



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: May 22, 2012

TO: Mayor and Councilmembers

FROM: Airport Department

SUBJECT: Approval Of Airport Sewer System Management Plan

RECOMMENDATION:

That Council approve the Airport Sewer System Management Plan and authorize the Airport Operations Manager, as the City's authorized representative, to file a Notice of Completion with the State Water Resources Control Board.

DISCUSSION:

On May 2, 2006, the State Water Resources Control Board adopted Statewide General Waste Discharge Requirements for publicly owned sanitary sewer systems. The General Waste Discharge Requirements require development and implementation of a system-specific local management plan that documents a comprehensive program for sewer system operation, maintenance and repair (Attachment). Among other things, the Airport Sewer System Management Plan must include a spill response plan that establishes standard procedures for immediate response to a sanitary sewer overflow in order to minimize water quality impacts and potential nuisance conditions.

The purpose of the Airport Sewer System Management Plan is to establish a consistent and effective strategy and action plan to prevent and respond to sewer overflows.

The Airport Sewer System Management Plan was originally completed and implemented in November 2006 in response to a Waste Discharge Order by the Central Coast Regional Water Quality Control Board. The State Water Resources Control Board subsequently adopted Statewide General Waste Discharge Requirements that closely mirrored the regional order. The Airport revised its plan by October 2009, ahead of the established deadline. On April 10, 2012, however, the Airport received notice from the State Water Resources Control Board that the Airport had failed to certify completion of the Airport Sewer System Management Plan as required within the timeframes established by the General Waste Discharge Requirements. This Council action will allow the Airport to certify completion of the plan as required.

BUDGET/FINANCIAL INFORMATION:

Funding for the projects and programs documented in the Airport Sewer System Management Plan is regularly included in the Airport capital and operating budgets.

SUSTAINABILITY IMPACT:

The proactive maintenance and repair of the Airport collection system prevents spills from the wastewater collection system, thereby reducing opportunities for contamination of the Goleta Slough and the ocean.

ATTACHMENT: Airport Sewer System Management Plan, dated April 2012.

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APPROVED BY: City Administrator's Office

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SEWER SYSTEM MANAGEMENT PLAN

FINAL KJ REPORT November 2006

Revised by Santa Barbara Airport
October 2009

and

April 2012

Prepared for

City of Santa Barbara Airport Department

601 Firestone Road
Goleta, CA 93117

K/J Project No. 0689020



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Section 1: Goals

1.1 Purpose

The goal of the Sewer System Management Plan (SSMP) is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. This plan will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur. This SSMP will assist the City of Santa Barbara Airport Department (Airport) with reduction and prevention of SSOs, and mitigation of any SSOs that may occur.

1.2 Regulatory Requirements

This SSMP was prepared in compliance with State Water Resources Control Board (SWRCB) Order No. 2006-003-DWQ, also known as the Statewide General WDR for Wastewater Collection Agencies, and the subsequent SWRCB Order No. WQ 2008-0002-Exec, Adopting Amended Monitoring and Reporting Requirements for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

A SSO is any overflow, spill, release, discharge or diversion of untreated sewage from a sanitary sewer system. Often, SSOs contain high levels of suspended solid, pathogenic organisms, toxic pollutants, nutrients, oxygen demanding organic compounds, oil and grease and other pollutants. A SSO may cause a nuisance, a temporary exceedance of water quality standards when the sewage is discharged to surface waters of the United States (U.S.), pose a threat to the public health, adversely affect aquatic life, and impair the public recreational use and aesthetic enjoyment of surface waters (State Water Resources Control Board).

As California's wastewater collection system begins to age, the need to proactively manage this valuable asset becomes increasingly important. Collection systems are the most recent major component of the wastewater management system to be regulated.

The SWRCB issued Order No. 2006-0003-DWQ and Order No. WQ 2008-0002-Exec (copies provided in Appendix A) which directed the Airport to develop a SSMP. This SSMP covers the following required elements: Goals; Organization; Legal Authority; Operation and Maintenance Plan; Design and Performance Provisions; Overflow Emergency Response Plan; FOG Control Plan; System Evaluation and Capacity Assurance Plan; Monitoring, Measurement, and Program Modifications; SSMP Program Audits; Communication Program.

1.3 Definitions and Acronyms

The following is a list of acronyms and definitions used in this report:

Airport	City of Santa Barbara Airport
APCD	Santa Barbara Air Pollution Control District
ARB	California Air Resources Board
ARV	Air Release Valve
BWF	Base Wastewater Flow
CCTV	Closed Circuit Television



CIPP	Cured-In-Place Pipe
City	City of Santa Barbara
County	County of Santa Barbara
CA DFG	California Department of Fish and Game
FOG	Fats, Oils, and Grease
GSD	Goleta Sanitary District
gpd	Gallons per day
gpm	Gallons Per Minute
GW	Groundwater Infiltration
HAZMAT	Hazardous Materials
I/I	Infiltration and Inflow
IIPP	Illness and Injury Prevention Program
MAR	Mean Annual Rainfall
MGD	Million Gallons per Day
MRP	Monitoring and Reporting Program
NPDES	National Pollutant Discharge Elimination System
OES	California Office of Emergency Services
O&M	Operation and Maintenance
Permittee	Santa Barbara Airport
PF	Peaking Factor
Plan	Sewer System Management Plan
POTW	Publicly Owned Treatment Works
PVC	Polyvinyl Chloride
RDI/I	Rainfall Dependent Infiltration and Inflow
RWQCB	Central Coast Regional Water Quality Control Board
SBA	Santa Barbara Airport
SMR	Self Monitoring Report
SOC	Security Operations Center
SOP	Standard Operating Procedures
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow
SSOERP	Sanitary Sewer Overflow Emergency Response Plan
SSO Plan	Sanitary Sewer Overflow Prevention and Response Plan
SWRCB	State Water Resources Control Board
VCP	Vitrified Clay Pipe
WDR	Waste Discharge Requirements
WWTP	Wastewater Treatment Plant



Section 2: Organization

2.1 Introduction

This section provides a description of Airport staff responsible for implementing, managing and updating the SSMP, and responding to sanitary sewer overflows.

2.2 Regulatory Requirements

The SSMP must identify:

- A. The name of the responsible or authorized representative.
- 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)).

2.3 Airport Department Authorized Representatives

2.3.1 Airport Director

The Airport Director is the principal executive officer for the City of Santa Barbara Airport Department. The Airport Director has identified the Airport Operations Manager as an Authorized Representative of the Airport Department.

2.3.2 Airport Operations Manager

The Airport Operations Manager is responsible for operation and maintenance of the Airport's sanitary sewer system. The Airport Operations Manager has been designated an Authorized Representative for the Airport Department for purposes of applications, reports, or information related to this plan.

2.4 Staff Responsible for Implementing Measures

Staff responsible for implementing, managing and updating the SSMP includes: Airport Engineer, Airport Operations Manager, Airport Maintenance Supervisor, Airport Maintenance Coordinator, Airport Maintenance Worker II, Airport Maintenance Worker I. Position title, contact name, and phone numbers are provided in Appendix B1. A copy of the Airport Organizational Chart is provided in Figure 2-1.



Responsibilities of the Airport staff are summarized below.

2.4.1 Airport Engineer

Airport Engineer provides the following:

- Plan, coordinate and manage Airport wastewater system construction, alteration and installation projects.
- Perform a variety of professional engineering duties in the planning, design, contracting, budgeting, bidding and analysis of assigned projects.
- Provide general work direction and guidance to assigned personnel on capital projects.

2.4.2 Airport Operations Manager

Airport Operations Manager provides the following:

- Plan, organize and direct activities related to the maintenance and repair of Airport wastewater system, facilities and related equipment.
- Coordinate and manage the development and implementation of guidelines and procedures to assure compliance with established local, State and federal laws, codes and regulations.
- Train and evaluate the performance of assigned personnel.

2.4.3 Airport Maintenance Superintendent

Under the direction of the Airport Operations Manager:

- Plan, organize and direct activities related to the maintenance and repair of Airport wastewater system, facilities and related equipment.
- Coordinate and manage the development and implementation of guidelines and procedures to assure compliance with established local, State and federal laws, codes and regulations.
- Train and evaluate the performance of assigned personnel.
- Coordinate annual review of the Sewer System Management Plan based on the system's overflow history and requirements of the order.
- Draft annual plan updates, as needed, identifying plan deficiencies and associated improvements.
- Prepare reports, as required.

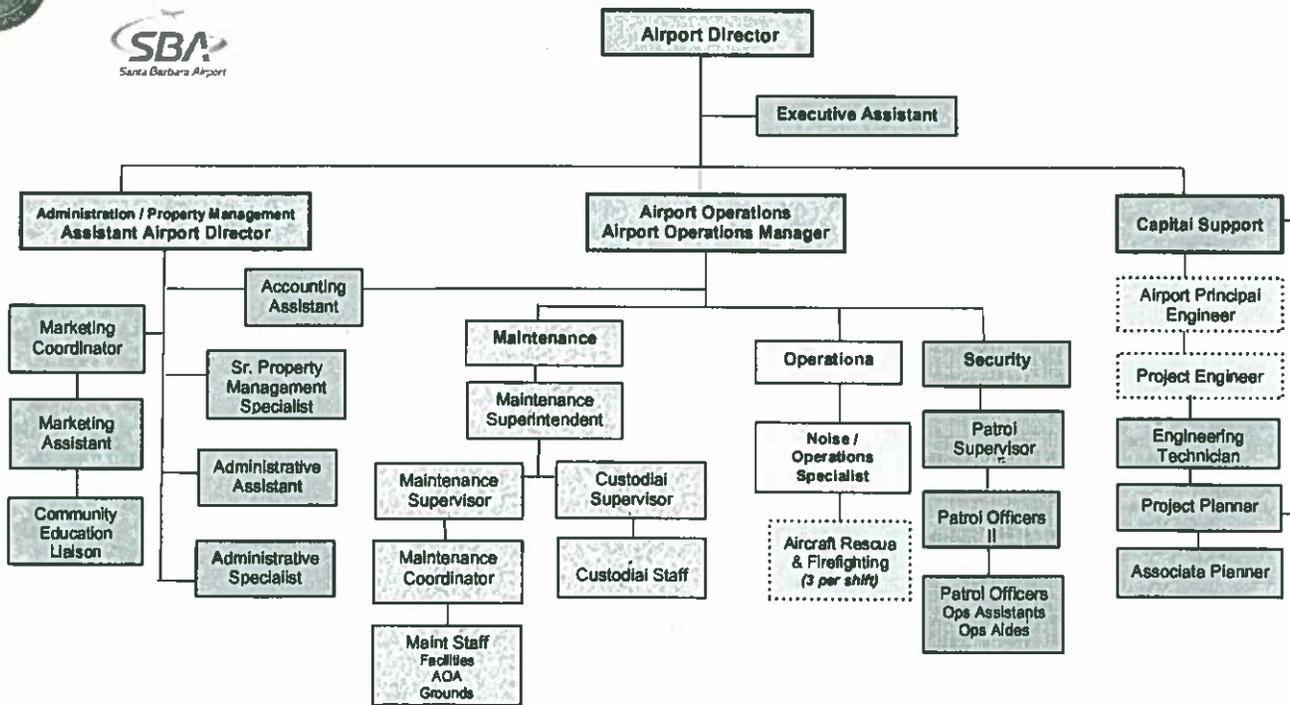
2.4.4 Airport Maintenance Supervisor

Under the direction of the Airport Maintenance Superintendent:



Airport Department Organization Chart

Updated August 2011



Dotted positions are contracted services



- Plan, organize and direct assigned staff performing skilled work in the maintenance and repair of the sewer collection and pumping systems, ensure that all work performed is done in compliance with proper procedures.
- Provide adequate scheduling, supplies and equipment to assure smooth and efficient system operations.
- Oversee and ensure that the computerized maintenance system is functioning properly and that all necessary records, readings and reports are complete, organized and up to date.
- Train and evaluate the performance of assigned personnel.
- Prepare reports, as required.

2.4.5 Senior Airport Maintenance Worker

Under the direction of the Airport Maintenance Coordinator:

- Perform skilled work in the maintenance and repair of wastewater facilities.
- Troubleshoot and repair wastewater and storm water facilities, including motor, pumps and blowers.
- Train and provide work direction to assigned staff.

2.4.6 Airport Maintenance Worker II

Under the direction of the Senior Airport Maintenance Worker:

- Perform a variety of skilled duties in the maintenance and repair of Airport wastewater system, facilities and related equipment.
- Operate a variety of power-driven and heavy equipment to perform assigned duties.

Appendix B1 includes position title, contact name, and phone numbers for Airport staff. The Airport's formal organizational chart showing staff responsibility for implementing, managing, and updating the SSMP is shown in Figure 2-1.

2.5 Reporting Overflows

Reporting requirements for SSOs that occur in the Airport wastewater collection system are summarized below.

2.5.1 Sanitary Sewer Overflow Categories

2.5.1.1 Category 1 Sanitary Sewer Overflow –

All discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system that:



A. Equal or exceed 1000 gallons, or

B. Result in a discharge to a drainage channel and/or surface water; or

C. Discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.

2.5.1.2 Category 2 Sanitary Sewer Overflows –

All other discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system.

2.5.1.3 Private Lateral Sewage Discharges –

Sewage discharges that are caused by blockages or other problems within a privately owned lateral.

2.5.2 Internal SSO Reporting Procedures

2.5.2.1 Category 1 Sanitary Sewer Overflows

The field crew will immediately notify the Maintenance Supervisor and the Supervisor will, in turn, immediately notify the Airport Operations Manager or Airport Director.

The Maintenance Supervisor will meet with Maintenance staff at the site of the SSO event to assess the situation, document the conditions with digital photos, and to direct the recovery and clean up activities.

The Maintenance Supervisor will fill out the Overflow Incident Field Report and notify the Airport Operations Manager that it is complete.

The Airport Operations Manager will review the Overflow Incident Field Report and complete the failure analysis investigation within 10 days of the date of the SSO event.

In the event of a very large overflow or an overflow in a sensitive area, the Airport Operations Manager may contact the Airport Director, who in turn, may notify the City Administrator.

2.5.2.2 Category 2 Sanitary Sewer Overflows

Maintenance staff will fill out the Overflow Incident Field Report and notify the Maintenance Supervisor of the SSO event.

The Maintenance Supervisor will review the Overflow Incident Field Report and notify Airport Operations Manager that it is complete.

The Airport Operations Manager will review the Overflow Incident Field Report and complete the failure analysis investigation within 10 days of the date of the SSO event.

2.5.3 Internal Reporting Contact Information

Internal reporting includes the following:



Airport Operations Manager Tracy Lincoln:

Office: 805-692-6025
Cell: 805-729-0901.

Airport Maintenance Superintendent Jeff McKee:

Office: 805-692-6057
Office Alt: Radio A11
Cell: 805-680-7424.

Airport Maintenance Supervisor Pete Concepcion:

Office: 805-692-6007
Office Alt: Radio M1
Cell: 805-896-1636

2.5.4 External SSO Notification Procedures

2.5.4.1 Initial Notification Procedures for a Sewage Discharge to a Drainage Channel or Surface Water

For any discharges of sewage that results in a discharge to a drainage channel or surface water, the Airport shall, as soon as possible, but not later than two (2) hours after becoming aware of the discharge, notify the State Office of Emergency Services, Santa Barbara County Public Health Department (Environmental Health Services), and the Central Coast Regional Water Quality Control Board. External SSO notification and reporting responsibilities and external agency contact information are discussed in Section 2.5.6 below.

Category 1 SSOs that discharge to a drainage channel or surface water shall be reported to CA Department of Fish and Game (CA DFG) and Airport will coordinate cleanup efforts with CA DFG staff.

2.5.4.2 Notification Certification

As soon as possible, but no later than twenty-four (24) hours after becoming aware of a discharge to a drainage channel or a surface water, the Airport shall submit to the Central Coast Regional Water Quality Control Board a certification that the State Office of Emergency Services and Santa Barbara County Public Health Department (Environmental Health Services) have been notified of the discharge. External SSO notification and reporting responsibilities and external agency contact information are discussed in Section 2.5.6 below.

2.5.5 External SSO Reporting Procedures

2.5.5.1 Category 1 Sanitary Sewer Overflow Reporting

In addition to the more stringent notification requirements for sewage discharges to a drainage channel or surface water discussed in Section 2.5.4, Category 1 SSOs shall be reported as soon as:

- A. Airport has knowledge of the spill,



B. Reporting is possible, and

C. Reporting can be provided without substantially impeding cleanup or other emergency measures.

Initial reporting of Category 1 SSOs shall be reported to the Online SSO System as soon as possible but no later than 3 business days after the Airport is made aware of the SSO.

Minimum information that must be contained in the 3-day report must include all information identified below in Section 2.5.5.4 "Category 2 SSOs". A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of the SSO response and remediation. Additional information may be added to the certified report, in the form of an attachment, at any time.

2.5.5.2 Category 2 Sanitary Sewer Overflow Reporting

All Category 2 SSOs must be reported to the Online SSO System within 30 days after the end of the calendar month in which the SSO occurs (e.g. all SSOs occurring in the month of January must be entered into the database by March 1st).

2.5.5.3 Private Lateral Sewage Discharge Reporting

All sewage discharges that meet the above criteria for Private Lateral sewage discharges may be reported to the Online SSO based upon the Airport's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Airport must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the Airport) should be identified, if known.

2.5.5.4 Mandatory Information to be Included in SSO Online Reporting

The Airport has obtained SSO Database accounts and received a "Username" and "Password" by registering through the California Integrated Water Quality System (CIWQS).

The Airport has completed the "Collection System Questionnaire", which contains pertinent information regarding the Airport's collection system. The "Collection System Questionnaire" must be updated at least every 12 months.

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

Category 2 SSOs:

- A. Location of SSO by entering GPS coordinates;
- B. Applicable Regional Water Board, i.e. identify the region in which the SSO occurred;
- C. County where SSO occurred;
- D. Whether or not the SSO entered a drainage channel and/or surface water;



- E. Whether or not the SSO was discharged to a storm drain pipe that was not fully captured and returned to the sanitary sewer system;
- F. Estimated SSO volume in gallons;
- G. SSO source (manhole, cleanout, etc.);
- H. SSO cause (mainline blockage, roots, etc.);
- I. Time of SSO notification or discovery;
- J. Estimated operator arrival time;
- K. SSO destination;
- L. Estimated SSO end time; and
- M. SSO Certification. Upon SSO Certification, the SSO Database will issue a Final SSO Identification (ID) Number.

Private Lateral Sewage Discharges:

- A. All information listed above (if applicable and known), as well as;
- B. Identification of sewage discharge as a private lateral sewage discharge; and
- C. Responsible party contact information (if known).

Category 1 SSOs:

- A. All information listed for Category 2 SSOs, as well as;
- B. Estimated SSO volume that reached surface water, drainage channel, or not recovered from a storm drain;
- C. Estimated SSO amount recovered;
- D. Response and corrective action taken;
- E. If samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA must be selected.
- F. Parameters that samples were analyzed for (if applicable);
- G. Identification of whether or not health warnings were posted;
- H. Beaches impacted (if applicable). If no beach was impacted, NA must be selected;
- I. Whether or not there is an ongoing investigation;



- J. Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
- K. OES control number (if applicable);
- L. Date OES was called (if applicable);
- M. Time OES was called (if applicable);
- N. Identification of whether or not County Health Officers were called;
- O. Date County Health Officer was called (if applicable); and
- P. Time County Health Officer was called (if applicable).

2.5.5.5 Monthly "No Spill" Certification Report

If there are no SSOs during a calendar month, the Airport will provide, within 30 days after the end of each calendar month, a statement through the Online SSO Database certifying that there were no SSOs for the designated month.

2.5.5.6 Alternate Reporting Process When SSO Online Database is Unavailable

In the event that the SSO Online Database is not available, the Airport shall fax all required information to the RWQCB in accordance with the time schedules identified above. In such event, the Airport shall also enter all required information into the Online SSO Database as soon as practical.

2.5.5.7 External SSO Notification and Reporting Responsibility and Contact Information

2.5.5.7.1 Responsibility

External SSO notification and reporting is the responsibility of the Airport Operations Manager or their designee.

2.5.5.7.2 State Water Resources Control Board Online SSO Reporting System

Login to the California Integrated Water Quality System (CIWQS) at:
<https://ciwqs.waterboards.ca.gov/>

2.5.5.7.3 Central Coast RWQCB

Contact Information:
 895 Aerovista Place, Suite 101
 San Luis Obispo, CA 93401
 Telephone: (805) 549-3147
 FAX: (805) 543-0397.



2.5.5.7.4 Santa Barbara County Public Health Department, Environmental Health Services

Contact Information:
225 Camino Del Remedio
Santa Barbara, CA 93110
Telephone: (805) 681-4900
FAX: (805) 681-4901.

2.5.5.7.5 Governor's Office of Emergency Services (OES)

Contact Information:
Telephone: (800) 852-7550
(916) 262-1621.

2.5.5.7.6 CA Department of Fish and Game (CA DFG)

Contact Information:
South Coast Region
1933 Cliff Drive, Suite 9
Santa Barbara, CA 93109
(800) 578-7453
(805) 568-1231
(805) 568-1235-fax
Ms. Natasha Lohmus
Telephone: (805) 684-6281
nlohmus@dfg.ca.gov.



Section 3: Legal Authority

3.1 Introduction

This section summarizes the Airports legal authority to control infiltration and inflow, ensure proper sewer system design and construction, ensure proper inspection of sewers, control entry of contaminants to the sewer system, and implement national regulations.

3.2 Regulatory Requirements

Airport 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.

3.3 Legal Authority to Prevent Illicit Discharges to the Sanitary Sewer

3.3.1 Connection to Public Sewer - Required When Sewer Available

SBA Code 14.44.010. All plumbing which receives the waste discharge from any building, structure or place of business, shall be connected to a public sewer. All plumbing receiving waste discharge which is connected to a private disposal system shall be connected to a public sewer within one (1) year after a public sewer becomes available. (Prior Code §37.17.)

3.3.2 When Sewer Not Available

SBA Code 14.44.020. The connection to a public sewer required by Section 14.44.010 may be dispensed with when no public sewer is available and when, in the opinion of the Health Officer of the County, a private sewage disposal system would be adequate and safe and would not constitute a menace to public health. (Prior Code §37.18.)



3.3.3 When Connection to Approved Private Sewage Disposal System Required

SBA Code 14.44.030. All plumbing receiving waste discharge which is not connected to a public sewer shall be connected to a private sewage disposal system approved by the Chief of Building and Zoning and Health Officer of the County. (Prior Code §37.19.)

3.3.4 Connection to Private System - Written Agreement Required

SBA Code 14.44.035. As a condition to the approval of the connection of property situated outside the corporate limits of the City to the City sanitary sewer system, the owner of such property, or his authorized agent, shall be required to enter into a written agreement with the City of Santa Barbara which includes at least the following provisions:

1. A provision that the connection shall be at the sole expense of the applicant.
2. A provision that the property owner or his successors in interest shall pay the monthly fee or charge applicable.
3. Provisions for the default and termination of the agreement.
4. A provision that the agreement shall be recorded and that it shall run with the land and be binding on all successors in interest of the contracting owner.
5. A provision that in the event the property being served by such sanitary sewer connection be proposed for annexation to the City under proceedings initiated by property owner petition or otherwise, the contracting party expressly waives any right of protest to such annexation, except that such party shall have the right to be heard in any hearing in which zoning of the subject property is being considered.
6. A provision that upon annexation of the property, the contracting owner or his successor in interest shall pay the annexation fees provided by Chapter 4.04 regardless of whether the annexation is initiated by property owner petition or by motion of the City Council. (Ord. 3721 §1, 1975.)

3.3.5 Connections Letting Roof, Etc., Water Into Sewers

SBA Code 14.44.060. No person shall make or maintain any connection by pipes or otherwise with any public sewer by which roof or surface water may run into any such sewer. (Prior Code §37.22.)

3.3.6 Entering, Etc., Sewers, Etc.

SBA Code 14.44.140. No person shall, without authorization from the Public Works Director, open, enter, disturb or clean any public sewer, structure or appurtenance thereto. (Prior Code §37.2.)



3.3.7 Maintenance Generally Not to Obstruct Public Sewer Flow

SBA Code 14.44.150. No person shall do, or cause to be done, any maintenance which would damage or obstruct the flow of any public sewer. (Prior Code §37.3.)

3.3.8 Maintenance of Private Systems, Etc.

SBA Code 14.44.160. It shall be the responsibility of each property owner whose property is connected to the City sewer system to maintain continuously and satisfactorily in operation at his own expense, any house connection sewer, private sewage disposal system or industrial liquid waste pre-treatment facility.

Failure to maintain such industrial liquid waste pre-treatment facilities shall be sufficient for immediate revocation of the industrial liquid waste permit of the person so failing and disconnection of his premises from the public sewer.

Users of private sewer disposal systems shall keep all cleanout caps and other access ports in place and properly sealed. (Ord. 5340, 2004; Prior Code §37.4.)

3.3.9 Septic Tank, Etc., to be Abandoned When Main Line Connection Obtained

SBA Code 14.44.180. When a house connection sewer is constructed connecting to a main line sewer, a house sewer which previously drained to a septic tank or cesspool, the septic tank or cesspool shall be abandoned and no portion of the house sewer shall then pass through or connect to such septic tank or cesspool. (Prior Code §37.6.)

3.3.10 Procedure to Effect Abandonment of Septic Tank, Etc.

SBA Code 14.44.190. When any septic tank or cesspool is abandoned, the top of such septic tank or cesspool shall be removed and the tank or cesspool shall be drained and filled with fine earth or sand and compacted and any pipes connecting to such tank or cesspool shall be cut directly outside of the tank or cesspool and shall be plugged with concrete. The abandonment of the septic tank or cesspool shall be complete before the house connection constructed shall be considered to have completely passed inspection. (Prior Code §37.7.)

3.4 Legal Authority to Require Proper Design and Construction of Sewers and Connections

3.4.1 Proper Design and Construction of Sewers and Connections

SBA Code 14.36.080. All plans required under provisions of this title for the construction of public sewers, industrial liquid waste pre-treatment plants and when required by the Public Works Department, house connection sewers shall conform to standards of design set forth by the Public Works Director and shall be approved by the Public Works Director before a construction permit is issued. All work done under the provisions of this title shall meet all of the requirements of this Code and shall meet all applicable requirements of all other ordinances of



the City pertaining hereto and shall meet all of the requirements of the general specifications for street improvement work and all such work shall be approved by the Public Works Director before being placed in service. (Prior Code §37.16.)

3.4.2 Legal Authority to Ensure Proper Installation, Testing, and Inspection of New and Rehabilitated Sewers

SBA Code 14.36.060. All work permitted under the provisions of this title shall be constructed by a licensed contractor and shall be subject to inspection by and shall meet the approval of the Public Works Director. (Prior Code §37.14.)

3.5 Legal Authority to Ensure Access for Maintenance, Inspection, or Repairs.

3.5.1 Inspections - Access to Premises

SBA Code 14.44.170. The Public Works Director or the Health Officer of the County or any authorized representative of either the Public Works Department or the Health Department is hereby authorized to make such inspections as such Department may deem necessary at any reasonable time in any building, premises or lot for any of the purposes hereinafter mentioned in this section. No person shall interfere with, prevent or refuse to permit such authorized persons to enter any building, premises or lot at any reasonable time for any of the following purposes:

1. To determine the size, depth and location of any sewer connection.
1. To determine the outlet of any sewer connection by depositing harmless testing materials in any plumbing fixture attached thereto and flushing the same, if necessary.
2. To determine by measurements and samples the quantity and nature of the sewage or waste water being discharged into any sewer.
3. To determine the location of the roof, swimming pool, floor and surface drains and whether or not they connect to a sewer. (Prior Code §37.5.)

3.6 Legal Authority to Limit Fats, Grease, and Other Debris That May Cause Blockages

SBA Code 16.04.010-16.04.120 provides legal authority. The Airport has entered into agreement with Goleta Sanitary District to administer the Industrial Source Control/Pretreatment Program for the Airport. As part of this effort GSD works with the two restaurants located on the Airport, and any others that may locate on the Airport in the future, to ensure proper equipment and management techniques are used to promote the proper disposal of grease and fats. No residential units discharge to the Airport wastewater system, so a general public outreach campaign is unnecessary.



Section 4: Operations and Maintenance Program

4.1 Introduction

The Airport is required to develop an Operations and Maintenance Program for its sanitary sewer system. These standards cover: operations and maintenance practices; information systems; operator training; system repair, rehabilitation, and replacement; and provision of adequate resources to support these measures and activities.

This section of the Sewer System Management Plan (SSMP) is intended to provide Airport Staff with a reference to the Airport's Measures and Activities. It can also be used as a checklist to expedite SSMP reviews in the future.

4.2 Regulatory Requirements

The SSMP must include those elements listed below that are appropriate and applicable to the enrollee's system:

- A. Maintain up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities.
- B. Describe routine preventive operation and maintenance activities by staff and contractors; including a system for scheduling regular maintenance and cleaning of 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 (see Appendix C).
- 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 of equipment and replacement part inventories, including identification of critical replacement parts.



4.3 Operation and Maintenance Program

4.3.1 Requirement A

Maintain up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities.

The Airport has a comprehensive Block Book that includes the information for its sanitary sewer system assets including: gravity line segments, manholes, pumping facilities and pressure pipes (force mains). The Airport also has information in its Block Book for its storm drainage system. Block Book information is available to appropriate Airport staff.

The Block Book is supported by the Airport Facilities Planning and Development Division. The data in the Block Book is periodically updated as new facilities are added and existing facilities are rehabilitated or replaced. A process exists for Block Book updates and corrections that are initiated by Airport Maintenance and Facilities Planning and Development staff.

4.3.2 Requirement B

Describe routine preventive operation and maintenance activities by staff and contractors; including a system for scheduling regular maintenance and cleaning of 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 (see Appendix C).

Airport employs the Cartegraph work order tracking system (see Appendix C) for all maintenance work, including routine preventative operation and maintenance activities associated with the Airport sanitary sewer system. Specific activities and frequencies for system maintenance are adjusted based on prioritized needs observed in the system over time.

The purpose of preventative maintenance is to ensure ongoing reliable regulatory compliant sewer collection and treatment services. A properly maintained collection system will help minimize overflows in addition to addressing other operational issues on a proactive basis. Reducing sanitary sewer overflows reduces mitigation costs and protects public health and the environment.

4.3.2.1 Lift and Pump Stations

Pump station inspection and maintenance activities are scheduled on an every-other-day, monthly, and annual basis. Table 4-1 summarizes the Airport's routine inspection and testing. The pump stations are visited daily and checked for general conditions including odors, building condition, electrical component condition, alarm and remote monitoring system condition, and evidence of leakage.

- **Every-other-day pump station inspection** includes checking wastewater levels, checking pump and motor operation, and checking the condition of the wet wells and maintenance structures. Wet wells are cleaned as needed. The stand-by generators are exercised according to ARB/APCD permit parameters and serviced regularly.



- **Annual inspection** includes performing manufacturer-recommended pump and motor maintenance, surface-washing motors, and exercising and lubricating valves.

**TABLE 4-1
COLLECTION SYSTEM ROUTINE INSPECTION AND TESTING SCHEDULE**

System Component	Frequency	Procedure
Pump Station	Every- Other-Day	- Check wastewater levels in wet well - Check Pumps Are Running Full And Clean - Clean Wet Well as Needed
Manholes	20% Annually	- "Manhole – Routine Inspection Checklist"
Valves	Annual	- Inspect Condition Of Valve And/Or Operator - Exercise Valves
Force Main Piping		- Inspect Surface for Leakage.
Sewer Collection Piping	Daily As Needed	- Pipeline Cleaning Once Every Five Years - CCTV Inspection Once Every Ten Years

The pump stations are visited and checked for general conditions including odors, building condition, electrical component condition, alarm and remote monitoring system condition, and evidence of leakage. Old or defective equipment is replaced on an as needed basis.

Each pump station has portable standby generator power capabilities. The Airport has portable generators which are sufficient for local loss of power. All field crews are trained to connect the portable generator to the pump station. Each pump station can be bypassed through a portable pump and existing fittings at each site without the need of a permanent generator. Each pump station piping system, is equipped with backup pumping capacity. The alarm levels for each of the pump stations include only "High Water Level."

4.3.2.2 Manholes

Manhole inspection procedures include visually inspecting the frame condition and checking for offsets or misalignments, checking for evidence of surcharge and infiltration and/or inflow, checking for evidence of corrosive damage, checking for accumulations of grease, debris, or grit, and checking flow characteristics. The Airport's current manhole maintenance is commonly completed during the CCTV inspection or cleaning of pipelines. Manholes located in the roadway should be inspected for settlement and subsidence around the outside of the manhole.

The Airport inspects approximately 20 percent of manholes annually to provide an overall evaluation of manhole condition. Manholes with noted deficiencies and corrosive damage are inspected annually to actively monitor condition. Other manhole inspections are completed as needed in response to a flow inconsistency or other indicator in the collection system.

Rehabilitation options for a deteriorated or deteriorating manhole include reset or replacement of the manhole frame and cover, replacement of the manhole frame seal, grouting, coating, lining or complete open-cut manhole replacement.



4.3.2.3 Collection System Pipelines

The Airport cleans and inspects approximately 20 percent of the collection system each year. The entire gravity sewer collection system pipelines are cleaned approximately every five years. There is no current means to provide access to the Airport force main for cleaning. The Airport will evaluate the potential for modifying the existing force main to allow for cleaning. Pipeline inspection procedures should include documented regular periodic surface inspection along the interceptor alignments to detect problems such as construction-related damages and leaks or failures.

The gravity sewer system pipelines are inspected internally using CCTV once every ten years. There is no current means to provide access to the Airport force main for CCTV inspection. The Airport will evaluate the potential for modifying the existing force main to allow for CCTV inspection. There is no formal written procedure for the pipeline CCTV inspections as this service is contracted out to local CCTV sewer inspection companies. The Airport will evaluate the potential to develop and adopt a set of CCTV specifications that will be used to ensure uniform CCTV inspections.

If the condition of a pipeline is found to be compromised, the following repair, rehabilitation, and/or replacement options are considered:

- **Spot Repair** – If the pipeline is structurally sound, the hydraulic capacity is sufficient, and the problem is isolated, the pipeline may be cleaned, open-cut repaired or replaced, grouted, or rubber sealed with stainless-steel mechanical bands.
- **Rehabilitation** – Rehabilitation may be used to improve the hydraulic capacity and/or improve the structural integrity of the pipeline. Rehabilitation options may include use of slip-lining, cured-in-place pipe (CIPP), fold-and-form lining, segmental lining or on-line replacement. The preferred rehabilitation option is selected based on economic considerations and the specific circumstances of the proposed pipeline rehabilitation.
- **Replacement** – Pipeline replacement may be used when the integrity of the pipe is severely compromised and/or increased hydraulic capacity or relocation of the pipeline alignment is needed. The methods that may be used include open cut excavation, pipe bursting, or pipe reaming. The preferred replacement option is selected based on economic considerations and the specific circumstances that may select a specific replacement method.

4.3.3 Requirement 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;



The airport inspects the sewer system to identify structural deficiencies using CCTV and occasional smoke tests. The visual CCTV inspection identifies sections of the system where structural deficiencies or deterioration are present. Smoke tests may be conducted to identify illicit connections and other potential deficiencies.

Based on smoke test and CCTV findings, the Airport will evaluate the condition of the sewer system. If sections of the system are in need of rehabilitation, those sections will be prioritized and included in the short term rehabilitation plan.

If sections of the system are identified where failure is imminent, a contractor will be retained and repairs will be initiated as soon as possible. Less severe deficiencies will be monitored and included in the Airport Capital Improvement Program for rehabilitation as needed. Illicit connections will be eliminated as soon as possible to reduce potential storm water infiltration. Significant sources of infiltration will be a high priority for repair.

In 2003 the Airport developed a Santa Barbara Airport Sewer Master Plan to guide long term rehabilitation of the sewer system. In conjunction with this effort, a rate study was completed and implemented to ensure that rates charged to Airport tenants were appropriate based on long term operating costs of the sewer system.

The Airport develops a capital improvement program and capital budget, as well as an operating budget on an annual basis. The budget is developed to provide funding for on-going operation, maintenance and capital improvement to the Airport facility, including the sanitary sewer system.

Copies of the Airport's documentation for Capital Improvement Program, Capital Budget, Operation Budget, Utility User Fee Study, Master Plans, etc. are available upon request.

4.3.4 Requirement D

Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained. Training is an essential part of the inspection and maintenance program. Training sessions provide Airport staff with skills required to ensure preparedness for all anticipated inspection, maintenance, and SSO response situations. Training sessions are based on the latest Emergency Response Plan and other reference materials, and incorporate hands-on field demonstrations. The main goal of the training is to make Airport staff aware of their responsibilities and teach them how to assist field crews during an SSO event.

The Airport uses a combination of in-house training; on the job training; and training by external sources to train its maintenance staff. All the field crews are trained to the same level of competency to provide the greatest level of redundancy in trained staff resources.

Examples of topics covered in regularly scheduled staff and safety meetings include the following:

- Confined spaces
- Fall protection
- Pipe locating equipment



- Gas detector equipment
- IIPP safety
- Traffic control.

Additional topics to be considered for future safety meetings may include the following:

- Emergency response procedures
- O&M procedures
- Identification of potential problems within the system
- Data collection and record keeping
- Evaluation of structural and hydraulic failures, and their remedies.

All of the training for the Airport is conducted on the job, but is not formally structured or documented. A formal training program provides a uniform standard means of ensuring that all field staff are at the same level of competency. A formal training program may consist of a written curriculum with tests. The program may require a schedule for regular training, mandatory attendance and procedures (e.g., staff not allowed on the job site until they complete basic safety training and are familiar with emergency response plans). External training consultants may be utilized as an alternative.

The Airport's contract language requires contractors working in the sanitary sewer system to provide safety training for their employees.

4.3.5 Requirement E

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

Other than routine lift station and pump maintenance, the Airport typically contracts sanitary sewer system repairs. Contractors typically stock, or have available, equipment and replacement parts and materials necessary to address maintenance issues that arise at the Airport.

The Airport currently stocks equipment and supplies associated with emergency response and parts associated with repair and maintenance of lift station pumps. The Airport is developing more specific equipment and parts inventory list, including identification of critical replacement parts.



Section 5: Design and Performance Provisions

5.1 Introduction

The Airport is required to have standards for the design and inspection of new and rehabilitated sewer system facilities that ensure that these facilities will perform reliably in the future with a minimum number of SSOs.

The Airport utilizes design standards approved by the City of Santa Barbara's Public Works Engineering Department which are responsible for the design of the majority of new and rehabilitated sewer system facilities. These standards are communicated to consulting engineers at the start of a project when outside designers are employed. The Airport's construction standards are addressed in its specifications for sewer construction projects, project-specific amendments to the specifications, and Standard Specifications for Public Works Construction.

This section of the SSMP is intended to provide Airport Staff with a reference to design and construction standards and can be used as a checklist to expedite SSMP reviews in the future.

5.2 Regulatory Requirements

Required Design and Performance Provisions include the following:

- A. Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations, and other appurtenances; and for rehabilitation and repair of existing sanitary sewer systems.
- B. Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances, and for rehabilitation and repair projects.

5.3 Design and Construction Plans and Specifications

5.3.1 Design Standards

The City's Sanitary Sewer System Design Standards are the following:

5.3.1.1 Design Flow

The design flow for main and trunk sewers will be determined using the following factors: Groundwater Infiltration (GWI), Base Wastewater Flow (BWF), Peaking Factor (PF), and Rainfall Dependent Infiltration and Inflow (RDI/I). Design flow is defined in Equation No. 1.

$$\text{Equation No. 1: Design Flow} = \text{GWI} + (\text{BWF} \cdot \text{PF}) + \text{RDI/I}$$

Groundwater Infiltration is 170 gallons per day per acre for new sewered areas and for sewered areas constructed after 1985. Flow data will be used to determine GWI values for sewered areas constructed during 1985 and earlier.



Base Wastewater Flow will be calculated using the flow factors summarized in Table 5-1.

**TABLE 5-1
UNIT FLOW FACTORS**

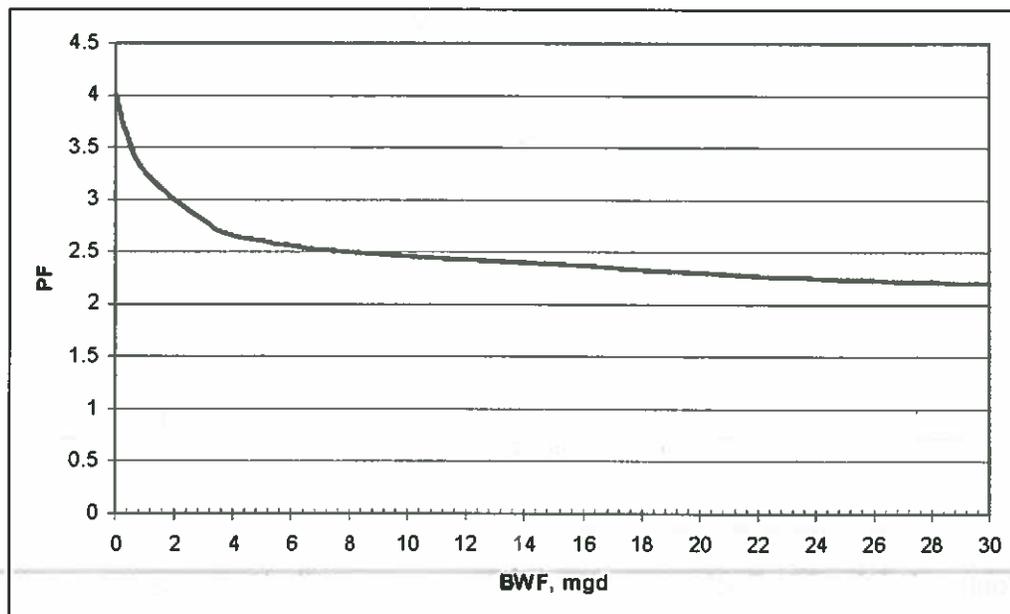
Land Use Category	Unit	Unit Flow Factor (gpd/unit)
Residential, Single Family	Dwelling Unit	225
Residential, Multiple Family	Dwelling Unit	150
Commercial	Acre	1,000
Commercial, High Density ^(a)	Acre	4,400
Industrial	Acre	1,000
School	Acre	430
Church	Each	1,000

Note:

(a) High density commercial factor is based on 100 gpd/1,000 square feet of office space and 44,000 square feet per acre.

Peaking Factor will be determined from Figure 5-1.

**FIGURE 5-1
PEAKING FACTOR**



Rainfall Dependent Infiltration and Inflow will be determined as per Equation No. 2. Mean Annual Rainfall (MAR) is defined in inches. The units of RDI/I are gallons per day per acre.

$$\text{Equation No. 2: } \text{RDI/I} = 1.5 \cdot (470 + 55 \cdot \text{MAR})$$



5.3.2 New Gravity Sewers

5.3.2.1 Capacity

The capacity of gravity sewers will be determined using Manning's pipe friction formula and the factors defined below.

Pipe roughness coefficient: $n = 0.013$

Maximum depth of flow Main Sewers (8 to 12 inches in diameter): $d/D = 0.67$

Trunk Sewers (greater than 12 inches in diameter): $d/D = 0.90$ Velocity. The minimum acceptable velocity will be two feet per second when the sewer is flowing full.

Minimum and maximum design flows, minimum pipe size, and minimum grade (slope) are provided in Table 5-2.

**TABLE 5-2
MINIMUM DESIGN FLOWS, MINIMUM PIPE SIZE, MINIMUM GRADE**

Sewer Type	Minimum Design Flow (gpd)	Maximum Design Flow (gpd)	Pipe Size (inches)	Minimum Grade (feet per foot)
<i>Main</i>	0	322,999	8	0.0034
	323,000	729,999	10	0.0027
	730,000	999,999	12	0.0020
<i>Trunk</i>	1,000,000	1,580,000	15	0.0015
	1,581,000	2,280,000	18	0.0012
	2,281,000	3,100,999	21	0.00095
	3,101,000	4,050,999	24	0.00080
	4,051,000	5,140,999	27	0.00070
	5,141,000	6,340,999	30	0.00060
	6,341,000	7,670,999	33	0.00055
7,671,000	9,130,999	36	0.00050	

Note: The specific requirements for design flows that exceed 9 MGD will be determined by the City Engineer.

5.3.2.2 Maximum Grade (slope)

Approval of the City Engineer is required for any grade that exceeds two percent. Additional design and construction requirements may apply.

5.3.2.3 Pipe Diameter

The minimum pipe size for newly constructed main sewers is eight inches. Downstream pipe segments will not be smaller than the next upstream line segment where applicable in order to prevent hydraulic constrictions that may cause debris to accumulate.



5.3.2.4 Pipe Materials

Acceptable pipe materials for buried main and trunk sewers 24 inches in diameter and smaller are shown in Table 5-3. Materials for other applications require the approval of the City Engineer.

**TABLE 5-3
ACCEPTABLE PIPE MATERIALS FOR NEW GRAVITY SEWERS**

Material	Designation	Standard
Ductile Iron Pipe (DIP)	Cement mortar lined and coated, polyethylene encasement	AWWA C111
Polyvinylchloride Pipe (PVC)	SDR-35	ASTM D3033 or D3034
Vitrified Clay Pipe (VCP)	Extra Strength	ASTM C700

5.3.2.5 Pipe Clearance

The minimum vertical clearance between main and trunk sewers and other buried utilities will be 12 inches. The minimum horizontal clearance will be 10 feet for water lines and 5 feet for other buried utilities. Variations from these criteria require approval of the City Engineer.

5.3.2.6 Pipe Cover

The minimum cover for main and trunk sewers will be six feet in roadways (measured from road sub-grade to top of pipe) and five feet in easements and other rights of way (measured from finished grade to top of pipe) where applicable. The maximum cover (depth of burial) will be 20 feet. Pipe covers that do not meet the minimum or maximum cover require approval of the City Engineer.

5.3.2.7 Pipe Joint Deflection

The deflection between any two successive joints will not exceed 80 percent of the maximum deflection recommended in writing by the pipe manufacturer. The minimum pipe length used to construct short radius curves will be two feet.

5.3.2.8 Manholes

Manholes will be installed every 500 feet. Manholes will be installed at all changes in pipe material, pipe size, and grade (slope), or as required by the City Engineer.

5.3.2.9 Right of Way

All sewers, to the maximum extent practicable, will be installed in the public right of way. The minimum easement width will be 10 feet for main sewers and 25 feet for trunk sewers. Variations from these criteria require approval of the City Engineer.



5.3.2.10 Standard Specifications

The Standard Specifications for Public Works Construction, 2003 Edition, as modified by the City's Standard Specifications, will be used as the basis for the design of gravity sewers.

5.3.2.11 Special Features and Unusual Designs

Any situation that varies from the standard conditions outlined above will require additional or specialized design features to ensure reliability, access for maintenance, and economical operation and maintenance. These unusual design conditions require approval from the City Engineer.

5.3.3 New Pump Stations and Force Mains

Pump stations will be avoided or consolidated wherever practicable. All pump station designs require approval from the City Engineer.

5.3.4 Rehabilitated Gravity Sewers

The design of rehabilitated gravity sewers will follow the standards in the City's Standard Specifications. The design flows and capacity of the proposed rehabilitation method will be verified for all rehabilitation methods that reduce the diameter of the sewer.

5.4 Procedures and Standards for Inspections of Sewers, Pumps, and Other Appurtenances

The City's Sanitary Sewer System standards for inspection and testing are as follows:

5.4.1 New Gravity Sewers

5.4.1.1 Inspection During Construction

All new gravity sewers will be periodically inspected during construction to ensure that the sewer was constructed using the specified materials and methods. Specific approvals will be required by the inspector prior to backfilling the trench, prior to paving, and prior to acceptance by the City. The contractor will be required to provide survey controls so that the inspector can verify line and grade (slope). Unusual conditions and special features will be recorded for future reference.

5.4.1.2 Leakage

All new gravity sewers will be tested to verify that they have been properly constructed. Sewers between 8 and 16 inches in diameter will be tested using a low pressure air test. Sewers larger than 16 inches will be hydrostatically tested.

5.4.1.3 Deflection

All flexible pipes will be tested for deflection following backfill and prior to paving.



5.4.1.4 CCTV Inspection

All new sewers will be inspected using a closed circuit television to verify that the pipe is free from defects/damage, that the joints have been correctly constructed, and that the sewer is free from sags that will cause future operational problems.

5.4.1.5 Warranty Period

All new gravity sewers will be inspected prior to the end of the warranty period to ensure that there are no latent defects.

5.4.2 New Manholes

5.4.2.1 Inspection During Construction

All new manholes will be periodically inspected during construction to ensure that the sewer was constructed using the specified materials and methods. Unusual conditions and special features will be recorded for future reference.

5.4.2.2 Leakage

All new manholes will be vacuum tested to verify that the joints are tight.

5.4.3 Rehabilitation and Repair Projects

5.4.3.1 Inspection During Construction

All new and rehabilitated pump stations will be periodically inspected during construction to ensure that they were constructed using the specified materials and methods. Unusual conditions and special features will be recorded for future reference.

5.4.3.2 Functional Test

All systems in new and rehabilitated pump stations will be tested to ensure they function as intended.

5.4.3.3 Performance Test

All new and rehabilitated pump stations will be required to pass an extended performance test to ensure that they are capable of reliably meeting the design performance for a period of at least 120 hours without failure or alarms. The performance test results will be recorded for use as a basis for future performance evaluations.



Section 6: Overflow Emergency Response Plan

6.1 Introduction

This section defines the Airport's overflow emergency response plan.

6.2 Regulatory Requirements

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 SSMP shall 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 shall 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 emergency response activities; and
- F. A program to ensure that all reasonable steps 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.

6.3 Overflow Emergency Response Plan

6.3.1 Purpose

The purpose of the Overflow Emergency Response Plan is to support an orderly and effective response to Sanitary Sewer Overflows (SSOs). This SSMP provides guidelines for Airport personnel to follow in responding to, cleaning up, and reporting SSOs that may occur on Santa Barbara Airport property.



6.3.2 Goals

The Airport's goals with respect to responding to SSOs are the following:

- Respond quickly to minimize the volume of the SSO
- Eliminate the cause of the SSO
- Contain the spilled wastewater to the extent feasible
- Minimize public contact with the spilled wastewater
- Mitigate the impact of the SSO
- Determine the root cause of the SSO
- Meet the regulatory reporting requirements.

6.3.3 Definitions

Provided below are selected definitions for terms within this Plan. Additional definitions are provided in Section 1.3.

Building lateral – The piping that carries the wastewater from an Airport building to the City sewer system. Airport owns and is responsible for maintaining building laterals from the first clean out serving each building. Tenants are typically responsible for blockages that occur before the first cleanout.

First responder – First responder refers to Airport Maintenance staff that is the Airport's initial response to a SSO event or other sewer system event.

Cartegraph – Cartegraph refers to the computerized work order (see Appendix C) management system that is used by the Airport to manage its sewer system.

Property damage overflow – Property damage overflow refers to a sewer overflow or backup that contaminates a property owner's or tenant's premises.

Security Operations Center (SOC) – Airport Department security dispatch center.

Sensitive areas – Sensitive areas refers to areas where an SSO could result in a fish kill or pose an imminent or substantial danger to human health.

Sewer system – Sewer system refers to the sanitary sewer facilities owned and operated by the City of Santa Barbara at the Santa Barbara Airport.

Sanitary sewer overflow (SSO) – SSO refers to the discharge of untreated or partially treated sewage at any point upstream of the treatment plant.

Water body – A water body is any stream, creek, river, pond, impoundment, lagoon, wetland, bay, or the Pacific Ocean.



Water of the State – Water of the State means any water, surface or underground, including saline waters, within the boundaries of California. In case of a sewage spill, storm drains are considered to be waters of the State unless the sewage is completely contained and returned to the sewer system.

6.4 SSO Detection

The processes that are employed to notify the Airport Department of the occurrence of an SSO include: observation by Airport Staff during the normal course of their work, observation by the public, or observation of a high wet well warning light.

6.4.1 Airport Staff Observation – Patrol, Maintenance and Administration

Since the Airport is patrolled 24 hours each day, Airport staff is likely to discover sewer system blockages, spills and failures that may occur. Airport staff conducts periodic inspections of its sewer system facilities as part of their routine preventive maintenance program. Any problems noted with the sewer system facilities are reported and appropriate staff is dispatched to any emergency situations and work orders (see Appendix C) are issued to correct non-emergency conditions.

6.4.1.1 Normal Work Hours

When a sewer spill or backup is observed, staff will communicate the information to the Maintenance Supervisor by radio. Communications may be direct between from Airport staff or through the SOC or Airport Administration Office Specialist. Maintenance Supervisor shall initiate SSO response procedures.

6.4.1.2 After Hours

When a sewer spill or backup is observed by Airport staff after regular business hours, the spill, backup or warning light activation shall be reported to the SOC via radio. Staff will report location and a description of the problem. The SOC then calls the Maintenance staff by phone. The notification procedure is escalated to the Maintenance Coordinator or Supervisor, then the Airport Operations Manager in the event that the Maintenance staff have not been contacted within 10 minutes.

6.4.2 Airport Staff Observation

Airport staff conducts periodic inspections of its sewer system facilities as part of their routine preventative maintenance program. Any problems noted with the sewer system facilities are reported and appropriate crews are dispatched to any emergency situations and work orders (see Appendix C) are issued to correct non-emergency conditions.

6.4.3 Public Observation

The Airport contact information for reporting sewer system events is included in the Telephone Directory. Calls received through the means above will be routed to the Airport SOC for



response. Airport users and tenants may report spills, overflows, and wastewater system malfunctions directly to Airport Administration (805-967-7111) during regular business hours or to the SOC (805-681-4903) after hours, or dial 911.

6.4.3.1 Normal Work Hours

Airport Department staff's regular working hours are Monday through Friday from 7:30 a.m. to 5:00 p.m., except holidays. The public can call the main telephone number, (805) 967-7111, during regular work hours.

When a report of a sewer spill or backup is received, the Office Specialist takes the information and communicates it to the Maintenance Supervisor by radio.

6.4.3.2 After Hours

When the SOC receives a report from the public of a sewer spill, backup or malfunction after regular business hours, the reporting party will be asked to leave their name, address, telephone number and a description of the problem and its location. The SOC then initiates notification of Airport Maintenance staff by phone. The notification procedure is escalated to the Maintenance Coordinator or Supervisor, then the Airport Operations Manager in the event that the Maintenance staff has not been contacted within 10 minutes.

6.4.4 Receipt of Alarm

Airport pump stations each have on site high wet well level warning lights. In the event of a report of activation of a wet well warning light at one of the Airport lift stations, the Airport SOC shall notify Airport Maintenance staff by radio during regular business hour, or initiate Maintenance notification after hours. Airport Patrol may investigate the situation causing the warning light so that additional information is available to Maintenance staff that is notified.

6.5 SSO Response Procedures

Sewer calls are considered high priority calls that demand a prompt response to the location of the problem. The Airport's goal is to respond to sewer system events immediately. The Airport's Overflow Emergency Response Plan flow chart is provided in Figure 7-1.

Airport has not evaluated SSO response times. During normal business hours Airport staff will be at the site of a potential spill nearly immediately following notification.

6.5.1 First Responder Priorities

The first responder's priorities are the following:

- To follow safe work practices
- To respond promptly with the appropriate equipment
- To contain the spill wherever feasible



- To restore the flow as soon as practicable
- To minimize public access to and/or contact with the spilled sewage
- To return the spilled sewage to the sewer system
- To restore the area to its original condition (or as close as possible)
- To limit environmental impacts that may be associated with the response and clean up activities.

6.5.2 Safety

The first responder is responsible for following safety procedures on all jobs. Special safety precautions must be observed when performing sewer work.

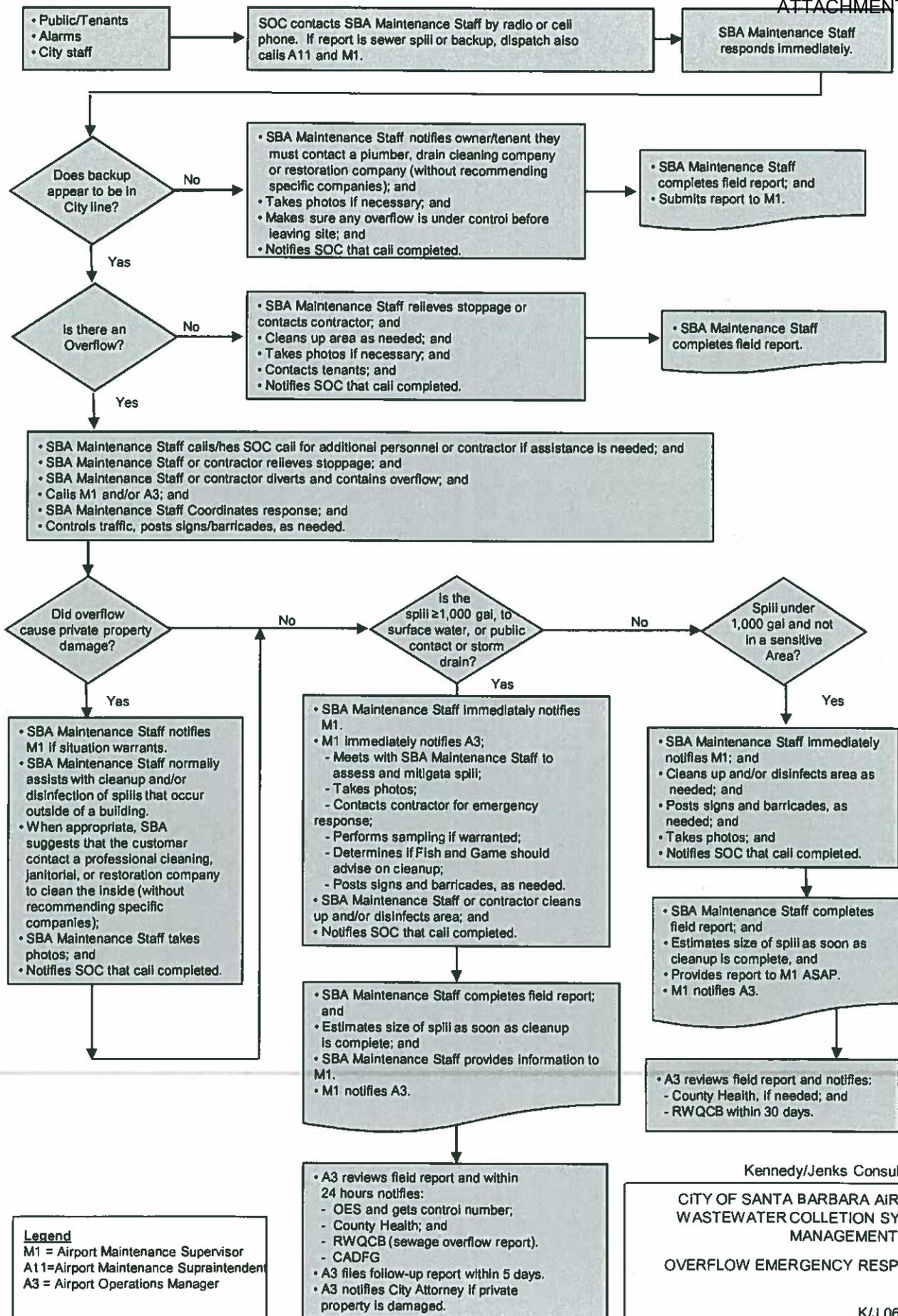
There may be times when it is necessary to call in non-Wastewater Collection personnel to assist on a sewer system event. They may not be familiar with potential safety hazards peculiar to sewer work. In such cases it is appropriate to take the time to discuss safety issues, explain the order of work, and check safety equipment before starting the job.

6.5.3 Initial Response

The first responder must respond to the reporting party/lift station site and visually check for potential sewer stoppages or overflows. All sewer system calls require a response to the reported location of the event (lift station alarms, sewer stoppages, sewer overflows, sewer odors and loose or noisy manhole covers). In some situations a response by Airport Patrol may be adequate after Airport Patrol on-scene observations are communicated to Maintenance staff (e.g., wet well warning light). Sewer system calls should never be handled without an on-site response.

The first responder should do the following:

- Note arrival time, document conditions with photographs, contact caller if time permits.
- Verify the existence of a sewer system spill or backup.
- Identify and assess the affected area and extent of spill.
- If additional help is needed, call a member of the Maintenance staff or contractor identified in Appendix B3, or have dispatch call. See Appendix B1 for Wastewater Collection personnel contact information.
- Notify Supervisor if the spill appears to be large, in a sensitive area, or there is doubt regarding the extent, impact, or how to proceed.
- Decide whether to proceed with clearing the blockage to restore the flow or to initiate containment measures or contact a contractor for assistance in managing the blockage or spill with additional equipment. Guidance for this decision is the following:



Legend
 M1 = Airport Maintenance Supervisor
 A11=Airport Maintenance Superintendent
 A3 = Airport Operations Manager

Kennedy/Jenks Consultants
 CITY OF SANTA BARBARA AIRPORT
 WASTEWATER COLLECTION SYSTEM
 MANAGEMENT PLAN
 OVERFLOW EMERGENCY RESPONSE
 PLAN



Small spills – proceed with clearing the blockage.

Moderate or large spill where containment is anticipated to be simple – proceed with the containment measures.

Moderate or large spills where containment is anticipated to be difficult – proceed with clearing the blockage; however, call for additional assistance after 15 minutes without clearing the blockage and implement containment measures.

6.5.4 Initiate Spill Containment Measures

The first responder should attempt to contain the spilled sewage using the following steps.

- Determine the immediate destination of the overflowing sewage.
- Contain overflows that threaten discharge or are discharging to the following types of locations in the following priority order:
 - Highest/First
 - Creeks, wetlands, storm water inlet
 - Private property
 - Tenant properties
 - Other areas not likely to impact areas listed above.
 - Lowest/Last
- Review sewer atlas maps in Airport block book for possible temporary upstream flow diversion bypassing.
- Plug storm drains using air plugs, sandbags, and/or plastic to contain the spill, whenever appropriate.
- Divert spill by building a small berm to change direction of flow back to sewer. Use boom on duty truck, dirt, and/or sandbags.
- Divert spill by pumping around overflow and return to sewer, if appropriate.
- Dike/dam (or sandbag) spill by building a temporary berm to collect spill.
- If overflowing sewage has made contact with the storm drainage system, attempt to contain the spilled sewage by plugging the next downstream storm drainage inlet.

6.6 Recovery and Clean Up

The recovery and clean up phase begins when the flow has been restored and the overflow of sewage has been stopped. The SSO recovery and clean up procedures are the following:



6.6.1 Estimate the Volume of Spilled Sewage

Use the methods outlined in Appendix B4 to estimate the volume of the spilled sewage. Wherever possible, document the estimate using photos of the SSO site before the recovery operation.

6.6.2 Recovery of Spilled Sewage

Wash, pump, or vacuum the spilled sewage and discharge it back into the sanitary sewer system, if possible. If vacuum services are needed contact contractors identified in Appendix B3.

If the spilled sewage cannot be washed back into the sanitary sewer system (e.g., it is trapped in a low area or storm drain) then vacuum spilled sewage into the combination cleaner and dispose of the waste at GSD.

6.6.3 Clean Up and Disinfection

Clean up and disinfection procedures should be implemented to reduce the potential for human health issues and adverse environmental impacts that are associated with an SSO event. The procedures described are for dry weather conditions and should be modified as required for wet weather conditions.

6.6.3.1 Hard Surface Areas

Collect all signs of sewage solids and sewage-related material either by hand or with the use of rakes and brooms.

Wash down the affected area with clean water until the water runs clear. Take reasonable steps to contain and vacuum up the wash water.

Disinfect all areas that were contaminated from the overflow using the disinfectant solution. Apply minimal amounts of the disinfectant solution using a hand sprayer. Only after receipt of specific instructions from the Maintenance Coordinator or Supervisor should significantly higher dosages of disinfectant be administered. Document the disinfectant volume and application methods that were used.

Note: No treatment of chlorine, bleach (sodium hypochlorite) disinfectant, lime (calcium oxide) or other oxidants shall be applied without the receipt of specific instructions from the proper authority as it has been determined that it could be detrimental to the environment.

Allow area to dry. Repeat the process if additional cleaning is required.

6.6.3.2 Landscaped and Unimproved Natural Vegetation

Collect all signs of sewage solids and sewage-related material either by hand or with the use of rakes and brooms.

Wash down the affected area with clean water until the water is clear. The flushing volume should be approximately three times the estimated volume of the spill.



Either contain or vacuum up the wash water so that none is released. Take reasonable steps to contain and vacuum up any ponding water.

Allow the area to dry. Repeat the process if additional cleaning is required.

6.6.3.3 Creeks, Gullies, and Natural Waterways

The Department of Fish and Game should be notified (via dispatch or Supervisor) in the event an SSO impacts any creeks, gullies, or natural waterways. Fish and Game will provide the professional guidance needed to effectively clean up spills that occur in these sensitive environments.

Clean up should proceed quickly in order to minimize negative impact. Sewage causes depletion of dissolved oxygen which will kill aquatic life.

Any water that is used in the clean up should be de-chlorinated prior to use (chlorine compounds are toxic to aquatic life).

6.7 Public Notification

The public that may be at risk should be warned when contact with sewage or sewage contaminated water from an SSO may cause illness. The notification methods are described in the following section. Creeks, streams and beaches that have been contaminated as a result of an SSO should be posted at visible access locations until the risk of contamination has subsided to acceptable background levels. The warning signs should be checked every day to ensure that they are still in place.

Posting signs and placing barricades may be necessary to keep vehicles and pedestrians away from spilled sewage. The Airport and the County Environmental Services Department have responsibility for determining when to post notices of sewage contamination. Posting should be done at the direction of the Airport Operations Manager or Airport Director. In any event where public contact is possible, signage warning of a sewer overflow occurrence must be posted for a minimum of 48 hours. If necessary, safety cones, caution tape, or temporary fencing should be used to block access to the contaminated water area. Do not remove these until directed. A sample warning sign is included as Appendix B8.

Major spills may warrant broader public notice. Local media should be notified through the Public Information Officer when significant areas may have been contaminated by sewage. The Public Information Officer will maintain the contact information for local media and any special interest organizations.

6.8 Water Quality Sampling and Testing

All sewage spills to surface waters must be sampled to determine impacts to surface waters and ensure adequate clean up.

Airport staff will take water quality samples at each site where sewage enters surface waters. Spills to fresh waters shall be sampled at minimum for fecal coliform organisms.



Water quality samples should be collected from upstream of spill, from the spill area, and downstream of the spill in flowing water (e.g., creeks). The water quality samples should be collected near the point of entry of the spilled sewage and every 100 feet along the shore on impoundments (e.g., ponds). Follow the laboratory's instructions for handling of samples.

A contract laboratory will analyze the results to determine the nature and impact of the discharge. Additional samples may be taken to determine when posting of warning signs can be discontinued.

The results of the water quality sampling will be included in the report to the Regional Board.

If necessary, the information collected during the site assessment will be evaluated to formulate an ongoing spill monitoring/sampling plan.

6.9 SSO Investigation and Documentation

All SSOs should be thoroughly investigated and documented for use in managing the sewer system and meeting established reporting requirements. The procedures for investigating and documenting SSOs are:

6.9.1 Failure Analysis Investigation

The objective of the failure analysis investigation is to determine the "root cause" of the SSO and to identify corrective action(s) needed that will reduce or eliminate future potential for the SSO to recur.

The investigation should include reviewing all relevant data to determine appropriate corrective action(s) for the line segment. The investigation should include the following:

- Reviewing and completing the Overflow Incident Field Report Form (see Appendix B6).
- Reviewing past maintenance records.
- Reviewing available photographs.
- Interviewing staff who responded to the spill.

The product of the failure analysis investigation should be the determination of the root cause and the identification of the appropriate corrective actions.

6.9.2 SSO Documentation

The first responder will complete the Overflow Incident Field Report Form (see Appendix B6). The form should be filled out as soon as the field crew has completed the clean up.

The Supervisor will prepare a file for each individual SSO including the following items.

- Initial service call information



- Overflow Incident Field Report
- Volume estimate (total volume discharged, total volume contained)
- Circumstances that caused the spill
- Appropriate maps showing the spill location
- Impact of the spill on public health and the environment
- Clean up activities and mitigation measures taken to protect public health and the environment
- Photographs of spill location
- RWQCB report form (See Appendix B10)
- Water quality sampling and test results
- Failure analysis investigation results.

The Airport Maintenance Coordinator or Supervisor shall ensure that all SSOs are documented in the Cartegraph Work Order Management System (see Appendix C) and the RWQCB Spill Reports folder.

6.9.3 Post SSO Event Debriefing

Every SSO event is an opportunity to thoroughly evaluate the response and reporting procedures. Each overflow event is unique with its own elements and challenges including volume, cause, location, terrain, and other parameters.

As soon as possible after major SSO events, all of the participants, from the person who received the call to the last person to leave the site, should meet to review the procedures used and to discuss what worked and where improvements could be made in responding to and mitigating future SSO events. The results of the debriefing should be recorded and tracked to ensure the action items are completed.

6.10 Reporting Overflows

Reporting requirements for SSOs that occur in the Airport wastewater collection system are summarized below.

6.10.1 Sanitary Sewer Overflow Categories

6.10.1.1 Category 1 Sanitary Sewer Overflow –

All discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system that:

- A. Equal or exceed 1000 gallons, or



B. Result in a discharge to a drainage channel and/or surface water; or

C. Discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.

6.10.1.2 Category 2 Sanitary Sewer Overflows –

All other discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system.

6.10.1.3 Private Lateral Sewage Discharges –

Sewage discharges that are caused by blockages or other problems within a privately owned lateral.

6.10.2 Internal SSO Reporting Procedures

6.10.2.1 Category 1 Sanitary Sewer Overflows

The field crew will immediately notify the Maintenance Supervisor and the Supervisor will, in turn, immediately notify the Airport Operations Manager or Airport Director.

The Maintenance Supervisor will meet with Maintenance staff at the site of the SSO event to assess the situation, document the conditions with digital photos, and to direct the recovery and clean up activities.

The Maintenance Supervisor will fill out the Overflow Incident Field Report and notify the Airport Operations Manager that it is complete.

The Airport Operations Manager will review the Overflow Incident Field Report and complete the failure analysis investigation within 10 days of the date of the SSO event.

In the event of a very large overflow or an overflow in a sensitive area, the Airport Operations Manager may contact the Airport Director, who in turn, may notify the City Administrator.

6.10.2.2 Category 2 Sanitary Sewer Overflows

Maintenance staff will fill out the Overflow Incident Field Report and notify the Maintenance Supervisor of the SSO event.

The Maintenance Supervisor will review the Overflow Incident Field Report and notify Airport Operations Manager that it is complete.

The Airport Operations Manager will review the Overflow Incident Field Report and complete the failure analysis investigation within 10 days of the date of the SSO event.

6.10.3 Internal Reporting Contact Information

Internal reporting includes the following:

Airport Operations Manager Tracy Lincoln:



Office: 805-692-6025
Cell: 805-729-0901.

Airport Maintenance Superintendent Jeff McKee:
Office: 805-692-6057
Office Alt: Radio A11
Cell: 805-680-7424.

Airport Maintenance Supervisor Pete Concepcion:
Office: 805-692-6007
Office Alt: Radio M1
Cell: 805-896-1636

6.10.4 External SSO Notification Procedures

6.10.4.1 Initial Notification Procedures for a Sewage Discharge to a Drainage Channel or Surface Water

For any discharges of sewage that results in a discharge to a drainage channel or surface water, the Airport shall, as soon as possible, but not later than two (2) hours after becoming aware of the discharge, notify the State Office of Emergency Services, Santa Barbara County Public Health Department (Environmental Health Services), and the Central Coast Regional Water Quality Control Board. External SSO notification and reporting responsibilities and external agency contact information are discussed in Section 2.5.6 below.

6.10.4.2 Notification Certification

As soon as possible, but no later than twenty-four (24) hours after becoming aware of a discharge to a drainage channel or a surface water, the Airport shall submit to the Central Coast Regional Water Quality Control Board a certification that the State Office of Emergency Services and Santa Barbara County Public Health Department (Environmental Health Services) have been notified of the discharge. External SSO notification and reporting responsibilities and external agency contact information are discussed in Section 2.5.6 below.

6.10.5 External SSO Reporting Procedures

6.10.5.1 Category 1 Sanitary Sewer Overflow Reporting

In addition to the more stringent notification requirements for sewage discharges to a drainage channel or surface water discussed in Section 2.5.4, Category 1 SSOs shall be reported as soon as:

- A. Airport has knowledge of the spill,
- B. Reporting is possible, and
- C. Reporting can be provided without substantially impeding cleanup or other emergency measures.



Initial reporting of Category 1 SSOs shall be reported to the Online SSO System as soon as possible but no later than 3 business days after the Airport is made aware of the SSO.

Minimum information that must be contained in the 3-day report must include all information identified below in Section 2.5.5.4 "Category 2 SSOs". A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of the SSO response and remediation. Additional information may be added to the certified report, in the form of an attachment, at any time.

Category 1 SSOs must be reported to the Governor's Office of Emergency Services (OES) as soon as notification is possible and can be provided without substantially impeding clean up or other emergency measures, but no later than 2 hours from the time that the Airport has knowledge of the spill.

Category 1 SSOs must be reported to the Santa Barbara County Public Health Department as soon as notification is possible and can be provided without substantially impeding clean up or other emergency measures, but no later than 2 hours from the time that the Airport has knowledge of the spill.

Category 1 SSOs must be reported to the RWQCB as soon as notification is possible and can be provided without substantially impeding clean up or other emergency measures, but no later than 2 hours from the time that the Airport has knowledge of the spill.

Category 1 SSOs that discharge to a drainage channel or surface water shall be reported to CA Department of Fish and Game (CA DFG) and Airport will coordinate cleanup efforts with CA DFG staff.

6.10.5.2 Category 2 Sanitary Sewer Overflow Reporting

All Category 2 SSOs must be reported to the Online SSO System within 30 days after the end of the calendar month in which the SSO occurs (e.g. all SSOs occurring in the month of January must be entered into the database by March 1st).

6.10.5.3 Private Lateral Sewage Discharge Reporting

All sewage discharges that meet the above criteria for Private Lateral sewage discharges may be reported to the Online SSO based upon the Airport's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Airport must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the Airport) should be identified, if known.

6.10.5.4 Mandatory Information to be Included in SSO Online Reporting

The Airport has obtained SSO Database accounts and received a "Username" and "Password" by registering through the California Integrated Water Quality System (CIWQS).

The Airport has completed the "Collection System Questionnaire", which contains pertinent information regarding the Airport's collection system. The "Collection System Questionnaire" must be updated at least every 12 months.



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

Category 2 SSOs:

- A. Location of SSO by entering GPS coordinates;
- B. Applicable Regional Water Board, i.e. identify the region in which the SSO occurred;
- C. County where SSO occurred;
- D. Whether or not the SSO entered a drainage channel and/or surface water;
- E. Whether or not the SSO was discharged to a storm drain pipe that was not fully captured and returned to the sanitary sewer system;
- F. Estimated SSO volume in gallons;
- G. SSO source (manhole, cleanout, etc.);
- H. SSO cause (mainline blockage, roots, etc.);
- I. Time of SSO notification or discovery;
- J. Estimated operator arrival time;
- K. SSO destination;
- L. Estimated SSO end time; and
- M. SSO Certification. Upon SSO Certification, the SSO Database will issue a Final SSO Identification (ID) Number.

Private Lateral Sewage Discharges:

- A. All information listed above (if applicable and known), as well as;
- B. Identification of sewage discharge as a private lateral sewage discharge; and
- C. Responsible party contact information (if known).

Category 1 SSOs:

- A. All information listed for Category 2 SSOs, as well as;
- B. Estimated SSO volume that reached surface water, drainage channel, or not recovered from a storm drain;
- C. Estimated SSO amount recovered;
- D. Response and corrective action taken;



- E. If samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA must be selected.
- F. Parameters that samples were analyzed for (if applicable);
- G. Identification of whether or not health warnings were posted;
- H. Beaches impacted (if applicable). If no beach was impacted, NA must be selected;
- I. Whether or not there is an ongoing investigation;
- J. Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
- K. OES control number (if applicable);
- L. Date OES was called (if applicable);
- M. Time OES was called (if applicable);
- N. Identification of whether or not County Health Officers were called;
- O. Date County Health Officer was called (if applicable); and
- P. Time County Health Officer was called (if applicable).

6.10.5.5 Monthly "No Spill" Certification Report

If there are no SSOs during a calendar month, the Airport will provide, within 30 days after the end of each calendar month, a statement through the Online SSO Database certifying that there were no SSOs for the designated month.

6.10.5.6 Alternate Reporting Process When SSO Online Database is Unavailable

In the event that the SSO Online Database is not available, the Airport shall fax all required information to the RWQCB in accordance with the time schedules identified above. In such event, the Airport shall also enter all required information into the Online SSO Database as soon as practical.

6.10.6 External SSO Notification and Reporting Responsibility and Contact Information

6.10.6.1 Responsibility

External SSO notification and reporting is the responsibility of the Airport Operations Manager or their designee.



6.10.6.2 State Water Resources Control Board Online SSO Reporting System

Login to the California Integrated Water Quality System (CIWQS) at:
<https://ciwqs.waterboards.ca.gov/>

6.10.6.3 Central Coast RWQCB

Contact Information:
 895 Aerovista Place, Suite 101
 San Luis Obispo, CA 93401
 Telephone: (805) 549-3147
 FAX: (805) 543-0397.

6.10.6.4 Santa Barbara County Public Health Department, Environmental Health Services

Contact Information:
 225 Camino Del Remedio
 Santa Barbara, CA 93110
 Telephone: (805) 681-4900
 FAX: (805) 681-4901.

6.10.6.5 Governor's Office of Emergency Services (OES)

Contact Information:
 Telephone: (800) 852-7550
 (916) 262-1621.

6.10.6.6 CA Department of Fish and Game (CA DFG)

Contact Information:
 South Coast Region
 1933 Cliff Drive, Suite 9
 Santa Barbara, CA 93109
 (800) 578-7453
 (805) 568-1231
 (805) 568-1235-fax
 Ms. Natasha Lohmus
 Telephone: (805) 684-6281
 nlohmus@dfg.ca.gov.

6.11 Equipment

This section provides a list of specialized equipment that is required to support this Overflow Emergency Response Plan. The Airport and/or contractors will be required to provide and maintain this equipment. Specific emergency equipment that is required for each lift station is listed in Appendix B11.



6.11.1 Ammonia Field Test Kit

An ammonia field test kit is required to determine the extent of the SSO using ammonia as an indicator of sewage contamination.

6.11.2 Closed Circuit Television (CCTV) Inspection Unit (or Lateral Inspection Unit)

A portable CCTV Inspection Unit is required to determine the root cause for all SSOs from gravity sewers. CCTV inspection equipment and services are provided by a contractor.

6.11.3 Combination Cleaner

A Vactor/vacuum truck is required to clear blockages in gravity sewers and to vacuum up spilled sewage and wash-down water. Equipment and services are provided by a contractor.

6.11.4 Digital Camera

A digital or disposable camera is required to record the conditions upon arrival, during clean up, and upon departure.

6.11.5 GPS Unit

A hand held GPS unit is required to determine the coordinates of spills for use in meeting RWQCB SSO reporting requirements.

6.11.6 Portable Pumps and Hoses

Portable pumps and hoses are required to pump around line failures and lift station failures and to pump spilled sewage and/or contaminated water back into the sewer system.

6.11.7 Rodder Truck

A truck-mounted power rodder is required to clean blockages in gravity sewers. Equipment and services are provided by a contractor.

6.12 Training

This section provides information on the training that is required to support this Overflow Emergency Response Plan.

6.12.1 Initial and Annual Refresher Training

All employees who may have a role in responding to, reporting, and or mitigating a sewer system overflow should receive training. All new employees should receive training before they are placed in a position where they may have to respond. Current employees should receive annual refresher training on this plan and the procedures to be followed.



6.12.2 SSO Response Drills

Periodic training drills should be held to ensure that employees are up to date on the procedures, the equipment is in working order, and the required materials are readily available. The training drills should cover scenarios typically observed during sewer related emergencies (e.g. mainline blockage, mainline failure, force main failure, lift station failure, and lateral blockage). The results and the observations during the drills should be recorded and action items should be tracked to ensure completion.

6.12.3 Training Record Keeping

Records should be kept of all training that is provided in support of this plan. The records for all scheduled training courses and for each overflow emergency response training event and should include date, time, place, content, name of trainer(s), and names of attendees.

6.12.4 Procedures for response to hazmat spills and other emergencies.

Report hazardous materials incidents immediately through the SOC for response by:

- County Fire
- Alternate response by City Fire
- Airport Patrol/Santa Barbara City Police to establish a perimeter, if needed, for public safety or to prevent potential human exposure to the hazardous material.

Report injuries through SOC for response by:

- County Fire
- AMR.

Contain spill to prevent discharge to high priority areas if possible without threat of injury or exposure to hazardous materials.



Section 7: FOG Control Program

7.1 Introduction

The Airport is required to implement a FOG program to reduce the amount of grease, fats, and oil discharged to the wastewater collection system. The Airport wastewater collection system serves no residential customers and currently only serves two restaurants. System blockages resulting from a build-up of grease and fats have not historically been a problem. The Airport contracts with Goleta Sanitary District to provide source control and pretreatment services.

7.2 Regulatory Requirements

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 sections of 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 into the sanitary sewer system, for each section identified in (F) above.

7.3 Source Control Program

Airport contracts with Goleta Sanitary District to develop and implement the Source Control and Pretreatment Programs for the Airport wastewater system.



Since the Airport has not experienced wastewater system blockages due to grease and fats, the regular cleaning schedule will continue as discussed in Section 4 of this plan. If sections of the system become subject to repeated blockages due to grease or fats, the Airport will increase cleaning frequencies in those sections as needed.

Please refer to the GSD Source Control Program for specific efforts. The GSD will provide the annual Pretreatment Report as required by WDR Order No. R3-2004-0130.



Section 8: System Evaluation And Capacity Assurance Plan

8.1 Introduction

This section defines the Airport's efforts to prepare system evaluations to monitor system capacity. In addition, the Airport's capital improvement plans identify priority projects and implementation schedules.

8.2 Regulatory Requirements

The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of the 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: 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 Enrolled 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 SWMP review and update requirements as described in Section D.14.

8.3 System Evaluation

A system evaluation analyses current capacity of the wastewater collection system including diversions of urban runoff to the collection system and those portions of the collection system which are experiencing or contributing to an overflow discharge caused by hydraulic deficiency.

The evaluation provides the following:



- Estimates of peak flows (including flows from overflows that escape from the system) associated with conditions similar to those causing overflow events.
- Estimates of the capacity of key system components.
- Identifies hydraulic deficiencies (including components of the system with limiting capacity).
- Identifies major sources that contribute to the peak flows associated with overflow events.

The Airport determines the system capacity through regular master plan updates. These Master Plans provide guidance for hydraulic evaluation of existing trunk sewer system, recommended collection system strategy, and recommended system improvements. The Airport has not experienced a history of spills from the collection system. The Airport's 1988 Sewer Master Plan included an analysis of peak flow, capacity, hydraulic deficiencies, and major sources of infiltration. Subsequent Airport Master Plans (2003, 2005) provided confirmation of the 1988 Master Plan analysis.

8.4 Design Criteria

Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria.

Generally existing design criteria are adequate to address capacity issues that arise. Where criteria are deficient or non-existent for correcting specific hydraulic deficiencies, Airport will develop appropriate design criteria to address those situations.

8.5 Capacity Enhancement Measures

Establish a short-term and long-term capital improvement program to address deficiencies including the following:

- Prioritization of projects.
- Analysis of alternative projects.
- Preparation of schedules of funding and projects.
- Diversions of urban runoff to the wastewater collection system during dry weather periods.
- Control of infiltration and inflow during both wet weather events and dry weather periods.

Correction of system deficiencies that are noted during routine operation, maintenance, or inspection, as well as, improvements that are planned as part of the long-range Airport Capital Improvement Program are funded through the Airport's budget and planning processes.



8.5.1 Short term

- Minor improvements to address capacity issues and deficiencies, such as minor system infiltration and inflow, which is identified during periodic inspection.
- Planned, prioritized, and funded through budget/CIP (includes schedules).

Unexpected emergency repairs and other repairs needed to address various short-term deficiencies noted during on-going routine operation, maintenance, or system inspection are identified, scheduled, and funded through the annual budget process. Each year the Airport budget includes funding for maintenance and capital support of the wastewater system.

8.5.2 Long term

- Implementation of remaining portions of the Airport Sewer Master Plan.
- Master Plan identified and evaluated alternatives.
- Selected best alternative to alleviate system deficiencies.
- Already replaced collection system north of Hollister Avenue per Master Plan.
- Projects will be addressed as funding becomes available.

Long-range anticipated expenditures for major capital projects like planned replacement of portions of the wastewater system are addressed through the Capital Improvement Program (CIP). The Airport updates its CIP each year as part of the budget process. The CIP identifies planned projects, anticipated cost, funding sources, and planned construction schedules.

The Airport's sewer master plan process has evaluated the existing wastewater system, identified deficiencies and capacity issues, considered alternatives, and identified recommended solutions. The Airport has begun implementation of the plan by replacing the collection system north of Hollister Avenue. Continued implementation of the master plan will be addressed in the CIP and completed as system conditions warrant and funding opportunities are identified.

8.6 Schedule

At a minimum, the System Evaluation and Capacity Assurance Plan schedule must be updated every five (5) years to describe any significant change in proposed actions and/or implementation schedules. Re-certification by the governing board of the Enrollee is required when significant updates to the SSMP are made. The updates should include available information on the performance of measures that have been implemented.

Airport CIP and budget are typically updated annually based on identified needs. City of Santa Barbara budget is available at the following internet address:
<http://www.santabarbaraca.gov/Government/Finance/>

Airport CIP is available upon request. Airport Sewer Master Plan is reviewed and revised periodically. Airport Sewer Master Plans are available upon request.



Section 9: Monitoring, Measurement, and Plan Modifications

9.1 Introduction

This section summarizes the Airport's activities to monitor the implementation and effectiveness of the SSMP. This section also presents a process for updating the program based on periodic monitoring and performance evaluations.

9.2 SSMP Requirements

The Airport's SSMP shall include the following:

- 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.

9.3 Maintain Relevant Information

The Airport will track overflow reports, periodic inspection results, investigation reports and maintenance logs from the Cartegraph work order system to identify and prioritize appropriate maintenance activities.

9.4 Monitor Implementation and Effectiveness of Elements of the Plan

Airport will track the following performance measures:

- SSOs and estimated volume by cause.
- Average time for maintenance staff to respond to a spill.
- Preventative maintenance effort and inspection hours by type.
- Scheduled repairs and improvements based on system performance history and inspections (list).



- Emergency repairs (list) by cause.

9.5 Assess Success of Preventative Maintenance Program

At least every two years the Airport will review the performance measures. If performance measures indicate degradation in the performance of the Airport wastewater system or other problems related to Airport operation of the system, the SSMP will be revised to specifically address the issue causing the performance problem.

9.6 Update Program Elements

As required, the Airport will reassess the SSMP at least every two years. The review should include identification and analysis of any deficiencies in the SSMP. If potential improvements are identified, the Airport must update the SSMP to correct the deficiencies. See Section 10 for additional details.

9.7 Identify and Illustrate SSO Trends

As discussed in sections 9.3 and 9.4 above, Airport will track overflow reports, periodic inspection results, investigation reports and maintenance logs from Cartegraph. In addition, Airport will track the following performance measures:

- SSOs and estimated volume by cause.
- Average time for maintenance staff to respond to a spill.
- Preventative maintenance effort and inspection hours by type.
- Scheduled repairs and improvements based on system performance history and inspections (list).
- Emergency repairs (list) by cause.

Airport will also use this information to identify and illustrate trends in overflows, including frequency and volumes. Recognition of trends will be valuable in helping to prioritize future maintenance and rehabilitation efforts to reduce and eliminate future SSOs.

The Environmental Compliance Officer is responsible for review and analysis of trends in overflows.



Section 10: Plan Updates

10.1 Introduction

To ensure that the Airport SSMP continues to effectively prevent SSOs, the Airport is required to reassess the Plan at least once every two years. The review should include identification and analysis of any deficiencies in the plan. If potential improvements are identified, the Airport must update the Plan to correct the deficiencies.

10.2 Regulatory Requirements

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.

10.3 Plan Updates

The Airport will review the SSMP at least every two years. As indicators to identify potential problems with operation of the wastewater system, the Airport will track and report the following performance measures:

- SSOs and estimated volume by cause.
- Average time for maintenance staff to respond to a spill.
- Preventative maintenance effort and inspection hours by type.
- Scheduled repairs and improvements based on system performance history and inspections (list).
- Emergency repairs (list) by cause.

If performance measures or the plan review indicate degradation in the performance of the Airport wastewater system or other problems related to Airport operation of the system, the SSMP will be revised to specifically address the issue causing the performance problem.

Audit results and proposed updates to the SSMP will be included as part of the audit report.



Section 11: Communications Program

11.1 Introduction

This section summarizes reporting and communications by the Santa Barbara Airport. The Airport regularly communicates with the RWQCB, Goleta Sanitary District, and the County of Santa Barbara. Details of these communications are summarized below. Details of the Airport's sewer overflow reporting were provided in Section 7.

11.2 Regulatory Requirements

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 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.

11.3 Communication with Public

The development and implementation of the Airport's WCSMP was essentially complete before the GWDR requirement for public notification and input was adopted by the SWRCB on May 2, 2006. There was no opportunity for meaningful public input.

Airport will use the flysba.com website to communicate with the public. Information such as the draft and final SSMP, internal audit report results and performance measures can be posted on the site for public review and comment. As an alternative Airport may provide links to the information, if it is available elsewhere on the internet.

The public will also have the opportunity to provide comments at all Airport Commission and City Council meetings where the SSMP is on the agenda.

11.4 Communication with Local Agencies

The Airport sewer system discharges directly to Goleta Sanitary District. No systems are tributary to the Airport system.

Airport coordinated development of the original WWCSMP with Goleta Sanitary District. The District provided background and technical information that was used in development of the Airport plan.

To facilitate communication between systems that are tributary to the Goleta Sanitary District treatment plant, the District hosts an annual meeting with tributary agencies. The Airport regularly attends the annual meetings with the other local agencies that are tributary to the Goleta Sanitary District plant.



References

Goleta Sanitary District. 2005. Proposed Joint Goleta Sanitary District and Santa Barbara Airport Sewer Project. Prepared by Penfield and Smith.

Goleta Sanitary District. Emergency Sewer Spill Procedure. Undated.

Metcalf & Eddy. 2003. Wastewater Engineering Treatment and Reuse, Fourth Edition, McGraw Hill, Inc., New York.

City of Santa Barbara Municipal Airport. 2003. Santa Barbara Airport Sewer Master Plan. Prepared by Flowers and Associates.

City of Santa Barbara Municipal Airport. 1988. Santa Barbara Airport Sewer Master Plan Update. Prepared by Greiner Inc.

Appendix A

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

STATE WATER RESOURCES CONTROL BOARD ORDER NO. WQ 2008-0002-EXEC

**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)				
Design and Performance Section D 13 (v)	36 months after WDRs Adoption	39 months after WDRs Adoption	48 months after WDRs Adoption	51 months after WDRs Adoption
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

STATE WATER RESOURCES CONTROL BOARD**MONITORING AND REPORTING PROGRAM NO. 2006-0003-DWQ
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 No. 2006-2003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems." Revisions to this MRP may be made at any time by the Executive Director, and may include a reduction or increase in the monitoring and reporting.

A. SANITARY SEWER OVERFLOW REPORTING**SSO Categories**

1. Category 1 - All discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system that:
 - A. Equal or exceed 1000 gallons, or
 - B. Result in a discharge to a drainage channel and/or surface water; or
 - C. Discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.
2. Category 2 – All other discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system.
3. Private Lateral Sewage Discharges – Sewage discharges that are caused by blockages or other problems within a privately owned lateral.

SSO Reporting Timeframes

4. Category 1 SSOs – All SSOs that meet the above criteria for Category 1 SSOs must be reported as soon as: (1) the Enrollee has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures. Initial reporting of Category 1 SSOs must be reported to the Online SSO System as soon as possible but no later than 3 business days after the Enrollee is made aware of the SSO. Minimum information that must be contained in the 3-day report must include all information identified in section 9 below, except for item 9.K. A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of SSO response and remediation. Additional information may be added to the certified report, in the form of an attachment, at any time.

The above reporting requirements do not preclude other emergency notification requirements and timeframes mandated by other regulatory agencies (local

County Health Officers, local Director of Environmental Health, Regional Water Boards, or Office of Emergency Services (OES)) or State law.

5. Category 2 SSOs – All SSOs that meet the above criteria for Category 2 SSOs must be reported to the Online SSO Database within 30 days after the end of the calendar month in which the SSO occurs (e.g. all SSOs occurring in the month of January must be entered into the database by March 1st).
6. Private Lateral Sewage Discharges – All sewage discharges that meet the above criteria for Private Lateral sewage discharges may be reported to the Online SSO Database based upon the Enrollee's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Enrollee must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the Enrollee) should be identified, if known.
7. If there are no SSOs during the calendar month, the Enrollee will provide, within 30 days after the end of each calendar month, a statement through the Online SSO Database certifying that there were no SSOs for the designated month.
8. In the event that the SSO Online Database is not available, the enrollee must fax all required information to the appropriate Regional Water Board office in accordance with the time schedules identified above. In such event, the Enrollee must also enter all required information into the Online SSO Database as soon as practical.

Mandatory Information to be Included in SSO Online Reporting

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 thirty (30) days of receiving an account and prior to recording SSOs into the SSO Database, all Enrollees must complete the "Collection System Questionnaire", which collects pertinent information regarding an Enrollee's collection system. The "Collection System Questionnaire" must be updated at least every 12 months.

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

9. Category 2 SSOs:

- A. Location of SSO by entering GPS coordinates;
- B. Applicable Regional Water Board, i.e. identify the region in which the SSO occurred;
- C. County where SSO occurred;
- D. Whether or not the SSO entered a drainage channel and/or surface water;
- E. Whether or not the SSO was discharged to a storm drain pipe that was not fully captured and returned to the sanitary sewer system;

- F. Estimated SSO volume in gallons;
- G. SSO source (manhole, cleanout, etc.);
- H. SSO cause (mainline blockage, roots, etc.);
- I. Time of SSO notification or discovery;
- J. Estimated operator arrival time;
- K. SSO destination;
- L. Estimated SSO end time; and
- M. SSO Certification. Upon SSO Certification, the SSO Database will issue a Final SSO Identification (ID) Number.

10. Private Lateral Sewage Discharges:

- A. All information listed above (if applicable and known), as well as;
- B. Identification of sewage discharge as a private lateral sewage discharge; and
- C. Responsible party contact information (if known).

11. Category 1 SSOs:

- A. All information listed for Category 2 SSOs, as well as;
- B. Estimated SSO volume that reached surface water, drainage channel, or not recovered from a storm drain;
- C. Estimated SSO amount recovered;
- D. Response and corrective action taken;
- E. If samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA must be selected.
- F. Parameters that samples were analyzed for (if applicable);
- G. Identification of whether or not health warnings were posted;
- H. Beaches impacted (if applicable). If no beach was impacted, NA must be selected;
- I. Whether or not there is an ongoing investigation;
- J. Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
- K. OES control number (if applicable);
- L. Date OES was called (if applicable);
- M. Time OES was called (if applicable);
- N. Identification of whether or not County Health Officers were called;
- O. Date County Health Officer was called (if applicable); and
- P. Time County Health Officer was called (if applicable).

Reporting to Other Regulatory Agencies

These reporting requirements do not preclude an Enrollee from reporting SSOs to other regulatory agencies pursuant to California state law. These reporting requirements do not replace other Regional Water Board telephone reporting requirements for SSOs.

1. The Enrollee shall report SSOs to OES, in accordance with California Water Code Section 13271.

Office of Emergency Services
Phone (800) 852-7550

2. The Enrollee shall report SSOs to County Health officials in accordance with California Health and Safety Code Section 5410 et seq.
3. The SSO database will automatically generate an e-mail notification with customized information about the SSO upon initial reporting of the SSO and final certification for all Category 1 SSOs. E-mails will be sent to the appropriate County Health Officer and/or Environmental Health Department if the county desires this information, and the appropriate Regional Water Board.

B. Record Keeping

1. Individual SSO records shall be maintained by the Enrollee for a minimum of five years from the date of the SSO. This period may be extended when requested by a Regional Water Board Executive Officer.
3. All records shall be made available for review upon State or Regional Water Board staff's request.
4. All monitoring instruments and devices that are used by the Enrollee to fulfill the prescribed monitoring and reporting program shall be properly maintained and calibrated as necessary to ensure their continued accuracy;
5. The Enrollee shall retain records of all SSOs, such as, but not limited to and when applicable:
 - a. Record of Certified report, as submitted to the online SSO database;
 - b. All original recordings for continuous monitoring instrumentation;
 - c. Service call records and complaint logs of calls received by the Enrollee;
 - d. SSO calls;
 - e. SSO records;
 - f. Steps that have been and will be taken to prevent the SSO from recurring and a schedule to implement those steps.
 - g. Work orders, work completed, and any other maintenance records from the previous 5 years which are associated with responses and investigations of system problems related to SSOs;
 - h. A list and description of complaints from customers or others from the previous 5 years; and
 - i. Documentation of performance and implementation measures for the previous 5 years.
6. If water quality samples are required by an environmental or health regulatory agency or State law, or if voluntary monitoring is conducted by the Enrollee or its agent(s), as a result of any SSO, records of monitoring information shall include:

- a. The date, exact place, and time of sampling or measurements;
- b. The individual(s) who performed the sampling or measurements;
- c. The date(s) analyses were performed;
- d. The individual(s) who performed the analyses;
- e. The analytical technique or method used; and,
- f. The results of such analyses.

C. Certification

1. All final reports must be certified by an authorized person as required by Provision J of the Order.
2. Registration of authorized individuals, who may certify reports, will be in accordance with the CIWQS' protocols for reporting.

Monitoring and Reporting Program No. 2006-0003 will become effective on the date of adoption by the State Water Board.

CERTIFICATION

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



Song Her
Clerk to the Board

STATE OF CALIFORNIA
STATE WATER RESOURCES CONTROL BOARD

ORDER NO. WQ 2008-0002-EXEC

ADOPTING AMENDED MONITORING AND REPORTING REQUIREMENTS FOR
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER
SYSTEMS

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

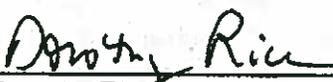
1. The State Water Board is authorized to prescribe statewide general waste discharge requirements for categories of discharges that involve the same or similar operations and the same or similar types of waste pursuant to Water Code 13263, subdivision (i).
2. The State Water Board on May 2, 2006, adopted Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Order No. 2006-0003-DWQ, pursuant to that authority.
3. The State Water Board on May 2, 2006, adopted Monitoring and Reporting Requirements to implement the General Waste Discharge Requirements for Sanitary Sewer Systems.
4. State Water Board Order No. 2006-0003-DWQ, paragraph G.2., and the Monitoring and Reporting Requirements, both provide that the Executive Director may modify the terms of the Monitoring and Reporting Requirements at any time.
5. The time allowed in those Monitoring and Reporting Requirements for the filing of the initial report of an overflow is too long to adequately protect the public health and safety or the beneficial uses of the waters of the state when there is a sewage collection system spill. An additional notification requirement is necessary and appropriate to ensure the Office of Emergency Services, local public health officials, and the applicable regional water quality control board are apprised of a spill that reaches a drainage channel or surface water.
6. Further, the burden of providing a notification as soon as possible is de minimis and will allow response agencies to take action as soon as possible to protect public health and safety and beneficial uses of the waters of the state.

IT IS HEREBY ORDERED THAT:

Pursuant to the authority delegated by Resolution No. 2002-0104 and Order No. 2006-0003-DWQ, the Monitoring and Reporting Requirements for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems No. 2006-0003-DWQ is hereby amended as shown in Attachment A, with new text indicated by double-underline.

Dated:

February 20, 2008



Dorothy Rice
Executive Director

ATTACHMENT A

**STATE WATER RESOURCES CONTROL BOARD
MONITORING AND REPORTING PROGRAM NO. 2006-0003-DWQ
(AS REVISED BY ORDER NO. WQ 2008-0002-EXEC)**

**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 No. 2006-2003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems." Revisions to this MRP may be made at any time by the Executive Director, and may include a reduction or increase in the monitoring and reporting.

NOTIFICATION

Although State and Regional Water Board staff do not have duties as first responders, this Monitoring and Reporting Program is an appropriate mechanism to ensure that the agencies that do have first responder duties are notified in a timely manner in order to protect public health and beneficial uses.

1. For any discharges of sewage that results in a discharge to a drainage channel or a surface water, the Discharger shall, as soon as possible, but not later than two (2) hours after becoming aware of the discharge, notify the State Office of Emergency Services, the local health officer or directors of environmental health with jurisdiction over affected water bodies, and the appropriate Regional Water Quality Control Board.
2. As soon as possible, but no later than twenty-four (24) hours after becoming aware of a discharge to a drainage channel or a surface water, the Discharger shall submit to the appropriate Regional Water Quality Control Board a certification that the State Office of Emergency Services and the local health officer or directors of environmental health with jurisdiction over the affected water bodies have been notified of the discharge.

A. SANITARY SEWER OVERFLOW REPORTING

SSO Categories

1. Category 1 - All discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system that:
 - A. Equal or exceed 1000 gallons, or
 - B. Result in a discharge to a drainage channel and/or surface water; or
 - C. Discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.

2. **Category 2 – All other discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system.**
3. **Private Lateral Sewage Discharges – Sewage discharges that are caused by blockages or other problems within a privately owned lateral.**

SSO Reporting Timeframes

4. **Category 1 SSOs – Except as provided above, all SSOs that meet the above criteria for Category 1 SSOs must be reported as soon as: (1) the Enrollee has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures. Initial reporting of Category 1 SSOs must be reported to the Online SSO System as soon as possible but no later than 3 business days after the Enrollee is made aware of the SSO. Minimum information that must be contained in the 3-day report must include all information identified in section 9 below, except for item 9.K. A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of SSO response and remediation. Additional information may be added to the certified report, in the form of an attachment, at any time.**

The above reporting requirements are in addition to do not preclude other emergency notification requirements and timeframes mandated by other regulatory agencies (local County Health Officers, local Director of Environmental Health, Regional Water Boards, or Office of Emergency Services (OES)) or State law.

5. **Category 2 SSOs – All SSOs that meet the above criteria for Category 2 SSOs must be reported to the Online SSO Database within 30 days after the end of the calendar month in which the SSO occurs (e.g. all SSOs occurring in the month of January must be entered into the database by March 1st).**
6. **Private Lateral Sewage Discharges – All sewage discharges that meet the above criteria for Private Lateral sewage discharges may be reported to the Online SSO Database based upon the Enrollee's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Enrollee must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the Enrollee) should be identified, if known.**
7. **If there are no SSOs during the calendar month, the Enrollee will provide, within 30 days after the end of each calendar month, a statement through the Online SSO Database certifying that there were no SSOs for the designated month.**
8. **In the event that the SSO Online Database is not available, the enrollee must fax all required information to the appropriate Regional Water Board office in**

accordance with the time schedules identified above. In such event, the Enrollee must also enter all required information into the Online SSO Database as soon as practical.

Mandatory Information to be Included in SSO Online Reporting

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 thirty (30) days of receiving an account and prior to recording SSOs into the SSO Database, all Enrollees must complete the "Collection System Questionnaire", which collects pertinent information regarding an Enrollee's collection system. The "Collection System Questionnaire" must be updated at least every 12 months.

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

9. Category 2 SSOs:

- A. Location of SSO by entering GPS coordinates;
- B. Applicable Regional Water Board, i.e. Identify the region in which the SSO occurred;
- C. County where SSO occurred;
- D. Whether or not the SSO entered a drainage channel and/or surface water;
- E. Whether or not the SSO was discharged to a storm drain pipe that was not fully captured and returned to the sanitary sewer system;
- F. Estimated SSO volume in gallons;
- G. SSO source (manhole, cleanout, etc.);
- H. SSO cause (mainline blockage, roots, etc.);
- I. Time of SSO notification or discovery;
- J. Estimated operator arrival time;
- K. SSO destination;
- L. Estimated SSO end time; and
- M. SSO Certification. Upon SSO Certification, the SSO Database will issue a Final SSO Identification (ID) Number.

10. Private Lateral Sewage Discharges:

- A. All information listed above (if applicable and known), as well as;
- B. Identification of sewage discharge as a private lateral sewage discharge; and
- C. Responsible party contact information (if known).

11. Category 1 SSOs:

- A. All information listed for Category 2 SSOs, as well as;
- B. Estimated SSO volume that reached surface water, drainage channel, or not recovered from a storm drain;
- C. Estimated SSO amount recovered;
- D. Response and corrective action taken;
- E. If samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA must be selected.
- F. Parameters that samples were analyzed for (if applicable);
- G. Identification of whether or not health warnings were posted;
- H. Beaches impacted (if applicable). If no beach was impacted, NA must be selected;
- I. Whether or not there is an ongoing investigation;
- J. Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
- K. OES control number (if applicable);
- L. Date OES was called (if applicable);
- M. Time OES was called (if applicable);
- N. Identification of whether or not County Health Officers were called;
- O. Date County Health Officer was called (if applicable); and
- P. Time County Health Officer was called (if applicable).

Reporting to Other Regulatory Agencies

These reporting requirements do not preclude an Enrollee from reporting SSOs to other regulatory agencies pursuant California state law. These reporting requirements do not replace other Regional Water Board telephone reporting requirements for SSOs.

1. The Enrollee shall report SSOs to OES, in accordance with California Water Code Section 13271.

Office of Emergency Services
Phone (800) 852-7550

2. The Enrollee shall report SSOs to County Health officials in accordance with California Health and Safety Code Section 5410 et seq.
3. The SSO database will automatically generate an e-mail notification with customized information about the SSO upon initial reporting of the SSO and final certification for all Category 1 SSOs. E-mails will be sent to the appropriate County Health Officer and/or Environmental Health Department if the county desires this information, and the appropriate Regional Water Board.

B. Record Keeping

1. Individual SSO records shall be maintained by the Enrollee for a minimum of five years from the date of the SSO. This period may be extended when requested by a Regional Water Board Executive Officer.
2. Omitted.
3. All records shall be made available for review upon State or Regional Water Board staff's request.
4. All monitoring instruments and devices that are used by the Enrollee to fulfill the prescribed monitoring and reporting program shall be properly maintained and calibrated as necessary to ensure their continued accuracy;
5. The Enrollee shall retain records of all SSOs, such as, but not limited to and when applicable:
 - a. Record of Certified report, as submitted to the online SSO database;
 - b. All original recordings for continuous monitoring instrumentation;
 - c. Service call records and complaint logs of calls received by the Enrollee;
 - d. SSO calls;
 - e. SSO records;
 - f. Steps that have been and will be taken to prevent the SSO from recurring and a schedule to implement those steps.
 - g. Work orders, work completed, and any other maintenance records from the previous 5 years which are associated with responses and investigations of system problems related to SSOs;
 - h. A list and description of complaints from customers or others from the previous 5 years; and
 - i. Documentation of performance and implementation measures for the previous 5 years.
6. If water quality samples are required by an environmental or health regulatory agency or State law, or if voluntary monitoring is conducted by the Enrollee or its agent(s), as a result of any SSO, records of monitoring information shall include:
 - a. The date, exact place, and time of sampling or measurements;
 - b. The individual(s) who performed the sampling or measurements;
 - c. The date(s) analyses were performed;
 - d. The individual(s) who performed the analyses;
 - e. The analytical technique or method used; and,
 - f. The results of such analyses.

C. Certification

1. All final reports must be certified by an authorized person as required by Provision J of the Order.
2. Registration of authorized individuals, who may certify reports, will be in accordance with the CIWQS' protocols for reporting.

Monitoring and Reporting Program No. 2006-0003 will become effective on the date of adoption by the State Water Board. The notification requirements added by Order No. WQ 2008-0002-EXEC will become effective upon issuance by the Executive Director.

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 Board.



Jeanne Townsend
Clerk to the Board

Appendix B

Appendices for Section 6

B1 - Airport Wastewater Collection System Personnel Contact Information

B2 - Public Agency Contact Information

B3 - Vendor and Contractor Contact Information

B4- Methods for Estimating Spill Volume

B5 - Manhole Overflow Flowrate Guide

B6 - Overflow Incident Field Report Form (SSO Field Report)

B7 - Wastewater Collection System Failure Analysis Form

B8 - Warning Sign

B9 - RWQCB Sewage Spill Reporting Guidelines

B10 - RWQCB Sewage Spill Report Form

B11 - Wastewater Lift Stations / Emergency Response Plan

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Appendix VII – A: Airport Wastewater Collection System Personnel Contact Information

Updated April 2012

<i>Department/Title</i>	<i>Contact Name</i>	<i>Office Phone</i>	<i>Cell Phone</i>
<i>Airport Administration</i>			
Airport Director	Karen Ramsdell	967-7111	896-1212
Airport Operations Manager	Tracy Lincoln	967-7111	729-0901
Assistant Airport Director	Hazel Johns	967-7111	896-1797
<i>Airport Engineering</i>			
Supervising Engineer	Owen Thomas	692-6018	680-0996
Project Engineer	Leif Reynolds	692-6020	680-7976
<i>Airport Maintenance</i>			
Airport Maintenance Superintendent	Jeff McKee	692-6057	680-7424
Airport Maintenance Supervisor	Pete Concepcion	Radio M1	896-1636
Senior Airport Maintenance Worker	David Cavalli	Radio M3	
Senior Airport Maintenance Worker	Andrea Crippa	Radio M5	
Senior Airport Maintenance Worker	Matt Donahue	Radio M14	
Senior Airport Maintenance Worker	Paul Rodriguez	Radio M4	
Airport Maintenance Worker II	Alberto Cuevas	Radio M8	
Airport Maintenance Worker II	Brian Reed	Radio M11	
Airport Maintenance Worker II	John Scott	Radio M9	
<i>Airport Patrol</i>			
Airport Patrol Supervisor	Fernando Reynoso	692-6041	896-1655
Security Operations Center (24 hrs)		681-4803	

* Staff's personal contact information is considered confidential and is maintained by the Airport for use in emergency situations.

Appendix VII – B: Public Agency Contact Information

<i>Agency</i>	<i>Phone</i>
California Department of Fish and Game	(805) 684-6281 (858) 467-4201 (San Diego office)
California Department of Transportation - Caltrans	(805) 568-1250
California Highway Patrol	(805) 967-1234
California Regional Water Quality Control Board	(805) 549-3147
California State Office of Emergency Services	(800) 852-7550 or (916) 262-1621
City of Goleta	(805) 961-7500 (During regular business hours)
City of Santa Barbara Airport – Security Operations Center	(805) 681-4803
NRC – National Response Center (for oil or chemical spills)	(800) 424-8802
Santa Barbara County Emergency Operations Center County Dispatch	(805) 696-9552 911 or (805) 683-2724
Santa Barbara County Environmental Services Department	(805) 681-4900
Santa Barbara County Flood Control	(805) 568-3440
United States Coast Guard	(805) 962-7430

Appendix VII – C: Vendor and Contractor Contact Information

Vendor/Agency	Contact Name	Address	Phone Number(s)	Service
F & F Industries	Dick Fiedler	2533 N Fair Oaks Ave Altadena, CA 91001	Office: (626) 791-9441 Fax: (626) 791-9448	Pumps for Breamar, La Colina, Via Lucero
Flow Systems Inc.	Rick Jesmok	3010 Floyd St Burbank, CA	Office: (818) 562-5282 Pager: (818) 526-9216 Cell: (818) 634-7001	Pumps for El Camino Del La Luz, Skolfield
Liquid Handling Systems	Roger Anthony		Office: (714) 558-2500 Fax: (714) 558-2520	Pumps for Tallant Rd.
Oil Field Electric	Jim	1801 N. Ventura Ave Ventura, CA 93001	Office: (805) 648-3131	For All Pumps in the System
Electric Parts Center	Scott	6150 Botello Rd, Unit A Santa Barbara, CA	Office: (805) 967-9392 Fax: (805) 967-2460	Spare Electrical Parts
Quinn Company		801 Del Norte Blvd. Oxnard, CA 93030	Office: (805) 485-2171 Fax: (805) 983-1643	Generators
Ventura Pipe And Supply		1334 Callens Rd. Ventura, CA 93003	Office: (805) 658-0839 Fax: (805) 658-6784	
Jim Klippel Repair		424 Laguna St. Santa Barbara, CA 93101	Office: (805) 963-0020	
Milpas Rental		6 N. Milpas Santa Barbara, CA	Office: (805) 963-1987	
Hertz Equipment Rental		3650 Market St. Ventura, CA 93003	Office: (805) 658-9100	
Coastline Equipment Rental		1930 E. Lockwood St. Oxnard, CA 93031	Office: (805) 485-2106 Fax: 485-7963	
Donovan Electric		P.O. Box 20310 315 Bath St. Santa Barbara, CA 93120	Office: (805) 963-1885 Cell: (805) 331-2787 Fax: (805) 962-4534	
Taft Electric		P.O. Box 3416 Ventura, CA 93006	Office: (805) 642-0121	
Tierra Construction		5484 Overpass Rd. Santa Barbara, CA	Office: (805) 964-8747	General Engineering Contractor
Godwin Pumps	Jason Mason	5041 Ridgelea Ave Buena Park, CA 90621	Office: (714) 521-2256 Fax: (714) 521-2672 Cell: (714) 267-1760	Emergency 6" Pumper
Lash Construction		721 Carpinteria Santa Barbara, CA	Office: (805) 963-3553	General Engineering Contractor
Granite Construction		5335 Debbie Ln Santa Barbara, CA	Office: (805) 964-9951	General Engineering Contractor
Marborg Industries		136 N. Quarantina Santa Barbara, CA	Office: (805) 963-1852	Vacuum Tanker
Rain For Rent			Office: (805) 399-9124	Bypass Pump Equipment
Martin Susco Pipe and Supply			Office: (805) 983-6255	
Ferguson Pipe and Supply		4374 Transport St. Ventura, CA 93003	Office: (805) 644-8871	
Stewarts' Deroooting			Office: (805) 965-8813	Hydro-Vactor
County Sanitation Company		P.O. Box 576 Summerland, CA	Office: (805) 682-3568	Vacuum Tanker
Goleta Sanitary District			Office: (805) 967-4519	Hydro-Vactor
Goleta West Sanitary District			Office: (805) 968-2617	Hydro-Vactor
Montecito Sanitary District			Office: (805) 969-4200	Hydro-Vactor
Carpinteria Sanitary District			Office: (805) 684-7214	Hydro-Vactor

Appendix VII – D: Methods for Estimating Spill Volume

A variety of approaches exist for estimating the volume of a sanitary sewer spill. This appendix documents the three methods that are most often employed. The person preparing the estimate should use the method most appropriate to the sewer overflow in question and use the best information available.

Method 1 Eyeball Estimate

The volume of small spills can be estimated using an “eyeball estimate”. To use this method imagine the amount of water that would spill from a bucket or a barrel. A bucket contains 5 gallons and a barrel contains 50 gallons. If the spill is larger than 50 gallons, try to break the standing water into barrels and then multiply by 50 gallons. This method is useful for contained spills up to approximately 200 gallons.

Method 2 Measured Volume

The volume of most small spills that have been contained can be estimated using this method. The shape, dimensions, and the depth of the contained wastewater are needed. The shape and dimensions are used to calculate the area of the spills and the depth is used to calculate the volume.

Step 1 Sketch the shape of the contained sewage (see Figure VII-D-1).

Step 2 Measure or pace off the dimensions.

Step 3 Measure the depth at several locations and select an average.

Step 4 Convert the dimensions, including depth, to feet.

Step 5 Calculate the area in square feet using the following formulas:

Rectangle: Area = length (feet) x width (feet)

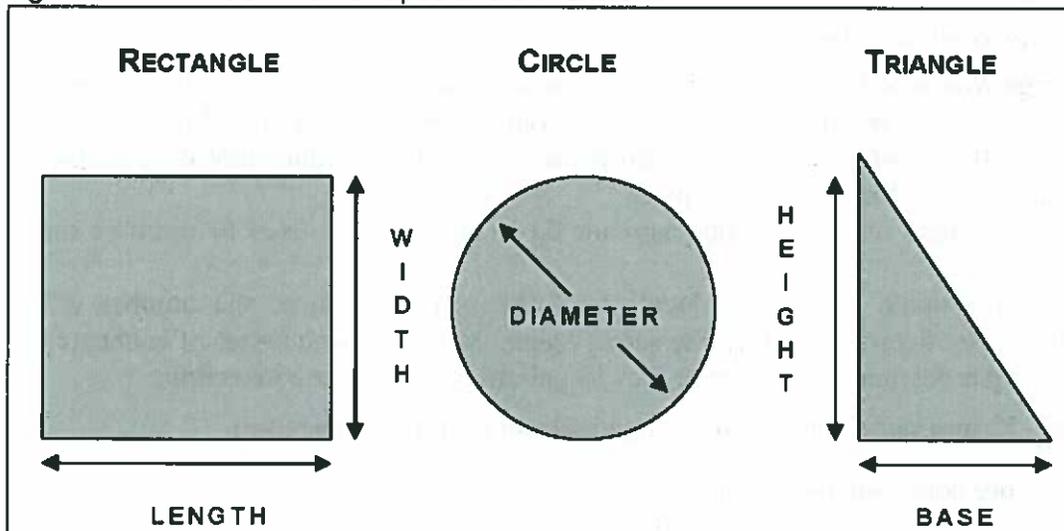
Circle: Area = radius (feet) x radius (feet) x 3.14

Triangle: Area = base (feet) x height (feet) x 0.5

Step 6 Multiply the area (square feet) times the depth (in feet) to obtain the volume in cubic feet.

Step 7 Multiply the volume in cubic feet by 7.5 to convert it to gallons

Figure VII-D-1: Common Shapes and Dimensions



Method 3 Duration and Flowrate

Calculating the volume of larger spills, where it is difficult or impossible to measure the area and depth, requires a different approach. In this method, the separate estimates are made of the duration of the spill and the flowrate. The methods of estimating duration and flowrate are:

Duration: The duration is the elapsed time from the time the spill started to the time that the flow was restored.

Start time: The start time is sometimes difficult to establish. Here are some approaches:

- Local residents can be used to establish start time. Inquire as to their observations. Spills that occur in rights-of-way are usually observed and reported promptly. Spills that occur out of the public view can go on longer. Sometimes observations like odors or sounds (e.g. water running in a normally dry creek bed) can be used to estimate the start time.
- Changes in flow on a downstream flowmeter can be used to establish the start time. Typically the daily flow peaks are "cut off" or flattened by the loss of flow. This can be identified by comparing hourly flow data during the spill event with flow data from prior days.
- Conditions at the spill site change over time. Initially there will be limited deposits of toilet paper and other sewage solids. After a few days to a week, the sewage solids form a light-colored residue. After a few weeks to a month, the sewage solids turn dark. The quantity of toilet paper and other materials of sewage origin increase over time. These observations can be used to estimate the start time in the absence of other information. Taking photographs to document the observations can be helpful if questions arise later in the process.
- It is important to remember that spills may not be continuous. Blockages are not usually complete (some flow continues). In this case the spill would occur during the peak flow periods (typically 10:00 to 12:00 and 13:00 to 16:00 each day). Spills that occur due to peak flows in excess of capacity will occur only during, and for a short period after, heavy rainfall.

End time: The end time is usually much easier to establish. Field crews on-site observe the "blow down" that occurs when the blockage has been removed. The "blow down" can also be observed in downstream flowmeters.

Flow Rate: The flowrate is the average flow that left the sewer system during the time of the spill. There are three common ways to estimate the flowrate:

- The San Diego Manhole Flowrate Chart: This chart, included as Appendix VII – E, shows sewage flowing from manhole covers at a variety of flowrates. The observations of the field crew can be used to select the appropriate flowrate from the chart. If possible, photographs are useful in documenting basis for the flowrate estimate.
- Flowmeter: Changes in flows in downstream flowmeters can be used to estimate the flowrate during the spill.
- Counting Connections: Once the location of the spill is known, the number of upstream connections can be determined from the sewer maps. Multiply the number of connections by 200 to 250 gallons per day per connection or 8 to 10 gallons per hour per connection.

For example: 22 upstream connections x 9 gallons per hour per connection

= 198 gallons per hour / 60 minutes per hour

= 3.3 gallons per minute

Spill Volume: Once duration and flowrate have been estimated, the volume of the spill is the product of the duration in hours or days and the flowrate in gallons per hour or gallons per day.

For example:

Spill start time = 11:00

Spill end time = 14:00

Spill duration = 3 hours

3.3 gallons per minute X 3 hours X 60 minutes per hour

= 594 gallons

Appendix VII – E: Manhole Overflow Flowrate Guide



City of San Diego
Wastewater Department

Reference Sheet for Estimating Sewer Spills
from Overflowing Sewer Manholes
All estimates are calculated in gallons per minute (gpm)



Wastewater Collection Division
(619) 554-1100



1 gpm



25 gpm



50 gpm



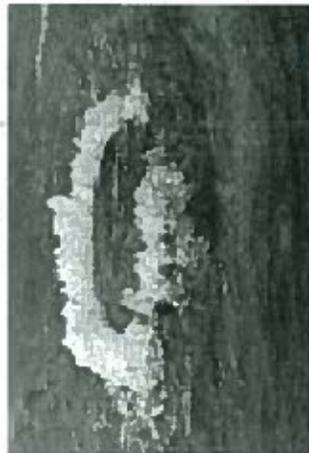
100 gpm



150 gpm



200 gpm



250 gpm



300 gpm



375 gpm

All photographs taken by a department using marked water from a bucket. The location of the bucket and photos were kept secret.

Appendix VII – F: Overflow Incident Field Report Form (SSO Field Report)

SSO TIME/CONDITIONS

SSO Reported to City:*

Date: ____/____/____ (mm/dd/yy) Time: _____ (24 hour)

SSO Estimated Start Date/Time:*

Date: ____/____/____ (mm/dd/yy) Time: _____ (24 hour)

SSO Duration:* _____ (decimal hours)

SSO Ended:* Date: ____/____/____ (mm/dd/yy) Time: _____ (24 hour)

Weather condition at time of spill:

- ~ Sunny Weather
- ~ Cloudy Weather
- ~ Rainy Weather
- ~ Rain for Several Days

Reported to City by:

Name: _____

Address: _____ City: _____

Phone: _____

This form is being completed by:

Name: _____ Date: ____/____/____

SSO DESCRIPTION

Estimated volume spilled:* _____ (gallons)

Estimated overflow flow rate:* _____ (gallons per minute)

Method used to Estimate:

- ~ Eyeball Estimate
- ~ Measured Volume
- ~ Duration and Flowrate
- ~ Other _____

Overflow volume recovered:* _____ (gallons)

Overflow volume released: * _____ (gallons)

Spill risk magnitude:

~ \geq 1,000 gallons or SSO entered waters of the State or occurred where public contact is likely

~ Under 1,000 gallons (not in sensitive area)

SSO Source:*

- ~ Manhole
- ~ Pipe
- ~ Clean Out
- ~ Private Lateral
- ~ Lift Station (name) _____
- ~ Other _____

Final spill destination: *

- ~ Storm Drain
- ~ Captured in Storm Drain
- ~ Building Structure
- ~ Yard/Land
- ~ Street/Curb & Gutter
- ~ Surface Water Impact
- ~ Ground Water Impact
- ~ No Water Involved
- ~ Unknown

Volume of SSO recovered/contained:* _____ (gallons)

Did incident reach waters of the State?* ~ Yes ~ No

Volume of SSO discharged to waters of the State:* _____ (gallons)

Waters of the State details: _____

Any fish killed?* ~ Yes ~ No

SSO LOCATION

Street address/Site:* _____

Cross Street: _____

City:* _____ County:* Santa Barbara ZIP Code:* _____

Longitude: _____ (Decimal Degrees)

Latitude: _____ (Decimal Degrees)

CAUSE OF SSO**Spill Cause:**

- ~ Blockage
- ~ Infrastructure Failure
- ~ Inflow Infiltration
- ~ Electrical Power Failure
- ~ Flow Capacity Deficiency
- ~ Natural Disaster
- ~ Bypass
- ~ Other _____

If spill caused by Blockage, please specify all that apply:

- ~ Roots
- ~ Grease
- ~ Debris
- ~ Debris from Laterals
- ~ Vandalism
- ~ Construction Debris

~ Other _____

If spill caused by Infrastructure Failure, please specify all that apply:

- ~ Breakage of collection system
- ~ Damage to collection system
- ~ Leaks to collection system
- ~ Pump station failure
- ~ Other _____

If the facility was a manhole, pipe, or cleanout, complete the following:

	<i>Number</i>	<i>GPS Coordinates</i>
Overflowing MH #:	_____	_____
Upstream MH #:	_____	_____
Downstream MH #:	_____	_____
Cleanout #:	_____	_____
Pipe size (inches):	_____	_____
Pipe material:	_____	_____
Easement main:	~ Yes ~ No	
Private lateral:	~ Yes ~ No	

INCIDENT RESPONSE*Was caller contacted?* ~ Yes ~ No*Were photos taken?* ~ Digital ~ Film ~ None*Visual inspection result of receiving water:* * _____*Were response/corrective actions taken?* * ~ Yes ~ No*Were clean-up actions taken?* * ~ Yes ~ No*Were disinfection actions taken?* * ~ Yes ~ No

Disinfection details: _____

Were samples collected? * ~ Yes ~ No*Any on-going investigation?* * ~ Yes ~ No

If Yes, Please specify expected completion date: ____/____/____ (MM/DD/YYYY)

Status: ~ Open Active

~ Open Enforcement

~ Closed

Any sampling result reported on the SSO? * ~ Yes ~ No

If Yes, who took the samples? _____

Sampling results: _____

Were health warning posted? ~ Yes ~ No

Number and location of signs posted: _____

Number of barricades placed: _____

Number of days posted: _____

Any beach closure? * ~ Yes ~ No

Beach closure details: _____

NOTIFICATION*Name of person making notifications:* * _____

OES OES Control Number* _____

Date: ____/____/____ (mm/dd/yy) Time: _____ (24 hour)

OES Staff Contacted: _____ (person's name)

RWQCB Date: ____/____/____ (mm/dd/yy) Time: _____ (24 hour)*Co Health* Date: ____/____/____ (mm/dd/yy) Time: _____ (24 hour)

Others notified (specify): _____

FURTHER INFORMATION

SSO brief discussion: _____

Detailed description of cause: _____

Detailed description of actions taken: _____

List all personnel responding to spill: _____

Additional Comments: _____

Sketch/Map of spill area:

Appendix VII – G: Wastewater Collection System Failure Analysis Form

Incident Report Form # _____ Prepared By: _____

SSO/Backup Information:

Event Date: _____ Event Time: _____

Address: _____

Volume Spilled: _____ gallons Volume Recovered: _____ gallons

Cause: _____

Historical Data Reviewed: By: _____ Date: _____

Summary of Historical SSOs/Backups/Other Problems:

Date	Cause	Date Last Cleaned	Crew

Summary of CCTV Information:

CCTV Inspection Date: _____

CCTV Tape Reviewed by: _____

Review Date: _____

Observations: _____

Recommendations:

No changes or repairs required

Maintenance equipment

Mechanical Rodder

Hydrojetter Root Cutter

Hydrojetter Chain Tip

Hydrojetter Maintenance Nozzle

Add to 2 X Priority List

Add to 3 X Priority List

Repair (Location and Type _____)

Add to Capital Improvement Rehabilitation/Replacement List

Comments:

Supervisor Review _____

Operations Manager Review _____

Appendix VII – H: Warning Sign

City of Santa Barbara
Public Works Department

CAUTION

PUBLIC HEALTH NOTICE

As a result of Sewer Discharge, this immediate area may contain bacteria that may be harmful to your health.

AVOID CONTACT!

This notice is issued pursuant to the California Health and Safety Code, in cooperation with the Santa Barbara County Environmental Health Services and the California Regional Water Quality Control Board.

This Notice is to remain posted for 72 hours.

For information, call:
City of Santa Barbara
Public Works Department
Water Resources Division
(805) 564-5413



Posted: _____ Time: _____

By: _____

Appendix VII – I: RWQCB Sewage Spill Reporting Guidelines



Ferry Tamminen
Secretary for
Environmental
Protection

California Regional Water Quality Control Board Central Coast Region

Internet Address: <http://www.swrcb.ca.gov/rwqcb3>
895 Aerovista Place, Suite 101, San Luis Obispo, California 93401
Phone (805) 549-3147 • FAX (805) 543-0397



Arnold
Schwarzenegger
Governor

September 16, 2004

To Wastewater Collection System Owners or Operators¹:

RE: SEWAGE SPILL REPORTING GUIDANCE

Many of you have recently asked when, where, and how to properly report sewage spills² from your wastewater collection systems. This document is meant to answer those questions. Recent additions to the California Water Code³ will likely result in changes to how sewage spills must be reported. We intend to provide you with updated guidance as those changes are implemented. Should you ever have questions regarding sewage spill reporting, please feel free to contact us any time.

Reporting to the Regional Water Quality Control Board

Oral Notification

Sewage spills greater than 1,000 gallons, all sewage spills that enter waters of the state⁴, and spills that occur where public contact is likely, regardless of the size, must be reported to the California Regional Water Quality Control Board, Central Coast Region (Regional Board) by telephone at (805) 549-3147 as soon as notification is possible and can be provided without substantially impeding cleanup or other emergency measures, and no later than 24 hours from the time that you have knowledge of the spill.

Unless fully contained, sewage spills to storm drains tributary to waters of the State shall be reported as discharges to waters of the state.

Written Report

In addition to oral notification, a written report must be submitted to the Regional Board, 895 Aerovista Place, Suite 101, San Luis Obispo, California, 93401, within five days of the spill, and must include all information required by the current Sewage Spill Report Form (see attached), or equivalent, as approved by the Regional Board Executive Officer. Attachments to the report should be used as appropriate, and incidents requiring more time than the five-day period must be followed by periodic written status reports until issue closure. Photographs taken during the sewage spill incident and cleanup should be submitted in hard copy and electronic format.

¹ "Collection System Owner or Operator" means the public or private entity having legal authority over the operation and maintenance of, or capital improvements to, the wastewater collection system.

² Sewage spills are also commonly referred to as "Sanitary Sewer Overflows," or "SSOs."

³ See California Water Code Section 13193, which requires the State Water Resources Control Board to develop a uniform sewer spill report form and a sanitary sewer system overflow database "on or before January 1 of a year in which the Legislature has appropriated sufficient funds."

⁴ "Waters of the state" means any surface water or groundwater, including saline waters, within the boundaries of the state.



Spills less than 1,000 gallons that do not enter waters of the state or do not occur where public contact is likely must be reported to the Regional Board in writing within 30 days, preferably with the next monthly monitoring report. Such reports shall include a tabular summary of all such spills, including at a minimum: date, time, and approximate duration of the spill; an approximate volume of the spill; location of the spill; whether the spill discharged to surface waters (including conveyances thereto) or land; a description of the response or corrective action taken; and the number of spills at the location in the last three years. A complete Sewage Spill Report Form for each spill may be submitted in lieu of the tabular summary.

Sampling

All sewage spills to surface waters must be sampled to determine impacts to surface waters and ensure adequate cleanup. Spills to ocean waters shall be sampled at a minimum for Total Coliform Organisms, Fecal Coliform Organisms and Enterococcus. Spills to fresh waters shall be sampled at minimum for Fecal Coliform Organisms. Sampling shall be conducted in the affected receiving water body upstream, at, and downstream of the spill's point of entry, and as necessary to characterize the spill's impact and to ensure adequate cleanup. Sampling data shall be submitted to the Regional Board with the next required monitoring report.

Annual Report

An annual report shall be submitted by January 30 of each year, which includes a summary of all spills between January 1 and December 31 of the previous year. The summary should include the following information for each spill:

- a. Information requested in the Sewage Spill Report Form;
- b. How the spill volume was estimated and/or calculated;
- c. Photograph(s) of spill, if taken;
- d. Where the spill entered any storm drain inlet or surface waters;
- e. Steps taken or planned to reduce, eliminate, and prevent recurrence, and a schedule of major milestones for those steps;
- f. Steps taken or planned to mitigate the impact(s) of the spill, and a schedule of major milestones for those steps;
- g. Any additional correspondence and follow-up reports, as necessary, to supplement the Sewage Spill Report Form and to provide detailed information on cause, response, adverse effects, corrective actions, preventative measures, or other information.

The annual summary shall include detailed evaluations of repetitive or chronically occurring circumstances, such as problematic collection system areas or common spill causes, and the corrective actions taken to address such systematic problems.

If no sewage spills occurred in the last calendar year, a statement certifying that no sewage spills occurred may be submitted in lieu of the annual summary.



Reporting to the Governor's Office of Emergency Services

California Water Code Section 13271 requires any person, without regard to intent or negligence, who causes or permits 1,000 gallons or more of sewage to be discharged or deposited in or on any waters of the state, or discharged or deposited where it is, or probably will be, discharged in or on any waters of the state, shall, as soon as (1) that person has knowledge of the discharge, (2) notification is possible, and (3) notification can be provided without substantially impeding cleanup or other emergency measures, immediately notify the Governor's Office of Emergency Services (OES).

To report sewage spills of 1,000 gallons or more to OES, orally notify the OES Warning Center at: (800) 852-7550, or (916) 845-8911.

OES will immediately notify the appropriate local health officer and administrator of environmental health of the discharge. Upon receiving notification of the discharge, the local health officer and administrator of environmental health will determine whether notification of the public is required to safeguard public health and safety. If so, the local health officer and administrator of environmental health will immediately notify the public of the discharge by posting notices or other appropriate means.

The following fax number should be used *for follow-up information only*: (916) 262-1677. OES reporting requirements for sewage releases and hazardous materials can be located on the OES Website @ www.oes.ca.gov in the California Hazardous Material Spill/Release Notification Guidance. The OES Hazardous Materials Unit staff is available for questions at (916) 845-8741.

OES Reporting Exceptions: Notification to OES of an unauthorized discharge of sewage is not required if: 1) the discharge to state waters is a result of a cleanup or emergency response by a public agency; 2) the discharge occurs on land only and does not affect state waters; or 3) the discharge is in compliance with applicable waste discharge requirements. These exceptions apply only to your responsibility to report to OES, and do not alter the Regional Board's reporting policies or waste discharge requirements.

S:\NPDES\ NPDES Program\Sewage Spill Reporting Guidance 2004.doc



Appendix VII – J: RWQCB Sewage Spill Report Form

From RWQCB Central Coast website September 2005 (www.waterboards.ca.gov/centralcoast/)

Note: For spills over 1,000 gallons, get an OES Control Number before contacting the RWQCB.

California Regional Water Quality Control Board, Central Coast Region SEWAGE SPILL REPORT

Reporting Party				Phone		
Address				City		
Discharger				Phone		
Date Of Overflow			Time Overflow Began			Time Overflow Stopped
Overflow Location (street address or lat & long)						
Volume Of Overflow (Gallons)			Path Of Overflow			
Waterbody/Bodies Affected						
Cause Of Overflow (grease, roots, vandalism, pump station failure, etc.)						
Action Taken To Stop Overflow						
Time Cleanup Began				Time Cleanup Complete		
Discussion Of Cleanup						
Were Public Health Warnings Posted, And If So, Where?				Number Of Overflows In Same Location In Last Three Years		
Discussion Of Measures Taken To Prevent Overflows At This Location						
Agencies Notified (Please Check)	County Health	Office of Emergency Services	Fish and Game	County Board Of Supervisors	Other (List)	
SIGNATURE				DATE		

Appendix VII – K: Wastewater Lift Stations / Emergency Response Plan

V E R N O N

W A S H I N G T O N

W A S H I N G T O N

W A S H I N G T O N

W A S H I N G T O N

11

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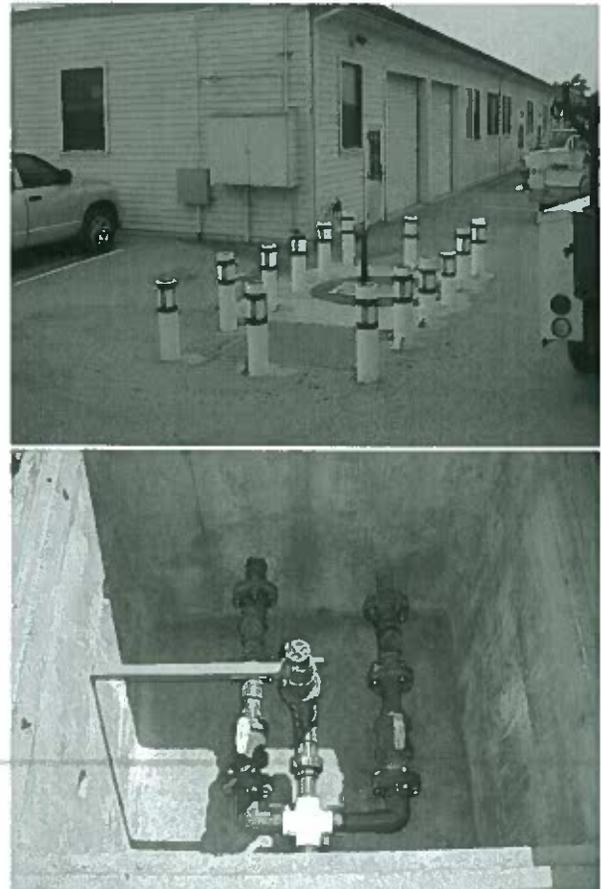
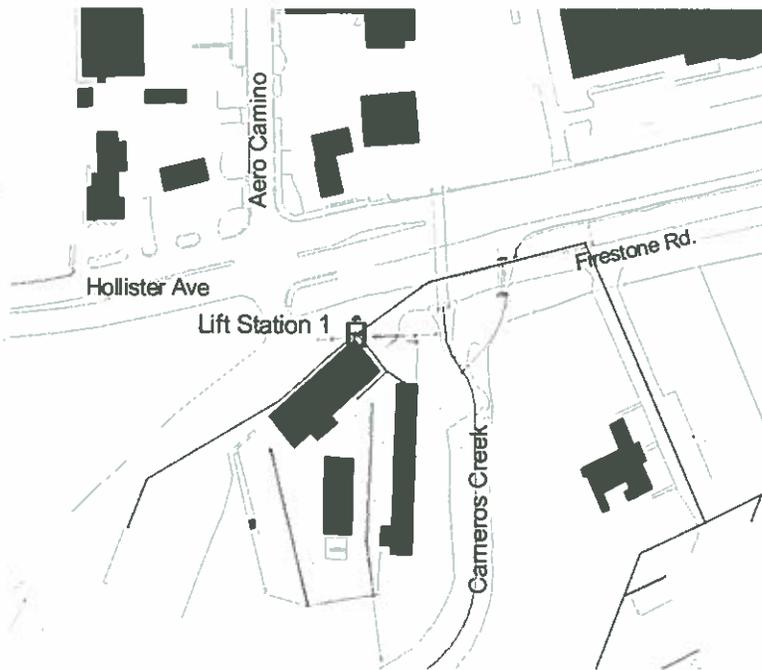
18

19

20

Lift Station 1 – Airport Maintenance Yard

Location:	1699 Firestone Road (Building 306)		
Date of construction:	1992		
Number of lots served:	2 – Maintenance Yard and Building 345		
Type of station:	Submersible grinder pump		
Pump make:	Aurora/Hydromatic		
Pump size:	2"		
Number of Pumps:	2		
Flow rate:	90 GPM		
Motor:	Make: Aurora	Size: 3 HP	
Wet well:	Size: H 10' x DIA 4'	Volume: 940 GALS	
Average Inflow:	Rate: Very low	Date/Time:	
Detention time:			
Station Control:	Duplex "Q" Control, Floats, Tank Alert II Plus alarm		
Emergency generator:	Make: Power Gard	Size: 40kW	
Fuel consumption:	Capacity:	Run Time:	
Emergency pump bypass:	Yes		
Water way effected by failure:	Cameronos Creek		
Force main:	Type: 2" pvc	Length: 400'	Year: 1992



Emergency Operating Procedures

**Observe all safety requirements: lock out/tag out, PPE, confined space entry, etc.

1. Make sure pumps are on and that they have power. If no power, supply with emergency generator that is already in place.
2. If water continues rising, call for outside contractors to be on standby; pumping service, GSD (see note), etc.
3. Attempt to use by-pass procedure with auxiliary pump.

By-pass procedure:

- a. Turn power OFF to pumps #1 and #2.
 - b. Install auxiliary pump at by-pass location, then open by-pass valve.
 - c. Check for flow at end of forced main
 - d. Important: Be sure to secure lids, at by-pass location, to bollards to prevent lids from falling or remove to safe location. A chain is recommended for securing purposes.
4. If by-pass procedure fails to control water levels, notify contractor to pump down wet well and transport to Goleta Sanitary District for disposal.
 5. If pumping is required, notify GSD for disposal.
 6. If overflow is eminent, create a sand bag containment/dam or seal inlets dam to prevent wastewater from entering catch basins located to the east and west of the lift station location.

Note:

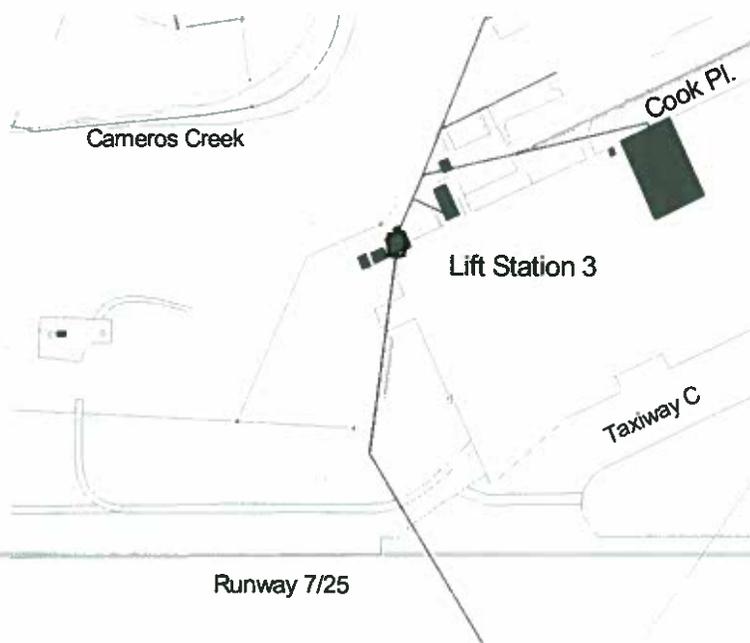
Contact GSD (Goleta Sanitary Dist.) for disposal of liquid during normal and after hours. You will need 4 digit gate code for access to GSD after hours.

Equipment needed:

1. 2" gas pump
2. 3-2" pump hoses

Lift Station 3 – U.S. Forest Service Ramp

Location:	1601 Cook Pl (Building 319)		
Date of construction:	1988		
Number of lots served:	All Airport property north and east of lift station		
Type of station:	Centrifugal pump lift station		
Pump make:	Fairbanks-Morse		
Pump size:	4"		
Number of Pumps:	2		
Flow rate:	450 GPM		
Motor:	Make: U.S. Motor	Size: 7.5 hp	
	Size: H 14' x DIA 20'		
Wet well:	(half cylinder only)	Volume: 16,450 gal	
Average Inflow:	Rate:	Date/Time:	
Detention time:			
Station Control:	Bubbler control, Float, Tank Alert II Plus alarm		
Emergency generator:	Make: Power Gard	Size: 40kW	
Fuel consumption:	Capacity:	Run Time:	
Emergency pump bypass:	Yes		
Water way effected by failure:	Carneros Creek		
Force main: Yes	Type: 8"	Length: 6,985'	Year: 1988



Emergency Operating Procedures

**Observe all safety requirements: lock out/tag out, PPE, confined space entry, etc.

1. Make sure pumps are on and that they have power. If no power, supply with emergency generator.
2. If pumps are operating, verify flow by visually observing conditions the end of the forced main in manhole #MH-Y08-007 (block book pg. Y08). If no flow is observed make sure pumps are not cavitating by bleeding air from Pump Air Valves #1 and/or #2. Pumps normally operate at 13lbs. +/- pressure.
3. If water continues to rise in wet well, contact outside contractors to be on standby for pump service.
4. Implement by-pass procedure using auxiliary pump.
 - a. Turn off power to pumps #1 and #2
 - b. Install auxiliary pump at by-pass location, then open by-pass valve. (see photo above)
 - c. Check for flow at manhole used in step 2 above.
5. If by-pass procedure fails to control water levels, notify contractor to pump down wet well and transport to Goleta Sanitary District for disposal.
6. If overflow is eminent, take measures to contain the overflow and prevent wastewater from entering storm drains and surface waters. These measures may include sand bag containment/dam or sealing inlets.

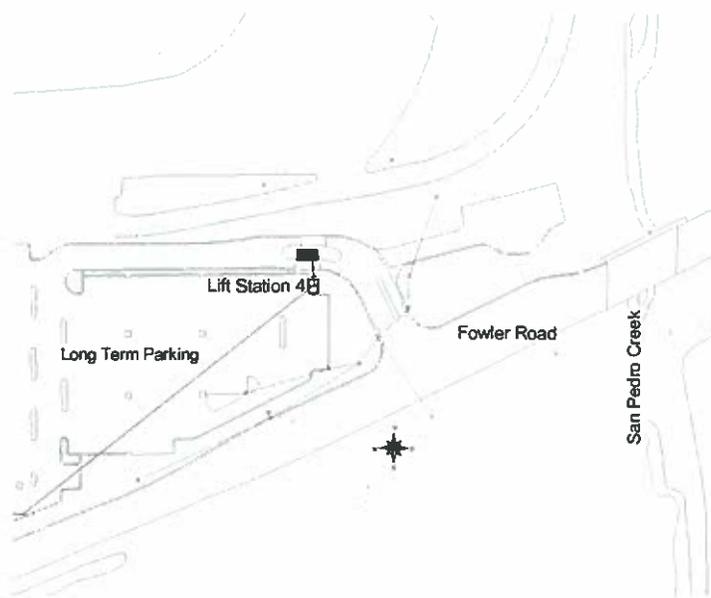
Equipment needed:

1. Portable generator
2. 3" pump
3. 3 – 3" pump hoses
4. 3" tank straw
5. By-pass valve key

Note: Contact Goleta Sanitary District for disposal of wastewater. Four digit gate code is required for after hours access.

Lift Station 4 – Airport Long Term Parking Kiosk

Location:	500 Fowler Road (Building 128)		
Date of construction:	1994		
Number of lots served:	1 – Long term parking kiosk only		
Type of station:	Submersible grinder pump		
Pump make:	Myers		
Pump size:	2"		
Number of Pumps:	1		
Flow rate:	18 GPM		
Motor:	Make:	Size:	
Wet well:	Size: H 5' x DIA 2'	Volume: 117 gal	
Average Inflow:	Rate: Extremely low	Date/Time:	
Detention time:			
Station Control:	Float, Tank Alert II Plus alarm		
Emergency generator:	Make: Portable	Size:	
Fuel consumption:	Capacity:	Run Time:	
Emergency pump bypass:	No		
Water way effected by failure:	San Pedro Creek		
Force main:	Type: 2" pvc	Length: 1,200'	Year: 1994



Emergency Operating Procedures

**Observe all safety requirements: lock out/tag out, PPE, confined space entry, etc.

7. Make sure pumps are on and that they have power. If no power, supply with emergency generator that is already in place.
8. If pumps still do not work, call electrical contractor and/or pumping service to be on standby or call out as there is NO by-pass feature at this location.
9. If overflow is eminent, take measures to contain the overflow and prevent wastewater from entering the storm drain inlet located to the south of the lift station in the landscaped area. These measures may include sand bag containment/dam or sealing the inlet.
10. If pumping is required, notify GSD to arrange for disposal of wastewater.

Note: Contact Goleta Sanitary District for disposal of wastewater. Four digit gate code is required for after hours access.

Appendix C

Cartegraph Work Order Tracking System

AP - Work Orders Details for a Single WO

Filter (WO Number is equal to "AP-1822-06")
 Working Set Filter (Division is equal to "Airport")
 Sort Type
 Group By WO Number

AP - Work Orders Details for a Single WO

WO Number AP-1822-06

Type Preventive Maintenance	Open Date	7/10/2006
Cost Center Facilities Maintenance	Due Date	7/14/2006
Asset ID Lift Stations	Complete Date	7/14/2006
Issue Sewer - AP	Total Cost	\$112.00
Activity Inspect - AP	Notes	

Details INSPECT AND CLEAN ALL LIFT STATIONS CHECK FOR PROPER OPERATION AND MAKE NOTES OF PROBLEMS FOR FUTURE WORK ORDERS

Labor - Actual

Start Date	ID	Activity	Total Hours	Cost
7/10/2006	Rodriguez, Paul	inspect - AP	1.00	\$56.00
7/12/2006	Rodriguez, Paul	Inspect - AP	0.50	\$28.00
7/14/2006	Rodriguez, Paul	Inspect - AP	0.50	\$28.00
Entry Count: 3				\$112.00

Vendor Log

Start Date	Invoice	Vendor	Cost
Entry Count: 0			\$0.00

