Present: 5 - Supervisor Williams, Supervisor Wolf, Supervisor Hartmann, Supervisor Adam, and Supervisor Lavagnino

PUBLIC WORKS, BOARD OF DIRECTORS, LAGUNA COUNTY SANITATION DISTRICT

RE: Consider recommendations regarding a Sewer System Management Plan Update, Third, Fourth and Fifth Districts, as follows:

Acting as the Board of Directors, Laguna County Sanitation District:

a) Approve the updated Laguna County Sanitation District Sewer System Management Plan as required by the State Water Resources Control Board Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (Order 2006-0003); and

b) Find that the proposed action does not constitute a "Project" within the meaning of the California Quality Act, pursuant to 14 CCR 15378(b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

A motion was made by Supervisor Lavagnino, seconded by Supervisor Williams, that this matter be Acted on as follows:

Acting as the Board of Directors, Laguna County Sanitation District:

a) and b) Approved.

The motion carried by the following vote:

Ayes: 5 - Supervisor Williams, Supervisor Wolf, Supervisor Hartmann, Supervisor Adam, and Supervisor Lavagnino
TO: Board of Directors, Laguna County Sanitation District

FROM: Department Director(s) Scott D. McGolpin, P.E., Director, x3010
Contact Info: Mark A. Schleich, P.E., Deputy Director, x3605

SUBJECT: Sewer System Management Plan Update - Third, Fourth and Fifth Supervisorial Districts

County Counsel Concurrence
As to form: N/A

Other Concurrence: N/A
As to form: N/A

Recommended Actions:
That the Board of Directors:

a) Approve the updated Laguna County Sanitation District Sewer System Management Plan as required by the State Water Resources Control Board Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (Order 2006-0003).

b) Find that the proposed action does not constitute a “Project” within the meaning of the California Quality Act, pursuant to 14 CCR 15378(b)(5), in that it is a government administrative activity that will not result in direct or indirect changes in the environment.

Summary Text:
This item is on the agenda in order to approve the updated Laguna County Sanitation District Sewer System Management Plan. The State Water Resources Control Board (SWRCB) adopted Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (Order 2006-0003) on May 2, 2006 in an effort to address sewer system overflows. Because many of the causes of overflows are preventable, the SWRCB implemented mandatory measures to prevent or minimize their impact to the environment. The SWRCB claims jurisdiction and authority to regulate the function of sewer systems under the State Water Code and has established the order to be applicable to anyone that owns or
operates a sewer system greater than one mile in length in an effort to enforce consistent control measures statewide.

**Background:**
Overflows can result from blockages due to debris, grease, roots; capacity limitations; infiltration; and illicit discharges. Agencies operating a sewer system have historically employed certain practices to prevent to the extent possible, overflows and their potential impact to the environment. These practices include response to overflows, periodic flushing of the sewer pipe lines, outreach regarding illegal discharges to the sewer system, pipe repairs, and spot investigations of pipeline integrity. The *Statewide General Waste Discharge Requirements for Sanitary Sewer Systems* (Order 2006-0003) implemented a more formal approach, provided for consistency statewide, and incorporated an online reporting system.

Further, the order requires that each owner of a sewage collection system prepare and adopt a Sewer System Management Plan (SSMP) specific to their system. The plan addresses the agency’s goals; organizational structure; legal authority; existing or proposed operations and maintenance program; design and performance provisions; an emergency response plan; a fats, oil, and grease program; a system evaluation and capacity analysis; performance measurement; plan audits; and a notification process. The plan and its updates must be approved by the agency’s governing body. The plan was originally adopted on November 6, 2007 and was last updated on August 20, 2013. According to the order, the plan should be updated every five (5) years. Based on the original schedule, the next update is due this year.

New information since the last SSMP includes updated collection system inventory using GIS technology; placement of manhole level sensors; using root eradication treatments; and the acquisition of a track-mounted cleaning extension tool (easement machine) and a second vacuum/pump truck. Modifications to the organizational chart included the addition of two collection system maintenance workers, a lead maintenance worker and a civil engineer. To measure performance, the cleaning frequency was increased and annual video inspection targets were increased. This action adopts the updated plan.

**Performance Measure:**
This action readopts a formal sewer system management plan intended to meet state regulations for the proper operation of the district’s sewer system. Certain aspects of operating the sewer system are tracked as performance measures. These include service calls, miles of sewer system cleaned, miles of video inspection, repair/replacement activities, and pretreatment inspections of food service establishments.

**Fiscal and Facilities Impacts:**
Budgeted: Yes

**Fiscal Analysis:**
There is no cost associated with this action. Costs to implement operational, maintenance, repair and replacement activities associated with the sewer system are already included in the district’s budget.
Special Instructions:
Forward a certified minute order of this action to the Public Works Department, Laguna County Sanitation District, attention Martin Wilder, at 620 West Foster Road in Santa Maria.

Attachments:
Attachment A: Sewer System Management Plan

Authored by:
Martin Wilder, P.E., Utilities Manager, x875

Copy:
Julie Hagen, Deputy Public Works Director of Finance and Administration
File: LCSD Sewer System WDR
Attachment A
SEWER SYSTEM MANAGEMENT PLAN (SSMP)

for the

Laguna County Sanitation District

Updated August 28, 2017

Board of Directors Approval Date:
October 3, 2017

LCSD
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Introduction

The Laguna County Sanitation District is a county sanitation district formed in December 1958 pursuant to the provisions of Health & Safety Code Section 4700 et seq. The County of Santa Barbara Board of Supervisors acts as its ex-officio board of directors. The district serves the Orcutt area including unincorporated portions of Santa Maria south and east of the Santa Maria Public Airport District.

The district has approximately 125 miles of sewer system, 21 miles of which are trunk sewers. The sewer system ranges in date of installation from 1905 (Orcutt Sanitary District) to the present. The majority of the collection system is located within public roads although there is a certain amount of the system is located off-site from developed areas including portions located along Orcutt (Solomon) Creek. In October 2004, the district employed two full time maintenance workers to perform routine maintenance, system evaluation, and to respond to system problems. To fully staff video inspection efforts and keep up an aggressive flushing schedule, the district employed two more full time maintenance workers in 2016. With four total maintenance workers, two workers focus on routine and repetitive flushing maintenance and the other two focus on sewer video inspections. Rotations occur periodically.

This Sewer System Management Plan (SSMP) is intended to describe measures for implementation that will formally manage the district’s sewer system under the State of California’s Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (Order No. 2006-0003) as adopted by the State Water Resources Control Board on May 2, 2006 and Amended Monitoring and Reporting Requirements for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (Order No. WQ 2008-0002-EXEC) as issued by the executive director of the State Water Resources Control Board on February 20, 2008. While agencies responsible for sewer systems, including the Laguna County Sanitation District, have in the past provided for certain levels of maintenance, upkeep, and planning of their sewer systems, the state has implemented these orders to cause uniformity in these activities and to ensure a base level of effort. This plan aids the district in utilizing its resources to achieve the goals of the plan and also demonstrate where improvements can be made. It should be understood that state staff has estimated that the increased cost to implement a formal SSMP per residential connection may average $71.86 per year depending on the size of the agency’s customer base and sewer system. In order to minimize additional costs to the rate payer, the district compared aspects of the SSMP already employed to aspects that needed to be implemented. The costs for implementing the SSMP are incorporated into the annual budget. Costs may vary from year to year depending upon contractor costs, new equipment, staffing needs, or consulting services that may be necessary to implement certain parts of the plan.
I. **Goals**

The SSMP is intended to:

1. Provide a mechanism to manage, operate, and maintain all portions of the publicly owned portions of the wastewater collection system.

2. Ensure the wastewater collection system has adequate capacity to convey peak flows.

3. Minimize the frequency and magnitude of sewer overflows.

4. Protect the public and prevent damage to public and private property.

5. Address causes of overflows and implement preventative measures.

6. Comply with statutory and regulatory requirements.

The state mandated SSMP formalizes and enhances the district’s past collection system management activities. The statewide permit further implements a uniform approach for all agencies owning sewer systems.

II. **Organization**

a) Responsible and authorized representatives:

The primary ranking elected officials representing the customers of the Laguna County Sanitation District are the Third and Fourth District County Supervisors acting as ex-officio members of the board of directors.

Principal executive officers include the County of Santa Barbara public works director, and the deputy director of the Resource Recovery and Waste Management Division.

Authorized representatives include the department utilities manager, acting as the district manager and engineer, the chief plant operator, and the supervising plant operator.

b) Names and telephone numbers for management, operational, maintenance, and administrative positions responsible for implementing the SSMP:

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<thead>
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<th>Name</th>
<th>Position</th>
<th>Office or Plant Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
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<tr>
<td>Martin Wilder</td>
<td>Manager/Engineer</td>
<td>739-8755</td>
<td>310-1171</td>
</tr>
<tr>
<td>Jeremy Chaja</td>
<td>Chief Plant Operator</td>
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<td>310-1163</td>
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<tr>
<td>Jesse Padfield</td>
<td>Supervising Operator</td>
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<tr>
<td>Kevin Thompson</td>
<td>Civil Engineer</td>
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<td>Name</td>
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<td>Office or Plant Phone</td>
<td>Cell Phone</td>
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<tr>
<td>-------------------</td>
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</tr>
<tr>
<td>Angela Arredondo</td>
<td>Accountant</td>
<td>739-8757</td>
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<tr>
<td>Robbie Anderson</td>
<td>Operator</td>
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<td>310-2359</td>
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<td>Stephen Barnard</td>
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<td>Patrick Higgins</td>
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<td>310-1165</td>
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<tr>
<td>Jerry Nichols</td>
<td>Operator</td>
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<td>Aaron Pusser</td>
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<td>Cory Smith</td>
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<td>310-1160</td>
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<td>Bill Haro</td>
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<td>Joe Teniente</td>
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<td>Daniel Ramirez</td>
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<tr>
<td>Curtis Gregory</td>
<td>Maintenance</td>
<td>934-6282</td>
<td></td>
</tr>
</tbody>
</table>

Lines of authority are shown in the following organizational chart:
Responsibilities for collection system related activities are distributed as follows:

The manager/engineer and civil engineer are responsible for plan checking new and establishing conditions for proposed collection systems, manages the capital collection system maintenance and repair projects, and oversees the tracking of maintenance activities.

The chief plant operator is responsible for organizing and tracking the maintenance activities such as flushing, root cutting, CCTV inspection, and other activities as necessary to perform the goals of the SSMP. This position assigns work tasks to the lead maintenance worker.

The supervising operator assists the chief plant operator in carrying out the tasks to perform the goals of the SSMP.

Plant operators assist maintenance worker staff when necessary for job assistance or during emergencies.

The lead maintenance worker receives tasks assigned by the chief plant operator and delegates the tasks amongst the maintenance workers.

Maintenance workers perform the majority of the work associated with the goals of the SSMP.

The civil engineer coordinates the data collected for tracking performance measures associated with the collection system, and uses the data collected from sewer pipe video inspections to schedule follow-up repair activities.

The accountant and manager/engineer manage the finances of collection system capital improvement projects, materials, equipment, labor, professional services, and training.

c) The chain of communication for the reporting of sewer overflows from receipt of a complaint or other information may follow under two scenarios:

During working hours (daily from 6:30 am through 5:00 pm), the office or plant may be contacted directly either by a member of the public or an agency such as road maintenance staff, the water company, or the Sheriff’s Department. In this scenario district staff responds to the site and takes appropriate action.

Outside of working hours, or if plant personnel cannot be reached, the office phone and plant phone directs the caller to call the collections emergency cell phone (805) 310-2252 carried by plant staff personnel assigned to stand-by duty.

Upon performing the necessary tasks required to put the collection system into proper working order and cleaning the effected areas or facilities, field staff
gathers the appropriate information for filling out a sewer overflow report form. The overflow is electronically submitted within the required time and hard copies are forwarded to other agencies that may be applicable. The person routinely responsible for reviewing and submitting overflow reports will be the chief plant operator, but other authorized personnel include the manager/engineer, and the supervising operator.

III. Legal Authority

The Laguna County Sanitation District has adopted a sewer use ordinance as written into Chapter 29 of the Santa Barbara County Code. Article I pertains to general topics and Article III specifically pertains to discharge into the Laguna County Sanitation District treatment system. Article II pertains to on-site sewage disposal systems and is administered by a separate administrative authority within the County of Santa Barbara. In addition, the district has other powers related to sewer systems pursuant to the county sanitation district act as described in Sections 4738-4767 of the Health & Safety Code. Development and design standards must comply with Standard Specifications for the Construction of Sanitary Sewers as adopted by the district board.

a) The authority to prevent illicit discharges into the collection is found in Sections 29-2, 29-4, 29-5, 29-26 and 29-27 of the county code.

b) The authority to require sewers and connections to be properly designed and constructed is found in Sections 29-3, 29-7, 29-27, 29-31, and 29-32 of the County Code, the district’s Standard Specifications for the Construction of Sanitary Sewers, and per applicable sections of the California Plumbing Code.

c) The authority to insure access for maintenance, inspection, and repairs of the publicly owned sewer systems is found in Sections 29-23 and 29-35 of the county code as well as in the district’s Standard Specifications for the Construction of Sanitary Sewers. All laterals extending from a structure to the sewer main are privately owned and maintained per Section 29-27.1 of the County Code.

d) The authority to specifically limit the discharge of fats, oils, and grease is found in Section 29-27 of the County Code.

e) The authority to enforce violations of the sewer use ordinances and to administer penalties is found in Sections 29-22, and 29-24 of the County Code.

Modifications or additions to existing ordinance may be necessary to update or improve the district’s ability to manage and protect its collection system. Such changes if any will be proposed prior to the state mandated completion date for this element.
IV. Operations and Maintenance Program

The district utilizes several tools and activities in order to operate and maintain the publicly owned sewer system. These include:

a) Collection system map - The collection system map has changed over time from record drawings, to atlas maps, to electronic format. Record drawings are kept on file showing developer and district improvements. Atlas maps showing collection system facilities are used for maintenance staff to manage work activities and track work progress. Daily activities are recorded in log sheets kept at the plant and weekly copies at the offices. This information is periodically entered into a database file at the office. Electronic mapping using ArcGIS software is kept on a computer network and is accessible from a GIS/Autodesk computer at the office. The system has been numbered to identify manholes, cleanouts and pipe segments. Observed discrepancies in the maps by field will be submitted to the civil engineer for correction. Four sets of atlas map sets are kept up to date including page replacements as needed. Each page will include a date of print or last revised date stamp. Maps of the storm drain system in the area were obtained from the Transportation Division of the County Public Works Department, which are used in determining potential overflow direction and containment.

b) O&M activities - Historically, operator staff had performed cleaning maintenance but in October 2004 two dedicated maintenance worker positions were created to perform these functions on a full time basis. In 2016, two more maintenance workers were added to fully staff video inspection and flushing maintenance activities. Routine activities by the maintenance workers include the flushing of sewer lines with a goal of cleaning the entire sewer system every two years. Routine priority maintenance areas are cleaned on a more frequent basis such as monthly, quarterly, or biannually. Siphons are maintained quarterly. Off-site manholes that are not accessible by vehicle are spot checked periodically. Lift stations (currently only one tract specific lift station) are checked daily. Pipe cleaning and overflow responses are tracked as performance measures. Video inspection to assess system condition is also tracked as a performance measure with a goal of about 12.5 miles per year.

c) Rehabilitation and replacement plan – The district owned collection system is comprised of approximately 125 miles of gravity sewer lines. Some portions are from three older sanitary districts absorbed by Laguna County Sanitation District. However, the majority of the system has been constructed since 1959. Maintenance worker personnel generally follow cleaning with video inspection in order to facilitate a condition assessment of the sewer system. The list of inspected pipelines grows with each effort and is prioritized based on integrity evaluation. The list is prepared annually and used to derive scopes of work and cost estimates to generate a capital improvement program (CIP) for significant repair or replacement projects. Minor repairs are funded through the district’s
annual budget while significant projects may need to be budgeted in future years. Video inspection of the entire sewer system is expected to take 10 years.

d) Training program – Operator and maintenance worker personnel have been field trained in the use of sewer system maintenance equipment. In addition, safety training such as confined space entry, blood borne pathogens, CPR/first aid, traffic control, and hazardous communications is required. Certification of collection system maintenance personnel as collection system operators through the California Water Environment Association (CWEA) is encouraged.

e) Equipment and replacement parts – Sewer system maintenance equipment used by the district includes two jetter/vacuum trucks, a jetter trailer, an easement machine, video van and push camera. Maintenance of these pieces of equipment is scheduled in the district’s work order program. In the event essential equipment is not available, the district provides and receives backup from collection staff with the City of Santa Maria Public Works Department. Backup parts are available for the district’s one lift station.

f) Root treatment program – In 2015, 2016, and 2017, the district hired a contractor to apply a root foaming agent to pipes with a history of root intrusion. The goal is to inhibit root growth within the selected sewer pipes. The district plans to continue the root treatment program, on an as needed basis.

g) Manhole level sensors – Manhole level sensors were installed in 2016 in 25 key locations. The sensors are designed to alert a stand-by district operator in the event of sewer beginning to back up into the shaft of a manhole. The goal is to eliminate the occurrence of a SSO by responding to an alarm when the water level surcharges and before outletting. Periodic maintenance and tests are performed to these sensors to insure functionality.

V. Design and Performance Provisions

a) Design and construction standards – The design and construction of sewer pipelines, manholes, and appurtenances are governed by the Laguna County Sanitation District Standard Specifications for the Construction of Sanitary Sewers as adopted by the district board in 2014. Revisions to these standards are proposed to address the Standard Specifications for Public Works Construction and material updates.

b) Procedures - Standards for inspection and testing the installation of sewer pipelines, manholes and appurtenances are described in the Laguna County Sanitation District Standard Specifications for the Construction of Sanitary Sewers as adopted by the district board. Examples of inspection and testing of sewer systems include CCTV review, backfill compaction, pressure testing, mandrel testing, and cleaning before acceptance. Startup testing on mechanical equipment such as lift stations is also required.
VI.  Overflow Emergency Response Plan

The Laguna County Sanitation District has prepared an overflow emergency response plan included as Appendix A that:

a) Includes notification procedures that alert responders.

b) Ensures appropriate response to overflows.

c) Provides for notification to the applicable regulatory agencies and other potentially affected entities.

d) Ensures that staff and contractor personnel are appropriately trained to respond to an overflow and aware of the response plan procedures.

e) Addresses emergency operations such as traffic control, crowd control, securing the work area, etc.

f) Ensures that reasonable steps are taken for overflow containment, stop or prevent discharge to water courses, correct and mitigate impacts to the environment, and monitor overflow effects.

VII. Fats, Oils, and Grease (FOG) Control Program

The majority of Laguna County Sanitation customers are residential with approximately 12,000 connections. Of the 353 commercial customers, 39 are restaurants or other food service establishments. FOG control measures such as grease control devices and inspections of applicable commercial facilities including food service establishments, schools, rest homes, car washes, churches, veterinarian offices, and penitentiaries are in place. Industrial permits are in place for two breweries, for periodic self-monitoring of effluent water constituents and pretreatment requirements if necessary.

A formal POTW Pretreatment Program is generally required pursuant to 40 CFR 403.8 for plants with design flows greater than 5 mgd and receiving from industrial users pollutants which pass through or interfere with the POTW or are otherwise subject to pretreatment standards. The district’s current design capacity is 3.7 mgd and there are no industrial customers. However, pretreatment to control fats, oils, and grease is required in the form of a source control program when these substances are determined to cause operational problems. Regulated facilities per Section 1014.0 of the California Plumbing Code (CPC) include commercial food service establishments. Grease control is not mandatory for residential dwelling units. The district’s FOG source control program is intended to:
a) Provide for public outreach and education on the proper techniques for FOG disposal. Fliers are included with annual mail outs and door hangers are distributed in areas where grease discharges appear excessive. Commercial establishments involved with food services have been contacted and are routinely inspected for compliance with FOG source control measures. This inspection and compliance program is ongoing.

b) Address the collection and disposal of fats, oil and grease. The proper disposal of these materials involves the collection of the objectionable material from traps and interceptors by contractors and transported to a facility that accepts this waste. Collection and inspections of traps and interceptors is based on a schedule for each facility to ensure that these facilities are properly operated and maintained. A list of contractors and facilities that accept grease can be found at calfog.org.

c) Demonstrate legal authority to prohibit FOG discharges and identifies measures to prevent FOG caused blockages. Section 29-26 of the County Code prohibits the discharge of fats, oil, and grease exceeding concentrations of 100 mg/l. Measures to prevent FOG discharges includes implementing the control program with appropriate commercial dischargers, managing and tracking the control program, and educating residential customers on the FOG program. Preventative maintenance of the sewer system is another measure to prevent grease related blockages.

d) Require the use of grease removal devices for certain dischargers. Section 29-27 of the County Code authorizes the district to require grease interceptors and requires the discharger to maintain interceptor equipment. Section 29-28 authorizes the district to require waste discharge permits for users discharging waste described in Section 29-26, which includes FOG discharges. Best management practices (BMPs) for FOG dischargers is provided by site inspectors. District staff or its consultants maintain records and reporting documentation.

e) Provide for the authority to inspect facilities and premises where FOG is generated. This authority is described in Section 29-35 of the County Code. Enforcement and penalties are described in Section 29-24. The district has hired a consultant to conduct the FOG source control program.

f) Identify locations in the sewer system that appear to have excessive discharges of grease or are subject to grease accumulation. These locations would be placed on a regular maintenance schedule. These areas are marked on the system map and cleaned on a regular frequency. Maintenance activities are tracked by location using manhole and pipe numbering.

g) Develop and implement source control measures. Because any sewer connection has the potential to contribute FOG, notification describing the FOG program is
distributed to all customers through mailers annually. Verbal and written communication is provided through site inspections and enforcement actions to all applicable commercial customers. Maintenance activities and effectiveness of the FOG source control program will be tracked.

Modifications or additions to current ordinances may be proposed from time to time to further implement a more effective FOG source control program.

VIII. System Evaluation and Capacity Assurance Plan

The intent of this section of the SSMP is to address sewer overflows that may result from inadequate sewer system capacity. When designing a sewer system, the peak flow must be determined in order to properly size the pipe system. Flow contributions from existing and proposed development in addition infiltration and inflow (I and I), are used to design new pipe systems in order to prevent hydraulic overloads. Comparison of service areas, as planned in 1959, appears to include much of the current community plan development overlay, but may not have addressed similar development densities. In addition, design standards at the time may have varied. While the district’s system to date has not experienced overflows resulting from capacity limitations, flow observations indicate that improvement may be necessary in certain locations. In order to ensure adequate capacity in the existing system, a flow model of the entire system was prepared in 2009. The model provides information as to where conveyance deficiencies exist and where deficiencies may occur as a result of development. Existing deficiency areas were assessed and recommendations for correction were presented. Elements of the capacity study included:

a) A review of existing sewer system pipe lines. Existing deficiencies were found in 6 locations based on peak flow depth to diameter (d/D) ratios that exceeded design criteria. Recommended actions varied from more frequent flushing, confirmation of flow lines and slopes, and pipe upsizing. Since the 2009 report, 1 of the 6 locations was upsized and 2 locations were removed from the deficiency list due to a re-analysis of the model. Because upsizing of the remaining 3 locations is significant in cost, they will be programmed into the collection system CIP. Locations that would experience increased d/D ratios above acceptable design criteria as a result of development were also identified. These locations would ordinarily be addressed when the development occurs and would include a cost sharing analysis with the developments in question. The flow model is planned to be re-calibrated and re-analyzed to produce an updated deficiency list.

As pipes are routinely video inspected, deficiencies such as sags or breaks are observed. These defects are prioritized for future repair.

b) Sewer system design standards. The Laguna County Sanitation District Standard Specifications for the Construction of Sanitary Sewers prescribes design criteria for designing new sewer systems. This includes engineering criteria such as peak
flow rates, minimum slope, velocity, and depth to diameter criteria, and flow generation rates.

c) Capacity enhancement. Capacities of the sewer system have been modeled. With a few exceptions, the model indicated that the system has adequate capacity for current uses. Proposed development is anticipated to exceed design capacity in certain areas. Planned development will be conditioned to provide its share in the cost of system improvements to provide adequate flow capacity.

Another aspect of capacity evaluation includes the control of infiltration and inflow (I&I) of rain and groundwater. The district purchased smoke testing equipment in 2017. The smoke testing equipment is used periodically to check for illicit storm drain to sewer connections. More smoke testing of residential and commercial customers is planned for the future.

d) Schedule for capacity improvement projects. The flow capacity study prepared in 2009 identified areas that may require pipe upsizing or system modifications. These improvements are planned for further investigation and implementation.

IX. Monitoring, Measurement, and Plan Modifications

An effective SSMP maintains records, monitors activities, plans for emergencies, and measures performance. In addition, the SSMP should be periodically updated and/or modified to correct deficiencies, add programs or reprioritize efforts and capital planning. Mechanisms to achieve these actions include:

a) Maintaining information that can be used to focus and prioritize efforts that attempt to eliminate overflows. Examples include pipe cleaning, integrity evaluation, deficiency corrections, FOG control, capacity evaluation and correction, and using design standards for new construction. The planning for costs associated with these efforts affect the ability to prioritize work but unless determined to be an emergency (imminent failure), can be planned over a period of successive fiscal year budget cycles.

b) The measurement of how effective each effort is in preventing overflows. Certain aspects of sewer overflow prevention are considered complete upon onetime implementation. These types of efforts include CCTV inspection and repair/replacement prioritization, I/I testing, and capacity evaluation. Once implemented, the effects of these programs can be compared to the number of sewer overflows, and the reduction in daily plant flows during rainfall events and high groundwater periods.

c) The assessment of the success of preventative maintenance. Preventative maintenance efforts are those that are recurring such as sewer pipeline cleaning and FOG source control inspections at commercial food service establishments. Tracking of the number of miles of pipeline cleaned per year compared to the
number of sewer overflows is one the district currently employs. Tracking the number of FOG source control inspections per year compared to sewer overflows can also be implemented.

d) Updating programs based on performance evaluation. Aspects of certain elements of the SSMP can require periodic adjustments such as repair and replacement prioritization and funding needs.

e) The effectiveness of all efforts to eliminate sewer overflows can be measured based on trending over time. For example, showing a decrease in the number of overflows throughout the entire service territory as well as at specific locations would validate the efforts taken to prevent overflows. Reductions in overflows based on the cause (grease, roots, debris, pipe failure, etc.) would further indicate improvement in the function of the sewer system. Performance measurement based on the number of overflows per year compared to pipeline cleaning is one such way to measure maintenance activities.

X. SSMP Program Audits

The Laguna Sanitation District is required under the terms of the WDR to perform an audit of sewer overflows that occur. A summary report will be generated annually and kept on file. The report evaluates the effectiveness of the programs implemented and lists tracked performance measures during the reporting period. The report also indicates what measures and programs have been implemented to demonstrate compliance with the SSMP, identifies completion dates, and addresses deficiencies with recommended corrections. The audit will be performed by collection maintenance staff, the civil engineer, the accountant, the supervising plant operator, the chief plant operator, and the district manager/engineer.

Elements of the audit may include a description of record keeping, evidence of staff training and familiarity with the SSMP, listing of proposed actions (number of miles cleaned, completed repair projects, etc.) during the audit period and whether or not those actions were completed, report of performance measures, identification of potential SSMP modifications, and budget considerations.

XI. Communication Program

The public must be adequately informed of the development, implementation, and performance of the SSMP. The public is defined as the customer receiving district services. The fact that the SSMP is being implemented pursuant to a state mandated program, namely the SWRCB WDR for Sanitary Sewer Systems (Order No. 2006-0003) will be included in the district’s annual rate setting notice. The SSMP, the capacity model report, and sewer construction standards are posted on the district’s website.
I. AUTHORITY

II. GENERAL
   A. Objectives
   B. Organization of Plan
   C. Sewer Overflow Tracking

III. OVERFLOW RESPONSE PROCEDURE
   A. Receipt of Information Regarding a Sewer Overflow
   B. Dispatch of Appropriate Crews to Site of Sewer Overflow
   C. Overflow Correction, Containment, and Cleanup
   D. Overflow Report
   E. Customer Satisfaction

IV. PUBLIC ADVISORY PROCEDURE
   A. Temporary Signage
   B. Other Public Information

V. NOTIFICATION AND REPORTING
   A. Notification
   B. Reporting

VI. DISTRIBUTION AND MAINTENANCE OF OERP
   A. Submittal and Availability of OERP
   B. Review and Update of OERP

List of Attachments

Attachment A
   Laguna County Sanitation District Call Out List and Sewage Spill Report
   Notification and Other Phone Numbers

Attachment B
   Hazardous Materials Minor Spill and Release Incident Report Guide

Attachment C
   Sewer Overflow Report

Attachment D
   Visual Comparison of Overflow Rates
I. AUTHORITY

The Laguna County Sanitation District operates under the regulations, guidelines and policies placed upon it by the California Regional Water Quality Control Board - Central Coast Region (RWQCB) pursuant to Waste Discharge Requirements and Master Reclamation Permit, Order No. R3-2011-0217. District powers are described in Section 4700 et seq. of the California Health and Safety Code as well as in Article III of Chapter 29 of the Santa Barbara County Code. The district operates a sewer collection system, wastewater reclamation plant, and an irrigation/reuse distribution system.

II. GENERAL

The Overflow Emergency Response Plan (OERP) is designed to ensure that every report of a confirmed sewage overflow is appropriately addressed including the immediate dispatch of the appropriate personnel and equipment so that the effects of the overflow can be minimized and the cause located and corrected in order to put the system back into proper working order. Appropriate response to an overflow will minimize the impacts to public health, beneficial uses and water quality of surface waters, and maintain customer service. The response plan further includes provisions to ensure safety pursuant to the directions provided by the State Water Resources Control Board (SWRCB), the Regional Water Quality Control Board (RWQCB) and Environmental Health Services office of the Santa Barbara County Public Health Department (EHS) and that notification and reporting is made to the appropriate local, state and federal authorities. For the purposes of this plan, the terms sewage spill and sanitary sewer overflow (SSO) are synonymous.

A. Objectives

The primary objectives of the OERP are to:

- Provide customer service
- Protect district personnel
- Protect private and public property
- Protect the collection system, wastewater treatment facilities and appurtenances
- Protect public health and environment
- Restore surrounding areas back to normal as soon as possible
- Establish work zones with appropriate traffic control or natural topography
- Comply with regulatory requirements
- Ensure proper notification to regulatory agencies
- Provide containment and prevent discharge of sewage into surface waters
- To limit district liability and exposure to penalties

B. Organization of the Plan

The key elements of the OERP are addressed individually as follows:

Section III  Overflow Response Procedure
C. Sewer Overflow Tracking

Records on the frequency and location of confirmed sewer overflows are maintained at the Laguna County Sanitation District office. Sewer overflow reports for confirmed SSO’s are forwarded to office personnel for entry of data into a state on-line SSO system known as the California Integrated Water Quality System (CIWQS). Information as to location, as well as maintenance, inspection, and overflow history is kept. This information is used by the district engineer, chief plant operator, and supervising plant operator in implementing further corrective actions as well as prioritizing maintenance activities.

III. OVERFLOW RESPONSE PROCEDURE

The overflow response procedure presents a strategy for Laguna County Sanitation District personnel to mobilize labor, materials, tools and equipment to correct or repair any condition which may cause or contribute to an unpermitted discharge. The plan considers potential system failures that could create an overflow to surface waters, land, or buildings. The sewer overflow and response procedure is as follows:

A. Receipt of Information Regarding a Sewer Overflow

An overflow may be detected by district employees or by others. The chief plant operator is primarily responsible for receiving phone calls from the public of possible sewer overflows from the wastewater collection system but any staff member may be the initial contact from members of the public or other agencies.

Sewer overflows detected during daytime hours (daily from 6:30 am through 5:00 pm) are reported immediately to the chief plant operator or plant operator in charge. Phone calls made to the office or plant, or after working hours, or if plant staff cannot be reached during working hours, are forwarded to the collections emergency cell phone at (805) 310-2252, which is carried by operator personnel assigned to stand by duty. Additional staff may be contacted as shown on the call out list included in Attachment A.

The person receiving the telephone call obtains all relevant information available regarding the overflow including:

- Time and date call was received.
- Specific location.
- Whether the overflow is on public or private property.
• Description of problem (blockage, pump station failure, etc.).

• Time possible overflow was noticed by the caller.

• Caller’s name and phone number.

• Observations of the caller (odor, duration, back or front of property).

• Potential cause for the overflow.

If essential information is not readily available, an initial response crew will go to the site to complete an assessment. This information is then forwarded to the appropriate personnel for initiating or formalizing the response.

B. Dispatch of Appropriate Crews to Site of Sewer Overflow

Upon gathering sufficient data either from a caller or from initial response staff, a complete response crew is mobilized to the site. In some cases, the initial response is sufficient to remedy the problem and in other cases a complete crew is necessary.

1. Dispatching crews and equipment generally involves the following procedure:

• Responders notify the appropriate supervisory level staff regarding sewer overflow conditions and field crew locations.

• Verbal direction is given by the appropriate staff acting in a supervisory capacity. The acting supervisor determines the appropriate crews, materials, supplies, and equipment needed based on information from the initial contact or response.

• Dispatchers verify that the entire message has been received and acknowledged by the crews responding to the call. Follow all standard safety practices and communications procedures using cell phones or radios. All employees being dispatched to the site of a sewer overflow proceed immediately to the site of the overflow. Complications in the response that may arise are immediately discussed with the supervisor for resolution.

• In all cases response crews report their findings, including possible damage to private and public property, to the chief plant operator immediately upon making their investigation.

• Determine if the report of a blockage or overflow is located in a private sewer system.
• Identify if the overflow is a result of a pump station failure. This may be determined by alarm detection or by telephone. Additional response equipment or personnel may be required such as a pump truck, generator or electrician.

• The chief plant operator refers all pertinent information to the next shift, if necessary, including any details of the problems described by customers.

• The chief plant operator receives and conveys to appropriate parties requests for additional personnel, materials, supplies, and equipment from crews working at the site of a sewer overflow.

• The need for additional traffic control, barricades, or crowd control is also evaluated.

2. Preliminary Assessment of Damage to Private and Public Property

• District facilities located downstream are inspected for problems and if detected are corrected.

• If there is an immediate threat to health and property, the district may assist to remediate the problem with other responding entities that may be on site such as the property owner’s plumber. The response crews use discretion in assisting the property owner/occupant as reasonably as possible. At that same time, it is noted that the Laguna County Sanitation District must limit its liability for any further damages inflicted to private property during such assistance and make precautionary disclaimers.

• Information is gathered such as the possible cause, if required backwater devices were in use, types of discharge, and character of waste causing the blockage. Photographs and/or video footage, when possible are taken of the impacted area of the SSO in order to thoroughly document the nature and extent of impacts.

• Communication with the property owner may include referral to the County Risk Manager’s office for cleaning company contacts, accommodation needs, and communication with the property owner’s insurance company.

3. Field Supervision and Inspection

• The supervisor or the sewer investigator who confirmed the sewer overflow inspects the overflow site, if possible, to ensure that provisions of this overflow response plan and other directives are met.

• The supervisor or the sewer investigator is responsible for ensuring that the SSO is reported to the appropriate agencies such as the state Office of Emergency Services (OES), EHS, RWQCB, and any other relevant entities, and that data is entered appropriately into the CIQWS within the specified time.
4. Coordination with Hazardous Material Response

- Should a suspicious substance (e.g., oil sheen, foamy residue) be found on the ground surface, or should a suspicious odor (e.g., gasoline) not common to the sewer system be detected upon arrival at the scene of a sewer overflow, the sewer investigator or response crew immediately contacts the supervisor for guidance before taking further action.

- Should the supervisor determine or suspect that the site has been contaminated by a hazardous material, the supervisor calls the appropriate response organization. The usual response organizations include the Santa Barbara County Fire Department and a hazardous material recovery contractor on retainer to the County of Santa Barbara Public Works Department. Sewer overflow response personnel will secure the area and wait for the arrival of the hazardous material response team to take over the scene. **It is noted that any vehicle engine, portable pump or open flame (e.g., cigarette lighter) can provide the ignition for an explosion or fire should flammable fluids or vapors be present. Safe distances and precautionary practices will be adhered to until assistance arrives.**

- Upon arrival of the County Fire Department or other authorized hazardous material response organization, the sewer investigator or crew takes direction from the person with the lead authority of that team. Only when that hazardous material authority determines it is safe and appropriate for the sewer investigator and sewer maintenance crew to proceed can they address the sewer overflow.

- The procedure for contacting the appropriate response personnel will generally be initiated by calling 911 to reach law enforcement, hazardous material, fire, and medical responders. Specific contact information for certain relevant entities is given in the following:

**HAZARDOUS MATERIAL EMERGENCY RESPONSE**

Santa Barbara County Fire Department:
- Hazardous Materials Response Team 686-5062
- Buellton Fire Station No. 31
- Medical or fire response Orcutt Fire Station No. 21 934-6292

Santa Barbara County Public Health Department Environmental Health Services office:
- Certified Unified Program Agency (CUPA) 686-8143, fax 686-8183

CUPA will generally notify other federal, state and local agencies that may be involved due to the extent of the hazardous material incident. This may include
law enforcement, environmental resource agencies, medical facilities, or other emergency related agencies.

HAZARDOUS MATERIAL RECOVERY RESPONSE

Overflow Recovery Teams
CJSETO Support Services LLC (County contractor)  644-1214
Stericycle Environmental Solutions (877) 577-2669

Public Works Department Safety Officers  568-3307
729-1956 Cellular
739-8765
450-2026 Cellular

The Hazardous Materials Minor Spill and Release Incident Report Guide that describes procedures and contains reporting forms is included in Attachment B.

C. Overflow Correction, Containment, or Cleanup

Sewer overflows of various volumes occur from time to time in spite of concerted prevention efforts. Overflows may result from blocked sewers, pipe failures, or mechanical malfunctions among other natural or man-made causes. Laguna County Sanitation District is constantly on alert and ready to respond upon notification and confirmation of an overflow.

Under most circumstances, Laguna County Sanitation District handles all response actions with its own maintenance forces. District staff has the skills, experience and equipment to respond rapidly and in the most appropriate manner. An important issue with respect to an emergency response is to ensure that the temporary actions necessary to divert flows and repair the problem do not produce a problem elsewhere in the system. For example, repair of a force main could require the temporary shutdown of the pump station and diversion of the flow to a downstream location. The bypass must be handled properly in order to prevent problems elsewhere.

Other situations may require the support of private contractors such as when multiple or deep excavations are necessary, especially for open excavations that may exceed one day to complete.

1. Responsibilities of Response Crew Upon Arrival

   It is the responsibility of initial personnel who arrive at the site of a sewer overflow to protect the health and safety of themselves and the public and to mitigate the impact of the overflow to the extent possible. In the event the overflow is not the responsibility of the Laguna County Sanitation District but there is imminent danger to public health, public or private property, or to surface water bodies, Laguna County
Sanitation District staff will take prudent emergency action until the responsible party assumes responsibility. Upon arrival at the sewer overflow the response crew:

- Determines the cause of the overflow, e.g. sewer line blockage, pump station mechanical or electrical failure, sewer line break, etc.

- Identifies and requests, if necessary, assistance or additional resources to correct the overflow or to assist in determining the cause.

- Determines if private property is impacted. If private property is impacted, district staff informs the County Risk Manager for follow up such as the use of a private cleaning company.

- Takes immediate steps to stop the overflow, e.g. relieves pipeline blockage, manually operates pump station controls, repairs pipe, etc. Extraordinary steps may be considered where overflows from private property threaten public health and safety (e.g., an overflow running off of private property into the public right-of-way).

- Requests additional personnel, materials, supplies, or equipment that will expedite and minimize the impact of the overflow.

2. Initial Measures for Containment

Initial measures to contain overflowing sewage and recover to the extent possible all sewage which has already been discharged are employed to minimize impacts to public health and the environment. These measures include:

- Determining the immediate destination of the overflow, e.g. storm drain, street curb gutter, body of water, creek bed, etc.

- Identifying and requesting the necessary materials and equipment to contain or isolate the overflow, if not readily available.

- Taking immediate steps to contain the overflow, e.g., block or bag storm drains, recovery through vacuum truck, divert into downstream manhole, etc.

3. Additional Measures Under Potentially Prolonged Overflow Conditions

In the event of a prolonged sewer line blockage or a sewer line collapse, temporary portable by-pass pumping operations around the obstruction may be necessary. These measures include:

- Taking appropriate steps to determine the proper size and number of pumps required to effectively handle the sewage flow.
• Implementing continuous or periodic monitoring of the by-pass pumping operation as required.

• Addressing regulatory agency issues in conjunction with emergency repairs.

4. Cleanup

Sewer overflow sites are to be thoroughly cleaned after an overflow. No readily identified residue (e.g., sewage solids, papers, rags, plastics, rubber products) may remain. Cleanup procedures include:

• Where practical, thoroughly flushing and cleaning the area of any sewage or wash-down water. Solids and debris are to be flushed, swept, raked, picked-up, and transported for proper disposal.

• Securing the overflow to prevent contact by members of the public until the site has been thoroughly cleaned. If posting is required, refer to Section IV.

• Disinfecting and deodorizing the overflow site when appropriate.

• Where sewage has resulted in ponding, pumping the ponded area dry and dispose of the residue in accordance with applicable regulations and policies.

• If a ponded area contains sewage which cannot be pumped dry, it may be treated with bleach. If sewage has discharged into a body of water that may contain fish or other aquatic life, bleach or other disinfectants are not used and environmental resource agencies are contacted for specific instructions.

• Use of portable aerators may be required where complete recovery of sewage is not practical and where severe oxygen depletion in existing surface water body is expected.

D. Overflow Report

The chief plant operator or the person in charge of the overflow cleanup completes a Sewer Overflow Report as shown in Attachment C. The chief plant operator or the person in charge of the overflow cleanup notifies the appropriate agencies (shown in Attachment A) and district personnel and inputs SSO data into CIWQS within the specified timeframes. Information regarding the sewer overflow includes the following:

• Indication that the sewage overflow had reached surface waters, i.e., all overflows where sewage was observed running to surface waters, or there was obvious indication (e.g. sewage residue) that sewage flowed to surface waters.

• Indication that the sewage overflow had not reached surface waters. Guidance in characterizing these overflows to include:
a. Sewage overflows to covered storm drains (with no public access) where personnel verify, by inspection, that the entire volume is contained in a sump or impoundment and where complete cleanup occurs leaving no residue.

b. Preplanned or emergency maintenance jobs involving bypass pumping if access by the public to a bypass channel is restricted and subsequent complete cleanup occurs leaving no residue (any preplanned bypass under these circumstances will not be considered an overflow).

c. Overflows where observation or on-site evidence clearly indicates all sewage was retained on land and did not reach surface water and where complete cleanup occurs leaving no residue.

- Determination of the start time of the sewer overflow by one of the following methods:
  a. Date and time information received and/or reported to have begun and later substantiated by a sewer investigator or response crew.
  b. Visual observation of extent of SSO and possible flow rates.
  c. Lift station operational data.

- Determination of the stop time of the sewer overflow by one of the following methods:
  a. When the blockage is cleared or flow is controlled or contained.
  b. The arrival time of the sewer investigator or response crew, if the overflow stopped between the time it was reported and the time of arrival.

- Visual observations
  An estimation of the rate of sewer overflow in gallons per minute (GPM) by one of the following criteria:
  a. Direct observations of the overflow.
  b. By visual comparison of the overflow with pictures of simulated overflows (Attachment D) with known flow rates.
  c. Measurement of actual overflow from the sewer system.

- Determination of the volume of the sewer overflow:
a. Measurement of actual overflow from the sewer system with a portable flow meter. Flow in the pipe is measured twice; before and after the pipe is unclogged. The difference of the flow measurements is used to estimate the total volume of overflow.

b. When the rates of overflow are known, multiply the duration of the overflow by the average overflow rate.

b. When the rates of overflow are not known, investigate the surrounding area for evidence of ponding or other indications of overflow volume based on surface area and depth.

- Photographs of the event, when possible.

E. Customer Satisfaction

The supervisor, sewer investigator, or response crew confirming the overflow may follow up in person or by telephone with the reporting party to disclose the cause of the overflow and its resolution.

IV. PUBLIC ADVISORY PROCEDURE

This section describes the actions Laguna County Sanitation District takes, in cooperation with EHS and the RWQCB to limit public access to areas potentially impacted by unpermitted discharges of sewage to surface water bodies or the ground from the wastewater collection system.

A. Temporary Signage

While EHS has authority pursuant the Water Code Section 13271(a)(3) to determine whether public notification is required or not, Laguna County Sanitation District staff will generally post notices for a given time period in the area of an impacted surface water body or ground surfaces that result in the potential for residual exposure to contamination from SSO’s. EHS is notified of said postings.

B. Other Public Notification

Any further public notification deemed necessary by EHS shall be collaborated. The manner for publicizing and posting the area may include the use of scripted notices made available to the printed or electronic news media for immediate publication or airing, or by other measures such as signs or door hangers.

V. REGULATORY AGENCY NOTIFICATION PLAN

The Regulatory Agency Notification Plan establishes procedures which Laguna County Sanitation District follows to provide formal notice to the appropriate agencies. Mandatory
agency notifications pursuant to Order No. WQ 2008-0002-Exec (amended Order No. 2006-0003-DWQ) includes the California Emergency Management Agency (Cal-EMA), formerly known as the California Office of Emergency Services (OES), EHS, and the RWQCB. The reporting criteria below explains to whom various forms of notification should be made, and lists agencies/individuals to be contacted.

Agency notifications will be performed in parallel with other internal notifications. The procedures for providing notification to the media of a sewer overflow are presented in Section VI - Media Notification Procedure. Internal notification and mobilization of personnel are detailed in Section III - Overflow Response Procedure.

Using data supplied during the verification process and updates from the response crew, the chief plant operator or the person in charge of the overflow cleanup prepares district’s field Sewer Overflow report form. The chief plant operator or the supervising plant operator is responsible for submitting initial and final reports of the SSO to the state’s online SSO reporting system (CIWQS). These reports are to be prepared and submitted per required timeframes for verbal, facsimile, and electronic reporting requirements.

A. Notification

Current state permit criteria requires notifying Cal-OES, EHS, and the RWQCB, within two (2) hours of becoming aware of any SSO that has reached a drainage channel or surface water body. Within twenty four (24) hours of becoming aware of said SSO, the RWQCB must be informed that Cal-EMA and EHS have been notified. This notification procedure is summarized in Attachment A.

Contact information for these agencies are as follows:

Cal- OES, (800) 852-7550

EHS, 346-8460, fax: 346-8485, after hours: 681-4927

RWQCB, 549-3147, fax: 543-0397

In addition, other federal, state and local agencies may be contacted such as the California Department of Fish and Wildlife (CDFW) to coordinate additional environmental concerns that may arise.

CDFW:
Office of Spill Prevention and Response: (916) 445-9338, fax: (916) 324-8829
Santa Barbara Field Office: 568-1231, fax: 568-1235
B. Reporting

Monthly electronic reporting to the SWRCB through the California Integrated Water Quality System (CIWQS) has been required since May 2, 2007. This includes monthly reporting of no overflows. Reporting requirements are based on the overflow category.

Category 1 – Discharges that exceed 1,000 gallons; or, result in a discharge to a drainage channel or surface water; or a discharge that is not fully contained and recovered in a drainage system. An initial report must be submitted within 3 business days after response and a final certified report must be submitted within 15 calendar days of remediation.

Category 2 – All discharges from the public sewer system not defined as Category 1 discharges. Must be reported within 30 days after the end of the calendar month in which the overflow occurred.

Category 3 – Discharges from private sewer systems. Discharges from private systems may be reported by the district at the district’s discretion. Discharges from private sewer systems are usually, at a minimum, reported to EHS.

VI. DISTRIBUTION AND MAINTENANCE OF OERP

Updates to the OERP reflect all changes in policies, procedures, and regulatory requirements.

A. Submittal and Availability of OERP

Copies of the OERP are provided to the following:

Laguna County Sanitation District – operator and collections staff
Laguna County Sanitation District – office staff
RWQCB – regulatory contact person
EHS – EHS director

B. Review and Update of OERP

The OERP is periodically reviewed and updated as needed. Reviews may include training of staff. Updates or revisions may be required when new or amended permit criteria is issued, to reflect changes to emergency contact information, or to address changes to noticing or reporting criteria.
Attachment A

Laguna County Sanitation District

Call Out List

And

Sewage Spill Report Notification and Other

Phone Numbers
UPDATED LIST 10/30/2017
LAGUNA COUNTY SANITATION DISTRICT
AFTER HOURS CALL OUT LIST FOR
SEWER PROBLEMS
IN THE
ORCUTT AREA

Laguna County Sanitation District Plant 934-6282
Plant hours are daily from 6:30 a.m. to 5:00 p.m.

If no response, proceed down this list

1. On-Call Sewer Cell Phone 310-2252
2. On-Call Plant Cell Phone 310-2237
3. Bill Haro 286-7442
4. Joe Teniente 863-5171
5. Daniel Ramirez 944-8670
6. John Hess 588-0226
7. Jeremy Chaja 588-6783
8. Jesse Padfield 720-2596
9. Cory Smith 714-5239
10. Jerry Nichols 650-980-7397
11. Curtis Gregory 260-8036
12. Aaron Pusser 714-3712
13. Steve Barnard 857-3933
14. Jeff Minyard 735-1234
15. Lee Lorance 441-9739
17. Marty Wilder 709-7488
COLLECTION SYSTEM PHONE NUMBERS  
And SEWAGE SPILL REPORT NOTIFICATION

Current state permit criteria requires notifying Cal-OES and the RWQCB, within two (2) hours of becoming aware of any SSO that has reached a drainage channel or surface water body. Within twenty-four (24) hours of becoming aware of said SSO, the RWQCB must be informed that Cal-OES and EHS have been notified:

<table>
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<tr>
<th>AGENCY / COMPANY / LOCATION</th>
<th>CONTACT</th>
<th>PHONE NUMBER</th>
<th>FAX NUMBER</th>
</tr>
</thead>
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<tr>
<td>CAL OES</td>
<td></td>
<td>800-852-7550 or 916-845-8911</td>
<td>916-845-8910</td>
</tr>
<tr>
<td>SB COUNTY ENV. HEALTH (EHS)</td>
<td>Kathy Cardiel</td>
<td>Office: 346-8462</td>
<td>346-8485</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cell: 260-4362</td>
<td></td>
</tr>
<tr>
<td>REGIONAL WATER QUALITY CONTROL BOARD (RWQCB)</td>
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<td>549-3147</td>
<td>543-0397</td>
</tr>
<tr>
<td>CA DEPT OF FISH &amp; GAME</td>
<td></td>
<td>916-445-9338</td>
<td>916-324-8829</td>
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<tr>
<td></td>
<td></td>
<td>568-1231</td>
<td>568-1235</td>
</tr>
<tr>
<td>SB Public Works Safety Officer</td>
<td>Shannon Barcelona</td>
<td>Office: 568-3307</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cell: 729-1956</td>
<td></td>
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<tr>
<td>LCSD Manager</td>
<td>Martin Wilder</td>
<td>Office: 739-8755</td>
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<tr>
<td></td>
<td></td>
<td>Cell: 310-1171</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cell: 709-7488</td>
<td>739-8753</td>
</tr>
<tr>
<td>SB Public Works Deputy Director</td>
<td>Mark Schleich</td>
<td>Office: 882-3603</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cell: 451-5050</td>
<td>882-3633</td>
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</table>

City of Santa Maria  
On-call Phone 249-0023  
Jr Cell 249-0067  
Pacific Petroleum  
925-1947  
Al’s Septic Service  
928-0887  
773-0123  
Clay’s Septic & Jetting  
925-6686  
929-5065  
Speed’s  
925-1369  

South Point Condos Combination 8765
Attachment B

Hazardous Materials Minor Spill and Release

Incident Report Guide
This guide is for members of the Santa Barbara County business community who handle hazardous materials / waste, and is designed to assist in some of your reporting obligations in the event of a hazardous materials / waste spill, including oil, and produced water. It simplifies compliance with existing mandates, and allows non-emergency incidents to be reported by fax.

The Hazardous Materials Minor Spill and Release Incident Report Form provides:

1. A single fax number for Santa Barbara County businesses for legally required reporting of all hazardous materials / waste releases to the primary local agencies that you are obligated to notify. Follow-up your fax with a telephone call verifying receipt of the fax (346-8463) first thing the next business day. The primary local agencies include all Santa Barbara County Fire Departments, County Public Health Department-Environmental Health Services (EHS) and County Office of Emergency Management (OEM). Hazardous material releases that are reported by using this form in some cases must also be reported to the State Office of Emergency Services – 800-852-7550. Other reporting requirements to other local, state and federal agencies may still apply.

2. Guidance on how to assess whether the incident is an emergency. The burden is on each business to make this distinction. However, when in doubt, call 9-1-1.

Contents

1. Guideline for Incident Assessment – (Page 2)
   - Guidelines for assessing the seriousness of an incident.

2. Incident Reporting – (Page 3)
   - Guidelines for reporting the incident to local emergency agencies

   - Authorized reporting form to be completed and faxed.

Questions?

Call County Public Health-EHS at 346-8460
GUIDELINES FOR INCIDENT ASSESSMENT

Does the hazardous material spill / release, or threatened release, pose a threat to life, property or the environment?

If the answer is YES to any of the following questions – REPORT SPILL TO 9-1-1:

- Was anyone killed, seriously injured or admitted to a hospital for observation?
- Was anyone, other than employees in the immediate area of the release, required to evacuate?
- Did the release cause off-site damage to public or private property?
- Did the release extend into any wetlands, sewers, waterways, agricultural properties, public highways, or escape secondary containment?
- Is there a threat of release of a significant volume of a hazardous substance?
- Will containment, decontamination, and/or clean-up require the assistance of federal, state, county, or municipal response elements?
- Did the incident impact the environment, or threaten to impact the environment (e.g. animals, plant life, wetlands, sewers, waterways, agricultural properties, or roadways?)
- Is there an increased potential for secondary effects including fire, explosion, line rupture, equipment failure, or other outcomes that may endanger employees, the general public, or the environment?

If in doubt CALL 9-1-1

All answers are No

Complete Incident Report Form

FAX TO HMU AT (805) 346-8485 Within One (1) Working Day Phone to verify receipt of fax – 346-8460

Any answer is YES

Call 9-1-1 Immediately And Call State OES at 800-852-7550

Note: Other state and federal agencies may require notification depending on the circumstances.
Who is obligated to notify?

Requirements for immediate notification of all spills or releases cover: Owners, Operators, Persons in Charge, and Employees. Notification is required regarding releases from facilities, vehicles, vessels, pipelines and railroads.

What is a release?

Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment, unless permitted or authorized by a regulatory agency – CA H&SC 25501(s)

Who must be notified of a spill and/or release in Santa Barbara County?

Pursuant to the California Health and Safety Code Section 25507, and Santa Barbara County Ordinances, all hazardous material releases must be reported at once to the County and/or State OES. In Santa Barbara County, the CUPA (County Public Health - EHS), the Local Fire Agency and the County Office of Emergency Management must be notified. When a minor spill and/or release occurs, the Hazardous Materials Minor Spill and Release Incident Report Form is to be faxed to the County Public Health - EHS within one (1) working day. Follow-up the fax with a telephone call the next working day to verify receipt of the fax. This will satisfy the emergency notification for these agencies in Santa Barbara County only. Other reporting requirements may apply.

What other agencies may need to be notified?

In addition to 9-1-1 and/or faxed Incident Report, the following apply under varying circumstances:
- All releases that equal or exceed Federal Reportable Quantities – Call the National Response Center (NRC) at 1-800-424-8802 or on-line at www.nvc.uscg.mil/online.htm
- All releases on highway – Call California Highway Patrol at (805) 967-1234.
- All hazardous waste tank releases – Call Department of Toxic Substances Control Regional Office at (818) 551-2933
- All serious worker injuries or harmful exposures – Call Cal OSHA District Office at (805) 654-4581
- All oil spills at drilling and production fixed facilities – Call Conservation Department, Division of Oil, Gas and Geothermal Resources at (805) 937-7246.
- All spills with a potential to impact State water quality – Call State Fish & Game Department at (916) 445-0045
- All significant, potential or actual railroad releases – Public Utilities Commission at (213) 897-2975.
- All Hazardous Liquid Pipelines – Call local fire department.
- All Natural Gas Pipelines – Call Public Utilities Commission at (213) 897-2975.
- Consult Federal, State and Local laws and regulations for complete notification requirements.

Reminder: All hazardous material releases reported to Santa Barbara County Public Health - EHS, must also be reported to the State OES at 800-852-7550.

What other statutes and regulations require emergency notification of a hazardous chemical release?

- California Health and Safety Code Sections 25270.8, 25507, 25503(c)(9)
- CA Vehicle Code Section 23112.5
- CA Public Utilities code Section 7673 (c)
- CA Government Code Sections 51018, 8670.25.5(a)
- CA Water Code Sections 13271(a), 13272(a), 13260(a)
- California Labor Code Section 9030
- U.S. Code, Title 42 Sections 9603, 11004
  Title 8, Section 5209
  Title 13, Section 1166
  Title 14, Section 1722(h)
- California Code of Regulations
  Title 19, Sections 2703, 2705
  Title 22, Sections 66265.56(j), 66265.196(e)
  Title 23, Sections 2230, 2250, 2251, 2260
- 49 CFR Parts 100 – 177, 263 Section 263.30
- 49 CFR Part 171.16

Other Federal and State laws / regulations may apply.

Are there any web sites available to review the statues and regulations?

State Regulations
  http://www.calema.ca.gov
  http://www.cairegs.com/
Federal Regulations
  http://www.leginfo.ca.gov/calaw.html
  http://www.access.gpo.gov/nara/cfr/index.html
Incident occurs (spill, dumping, accident, etc).

Health/Env Hazard

- Yes
  - Call 911

- No
  - Fill Out Spill Response Form

Have authorized personnel call CJS to initiate response services (805) 644-1214 (24/7)

CJS Calls Back

- Yes
  - CJS takes information and mobilizes response team.

- No
  - If CJS does not call back in 15 minutes, call the alternate numbers:
    - Alternate Numbers:
      - Chet Seto: (805) 331-9046
      - Carlos Campos: (805) 647-1039
      - Debbie deFriesse: (805) 290-0631
      - Debbie deFriesse: (323) 509-6060
      - PSC: 1-877-577-2669

If CJS does not call back in 15 minutes, call the alternate numbers:

CJS initial team shows up and takes over as Incident Commander, if there is not one already in place (Fire Dept).

CJS initial team implements spill prevention measures as applicable.

PSC Response Team arrives and performs final cleanup, transport and disposal.

CJS collects and compiles all necessary documents.
Emergency Spill Response Form

Step 1. Does Incident fall under State DTSC jurisdiction? Check with Fire Dept. and/or local regulator if Incident is covered under the State DTSC Emergency Response Program, in which case State DTSC will handle. If no, go to Step 2.

Step 2. Collect Incident Site Information. Be descriptive. Use the other side of this form if more space is needed.

(a) Site description: spill □ dumping □ both □

(b) Containers? If none, check here □, otherwise complete the following:

<table>
<thead>
<tr>
<th>Size (gals)</th>
<th>Number</th>
<th>Kind (steel, plastic, etc)</th>
<th>Condition of Containers</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Good □ Fair □ Poor □ Leaking □</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Good □ Fair □ Poor □ Leaking □</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Good □ Fair □ Poor □ Leaking □</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Good □ Fair □ Poor □ Leaking □</td>
</tr>
</tbody>
</table>

(c) Quantity and types of hazardous waste:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Unit (gal, lbs, etc.)</th>
<th>Type (gasoline, oil, acid, unknown chemical, etc)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(a) Type of surface material spilled on to (soil, concrete, asphalt, water, etc):

_______________________________________________________

(b) Surrounding environment including any waterways that could be affected by the spill (i.e. parking lot, buildings, hills, etc):

_______________________________________________________

(c) Other pertinent information:

_______________________________________________________

(d) Site name and location (name and street address, major cross streets, etc)

_______________________________________________________

(e) Site Point-of-Contact (name, phone/cell number, etc):

_______________________________________________________

Step 3. Call CJSETO Support Services to initiate spill response.

(a) Ensure caller is on authorized callers list (contractor will not respond if caller is not on the list).

(b) Have “authorized caller” call CJSETO Support Services at (805) 644-1214

c) Tell dispatcher you are initiating an Emergency Response for the County of Santa Barbara.

(d) Give dispatcher your name, title, and the Step 2 information.

(e) Complete the following.

Authorized Caller’s Name: ___________________________ Time of Call: ___________________________
Dispatcher’s Name: ___________________________ Time CJSETO Support Services Arrives on site: ___________________________
Date: ___________________________

Step 4: Provide a copy of the Spill Response Form to CJSETO Support Services
<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Title</th>
<th>Cell Phone</th>
<th>Phone Area Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td>Shannon Barcelona</td>
<td>Safety Officer</td>
<td>729-1956</td>
<td>S.B/S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Ray Anaya</td>
<td>Safety Officer</td>
<td>450-2026</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Bret Stewart</td>
<td>Disaster Recovery</td>
<td>698-3138</td>
<td>S.B.</td>
</tr>
<tr>
<td>Public Works</td>
<td>John McCray</td>
<td>Manager</td>
<td>896-6296</td>
<td>S.B</td>
</tr>
<tr>
<td>Public Works</td>
<td>Don Mason</td>
<td>Superintendent</td>
<td>896-6292</td>
<td>S.B</td>
</tr>
<tr>
<td>Public Works</td>
<td>Shaughn Wolfcare</td>
<td>Supervisor</td>
<td>896-6262</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Scott Roberts</td>
<td>Leader</td>
<td>896-6263</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Richard Navarro</td>
<td>Superintendent</td>
<td>896-5679</td>
<td>S.B</td>
</tr>
<tr>
<td>Public Works</td>
<td>Richard Powell</td>
<td>Leader</td>
<td>496-5660</td>
<td>S.B</td>
</tr>
<tr>
<td>Public Works</td>
<td>Mario Gonzalez</td>
<td>Supervisor</td>
<td>896-6289</td>
<td>S.B</td>
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<tr>
<td>Public Works</td>
<td>Udy Loza</td>
<td>Supervisor</td>
<td>896-6295</td>
<td>S.B</td>
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<tr>
<td>Public Works</td>
<td>Kurt Klucker</td>
<td>Superintendent</td>
<td>896-6256</td>
<td>S.M.</td>
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<tr>
<td>Public Works</td>
<td>Tom Hutcheson</td>
<td>Supervisor</td>
<td>896-6291</td>
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<tr>
<td>Public Works</td>
<td>Randy Camahan</td>
<td>Leader</td>
<td>896-6257</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Ricky Tomasini</td>
<td>Superintendent</td>
<td>680-7356</td>
<td>S.B</td>
</tr>
<tr>
<td>Public Works</td>
<td>Raul Yescas</td>
<td>Supervisor</td>
<td>491-3993</td>
<td>S.B</td>
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<tr>
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<td>Doug Walker</td>
<td>Supervisor</td>
<td>680-8257</td>
<td>S.M.</td>
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<tr>
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<td>Andy Villalobos</td>
<td>Leader</td>
<td>451-3904</td>
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<tr>
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<td>Eric Pearson</td>
<td>Manager</td>
<td>705-4685</td>
<td>S.B/S.M.</td>
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<tr>
<td>Public Works</td>
<td>Jemmi Irabon</td>
<td>Supervisor</td>
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</tr>
<tr>
<td>Public Works</td>
<td>Gary Gamboa</td>
<td>Construction</td>
<td>896-5589</td>
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</tr>
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<td>Andrew Rose</td>
<td>Construction</td>
<td>319-0322</td>
<td>S.M.</td>
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<tr>
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<td>Brian McIntyre</td>
<td>Construction</td>
<td>896-6257</td>
<td>S.M.</td>
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<tr>
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<td>Phil Gaston</td>
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<tr>
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<td>Rob Murphy</td>
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<tr>
<td>Public Works</td>
<td>Bill Tracy (EAB)</td>
<td>Construction</td>
<td>896-6301</td>
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<tr>
<td>Public Works</td>
<td>German Norta</td>
<td>Construction</td>
<td>896-5588</td>
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<tr>
<td>Public Works</td>
<td>Packie Villa</td>
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<td>Doug Robertson</td>
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<td>John Margadonna</td>
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<td>Vancant</td>
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<tr>
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<td>Ron Bensel</td>
<td>Engineering</td>
<td>568-3311</td>
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<tr>
<td>Public Works</td>
<td>Chris Doolittle</td>
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<td>739-8777</td>
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<tr>
<td>Public Works</td>
<td>Charlie Elbert</td>
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<td>568-3123</td>
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<tr>
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<td>Walter Rubalcava</td>
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<td>Jan Devera</td>
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<td>Public Works</td>
<td>Alma Garcia</td>
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<td>Jesus Hernandez</td>
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<td>Mark Kitteringham</td>
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<td>Morgan Jones</td>
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<td>Justin Alipio</td>
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<tr>
<td>Public Works</td>
<td>Diana Estorga</td>
<td>Engineering</td>
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<td>S.M.</td>
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<tr>
<td>Public Works</td>
<td>Matt Dobbersteen</td>
<td>Traffic</td>
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<td>Bert Johnson</td>
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<tr>
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<td>Sephehr Daleghi</td>
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<td>Roberto Aguilar</td>
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<td>681-5681</td>
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<tr>
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<td>Mike Escobar</td>
<td>Traffic</td>
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<tr>
<td>Public Works</td>
<td>Travis Spear</td>
<td>Manager</td>
<td>729-6703</td>
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</tr>
<tr>
<td>Public Works</td>
<td>Keith Strodeley</td>
<td>Supervisor</td>
<td>449-6103</td>
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<tr>
<td>Public Works</td>
<td>Bill Tonoli</td>
<td>Leadman</td>
<td>331-8356</td>
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<tr>
<td>Public Works</td>
<td>George Corn</td>
<td>Leadman</td>
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<td>Public Works</td>
<td>Ed Dimock</td>
<td>Supervisor</td>
<td>696-1172</td>
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<tr>
<td>Public Works</td>
<td>Kevin Robles</td>
<td>Leadman</td>
<td>680-8516</td>
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<tr>
<td>Public Works</td>
<td>Joseph Costa</td>
<td>Supervisor</td>
<td>686-5213</td>
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<tr>
<td>Public Works</td>
<td>Rick Patterson</td>
<td>Leadman</td>
<td>680-4960</td>
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</tr>
<tr>
<td>Public Works</td>
<td>On-Call Sewer Cell Phone</td>
<td></td>
<td>310-2252</td>
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<td>Public Works</td>
<td>On-Call Plant Cell Phone</td>
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<td>310-2237</td>
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<tr>
<td>Public Works</td>
<td>Bill Haro</td>
<td>Maintenance Lead</td>
<td>286-7442</td>
<td>S.M.</td>
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<tr>
<td>Public Works</td>
<td>Joe Teniente</td>
<td>Maintenance</td>
<td>963-5171</td>
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<tr>
<td>Public Works</td>
<td>Daniel Ramirez</td>
<td>Maintenance</td>
<td>944-8570</td>
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<tr>
<td>Public Works</td>
<td>John Hess</td>
<td>Maintenance</td>
<td>588-0226</td>
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<tr>
<td>Public Works</td>
<td>Jeremy Chaja</td>
<td>Chief Plant Operator</td>
<td>588-6763</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Jesse Padfield</td>
<td>Supervising Plant Operator</td>
<td>720-2596</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Cory Smith</td>
<td>Plant Operator</td>
<td>714-5239</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Jerry Nichols</td>
<td>Plant Operator</td>
<td>650-980-3937</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Curtis Gregory</td>
<td>Plant Operator</td>
<td>260-8036</td>
<td>S.M.</td>
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<tr>
<td>Public Works</td>
<td>Aaron Fusser</td>
<td>Plant Operator</td>
<td>714-3712</td>
<td>S.M.</td>
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<tr>
<td>Public Works</td>
<td>Steve Bell</td>
<td>Plant Operator</td>
<td>857-3933</td>
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<tr>
<td>Public Works</td>
<td>Jeff Minyard</td>
<td>Plant Operator</td>
<td>735-1234</td>
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<tr>
<td>Public Works</td>
<td>Lee Lorance</td>
<td>Plant Operator</td>
<td>441-9739</td>
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<tr>
<td>Public Works</td>
<td>Kevin Thompson</td>
<td>Civil Engineer</td>
<td>619-415-3744</td>
<td>S.M.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Marty Wilder</td>
<td>Manager</td>
<td>709-7488</td>
<td>S.M.</td>
</tr>
</tbody>
</table>
Attachment C

Laguna County Sanitation District

Sewer Overflow Report
### SEWER OVERFLOW REPORT

<table>
<thead>
<tr>
<th>DATE RECEIVED:</th>
<th>TIME:</th>
<th>AM/PM</th>
<th>RECEIVED BY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CALLER’S NAME:</td>
<td>CALLER’S PHONE NO:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CALLER’S ADDRESS:</td>
<td>LOCATION OF OVERFLOW:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TIME &amp; NAMES OF CREW MEMBERS DISPATCHED:</td>
<td>DESCRIPTION OF COMPLAINT:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TIME ARRIVED AT SITE:</th>
<th>CREW:</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEATHER:</td>
<td></td>
</tr>
<tr>
<td>TIME OVERFLOW STARTED:</td>
<td>TIME OVERFLOW STOPPED:</td>
</tr>
<tr>
<td>OVERFLOW DURATION:</td>
<td>OVERFLOW RATE:</td>
</tr>
<tr>
<td>U/S MH #:</td>
<td>D/S MH #:</td>
</tr>
<tr>
<td>SIZE AND TYPE OF LINE:</td>
<td>PIPE #:</td>
</tr>
<tr>
<td>OVERFLOW APPEARANCE POINT CLOSEST ADDRESS:</td>
<td>LENGTH OF LINE:</td>
</tr>
<tr>
<td>LATITUDE:</td>
<td>LONGITUDE:</td>
</tr>
<tr>
<td>LOCATION OF PLUG (PUBLIC OR PRIVATE):</td>
<td>LOCATION OF OVERFLOW (PUBLIC OR PRIVATE):</td>
</tr>
<tr>
<td>DESCRIBE CAUSE OF OVERFLOW:</td>
<td></td>
</tr>
</tbody>
</table>

ACTION TAKEN TO STOP OVERFLOW:

DESCRIBE CLEANUP METHOD:

<table>
<thead>
<tr>
<th>ESTIMATED OVERFLOW VOLUME:</th>
<th>OVERFLOW CATEGORY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>OVERFLOW VOLUME WAS DETERMINED:</td>
<td></td>
</tr>
</tbody>
</table>

RECEIVING WATERS: YES ☐ NO ☐ LOCATION: 

FINAL OVERFLOW DESTINATION:
TYPE OF PROBLEM: (ROOTS, GREASE, FOREIGN OBJECT, SYSTEM FAILURE, ETC.): ______________________

PICTURES TAKEN: YES ☐ NO ☐

SAMPLES TAKEN BY: __________________________

LOCATION OF SAMPLES: ______________________

DESCRIBE PROPERTY DAMAGE AND AFFECTED AREA(S): ________________________________

SIGNS POSTED: YES ☐ NO ☐ BARRICADED: YES ☐ NO ☐ NOTIFY NEIGHBORS: YES ☐ NO ☐

REGULATORY AGENCIES NOTIFIED:

  RWQCB ☐ NO ☐ DATE/TIME _________ OVERFLOW #: FY ______/______
  Cal-OES ☐ NO ☐ DATE/TIME _________ CONTROL #: __________________
  COUNTY EHS ☐ NO ☐ DATE/TIME _________
  OTHER ________________ ☐ NO ☐ DATE/TIME _________

CONTACTS/DETAILS: _____________________________________________________________

FOLLOW UP MEASURES: _________________________________________________________

DATE OF LAST MAINTENANCE: __________________________

TYPE OF MAINTENANCE LAST PERFORMED: __________________________

REPORT COMPLETED BY: __________________________ DATE: __________

PICTURES OF AREA: (Include before overflow and after cleanup; pictures of manholes, intersections, location of stoppage, etc).
Attachment D

Visual Comparison of Overflow Rates
Reference Sheet for Estimating Sewer Spills from Overflowing Sewer Manholes

All estimates are calculated in gallons per minute (gpm)

All photos were taken during a demonstration using metered water from a hydrant in cooperation with the City of San Diego's Water Department.

City of San Diego
Metropolitan Wastewater Department

Wastewater Collection Division
(619) 554-4160

rev.4/99