

**RESOLUTION NO. 20-05-01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SUNSET BEACH SANITARY DISTRICT  
CERTIFYING THE THIRD UPDATE OF THE SEWER SYSTEM MANAGEMENT PLAN  
AS COMPLETE**

On May 2, 2006, the State of California, Water Resources Control Board, approved Order No. 2006-0003-DWQ (Order) requiring, in part, that all publicly owned sanitary systems, greater than one mile in length develop and implement a Sewer System Management Plan (SSMP). In accordance with the Order, the Board of Directors approved a Development Plan and Schedule in December, 2007 and approved the SSMP in October, 2008. Subsequently the Board of Directors approved Updates to the SSMP in November, 2010 and October, 2013; and approved Audits of the SSMP in February, 2013, November, 2015, November, 2017, and November, 2019.

**NOW THEREFORE BE IT RESOLVED:**

1. The Board of Directors directed that the SSMP be revised to meet the requirements of the Order including the Monitoring and Reporting Program as well as previous Updates and Audits, and address other new revisions that from time to time have come from the State and Regional Water Resource Control Boards; and
2. The Board of Directors hereby certifies this third Update of the SSMP as complete and directs the staff to implement said SSMP.

Passed by the Board of Directors of the Sunset Beach Sanitary District at their regular meeting of May 14<sup>th</sup>, 2020.

**SUNSET BEACH SANITARY DISTRICT**

  
\_\_\_\_\_  
President of the Board

  
\_\_\_\_\_  
Secretary of the Board

# **SUNSET BEACH SANITARY DISTRICT**

## **Sewer System Management Plan**

**Prepared in Compliance with Order No. 2006-0003  
of the  
State of California, Water Resources Control Board**

### **Board of Directors**

**Graham K. Hoad, President  
Bernard H. Hartman, Treasurer,  
John H. Woods Secretary  
Jon H. Regnier  
David E. Evans**

**Prepared By  
Thomas M. Dawes, District Engineer**

## **October, 2008**

**including**

**1<sup>st</sup> Update, November, 2010  
Plan Audit, February, 2013  
2<sup>nd</sup> Update, October, 2013  
2<sup>nd</sup> Plan Audit, November, 2015  
3<sup>rd</sup> Plan Audit, November, 2017  
4<sup>th</sup> Plan Audit, November, 2019  
3<sup>rd</sup> Update, May, 2020**

## TABLE OF CONTENTS

<u>Section</u>	<u>Page</u>
Abbreviations/Acronyms	ii
Introduction, Development Plan and Schedule	1
<b>ELEMENTS OF THE SSMP</b>	
1. Goals	3
2. Organization	4
3. Legal Authority	6
4. Operations and Maintenance	7
5. Design and Performance Provisions	9
6. Overflow Emergency Response Plan	10
7. Fats, Oils and Grease Control Program	12
8. System Evaluation and Capacity Assurance Plan	13
9. Monitoring, Measurement, and Program Modifications	15
10. Program Audits	16
11. Communications	17
<b>APPENDIX</b>	
A. SWRCB Order No. 2006-0003-DWQ	
B. SWRCB Monitoring Program, ORDER NO. WQ-2013-0058-EXEC	
C. SBSD Ordinance No. 02-01: FOG	
D. SBSD Ordinance No. 18-01: Sewage	
E. Assessment Policy	
F. SBSD Ordinance No. 19-02: Refuse	
G. SBSD Capital Improvement Policy	
H. Contact Information	
I. Emergency SSO Reporting Procedures	
J. Examples of Public Outreach	
K. Resolutions of the Board of Directors Approving Schedule for SSMP and Certifying Completion	
1. 1st Update, November, 2010 (No Resolution)	
2. 1st Plan Audit, February, 2013	
3. 2nd Update, October, 2013	
4. 2nd Plan Audit, November, 2015	
5. 3rd Plan Audit, November, 2017	
6. 4th Plan Audit, November, 2019	
7. 3rd Update, May, 2020	

## MAPS

## ABBREVIATIONS / ACRONYMS

AB	Assembly Bill
BAT	Best Available Technology
BMP	Best Management Practice
CCTV	Closed-Circuit Television
CFR	Code of Federal Regulations
CIP	Capital Improvement Program
CM	Corrective Maintenance
CMMS	Computerized Maintenance Management System
CWEA	California Water Environment Association
ERP	Emergency Response Plan
FOG	Fats, Oils, and Grease
GPS	Global Positioning System
GWDR	General Waste Discharge Requirements also referred to as the Waste Discharge Requirements (WDR)
HOA	Homeowners Association
I/I	Inflow / Infiltration
IERP	Integrated Emergency Response Plan
MRP	Monitoring and Reporting Program
NPDES	National Pollution Discharge Elimination System
O&M	Operation and Maintenance
OCHCA	Orange County Health Care Agency
OCSD	Orange County Sanitation District
OES	Office of Emergency Services
Order	SWRCB Order No. 2006-0003-DWQ adopted May 2, 2006
Pd	Predictive Maintenance
PM	Preventative Maintenance
PMP	Preventative Maintenance Program
R&R	Rehabilitation and Replacement
RWQCB	Regional Water Quality Control Board
SBSD	Sunset Beach Sanitary District
SOP	Standard Operating Procedure or Standard Maintenance Procedure
SSO	Sanitary Sewer Overflow and any sewer spill or overflow of sewage
SSMP	Sewer System Management Plan
SWRCB	State Water Resources Control Board
WDR	Waste Discharge Requirements also referred to as the General Waste Discharge Requirements (GWDR)
WWTP	Wastewater Treatment Plant

## **INTRODUCTION DEVELOPMENT PLAN AND SCHEDULE**

On May 2, 2006 the State Water Resources Control Board (SWRCB) adopted Order Number 2006-0003-DWQ requiring all publicly owned sewage collection systems having more than one mile of pipeline to develop, implement and fund a Sewer System Management Plan (SSMP) which establishes the minimum requirements under which a public collection system must be operated and maintained. The purpose of the Order is to prevent Sewer System Overflows (SSO), and to provide a plan and schedule for measures to be implemented to prevent SSO's including measures to effectively clean up and report the spills. The Order also requires that the SSMP be updated and/or audited every two years. This document is the third SSMP update. This document was previously updated in 2010 and 2013. Audits were conducted in 2013, 2015, 2017 and 2019.

Sunset Beach Sanitary District (SBSD) prepared this SSMP Compliance Analysis to provide an assessment of the District's overall operation and maintenance policies and procedures to determine if those policies and procedures are in compliance with the new Order. To provide this assessment, all pertinent District documentation has been reviewed and all District staff and the Directors have participated. Each element of the Order has been addressed to determine District compliance. This analysis directly follows the Order and its requirements and provides a specific detailed analysis of the level of compliance that SBSB has achieved for every element of the Order. If and when compliance deficiencies are found, recommendations will be, and have been included on how to rectify the deficiency.

### **Background**

SBSD is a fully developed 175-acre low-lying area serving portions of the Cities of Seal Beach and Huntington Beach. Ground elevations range from approximately 5 to 10 feet above sea level. The District is bordered on the west and southerly side by the Ocean, and on the northerly and easterly side by ocean canals. SBSB has about 1000 residential services, about 60 businesses, most providing tourist and resident services, and approximately 14 food-serving establishments.

The District operates 1 pump station and 1 - 3,600-foot long force main and about 25,000 feet of 6, 8 and 10-inch gravity sewers. All of the District's wastewater is pumped to City of Huntington Beach sewer facilities, eventually reaching Orange County Sanitation District (OCSD) facilities for treatment and disposal. All SBSB public facilities and most private service laterals were built in 1936. In addition to providing for the collection and disposal of wastewater, SBSB collects and disposes of municipal solid waste.

In 1998 SBSB began a major facilities rehabilitation program. All 1936 sewers have been lined. One pump station has been eliminated by a major joint project and the remaining pump station has been upgraded. The work was completed in 2006. As a result, daily flows dropped from approximately 400,000 gpd in 1998 to about 200,000 gpd in spite of an estimated 40% increase in population since 1998.

**Development Plan**

In 2018 the District adopted a revised Capital Improvement Policy (appendix G) to fund planned improvements and emergencies. In addition, new Wastewater and Municipal Solid Waste Ordinances have been approved to manage the District's operations, described herein (appendix D and F). Accordingly, this SSMP Development Plan was made and has been followed with all these elements in mind. SBSB has about 2,500 residents, more or less, and met the SSMP Implementation Schedule for Population Served greater than 2500.

**Proposed SSMP Task Implementation Schedule**

<b>TASK</b>	<b>SWRCB DUE DATE</b>	<b>ACTUAL DATE</b>
Application for Coverage	Nov. 2, 2006	Done
SSO Electronic Reporting Program	Continuous	Ongoing
Plan and Schedule	Feb. 2, 2008	Jan. 10, 2008
Emergency Response Plan; Legal Authority; O&M Plan; FOG Plan	Nov. 1, 2009	April 10, 2008
Design and Performance Standards; System Capacity; Monitoring and Performance Modifications; Program Audits; Communications Program	May 1, 2010	June 12, 2008
Final SSMP Certification	May 1, 2010	November 13, 2008

All of the above tasks were completed by the SWRCB Due date.

SBSD has an ongoing program to upgrade its sewers and pumping facilities and follows the Capital Improvement Policy. Completion of this SSMP, and related program, planning and operational work, provides the District, and its Directors and staff a blueprint for efficient and effective management.

## ELEMENT 1 GOALS

### 1.0 Introduction

This chapter describes the goals of the Sewer System Management Plan (SSMP). The SBSB is required to comply with the “State Water Resources Control Board (SWRCB), Order No.2006-0003 DWQ” (Order) on General Waste Discharge Requirements for publicly owned sewage collection agencies having more than one mile of collection pipelines.

### 1.1 Purpose

The purpose of the Order is to prevent sanitary sewer overflows (SSOs). The District is required to prepare and maintain the SSMP to support this purpose.

The District shall properly fund, manage, operate and maintain, with adequately trained staff and/or contractors possessing adequate knowledge skills and abilities at all times, all parts of the sewage collection system owned and/or operated by the District

### 1.2 Goals

The goals of the SSMP are as follows:

- A. Create and develop a management, operation and maintenance plan and schedule to reduce preventable SSOs.
- B. Mitigate all SSOs discharging from agency’s collection system.
- C. Ensure adequate system capacity for the current and future needs of the agency’s service area.
- D. Establish measurable performance indicators and manage assets at the lowest life cycle cost.
- E. Provide accurate reporting of all reportable SSOs as described by the Order.

As required by the Order, a copy of the SSMP is maintained in the offices of the District Clerk, the Superintendent, the District Engineer, District’s maintenance personnel and is available to the public, California WQCB and RWQCB upon request (as discussed in Item 11, Section 1.2 Provisions) at all times.

A copy of the Order is included in Appendix A of this SSMP. The District will also comply with the latest amendment of "Monitoring and Reporting Program (MRP); Order No. WQ 2013-0058-EXEC" and all future revisions of the Order. A copy of the Monitoring Program is included in Appendix B of this SSMP.

### 1.3 About This Document

SBSB has prepared this SSMP to ensure compliance with the Order. This SSMP includes the copies of pertinent Ordinances, standards, and an overview of Operating Procedures. Complete Operation and Maintenance Procedures are filed in the office of the District Superintendent.

### 1.4 Compliance Analysis

The Goals of the District are consistent with the requirements of the Order.

**ELEMENT 2  
ORGANIZATION**

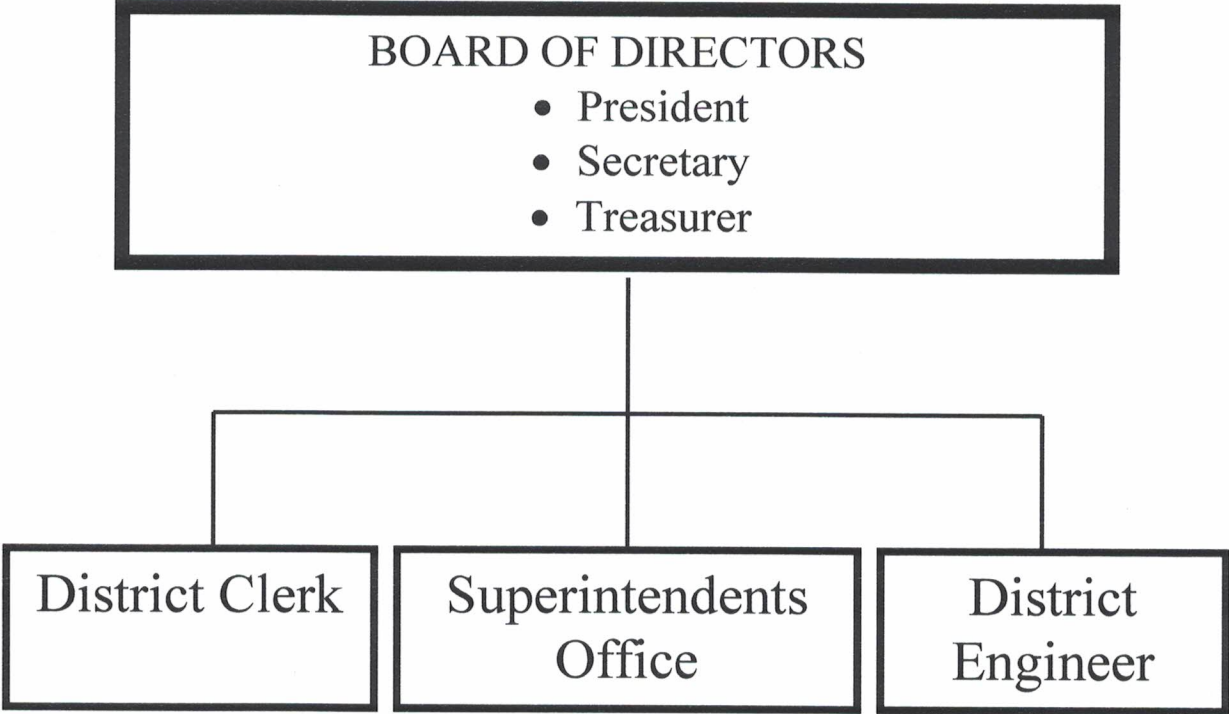
**2.0 Introduction**

The Sewer System Management Plan must identify:

- (A) Administrative and maintenance positions responsible for implementing measures in the SSMP program, including lines of authority by organization chart or similar document.
- (B) The chain of communication for reporting SSOs, from receipt of a complaint or other information, includes identification of the person responsible for reporting SSOs to the California Office of Emergency Services. The California Office of Emergency services will notify the RWQCB and County Health Department.

**2.1 District Organization**

The organization chart for the management, operation, and maintenance of the Districts wastewater collection system is shown below. The current names and phone numbers of staff filling these positions as well as others important to the functions of the District are included in Appendix H.



**2.2 Description of General Responsibilities**

The Board of Directors of SBSB takes an active and direct role in the operation and management of the District. Board members perform the functions of District Secretary and Treasurer. The President of the Board of Directors acts as the District Manager. Board members select private firms and outside public agencies to act as the District Assessor, invest



reserves and pay bills, perform yearly audits, and provide insurance. The Board approves all bills and contracts when payment is required. The Board receives advice and services from outside sources including District Counsel, the District Engineer, accountants, and community input.

### **2.2.1 District Clerk**

Under the direction of the Board, the District Clerk prepares the agenda for Board meetings; arranges bills for Board approval; prepares meeting minutes for Board approval; develops budgets; works with the other District departments, outside vendors and public agencies that have business with the District; and maintains the District's files.

### **2.2.2 Superintendent's Office**

Under the direction of the Board, the Superintendent plans, organizes, directs, and supervises the District's maintenance activities, 24-hours a day, 365 days a year. The Superintendent secures bids for the repair and maintenance of sewers and pump stations, supervises the District's FOG program, prepares budgets, and gives reports to the Board on District activities. The Superintendent inspects connections to the collection system; issues collection permits, and collects inspection fees for the District. The Superintendent conducts safety training and reporting procedures.

The Superintendent prepares schedules and supervises four assistants, who assist and relieve the Superintendent. Two of these personnel are always on duty or on call; one of which may be on backup emergency call.

### **2.2.3 District Engineer**

The District Engineer, a registered engineer in the State of California, works directly for the Board of Directors and supports the District Clerk and Superintendent. The District Engineer develops long range goals and master plans, causes the preparation of plans and specifications for public works projects, works with outside agencies on District issues, reviews private developer improvement plans, and works on compliance with federal, state, and regional codes, regulations and standards.

## **2.3 Chain of Communication**

The District Clerk, Superintendent, and District Engineer communicate directly with each other, and on more important issues, with the Board President. Each at regular Board meetings gives full reports.

The District Clerk has been designated as the SSO reporting officer.

The Superintendent has been designated as the reporting officer to the RWQCB, the Orange County Sanitation District, the power and phone companies, the cities of Huntington Beach and Seal Beach, and other public and private service agencies.

A description of emergency reporting procedures is contained in Element 6.

## **2.4 Compliance Summary**

This organization structure has and is working well. In the future, the District will need to groom new personnel to assume responsibilities.

### **ELEMENT 3 LEGAL AUTHORITY**

#### **3.0 Introduction**

This chapter describes the legal authority to implement the SSMP. The SSMP must include the legal authority, through sewer use ordinances, service agreements, or other legally binding procedures, to:

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

#### **3.1 Enabling Act and Ordinances**

SBSD was formed in 1930 under the Sanitary District Act of 1923 (Act), contained in Sections 6400-6924 of the California Health and Safety Code. Under the California Health and Safety Code, and specifically the Sanitary District Act, SBSB has authority to collect and treat sewage and municipal waste, as well as provide other municipal services now provided by other agencies. In order to provide these services, under the Act, SBSB can levy taxes and fees, and enact ordinances and regulations. SBSB has enacted three ordinances.

- Ordinance No. 02-01 regulates discharges of Fats, Oils and Greases from commercial kitchens (Appendix C).
- Ordinance No. 18-01 regulates sanitary sewer facilities (Appendix D).
- Ordinance No. 19-01 regulates municipal solid waste (Appendix F).

These Ordinances are included in the Appendix for easy reference.

In addition to these Ordinances, the District has adopted an Assessment Policy (Appendix E).

#### **Regulation of Sanitary Sewer Facilities**

Ordinance No. 18-01 provides the necessary authority to operate the District in a safe and healthful manner in accordance with the requirements of the SSMP. Article II provides authority to require that installations or repairs of public sewage facilities be done in a professional manner, establishes construction standards, and establishes a permit system for new lateral connections. In addition, it includes authority to 'abate' public nuisances and illegal discharges. Article II also provides the District with necessary access rights.

The Ordinance includes provisions for enforcement of its regulations.

#### **3.2 Regulation of the Discharge of Fats, Oils and Grease**

Ordinance No. 02-01 establishes grease control requirements and maintenance, prohibits commercial food grinders, and defines Best Management Practices. In addition, it establishes enforcement procedures and penalties for violations.

The Ordinance was reviewed by the RWQCB, Santa Ana Region, in 2004 and found adequate.

### **3.4 Roles and Responsibilities**

The Superintendent has the primary responsibility for enforcing the Ordinances. The District Engineer assists the Superintendent in this effort, and has the responsibility to keep the Directors and Superintendent aware of changing regulations and requirements.

### **3.5 Compliance Summary**

The District's SSMP complies with the Order's requirements for legal authority under its enabling act and the Ordinances described above.

## **ELEMENT 4 OPERATIONS AND MAINTENANCE**

### **4.0 Introduction**

The District manages, operates, and maintains all parts of the sanitary sewer system owned or operated by the District, and ensures that the system operators (including employees and contractors) are adequately trained and possess adequate knowledge, skills, and abilities. The SSMP includes the elements listed below:

- (A) Maintain an up-to-date map of the sanitary sewer system, showing all gravity lines, manholes, pumping facilities, pressure pipes and valves.
- (B) Description of routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system, with more frequent cleaning and maintenance targeted at known problem areas, utilizing a system to document scheduled and conducted activities.
- (C) The rehabilitation and replacement plan to identify and prioritize system deficiencies and implements short-term and long-term rehabilitation actions to address each deficiency. The program includes regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes. Rehabilitation and replacement focuses on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. The rehabilitation and replacement plan includes a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan includes a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.
- (D) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained.
- (E) Include equipment and replacement part inventories, including identification of critical replacement parts.

### **4.1 Mapping**

The District maintains up-to-date maps of the collection system showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves. Hard copies of the maps are included in the Sewer Master Plan. The maps are computer based for easy retrieval and updating.

In addition to the sewage facilities, the maps are being redone and will show and identify streets, house laterals, and both house and mailing addresses. Pipe size and run lengths, as well as manhole depths and location of flow monitors are also shown.

#### **4.2 Preventative Operation and Maintenance Program**

The District has a preventive maintenance program for the routine maintenance and cleaning of the sanitary sewer facilities with more frequent cleaning and maintenance targeted at known problem areas including a system to document scheduled and conducted maintenance activities.

##### **4.2.1 Sanitary Sewer Cleaning**

All gravity sewers are cleaned twice a year. Targeted sewers, primarily those that serve commercial food establishments are cleaned at least two extra times per year (or quarterly). The targeted sewers are listed below:

- In alley, between 4<sup>th</sup> St. and Warner Ave., No. Pacific Ave. to PCH.
- In alley, between Broadway St. and 12<sup>th</sup> St., No. Pacific Ave. to PCH.
- In Broadway St., Pump station to west side of PCH.
- In Broadway St., west side of PCH to Bayview Ave., including channel siphon.
- West side of PCH, Broadway St., to 200' easterly.
- In alley, between 15<sup>th</sup> and 16<sup>th</sup> Streets, No. Pacific Ave. to PCH.
- In alley, between 25<sup>th</sup> and 26<sup>th</sup> Streets, No. Pacific Ave. to PCH.
- In alley, between 26<sup>th</sup> St. and Anderson Ave., No. Pacific Ave. to PCH.
- In Anderson Ave., No. Pacific Ave. to PCH.
- In PCH, Anderson Ave. North to end of line.

##### **4.2.1 Sewer Flow Monitoring**

The District in 2010 installed 15 flow monitors, generally at the high end of sewers to monitor high water levels. The monitors are in service 24 hours a day, 365 days a year, and send alarms to the on call person.

##### **4.2.2 Force Main Cleaning**

The force main is not cleaned.

##### **4.2.4 Root Intrusion**

Roots intrusion is not a large problem in the District's sewers due to the low elevation of the sewers in relation to sea level, and due to the fact that all sewers have recently been lined. It is a problem, however from intrusion from private laterals, including the discharge of cut roots from laterals that are shoved into the District lines. Our line flow monitors help spot these problems.

##### **4.2.5 Maintenance Records**

The Superintendent keeps logs of cleanings, and reports it to the Board. Because all cleaning is done by outside vendors, Board authority for bill payment is required.

#### **4.3 Rehabilitation and Replacement Plan**

In 1998, SBSB began an aggressive policy of facilities rehabilitation. All of our sewage facilities were installed in 1936, and all are in brackish groundwater, due to our low ground elevation. Infiltration from cracks in sewers, manholes and private laterals was a major

problem. The rehabilitation program was completed in 2006, and all sewers have now been slip-lined with plastic liners. Daily flows have been reduced by 50%.

Our capital improvement plan included in our Capital Improvement Policy (see Appendix G), concentrates on upgrading our pump stations and our one siphon. The District follows this adopted Policy to provide necessary funding for Capital and Emergency Projects.

#### **4.4 Training**

The Board of Directors has designated the Superintendent as the Training Officer. Monthly the Superintendent holds training sessions with the three assistants and gives a report of training material to the Board. At the training meetings, the Superintendent reviews both local issues and professionally prepared training material prepared by the District's insurance carrier (who also requires documented training to obtain lower insurance premiums).

#### **4.5 Equipment and Parts Inventories**

The District operates a gravity sewer collection system, with one pump station, known as the "Broadway" pump station, that has two identical pumps; one of which can handle all flows. Two independent monitors remotely monitor the pump station plus the gravity sewer flow level monitors. In the event of a power failure, the Superintendent has a special phone number to SCE to call for emergency service. The pump station has a permanent backup generator with automatic start and stop capabilities. In addition, the District has a second trailer-mounted generator to provide emergency electrical service.

The District stocks minimal repair supplies. Instead, the District relies on nearby contractors that can furnish emergency skilled labor and parts.

#### **4.6 Compliance Summary**

- The District has modern, up to date electronic mapping.
- The District has an effective Preventative Operation and Maintenance Program.
- The District has already rehabilitated its sewers, and has a reserve funding policy to insure that future identified obligations are met.
- The District's Superintendent is the Training Officer and provides regular employee training.
- The District has backup and redundant systems to monitor and power its pump station. The District relies on outside contractors and vendors to make emergency repairs.
- The District monitors water levels in its sewers at all times.

## **ELEMENT 5 DESIGN AND PERFORMANCE PROVISIONS**

### **5.0 Introduction**

This chapter references the design and construction standards and specifications for new sewer systems, the pump station, and other appurtenances, and for the rehabilitation and repair of existing sewer systems. Also included are the procedures and standards for the inspection and testing of these facilities. The Order requires the following:

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

### **5.1 Compliance Summary**

SBSD has completed the rehabilitation of all sewers, originally installed in 1936, under an 8-year program that started in 1998. The District operated two pump stations; A recent Capital Improvement allowed one station to be abandoned. The pump station is updated and maintained continually. The District uses the 'Greenbook', Standard Specifications for Public Works Construction, current addition. Local consulting engineers do the design work, and the District relies on their expertise.

The District Engineer does plan checking. The Superintendent and the District Engineer perform inspections.

### **5.2 Compliance Documents**

The documents used for design and performance evaluations include the Greenbook, latest edition. A copy is maintained in the office of the District Engineer.

### **5.3 Roles and Responsibilities**

The position descriptions for the District Engineer and the Superintendent are described in Chapter 2.

### **5.4 Compliance Analysis**

The District relies on the local consulting community for major designs. Engineering designs and inspections are performed under the direction of the District Engineer, a registered Civil Engineer.

## **ELEMENT 6 OVERFLOW EMERGENCY RESPONSE PLAN**

### **6.0 Introduction**

The summarized requirements for the Overflow Emergency Response Plan element of the SSMP are as follows: The District developed and implemented an overflow emergency response plan that identifies measures to protect public health and the environment. This plan must include the following:

- (A) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;
- (B) A program to ensure appropriate response to all overflows;
- (C) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, regional water boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the Monitoring and Reporting Plan. All SSOs shall be reported in accordance with this SSMP, the California Water Code, other State

Law, and other applicable Regional Water Board WDR or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;

- (D) Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained;
- (E) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and
- (F) A program to ensure that all reasonable steps are taken to contain untreated wastewater and prevent discharge of untreated wastewater to waters of the United States and minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

### **6.1 Sanitary Sewer Spill Notification and Response Procedures**

SBSD has an adopted document entitled 'Emergency SSO Reporting Procedures' included in Appendix I, plus a second document entitled 'Collection System Spill Containment, Cleanup, and Notification Worksheet'. The former was reviewed by the RWQCB in 2004. In addition, spill estimating guidelines are also included in Appendix I.

#### **6.1.1 Staff Procedures**

The Superintendent and his assistants keep copies of these documents, and copies are also kept in the control cabinet of the District's pump station. In summary, the documents, and training immediately direct the responders to stop the spill source, secure the spill to avoid discharge to the storm drain system, and to disinfect the spilled sewage with dry chlorine. The documents direct the responder to notify California Office of Emergency Services, and the SBSB President and District Engineer. The procedures comply with SWRCB Order No. 2013-0058-EXEC, effective September 9, 2013 (Appendix B).

SBSD procedures include a 'fill in the blanks' worksheet that requires the responder to note the time and date of the spill; how the spill was brought to our attention; how much sewage was spilled; who was affected, and the cause of the spill. The procedures are followed for private property spills as well as spills from the Districts' system

A copy of the procedures with current names and phone numbers is in the Appendix.

#### **6.1.2 Notification of Public Works and Public Safety Officials.**

SBSD is within the corporate boundaries of the Cities of Huntington Beach and Seal Beach. Police and fire protection are provided by the cities.

All of the streets are private within the Surfside Colony in the City of Seal Beach. Within the City of Huntington Beach, the streets and alleys are public. Pacific Coast Highway is owned by Caltrans. In the event of a large spill, the Superintendent would notify the appropriate agency, and would possibly request traffic and/or crowd control assistance. Alternatively, the Superintendent has available private resources.

#### **6.1.3 Monitoring and Reporting Plan**

In the event spilled sewage reached the storm drains, it would immediately reach canals and harbors. The Orange County Health Agency would direct the monitoring and testing of the receiving waters.

## **6.2 Compliance Summary**

The District has a written Overflow Emergency Response Plan that staff is prepared to implement should the need arise.

## **ELEMENT 7 FATS, OILS, AND GREASE CONTROL PROGRAM**

### **5.4 Compliance Analysis**

The District relies on the local consulting community for major designs. Engineering designs and inspections are performed under the direction of the District Engineer, a registered Civil Engineer.

### **7.0 Introduction**

Under the Order, the District is required to evaluate its service area to determine whether a FOG control program is needed. If FOG is found to be a problem, the District must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

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

### **7.1 Implementation Plan and Schedule**

The Districts' FOG program has been implemented. In 2002, the District formalized its FOG Program in response to new requirements of the RWQCB. As part of that process, all restaurants and food establishments within the service area were contacted and made aware of new FOG requirements. Ordinance No. 02-01 was adopted which regulates FOG discharges, and has been enforced since.



Letters and brochures were sent to all commercial kitchens, and from time to time, public meetings held to educate the commercial owners. The water supplier, with water bills, has sent information on FOG discharges to all homeowners. In 2006, the District's FOG program was expanded through a contract with the Orange County Health Agency under which the county health inspector hands out FOG literature, and inspects for FOG compliance when making health inspections of commercial kitchens. That program was discontinued in 2017 when the District hired an outside firm to perform quarterly inspections and provide BMP training at all food establishments.

#### **7.2 Disposal of FOG**

There are several private companies that pick up FOG from commercial kitchens. While staff does not recommend any one private company, we do tell owners, who ask, the names of the haulers of which are aware.

#### **7.3 Legal Authority for Enforcement of FOG Regulations**

As stated in Element 3, Ordinance No. 02-01 provides the legal authority to establish, inspect and enforce FOG requirements.

Under Ordinance No. 02-01, all commercial kitchens are required to install grease interceptors, and food grinders are prohibited. When approved by the Board of Directors, a commercial kitchen that practices the District's adopted Best Management Practices may avoid the installation of a grease interceptor. Records must be posted in the kitchen, and are inspected quarterly through its contract inspection firm.

#### **7.4 Identification and Control of 'Hot Spots'**

As stated in Element 4, paragraph 2.1, the District has identified all sewers serving commercial kitchens, and cleans those sewers quarterly. The commercial kitchens pay the District for this extra cleaning. While the hot spots are cleaned quarterly, all sewers are cleaned at least semi-annually.

#### **7.5 Compliance Summary**

The District has a documented FOG control plan including an adopted FOG Control Ordinance. The District cleans those sewers that directly serve commercial kitchens quarterly.

#### **7.6 Compliance Documents**

Ordinance No. 02-01 is included in the Appendix.

## **ELEMENT 8 SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN**

### **8.0 Introduction**

The Order requires that each agency prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

- a) **Evaluation:** Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;
- b) **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria.
- c) **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, inflow reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.
- d) **Schedule:** The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D. 14 of the Order.

### 8.1 Compliance Summary

SBSD has a 2005 Sewer Master Plan. The sewer master plan included modeling the collection system using peak flows and performed a Capacity Assessment. The Capacity Assessment found no d/D ratios exceeding 0.50, under normal operating procedures, meeting the District's design criteria. Connections of surface water to the sanitary have exceeded this ratio. The District is working on ways to reduce and eliminate these I & I sources.

In addition to the Sewer Master Plan, the District has periodically updated and adopted a Capital Improvement Policy that prioritizes and funds planned CIP improvements and funding for emergencies, and provides a formula for insuring necessary funding is available. The current CIP was adopted in 2018.

### 8.2 Compliance Documents

The documents used for system evaluation and capacity assurance are as follows:

- a) 2005 Sunset Beach Sanitary District Sewer Master Plan (SMP). The SMP sets design criteria, and models the collection using that design criteria. It included a Capacity Assessment and found adequate capacity in all sewer lines. It also includes a CIP.
- b) 2018 Capital Improvement Policy (CIP). The CIP sets priorities for rehabilitation of existing facilities, such as the pump station and a siphon, and provides for adequate funding, inflation adjusted, to do the work. In addition, funding is provided for

unforeseen emergencies, such as earthquake damage. The CIP is included in Appendix G.

### **8.3 Roles and Responsibilities**

The District Engineer, with the advice and counsel of the Superintendent, is responsible for recommending to the Board of Directors those actions necessary to maintain a current and accurate sewer master plan and a reserve fund policy to insure that necessary funding is available when scheduled improvements are needed.

### **8.4 Compliance Analysis**

The District's past efforts to slip line 100% of the collection system sewers since 1998 resulted in a flow reduction of nearly 50% in spite of an approximately 20% increase in population. It is anticipated that further I & I reductions can be made by improvements to private house laterals.

The District's collection system has been modeled using both peak wet and dry weather flows, and adequate capacity is available in all sewer lines if I & I is controlled. Because the District is fully built out, future modeling on a 20-year frequency is adequate. The District's current sewer ordinance requires that all private laterals more than 20 years old, must be lined or replaced when a construction project with a cost exceeding \$100,000 is undertaken.

The District has an up-to-date CIP with target dates for anticipated work, and an adopted Capital Improvement Policy to insure funds are available when needed.

### **8.5 Recommendations**

The District is working to develop a uniform policy that will reduce I & I from private sewer laterals. A new sewer ordinance with measures to further reduce I & I is currently under study.

## **ELEMENT 9 MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS**

### **9.0 Introduction**

Under the Order, there are key monitoring, measurement, and program modification requirements. They are to:

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

**9.1 Maintaining, Monitoring and Reviewing SSMP Activities and Roles and Responsibilities**

The Superintendent, and his assistants, monitors the District's pump station, lines, and other activities as previously described, daily. The District Clerk reports SSO activity to the SWRQB monthly. Should a SSO occur, the California Office of Emergency Services would be notified immediately in accordance with Order No.-2013-0058-EXEC. The District Engineer keeps the Board and staff apprised of regulatory issues.

**9.2 Compliance Documents**

The District maintains forms and documents for recording events and maintenance activities. The Master Plan provides a working document for planning improvements to the system. Flows are reported monthly to the City of Huntington Beach and the Orange County Sanitation District.

**9.3 Compliance Summary**

Elements 2 and 4 of this SSMP discuss the organization, roles and responsibilities of members, staff and the District's Directors. This SSMP and the SBSB Master Plan both complement and re-enforce the common goals. The subject matter of the Master Plan, and of this SSMP, has been and will be discussed at the regular District Board meetings and staff training sessions.

**ELEMENT 10  
PROGRAM AUDITS**

**10.0 Introduction**

As part of the SSMP, the District will conduct periodic internal audits of the system and the number of SSOs. At least every two years, a report will be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the District's compliance with the SSMP requirements identified including identification of any deficiencies in the SSMP and steps to correct them.

Since adoption of this SSMP in October, 2008, Updates have been performed in 2010, 2013 and 2020. Audits have been conducted in 2013, 2015, 2017 and 2019.

**10.1 Roles and Responsibilities**

The District Engineer and the Superintendent, with the first audit starting within two years of the final certification of this SSMP by the Board of Directors, will conduct the audit. Audits will continue being made on at least a two-year frequency. The audit procedure will include community input and the input of regulatory agencies. The results of the audit will be a report to the Board of Directors with recommendations for changes for any concerns identified.

**10.2 Compliance Summary**

The audit team will review the current SSMP, and system performance for the last audit period, and produce an audit report with any identified recommendations for operational changes, and changes to the SSMP.

## **ELEMENT 11 COMMUNICATIONS**

### **11.0 Introduction**

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

### **11.1 Roles and Responsibilities**

The Board of Directors, District Staff, District Clerk and District Engineer all have the responsibility to communicate with the public on the development and goals of the SSMP.

### **11.2 District Website**

In 2010, the District created a public website, [www.sunsetbeachsd.org](http://www.sunsetbeachsd.org) to aid in community outreach and provides links to other community organizations.

### **11.3 Compliance Summary**

During the development period of the SSMP, relevant items are placed as an agenda item and discussed at each Board meeting. The agenda is posted at convenient public meeting places in the community. The Board meeting starts with a public comment period. In addition, many Board members and staff are prominent community members as well as members of other community forums including the Surfside Colony HOA and the Sunset Beach Community Association, where District and other community issues are discussed.

The District in recent years has send personal letters to each customer about I & I reduction, the clogging of equipment by flushing “wipes” and trash issues. Pertinent ads regarding sewage issues have been placed in local papers. The website has been consistently updated. Examples of some recent communications are included in Appendix J.

## APPENDIX A

SWRCB Order No. 2006-0003-DWQ

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

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

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

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

---

<sup>1</sup> Available for download at:

[http://www.waterboards.ca.gov/board\\_decisions/adopted\\_orders/water\\_quality/2006/wqo/wqo2006\\_0003.pdf](http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf)

<sup>2</sup> Cal OES Hazardous Materials Spill Reports available Online at:

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

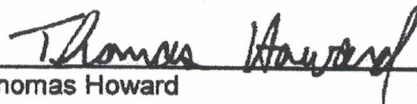
and Cal OES is duplicative. To address this, the SSO notification requirements added by the February 20, 2008 MRP revision are being removed in this MRP revision.

8. In the February 28, 2008 Memorandum of Agreement between the State Water Board and the California Water and Environment Association (CWEA), the State Water Board committed to re-designing the CIWQS<sup>3</sup> Online SSO Database to allow "event" based SSO reporting versus the original "location" based reporting. Revisions to this MRP and accompanying changes to the CIWQS Online SSO Database will implement this change by allowing for multiple SSO appearance points to be associated with each SSO event caused by a single asset failure.
9. Based on stakeholder input and Water Board staff experience implementing the SSO Reduction Program, SSO categories have been revised in this MRP. In the prior version of the MRP, SSOs have been categorized as Category 1 or Category 2. This MRP implements changes to SSO categories by adding a Category 3 SSO type. This change will improve data management to further assist Water Board staff with evaluation of high threat and low threat SSOs by placing them in unique categories (i.e., Category 1 and Category 3, respectively). This change will also assist enrollees in identifying SSOs that require Cal OES notification.
10. Based on over six years of implementation of the SSS WDRs, the State Water Board concludes that the February 20, 2008 MRP must be updated to better advance the SSO Reduction Program<sup>4</sup> objectives, assess compliance, and enforce the requirements of the SSS WDRs.

**IT IS HEREBY ORDERED THAT:**

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

7/30/13  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Thomas Howard  
Executive Director

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

<sup>4</sup> Statewide Sanitary Sewer Overflow Reduction Program information is available at: [http://www.waterboards.ca.gov/water\\_issues/programs/ssor/](http://www.waterboards.ca.gov/water_issues/programs/ssor/)



APPENDIX B

SWRCB Monitoring Program  
ORDER NO. WQ-2013-0058-EXEC

## ATTACHMENT A

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

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

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

#### A. SUMMARY OF MRP REQUIREMENTS

**Table 1 – Spill Categories and Definitions**

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

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

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

## B. NOTIFICATION REQUIREMENTS

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

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

### C. REPORTING REQUIREMENTS

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

- ii. **Category 3 SSOs** – All SSOs that meet the above criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30). Minimum information that shall be certified in a final Category 3 SSO report shall include all information identified in section 8.i.e below.
- iii. **“No Spill” Certification** – If there are no SSOs during the calendar month, the enrollee shall either 1) certify, within 30 calendar days after the end of each calendar month, a “No Spill” certification statement in the CIWQS Online SSO Database certifying that there were no SSOs for the designated month, or 2) certify, quarterly within 30 calendar days after the end of each quarter, “No Spill” certification statements in the CIWQS Online SSO Database certifying that there were no SSOs for each month in the quarter being reported on. For quarterly reporting, the quarters are Q1 - January/ February/ March, Q2 - April/May/June, Q3 - July/August/September, and Q4 - October/November/December.  
  
If there are no SSOs during a calendar month but the enrollee reported a PLSD, the enrollee shall still certify a “No Spill” certification statement for that month.
- iv. **Amended SSO Reports** – The enrollee may update or add additional information to a certified SSO report within 120 calendar days after the SSO end date by amending the report or by adding an attachment to the SSO report in the CIWQS Online SSO Database. SSO reports certified in the CIWQS Online SSO Database prior to the adoption date of this MRP may only be amended up to 120 days after the effective date of this MRP. After 120 days, the enrollee may contact the SSO Program Manager to request to amend an SSO report if the enrollee also submits justification for why the additional information was not available prior to the end of the 120 days.

## 5. **SSO Technical Report**

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

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

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

iii. **Water Quality Monitoring:**

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

6. **PLSDs**

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

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

7. **CIWQS Online SSO Database Unavailability**

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

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

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

i. **SSO Reports**

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

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



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

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

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

**D. WATER QUALITY MONITORING REQUIREMENTS:**

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

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

**E. RECORD KEEPING REQUIREMENTS:**

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

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

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

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

#### F. **CERTIFICATION**

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

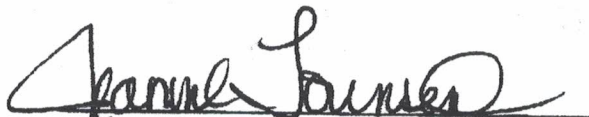
5. A registered designated person (i.e., an LRO) shall certify all required reports under penalty of perjury laws of the state as stated in the CIWQS Online SSO Database at the time of certification.

**CERTIFICATION**

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

7/30/13

Date



Jeanine Townsend  
Clerk to the Board



# Fact Sheet

STATE WATER RESOURCES CONTROL BOARD | 1515 Market Street, Suite 1000, San Francisco, CA 94102 | (415) 774-2000 | www.waterboards.ca.gov

## **AMENDED MONITORING AND REPORTING PROGRAM FOR THE STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS**

### **BACKGROUND**

Water Code section 13193 (2001, A.B. 285) requires the State Water Resources Control Board (State Water Board) and Regional Water Quality Control Boards (collectively Water Boards) to gather comprehensive and specific Sanitary Sewer Overflow (SSO) information. Water Code section 13193 also requires the Water Boards to make available to the public information including but not limited to the cause, estimated volume, location, date, time, and duration of the SSO; whether the SSO reached or may have reached surface waters; the response and corrective action taken by the collection system owner or operator (hereafter, Enrollee) for each SSO event; and the contact information for each Enrollee.

On May 2, 2006 the State Water Board adopted Water Quality Order 2006-0003-DWQ, "Statewide Waste Discharge Requirements for Sanitary Sewer Systems" (hereafter, SSS WDRs) to address Water Code section 13193 requirements and develop the framework for the statewide Sanitary Sewer Overflow Reduction Program. The SSS WDRs' Monitoring and Reporting Program (MRP) includes specific SSO notification and reporting and record keeping requirements to meet SSO reporting requirements in the Water Code and facilitate compliance monitoring and enforcement for violations.

The State Water Board Executive Officer issued a revised MRP for the SSS WDRs on February 20, 2008 to rectify notification deficiencies that occurred early in program implementation and to ensure that first responders (e.g., Water Boards, California Office of Emergency Services, and County Health Departments) are notified in a timely manner for SSOs discharged to surface waters. Based on over six years of implementation of the SSS WDRs, the State Water Board concluded that the February 20, 2008 revised MRP is no longer adequate to advance the Sanitary Sewer Overflow Reduction Program objectives, assess compliance, and enforce the requirements of the SSS WDRs.

Following its January 24, 2012 workshop with stakeholders for the review and update of the SSS WDRs, the State Water Board directed staff to review and evaluate the existing monitoring and reporting requirements and prepare an amended MRP for the Executive Director's issuance. Staff worked with the key stakeholders (e.g., California Association of Sanitation Agencies) to revise the monitoring and reporting requirements. State Water Board staff distributed the draft versions of the MRP to all stakeholders registered on the Lyrus e-mail list for the Sanitary Sewer Overflow Reduction Program, solicited comments on the draft versions of the MRP in January and March 2013, and considered all comments received in developing the final revised MRP.

## **INSPECTION AND AUDIT FINDINGS**

Since January 2007, numerous violations of the SSS WDRs have been documented by the Water Boards through data review, compliance monitoring, and onsite inspections. The most common violations related to the MRP that the Water Boards have documented are:

- Failure to properly estimate and report SSO volumes discharged and recovered [violation of section G of the SSS WDRs]
- Failure of the Enrollee to comply with all minimum MRP record keeping requirements [violation of section G of the SSS WDRs]
- Failure of the Enrollee to implement feasible alternatives and actions necessary to identify and correct problems causing SSOs [violation of subsection D.6 of the SSS WDRs]
- Unauthorized use of legally responsible official's SSO Online Database login password and electronic signature; [violation of section J of the SSS WDRs]
- Failure of the Enrollee to develop and/or implement an Overflow Emergency Response Plan to ensure all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including accelerated or additional monitoring necessary to determine the nature and impact of the SSO [violation of subsection D.13(vi) of the SSS WDRs]
- Failure of the Enrollee to implement required training for sewer system operators and contractors [violation of subsections D.13(iv) and D.13(vi) of the SSS WDRs]

Amendments made to the MRP in Order 2013-0058-EXEC address these and other issues that have become apparent in the implementation of the SSS WDRs in over six years.

## **MONITORING AND REPORTING PROGRAM AMENDMENTS**

State Water Board staff and other members of the Data Review Committee reviewed the current SSS WDRs reporting requirements as part of the SSS WDRs review and update process. The Data Review Committee is open to all stakeholders. Consequently, enrollees, non-governmental organizations, and other agencies have participated. As a result of this process, new reporting requirements have been developed that address the compliance and enforcement issues noted above and improve the quality and usefulness of SSO data collected.

While the proposed changes streamline the reporting process overall, some fields have been added to the reports. These additions address critical information gaps in the current reporting that have been identified both internally and by stakeholders.

For example, many enrollees have noted that we need to be able to separate sewer lateral spills from spills occurring in other asset types like main lines or pump stations. The "where did the failure occur" question on the electronic spill report form was not a required field in the original or revised 2008 MRP. Many SSO reports do not have this information, thus, we cannot differentiate lateral spills from main line, pump station, or other types of spills. This is one example of the additions in the required data entry that have been addressed in the 2013 MRP revisions.

The following is a summary of major changes made to the existing MRP (Order 2008-0002-EXEC) and incorporated in the final revised MRP (Order 2013-0058-EXEC):

1. Change in Notification Requirement for spills that reach surface water:
  - Three notification calls were required (California Office of Emergency Services, Regional Water Quality Control Boards, and local Health Departments). Required notification has been changed to call California Office of Emergency Services (Cal OES) only since Cal OES notifies the Regional Water Quality Control Boards and local Health Departments when a spill notification is received.
  - Elimination of requirement to submit a certification to Regional Water Quality Control Boards within 24 hours of making notification calls.
  - Alignment of notification requirement with California Code of Regulations section 2250, Reportable Quantity of Sewage, by requiring notification calls for only spills of 1,000 gallons or more. Notification of Cal OES was required for all spills to surface water.
  - Addition of requirement to update Cal OES when there are substantial changes to previously reported spill volume estimates or impacts.
2. Defined new spill categories and refined spill report fields:
  - Replacement of spill Categories 1 and 2 with Categories 1, 2, and 3. Spills are now classified as follows:
    - Category 1 – Spills of any volume that reach surface water
    - Category 2 – Spills greater than or equal to 1,000 gallons that do not reach surface water
    - Category 3 (formerly Category 2) – Spills less than 1,000 gallons that do not reach surface water

All spills to surface water will be in a distinct category with this change. Spill reporting fields were refined and streamlined with stakeholder input.
3. Addition of requirement to submit a technical report within 45 days of the end date for spills to surface water over 50,000 gallons.
4. Addition of requirement for all Permit enrollees to develop a Water Quality Monitoring plan to be implemented within 48 hours after initial notification for spills where 50,000 gallons or more reach surface water.
5. Addition of requirement for Permit enrollees to submit an electronic copy of their Sewer System Management Plan (SSMP) or provide the web address where their SSMP is posted.
6. Addition of enhanced record keeping requirements.
7. Elimination of requirement to certify Private Lateral Sewer Discharge reports.
8. Addition of a 120-day time limit for amending and re-certifying spill reports.