

AGENDA

Covid-19 Meeting Notice

To address concerns relating to COVID-19 and to comply with the prohibitions on gatherings under Santa Barbara County Health Officer Order No. 2020-12.14, this meeting will be held by remote video conferencing without a physical meeting location, as authorized by Governor Newsom's Executive Order N-29-20.

Members of the public who wish to observe the meeting and/or offer public comment by video conferencing should contact the District at least 4 hours before the meeting at (805) 967-4519 or RMangus@GoletaSanitary.org to obtain the meeting ID and passcode.

Members of the public with disabilities who wish to request a reasonable modification or accommodation to observe the meeting and/or offer public comment should contact the District at least 8 hours before the meeting at the foregoing telephone number or email address for instructions on how to access the meeting.

A G E N D A
SPECIAL MEETING OF THE GOVERNING BOARD
OF THE GOLETA SANITARY DISTRICT
A PUBLIC AGENCY

One William Moffett Place
Goleta, California 93117

January 20, 2021

CALL TO ORDER: 2:00 p.m.

ROLL CALL OF MEMBERS

BOARD MEMBERS: Jerry D. Smith
Steven T. Majoewsky
George W. Emerson
Sharon Rose
Edward Fuller

CONSIDERATION OF THE MINUTES OF THE BOARD MEETING

The Board will consider approval of the Minutes of the Regular Meeting of January 4, 2021.

PUBLIC COMMENTS - Members of the public may address the Board on items within the jurisdiction of the Board.

POSTING OF AGENDA – The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District’s web site 24 hours in advance of the meeting.

BUSINESS:

1. CONSIDERATION AND ACTION REGARDING GOLETA SANITARY DISTRICT STANDING COMMITTEES AND APPOINTMENT OF GOVERNING BOARD MEMBERS TO SERVE ON DISTRICT STANDING COMMITTEES
(Board may take action on this item.)
2. CONSIDERATION AND ADOPTION OF RESOLUTION NO. 21-659 APPROVING REVISED SEWER SYSTEM MANAGEMENT PLAN
(Board may take action on this item.)
3. CONSIDERATION OF APPROVAL OF RESOLUTION NO. 21-660 ADOPTING FINDINGS, APPROVING PRELIMINARY ENVIRONMENTAL REVIEW FORM AND AUTHORIZING PREPARATION AND FILING OF NOTICE OF EXEMPTION UNDER CEQA FOR THE ALAN SIEBENALER OUT OF AGENCY AGREEMENT
(Board may take action on this item.)

4. CONSIDERATION OF INTERIM OUT OF AGENCY WASTEWATER SERVICE AGREEMENT FOR SIEBENALER PROPERTY AT 400 N. SAN MARCOS ROAD
(Board may take action on this item.)
5. GENERAL MANAGER'S REPORT
6. LEGAL COUNSEL'S REPORT
7. COMMITTEE/DIRECTOR'S REPORTS AND APPROVAL/RATIFICATION OF DIRECTOR'S ACTIVITIES
8. PRESIDENT'S REPORT
9. ITEMS FOR FUTURE MEETINGS
10. CORRESPONDENCE
(The Board will consider correspondence received by and sent by the District since the last Board Meeting.)
11. APPROVAL OF BOARD COMPENSATION AND EXPENSES AND RATIFICATION OF CLAIMS PAID BY THE DISTRICT
(The Board will be asked to ratify claims.)

ADJOURNMENT

Any public records which are distributed less than 24 hours prior to this meeting to all, or a majority of all, of the District's Board members in connection with any agenda item (other than closed sessions) will be available for public inspection at the time of such distribution at the District's office located at One William Moffett Place, Goleta, California 93117.

Persons with a disability who require any disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the meeting are asked to contact the District's Finance & H.R. Manager at least 2 hours prior to the meeting by telephone at (805) 967-4519 or by email at info@goletasanitary.org.

MINUTES

MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
GOLETA SANITARY DISTRICT
A PUBLIC AGENCY
DISTRICT OFFICE CONFERENCE ROOM
ONE WILLIAM MOFFETT PLACE
GOLETA, CALIFORNIA 93117

January 4, 2021

CALL TO ORDER: President Rose called the meeting to order at 6:33 p.m.

BOARD MEMBERS PRESENT: Sharon Rose, Jerry D. Smith, Steven T. Majoewsky, George W. Emerson, Edward Fuller

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Steve Wagner, General Manager/District Engineer, Rob Mangus, Finance and Human Resources Manager/Board Secretary and Richard Battles, Legal Counsel from Howell Moore & Gough LLP.

OTHERS PRESENT: Tom Evans, Director, Goleta Water District

APPROVAL OF MINUTES: Director Majoewsky made a motion, seconded by Director Fuller, to approve the minutes of the Regular Board meeting of 12/21/20. The motion carried by the following vote:

(21/01/2156)

AYES: 5 Rose, Smith, Majoewsky
Emerson, Fuller
NOES: None
ABSENT: None
ABSTAIN: None

POSTING OF AGENDA: The agenda notice for this meeting was posted at the main gate of the Goleta Sanitary District and on the District's website 72 hours in advance of the meeting.

PUBLIC COMMENTS: None

BUSINESS:

1. **CONSIDERATION OF APPOINTMENT OF BOARD PRESIDENT AND PRESIDENT PRO TEM FOR CALENDAR YEAR 2021**
Mr. Wagner gave the staff report.

Director Fuller made a motion, seconded by Director Rose to appoint Director Smith as Board President and Director Majoewsky as Board President Pro Tem for the coming year.

The motion carried by the following vote:

(21/01/2157)

AYES:	5	Rose, Smith, Majoewsky, Emerson, Fuller
NOES:		None
ABSENT:		None
ABSTAIN:		None

2. DISCUSSION AND CONSIDERATION OF INTERIM OUT OF AGENCY SERVICE AGREEMENT FOR 400 N. SAN MARCOS ROAD

Mr. Wagner gave the staff report.

Director Majoewsky made a motion, seconded by Director Smith to direct Staff to prepare an out of agency service agreement for 400 N. San Marcos Road and return it to the Board for discussion and consideration.

The motion carried by the following vote:

(21/01/2158)

AYES:	5	Rose, Smith, Majoewsky, Emerson, Fuller
NOES:		None
ABSENT:		None
ABSTAIN:		None

3. 2020 ACTION PLAN STATUS REPORT

Mr. Wagner gave the staff report on this status update item, no Board action was taken.

4. GENERAL MANAGER'S REPORT

Mr. Wagner gave the report.

The issue of the next Regular meeting which falls on a holiday was discussed and Board consensus was to schedule a Special meeting for Wednesday, January 20, 2021 at 2:00 p.m.

5. LEGAL COUNSEL'S REPORT

Mr. Battles reported on a California Supreme Court case that involved a California Environmental Quality Act (CEQA) challenge, public records including emails, and retention policies in San Diego County.

6. COMMITTEE/DIRECTORS' REPORTS AND APPROVAL/RATIFICATION OF DIRECTORS' ACTIVITIES

Director Majoewsky – No report.

Director Smith – No report.

Director Emerson – No report.

Director Fuller – No report.

7. PRESIDENT'S REPORT

President Rose – reminded the Board of the next CSDA local chapter meeting and made a request to be compensated for attending a Special Meeting of the Goleta Water District.

Director Majoewsky made a motion, seconded by Director Fuller to approve Director Rose's request to be compensated for a Goleta Water District Special Board meeting that was not in lieu of a Regular meeting to be held Tuesday, January 5, 2021.

The motion carried by the following vote:

(21/01/2159)

AYES:	5	Rose, Smith, Majoewsky, Emerson, Fuller
NOES:		None
ABSENT:		None
ABSTAIN:		None

8. ITEMS FOR FUTURE MEETINGS

No Board action was taken to return with an item.

9. CORRESPONDENCE

The Board reviewed and discussed the list of correspondence to and from the District in the agenda.

10. APPROVAL OF BOARD COMPENSATION AND EXPENSES AND RATIFICATION OF CLAIMS PAID BY THE DISTRICT

Director Smith made a motion, seconded by Director Majoewsky, to ratify and approve the claims, for the period 12/21/20 to 01/04/2021 as follows:

Running Expense Fund #4640	\$ 225,334.37
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Depreciation Replacement Reserve Fund #4655	\$	294.00
Retiree Health Insurance Sinking Fund #4660	\$	8,130.78

The motion carried by the following vote:

(21/01/2160)

AYES:	5	Rose, Smith, Majoewsky, Emerson, Fuller
NOES:		None
ABSENT:		None
ABSTAIN:		None

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:33 p.m.

Sharon Rose
Governing Board President

Robert O. Mangus, Jr.
Governing Board Secretary

Jerry D. Smith

Steven T. Majoewsky

George W. Emerson

Edward Fuller

AGENDA ITEM #1

AGENDA ITEM: 1

MEETING DATE: January 20, 2021

I. NATURE OF ITEM

Consideration and Action Regarding Goleta Sanitary District Standing Committees and Appointment of Governing Board Members to Serve on District Standing Committees

II. BACKGROUND INFORMATION

On July 15, 2013, the District's Governing Board adopted Ordinance No. 80, which established four specified standing committees and designated the definition and main functions of each committee. Ordinance No. 80 (as amended) provides that the District shall have the following standing committees:

- Engineering Committee;
- Finance Committee;
- Personnel Committee; and
- Outreach and Public Education Committee.

Ordinance No. 80 further provides that (i) the District shall have such additional standing committees as may be established from time to time by approval of the Board, and (ii) upon establishing a new standing committee, the Board shall define the committee, designate the committee's main functions and appoint the committee members.

The current members of the District's standing committees are as follows:

	Engineering Committee	Finance Committee	Personnel Committee	Outreach & Public Education Committee
Member:	Wageneck	Smith	Majoewsky	Rose
Member:	Smith	Wageneck	Emerson	Majoewsky
Alternate:	Majoewsky	Rose	Rose	Smith

Each year the appointment of Board members to serve on the District's standing committees is brought before the Board. Under Section 6481 of the Health and Safety Code and Section 1 of Ordinance No. 78 adopted by the Governing Board on May 21, 2012, the appointment of standing committee members requires Board action. Under Section 6 of Resolution No. 13-558 adopted by the Governing Board on September 3, 2013, the term of Directors appointed to serve on District standing committees expires one year after the date of the appointment unless the Board takes action to extend the term or unless a different term is stated at the time of the appointment.

Under the regulations of the Fair Political Practices Commission (FPPC), Directors may vote on their appointment to a committee of the District, so long as FPPC form 806 is posted on the District's website. The form is required to be

posted before the Board votes on any appointments and must be updated after the vote to identify the individuals that were elected to serve on the committee(s). Since the District's FPPC Form 806 listing the current committees is posted on the District's website, Directors may vote on their appointment.

III. COMMENTS AND RECOMMENDATIONS

It is recommended that the Board decide whether any new standing committees will be created or any existing standing committees will be eliminated, and then decide on standing committee appointments. The term of any approved committee appointments will be one year, unless a different term is stated by the Board at the time of the appointment. President Smith is recommending the following committee appointments:

	Engineering Committee	Finance Committee	Personnel Committee	Outreach & Public Education Committee
Member:	Majoewsky	Fuller	Majoewsky	Rose
Member:	Smith	Smith	Emerson	Fuller
Alternate:	Fuller	Rose	Smith	Emerson

IV. REFERENCE MATERIAL

None

AGENDA ITEM #2

AGENDA ITEM: 2

MEETING DATE: January 20, 2021

I. NATURE OF ITEM

Consideration and Adoption of Resolution No. 21-659 Approving Revised Sewer System Management Plan

II. BACKGROUND INFORMATION

In May of 2006, the State Water Board adopted Order No. 2006-0003-DWQ setting forth Statewide General Waste Discharge Requirements for Sanitary Sewer Systems and a Monitoring and Reporting Program (WDR). The Order required agencies to (i) develop a sewer system management plan that includes specific elements, such as an operations and maintenance program, capacity assurance plan, overflow emergency response plan, and a fats, oil and grease program, (ii) report all sanitary sewer overflows (SSOs) using the state's online reporting system, and (iii) take all feasible steps to eliminate SSOs and to prevent SSOs from reaching surface waters. To comply with Order No. 2006-0003-DWQ, the District prepared a Sewer System Management Plan (SSMP) in November of 2006. In 2013, the State Water Board adopted Order No. 2013-0058 EXEC which addressed updated reporting requirements, compliance and enforcement issues. The SSMP was revised accordingly in September of 2013.

The District has complied with the WDR requirements and since the initial adoption of the SSMP has conducted annual audits and updates to reflect changes in staffing, completion of Capital Improvement Projects and SSO reporting. Staff routinely updates District information and reports SSOs on the State Water Board California Integrated Water Quality System (CIWQS) web site. District staff is also active with the Southern California Alliance of Publicly Owned Treatment Works (SCAP) Collections Work Group which is working with the State Water Board on the anticipated release of an updated WDR in 2021.

The current SSMP is due for revision and formal adoption by the Board. District staff has prepared a revised SSMP to comply with the requirements of State Water Board Orders No. 2006-0003-DWQ and 2013-0058-EXEC, a copy of which is included with this agenda item.

The revisions incorporated into the 2021 SSMP reflect changes in key staff positions, the adoption of Sewer Use Ordinance No. 92, the approval of the 2020 Overflow Emergency Response Plan and the implementation of the Competency Based Training Program.

III. COMMENTS AND RECOMMENDATIONS

It is recommended that the Governing Board adopt Resolution No 21-659 approving the revised Sewer System Management Plan.

IV. REFERENCE MATERIAL

Resolution No. 21- 659

Sewer System Management Plan dated January 20, 2021

RESOLUTION NO. 21-659

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

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

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

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

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

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

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

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

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

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

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

AYES:

NOES:

ABSENT:

ABSTAIN:

Jerry D. Smith
President of the Governing Board

Countersigned:

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

Goleta Sanitary District Sewer System Management Plan (SSMP)



GOLETA SANITARY
Water Resource Recovery District

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

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- F. SWRCB Order No. 2006-0003-DWQ
- G. SWRCB Order No. WQ 2013-0058-EXEC MRP
- H. GSD Resolution 20-XXX

Executive Summary

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

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

Abbreviations and Acronyms

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

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

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

Element 1 Goals

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

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

Element 2 Organization

Regulatory Requirement- The SSMP must identify:

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

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

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

Data Submitters

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

District Supervisors

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

Industrial Waste Control

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

Collection System Staff

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

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

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

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

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

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

Table 2-2 Goleta Sanitary District Organization Chart

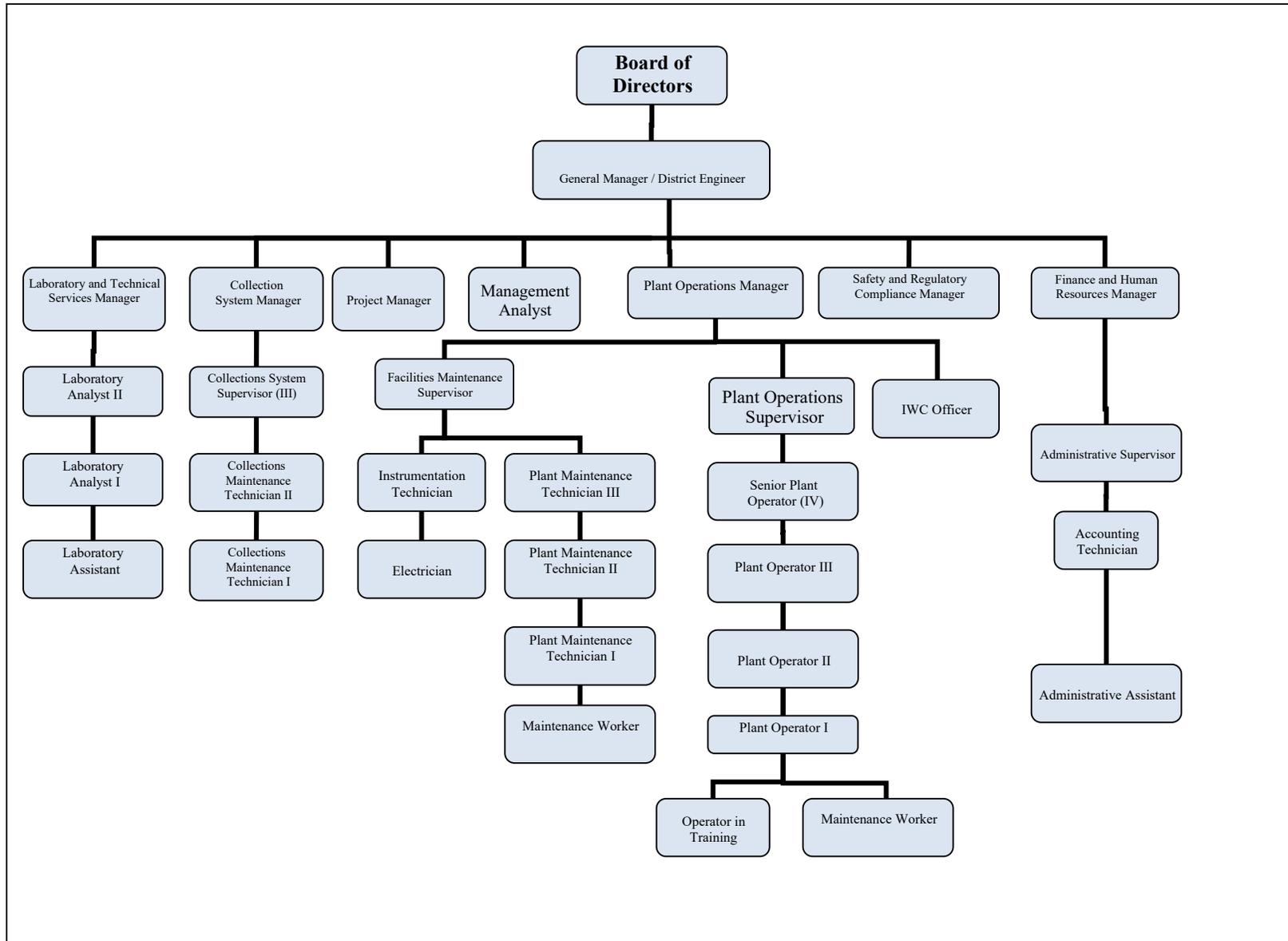


Table 2-3 Table of Element Responsibilities

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

(b) Chain of Communication for Reporting Overflows

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

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

Weekend, After Hours and Holiday Calls

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

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

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

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

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

(c) Reporting Procedures

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

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

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

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

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

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

The District On Call Person or First Responding Person, or

Steve Wagner, District General Manager

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

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

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

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

Cal OES 1-800-852-7550

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Element 3 Legal Authority

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

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

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

(a) Prevent Illicit Discharges

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

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

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

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

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

(c) Maintenance and Repairs of Sewer Laterals.

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

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

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

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

(e) Enforcement of District’s Sewer Ordinances

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

Element 4 Operation and Maintenance Program

Regulatory Requirement- The SSMP must include the following elements:

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

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

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

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

(b) Operation and Maintenance Activities

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

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

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

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

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

(c) Rehabilitation and Replacement Plan

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

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

Table 4-1 Scheduled Five-Year CIP Plan

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

(d) Training

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

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

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

(e) Equipment and Replacement Parts Inventories

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

Element 5 Design and Performance Provisions

Regulatory Requirement- The District shall implement:

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

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

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

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

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

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

Element 6 Overflow Emergency Response Plan

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

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

(a) Notification Procedures

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

(b) Response to All Overflows

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

(c) Notification Procedures to Appropriate Agencies

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

(d) Emergency Response Plan Training

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

(e) Emergency Operations Procedures

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

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

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

Element 7 Fats, Oils and Grease Control Program

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

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

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

(a) Public Education Outreach

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

(b) FOG Disposal

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

Table 7-1 Grease Interceptor and Rendering Companies

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

(c) Legal Authority to Prohibit FOG Discharges

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

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

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

(e) Authority to Inspect

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

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

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

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

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

Element 8 System Evaluation and Capacity Assurance Plan

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

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

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

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

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

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

(a) Evaluation

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

(b) Design Criteria

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

(c) Capacity Enhancement Measures

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

Table 8-1 Capital Improvement Projects Completed Since 2015

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

(d) Schedule and Funding

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

Element 9 SSMP Monitoring, Measurement and Program Modifications

Regulatory Requirement- The District shall:

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

(a) Maintain Relevant Information for Prioritization of SSMP Activities

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

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

(b) Monitor the Effectiveness of SSMP Elements

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

(c) Preventive Maintenance Program Assessment

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

(d) Update of Program Elements

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

(e) SSO Identification and Tracking

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

Table 9-1 Sanitary Sewer Overflows 2015-2020

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

Element 10 SSMP Program Audits

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

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

Element 11 Communication Program

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

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

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

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

Appendix A

Log of SSMP Changes/Corrections/Updates

Appendix B

Historical Biennial reports

Appendix C

District Ordinance No. 92

ORDINANCE NO. 92

**ORDER OF THE GOVERNING BOARD OF THE GOLETA SANITARY DISTRICT
ADOPTING AN ORDINANCE AND GENERAL REGULATION REGULATING THE USE
OF THE GOLETA SANITARY DISTRICT SEWERAGE SYSTEM AND REPEALING
ORDINANCE NO. 77**

BE IT ORDAINED by the Governing Board of the Goleta Sanitary District of the County of Santa Barbara, State of California, that the following ordinance and general regulation be adopted:

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SECTION 1 - GENERAL PROVISIONS

1.1 Purpose and Policy

This ordinance sets forth uniform requirements for Users of the Publicly Owned Treatment Works of the Goleta Sanitary District (the District) and enables the District to comply with all applicable State and Federal laws, including the Clean Water Act (33 United States Code section 1251 et seq.) and the General Pretreatment Regulations (Title 40 of the Code of Federal Regulations Part 403).

The objectives of this ordinance are:

- A. To prevent the introduction of pollutants into the Publicly Owned Treatment Works, POTW, that will interfere with its operation;
- B. To prevent the introduction of pollutants into the Publicly Owned Treatment Works that will pass through the Publicly Owned Treatment Works, inadequately treated, into receiving waters, or otherwise be incompatible with the Publicly Owned Treatment Works;
- C. To protect both (i) Publicly Owned Treatment Works personnel who may be affected by wastewater and sludge in the course of their employment and (ii) the general public;
- D. To promote reuse and recycling of wastewater and sludge from the Publicly Owned Treatment Works; and
- E. To enable the District to comply with its National Pollutant Discharge Elimination System permit conditions, sludge use and disposal requirements, and any other Federal or State laws to which the Publicly Owned Treatment Works is subject.

This ordinance (i) shall apply to all Users of the Publicly Owned Treatment Works; (ii) authorizes the issuance of individual wastewater discharge permits; (iii) provides for monitoring, compliance, and enforcement activities; (iv) establishes administrative review procedures; and (v) requires User reporting.

1.2 Administration

Except as otherwise provided herein, the Manager shall administer, implement, and enforce the provisions of this ordinance. Any powers granted to or duties imposed upon the Manager may be delegated by the Manager to other duly authorized District employees.

1.3 Abbreviations

The following abbreviations, when used in this ordinance, District permits, reports and/or correspondence shall have the designated meanings:

BOD – Biochemical Oxygen Demand	mg/L – milligrams per liter
BMP – Best Management Practice	NOV – Notice of Violation
BMR – Baseline Monitoring Report	NPDES – National Pollutant Discharge Elimination System
CFR – Code of Federal Regulations	POTW – Publicly Owned Treatment Works
CIU – Categorical Industrial User	RCRA – Resource Conservation and Recovery Act
EPA – U.S. Environmental Protection Agency	SIU – Significant Industrial User
ERP – Enforcement Response Plan	SNC – Significant Non-compliance
FOG – Fats, Oil & Grease	TDS – Total Dissolved Solids
FSE – Food Service Establishment	TSS – Total Suspended Solids
GPD – gallons per day	ug/L – micrograms per liter
IU – Industrial User	U.S.C. – United States Code
MAHL – Maximum Allowable Headworks Loading	

1.4 Definitions

Unless a provision explicitly states otherwise, the following terms and phrases, as used in this ordinance, District permits, reports and/or correspondence shall have the meanings hereinafter designated.

- A. **Act or the Act.** The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. section 1251 et seq.
- B. **Administrative Penalty.** A civil penalty (monies) for violating any portion(s) of this ordinance or the User's permit.
- C. **Approval Authority.** The California Regional Water Quality Control Board Central Coast Region.
- D. **Authorized or Duly Authorized Representative of the User.**
- (1) If the User is a corporation:
 - (a) The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - (b) The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for individual wastewater discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
 - (2) If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.
 - (3) If the User is a Federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.
 - (4) The individuals described in paragraphs 1 through 3, above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company or facility, and the written authorization is submitted to the District.
- E. **Biochemical Oxygen Demand or BOD.** The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 degrees centigrade, usually expressed as a concentration (e.g., mg/l).
- F. **Best Management Practices or BMPs.** Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Section 4.1 A and B of this ordinance [40 CFR 403.5(a)(1) and (b)]. BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage. BMPs also include alternative means (i.e., management plans) of complying with, or in place of certain established categorical Pretreatment Standards and effluent limits.

- G. **Categorical Pretreatment Standard or Categorical Standard.** Any regulation containing pollutant discharge limits promulgated by EPA in accordance with sections 307(b) and (c) of the Act (33 U.S.C. section 1317) that apply to a specific category of Users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.
- H. **Categorical Industrial User.** An Industrial User subject to a categorical Pretreatment Standard or Categorical Standard.
- I. **Chemical Oxygen Demand.** A measure of the oxygen required to oxidize all compounds, both organic and inorganic, in water.
- J. **Control Authority.** The Goleta Sanitary District.
- K. **Daily Maximum.** The arithmetic average of all effluent samples for a pollutant collected during a calendar day.
- L. **Daily Maximum Limit.** The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limits are expressed in units of mass, the daily discharge is the total mass discharged over the course of the day. Where Daily Maximum Limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that day.
- M. **District.** The Goleta Sanitary District or the Governing Board of the Goleta Sanitary District.
- N. **Enforcement Response Plan.** A plan including detailed procedures indicating how the District will investigate and respond to instances of noncompliant discharge.
- O. **Environmental Protection Agency or EPA.** The U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, the Regional Administrator, or other duly authorized official of said agency.
- P. **Equivalent Residential Unit.** The annual wastewater treatment plant capacity allocation for one single family residence used to calculate sewer use fees based on the industrial user category.
- Q. **Existing Source.** Any source of discharge that is not a “New Source.”
- R. **Grab Sample.** A sample that is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed fifteen (15) minutes.
- S. **Gravity Separation Interceptor.** A tank or basin in which wastewater is held for a period of time during which the heavier solids settle to the bottom and the lighter materials float to the water surface. Gravity Separation Interceptor shall also mean a settling tank or sedimentation basin that is designed to treat the Pollutant(s) of concern.
- T. **Grease Interceptor.** A plumbing device designed to separate and retain most fats, oils, grease and solids, excluding sanitary wastes, before entering the public sewer collection system.
- U. **Hazardous Waste.** A waste that meets any of the criteria for identification of a Hazardous Waste adopted by any Federal or State agency, whichever criteria is most stringent.
- V. **Hexane Extractable Material (HEM).** Material extracted by hexane using EPA procedure 1664 or as modified by EPA or found by EPA to be equivalent. The HEM represents polar and non-polar organic oil and grease compounds, often referred to as oil and grease.
- W. **Indirect Discharge or Discharge.** The introduction of pollutants into the POTW from any nondomestic source.

X. **Infectious Waste.** Wastes which contain pathogenic organisms that can invade the tissues of the body and cause disease.

Y. **Instantaneous Limit.** The maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composited sample collected, independent of the industrial flow rate and the duration of the sampling event.

Z. **Interference.** A discharge that, alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal and therefore is a cause of a violation of the District's NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent State or local regulations: section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.

AA. **Local Limits.** Specific discharge limits developed and enforced by the District upon industrial or commercial facilities to implement the general and specific discharge prohibitions listed in 40 CFR 403.5(a)(1) and (b), as set forth in Section 4.4 of this ordinance.

BB. **Manager.** The person designated by the District to supervise the operation of the POTW, and who is charged with certain duties and responsibilities by this ordinance. The term also means a Duly Authorized Representative of the Manager.

CC. **Lower Explosive Limit.** The point where the concentration of a gas in air is sufficient to result in an explosion if an ignition source is present.

DD. **Medical Waste.** Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.

EE. **Monthly Average.** The sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.

FF. **Monthly Average Limit.** The highest allowable average of "daily discharges" over a calendar month, calculated as the sum of all "daily discharges" measured during a calendar month divided by the number of "daily discharges" measured during that month.

GG. **New Source.**

(1) Any building, structure, facility, or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(c) of the Act that will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:

- (a) The building, structure, facility, or installation is constructed at a site at which no other source is located; or
- (b) The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an Existing Source; or
- (c) The production or wastewater generating processes of the building, structure, facility, or installation are substantially independent of an Existing Source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the Existing Source, should be considered.

(2) Construction on a site at which an Existing Source is located results in a modification rather than a New Source if the construction does not create a new building, structure, facility, or installation meeting the criteria of Section (1)(b) or (c) above but otherwise alters, replaces, or adds to existing process or production equipment.

(3) Construction of a New Source as defined under this paragraph has commenced if the owner or operator has:

(a) Begun, or caused to begin, as part of a continuous onsite construction program

(i) any placement, assembly, or installation of facilities or equipment; or

(ii) significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or

(b) Entered into a binding contractual obligation for the purchase of facilities or equipment which is intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

HH. **NPDES Permit.** A National Pollutant Discharge Elimination System Permit, which is the regulatory document issued by the State of California as authorized by the EPA.

II. **Noncontact Cooling Water.** Water used for cooling that does not come into direct contact with any raw material, intermediate product, waste product, or finished product.

JJ. **Outside Contributor.** Another municipality, governmental agency or User located outside the District's direct jurisdiction that contributes wastewater to the District's treatment facility and/or POTW.

KK. **Pass Through.** A discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the District's NPDES permit, including an increase in the magnitude or duration of a violation.

LL. **Person.** Any individual, partnership, copartnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all Federal, State, and local governmental entities.

MM. **pH.** A measure of the acidity or alkalinity of a solution, expressed in standard units.

NN. **Pollutant.** Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, Medical Wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, and certain characteristics of wastewater (e.g., pH, temperature, TDS, TSS, turbidity, color, BOD, chemical oxygen demand toxicity, chlorides or odor).

OO. **Pretreatment.** The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes, except bacterial enzymes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable Pretreatment Standard.

PP. **Pretreatment Requirements.** Any substantive or procedural requirement related to pretreatment imposed on a User, other than a Pretreatment Standard.

QQ. **Pretreatment Standards or Standards.** Pretreatment Standards shall mean prohibited discharge standards, categorical Pretreatment Standards, Local Limits and any regulation containing pollutant discharge limits promulgated by the EPA in accordance with Section 307(b) and (c) et seq. of the Act which applies to industrial

users. These include “categorical standards” which establish specific concentration limits for certain pollutants and total prohibitions of other pollutants as specified in 40 CFR 403 et seq., as well as Local Limits adopted by the District including, but not limited to, those discharge limitations contained in this ordinance.

RR. **Prohibited Discharge Standards or Prohibited Discharges.** Absolute prohibitions against the discharge of certain substances; these prohibitions appear in Section 4.1 of this ordinance.

SS. **Publicly Owned Treatment Works or POTW.** A treatment works, as defined by section 212 of the Act (33 U.S.C. section 1292), which is owned by the District. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant.

TT. **RCRA.** Resource Conservation and Recovery Act which is defined in 42 U.S.C. 6901 et seq.

UU. **Sampling Manhole.** A structure provided at the user’s expense for the District or user to measure and record wastewater constituent mass, concentrations, collect a representative sample, or provide access to plug or terminate the discharge.

VV. **Secondary Containment.** A second barrier or an outer wall of a double enclosure, which is designed to contain any leak or spill from a storage container.

WW. **Septic Tank Waste.** Any sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks.

XX. **Sewage.** Human excrement and gray water (household showers, dishwashing operations, etc.).

YY. **Significant Industrial User (SIU).**

A Significant Industrial User is:

- (1) An Industrial User subject to Categorical Pretreatment Standards; or
- (2) An Industrial User that:
 - (a) Discharges an average of twenty-five thousand (25,000) gallons per day or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater);
 - (b) Contributes a process wastestream which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - (c) Is designated as such by the District on the basis that it has a reasonable potential for adversely affecting the POTW’s operation or for violating any Pretreatment Standard or Requirement.

ZZ. **Slug Load or Slug Discharge.** Any discharge at a flow rate or concentration, which could cause a violation of the prohibited discharge standards in Section 4.1 of this ordinance. A Slug Discharge is any Discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the POTW’s regulations, Local Limits or Permit conditions.

aaa. **Slug Discharge Control Plan.** A plan designed to prevent the uncontrolled discharge of raw pollutants into the POTW.

bbb. **Storm Water.** Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.

ccc. **Total Suspended Solids or Suspended Solids.** The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and that is removable by laboratory filtering.

ddd. **Toxic Pollutant.** Pollutants or combination of Pollutants, including disease-causing agents, which after discharge and upon exposure, ingestion, inhalation, or assimilation into any organism either directly from the environment or indirectly by ingestion through the food chain, will, on the basis of information available to the Administrator of the EPA, cause death, disease, behavioral abnormalities, cancer, genetic mutations, physiological malfunctions, or malfunctions in reproduction or physical deformations in such organisms or their offspring. Such Pollutants that have been identified as toxic are listed in 40 CFR 122, Appendix D.

eee. **Twenty-five percent (25%) Rule.** Requirement for grease interceptors to be maintained such that the combined FOG and solids accumulation does not exceed 25% of the design hydraulic depth of the grease interceptor. This is to ensure that the minimum hydraulic retention time and required available hydraulic volume is maintained to effectively intercept and retain FOG so it is not discharged to the public sewer collection system.

fff. **User or Industrial User.** A source of indirect discharge.

ggg. **Wastewater.** Liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.

hhh. **Wastewater Treatment Plant or Treatment Plant.** That portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste.

SECTION 2 - PUBLIC SEWERS REQUIRED

2.1 Introduction

This Section 2 is applicable only to areas within the boundaries of the District.

2.2 Sanitation

No person shall place, deposit, or discharge or permit to be placed, deposited, or discharged in an unsanitary manner upon public or private property within the District, any human or animal excrement, garbage, or other objectionable waste.

2.3 Wastewater

No person shall discharge or permit to be discharged any sewage to any natural outlet within the District.

2.4 Buildings

The owners of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes and located within two hundred (200) feet of a public street, alley, or right-of-way where a public sewer exists or is installed in the future shall within ninety (90) days after date of written notice to do so, at such owner's expense, install suitable toilets and sanitary facilities in said houses, buildings, or properties situated within the District and connect such facilities to a public sewer, except where said houses, buildings, or properties are separated from the public sewer by U.S. Highway 101, a railway right-of-way, watercourse, lagoon, or other natural barrier.

2.5 Compliance with Notice

It shall be unlawful for any person to maintain within the District any privy, cesspool, septic tank, or other facility for disposal of sewage ninety (90) days after the date of written notice provided for in Section 2.4 of this ordinance.

2.6 Private System

It shall be unlawful for any person to construct within the District any privy, cesspool, septic tank, or other facility for disposal of sewage within two hundred (200) feet of a public street, alley, or right-of-way where a public sewer exists at the time of such construction, except where said houses, buildings, or properties are separated from the public sewer by U.S. Highway 101, a railway right-of-way, watercourse, lagoon, or other natural barrier.

2.7 Exemption

Where public sewers are not available within two hundred (200) feet of a house, building, or property situated within the District, the owner may install facilities for disposal of sewage temporarily until public sewers are extended to within two hundred (200) feet of said house, building, or property; provided that any such facilities shall meet the standards of and be approved by the Health Departments of the County of Santa Barbara and the State of California.

2.8 Private System Failures

In the event any owner of any house, building, property used for human occupancy, employment, recreation, or other purpose situated within the District, receives notice from the District or the Health Department of the County of Santa Barbara that any privy, cesspool, septic tank, or other facility for disposal of sewage is not operating to the satisfaction of the District or said Health Department, then, and in that event such owner shall, if public sewers are not available within two hundred (200) feet of said house, building, or property immediately repair said privy, cesspool, septic tank, or other facility for disposal of sewage to the satisfaction of the District and the Health Department of the County of Santa Barbara. If not so repaired, any use of said facilities shall be unlawful.

2.9 Waiver of 200-foot Requirement

The Governing Board of the District may at its sole discretion, by minute order of said Board, approve an exemption given to any facility meeting the conditions of Section 2.7 of this ordinance even after a public sewer is installed within the 200-foot zone.

SECTION 3 - BUILDING SEWERS AND CONNECTIONS

3.1 Introduction

This Section 3 is applicable only to areas within the boundaries of the District.

3.2 Connection Permission

No unauthorized person shall uncover, make any connections with or openings into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Manager.

3.3 Connection to Main

All connections to the public sewer shall be made at the WYE branch where possible, and by workmen experienced and competent in making such connections. In the event it is not possible to make a connection at a WYE branch, then the connection shall be made in the manner prescribed by the Manager. The property owner is responsible for maintaining the building sewer from the building up to and including the WYE connection.

3.4 Costs

All costs and expenses incident to the installation, connection, and maintenance thereof, of the building sewer shall be borne by the owner. The owner shall indemnify the District from any loss or damage that may directly or indirectly arise from the installation or maintenance of the building sewer.

3.5 Separate Laterals

A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on the same lot and is under the same ownership, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer, as in the case of a guest cottage or apartment. Prior to the approval of a subdivision or lot split, the owner of the property shall make provision for the installation of a separate building sewer for each lot. Each lot shall be separately and independently connected to the District sewer facilities.

3.6 Use of Existing Lateral by New Building

Existing building sewers may be used in connection with new buildings only when they are found on examination and test by the Manager to meet all requirements of this Section 3.

3.7 Specifications

The building sewer shall be a suitable material permitted in the current edition of the District's Standard Specifications for Design and Construction of Sanitary Sewers. Joints shall be tight and waterproof. Any part of the building sewer that is located within ten (10) feet of a water service pipe shall be constructed of cast iron soil pipe with coupling joints or as allowed by the California Plumbing Code, current edition. All sewers shall be constructed in accordance to and in compliance with the current edition of the District's Specifications for Design and Construction of Sanitary Sewers.

3.8 Back Water Valve – Back Flow Preventor

In every building where the floor elevation is lower than the manhole rim elevation of the upstream manhole to the connection for the building, the property owner shall be responsible for, and shall make provision for the installation, maintenance and repair of a back-water valve to prevent the flow of sewage from the main line into the building through the lateral.

3.9 Compliance with Standards

In every building hereafter erected within the limits of the District, all plumbing fixtures shall conform to the provisions of the ordinances and codes of the City of Goleta, County of Santa Barbara, State of California, applying thereto.

3.10 Classes of Service

There shall be four (4) classes of building sewer connection permits: (1) residential, (2) commercial establishments, (3) establishments producing industrial wastes, and (4) institutional facilities. In all cases, the owner or his agent shall make application on a special form furnished by the District. The permit application shall be supplemented by plans, specifications, and other information considered pertinent in the judgment of the Manager. A permit and inspection fee for each connection to the sewer lines of the District shall be paid to the District at the time the application is filed.

3.11 Capacity Fee

A wastewater capacity fee shall be paid by each User as established from time to time by the District to cover the cost of providing capacity in the POTW. The wastewater capacity fee shall be payable prior to the time a new User commences a use of the POTW. The District will calculate the wastewater capacity fee in accordance with Capacity Ordinance(s), as said ordinances may be amended, replaced or superseded in the future.

SECTION 4 - GENERAL SEWER USE REQUIREMENTS

4.1 Prohibited Discharge Standards

A. **General Prohibitions.** No User shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes Pass Through or Interference. These general prohibitions apply to all Users of the POTW whether or not they are subject to categorical Pretreatment Standards or any other National, State, or local Pretreatment Standards or Requirements.

B. **Specific Prohibitions.** No User shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:

- (1) **Explosive Mixtures.** Liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the sewerage facilities or to the operation of the system, in accordance with 40 CFR 403.5(b)(1); and Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140 degrees F (60 degrees C) using the test methods specified in 40 CFR 261.21. Prohibited materials may include, but are not limited to: gasoline,

kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides, sulfides or any other substances which the District, the State or EPA has notified the user is a fire hazard or a hazard to the system;

(2) **Corrosive Wastes.** Wastewater having a pH less than 6.0 or more than 11, or otherwise causing corrosive structural damage to the POTW or equipment. Prohibited materials include, but are not limited to, acids, caustics, sulfides, concentrated chloride and fluoride compounds, and substances which will react with water to form acidic products.

(3) **Solid or Viscous Wastes.** Solid or viscous substances which will or may cause obstruction to the flow in a sewer, or otherwise interfere with the proper operation of the wastewater treatment system, but in no case solids greater than one-half (1/2) inch in any dimension. Prohibited materials may include, but are not limited to, grease, uncomminuted garbage, animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, polishing compounds, resin beads, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastic, tar, asphalt residues, residues from refining or processing of fuel or lubricating oil, and similar substances;

(4) **Excessive Discharge Rate.**

a. **Hydraulic:** A rate of flow which results from the averaging of the flow rates over a period of 15 consecutive minutes and which is greater than five (5) times the twenty-four (24) hour total volume expressed in million gallons per day (MGD) shall be considered excessive.

b. **Loadings:** Those concentrations of pollutants such as toxics, BOD's, suspended solids, grease and oil, and other constituents, which in a grab sample are greater by a factor of five (5) than the average 24-hour concentration allowed in the Industrial Wastewater Discharge Permit or that concentration permitted in the effluent of the treatment plant to the ocean. Any greater concentration will be considered as excessive.

c. **Interference:** Under no conditions shall any pollutant, including oxygen-demanding pollutants (BOD, etc.), be released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause Interference with the POTW.

d. **Unpolluted waters:** Any unpolluted waters including, but not limited to storm water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact (once through) cooling water, and unpolluted wastewater which will increase the hydraulic load on the POTW, unless specifically authorized by the Manager.

(5) **Heat.** Wastewater having a temperature greater than 120 degrees F (49 degrees C), or which will inhibit biological activity in the treatment plant resulting in Interference, but in no case heat in wastewater quantities which causes the temperature at the introduction into the treatment plant to exceed 104 degrees F (40 degrees C);

(6) **Fats, Oils and Grease.**

a. Oil and grease concentrations or amounts from industrial facilities violating federal pretreatment standards, or local standards, whichever is more stringent.

b. Wastewater from industrial facilities containing floatable fats, wax, grease or oils.

c. Wax, grease, non-biodegradable cutting oil, or oil concentration of mineral or petroleum origin (non-living sources) of more than 100 mg/L whether emulsified or not, or containing substances which may solidify or become viscous at temperatures between 32 and 150 degrees F (0 and 65 C) at the point of discharge into the system or in amounts that will cause Interference or Pass Through.

d. Total fat, wax, grease, or oil concentration of animal or vegetable origin (living sources) of more than 100 mg/L, whether emulsified or not, or containing substances which may solidify or become viscous at temperatures between 32- and 150-degrees F (0 and 65 C) at the point of discharge into the system or in amounts that will cause interference or pass through.

e. No additives may be introduced into a wastewater system for the purpose of emulsifying FOG or biologically/chemically treating FOG for remediation or as a supplement to interceptor maintenance, unless specific written authorization from the District is obtained. To ensure that the minimum hydraulic retention time and required available hydraulic volume is maintained to effectively intercept and retain FOG so it is not discharged to the District's wastewater collection system, pretreatment interceptors shall be maintained such that the combined FOG and solids accumulation does not exceed 25% of the design hydraulic depth of the interceptor; All FOG pretreatment interceptors shall be maintained in accordance with the Twenty-five percent (25%) Rule.

(7) **Toxic Substances.** Any pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;

(8) **Nuisance.** Any waste which will cause, threaten to cause, or is capable of causing either alone or by interaction with other substances a detrimental environmental impact or a nuisance in the waters of the state or a condition unacceptable to any public agency having regulatory jurisdiction over the District.

(9) **Trucked or Hauled Waste.** Any trucked or hauled pollutants are prohibited, except at discharge points designated by the District;

(10) **Noxious Material.** Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;

(11) **Discolored Materials.** Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently causes or threatens to cause a violation of the District's NPDES permit;

(12) **Shredded Garbage.** Garbage that has not been ground or comminuted to such a degree that all particles will be carried freely in suspension under flow conditions normally prevailing the public sewers, with no particle greater than one-half (1/2) inch in any dimension;

(13) **Radioactive Wastes.** Radioactive wastes or isotopes are not to exceed limits specified in Sections 30285 and 30287 of the California Administrative Code;

(14) **Reclamation or Reuse.** Any waste which will cause, threaten to cause, or is capable of causing either alone or by interaction with other substances the District's effluent or any other product of the treatment process, residues, sludges, or scum to be unsuitable for reclamation and reuse or to interfere with the reclamation process;

(15) **Industrial Residues.** Sludges, screenings, or other residues from the pretreatment of industrial wastes;

(16) **Medical/Infectious Wastes,** except as specifically authorized by the Manager in an individual wastewater discharge permit;

(17) **Foaming Agents:** Detergents, surface-active agents, or other substances which that might cause excessive foaming in the POTW;

(18) **Perchloroethylene:** Perchloroethylene and its derivatives and like compounds (collectively, "PCE"), including, but not limited to, chemicals and/or solvents used in the dry-cleaning process, by automobile and mechanical repair facilities and other industries, where such chemicals and/or solvents contain PCE. Any

discharge containing PCE shall be subject to the same concentration limitations that apply to drinking water within the jurisdiction where the User is located;

(19) **Volatile Organic Compounds:** Volatile organic compounds found in petroleum derivatives such as gasoline and diesel fuel, including, but not limited to, benzene, toluene, ethylbenzene and xylenes (collectively “VOCs”). Any discharge containing VOCs shall be subject to the same concentration limitations that apply to drinking water within the jurisdiction where the User is located;

(20) **Prohibition on Hydrolysate:** No person shall discharge hydrolysate wastes or wastewater resulting from alkaline hydrolysis/resomation either directly or indirectly to the sanitary sewer except as specifically authorized by the Manager in an individual wastewater discharge permit.

Storage of Prohibited Waste: Pollutants, substances, or wastewater prohibited by this Section 4.1 shall not be processed or stored in such a manner that they could be discharged to the POTW.

4.2 National Categorical Pretreatment Standards

Users must comply with the categorical Pretreatment Standards found at 40 CFR Chapter I, Subchapter N, Parts 405–471. When wastewater subject to a categorical Pretreatment Standard is mixed with wastewater not regulated by the same Standard, the Manager shall impose the combined wastestream formula to calculate an alternate or adjusted categorical limit in accordance with 40 CFR 403.6(e).

4.3 State Pretreatment Standards

The EPA has delegated the responsibility to oversee Federal pretreatment programs to the California State Water Resources Control Board (SWRCB) and Regional Water Quality Control Boards (RWQCB). The SWRCB and RWQCB are responsible for the review and approval of the District’s pretreatment program. Users must comply with California pretreatment requirements as set forth in the District’s NPDES Permit.

4.4 Local Limits

A. The District is authorized to establish Local Limits pursuant to 40 CFR 403.5(c). The following Pollutant limits are established to protect against Pass Through and Interference. No person shall discharge wastewater containing in excess of the following Maximum Limits; provided, however, that where more restrictive limitations are imposed by Permit or Federal Pretreatment Standards, the more restrictive standards shall apply:

<u>Constituent</u>	<u>Concentration, mg/L</u>	<u>Instantaneous Maximum, mg/L</u>
<u>Conventional Pollutants:</u>		
Ammonia (N)	662	n/a
Biochemical Oxygen Demand	1,880*	n/a
Total Suspended Solids	2,031	n/a
Oil & Grease	100	200
<u>Priority Pollutant Metals:</u>		
Arsenic	0.11	0.20
Cadmium	0.13	0.28
Chromium	5.3	21
Copper	2.4	6.9
Lead	1.5	4.2
Mercury	0.071	0.24
Molybdenum	1.5	1.5
Nickel	2.3	2.3
Selenium	0.31	0.31
Silver	1.0	4.9
Zinc	3.2	8.6

<u>Constituent</u>	<u>Concentration, mg/L</u>	<u>Instantaneous Maximum, mg/L</u>
<u>Minerals:</u>		
TDS	n/a*	n/a
Chloride	300*	n/a
<u>Other Toxics:</u>		
Cyanide	1.1	4.4
pH	6-11 units	6-11 units

*possible allocation of mass limit for user's discharging >1% of MAHL

B. The above Local limits apply at the point where the wastewater is discharged to the POTW, also known as the end-of-pipe. All concentrations for metallic substances are for total metal unless indicated otherwise. The District may impose mass limitations in addition to concentration-based limitations.

C. The Manager may develop Best Management Practices (BMP's) by ordinance or in individual wastewater discharge permits to implement Local Limits and the requirements of Section 4.1 of this ordinance.

4.5 District's Right of Revision

The District reserves the right to establish, by ordinance or in individual wastewater discharge permits, more stringent Standards or Requirements on discharges to the POTW consistent with the purpose of this ordinance.

4.6 Dilution

No User shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable Pretreatment Standard or Requirement. The Manager may impose mass limitations on Users who are using dilution to meet applicable Pretreatment Standards or Requirements, or in other cases when the imposition of mass limitations is appropriate.

4.7 Bypass - Definitions

- A. For the purposes of this ordinance,
1. Bypass means the intentional diversion of wastestreams from any portion of a User's treatment facility.
 2. Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

4.8 Bypass Prohibited.

- A. Bypass is prohibited. The Manager may take enforcement action against a User for a bypass unless:
1. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage; and
 2. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance; and
 3. The User submitted notices as required under Section 4.9 of this ordinance.

B. A User may allow a bypass to occur only if it does not cause violations of Pretreatment Standards, Industrial User Permit, or the District's NPDES Permit and is for essential maintenance to assure efficient operation. The Manager may approve a planned bypass after considering its potential adverse effects.

4.9 *Bypass Notifications.*

A. If a User plans for a bypass, the User must submit prior notice to the Manager at least ten (10) days before the date of the bypass.

B. A User shall submit a verbal notice of an unanticipated bypass that exceeds applicable Pretreatment Standards or Permit limits to the Manager within twenty-four (24) hours from the time it becomes aware of the bypass. A written submission shall also be provided within five (5) days of the time the User becomes aware of the bypass. The written submission shall contain (i) a description of the bypass and its cause, (ii) the duration of the bypass, including exact dates and times, and, (iii) the steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass. The Manager may waive the written report on a case by case basis if the oral report has been received with twenty-four (24) hours.

SECTION 5 - PRETREATMENT OF WASTEWATER

5.1 *Pretreatment Facilities*

Users shall provide wastewater treatment as necessary to comply with this ordinance and shall achieve compliance with all categorical Pretreatment Standards, Local Limits, and the prohibitions set out in Section 4.1 of this ordinance within the time limitations specified by EPA, the State, or the Manager, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the User's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the Manager for review, and shall be acceptable to the Manager before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the User from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to the District under the provisions of this ordinance.

5.2 *Additional Pretreatment Measures*

A. Whenever deemed necessary, the Manager may require Users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and such other conditions as may be necessary to protect the POTW and determine the User's compliance with the requirements of this ordinance.

B. The Manager may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. An individual wastewater discharge permit may be issued solely for flow equalization.

C. Grease, oil, and sand interceptors shall be provided when, in the opinion of the Manager, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of a type and capacity approved by the Manager, shall comply with the District ordinances, and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired in accordance with District requirements by the User at their expense.

D. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

E. The Manager may require any persons discharging into the POTW to install and maintain, on their property and at their expense a flowmeter to authenticate the amount of effluent discharge for determination of compliance with permit limits (daily and/or peak flow, mass, etc.) and/or for District billing purposes.

5.3 *Accidental Discharge/Slug Discharge Control Plans*

The Manager shall evaluate whether each SIU needs an accidental discharge/slug discharge control plan or other action to control Slug Discharges. The Manager may require any User to develop, submit for approval, and implement such a plan or take such other action that may be necessary to control Slug Discharges. Alternatively, the Manager may develop such a plan for any User. An accidental discharge/slug discharge control plan shall address, at a minimum, the following:

- A. Description of discharge practices, including nonroutine batch discharges;
- B. Description of stored chemicals;
- C. Procedures for immediately notifying the Manager of any accidental or Slug Discharge, as required by Section 8.6 of this ordinance; and
- D. Procedures to prevent adverse impact from any accidental or Slug Discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and/or measures and equipment for emergency response.

5.4 Pollution Prevention, Waste Minimization, Recycling, and Treatment

All Users implement a program of waste minimization to reduce the generation of Hazardous Wastes in accordance with Federal, State, and local policies. This program, at a minimum, shall include adequate housekeeping measures and product substitution to less hazardous raw materials as much as economically feasible and recycling of all wastestreams as technically feasible.

Waste minimization must be demonstrated wherever feasible, in the following order of priority, as determined by EPA policy derived from the Pollution Prevention Act of 1990:

- A. Source Reduction: Substitution to less hazardous materials, spill prevention and control measures, proper storage and handling of chemicals and raw materials, or any methods that accomplish source reduction.
- B. Recycling, Recovery, and /or Reuse: Practice recovery, recycling, and reuse for such waste streams as solvents, oils ethylene glycol, silver and concentrated bath or spent solutions or other process wastestreams.
- C. Treatment: Treatment techniques designed to render Hazardous Wastes harmless or suitable for proper disposal.
- D. Disposal: Destruction of Hazardous Wastes must take precedence over landfilling, but in any case, all disposal must be in compliance with Federal, State, and local Hazardous Waste disposal laws.

SECTION 6 - INDIVIDUAL WASTEWATER DISCHARGE PERMITS

6.1 Wastewater Analysis

When requested by the Manager, a User must submit information on the nature and characteristics of its wastewater within ten (10) days of the request. The Manager is authorized to prepare a form for this purpose and may periodically require Users to update this information.

6.2 Individual Wastewater Discharge Permit Requirement

A. No Significant Industrial User shall discharge wastewater into the POTW without first obtaining an individual wastewater discharge permit from the Manager, except that a Significant Industrial User that has filed a timely application pursuant to Section 6.3 of this ordinance may continue to discharge for the time period specified therein.

B. The Manager may require other Users to obtain individual wastewater discharge permits as necessary to carry out the purposes of this ordinance.

C. Any violation of the terms and conditions of an individual wastewater discharge permit shall be deemed a violation of this ordinance and subjects the wastewater discharge permittee to the sanctions set out in Sections 12 through 14 of this ordinance. Obtaining an individual wastewater discharge permit does not relieve a permittee of its obligation to comply with all Federal and State Pretreatment Standards or Requirements or with any other requirements of Federal, State, and local law.

6.3 Individual Wastewater Discharge Permitting: Existing Connections

Any User required to obtain an individual wastewater discharge permit who was discharging wastewater into the POTW prior to the effective date of this ordinance and who wishes to continue such discharges in the future, shall, within twenty (20) days after said date, apply to the Manager for an individual wastewater discharge permit in accordance with Section 6.5 of this ordinance, and shall not cause or allow discharges to the POTW to continue after sixty (60) days of the effective date of this ordinance except in accordance with an individual wastewater discharge permit issued by the Manager.

6.4 Individual Wastewater Discharge Permitting: New Connections

Any User required to obtain an individual wastewater discharge permit who proposes to begin or recommence discharging into the POTW must obtain such permit prior to the beginning or recommencing of such discharge. An application for this individual wastewater discharge permit, in accordance with Section 6.5 of this ordinance, must be filed at least sixty (60) days prior to the date upon which any discharge will begin or recommence.

6.5 Individual Wastewater Discharge Permit Application Contents

A. All Users required to obtain an individual wastewater discharge permit must submit a permit application. The Manager may require Users to submit all or some of the following information as part of a permit application:

- (1) Identifying Information.
 - a. The name and address of the facility, including the name of the operator and owner.
 - b. Contact information, description of activities, facilities, and plant production processes on the premises;
- (2) Environmental Permits. A list of any environmental control permits held by or for the facility.
- (3) Description of Operations.
 - a. A brief description of the nature, average rate of production (including each product produced by type, amount, processes, and rate of production), and standard industrial classifications of the operation(s) carried out by such User. This description should include a schematic process diagram, which indicates points of discharge to the POTW from the regulated processes;
 - b. Types of wastes generated, and a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW;
 - c. Number and type of employees, hours of operation, and proposed or actual hours of operation;
 - d. Type and amount of raw materials processed (average and maximum per day);
 - e. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge;
- (4) Time and duration of discharges;
- (5) The location for monitoring all wastes covered by the permit;
- (6) Flow Measurement. Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined wastestream formula set out in Section 4.2(40 CFR 403.6(e)).
- (7) Measurement of Pollutants.
 - a. The categorical Pretreatment Standards applicable to each regulated process and any new categorically regulated processes for Existing Sources.
 - b. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the Standard or by the Manager, of regulated pollutants in the discharge from each regulated process.

- c. Instantaneous, Daily Maximum, and long-term average concentrations, or mass, where required, shall be reported.
- d. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Section 8.10 of this ordinance. Where the Standard requires compliance with a BMP or pollution prevention alternative, the User shall submit documentation as required by the Manager or the applicable Standards to determine compliance with the Standard.
- e. Sampling must be performed in accordance with procedures set out in Section 8.11 of this ordinance.

- (8) Any other information as may be deemed necessary by the Manager to evaluate the permit application.

B. Incomplete or inaccurate applications will not be processed and will be returned to the User for revision.

6.6 Application Signatories and Certifications

A. All wastewater discharge permit applications, User reports and certification statements must be signed by an Authorized Representative of the User and contain the certification statement in Section 8.14 A of this ordinance.

B. If the designation of an Authorized Representative is no longer accurate because a different individual or position has responsibility for the overall operation of the facility or overall responsibility for environmental matters for the company, a new written authorization satisfying the requirements of Section 1.4 C of this ordinance must be submitted to the Manager prior to or together with any reports to be signed by an Authorized Representative.

6.7 Individual Wastewater Discharge Permit Decisions

The Manager will evaluate the data furnished by the User and may require additional information. Within thirty (30) days of receipt of a complete permit application, the Manager will determine whether to issue an individual wastewater discharge permit. The Manager may deny any application for an individual wastewater discharge permit.

6.8 Industrial Wastewater Discharge Permit Classification

Industrial Wastewater Discharge Permits shall be classified as follows:

Class A: This classification is for Significant Industrial Users, SIUs, defined in Section 1.4 of this ordinance, and are industrial users regulated under National Categorical Pretreatment Standards, and/or have a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.

Class B: This classification is for Industrial Users that are not classified as an SIU, but may require a permit to communicate and formalize industrial wastewater discharge rules and obligations i.e. implementation of Best Management Practice(s), District inspection/compliance monitoring, equipment installation, self-monitoring/reporting, etc. and will involve verification of ongoing compliance with this ordinance and pretreatment standards or requirements.

Class C: This classification is for:

- (1) non-residential users that handle and store toxic or hazardous wastes on site but can demonstrate and certify that they do not directly or indirectly discharge these wastes to the sewer.
- (2) Users who require discharge approval for a temporary and/or short-term duration.
- (3) Users that have the same or substantially similar types of operations, discharge same types of waste, require similar compliance monitoring and/or best management practices, require the same standard treatment equipment and are more appropriately controlled under this type of document.

These non-residential users may be required to submit (a) an application for a Class C permit setting forth requirements for self-monitoring, reporting, and/or equipment installation, or (b) a certified zero industrial

wastewater discharge statement setting forth such survey or other information as the District may require to establish that such user will not directly or indirectly discharge toxic or hazardous wastes to the sewer.

SECTION 7 - INDIVIDUAL WASTEWATER DISCHARGE PERMIT ISSUANCE

7.1 Individual Wastewater Discharge Permit Duration

An individual wastewater discharge permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the permit. An individual wastewater discharge permit may be issued for a period less than five (5) years, at the discretion of the Manager. Each individual wastewater discharge permit will indicate a specific date upon which it will expire.

7.2 Individual Wastewater Discharge Permit Contents

An individual wastewater discharge permit shall include such conditions as are deemed reasonably necessary by the Manager to prevent Pass Through or Interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, protect the wastewater reclamation facility and protect against damage to the POTW.

A. Individual wastewater discharge permits must contain:

- (1) A statement that indicates the wastewater discharge permits issuance date, expiration date and effective date.
- (2) A statement that the wastewater discharge permit is nontransferable without prior notification to the District in accordance with Section 7.4 of this ordinance, and provisions for furnishing the new owner or operator with a copy of the existing wastewater discharge permit.
- (3) Effluent limits, including Best Management Practices, based on applicable Pretreatment Standards.
- (4) Self-monitoring, sampling, reporting, notification, and record-keeping requirements. These requirements shall include an identification of pollutants (or best management practice) to be monitored, sampling location, sampling frequency, and sample type based on Federal, State, and local law.
- (5) A statement of applicable civil and criminal penalties for violation of Pretreatment Standards and Requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law.
- (6) Requirements to control Slug Discharge, unless the Manager determines that such requirements are not necessary.

B. Individual wastewater discharge permits may contain, but need not be limited to, the following conditions:

- (1) Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
- (2) Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works.
- (3) Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or nonroutine discharges.
- (4) Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW.
- (5) The unit charge or schedule of User charges and fees for the management of the wastewater discharged to the POTW.

- (6) Requirements for installation and maintenance of inspection and sampling facilities and equipment, including flow measurement devices.
- (7) A statement that compliance with the individual wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable Federal and State Pretreatment Standards, including those which become effective during the term of the individual wastewater discharge permit; and
- (8) Other conditions as deemed appropriate by the Manager to ensure compliance with this ordinance, and State and Federal laws, rules, and regulations.

7.3 *Permit Modification*

A. The Manager may modify an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:

- (1) To incorporate any new or revised Federal, State, or local Pretreatment Standards or Requirements.
- (2) To address significant alterations or additions to the User's operation, processes, or wastewater volume or character since the time of the individual wastewater discharge permit issuance.
- (3) A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.
- (4) Information indicating that the permitted discharge poses a threat to the District's POTW, District personnel, the POTW's beneficial sludge and/or reclaimed water use, or the receiving waters.
- (5) Violation of any terms or conditions of the individual wastewater discharge permit.
- (6) Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting.
- (7) Revision of or a grant of variance from categorical Pretreatment Standards pursuant to 40 CFR 403.13.
- (8) To correct typographical or other errors in the individual wastewater discharge permit; or
- (9) To reflect a transfer of the facility ownership or operation to a new owner or operator where requested in accordance with Section 7.4 of this ordinance.

7.4 *Individual Wastewater Discharge Permit Transfer*

Individual wastewater discharge permits may be transferred to a new owner or operator only if the permittee gives at least sixty (60) days advance notice to the Manager and the Manager approves the individual wastewater discharge permit transfer. The notice to the Manager must include a written certification by the new owner or operator which:

- A. States that the new owner and/or operator has no immediate intent to change the facility's operations and processes.
- B. Identifies the specific date on which the transfer is to occur; and
- C. Acknowledges full responsibility for complying with the existing individual wastewater discharge permit.

Failure to provide advance notice of a transfer renders the individual wastewater discharge permit void as of the date of facility transfer.

7.5 *Individual Wastewater Discharge Permit Revocation*

The Manager may revoke an individual wastewater discharge permit for good cause, including, but not limited to, the following reasons:

- A. Failure to notify the Manager of significant changes to the wastewater prior to the changed discharge.

- B. Failure to provide prior notification to the Manager of changed conditions pursuant to Section 8.5 of this ordinance.
- C. Misrepresentation or failure to fully disclose all relevant facts in the wastewater discharge permit application.
- D. Falsifying self-monitoring reports and certification statements.
- E. Tampering with monitoring equipment.
- F. Refusing to allow the Manager timely access to the facility premises and records.
- G. Failure to meet effluent limitations.
- H. Failure to pay fines.
- I. Failure to pay sewer charges.
- J. Failure to meet compliance schedules.
- K. Failure to complete a wastewater survey or the wastewater discharge permit application.
- L. Failure to provide advance notice of the transfer of business ownership of a permitted facility.
- M. Violation of any Pretreatment Standard or Requirement, or any terms of the wastewater discharge permit or this ordinance.

Individual wastewater discharge permits shall be voidable upon cessation of operations or transfer of business ownership. All individual wastewater discharge permits issued to a User are void upon the issuance of a new individual wastewater discharge permit to that User.

7.6 Individual Wastewater Discharge Permit Reissuance

A User with an expiring individual wastewater discharge permit shall apply for individual wastewater discharge permit reissuance by submitting a complete permit application, in accordance with Section 6.5 of this ordinance, a minimum of sixty (60) days prior to the expiration of the User's existing individual wastewater discharge permit.

7.7 Regulation of Waste Received from Other Jurisdictions

- A. If an Outside Contributor contributes wastewater to the District's POTW, the District shall enter into an agreement with the Outside Contributor.
- B. An agreement, as required by paragraph A, above, shall contain the following conditions:
 - (1) A requirement for the Outside Contributor to adopt sewer use requirements which (i) are at least as stringent as this ordinance, (ii) contain Local Limits, which are at least as stringent as those set out in Section 4.4 of this ordinance, and (iii) includes requirements for Baseline Monitoring Reports. The sewer use requirements shall specify that such requirements and limits must be revised as necessary to reflect changes made to the District's ordinance or Local Limits.
 - (2) A provision specifying which pretreatment implementation activities, including individual wastewater discharge permit issuance, inspection and sampling, and enforcement, will be conducted by the

Outside Contributor; which of these activities will be conducted by the Manager; and which of these activities will be conducted jointly by the Outside Contributor and the Manager.

- (3) A requirement for the Outside Contributor to provide the Manager with access to all information that the Outside Contributor obtains as part of its pretreatment activities.
- (4) Limits on the nature, quality, and volume of the Outside Contributor's wastewater at the point where it discharges to the POTW.
- (5) Requirements for monitoring the Outside Contributor's discharge.
- (6) A provision ensuring the Manager access to the facilities of users located within the Outside Contributor's jurisdictional boundaries for the purpose of inspection, sampling and any other duties deemed necessary by the Manager.
- (7) A provision specifying remedies available for breach of the terms of the agreement.
- (8) A provision specifying that, where the Outside Contributor has primary responsibility for permitting, compliance monitoring, or enforcement, the District has the right to take action to enforce the terms of the Outside Contributor's sewer use requirements or to impose and enforce Pretreatment Standards and Requirements directly against dischargers in the event the Outside Contributor is unable or unwilling to take such action.

SECTION 8 - REPORTING REQUIREMENTS

8.1 Baseline Monitoring Reports

A. Within either one hundred eighty (180) days after the effective date of a categorical Pretreatment Standard, or the final administrative decision on a category determination under 40 CFR 403.6(a)(4), whichever is later, existing Categorical Industrial Users currently discharging to or scheduled to discharge to the POTW shall submit to the Manager a report which contains the information listed in paragraph B, below. At least ninety (90) days prior to commencement of their discharge, New Sources, and sources that become Categorical Industrial Users subsequent to the promulgation of an applicable categorical Standard, shall submit to the Manager a report which contains the information listed in paragraph B, below. A New Source shall report the method of pretreatment it intends to use to meet applicable categorical Standards. A New Source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.

B. Users described above shall submit the information set forth below.

- (1) All information required in Section 6.5A (1) a, Section 6.5A (2), Section 6.5A (3) a, and Section 6.5A (6) of this ordinance.
- (2) Measurement of pollutants.
 - a. The User shall provide the information required in Section 6.5A (7) a through d of this ordinance.
 - b. The User shall take a minimum of one representative sample to compile that data necessary to comply with the requirements of this paragraph.
 - c. Samples should be taken immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment the User should measure the flows and concentrations necessary to allow use of the combined waste stream formula in 40 CFR 403.6(e) to evaluate compliance with the Pretreatment Standards. Where an alternate concentration or mass limit has been calculated in accordance with 40 CFR 403.6(e) this adjusted limit along with supporting data shall be submitted to the Control Authority.
 - d. Sampling and analysis shall be performed in accordance with Section 8.10 of this ordinance.
 - e. The Manager may allow the submission of a baseline report which utilizes only historical data so long as the data provides information sufficient to determine the need for industrial pretreatment measures.

- f. The baseline report shall indicate the time, date and place of sampling and methods of analysis, and shall certify that such sampling and analysis is representative of normal work cycles and expected pollutant Discharges to the POTW.

(3) Compliance Certification. A statement, reviewed by the User's Authorized Representative as defined in Section 1.4 C of this ordinance and certified by a qualified professional, indicating whether Pretreatment Standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional pretreatment is required to meet the Pretreatment Standards and Requirements.

(4) Compliance Schedule. If additional pretreatment and/or O&M will be required to meet the Pretreatment Standards, the shortest schedule by which the User will provide such additional pretreatment and/or O&M must be provided. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard. A compliance schedule pursuant to this Section must meet the requirements set out in Section 8.2 of this ordinance.

(5) Signature and Report Certification. All baseline monitoring reports must be certified in accordance with Section 8.14 A of this ordinance and signed by an Authorized Representative as defined in Section 1.4 C of this ordinance.

8.2 Compliance Schedule Progress Reports

The following conditions shall apply to the compliance schedule required by Section 8.1(B)(4) of this ordinance:

- A. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the User to meet the applicable Pretreatment Standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);
- B. No increment referred to above shall exceed nine (9) months.
- C. The User shall submit a progress report to the Manager no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the User to return to the established schedule; and
- D. In no event shall more than nine (9) months lapse between such progress reports to the Manager.

8.3 Reports on Compliance with Categorical Pretreatment Standard Deadline

Within ninety (90) days following the date for final compliance with applicable categorical Pretreatment Standards, or in the case of a New Source following commencement of the introduction of wastewater into the POTW, any User subject to such Pretreatment Standards and Requirements shall submit to the Manager a report containing the information described in Section 6.5A(6) and (7) and 8.1B(2) of this ordinance. For all users subject to categorical Pretreatment Standards expressed in terms of allowable pollutant discharge per unit of production (or other measures of operation), this report shall include the User's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with Section 8.14 A of this ordinance. All sampling will be done in conformance with Section 8.11 of this ordinance.

8.4 Periodic Compliance Reports

- A. All Significant Industrial Users must, at a frequency determined by the District, submit no less than twice per year (by January 31st and July 31st for the six-month periods ending December 31st and June 30th) reports indicating the nature, concentration of pollutants in the discharge which are limited by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. In cases where the Pretreatment Standard requires compliance with a Best Management Practice

(BMP) or pollution prevention alternative, the User must submit documentation required by the District or the Pretreatment Standard necessary to determine the compliance status of the User.

B. All periodic compliance reports must be signed and certified in accordance with Section 8.14 A of this ordinance.

C. All wastewater samples must be representative of the User's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a User to keep its monitoring facility in good working order shall not be grounds for the User to claim that sample results are unrepresentative of its discharge.

D. If a User subject to the reporting requirement in this Section monitors any regulated pollutant at the appropriate sampling location more frequently than required by the Manager, using the procedures prescribed in Section 8.11 of this ordinance, the results of this monitoring shall be included in the report.

8.5 *Reports of Changed Conditions*

Each User must notify the District of any significant changes to the User's operations or system which might alter the nature, quality, or volume of its wastewater at least thirty (30) days before the change.

A. The District may require the User to submit such information as may be deemed necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under Section 6.5 of this ordinance.

B. The District may issue an individual wastewater discharge permit under Section 7.6 of this ordinance or modify an existing wastewater discharge permit under Section 7.3 of this ordinance in response to changed conditions or anticipated changed conditions.

8.6 *Reports of Potential Problems*

A. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, a Slug Discharge or Slug Load, that might cause potential problems for the POTW, the User shall immediately telephone and notify the Manager of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the User.

B. Within five (5) days following such discharge, the User shall, unless waived by the District, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any fines, penalties, or other liability which may be imposed pursuant to this ordinance.

C. A notice shall be permanently posted on the User's bulletin board or other prominent place advising employees who to call in the event of a discharge described in paragraph A, above. Employers shall ensure that all employees, who could cause such a discharge to occur, are advised of the emergency notification procedure.

D. Significant Industrial Users are required to notify the Manager immediately of any changes at its facility affecting the potential for a Slug Discharge.

8.7 *Reports from Unpermitted Users*

All Users not required to obtain an individual wastewater discharge permit shall provide appropriate reports to the Manager as the Manager may require.

8.8 Notice of Violation/Repeat Sampling and Reporting

If sampling performed by a User indicates a violation, the User must notify the Manager within twenty-four (24) hours of becoming aware of the violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Manager within thirty (30) days after becoming aware of the violation. Resampling by the Industrial User is not required if the District performs sampling at the User's facility at least once a month, or if the District performs sampling at the User between the time when the initial sampling was conducted and the time when the User or the District receives the results of this sampling, or if the District has performed the sampling and analysis in lieu of the Industrial User.

8.9 Discharge of Hazardous Waste - Notification of Unintentional Discharge

Discharge of hazardous wastes, except as specified in this ordinance, is prohibited. Notification of any unintentional discharge of hazardous waste shall be reported in accordance with Section 8.6 of this Ordinance.

8.10 Analytical Requirements

All pollutant analyses, including sampling techniques to collect and preserve, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto, unless otherwise specified in an applicable categorical Pretreatment Standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the EPA determines that the Part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the Manager or other parties approved by EPA.

8.11 Sample Collection

Samples collected to satisfy reporting requirements must be based on data obtained through appropriate sampling and analysis performed during the period covered by the report, based on data that is representative of conditions occurring during the reporting period. A Chain-of-Custody form is required to be submitted with all monitoring data.

A. Except as indicated in Section B and C below, the User must collect wastewater samples using 24-hour flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the Manager. Where time-proportional composite sampling or grab sampling is authorized by the District, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil and grease, the samples may be composited in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the District, as appropriate. In addition, grab samples may be required to show compliance with Instantaneous Limits.

B. Samples for oil and grease, temperature, pH, cyanide, total phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.

C. For sampling required in support of baseline monitoring and 90-day compliance reports required in Sections 8.1 and 8.3 of this ordinance [40 CFR 403.12(b) and (d)], a minimum of four (4) grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the Manager may authorize a lower minimum. For the reports required by paragraphs Section 8.4 of this ordinance (40 CFR 403.12(e) and 403.12(h)), the Industrial User is required to collect the number of grab samples necessary to assess and assure compliance by with applicable Pretreatment Standards and Requirements.

8.12 Date of Receipt of Reports

Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

8.13 Recordkeeping

Users subject to the reporting requirements of this ordinance shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this ordinance, any additional records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements, and documentation associated with Best Management Practices established under Section 4.4 C of this ordinance. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the User or the District, or where the User has been specifically notified of a longer retention period by the Manager.

8.14 Certification Statements

A. Certification of Permit Applications, User Reports and Initial Monitoring Waiver

The following certification statement is required to be signed and submitted by Users submitting permit applications in accordance with Section 6.6 of this ordinance; Users submitting baseline monitoring reports under Section 8.1 B (5) of this ordinance; Users submitting reports on compliance with the categorical Pretreatment Standard deadlines under Section 8.3; and Users submitting periodic compliance reports required by Section 8.4 A–D of this ordinance. The following certification statement must be signed by an Authorized Representative as defined in Section 1.4 C of this ordinance:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

SECTION 9 - COMPLIANCE MONITORING

9.1 Right of Entry: Inspection and Sampling

The District shall have the right to enter the premises of any User to determine whether the User is complying with all requirements of this ordinance and any individual wastewater discharge permit or order issued hereunder. Users shall allow the District ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

A. Where a User has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the District shall be permitted to enter without delay for the purposes of performing specific responsibilities.

B. The District shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the User's operations.

C. The District may require the User to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the User at its own expense. All devices used to measure wastewater flow and quality shall be calibrated according to manufacturer's specifications to ensure their accuracy.

D. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the User at the written or verbal request of the District and shall not be replaced. The costs of clearing such access shall be borne by the User.

E. Unreasonable delays in allowing the District access to the User's premises shall be a violation of this ordinance.

F. The monitoring facility shall (i) provide ample room in or near the monitoring facility to allow accurate sampling and preparation of samples and analysis, (ii) comply with all District requirements, (iii) comply with all applicable local construction standards and specifications, and (iv) be constructed and maintained in such manner so as to enable the District to perform independent monitoring activities.

9.2 Inspection Warrants

If the District has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the District designed to verify compliance with this ordinance or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, they may seek issuance of an inspection warrant from the Santa Barbara Superior Court pursuant to California Code of Civil Procedure Section 1822.50 et seq.

SECTION 10 - CONFIDENTIAL INFORMATION

Information and data on a User obtained from reports, surveys, wastewater discharge permit applications, individual wastewater discharge permits, and monitoring programs, and from the District's inspection and sampling activities, shall be available to the public without restriction, unless the User specifically requests, and is able to demonstrate to the satisfaction of the District, that (i) the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable State law, and (ii) such information is exempt from disclosure under the California Public Records Act (California Government Code Section 6250 et seq.). Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the User furnishing a report that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public but shall be made available immediately upon request to governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other effluent data, as defined at 40 CFR 2.302, shall not be recognized as confidential information and shall be available to the public without restriction.

SECTION 11 - PUBLICATION OF USERS IN SIGNIFICANT NONCOMPLIANCE

The District shall publish annually, in a newspaper of general circulation that provides meaningful public notice within the jurisdictions served by the POTW, a list of the Users which, at any time during the previous twelve (12) months, were in Significant Noncompliance with applicable Pretreatment Standards and Requirements. The term Significant Noncompliance shall be applicable to all Significant Industrial Users (or any other Industrial User that violates paragraphs (C), (D) or (H) of this Section 11) and shall mean:

A. Chronic violations of wastewater discharge limits, defined here as those in which sixty-six percent (66%) or more of all the measurements taken for the same pollutant parameter taken during a six- (6-) month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including Instantaneous Limits as defined in Section 2 of this ordinance.

B. Technical Review Criteria (TRC) violations, defined here as those in which thirty-three percent (33%) or more of wastewater measurements taken for each pollutant parameter during a six- (6-) month period equals or exceeds the product of the numeric Pretreatment Standard or Requirement including Instantaneous Limits, as defined by Section 2 of this ordinance multiplied by the applicable criteria (1.4 for BOD, TSS, fats, oils and grease, and 1.2 for all other pollutants except pH).

C. Any other violation of a Pretreatment Standard or Requirement as defined by Section 2 of this ordinance (Daily Maximum, long-term average, Instantaneous Limit, or narrative standard) that the District determines has caused, alone or in combination with other discharges, Interference or Pass Through, including endangering the health of POTW personnel or the general public.

D. Any discharge of a pollutant that has caused imminent endangerment to the public or to the environment, or has resulted in the District's exercise of its emergency authority to halt or prevent such a discharge.

E. Failure to meet, within ninety (90) days of the scheduled date, a compliance schedule milestone contained in an individual wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance.

F. Failure to provide within forty-five (45) days after the due date, any required reports, including baseline monitoring reports, reports on compliance with categorical Pretreatment Standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules.

G. Failure to accurately report noncompliance.

H. Any other violation(s), which may include a violation of Best Management Practices, which the District determines will adversely affect the operation or implementation of the local pretreatment program.

SECTION 12 - ADMINISTRATIVE ENFORCEMENT REMEDIES

12.1 Notification of Violation

When the Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Manager may serve upon that User a written Notice of Violation. Within thirty (30) days of the receipt of such Notice of Violation, the User shall submit to the Manager an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions. Submission of such a plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this Section 12 shall limit the authority of the Manager to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

12.2 Consent Orders

The Manager may, on behalf of the District, enter into Consent Orders, assurances of compliance, or other similar documents establishing an agreement with any User responsible for noncompliance. Such documents shall include specific action to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to Sections 12.4 and 12.5 of this ordinance and shall be judicially enforceable.

12.3 Show Cause Hearing

The Manager may order a User which has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, to appear before the Manager and show cause why the proposed enforcement action should not be taken. Notice shall be served on the User specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the User show cause why the proposed enforcement action

should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least thirty (30) days prior to the hearing. Such notice may be served on any Authorized Representative of the User as defined in Section 1.4 C and required by Section 6.6 A of this ordinance. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the User.

12.4 Compliance Orders

When the Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Manager may issue an order to the User responsible for the discharge directing that the User come into compliance within a specified time. If the User does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a Pretreatment Standard or Requirement, nor does a compliance order relieve the User of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the User.

12.5 Cease and Desist Orders

When the Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, or that the User's past violations are likely to recur, the Manager may issue an order to the User directing it to cease and desist all such violations and directing the User to:

- A. Immediately comply with all requirements; and
- B. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge. Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the User.

12.6 Administrative Penalties

A. If the District seeks to impose an administrative penalty, the District shall issue an administrative complaint to any person who violates any requirement adopted or ordered by the District pursuant to this ordinance. The administrative complaint shall allege the act or failure to act that constitutes the violation of the District's requirements, the provisions of law authorizing civil liability to be imposed, and the proposed penalty.

B. The administrative complaint shall be served by personal delivery or certified mail (return receipt requested) on the person subject to the District's discharge requirements, and shall inform the person served that a hearing shall be conducted within sixty (60) days after the person has been served. The hearing shall be before a hearing officer designated by the Governing Board of the District. The person who has been issued an administrative complaint may waive the right to a hearing, in which case the District shall not conduct a hearing. A person dissatisfied with the decision of the hearing officer may appeal to the Governing Board of the District within thirty (30) days of notice of the hearing officer's decision.

C. If after the hearing, or appeal, if any, it is found that the person has violated reporting or discharge requirements, the hearing officer or Governing Board may assess a civil penalty against that person. In determining the amount of the civil penalty, the hearing officer or Governing Board may take into consideration all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the economic benefit derived through any noncompliance, the nature and persistence of the violation, the length of time over which the violation occurs and corrective action, if any, attempted or taken by the discharger.

D. Administrative penalties may be imposed by the District as follows:

- (1) In an amount which shall not exceed two thousand dollars (\$2,000) for each day for failing or refusing to furnish technical or monitoring reports.
- (2) In an amount which shall not exceed three thousand dollars (\$3,000) for each day for failing or refusing to timely comply with any compliance schedule established by the local agency.
- (3) In an amount which shall not exceed five thousand dollars (\$5,000) per violation for each day for discharges in violation of any waste discharge limitation, permit condition, or requirement issued, reissued, or adopted by the local agency.
- (4) In an amount which does not exceed ten dollars (\$10) per gallon for discharges in violation of any suspension, cease and desist order or other orders, or prohibition issued, reissued, or adopted by a local agency.
- (5) The amount of any civil penalties imposed under this section which have remained delinquent for a period of sixty (60) days shall constitute a lien against the real property of the discharger from which the discharge originated resulting in the imposition of the civil penalty. The lien provided herein shall have no force and effect until recorded with the Santa Barbara County Recorder and, when recorded, shall have the force and effect and priority of a judgment lien and continue for ten (10) years from the time of recording unless sooner released, and shall be renewable in accordance with the provisions of Sections 683.110 to 683.220, inclusive, of the California Code of Civil Procedure.

E. All moneys collected under this Section 12 shall be deposited in a special account of the District and shall be made available for the monitoring, treatment, and control of discharges into the local agency's sanitation or sewer system or for other mitigation measures.

F. Unless appealed, orders setting administrative civil penalties shall become effective and final upon issuance thereof, and payment shall be made within thirty (30) days. Copies of these orders shall be served by personal service or by registered mail return receipt requested, upon the party served with the administrative complaint and upon other persons who appeared at the hearing and requested a copy.

G. The District may, at its option, elect to petition the Superior Court to confirm any order establishing civil penalties and enter judgment in conformity therewith in accordance with the provisions of Sections 1285 to 1287.6, inclusive, of the California Code of Civil Procedure.

H. No penalties shall be recoverable under this Section 12 for any violation for which civil liability is recovered under Government Code Section 54740.

I. Any party aggrieved by a final order issued by the Governing Board of the District under this Section 12.6 after granting review of the order of a hearing officer, may obtain review of the order of the Governing Board in the Superior Court by filing in the court a petition for writ of mandate within thirty (30) days following the service of a copy of a decision and order issued by the Governing Board. Any party aggrieved by a final order of a hearing officer issued under this Section 12.6, for which the Governing Board denies review, may obtain review, of the order of the hearing officer in the Superior Court by filing in the court a petition for writ of mandate within thirty (30) days following service of a copy of a decision and order denying review by the Governing Board.

J. If no aggrieved party petitions for writ of mandate within the time provided by this Section 12.6, an order of the Governing Board or a hearing officer shall not be subject to review by any court or agency, except that the Governing Board may grant review on its own motion of an order after the expiration of the time limits set by this Section 12.6.

K. The evidence before the court shall consist of the record before the Governing Board, including the hearing officer's record, and any other relevant evidence which, in the judgment of the court, should be considered to

effectuate and implement policies of this division. In every such case, the court shall exercise its independent judgment on the evidence.

L. Except as otherwise provided in this Section, subdivisions (e) and (f) of Section 1094.5 of the California Code of Civil Procedure shall govern proceedings pursuant to this Section 12.6.

12.7 Emergency Suspensions

The Manager may immediately suspend a User's discharge, after informal notice to the User, whenever such suspension is necessary to stop an actual or threatened discharge, which reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. The Manager may also immediately suspend a User's discharge, after notice, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

A. Any User notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the Manager may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The Manager may allow the User to recommence its discharge when the User has demonstrated to the satisfaction of the Manager that the period of endangerment has passed, unless the termination proceedings in Section 12.8 of this ordinance are initiated against the User.

B. A User that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the Manager prior to the date of any show cause or termination hearing under Sections 12.3 or 12.8 of this ordinance.

Nothing in this Section 12.7 shall be interpreted as requiring a hearing prior to any Emergency Suspension.

12.8 Termination of Discharge

In addition to the provisions in Section 7.5 of this ordinance, any User who violates the following conditions is subject to discharge termination:

- A. Violation of individual wastewater discharge permit conditions.
- B. Failure to accurately report the wastewater constituents and characteristics of its discharge.
- C. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge.
- D. Refusal of reasonable access to the User's premises for the purpose of inspection, monitoring, or sampling.
- E. Violation of the Pretreatment Standards in Section 4 of this ordinance.

Such User will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Section 12.3 of this ordinance why the proposed action should not be taken. Exercise of this option by the Manager shall not be a bar to, or a prerequisite for, taking any other action against the User.

SECTION 13 - JUDICIAL ENFORCEMENT REMEDIES

13.1 Injunctive Relief

When the Manager finds that a User has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement, the Manager may petition the Superior Court through the District's attorney for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the individual wastewater discharge permit, order, or other requirement imposed by this ordinance on activities of the

User. The Manager may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the User to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a User.

13.2 Civil Penalties

A. Pursuant to California Government Code Sections 54739 and 54740 and the Clean Water Act, a User who has violated, or continues to violate, any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement may be civilly liable in a sum of not to exceed twenty-five thousand dollars (\$25,000) a day for each violation.

B. The District may petition the Superior Court to impose, assess, and recover the sums provided for in Section 13.2 A of this ordinance. In determining the amount, the court shall take into consideration all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the economic benefit derived through any noncompliance, the nature and persistence of the violation, the length of time over which the violation occurs, and corrective action, if any, attempted or taken by the discharger.

C. Notwithstanding any other provision of law, all civil penalties imposed by the court for a violation of this Section 13.2 shall be distributed to the District.

D. Remedies under this Section 13.2 are in addition to and do not supersede or limit any and all other remedies, civil or criminal, but no liability shall be recoverable under this Section 13.2 for any violation for which administrative penalties are recovered under California Government Code Section 54740.5.

13.3 Criminal Prosecution

A. A User who willfully or negligently discharges pollutants, except in compliance with waste discharge requirements, or who willfully or negligently violates any order, prohibition, waste discharge requirement, effluent standard, water quality related effluent standard, federal standard or performance, pretreatment or toxicity standard or requirement, or who refuses to comply with the requirements adopted to control the disposal of pollutants into wells, or who fails to comply with the conditions of their permit, compliance schedule or any standard, condition or requirement set forth in this ordinance, shall be punished by a fine of not more than One Thousand Dollars (\$1,000) for each day such violation occurs, or by imprisonment for not more than thirty (30) days, or both.

B. A User who knowingly makes any false statement, representation, record, report, plan or other document filed with a Regional Water Quality Control Board or the State Water Resources Control Board, or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required by the laws of the State of California, shall be punished by a fine of not more than Ten Thousand Dollars (\$10,000), or by imprisonment for not more than six (6) months, or both.

C. If the District believes a criminal offense has been committed hereunder, it may refer the matter to the District Attorney for prosecution.

13.4 Remedies Nonexclusive

The remedies provided for in this ordinance are not exclusive. The Manager may take any, all, or any combination of these actions against a noncompliant User. Enforcement of pretreatment violations will generally be in accordance with the District's Enforcement Response Plan. However, the Manager may take other action against any User when the circumstances warrant. Further, the Manager is empowered to take more than one enforcement action against any noncompliant User.

SECTION 14 - SUPPLEMENTAL ENFORCEMENT ACTION

14.1 Payment of Outstanding Fees and Penalties

The Manager may decline to issue or reissue an individual wastewater discharge permit to any User who has failed to pay any outstanding fees, fines or penalties incurred as a result of any provision of this ordinance, a previous individual wastewater discharge permit, or order issued hereunder.

14.2 Public Nuisances

A violation of any provision of this ordinance, an individual wastewater discharge permit, or order issued hereunder, or any other Pretreatment Standard or Requirement is hereby declared a public nuisance and shall be corrected or abated as directed by the Manager. Any person(s) creating a public nuisance shall be subject to the provisions of California law governing such nuisances.

14.3 Performance Bonds

The Manager may decline to issue or reissue an individual wastewater discharge permit to any User who has failed to comply in any material respect with any provisions of this ordinance, a previous individual wastewater discharge permit or order issued hereunder, or any other Pretreatment Standard or requirement, unless such User first files a bond in a form satisfactory to the Manager, payable to the District in a sum not to exceed a value determined by the Manager to be necessary to achieve consistent compliance.

SECTION 15 - AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

A User shall have such affirmative defenses to an enforcement action brought against it for noncompliance with this ordinance as may be provided by State and Federal law.

SECTION 16—MISCELLANEOUS PROVISIONS

16.1 Pretreatment Charges and Fees

The District may adopt reasonable fees for reimbursement of costs of setting up and operating the District's Pretreatment Program, which may include:

- A. Fees for wastewater discharge permit applications including the cost of processing such applications.
- B. Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a User's discharge, and reviewing monitoring reports and certification statements submitted by Users.
- C. Fees for reviewing and responding to accidental discharge procedures and construction.
- D. Fees for filing appeals.
- E. Fees to recover administrative and legal costs associated with the enforcement activity taken by the Manager to address User noncompliance.
- F. Other fees as the District may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this ordinance and are separate from all other fees, fines, and penalties chargeable by the District.

16.2 Severability

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or of the State of California, such decision shall not affect the validity of the remaining portions of this ordinance. The Governing Board of the District hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more section, subsection, sentence,

clause or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

16.3 Publication

The Secretary of the District is hereby directed to cause a display advertisement relating to this ordinance to be published once in a newspaper published and of general circulation in the District in accordance with Health & Safety Code Section 6490.

16.4 Effective Date

This ordinance shall take effect and be in force one week following publication as provided in Section 16.3 hereof.

16.5 Repeal of Prior Ordinance

As of the effective date of this ordinance, District Ordinance No. 77 is repealed in its entirety.

PASSED AND ADOPTED this 7th day of December, 2020, by the following vote of the Governing Board of the Goleta Sanitary District:

AYES:	Rose, Smith, Majoewsky, Emerson, Fuller
NOES:	None
ABSTENTIONS:	None
ABSENT:	None

Sharon Rose
Governing Board President

COUNTERSIGNED

Robert O. Mangus, Jr.,
Governing Board Secretary

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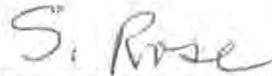
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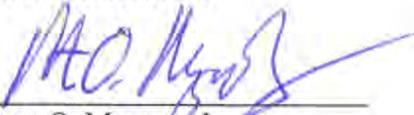
PASSED AND ADOPTED this 7th day of December, 2020, by the following vote of the Governing Board of the Goleta Sanitary District:

AYES: Rose, Smith, Majoewsky, Emerson, Fuller
NOES: None
ABSTENTIONS: None
ABSENT: None



Sharon Rose
Governing Board President

COUNTERSIGNED



Robert O. Mangus, Jr.,
Governing Board Secretary

Appendix D

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

Appendix E

GSD Overflow Emergency Response Plan (June 3, 2020)

Goleta Sanitary District

Overflow Emergency Response Plan



Effective Date: June 3, 2020

Revised Date: June 3, 2020

Approved by: Steve Wagner

Signature: _____

Date: June 3, 2020

Prepared by David Patzer, DKF Solutions Group
(707) 373-9709 dpatzer@dkfsolutions.com

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Sanitary Sewer Overflow Emergency Response Plan

1. Purpose

The purpose of the Goleta Sanitary District's (District) Overflow Emergency Response Plan (OERP) is to support an orderly and effective response to Sanitary Sewer Overflows (SSOs). The OERP provides guidelines for District personnel to follow in responding to, cleaning up, and reporting SSOs that may occur within the District's service area. This OERP satisfies the California State Water Resources Control Board (SWRCB) Statewide General Waste Discharge Requirements (GWDR), which require wastewater collection agencies to have an Overflow Emergency Response Plan.

2. Policy

The District's employees are required to report all wastewater overflows found and to take the appropriate action to secure the wastewater overflow area, properly report to the appropriate regulatory agencies, relieve the cause of the overflow, and ensure that the affected area is cleaned as soon as possible to minimize health hazards to the public and protect the environment. The District's goal is to respond to sewer system overflows as soon as possible following notification. The District will follow reporting procedures in regards to sewer spills as set forth by the Central Coast Regional Water Quality Control Board and the SWRCB.

3. Definitions as Used in This OERP

CALIFORNIA INTEGRATED WATER QUALITY SYSTEM (CIWQS): Refers to the State Water Resources Control Board online electronic reporting system that is used to report SSOs, certify completion of the SSMP, and provide information on the sanitary sewer system.

FOG – Fats, Oils, and Grease: Refers to fats, oils, and grease typically associated with food preparation and cooking activities that can cause blockages in the sanitary sewer system.

LEGALLY RESPONSIBLE OFFICIAL (LRO): Refers to an individual who has the authority to certify reports and other actions that are submitted through CIWQS.

MAINLINE SEWER: Refers to District wastewater collection system piping that is not a private lateral connection to a user.

MANHOLE: Refers to an engineered structure that is intended to provide access to a sanitary sewer for maintenance and inspection.

NOTIFICATION OF AN SSO: Refers to the time at which the District becomes aware of an SSO event through observation or notification by the public or other source.

NUISANCE - California Water Code section 13050, subdivision (m), defines nuisance as anything that 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.

PREVENTATIVE MAINTENANCE: Refers to maintenance activities intended to prevent failures of the wastewater collection system facilities (e.g. cleaning, CCTV, inspection).

PRIVATE LATERAL SEWAGE DISCHARGES – Sewage discharges that are caused by blockages or other problems within a privately-owned lateral.

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.

SSOs that include multiple appearance points resulting from a single cause will be considered one SSO for documentation and reporting purposes in CIWQS.

***NOTE:** Wastewater backups into buildings caused by a blockage or other malfunction of a building lateral that is privately owned are not SSOs.*

SSO Categories:

- Category 1: Discharges of untreated or partially treated wastewater of **any volume** resulting from an enrollee's sanitary sewer system failure or flow condition that:
- Reach surface water and/or reach a drainage channel tributary to a surface water; or
 - Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
- Category 2: Discharge of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from a sanitary sewer system failure or flow condition that either:
- Does not reach surface water, a drainage channel, or an MS4, or
 - The entire SSO discharged to the storm drain system was fully recovered and disposed of properly.
- Category 3: All other discharges of untreated or partially treated wastewater resulting from a sanitary sewer system failure or flow condition.

SANITARY SEWER SYSTEM: Any publicly-owned 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.

SENSITIVE AREA: Refers to areas where an SSO could result in a fish kill or pose an imminent or substantial danger to human health (e.g. parks, aquatic habitats, etc.)

SEWER SERVICE LATERAL: Refers to the piping that conveys sewage from the building to the District's wastewater collection system.

UNTREATED OR PARTIALLY TREATED WASTEWATER: Any volume of waste discharged from the sanitary sewer system upstream of a wastewater treatment plant headworks.

WATERS OF THE STATE: Waters of the State (or waters of the United States) means any surface water, 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 wastewater collection system and that portion of the storm drain is cleaned.

4. State Regulatory Requirements for Element 6, Overflow Emergency Response Plan

SWRCB General Waste Discharge Requirements (GWDR) Requirement

The collection system agency 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 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 Monitoring and Reporting Program (MRP). All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board Waste Discharge Requirements or National Pollutant Discharge Elimination System (NPDES) permit requirements. The Sewer System Management Plan (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 OERP 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 untreated wastewater and prevent discharge of untreated wastewater to Waters of the United States and 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.

The SSMP and critical supporting documents are available to the public at www.goletasanitary.org.

5. Goals

The District's goals with respect to responding to SSOs are:

- Work safely;
- Respond quickly to minimize the volume of the SSO;
- Eliminate the cause of the SSO;
- Prevent SSOs or leaks from entering the storm drain system or receiving waters to the maximum extent practicable;
- Contain the spilled wastewater to the extent feasible;
- Minimize public contact with the spilled wastewater;
- Mitigate the impact of the SSO;
- Meet the regulatory reporting requirements;
- Evaluate the causes of failure related to certain SSOs;

- Revise response procedures resulting from the debrief and failure analysis of certain SSOs; and
- Recommend/implement corrective measures to prevent SSO recurrence.

6. SSO Detection and Notification

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(a)

The processes that are employed to notify the District of the occurrence of an SSO include: receipt of an alarm, observation by the public, or observation by District staff during the normal course of their work.

The District operates two wastewater lift stations. In the event of any pump failure, the high-level sensor activates the SCADA alarm system and the District is contacted. To prevent overflow, wastewater from the wet well can either be pumped into a vacuum truck for disposal to a nearby sanitary sewer manhole or bypassed around the station into the sanitary sewer system.

6.1 PUBLIC OBSERVATION

Public observation is the most common way that the District is notified of blockages and spills. Contact numbers and information for reporting sewer spills and backups are on the District's website: <http://www.goletasanitary.org>. The District's telephone number for reporting sewer problems is (805) 967-4519.

Normal Work Hours

The front office staff will forward the call to the Collection System Manager or designee. The Collection System Manager or designee will collect the caller's name, address, and the nature of the problem. The Collection System Manager or designee will dispatch an available Collections System Crew and the Collections System Crew will respond to the caller's address.

Collections System Crew will perform an investigation to determine the nature of the problem. If it is determined to be a District issue, the Collections System Crew will address the issue. If it is not a District issue, the Collections System Crew will notify the resident that the problem is with their lateral. The Collections System Crew will also notify Public Health if it is a Private Lateral Sewage Discharge (PLSD). If the problem is in another public agency's service area, the Collections System Crew will notify that agency.

The Collections System Crew will complete a Field Report detailing the caller, nature of the problem reported, nature of the problem discovered, and any actions taken.

If the service request is a District Sanitary Sewer Overflow (SSO), the Collections System Crew will complete the Overflow Emergency Response Plan workbook and open an SSO file.

After Hours

After hours service calls rolls over to an answering service and the answering service will notify the standby employee.

The standby employee will respond and notify the Collection System Manager. The standby employee will complete the Field Report and if the request is for an SSO, the standby employee will complete the OERP Workbook. The standby employee will notify the Collection System Manager if they need additional assistance addressing the SSO or other problem.

The completed Field Report will be forwarded to the Collection System Manager the next day (and the OERP Workbook if this was for an SSO).

The Collections System Crew may be dispatched to CCTV the area of the spill regardless of the reason for the call out.

When calls are received, either during normal work hours or after hours, the individual receiving the call will collect the following information:

- Time and date of call
- Specific location of potential problem
- Nature of call
- In case of SSO, estimated start time of overflow
- Caller's name, address, and telephone number
- Caller's observation (e.g., odor, duration, location on property, known impacts, indication if surface water impacted, appearance at cleanout or manhole)
- Caller's estimation of the duration of the problem and knowledge of any history of prior incidents in the same area.
- Other relevant information

6.2 DISTRICT STAFF OBSERVATION

District staff conducts periodic inspections of its sewer system facilities as part of their routine activities. Any problems noted with the sewer system facilities are reported to Collections System Supervisor who determines the appropriate course of action.

If there are no witnesses or no call was received for an SSO, the District staff will contact nearby residents or business owners in the vicinity of the SSO, in an attempt to obtain information that brackets a given start time that the SSO began. This information will be collected and placed with records for the specific SSO.

7. SSO Response Procedures

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(b)

7.1 Sewer Overflow/Backup Response Summary

The District will respond to SSOs as soon as feasible following notification of an overflow/backup or unauthorized discharge.

If the overflow/backup is not due to a failure in the District-owned/maintained sewer lines, the Collections System Crew performs the following:

- Follows the instructions in the Sanitary Sewer Overflow/Backup Response Workbook.
- If the customer is not home the Collections System Crew completes the Door Hanger and leaves it on the customer's door.
- If the customer is home the Collections System Crew:
 - Explains that the blockage is in the customer's lateral and the District does not have legal authority to maintain or perform work on privately owned laterals.
 - Recommends to the customer that they hire a contractor to clear their line.
 - Gives the customer the Sewer Spill Reference Guide pamphlet.

If the overflow/backup is due to a failure in the District-owned/maintained sewer lines the Collections System Crew:

- Follows the instructions in the Sanitary Sewer Overflow/Backup Workbook.
- Notifies Collection System Manager of the incident.
- Relieves blockage and cleans impacted areas.
- Forwards the completed Sanitary Sewer Overflow Workbook to the Collection System Manager.

The Collection System Manager performs required regulatory reporting in accordance with the Sanitary Sewer Overflow/Backup Workbook's Regulatory Reporting section.

If the overflow has impacted private property:

- The Collections System Crew:
 - Follows the instructions in the Sanitary Sewer Overflow/Backup Workbook.
 - Provides the customer with forms and information as indicated in the Sanitary Sewer Overflow/Backup Workbook.
 - Forwards the completed Sanitary Sewer Overflow/Backup Workbook to the Collection System Manager.
- The Collection System Manager:
 - Reviews incident reports, claim form and other incident information and forwards, as appropriate, to:

Carl Warren and Company
Attention: Alan Dialon
Address: 2300 Clayton Road, Concord, CA 94520
Telephone: (855) 763-5898
Email: csrmaclaims@carlwarren.com
 - Communicates with claimant as appropriate.
 - Communicates with Carl Warren and Company to adjust and administer the claim to closure.

7.2 First Responder Priorities

The first responder's priorities are:

- To follow safe work practices.
- To respond promptly with the appropriate and necessary 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 promptly notify the Collection System Manager of any SSO. Upon confirmation of an SSO, and if the Collection System Manager or the Collections System Supervisor has not been contacted the first responder will inform the District General Manager of the SSO.
- To return the spilled sewage to the sewer system.
- To restore the area to its original condition (or as close as possible).

7.3 Safety

The first responder is responsible for following safety procedures at all times. Special safety precautions must be observed when performing sewer work. Always take the time to consider safety issues, consider the order of work, and check safety equipment before starting the job.

7.4 Initial Response

The first responder must respond to the reporting party/problem site and visually check for potential sewer stoppages or overflows.

The first responder will:

- Note arrival time at the site of the overflow/backup.
- Take photos of overflowing manhole(s)/cleanout(s) as time allow.
- Verify the existence of a public sewer system spill or backup, and determine if the overflow or blockage is from a public or private sewer.
- Identify and assess the affected area and extent of spill.
- Contact caller if time permits.
- Document conditions upon arrival with photographs. Decide whether to proceed with clearing the blockage to restore the flow or to initiate containment measures. The guidance for this decision is:
 - Small spills (i.e., spills that are easily contained) – 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, whenever deemed necessary, call for additional assistance and implement containment measures.
- Take steps to contain the SSO. For procedures refer to the Sanitary Sewer Overflow/Backup Response Workbook.

7.5 Initiate Spill Containment Measures

The first responder will attempt to contain as much of the spilled sewage as possible using the following steps:

- Determine the immediate destination of the overflowing sewage.
- Plug storm drains using air plugs, sandbags, and/or plastic mats to contain the spill, whenever appropriate. If spilled sewage has made contact with the storm drainage system, attempt to contain the spilled sewage by plugging downstream storm drainage facilities.
- Contain/direct the spilled sewage using dike/dam or sandbags.
- Pump around the blockage/pipe failure.

For procedures refer to the Sanitary Sewer Overflow/Backup Response Workbook.

7.6 Restore Flow

Using the appropriate cleaning equipment, set up downstream of the blockage and hydro-clean upstream from a clear manhole. Attempt to remove the blockage from the system and observe the flows to ensure that the blockage does not reoccur downstream. If the blockage cannot be cleared within a reasonable time from arrival, or sewer requires construction repairs to restore flow, then initiate containment and/or bypass pumping. If other assistance is required, immediately contact the Collection System Manager. For procedures refer to the Sanitary Sewer Overflow/Backup Response Workbook.

7.7 Equipment

This section provides a list of specialized equipment that is required to support this Overflow Emergency Response Plan.

<u>Equipment</u>	<u>Quantity</u>	<u>Location</u>
Vactor	1	Vehicle Garage
Vac-Con	1	Vehicle Garage
Utility Truck	1	Vehicle Garage
F-250 Truck	1	Vehicle Garage
Flat Bed Truck with Crane	1	Vehicle Garage
Dump Truck	1	Vehicle Garage
Silverado ½ ton pick up	1	Vehicle Garage
6" Trash Pump	2	Vehicle Garage
4" Trash Pump (Pioneer)	1	Firestone LS
3" Trash Pump	1	Vehicle Garage
2" Trash Pump	1	Vehicle Garage
Easement Machine	1	Vehicle Garage
Sandbags	100	Vehicle Garage
Hose for Trash Pump	Various Sizes	Vehicle Garage
Gas & Diesel Cans	Various	Vehicle Garage
Hand Rods	200 Feet	Vehicle Garage
CCTVI Unit	1	Vehicle Garage
Push/Portable Camera	2	C/S Storage Office
Spill Containment Kits	Various	Vehicle Garage and Vehicles

Standard operating procedures for equipment that may be necessary in the event of a sanitary sewer overflow or backup can be found on the Smart SOP application and at various facility locations.

7.8 Continued Response Efforts

The District shall, following the initial response and reporting required by the State Water Resources Control Board's Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (SSS WDR), continue response efforts based on the risk posed by the SSO at issue, taking into account the following:

- 1) The volume of the SSO;
- 2) The proximity of the SSO to high risk areas, which shall include sensitive populations, specifically public and private schools, parks, recreational areas, and surface waters, especially during the recreation season from May to September; and
- 3) The timing and/or seasonality of the SSO event (e.g., an SSO to surface waters during low flow, acid conditions of late summer).

8. Lift Stations

8.1 Firestone Lift Station Alarm and SSO Response

1. The Firestone Lift Station is equipped with power outage and high-level alarms and an emergency generator. Upon receipt of these alarms, immediately proceed to the Lift Station, verify flow conditions and acknowledge the alarm.
2. The emergency generator is designed to provide electrical power to the station in case of loss of Edison power. The station pumps will automatically switch from one power source to the other. The noise of the generator will indicate that it is operating, verify that the level of the wet well corresponds with the level indicated on the control panel.
3. If there is no Edison power to the lift station and the standby generator is not providing electrical power to the station, contact the District Facilities Maintenance Supervisor. Monitor the level in the wet well and connect suction hose from the wet well to the 4" Pioneer trash pump and connect suction hose from the trash pump to the by-pass valve located in the valve pit. Additional personnel will be required for this operation. Contact additional District personnel.
4. If electrical power cannot be restored to the station, turn off the electrical breakers for the pumps in the control room, close the valves from the station pumps and open the by-pass valves in the valve pit. Operate the 4" trash pump as required to maintain normal levels in the wet well.
5. If an SSO has or is occurring at the Firestone Lift Station, take immediate action to prevent the SSO from entering into the drainage channel adjacent to the station. The perimeter walls of the Station will contain the SSO, use sandbags and/or tarps to contain the gate area. Notify the Collection System Manager, Supervisor or CSMT II and begin to pump down the wet well as described above in Items 3-4. Begin initial calculation of the SSO and begin the notification process as required for the SSO Category that has occurred.
6. Once the SSO has been contained and normal operations have resumed at the station, begin clean up of the SSO and pump or vacuum all water back into the District sewer system. Prepare an SSO Report for review by the Supervisor and continue calculation of the SSO volume.
7. The Manager or Supervisor will continue with the notification process.

8.2 El Sueno Lift Station Alarm and SSO Response

1. The El Sueno Lift Station is equipped with a power outage and a high-level alarm. Upon receipt of these alarms, immediately proceed to the Lift Station and verify flow conditions. Acknowledge the alarm and determine if power has been restored.

2. If there is no power at the lift station and an SSO has not occurred, take or have brought a 3” trash pump with sections of suction and discharge hose to the lift station. Connect the suction hose from the pump to the by-pass pipe at the wet well and connect the discharge hose from the pump to the force main by-pass valve. Operate the trash pump as needed to maintain normal levels in the wet well until such time that power is restored. Contact Southern California Edison at 1-800-656-4555 and inform them of the power outage affecting the District lift station located at 419 El Sueno Road, Santa Barbara, Service Account # 3-000-5321-34. Notify the Collection System Manager, Supervisor or a CSMT II of the power outage.
3. Continue to maintain normal levels in the wet well until power is restored and the lift station is operating normally. Return all pumps and equipment used to the District plant for cleaning and storage.
4. If there is power at the station but the pump does not appear to be working, check the breakers in the control power. Reset the breakers if needed and turn off the power to the pump to check if the pump is clogged. Verify that power to the pump has been disconnected and clear the pump of any blockage. Turn the power back on and verify that the pump is working. Run the pump in the “Manual Position” until normal levels in the wet well is maintained and the lift station is operating normally.
5. If the pump will not operate, take or have a 3” trash pump with sections of suction and discharge hose taken to the lift station. Connect the suction hose from the pump to the by-pass pipe at the wet well and connect the discharge hose from the pump to the force main by-pass valve. Operate the trash pump as needed to maintain normal levels in the wet well until such time that the pump can be fixed or replaced.
6. If there appears to be a blockage in the force main, disconnect the force main piping in the wet well to expose the force main outlet. Clean the force main using the Vactor/Vaccon without skids from District manhole 05T46 at Sherwood Drive towards the lift station. If a blockage is cleared, reassemble the wet well piping and pump the wet well to normal operating levels. If the blockage cannot be cleared, connect discharge hose from the 3” trash pump to manhole 05T46 at Sherwood Drive or to a District Vactor/Vaccon truck. Maintain normal levels in the wet well until the blockage in the force main can be cleared and the lift station is operating normally.
7. If an SSO has or is occurring at the El Sueno Lift Station, take immediate action to prevent the SSO from entering into the drainage channel adjacent to the station. Notify the Collection System Manager and begin to pump down the wet well as described above in Items 1-6. Begin initial calculation of the SSO and begin the notification process as required for the SSO Category that has occurred.
8. Once the SSO has been contained and normal operations have resumed at the station, begin clean up of the SSO and pump or vacuum all water back into the District sewer system. Prepare an SSO Report for review by the Supervisor and continue calculation of the SSO volume.
9. The Manager or Supervisor will continue with the notification process.

9. Recovery and Cleanup

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(e)

The recovery and cleanup phase begins immediately after the flow has been restored and the spilled sewage has been contained to the extent possible. The SSO recovery and cleanup procedures are:

9.1 Estimate the Flow and Volume of Spilled Sewage

To estimate the flow rate, crew members will use the SSCSC Manhole Overflow Gauge if the same style of manhole cover is observed overflowing. A variety of approaches exist for estimating the volume of a sanitary sewer spill. Crew members should use the method most appropriate to the sewer overflow in question and reference the Sanitary Sewer Overflow/Backup Response Workbook which provides various methods including:

- Eyeball Estimation Method
- Duration and Flow Rate Calculation Method
- Area/Volume Method
- Lower Lateral Estimation Method

Where safe and possible, responding staff shall take photographs of an SSO event before and during the recovery operation to help aid in establishing and justifying spill volume. Such photographs will preserve data such as the date and time for when District staff took the photograph.

9.2 Recovery of Spilled Sewage

Vacuum up and/or pump the spilled sewage and rinse water, and discharge it back into the sanitary sewer system.

9.3 Clean-up and Disinfection

Clean up and disinfection procedures will 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 will be modified as required for wet weather conditions. Where cleanup is beyond the capabilities of District staff, a cleanup contractor will be used.

Private Property

District crews clean up when the property damage is minor in nature and is outside of private building dwellings, such as in front, side and backyards, easements, etc. The District will offer the services of a professional cleaning company to provide “clean and sanitize services” when areas such as showers and tubs have been affected. In all other cases, affected property owners can call a water damage restoration contractor to complete the cleanup and restoration. If the overflow into property is the definite cause of District system failure, the property owner can call out a water damage restoration contractor to complete the cleanup and restoration. In all cases, property owners may file a claim with the District.

Hard Surface Areas

Collect all signs of sewage solids and sewage-related material either by protected hand or with the use of rakes and brooms. Wash down the affected area with clean water until the water runs clear. The flushing volume will be approximately three times the estimated volume of the spill. Take reasonable steps to contain and vacuum up the wastewater. Allow area to dry. Repeat the process if additional cleaning is required.

Landscaped and Unimproved Natural Vegetation

Collect all signs of sewage solids and sewage-related material either by protected hand or with the use of rakes and brooms. Wash down the affected area with clean water until the water runs clear. The flushing volume will be approximately three times the estimated volume of the spill. Either contain or vacuum up the wash water so that none is released. Allow the area to dry. Repeat the process if additional cleaning is required.

Natural Waterways

The Department of Fish and Wildlife will be notified by CalOES for SSOs greater than or equal to 1,000 gallons.

Wet Weather Modifications

Omit flushing and sampling during heavy storm events (i.e., sheet of rainwater across paved surfaces) with heavy runoff where flushing is not required and sampling would not provide meaningful results.

9.4 Public Notification

The District shall post and maintain appropriate public notification signs and place barricades to keep vehicle and pedestrian traffic away from contact with the spilled sewage as necessary. The signs and other public notices will not be removed until the Santa Barbara County Department of Public Health or other agency with jurisdiction over the matter has determined there is no further risk to public health and the environment.

The area and warning signs, once posted, will be checked every day to ensure that they are still in place. Photographs of sign placement will be taken.

The District will provide notification to members of the for any SSO in excess of fifty thousand (50,000) gallons if the SSO reaches a surface water.

When contact with the local media is deemed necessary by regulating agencies, the General Manager/District Engineer or their designee will provide the media with all relevant information.

10. Water Quality

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(f)

10.1 Water Quality Sampling and Testing

Water quality sampling and testing will be performed for Category 1 SSOs whenever there is a spill which has reached surface waters to determine the extent and impact of the SSO. The water quality sampling procedures must be implemented within 48 hours and include the following:

- The first responders will collect samples as soon as possible after the discovery and mitigation of the SSO event.
- The water quality samples will be collected from upstream of the spill, from the spill area, and downstream of the spill in flowing water (e.g. creeks). The water quality samples will be collected near the point of entry of the spilled sewage.
- The samples shall then be brought to the District Laboratory or FGL Environmental or Oilfield Environmental and Compliance (OEC).

The District will conduct sampling based on the risk assessment set forth in Section 7.8. Where sampling is performed, the District will sample surface waters, where feasible, upstream from the SSO, at the point of entry, and downstream from the SSO, and test for ammonia, biochemical oxygen demand (BOD), fecal coliform, and E. coli.

Water quality sampling results shall be reported in an appropriate category on the California Integrated Water Quality System (CIWQS) reporting form or as required by the State Water Resources Control Board. Feasibility for obtaining a sample will depend on whether sufficient flow exists to collect a representative, uncontaminated sample, and whether dangerous conditions exist that would preclude District staff from safely obtaining a sample (i.e., District staff will not be placed at risk for injury in severe weather or other dangerous condition).

10.2 Water Quality Monitoring Plan

The District Water Quality Monitoring Plan will be implemented immediately upon discovery of any SSO equal or greater than 50,000 gallons which has reached surface waters in order to assess impacts from SSOs to surface waters. The SSO Water Quality Monitoring Program will:

1. Contain protocols for water quality monitoring.
2. Account for spill travel time in the surface water and scenarios where monitoring may not be possible (e.g. safety, legal right to access, etc.)
3. Require water quality analyses for ammonia and bacterial indicators to be performed by an accredited or certified laboratory.
4. Require monitoring instruments and devices used to implement the SSO Water Quality Monitoring Program to be properly maintained and calibrated, including any records to document maintenance and calibration, as necessary, to ensure their continued accuracy.
5. Within 48 hours of the District becoming aware of the SSO, require water quality sampling for fecal coliform, E. Coli, biochemical oxygen demand (BOD), and ammonia.
6. Observe proper chain of custody procedures.
7. If the District's current standard operating procedures (SOP's) cannot fully mitigate an SSO and if it is determined that the SSO may pose an imminent and substantial endangerment to public health or the environment, the District shall consult a qualified biologist, health care specialist or equivalent professional to assist.

10.3 SSO Technical Report

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

Causes and Circumstances of the SSO:

- Complete and detailed explanation of how and when the SSO was discovered.
- Diagram showing the SSO failure point, appearance point(s), and final destination(s).
- Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.
- Detailed description of the cause(s) of the SSO.

- Copies of original field crew records used to document the SSO.
- Historical maintenance records for the failure location.

District's Response to SSO:

- Chronological narrative description of all actions taken by the District to terminate the spill.
- Explanation of how the SSMP OERP was implemented to respond to and mitigate the SSO.
- Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.

Water Quality Monitoring:

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

11. Sewer Backup Into/Onto Private Property Claims Handling Policy

It is the policy of the District that a claims form shall be offered to anyone wishing to file a claim. The following procedures will be observed for all sewer overflows/backups into/onto private property:

- District staff will offer a District claim form irrespective of fault whenever it is possible that the sanitary sewer backup may have resulted from an apparent blockage in the District-owned sewer lines or whenever a District customer requests a claim form. The claim may later be rejected if subsequent investigations into the cause of the loss indicate the District was not at fault.
- It is the responsibility of the Collections System Crew to gather information regarding the incident and notify the Collection System Manager or his/her designee.
- It is the responsibility of the Collection System Manager or his/her designee to review all claims and to oversee the adjustment and administration of the claim to closure.

12. Notification, Reporting, Monitoring and Recordkeeping Requirements

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(c)

In accordance with the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (SSS GWDR), the District maintains records for each sanitary sewer overflow. Records include:

- Documentation of response steps and/or remedial actions
- Photographic evidence to document the extent of the SSO, field crew response operations, and site conditions after field crew SSO response operations have been completed. The date, time, location, and direction of photographs taken will be documented.
- Documentation of how any estimations of the volume of discharged and/or recovered volumes were calculated including all assumptions made.
- Regulator required notifications are outlined in Section 12.1 on the following page.

12.1 Regulator Required Notifications

ELEMENT	REQUIREMENT	METHOD
NOTIFICATION	Within two hours of becoming aware of any Category 1 SSO greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water, the District will notify the California Office of Emergency Services (CalOES) and obtain a notification control number.	Call Cal OES at: (800) 852-7550
REPORTING	<ul style="list-style-type: none"> • Category 1 SSO: The District will submit draft report within three business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date. • Category 2 SSO: The District will submit draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of the SSO end date. • Category 3 SSO: The District will submit certified report within 30 calendar days of the end of month in which SSO the occurred. • SSO Technical Report: The District will submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters. • “No Spill” Certification: The District will certify that no SSOs occurred within 30 calendar days of the end of the month or, if reporting quarterly, the quarter in which no SSOs occurred. • Collection System Questionnaire: The District will update and certify every 12 months 	<p>Enter data into the CIWQS Online SSO Database¹ (http://ciwqs.waterboards.ca.gov/) certified by the Legally Responsible Official(s)².</p> <p>All information required by CIWQS will be captured in the Sanitary Sewer Overflow Report. Certified SSO reports may be updated by amending the report or adding an attachment to the SSO report within 120 calendar days after the SSO end date. After 120 days, the State SSO Program Manager must be contacted to request to amend an SSO report along with a justification for why the additional information was not available prior to the end of the 120 days.</p>
WATER QUALITY MONITORING	The District will conduct water quality sampling within 48 hours after initial SSO notification for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.	Water quality results will be uploaded into CIWQS for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.
RECORD KEEPING	<p>The District will maintain the following records:</p> <ul style="list-style-type: none"> • SSO event records. • Records documenting SSMP implementation and changes/updates to the SSMP. • Records to document Water Quality Monitoring for SSOs of 50,000 gallons or greater spilled to surface waters. • Collection system telemetry records if relied upon to document and/or estimate SSO Volume. 	Self-maintained records shall be available during inspections or upon request.

¹ In the event that the CIWQS online SSO database is not available, the Collection System Manager will notify SWRCB by phone and will fax or e-mail all required information to the RWQCB office at (510) 622-2460 in accordance with the time schedules identified above. In such an event, the District will submit the appropriate reports using the CIWQS online SSO database when the database becomes available. A copy of all documents that certify the submittal in fulfillment of this section shall be retained in the SSO file.

² The District always has at least one LRO. Any change in the LRO(s) including deactivation or a change to contact information, will be submitted to the SWRCB within 30 days of the change by calling (866) 792-4977 or emailing help@ciwqs.waterboards.ca.gov.

For reporting purposes, if one SSO event of whatever category results in multiple appearance points in a sewer system, a single SSO report is required in CIWQS that includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that cause the SSO, and descriptions of the locations of all other discharge points associated with the single SSO event.

12.2 Complaint Records

The District maintains records of all complaints received whether or not they result in sanitary sewer overflows. These complaint records include:

- Date, time, and method of notification
- Date and time the complainant or informant first noticed the SSO or occurrence related to the call
- Narrative description describing the complaint
- A statement from the complainant or informant, if they know, of whether or not the potential SSO may have reached waters of the state
- Name, address, and contact telephone number of the complainant or informant reporting the potential SSO (if not reported anonymously)
- Follow-up return contact information for each complaint received (if not reported anonymously)
- Final resolution of the complaint with the original complainant
- Work service request information used to document all feasible and remedial actions taken

All complaint records will be maintained for a minimum of five years whether or not they result in an SSO. Records are scanned and stored on the District server and hard copies are kept on file at the District.

13. Post SSO Event Debriefing

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(d)

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

As soon as possible after Category 1 and Category 2 SSO events all of the participants, from the person who received the call to the last person to leave the site, will meet to review the procedures used and to discuss what worked and where improvements could be made in preventing or responding to and mitigating future SSO events. The results of the debriefing will be documented and tracked to ensure the action items are completed as scheduled.

14. Failure Analysis Investigation

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(d)

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 or for other SSOs to occur.

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

- Reviewing and completing the Sanitary Sewer Overflow Report and any other documents related to the incident
- Reviewing the incident timeline and other documentation regarding the incident
- Reviewing communications with the reporting party and witness
- Reviewing volume estimate, volume recovered estimate, volume estimation assumptions and associated drawings
- Reviewing available photographs
- Interviewing staff that responded to the spill
- Reviewing past maintenance records
- Reviewing past CCTV records,
- Conducting a CCTV inspection to determine the condition of all line segments immediately following the SSO and reviewing the video and logs,
- Reviewing any Fats, Oils, and Grease (FOG) or root related information or results
- Post SSO debrief records
- Interviews with the public at the SSO location

The product of the failure analysis investigation will be the determination of the root cause and the identification and scheduling of the corrective actions. The Collection System Failure Analysis Form (in Sanitary Sewer Overflow/Backup Response Workbook) will be used to document the investigation.

15. SSO Response Training

ref. SWRCB Order No. 2006-0003-DWQ D.13vi(d)

This section provides information on the training that is required to support this OERP.

15.1 Initial and Annual Refresher Training

All District personnel who may have a role in responding to, reporting, and/or mitigating a sewer system overflow will receive training on the contents of this OERP. All new employees will receive training before they are placed in a position where they may have to respond. Current employees will receive annual refresher training on this plan and the procedures to be followed. The District will document all training.

Affected employees will receive annual training on the following topics by knowledgeable trainers:

- The District's Overflow Emergency Response Plan and Sanitary Sewer Management Plan
- Sanitary Sewer Overflow Volume Estimation Techniques
- Researching and documenting Sanitary Sewer Overflow Start Times
- Impacted Surface Waters: Response Procedures
- State Water Resources Control Board Employee Knowledge Expectations
- Employee Core Competency Evaluations on Sanitary Sewer Operations
- Water Quality Sampling Plan

The District will verify that annual safety training requirements are current for each employee, and that employees are competent in the performance of all core competencies. This will be verified through electronic testing, interviews and observations. The District will address, through additional training/instruction, any identified gaps in required core competencies.

Through SWRCB Employee Knowledge Expectations training the employee will be able to answer the following:

1. Please briefly describe your name and job title.

2. Please describe for us approximately when you started in this field and how long you have worked for your agency.
3. Please expand on your current position duties and role in responding in the field to any SSO complaints.
4. Please describe your SOPs used to respond/mitigate SSOs when they occur.
5. Describe any training your agency provides or sends you to for conducting spill volume estimates.
6. We are interested in learning more about how your historical SSO response activities have worked in the field. We understand from discussions with management earlier that you use the OERP from the SSMP. Please elaborate on how you implement and utilize the procedures in the plan.
7. Historically, before any recent changes, can you please walk us through how you would typically receive and respond to any SSO complaints in the field?
8. Can you tell us who is responsible for estimating SSO volumes discharged? If it is you, please describe how you go about estimating the SSO volume that you record on the work order/service request forms?
9. What other information do you collect or record other than what is written on the work order form?
10. Describe if and when you ever talk with people that call in SSOs (either onsite or via telephone) to further check out when the SSO might have occurred based on what they or others know? If you do this, can you tell us where this information is recorded?
11. We understand you may be instructed to take pictures of some sewer spills/backups into structures. Other than these SSOs, when else would you typically take any pictures of an SSO?
12. Please walk us through anything else you'd like to add to help us better understand how your field crews respond and mitigate SSO complaints.

15.2 SSO Response Drills

Training drills or field exercises will be held to ensure that employees are up to date on these procedures, equipment is in working order, and the required materials are readily available. Drills will be conducted at least annually, unless there was an SSO during the year that all collections staff were involved in. The training drills will cover scenarios typically observed during sewer related emergencies (e.g. mainline blockage, mainline failure, and lateral blockage). The results and the observations during the drills will be recorded and action items will be tracked to ensure completion.

15.3 SSO Training Record Keeping

Records will 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 will include date, time, place, content, name of trainer(s), and names and titles of attendees.

15.4 Contractors Working On District Sewer Facilities

All construction contractors working on District sewer facilities will be required to develop a project-specific OERP, will provide project personnel with training regarding the content of the contractor's OERP and their role in the event of an SSO, and to follow that OERP in the event that they cause or observe an SSO. Emergency response procedures shall be discussed at project pre-construction meetings, regular project meetings and after any contractor involved incidents.

All service contractors will be provided, and required to observe contractor procedures.

16. Authority

- Health & Safety Code Sections 5410-5416
- CA Water Code Section 13271
- Fish & Wildlife Code Sections 5650-5656
- State Water Resources Control Board Order No. 2006-0003-DWQ
- State Water Resources Control Board Order No. WQ 2013-0058-EXEC effective September 9, 2013

17. Appendices

- Appendix A: Collection System Service Call Response Field Report
- Appendix B: Sewer Spill Reference Guide (Pamphlet)
- Appendix C: Door Hanger
- Appendix D: Warning Sign
- Appendix E: Lodging Authorization Form
- Appendix F: Sanitary Sewer Overflow/Backup Response Workbook
- Appendix G: Standard Operating Procedures

APPENDIX A:
Collection System Service Call Response Field Report

EMERGENCY - Includes sewer spills reports and lift station alarms. This field report must be completed by the person responding to the emergency call.

NON-EMERGENCY - Includes odor complaints, noisy manhole covers

Date: _____, 20____ Time of Initial Report ____:____ AM/PM

Name of Person Reporting Problem: _____ Phone:(____) _____

Address: _____ APN: _____

Nearest Cross Street: _____

Nature of Problem: STOPPAGE___ *OVERFLOW___ OTHER (Describe): _____

Is Problem in District Service Area? YES___ NO___

Approximate Time Problem First Noticed or Occurred: _____:_____ AM/PM

Name of District Personnel Responding to Problem: _____

Time Crew Dispatched to Problem Site: ____:____ AM/PM Time Arrived at Site: ____:____ AM/PM

Time Response Action Completed at Site: ____:____ AM/PM Time Returned to GSD Plant: ____:____ AM/PM

Caller Comments: _____

*Additional description of response actions and diagram on back page.

MAIN SEWERLINE DATA

Did Problem Occur in District Line? YES___ NO___

GSD SEWER LINE or M/H ID # _____

Problem Caused By: ROOTS___ GREASE___ DEBRIS___ OTHER: _____ (Describe on back page)

Did Overflow Occur? YES_NO

If YES, approx. how many gallons: _____

How many gallons were vacuumed or recovered? _____

Describe how calculation was made: _____

Time overflow was stopped: ____:____ AM/PM

Time Notifications were begun: ____:____ AM/PM

Vehicle Used for Response: _____

Equipment/Nozzle Used: _____

BUILDING AND LATERAL SEWER SERVICE DATA

Did Problem Occur in House Lateral: YES _____ NO _____

Problem Caused By: ROOTS _____ GREASE _____ DEBRIS _____
OTHER (describe): _____

Backwater or Overflow Device? YES _____ NO _____ UNKNOWN _____

Description of response action:

Description of clean up procedures:

Diagram:

Draw a sketch of the area affected by the sewer spill: show main roads, creeks, manholes, spill path, nearby structures, etc.

Name of Person Completing Report

Signature of Person Completing Report

Date: _____

Goleta Sanitary District

On (date) _____, at (location) _____,

we responded to a reported blockage of the sanitary sewer service to your property.

We discovered a blockage in:

- The sanitary sewer main and cleared the line
- Your sanitary sewer lateral, which is your responsibility to maintain.

If you require assistance to clear your portion of the lateral you can search for "Sewer Contractors" or "Plumbing Drains & Sewer Cleaning". If you plan to hire a contractor, we recommend getting estimates from more than one company.

District representative notes: _____

District representative: _____

For questions or comments, please call

**Goleta Sanitary District
(805) 967-4519**

Goleta Sanitary District

On (date) _____, at (location) _____,

we responded to a reported blockage of the sanitary sewer service to your property.

We discovered a blockage in:

- The sanitary sewer main and cleared the line
- Your sanitary sewer lateral, which is your responsibility to maintain.

If you require assistance to clear your portion of the lateral you can search for "Sewer Contractors" or "Plumbing Drains & Sewer Cleaning". If you plan to hire a contractor, we recommend getting estimates from more than one company.

District representative notes: _____

District representative: _____

For questions or comments, please call

**Goleta Sanitary District
(805) 967-4519**

Overflow Emergency Response Plan
Public Posting

DANGER



PELIGRO

WATER CONTAMINATED • AVOID ALL CONTACT
AGUA CONTAMINADA • EVITE TODO CONTACTO

For more information

Para más información

Goleta Sanitary District

(805) 967- 4519

Goleta Sanitary District Overflow Emergency Response Plan
Lodging Authorization Form

INSTRUCTIONS TO GENERAL MANAGER/DISTRICT ENGINEER:

1. Complete this form if the Livability Assessment on the First Responder Form indicates a need for temporary relocation and the customer accepts the offer.
2. Make arrangements via telephone and pay for the hotel with a credit card.
3. Complete the voucher.
4. Make a copy of the form for records and then give it to the customer.

INSTRUCTIONS TO RESIDENT:

Goleta Sanitary District recommends that you temporarily relocate to one of the hotels listed below for your safety and convenience while your residence is being cleaned. Please note that this emergency authorization is granted under the following conditions:

1. This authorization provides for one (1) night's lodging at one of the hotels listed below.
2. The authorization is good for **room and tax ONLY**. Phone, food, mini-bar and other incidental charges will be your responsibility.
3. Additional nights and/or other allowances/incidentals may be discussed by contacting the General Manager/District Engineer at (805) 967-4519 ext. 103 Monday through Friday.

INSTRUCCIONES PARA RESIDENTES:

El Distrito Sanitario de Goleta recomienda que se traslade temporalmente a uno de los hoteles enumerados a continuación para su seguridad y conveniencia mientras se limpia su residencia. Tenga en cuenta que esta autorización de emergencia se otorga bajo las siguientes condiciones:

1. Esta autorización establece una (1) noche de alojamiento en uno de los hoteles enumerados a continuación.
2. La autorización es válida solo para habitación e impuestos. El teléfono, la comida, el mini-bar y otros cargos adicionales serán su responsabilidad.
3. Noches adicionales y/u otros subsidios/imprevistos pueden ser discutidos contactando al Gerente General/Ingeniero del Distrito al (805) 967-4519 ext. 103 de lunes a viernes.

VOUCHER

Good for one (1) night's stay on (date): _____ Number of affected residents: _____

Customer's Name: _____

Field Supervisor's Name: _____ Phone Number: _____

HOTEL	ADDRESS	PHONE	WEB ADDRESS
Kimpton Goodland	5650 Calle Real, Goleta	(805) 964-6241	thegoodland.com
Marriott Residence Inn	6300 Hollister Ave., Goleta	(805) 770-5031	marriott.com
Pacifica Suites	5490 Hollister Ave., Goleta	(805) 683-6722	pacificasuites.com
Best Western	5620 Calle Real, Goleta	(805) 967-3200	bestwestern.com
Extended Stay America	4879 Calle Real, Santa Barbara	(800) 804-3724	extendedstayamerica.com
Hyatt	4111 State St., Santa Barbara	(805) 681-1585	hyatt.com

Appendix F

SWRCB Order No. 2006-0003-DWQ

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

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

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

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

SEWER SYSTEM MANAGEMENT PLANS

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

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

REGULATORY CONSIDERATIONS

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

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

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

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

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

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

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

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

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

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

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

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

A. DEFINITIONS

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

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

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

B. APPLICATION REQUIREMENTS

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

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

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

C. PROHIBITIONS

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

D. PROVISIONS

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

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

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

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

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

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

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

Sewer System Management Plan (SSMP)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Sewer System Management Plan Time Schedule

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

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

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

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

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

E. WDRs and SSMP AVAILABILITY

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

F. ENTRY AND INSPECTION

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

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

G. GENERAL MONITORING AND REPORTING REQUIREMENTS

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

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

H. CHANGE IN OWNERSHIP

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

I. INCOMPLETE REPORTS

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

J. REPORT DECLARATION

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

K. CIVIL MONETARY REMEDIES FOR DISCHARGE VIOLATIONS

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

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

L. SEVERABILITY

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

CERTIFICATION

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

AYE: Tam M. Doduc
Gerald D. Secundy

NO: Arthur G. Baggett

ABSENT: None

ABSTAIN: None



Song Her
Clerk to the Board

Appendix G

SWRCB Order No. WQ 2013-0058-EXEC MRP

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

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

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

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

¹ Available for download at:

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

² Cal OES Hazardous Materials Spill Reports available Online at:

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

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

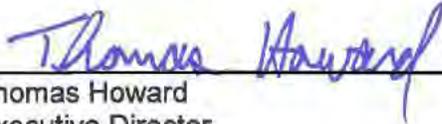
8. In the February 28, 2008 Memorandum of Agreement between the State Water Board and the California Water and Environment Association (CWEA), the State Water Board committed to re-designing the CIWQS³ Online SSO Database to allow "event" based SSO reporting versus the original "location" based reporting.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

IT IS HEREBY ORDERED THAT:

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

7/30/13

Date



Thomas Howard
Executive Director

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

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

ATTACHMENT A

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

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

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

A. SUMMARY OF MRP REQUIREMENTS

Table 1 – Spill Categories and Definitions

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

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

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

B. NOTIFICATION REQUIREMENTS

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

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

C. REPORTING REQUIREMENTS

1. **CIWQS Online SSO Database Account:** All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS. These accounts allow controlled and secure entry into the CIWQS Online SSO Database.
2. **SSO Mandatory Reporting Information:** For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.

3. SSO Categories

- i. **Category 1** – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:
 - a. Reach surface water and/or reach a drainage channel tributary to a surface water; or
 - b. Reach a MS4 and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
- ii. **Category 2** – Discharges of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from an enrollee's sanitary sewer system failure or flow condition that does not reach a surface water, a drainage channel, or the MS4 unless the entire SSO volume discharged to the storm drain system is fully recovered and disposed of properly.
- iii. **Category 3** – All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.

4. Sanitary Sewer Overflow Reporting to CIWQS - Timeframes

- i. **Category 1 and Category 2 SSOs** – All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported to the CIWQS Online SSO Database:
 - a. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database within three (3) business days of the enrollee becoming aware of the SSO. Minimum information that shall be reported in a draft Category 1 SSO report shall include all information identified in section 8.i.a. below. Minimum information that shall be reported in a Category 2 SSO draft report shall include all information identified in section 8.i.c below.
 - b. A final Category 1 or Category 2 SSO report shall be certified through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO. Minimum information that shall be certified in the final Category 1 SSO report shall include all information identified in section 8.i.b below. Minimum information that shall be certified in a final Category 2 SSO report shall include all information identified in section 8.i.d below.

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

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

5. **SSO Technical Report**

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

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

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

iii. **Water Quality Monitoring:**

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

6. **PLSDs**

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

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

7. **CIWQS Online SSO Database Unavailability**

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

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

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

i. **SSO Reports**

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

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

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

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

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

D. WATER QUALITY MONITORING REQUIREMENTS:

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

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

E. RECORD KEEPING REQUIREMENTS:

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

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

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

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

F. CERTIFICATION

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

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

CERTIFICATION

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

7/30/13

Date



Jeanine Townsend
Clerk to the Board

AGENDA ITEM #3

AGENDA ITEM: 3

MEETING DATE: JANUARY 20, 2021

I. NATURE OF ITEM

Consideration of Approval of Resolution No. 21-660 Adopting Findings, Approving Preliminary Environmental Review Form and Authorizing Preparation and Filing of Notice of Exemption under CEQA for the Alan Siebenaler Out of Agency Agreement

II. BACKGROUND INFORMATION

The property owner, Alan Siebenaler has requested that the Board enter into an Out of Agency Service Agreement with the District to allow the sewer connection of his property while the annexation of this property to the District is completed through LAFCO. The Agreement is being presented to the Board as a separate agenda item.

The District's Environmental Committee has reviewed the project and determined that the project is exempt from the California Environmental Quality Act (CEQA). Approval of a CEQA Notice of Exemption by the Governing Board is required to allow this project to proceed. Upon approval, the Notice of Exemption will be filed with the Santa Barbara County Clerk as required.

III. COMMENTS AND RECOMMENDATIONS

Staff recommends the Board approve Resolution 21-660 to adopt findings, approve the Preliminary Environmental Review form, and authorize the preparation and filing of a CEQA Notice of Exemption for the Alan Siebenaler Out of Agency Agreement.

IV. REFERENCE MATERIAL

Resolution No. 21-660 Adopting Findings, Approving Preliminary Environmental Review Form and Authorizing Preparation and Filing of Notice of Exemption

RESOLUTION NO. 21-660

**RESOLUTION OF THE GOVERNING BOARD OF THE GOLETA
SANITARY DISTRICT ADOPTING FINDINGS, APPROVING PRELIMINARY
ENVIRONMENTAL REVIEW FORM AND AUTHORIZING
PREPARATION AND FILING OF NOTICE OF EXEMPTION UNDER
CEQA FOR THE ALAN SIEBENALER OUT OF AGENCY AGREEMENT**

WHEREAS, the District’s Environmental Committee has conducted a preliminary review of the Alan Siebenaler Out of Agency Agreement (the “Agreement”) and has concluded that this activity is exempt from environmental review under the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations (the “CEQA Guidelines”). Said conclusion is set forth in the Preliminary Environmental Review form prepared by the Environmental Committee, a copy of which is attached hereto as Exhibit “A”.

WHEREAS, the District’s Governing Board desires to approve the Preliminary Environmental Review form, set forth its findings that the Agreement is exempt from environmental review under CEQA and authorize the filing of a Notice of Exemption.

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

1. The Governing Board hereby approves the Preliminary Environmental Review form attached hereto as Exhibit “A” and finds that the Agreement is exempt from environmental review under Section 15301 of the CEQA Guidelines.
2. In accordance with Section 15062 of the CEQA Guidelines, the Governing Board hereby authorizes and directs the Secretary of the District to prepare and file a Notice of Exemption with the Santa Barbara County Clerk following final approval of the Agreement by the Governing Board.

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

AYES:
NOES:
ABSENT:
ABSTAIN:

Jerry D. Smith, Governing Board President

ATTEST:

Robert O. Mangus, Jr., Governing Board Secretary

Notice of Exemption

To: Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814

From: Goleta Sanitary District
One William Moffett Place
Goleta, CA 93117

County Clerk of the Board
County of Santa Barbara
105 East Anapamu St. Room 407
Santa Barbara, CA 93101

Project Title: Interim Out of Agency Service Agreement for 400 N San Marcos Road (APN 067-210-012) during annexation process

Project Location – Specific: 400 N San Marcos Road (APN 067-210-012) in unincorporated Santa Barbara, CA

Project Location – City: Unincorporated Santa Barbara

Project Location – County: Santa Barbara

Description of Project: Interim Out of Agency Service Agreement to provide sewer service

Name of Public Agency Approving Project: Goleta Sanitary District

Name of Person or Agency Carrying out Project: Goleta Sanitary District

Exempt Status: (check one)

- Ministerial (Sec. 21080 (b)(1); 15268);
- Declared Emergency (Sec. 21080 (b)(3); 15269 (a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Title 14, California Code of Regulations Sections 15301 and 15303
- Statutory Exemptions. State code number: _____

Reason why project is exempt: The project is exempt under Section 15301 and 15303 because it is (i) a minor alteration of existing privately owned facilities/structures with no expansion of use, (ii) the installation of small new equipment and facilities, and (iii) a sewage extension of reasonable length to serve development exempt from CEQA. There is no substantial evidence in the record before the District that the project will have a significant effect on the environment.

Lead Agency Contact Person: Steve D. Wagner

Telephone Number: (805) 967-4519

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ **Date:** _____ **Title:** General Manager

Signed by Lead Agency

Date received for filing at OPR: _____

Signed by Applicant

AGENDA ITEM #4

AGENDA ITEM: 4

MEETING DATE: JANUARY 20, 2021

I. NATURE OF ITEM

Consideration of Interim Out of Agency Wastewater Service Agreement for Siebenaler Property at 400 N. San Marcos Road

II. BACKGROUND INFORMATION

The property owner, Alan Siebenaler has previously requested that the Board consider entering into an Out of Agency Service Agreement to allow the sewer connection of his property while the annexation of this property to the District is completed through the Local Agency Formation Commission (LAFCO). Mr. Siebenaler has been informed by Santa Barbara Public Health that the septic tank for his guesthouse is deteriorated and must be replaced. Set back requirements from San Antonio Creek have made annexation to the District his most viable option. The LAFCO approval for annexation is not expected for some period of time. Approval of an Out of Agency Service Agreement may shorten the time required to eliminate the risks associated with the existing onsite disposal system.

The Board considered this item on January 4, 2021 and directed staff to return with a draft agreement for further consideration. Attached to this report is a draft Wastewater Service Agreement that has been review by District legal counsel.

III. COMMENTS AND RECOMMENDATIONS

It is recommended that the Board authorize execution of the attached Wastewater Service Agreement, subject to any changes which the Board deems appropriate.

IV. REFERENCE MATERIAL

Draft Wastewater Service Agreement for 400 N. San Marcos Road

WASTEWATER SERVICE AGREEMENT

THIS WASTEWATER SERVICE AGREEMENT (this “Agreement”), dated as of _____, 2021 (the “Effective Date”), is made and entered into by and between the **GOLETA SANITARY DISTRICT**, a public agency organized and existing under Part I of Division 6 of the California Health and Safety Code (the “District”), and **ALAN SIEBENALER AND RACHEL SIEBENALER, husband and wife as joint tenants** (collectively, “Owner”), as follows:

Recitals

A. Owner owns the real property located at 400 North San Marcos Road, Santa Barbara, California 93110 and designated as Santa Barbara County Assessor’s Parcel Number 067-210-012 (the “Property”). Improvements on the Property consist of a single-family residence and a guesthouse (the “Residences”). The Property is located within the District’s sphere of influence but has not been annexed to the District.

B. Owner has submitted the required application materials to the Santa Barbara Local Agency Formation Commission (“LAFCO”) for the annexation of the Property to the District, but LAFCO approval of the annexation is not anticipated for several months.

C. In order to provide for the connection of the Residences to the District’s wastewater system pending LAFCO’s approval of the annexation, Owner has requested that the District enter into this Agreement for the collection, treatment and disposal of wastewater from the Residence under an out-of-agency service arrangement pursuant to Government Code Section 56133.

D. The District and Owner desire to set forth herein their agreement pertaining to the provision of wastewater service to the Property by the District pending LAFCO approval of the annexation.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the District and Owner agree as follows:

1. Service by District. The District agrees to issue such permits as may be necessary and to provide wastewater service to the Residences located on the Property, subject to the terms and limitations hereof. Nothing contained in this Agreement shall be interpreted as giving Owner or its successors or assigns the right to connect additional facilities, structures or buildings, other than the Residences, whether located on the Property or elsewhere, to the District’s wastewater system.

2. In Lieu Annexation Fees. In order to fund Owner’s equitable share of the cost of maintaining facilities previously acquired and/or constructed by the District, and because the Property will initially receive wastewater service without being annexed to the District boundaries, within five (5) days after the Effective Date, Owner shall pay the District an in lieu annexation fee in the amount of \$2,098 and an in lieu annexation processing fee of \$200, which fees have been calculated in accordance with the District’s Ordinance No. 88.

3. **Capacity Fees.** In order to fund a portion of the cost of expanding the sanitation and wastewater facilities of the District to provide additional capacity required as a result of the utilization of capacity by Owner pursuant to this Agreement, within five (5) days after the Effective Date, Owner shall pay the District capacity fees in the total amount of \$3,853, which are the District's standard capacity fees for a single-family residence and a guesthouse under the District's Ordinance No. 87, as amended.

4. **Service Charges.** In order to fund the Property's share of the cost of operating, maintaining, repairing and replacing the District's wastewater collection, treatment and disposal facilities, Owner shall pay the District a service charge calculated in accordance with the District's Ordinance No. 90, or under such other ordinances of the District by which Ordinance No. 90 may be amended, replaced or superseded in the future. The initial service charge shall be calculated from the date the Residences are connected to the District's wastewater collection system to the District's next fiscal year end (June 30) and shall be payable by Owner within five (5) days after the Effective Date. Subsequent service charges shall be calculated and collected on the Santa Barbara County property tax roll in accordance with standard District billing practices and procedures. Owner consents and waives the right to protest or object to (a) the collection of such service charges on the County tax roll, and (b) the imposition of a lien against the Property to secure the payment of the service charges.

5. **Plan Check, Permit and Inspection Fees.** As required by the District's Ordinance No. 73, Owner shall pay a permit fee of \$187, and an inspection fee of \$187 relating to the approval by the District of the connection of the Residences to the District's wastewater collection system.

6. **Administrative Fee.** Within five (5) days after the Effective Date, Owner shall pay the District an administrative fee of \$500 to cover a portion of the costs of the District's staff and legal counsel in connection with the preparation of this Agreement.

7. **Plans and Specifications.** Owner shall submit to the District plans and specifications showing the private sewer lateral and related facilities which Owner proposes to construct to connect the Residences to District's wastewater collection system (the "Wastewater Connection"). Said plans and specifications shall be subject to review and approval by the District.

8. **Construction of Wastewater Facilities.** The Wastewater Connection shall be constructed and installed by Owner (a) in accordance with the plans and specifications approved pursuant to Section 7, above, (b) in a good and workmanlike manner, (c) in compliance with all Applicable Requirements (as defined in Section 10 below), and (d) at Owner's sole cost and expense. Upon completion, the Wastewater Connection shall belong to Owner and Owner shall be responsible for the repair and maintenance thereof.

9. **Inspection.** Owner shall give the District written notice not less than forty-eight (48) hours prior to commencement of construction of the Wastewater Connection, excluding Saturdays, Sundays and holidays. Owner agrees to provide the District and its employees and agents the right to inspect the Wastewater Connection and the work thereon at all reasonable times before, during, and after construction. Owner further agrees to coordinate and cooperate

with the District's employees and agents to facilitate such inspections. Promptly upon completion of construction, Owner shall notify the District so that the District may make any final inspections and tests that the District may deem necessary or appropriate.

10. Compliance with Applicable Requirements. Owner shall comply with (a) all ordinances, regulations, resolutions, policies, procedures and administrative provisions of the District to the same extent as if the Property had been annexed to the District, and (b) all statutes, rules and regulations of agencies of the United States of America, the State of California, the County of Santa Barbara and other governmental and regulatory agencies having jurisdiction over the collection, treatment and/or disposal of wastewater and wastes, including but not limited to (i) requirements applicable to the construction, use, repair and maintenance of the Wastewater Connection, (ii) requirements addressing the type, contents and strength of wastes permitted to be discharged into wastewater collection systems, and (iii) the District's Ordinance No. 92 (collectively, "Applicable Requirements"), as said Applicable Requirements may be amended or superseded from time to time. Owner shall further comply with the terms and conditions set forth in Exhibit "A" attached hereto.

11. LAFCO Approval. This Agreement is contingent upon LAFCO's approval of the out-of-agency service arrangement set forth herein pursuant to Government Code Section 56133. This Agreement shall be of no force or effect unless and until LAFCO has granted such approval.

12. Termination. This Agreement may be terminated by the District upon thirty (30) days written notice to Owner in the event Owner violates any of terms hereof, including but not limited to any terms relating to the payment of fees or charges to the District. Owner may terminate this Agreement upon thirty (30) days written notice to the District in the event Owner is able to obtain wastewater service for the Residence from an alternative provider. This Agreement shall automatically terminate in the event LAFCO has not granted it approval of the annexation of the Property to the District within one (1) year after the Effective Date. Upon any such termination, (a) the District may plug or disconnect from the District's wastewater collection system all sewer lines serving the Residences, and all costs of plugging or disconnecting such lines shall be paid promptly by Owner to the District, (b) no further amounts shall be due to the District from Owner, except any unpaid service charges, and (c) the District shall not be required to refund any part of the fees, charges or costs paid by Owner hereunder. This Agreement shall automatically terminate upon the effective date of the annexation of the Property to the District, in which event all fees and charges paid by Owner hereunder shall be credited to the fees and charges payable by Owner to the District in connection with the annexation.

13. Successors and Assigns. This Agreement shall inure to the benefit of and shall be binding upon the successors and permitted assigns of the parties hereto. The rights granted to Owner herein relating to the provision of wastewater service to the Residence shall run with the land and shall be appurtenant to the Property and to any parcels into which the Property may hereafter be legally divided.

14. Entire Agreement/Modification. This Agreement (including all exhibits attached hereto) is the final expression of and contains the entire agreement between the parties

with respect to the subject matter hereof and supersedes all prior understandings and communications with respect thereto. This Agreement may be modified only by a written instrument signed by all parties in interest at the time of the amendment.

15. Attorneys' Fees. In the event that either party brings an action to interpret or enforce the terms of this Agreement or declare rights hereunder, the prevailing party in such action, on trial or appeal, shall be entitled to all reasonable attorneys' fees and costs incurred therein.

16. Partial Invalidity. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each such term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

17. Waiver. No waiver of any breach of any covenant or provision herein shall be deemed a waiver of any preceding or succeeding breach thereof, or of any other covenant or provision herein contained. No extension of time for performance of any obligation or act shall be deemed an extension of the time for performance of any other obligation or act.

18. Construction. Headings at the beginning of each section are solely for the convenience of the parties and are not a part of this Agreement. Unless otherwise indicated, all references to sections are to this Agreement. All exhibits attached to this Agreement are incorporated herein by reference and are made a part hereof.

19. Signatures. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. In the event executed copies of this Agreement are provided by one party to the other by facsimile or email transmission, the original copies shall be sent by the signing party to the other party as soon as reasonably feasible, and pending the receipt thereof, the facsimile or email copies and the signatures thereon shall for all purposes be treated as originals.

20. Authority. Each individual executing this Agreement on behalf of a party hereto represents and warrants that he or she has the authority to execute this Agreement on behalf of such party.

21. Notices. Any notices permitted or required hereunder shall be in writing and shall be (a) given by personal delivery, (b) mailed by certified or registered mail, postage prepaid, return receipt requested, (c) sent by reputable overnight delivery service (e.g., UPS, Federal Express, DHL or Airborne), or (d) sent by facsimile or email transmission using the contact information set forth below for such party:

DISTRICT:
Goleta Sanitary District
One William Moffett Place
Goleta, California 93117
Attn: General Manager
Fax: (805) 964-3583
Email: swagner@goletasanitary.org

OWNER:
Alan and Rachel Siebenaler
400 N. San Marcos Road
Santa Barbara, CA 93110
Fax: _____
Email: alsiebs@gmail.com

Any party may change its contact information for notice purposes by giving notice of such change in the manner set forth above.

22. Assignment. Owner may not assign any of its rights or delegate any of its obligations under this Agreement, in whole or in part, without the prior written consent of the District, which consent shall not be unreasonably withheld.

23. Further Assurances. The parties each agree to take such actions and execute such documents as may be reasonably required to carry out the intent of this Agreement.

IN WITNESS WHEREOF, the District and Owner have executed this Agreement as of the date(s) set forth below.

“District”

GOLETA SANITARY DISTRICT

By: _____
Jerry D. Smith,
Governing Board President

COUNTERSIGNED:

By: _____
Robert O. Mangus, Jr.,
Governing Board Secretary

Dated: _____

“Owner”

Alan Siebenaler

Rachel Siebenaler

Dated: _____

EXHIBIT "A"

Terms and Conditions

PLANS AND SPECIFICATIONS

The plans and specifications submitted by Owner shall include:

- Site plan
- Plumbing plans
- Proposed Wastewater Connection facilities
- Structure elevation and rim elevation of the upstream manhole in relation to the proposed connection to the Residences
- Any facilities included as part of the Residences which are listed below

ADDITIONAL FACILITIES

If an injector pump system is required because wastewater from the Residences cannot flow by gravity to the District's wastewater collection facilities, the design of the injector pump system shall be submitted to and shall be approved by the Santa Barbara County Building and Safety Division prior to connection of the Residences to the District's wastewater collection facilities. The design shall include dual pumps and an alarm system.

If the elevation of the Residences is lower than the rim elevation of the District's upstream manhole, a backflow preventer encased in a concrete vault with a metal lid, embossed with "sewer" or "clean-out", must be installed within the Property.

If required by the District after its review of the plans and specifications, a sampling manhole, per District standards, shall be installed at the Property line or within the Property.

SEPARATE LATERALS

In the event the Property is split or subdivided in the future, any parcel which is not owned by Owner shall be served by a separate sewer lateral connecting the buildings located thereon to the public sewer.

GENERAL MANAGER'S REPORT

GOLETA SANITARY DISTRICT GENERAL MANAGER'S REPORT

The following summary report describes the District's activities from January 5, 2021 through January 20, 2021. It provides updated information on significant activities under three major categories: Collection System, Treatment/Reclamation and Disposal Facilities, and General and Administration Items.

1. COLLECTION SYSTEM REPORT

LINES CLEANING

Staff is conducting routine lines cleaning in the area of N. La Cumbre and Foothill Roads.

CCTV INSPECTION

Staff is conducting routine Closed-Circuit Television (CCTV) inspections in the area of N. Hope and Center Avenues.

2020 CCTVI PROJECT

National Plant Services has resumed work in the City of Goleta. The County of Santa Barbara Road Encroachment Permit has been finalized and work will soon begin in the County area. District CCTVI crews continue working primarily in easement and high-traffic/high-flow areas through-out the District.

SEWER SYSTEM MANAGEMENT PLAN

Staff has completed the update of the Sewer System Management Plan (SSMP) as required by the State Water Board. This will be presented to the Board as a separate Agenda Item.

2020 AERIAL IMAGERY UPDATE

Staff has been working with the District's Geographic Information System (GIS) consultant, Zacharias Hunt of ZWorld GIS, to provide an update to the District GIS map through a recent aerial survey conducted on behalf of various participating public agencies from throughout the South Coast area. Staff is currently reviewing the updated survey images, which will be incorporated into the District GIS map.

REPAIR AND MAINTENANCE

Staff repaired a small leak on the Vactor water tank. Haaker Equipment Co. demonstrated a push camera with pan and tilt and auto-leveling features. The existing push camera has been in operation approximately 20 years and is at the end of its useful service life. The District has budgeted for the replacement of the push camera in this current fiscal year.

GREASE AND OIL INSPECTIONS

Annual Grease and Oil inspections have resumed. This inspection program is essential to the prevention of grease related Sanitary Sewer Overflows.

COMPETENCY-BASED TRAINING (CBT)

Staff continues to work with DKF Solutions on the remaining competencies.

WINTER STORM PREPARATION

Staff continues to update the annual contractor list for emergency work as local contractors respond to the District's initial letter.

2. TREATMENT, RECLAMATION AND DISPOSAL FACILITIES REPORT

Plant flows have increased to an average of 4.1 million gallons per day (MGD) as the population has returned from the holidays. Reclamation demand has decreased to below 0.25 MGD with the cooler temperatures and shorter days. The facility is shut down for December 2020 and January 2021, with the Goleta Water District providing potable water to the system.

Centrifuge operations are continuing as planned. Dredging operations have been completed across approximately 75% of the lagoon. Given the reduction in overall solids coming into the plant we plan to extend the dredging operations through the end of the fiscal year to maximize the benefit of the operation.

Operations staff has replaced the sodium hypochlorite feed lines to the reclamation chlorine contact chamber.

PUBLIC EDUCATION AND OUTREACH

Twenty brief introductory videos have been added to the District's website as part of an initial virtual tour project. The videos average 15-30 seconds in length and give the general public a quick, low-level introduction to the work of the District. They will continue to be refined and new videos will be added going forward as part of the outreach program. The individual video segments will also be featured individually on the District's Facebook page.

3. GENERAL AND ADMINISTRATIVE ITEMS

Financial Report

The District account balances as of January 20, 2021 shown below are approximations to the nearest dollar and indicate the overall funds available to the District at this time.

Operating Checking Accounts:	\$ 377,648
Investment Accounts:	\$ 30,279,208
Total District Funds:	\$ 30,656,857

The following transactions are reported herein for the period 01/05/21 – 01/20/21.

Regular, Overtime, Cash-outs and Net Payroll:	\$ 127,943
Claims:	\$ 426,410
Total Expenditures:	\$ 554,352
Total Deposits:	\$ 271,594

Transfers of funds:

LAIF to Community West Bank Operational (CWB):	\$ - 0 -
--	----------

CWB Operational to CWB Money Market:	\$	- 0 -
CWB Money Market to CWB Operational:	\$	- 0 -

The District's investments comply with the District's Investment Policy adopted per Resolution No. 16-606. The District has adequate funds to meet the next six months of normal operating expenses.

Local Agency Investment Fund (LAIF)

LAIF Monthly Statement – December, 2020.

LAIF Quarterly Report – December, 2020.

PMIA/LAIF Performance – December, 2020.

PMIA Effective Yield – December, 2020.

Community West Bank (CWB)

CWB Money Market Account – December, 2020.

Deferred Compensation Accounts

CalPERS 457 Deferred Compensation Plan – December, 2020.

Lincoln 457 Deferred Compensation Plan – December, 2020.

COVID-19 Response Plan Update

A verbal update will be provided at the meeting.

CASA Winter Conference

The CASA Winter Conference will be online via zoom January 27-28.

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

January 08, 2021

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

GOLETA SANITARY DISTRICT

GENERAL MANAGER
ONE WILLIAM MOFFETT PLACE
GOLETA, CA 93117

[Tran Type Definitions](#)

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Account Number: 70-42-002

December 2020 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	2,000,381.04
Total Withdrawal:	0.00	Ending Balance:	2,000,381.04



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	GOLETA SANITARY DISTRICT
Account Number	70-42-002

As of 01/15/2021, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 12/31/2020.

Earnings Ratio		.00001719170547343
Interest Rate		0.63%
Dollar Day Total	\$	1,142,033,595.92
Quarter End Principal Balance	\$	2,000,381.04
Quarterly Interest Earned	\$	19,633.51



POOLED MONEY INVESTMENT ACCOUNT

PMIA Average Monthly Effective Yields

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1990	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
1991	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
1992	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
1993	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
1994	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
1995	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
1996	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
1997	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
1998	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
1999	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
2000	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
2001	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
2002	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
2003	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
2004	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
2005	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
2006	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
2007	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
2008	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
2009	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
2010	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
2013	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
2014	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
2015	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
2016	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
2017	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
2018	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
2019	2.355	2.392	2.436	2.445	2.449	2.428	2.379	2.341	2.280	2.190	2.103	2.043
2020	1.967	1.912	1.787	1.648	1.363	1.217	0.920	0.784	0.685	0.620	0.576	0.540



PMIA/LAIF Performance Report as of 01/14/21



PMIA Average Monthly Effective Yields⁽¹⁾

Dec	0.540
Nov	0.576
Oct	0.620

Quarterly Performance Quarter Ended 09/30/20

LAIF Apportionment Rate ⁽²⁾ :	0.84
LAIF Earnings Ratio ⁽²⁾ :	0.00002309407394024
LAIF Fair Value Factor ⁽¹⁾ :	1.004114534
PMIA Daily ⁽¹⁾ :	0.65%
PMIA Quarter to Date ⁽¹⁾ :	0.80%
PMIA Average Life ⁽¹⁾ :	169

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 12/31/20 \$107.4 billion

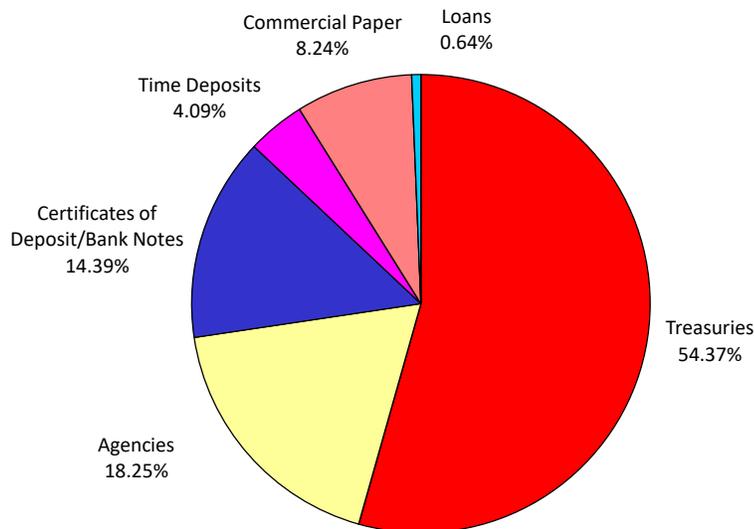


Chart does not include 0.01% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller



445 Pine Avenue
Goleta, CA 93117

Statement Ending 12/31/2020

GOLETA SANITARY DISTRICT
Customer Number: XXXXXXXX5554

RETURN SERVICE REQUESTED

GOLETA SANITARY DISTRICT
MONEY MARKET
1 WILLIAM MOFFETT PL
GOLETA CA 93117-3901

All Community West Bank branch offices are open to serve you Monday through Friday, 9:00 am to 5:00 pm.

Business Loans

If your business plans include needing new funding or commercial real estate financing, contact your Community West Banker to discuss a loan or line of credit. We have the flexible financing your business needs, offered at competitive rates.

Treasury Management Disclosure and Agreement Updated

An updated Treasury Management Disclosure Agreement has been published. The Agreement contains the general terms, conditions and service descriptions governing each Community West Bank Treasury Management product. You are encouraged to familiarize yourself with the Agreement. Please refer questions regarding the agreement to your Banking Relationship Manager. The updated agreement is available online at:

<https://www.communitywestbank.com/disclosures.php>

Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC AGENCY-MMDA	XXXXXXXX5554	\$28,272,893.62

PUBLIC AGENCY-MMDA - XXXXXXXX5554

Account Summary

Date	Description	Amount		
12/01/2020	Beginning Balance	\$23,214,193.82	Average Ledger Balance	\$24,447,419.62
	2 Credit(s) This Period	\$5,413,699.80		
	1 Debit(s) This Period	\$355,000.00		
12/31/2020	Ending Balance	\$28,272,893.62		

Account Activity

Post Date	Description	Debits	Credits	Balance
12/01/2020	Beginning Balance			\$23,214,193.82
12/18/2020	Transfer to fund claims	\$355,000.00		\$22,859,193.82
12/24/2020	SBCo SSC & Prop Tax x-fer		\$5,400,000.00	\$28,259,193.82





Statement Ending 12/31/2020

GOLETA SANITARY DISTRICT

Customer Number: XXXXXXXX5554

PUBLIC AGENCY-MMDA - XXXXXXXX5554 (continued)

Account Activity (continued)

<u>Post Date</u>	<u>Description</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
12/31/2020	INTEREST AT .6598 %		\$13,699.80	\$28,272,893.62
12/31/2020	Ending Balance			\$28,272,893.62

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
12/18/2020	\$22,859,193.82	12/24/2020	\$28,259,193.82	12/31/2020	\$28,272,893.62

CalPERS 457 Plan

December 31, 2020

This document includes important information to help you compare the investment options under your retirement plan. If you want additional information about your investment options, you can go to <https://calpers.voya.com>.

A free paper copy of the information available on the website can be obtained by contacting:

Voya Financial
Attn: CalPERS 457 Plan
P.O. Box 55772
Boston, MA 02205-5772
(800) 260-0659

Document Summary

This document has two parts. Part I consists of performance information for the plan investment options. This part shows you how well the investments have performed in the past. Part I also shows the total annual operating expenses of each investment option.

Part II provides additional information concerning Plan administrative fees that may be charged to your individual account.

CalPERS 457 PLAN

Part I. Performance Information For Periods Ended December 31, 2020

<https://calpers.voya.com>

Table 1 focuses on the performance of investment options that do not have a fixed or stated rate of return. Table 1 shows how these options have performed over time and allows you to compare them with an appropriate benchmark for the same time periods¹. Past performance does not guarantee how the investment option will perform in the future. Your investment in these options could lose money. Information about an investment option's principal risks is available on the website listed above.

Table 1 also shows the Total Annual Operating Expenses of each investment option. Total Annual Operating Expenses are expenses that reduce the rate of return of the investment option². The cumulative effect of fees and expenses can substantially reduce the growth of your retirement savings. Visit the U.S. Department of Labor's website for an example showing the long-term fees and expenses at <http://www.dol.gov/ebsa>. Fees and expenses are only one of many factors to consider when you decide to invest in an option. You may also want to think about whether an investment in a particular option, along with your other investments, will help you achieve your financial goals.

Table 1 - Variable Net Return Investments

Name of Fund / Name of Benchmark	Performance		Annualized Performance				Total Annual Operating Expenses ³	
	3 Month	1 Year	5 Years	10 Years	Since Inception	Inception Date	As a %	Per \$1000
Equity Funds								
State Street Russell All Cap Index Fund - Class I	14.60	20.41	14.99	-	13.33	10/07/13	0.31%	\$3.10
<i>Russell 3000 Index</i>	14.68	20.89	15.43	-	13.73			
State Street Global All Cap Equity ex-US Index Fund - Class I	16.87	10.95	8.94	-	5.27	10/07/13	0.32%	\$3.20
<i>MSCI ACWI ex-USA IMI Index (net)</i>	17.22	11.12	8.98	-	5.49			
Fixed Income								
State Street US ShortTerm Gov't/Credit Bond Index Fund - Class I	0.12	2.98	1.75	-	1.26	10/07/13	0.32%	\$3.20
<i>Bloomberg Barclays US 1-3 yr Gov't/Credit Bond Index</i>	0.21	3.33	2.21	-	1.75			
State Street US Bond Fund Index - Class I	0.60	7.31	4.10	-	3.64	10/07/13	0.31%	\$3.10
<i>Bloomberg Barclays US Aggregate Bond Index</i>	0.67	7.51	4.44	-	3.94			
Real Assets								
State Street Real Asset Fund - Class A	11.11	2.86	5.80	-	1.61	10/08/13	0.44%	\$4.40
<i>State Street Custom Benchmark⁴</i>	11.31	2.63	6.19	-	1.97			
Cash (Cash Equivalents)								
State Street STIF	-0.04	0.30	1.01	-	0.74	09/02/14	0.33%	\$3.30
<i>BofA ML 3-month US T-Bill</i>	0.03	0.67	1.20	-	0.95			
Target Retirement Date Funds⁵								
CalPERS Target Income Fund	5.59	11.09	5.92	4.84	5.93	12/01/08	0.32%	\$3.20
<i>SIP Income Policy Benchmark⁶</i>	5.70	10.94	6.13	5.14	6.46			
CalPERS Target Retirement 2015	5.90	11.31	5.92	5.19	7.04	12/01/08	0.32%	\$3.20
<i>SIP 2015 Policy Benchmark⁶</i>	6.01	11.16	6.14	5.60	7.59			
CalPERS Target Retirement 2020	7.70	12.74	6.60	5.68	7.70	12/01/08	0.32%	\$3.20
<i>SIP 2020 Policy Benchmark⁶</i>	7.82	12.51	6.81	6.09	8.22			
CalPERS Target Retirement 2025	9.55	13.81	7.78	6.38	8.53	12/01/08	0.32%	\$3.20
<i>SIP 2025 Policy Benchmark⁶</i>	9.70	13.56	7.98	6.82	9.04			
CalPERS Target Retirement 2030	11.35	14.33	8.56	6.96	9.33	12/01/08	0.32%	\$3.20
<i>SIP 2030 Policy Benchmark⁶</i>	11.51	14.47	8.83	7.44	9.84			
CalPERS Target Retirement 2035	13.19	15.13	9.48	7.51	10.00	12/01/08	0.32%	\$3.20
<i>SIP 2035 Policy Benchmark⁶</i>	13.36	15.22	9.73	8.03	10.57			
CalPERS Target Retirement 2040	14.71	15.64	10.40	8.01	10.48	12/01/08	0.32%	\$3.20
<i>SIP 2040 Policy Benchmark⁶</i>	14.90	15.82	10.66	8.54	11.03			
CalPERS Target Retirement 2045	14.71	15.65	11.01	8.30	10.69	12/01/08	0.32%	\$3.20
<i>SIP 2045 Policy Benchmark⁶</i>	14.90	15.82	11.26	8.83	11.27			
CalPERS Target Retirement 2050	14.71	15.64	11.01	8.30	10.77	12/01/08	0.32%	\$3.20
<i>SIP 2050 Policy Benchmark⁶</i>	14.90	15.82	11.26	8.83	11.27			
CalPERS Target Retirement 2055	14.71	15.64	11.00	-	8.09	11/01/13	0.32%	\$3.20
<i>SIP 2055 Policy Benchmark⁶</i>	14.90	15.82	11.26	-	8.45			
CalPERS Target Retirement 2060	14.71	15.56	-	-	15.49	11/01/18	0.32%	\$3.20
<i>SIP 2060 Policy Benchmark⁶</i>	14.90	15.82	-	-	15.80			
Broad-Based Benchmarks⁷								
<i>Russell 3000 Index</i>	14.68	20.89	15.43	13.79	-	-	-	-
<i>MSCI ACWI ex-USA IMI Index (net)</i>	17.22	11.12	8.98	5.06	-	-	-	-
<i>Bloomberg Barclays US Aggregate Bond Index</i>	0.67	7.51	4.44	3.84	-	-	-	-

Part II. Explanation of CalPERS 457 Plan Expenses December 31, 2020

<https://calpers.voya.com>

Table 2 provides information concerning Plan administrative fees and expenses that may be charged to your individual account if you take advantage of certain features of the Plan. In addition to the fees and expenses described in Table 2 below, some of the Plan's administrative expenses are paid from the Total Annual Operating Expenses of the Plan's investment options.

Table 2 - Fees and Expenses				
Individual Expenses ⁸				
Service	Fee Amount	Frequency	Who do you pay this fee to?	Description
Loan Origination Fee	\$50	Per loan application	Voya	The charge covers the processing of your loan and applies each time you request a loan from your retirement account. This fee is deducted from your Plan account.
Maintenance Fee (For loans taken on or after April 1, 2020)	\$35 (\$8.75 assessed quarterly)	Annual	Voya	The charge covers the maintenance costs of your loan and applies on a quarterly basis. This fee is deducted from your Plan account.
Self-Managed Account (SMA) Maintenance Fee	\$50	Annual fee deducted monthly on a pro-rata basis	Voya	Schwab Personal Choice Retirement Account is available to you if your Employer has elected it as an option. This fee is deducted pro rata on a monthly basis from your core fund investments ⁹ in your CalPERS 457 account. For more information about SMAs, including a complete list of fees charged by Schwab for different types of investment transactions, please contact Schwab at (888) 393-PCRA (7272). Fees may also be incurred as a result of actual brokerage account trades. Before purchasing or selling any investment through the SMA, you should contact Schwab at (888) 393-PCRA (7272) to inquire about any fees, including any undisclosed fees, associated with the purchase or sale of such investment.
Self-Managed Account (SMA) Plan Administrative Fee	0.29% (\$2.90 per \$1,000)	Annual fee deducted monthly on a pro-rata basis	Voya	The SMA Plan Administrative fee pays for recordkeeping costs for assets in your SMA account. This fee is deducted pro rata on a monthly basis from your core fund investments in your CalPERS 457 account. The SMA Plan Administrative Fee is subject to change based on total Plan assets.

Footnotes for Table 1 and Table 2:

- 1 Fund returns shown are net of investment management and administrative expenses and fees unless otherwise noted. Benchmark performance returns do not reflect any management fees, transaction costs or expenses. Benchmarks are unmanaged. You cannot invest directly in a benchmark.
- 2 Historical annual operating expenses are not available. Reported annual operating expenses are estimated based on SSGA investment management, Voya recordkeeping, and SSGA capped operating expenses.
- 3 Total annual operating expenses are comprised of investment management and administrative expenses and fees incurred by the funds.
- 4 State Street Real Asset Fund has a custom benchmark comprised of 25% Bloomberg Roll Select Commodity Index, 25% S&P® Global LargeMidCap Commodity and Resources Index, 15% Dow Jones U.S. Select REIT Index, 25% Bloomberg Barclays U.S. TIPS Index, and 10% S&P Global Infrastructure Index.
- 5 If the ending market value (EMV) falls to zero in any one month, the inception date resets to the next month with an EMV. Performance is then calculated from the new inception date.
- 6 The benchmark for each Target Retirement Date Fund is a composite of asset class benchmarks that are weighted according to each Fund's policy target weights. The asset class benchmarks are Russell 3000 Index, MSCI ACWI ex-USA IMI Index (net), Bloomberg Barclays US Aggregate Bond Index, the SSGA customized benchmark for Real Assets (see footnote 4), and BofA ML 3-month US T-Bill.
- 7 Broad-based benchmarks grouped here provide comparative performance standards for domestic equity, international equity and fixed income.
- 8 The CalPERS Board of Administration periodically reviews the plan administrative fees and adjusts fees to reflect expenses incurred by the Plan. Participant fees are charged to reimburse CalPERS for actual administrative fees of the Plan.
- 9 Core fund investments are listed in Table 1 above the Target Retirement Date funds. Core funds include: State Street Russell All Cap Index Fund (Class I), State Street Global All Cap Equity ex-US Index Fund (Class I), State Street US Short Term Government/Credit Bond Index Fund (Class I), State Street US Bond Fund Index (Class I), State Street Real Asset Fund (Class A), and State Street Short Term Investment Fund ("STIF").

Performance Update

Quoted performance data represents past performance. Past performance does not guarantee nor predict future performance. Current performance may be lower or higher than the performance data quoted. Please keep in mind that double-digit returns are highly unusual and cannot be sustained.

Variable products are sold by prospectus. Consider the investment objectives, risks, charges, and expenses of the variable product and its underlying investment options carefully before investing. The prospectus contains this and other information about the variable product and its underlying investment options. Please review the prospectus available online for additional information. Read it carefully before investing.

Investment return and principal value of an investment will fluctuate so that an investor's unit values, when redeemed, may be worth more or less than their original cost.

Monthly hypothetical performance adjusted for contract fees *

Investment Options		Inception Date	Change from Previous Day	YTD as of 01/07/2021	YTD as of 12/31/2020	Average Annual Total Return (%) as of 12/31/2020						Since Incep.
						1 Mo	3 Mo	1 Yr	3 Yr	5 Yr	10 Yr	
Risk Managed												
DWS Equity 500 Index VIP Portfolio - Class A ¹¹	RM	10/01/1997	1.48	1.26	16.92	3.74	11.79	16.92	12.75	13.77	12.43	6.72
DWS Small Cap Index VIP Portfolio - Class A ^{8, 11}	RM	08/25/1997	1.93	6.36	18.24	8.53	31.02	18.24	8.81	11.81	9.85	6.83
Fidelity [®] VIP Freedom 2055 Portfolio SM - Service Class ^{7, 9}	RM	04/11/2019	0.86	1.96	17.92	5.07	14.99	17.92	N/A	N/A	N/A	16.86
Fidelity [®] VIP Freedom 2060 Portfolio SM - Service Class ^{7, 9}	RM	04/11/2019	0.94	1.96	18.03	5.08	15.07	18.03	N/A	N/A	N/A	16.94
Neuberger Berman AMT Mid Cap Growth Portfolio (I Class) ⁸	RM	11/03/1997	3.25	2.95	38.59	4.13	19.44	38.59	19.06	16.69	12.86	9.58
Maximum Capital Appreciation												
AB VPS Global Thematic Growth Portfolio - Class B ^{1, 2}	MCA	01/11/1996	1.65	3.06	37.70	4.94	13.59	37.70	16.39	15.86	8.58	6.04
Delaware VIP [®] Smid Cap Core Series - Standard Class ^{4, 8}	MCA	07/12/1991	1.25	4.67	9.98	6.14	26.42	9.98	7.09	9.11	10.72	9.13
DWS Alternative Asset Allocation VIP Portfolio - Class A ^{1, 2, 3, 9, 10}	MCA	02/02/2009	0.65	1.00	4.66	3.15	9.59	4.66	2.25	3.45	1.63	4.25
LVIP Baron Growth Opportunities Fund - Service Class ⁸	MCA	10/01/1998	1.26	1.65	32.74	6.31	20.44	32.74	19.46	17.55	13.89	11.71
LVIP SSGA Emerging Markets 100 Fund - Standard Class ^{1, 19}	MCA	06/18/2008	1.30	3.36	1.63	8.71	24.12	1.63	-2.04	5.66	-0.67	2.18
LVIP SSGA Small-Cap Index Fund - Standard Class ^{8, 11}	MCA	04/18/1986	1.88	6.19	18.01	8.53	30.95	18.01	8.63	11.61	9.62	7.17
LVIP T. Rowe Price Structured Mid-Cap Growth Fund - Standard Class ⁸	MCA	02/03/1994	3.03	2.41	30.38	5.49	19.53	30.38	19.39	17.48	13.84	7.52

Performance Update

Monthly hypothetical performance adjusted for contract fees *

Investment Options		Inception Date	Change from Previous Day	Average Annual Total Return (%) as of 12/31/2020								
				YTD as of 01/07/2021	YTD as of 12/31/2020	1 Mo	3 Mo	1 Yr	3 Yr	5 Yr	10 Yr	Since Incep.
Long Term Growth												
American Funds Global Growth Fund - Class 2 ¹	LTG	04/30/1997	1.23	0.91	29.17	5.37	14.05	29.17	15.92	15.10	11.73	9.63
American Funds Growth Fund - Class 2	LTG	02/08/1984	2.68	2.97	50.57	6.80	18.85	50.57	24.40	21.53	15.68	12.40
American Funds International Fund - Class 2 ¹	LTG	05/01/1990	0.54	1.68	12.84	6.34	21.42	12.84	5.69	9.62	5.61	7.04
Delaware VIP Small Cap Value ^{4, 8}	LTG	12/27/1993	1.06	6.75	-3.15	8.09	32.20	-3.15	0.23	7.65	7.30	8.77
Fidelity® VIP Contrafund® Portfolio - Service Class	LTG	01/03/1995	1.95	0.27	29.13	3.00	7.62	29.13	15.87	14.91	12.27	10.69
Fidelity® VIP Growth Portfolio - Service Class	LTG	10/09/1986	2.32	1.42	42.32	4.00	12.40	42.32	23.13	19.99	15.97	10.20
LVIP BlackRock Global Real Estate Fund - Standard Class ^{1, 2, 7}	LTG	04/30/2007	-0.58	-1.96	-3.18	3.97	13.09	-3.18	2.80	3.62	4.16	0.74
LVIP Delaware Mid Cap Value Fund - Standard Class ^{4, 8}	LTG	12/28/1981	1.01	4.10	-0.49	5.31	23.48	-0.49	2.74	8.55	8.47	10.12
LVIP Delaware Social Awareness Fund - Standard Class ⁴	LTG	05/02/1988	1.61	1.45	18.49	3.81	12.99	18.49	13.52	12.94	12.16	9.98
LVIP Dimensional U.S. Core Equity 1 Fund - Standard Class	LTG	12/28/1981	1.40	2.79	15.24	4.73	16.41	15.24	10.86	13.05	11.72	9.73
LVIP Mondrian International Value Fund - Standard Class ¹	LTG	05/01/1991	0.29	3.60	-5.92	3.58	17.27	-5.92	-1.17	3.61	3.14	5.15
LVIP SSGA International Index Fund - Standard Class ^{1, 11, 20}	LTG	04/30/2008	0.48	2.41	6.77	4.79	15.53	6.77	3.17	6.27	4.15	1.48
LVIP SSGA S&P 500 Index Fund - Standard Class ^{11, 21}	LTG	05/01/2000	1.50	1.29	16.86	3.74	11.82	16.86	12.74	13.80	12.47	5.42
LVIP Vanguard Domestic Equity ETF Fund - Service Class ^{9, 22}	LTG	04/29/2011	1.46	1.60	18.34	4.13	13.60	18.34	12.65	13.44	N/A	11.00
LVIP Vanguard International Equity ETF Fund - Service Class ^{1, 9, 22}	LTG	04/29/2011	0.29	2.75	9.51	5.64	16.13	9.51	3.64	7.64	N/A	3.39
MFS® VIT Utilities Series - Initial Class ²	LTG	01/03/1995	-0.23	1.23	4.85	3.34	13.57	4.85	9.11	10.26	8.11	10.14
Growth and Income												
American Funds Growth-Income Fund - Class 2	GI	02/08/1984	1.26	1.10	12.41	3.69	11.47	12.41	10.93	12.80	11.62	10.10

Performance Update

Monthly hypothetical performance adjusted for contract fees *

Investment Options		Inception Date	Change from Previous Day	Average Annual Total Return (%) as of 12/31/2020								
				YTD as of 01/07/2021	YTD as of 12/31/2020	1 Mo	3 Mo	1 Yr	3 Yr	5 Yr	10 Yr	Since Incep.
BlackRock Global Allocation V.I. Fund - Class I ^{1,3}	GI	02/28/1992	0.81	1.26	19.80	4.00	11.58	19.80	8.69	8.33	5.80	6.54
Delaware VIP REIT ^{2,4,7}	GI	05/04/1998	-0.34	-3.58	-11.30	3.60	9.43	-11.30	0.76	1.51	6.20	7.02
Delaware VIP Value ⁴	GI	07/28/1988	0.82	2.31	-0.54	4.07	14.69	-0.54	4.43	7.83	10.24	7.74
Fidelity® VIP Freedom 2020 Portfolio SM - Service Class ^{9,12}	GI	04/26/2005	0.46	0.92	13.77	3.07	9.13	13.77	7.96	8.78	6.97	6.07
Fidelity® VIP Freedom 2025 Portfolio SM - Service Class ^{9,12}	GI	04/26/2005	0.53	1.05	14.68	3.45	10.17	14.68	8.50	9.38	7.69	6.60
Fidelity® VIP Freedom 2030 Portfolio SM - Service Class ^{9,12}	GI	04/26/2005	0.65	1.29	15.59	3.88	11.39	15.59	9.08	10.36	8.31	6.85
Fidelity® VIP Freedom 2035 Portfolio SM - Service Class ^{9,12}	GI	04/08/2009	0.80	1.67	16.97	4.59	13.66	16.97	9.79	11.27	8.99	12.05
Fidelity® VIP Freedom 2040 Portfolio SM - Service Class ^{9,12}	GI	04/08/2009	0.88	1.95	17.97	5.06	15.01	17.97	10.17	11.54	9.17	12.29
Fidelity® VIP Freedom 2045 Portfolio SM - Service Class ^{9,12}	GI	04/08/2009	0.91	1.98	17.99	5.02	15.01	17.99	10.16	11.54	9.23	12.37
Fidelity® VIP Freedom 2050 Portfolio SM - Service Class ^{9,12}	GI	04/08/2009	0.89	1.99	17.99	5.01	15.02	17.99	10.13	11.53	9.23	12.49
LVIP BlackRock Advantage Allocation Fund - Standard Class ^{3,4,13}	GI	07/28/1988	0.59	0.65	12.00	2.45	6.74	12.00	6.62	7.28	5.95	5.85
LVIP Delaware Wealth Builder Fund - Standard Class ^{3,4,13}	GI	08/03/1987	0.34	0.65	4.56	2.29	7.84	4.56	4.03	5.53	5.51	5.99
LVIP JPMorgan Retirement Income Fund - Standard Class ^{3,4,13}	GI	04/27/1983	0.33	0.32	8.39	2.10	6.54	8.39	4.94	5.64	4.86	6.64
Income												
Delaware VIP Diversified Income ^{4,5}	I	05/16/2003	-0.09	-0.54	9.93	0.61	2.41	9.93	5.21	4.45	3.33	4.62
Delaware VIP High Yield ^{4,5,6}	I	07/28/1988	0.00	0.18	6.17	1.51	5.54	6.17	4.99	6.65	4.88	5.70
LVIP BlackRock Inflation Protected Bond Fund - Standard Class ⁵	I	04/30/2010	0.01	0.06	4.23	0.75	1.16	4.23	2.75	2.39	1.63	1.68
LVIP Delaware Bond Fund - Standard Class ^{4,5}	I	12/28/1981	-0.11	-0.57	8.77	0.33	1.36	8.77	4.91	3.94	3.25	6.72
LVIP Delaware Diversified Floating Rate Fund ^{4,16}	I	04/30/2010	0.02	0.04	0.11	0.17	0.55	0.11	0.80	0.93	0.29	0.33
LVIP Global Income Fund - Standard Class ^{1,5,13,15}	I	05/04/2009	-0.31	-0.39	5.72	0.68	1.53	5.72	4.07	3.13	1.60	2.91

Performance Update

Monthly hypothetical performance adjusted for contract fees *

Investment Options	Inception Date	Change from Previous Day	YTD as of 01/07/2021	YTD as of 12/31/2020	Average Annual Total Return (%) as of 12/31/2020							
					1 Mo	3 Mo	1 Yr	3 Yr	5 Yr	10 Yr	Since Incep.	
LVIP SSGA Bond Index Fund - Standard Class ^{5, 11}	I 04/30/2008	-0.16	-0.81	6.41	0.02	0.41	6.41	4.01	3.08	2.46	2.81	
PIMCO VIT Total Return Portfolio - Administrative Class ⁵	I 12/31/1997	-0.08	-0.69	7.57	0.26	0.84	7.57	4.35	3.71	2.90	4.43	
Preservation of Capital												
LVIP Government Money Market Fund - Standard Class ^{13, 18}	PC 01/07/1982	0.00	-0.02	-0.72	-0.08	-0.25	-0.72	0.14	-0.23	-0.60	2.77	
Risk Managed - Asset Allocation												
LVIP Global Conservative Allocation Managed Risk Fund - Standard Class ^{1, 3, 9, 13, 17}	RMAA 05/03/2005	0.47	0.56	6.01	2.14	6.52	6.01	4.52	5.37	4.80	4.91	
LVIP Global Growth Allocation Managed Risk Fund - Standard Class ^{1, 3, 9, 13, 17}	RMAA 05/03/2005	0.82	1.48	4.80	3.49	8.34	4.80	3.69	5.77	4.51	4.45	
LVIP Global Moderate Allocation Managed Risk Fund - Standard Class ^{1, 3, 9, 13, 17}	RMAA 05/03/2005	0.73	1.17	5.04	3.05	7.22	5.04	3.85	5.54	4.51	4.70	
LVIP SSGA Global Tactical Allocation Managed Volatility Fund - Standard Class ^{1, 3, 9, 13, 14, 15}	RMAA 05/03/2005	0.60	1.93	5.95	3.43	11.38	5.95	3.35	5.58	4.02	3.63	
Risk Managed - US Large Cap												
LVIP BlackRock Dividend Value Managed Volatility Fund - Standard Class ^{13, 14}	RMUSL 02/03/1994	0.73	3.53	0.11	3.69	17.18	0.11	2.33	6.49	5.62	6.31	
LVIP Blended Large Cap Growth Managed Volatility Fund - Standard Class ^{13, 14, 15}	RMUSL 02/03/1994	1.91	1.04	22.58	3.47	10.13	22.58	11.30	10.96	8.94	6.96	
Asset Allocation												
LVIP T. Rowe Price 2010 Fund (Standard Class) ^{9, 12, 13}	AsA 05/01/2007	0.50	0.79	11.17	2.46	7.76	11.17	6.50	6.27	4.75	4.06	
LVIP T. Rowe Price 2020 Fund (Standard Class) ^{9, 12, 13}	AsA 05/01/2007	0.63	1.05	12.14	2.88	9.39	12.14	7.27	7.20	5.19	4.10	
LVIP T. Rowe Price 2030 Fund (Standard Class) ^{9, 12, 13}	AsA 05/01/2007	0.87	1.49	14.10	3.63	11.99	14.10	8.08	7.81	5.53	4.23	
LVIP T. Rowe Price 2040 Fund (Standard Class) ^{9, 12, 13}	AsA 05/01/2007	1.07	1.94	15.46	4.23	14.00	15.46	8.73	8.44	5.80	4.03	
LVIP T. Rowe Price 2050 Fund (Standard Class) ^{9, 12, 13}	AsA 04/29/2011	1.14	2.07	15.73	4.45	14.67	15.73	9.12	9.26	N/A	5.40	

Performance Update

Monthly hypothetical performance adjusted for contract fees *

Investment Options		Inception Date	Change from Previous Day	YTD as of 01/07/2021	YTD as of 12/31/2020	Average Annual Total Return (%) as of 12/31/2020						Since Incep.
						1 Mo	3 Mo	1 Yr	3 Yr	5 Yr	10 Yr	
LVIP T. Rowe Price 2060 Fund - Standard Class ^{9, 12, 13}	AsA	04/30/2020	1.22	2.24	N/A	4.75	15.67	N/A	N/A	N/A	N/A	33.16
Risk Managed - US Mid Cap												
LVIP Blended Mid Cap Managed Volatility Fund - Standard Class ^{8, 13, 14, 15}	RMUSM	05/01/2001	2.63	2.08	26.44	5.68	16.97	26.44	15.82	14.35	7.33	4.94
LVIP JPMorgan Select Mid Cap Value Managed Volatility Fund - Standard Class ^{8, 13, 14, 15}	RMUSM	05/01/2001	0.90	3.82	0.93	4.28	18.92	0.93	0.45	4.62	5.13	5.51
Risk Managed - Global/International												
LVIP Franklin Templeton Global Equity Managed Volatility Fund - Standard Class ^{1, 13, 14}	RMGI	08/01/1985	1.26	2.60	11.54	4.21	14.57	11.54	3.86	6.43	5.13	7.01
LVIP SSGA International Managed Volatility Fund - Standard Class ^{1, 9, 13, 14}	RMGI	12/31/2013	0.47	2.40	-1.96	4.75	15.57	-1.96	0.07	3.31	N/A	0.56

* These returns are measured from the inception date of the fund and predate its availability as an investment option in the variable annuity (separate account). This hypothetical representation depicts how the investment option would have performed had the fund been available in the variable annuity during the time period. It includes deductions for the M&E charge and the contract administrative fee. If selected above, the cost for the i4LIFE® Advantage feature or a death benefit will be reflected. The cost for other riders with quarterly charges is not reflected. No surrender charge and no annual contract charge is reflected.

Performance Update

¹ International

Investing internationally involves risks not associated with investing solely in the United States, such as currency fluctuation, political or regulatory risk, currency exchange rate changes, differences in accounting and the limited availability of information.

² Sector Funds

Funds that target exposure to one region or industry may carry greater risk and higher volatility than more broadly diversified funds.

³ Asset Allocation Portfolios

Asset allocation does not ensure a profit, nor protect against loss in a declining market.

⁴ Macquarie Investment Management

Investments in Delaware VIP Series, Delaware Funds, LVIP Delaware Funds or Lincoln Life accounts managed by Macquarie Investment Management Advisers, a series of Macquarie Investments Management Business Trust, are not and will not be deposits with or liabilities of Macquarie Bank Limited ABN 46 008 583 542 and its holding companies, including their subsidiaries or related companies, and are subject to investment risk, including possible delays in repayment and loss of income and capital invested. No Macquarie Group company guarantees or will guarantee the performance of the fund, the repayment of capital from the fund, or any particular rate of return.

⁵ Bonds

The return of principal in bond funds is not guaranteed. Bond funds have the same interest rate, inflation, credit, duration, prepayment and market risks that are associated with the underlying bonds owned by the fund or account.

⁶ High-yield or mortgage-backed funds

High-yield funds may invest in high-yield or lower rated fixed income securities (junk bonds) or mortgage-backed securities with exposure to subprime mortgages, which may experience higher volatility and increased risk of nonpayment or default.

⁷ REIT

A real estate investment trust (REIT) involves risks such as refinancing, economic conditions in the real estate industry, declines in property values, dependency on real estate management, changes in property taxes, changes in interest rates and other risks associated with a portfolio that concentrates its investments in one sector or geographic region.

⁸ Small & Mid Cap

Funds that invest in small and/or midsize company stocks may be more volatile and involve greater risk, particularly in the short term, than those investing in larger, more established companies.

⁹ Fund of funds

Each fund is operated as a fund of funds that invests primarily in one or more other funds, rather than in individual securities. A fund of this nature may be more expensive than other investment options because it has additional levels of expenses. From time to time, the Fund's advisor may modify the asset allocation to the underlying funds and may add new funds. A Fund's actual allocation may vary from the target strategic allocation at any point in time. Additionally, the Fund's advisor may directly manage assets of the underlying funds for a variety of purposes.

¹⁰ Alternative Funds

Certain funds (sometimes called "alternative funds") expect to invest in (or may invest in some) positions that emphasize alternative investment strategies and/or nontraditional asset classes and, as a result, are subject to the risk factors of those asset classes and/or investment strategies. Some of those risks may include general economic risk, geopolitical risk, commodity-price volatility, counterparty and settlement risk, currency risk, derivatives risk, emerging markets risk, foreign securities risk, high-yield bond exposure, index investing risk, exchange-traded notes risk, industry concentration risk, leveraging risk, real estate investment risk, master limited partnership risk, master limited partnership tax risk, energy infrastructure companies risk, sector risk, short sale risk, direct investment risk, hard assets sector risk, active trading and "overlay" risks, event-driven investing risk, global macro strategies risk, temporary defensive positions and large cash positions. If you are considering investing in alternative investment funds, you should ensure that you understand the complex investment strategies sometimes employed and be prepared to tolerate the risks of such asset classes. For a complete list of risks, as well as a discussion of risk and investment strategies, please refer to the fund's prospectus. The fund may invest in derivatives, including futures, options, forwards and swaps. Investments in derivatives may cause the fund's losses to be greater than if it invested only in conventional securities and can cause the fund to be more volatile. Derivatives involve risks different from, or possibly greater than, the risks associated with other investments. The fund's use of derivatives may cause the fund's investment returns to be impacted by the performance of securities the fund does not own and may result in the fund's total investment exposure exceeding the value of its portfolio.

¹¹ Index

An index is unmanaged, and one cannot invest directly in an index. Indices do not reflect the deduction of any fees.

¹² Target-date funds

The target date is the approximate date when investors plan to retire or start withdrawing their money. Some target-date funds make no changes in asset allocation after the target date is reached; other target-date funds continue to make asset allocation changes following the target date. (See the prospectus for the funds allocation strategy.) The principal value is not guaranteed at any time, including at the target date. An asset allocation strategy does not guarantee performance or protect against investment losses. A "fund of funds" may be more expensive than other types of investment options because it has additional levels of expenses.

¹³ Manager of managers funds

Subject to approval of the fund's board, Lincoln Investment Advisors Corporation (LIAC) has the right to engage or terminate a subadvisor at any time, without a shareholder vote, based on an exemptive order from the Securities and Exchange Commission. LIAC is responsible for overseeing all subadvisors for funds relying on this exemptive order.

¹⁴ Managed Volatility Strategy

The fund's managed volatility strategy is not a guarantee, and the fund's shareholders may experience losses. The fund employs hedging strategies designed to reduce overall portfolio volatility. The use of these hedging strategies may limit the upside participation of the fund in rising equity markets relative to unhedged funds, and the effectiveness of such strategies may be impacted during periods of rapid or extreme market events.

¹⁵ Multimanager

For those funds that employ a multimanager structure, the fund's advisor is responsible for overseeing the subadvisors. While the investment styles employed by the fund's subadvisors are intended to be complementary, they may not, in fact, be complementary. A multimanager approach may result in more exposure to certain types of securities risks and in higher portfolio turnover.

Performance Update

¹⁶ Floating rate funds

Floating rate funds should not be considered alternatives to CDs or money market funds and should not be considered as cash alternatives.

¹⁷ Risk Management Strategy

The fund's risk management strategy is not a guarantee, and the funds shareholders may experience losses. The fund employs hedging strategies designed to provide downside protection during sharp downward movements in equity markets. The use of these hedging strategies may limit the upside participation of the fund in rising equity markets relative to other unhedged funds, and the effectiveness of such strategies may be impacted during periods of rapid or extreme market events.

¹⁸ Money Market Funds

You can lose money by investing in the fund. Although the fund seeks to preserve the value of your investment at \$1.00 per share (or, for the LVIP Government Money Market Fund, at \$10.00 per share), it cannot guarantee it will do so. An investment in the fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The fund's sponsor has no legal obligation to provide financial support to the fund, and you should not expect that the sponsor will provide financial support to the fund at any time.

¹⁹ Emerging Markets

Investing in emerging markets can be riskier than investing in well-established foreign markets. International investing involves special risks not found in domestic investing, including increased political, social and economic instability, all of which are magnified in emerging markets.

²⁰ MSCI

The fund described herein is indexed to an MSCI® index. It is not sponsored, endorsed, or promoted by MSCI®, and MSCI®; bears no liability with respect to any such fund or to an index on which a fund is based. The prospectus and statement of additional information contain a more detailed description of the limited relationship MSCI®; has with Lincoln Investment Advisors Corporation and any related funds.

²¹ S&P

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²² Exchange-traded funds

Exchange-traded funds (ETFs) in this lineup are available through collective trusts or mutual funds. Investors cannot invest directly in an ETF.

Important Disclosures

Variable products are issued by The Lincoln National Life Insurance Company, Fort Wayne, IN, distributed by Lincoln Financial Distributors, Inc., and offered by broker/dealers with an effective selling agreement. The Lincoln National Life Insurance Company is not authorized nor does it solicit business in the state of New York.

Contractual obligations are backed by the claims-paying ability of The Lincoln National Life Insurance Company.

Limitations and exclusions may apply.

Lincoln Financial Group is the marketing name for Lincoln National Corporation and its affiliates. Affiliates are separately responsible for their own financial and contractual obligations.

Asset Categories

RM	= Risk Managed
MCA	= Maximum Capital Appreciation
LTG	= Long Term Growth
GI	= Growth and Income
I	= Income
PC	= Preservation of Capital
RMAA	= Risk Managed - Asset Allocation
RMUSL	= Risk Managed - US Large Cap
AsA	= Asset Allocation
RMUSM	= Risk Managed - US Mid Cap
RMGI	= Risk Managed - Global/International

**DISTRICT
CORRESPONDENCE**
Board Meeting of January 20, 2020



Date: **Correspondence Sent To:**

1. 01/08/2021 Nancy Tillie, MBA, COO, CFO
 Santa Barbara Neighborhood Clinics
Subject: Sewer Service Availability
 Proposed Sewer Service Connection for an Existing Medical Clinic
 A.P.N. 069-160-050 at 5580/5582 Called Real, Goleta, CA

Hard Copies of the Correspondence are available at the District's Office for review