United States Environmental Protection Agency
Pacific Southwest Region (Region 9)

Clean Water Act Compliance Evaluation Inspection
City of Sausalito Wastewater Collection System
(Satellite Collection System to Sausalito-Marin City Sanitary District WWTP NPDES Permit No. CA0038067)

Date of Inspection: August 6, 2007

Inspection team:	JoAnn Cola, EPA Wes Ganter, PG Environmental
Facility representatives:	Todd Teachout Patrick Guasco Dan Zepponi
Report prepared by:	Wes Ganter, PG Environmental
Date prepared:	April 3, 2008

Background

On 8/6/2007, USEPA Region 9 and its contractor inspected the City of Sausalito's (City) sanitary sewer system. Spills and sanitary sewer overflows (SSOs) from the sewer system are prohibited by the Clean Water Act. Additionally, spills and SSOs from the City's sewer system are prohibited by Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, WQO No. 2006-0003. The City is an enrollee under the Statewide General Waste Discharge Requirements. Additionally, the City is also required to comply with the San Francisco Bay Regional Water Quality Control Board's July 2005 Section 13267 of the California Water Code letter that establishes earlier deadlines for submittal of Sewer System Management Plan (SSMP) components than the SSMP deadlines present in WQO No. 2006-003. As such, the City must comply with both the Section 13267 letter and WQO No. 2006-003 requirements.

The primary purpose of the inspection was to document the history of sewage spills, determine the adequacy of the City's spill response and prevention programs, evaluate sewer maintenance activities, and assess the accuracy and reliability of its spill reporting procedures. The primary on-site facility representatives were Mr. Todd Teachout, City Engineer, Mr. Patrick Guasco, Sewer Coordinator, and Mr. Dan Zepponi, Maintenance Supervisor. The inspection included an interview of City staff within offices located in City Hall. There was no field component of the inspection. Mr. Wes Ganter of PG Environmental, LLC led the inspection accompanied by Ms. JoAnn Cola of USEPA Region 9. The weather at the time of inspection was overcast.

The City owns and operates approximately 25 miles of gravity sewer pipe and one force main. The City also owns, but does not operate, three pump stations (Anchor Street, Gate 5, and Whiskey Springs). The pump stations are operated and maintained by Sausalito-Marin City Sanitary District at an annual rate of $35,000. Sanitary sewage generated within the City is pumped to the Sausalito-Marin City Sanitary District wastewater treatment plant for treatment. Discharges from the Sausalito-Marin City Sanitary District wastewater treatment plant to San Francisco Bay are regulated under NPDES permit No. CA0038067. The City is not a listed permittee within NPDES Permit No. CA0038067. According to Mr. Teachout, a written agreement dating back to the 1950s is the current operating agreement between the city and the Sausalito-Marin City Sanitation District. The City has a population of approximately 7,500 people.

Under section 301(a) of the Clean Water Act (CWA), it is unlawful for any person to discharge any pollutant from a point source into "waters of the United States" except in compliance with an NPDES permit. The City of Sausalito does not have an NPDES permit that authorizes the discharge of sewage spills. Therefore, any sewage spill from the District's collection system that flows to "waters of the United States" constitutes a violation of the Clean Water Act.

The City has a sewer maintenance crew that performs scheduled cleaning and provides spill responses. The crew resides within the Public Works Department of the City. The maintenance crew handles all public facility maintenance, and collection system maintenance is part of their responsibility. Mr. Zepponi oversees the maintenance crew

and the collection system maintenance program. An Industrial and Commercial Operations and Management (ICOM) software package is used to schedule and track maintenance activities. City staff stated that the City was in the process of trying to improve the ICOM software to serve more as an asset management application. Maps of the sewer system were available. The City owns a high velocity flusher truck and maintains a contract with a local street sweeping company for vactor truck services (the City did not own its own vactor truck). Mr. Zepponi stated that the City had identified four to five 'hot spots' which were inspected on a weekly basis and other parts of the collection system were cleaned on a 3, 6, and 12 month frequency. The frequency was said to be based on past issues and local knowledge. It was stated that over the last four years the City was intentionally moving towards a more proactive maintenance program akin to a CMOM program. The City had completed a system-wide closed caption television (CCTV) inspection approximately four years prior to the inspection as part of a rate increase, which resulted in the completion of a Damage Severity Index (DSI).

Mr. Guasco, Sewer Coordinator, resides in the City's Engineering Department and implements the spill response and reporting process as well as overseeing City and residential sewer contractors. Mr. Guasco had been hired by the City approximately four months prior to the inspection. The City had written procedures for responding to spills, estimating spill volume, and reporting, and was in the process of fully developing its Sewer System Management Plan (SSMP) as per WQO No. 2006-0003 requirements. A draft version of the SSMP was provided to the inspectors; however, the adequacy of the SSMP was not evaluated during the inspection. Mr. Guasco stated that response time to reported spills averages between 15 minutes and 1.5 days and the City is not currently tracking response time or the mechanism or origin of spill reporting (e.g., residents, businesses, city crews). City crews respond to reported spills and remedy those within the public right of way. Roto-Rooter is routinely used to respond to blockages and spills within, or on, private property. Obligations and written protocols did not exist for which entity (City or Sausalito-Marin City Sanitary District) is responsible for reporting spills at the three pump stations or for spills that occur upstream from pump stations during failures.

The collection system was said to consist of pipes ranging from 4 to 24 inches in diameter with varying pipe ages. The City is largely built-out with limited growth occurring. It was stated that the City has approximately 40 restaurants within its service area and approximately two-thirds of these establishments have grease traps. The fats, oils, and grease (FOG) program had historically been implemented by the City's Building Department and it was stated that the implementation and oversight of the FOG program was being transferred to the Engineering Department. It was stated that this transition was, in part, occurring to more effectively move the FOG program from its historical reactive process to a more proactive process.

At the time of the inspection, the City was not actively monitoring wastewater flow rates and therefore the daily average and peak dry and wet flow rates were unknown. The City had last completed an Infiltration and Inflow (I&I) study in 1986; that study was not reviewed during the inspection. The City stated they plan to conduct additional

monitoring as part of their upcoming System Evaluation and Capacity Assurance Plan, which is a requirement of WQO No. 2006-0003. It was stated that the Sausalito-Marin City Sanitary District was currently conducting a study of the hydraulic capacity of the Sausalito-Marin City interceptor and the wastewater treatment plant within their jurisdiction. Dry and wet weather flow contributions from the City and Tamalpais Community Sanitary District were included. I&I were believed to be significant, especially in the low lying areas of the City's collection system adjacent to San Francisco Bay, but a wet weather peaking factor was not known. The City Engineer described recurring system flooding, overcharge, and overflow problems in low lying areas adjacent to San Francisco Bay, specifically in the area of Gate 5 Road. These problems are discussed in more detail in the findings section of this report.

Information obtained during a subsequent inspection of the Sausalito-Marin City Sanitary District identified that the District's wastewater treatment plant has an average dry weather design flow of approximately 1.8 million gallons per day (mgd). On December 31, 2005 the plant experienced a daily peak instantaneous flow of 12.6 mgd and the District representative stated that daily average wet weather flows of approximately 10 mgd were common. These wet weather peaking ratios are indicative of excessive I&I. The District has identified excessive I&I originating within the tributary sewer systems and of the City of Sausalito and TCSD, and in the upstream reaches of the District's gravity interceptor as causing surcharge conditions and SSOs. The increased wet weather flows have caused effluent limit exceedances at the wastewater treatment plant. District personnel described the inability of the District to impose or enforce I&I reduction activities within the tributary sewer systems. Specifically, it was mentioned that the District had no method of restricting influent flow from the City of Sausalito as the influent arrived via a gravity trunk line. District staff discussed known and significant sources of I&I originating within the City of Sausalito's gravity system in the Gate 5 area and were also aware that the City was experiencing considerable difficulty in initiating planned and funded remedial activities.

Attached to this inspection report are the following documents:

- Attachment 1 contains copies of the City's Service Call Form and Sanitary Sewer Official Inspection Report form and the CIWQS SSO ID 658141 report for the July 11, 2007 spill.
- Attachment 2 contains CIWQS SSO ID's 707718 and 707693.
- Attachment 3 contains the City of Sausalito FY 2008 Capital Improvement Project (CIP) list and budget.
- Attachment 4 contains the City of Sausalito Sewer Fund Budget FY 2008.

Findings

1. **Occurrence of spills.** Discharges to waters of the United States without a permit are prohibited under Section 301(a) of the Clean Water Act. Additionally, as per Part C.1 Prohibitions of the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, WQO No. 2006-0003, any spill that results in a discharge of untreated or partially treated wastewater to waters of the United States is prohibited. The City reported three sewage spills in 2005 and two sewage spills in 2006 to the San Francisco Regional Water Quality Control Board via the Regional Water Board's SSO website and on their annual report. According to the report, the 2006 spills were the result of root intrusion and grease blockage, respectively. Additionally, City representatives stated that approximately 75 to 90 percent of past spills have been due to root intrusion.

   The 2006 spills were reported to the San Francisco Bay Regional Water Quality Control Board via the Regional Board's SSO website. The 2005 spills were reported in the City's Annual Report. The City has been reporting all spills that occurred in 2007 to the State Water Resources Control Board via the California Integrated Water Quality System (CIWQS) website. Following the inspection, the EPA inspector reviewed the CIWQS website which indicated that the City had reported seven spills in 2007 and one additional spill that had occurred in December 2005 but went unreported until November 14, 2007. As per the CIWQS report, a combined 34,217 gallons of sewage was spilled, of which 290 gallons were recovered. With approximately 25 miles of sewage pipe, the City averaged 17 sewage spills/per 100 miles of pipe/per year for the period 2005 to 2007.

Table 1. Reported Spills for 2006 and 2007
Sausalito-Marin City Sanitary District's Collection System

Incident Date/ Address	SSO Estimated Volume (gal)	SSO Estimated Volume Recovered	SSO Destination	Cause of SSO
01/15/2007 317 Front	1,126	50	Unpaved Surface	Blockage – Roots
02/05/2007 120 Cazneau	3,107	0	Street/curb & gutter	Blockage – Debris
07/11/2007 24 Cable Roadway	600	200	Unpaved Surface	Blockage – Roots
08/25/2007[1] 57 Lincoln	2,100	40	Dirt Road	Blockage – Grease
12/06/2005[1] 57 Lincoln	21,000	0	Unpaved Surface	Blockage – Grease
09/09/2007 5 Reade	2,333	0	Storm drain; Street/curb & gutter	Blockage – Debris
11/03/2007 123 Glen	1,791	0	Street/curb & gutter	Blockage – Debris
12/08/2007	1,200	0	Storm drain;	Blockage – Roots

1 Laurel			Street/curb &gutter	
10/24/2006 Behind #71 Woodward Avenue in the wooded area	60	0	Yard/Land	Blockage – Roots
01/23/2006 On beach area at intersection of Bridgeway and Valley Street	900	0	Street/Curb & Gutter	Blockage – Grease

[1] Additional information regarding these spills are provided in Finding 3

2. **Failure to contain and mitigate the impacts of an SSO.** As per Part D.3 of the State Water Resources Control Board Order No. 2006-0003-DWQ, in the event of a spill, the enrollee shall take all feasible steps to contain and mitigate the impacts of an SSO. As demonstrated in Table 1, the City has not been able to effectively recover sewage after it has exited the collection system. Additionally, some past spills have gone unidentified (see Finding 4 below) or unreported for extended periods of time (see Finding 3 below). It was also stated that spill response time can be as long as 1.5 days. The City needs to improve not only its capabilities to contain and recover SSOs but also realign its focus and practice to make this a priority.

3. **Inadequate procedures for estimating spill volumes and reporting.** A reporting irregularity was identified when reviewing the City's 2007 spill reports as submitted to the CIWQS SSO website. As reported in the City's records, a spill occurred at 24 Cable Roadway on July 11, 2007 and persisted for a period of 24 hours. Copies of the City's Service Call Form and Sanitary Sewer Official Inspection Report form document the activity and include a volume estimation calculation. The calculation provided on the Official Inspection Report appears to conclude that "990 gallons potentially breached public sewer." This spill was reported on the CIWQS website and was assigned an SSO ID of 658141. The report completed by City representatives state that 600 gallons were spilled of which 200 were recovered. The apparent discrepancies between the spill volumes and the method used to recover spilled sewage are not described in the documentation. Mr. Guasco later explained by telephone that he had refined the calculation prior to submitting the report based on the actual number of occupied residences at the time of the spill. Service Call Forms and Official Inspection Reports for other 2007 spills were not obtained during the inspection and therefore it is unclear if this discrepancy was a one time occurrence or more widespread. Nonetheless, the City needs to review past spill documentation, assess their procedures, and ensure that accurate and reliable spill estimation and reporting is occurring. A clear and concise description and incident report should be available for each spill incident. Copies of the City's Service Call Form and Sanitary Sewer Official Inspection Report form and the CIWQS SSO ID 658141 report are included as Attachment 1.

Additionally, two spill reports submitted on November 14, 2007 (SSO ID's 707718 and 707693) recount past spills that went undetected or known by the City for extended periods of time. The spill reports appear to indicate that the City's contractor responded to spills and cleared blockages but did not provide notice of their activities to the City. The City only became aware of the incidents when meeting with a resident of the affected property. While the City should be commended for reporting these incidents as they were discovered, the failure to be readily and reliably informed of the occurrences and submit required reports is problematic. The City needs to evaluate the cause of this problem and implement process improvements to ensure against recurrence. The CIWQS SSO ID's 707718 and 707693 are included in this report as Attachment 2.

4. **Spill reporting in areas of overlapping jurisdiction**. The three pump stations within the service area are owned by the City but maintained by the Sausalito-Marin City Sanitary District. Several significant spills have occurred at the pump stations and upstream of the stations in the collection system in past years. It was stated that the spills have been due to pump failures and inadequate capacity to convey wet weather flows. City representatives stated that in one instance, the Sausalito-Marin City Sanitary District sewer crews alerted the City of a likely spill (i.e., cover had floated from the manhole) that had occurred in the collection system upstream of the pump station. The flow rate, duration, and impacts from the spill could not be readily determined by the City and subsequently questions arose regarding responsibility for reporting. Discussions held with City personnel indicated that the responsibilities and procedures for spill reporting at or upstream of the pump stations were not well defined. The City should have clearly established responsibilities and procedures for identifying and reporting spills within their service area. If needed, the operating agreement between the City and the Sausalito-Marin City Sanitary District should be re-opened and revised to reflect these obligations.

5. **Inability to convey wet weather flows.** As per Part D.10 of the State Water Resources Control Board Order WQO No. 2006-0003 an enrollee must provide adequate capacity to convey base flows and peak flows, including flows related to wet weather events. Capacity shall meet or exceed the design criteria as defined in the Enrollee's System Evaluation and Capacity Assurance Plan. While the completion deadline for the System Evaluation and Capacity Assurance Plan has yet to arrive, the City identified on their sewer map a series of manholes (47100 – 47000) and sewer line segments (430103 – 430110) that were undersized and lacked adequate capacity to effectively convey wet weather flows to the treatment plant. As an interim measure, the City had bolted down several of the manhole covers in this area prevent cover floating and SSOs. The effectiveness of this approach was not assessed during the inspection. The City also stated that the streets and area surrounding the identified sewer line segments can become flooded resulting in overcharged sewer lines. This overcharge condition has resulted in past spills. It was unclear from the inspection whether these areas were included in the City's 'hot spots' and whether these locations were routinely

inspected during wet weather events. Although a 2008 Capital Improvement Project (CIP) project list was obtained during the inspection, a comparison of the CIP list with these known and inadequate conditions within the collection system was not performed. The FY 2008 CIP project list is attached to this report as Attachment 3.

6. **CIP implementation and I&I reduction.** City representatives stated that the City was having ongoing difficulties in fully implementing their existing CIP primarily due to a lack of adequate City staff to design, manage and oversee project implementation. The City had successfully implemented an escalating five year sewer rate increase to fund the CIP, yet CIP expenditures had not kept up with the increased annual budgets. For example, the City's Sewer Fund budget documents indicate that only $446,515 of CIP expenditures were incurred in FY 2006 and only $1,225 of CIP expenditures had been incurred through March of 2007. The FY 2007 budget for CIP was $3,782,500 and the FY 2008 budget is $3,005,650 (the FY 2006 budget was not available). The Sewer Fund budget documents indicate Sewer Fund Reserves in excess of $3M. The City needs to address this clear deficiency so as to enable the rapid and prudent implementation of their CIP as planned and as approved by Sausalito residents. Additionally, the CIP should be prioritized (if it is not already) to address the capacity-related SSO's within the low lying areas of the collection system. The City of Sausalito Sewer Fund Budget FY 2008 is attached to this inspection report as Attachment 4.

7. **High velocity flusher truck repair and return to service.** The City personnel stated that the high velocity flusher truck was out of service at the time of the inspection. A date for its repair and return to service was not readily available. While this truck is out of service, City crews resort to hand rodding and requesting the services of a contract vactor truck. The City should expedite the repair and return this important piece of equipment to service rapidly.

8. **Improved spill tracking.** The City is encouraged to evaluate and potentially improve the current routes and mechanisms for public reporting of spills. City representatives stated that spills were being reported via a variety of mechanisms including calls to the Engineering and Public Works departments, city police, 911, and other neighboring sewage agencies. The City is also encouraged to augment their current spill data acquisition and tracking to collect vital information such as the source of initial identification of a spill (e.g., resident via government pages listing for Public Works) and response time. The City was collecting relevant information on a field tracking form that was completed by field teams and entered into their ICOM management system; however, the extent of information could be improved to allow for future performance tracking and reporting.

Summary

While information gathered during the inspection indicates that the City is improving its overall sewer maintenance and operation program, significant issues and deficiencies exist in regards to inadequate system capacity, effective use of CIP funds, and spill tracking and reporting. Given the significant difficulty the City of Sausalito has experienced with engineering, bidding and implementing sewer-related CIP projects, it would appear beneficial and prudent for both the City and the Sausalito Marin-City Sanitary District if the District was to assume the role of master engineering consultant for both City and District funded sewer projects. The successful and timely implementation of the much needed capacity and I&I reduction projects in Sausalito are of critical importance to the District and will reduce the occurrence and liability for spills within the City. The District possesses the staff that could help in expediting these projects and both entities would likely benefit from reduced engineering costs and other benefits of scale.

ATTACHMENT 1

Copies of the City's Service Call Form and Sanitary Sewer Official Inspection Report form and the CIWQS SSO ID 658141 report for the July 11, 2007 spill

CIWQS SSO ID 658141 You are logged-in as: PUBLIC.

SSO - General Information

SSO Event ID:	658141	**Regional Water Board:**	2
Spill Location Name:	24 Cable Roadway	**Agency:**	City of Sausalito
		Sanitary Sewer System:	Sausalito City CS

General Info

Note: Questions with "" are required to be answered to certify this report.*

SSO Type:	Category 2
Version:	1
Physical Location Details	
***Spill location name:**	24 Cable Roadway
***Latitude of spill location:**	37
***Longitude of spill location:**	122
Address:	24 Cable Roadway
City:	Sausalito **State:** CA **Zip:** 94965
***County:**	Marin
Spill location description:	24 Cable Roadway
***Regional Water Quality Control Board:**	2
Spill Details	
***Spill appearance point:**	Other sewer system structure
Spill appearance point explanation: (Required if spill appearance point is "Other")	Overflowed from the end of the system at the rod hole access point
***Did the spill discharge to a drainage channel and/or surface water?**	No
***Did the spill discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system?**	No
***Private lateral spill?**	No
Name of responsible party (for private lateral spill only, if known):	
***Final spill destination:** (Hold Ctrl key to Select Multiple answers from the list)	Unpaved surface
Explanation of final spill destination: (Required if final spill destination is "Other")	
***Estimated spill volume:**	600 gallons
Estimated volume of spill recovered:	200 gallons
Estimated current spill rate (if applicable):	8 gallons per minute
***Estimated spill start date/time:**	2007-07-11 08:30:00.0
***Date and time sanitary sewer system agency was notified of or discovered spill:**	
***Estimated Operator arrival date/time:**	07/12/2007 08:30
***Estimated spill end date/time:**	2007-07-12 09:00:00.0
***Spill cause:**	Root intrusion
Spill cause explanation: (Required if spill Cause is "Other")	

SSO ID 658141

If spill caused by wet weather, choose size of storm:	
Diameter of sewer pipe at the point of blockage or spill cause (if applicable):	6
Material of sewer pipe at the point of blockage or spill cause (if applicable):	CIP
Estimated age of sewer pipe at the point of blockage or spill cause (if applicable):	40
Description of terrain surrounding the point of blockage or spill cause (if applicable):	Steep
*** Spill response activities:** (Hold Ctrl key to Select Multiple answers from the list)	Cleaned-up (mitigated effects of spill)
Explanation of spill response activities: (Required if spill response activities is "Other")	
Visual inspection results from impacted receiving water:	
Overall Spill Description:	
Notification Details	
OES Control Number (Required for **Category 1** spill report if estimated spill volume >= 1000 Gals and spill reached surface water or storm drainpipe):	
OES Called Date/Time (Required for **Category 1** spill report if estimated spill volume >= 1000 Gals and spill reached surface water or storm drainpipe):	
Regional Water Quality Control Board notified date/time:	
Other Agency Notified:	
Was any of this spill report information submitted via fax to the Regional Water Quality Control Board?	no
Date and time spill report information was submitted via fax to the Regional Water quality Control Board: (required if spill report information submitted via fax to Regional Water Board is "Yes")	

NOTE: questions with "" are required to be answered to certify this report.*

City Of Sausalito Service Call Form

Date: 7-12-07

MapPage: S7 StructureUP: No Number For Rod Hole StructureDN: 120610

Caller Information:

Name: Tom Henderson Phone Number: 362-3794 Time: 8:30 (am) [pm]

Address: 24 Cable Roadway City: Sausalito Call Type: [ ] Normal [ ] Emergency [X] Complaint [ ] None

Arrival Time: 8:30 (am) [pm] Departure Time: 1:00 [am] (pm) ManHours: 4.5

Personnel(XX/XX): JS / MM Pay Code: R (regular) double or 1.5x)

Problem Type(s): (Circle all that apply)

Broken main Gas CO Electric CO Water CO Grease (Soft stoppage) Odor Inspection

MH cover (Roots in main) Debris in main Surcharge Storm drain (S/S Congestion) USA request

Water Unknown Misc.(explain) Other(explain)

Problem In: (Circle One)

(Mainline) Side Sewer None Other

Problem Causes: (Circle all that apply)

Debris (Roots) Grease Lateral Failure Unknown Other

Activity: (Circle One)

(Rodding) Hydroflush None Other

Comments: [redacted]s Main line was Backed up.
Rodded From m/H # 120610 280 FT
Releived Root Blockage, Cleaned & Disenfected
Area. Main is Down & Flowing

Overflow Data: (circle one)

Overflow Type: (blockage) capacity stoppage none Overflow Location: manhole lateral cleanout rod hole n/a

CITY OF SAUSALITO
SANITARY SEWER
OFFICIAL INSPECTION REPORT

NAME: Tom Henderson
DATE: 7/12/07
ADDRESS: 24 Cable Roadway
Project #
REINSPECTION (next week) 7/19/07 DATE (ON\AFTER)
TIME: 08:30 am
COMPLAINT TYPE: Emergency of c/o
BUSINESS OR RESIDENTIAL: Residential residential.
EMPLOYEE(S) RESPONDING:
Vehicle # rodder

Dan Zeppani
Jose Saenz
Marc Morales.

Public sewer rod hole overflowing approximately 24 hrs.

10 residences tied into this line.

300 gpd per residence

3000 gpd potentially used in this system item

3000 / .30 = 990 gallons potentially breached public sewer

990 / 24 = 50 phr

50 phr / 60 = .83 gal per minute.

Inspected By: _____ Received By: _____ Page ____ of ____

ATTACHMENT 2

CIWQS SSO ID's 707718 and 707693

CIWQS SSO ID 707718 You are logged-in as: PUBLIC.

SSO - General Information

SSO Event ID:	707718	**Regional Water Board:**	2
Spill Location Name:	Sausalito California	**Agency:**	City of Sausalito
		Sanitary Sewer System:	Sausalito City CS

General Info

Note: Questions with "" are required to be answered to certify this report.*

SSO Type:	Category 1
Version:	1
Physical Location Details	
***Spill location name:**	Sausalito California
***Latitude of spill location:**	37
***Longitude of spill location:**	122
Address:	57 Lincoln
City:	Sausalito **State:** CA **Zip:** 94965
***County:**	Marin
Spill location description:	Sausalito California
***Regional Water Quality Control Board:**	2
Spill Details	
***Spill appearance point:**	Other sewer system structure
Spill appearance point explanation: (Required if spill appearance point is "Other")	Overflowing out of Sanitary Sewer rodhole
***Did the spill discharge to a drainage channel and/or surface water?**	No
***Did the spill discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system?**	No
***Private lateral spill?**	No
Name of responsible party (for private lateral spill only, if known):	The City of Sausalito
***Final spill destination:** (Hold Ctrl key to Select Multiple answers from the list)	Unpaved surface
Explanation of final spill destination: (Required if final spill destination is "Other")	
***Estimated spill volume:**	21000 gallons
***Estimated volume of spill recovered:**	0 gallons
***Estimated volume of spill that reached surface water, drainage channel, or not recovered from a storm drain:**	0 gallons
Estimated current spill rate (if applicable):	1 gallons per minute
***Estimated spill start date/time:**	2005-12-06 08:00:00.0
***Date and time sanitary sewer system agency was notified of or discovered spill:**	
***Estimated Operator arrival date/time:**	01/06/2006 00:00
***Estimated spill end date/time:**	2006-01-06 12:30:00.0
***Spill cause:**	Grease deposition (FOG)

Spill cause explanation: (Required if spill Cause is "Other")	The blockage occured according to the report/invoice created by Ofiaro building and engineering construction 165' downstream of the public sanitary sewer rodhole # 371400 located on #57 Lincoln street property
If spill caused by wet weather, choose size of storm:	
Diameter of sewer pipe at the point of blockage or spill cause (if applicable):	6
Material of sewer pipe at the point of blockage or spill cause (if applicable):	vcp
Estimated age of sewer pipe at the point of blockage or spill cause (if applicable):	30
Description of terrain surrounding the point of blockage or spill cause (if applicable):	Steep
*** Spill response activities:** (Hold Ctrl key to Select Multiple answers from the list)	Cleaned-up (mitigated effects of spill)
Explanation of spill response activities: (Required if spill response activities is "Other")	
*** Spill response completion date:**	01/06/2006 03:30
Visual inspection results from impacted receiving water:	
*** Health warnings posted?**	No
*** Name of impacted beach(es) (enter NA if not applicable):**	NA
*** Name of impacted surface water(s) (enter NA if not applicable):**	NA
*** Is there an ongoing investigation?**	No
*** Water quality samples analyzed for:** (Hold Ctrl key to Select Multiple answers from the list)	Not applicable to this spill
Explanation of water quality samples analyzed for: (Required if water quality samples analyzed for is "Other chemical indicator(s)", "Biological indicator(s)", or "Other")	
*** Water quality sample results reported To:** (Hold Ctrl key to Select Multiple answers)	Not applicable to this spill
Explanation of water quality sample results reported to: (Required if water quality sample results reported to is "Other")	
*** Spill corrective action taken:** (Hold Ctrl key to Select Multiple answers from the list)	
Explanation of spill corrective action taken: (Required if spill corrective action is "Other")	Added sewer to preventive maintenance program
Overall Spill Description:	According to the resident Mr. Tom Clark this spill occured for 30 days. Ofiaro cleared the problem in the same location as Roto Rooter 08/28/07. According to Mr. Clark No one on either occassion prior to my meeting with him would tell him if this was a public problem or a private problem.
Notification Details	
OES Control Number (Required for **Category 1** spill report if estimated spill volume >= 1000 Gals and spill reached surface water or storm drainpipe):	077042
OES Called Date/Time (Required for **Category 1** spill report if estimated spill volume >= 1000 Gals and spill reached surface water or storm drainpipe):	11/14/2007 04:00
*** County health agency notified:**	no
County health agency notified date/time: (required if County health agency notified is "Yes")	
Regional Water Quality Control Board notified date/time:	
Other Agency Notified:	

SSO ID 707718

Was any of this spill report information submitted via fax to the Regional Water Quality Control Board?	no
Date and time spill report information was submitted via fax to the Regional Water quality Control Board: (required if spill report information submitted via fax to Regional Water Board is "Yes")	

NOTE: questions with "" are required to be answered to certify this report.*

CIWQS SSO ID 707693 You are logged-in as: PUBLIC.

SSO - General Information

SSO Event ID:	707693	**Regional Water Board:**	2
Spill Location Name:	Sausalito California	**Agency:**	City of Sausalito
		Sanitary Sewer System:	Sausalito City CS

General Info

Note: Questions with "" are required to be answered to certify this report.*

SSO Type:	Category 1
Version:	1
Physical Location Details	
***Spill location name:**	Sausalito California
***Latitude of spill location:**	37
***Longitude of spill location:**	122
Address:	57 Lincoln
City:	Sausalito **State:** CA **Zip:** 94965
***County:**	Marin
Spill location description:	Sausalito California
***Regional Water Quality Control Board:**	2
Spill Details	
***Spill appearance point:**	Other sewer system structure
Spill appearance point explanation: (Required if spill appearance point is "Other")	Overflowing out of sanitary sewer rodhole
***Did the spill discharge to a drainage channel and/or surface water?**	Yes
***Did the spill discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system?**	No
***Private lateral spill?**	No
Name of responsible party (for private lateral spill only, if known):	
***Final spill destination:** (Hold Ctrl key to Select Multiple answers from the list)	Other (specify below)
Explanation of final spill destination: (Required if final spill destination is "Other")	Overflowed to the toe of the scarp on dirt access road and followed the transition point between dirt road and scarp
***Estimated spill volume:**	2100 gallons
***Estimated volume of spill recovered:**	40 gallons
***Estimated volume of spill that reached surface water, drainage channel, or not recovered from a storm drain:**	2060 gallons
Estimated current spill rate (if applicable):	1 gallons per minute
***Estimated spill start date/time:**	2007-08-25 08:00:00.0
***Date and time sanitary sewer system agency was notified of or discovered spill:**	
***Estimated Operator arrival date/time:**	08/28/2007 11:00
***Estimated spill end date/time:**	2007-08-28 12:30:00.0
***Spill cause:**	Grease deposition (FOG)

SSOID 707693

Spill cause explanation: (Required if spill Cause is "Other")	This blockage occured according to the resident of #57 3 days prior to being relieved. Roto Rooter cleared the blockage 165' downstream in the public main from the 4" cleanout on the subject property which is 8' away from the SS rodhole which was overflowing. The Roto Rooter field tech was new at his job and did not know to call DPW nor did the resident.
If spill caused by wet weather, choose size of storm:	
Diameter of sewer pipe at the point of blockage or spill cause (if applicable):	6
Material of sewer pipe at the point of blockage or spill cause (if applicable):	VCP
Estimated age of sewer pipe at the point of blockage or spill cause (if applicable):	30
Description of terrain surrounding the point of blockage or spill cause (if applicable):	Steep
*** Spill response activities:** (Hold Ctrl key to Select Multiple answers from the list)	Cleaned-up (mitigated effects of spill);Restored flow
Explanation of spill response activities: (Required if spill response activities is "Other")	
*** Spill response completion date:**	08/28/2007 12:30
Visual inspection results from impacted receiving water:	Some grey material observed and lots of rat holes near rod hole.
*** Health warnings posted?**	No
*** Name of impacted beach(es) (enter NA if not applicable):**	NA
*** Name of impacted surface water(s) (enter NA if not applicable):**	NA
*** Is there an ongoing investigation?**	No
*** Water quality samples analyzed for:** (Hold Ctrl key to Select Multiple answers from the list)	Not applicable to this spill
Explanation of water quality samples analyzed for: (Required if water quality samples analyzed for is "Other chemical indicator(s)", "Biological indicator(s)", or "Other")	
*** Water quality sample results reported To:** (Hold Ctrl key to Select Multiple answers)	Not applicable to this spill
Explanation of water quality sample results reported to: (Required if water quality sample results reported to is "Other")	
*** Spill corrective action taken:** (Hold Ctrl key to Select Multiple answers from the list)	
Explanation of spill corrective action taken: (Required if spill corrective action is "Other")	Added sewer to preventive maintenance program
Overall Spill Description:	This information came to me the LRO over 2 months after the fact. As the LRO the minute I learned about this I investigated using the inhouse paperwork and contacting the reporting person and contacting the independant contractor who actually cleared the blockage. This overflow was not viewed by the LRO all information is based on the information the LRO collected through field research.
Notification Details	
OES Control Number (Required for **Category 1** spill report if estimated spill volume >= 1000 Gals and spill reached surface water or storm drainpipe):	077041
OES Called Date/Time (Required for **Category 1** spill report if estimated spill volume >= 1000 Gals and spill reached surface water or storm drainpipe):	11/14/2007 04:20
	no

SSO ID 707693

*** County health agency notified:**	
County health agency notified date/time: (required if County health agency notified is "Yes")	
Regional Water Quality Control Board notified date/time:	
Other Agency Notified:	
Was any of this spill report information submitted via fax to the Regional Water Quality Control Board?	no
Date and time spill report information was submitted via fax to the Regional Water quality Control Board: (required if spill report information submitted via fax to Regional Water Board is "Yes")	

NOTE: questions with "" are required to be answered to certify this report.*

ATTACHMENT 3

City of Sausalito FY 2008 CIP List and Budget

WC 8/6/07

Sewer Fund Budget FY 2008					
CIP					
Account	Description	Design/Planning		Construction	Total
		Interior	Exterior		
	Emergency Repair Program				
110-550-4067-450	Install (N) SS Manholes	500	10,500	92,000	103,000
110-550-4067-450	Pothole Line-STOP	1,000	30,000	278,000	309,000
110-550-4024-450	Rehab Sewer Manholes	500	10,500	92,000	103,000
	Sewer Program Capital Programs				
110-550-4088-450	CK06-002 Smoke Test Program	1,000	30,000	-	31,000
110-550-4089-450	CK06-003 Flow Monitoring Program	500	35,500	-	36,000
110-550-4092-450	CK06-006 State Revolving Loan Program	450	1,050	15,000	16,500
100-550-4095-450	CK07-003 I and I Study	500	7,750	-	8,250
	2005 Sewer Main Rehab Projects				
110-550-4080-450	CK05-001 517 Nevada Street	500	10,500	92,000	103,000
110-550-4081-450	CK05-002 403 Coloma Street	500	10,500	92,000	103,000
110-550-4082-450	CK05-003 247-305 Gate 5 Road	500	5,500	51,000	57,000
110-550-4083-450	CK05-004 475 South St. - Edwards Ave.	1,400	13,000	130,000	144,400
110-550-4085-450	CK05-006 137 Prospect-495 Saus. Blvd.	1,000	16,500	137,000	154,500
	2005 Sewer Main Rehab Projects	3,900	56,000	502,000	561,900
110-550-4094-450	**Waterfront Projects (CK07-002)**				
110-550-4056-450	CK04-001 Alex Ave. Main (@Beach)				
110-550-4086-450	CK05-007 Alexander Ave. Force Main				
110-550-4057-450	CK04-002 Bridgeway (Valley to Main)				
110-550-4062-450	CK04-007 Grease Interceptor-Spinnaker				
110-550-4063-450	CK04-008 Spinnaker Main				
110-550-4087-450	CK06-001 Gate 5 Road				
110-550-4091-450	CK06-005 Rehab Anchor St. Pump Station				-
110-550-4094-450	**Waterfront Projects (CK07-002)**	3,000	137,000	890,000	1,030,000
	2009 Sewer Projects				
110-550-4093-450	CK07-001 Sanitary Sewer Rehab Project-incl:	5,000	60,000	570,000	635,000
	33 Toyon Ln. to 69 Woodward Ave.				
	MLK Park (Bldg #2 Lateral)				
	Harbor Drive (Gate 5 Rd. - East to end of Street)				
	4th Street (Valley to Main Street)				
110-550-4090-450	CK06-004 Pump Station Upgrade (Whiskey Springs)	200	17,000	154,800	172,000
	2009 Sewer Projects	5,200	77,000	724,800	807,000
	Total Sewer Capital Improvement Projects	16,550	395,300	2,593,800	3,005,650

ATTACHMENT 4

City of Sausalito Sewer Fund Budget FY 2008

City of Sausalito
Sewer Fund
Budget FY 2008

Account	Description	2006 Actual	2007 Adjusted Budget	2007 Actual Thru Mar 07	2008 Requested	Increase (Decrease) Over Prior Year Budget
110-000-3100-000	Property Tax	706,819	757,000	414,449	755,000	(2,000)
110-000-3600-010	Interest on Investment	82,305	60,000	74,289	90,000	30,000
110-000-3900-000	Miscellaneous Revenue	150	-	-	-	-
	Total Operating Revenue	**789,274**	**817,000**	**488,737**	**845,000**	**28,000**
110-000-3970-080	**Use of Reserves**	**-**	**3,687,686**	**-**	**3,190,987**	**(496,699)**
	Total Revenues	**789,274**	**4,504,686**	**488,737**	**4,035,987**	**(468,699)**
110-550-1000-110	Salaries & Wages	269,681	300,690	234,886	298,238	(2,453)
110-550-1000-130	Overtime	1,151	-	1,450	-	-
110-550-1000-140	Transportation Allowance	923	1,500	1,154	1,500	-
110-550-2000-215	Cafeteria Plan	38,168	43,028	31,366	47,121	4,093
110-550-2000-221	Medicare	3,057	4,360	2,629	4,324	(36)
110-550-2000-230	PERS Employer Contrib	29,507	41,994	26,765	37,721	(4,273)
110-550-2000-251	State Unemployment	2,607	3,007	2,126	2,982	(25)
110-550-2000-260	Workers' Compensation	8,581	26,604	8,464	21,312	(5,293)
110-5000-2001-010	Salaries Allocated to CIP	(3,353)	(114,250)	-	(16,550)	97,700
	Total Salaries & Benefits	**350,323**	**306,933**	**308,840**	**396,648**	**89,715**
110-550-3000-320	Professional Services	53,350	118,000	25,220	105,000	(13,000)
110-550-3000-340	Technical Services	44,590	51,000	17,069	51,000	-
110-550-4000-410	Utilities - Electricity	4,785	4,000	2,891	4,000	-
110-550-4000-412	Utilities - Telephone	699	500	689	500	-
110-550-4000-413	Utilities - Water	547	1,150	468	1,150	-
110-550-4000-414	Utilities - Sewer	26,317	14,000	-	13,500	(500)
110-550-4000-420	Cleaning Services	-	5,000	-	5,000	-

Budget 2008/Sewer 07_08 Budget Worksheet.xls Sewer Worksheet 6/6/2007

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Sewer Fund Budget FY 2008						Page 2 of 2
Account	Description	2006 Actual	2007 Adjusted Budget	2007 Actual Thru Mar 07	2008 Requested	Increase (Decrease) Over Prior Year Budget
110-550-4000-432	Repair & Maint Vehicles	956	5,000	1,763	5,000	-
110-550-4000-435	Repair of Sewer Infrastructure	-	21,000	-	21,000	-
110-550-4000-442	Rental Mach and Equip	50	1,000	-	1,000	-
110-550-4100-551	Sewer Management Prog.	1,050	5,000	1,530	15,000	10,000
110-550-5000-520	Insurance - Liability	12,436	18,653	14,007	20,254	1,601
110-550-5000-521	Insurance - Property	-	-	-	-	-
110-550-5000-541	Advertising - Noticing	-	1,000	902	1,000	-
110-550-5000-551	Printing - External Service	167	1,000	-	1,000	-
110-550-5000-561	Permits	4,966	9,000	5,472	8,650	(350)
110-500-5000-581	Conferences	51	2,250	-	2,000	(250)
110-550-5000-582	Training and Workshops	522	4,400	-	5,000	600
110-550-5000-583	Mileage Reimbursement	8	150	-	150	-
110-550-6000-610	Supplies - General	5,367	15,000	10,409	15,000	-
110-550-6000-611	Office Supplies	2,768	1,000	206	2,000	1,000
110-550-6000-621	Oil and Gasoline	-	-	1,301	1,000	1,000
110-550-6000-622	Uniforms	-	200	-	200	-
110-550-6000-640	Books	100	100	-	150	50
110-550-6000-650	Computer Printer & Supp.	-	3,000	-	-	(3,000)
110-550-7000-740	Machinery & Equipment	6,560	39,500	-	30,000	(9,500)
110-550-7000-750	Vehicles	-	-	-	234,285	234,285
110-550-7000-760	Computer Equipment	3,590	7,850	-	4,350	(3,500)
	Total Operations	**168,880**	**328,753**	**81,927**	**547,189**	**218,436**
110-550-9100-101	Admin Charge - General Fund	79,000	79,000	59,250	79,000	-
110-550-9100-140	Transfer to Gen Capital Improvement Fd	-	7,500	-	7,500	-
	Total Operating Transfers Out	**79,000**	**86,500**	**59,250**	**86,500**	**-**
110-550-4000-450	**Total Capital Improvement**	**446,515**	**3,782,500**	**1,225**	**3,005,650**	**(776,850)**
	Total Expenditures	**1,044,718**	**4,504,686**	**451,242**	**4,035,987**	**(468,699)**
	Net	**(255,443)**	**(0)**	**37,496**	**(0)**	**0**

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