible steps to eliminate SSOs. In the event that an SSO does occur, the Enrollee shall take all feasible steps to contain and mitigate the impacts of an SSO.
4. In the event of an SSO, the Enrollee shall take all feasible steps to prevent untreated or partially treated wastewater from discharging from storm drains into

flood control channels or waters of the United States by blocking the storm drainage system and by removing the wastewater from the storm drains.

5. All SSOs must be reported in accordance with Section G of the general WDRs.
6. In any enforcement action, the State and/or Regional Water Boards will consider the appropriate factors under the duly adopted State Water Board Enforcement Policy. And, consistent with the Enforcement Policy, the State and/or Regional Water Boards must consider the Enrollee's efforts to contain, control, and mitigate SSOs when considering the California Water Code Section 13327 factors. In assessing these factors, the State and/or Regional Water Boards will also consider whether:
 - (i) The Enrollee has complied with the requirements of this Order, including requirements for reporting and developing and implementing a SSMP;
 - (ii) The Enrollee can identify the cause or likely cause of the discharge event;
 - (iii) There were no feasible alternatives to the discharge, such as temporary storage or retention of untreated wastewater, reduction of inflow and infiltration, use of adequate backup equipment, collecting and hauling of untreated wastewater to a treatment facility, or an increase in the capacity of the system as necessary to contain the design storm event identified in the SSMP. It is inappropriate to consider the lack of feasible alternatives, if the Enrollee does not implement a periodic or continuing process to identify and correct problems.
 - (iv) The discharge was exceptional, unintentional, temporary, and caused by factors beyond the reasonable control of the Enrollee;
 - (v) The discharge could have been prevented by the exercise of reasonable control described in a certified SSMP for:
 - Proper management, operation and maintenance;
 - Adequate treatment facilities, sanitary sewer system facilities, and/or components with an appropriate design capacity, to reasonably prevent SSOs (e.g., adequately enlarging treatment or collection facilities to accommodate growth, infiltration and inflow (I/I), etc.);
 - Preventive maintenance (including cleaning and fats, oils, and grease (FOG) control);
 - Installation of adequate backup equipment; and
 - Inflow and infiltration prevention and control to the extent practicable.
 - (vi) The sanitary sewer system design capacity is appropriate to reasonably prevent SSOs.

- (vii) The Enrollee took all reasonable steps to stop and mitigate the impact of the discharge as soon as possible.
7. When a sanitary sewer overflow occurs, the Enrollee shall take all feasible steps and necessary remedial actions to 1) control or limit the volume of untreated or partially treated wastewater discharged, 2) terminate the discharge, and 3) recover as much of the wastewater discharged as possible for proper disposal, including any wash down water.

The Enrollee shall implement all remedial actions to the extent they may be applicable to the discharge and not inconsistent with an emergency response plan, including the following:

- (i) Interception and rerouting of untreated or partially treated wastewater flows around the wastewater line failure;
 - (ii) Vacuum truck recovery of sanitary sewer overflows and wash down water;
 - (iii) Cleanup of debris at the overflow site;
 - (iv) System modifications to prevent another SSO at the same location;
 - (v) Adequate sampling to determine the nature and impact of the release; and
 - (vi) Adequate public notification to protect the public from exposure to the SSO.
8. The Enrollee shall properly, manage, operate, and maintain all parts of the sanitary sewer system owned or operated by the Enrollee, and shall ensure that the system operators (including employees, contractors, or other agents) are adequately trained and possess adequate knowledge, skills, and abilities.
9. The Enrollee shall allocate adequate resources for the operation, maintenance, and repair of its sanitary sewer system, by establishing a proper rate structure, accounting mechanisms, and auditing procedures to ensure an adequate measure of revenues and expenditures. These procedures must be in compliance with applicable laws and regulations and comply with generally acceptable accounting practices.
10. The Enrollee shall provide adequate capacity to convey base flows and peak flows, including flows related to wet weather events. Capacity shall meet or exceed the design criteria as defined in the Enrollee's System Evaluation and Capacity Assurance Plan for all parts of the sanitary sewer system owned or operated by the Enrollee.
11. The Enrollee shall develop and implement a written Sewer System Management Plan (SSMP) and make it available to the State and/or Regional Water Board upon request. A copy of this document must be publicly available at the Enrollee's office and/or available on the Internet. This SSMP must be approved by the Enrollee's governing board at a public meeting.

12. In accordance with the California Business and Professions Code sections 6735, 7835, and 7835.1, all engineering and geologic evaluations and judgments shall be performed by or under the direction of registered professionals competent and proficient in the fields pertinent to the required activities. Specific elements of the SSMP that require professional evaluation and judgments shall be prepared by or under the direction of appropriately qualified professionals, and shall bear the professional(s)' signature and stamp.
13. The mandatory elements of the SSMP are specified below. However, if the Enrollee believes that any element of this section is not appropriate or applicable to the Enrollee's sanitary sewer system, the SSMP program does not need to address that element. The Enrollee must justify why that element is not applicable. The SSMP must be approved by the deadlines listed in the SSMP Time Schedule below.

Sewer System Management Plan (SSMP)

- (i) **Goal:** The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. This will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur.
- (ii) **Organization:** The SSMP must identify:
- (a) The name of the responsible or authorized representative as described in Section J of this Order.
 - (b) The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and
 - (c) The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable (such as County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services (OES)).
- (iii) **Legal Authority:** Each Enrollee must demonstrate, through sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:
- (a) Prevent illicit discharges into its sanitary sewer system (examples may include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc.);

- (b) Require that sewers and connections be properly designed and constructed;
 - (c) Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;
 - (d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages, and
 - (e) Enforce any violation of its sewer ordinances.
- (iv) **Operation and Maintenance Program.** The SSMP must include those elements listed below that are appropriate and applicable to the Enrollee's system:
- (a) Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities;
 - (b) Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders;
 - (c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;
 - (d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and

(e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

(v) **Design and Performance Provisions:**

(a) Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and

(b) Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

(vi) **Overflow Emergency Response Plan** - Each Enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this plan must include the following:

(a) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;

(b) A program to ensure an appropriate response to all overflows;

(c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;

(d) Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained;

(e) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and

(f) A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

(vii) **FOG Control Program:** Each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed, the Enrollee must provide justification for why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

- (a) An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- (b) A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;
- (c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- (d) Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;
- (e) Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance;
- (f) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and
- (g) Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.

(viii) **System Evaluation and Capacity Assurance Plan:** The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

- (a) **Evaluation:** Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs

that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;

- (b) **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria; and
 - (c) **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.
 - (d) **Schedule:** The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D. 14.
- (ix) **Monitoring, Measurement, and Program Modifications:** The Enrollee shall:
- (a) Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;
 - (b) Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;
 - (c) Assess the success of the preventative maintenance program;
 - (d) Update program elements, as appropriate, based on monitoring or performance evaluations; and
 - (e) Identify and illustrate SSO trends, including: frequency, location, and volume.
- (x) **SSMP Program Audits** - As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the

Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.

- (xi) **Communication Program** – The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

14. Both the SSMP and the Enrollee's program to implement the SSMP must be certified by the Enrollee to be in compliance with the requirements set forth above and must be presented to the Enrollee's governing board for approval at a public meeting. The Enrollee shall certify that the SSMP, and subparts thereof, are in compliance with the general WDRs within the time frames identified in the time schedule provided in subsection D.15, below.

In order to complete this certification, the Enrollee's authorized representative must complete the certification portion in the Online SSO Database Questionnaire by checking the appropriate milestone box, printing and signing the automated form, and sending the form to:

State Water Resources Control Board
Division of Water Quality
Attn: SSO Program Manager
P.O. Box 100
Sacramento, CA 95812

The SSMP must be updated every five (5) years, and must include any significant program changes. Re-certification by the governing board of the Enrollee is required in accordance with D.14 when significant updates to the SSMP are made. To complete the re-certification process, the Enrollee shall enter the data in the Online SSO Database and mail the form to the State Water Board, as described above.

15. The Enrollee shall comply with these requirements according to the following schedule. This time schedule does not supersede existing requirements or time schedules associated with other permits or regulatory requirements.

Sewer System Management Plan Time Schedule

<u>Task and Associated Section</u>	Completion Date			
	Population > 100,000	Population between 100,000 and 10,000	Population between 10,000 and 2,500	Population < 2,500
Application for Permit Coverage Section C	6 months after WDRs Adoption			
Reporting Program Section G	6 months after WDRs Adoption ¹			
SSMP Development Plan and Schedule No specific Section	9 months after WDRs Adoption ²	12 months after WDRs Adoption ²	15 months after WDRs Adoption ²	18 months after WDRs Adoption ²
Goals and Organization Structure Section D 13 (i) & (ii)	12 months after WDRs Adoption ²		18 months after WDRs Adoption ²	
Overflow Emergency Response Program Section D 13 (vi)	24 months after WDRs Adoption ²	30 months after WDRs Adoption ²	36 months after WDRs Adoption ²	39 months after WDRs Adoption ²
Legal Authority Section D 13 (iii)				
Operation and Maintenance Program Section D 13 (iv)				
Grease Control Program Section D 13 (vii)	36 months after WDRs Adoption	39 months after WDRs Adoption	48 months after WDRs Adoption	51 months after WDRs Adoption
Design and Performance Section D 13 (v)				
System Evaluation and Capacity Assurance Plan Section D 13 (viii)				
Final SSMP, incorporating all of the SSMP requirements Section D 13				

1. In the event that by July 1, 2006 the Executive Director is able to execute a memorandum of agreement (MOA) with the California Water Environment Association (CWEA) or discharger representatives outlining a strategy and time schedule for CWEA or another entity to provide statewide training on the adopted monitoring program, SSO database electronic reporting, and SSMP development, consistent with this Order, then the schedule of Reporting Program Section G shall be replaced with the following schedule:

Reporting Program Section G	
Regional Boards 4, 8, and 9	8 months after WDRs Adoption
Regional Boards 1, 2, and 3	12 months after WDRs Adoption
Regional Boards 5, 6, and 7	16 months after WDRs Adoption

If this MOU is not executed by July 1, 2006, the reporting program time schedule will remain six (6) months for all regions and agency size categories.

2. In the event that the Executive Director executes the MOA identified in note 1 by July 1, 2006, then the deadline for this task shall be extended by six (6) months. The time schedule identified in the MOA must be consistent with the extended time schedule provided by this note. If the MOA is not executed by July 1, 2006, the six (6) month time extension will not be granted.

E. WDRs and SSMP AVAILABILITY

1. A copy of the general WDRs and the certified SSMP shall be maintained at appropriate locations (such as the Enrollee's offices, facilities, and/or Internet homepage) and shall be available to sanitary sewer system operating and maintenance personnel at all times.

F. ENTRY AND INSPECTION

1. The Enrollee shall allow the State or Regional Water Boards or their authorized representative, upon presentation of credentials and other documents as may be required by law, to:
 - a. Enter upon the Enrollee's premises where a regulated facility or activity is located or conducted, or where records are kept under the conditions of this Order;
 - b. Have access to and copy, at reasonable times, any records that must be kept under the conditions of this Order;

- c. Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this Order; and
- d. Sample or monitor at reasonable times, for the purposes of assuring compliance with this Order or as otherwise authorized by the California Water Code, any substances or parameters at any location.

G. GENERAL MONITORING AND REPORTING REQUIREMENTS

1. The Enrollee shall furnish to the State or Regional Water Board, within a reasonable time, any information that the State or Regional Water Board may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this Order. The Enrollee shall also furnish to the Executive Director of the State Water Board or Executive Officer of the applicable Regional Water Board, upon request, copies of records required to be kept by this Order.
2. The Enrollee shall comply with the attached Monitoring and Reporting Program No. 2006-0003 and future revisions thereto, as specified by the Executive Director. Monitoring results shall be reported at the intervals specified in Monitoring and Reporting Program No. 2006-0003. Unless superseded by a specific enforcement Order for a specific Enrollee, these reporting requirements are intended to replace other mandatory routine written reports associated with SSOs.
3. All Enrollees must obtain SSO Database accounts and receive a "Username" and "Password" by registering through the California Integrated Water Quality System (CIWQS). These accounts will allow controlled and secure entry into the SSO Database. Additionally, within 30 days of receiving an account and prior to recording spills into the SSO Database, all Enrollees must complete the "Collection System Questionnaire", which collects pertinent information regarding a Enrollee's collection system. The "Collection System Questionnaire" must be updated at least every 12 months.
4. Pursuant to Health and Safety Code section 5411.5, any person who, without regard to intent or negligence, causes or permits any untreated wastewater or other waste to be discharged in or on any waters of the State, or discharged in or deposited where it is, or probably will be, discharged in or on any surface waters of the State, as soon as that person has knowledge of the discharge, shall immediately notify the local health officer of the discharge. Discharges of untreated or partially treated wastewater to storm drains and drainage channels, whether man-made or natural or concrete-lined, shall be reported as required above.

Any SSO greater than 1,000 gallons discharged in or on any waters of the State, or discharged in or deposited where it is, or probably will be, discharged in or on any surface waters of the State shall also be reported to the Office of Emergency Services pursuant to California Water Code section 13271.

H. CHANGE IN OWNERSHIP

1. This Order is not transferable to any person or party, except after notice to the Executive Director. The Enrollee shall submit this notice in writing at least 30 days in advance of any proposed transfer. The notice must include a written agreement between the existing and new Enrollee containing a specific date for the transfer of this Order's responsibility and coverage between the existing Enrollee and the new Enrollee. This agreement shall include an acknowledgement that the existing Enrollee is liable for violations up to the transfer date and that the new Enrollee is liable from the transfer date forward.

I. INCOMPLETE REPORTS

1. If an Enrollee becomes aware that it failed to submit any relevant facts in any report required under this Order, the Enrollee shall promptly submit such facts or information by formally amending the report in the Online SSO Database.

J. REPORT DECLARATION

1. All applications, reports, or information shall be signed and certified as follows:
 - (i) All reports required by this Order and other information required by the State or Regional Water Board shall be signed and certified by a person designated, for a municipality, state, federal or other public agency, as either a principal executive officer or ranking elected official, or by a duly authorized representative of that person, as described in paragraph (ii) of this provision. (For purposes of electronic reporting, an electronic signature and accompanying certification, which is in compliance with the Online SSO database procedures, meet this certification requirement.)
 - (ii) An individual is a duly authorized representative only if:
 - (a) The authorization is made in writing by a person described in paragraph (i) of this provision; and
 - (b) The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity.

K. CIVIL MONETARY REMEDIES FOR DISCHARGE VIOLATIONS

1. The California Water Code provides various enforcement options, including civil monetary remedies, for violations of this Order.
2. The California Water Code also provides that any person failing or refusing to furnish technical or monitoring program reports, as required under this Order, or

falsifying any information provided in the technical or monitoring reports is subject to civil monetary penalties.

L. SEVERABILITY

1. The provisions of this Order are severable, and if any provision of this Order, or the application of any provision of this Order to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this Order, shall not be affected thereby.
2. This order does not convey any property rights of any sort or any exclusive privileges. The requirements prescribed herein do not authorize the commission of any act causing injury to persons or property, nor protect the Enrollee from liability under federal, state or local laws, nor create a vested right for the Enrollee to continue the waste discharge.

CERTIFICATION

The undersigned Clerk to the State Water Board does hereby certify that the foregoing is a full, true, and correct copy of general WDRs duly and regularly adopted at a meeting of the State Water Resources Control Board held on May 2, 2006.

AYE: Tam M. Doduc
Gerald D. Secundy

NO: Arthur G. Baggett

ABSENT: None

ABSTAIN: None



Song Her
Clerk to the Board

Appendix G

SWRCB Order No. WQ 2013-0058-EXEC MRP

STATE OF CALIFORNIA
WATER RESOURCES CONTROL BOARD
ORDER NO. WQ 2013-0058-EXEC

AMENDING MONITORING AND REPORTING PROGRAM
FOR
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR
SANITARY SEWER SYSTEMS

The State of California, Water Resources Control Board (hereafter State Water Board) finds:

1. The State Water Board is authorized to prescribe statewide general Waste Discharge Requirements (WDRs) for categories of discharges that involve the same or similar operations and the same or similar types of waste pursuant to Water Code section 13263(i).
2. Water Code section 13193 *et seq.* requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) to gather Sanitary Sewer Overflow (SSO) information and make this information available to the public, including but not limited to, SSO cause, estimated volume, location, date, time, duration, whether or not the SSO reached or may have reached waters of the state, response and corrective action taken, and an enrollee's contact information for each SSO event. An enrollee is defined as the public entity having legal authority over the operation and maintenance of, or capital improvements to, a sanitary sewer system greater than one mile in length.
3. Water Code section 13271, *et seq.* requires notification to the California Office of Emergency Services (Cal OES), formerly the California Emergency Management Agency, for certain unauthorized discharges, including SSOs.
4. On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ, "Statewide Waste Discharge Requirements for Sanitary Sewer Systems"¹ (hereafter SSS WDRs) to comply with Water Code section 13193 and to establish the framework for the statewide SSO Reduction Program.
5. Subsection G.2 of the SSS WDRs and the Monitoring and Reporting Program (MRP) provide that the Executive Director may modify the terms of the MRP at any time.
6. On February 20, 2008, the State Water Board Executive Director adopted a revised MRP for the SSS WDRs to rectify early notification deficiencies and ensure that first responders are notified in a timely manner of SSOs discharged into waters of the state.
7. When notified of an SSO that reaches a drainage channel or surface water of the state, Cal OES, pursuant to Water Code section 13271(a)(3), forwards the SSO notification information² to local government agencies and first responders including local public health officials and the applicable Regional Water Board. Receipt of notifications for a single SSO event from both the SSO reporter

¹ Available for download at:

http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf

² Cal OES Hazardous Materials Spill Reports available Online at:

[http://w3.calema.ca.gov/operational/mal haz.nsf/\\$defaultview](http://w3.calema.ca.gov/operational/mal haz.nsf/$defaultview) and <http://w3.calema.ca.gov/operational/mal haz.nsf>

and Cal OES is duplicative. To address this, the SSO notification requirements added by the February 20, 2008 MRP revision are being removed in this MRP revision.

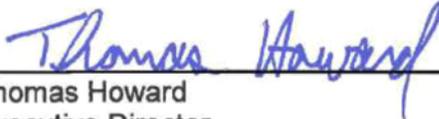
8. In the February 28, 2008 Memorandum of Agreement between the State Water Board and the California Water and Environment Association (CWEA), the State Water Board committed to re-designing the CIWQS³ Online SSO Database to allow "event" based SSO reporting versus the original "location" based reporting. Revisions to this MRP and accompanying changes to the CIWQS Online SSO Database will implement this change by allowing for multiple SSO appearance points to be associated with each SSO event caused by a single asset failure.
9. Based on stakeholder input and Water Board staff experience implementing the SSO Reduction Program, SSO categories have been revised in this MRP. In the prior version of the MRP, SSOs have been categorized as Category 1 or Category 2. This MRP implements changes to SSO categories by adding a Category 3 SSO type. This change will improve data management to further assist Water Board staff with evaluation of high threat and low threat SSOs by placing them in unique categories (i.e., Category 1 and Category 3, respectively). This change will also assist enrollees in identifying SSOs that require Cal OES notification.
10. Based on over six years of implementation of the SSS WDRs, the State Water Board concludes that the February 20, 2008 MRP must be updated to better advance the SSO Reduction Program⁴ objectives, assess compliance, and enforce the requirements of the SSS WDRs.

IT IS HEREBY ORDERED THAT:

Pursuant to the authority delegated by Water Code section 13267(f), Resolution 2002-0104, and Order 2006-0003-DWQ, the MRP for the SSS WDRs (Order 2006-0003-DWQ) is hereby amended as shown in Attachment A and shall be effective on 07/26/2013.

7/30/13

Date



Thomas Howard
Executive Director

³ California Integrated Water Quality System (CIWQS) publicly available at <http://www.waterboards.ca.gov/ciwqs/publicreports.shtml>

⁴ Statewide Sanitary Sewer Overflow Reduction Program information is available at: http://www.waterboards.ca.gov/water_issues/programs/ssso/

ATTACHMENT A

STATE WATER RESOURCES CONTROL BOARD ORDER NO. WQ 2013-0058-EXEC

AMENDING MONITORING AND REPORTING PROGRAM FOR STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS

This Monitoring and Reporting Program (MRP) establishes monitoring, record keeping, reporting and public notification requirements for Order 2006-0003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems" (SSS WDRs). This MRP shall be effective from September 9, 2013 until it is rescinded. The Executive Director may make revisions to this MRP at any time. These revisions may include a reduction or increase in the monitoring and reporting requirements. All site specific records and data developed pursuant to the SSS WDRs and this MRP shall be complete, accurate, and justified by evidence maintained by the enrollee. Failure to comply with this MRP may subject an enrollee to civil liabilities of up to \$5,000 a day per violation pursuant to Water Code section 13350; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. The State Water Resources Control Board (State Water Board) reserves the right to take any further enforcement action authorized by law.

A. SUMMARY OF MRP REQUIREMENTS

Table 1 – Spill Categories and Definitions

CATEGORIES	DEFINITIONS [see Section A on page 5 of Order 2006-0003-DWQ, for Sanitary Sewer Overflow (SSO) definition]
CATEGORY 1	Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that: <ul style="list-style-type: none">• Reach surface water and/or reach a drainage channel tributary to a surface water; or• Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
CATEGORY 2	Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
CATEGORY 3	All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.
PRIVATE LATERAL SEWAGE DISCHARGE (PLSD)	Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online SSO Database.

Table 2 – Notification, Reporting, Monitoring, and Record Keeping Requirements

ELEMENT	REQUIREMENT	METHOD
NOTIFICATION (see section B of MRP)	<ul style="list-style-type: none"> • Within two hours of becoming aware of any Category 1 SSO greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water, notify the California Office of Emergency Services (Cal OES) and obtain a notification control number. 	Call Cal OES at: (800) 852-7550
REPORTING (see section C of MRP)	<ul style="list-style-type: none"> • Category 1 SSO: Submit draft report within three business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date. • Category 2 SSO: Submit draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of the SSO end date. • Category 3 SSO: Submit certified report within 30 calendar days of the end of month in which SSO the occurred. • SSO Technical Report: Submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters. • "No Spill" Certification: Certify that no SSOs occurred within 30 calendar days of the end of the month or, if reporting quarterly, the quarter in which no SSOs occurred. • Collection System Questionnaire: Update and certify every 12 months. 	Enter data into the CIWQS Online SSO Database (http://ciwqs.waterboards.ca.gov/), certified by enrollee's Legally Responsible Official(s).
WATER QUALITY MONITORING (see section D of MRP)	<ul style="list-style-type: none"> • Conduct water quality sampling within 48 hours after initial SSO notification for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters. 	Water quality results are required to be uploaded into CIWQS for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.
RECORD KEEPING (see section E of MRP)	<ul style="list-style-type: none"> • SSO event records. • Records documenting Sanitary Sewer Management Plan (SSMP) implementation and changes/updates to the SSMP. • Records to document Water Quality Monitoring for SSOs of 50,000 gallons or greater spilled to surface waters. • Collection system telemetry records if relied upon to document and/or estimate SSO Volume. 	Self-maintained records shall be available during inspections or upon request.

B. NOTIFICATION REQUIREMENTS

Although Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) staff do not have duties as first responders, this MRP is an appropriate mechanism to ensure that the agencies that have first responder duties are notified in a timely manner in order to protect public health and beneficial uses.

1. For any Category 1 SSO greater than or equal to 1,000 gallons that results in a discharge to a surface water or spilled in a location where it probably will be discharged to surface water, either directly or by way of a drainage channel or MS4, the enrollee shall, as soon as possible, but not later than two (2) hours after (A) the enrollee has knowledge of the discharge, (B) notification is possible, and (C) notification can be provided without substantially impeding cleanup or other emergency measures, notify the Cal OES and obtain a notification control number.
2. To satisfy notification requirements for each applicable SSO, the enrollee shall provide the information requested by Cal OES before receiving a control number. Spill information requested by Cal OES may include:
 - i. Name of person notifying Cal OES and direct return phone number.
 - ii. Estimated SSO volume discharged (gallons).
 - iii. If ongoing, estimated SSO discharge rate (gallons per minute).
 - iv. SSO Incident Description:
 - a. Brief narrative.
 - b. On-scene point of contact for additional information (name and cell phone number).
 - c. Date and time enrollee became aware of the SSO.
 - d. Name of sanitary sewer system agency causing the SSO.
 - e. SSO cause (if known).
 - v. Indication of whether the SSO has been contained.
 - vi. Indication of whether surface water is impacted.
 - vii. Name of surface water impacted by the SSO, if applicable.
 - viii. Indication of whether a drinking water supply is or may be impacted by the SSO.
 - ix. Any other known SSO impacts.
 - x. SSO incident location (address, city, state, and zip code).
3. Following the initial notification to Cal OES and until such time that an enrollee certifies the SSO report in the CIWQS Online SSO Database, the enrollee shall provide updates to Cal OES regarding substantial changes to the estimated volume of untreated or partially treated sewage discharged and any substantial change(s) to known impact(s).
4. PLSDs: The enrollee is strongly encouraged to notify Cal OES of discharges greater than or equal to 1,000 gallons of untreated or partially treated wastewater that result or may result in a discharge to surface water resulting from failures or flow conditions within a privately owned sewer lateral or from other private sewer asset(s) if the enrollee becomes aware of the PLSD.

C. REPORTING REQUIREMENTS

1. **CIWQS Online SSO Database Account:** All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS. These accounts allow controlled and secure entry into the CIWQS Online SSO Database.
2. **SSO Mandatory Reporting Information:** For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.
3. **SSO Categories**
 - i. **Category 1** – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:
 - a. Reach surface water and/or reach a drainage channel tributary to a surface water; or
 - b. Reach a MS4 and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
 - ii. **Category 2** – Discharges of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from an enrollee's sanitary sewer system failure or flow condition that does not reach a surface water, a drainage channel, or the MS4 unless the entire SSO volume discharged to the storm drain system is fully recovered and disposed of properly.
 - iii. **Category 3** – All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.
4. **Sanitary Sewer Overflow Reporting to CIWQS - Timeframes**
 - i. **Category 1 and Category 2 SSOs** – All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported to the CIWQS Online SSO Database:
 - a. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database within three (3) business days of the enrollee becoming aware of the SSO. Minimum information that shall be reported in a draft Category 1 SSO report shall include all information identified in section 8.i.a. below. Minimum information that shall be reported in a Category 2 SSO draft report shall include all information identified in section 8.i.c below.
 - b. A final Category 1 or Category 2 SSO report shall be certified through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO. Minimum information that shall be certified in the final Category 1 SSO report shall include all information identified in section 8.i.b below. Minimum information that shall be certified in a final Category 2 SSO report shall include all information identified in section 8.i.d below.

- ii. **Category 3 SSOs** – All SSOs that meet the above criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30). Minimum information that shall be certified in a final Category 3 SSO report shall include all information identified in section 8.i.e below.
- iii. **“No Spill” Certification** – If there are no SSOs during the calendar month, the enrollee shall either 1) certify, within 30 calendar days after the end of each calendar month, a “No Spill” certification statement in the CIWQS Online SSO Database certifying that there were no SSOs for the designated month, or 2) certify, quarterly within 30 calendar days after the end of each quarter, “No Spill” certification statements in the CIWQS Online SSO Database certifying that there were no SSOs for each month in the quarter being reported on. For quarterly reporting, the quarters are Q1 - January/ February/ March, Q2 - April/May/June, Q3 - July/August/September, and Q4 - October/November/December.

If there are no SSOs during a calendar month but the enrollee reported a PLSD, the enrollee shall still certify a “No Spill” certification statement for that month.
- iv. **Amended SSO Reports** – The enrollee may update or add additional information to a certified SSO report within 120 calendar days after the SSO end date by amending the report or by adding an attachment to the SSO report in the CIWQS Online SSO Database. SSO reports certified in the CIWQS Online SSO Database prior to the adoption date of this MRP may only be amended up to 120 days after the effective date of this MRP. After 120 days, the enrollee may contact the SSO Program Manager to request to amend an SSO report if the enrollee also submits justification for why the additional information was not available prior to the end of the 120 days.

5. **SSO Technical Report**

The enrollee shall submit an SSO Technical Report in the CIWQS Online SSO Database within 45 calendar days of the SSO end date for any SSO in which 50,000 gallons or greater are spilled to surface waters. This report, which does not preclude the Water Boards from requiring more detailed analyses if requested, shall include at a minimum, the following:

- i. **Causes and Circumstances of the SSO:**
 - a. Complete and detailed explanation of how and when the SSO was discovered.
 - b. Diagram showing the SSO failure point, appearance point(s), and final destination(s).
 - c. Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.
 - d. Detailed description of the cause(s) of the SSO.
 - e. Copies of original field crew records used to document the SSO.
 - f. Historical maintenance records for the failure location.
- ii. **Enrollee’s Response to SSO:**
 - a. Chronological narrative description of all actions taken by enrollee to terminate the spill.
 - b. Explanation of how the SSMP Overflow Emergency Response plan was implemented to respond to and mitigate the SSO.

- c. Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.

iii. **Water Quality Monitoring:**

- a. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.
- b. Detailed location map illustrating all water quality sampling points.

6. **PLSDs**

Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sanitary sewer system assets may be voluntarily reported to the CIWQS Online SSO Database.

- i. The enrollee is also encouraged to provide notification to Cal OES per section B above when a PLSD greater than or equal to 1,000 gallons has or may result in a discharge to surface water. For any PLSD greater than or equal to 1,000 gallons regardless of the spill destination, the enrollee is also encouraged to file a spill report as required by Health and Safety Code section 5410 et. seq. and Water Code section 13271, or notify the responsible party that notification and reporting should be completed as specified above and required by State law.
- ii. If a PLSD is recorded in the CIWQS Online SSO Database, the enrollee must identify the sewage discharge as occurring and caused by a private sanitary sewer system asset and should identify a responsible party (other than the enrollee), if known. Certification of PLSD reports by enrollees is not required.

7. **CIWQS Online SSO Database Unavailability**

In the event that the CIWQS Online SSO Database is not available, the enrollee must fax or e-mail all required information to the appropriate Regional Water Board office in accordance with the time schedules identified herein. In such event, the enrollee must also enter all required information into the CIWQS Online SSO Database when the database becomes available.

8. **Mandatory Information to be Included in CIWQS Online SSO Reporting**

All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS which can be reached at CIWQS@waterboards.ca.gov or by calling (866) 792-4977, M-F, 8 A.M. to 5 P.M. These accounts will allow controlled and secure entry into the CIWQS Online SSO Database. Additionally, within thirty (30) days of initial enrollment and prior to recording SSOs into the CIWQS Online SSO Database, all enrollees must complete a Collection System Questionnaire (Questionnaire). The Questionnaire shall be updated at least once every 12 months.

i. **SSO Reports**

At a minimum, the following mandatory information shall be reported prior to finalizing and certifying an SSO report for each category of SSO:

- a. **Draft Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 1 SSO report:
1. SSO Contact Information: Name and telephone number of enrollee contact person who can answer specific questions about the SSO being reported.
 2. SSO Location Name.
 3. Location of the overflow event (SSO) by entering GPS coordinates. If a single overflow event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the SSO appearance point explanation field.
 4. Whether or not the SSO reached surface water, a drainage channel, or entered and was discharged from a drainage structure.
 5. Whether or not the SSO reached a municipal separate storm drain system.
 6. Whether or not the total SSO volume that reached a municipal separate storm drain system was fully recovered.
 7. Estimate of the SSO volume, inclusive of all discharge point(s).
 8. Estimate of the SSO volume that reached surface water, a drainage channel, or was not recovered from a storm drain.
 9. Estimate of the SSO volume recovered (if applicable).
 10. Number of SSO appearance point(s).
 11. Description and location of SSO appearance point(s). If a single sanitary sewer system failure results in multiple SSO appearance points, each appearance point must be described.
 12. SSO start date and time.
 13. Date and time the enrollee was notified of, or self-discovered, the SSO.
 14. Estimated operator arrival time.
 15. For spills greater than or equal to 1,000 gallons, the date and time Cal OES was called.
 16. For spills greater than or equal to 1,000 gallons, the Cal OES control number.
- b. **Certified Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 1 SSO report, in addition to all fields in section 8.i.a :
1. Description of SSO destination(s).
 2. SSO end date and time.
 3. SSO causes (mainline blockage, roots, etc.).
 4. SSO failure point (main, lateral, etc.).
 5. Whether or not the spill was associated with a storm event.
 6. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the overflow; and a schedule of major milestones for those steps.
 7. Description of spill response activities.
 8. Spill response completion date.
 9. Whether or not there is an ongoing investigation, the reasons for the investigation and the expected date of completion.

10. Whether or not a beach closure occurred or may have occurred as a result of the SSO.
 11. Whether or not health warnings were posted as a result of the SSO.
 12. Name of beach(es) closed and/or impacted. If no beach was impacted, NA shall be selected.
 13. Name of surface water(s) impacted.
 14. If water quality samples were collected, identify parameters the water quality samples were analyzed for. If no samples were taken, NA shall be selected.
 15. If water quality samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA shall be selected.
 16. Description of methodology(ies) and type of data relied upon for estimations of the SSO volume discharged and recovered.
 17. SSO Certification: Upon SSO Certification, the CIWQS Online SSO Database will issue a final SSO identification (ID) number.
- c. **Draft Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 2 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO.
- d. **Certified Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 2 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-9, and 17 in section 8.i.b above for Certified Category 1 SSO.
- e. **Certified Category 3 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 3 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-6, and 17 in section 8.i.b above for Certified Category 1 SSO.
- ii. **Reporting SSOs to Other Regulatory Agencies**
- These reporting requirements do not preclude an enrollee from reporting SSOs to other regulatory agencies pursuant to state law. In addition, these reporting requirements do not replace other Regional Water Board notification and reporting requirements for SSOs.
- iii. **Collection System Questionnaire**
- The required Questionnaire (see subsection G of the SSS WDRs) provides the Water Boards with site-specific information related to the enrollee's sanitary sewer system. The enrollee shall complete and certify the Questionnaire at least every 12 months to facilitate program implementation, compliance assessment, and enforcement response.
- iv. **SSMP Availability**
- The enrollee shall provide the publicly available internet web site address to the CIWQS Online SSO Database where a downloadable copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP is posted. If all of the SSMP documentation listed in this subsection is not publicly available on the Internet, the enrollee shall comply with the following procedure:

- a. Submit an **electronic** copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP to the State Water Board, within 30 days of that approval and within 30 days of any subsequent SSMP re-certifications, to the following mailing address:

State Water Resources Control Board
Division of Water Quality
Attn: SSO Program Manager
1001 I Street, 15th Floor, Sacramento, CA 95814

D. WATER QUALITY MONITORING REQUIREMENTS:

To comply with subsection D.7(v) of the SSS WDRs, the enrollee shall develop and implement an SSO Water Quality Monitoring Program to assess impacts from SSOs to surface waters in which 50,000 gallons or greater are spilled to surface waters. The SSO Water Quality Monitoring Program, shall, at a minimum:

1. Contain protocols for water quality monitoring.
2. Account for spill travel time in the surface water and scenarios where monitoring may not be possible (e.g. safety, access restrictions, etc.).
3. Require water quality analyses for ammonia and bacterial indicators to be performed by an accredited or certified laboratory.
4. Require monitoring instruments and devices used to implement the SSO Water Quality Monitoring Program to be properly maintained and calibrated, including any records to document maintenance and calibration, as necessary, to ensure their continued accuracy.
5. Within 48 hours of the enrollee becoming aware of the SSO, require water quality sampling for, at a minimum, the following constituents:
 - i. Ammonia
 - ii. Appropriate Bacterial indicator(s) per the applicable Basin Plan water quality objective or Regional Board direction which may include total and fecal coliform, enterococcus, and e-coli.

E. RECORD KEEPING REQUIREMENTS:

The following records shall be maintained by the enrollee for a minimum of five (5) years and shall be made available for review by the Water Boards during an onsite inspection or through an information request:

1. General Records: The enrollee shall maintain records to document compliance with all provisions of the SSS WDRs and this MRP for each sanitary sewer system owned including any required records generated by an enrollee's sanitary sewer system contractor(s).
2. SSO Records: The enrollee shall maintain records for each SSO event, including but not limited to:
 - i. Complaint records documenting how the enrollee responded to all notifications of possible or actual SSOs, both during and after business hours, including complaints that do not

result in SSOs. Each complaint record shall, at a minimum, include the following information:

- a. Date, time, and method of notification.
 - b. Date and time the complainant or informant first noticed the SSO.
 - c. Narrative description of the complaint, including any information the caller can provide regarding whether or not the complainant or informant reporting the potential SSO knows if the SSO has reached surface waters, drainage channels or storm drains.
 - d. Follow-up return contact information for complainant or informant for each complaint received, if not reported anonymously.
 - e. Final resolution of the complaint.
- ii. Records documenting steps and/or remedial actions undertaken by enrollee, using all available information, to comply with section D.7 of the SSS WDRs.
 - iii. Records documenting how all estimate(s) of volume(s) discharged and, if applicable, volume(s) recovered were calculated.
3. Records documenting all changes made to the SSMP since its last certification indicating when a subsection(s) of the SSMP was changed and/or updated and who authorized the change or update. These records shall be attached to the SSMP.
 4. Electronic monitoring records relied upon for documenting SSO events and/or estimating the SSO volume discharged, including, but not limited to records from:
 - i. Supervisory Control and Data Acquisition (SCADA) systems
 - ii. Alarm system(s)
 - iii. Flow monitoring device(s) or other instrument(s) used to estimate wastewater levels, flow rates and/or volumes.

F. CERTIFICATION

1. All information required to be reported into the CIWQS Online SSO Database shall be certified by a person designated as described in subsection J of the SSS WDRs. This designated person is also known as a Legally Responsible Official (LRO). An enrollee may have more than one LRO.
2. Any designated person (i.e. an LRO) shall be registered with the State Water Board to certify reports in accordance with the CIWQS protocols for reporting.
3. Data Submitter (DS): Any enrollee employee or contractor may enter draft data into the CIWQS Online SSO Database on behalf of the enrollee if authorized by the LRO and registered with the State Water Board. However, only LROs may certify reports in CIWQS.
4. The enrollee shall maintain continuous coverage by an LRO. Any change of a registered LRO or DS (e.g., retired staff), including deactivation or a change to the LRO's or DS's contact information, shall be submitted by the enrollee to the State Water Board within 30 days of the change by calling (866) 792-4977 or e-mailing help@ciwqs.waterboards.ca.gov.

5. A registered designated person (i.e., an LRO) shall certify all required reports under penalty of perjury laws of the state as stated in the CIWQS Online SSO Database at the time of certification.

CERTIFICATION

The undersigned Clerk to the Board does hereby certify that the foregoing is a full, true, and correct copy of an order amended by the Executive Director of the State Water Resources Control Board.

7/30/13

Date



Jeanine Townsend
Clerk to the Board

Appendix H

GSD Resolution 21-659

RESOLUTION NO. 21-659

**RESOLUTION OF THE GOVERNING BOARD OF
THE GOLETA SANITARY DISTRICT APPROVING
REVISED SEWER SYSTEM MANAGEMENT PLAN**

WHEREAS, on May 2, 2006, the State Water Board adopted Order No. 2006-0003-DWQ setting forth Statewide General Waste Discharge Requirements for Sanitary Sewer Systems and a Monitoring and Reporting Program. Said Order requires agencies to (i) develop a sewer system management plan that includes specific elements, such as an operations and maintenance program, capacity assurance plan, overflow emergency response plan, and a fats, oil and grease program, (ii) report all sanitary sewer overflows (SSOs) using the state’s online reporting system, and (iii) take all feasible steps to eliminate SSOs and to prevent SSOs from reaching surface waters.

WHEREAS, as required by Order No. 2006-0003-DWQ adopted on May 2, 2006, the District adopted in November 2006 a Sewer System Management Plan (SSMP) which was updated in January of 2010, in August of 2011 and again in September of 2013.

WHEREAS, effective September 9, 2013, the State Water Board amended Order 2006-0003-DWQ by the adoption of Order No. 2013-0058-EXEC to include new reporting requirements, address compliance and enforcements issues and improve the quality and usefulness of SSO data collected.

WHEREAS, on September 25, 2013, the District’s Governing Board adopted a revised SSMP to comply with the requirements of Order No. 2013-0058-EXEC.

WHEREAS, Order No. 2006-0003 DWQ requires District Governing Board approval of a revised SSMP every five (5) years and upon significant program changes such as Sewer Use Ordinance updates and key personnel changes.

WHEREAS, the District’s Governing Board desires to adopt a revised SSMP to comply with the requirements of Order No. 2006-0003 DWQ and 2013-0058-EXEC.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Goleta Sanitary District as follows:

- 1. Adoption of Revised SSMP.** The Goleta Sanitary District Sewer System Management Plan dated January 2021, as presented to the Governing Board (the “2021 SSMP”), is hereby approved and adopted.

2. **Prior SSMP.** The 2021 SSMP shall supersede and replace the SSMP adopted by the District in September of 2013.

PASSED AND ADOPTED this 20th day of January 2021, by the following vote of the Governing Board of the Goleta Sanitary District:

AYES: Smith, Majoewsky, Emerson, Rose, Fuller

NOES: None

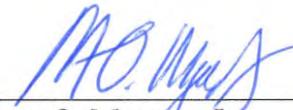
ABSENT: None

ABSTAIN: None



Jerry D. Smith
President of the Governing Board

Countersigned:



Robert O. Mangus, Jr.,
Secretary of the Governing Board