

APPENDIX 1

Annual Report

Report Date: _____
Month / day / year

**For Compliance With Order No. R1-2015-0051
Conditional Waiver of Waste Discharge Requirements
For Mello 3/Llano Oaks Dairy**

Due November 30 each year; reporting for preceding 12 month period (November 1 through October 31).

Facility Information

Facility: _____	Address: _____ <small>No. Street City Zip</small>
Operator: _____	Address: _____
Phone: (____) _____	E-mail: _____
Property owner: _____	Address: _____
Phone: (____) _____	E-mail: _____
Current # of mature dairy cows (milking + dry): _____	
Current # of other dairy cattle: _____	

1. In the previous year, have changes been made to the facility Water Quality Plan? Yes No if yes, please attach explanation.
2. In the previous year, has a Nutrient Management Plan been prepared or revised for your facility? Yes No if yes, please attach explanation.
3. Has the dairy had a manure or process water discharge to surface or groundwater in the past year? Yes No
4. If so, where and how was the problem resolved? _____

5. Please answer the following questions pertaining to facility conditions and actions taken within the previous year to comply with conditions of the Waiver:

“N/A” means that the subject is not applicable to the facility covered by this report)

A. Prevent animals from entering any surface water within confinement areas: (“Surface water” means waters of the United States or any tributary to a water of the United States)							
Are barriers used to keep animals out of surface waters?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are watercourse crossings designed and maintained to protect water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Yes	No	N/A		Yes	No	N/A
Are feed sites located away from surface waters?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
	Yes	No	N/A				
Description of deficiencies (if any) or additional information:							

Description of deficiencies (if any) or additional information:

System component & condition	Yes	No	N/A	System component & condition	Yes	No	N/A
Ponds are designed to contain all process water and stormwater runoff during a 25-year, 24-hour storm or have a Contingency Plan fully protective of surface water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Design calculations are available for manure storage system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Above-ground soil and clay lined manure ponds have a least 2 ft. freeboard? In-ground manure ponds have at least 1 foot of freeboard?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The facility has a solids separation system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ponds are cleaned annually to maintain capacity and check liner integrity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The pumping system is maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are dead animals handled in a manner protective of surface water and groundwater quality? Yes No
 Description of Deficiencies (if any) or Additional Information: _____

A Manure Manifest form is required to be filled out and kept on the dairy site if manure is hauled off the dairy property. This is to ensure tracking of nutrients and ensure responsibility that manure is handled properly in a manner protective of water quality. Completed forms must be available to Regional Water Board staff during inspections and staff upon request. Has manure been hauled off site within the past year and is a Manure Manifest form on file at the dairy for this handling? Yes No N/A

E. Photo Documentation per Monitoring and Reporting Plan			
<p>Please attach photo documentation of compliance with required preseason pollution prevention measures.</p> <p>Photos of newly implemented pollution prevention measures to protect surface and groundwater shall be submitted. Examples of pollution prevention includes cleaning of manure ponds, stormwater separation from manured areas, scraping of manured areas, covering manure piles, compost, and feed storage areas, impermeable ground covering in these storage areas to prevent groundwater contamination, stream zone protection, and any other best management practices or control measures for water quality protection.</p> <p>Annually, please include <u>dated</u> photos of the watercourse assessment (Waiver page 10, paragraph 18). This includes photos of riparian vegetation, streambanks, watercourse crossings, and any potential erosion that could discharge to watercourses. Photos are to show current water quality protection and any projects that are in progress to improve water quality. Page 6 of this Annual Report has space to explain improvement projects.</p> <p>The objective of the Annual Report is to demonstrate that the dairy is ready for the wet season and will not discharge sediment and nutrients to surface waters or groundwater.</p> <p>Photo Documentation of Preseason Best Management Practices is Attached</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

F. Water Quality Sampling

The information below summarizes the water quality sampling requirements, as presented in the Monitoring and Reporting Program (MRP).

Surface Water Sampling

Surface watercourses that flow through the dairy property, including the production area, cropland, or pastures, must be sampled using grab samples at the point where watercourses enter and leave the property. Alternatively, if surface waters flow adjacent to the property but not through the property, and are located such that they could be impacted by activities at the dairy, the grab samples shall be collected upstream and downstream of the areas closest to the dairy property. Sampling shall take place during or directly following each of three (3) major storm events of one (1) inch or more per 24 hours, during the rainy season, beginning in the winter of 2016/2017. Three (3) measurements of electrical conductivity taken three (3) minutes apart shall be recorded during each sampling event at each location. Ammonia nitrogen, pH, and temperature shall be collected once at each sampling location for each sampling event during or following storm events described in this section above.

Electrical Conductivity (EC)	Mmhos
Total Ammonia Nitrogen (NH ₄)	mg/L
pH	
Temperature	°C

Is this dairy in a group monitoring plan? _____ If so, which group? _____

Groundwater Well Sampling

Representative wells currently used and located at the dairy, including domestic and agricultural supply wells, shall be sampled four (4) times total, approximately six (6) months apart. A sample must be collected in: (1) Spring 2016, (2) Fall 2016, (3) Spring 2017, and (4) Fall 2017. One (1) sample from each well shall be tested for the following parameters:

Constituent	Units
Nitrate	mg/L
Fecal Coliform Bacteria	MPN/100mL

Has all surface and ground water quality sampling been completed as described in the Monitoring and Reporting Plan? Yes No

Have all water quality results from the past 12 months been attached? Yes No

The MRP requires recording of visual observations, such as changes in stream color or turbidity at the time of sampling. Please include those observations below or in an attachment.

G. Best Management Practices

(In this section please describe the current condition and effectiveness of management measures not previously described elsewhere in this Annual Report. Please attach additional sheets if more space is needed to fully answer these topics)

Manure Ponds: Are the liners of the manure ponds currently protective of water quality (free of weeds, animal burrows, and cracks that may disturb the liner)? Please describe: _____

Do the manure ponds have sufficient storage capacity prior to the upcoming rainy season as required in the Order? Describe the method used to make this determination: _____

Please describe all new measures taken to prevent nuisances at the manure ponds. Nuisances include odors, breeding mosquitoes, damage from burrowing animals, damage from equipment during removal of solids, embankment settling, erosion seepage, excess weeds, algae, and other vegetation that could compromise the needed capacity or proper functioning of your facility and/or degrade water quality: _____

Riparian Protection: Are effective stream protections present in all pastures that prevent animal waste and sediment from entering waterways (example: bridges, culverts, rocked crossings, fencing out animals, water troughs away from streams, shade away from streams, extensive vegetation, revegetation of bare areas, etc.):
Yes No N/A

Describe current water quality issues on the dairy property such as at stream crossings and riparian areas (example: stream bank trampling and compaction, soil erosion, lack of ground cover and riparian shade protection, and discharge of fecal matter, sediment, and nutrients):

Where there is evidence of significant impacts, the dairy owner or operator must develop riparian management protection measures and implement best management practices to control adverse impacts to water quality. What gradual improvements are being done to resolve adverse water quality impacts?

Erosion Control: Please describe all other measures not previously described, that prevent and minimize the occurrence of erosion and discharge of manure, feed, waste, and soil particles from the dairy to surface or groundwaters:

Groundwater Protection: Describe new measures taken to protect groundwater from contamination at wellheads, sinkholes, and tile drains:

Nutrient Management Planning:

In the past year, was manure and process water generated at your facility been applied to pastures, fields or crop lands at rates that are agronomically sound for the crop, soil, climate, special local situations, management system, and manure/wastewater characteristics? Yes No

Please explain: _____

Please describe the measures taken to avoid surface runoff of manure constituents from the dairy's land application areas: _____

Describe the measures taken to separate or divert stormwater from contacting manured areas, corrals, pens, and animal housing areas:

Describe the measures taken to minimize infiltration of manure-laden water into underlying soils within manured areas, corrals, pens, and animal housing areas:

H. Summary

Has all required monitoring been conducted? Yes No

Have all required reports been submitted to the Regional Water Board? Yes No

Does facility meet Regional Water Board Waiver criteria? Yes No

Reports and attachments shall be submitted (either by mail or electronically) by **November 30** of each year:

By mail:

North Coast Regional Water Quality Control Board
5550 Skylane Blvd., Suite A
Santa Rosa, CA 95403

Or electronically: Northcoast@waterboards.ca.gov

I. Certification of Report Preparer

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this report and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Printed Name

Title

Signature

Month/ day/year