Appendix N4:

Sewer System Management Plan_2008
Rancho California Water District
Sewer System Management Plan
Volume I

FINAL REPORT

Prepared for:
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### Abbreviations / Acronyms

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>BMP</td>
<td>Best Management Practice</td>
</tr>
<tr>
<td>CMMS</td>
<td>Computerized Maintenance Management System</td>
</tr>
<tr>
<td>CMOM</td>
<td>Capacity, Management, Operations and Maintenance</td>
</tr>
<tr>
<td>CPI</td>
<td>Capital Improvement Program</td>
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<tr>
<td>CWEA</td>
<td>California Water Environment Association</td>
</tr>
<tr>
<td>ECS</td>
<td>Environmental Compliance Services</td>
</tr>
<tr>
<td>EDU</td>
<td>Equivalent Dwelling Unit</td>
</tr>
<tr>
<td>EVMWD</td>
<td>Elsinore Valley Municipal Water District</td>
</tr>
<tr>
<td>FOG</td>
<td>Fats, Oils, Grease</td>
</tr>
<tr>
<td>GIS</td>
<td>Geographical Information System</td>
</tr>
<tr>
<td>IEC</td>
<td>Infrastructure Engineering Corporation</td>
</tr>
<tr>
<td>I/I</td>
<td>Inflow / Infiltration</td>
</tr>
<tr>
<td>MRP</td>
<td>Monitoring and Reporting Plan</td>
</tr>
<tr>
<td>NPDES</td>
<td>National Pollution Discharge Elimination System</td>
</tr>
<tr>
<td>OERP</td>
<td>Overflow Emergency Response Plan</td>
</tr>
<tr>
<td>O&amp;M</td>
<td>Operation and Maintenance</td>
</tr>
<tr>
<td>PM</td>
<td>Preventative Program</td>
</tr>
<tr>
<td>PVC</td>
<td>Polyvinyl Chloride</td>
</tr>
<tr>
<td>RA&amp;S</td>
<td>Regional Assets and Services Department</td>
</tr>
<tr>
<td>RCWD</td>
<td>Rancho California Water District</td>
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<tr>
<td>SSMP</td>
<td>Sewer System Management Plan</td>
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<tr>
<td>SSO</td>
<td>Sanitary Sewer Overflows</td>
</tr>
<tr>
<td>SRWRF</td>
<td>Santa Rosa Water Reclamation Facility</td>
</tr>
<tr>
<td>SWRCB</td>
<td>State of California Water Resources Control Board</td>
</tr>
<tr>
<td>WDR</td>
<td>Waste Discharge Requirements</td>
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<td>WMWD</td>
<td>Western Municipal Water District</td>
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EXECUTIVE SUMMARY

On May 2, 2006, after several years of public discussion and planning, the State Water Resources Control Board (SWRCB) adopted Order No. 2006-0003, a General Waste Discharge Requirement (WDR) for all publicly owned sanitary sewer collection systems in California with more than one (1) mile of sewer pipe. The goal of Order No. 2006-0003 is to provide a consistent statewide approach for reducing Sanitary Sewer Overflows (SSOs) by requiring that:

1. In the event of an SSO, all feasible steps be taken to control the released volume and prevent untreated wastewater from entering storm drains, creeks, etc.

2. If an SSO occurs, it must be reported to the SWRCB using an online reporting system developed by the SWRCB.

3. All publicly owned collection system agencies with more than 1 mile of sewer pipe in the State must develop a Sewer System Management Plan (SSMP).

This critical component of Order No. 2006-0003 is the development of a Sewer System Management Plan (SSMP). There are eleven specific “milestones” identified in the schedule that relate to the elements required in the WDR. The eleven milestones, and the applicable schedule for the RCWD, include:

1. SSMP Development Plan and Schedule (November 2, 2007)
2. Goals and Organization Structure (November 2, 2007)
3. Legal Authority (May 2, 2009)
4. Operation and Maintenance Program (May 2, 2009)
5. Design and Performance Standards (August 2, 2009)
6. Overflow Emergency Response Program (May 2, 2009)
7. Fats, Oils and Grease Control Program (May 2, 2009)
10. SSMP Program Audits (August 2, 2009)
11. Communication Program (August 2, 2009)
12. Final SSMP, incorporating all the SSMP elements. (August 2, 2009)
Although it is the SWRCB’s intent that Order No. 2006-0003 be the primary regulatory mechanism for sanitary sewer systems statewide, the Order allows each regional board to issue more stringent or more prescriptive WDRs for sanitary sewer systems within their respective jurisdiction. RCWD is within Region 9, the San Diego Region, which adopted Order R9-2007-0005 on February 14, 2007 that contains additional provisions that all sewage collection agencies within Region 9 must adhere to, specifically relating to private lateral sewage discharges reporting.
CHAPTER 1. PROHIBITIONS AND PROVISIONS

Both State Water Resources Control Board (SWRCB) Order No. 2006-0003, as well as San Diego Regional Water Quality Control Board Order R9-2007-0005, mandate that Rancho California Water District (RCWD) comply with the following discharge prohibitions and provisions.

1.1 PROHIBITIONS

To meet the provisions contained in Division 7 of the California Water Code and regulations adopted there under, RCWD is required to comply with the following prohibitions:

- Any SSO that results in a discharge of untreated or partially treated wastewater to waters of the United States is prohibited; and,
- Any SSO that results in a discharge of untreated or partially treated wastewater that creates a nuisance as defined in California Water Code Section 13050(m) is prohibited.

Order R9-2007-0005, adopted by the San Diego Regional Water Quality Control Board, expands these prohibitions to include:

- The discharge of sewage from a sanitary sewer system any point upstream of a sewage treatment plant is prohibited.

In any enforcement action, the Regional Board will consider the efforts of RCWD to contain, control, and clean up sewage spills from its collection system in accordance with Section 13327 of the California Water Code. RCWD will make every effort to contain sewage spilled from its collection systems and to prevent the sewage from entering storm drains and surface water bodies. RCWD will also make every effort to prevent sewage from discharging from storm drains into flood control channels and open ditches by blocking the storm drainage system and by removing the sewage from the storm drains. The use of the storm drain pipe system to contain the sewage by blocking the drain pipes, and recovering and cleaning up the spilled sewage, in order to prevent the sewage from being discharged to a surface water body is not a violation of the prohibitions listed above.

1.2 PROVISIONS

As stated in Order No. 2006-0003, RCWD must meet the following fifteen (15) provisions:

1. RCWD must comply with all conditions of Order No. 2006-0003. Any noncompliance with Order No. 2006-0003 constitutes a violation of the California Water Code and is grounds for enforcement action.

2. It is the intent of the State Water Board that sanitary sewer systems be regulated in a manner consistent with the general WDRs. Nothing in the general WDRs shall be:
a. Interpreted or applied in a manner inconsistent with the Federal Clean Water Act, or supersede a more specific or more stringent state or federal requirement in an existing permit, regulation, or administrative/judicial order or Consent Decree;

b. Interpreted or applied to authorize an SSO that is illegal under either the Clean Water Act, an applicable Basin Plan prohibition or water quality standard, or the California Water Code;

c. Interpreted or applied to prohibit a Regional Water Board from issuing an individual NPDES permit or WDR, superseding this general WDR, for a sanitary sewer system, authorized under the Clean Water Act or California Water Code; or

d. Interpreted or applied to supersede any more specific or more stringent WDRs or enforcement order issues by a Regional Water Board.

3. RCWD shall take all feasible steps to eliminate SSOs. In the event that an SSO does occur, RCWD shall take all feasible steps to contain and mitigate the impacts of an SSO.

4. In the event of an SSO, RCWD shall take all feasible steps to prevent untreated or partially treated wastewater from discharging from storm drains into flood control channels or waters of the United States by blocking the storm drainage system and by removing the wastewater from the storm drains.

5. All SSOs must be reported in accordance with Section G of the general WDRs.

6. In any enforcement action, the State and/or Regional Water Boards will consider the appropriate factors under the duly adopted State Water Board Enforcement Policy. And, consistent with the Enforcement Policy, the State and/or Regional Water Boards must consider RCWDs efforts to contain, control, and mitigate SSOs when considering the California Water Code Section 13327 factors. In assessing these factors, the State and/or Regional Water Boards will also consider whether:

a. RCWD has complied with the requirements of Order No. 2006-0003, including requirements for reporting, developing and implementing a SSMP;

b. RCWD can identify the cause or likely cause of the discharge event;

c. There were no feasible alternatives to the discharge, such as temporary storage or retention of untreated wastewater, reduction of inflow and infiltration, use of adequate backup equipment, collecting and hauling of untreated wastewater to a treatment facility, or an increase in the capacity of the system as necessary to contain the design storm event identified in the SSMP. It is inappropriate to consider the lack of feasible alternatives if RCWD does not implement a periodic or continuing process to identify and correct problems.
d. The discharge was exceptional, unintentional, temporary, and caused by factors beyond the reasonable control of RCWD;

e. The discharge could have been prevented by the exercise of reasonable control described in a certified SSMP for:

   i. Proper management, operation and maintenance;

   ii. Adequate treatment facilities, sanitary sewer system facilities, and/or components with an appropriate design capacity, to reasonably prevent SSOs (e.g., adequately enlarging treatment or collection facilities to accommodate growth, infiltration and inflow (I/I), etc.);

   iii. Preventative maintenance (including cleaning and fats, oils, and grease (FOG) control);

   iv. Installation of adequate backup equipment; and

   v. Inflow and infiltration prevention and control to the extent practicable.

f. The sanitary sewer system design capacity is appropriate to reasonably prevent SSOs.

g. RCWD took all reasonable steps to stop and mitigate the impact of the discharge as soon as possible.

7. When a sanitary sewer overflow occurs, RCWD shall take all feasible steps and necessary remedial actions to 1) control or limit the volume of untreated or partially treated wastewater discharged, 2) terminate the discharge, and 3) recover as much of the wastewater discharged as possible for proper disposal, including any wash down water.

   RCWD shall implement all remedial actions to the extent they may be applicable to the discharge and not inconsistent with an emergency response plan, including the following:

   a. Interception and rerouting of untreated or partially treated wastewater flows around the wastewater line failure;

   b. Vacuum truck recovery of sanitary sewer overflows and wash down water;

   c. Cleanup of debris at the overflow site;

   d. System modifications to prevent another SSO at the same location;

   e. Adequate sampling to determine the nature and impact of the release; and
f. Adequate public notification to protect the public from exposure to the SSO.

8. RCWD shall properly manage, operate, and maintain all parts of the sanitary sewer system owned or operated by RCWD, and shall ensure that the system operators (including employees, contractors, or other agents) are adequately trained and possess adequate knowledge, skills, and abilities.

9. RCWD shall allocate adequate resources for the operation, maintenance, and repair of its sanitary sewer system, by establishing a proper rate structure, accounting mechanisms, and auditing procedures to ensure an adequate measure of revenues and expenditures. These procedures must be in compliance with applicable laws and regulations and comply with generally acceptable accounting practices.

10. RCWD shall 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 RCWD’s System Evaluation and Capacity Assurance Plan for all parts of the sanitary sewer system owned or operated by RCWD.

11. RCWD shall develop and implement a written Sewer System Management Plan (SSMP) and make it available to the State and/or Regional Water Board upon request. A copy of this document must be publicly available at RCWD’s office and/or available on the internet. This SSMP must be approved by RCWD’s Board of Directors at a public meeting.

12. In accordance with the California Business and Professions Code sections 6735, 7835, and 7835.1, all engineering and geologic evaluations and judgments shall be performed by or under the direction of registered professionals competent and proficient in the fields pertinent to the required activities. Specific elements of the SSMP that require professional evaluation and judgments shall be prepared by or under the direction of appropriately qualified professionals, and shall bear the professional(s)’ signature and stamp.

13. The mandatory elements of the SSMP are specified below. However, if RCWD believes that any element of this section is not appropriate or applicable to RCWD’s sanitary sewer system, the SSMP must be approved by the deadlines listed in Order No. 2006-0003.

Sewer System Management Plan (SSMP)

a. Goal

b. Organization

c. Legal Authority

d. Operation and Maintenance Program

e. Design and Performance Provisions
f. Overflow Emergency Response Plan

g. FOG Control Program

h. System Evaluation and Capacity Assurance Plan

i. Monitoring, Measurement, and Program Modifications

j. SSMP Program Audits

k. Communication Program

14. Both the SSMP and RCWD’s program to implement the SSMP must be certified by RCWD to be in compliance with the requirements set forth above and must be presented to RCWD’s Board of Directors for approval at a public meeting. RCWD shall certify that the SSMP, and subparts thereof, are in compliance with the general WDRs within the time frames identified in the time schedule provided in subsection D.15, below.

In order to complete this certification, RCWD’s authorized representative must complete the certification portion in the Online SSO Database Questionnaire by checking the appropriate milestone box, printing and signing the automated form, and sending the form to:

State Water Resources Control Board  
Division of Water Quality  
Attn: SSO Program Manager  
P.O. Box 100  
Sacramento, CA 95812

The SSMP must be updated every five (5) years, and must include any significant program changes. Re-certification by the Board of Directors of RCWD is required in accordance with D.14 when significant updates to the SSMP are made. To complete the re-certification process, RCWD shall enter the data in the Online SSO Database and mail the form to the State Water Board, as described above.

15. RCWD shall comply with these requirements according to the legislated schedule. This time schedule does not supersede existing requirements or time schedules associated with other permits or regulatory requirements.

The SSMP will also comply with the additional monitoring and reporting requirements outlined in Order No. R9-2007-0005. As advised by the SWRCB, content and format for portions of the SSMP were obtained from the California Water Environment Association, and the Orange County Sanitation District SSMP.
CHAPTER 2: GOALS AND ORGANIZATIONAL STRUCTURE

The District’s Goals and Organization Structure addresses those mandatory SSMP provisions outlined in Section D, 13 (i) Goals and (ii) Organization of SWRCB Order No. 2006-0003.

2.1 GOALS

The goal of this SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the District’s sanitary sewer collection system, in order to reduce and prevent Sanitary Sewer Overflows (SSOs), as well as mitigate any SSOs that do occur. Accordingly, the SSMP will satisfy the requirements of both SWRCB Order No. 2006-0003, as well as Order R9-2007-0005, subsequently adopted by Regional Board 9, San Diego Region. These Orders are attached as Appendices A and B, respectively.

The following specific performance indicator goals have also been identified:

- Conduct a system-wide video inspection of all manholes and gravity mains every five years;
- Inspect 100% of all Interceptors annually;
- Clean 33% of all gravity mains annually;
- Clean 100% of all wet wells annually.

2.2 ORGANIZATIONAL STRUCTURE

The organization structure identifies the name of the responsible or authorized representative of the District, as described in Section J of SWRCB Order No. 2006-0003. It identifies the administrative and maintenance positions responsible for implementing specific measures in the SSMP with up-to-date descriptions, responsibilities of personnel, and authority for each position. The organization structure includes a chain of communication for reporting SSOs and lines of authority with contact information.

RCWD’s Organizational Structure encompasses the following components:

1. The name of the responsible or authorized representative as described in Section J of SWRCB Order No. 2006-0003.

2. The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and
(3) The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable (such as County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services)

2.2.1 Compliance Summary

As shown in Appendix C, RCWD maintains organizational charts which illustrate lines of authority, employee names, and employee titles. Additionally, RCWD provides sufficient staffing information to properly manage, operate, and maintain all parts of the RCWD sanitary sewer system. Appendix D includes RCWD’s Sanitary Sewer Overflow Response Standard Operating Procedures which describes the chain of communication for reporting and responding to SSOs, as well as names and contact information for positions charged with implementing specific portions of the SSMP.

In summary, the District maintains an Organizational Structure which meets the requirements of Section D, 13 (ii) Organization of SWRCB Order No. 2006-0003.

(1) Section 6 of the Sanitary Sewer Overflow Response Standard Operating Procedures identifies the Santa Rosa Water Reclamation Manager as the responsible or authorized representative of the District, as described in Section J of SWRCB Order No. 2006-0003, and lists his name and contact information.

(2) RCWD maintains organizational charts with the names and telephone numbers for all management, administrative, and maintenance positions. These charts clearly identify the lines of authority for these positions, while RCWD’s Sanitary Sewer Overflow Response Standard Operating Procedures contains the names and contact information for all positions charged with implementing specific portions of the SSMP.

(3) RCWD’s Sanitary Sewer Overflow Response Standard Operating Procedures describes the chain of communication for reporting and responding to SSOs, with Section 6 identifying the person responsible for reporting SSOs to the State and Regional Water Board, as well as other applicable agencies.

2.2.2 Compliance Documents

The following documents allow the District to comply with the goals and organizational structure requirements of the WDR, and are attached as appendices.

- Organizational Charts, Rancho California Water District, Human Resources, Last Updated March 2008, Appendix C.

- Sanitary Sewer Overflow Response Standard Procedures, Rancho California Water District, Last Updated July 2007, Appendix D.
2.2.3 Document Descriptions

A description for each compliance document listed above is described below:

2.2.3.1 Organizational Charts (Appendix C)

RCWD maintains organizational charts which illustrate lines of authority, employee names, and titles for the following departments:

- Board of Directors and District Officers
- Rancho California Water District Board of Directors
- District Management
- District Administrative Officers
- Human Resources
- Engineering Division
- Field Services Division
- Finances and Administration Division
- Systems Operations Division
- Planning Division

Each year, Human Resources compiles updated information provided by each department and updates the organizational charts.

2.2.3.2 Sanitary Sewer Overflow Response Standard Procedures (Appendix D)

RCWD maintains a chain of communication in their Sanitary Sewer Overflow Response Standard Operating Procedures for reporting and responding to SSOs. For those management, maintenance and administrative positions charged with implementing specific portions of the SSMP, names and telephone numbers are listed. The plan includes the following contents:

- Purpose of Plan
- Spill Response
- Emergency Traffic Control
- Bypass
Specifically, Section 6 of the Sanitary Sewer Overflow Response Standard Operating Procedures identifies the Santa Rosa Water Reclamation Manager as the responsible or authorized representative of the District, as described in Section J of SWRCB Order No. 2006-0003, and lists his name and contact information.

Descriptions, responsibilities and authorities for each management, administrative and maintenance position responsible for implementing specific portions of the SSMP are available from Human Resources. A summary for key positions, including the personnel responsible for responding to and reporting SSOs, is presented below:

- General Manager– Establishes policy, plans strategy, leads staff, allocates resources, delegates responsibility, authorizes outside contractors to perform services, and may serve as public information officer.

- Assistant General Manager – Engineering and Operations – Oversees preparation of wastewater collection system planning documents; manages capital improvement delivery system; oversees documentation of new and rehabilitated assets; oversees development and implementation of SSMP; provides information updates to Board; and arranges for emergency meetings if necessary.

- Santa Rosa Water Reclamation Manager – Notifies the Collection Duty Operator when alerted to a potential SSO; during working hours, oversees reporting and notification of SSOs, as well the posting of any necessary public health warnings; manages field operations and maintenance activities, provides relevant information to agency management, prepares and implements contingency plans, leads emergency response, investigates and reports SSOs, and trains field crews.

- Lead Collections Operator – If the Water Reclamation Manager is unable to do so, notifies the Collection Duty Operator when alerted to a potential SSO.

- First Response Wastewater Duty Operator – If after hours notifies the Collection Duty Operator when alerted to a potential SSO.
RCWD’s chain of communication for reporting SSOs is described in detail in the District’s Sanitary Sewer Overflow Response Standard Operating Procedures, prepared by the Collections Department. The purpose of the Sanitary Sewer Overflow Response Standard Operating Procedures is to minimize the impact of SSO’s to the public and the environment. All sanitary sewer overflows are responded to in a timely manner to expedite the necessary steps to relieve the overflow. Relieving the sewage blockage and spill containment is the District’s highest priority, taking into consideration public health concerns. This response plan is the guideline for the standard operating procedures in the event of a SSO. The response plan is reviewed periodically to ensure that all corrective measures are being taken.

All SSO’s are reported as soon as: (1) the District has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures. For any discharges of sewage that result in a discharge to a drainage channel or a surface water, the spill shall, as soon as possible but not later than two (2) hours after becoming aware of the discharge, notify the State Office of Emergency Services, the local health officer or directors of environmental health with jurisdiction over affected water bodies, and the San Diego Regional Water Quality Control Board.

As soon as possible, but not later than twenty-four (24) hours after becoming aware of a discharge to a drainage channel or surface water, a certification stating that the State Office of emergency Services and the local health officer or directors of environmental health with jurisdiction over the affected water bodies have been notified shall be submitted to the San Diego Regional Water Quality Control Board.
Initial reporting of SSOs must be reported to the Online SSO System as soon as possible but no later than 3 business days after we are aware of the SSO. Minimum information that must be contained in the 3-day report must include all information identified in section 9, Monitoring and Reporting Program No. 2006-0003. A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of SSO response and remediation.

Initial reporting of SSOs that do not discharge to a drainage channel or surface water must be reported to the San Diego Water Quality Control Board within 24 hours after the City becomes aware of the SSO, notification is possible, and notification can be provided without substantially impeding cleanup or other emergency measures. Minimum information that must be contained in the 24-hour report must include all information identified in section C.2 of R9-2007-0005.

Section 6 of the Sanitary Sewer Overflow Response Standard Operating Procedures identifies the Santa Rosa Water Reclamation Manager as the responsible or authorized representative of the District, as described in Section J of SWRCB Order No. 2006-0003, and lists his/her name and contact information.

In addition to the District’s response plan, the Sanitary Sewer Overflow Response Standard Operating Procedures, attached as Appendix D, also addresses the following procedures:

- Procedures for reporting SSOs and notifying the proper authorities, with appropriate contact information.
- A list of agencies, with their appropriate contact information, to be notified in the event of any SSO.
- Procedures to post the proper signs to warn the public of potential contamination hazards.
- Procedures to restore the environment to the condition that existed before the SSO occurred.
- Procedures to document all reported SSOs.
CHAPTER 3. LEGAL AUTHORITY

The District’s Legal Authority addresses those mandatory SSMP provisions outlined in Section D, 13 (iii) Legal Authority of SWRCB Order No. 2006-0003.

RCWD will demonstrate, through sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:

1. Prevent illicit discharges into its sanitary sewer system (examples may include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc.).
2. Require that sewers and connections be properly designed and constructed.
3. Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the District.
4. Limit the discharge of Fats, Oils, and Grease (FOG) and other debris that may cause blockages.
5. Enforce any violation of its sewer ordinances.

3.1 COMPLIANCE SUMMARY

The District is regulated by several agencies of the United States Government and the State of California, pursuant to the provisions of Federal and State Law. Federal and State Laws (including, but not limited to: 1) Federal Water Pollution Control Act, commonly known as the Clean Water Act (33 U.S.C. Section 1251 et seq); 2) California Porter Cologne Water Quality Act (California Water Code Section 13000 et seq.); 3) California Health & Safety Code sections 25100 to 25250; 4) Resource Conservation and Recovery Act of 1976 (42 U.S.C. Section 6901 et seq.); and 5) California Government Code, Sections 54739-54740) grant the District the authority to regulate and/or prohibit, by the adoption of an ordinance, and by issuance of control mechanisms, the discharge of any waste, directly or indirectly, to the District sewerage facilities. Said authority includes the right to establish limits, conditions, and prohibitions; to establish flow rates or prohibit flows discharged to the District sewerage facilities; to require the development of compliance schedules for the installation of equipment systems and materials by all users; and to take all actions necessary to enforce its authority, whether within or outside the District boundaries, including those users that are tributary to the District or within areas for which the District has contracted to provide sewerage services.

Through a series of Ordinances and Resolutions adopted by the Board of Directors, Satellite Community Sewer Use Agreements and internally developed Plans and Requirements, the District possesses the necessary legal authority required by Section D, 13 (iii) Legal Authority of SWRCB Order No. 2006-0003:
(1) The District prevents illicit discharges into its sanitary sewer system (including, but not limited to, I/I, stormwater, chemical dumping, and unauthorized debris) through Ordinance No. 2002-5-1, Resolution No. 2002-5-1, their Satellite Community Sewer Use Agreements and their Enforcement Response Plan.

(2) The District requires that sewers and connections be properly designed and constructed in their Rules and Regulations Sewer System Facilities and Service, their Sewer System Facility Requirements and Design Guidelines and their Satellite Community Sewer Use Agreements.

(3) The District ensures access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the District in their Rules and Regulations Sewer System Facilities and Service, their Sewer System Facility Requirements and Design Guidelines and their Satellite Community Sewer Use Agreements.

(4) The District limits the discharge of Fats, Oils, and Grease (FOG) and other debris that may cause blockages through Ordinance No. 2002-5-1, Resolution No. 2002-5-1, and their Satellite Community Sewer Use Agreements.

(5) The District enforces any violation of its sewer ordinances in accordance with their Enforcement Response Plan.

3.2 COMPLIANCE DOCUMENTS

The following documents allow the District to comply with the Legal Authority requirements of the WDR, and are attached as appendices:

- **Ordinance No. 2002-5-1, Regulations for Water Discharge and Sewer Use**, Adopted by the Board of Directors of Rancho California Water District, July 1 2002, Appendix E.

- **Resolution No. 2002-5-1, Local Limit Tables**, Adopted by the Board of Directors of Rancho California Water District, May 16 2002, Appendix F.

- **Rules and Regulations Sewer System Facilities and Service**, Part III, Chapter 1, Section2 of the Amended Rules and Regulations, adopted by the Board of Directors of Rancho California Water District, September 14 2006, Appendix G.

- **Sewer System Facility Requirements and Design Guidelines**, Rancho California Water District, Last revised on December 1 2007, Appendix H.

- **Enforcement Response Plan**, Rancho California Water District, Source Control Division, Appendix I.

- Existing Satellite Community Sewer Use Agreements with either the Elsinore Valley Municipal Water District (EVMWD) or the Western Municipal Water District (WMWD), Appendix J:
Palomar Area Agreement, March 2 2004, EVMWD.

Palomar Area Agreement Addendum No. 1, July 5 2006, EVMWD.

Northern California Oaks Area Agreement, March 2 2004, EVMWD.

California Oaks Agreement, June 22 1988, EVMWD.

California Oaks Agreement, Addendum No. 1, March 2 2004, EVMWD.

Murrieta Sewer Service Area Agreement, March 1 1989, WMWD.

Western Wastewater Service Agreement, Proposed, WMWD.

3.3 DOCUMENT DESCRIPTIONS

Each of the following documents provides a portion of the District’s Legal Authority, as required in Section D, 13 (iii) Legal Authority of SWRCB Order No. 2006-0003.

3.3.1 Ord. No 2002-5-1, Regulations for Water Discharge and Sewer Use (Appendix E)

This ordinance, adopted by the Board of Directors on July 1 2002, sets conditions and limitations on the use of the District's sewer system and sets specific enforcement provisions to resolve noncompliance with the District’s ordinance. The provisions of this Ordinance apply to sewer construction, use, maintenance, discharge, deposit, or disposal of wastewater, both directly and indirectly, into and through all District collection systems and to the issuance of control mechanisms and assessment/imposition of fees, fines and penalties thereof. This Ordinance applies to all users of the District's sewer system and specifies herein that all users of the District's sewer system are subject to regulation and enforcement.

Article 3 prevents illicit discharges into the District’s sanitary sewer system and limits the discharge of Fats, Oils, and Grease (FOG). Articles 4 and 5 outline the specific control and enforcement mechanisms available to the District.

3.3.2 Resolution No. 2002-5-1, Local Limit Table (Appendix F)

Adopted by the Board of Directors on May 16 2002, this resolution establishes maximum concentration levels of industrial wastewater pollutants, domestic liquid waste, and conventional pollutants and applicable surcharge rates, in accordance with sections 3.300(a) and 3.700(b) of Ordinance No. 2002-5-1.

3.3.3 Rules and Regulations Sewer System Facilities and Service (Appendix G)

Part III, Chapter 1, Section 2 of the Amended Rules and Regulations, adopted by the Board of Directors on September 14, 2006, describes the following rules and regulations governing the
District’s sewer service:

- Arrangement for Sewer Service Connections
- Rules and Regulations Applicable for all Sewer Service Connections
- Arrangements for Public Sewer Connections to the District’s Sewer System by Other Public Agencies with which the District has entered into an Interagency Agreement
- Arrangements for District Sewer System Facilities other than Service Connections
- Rules and Regulations Applicable for all Types of District Sewer System Facilities, other than Sewer Service Connections
- Rules and Regulations Applicable for Sewer Service
- Calculations of EDU’s for Residential and Commercial/Industrial Developments

Section 3.01 requires that all sewer service connections be installed in accordance with the design criteria presented in the Sewer System Facility Requirements and Design Guidelines. Section 6.05 prohibits any tampering, disturbing or interfering with any District sewer facility, creating a violation and fee associated with illegal sewer connections.

3.3.4 Sewer System Facility Requirements and Design Guidelines (Appendix H)

The District’s Sewer System Facility Requirements and Design Guidelines, last revised December 1 2007, details:

- Procedures for Construction Drawing Approval
- Design Criteria
- Construction Drawing Preparation
- Procedures for Sewer System Facility Construction

Section III and Section V require that sewers and connections be properly designed and constructed, respectively. Section I (C) requires that all sewer facilities must be in either dedicated road right-of-way or in easements granted to the District, thereby ensuring access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the District.

3.3.5 Enforcement Response Plan (Appendix I)

In the event of non-compliance with Ordinance No. 2002-5-1, the Enforcement Response Plan, as developed by the Source Control Division, aims to deal with noncompliance in a just, efficient and effective manner. The Source Control Division has outlined the necessary steps to:
Identify and respond to noncompliance as quickly as possible, in order to minimize impact on the District's collection system

Document all noncompliance; to include the Source Control Entry Log

Investigate noncompliance thoroughly and expeditiously

Ensure that enforcement actions are dictated by the severity of the violation

Take enforcement action in a timely manner

Respond to noncompliance in a consistent and objective manner

The Enforcement Response Plan addresses the different types of noncompliance and the nature of the violation, as well as the enforcement response tasks for each noncompliance matter. It also includes an Enforcement Matrix which shows the title and action allowed per source control personnel.

3.3.6 Existing Satellite Community Sewer Use Agreements (Appendix J)

Each of the District’s Satellite Community Sewer Use Agreements, or successive Addendums, contains detailed obligations for the appropriate satellite community. The sections identified in each Agreement or Addendum pertain to the respective satellite community’s obligations, and may include: minimizing I/I and stormwater; delivering Domestic Quality Wastewater to the SRWRF; and/or enforcing all industrial discharge rules related thereto including the requirements of Order No. 2002-5-1:

- Palomar Area Agreement, March 2 2004, EVMWD. (Section 1.8)
- Palomar Area Agreement Addendum No. 1, July 5 2006, EVMWD.
- Northern California Oaks Area Agreement, March 2 2004, EVMWD. (Section 1.10)
- California Oaks Area Agreement, June 22 1988, EVMWD.
- California Oaks Agreement Addendum No. 1, March 2 2004, EVMWD. (Section 1(a) and (b)).
- Murrieta Sewer Service Area Agreement, March 1 1989, WMWD. (Section 1.5)
- Western Wastewater Service Area Agreement, Proposed, WMWD. (Section 2.3)

Currently, the District and the Western Municipal Water District are in the process of drafting the Western Wastewater Service Area Agreement, which specifically acknowledges the wastewater management practices required by State Water Resources Control Board Order No. 2006-0003 and California Regional Water Quality Control Board, Region 9, Order No. R9-2007-0005, including
but not limited to, an appropriate Fats, Oils and Grease Control Program and Overflow Emergency Response Plan, as well as the monitoring, reporting and measurement components required to support these Orders.
CHAPTER 4. OPERATION AND MAINTENANCE PROGRAM

The District’s Operating and Maintenance Program addresses those mandatory SSMP provisions outlined in Section D, 13 (iv) Operation and Maintenance Program of SWRCB Order No. 2006-0003.

RCWD’s Operation and Maintenance Program encompasses the following components:

1. An up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities.

2. Routine preventive operation and maintenance activities by staff, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program includes a system to document scheduled and conducted activities, such as work orders.

3. A rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement focuses on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan includes a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan includes a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.

4. Training on a regular basis for staff in sanitary sewer system operations and maintenance.

5. Equipment and replacement part inventories, including identification of critical replacement parts.

4.1 COMPLIANCE SUMMARY

The District routinely cleans two (2) miles of gravity mains every month, thereby cleaning all gravity mains, at a minimum, of every 3 years. The District cleans problem area gravity mains, as well as all wet wells, quarterly. RCWD’s Operation and Maintenance (O&M) Program includes an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, as well as a map of all gravity main problem areas. The District can obtain pertinent storm system information, including up-to-date maps, via emergency contacts at each applicable City.
The District maintains a log of all cleaning activity by development tract, which details the size, material and location of each pipe cleaned, as well as the equipment utilized, and any relevant remarks observed during the cleaning. The District’s also maintains a Computerized Maintenance Management System (CMMS), which utilizes Orion software for preventative maintenance and work orders.

The District completed a system-wide video inspection of the trunk sewer system in 2002, and intends to conduct a system-wide video inspection of all manholes and gravity mains in 2008. Additionally, District Field Staff observe all gravity mains and manholes during routine cleaning, and conduct localized video inspections when their observations warrant such further investigation. The District maintains a log of this continued video inspection in their Video Inspection Report Log.

During both the system-wide and localized video inspections, each pipe is given a ranking based on the observed overall condition. These rankings, as well as the observed condition of each pipeline, allow the District to identify gravity mains that are at risk of collapse or prone to more frequent blockages due to pipe defects. Such lines are then either monitored, as was done in the recently completed Fiscal Year 2006/2007 Sewer Flow Monitoring Report, or placed on the District’s Annual Capital Replacement Program. The District’s Long-Range Capital Financing Plan, utilized to fund Capital Improvement and Replacement Programs, describes how the District proposes to continue to pay for these improvements by noting fund balances, funding sources and fund uses, and encompasses both collection and treatment system costs.

District Staff currently participate in the CWEA certification program for collection workers. The District provides on-going in house technical, job skills and safety training for its Staff. The District has been and continues to conduct training of Waste Discharge Requirements (WDR) awareness. The District has also developed an SSO Response Training, and conducts other internal training programs on line cleaning, vactor truck operation, sewer grit removal and dumping, valve repair and replacement pump station operations and maintenance, and other related tasks.

The District maintains a Sewer Response Trailer with all necessary, back-up inventory, including plugs. Furthermore, the District has a back-up pump in its inventory for each lift station.

In summary, the District maintains a Operation and Maintenance Program which meets the requirements of Section D, 13 (iv) Operation and Maintenance Program of SWRCB Order No. 2006-0003:

1. The District maintains an up-to-date Geographic Information System (GIS) database of their sanitary sewer system, including all gravity line segments and manholes, pumping facilities, pressure pipes and valves. This database was utilized to create a map of the District’s wastewater facilities, as presented in Figure 1 of Appendix K, Existing Wastewater Facilities. The District has access to up-to-date storm system maps via each applicable City’s emergency contact information as detailed in Section 3 of Sanitary Sewer Overflow Response Standard Operating Procedures, attached as Appendix D.

2. The District routinely cleans two (2) miles of gravity mains every month, thereby cleaning all gravity mains, at a minimum, of every 3 years. The District cleans problem area gravity mains, as well as all wet wells, quarterly. A map of these problem area gravity mains is
presented as Figure 1 of Appendix L. The District maintains a log of this cleaning activity by development tract, which details the size, material and location of each pipe cleaned, as well as the equipment utilized. A sample of the District’s cleaning activity log is presented in Appendix M. The District’s also maintains a Computerized Maintenance Management System (CMMS), which utilizes Orion software for preventative maintenance and work orders.

(3) RCWD completed a system-wide video inspection of the trunk sewer system in 2002, and intends to conduct a system-wide video inspection of all manholes and gravity mains in 2008. A copy of the 2002 Video Inspection and Flow Monitoring Report is available from the District’s Engineering Division. Additionally, District Field Staff observe all gravity mains and manholes during routine cleaning, and conduct localized video inspections when their observations warrant such further investigation. The District maintains a log of this continued video inspection in their Video Inspection Report Log, attached as Appendix N. During both the system-wide and localized video inspections, each pipe is given a ranking based on the observed overall condition. These rankings, as well as the observed condition of each pipeline, allow the District to identify gravity mains that are at risk of collapse or prone to more frequent blockages due to pipe defects. Such lines are then either monitored, as was done in the recently completed Fiscal Year 2006/2007 Sewer Flow Monitoring Report, or placed on the District’s Annual Capital Replacement Program, a sample portion of which is attached as Appendix O. In addition to these rehabilitation and replacement projects, identified with a “1” in Appendix O, the Annual Capital Replacement Program includes additional repair projects developed by consensus of the collection system operators and other District staff, in order to maintain a high degree of system integrity, as identified with a “2” in Appendix O. Finally, attached as Appendix P, is the District’s Long-Range Capital Financing Plan, utilized to fund Capital Improvement and Replacement Programs. As shown, the Long-Range Capital Financing Plan describes how the District proposes to continue to pay for these improvements by noting fund balances, funding sources and fund uses, and encompasses both collection and treatment system costs.

(4) District Staff currently participates in the CWEA certification program for collection workers. The District provides on-going in house technical, job skills and safety training for its Staff. The District has been and continues to conduct training of Waste Discharge Requirements (WDR) awareness. The District has also developed an SSO Response Training, and conducts other internal training programs on line cleaning, vac truck operation, sewer grit removal and dumping, valve repair and replacement pump station operations and maintenance, and other related tasks. The District has not encountered a situation or non-compliance event that would cause it to believe that O&M Staff is not appropriately trained.
(5) The District maintains a Sewer Response Trailer with all necessary, back-up parts as inventory, including plugs. Furthermore, the District has a back-up pump in its inventory for each lift station.

4.2 COMPLIANCE DOCUMENTS

The following documents, attached as appendices, support the District’s Operation and Maintenance Program, thereby allowing the District to comply with the Operation and Maintenance Program requirements of the WDR:

- A Map of the District’s sanitary sewer system, including all gravity line segments and manholes, pumping facilities, pressure pipes and valves, Appendix K.
- Sanitary Sewer Overflow Response Standard Procedures, Rancho California Water District, Last Updated July 2007, Appendix D.
- A Map of the District’s problem area gravity mains, Appendix L.
- A sample of the District’s Sewer Cleaning Report, Rancho California Water District, Source Control Division, Appendix M.
- A sample of the District’s Video Inspection Log, Rancho California Water District, Source Control Division, Appendix N.
- A sample of the District’s Annual Capital Replacement Program, Rancho California Water District, Source Control Division, Appendix O.
- The District’s Long-Range Capital Financing Plan, Rancho California Water District, Source Control Division, Appendix P.

Additionally, the following documents also support the District’s Operation and Maintenance Program, and are available from the District’s Engineering Division. Due to the size of these documents, they have not been attached as appendices.


4.3 DOCUMENT DESCRIPTIONS

A description for each compliance document listed above is described below:
4.3.1 Map of Existing Wastewater Facilities, (Appendix K)

The District maintains an up-to-date Geographic Information System (GIS) database of their sanitary sewer system, including all gravity line segments and manholes, pumping facilities, pressure pipes and valves. This database was utilized to create this map of the District’s wastewater facilities.

4.3.2 Sanitary Sewer Overflow Response Standard Procedures (Appendix D)

RCWD can obtain up-to-date storm system maps from each applicable City’s emergency contact, with names, titles and phone numbers presented in Section 3.

4.3.3 Map of Sewer System Problem Areas (Appendix L)

A Map illustrating the location of the District’s sewer system problem areas for Fats, Oils and Grease and/or Heavy Grit.

4.3.4 Sewer Cleaning Report- Sample (Appendix M)

The District maintains a log of all cleaning activity by development tract, which details the size, material and location of each pipe cleaned, as well as the equipment utilized, and any relevant remarks observed during the cleaning. The District routinely cleans two (2) miles of gravity mains every month, thereby cleaning all gravity mains, at a minimum, of every 3 years. The District cleans problem area gravity mains, as well as all wet wells, quarterly.

4.3.5 Video Inspection Report Log-Sample, (Appendix N)

District Field Staff observe all gravity mains and pipes during routine cleaning, and conduct localized video inspections when their observations warrant such further investigation. The results of these video inspections are recorded in the Video Inspection Report Log.

4.3.6 Annual Capital Replacement Program (Appendix O)

Developed annually by the District, the program includes rehabilitation and replacement projects, as well as repair projects developed by a consciences of the collection system operators and other District staff, in order to maintain a high degree of system integrity.

4.3.7 Long-Range Capital Financing (Appendix P)

Developed by the District, this document describes how the District proposes to continue to pay for the Capital Replacement and Improvement Programs, by noting fund balances, funding sources and fund uses, and encompasses both collection and treatment system costs.

4.3.8 2002 Video Inspection and Flow Monitoring Report, (Engineering Division)

Prepared for the District by Kennedy/Jenks Consultants and submitted on February 13, 2002, this system-wide video inspection of all gravity mains and manholes, identified gravity mains at risk of
collapse or prone to more frequent blockages due to pipe defects. The results of these video inspections were utilized in determining the locations of the sewer flow monitors, also included in the report.

4.3.9 **Fiscal Year 2006/2007 Sewer Flow Monitoring, (Engineering Division)**

The District recently completed a flow monitoring study of all gravity mains suspected of hydraulic limitations.
CHAPTER 5. DESIGN AND PERFORMANCE PROVISIONS


RCWD's Design and Performance Provisions encompass the following components:

1. Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems.

2. Procedures and standards for inspecting and testing the installation of new sewers, pumps and other appurtenances and for rehabilitation and repair projects.

5.1 COMPLIANCE SUMMARY

The District requires that all new sanitary sewer systems, pump stations and other appurtenances, as well as the rehabilitation and repair of existing sewer facilities, be designed and constructed in accordance with the District's Sewer System Standard Drawings, Division 15 of Technical Provisions of the District's Standard Specifications and Standard Drawings for Water and Sanitary Sewer Facilities and their Sewer System Facility Requirements and Design Guidelines. The Sewer System Facility Requirements and Design Guidelines also clearly outline the procedures for construction drawing preparation and approval. Procedures and standards for inspecting and testing the installation of new sewers, pumps and other appurtenances and for rehabilitation and repair projects are outlined in the District’s Division 15 of Technical Provisions of the District’s Standard Specifications and Standard Drawings for Water and Sanitary Sewer Facilities.

The District maintains Design and Performance Provisions which meet the requirements of Section D, 13 (v) Design and Performance Provisions of SWRCB Order No. 2006-0003:

1. The District’s Sewer System Facility Requirements and Design Guidelines, Sewer System Standard Drawings and Division 15 of Technical Provisions of the District’s Standard Specifications and Standard Drawings for Water and Sanitary Sewer Facilities contain design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances, and for the rehabilitation and repair of existing sanitary sewer infrastructure. The Sewer System Facility Requirements and Design Guidelines also outline the procedures for construction drawing preparation and approval. As per Section I.C.5. of these requirements, the District will review all drawings, and may revise, modify, or require redesign of any concepts, drawings, or details submitted. All concepts and drawings must be approved by the District’s Development Engineering Manager and Assistant General Manager of Engineering and Operations.

2. The District’s Division 15 of Technical Provisions of the District’s Standard Specifications and Standard Drawings for Water and Sanitary Sewer Facilities contains procedures and standards
for inspecting and testing the installation of new sewers, pumps and other appurtenances and for rehabilitation and repair projects.

5.2** COMPLIANCE DOCUMENTS**

The following documents, attached as appendices, support the District’s Design and Performance Provisions, thereby allowing the District to comply with the Design and Performance Provisions requirements of the WDR:

- Sewer System Facility Requirements and Design Guidelines, Rancho California Water District, Last revised on December 1 2007, Appendix H.
- Sewer System Standard Drawings, Rancho California Water District, Appendix Q.
- Division 15 of Technical Provisions of the District’s Standard Specifications and Standard Drawings for Water and Sanitary Sewer Facilities, Rancho California Water District, Appendix A.

5.3** DOCUMENT DESCRIPTIONS**

A description for each compliance document listed above is described below:

5.3.1 Sewer System Facility Requirements and Design Guidelines (Appendix H)

The District’s Sewer System Facility Requirements and Design Guidelines, last revised December 1 2007, detail:

- Procedures for Construction Drawing Approval
- Design Criteria
- Construction Drawing Preparation
- Procedures for Sewer System Facility Construction

Section III and Section V require that sewers and connections be properly designed and constructed, respectively. Per Section I.C.5, the District will review all drawings, and may revise, modify, or require redesign of any concepts, drawings, or details submitted. All concepts and drawings must be approved by the District’s Development Engineering Manager and Director of Engineering.

5.3.2 Sewer System Standard Drawings (Appendix Q)

These drawings include the District’s Sewer System Standard Drawings for:

- Pipe Zone Bedding and Trench Backfill
- Concrete Caps and Encasement
- Sewer Connection at Concrete Encasement
- Sewer Lateral Normal Cut
- Sewer Lateral Deep Cut
- Sewer Lateral V.C.P. Saddle Connection
- Sewer Lateral Plastic Pipe Saddle Connection
- Connecting Dissimilar Sewer Pipes
- Residential Cleanout
- Sewer Chimney Lateral
- Sewer Tree Laterals & Cleanouts
- Pre-Case Reinforced Eccentric Concrete Manhole
- Terminus Manhole with House Laterals
- Manhole Cover & Frame
- 36” – 2 Piece Manhole Cover & Frame Standard & Watertight
- Paving Detail Around Manholes
- Manhole Cover and Frame – Locking Type –
- Sewer Clean-Out
- 36” L.D. Sampling Manhole
- Drop Manhole
- Typical Metering Manhole
- Metering M.H. Telemetry
- Pipe Casing Sewer Main
- Sewer Main Crossing Existing Water
5.3.3 Division 15 of Technical Provisions of the District’s Standard Specifications and Standard Drawings for Water and Sanitary Sewer Facilities (Appendix R)

The District’s Division 15 of Technical Provisions of the District’s Standard Specifications and Standard Drawings for Water and Sanitary Sewer Facilities requires contractors to perform all operations necessary to construct sewer mains and appurtenances as specified within the provisions, and as shown on the District’s Sewer System Standard Drawings. Specific sewer specifications are outlined in the following sections:

- Scope
- Excavation
- Bedding
- Bedding and Backfill
- Vitrified Clay Pipe (V.C.P) Sewer Pipe
- Installation
- Manholes and Appurtenances
- Laterals
- Force Mains
- Testing Sewer for Leakage and Visual Inspection
- Inspection and Pipeline Interior
- Pipe Repair and Replacement
- Conductor Casings and Carrier Pipes
Polyvinyl Chloride (PVC) Sewer Pipe

Special Rules and Regulations Applicable for Certain Sewer Connections

Section 15.10 (Testing Sewer for Leakage and Visual Inspection) includes general testing procedures, as well as specific guidance in performing leakage, water exfiltration and air pressure tests. Section 15.11 (Inspection of Pipeline Interior) details specific inspection procedures for sewer lines 24-inch and larger, while Section 15.14 (Polyvinyl Chloride (PVC) Sewer Pipe) includes specific testing requirement for PVC sewer line, including air and deflection (Mandrel) tests.
CHAPTER 6. OVERFLOW EMERGENCY RESPONSE PLAN


The District has developed and implemented an overflow emergency response plan that identifies measures to protect public health and the environment, thereby satisfying Section D, 13 (vi) Overflow Emergency Response Plan of SWRCB Order No. 2006-0003 by including:

1. Proper notification procedures so that primary responders and regulatory agencies are informed of all SSOs in a timely manner;

2. A program to ensure an appropriate response to all overflows;

3. Procedures which ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the Monitoring and Reporting Program (MRP). All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Boards WDR’s or National Pollution Discharge Elimination System (NPDES) permit requirements. The SSMP should identify the officials who will receive immediate notification;

4. Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained;

5. Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and

6. A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

The District’s Overflow Emergency Response Plan complies with the additional notification requirements outlined in SWRCB Order No. WQ-2008-0002-EXEC:

1. For any discharges of sewage that results in a discharge to a drainage channel or a surface water, the District shall, as soon as possible, but not later then two (2) hours after becoming aware of the discharge, notify the State Office of Emergency Services, the local health officer or directors of environmental health with jurisdiction over affected water bodies, and the San Diego Regional Water Quality Control Board.
(2) As soon as possible, but no later than twenty-four (24) hours after becoming aware of a discharge to a drainage channel or a surface water, the District shall submit to the San Diego Regional Water Quality Control Board a certification that the State Office of Emergency Services and the local health officer or directors of environmental health with jurisdiction over the affected water bodies have been notified of the discharge.

The District’s Overflow Emergency Response Plan also complies with the additional monitoring and reporting requirements outlined in Order No. R9-2007-0005, as adopted by the San Diego Regional Water Quality Control Board:

(1) RCWD shall report all SSOs in accordance with the Monitoring and Reporting Program No. 96-04 until RCWD notifies the Regional Board that they can successfully report the SSOs to the State Board Online SSO System. The notification shall be a letter signed and certified by a person designated, for a municipality, state, federal or other public agency, as either a principle executive officer of ranking elected official.

(2) For Category 1 (as defined in State Board Monitoring and Reporting Program No. 2006-0003-DWQ) SSOs, RCWD shall provide notification of the SSO to the Regional Board by phone, email, or fax within 24 hours after the District becomes aware of the SSO, notification is possible, and notification can be provided without substantially impeding cleanup or other emergency measures. The information reported to the Regional Board shall include the name and phone number of the person reporting the SSO, the responsible sewage collection agency, the estimated total sewer overflow volume, the location of the SSO, the receiving water (if any), the start date/time of the SSO (or whether or not the sewer overflow is still occurring at the time of the report), and confirmation that the local health services agency was or will be notified as required under the reporting requirements of the local health services agency.

(3) The District shall provide notification of all Private Lateral Sewage Discharges (as defined in the State Board Order), for which they become aware of, that equal or exceed 1,000 gallons; result in a discharge to a drainage channel and/or surface water; and/or discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system, to the Regional Board by phone or fax within 24 hours after RCWD becomes aware of the Private Lateral Sewage Discharge, notification is possible, and notification can be provided without substantially impeding cleanup or other emergency measures. The information reported to the Regional Board shall include the following information, if known: the name and phone number of the person reporting the Private Lateral Sewage Discharge, the service area where the Private Lateral Sewage Discharge occurred, the responsible party (other than RCWD, if known), the estimated Private Lateral Sewage Discharge volume, the location of the Private Lateral Sewage Discharge, the receiving water (if any), the start date/time of the Private Lateral Sewage Discharge (or whether or not the sewer overflow is still occurring at the time of the report), and confirmation that the local health services agency was or will be notified as required under the reporting requirements of the local health services agency.
(4) The following requirement supersedes the Private Lateral Sewage Discharge Reporting Timeframe for Private Lateral Sewage Discharge in the State Board Monitoring and Reporting Program No. 2006-0003-DWQ: For Private Lateral Sewage Discharges that occur within RCWD’s service area and that the District becomes aware of, RCWD shall report the Private Lateral Sewage Discharge to the State Board Online SSO Database within 30 days after the end of the calendar month in which the Lateral Sewage Discharge occurs. The District must identify the sewage discharge as occurring and caused by a private lateral, and responsible party (other than RCWD) should be identified, if known. RCWD will not be responsible for the cause, cleanup, or repair of Private Lateral Sewage Discharges, but only the reporting of those within their jurisdiction and for which they become aware of.

6.1 COMPLIANCE SUMMARY

RCWD has outlined specific measures to protect public health and the environment in their Sanitary Sewer Overflow Response Standard Operating Procedures (Appendix D). These procedures contain a plan for responding and reporting to SSOs which includes, but is not limited to, the following:

- Descriptions, responsibilities and authorities for each management, administrative and maintenance position responsible for responding to and reporting an SSO.
- Procedures for receiving SSO notification and immediately notifying first responders of the SSO.
- Procedures to rapidly mobilize, diagnose, contain, report on, and relieve the cause of SSOs.
- Procedures to provide emergency operations, such as traffic control, in the event of an SSO.
- Procedures for reporting all SSOs, including those originating from private laterals, and notifying the proper authorities, with appropriate contact information.
- A list of agencies, with their appropriate contact information, to be notified in the event of any SSO.
- Procedures to post the proper signs to warn the public of potential contamination hazards.
- Procedures to restore the environment to the condition that existed before the SSO occurred.

The District conducts internal training sessions to ensure familiarity with these procedures and prepare staff for an SSO event, from initial notification to SSO report documentation, including any necessary emergency activities, such as traffic control.
Through these documents and programs, the District has developed and implemented an overflow emergency response plan that identifies measures to protect public health and the environment, thereby satisfying Section D, 13 (vi) Overflow Emergency Response Plan of SWRCB Order No. 2006-0003:

1. Section 6 of the District’s Sanitary Sewer Overflow Response Standard Operating Procedures outlines the proper SSO notification procedures, thereby ensuring that primary responders and regulatory agencies are informed of all SSOs in a timely manner;

2. Section 2 of the District’s Sanitary Sewer Overflow Response Standard Operating Procedures contains a program to ensure an appropriate response to all overflows;

3. Section 6 of the District’s Sanitary Sewer Overflow Response Standard Operating Procedures outlines the procedures which ensure prompt notification to appropriate regulatory agencies and other potentially affected entities of all SSOs that potentially affect public health or reach the waters of the State in accordance with the Monitoring and Reporting Program (MRP). In addition to the SWRCB Online reporting system, agencies to be notified include the Office of Emergency Service, San Diego Regional Water Quality Board, City of Murrieta, City of Temecula, San Diego State Health Department, and the Riverside County Health Department. Section 6 also identifies the officials who will receive immediate notification;

4. The District conducts internal training sessions to ensure familiarity with these procedures and prepare staff and contractor personnel for an SSO event, from initial notification to SSO report documentation, including any necessary emergency activities, such as traffic control;

5. Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities, are addressed in Sections 3 and 7 of the District’s Sanitary Sewer Overflow Response Standard Operating Procedures; and

6. Sections 5 and 8 of the District’s Sanitary Sewer Overflow Response Standard Operating Procedures ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs.

Provisions of the District’s Overflow Emergency Response Plan, that comply with SWRCB Order No. WQ 2008-0002-EXEC, are contained in Section 6 of the District’s Sanitary Sewer Overflow Response Standard Operating Procedures:

1. In the event of a sewage discharge that results in a discharge to a drainage channel or a surface water, the District shall, as soon as possible, but not later then two (2) hours after becoming aware of the discharge, notify the State Office of Emergency Services, the local health officer or directors of environmental health with jurisdiction over affected water bodies, and the San Diego Regional Water Quality Control Board.
(2) As soon as possible, but no later then twenty-four (24) hours after becoming aware of a discharge to a drainage channel or a surface water, the District shall submit to the San Diego Regional Water Quality Control Board a certification that the State Office of Emergency Services and the local health officer or directors of environmental health with jurisdiction over the affected water bodies have been notified of the discharge.

Provisions of the District’s Overflow Emergency Response Plan also comply with San Diego Regional Water Quality Control Board Order No. R9-2007-0005:

(1) RCWD has notified the San Diego Regional Water Quality Control Board that they can successfully report SSOs to the State Board Online SSO System. The notification was in the form of a letter signed and certified by the Santa Rosa Water Reclamation Manager. Accordingly, RCWD will report future SSOs in accordance with R9-2007-0005, and not under the Monitoring and Reporting Program No. 96-04.

(2) In the event of a SSO, RCWD provides notification of the SSO to the Regional Board by phone, email, or fax within 24 hours after the District becomes aware of the SSO, notification is possible, and notification can be provided without substantially impeding cleanup or other emergency measures.

(3) In the event of a private lateral sewer discharge, RCWD provides notification of the discharge to the Regional Board by phone, email, or fax within 24 hours after the District becomes aware of the SSO, notification is possible, and notification can be provided without substantially impeding cleanup or other emergency measures.

(4) In the event of a private lateral sewer discharge, RCWD reports the discharge to the State Board Online SSO Database within 30 days after the end of the calendar month in which the Lateral Sewage Discharge occurs. The District identifies the sewage discharge as occurring and caused by a private lateral, and the responsible party (other than the District) is identified, if known.

6.2 COMPLIANCE DOCUMENTS

The following documents allow the District to comply with the overflow and emergency response plan requirements of the WDR, and are attached as appendices.

- Sanitary Sewer Overflow Response Standard Procedures, Rancho California Water District, Last Updated July 2007, Appendix D.

6.3 DOCUMENT DESCRIPTIONS

A description for each compliance document listed above is described below:
6.3.1 **Sanitary Sewer Overflow Response Standard Procedures (Appendix D)**

RCWD maintains a plan for responding and reporting to SSOs in their *Sanitary Sewer Overflow Response Standard Operating Procedures*. The purpose of these procedures is to minimize the impact of SSO’s to the public and the environment. This response plan is a guideline for the standard operating procedures in the event of a SSO, and is reviewed periodically by the Santa Rosa Water Reclamation Manager. The plan includes the following contents:

- Purpose of Plan
- Spill Response
- Emergency Traffic Control
- Bypass
- Containment
- Reporting and Notification
- Sign Posting
- Restoration
- Documentation

Specifically, the *Sanitary Sewer Overflow Response Standard Operating Procedures* addresses the following:

6.3.1.1 **Spill Response**

Includes the procedures for receiving SSO notification and immediately notifying first responders of the SSO. For a potential Sanitary Sewer Overflow during working hours, the Operations and Maintenance Technician is notified. Additionally, the Operations and Maintenance Technician will notify the Water Reclamation Manager or Lead Collections Operator. During after hours, the First Response Duty Operator will notify the Collections Duty Operator of a potential sanitary sewer overflow. Also, the Collections Duty Operator will notify all other staff members from the Collections and Maintenance Department to assist in the spill response.

6.3.1.2 **Emergency Traffic Control**

Includes the procedures to provide emergency traffic control activities in the event of an SSO. The Lead Collections Operator will utilize assistance from the Districts’ Construction Crew in the event that the spill is located in a high traffic area. Additionally, if the construction crew is being utilized at that particular time, then the City of Temecula and Murrieta Maintenance Superintendent will be notified for assistance.
6.3.1.3 Bypass

Includes the procedures to rapidly contain a SSO in the event of a potential blockage that is not relieved within the first 20 minutes. In such an instance, the nearest manhole will be located that can accept the additional flow. Additionally, either a 3-in or 6-in pump will be used for the collection lines. All discharge pump hoses will be secured or placed far enough into the manhole to avoid the hose from coming out and protected from traffic by barricades.

6.3.1.4 Containment

Includes the procedures to rapidly mobilize, diagnose, contain, and relieve the cause of SSO’s. The Collection Crew will make every effort to keep the SSO in as small an area as possible, and in the streets away from storm drains.

6.3.1.5 Reporting and Notification

Includes the procedures for reporting SSOs and notifying the proper authorities, with appropriate contact information, as well as the list of agencies, with their appropriate contact information, to be notified in the event of any SSO. All SSOs will be reported as soon as the District has knowledge of the discharge and as soon as reporting is possible. Additionally, reporting can be provided without substantially impeding cleanup or other emergency measures. During working hours, reporting will be made by contacting the Santa Rosa Water Reclamation Manager or by any of the personnel from the Collections and Maintenance Department, as listed in Section 6.1 of this document.

6.3.1.6 Sign Posting

Includes the procedures to post proper signs to warn the public of potential contamination hazards. Posting of contamination signs will be done in all cases whether there is standing water or the ground is saturated. Signs will be placed in locations with high visibility so they can be seen from all routes that the public might take to enter an area.

6.3.1.7 Restoration

Emphasizes that every effort will be made to restore the environment to the condition that existed before the SSO occurred, and outlines corresponding procedures.

6.3.1.8 Documentation

Includes the District’s documentation requirements in the event of an SSO, including: the beginning and ending time of the SSO spill, location, and cause; did the SSO reach surface waters or a storm drain; the total gallons of SSO spilled and recovered; any damage that was caused and any repairs that were made because of the SSO; and photos of the affected area.
6.3.1.9 Training

The District has been and continues to conduct training on WDR awareness, in order to prepare staff for an SSO event, from initial notification to SSO report documentation, including any necessary emergency activities, such as traffic control. This internal training is managed and documented by the Collections Division.
CHAPTER 7. FATS, OILS AND GREASE (FOG) CONTROL PROGRAM

The District’s Fats, Oils and Grease Control Program addresses those mandatory SSMP provisions outlined in Section D, 13 (vii) FOG Control Program of SWRCB Order No. 2006-0003.

RCWD’s FOG Control Program helps reduce the amount of Fats, Oils and Grease discharged to the sanitary sewer system, by including:

1. A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area, and a list of acceptable disposal facilities.

2. Legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG.

3. Requirements to install grease removal devices, design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements.

4. Authority to inspect grease producing facilities, enforcement authorities, and sufficient staff to inspect and enforce the FOG ordinance.

5. Identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section.

6. Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified.

7. Implementation of a plan and schedule for a public education outreach program that promotes proper disposal of FOG.

7.1 COMPLIANCE SUMMARY

To reduce the amount of Fats, Oils and Grease discharged to RCWD’s sanitary sewer system, the District has developed a FOG Control Program. The District identifies all food preparation and service locations within their service area as part of their monitoring and surveillance program, as per Ordinance No. 2002-5-1. Accordingly, these customers must complete a Waste Discharge Application in order to receive sewer service, as do all potential Categorical Industrial Users and Significant Industrial Users. This application includes an interceptor sizing component and an Interceptor Maintenance Plan, which includes the District’s maintenance requirements, BMP requirements, record keeping and reporting requirements. A list of all such customers is maintained by the District in their Interceptor Equipment Listing. Currently there are no Significant Industrial Users, and only 3 Permitted Non-Discharging Categorical Industrial Users.

All interceptors on the Interceptor Equipment Listing are inspected between two to four times a year by the District’s Source Control Division, with quarterly inspections for those interceptors tributary to sections of the sanitary sewer system subject to high levels of FOG. Each inspection is logged in the District’s Source Control Entry Log, with the results of each inspection recorded in
the District’s Interceptor Maintenance Plan Log Sheet. The District maintains standard drawings for both a sand/oil separator and a grease interceptor, and there are several independent vendors which will collect and dispose of accumulated FOG.

The District has identified the sections of their sanitary sewer system subject to high levels of FOG, and has developed an Operation and Maintenance Program which includes a quarterly cleaning schedule for each of these sections, which has prevented any SSOs due to FOG from previously occurring. In summary, the District maintains a FOG Control which meets the requirements of Section D, 13 (vii) FOG Control Program of SWRCB Order No. 2006-0003:

1. The District maintains a plan and schedule for the disposal of FOG generated within their sanitary sewer system service area in the District’s Interceptor Maintenance Plan and Source Control Log. The District has provided a list of independent vendors which can provide collection and disposal services within their service area.

2. The District possesses the legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG through Ordinance No. 2002-5-1, Resolution No. 2002-5-1, and their Satellite Community Sewer Use Agreements.

3. The District’s requirements to install grease removal devices are discussed in Ordinance No. 2002-5-1, their Rules and Regulations Sewer System Facilities and Service, their Sewer System Facility Requirements and Design Guidelines, their Waste Discharge Permit Application and their Interceptor Sizing criteria. The District has standard drawings for both sand/oil separators and grease interceptors, as well as the appropriate, accompanying sample boxes. The District’s maintenance requirements, BMP requirements, record keeping and reporting requirements for each of these removal devices is contained in their Interceptor Maintenance Plan.

4. The District has authority to inspect grease producing facilities through Ordinance No. 2002-5-1 and their Rules and Regulations Sewer System Facilities and Service, and enforces any violation of its sewer ordinances in accordance with their Enforcement Response Plan. The District has sufficient staff to provide inspections of each removal device in their service area between two to four times a year.

5. The District has identified sections of their sanitary sewer system subject to high levels of FOG in their Sewer Line Problem Areas. Accordingly, the District’s Operation and Maintenance Program includes a quarterly cleaning schedule for each of these sections, which has prevented any SSOs due to FOG from previously occurring.

6. The District has developed and implemented source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in their Sewer Line Problem Areas by adopting Ordinance No. 2002-5-1.

7. District Staff from the Source Control Division meet with each interceptor owner as required, as listed and documented in the Source Control Log, to allow for discussion regarding the District’s FOG Control Program. The District has developed formal
literature to be disseminated during these meetings. Additional, the District has developed a FOG Mailer, to be included annually in all customer’s monthly bills, and has posted this Mailer on their web site, www.ranchowater.com.

7.2 **COMPLIANCE DOCUMENTS**

The following documents, attached as appendices, support the District’s FOG Control Program, thereby allowing the District to comply with the FOG Control Program requirements of the Statewide General Waste Discharge Requirements (WDR):

- **Ordinance No. 2002-5-1, Regulations for Water Discharge and Sewer Use**, Adopted by the Board of Directors of Rancho California Water District, July 1 2002, Appendix E.

- **Resolution No. 2002-5-1, Local Limit Tables**, Adopted by the Board of Directors of Rancho California Water District, May 16 2002, Appendix F.

- **Rules and Regulations Sewer System Facilities and Service**, Part III, Chapter 1, Section2 of the Amended Rules and Regulations, adopted by the Board of Directors of Rancho California Water District, September 14 2006, Appendix G.

- **Sewer System Facility Requirements and Design Guidelines**, Rancho California Water District, Last revised on December 1 2007, Appendix H.

- **Enforcement Response Plan**, Rancho California Water District, Source Control Division, Appendix I.

- Existing Satellite Community Sewer Use Agreements with either the Elsinore Valley Municipal Water District (EVMWD) or the Western Municipal Water District (WMWD), Appendix J:
  - Palomar Area Agreement, March 2 2004, EVMWD.
  - Palomar Area Agreement, Addendum No. 1, July 5 2006, EVMWD.
  - Northern California Oaks Area Agreement, March 2 2004, EVMWD.
  - California Oaks Agreement, June 22 1988, EVMWD.
  - California Oaks Agreement, Addendum No. 1, March 2 2004, EVMWD.
  - Murrieta Sewer Service Area Agreement, March 1 1989, WMWD.
  - Western Wastewater Service Area Agreement, Proposed, WMWD.

- **Sewer System Standard Drawings**, Rancho California Water District, Appendix Q.
7.3 DOCUMENT DESCRIPTION

A description for each compliance document listed above is described below:

7.3.1 Ord. No. 2002-5-1, Regulations for Water Discharge and Sewer Use (Appendix E)

This ordinance, adopted by the Board of Directors on May 16 2002 and effective July 1 2002, sets conditions and limitations on the use of the District's sewer system and sets specific enforcement provisions to resolve noncompliance with the District's ordinance. The provisions of this Ordinance apply to sewer construction, use, maintenance, discharge, deposit, or disposal of wastewater, both directly and indirectly, into and through all District collection systems. Furthermore, these provisions apply to the issuance of control mechanisms and assessment/imposition of fees, fines and penalties thereof. This Ordinance applies to all users of the District's sewer system and specifies herein that all users of the District's sewer system are subject to regulation and enforcement.

As adopted by the Board of Directors, Article 3 prohibits discharges to the system in accordance with the local limits set in Resolution No. 2002-5-1. Article 4 outlines the specific control mechanisms utilized by the District, including Waste Discharge Permit Application requirements for potential Categorical Industrial Users or Significant Industrial Users.

7.3.2 Resolution No. 2002-5-1, Local Limit Tables (Appendix F)

Adopted by the Board of Directors on May 16 2002 and effective July 1 2002, this resolution establishes maximum concentration levels of industrial wastewater pollutants, domestic liquid...
waste, and conventional pollutants and applicable surcharge rates, in accordance with sections 3.300(a) and 3.700(b) of Ordinance No. 2002-5-1. Table 1 includes local limits for Oil and Grease at all District Facilities.

7.3.3 **Rules and Regulations Sewer System Facilities and Service (Appendix G)**

Part III, Chapter 1, Section 2 of the Amended Rules and Regulations, adopted by the Board of Directors on September 14 2006, describes the following rules and regulations governing the District’s sewer service:

- Arrangement for Sewer Service Connections
- Rules and Regulations Applicable for all Sewer Service Connections
- Arrangements for Public Sewer Connections to the District’s Sewer System by Other Public Agencies with which the District has entered into an Interagency Agreement
- Arrangements for District Sewer System Facilities other than Service Connections
- Rules and Regulations Applicable for all Types of District Sewer System Facilities, other than Sewer Service Connections
- Rules and Regulations Applicable for Sewer Service
- Calculations of EDU’s for Residential and Commercial/Industrial Developments

Section 3.01 requires that all sewer service connections be installed in accordance with the design criteria and specifications, including the District’s Standard Drawings. This section also articulates the District’s rights of inspection, approval and acceptance of all new sewer service connections.

7.3.4 **Sewer System Facility Requirements and Design Guidelines (Appendix H)**

The District’s Sewer System Facility Requirements and Design Guidelines, last revised December 1 2007, details:

- Procedures for Construction Drawing Approval
- Design Criteria
- Construction Drawing Preparation
- Procedures for Sewer System Facility Construction

Section III and Section V require that sewers and connections be properly designed and constructed, respectively. Section I (C) specifies that the District will review all drawings, and that all drawings must be approved by the District’s Development Engineering Manager and Assistant
General Manager of Engineering and Operations.

7.3.5  **Enforcement Response Plan (Appendix I)**

In the event of non-compliance with *Ordinance No. 2002-5-1*, the **Enforcement Response Plan**, as developed by the Source Control Division, aims to deal with noncompliance in a just, efficient and effective manner. The Source Control Division has outlined the necessary steps to:

- Identify and respond to noncompliance as quickly as possible, in order to minimize impact on the District's collection system
- Document all noncompliance; to include the Source Control Entry Log
- Investigate noncompliance thoroughly and expeditiously
- Ensure that enforcement actions are dictated by the severity of the violation
- Take enforcement action in a timely manner
- Respond to noncompliance in a consistent and objective manner

The **Enforcement Response Plan** addresses the different types of noncompliance and the nature of the violation, as well as the enforcement response tasks for each noncompliance matter. It also includes an Enforcement Matrix which shows the title and action allowed per source control personnel.

7.3.6  **Existing Satellite Community Sewer Use Agreements (Appendix J)**

Each of the District's Satellite Community Sewer Use Agreements, or successive Addendums, contains detailed obligations for the appropriate satellite community. The sections identified in each Agreement or Addendum pertain to the respective satellite community's obligations, and may include: delivering Domestic Quality Wastewater to the SRWRF; and/or enforcing all industrial discharge rules related thereto including the requirements of Order No. 2002-5-1:

- Palomar Area Agreement, March 2 2004, EVMWD. (Section 1.8)
- Palomar Area Agreement, Addendum No. 1, July 5 2006, EVMWD.
- Northern California Oaks Area Agreement, March 2 2004, EVMWD. (Section 1.10)
- California Oaks Agreement, June 22 1988, EVMWD.
- California Oaks Agreement, Addendum No. 1, March 2 2004, EVMWD. (Section 1(a) and (b)).
- Murrieta Sewer Service Area Agreement, March 1 1989, WMWD.(Section 1.5)
Currently, the District is in the process of drafting the Western Wastewater Service Area Agreement, which specifically acknowledges the wastewater management practices required by State Water Resources Control Board Order No. 2006-0003 and California Regional Water Quality Control Board, Region 9, Order No. R9-2007-0005, including but not limited to, an appropriate Fats, Oils and Grease Control Program and Overflow Emergency Response Plan, as well as the monitoring, reporting and measurement components required to support these Orders.

7.3.7 Sewer System Standard Drawings (Appendix Q)

These drawings include the standard drawings for devices used to intercept and separate FOG, including:

- Sand / Oil Separator (S-24)
- Sample Box # 1 (Industrial) (S-25)
- Sample Box # 2 (Commercial) (S-26)
- Grease Interceptor (S-27)

7.3.8 A Collection of Applications, Plans, Logs and Lists, developed by the District’s Source Control Division, which support the FOG Control Program (Appendix S)

- Waste Discharge Application – Application that must be completed by all Significant Industrial Users and potential Categorical Industrial Users when applying for service, and every five (5) years thereafter. Identifies customer as a preparer and/or server of food, thereby requiring the completion of the Interceptor Sizing Form.

- Interceptor Sizing Form – Calculates the size of the required grease interceptor, with minimum size of 750 gal.

- Interceptor Maintenance Plan – Identifies location, maintenance practices and schedule, responsible party for monitoring, independent vendor servicing the receptacle and any previous problems for each grease interceptor in the District’s service area.

- Source Control Entry Log (3/06 – 6/07) – Provides a record of the District’s actions taken, correspondence, discussions and inspections of each interceptor.

- Interceptor Maintenance Plan Log Sheet - Provides a record of the result of each interceptor inspection.

- Interceptor Equipment Listing – A list of all sand/oil separators and grease interceptors in the District’s service area.
Sewer Line Problem Areas – Sewer segments prone to FOG deposits, as identified by the District, and cleaned quarterly. This has prevented the District from previously experiencing an SSO due to FOG.

A Map of the Sewer Line Problem Areas – A Map of the sewer segments prone to FOG deposits, as identified by the District, and cleaned quarterly.

Partial List of Independent vendors which can provide collection and disposal services within their service area – There are several independent vendors which can provide grease interceptor service. This list represents a random selection of a portion of these vendors, and does not imply District endorsement of any specific vendor.

7.3.9 Fat-Free Sewers (Public Outreach for the FOG Control Program) (Appendix T)

The District has developed this document to be supplied to all customers on an annual basis, as well as posted on their website, www.ranchowater.com. This mailer further defines FOG and its importance of being properly managed. It includes general prevention tips such as technology and cleaning methods. In order to accommodate each of the following FOG producers, cleaning methods and technology target the general public, as well as restaurants and the automotive sector.
CHAPTER 8. SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN


RCWD has prepared and implemented a Capital Improvement Program (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. RCWD’s System Evaluation and Capacity Assurance Plan encompasses the following components:

1. Evaluation - Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation provides estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events.

2. Design Criteria - Where design criteria do not exist or are deficient, undertake the evaluation identified in (1) above to establish appropriate design criteria.

3. Capacity Enhancement Measures - The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.

4. Schedule – RCWD has developed a schedule of completion dates for all portions of the CIP developed in (1)-(3) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D. 14.

8.1 COMPLIANCE SUMMARY

The District maintains a System Evaluation and Capacity Assurance Plan which meet the requirements of Section D, 13 (viii) System Evaluation and Capacity Assurance Plan of SWRCB Order No. 2006-0003:

1. The District’s 2005 Wastewater Facilities Master Plan includes wastewater flow projections and a hydraulic analysis of all District-owned gravity mains, lift station and force mains. The analysis includes estimates of peak dry and wet weather flows, and outlines a Capital Improvement and Replacement Program. The District recently reviewed these wastewater flow projections and hydraulic analysis in the 2007 Wastewater Flow Projections and Monitoring Update. Currently, all District-owned sewer facilities have sufficient capacity to accommodate peak flows. As such, no SSOs caused by hydraulic deficiencies are projected to escape from the system.
(2) The District’s *Sewer System Facility Requirements and Design Guidelines* outlines the appropriate design criteria necessary to ensure sufficient capacity, as well as preserve the estimated life-cycle of wastewater infrastructure.

(3) The District has established a short- and long-term Capital Improvement Program (CIP) to address projected hydraulic deficiencies. The CIP is included in the *2005 Wastewater Facilities Master Plan*, and includes projected cost estimates, alternatives analysis and project prioritization by 5-Year time increment. The District’s *Long-Range Capital Financing* describes how the District proposes to continue to pay for the CIP, by noting fund balances, funding sources and fund uses.

(4) The District has developed their CIP, as presented above, and plans to review and update it accordingly during their next *Wastewater Facilities Master Plan Update*.

### 8.2 COMPLIANCE DOCUMENTS

The following documents, attached as appendices, support the District’s System Evaluation and Capacity Assurance Plan, thereby allowing the District to comply with the System Evaluation and Capacity Assurance Plan requirements of the WDR:

- **Sewer System Facility Requirements and Design Guidelines**, Rancho California Water District, Last revised on December 1 2007, Appendix H.
- **The District’s Long-Range Capital Financing Plan**, Rancho California Water District, Source Control Division, Appendix P.

Additionally, the following documents also support the District’s System Evaluation and Capacity Assurance Plan, and are available from the District’s Engineering Division. Due to the size of these documents, they have not been attached as appendices.


### 8.3 DOCUMENT DESCRIPTIONS

A description for each compliance document listed above is described below:

#### 8.3.1 2007 Wastewater Flow Projection and Monitoring Update (Appendix U)

Infrastructure Engineering Corporation completed this October 2007 review and updated analysis of the wastewater flow projections and hydraulic analysis developed in the *2005 Wastewater Facilities Master Plan*. This also accounted for all District-owned wastewater facilities constructed since the completion of the *2005 Wastewater Facilities Master Plan*, and the District’s *Fiscal Year 2006-7 Sewer Flow Monitoring Study*. IEC recommended continuing with the District’s
previously developed wastewater CIP.

8.3.2 Sewer System Facility Requirements and Design Guidelines (Appendix H)

The District’s Sewer System Facility Requirements and Design Guidelines, last revised December 1, 2007, details:

- Procedures for Construction Drawing Approval
- Design Criteria
- Construction Drawing Preparation
- Procedures for Sewer System Facility Construction

Section III contains the necessary design criteria to ensure sufficient capacity, as well as preserve the estimated life-cycle of wastewater infrastructure.

8.3.3 Long-Range Capital Financing (Appendix P)

Developed by the District, this document describes how the District proposes to continue to pay for the Capital Replacement and Improvement Programs, by noting fund balances, funding sources and fund uses, and encompasses both collection and treatment system costs.

8.3.4 2005 Wastewater Facilities Master Plan

The District’s 2005 Wastewater Facilities Master Plan analyzed current and projected flows, and recommend system capital improvements and proposed facility cost estimates, based on the District’s established design criteria. The development of an accurate wastewater hydraulic model, land use database and accurate wastewater projections were critical components of this Master Plan. Specific sections in the Master Plan include:

- Introduction
- Study Area Characteristics
- Wastewater System Design Criteria
- Wastewater Flows and Projections
- Santa Rosa Water Reclamation Facility Evaluation
- Existing Wastewater Facilities and Wastewater System Analysis
- Sewer System Model Development
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- Capital Improvement Program
- Capital Replacement Program
- CMOM Compliance Summary
CHAPTER 9. MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS


RCWD Monitoring, Measurement, and Program Modifications encompasses the following components:

1. Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;

2. Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;

3. Assess the success of the preventative maintenance program;

4. Update program elements, as appropriate, based on monitoring or performance evaluations; and

5. Identify and illustrate SSO trends, including: frequency, location, and volume.

9.1 COMPLIANCE SUMMARY

The District tracks the location and cause of all SSOs, blockages, and gravity main hot-spots. The District maintains a log of all cleaning activity by development tract, which details the size, material and location of each pipe cleaned, as well as the equipment utilized, and any relevant remarks observed during the cleaning. The District maintains a Computerized Maintenance Management System (CMMS), which utilizes Orion software for preventative maintenance and work orders.

The District completed a system-wide video inspection of the trunk sewer system in 2002. Additionally, District Field Staff observe all gravity mains and manholes during routine cleaning, and conduct localized video inspections when their observations warrant further investigation. The District maintains a log of this continued video inspection in their Video Inspection Report Log. During both the system-wide and localized video inspections, each pipe is given a ranking based on the observed overall condition. These rankings, as well as the observed condition of each pipeline, allow the District to identify gravity mains that are at risk of collapse or prone to more frequent blockages due to pipe defects.

The District identifies all food preparation and service locations within their service area as part of their monitoring and surveillance program. A list of all such customers is maintained by the District in their Interceptor Equipment Listing. All interceptors on the Interceptor Equipment Listing are inspected between two to four times a year by the District’s Source Control Division, with quarterly inspections for those interceptors tributary to sections of the sanitary sewer system subject to high levels of FOG. Each inspection is logged in the District’s Source Control Entry Log, with the results of each inspection recorded in the District’s Interceptor Maintenance Plan Log Sheet.
In order to monitor the implementation and measure the effectiveness of the SSMP, the District tracks several performance indicators, including:

- Location of all SSOs over the past 12 months;
- Number of SSOs over the past 12 months, distinguishing between dry weather overflows and wet weather overflows;
- Volume distribution of SSOs (e.g. number of SSOs < 100 gallons, 100 to 999 gallons, 1,000 to 9,999 gallons, > 10,000 gallons);
- Volume of SSOs that was contained in relation to total volume of SSOs;
- SSOs by cause (e.g. roots, grease, debris, pipe failure, pump station failure, capacity, other);
- Number of stoppages over the past 12 months;
- Stoppages by cause;
- Number of Interceptors inspected over the past 12 months;
- Percentage of Interceptors inspected over the past 12 months;
- Miles of gravity mains cleaned over the past 12 months;
- Percentage of total gravity mains cleaned over the past 12 months;
- Percentage of wet wells cleaned over the past 6 months;

In order to keep the SSMP up to date, the District has assigned a staff member to review the SSMP annually. In addition to tracking the above performance indicators, the staff member will review all sections of the SSMP for effectiveness and timeliness. Collection system personnel will also be consulted annually to review the effectiveness of the SSMP, and help identify potential areas for improvement.

In summary, the District maintains a Monitoring, Measurement, and Program Modifications which meets the requirements of Section D, 13 (ix) Monitoring, Measurement, and Program Modifications of SWRCB Order No. 2006-0003:

(1) The District tracks the location and cause of all SSOs, blockages, and gravity main hotspots. They maintain a log of all cleaning activity by development tract, which details the size, material and location of each pipe cleaned. The District maintains a Computerized Maintenance Management System (CMMS), which utilizes Orion software for preventative maintenance and work orders, as well as a log of their continued video inspection efforts in
their Video Inspection Report Log. The District identifies all food preparation and service locations within their service area as part of their monitoring and surveillance program. A list of all such customers is maintained by the District in their Interceptor Equipment Listing. All interceptors on the Interceptor Equipment Listing are inspected between two to four times a year by the District’s Source Control Division, with quarterly inspections for those interceptors tributary to sections of the sanitary sewer system subject to high levels of FOG. Each inspection is logged in the District’s Source Control Entry Log, with the results of each inspection recorded in the District’s Interceptor Maintenance Plan Log Sheet;

(2) The District monitors the implementation of the SSMP, and measures the effectiveness of each element by SSMP by developing and tracking performance indicators on an annual basis;

(3) By tracking performance indicators, the District is able to assess the success of their preventative maintenance program;

(4) The District has assigned a staff member to review the SSMP annually, in order to update all program elements as appropriate. In addition to tracking the above performance indicators, the staff member will review all sections of the SSMP for effectiveness and timeliness. Collection system personnel will also be consulted annually to review the effectiveness of the SSMP, and help identify potential areas for improvement;

(5) The District tracks the frequency, location and volume of all SSOs.

9.2 COMPLIANCE DOCUMENTS

The following documents allow the District to comply with the Monitoring, Measurement, and Program Modifications requirements of the WDR, and are attached as appendices.

- A sample of the District’s Video Inspection Log, Rancho California Water District, Source Control Division, Appendix N.

- A Collection of Applications, Plans, and Logs developed by the District’s Source Control Division, which support the FOG Control Program, Appendix V:
  - Waste Discharge Application
  - Interceptor Sizing Form
  - Interceptor Maintenance Plan
  - Source Control Entry Log
  - Interceptor Equipment Listing
9.3 DOCUMENT DESCRIPTIONS

A description for each compliance document listed above is described below:

9.3.1 Video Inspection Report Log Sample, (Appendix N)

District Field Staff observe all gravity mains and pipes during routine cleaning, and conduct localized video inspections when their observations warrant such further investigation. The results of these video inspections are recorded in the Video Inspection Report Log.

9.3.2 A Collection of Applications, Plans, Logs and Lists, developed by the District’s Source Control Division, which support the FOG Control Program (Appendix S).

- Waste Discharge Application – Application that must be completed by all Significant Industrial Users and potential Categorical Industrial Users when applying for service, and every five (5) years thereafter. Identifies customer as a preparer and/or server of food, thereby requiring the completion of the Interceptor Sizing Form.

- Interceptor Sizing Form – Calculates the size of the required grease interceptor, with minimum size of 750 gal.

- Interceptor Maintenance Plan – Identifies location, maintenance practices and schedule, responsible party for monitoring, independent vendor servicing the receptacle and any previous problems for each grease interceptor in the District’s service area.

- Source Control Entry Log (3/06 – 6/07) – Provides a record of the District’s actions taken, correspondence, discussions and inspections of each interceptor.

- Interceptor Maintenance Plan Log Sheet - Provides a record of the result of each interceptor inspection.

- Interceptor Equipment Listing – A list of all sand/oil separators and grease interceptors in the District’s service area.

- Sewer Line Problem Areas – Sewer segments prone to FOG deposits, as identified by the District, and cleaned quarterly. This has prevented the District from previously experiencing an SSO due to FOG.

- A Map of the Sewer Line Problem Areas – A Map of the sewer segments prone to FOG deposits, as identified by the District, and cleaned quarterly.

- Partial List of Independent vendors which can provide collection and disposal services within their service area – There are several independent vendors which can provide
grease interceptor service. This list represents a random selection of a portion of these vendors, and does not imply District endorsement of any specific vendor.
CHAPTER 10. SSMP PROGRAM AUDITS

The District’s SSMP Program Audits addresses the mandatory SSMP provision outlined in Section D, 13 (x) SSMP Program Audits of SWRCB Order No. 2006-0003.

RCWD is required to conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and RCWD’s compliance with the SSMP requirements identified in Section D, 13 of SWRCB Order No. 2006-0003, including the identification of any deficiencies in the SSMP and steps to correct them.

10.1 COMPLIANCE SUMMARY

RCWD will conduct an internal audit of their SSMP every two years, and focus on the effectiveness of the SSMP and the District’s compliance with the SSMP requirements of Order No. 2006-0003, and Order R9-2007-0005. The audit will include, but may not be limited to, the following:

- Any significant changes to components of the SSMP, including but not limited to, Legal Authority, FOG Control Program or Overflow Emergency Response Plan.
- Any significant changes to the referenced compliance documents, presented as Volume II of the Sewer System Management Plan.
- SSMP implementation efforts over the past two years;
- A description of additions and improvements made to the sanitary sewer collection system during the past two years;
- A description of the additions and improvements planned for the upcoming two years, with estimated schedule for implementation.
- Strategies to correct deficiencies, if identified, will be developed by the responsible RCWD division.

10.2 COMPLIANCE DOCUMENTS

There are no compliance documents for this section.

10.3 DOCUMENT DESCRIPTIONS

There are no document descriptions for this section.
CHAPTER 11. COMMUNICATION PROGRAM

The District's Communication Program addresses the mandatory SSMP provision outlined in Section D, 13 (xi) Communication Program of SWRCB Order No. 2006-0003.

RCWD should communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the District as the program is developed and implemented. The District shall also create a plan of communication with systems that are tributary and/or satellite RCWD's sanitary sewer system.

11.1 Compliance Summary

RCWD will communicate on a regular basis with interested parties on the implementation and performance of this SSMP. The communication program allows interested parties to provide input as the program is developed and implemented.

RCWD made a Draft version of the SSMP available to the public, allowed time for review, and invited public comments at a Board of Directors meeting on March 13, 2008, thereby allowing for public input. The District anticipates discussions regarding the development and implementation of their SSMP with each agency tributary to their sanitary sewer system in 2008. Additionally, the District's website (www.ranchowater.com) presents information about on-going efforts, as well as meeting agendas and minutes.

11.2 Compliance Documents

There are no compliance documents for this section.

11.3 Document Descriptions

There are no compliance documents for this section.