BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT

SPILL EMERGENCY RESPONSE PLAN

May 2023

Effective June 5, 2023

Enrollee:

Bolinas Community Public Utility District, WDID# 2SSO11509

This Spill Emergency Response Plan is publicly available on the Bolinas Community Public Utility District website at www.bcpud.org

INTRODUCTION

This Spill Emergency Response Plan ("SERP") is required under Waste Discharge Requirements Order No. 2022-0103-DWQ (the "WDR") adopted by the State Water Resources Control Board ("SWRCB") on December 6, 2022 and effective as of June 5, 2023. The WDR requires that Enrollees such as the Bolinas Community Public Utility District ("BCPUD" or "District") maintain an up-to-date SERP to (1) ensure prompt detection and response to spills; (2) reduce spill volumes, and (3) collect information for the prevention of future spills. A "spill" is defined in the WDR as a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure.

This SERP provides guidelines for BCPUD personnel to follow when responding to, reporting, and properly documenting spills that may occur within the BCPUD's service area. This plan provides standard response procedures to ensure that every report of a confirmed spill is immediately communicated to BCPUD personnel so that the effects of the overflow can be minimized with respect to impacts to public health, adverse effects on beneficial uses and water quality of surface waters, and customer service. This SERP also includes provisions to ensure that notification and reporting is made to the appropriate local, state and federal authorities.

PURPOSE AND GOALS

The BCPUD seeks to serve the community with reliable, safe wastewater collection and treatment services in compliance with applicable law. While providing this service, the BCPUD strives to prevent or minimize the impact of any sewer spills. The specific purposes of this SERP are to support a prompt and effective response by the BCPUD to a sewer spill and to protect public health and the environment at all times. The SERP provides guidelines for district staff to follow when responding to, cleaning up, reporting and properly documenting spill that may occur within the district's service area. (A map of the district's collection system is attached as Exhibit A).

The BCPUD's goals with respect to responding to a sewer spill are:

- Prompt detection and notification of appropriate stakeholders and regulatory authorities.
- Immediate, coordinated response to stop the cause of the spill and prevent or minimize a discharge or potential discharge to waters of the State.
- Containment of the spill or reduction of the spill volume so as to prevent or minimize a discharge to waters of the State.
- Thoroughly clean all publicly accessible areas and properly dispose of sewage and wash-down water.
- Compliance with all applicable regulatory requirements concerning notification, monitoring, reporting, post-spill response evaluation and record-keeping.

REGULATORY BACKGROUND

This SERP is intended to meet the requirements of WDR Order No. 2022-0103-DWQ as it may be amended from time to time and as it applies to the BCPUD's sewer system. The WDR requires Enrollees to prepare and implement a SERP that has procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contactors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from drainage conveyance systems;
- Clean the spill area and drainage conveyance systems in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required by the WDR; and
- Annually, review and assess effectiveness of the SERP and update the SERP as needed.

DEFINITIONS

Attachment A to the WDR sets forth the definitions of many terms used throughout the WDR, including but not limited to spill categories and other terminology. Frequently used terms defined in the WDR and referred to in this SERP are included below; please see the General Order for a complete list.

Drainage Conveyance System: A publicly- or privately-owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows.

California Integrated Water Quality System (CIWQS): The statewide database that provides for mandatory electronic reporting as required in State and Regional Water Board-issued waste discharge requirements.

Enrollee: A public, private, or other non-governmental entity that has obtained approval for regulatory coverage under the Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ. (The BCPUD is an Enrollee under this General Order.)

Exfiltration: The underground exiting of sewage from a sanitary sewer system through cracks, offset or separated joints, or failed infrastructure due to corrosion or other factors.

Lateral: An underground segment of smaller diameter pipe that transports sewage from a customer's building or property (residential, commercial, or industrial) to the Enrollee's main sewer line in a street or easement.

Legally Responsible Official: An official representative, designated by the Enrollee, with authority to sign and certify submitted information and documents required by the Statewide Sanitary Sewer Systems General Order 2022-0103-DWQ. (The BCPUD's General Manager is the district's Legally Responsible Official.)

Potential to Discharge, Potential Discharge: Any exiting of sewage from a sanitary sewer system that can reasonably be expected to discharge into a water of the State based on the size of the sewage spill, proximity to a drainage conveyance system, and the nature of the surrounding environment.

Sanitary Sewer System: A system that is designed to convey sewage, including but not limited to, pipes, manholes, pump stations, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headwork, including: laterals owned and/or operated by the Enrollee; satellite sewer systems; and/or temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet walls, impoundments, tanks and diversionary structures.

Spill: A discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Exfiltration of sewage is not considered to be a spill if the exfiltrated sewage remains in the subsurface and does not reach a surface water of the State.

Spill Categories:

> **Category 1 Spill**: A spill of any volume of sewage from or caused by a regulated sanitary sewer system that results in a discharge to:
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> - A surface water, including a surface water body that contains no flow or volume of water; or
>
> - A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly. Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.[1]

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[1] A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill under the WDR; however, the BCPUD does not own or operate any sewer laterals – all sewer laterals in the BCPUD's sanitary sewer system are privately owned and the responsibility of the property owner.

Category 2 Spill: A spill of 1,000 gallons or greater, from or caused by a regulated sanitary sewer system that does not discharge to a surface water.

A spill of 1,000 gallons or greater that spills out of a lateral *and* is caused by a failure or blockage in the sanitary sewer system is a Category 2 spill.

Category 3 Spill: A spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a regulated sanitary sewer system that does not discharge to a surface water.

A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral *and* is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.

Category 4 Spill: A spill of less than 50 gallons, from or caused by a regulated sanitary sewer system that does not discharge to a surface water.

A spill of less than 50 gallons that spills out of a lateral *and* is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

Waters of the State: Surface waters or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the state include, but are not limited to, groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include waters of the United States.

Waters of the United States: Surface waters or waterbodies that are subject to federal jurisdiction in accordance with the Clean Water Act.

SPILL EMERGENCY RESPONSE TEAM

The BCPUD's spill emergency response team members include the follow personnel:

- General Manager (who serves as the district's Legally Responsible Official);
- Chief Operator – Wastewater;
- Shift Operators
- Operator(s) in Training;
- Fire Chief
- Engineering Consultants;
- Legal Consultants; and
- Outside emergency contractors and pumping companies (on an as-needed basis)

In general, if any spill occurs from the district's sanitary sewer system, the Chief Operator – Wastewater, aided by the Shift Operator(s) and/or Operator(s)-in-Training will be in charge of the clean-up for any spills. During an emergency, the Chief Operator – Wastewater will assume the responsibilities of the Incident Commander (IC) for the clean-up activity. If an incident occurs after-hours or on a weekend, the IC will be the on-duty staff or the first Shift Operator on scene, when notified of a spill or discharge.

The responsibilities of each position during a spill emergency are described as follows:

General Manager – Supervises all operations staff responsible for spill response. Serves as direct contact for any media inquiries and inquiries from the Board of Directors, regulatory authorities and the public. Arranges for all public statements regarding the district's emergency response. Coordinates with other responsible agencies, including the Marin County Department of Public Works (Stormwater Pollution Prevention Program) and Marin County Environmental Health Services Department. Responsible for all reporting (telephonic and electronic) to regulatory authorities.

Chief Operator - Wastewater – In charge of spill assessment, response and clean-up in accordance with this SERP. In direct contact with the General Manager to report on status of assessment, response and clean-up. Responsible for conducting environmental assessment of situation and performing duties of the IC unless and until relieved by higher authority.

Shift Operators/Operator in Training – Responsible for performing assessment, response and clean-up tasks as assigned by the Chief Operator or, in the absence of the Chief Operator, for performing the responsibilities of the Chief Operator, unless and until relieved by higher authority.

Fire Chief – First responder in the event of medical events and/or hazardous waste incident to a spill emergency event; also provides trained volunteer firefighters for traffic control and/or emergency response assistance if requested by the district.

Engineering Consultant – Responsible for providing technical assistance as needed to the IC and for coordinating internal and outside remediation efforts if and when necessary;

Legal Consultant – Responsible for providing legal advice to the district when necessary in connection with a spill.

Outside Emergency Contractors – If engaged by the BCPUD to assist with spill response and/or spill clean-up, outside emergency contractors are responsible for performing response and/or clean-up response tasks as assigned by the Chief Operator.

CONTACT INFORMATION FOR SPILL EMERGENCY RESPONSE TEAM

General Manager:	Jennifer Blackman		
Daytime:	415-868-1224	After Hours:	415-686-1827
Chief Operator:	Stewart Oakander		
Daytime:	415-868-1224	After Hours:	415-717-0839
On-Duty Operator:	415-868-1224	(will be paged by answering service)	
Fire Chief:	George Kraukauer		
Daytime:	415-868-1566	After Hours:	415-847-9888
Engineering Consultant:	Nute Engineering, Inc.		
Daytime:	(415) 453-4480		
Legal Consultant:	Somach, Simmons & Dunn		
Daytime:	916-446-7979		

CONTACT INFORMATION EXTERNAL EMERGENCY ASSISTANCE

Pumping Companies

Coast Sanitary	415-868-2720
Roy's Sewer Services	415-381-0256
Roto-Rooter Plumbing Service	415-898-2700

Contractors:

Piazza Construction	707-484-1614
Miksis Services, Inc.	707-433-8053
Mesa Electric	415-868-2208

SPILL RESPONSE PROCEDURE

The Spill Response Procedure presents a strategy for the BCPUD to mobilize labor, materials, tools and equipment to immediately respond to a spill. The BCPUD's Spill Emergency Action Flow Chart is attached as Exhibit B.

RECEIPT OF INFORMATION REGARDING A SPILL

A spill may occur due to the sanitary sewer collection system failure, force main failure (including failure inside the check valve vault, clean-out assembly and/or other ancillary components), wastewater treatment plant failure, or failure of the lift station. The BCPUD has established various procedures to receive information regarding spills occurring at these different locations.

SPILL DUE TO SEWER COLLECTION SYSTEM FAILURE, FORCE MAIN FAILURE OR WASTEWATER TREATMENT PLANT FAILURE

Spills due to sewer collection system failure, force main failure (including the check-valve vault station in front of 41 Wharf Road) or wastewater treatment plant failure may be detected by a BCPUD employee or by others, including the general public. The BCPUD's main office (phone number 415-868-1224) is primarily responsible for receiving phone calls from the public of possible sewer spills and for forwarding to the in-charge sewer personnel (the Chief Operator - Wastewater or the On-Duty Shift Operator if the Chief Operator cannot be reached). After hours, the district's answering service will page the on-call Shift Operator. The Chief Operator or the on-call Shift Operator will then assume the responsibilities of the IC for the clean-up activity unless and until relieved by higher authority.

Residents who observe a sewer spill may also call the Bolinas Fire Protection District (415-868-1566) or County Sheriff Dispatch (415-663-1151 to report the spill. Under this circumstance, the Fire District or law enforcement will forward the call to the BCPUD.

SPILL DUE TO LIFT STATION FAILURE

A spill may also occur due to the failure of the lift station. The lift station is equipped with float devices that will activate an alarm in the event of a high level in the wet well and page the office or, if after hours, the on-call operator. If the office is called, the General Manager or Administrative Assistant will immediately notify the Chief Operator or a Shift Operator if the Chief Operator is unavailable. If the on-call operator is paged, he or she is required to be on-site within 20 minutes. If the on-call operator fails to respond within 5 minutes by calling to acknowledge the alarm, the auto-dialer will continue to page the on-call operator until the alarm is acknowledged and reset at the lift station.

DISPATCH OF APPROPRIATE CREWS TO SITE OF SEWER SPILL

After receiving notification of a potential or actual sewer spill, the IC will dispatch the appropriate personnel and resources as required. Staff and equipment shall be available to respond immediately to any spill location.

Once it is confirmed that BCPUD is responsible for the sewer spill, the IC shall notify the General Manager regarding the spill location. If the BCPUD is not responsible for the spill, the IC shall notify the responsible party and offer necessary assistance to the responsible party as requested.

Pursuant to BCPUD Ordinance 29, sewer laterals are owned by and are the responsibility of the home/business owner. These owners are responsible for their laterals from the building to the BCPUD's sewer main in the easement or street. If a lateral spill occurs that is not caused by a failure or blockage in the district's sanitary sewer system, the BCPUD shall contact the resident or business owner and advise them that they should not discharge wastewater into their lateral until a repair has been completed. The staff of the District will then instruct them as to how to alleviate the problem using a plumber or other services. The staff will monitor their progress in order to ensure that the spill is remediated.

CREW INSTRUCTION AND WORK ORDERS

BCPUD staff will receive instruction from the IC regarding appropriate materials supplies, and equipment needed to respond to a spill. All staff dispatched to the site of a spill shall proceed immediately to the site of the spill. Any delays or conflicts in assignments must be immediately reported to the IC for resolution. Response staff should in all cases take photographs and report their findings, including possible damage to private and public property, to the IC immediately upon making their investigation. A Sanitary Sewer Spill First Responder Report form is included as Exhibit ___ to this Plan and should be completed by a staff member designated by the IC in connection with the spill response. If the IC has not received findings from the field crew within thirty minutes, the IC shall contact the response crew to determine the status of the investigation.

ADDITIONAL RESOURCES

The IC should receive and shall convey to appropriate parties requests for additional personnel, material suppliers and equipment from crews working at the site of the spill.

PRELIMINARY ASSESSMENT OF DAMAGE TO PRIVATE AND PUBLIC PROPERTY

BCPUD staff should assess and report any damage to public or private property as a result of the spill immediately. Staff should use discretion in assisting the property owner/occupant as reasonably as they can and should avoid inflicting any further damage to private property. Staff may enter private property for purpose of assessing damage and taking appropriate still photographs and video footage, if possible, of the outdoor area of the sewer spill and impacted area in order to thoroughly document the nature and extent of impacts. Available photographs should be forwarded to the BCPUD office for filing with the spill report.

COORDINATION WITH HAZARDOUS MATERIAL RESPONSE

Upon arrival at the scene of a spill, should a suspicious substance (e.g. oil sheen, foamy residue) be found on the ground surface, or should a suspicious odor not common to the sewer system be detected, staff should immediately contact the IC or Chief Operator – Wastewater for guidance before taking further action. If the IC or Chief Operator is not available, staff should contact the Fire Chief for guidance before taking further action.

Should the IC or Chief Operator determine the need to alert a hazardous material response team, BCPUD staff shall await the arrival of Bolinas Fire Department personnel or until appropriate regulatory agencies to take over the scene. Only when that authority determines it is safe and appropriate for the sewer staff to proceed can they then proceed with the containment, clean-up activities and correction.

COORDINATION WITH COUNTY DEPARTMENT OF PUBLIC WORKS

Upon arrival at the scene of a spill, if the spill has entered or as the potential to enter the County of Marin's separate storm water system, staff should immediately report this to the General Manager who will coordinate with the Marin County Department of Public Works' Stormwater Pollution Prevention Program.

SPILL CORRECTION, CONTAINMENT AND CLEAN-UP

The objectives of spill correction, containment and clean-up are:

- To protect public health, environment and property from sewer spills and restore the surrounding area back to normal as soon as possible;
- To establish perimeters and control zones with appropriate traffic cones and barricades, vehicles or use of natural topography (e.g. hills, berms);
- To promptly notify the responsible regulatory agencies of preliminary spill information and potential impacts;
- To contain and remove the spill to the maximum extent possible, including preventing or minimizing the discharge of sewage into surface waters; and
- To minimize the BCPUD's exposure to any regulatory agency penalties and fines.

FIRST RESPONDER PRIORITIES

The priorities for the crew initially responding to the spill are to:

► Promptly respond to the spill

► Follow safe work practices

► Respond promptly with the appropriate and necessary equipment

► Reduce spill volume and contain the spill

► Restore the sanitary sewer system to full operation as soon as possible

► Minimize public access to and/or contract with the spill

► Promptly notify the General Manager if the spill response requires additional resources

► Return the spilled sewage to the sanitary sewer system

► Restore the area of the spill to its original condition

► Collect information for the prevention of future spills

► Promptly document the spill and response activities

RESPONSIBILITY OF RESPONSE CREW UPON ARRIVAL

It is the responsibility of the first BCPUD crew to arrive at the site of a spill to protect the health and safety of the public by mitigating the impact of the spill to the extent possible. Should the spill not be the responsibility of the BCPUD but there is imminent danger to public health, public or private property, or to the quality of waters of the State, then prudent emergency action should be taken until the responsible party assumes responsibility. Upon arrival at a spill, the BCPUD response crew should do the following:

- Note the arrival time at the site of the spill.
- Verify the spill and whether it is from the district's sanitary sewer system.
- Identify and assess the affected area and extent of the spill.
- Assess the spill location and spread using photography, GPS equipment and other available tools.
- Determine what is needed to make the work area safe, determine the equipment and personnel necessary to correct, contain and clean-up the spill;
- Document the spill on the Sanitary Sewer Spill First Responder Report form, including taking photographs or videos.
- Make the work area safe by donning protective gear, etc.;
- Take immediate steps to stop the spill, e.g. relieve pipeline blockage, manually operate pump station controls, repair pipe, etc.;
- Take immediate steps to reduce or eliminate any spill to surface waters or to drainage conveyance systems to surface waters;
    - ° determine the immediate destination of the spill
    - ° plug storm drains using appropriate equipment; if the spill has reached the storm drainage system, attempt to contain the spilled sewage by plugging the downstream storm drain facilities.
    - °contain/direct the spill using sandbags or other appropriate equipment
    - °vacuum sewage wherever practicable
    - °bypass pump as necessary
- Fully assess the spill site to estimate of the volume of the spill, make all necessary measurements to assist in this such as flow depths, distances, and size of water pools, etc.;
- If the spill reached a drainage conveyance system:
    - ° document the drainage conveyance system transporting the spill;
    - ° photograph the drainage conveyance system entry location(s);
    - ° estimate the spill volume that reached the drainage conveyance system;

° estimate the spill volume fully recovered from the drainage conveyance system;

°estimate the spill volume remaining within the drainage conveyance system;

°estimate the spill travel time from the point of entry into the drainage conveyance system to the point of discharge into the receiving water.

° estimate the total spill volume recovered.

- Interview the person or persons who reported the spill (if applicable) for additional information to determine as accurately as possible how long the spill may have been flowing before it was reported in order to accurately determine the spill start time.

- Notify the IC, Chief Operator and/or General Manager immediately upon completion of the assessment;

- Inform the IC, Chief Operator and/or General Manager if the school is in the vicinity of the affected spill area, and the BCPUD office will contact the school and inform them of the current situation;

- Determine if private property is impacted; if yes, the IC or Chief Operator should be informed;

- If damage to private property has occurred, do not attempt any clean-up work until the area has been photographed and the Chief Operator is on site;

- If so instructed, post the area with proper warning signs;

INITIAL MEASURES FOR CONTAINMENT

Initiate measures to contain the spill and recover, where possible, all sewage that already has been discharged, including the following:

- Determine the immediate destination of the spill, e.g. storm drain, street curb gutter, body of water, creek bed, etc.;

- Identify and obtain the necessary materials and equipment to contain or isolate the spill, if not otherwise readily available at the BCPUD's lift station, treatment plant or maintenance yard;

- Take immediate steps to contain the spill, e.g. block or bag storm drains, recover through vacuum truck, divert into downstream manhole, etc.;

- Where possible, the best solution to a spill is to direct the flow to a downstream manhole, where this is not possible, divert to holding areas on vacant lots, culverts or storm water basin;

- Use site features such as natural low areas, berms, curbs, culverts, vacant lots and fields to advantage while performing the containment procedures; and

- Unless absolutely essential, do not excavate to create a holding area. If excavation cannot be avoided, the area should be checked for underground utilities by Underground Service Alert before excavation begins.

CONTROL

If a spill occurs in the collection system, control of the spill normally is accomplished by clearing the pipeline blockage using hydro-flushing or snakes. In the event clearing the pipeline blockage is not successful, set up a portable bypass pumping station, use a pump truck(s) or temporary, in-ground or above ground bypass piping, either gravity-fed or pressurized, or other various methods.

Appropriate measures shall be taken to determine the proper size and number of pumps required to effectively handle the spill and continuous or periodic monitoring of the by-pass pumping operation shall be implemented as required.

If a spill occurs at the wastewater treatment plant, control of the spill should be obtained by correcting the operational error and/or clearing any obstruction.

CLEAN-UP

Spill sites must be thoroughly cleaned after the spill is contained. No readily identified residue (e.g. sewage solids, papers, rags, plastic, rubber products) shall remain.

- Before clean-up is begun, operators should photograph the area affected. Photographs should show all damage to property whether public or private. After the clean-up effort has been completed, the area should be photographed again using, to the extent possible, the same camera angles.

- The spill site is to be secured to prevent contact by members of the public until the site has been thoroughly cleaned; posting if required should be undertaken pursuant to the Section below entitled "Public Advisory Procedure".

- Samples of the spill material may be requested, the response crew shall check with the Chief Operator before disposing of liquids removed from the site.

- If the spill has occurred on paved streets, the liquid can be vacuumed up to a truck and either directed to a nearby manhole or to the district's wetwell, or transported to the treatment ponds at 101 Mesa Road. The affected area should then be hosed down with clean de-chlorinated water and the wash water contained, vacuumed up and disposed of in the same manner as the sewage. Neither raw sewage nor wash water should be allowed to flow to surface waters or to drainage conveyance structures which are not under immediate control.

- If the spill occurs on an unpaved surface, as much liquid as possible should be removed by vacuuming as above and disposed of properly. If feasible, the spill area should be washed down with clean de-chlorinated water and the wash water shall be contained, vacuumed up and disposed of in the same manner as the sewage.

- Regardless of the surface area where the spill occurred, the responding crew shall broadcast lime onto moist soil or standing sewage in order to suppress odors and kill many harmful bacteria associated with raw sewage. Lime should never be spread on or adjacent to planted areas, however, as damage to plant growth can occur.

- Where the sewage has resulted in ponding, the pond should be pumped dry and the residue disposed properly.

- If a ponded area contains sewage that cannot be pumped dry, it may be treated with bleach. However, if the sewage has discharged into a body of water that may contain fish or other aquatic life, bleach or other appropriate disinfectant should not be applied and the State fish and wildlife agency should be contacted for specific instructions.

- When a spill occurs inside a building, clean-up should not be attempted unless the Chief Operator is present. The affected area should always be photographed both before and after clean-up. Mop, squeegee and wet vacuum all surfaces exposed to the sewage. Flush surfaces with clean de-chlorinated water and re-mop and vacuum.

- Use of a portable aerator may be required where complete recovery of sewage is not practical and where severe oxygen depletion in existing surface water is expected.

SAMPLING AND LAB TESTS

When sewage discharges to surface waters, various regulatory authorities must be notified as explained elsewhere in this SERP. As part of this notification process, bacteriological and other sampling may be required by the Marin County Environmental Health Services Department. (Sampling for spills in excess of 50,000 gallons that discharge to surface water must be conducted pursuant to the Receiving Water Quality Monitoring section of this SERP.) Samples generally must be taken upstream of the entry point, just downstream of the entry point and at a further distance downstream of the entry point. The actual sample point chosen will vary on a case-by-case basis as directed by Marin County EHS. Samples should be collected as soon as possible, the response crew shall call the Chief Operator and request that the samples are taken at the spill location. The samples will be analyzed for total and fecal Coliform, E. Coli, Enterococcus, dissolved oxygen and ammonia.

SANITARY SEWER SPILL FIRST RESPONDER REPORT

A Sanitary Sewer Spill First Responder Report form must be completed for all spills and provided to the General Manager as soon as possible.

SANITARY SEWER SPILL REPORT

A Sanitary Sewer Spill Report must be completed by the General Manager for all spills.

PUBLIC ADVISORY PROCEDURE

The BCPUD, usually in consultation with the Marin County Environmental Health Services department, has primary responsibility for determining when to post notices of polluted surface water bodies or ground surfaces that result from sewer spills from its facilities. The postings do not necessarily prohibit use of recreational areas, unless posted otherwise, but provide a warning of potential public health risks due to sewage contamination. The Chief Operator – Wastewater, working in consultation with the General Manager and the Marin County Environmental Health Services Department, shall determine if posting of a confirmed spill is undertaken or if there is reasonable potential for a spill to occur -- thus the need to post in advance.

Should the posting of surface water bodies or ground surfaces subjected to a spill be deemed necessary by the Chief Operator - Wastewater, he/she shall also determine the need for further public notification through the use of pre-scripted notices made available to the printed or electronic news media for immediate publication or airing, or by other measures (e.g., front door hangers).

REGULATORY AGENCY NOTIFICATION PROCEDURE

The BCPUD shall report all spills to the SWRCB's CIWQS Online Database through their website http://ciwqs.waterboards.ca.gov in a timely manner. The BCPUD is also required to report to other authority agencies pursuant to local, state and federal regulations.

The following table summarizes the actions and associated deadlines for each of the four spill categories (see below for additional detail):

NOTIFICATION, MONITORING AND REPORTING REQUIREMENTS	**Spill Category**			
Notify the California Office of Emergency Services (CalOES) within **2 hours of knowledge of a spill of 1,000 gallons or more, discharging or threatening to discharge to surface waters;** obtain notification control number from CalOES.	1 X	2 X	3	4
Assess the spill location and spread and estimate spill volume. For spills discharging to surface waters, conduct additional observations of the receiving water.	X	X	X	X
Conduct water quality sampling of receiving water within **18 hours** of initial knowledge of a spill that is 50,000 gallons or more, discharging to surface waters.	X			
Submit a Draft Spill Report via CIWQS within three (3) business days of knowledge of the spill.	X	X		
Submit a Certified Spill Report via CIWQS within fifteen (15) calendar days of the spill end date.	X	X		
Submit Monthly Certified Spill Report via CIWQS within 30 calendar days after the end of the month in which the spill occurs			X	
Certify monthly the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills; submit within 30 calendar days after the end of the month in which the spill occurs				X
Submit a Technical Report within 45 days after the spill end date for a spill of 50,000 gallons or more discharged to surface waters.	X			
If necessary to update a Certified Spill Report, submit an Amended Spill Report within 90 calendar days after the spill end date.	X	X		
If necessary to update a Monthly Certified Spill Report, submit an Amended Spill Report within 90 calendar days after the Certified Spill Report due date.			X	
Upload and certify a report of all spills of this category by February 1st after the end of the calendar year in which the spills occur.				X

The BCPUD's authorized representative (Locally Responsible Official) in all sewer system matters is the General Manager. The General Manager is authorized to submit spill reports to the appropriate government agencies and to certify electronic spill reports submitted to the SWRCB.

SPILL CATEGORIES

Category 1 Spill: A *spill of any volume* of sewage from or caused by a regulated sanitary sewer system *that results in a discharge to*:

- *A surface water*, including a surface water body that contains no flow or volume of water; or
- *A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.* Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.[2]

Category 2 Spill: *A spill of 1,000 gallons or greater*, from or caused by a regulated sanitary sewer system *that does not discharge to a surface water.*

A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 2 spill.

Category 3 Spill: *A spill of equal to or greater than 50 gallons and less than 1,000 gallons*, from or caused by a regulated sanitary sewer system *that does not discharge to a surface water.*

A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.

Category 4 Spill: A spill of less than 50 gallons, from or caused by a regulated sanitary sewer system that does not discharge to a surface water.

A spill of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

SPILL NOTIFICATION AND REPORTING REQUIREMENTS

- **Category 1 or 2 Spills of 1,000 gallons or more** – the BCPUD shall notify the California Office of Emergency Services (CalOES) within 2 hours of knowledge of a spill of 1,000 gallons or more

[2] A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill under the WDR; however, the BCPUD does not own or operate any sewer laterals.

that is discharging or threatening to discharge to surface water and shall obtain a notification control number

- **Category 1, Category 2, Category 3 and Category 4 Spills** – All Category 1, 2, 3 and 4 spills shall be reported to the Online CIWQS Sanitary Sewer System Database:

  a. *Draft reports for Category 1 and Category 2 spills* shall be submitted to the Online CIWQS Sanitary Sewer System Database within three (3) business days of the district becoming aware of the spill. Minimum information that shall be reported in a draft Category 1 or draft Category 2 spill report shall include all information identified in the Mandatory Information to be Included in the Online CIWQS Sanitary Sewer System Database section of this SERP, as applicable, below.

  b. *A final Category 1 or Category 2 Spill report* shall be certified through the Online CIWQS Sanitary Sewer System Database within 15 calendar days of the end date of the spill. Minimum information that shall be certified in the final Category 1 or final Category 2 spill report shall include all information identified in the Mandatory Information to be Included in the Online CIWQS Sanitary Sewer System Database section of this SERP, as applicable, below.

  c. *Category 3 spills* – All spills that meet the above criteria for Category 3 spills shall be reported to the Online CIWQS Sanitary Sewer System Database and certified within 30 calendar days after the end of the calendar month in which the spill occurs (e.g., all Category 3 spills occurring in the month of February shall be entered into the database and certified by March 30). Minimum information that shall be included in a final Category 3 spill report shall include all information identified in the Mandatory Information to be Included in the Online CIWQS Sanitary Sewer System section of this SERP, as applicable, below.

  d. *Category 4 spills* – All spills that meet the above criteria for Category 4 spills *and* the estimated total spill volume exiting the sanitary sewer system shall be reported to the Online CIWQS Sanitary Sewer System Database and certified within 30 calendar days after the end of the month in which the spill occurred.

  e. *"No Spill" Certification* – If there are no spills during the calendar month, the district shall certify, within 30 calendar days after the end of each calendar month, a "no Spill" certification statement in the Online CIWQS Sanitary Sewer System Database certifying that there were no spills for the designated month.

     If there are no spills during a calendar month but the district voluntarily reported a private sewer lateral spill, the district shall still certify a "No Spill" certification statement for that month.

  f. *Annual Certification of Category 4 Spills* – all Category 4 spills shall be reported and certified in the Online CIWQS Sanitary Sewer System Database annually in a report by February 1st after the end of the calendar year in which the spills occurred.

- **Amended Spill Reports** - the district may update or add additional information to a certified Category 1 or Category 2 spill report within 90 calendar days after the spill end date, or it may update or add additional information to a certified Category 3 spill report within 90 days of the certified spill report due date, by amending the report or by adding an attachment to the spill

report in the Online CIWQS Sanitary Sewer System Database; the district shall certify the amended report.

After 90 calendar days, the district shall contact the SWRCB at SanitarySewer@waterboards.ca.gov to request to amend a spill report. The Legally Responsible Official shall submit justification for why the additional information was not reported in the Amended Spill Report due date.

- **Spill Technical Report** – the district shall submit and certify a Spill Technical Report in the Online CIWQS Sanitary Sewer System Database within 45 calendar days of the spill end date for any spill in which 50,000 gallons or greater are spilled to surface waters.

- In the event that the CIWQS Online Database is not available for any reasons , the BCPUD should fax or email all required information to the appropriate RWQCB office in accordance with the time schedules identified above. In such event, the BCPUD must also enter all required information into the CIQWS Online Database as soon as practical.

Pursuant to Health and Safety Code section 5411.5, the BCPUD also shall immediately report to the Environmental Health Services (EHS) department of the County of Marin any spill that may be discharged in or on any waters of the State, or discharged in or deposited where it is, or probably will be, discharged in or on any surface waters of the State including storm drains and drainage channels

The BCPUD's notification policy also includes reporting to the following agencies and other interested or possibly impacted parties, as necessary, immediately after the discovery of the spill:

- Marin County:

  Environmental Health Services Department

  Open Space District

  Department of Public Works – Stormwater Pollution Prevention Program.

  Office of Emergency Services

- Audubon Canyon Ranch (as appropriate);

- Gulf of the Farallones National Marin Sanctuary (as appropriate).

The contact information for the agencies to be notified is presented in Exhibit E.

MANDATORY INFORMATION TO BE INCLUDED IN THE ONLINE CIWQS SANITARY SEWER SYSTEM DATABASE

- **Draft Category 1 Spills**:

Within three (3) business days of the district's knowledge of a Category 1 spill, the district shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database. The Draft Spill Report must, at a minimum, include the following items:

1. Contact Information: Name and telephone number of district contact person to respond to spill-specific questions;
2. Spill Location Name;
3. Date and time the district was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Date and time the district notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs and GPS coordinates of the system location where the spill originated;
    a. If a single spill results in multiple appearance points, provide GPD coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. If the spill reached a drainage conveyance system:
    a. Description of the drainage conveyance system transporting the spill;
    b. Photographs of the drainage conveyance system entry location(s);
    c. Estimated spill volume fully recovered from the drainage conveyance system;
    d. Estimated spill volume remaining within the drainage conveyance system;
11. Description and photographs of all discharge point(s) into the surface water;
12. Estimated spill volume that discharged to surface waters; and
13. Estimated total spill volume recovered.

- **Certified Category 1 Spills:**

Within 15 calendar days of the spill end date, the district shall submit a Certified Spill Report for Category 1 spills to the online CIWQS Sanitary System Database. Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identified number.

The Certified Spill Report must, at a minimum, include the following mandatory information in addition to all information in the Draft Spill Report:

1. Description of the spill event destination(s), including GPS coordinates, if available, that represent the full spread and reach of the spill;

2. Spill end date and time;

3. Description of how the spill volume estimations were calculated, including at a minimum:

    a. The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and

    b. The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;

4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);

5. System failure location (for example, main, lateral, pump station, etc.);

6. Description of the pipe material and estimated age of the pipe material, at the failure location;

7. Description of the impact of the spill;

8. Whether or not the spill was associated with a storm event;

9. Description of spill response activities, including description of immediate spill containment and cleanup efforts;

10. Description of the spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;

11. Spill response completion date;

12. Detailed narrative of investigation and investigation findings of cause of spill;

13. Reasons for an ongoing investigation (as applicable) and the expected date of completion;

14. Name and type of receiving water body(ies);

15. Description of the water body(ies), including but not limited to:

a. Observed impacts on aquatic life,

b. Public closure, restricted public access, temporary restricted use, and/or posted health warnings due to spill.

c. Responsible entity for closing/restricting use of water body, and

d. Number of days closed/restricted as a result of the spill.

16. Whether or not the spill was located within 1,000 feet of a municipal surface water intake; and

17. If water quality samples, were collected, identify sample locations and the parameters the water quality samples were analyzed for. If not samples were taken, Not Applicable shall be selected.

- **Certified Technical Report for Category 1 Spill in which 50,000 Gallons or Greater is Discharged into a Surface Water:**

Within 45 calendar days of the spill end date of any Category 1 Spill in which 50,000 gallons or greater of sewage is discharged into a Surface Water, the district shall submit a Certified Technical Report to the online CIWQS Sanitary Sewer System Database. This report shall include, at a minimum, the following information:

1. Spill Causes and Circumstances:

   a. Complete and detailed explanation of who and when the spill was discovered;

   b. Photographs illustrating the spill origin, the extent and reach of the spill, drainage conveyance system entrance and exit, receiving water, and post-cleanup site conditions;

   c. Diagram showing the spill failure point, appearance point(s), the spill flow path and ultimate destinations;

   d. Detailed description of the methodology employed and available data used to calculate the discharge volume and, if applicable, the recovered spill volume;

   e. Detailed description of the spill cause(s);

   f. Description of the pipe material, and estimated age of the pipe material, at the failure location

   g. Description of the impact of the spill;

   h. Copy of the original field crew records used to document the spill; and

   i. Historical maintenance records for the failure location.

2. District's Response to the spill:

a. Chronological narrative description of all actions taken by the district to terminate the spill;

b. Explanation of how the SERP was implemented to respond to and mitigate the spill; and

c. Final corrective action(s) completed and a schedule for planned corrective actions, including:

i. Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable;

ii. Identifiable system modifications and operation and maintenance program modifications needed to prevent repeated spill occurrences; and

iii. Necessary modifications to the SERP to incorporate lessons learned in responding to and mitigation the spill.

3. Water Quality Monitoring:

a. Description of all water quality sampling activities conducted;

b. List of pollutant and parameters monitored, sampled and analyzed per the Receiving Water Quality Monitoring section of this SERP;

c. Laboratory results, including laboratory reports;

d. Detailed location map illustrating all water quality sampling points; and

e. Other regulatory agencies' receiving sample results (if applicable).

4. Evaluation of spill impact(s), including a description of short-term and long-term impact(s) to beneficial uses of the surface water.

- **Draft Category 2 Spill Reports:**

Within three (3) business days of the district's knowledge of a Category 2 spill, the district shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database. The Draft Spill Report must, at a minimum, including the following items:

1. Contact Information: Name and telephone number of district contact person to respond to spill-specific questions;

2. Spill Location Name;

3. Date and time the district was notified of, or self-discovered, the spill;

4. Operator arrival time;

5. Estimated spill start date and time;

6. Date and time the district notified the California Office of Emergency Services, and the assigned control number;

7. Description, photographs and GPS coordinates of the system location where the spill originated;

    a. If a single spill results in multiple appearance points, provide GPD coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;

8. Estimated total spill volume exiting the system;

9. Description and photographs of the extent of the spill and spill boundaries;

10. If the spill reached a drainage conveyance system:

    a. Description of the drainage conveyance system transporting the spill;

    b. Photographs of the drainage conveyance system entry location(s);

    c. Estimated spill volume fully recovered from the drainage conveyance system;

    d. Estimated spill volume remaining within the drainage conveyance system;

    e. Estimated spill volume discharged to a groundwater infiltration basin or facility, if applicable, and

11. Estimated total spill volume recovered.

- **Certified Category 2 Spills:**

Within 15 calendar days of the spill end date, the district shall submit a Certified Spill Report for the Category 2 spill, to the online CIWQS Sanitary Sewer System Database. Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identified number.

The Certified Spill Report must, at a minimum, including the following mandatory information:

1. Description of the spill event destination(s), including GPS coordinates, if available, that represent the full spread and reach of the spill;

2. Spill end date and time;

3. Description of how the spill volume estimations were calculated, including at a minimum:

    a. The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and

b. The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;

4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);

5. System failure location (for example, main, lateral, pump station, etc.);

6. Description of the pipe material and estimated age of the pipe material, at the failure location;

7. Description of the impact of the spill;

8. Whether or not the spill was associated with a storm event;

9. Description of spill response activities, including description of immediate spill containment and cleanup efforts;

10. Description of the spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;

11. Spill response completion date;

12. Detailed narrative of investigation and investigation findings of cause of spill;

13. Reasons for an ongoing investigation (as applicable) and the expected date of completion;

14. Whether or not the spill was located within 1,000 feet of a municipal surface water intake.

- **Certified Category 3 Spill Reports:**

The district shall report and certify all Category 3 spills to the online CIWQS Sanitary Sewer System Database **within 30 calendar days** after the end of the month in which the spills occurred. (For example, all Category 3 spills occurring in the month of February shall be reported and certified by March 30th.) After the district's Legally Responsible Official certifies the spills, the online CIWQS Sanitary Sewer System Database will issue a spill event identified number for each spill.

The monthly reporting of all Category 3 spills must include the following items for each spill:

1. Contact Information: Name and telephone number of district contact person to respond to spill-specific questions;

2. Spill location name;

3. Date and time the district was notified of, or self-discovered, the spill;

4. Operator arrival time;

5. Estimated spill start date and time;

6. Description, photographs and GPS coordinates of the system location where the spill originated;

    i. If a single spill results in multiple appearance points, provide GPD coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;

7. Estimated total spill volume exiting the system;

8. Description and photographs of the extent of the spill and spill boundaries;

9. If the spill reached a drainage conveyance system:

    a. Description of the drainage conveyance system transporting the spill;

    b. Photographs of the drainage conveyance system entry location(s);

    c. Estimated spill volume fully recovered from the drainage conveyance system; and

    d. Estimated spill volume discharged to a groundwater infiltration basin or facility, if applicable.

10. Estimated total spill volume recovered.

11. Description of the spill event destination(s), including GPS coordinates, if available, that represent the full spread and reach of the spill;

12. Spill end date and time;

13. Description of how the spill volume estimations were calculated, including at a minimum:

    a. The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and

    b. The methodology and type of data relied upon for to estimate the spill start time and the spill end time;

14. Spill cause(s) (for example, root intrusion, grease deposition, etc.);

15. System failure location (for example, main, lateral, pump station, etc.);

16. Description of the pipe material and estimated age of the pipe material, at the failure location;

17. Description of the impact of the spill;

18. Whether or not the spill was associated with a storm event;

19. Description of spill response activities, including description of immediate spill containment and cleanup efforts;

20. Description of the spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps; including, at a minimum:

    i. Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable, and

    ii. Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences at the sample spill event location including:

        ° Adjusted schedule/method of preventative maintenance,

        ° Planned rehabilitation or replacement of sanitary sewer asset,

        ° Inspected, repaired asset(s), or replaced defective asset(s),

        ° Capital improvements,

        ° Documentation verifying immediately implemented system modifications and operating/maintenance modifications,

        ° Description of spill response activities,

        ° Spill response completion date, and

        ° Ongoing investigation efforts, and expected completion date of investigation to determine the full cause of the spill;

21. Detailed narrative of investigation and investigation findings of cause of spill.

- **Annual Certified Spill Report of Category 4 Spills:**

For all Category 4 spills the district shall annually upload and certify a report in appropriate digital format of all record-keeping of spills to the online CIWQS Sanitary System Database by February 1st after the end of the year in which the spill(s) occurred.

The district shall maintain records for each individual Category 4 Spill as follows:

1. Contact Information: Name and telephone number of district contact person to respond to spill-specific questions;

2. Spill location name;

3. Description and GPS coordinates of the system location where the spill originated;

4. If the spill reached a drainage conveyance system:

    a. Description of the drainage conveyance system transporting the spill;

b. Estimated spill volume fully recovered from the drainage conveyance system; and

c. Estimated spill volume remaining within the drainage conveyance system;

5. Estimated total spill volume exiting the sanitary sewer system;

6. Spill end date and time;

7. Spill cause(s) (for example, root intrusion, grease deposition, etc.);

8. System failure location (for example, main, lateral, pump station, etc.);

9. Description of spill response activities, including description of immediate spill containment and cleanup efforts;

10. Description of how the spill volume estimations were calculated, including at a minimum:

    a. The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and

    b. The methodology and type of data relied upon for to estimate the spill start time and the spill end time;

11. Description of implemented system modifications and operating/maintenance modifications.

12. Total Annual Spill Information:

    a. Estimated total annual spill volume;

    b. Description of spill corrective actions, including at a minimum:

    ° Local regulatory enforcement action taken against the sewer lateral owners in response to a spill, as applicable; and

    ° System operation, maintenance and program modifications implemented to prevent repeated spill occurrences at the same spill location.

RECEIVING WATER QUALITY MONITORING

Order No. WQ 2022-0103-DWQ requires the BCPUD to conduct water quality sampling in the event of a sanitary sewer spill in which an estimated 50,000 gallons or greater are discharged to surface water. Sampling must be conducted as soon as possible but no later than **18 hours** after the BCPUD's knowledge of a potential discharge to surface water. The samples must be analyzed by a laboratory accredited by the State Water Board through its Environmental Laboratory Accreditation Program ("ELAP") for **ammonia** and appropriate bacteriological indicator(s) per the San Francisco Bay Basin (Region2) Water Quality Control Plan ("Basin Plan") water quality objectives, including one or more of the following:

- **total coliform bacteria,**
- **fecal coliform bacteria,**
- ***e.coli,* and**
- **enterococcus**

Surface Waters of Concern:

The following waters of the State are in the District's service area:

- Bolinas Lagoon
- Pacific Ocean

Beneficial Uses of Receiving Waters:

The San Francisco Bay Basin Plan identifies existing and potential beneficial uses for a large, representative portion of water bodies in the San Francisco Bay Region. The table below lists receiving water bodies downstream of the district's sewer collection system, as well as their existing beneficial uses.

Beneficial Use											
Receiving Water	IND	COMM	SHELL	MAR	MIGR	RARE	SPWN	WILD	REC-1	REC-2	NAV
Bolinas Lagoon	E	E	E	E	E	E	E	E	E	E	E
Pacific Ocean		E	E	E	E	E	E	E	E	E	E
Acronyms: IND = Industrial Service Supply, COMM = Commercial and Sport Fishing, SHELL = Shellfish Harvesting, MAR = Marine Habitat, MIGR = Fish Migration, RARE = Preservation of Rare and Endangered Species, SPWN = Fish spawning, WILD = Wildlife Habitat, REC-1 = Water Contact Recreation, REC-2 = Noncontact Water Recreation, NAV = Navigation; E = Existing Beneficial Use											

Water Quality Objectives for Bacteria for All Surface Waters within the Region, except the Pacific Ocean

Beneficial Use	Fecal Coliform (MPN/100mL)	Total Coliform (MPN/100mL)	Enterococcus (CFU/100mL)g	E, coli (CFU/100mL)
Water Contact Recreation			geometric mean <30 STV<100	geometric mean < 100 STV <320
Shell Fish Harvesting	median < 14 90th percentile <43	Median <70 90th percentile < 230		
Non-contact Water Recreation	mean < 2000 90th percentile < 4000	geometric mean < 100		
Municipal Supply: Surface Water	geometric mean < 20			
Municipal Supply: Groundwater		<1.1		

Notes:

a. Based on a minimum of five consecutive samples equally spaced over a 30-day period.
b. Source: National Shellfish Sanitation Program.
c. Based on a five-tube decimal dilution test or 300 MPN/100mL when a three-tube decimal dilution test is used.
d. Source: Report on the Committee On Water Quality Criteria, National Technical Advisory Committee, 1968.
e. Source: California Department of Public Health recommendation.
f. Based on multiple tube fermentation technique: equivalent test results based on other analytical techniques. as specified in the National Primary Drinking Water Regulation, 40 CFR, Part 141.21(f), revised June 10, 1992, are acceptable.
g. Numeric values are from Part 3 of the Water Quality Control Plan for Inland Surface Waters, Enclosed Bays, and Estuaries of California based on Section 7958 of Title 17 of the California Code of Regulations, 69FR 67217 et. Seq., and 40 CFR Part 131.41 (effective date December 16, 2004). The **enterococcus** objective applies to marine and estuarine waters where the salinity is greater than 1 part per thousand more than 5 percent of the time. The **E. coli** objective applies to freshwaters where the salinity is equal or less than 1 part per thousand 95 percent or more of the time. The **geometric mean** for enterococcus and E. coli is computed weekly for all samples in a 6-week interval.

There is no fecal coliform objective to protect water contact recreation for inland surface waters, enclosed bays, or estuaries, but a fecal coliform objective protecting this use remains in the California Ocean Plan.

The STV is the statistical threshold value and shall not be exceeded by more than 10 percent of the samples collected in a calendar month.

The units CFU demote forming units. This unit of measurement is equivalent to MPN (most probable number). The use of either MPN or CFU is based on the method used to detect bacteria, and both are valid measures of bacteria density.

Per the Ocean Plan, the beneficial uses of the ocean waters of the State that shall be protected include industrial water supply; water contact and non-contact recreation, including aesthetic enjoyment; navigation; commercial and sport fishing; mariculture; preservation and enhancement of designated Areas* of Special Biological Significance (ASBS); rare and endangered species; marine habitat; fish migration; fish spawning and shellfish harvesting. Dependent on the receiving water(s), sampling of bacterial indicator must be sufficient to determine post-spill (after the spill) compliance with the water quality objectives and bacterial standards of the California Ocean Plan or the California Inland Surface Water Enclosed Bays and Estuaries Plan, including the frequency and/or number of post-spill receiving water samples as may be specified in the applicable plans.

The district will collect and analyze additional samples as required by the applicable Regional Water Board Officer or designee.

Sufficiently Sensitive Methods:

The District shall instruct its laboratory, Brelje & Race Laboratories, Inc., an ELAP Certified Drinking Water and Wastewater Laboratory (Certificate Number 1243), to analyze the samples according to sufficiently sensitive test methods approved under 40 Code of Federal Regulations Part 136 for sample analysis of pollutants (i.e., at or below the receiving water pollutant criteria).

Receiving Water Sampling Locations:

Sampling of flow in drainage conveyance system (DCS) prior to discharge:

Sampling Location	*Sampling Location Description*
DCS-001	A point in a drainage conveyance system before the drainage conveyance system flow discharges into a receiving water.

Receiving Surface Water Sampling (RSW)[3]:

Sampling Location	*Sampling Location Description*
RSW-001 Point of Discharge	A point in the receiving water where sewage initially enters the receiving water.
RSW-001U Upstream of Point of Discharge	A point in the receiving water, upstream of the point of sewage discharge, to capture ambient conditions absent of sewage discharge impacts.
RSW-001D Downstream of Point of Discharge	A point in the receiving water, downstream of the point of sewage discharge, where the spill material is fully mixed with the receiving water.

[3] The district shall use its best professional judgment to determine the upstream and downstream distances based on receiving water flow, accessibility to upstream/downstream water body banks, and size of vidible sewage plume.

Sampling Frequency:

The district shall collect the required samples within 18 hours of becoming aware of a known or potential spill discharging 50,000 gallons or more to surface water. The WDR requires daily sample collection for each day of the duration of the spill.

Sample Analysis:

Samples will be analyzed by the district's ELAP-certified laboratory, Brelje & Race Laboratories, Inc., and the test method will be identified by Brelje & Race.

Safety and Access Exceptions:

Water quality sampling is to be performed only if it is safe to do so and access to the surface water is not restricted. Unsafe conditions include, but are not limited to, visibility, heavy wind or rain, high surf or velocity of current, and steep water banks.

Field Sampling Equipment and Supplies:

The following is a list of field sampling equipment and supplies stored by the district:

PPE	**Sampling Equipment**
Nitrile, non-powered gloves Safety glasses Waders Rubber boots or steel-toed boots Safety vests	Clipboard and notebook Camera Sample collection devices Sample Containers and labels Permanent markers Zip-lock bags Cooler or ice chest Chain of custody forms
Cleaning	**Safety**
DI water Soap Trash bags Towels	Drinking water Cell phones Rain gear

Sample Collection and Handling

The following are procedures for sample collection and handling by district personnel:

1. Notify the lab in advance of sample collection; advise the lab of the number of samples, analyses and when they can expect to receive them.

2. Put on PPE and ensure necessary equipment is gathered prior to performing sampling.

3. The grab surface water samples will be collected either by:

    a. Directly filling the container from the drainage conveyance system or the receiving water being samples; filled against the direction of water flow, or

    b. Decanting water from a collection device such as a clean 1-liter plastic bottle or other device. If transferring from a collection device, care will be taken to ensure the device does not come into contact with the sample containers.

4. A sample may be collected directly into the sample container when the sampling location is accessible by wading or other means. If wading is not possible due to safety concerns, locate a spot along the edge of the receiving water where the sample can be safely collected.

    a. Face upstream and collect the sample without disturbing the bottom sediment.

    b. Take care not to displace the preservative from a pre-preserved sample container.

5. A deconned collection device may be used to collect a water sample from a location that is too deep to access by wading or is not easily accessible.

6. Collect the sample into lab-provided containers and label. Do not overfill sample containers with chemical preservatives.

7. Place sample containers associated with a single location into a zip-top bag and place them on ice in the cooler.

8. Record sampling locations and date and time of sample collection.

9. Complete the Chain of Custody form and place with the samples.

10. Courier or transport the samples in the cooler to the lab within 6 to 8 hours of sample collection (the sample holing time for bacterial indicators).

Additional Sampling:

In addition to the water quality sampling described above and required by the WDR, whenever a spill discharges to surface water the BCPUD shall notify the County of Marin's Environmental Health Services (EHS) Department of the spill and request any sampling requirements and instructions. In general, samples should be collected as soon as possible after the discovery of the spill event.

• For spills less than 1,000 gallons, the County of Marin EHS Department generally requires, at a minimum, that water quality samples be collected at the discharge point, 100 feet upstream, and 100 feet downstream on a daily basis until instructed otherwise.

• If a spill is more than 1,000 gallons, additional sites may be required to be sampled and requirements will be established by the County of Marin EHS Department.

ANNUAL REVIEW AND TRAINING

The BCPUD will annually review the effectiveness of this SERP and will make updates, if needed. The review will include an evaluation of SERP procedures and responses to sanitary sewer spills over the past year. As part of the review, the district will request feedback and participation from all first responders and outside contractors and advisors, as applicable.

All BCPUD personnel will be trained on the procedures and requirements set forth in this SERP when hired and then at least annually thereafter.

EXHIBIT A

MAP OF THE SANITARY SEWER COLLECTION SYSTEM

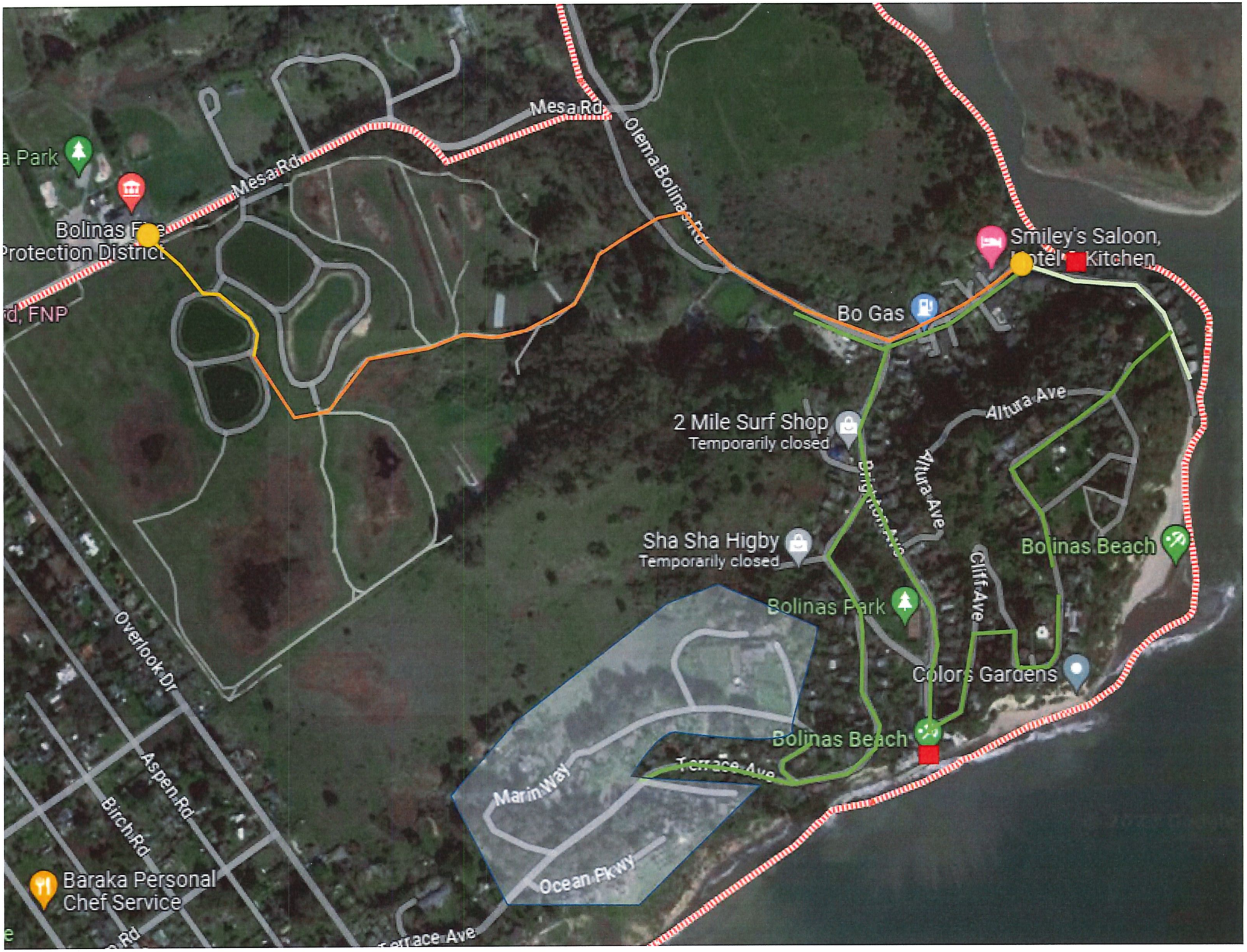
Mesa Rd
Olema Bolinas Rd
Mesa Rd
Bolinas Fire Protection District
Smiley's Saloon,
Kitchen
Bo Gas
2 Mile Surf Shop
Temporarily closed
Brighton Ave
Alhura Ave
Alhura Ave
Sha Sha Higby
Temporarily closed
Bolinas Beach
Bolinas Park
Cliff Ave
Colors Gardens
Bolinas Beach
Terrace Ave
Overlook Dr
Aspen Rd
Birch Rd
Marin Way
Ocean Pkwy
Baraka Personal Chef Service
Terrace Ave

EXHIBIT B

SPILL EMERGENCY ACTION FLOW CHART

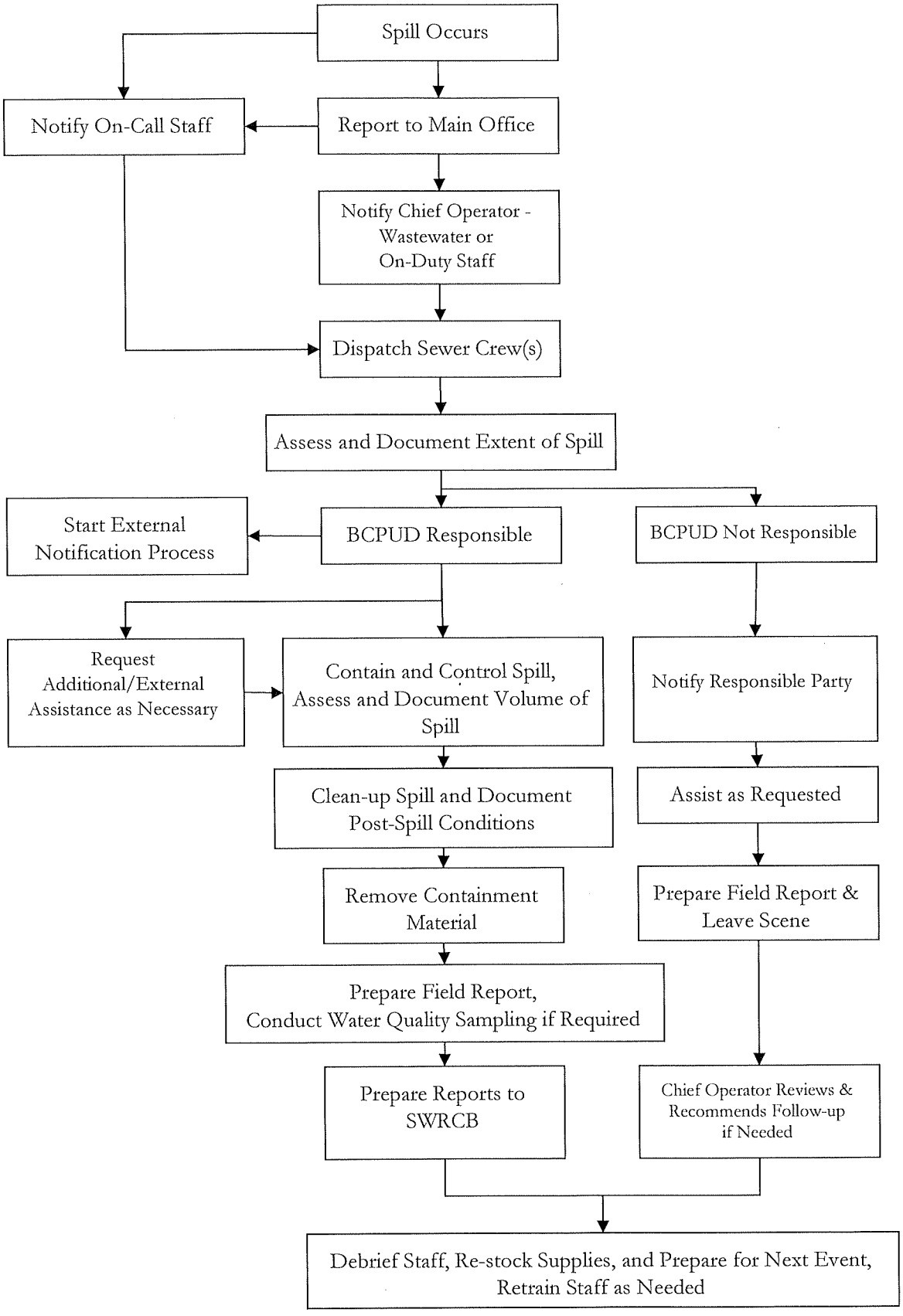
Spill Occurs
Notify On-Call Staff
Report to Main Office
Notify Chief Operator - Wastewater or On-Duty Staff
Dispatch Sewer Crew(s)
Assess and Document Extent of Spill
Start External Notification Process
BCPUD Responsible
BCPUD Not Responsible
Request Additional/External Assistance as Necessary
Contain and Control Spill, Assess and Document Volume of Spill
Notify Responsible Party
Clean-up Spill and Document Post-Spill Conditions
Assist as Requested
Remove Containment Material
Prepare Field Report & Leave Scene
Prepare Field Report, Conduct Water Quality Sampling if Required
Prepare Reports to SWRCB
Chief Operator Reviews & Recommends Follow-up if Needed
Debrief Staff, Re-stock Supplies, and Prepare for Next Event, Retrain Staff as Needed

EXHIBIT C

SANITARY SEWER SPILL
FIRST RESPONDER REPORT FORM

SANITARY SEWER SPILL FIRST RESPONDER REPORT

STEP 1: Note your arrival time at the scene and take photographs of the spill, including drainage conveyance entry location(s) and discharge location into surface water (if applicable)

Location of Spill:

First Responder	Name:	Phone:
Time First Notified of Spill	Date:	Time:
Reporting Witness (if applicable)	Name:	Phone:
Estimated Spill Start	Date:	Time:
Time of Arrival on Scene	Date:	Time:
Does the spill have the potential to reach a storm drain? (circle one)	Yes	No
Is the spill possibly greater than 1,000 gallons? (circle one)	Yes	No
Name of receiving water (if applicable) (circle one)	Bolinas Lagoon	Pacific Ocean

STEP 2: Stop spill, contain and clean-up spill, restore flow per the Spill Emergency Response Plan.

STEP 3: Record the date and time that the spill stopped and when the spill response activities were completed. Take photographs following clean-up.

Spill End Date and Time	Date:	Time:
Spill Response and Completion Date and Time	Date:	Time:

STEP 4: Estimate the spill volume and the recovered spill volume

Method 1: Eyeball estimate (this method is effective during dry weather but may not be used during rain events because runoff can affect the spill volume estimate)

Imagine the amount of water that would spill from a bucket or barrel; this method is only useful for spills up to 100 gallons

Spill Volume estimate (gal): _____ Spill Volume Recovered (gal): _____

Method 2: Measured Volume

A. Sketch the spill shape and measure the dimensions.

B. Measure the depth at multiple locations and average them to calculate an average depth.

C. Convert dimensions, including depth to feet.

D. Based on the spill shape, calculate the area (square feet):

a. Rectangle	b. Circle	c. Triangle
Length x width	diameter x diameter x 0.785	base x height x 0.5

Area = _____ square feet

E. Calculate the volume (cubic feet) using the average spill depth and the area calculated above.

Area (square feet) x average spill depth (feet) = _____ volume (cubic feet)

F. Convert volume units from cubic feet to gallons

Volume (cubic feet) x 7.48 = _____ volume (gallons)

Method 3: Duration and Flow

1. Spill End Date and Time:	Date: _____	Time: _____
2. Spill Start Date and Time:	Date: _____	Time: _____
3. Total Time of Spill (diff b/w 1 and 2)	Time elapsed:	_____
4. Average Flow Rate (GPM)		_____
5. Spill Volume in Gallons (3 x 4)		

Estimation Method for Spill Volume Calculation: _____ _____

Estimated spill volume that reached a storm drain that flows to a surface water body: _____

Estimated spill volume that reached a drainage channel that flows to surface water body: _____

Estimated spill volume discharged directly to a surface water body: _____

Estimated spill volume discharged to land (includes inside of buildings): _____

Estimation Method for Recovered Spill Volume Calculation: _____

Estimated spill volume recovered from a storm drain that flows to a surface water body: _____

Estimated spill volume recovered from a drainage channel that flows to surface water body: _____

Estimated spill volume recovered from a surface water body: _____

Estimated spill volume recovered from the discharge to land : _____

STEP 5: Enter GPS coordinates of the location where the spill originated:

Latitude: **37.**	*North*	Longitude: **122.**	*West*
Enter GPS coordinates of how far the spill spread (end point); if spill has more than one end point, enter additional GPS coordinates to show extent of spill spread.			
Latitude: **37.**	*North*	Longitude: **122.**	*West*
Latitude: **37.**	*North*	Longitude: **122.**	*West*
Latitude: **37.**	*North*	Longitude: **122.**	*West*

STEP 6: Document witness statement (if applicable, use back of paper is needed)

Name: _____ Contact Information: _____

Where did witness see sewage appear? _____

What time did witness notice sewage appear? _____

Did witness observe sewage stop spilling? _____

Did witness notice if spill reached storm drain or surface water? _____

Comments: _____

_____

_____

_____

_____

STEP 7: Complete the rest of the form as completely as possible and provide it to the General Manager.

Response Crew (list names of all persons responding to the spill):

Check below to **confirm that photos have been taken**:

___ appearance point of the spill (closest to the sewer system failure point)

___ extent of the spill and spill boundaries

___ entry location of each drainage conveyance system into which the spill entered

___ all discharge points into surface waters

___ location of clean-up

Number of spill appearance points:

Spill appearance points (check all that apply):

___ force main

___ check valve vault

___ pump station

___ wetwell

___ manhole

___ gravity sewer main

___ lower lateral (private)

___ upper lateral (private)

___ lateral clean-out (private)

___ inside building/structure

___ other sewer system structure

Describe each spill appearance point:

Describe the spill destination(s):

If spill reached surface water, conduct visual observations and note/**photograph** the presence of any water surface sheen, floating matter, discoloration, impacts to aquatic life, etc.:

Final spill destination (check all that apply):

___ Paved Surface

___ Drainage Conveyance System (storm drain)

___ Surface Water

___ Other (describe below)

___ Building/Structure

___ Unpaved Surface

___ Street/Curb and Gutter

Spill Cause:

___ Air Relief Valve (ARV)/Blow-Off Valve (BOV) failure

___ Construction Diversion Failure

___ Operator-Caused Spill or Damage

___ Damage by Others (detail below)

___ Debris from Construction

___ Debris from Lateral

___ Debris – General

___ Debris – Rags

___ Debris – Wipes

___ Flow Exceeded Capacity

___ Grease Deposition (FOG)

___ Inappropriate Discharge to System

___ Other (explain below):

___ Natural Disaster

___ Operator Error

___ Pipe Structural Problem/Failure

___ Pipe Structural Problem/Failure (install)

___ Pump Station Failure - Controls

___ Pump Station Failure - Mechanical

___ Pump Station Failure - Power

___ Rainfall Exceeded Design (I&I)

___ Root Intrusion

___ Siphon Failure

___ Surcharged Pipe

___ Vandalism

Where did failure occur?

___ Air Relief Valve (ARV)/ Blow-off Valve (BOV)

___ Force Main

___ Gravity Main

___ Lateral

___ Manhole

___ Pump Station - Controls

___ Pump Station - Mechanical

___ Pump Station - Power

___ Siphon

___ Other (specify)

Diameter of pipe at point of blockage or failure:	Inches
Material of pipe at point of blockage or failure:	
Estimated age of sewer asset at point of blockage or failure:	Years

Was the spill associated with a storm event?	___ YES ___ NO

Spill Response Activities:

___ Cleaned up

___ Mitigated effects of spill

___ Contained all or portion of spill

___ Restored flow

___ Returned all of spill to sanitary sewer

___ Returned portion of spill to sanitary sewer

___ Property owner/building occupants notified

___ Contractor engaged for pumping or repair

___ Enforcement agency(ies) notified

___ Other (specify below)

Were water quality samples taken? ___ Yes ___ No ___ N/A

Sample locations:

Water quality samples analyzed for (check all that apply):

___ total coliform bacteria

___ total fecal coliform bacteria

___ E-coli

___ Enterrococcus

___ Ammonia

___ Other (specify below)

Describe any other water quality sample analyses as applicable (use back of page if needed):

EXHIBIT D

SANITARY SEWER SPILL REPORT FORM

SANITARY SEWER SPILL REPORT

Spill Category: ___ Category 1 ___ Category 2 ___ Category 3 ___ Category 4

CalOES NOTIFICATION[1]		
Date:	Time:	Control Number:
Names of person(s) completing this report	Contact information	

DATE AND TIME DETERMINATIONS[2]		
First Responder	Name:	Phone:
Notification of Spill	Date:	Time:
Reporting Witness	Name:	Phone:
Estimated Spill Start	Date:	Time:
First Responder Arrival	Date:	Time:
End of Spill	Date:	Time:
Spill Response Completed	Date:	Time:

SPILL LOCATION DETAILS	
Spill Location name:	
Spill Location description:	
Address of Spill:	
City: **Bolinas**	Cross Street:
Regional Water Quality Control Board: **San Francisco – Region 2**	County: **Marin**

[1] Within two (2) hours of the district's knowledge of a Category 1 of Category 2 spill of 1,000 gallons or greater, discharging or threatening to discharge to water of the State, notify CalOES and obtain a control number.

[2] Attach photographs of the spill, including drainage conveyance entry location(s) and discharge location into surface water (if applicable).

SPILL ORIGINATION

Describe the spill appearance point:

Name of receiving water (if applicable): ___ Bolinas Lagoon ___ Pacific Ocean

Enter GPS coordinates of the location where the spill originated:

Latitude: **37.**	*North*	Longitude: **122.**	*West*

Enter GPS coordinates of how far the spill spread (end point); if spill has more than one end point, enter additional GPS coordinates to show extent of spill spread.

Latitude: **37.**	*North*	Longitude: **122.**	*West*
Latitude: **37.**	*North*	Longitude: **122.**	*West*
Latitude: **37.**	*North*	Longitude: **122.**	*West*

WITNESS STATEMENT[3]

Name: _____ Contact Information: _____

Where did witness see sewage appear? _____

What time did witness notice sewage appear? _____

Did witness observe sewage stop spilling? _____

Did witness notice if spill reached storm drain or surface water? _____

Comments: _____

_____

SPILL DESCRIPTION

Describe the drainage conveyance system conveying the spill (if applicable):

Describe all discharge points into surface water (if applicable):

Describe the extent of the spill and spill boundaries:

[3] Attach any witness statements obtained by first responders.

Check below to **confirm that photos have been taken and attach photos to report**:

___ appearance point of the spill (closest to the sewer system failure point)

___ extent of the spill and spill boundaries

___ entry location of each drainage conveyance system into which the spill entered

___ all discharge points into surface waters

___ location of clean-up

Number of spill appearance points:

Spill appearance points (check all that apply):

___ force main

___ check valve vault

___ pump station

___ wetwell

___ manhole

___ gravity sewer main

___ lower lateral (private)

___ upper lateral (private)

___ lateral clean-out (private)

___ inside building/structure

___ other sewer system structure

Describe each spill appearance point:

SPILL DESTINATION

Describe the spill destination(s), **including GPS coordinates if available**, that represents the full spread and reach of the spill:

If spill reached surface water, conduct visual observations and note/**photograph** the presence of any water surface sheen, floating matter, discoloration, impacts to aquatic life, etc.:

Final spill destination (check all that apply):

___ Paved Surface

___ Building/Structure

___ Drainage Conveyance System (storm drain)

___ Unpaved Surface

___ Surface Water

___ Street/Curb and Gutter

___ Other (describe below)

SPILL VOLUME

Volume by Destination (A – B = C)	A - Volume Spilled (gal.)	B – Volume Recovered (gal.)	C – Net Volume Spilled (gal.)
Estimated spill volume that reached a drainage conveyance system[4]			
Estimated spill volume discharged to surface water[5]			
Estimated total volume spilled that did not reach drainage conveyance system or surface waters			
Column totals:			

Method and explanation of volume estimate methods used: (Check all that apply)

___ Eyeball estimate

___ Measured volume

___ Duration and flow rate

___ Other (explain):

[4] If the volume recovered is less than the volume spilled, it is a Category 1 Spill.

[5] Category 1 Spill.

Conduct water quality sampling and analysis each day of the duration of the spill (applicable to sewer spill of 50,000 gallons or greater to surface water, first sampling must be completed within 18 hours)	____ Yes ____ No; not applicable

SPILL CAUSE

___ Air Relief Valve (ARV)/Blow-Off Valve (BOV) failure	___ Natural Disaster
___ Construction Diversion Failure	___ Operator Error
___ Operator-Caused Spill or Damage	___ Pipe Structural Problem/Failure
___ Damage by Others (detail below)	___ Pipe Structural Problem/Failure (install)
___ Debris from Construction	___ Pump Station Failure - Controls
___ Debris from Lateral	___ Pump Station Failure - Mechanical
___ Debris – General	___ Pump Station Failure - Power
___ Debris – Rags	___ Rainfall Exceeded Design (I&I)
___ Debris – Wipes	___ Root Intrusion
___ Flow Exceeded Capacity	___ Siphon Failure
___ Grease Deposition (FOG)	___ Surcharged Pipe
___ Inappropriate Discharge to System	___ Vandalism
___ Other (explain below):	

SYSTEM FAILURE LOCATION

___ Air Relief Valve (ARV)/ Blow-off Valve (BOV)

___ Force Main

___ Gravity Main

___ Lateral

___ Manhole

___ Pump Station - Controls

___ Pump Station - Mechanical

___ Pump Station - Power

___ Siphon

___ Other (specify)

Diameter of pipe at point of blockage or failure:		Inches
Material of pipe at point of blockage or failure:		
Estimated age of sewer asset at point of blockage or failure:		Years
Was the spill associated with a storm event?	___ YES	___ NO

SPILL RESPONSE ACTIVITIES

___ Cleaned up

___ Mitigated effects of spill

___ Contained all or portion of spill

___ Restored flow

___ Returned all of spill to sanitary sewer

___ Returned portion of spill to sanitary sewer

___ Property owner/building occupants notified

___ Contractor engaged for pumping or repair

___ Enforcement agency(ies) notified

___ Other (specify below)

SPILL CORRECTIVE ACTION TAKEN

___ Add spill location to, or increase frequency check in preventative maintenance program

___ Adjusted schedule/method of preventative maintenance

___ Enforcement action against source

___ Inspected sewer using CCTV to determine cause

___ Plan rehabilitation or replacement of sewer

___ Repaired facilities or replaced defect

___ Outreach (FOG, roots, debris)

___ Other (specify below)

Is there an on-going investigation of the spill?

___ No

___ Yes (describe why and expected date of completion)

CHECK LIST FOR CIWQS REPORTING AND INTERNAL ASSESSMENT

Category 1: Submit draft report within 3 business days of becoming aware of the spill and certify within 15 calendar days of spill end date. Submit Technical Report within 45 days of spill end date for a spill of 50,000 gallons or more discharged to surface waters.

Category 2: Submit draft report within 3 business days of becoming aware of the spill and certify within 15 calendar days of spill end date.

Category 3: Submit certified report within 30 calendar days after the end of the month in which the spill occurs.

Category 4: Submit certified report within 30 calendar days of the end of the month of the estimated total spill volume existing the sanitary system, and the total number of all Category 4 spills.

Draft Report due date: _____

Certified Report due date: _____

Technical Report due date: _____

Internal Assessment due date: _____

All Categories: conduct post-spill assessment of spill response activities and set due date

WATER QUALITY SAMPLING
Were water quality samples taken? ___ Yes ___ No ___ N/A
Sample locations:
Water quality samples analyzed for (check all that apply): ___ total coliform bacteria ___ total fecal coliform bacteria ___ E-coli ___ Enterrococcus ___ Ammonia ___ Other (specify below)
Describe any other water quality sample analyses as applicable:

EXHIBIT E

CONTACT INFORMATION FOR AGENCIES TO BE NOTIFIED (AS NEEDED)

State Water Resources Control Board
1001 I Street
Sacramento, California 95814
916-341-5615/916-445-9260

California Regional Water Quality Control Board, San Francisco Bay Region
1515 Clay Street, Suite 1400
Oakland, California 94612
510-622-2485

California Emergency Management Agency
2800 Meadowview Road
Sacramento, CA 95832
800-852-7550

Environmental Health Services Department of Marin County
3501 Civic Center Drive, Room 308
San Rafael, California 94903
415-473-6919

Department of Public Works, Stormwater Management Office, Marin County
3501 Civic Center Drive, Room 304
San Rafael, California 94903
(415) 473-6530

Parks District of Marin County
3501 Civic Center Drive, Room 260
San Rafael, California 94903
415-473-6387

Office of Emergency Services of Marin County
3501 Civic Center Drive, Room 266
San Rafael, California 94903
415-473-7250

Audubon Canyon Ranch
4900 Shoreline Highway 1
Stinson Beach, California 94970
415-868-9244

Gulf of the Farallones National Marine Sanctuary
991 Mason Street
San Francisco, California 94108
415-561-6622