

**CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
CENTRAL COAST REGION**

MONITORING AND REPORTING PROGRAM NO. R3-2004-0123

FOR

**WASTEWATER COLLECTION AGENCIES TRIBUTARY TO
THE CITY OF SANTA BARBARA
EL ESTERO WASTEWATER TREATMENT FACILITY
SANTA BARBARA COUNTY**

This Monitoring and Reporting Program (MRP) establishes monitoring, record keeping, reporting, and public notification requirements for Order No. R3-2004-0123, *Waste Discharge Requirements for Wastewater Collection Agencies Tributary to the City of Santa Barbara El Estero Wastewater Treatment Facility, Santa Barbara County*. Revisions to this MRP may be made at any time by the Executive Officer, and may include a reduction or increase in the monitoring and reporting.

A. REPORTING REQUIREMENTS

1. The Permittee shall retain applicable records of all overflows, including, but not limited to:
 - a. All original strip chart recordings for continuous monitoring instrumentation;
 - b. Service call records and complaint logs of calls received by the Permittee;
 - c. Spill calls and records;
 - d. Copies of all reports required by this Order;
 - e. The location of the sewage overflow and respective receiving waters, if any (nearest street address and Global Positioning System (GPS) coordinates);
 - f. An estimate of the volume of the overflow;
 - g. A description of the sewer system component from which the release occurred (e.g., manhole, constructed overflow pipe, crack in pipe, etc);
 - h. The estimated date and time when the overflow began, when it stopped, and when the cleanup was completed;
 - i. The cause or suspected cause of the overflow;
 - j. Steps that have been and will be taken to prevent the overflow from recurring, and a schedule to implement those steps;
 - k. Documentation from the previous three years which are associated with responses and investigations of system problems related to sanitary sewer overflows at the overflow location;
 - l. A list and description of complaints from customers or others from the previous three years; and
 - m. Documentation of performance and implementation measures for the previous three years.

2. If sampling and monitoring are conducted of any overflow, records of monitoring information shall include:
 - a. The date, exact place, and time of sampling or measurements;
 - b. The individual(s) who performed the sampling or measurements;
 - c. The date(s) analyses performed;
 - d. The individual(s) who performed the analyses;
 - e. The laboratory that conducted the analyses;
 - f. The analytical technique or method used; and,
 - g. The results of such analysis.

3. Records shall be maintained by the Permittee for a minimum of five years from the date of the sample, measurement, report, or application. This period may be extended during the course of any unresolved litigation regarding a discharge or when requested by the Regional Board Executive Officer.
4. All monitoring instruments and devices that are used by the Permittee to fulfill the prescribed monitoring program shall be properly maintained and calibrated as necessary to ensure their continued accuracy.

B. SPILL REPORTING

Reporting to the Regional Board

1. In accordance with Regional Board Sewage Spill Reporting Policy, sewage spills greater than 1,000 gallons and/or all sewage spills that enter a water body of the State, or occur where public contact is likely, regardless of the size, shall be reported to the Regional Board by telephone as soon as notification is possible and can be provided without substantially impeding cleanup or other emergency measures, and no later than 24 hours from the time that the Permittee has knowledge of the overflow.
2. Unless fully contained, overflows to storm drains tributary to Waters of the United States shall be reported as discharges to surface waters.
3. A written report of all relevant information shall be submitted to the Regional Board within five days of the spill, and shall include no less information than is required on the current spill reporting form (see MRP Attachment 2), or equivalent, as approved by the Regional Board Executive Officer. Attachments to the report should be used as appropriate, and incidents requiring more time than the five-day period must be followed by periodic written status reports until issue closure. Photographs taken during the overflow incident and cleanup shall be submitted to the Regional Board in hard copy and electronic format.
4. The Permittee shall sample all spills to surface waters to determine their effects on surface waters and submit the data to the Executive Officer within 30 days. For spills to marine waters, samples shall, at minimum, be analyzed for total and fecal coliform bacteria and enterococcus bacteria. For spills to fresh waters, samples shall, at minimum, be analyzed for fecal coliform bacteria. Sampling shall be conducted in the affected receiving water body upstream, at, and downstream of the overflow's point of entry, and as necessary to characterize the overflow's impact and to ensure adequate clean-up.
5. Spills under 1,000 gallons that do not enter a water body shall be reported to the Regional Board in writing and electronically (Excel spreadsheet preferred) within 30 days. Such reports shall include, at a minimum, a tabular summary of spill dates, locations, volumes, whether the spill discharged to surface waters (including conveyances thereto) or land, whether cleanup and/or disinfection was performed, the spill's cause, the number of spills at the location in the last three years, and weather conditions.

This policy is subject to revision by the Executive Officer.

Contact Information

Central Coast Regional Water Quality Control Board
895 Aerovista Place, Suite 101
San Luis Obispo, CA 93401-5411
Ph: (805) 549-3147
FAX: (805) 543-0397

6. The Permittee shall submit to the Regional Board annual summary reports of all overflows between January 1 and December 31 of the previous year. The report is **due January 30 of each year** and it shall **summarize** the following information for each overflow:

- a. Information requested in the Sewage Spill Report Form (MRP Attachment 2);
- b. How the overflow volume was estimated and/or calculated;
- c. Photograph(s) of spill, if taken;
- d. Where the spill entered any storm drain inlet or surface waters;
- e. Steps taken or planned to reduce, eliminate, and prevent recurrence of the overflow, and a schedule of major milestones for those steps;
- f. Steps taken or planned to mitigate the impact(s) of the overflow, and a schedule of major milestones for those steps;
- g. Any additional correspondence and follow-up reports, as necessary, to supplement the Wastewater Overflow Report Form and to provide detailed information on cause, response, adverse effects, corrective actions, preventative measures, or other information.

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

A statement certifying that there were no wastewater overflows for the last twelve months may be submitted in lieu of the annual overflow report.

Reporting to the Governor's Office of Emergency Services

7. In accordance with the Governor's Office of Emergency Services (OES) 2002 Fact Sheet regarding the reporting of sewage releases (as revised or updated), the California Water Code, commencing with Section 13271, requires that a discharge of sewage into or onto State waters must be reported to OES.

To report sewage releases of 1,000 gallons or more (currently the federal reportable quantity) to OES, **verbally notify the OES Warning Center at: (800) 852-7550, or (916) 845-8911.**

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

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

C. PRETREATMENT / SOURCE CONTROL REPORTING

The Permittee shall submit an annual summary report to the Regional Board, and provide copy to the City, describing pretreatment/source control activities over the previous twelve months. This annual report is due no later than **January 30 of each year** and shall contain, but not be limited to, the contents described in the "Source Control Program" contained in Section VIII of MRP Attachment 1.

D. REPORTING SCHEDULE

Reports	Due Date
Annual Overflow Report (or Certification Statement) (MRP Section B.6)	Annually - January 30
Pretreatment Report (WDR Section C.3, MRP Section C)	Annually - January 30
Annual Wastewater Collection System Management Plan Updates (MRP Attachment 1, Section X)*	Annually - January 30
Infiltration/Inflow & Spill Prevention Program Report (WDR, Sections D.4)	Annually – September 15
Report of Waste Discharge (WDR Section H.1)	April 22, 2009

*The complete Wastewater Collection System Management Plan (addressing all of the elements described in MRP Attachment 1) shall be initially submitted October 15, 2006. Subsequent submittals shall include all updates made to the plan since its previous submittal/update, with dated revisions. The Permittee's copy of the plan shall include dated revision references in a separate section near the beginning of the revised plan. If no updates were made, then the Permittee shall submit a statement certifying that the plan was reviewed and required no updates.

ORDERED BY _____
Executive Officer

Date