VALLEY CENTER MUNICIPAL WATER DISTRCT

SEWER SYSTEM MANAGEMENT PLAN

2022 UPDATE

August 2022

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LIST OF ACRONYMS

APWA	**American Public Works Association**
ASCE	**American Society of Civil Engineers**
BMP	**Best Management Practice**
CASA	**California Association of Sanitation Agencies**
CCTV	**Closed Circuit Television**
CIP	**Capital Improvement Program**
CIWQS	**California Integrated Water Quality System**
CMMS	**Computerized Maintenance Management System**
CMOM	**Capacity, Management, Operations, and Maintenance**
CPC	**California Plumbing Code**
CWDP	**Commercial Wastewater Discharge Program**
CWEA	**California Water Environment Association**
DEH	**Department of Environmental Health**
EMA	**Enhanced Maintenance Area**
ERP	**Emergency Response Plan**
FOG	**Fats, Oils, and Grease**
FSE	**Food Service Establishments**
GIS	**Geographic Information Systems**
GRD	**Grease Removal Device**
I/I	**Infiltration/Inflow**
LPCS	**Low Pressure Collection System**
LRO	**Legally Responsible Official**
LMCWRF	**Lower Moosa Canyon Water Reclamation Facility or "Moosa"**
MOP	**Manual of Practice**
MRP	**Monitoring and Reporting Program effective 9/9/13**
MS4	**Municipal Separate Storm Sewer System**

NACWA	**National Association of Clean Water Agencies**
NASSCO	**National Association of Sewer Service Companies**
NGO	**Non-Government Organization**
NOV	**Notice of Violation**
O&M	**Operations & Maintenance**
OERP	**Overflow Emergency Response Plan**
OES	**Office of Emergency Services, State of California**
PACP	**Pipeline Assessment & Certification Program**
PLSD	**Private Sewer Lateral Discharge**
PM	**Preventive Maintenance**
POTW	**Publicly Owned Treatment Works**
QA/QC	**Quality Assurance/Quality Control**
R/R	**Rehabilitation or Repair/Replacement**
RWQCB	**Regional Water Quality Control Board**
SORP	**Sewer Overflow Response Plan**
SSMP	**Sewer System Management Plan**
SSO	**Sanitary Sewer Overflow**
SSS WDR	**Statewide General WDR for Sanitary Sewer Systems**
SWRCB	**State Water Resources Control Board**
UPC	**Uniform Plumbing Code**
VCMWD	**Valley Center Municipal Water District**
WDR	**Waste Discharge Requirements**
WVRWRF	**Woods Valley Ranch Water Reclamation Facility**
WWTP	**Wastewater Treatment Plant**

INTRODUCTION

The Valley Center Municipal Water District(VCMWD) is dedicated to preventing sanitary sewer overflows and complying with the new Statewide General Waste Discharge Requirements.

This Sewer System Management Plan (SSMP) was prepared to document standards and procedures used to operate and maintain VCMWD's Wastewater Collection Facilities. The primary goal of the plan is to reduce, and possibly eliminate, the potential for sanitary sewer overflow events. The State Water Resources Control Board adopted a Statewide General Waste Discharge Order requiring each collection system agency to prepare and adopt an SSMP. Also included in the Order were new monitoring and reporting requirements for Sanitary Sewer Overflow (SSO) events.

The SSMP is organized into the eleven elements listed in the Statewide General Waste Discharge Requirements (GWDR) included herein as Appendix A. The state requirements are included in the beginning of each section.

The SSMP is a living document and will be periodically updated and enhanced to be effective. After each SSO event, staff will also review the event and make recommendations for modifications to the plan, as appropriate. Every two years, beginning in July, VCMWD staff will review the effectiveness of the Management Plan and report its findings to the Board in October. Any recommendations for modifications to the plan would be made at that time.

Service Area maps are included in Appendix D. VCMWD has **672** connected EDUs in the Woods Valley Ranch WRF service area and **2,497** connected customers in the Lower Moosa Canyon WRF service area.

The Woods Valley Ranch WRF service area consists of 11.16 miles of 8- and 10-inch PVC gravity sewer pipe, 6.0 miles of Low-Pressure Sewer pipe, 116 manholes, and 638 laterals. The Moosa collection system consists of 21.6 miles of VCP and PVC gravity collection main varying in size from 8 inch to 18 inch, 500 manholes, and over 2200 laterals. Portions of the Moosa collection system have been in service since the early 1970s.

VCMWD maintains the grinder pumps in the pressure sewer systems. Sewer laterals are the responsibility of the property owner per Section 170.3 Definitions "Building Wastewater", Section 171.5 Service Connections, and Section 172.1(e) Low Pressure Sewer Collection Systems, Ownership of Facilities.

1. GOALS

SWRCB Requirement:

The collection system agency must develop goals to properly manage, operate, and maintain all parts of its wastewater collection system in order to reduce and prevent Sanitary Sewer Overflows (SSOs), as well as to mitigate any SSOs that occur.

VCMWD has developed the following goals for the SSMP to be implemented to improve the management of the wastewater collection system:

- To properly manage, operate, and maintain all parts of the wastewater collection system
- To provide adequate capacity to convey peak flows
- To minimize the frequency of Sanitary Sewer Overflows (SSOs)
- To mitigate the impact of SSOs
- To meet all applicable regulatory requirements, including but not limited to notification and reporting of SSOs.

2. ORGANIZATION

SWRCB Requirement:

The collection system agency's SSMP must identify:

(a) The name of the responsible or authorized representative;

(b) The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. Include lines of authority as shown in an organization chart or similar document with a narrative explanation; and

(c) 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 Office, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services (OES).

VCMWD is dedicated to providing a safe and reliable service to the community. The organization and communication of VCMWD is critically important for the implementation of the SSMP. Figure 2.1 presents the SSMP Organization Chart which identifies VCMWD staff members who are responsible for implementing, managing, and updating the SSMP. Figure 2.2 that follows presents the VCMWD Chain of Communication plan which identifies VCMWD staff members who are responsible for managing the SSO response, investigating the cause, and reporting the SSO to the appropriate parties. The communication plan also serves as a list of key VCMWD personnel for emergencies.

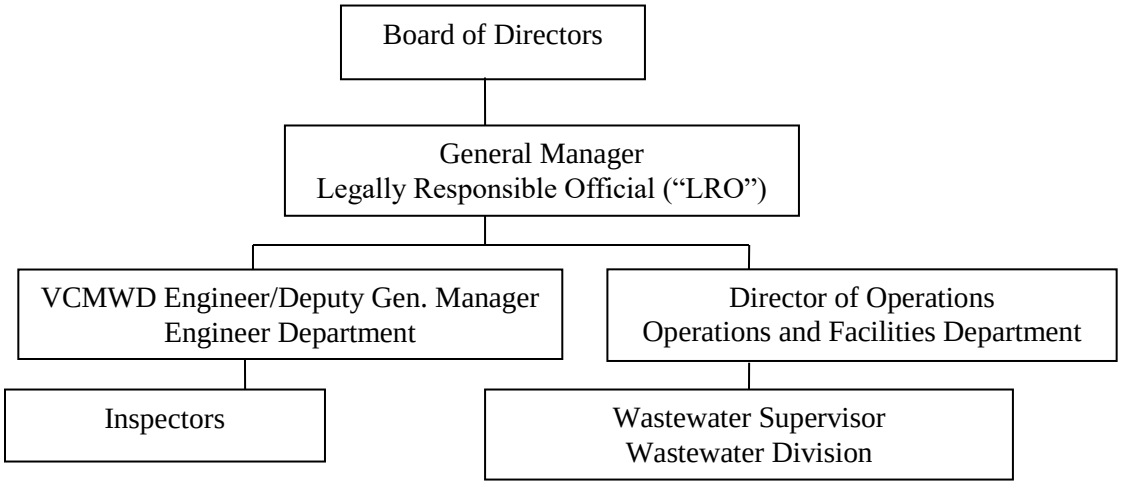


Figure 2.1 – SSMP Organization Chart

General Manager – Establishes policy, plans strategy, leads staff, allocates resources, delegates responsibility, authorizes outside contractors to perform services, and runs day to day management of facilities. The General Manager is also designated as a Legally Responsible Official ("LRO") of VCMWD.

VCMWD Engineer/Assistant General Manager – Prepares all planning documents, manages capital improvement projects, coordinates all development and implementation of the SSMP, and documents all new and rehabilitated assets.

Inspector – Ensures that new and rehabilitated assets meet agency standards, works with field crews to handle emergencies when contractors are involved, and provides verbal reports to VCMWD Engineer.

Director of Operations – Manages all Divisions of the Operations and Facilities Department, oversees the operation of all VCMWD facilities, and procurement of all pumps and equipment.

Wastewater Supervisor – Chief Treatment Plant Operator and manages all wastewater operations and maintenance activities, provides relevant information to VCMWD management, prepares and implements contingency plans, leads emergency response, investigates and reports SSOs, and trains field crews.

Wastewater Division – Staff provides preventive maintenance activities, mobilizes and responds to notification of stoppages and SSOs (mobilize sewer cleaning equipment, by-pass pumping equipment, and portable generators).

Contact Information – As recommended in the SSMP Guidebook, *Table 6.1 - Enrollee Contacts Responsible for SSMP* is included within Element 6 of this document and is included by reference in this Element 2. See Appendix 'B' for additional contact information.

Reporting – See Appendix 'F' for Procedures for Responding to an SSO.

SSO Reporting Chain of Communication

Figure 2.2 contains a flowchart depicting the overall chain of communication for responding to and reporting SSOs, from observation of an SSO to reporting the SSO to the RWQCB. Internal chains of communication for VCMWD emergency responders are depicted in Figure 2.2. Appendix B contains contact numbers for all entities included in the chains of communication. The SSO reporting process is described in more detail in Element 6 - Overflow Emergency Response Plan (OERP).

Narrative Description of SSO Response Chain of Communication

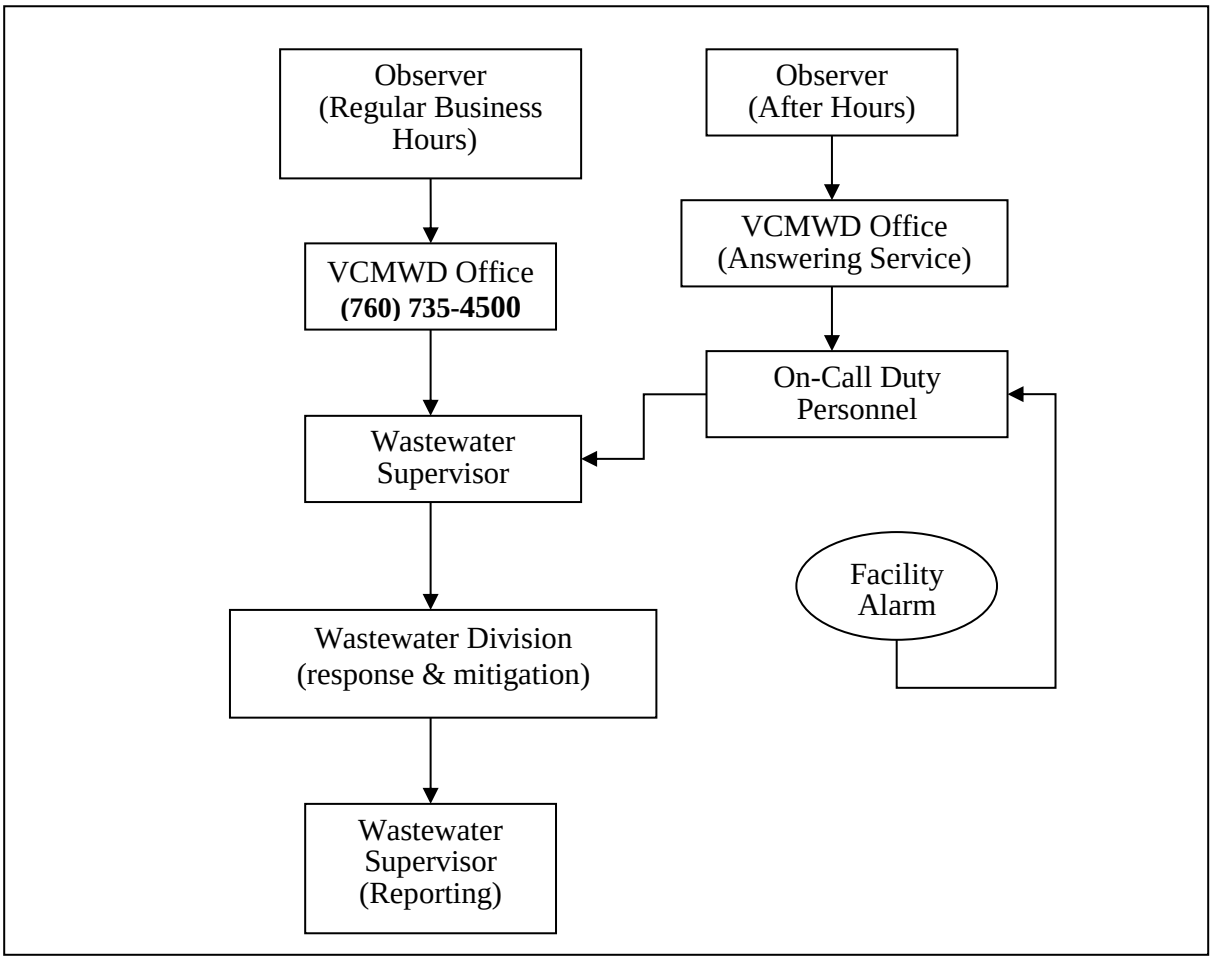
A public observer of an SSO would typically call VCMWD's main office. During regular business hours, the receptionist forwards the call to the Wastewater Supervisor. The Wastewater Supervisor will mobilize a Wastewater Division to the site.

After hours, VCMWD's main office line is transferred to an answering service. Any emergency calls are directed to On-Call Duty Personnel. The Duty Person will contact the Wastewater Supervisor in the event an SSO call is received. The Wastewater Supervisor will mobilize the Wastewater Division to the site.

The Wastewater Supervisor will assess the SSO and call any additional staff required for response, cleanup, and containment, if necessary.

The Wastewater Supervisor will confirm that the SSO has been appropriately responded to and will be responsible for filing all necessary reports.

Figure 2.2 – VCMWD Chain of Communication



3. LEGAL AUTHORITY

SWRCB Requirement:

The collection system agency must demonstrate, through collection system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:

(a) Prevent illicit discharges into its wastewater collection system (examples may include infiltration and inflow (I/I), storm water, chemical dumping, unauthorized debris and cut roots, etc.);

(b) Require that sewers and connections be properly designed and constructed;

(c) Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;

(d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages, and

(e) Enforce any violation of its sewer ordinances.

VCMWD has the power to install wastewater collection facilities and to enact regulations related thereto, including the prohibition of connection of private sewer systems to VCMWD's main without prior approval in accordance with VCMWD's Administrative Code Articles 170, 171, and 172 (attached as Appendix C). Specific authorizations required by the State's General Waste Discharge Requirements are listed as follows:

A. Prevention of Illicit Discharges - Article 170.8 - Use of Public Wastewater System

B. Properly Designed and Constructed - All wastewater collection facilities and connections to VCMWD's system shall be installed in accordance with VCMWD's Standard Design and Construction Specifications per Article 170.5 Construction of Collection Facilities, Article 171.5(a) Service Connection, and Article 172.1(e) Low Pressure Wastewater Collection Systems.

C. Access for Maintenance - All VCMWD owned facilities are located within easements or rights-of-way dedicated to VCMWD, or property owned by the VCMWD. VCMWD does not provide maintenance for privately owned wastewater facilities, with the exception of the privately owned On-Site Low-Pressure Wastewater Collection Facilities. Access to and maintenance of these facilities is authorized in Article 172. Maintenance of the sewer lateral is the responsibility of the property owner per VCMWD Administrative Code Section 171.5 Service Connection.

D. Fats, Oils and Grease - Per article 171.5(d) Service Connection, all privately owned restaurant facilities shall conform with VCMWD's FOG requirements. These requirements are found in a supplemental document entitled *Commercial Wastewater Discharge Program (CWDP)* and included herein as Appendix H.

E. Enforcement – Enforcement provisions of the wastewater requirements are provided in Administrative Code Article 170.10 Penalties (see Appendix C).

Table 3.1 - Legal Authority Checklist

Requirement	Enrollee Code Reference
Public Sewers	
Ability to prevent illicit discharges into the wastewater collection system.	VCMWD Administrative Code, Article 170.8
Ability to require that sewers and connections be properly designed and constructed.	VCMWD Wastewater Facility Design Manual, applicable VCMWD Standard Specifications, and Code Articles 170.5, 171.1, 171.5, and 172.1
Laterals	
Ensure access for maintenance, inspection, or repairs for portions of the service lateral owned or maintained by the Enrollee.	VCMWD Administrative Code, Articles 170.3, 171.5, and 172.1
FOG Source Control	
Ability to limit the discharge of FOG and other debris that may cause blockage.	VCMWD Administrative Code, Articles 170.8, 171.5, 171.7 and supplemental document *Commercial Wastewater Discharge Program (CWDP)*, (see Appendix H).
Enforcement	
Ability to enforce any violation of the Enrollee's sewer ordinances.	VCMWD Administrative Code, Articles 170.8 and 170.10

4. OPERATIONS AND MAINTENANCE PROGRAM

SWRCB Requirement:

The SSMP must include those elements listed below that are appropriate and applicable to the collection system agency's system:

(a) Maintain 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 storm water conveyance facilities;

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

(c) Develop 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 should focus 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 should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;

(d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and

(e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

A. Collection System Maps

Collection system maps are included in Appendix D. VCMWD owns and operates two separate wastewater systems: the Lower Moosa Canyon Water Reclamation Facilities and the Woods Valley Ranch Water Reclamation Facilities. Maps of each facility service area are provided, as is a collection system map showing line size, pipe material, construction date and Record Drawing Number. The Moosa collection system is divided into five separate maps, plus an index map. Site plans for the lift stations located within the Moosa collection system are also included. Hard copies of the record drawings showing more detailed information of the pipeline and lift station facility installations are available from the Engineering Department Map Records. Digital copies of the record drawings are available via VCMWD's electronic document management system, GIS, and are also available on Cityworks or placed on a CD for operator access in the field from portable computer equipment. The Engineering Department is responsible for maintaining the availability and accuracy of the record drawings and digital files. Procedures for updating the maps are in place to address discrepancies when they are found in the field, and also to address new facilities when they are added to the system.

B. Operation and Maintenance Activities

The following describes the existing collection system of each treatment facility:

Woods Valley Ranch Water Reclamation Facility Collection System Summary

The Woods Valley Ranch and Park Circle East/West collection system consists of 11.16 miles of 8- and 10-inch PVC gravity sewer pipe, 6.0 miles of Low-Pressure Sewer HDPE pipe, 116 manholes and 638 laterals. The system has been in service in 2007.

A total of approximately 4,650 feet of 4, 6, and 8-inch force main is used to convey the lift station to the Woods Valley WRF. The force main systems were designed such that Air Vacuum/Air Release units, clean outs and isolation valves were required for the force main maintenance and emergencies.

The Woods Valley WRF Expansion Project expanded the existing Wood Valley MBR Facility from a 75,000 gallons per day facility to a 275,000 gallons per day facility. The expansion consisted of a new collection system lift station, new headworks for the force main, Low Pressure Sewer, and the lift station inflows. The new headworks included a diversion structure and two new screenings units; a new concrete equalization (EQ) tank that is connected to the existing EQ tank; a new 200,000 gallon per day Aeromod system that includes aeration basins, clarifiers, digesters, and blower system; and a new Tertiary area that includes flocculation tanks and two new cloth disc filters that meet Title 22 recycled water requirements. The existing effluent pumps were upgraded to handle the increased recycled water flows. The project included all yard piping, mechanical piping, and electrical work associated with the new facilities which are also built ready for the next expansion.

Lower Moosa Canyon Water Reclamation Facility Collection System Summary

The Moosa collection system consists of 21.6 miles of VCP and PVC gravity collection main varying in size from 8 inch to 18 inch, 500 manholes and over 2200 laterals. Portions of the Moosa collection have been in service since the early 1970s. Three sewer lift stations are included in the system along with one subdivision that is served by a low pressure collection system. This subdivision consists of approximately 180 lots, of which approximately 80 have been connected to the low pressure collection system. VCMWD maintenance of the privately-owned on-site wastewater pumping facilities is included in an additional monthly service charge established for areas served by low pressure collection systems.

A total of approximately 2,600 feet of 4 inch force main is used to convey the lift station discharge to two separate manholes within the collection system. The force main systems were designed such that Air Vacuum/Air Release units and isolation valves were not required for the force main.

The low pressure collection system consists of approximately 4.1 miles of pressurized PVC collection main ranging in size from 2 inch to 4 inch and a pre-treatment facility just prior to its connection to the gravity sewer. The system also includes approximately 26 isolation valves, 19 air vacuum/release valves co-located with an odor adsorption bed.

The following describes the facilities used to operate and maintain VCMWD's collection facilities:

Computerized Maintenance Management

VCMWD has selected CityWorks for Work Orders and Asset Management Software with an interface to GIS. One of the key drivers for instituting Asset Management software is the documentation of institutional knowledge to soften the impact of experienced staff retiring. The Work Orders module will allow the establishment of automated work orders to be issued on a prescribed schedule to perform the preventive maintenance described in this chapter. The Asset Management module will provide notices for routine maintenance. Once the new computerized work order system is on line, this section will be updated to reflect the changes this tool will provide. Until that time, maintenance schedules are maintained by each department utilizing spreadsheet technology. Appendix J describes Cityworks computerized maintenance management system.

Sewer Pipeline Inspection and Cleaning Program

The Sewer Line Inspection and Cleaning Program consists of two (2) components:

<u>Routine Inspection</u>

- Inspect all sewer pipelines every 5 years
- This requires an inspection rate of approximately 5.5 miles per year
- This is achieved through a sewer line video inspection program by VCMWD forces.

Targeted Cleaning

- Sewers are cleaned only if inspections indicate it is warranted.

Grease Traps

There are approximately 32 commercial establishments in the two service areas. These establishments are in various stages of compliance with the Commercial Wastewater Discharge Program (CWDP) adopted in 2007. A summary of the status of those installations and a location map is included in Appendix 'I'.

- Perform annual inspections per the CWDP.
- Follow up with owner on recommendations from inspections.

Manhole Maintenance Program

The Operation and Maintenance program for manholes consists of scheduled inspection and repair on an as needed basis. Manholes are inspected every five years during sewer pipeline cleaning and videoing activities. Problem areas are identified and prioritized. Typical maintenance activities consist of the following:

- Replacement of worn-out frame and cover assemblies
- Replacement of concrete collars
- Locate and raise to grade after street improvements
- Inspection of interior of manholes.

Force Main/Valve Maintenance Program

Operation and Maintenance work of the Force Main System consists of the following:

- Verify pump operating through electrical reading; flow and discharge pressures are within design limits each month. Out of limit pressures and flows could indicate potential blockage or breaks and would be investigated.

Low Pressure Collection System Maintenance

VCMWD forces have converted a portion of the septic tank systems to grinder pump units. All new units in Rimrock and High Vista subdivisions will be grinder pump types. With this conversion to a Grinder Pump System, some minor differences in operation are anticipated. The following are typical operation and maintenance activities for these facilities:

1. Jetting of Low-Pressure collection system lines on a 5-year schedule. In line valves and cleanouts were installed in 2019 to allow for jetting the system
2. Respond to Private on-site Low-Pressure Pump System failure alarms as required.
3. Have solids removed from on-site septic tanks on 5-year intervals.

New grinder pumps are being installed in the Woods Valley Ranch WRF service area. For these installations only bullets 1 and 2 above are applicable.

Lift Station Maintenance and Operation Plan

Operation and maintenance performed by the Wastewater Department consist of the following:

- Clean wet wells utilizing pumper trucks on a quarterly basis to remove grease build-up that can cause pump failures and odor problems.
- Assist the Pumps and Motors Division electrical personnel when repairing or replacing pumps.
- Exercise all valves at lift stations quarterly.

System Inspection / Video Inspection Maintenance and Operation Plan

Our current System Inspection program consists of two (2) different types of inspections which are performed regularly.

Visual Inspection:

- Visually inspect known problem areas and report any necessary work needed.
- Open manholes and visually inspect flow levels, condition of manholes, and all other operating problems detected.

Video Inspection:

VCMWD owns video inspection equipment and has trained staff on its operation.

- Video inspect sewer areas following any stoppage to locate and identify problems.
- Video inspect areas that were contracted for cleaning to evaluate quality of work by contractor.
- Video inspect areas for possible Capital Improvement Projects.
- Video inspect newly acquired sewer systems to evaluate conditions for acceptance.
- Video inspect entire gravity collection system over the course of every five years, approximately 5.5 miles per year.

Operation and Maintenance Performed by Contractors and Support Departments

Contact information for relevant VCMWD staff and contract service providers is listed in Appendix B.

Services provided by VCMWD's Operations and Facilities Department and, if noted, outside contractors consist of the following:

- Sewage vactor truck service (outside contractor).
- Routine inspection of mechanical equipment.
- Pump and Motor preventive maintenance.
- Electric and Electronic Controls, in consultation with Operations, establish set points for automated equipment at lift stations.
- Supervisory Control and Data Acquisition system maintenance.
- Exercise and service emergency generators installed on site.

C. Rehabilitation and Replacement Plan

The Woods Valley Ranch collection system was videoed after being conditionally accepted and placed into service. All deficiencies that were found were rectified prior to final acceptance. Since the system was recently constructed, no rehabilitations or replacements are required at this time. VCMWD will re-video the system on five-year intervals and schedule repairs and maintenance as required.

The Moosa collection system was completely CCTV inspected by VCMWD forces beginning in 2004 and completed in 2006 and every 5 years after that. Several deficiencies were corrected through regular maintenance program activities. All collection facilities will be evaluated and recommendations made on remaining useful life and proposed rehabilitation or replacement. It is anticipated that an Inflow and Infiltration study will be recommended to be completed within the next five years. VCMWD will re-video the system on five-year intervals and schedule repairs and maintenance as required. The method of funding repair and replacement projects is through service and standby charges.

D. Training Program

VCMWD maintains a well-trained work force by providing safety, technical and supervisory training.

Safety training is managed by the Safety Officer. In addition to weekly safety meetings, there are special training seminars held periodically covering issues including traffic control, trench safety, crane operation including hand signals, and material safety data sheets. The safety record for VCMWD's Collection System Operation is outstanding.

Technical training related to the Operation and Maintenance of the collection system is managed in two ways. First, there is the constant day to day culture of learning on the crews so the crew chiefs and lead personnel are always encouraged to share what they have learned over the years with newer employees. Second, employees are sent to outside seminars covering the operation and maintenance of collection systems. In addition, VCMWD is active in the California Water Environment Association (CWEA) and has hosted many CWEA seminars on VCMWD premises.

VCMWD requires certification in the field of Collection Systems Operation and Maintenance, issued by CWEA in order to advance in the Wastewater Division of the Operations and Facilities Department.

In addition to the above, Wastewater Division staff receive refresher training in the following areas each year:

- Video equipment operation and video inspection procedures.
- Confined Space entry.
- Overflow response procedures.
- Reporting procedures.

E. Equipment and Replacement Parts

VCMWD has available spare equipment and critical parts that can be used at all times. VCMWD attempts to use a uniform system of pumps, equipment, and parts to simplify the maintenance and replacement efforts. There is complete on-the-shelf redundancy for the 5 lift stations (Islands, High Vista, Orchard Run, Woods Valley Ranch, and Hidden Meadows). The system is very simple so it is not inventoried at this time.

VCMWD has the necessary equipment to work on the sewer lines or pumping stations. In addition to small tools, VCMWD has cleaning trucks, generators, by-pass pumps, trucks with hoists, and all the appurtenances needed to run smooth operations throughout VCMWD area.

5. DESIGN AND PERFORMANCE PROVISIONS

This section of the SSMP discusses the design, construction and performance standards for VCMWD's wastewater system.

SWRCB Requirement:

The collection system agency shall identify the following key items:

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

b) Procedures and standards for inspecting and testing the installation of new sewer, pumps, and other appurtenances and for rehabilitation and repair projects.

Wastewater Design Standards

VCMWD's Sewer Facility Design Manual provides design criteria for gravity collection lines, lift stations, force mains and low-pressure collection facilities, including general notes to be used on construction drawings and references to the construction specifications. VCMWD staff are responsible for checking all plans for conformance with VCMWD Design Standards prior to construction.

Wastewater Construction Specifications

Gravity wastewater collection lines are constructed in accordance with the latest edition of the Standard Specification for Public Works Construction (Greenbook). Low pressure collection lines are constructed in accordance with VCMWD's Standard Specifications for the Construction of Low-Pressure Sewer Collection Facilities. Rehabilitation of sewer facilities are completed in accordance with the standard specifications, unless otherwise approved by the District Engineer. New state of the art materials and methods would be implemented for rehabilitation projects to reduce potential SSOs during construction. HDPE fused pipe is being used for bypass pipelines and replacement gravity mains in areas of difficult access.

Wastewater Inspection/Testing Requirements

VCMWD utilizes competent full-time construction inspectors for implementation of all wastewater facility construction. All new installations are cleaned, mandrel tested, air tested and videoed prior to acceptance and approved for service. Manholes are air tested to determine water tightness compliance.

All tie-ins to VCMWD's collection system are inspected by the wastewater department personnel.

Review, Updates and Distribution

The design standards and construction specifications are updated when the need is identified to reflect improved standards, updated codes, or more complete detail but regardless are reviewed every ten years to maintain alignment with current standards and technological advances.

The Engineering Department is responsible for the review, update and distribution of the standards. After Engineering Department review/update, the Standards are formally adopted by the District's Engineering Department.

As with all regulated activities of VCMWD, the Engineering and Operations Departments are involved in ensuring that the standards provide the highest quality facilities, comply with all State requirements and provide a safe reliable service to the customer base.

VCMWD Standard Drawings were made available on-line in 2020 with a link to these Standard Drawings available on VCMWD's website.

6. OVERFLOW EMERGENCY RESPONSE PLAN (OERP)

This section of the SSMP discusses VCMWD's overflow emergency response plan, which is included in full in Appendix E. This section fulfills the Overflow Emergency Response Plan (OERP) requirement of the SWRCB (Element 6) SSMP requirements.

SWRCB Requirement:

The collection system agency shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this plan must include the following:

(a) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSO's in a timely manner;

(b) A program to ensure appropriate response to all overflows;

(c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, regional water boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDR or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;

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

(e) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and

(f) A program to ensure that all reasonable steps are taken to contain untreated wastewater and prevent discharge of untreated wastewater to waters of the United States and minimize or correct any adverse impact on the environment resulting from the SS0s, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

A. Notification

VCMWD has a 24-hour Emergency Communications Center which is available either by a direct line at (760) 735-4500 or through the answering service operator. Cell phones allow immediate access to emergency personnel during working hours, as well as to on-call emergency personnel during non-working hours.

B. Response

VCMWD responds to all spills within VCMWD whether on public or private property. VCMWD staff take all steps necessary to prevent spills from reaching storm drains, flood control channels, or waters of the State, in accordance with waste discharge requirements.

C. Reporting

In compliance with state law, VCMWD reports all Category 1, 2, and 3 spills to the Water Quality Control Board, the California Department of Public Health (DPH), and the appropriate owners whether on public or private property, even if the spill is contained. VCMWD believes in full disclosure of its operations and performance. VCMWD has adopted the Waste Discharge Requirements and will fill out the appropriate forms on spill notification.

D. Training

Ongoing training for the collection system crews, operations and maintenance staff, and engineers will always be a big part of VCMWD's proactive approach. All wastewater staff members are certified by CWEA and have on-the-job training on a regular basis.

E. Addressing Emergencies

VCMWD has previously adopted an Emergency Response Plan (ERP) that provides a standardized response and recovery protocol to prevent, minimize, and mitigate injury and damage resulting from emergencies or disasters of man-made or natural origin. The ERP in conjunction with the Sewer Overflow Emergency Response Plan (SORP) included in Appendix E describes how VCMWD will address emergency operations including traffic and crowd control and communication procedures.

F. Impact Mitigation

VCMWD has recognized the importance of protection of the public from impacts that might occur due to SSOs. VCMWD has done everything practical to ensure that the SSOs are limited and the impact on the public is minimal, if any. Many temporary storage tanks and routing systems are in place already to give crews sufficient time to respond prior to any SSOs occurring. See capacity requirements section for further information on extra storage as well as SORP for responses.

Sewer Overflow Emergency Response Plan Discussion

The Sanitary Sewer Overflow Response Plan (SORP) (see Appendix E) provides the overflow emergency response procedures beginning with the receipt of a sewer overflow notification, through response and cleanup, to reporting of the overflow to the appropriate government agencies. This document is relevant to anyone involved in the overflow response process, including the person initially receiving information notification of SS0s, the response field crew and supervisor, the person responsible for submitting overflow reports, and other emergency responders who could potentially be involved in the process.

The Procedures for Responding to a Sanitary Sewer Overflow (Appendix F) adopted by the Wastewater Division of the Field Operations Department provide detailed response procedures to the first responder and field crew responsible for identifying the source of the problem, correcting the cause of the overflow, and cleaning the surrounding area. The guidelines also include forms that the responder needs to fill out. This document is most relevant to maintenance staff responsible for responding to overflows.

The Procedures for Responding to a Sewer Pump Failure (Appendix G) provides brief instructions on how to respond in the event of a failure at one of VCMWD's lift stations or at one of the privately-owned Low-Pressure Wastewater Systems being maintained by VCMWD.

As requested in the SSMP Guidebook, the following Table 6.1 indicates the Enrollee Contacts Responsible for VCMWD's SSMP.

Table 6.1 - Enrollee Contacts Responsible for SSMP

Element No.	SSMP Element	Summary of Element Purpose	Responsible Party	Telephone Number
1	**Goals**	Establish priorities of Enrollee and provide focus for Enrollee staff	General Manager	(760) 735-4500
2	**Organization**	Document organization of Enrollee staff and chain of command/ communication for SSO response	District Engineer	(760) 735-4500
3	**Legal Authority**	Ensure the Enrollee has sufficient legal authority to properly maintain and protect the integrity of the system.	District Engineer	(760) 735-4500
4	**Operations & Maintenance Program**	Minimize blockages and SSOs by properly operating and maintaining the system.	Wastewater Supervisor	(760) 735-4500
5	**Design & Construction Standards**	Ensure new facilities are properly designed and constructed.	District Engineer	(760) 735-4500
6	**Overflow Emergency Response Plan (OERP)**	Provide timely and effective response to SSO emergencies and comply with regulatory reporting requirements.	Wastewater Supervisor Director of Operations	(760) 735-4500
7	**Fats, Oils & Grease (FOG) Control**	Minimize blockages and overflows due to FOG.	Wastewater Supervisor	(760) 735-4500
8	**System Evaluation and Capacity Assurance Plan**	Ensure that sewer system models are up-to-date, update capacity requirements, and determine if enhancements are necessary.	Wastewater Supervisor District Engineer	(760) 735-4500
9	**Monitoring, Measurement, and Program Modifications**	Evaluate effectiveness of SSMP, keep SSMP up-to-date, and identify necessary changes to SSMP Elements.	District Engineer	(760) 735-4500
10	**Program Audits**	Formally identify SSMP effectiveness, limitations, and necessary changes on a biennial basis.	District Engineer	(760) 735-4500
11	**Communication Plan**	Communicate with the public and satellite agencies.	District Engineer	(760) 735-4500

7. FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM

SWRCB Requirement:

The collection system agency shall evaluate its service area to determine whether a FOG control program is needed. If the collection system agency determines that a FOG program is not needed, the collection system agency much provide justification for why it is not needed. If FOG is found to be a problem, the collection system agency must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. The FOG source control program shall include the following as appropriate:

(a) An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;

(b) A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;

(c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;

(d) Requirements to install grease removal devices (such as traps or interceptors) design standards for the grease removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;

(e) Authority to inspect grease producing facilities, enforcement authorities, and whether VCMWD has sufficient staff to inspect and enforce the FOG ordinance;

(f) An identification of sewer system sections subject to FOG blockages and establish a cleaning maintenance schedule for each section; and

(g) Development and implementation of source control measures, for all sources of FOG discharged to the sewer system, for each sewer system section identified in (f) above.

VCMWD has identified grease from restaurants as the greatest potential threat to cause sewer line stoppages and spills. With this in mind, VCMWD has developed its Commercial Wastewater Discharge Program (CWDP). All restaurant owners are provided a CWDP package of information regarding the importance of fighting grease, facts on grease removal, and directions on trap or interceptor installations. This information was produced and is used in the evaluation of every restaurant discharging into VCMWD's system.

VCMWD is also attempting to deliver information to homeowners regarding the negative impacts of dumping grease down the sinks. Homeowners are instead cautioned to pour grease into a jar and wait until trash day to dispose of the grease in a sealed container.

In general, VCMWD's Commercial Wastewater Discharge Program addresses the following topics to mitigate the collection system blockage issues stemming from Fats, Oils and Grease.

A. Identification & Sewer Cleaning

VCMWD has identified 'hot spots' in the collection systems which are areas subject to excessive grease. These 'hot spots' are regularly checked and then cleaned only when appropriate.

B. Source Control

Source control measures for each of the 'hot spots' identified in Section 'A' consist of:

- Distribution of VCMWD's information for restaurant and homeowner grease control.
- Requirement for restaurants to install grease traps or grease interceptors (see CWDP section).

C. Facility Inspection

- Scheduled and unscheduled inspections on all interceptors and traps installed in VCMWD.
- Failed inspections require modifications and/or more regular inspection frequencies and may ultimately result in disconnection from VCMWD's system.

8. SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

This section of the SSMP discusses VCMWD's capacity management efforts including system evaluation and capacity assurance plan.

SWRCB Requirements:

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

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

(b) Design Criteria – where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria.

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

(d) Schedule – the agency shall develop a schedule of completion dates for all portions of the capital improvement program in (1) and (3) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D14 of the SWRCB State General WDR for Wastewater Collection Agencies.

Woods Valley Ranch Collection System

A. Capacity Evaluation - The Woods Valley Ranch collection system was designed to serve the 170 lot Woods Valley Ranch Subdivision and Golf Course Facilities. A preliminary design report dated May 26, 1998 (and later revised in June 1999 with final plan approval) prepared by Rick Engineering demonstrated compliance with VCMWD's wastewater design standards. The subdivision is built out and since the collection system was placed into service, no SSOs due to deficient hydraulic capacity have occurred. The collection system was expanded to

serve the North and South Village area pursuant to the preliminary design report dated March 2014 prepared by Kennedy Jenks

B. Design Criteria – VCMWD has established design criteria for wastewater collection facilities, both gravity and low-pressure wastewater collection systems.

C. Capacity Enhancement Measures – The original Woods Valley Ranch collection system is not designed to serve any additional areas and pipe sizes have been determined sufficient for the intended use. The entire original collection system is a gravity sewer system.

The service area was expanded to serve VCMWD's North and South Village areas utilizing a hybrid gravity and low-pressure sewer collection system that is connected to the treatment facility at the headworks and does not utilize the existing collection system. The preliminary design report for the expansion ensures that the expanded headworks hydraulics would not have a detrimental effect on the existing collection system while confirming that there will be sufficient capacity in the expansion for future flows. Capacity Enhancement Measures include: 1) preventing blockages through the use of O&M programs of periodic visual and CCTV inspections and, only when necessary, flushing and cleaning, and 2) monitoring plant influent flows to detect potential inflow and infiltration, and addressing these as necessary.

D. Schedule – Inspection schedules, including Visual and CCTV inspections, are discussed in the section on Operation and Maintenance. Any deficiencies identified during the inspection and evaluation processes would be scheduled for immediate repair.

Lower Moosa Canyon Collection System

A. Capacity Evaluation - Developers are required to provide an evaluation of the proposed wastewater facilities prior to conceptual approval of their proposed project. The following reports have been prepared for the major collection facilities added since 1990.

- May 1990 – Rimrock Low Pressure Sewer System – W.C. Bowne
- February 1995 – Moosa Collection System Study – NBS/Lowry
- April 1997 – Service Area 3 – Mountain Meadow Road South – MacDonald-Stephens, Engineers, Inc.
- 1995 – Treasures Subdivision, APEC Civil Engineering, Inc.
- October 2000 – Islands Residential Sewer Study – RBF Consulting Engineers

Based on the results of the past studies and an overall review of the existing collection system capacity, the collection system was found to have sufficient capacity for the existing connections and approved developments. Since reporting under the new Statewide General Waste Discharge Requirements was established in February 2007, no SSOs due to deficient hydraulic capacity have occurred.

B. Design Criteria – VCMWD has established design criteria for wastewater collection facilities, both gravity and low-pressure wastewater collection systems.

C. Capacity Enhancement – System visual and CCTV inspections have revealed several locations of potential blockage due to roots, excessive interior corrosion, and areas potentially vulnerable to vandalism. Future capacity enhancement measures will focus primarily on reducing inflow and infiltration and preventing blockages through the previously described operation and maintenance programs of periodic visual and CCTV inspection, and when necessary, flushing and cleaning.

D. Schedule - Inspection schedules, including Visual and CCTV inspections and Inflow/ Infiltration evaluations, are discussed in Element 4, Operation and Maintenance Program. Any deficiencies identified during the inspection and evaluation processes would be scheduled for immediate repair. VCMWD is in the process of updating its overall planning efforts to include a master plan of the Moosa Service area indicating a proposed replacement plan for aging infrastructure and evaluating overall capacity needs for future development. Because of the lack of development and the absence of issues with the collection system, the priority for completion of the master plan update has been reduced and it is now scheduled for completion in 2022.

E. Replacement Planning, Prioritization and Funding Sources -- Replacement reserve for Lower Moosa Canyon is funded by a portion of VCMWD's service charges and wastewater capacity charges. Prioritization of improvements is provided by the Master Planning process. Currently, the master plan is being prepared and completion is expected in 2022.

9. MONITORING, MEASUREMENT, AND PLAN MODIFICATIONS

This section of the SSMP discusses VCMWD's monitoring, measurement and program modification. These efforts provide guidelines for monitoring the effectiveness of the SSMP program.

SWRCB Requirements:

The collection agency shall:

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

Maintenance of Relevant Information - The Wastewater Division of the Operations and Facilities Department with assistance of the Engineering Department maintains all relevant information used to establish and prioritize appropriate SSMP activities. Data is entered into CIWQS by the Wastewater Supervisor. A prioritization process based on size of SSO is currently in place. Few SSOs have occurred to date, so the prioritization process may be refined in the future.

SSMP Implementation and Effectiveness – The Wastewater Division of the Operation and Facilities Department and the Engineering Department are responsible for implementation of the SSMP. The Wastewater Department has overall responsibility for the operation and maintenance of the collection system, including but not limited to field inspections, maintenance, response to SSOs and completion of needed repairs. The Engineering Department assists with preparation of the SSMP document with input from the wastewater staff, maintains all records on the facility installation, design standards, and specifications and management of CIP upgrades to the system when required.

SSMP Evaluation - The bottom line measurement for success of the SSMP would be seeing improvement in the number and nature of Sanitary Sewer Overflows that have occurred in a given year. The following performance indicators would be used in evaluating the effectiveness of the program. They are available on the CIWQS site and are maintained by the Wastewater Supervisor.

a) Number of SSOs over the past 12 months, distinguishing between dry weather overflows and wet weather overflows.
b) Volume distribution of SSOs
c) Volume contained versus total volume
d) Nature of SSO (i.e., root, grease, debris, pipe failure, pump station failure, capacity, contractor related, other)
e) Notification and Response time on SSO
f) Inspections (visual and CCTV) completed versus planned.
g) Number and percentage of SSOs that reached surface water.
h) Volume and percentage of SSO volume that reached surface water.

SSMP Updates - As outlined in Element 10 - SSMP Audits Section, the SSMP will be reviewed every two years, beginning in July, to insure all the provisions are implemented and the effectiveness discussed at VCMWD meetings is met. The SSMP will be updated in accordance with the results of the monitoring with recommendations by other agencies, as well as VCMWD representatives. A report of the findings of the review will be made to the Board of Directors in October with recommendations for modifications as appropriate.

SSO Trends - All SSOs are reported to the Regional Board and all data reported for each SSO event is available through the California Integrated Water Quality System (CIWQS) database. Trend analysis of this data can be used to evaluate the effectiveness of the SSMP. Data reported since the CIWQS on-line system was initiated is summarized in Appendix K, Sanitary Sewer Overflow Event Summary.

Table 9.1 – SSMP Monitoring Performance Indicators, by SSMP Element

Element No.	SSMP Element	Summary of Element Purpose	Performance Indicators to Track Effectiveness	Responsible Party	Anticipated Timeframe
1	**Goals**	Establish priorities of Enrollee and provide focus for Enrollee staff	Regular review of goals based upon results of performance evaluations.	General Manager	Every 2 years
2	**Organization**	Document organization of Enrollee staff and chain of command/ communication for SSO response	Review of Organization Chart and all contact information, making any changes identified.	District Engineer	Every 2 years
3	**Legal Authority**	Ensure the Enrollee has sufficient legal authority to properly maintain and protect the integrity of the system.	Regular review of codes and/or ordinances for revisions, including schedule for identified updates.	District Engineer	Every 2 years
4	**Operations & Maintenance Program**	Minimize blockages and SSOs by properly operating and maintaining the system.	- Total number and volume of SSOs - Number of repeat SSOs (from same location as any previous SSO) - Number of lateral SSOs (if known for private laterals) - Number of main line SSOs - Total volume spilled - Total amount recovered - Total amount estimated to reach surface waters - Percent reaching surface water - Number of pipe failures - Total length of pipe CCTV'ed - Total length of pipe hydro-cleaned - Total length of pipe repaired or replaced	Wastewater Supervisor	Every 2 years unless significant increase in SSOs occurs

Element No.	SSMP Element	Summary of Element Purpose	Performance Indicators to Track Effectiveness	Responsible Party	Anticipated Timeframe
5	**Design & Construction Standards**	Ensure new facilities are properly designed and constructed.	Regular review of new technologies and materials for collection systems assets.	District Engineer	Every 2 years
6	**Overflow Emergency Response Plan (OERP)**	Provide timely and effective response to SSO emergencies and comply with regulatory reporting requirements.	- Average response time from call to arrival - Average response time from arrival to SSO stoppage and cleanup - Percent of total SSO volume contained or returned to sewer	Director of Operations Wastewater Supervisor	Handled immediately upon knowledge of SSO occurrence
7	**Fats, Oils & Grease (FOG) Control**	Minimize blockages and overflows due to FOG.	- Number of blockages due to FOG - Number of SSOs due to FOG - Number of FOG-producing facilities inspected	Wastewater Supervisor	Ongoing FOG program
8	**System Evaluation and Capacity Assurance Plan**	Ensure that sewer system models are up-to-date, update capacity requirements, and determine if enhancements are necessary.	- Depth of flow - Average & Peak flows - Pump station capacity vs deep flow	Wastewater Operator Senior Technician	Check every 2 years and update if significant development has occurred.
9	**Monitoring, Measurement, and Program Modifications**	Evaluate effectiveness of SSMP, keep SSMP up-to-date, and identify necessary changes to SSMP Elements.	- Prepare and update performance results in Elements 4, 6 & 7 - Review and update callout forms as needed - Conduct annual review of CIWQS data	District Engineer	Every 2 years

Element No.	SSMP Element	Summary of Element Purpose	Performance Indicators to Track Effectiveness	Responsible Party	Anticipated Timeframe
10	**Program Audits**	Formally identify SSMP effectiveness, limitations, and necessary changes on a regular basis.	- Date of audit completion	District Engineer	SSMP will be self-audited every 2 years
11	**Communication Plan**	Communicate with the public and satellite agencies.	Place audit on Enrollee web page	District Engineer	Every 2 years

10. SSMP AUDITS

SWRCB Requirements:

The collection system agency shall 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 the agency's compliance with the SSMP requirements, including identification of any deficiencies in the SSMP and steps to correct them.

In order to use this plan effectively over time, there should be periodic internal audits. This SSMP Element identifies VCMWD's audit plan, providing guidance for information to be reviewed in the audit.

SSMP Audits Discussion

VCMWD Engineer, as directed by the General Manager, will initiate the audit process every two years in July. The audit process would be completed within three months and any recommendations for modifications submitted for Board approval in October. A group of concerned stakeholders from the various departments will be invited to participate. The integral, non-optional participants include personnel from the Engineering Department and Wastewater Division and the Pumps and Motor Division staff. Other staff members not involved with the operation and maintenance of the wastewater collection system may be invited to participate in the audit process as well. This mix will provide a group of involved, plus objective, reviewers for the audit process.

Audits, at a minimum, shall include:

- Review of the overall effectiveness of the SSMP by looking at performance indicators from Element 9.
- Review of each element of the SSMP individually to judge each chapter's success at compliance with the requirements of Sections D.13 of the Waste Discharge Order 2006 - 0003.
- Identifications of any SSMP deficiencies and steps to correct them .

11. COMMUNICATION PROGRAM

This SSMP element identifies VCMWD's communication program, providing guidance for information to be reviewed in the audit.

SWRCB Requirements:

The collection system agency shall 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 collection system agency as the program is developed and implemented. The collection system agency shall also create a plan of communication with systems that are tributary and/or satellite to the collection system agency's sanitary sewer system.

SSMP Communications Discussion

The SSMP is available to the public on VCMWD's web site at www.valleycenterwater.org under the Services>Wastewater Section. The public is invited to comment on the SSMP at any time through the links provided on the web site or calling the VCMWD's office. Inquiries and comments should be directed to the Engineering Department.

The web site will be the primary source for public information and input on the SSMP. The website will provide the public with the ability to review and comment on the SSMP and the SSMP performance reports, and any updates as needed. Through the biennial audit process, the Engineering Department and the Wastewater Division will review the SSMP for necessary revision and updates, and VCMWD's website will be the key resource for communicating to the public about the SSMP. The purpose of this section is to ensure that the public has the opportunity to be involved in the development and ongoing implementation of the SSMP.

In this SSMP, VCMWD maintains certain information that both informs and provides guidance to customers connecting to the collection system. Two examples of such information are Appendix H-1 "Sample FOG Materials for Customers" and Appendix L "Understanding Your Low Pressure Wastewater Pump Collection System (LPCS)".

The District's Engineer is responsible for the SSMP Communication Program.

The information and requirements set forth by VCMWD shall be posted on the VCMWD website at www.valleycenterwater.org.

APPENDIX A

Statewide General Waste Discharge Requirements (GWDR)

and

SWRCB Order #WQO 2013-0058-EXEC (also known as Attachment A)

STATE WATER RESOURCES CONTROL BOARD
ORDER NO. 2006-0003-DWQ

STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS

The State Water Resources Control Board, hereinafter referred to as "State Water Board", finds that:

1. All federal and state agencies, municipalities, counties, districts, and other public entities that own or operate sanitary sewer systems greater than one mile in length that collect and/or convey untreated or partially treated wastewater to a publicly owned treatment facility in the State of California are required to comply with the terms of this Order. Such entities are hereinafter referred to as "Enrollees".

2. Sanitary sewer overflows (SSOs) are overflows from sanitary sewer systems of domestic wastewater, as well as industrial and commercial wastewater, depending on the pattern of land uses in the area served by the sanitary sewer system. SSOs often contain high levels of suspended solids, pathogenic organisms, toxic pollutants, nutrients, oxygen-demanding organic compounds, oil and grease and other pollutants. SSOs may cause a public nuisance, particularly when raw untreated wastewater is discharged to areas with high public exposure, such as streets or surface waters used for drinking, fishing, or body contact recreation. SSOs may pollute surface or ground waters, threaten public health, adversely affect aquatic life, and impair the recreational use and aesthetic enjoyment of surface waters.

3. Sanitary sewer systems experience periodic failures resulting in discharges that may affect waters of the state. There are many factors (including factors related to geology, design, construction methods and materials, age of the system, population growth, and system operation and maintenance), which affect the likelihood of an SSO. A proactive approach that requires Enrollees to ensure a system-wide operation, maintenance, and management plan is in place will reduce the number and frequency of SSOs within the state. This approach will in turn decrease the risk to human health and the environment caused by SSOs.

4. Major causes of SSOs include: grease blockages, root blockages, sewer line flood damage, manhole structure failures, vandalism, pump station mechanical failures, power outages, excessive storm or ground water inflow/infiltration, debris blockages, sanitary sewer system age and construction material failures, lack of proper operation and maintenance, insufficient capacity and contractor-caused damages. Many SSOs are preventable with adequate and appropriate facilities, source control measures and operation and maintenance of the sanitary sewer system.

SEWER SYSTEM MANAGEMENT PLANS

5. To facilitate proper funding and management of sanitary sewer systems, each Enrollee must develop and implement a system-specific Sewer System Management Plan (SSMP). To be effective, SSMPs must include provisions to provide proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management and cost benefit analysis. Additionally, an SSMP must contain a spill response plan that establishes standard procedures for immediate response to an SSO in a manner designed to minimize water quality impacts and potential nuisance conditions.

6. Many local public agencies in California have already developed SSMPs and implemented measures to reduce SSOs. These entities can build upon their existing efforts to establish a comprehensive SSMP consistent with this Order. Others, however, still require technical assistance and, in some cases, funding to improve sanitary sewer system operation and maintenance in order to reduce SSOs.

7. SSMP certification by technically qualified and experienced persons can provide a useful and cost-effective means for ensuring that SSMPs are developed and implemented appropriately.

8. It is the State Water Board's intent to gather additional information on the causes and sources of SSOs to augment existing information and to determine the full extent of SSOs and consequent public health and/or environmental impacts occurring in the State.

9. Both uniform SSO reporting and a centralized statewide electronic database are needed to collect information to allow the State Water Board and Regional Water Quality Control Boards (Regional Water Boards) to effectively analyze the extent of SSOs statewide and their potential impacts on beneficial uses and public health. The monitoring and reporting program required by this Order and the attached Monitoring and Reporting Program No. 2006-0003-DWQ, are necessary to assure compliance with these waste discharge requirements (WDRs).

10. Information regarding SSOs must be provided to Regional Water Boards and other regulatory agencies in a timely manner and be made available to the public in a complete, concise, and timely fashion.

11. Some Regional Water Boards have issued WDRs or WDRs that serve as National Pollution Discharge Elimination System (NPDES) permits to sanitary sewer system owners/operators within their jurisdictions. This Order establishes minimum requirements to prevent SSOs. Although it is the State Water Board's intent that this Order be the primary regulatory mechanism for sanitary sewer systems statewide, Regional Water Boards may issue more stringent or more

prescriptive WDRs for sanitary sewer systems. Upon issuance or reissuance of a Regional Water Board's WDRs for a system subject to this Order, the Regional Water Board shall coordinate its requirements with stated requirements within this Order, to identify requirements that are more stringent, to remove requirements that are less stringent than this Order, and to provide consistency in reporting.

REGULATORY CONSIDERATIONS

12. California Water Code section 13263 provides that the State Water Board may prescribe general WDRs for a category of discharges if the State Water Board finds or determines that:

    - The discharges are produced by the same or similar operations;
    - The discharges involve the same or similar types of waste;
    - The discharges require the same or similar treatment standards; and
    - The discharges are more appropriately regulated under general discharge requirements than individual discharge requirements.

    This Order establishes requirements for a class of operations, facilities, and discharges that are similar throughout the state.

13. The issuance of general WDRs to the Enrollees will:
    a) Reduce the administrative burden of issuing individual WDRs to each Enrollee;
    b) Provide for a unified statewide approach for the reporting and database tracking of SSOs;
    c) Establish consistent and uniform requirements for SSMP development and implementation;
    d) Provide statewide consistency in reporting; and
    e) Facilitate consistent enforcement for violations.

14. The beneficial uses of surface waters that can be impaired by SSOs include, but are not limited to, aquatic life, drinking water supply, body contact and non-contact recreation, and aesthetics. The beneficial uses of ground water that can be impaired include, but are not limited to, drinking water and agricultural supply. Surface and ground waters throughout the state support these uses to varying degrees.

15. The implementation of requirements set forth in this Order will ensure the reasonable protection of past, present, and probable future beneficial uses of water and the prevention of nuisance. The requirements implement the water quality control plans (Basin Plans) for each region and take into account the environmental characteristics of hydrographic units within the state. Additionally, the State Water Board has considered water quality conditions that could reasonably be achieved through the coordinated control of all factors that affect

water quality in the area, costs associated with compliance with these requirements, the need for developing housing within California, and the need to develop and use recycled water.

16. The Federal Clean Water Act largely prohibits any discharge of pollutants from a point source to waters of the United States except as authorized under an NPDES permit. In general, any point source discharge of sewage effluent to waters of the United States must comply with technology-based, secondary treatment standards, at a minimum, and any more stringent requirements necessary to meet applicable water quality standards and other requirements. Hence, the unpermitted discharge of wastewater from a sanitary sewer system to waters of the United States is illegal under the Clean Water Act. In addition, many Basin Plans adopted by the Regional Water Boards contain discharge prohibitions that apply to the discharge of untreated or partially treated wastewater. Finally, the California Water Code generally prohibits the discharge of waste to land prior to the filing of any required report of waste discharge and the subsequent issuance of either WDRs or a waiver of WDRs.

17. California Water Code section 13263 requires a water board to, after any necessary hearing, prescribe requirements as to the nature of any proposed discharge, existing discharge, or material change in an existing discharge. The requirements shall, among other things, take into consideration the need to prevent nuisance.

18. California Water Code section 13050, subdivision (m), defines nuisance as anything which meets all of the following requirements:
    a. Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.
    b. Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.
    c. Occurs during, or as a result of, the treatment or disposal of wastes.

19. This Order is consistent with State Water Board Resolution No. 68-16 (Statement of Policy with Respect to Maintaining High Quality of Waters in California) in that the Order imposes conditions to prevent impacts to water quality, does not allow the degradation of water quality, will not unreasonably affect beneficial uses of water, and will not result in water quality less than prescribed in State Water Board or Regional Water Board plans and policies.

20. The action to adopt this General Order is exempt from the California Environmental Quality Act (Public Resources Code §21000 et seq.) because it is an action taken by a regulatory agency to assure the protection of the environment and the regulatory process involves procedures for protection of the environment. (Cal. Code Regs., tit. 14, §15308). In addition, the action to adopt

this Order is exempt from CEQA pursuant to Cal.Code Regs., title 14, §15301 to the extent that it applies to existing sanitary sewer collection systems that constitute "existing facilities" as that term is used in Section 15301, and §15302, to the extent that it results in the repair or replacement of existing systems involving negligible or no expansion of capacity.

21. The Fact Sheet, which is incorporated by reference in the Order, contains supplemental information that was also considered in establishing these requirements.

22. The State Water Board has notified all affected public agencies and all known interested persons of the intent to prescribe general WDRs that require Enrollees to develop SSMPs and to report all SSOs.

23. The State Water Board conducted a public hearing on February 8, 2006, to receive oral and written comments on the draft order. The State Water Board received and considered, at its May 2, 2006, meeting, additional public comments on substantial changes made to the proposed general WDRs following the February 8, 2006, public hearing. The State Water Board has considered all comments pertaining to the proposed general WDRs.

IT IS HEREBY ORDERED, that pursuant to California Water Code section 13263, the Enrollees, their agents, successors, and assigns, in order to meet the provisions contained in Division 7 of the California Water Code and regulations adopted hereunder, shall comply with the following:

A. DEFINITIONS

1. **Sanitary sewer overflow (SSO)** - Any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system. SSOs include:
   (i) Overflows or releases of untreated or partially treated wastewater that reach waters of the United States;
   (ii) Overflows or releases of untreated or partially treated wastewater that do not reach waters of the United States; and
   (iii) Wastewater backups into buildings and on private property that are caused by blockages or flow conditions within the publicly owned portion of a sanitary sewer system.

2. **Sanitary sewer system** – Any system of pipes, pump stations, sewer lines, or other conveyances, upstream of a wastewater treatment plant headworks used to collect and convey wastewater to the publicly owned treatment facility. Temporary storage and conveyance facilities (such as vaults, temporary piping, construction trenches, wet wells, impoundments, tanks, etc.) are considered to be part of the sanitary sewer system, and discharges into these temporary storage facilities are not considered to be SSOs.

For purposes of this Order, sanitary sewer systems include only those systems owned by public agencies that are comprised of more than one mile of pipes or sewer lines.

3. **Enrollee** - A federal or state agency, municipality, county, district, and other public entity that owns or operates a sanitary sewer system, as defined in the general WDRs, and that has submitted a complete and approved application for coverage under this Order.

4. **SSO Reporting System** – Online spill reporting system that is hosted, controlled, and maintained by the State Water Board. The web address for this site is http://ciwqs.waterboards.ca.gov. This online database is maintained on a secure site and is controlled by unique usernames and passwords.

5. **Untreated or partially treated wastewater** – Any volume of waste discharged from the sanitary sewer system upstream of a wastewater treatment plant headworks.

6. **Satellite collection system** – The portion, if any, of a sanitary sewer system owned or operated by a different public agency than the agency that owns and operates the wastewater treatment facility to which the sanitary sewer system is tributary.

7. **Nuisance** - California Water Code section 13050, subdivision (m), defines nuisance as anything which meets all of the following requirements:
    a. Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property.
    b. Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.
    c. Occurs during, or as a result of, the treatment or disposal of wastes.

B. APPLICATION REQUIREMENTS

1. Deadlines for Application – All public agencies that currently own or operate sanitary sewer systems within the State of California must apply for coverage under the general WDRs within six (6) months of the date of adoption of the general WDRs. Additionally, public agencies that acquire or assume responsibility for operating sanitary sewer systems after the date of adoption of this Order must apply for coverage under the general WDRs at least three (3) months prior to operation of those facilities.

2. Applications under the general WDRs – In order to apply for coverage pursuant to the general WDRs, a legally authorized representative for each agency must submit a complete application package. Within sixty (60) days of adoption of the general WDRs, State Water Board staff will send specific instructions on how to

apply for coverage under the general WDRs to all known public agencies that own sanitary sewer systems. Agencies that do not receive notice may obtain applications and instructions online on the Water Board's website.

3. Coverage under the general WDRs – Permit coverage will be in effect once a complete application package has been submitted and approved by the State Water Board's Division of Water Quality.

C. PROHIBITIONS

1. Any SSO that results in a discharge of untreated or partially treated wastewater to waters of the United States is prohibited.

2. 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.

D. PROVISIONS

1. The Enrollee must comply with all conditions of this Order. Any noncompliance with this Order 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:

    (i) 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;
    (ii) 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;
    (iii) 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
    (iv) Interpreted or applied to supersede any more specific or more stringent WDRs or enforcement order issued by a Regional Water Board.

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

4. In the event of an SSO, the Enrollee 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 the Enrollee's 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:

   (i) The Enrollee has complied with the requirements of this Order, including requirements for reporting and developing and implementing a SSMP;

   (ii) The Enrollee can identify the cause or likely cause of the discharge event;

   (iii) 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 the Enrollee does not implement a periodic or continuing process to identify and correct problems.

   (iv) The discharge was exceptional, unintentional, temporary, and caused by factors beyond the reasonable control of the Enrollee;

   (v) The discharge could have been prevented by the exercise of reasonable control described in a certified SSMP for:
      - Proper management, operation and maintenance;
      - 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.);
      - Preventive maintenance (including cleaning and fats, oils, and grease (FOG) control);
      - Installation of adequate backup equipment; and
      - Inflow and infiltration prevention and control to the extent practicable.

   (vi) The sanitary sewer system design capacity is appropriate to reasonably prevent SSOs.

(vii) The Enrollee took all reasonable steps to stop and mitigate the impact of the discharge as soon as possible.

7. When a sanitary sewer overflow occurs, the Enrollee 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.

   The Enrollee 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:

   (i) Interception and rerouting of untreated or partially treated wastewater flows around the wastewater line failure;
   (ii) Vacuum truck recovery of sanitary sewer overflows and wash down water;
   (iii) Cleanup of debris at the overflow site;
   (iv) System modifications to prevent another SSO at the same location;
   (v) Adequate sampling to determine the nature and impact of the release; and
   (vi) Adequate public notification to protect the public from exposure to the SSO.

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

9. The Enrollee 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. The Enrollee 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 the Enrollee's System Evaluation and Capacity Assurance Plan for all parts of the sanitary sewer system owned or operated by the Enrollee.

11. The Enrollee 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 the Enrollee's office and/or available on the Internet. This SSMP must be approved by the Enrollee's governing board 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 the Enrollee believes that any element of this section is not appropriate or applicable to the Enrollee's sanitary sewer system, the SSMP program does not need to address that element. The Enrollee must justify why that element is not applicable. The SSMP must be approved by the deadlines listed in the SSMP Time Schedule below.

Sewer System Management Plan (SSMP)

(i) **Goal**: The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. This will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur.

(ii) **Organization**: The SSMP must identify:

(a) The name of the responsible or authorized representative as described in Section J of this Order.

(b) 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

(c) 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 (OES)).

(iii) **Legal Authority:** Each Enrollee must demonstrate, through sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:

(a) Prevent illicit discharges into its sanitary sewer system (examples may include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc.);

(b) Require that sewers and connections be properly designed and constructed;

(c) Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;

(d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages, and

(e) Enforce any violation of its sewer ordinances.

(iv) **Operation and Maintenance Program**. The SSMP must include those elements listed below that are appropriate and applicable to the Enrollee's system:

(a) Maintain 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;

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

(c) Develop 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 should focus 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 should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;

(d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and

(e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

(v) **Design and Performance Provisions**:

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

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

(vi) **Overflow Emergency Response Plan** - Each Enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this plan must include the following:

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

(b) A program to ensure an appropriate response to all overflows;

(c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification;

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

(e) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and

(f) A program to ensure that all reasonable steps are taken to contain 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.

(vii) **FOG Control Program:** Each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed, the Enrollee must provide justification for why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

(a) An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;

(b) A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;

(c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;

(d) Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;

(e) Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance;

(f) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and

(g) Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.

(viii) **System Evaluation and Capacity Assurance Plan**: The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

(a) **Evaluation**: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs

that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;

(b) **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria; and

(c) **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, 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.

(d) **Schedule:** The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D. 14.

(ix) **Monitoring, Measurement, and Program Modifications:** The Enrollee shall:

(a) Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;

(b) Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;

(c) Assess the success of the preventative maintenance program;

(d) Update program elements, as appropriate, based on monitoring or performance evaluations; and

(e) Identify and illustrate SSO trends, including: frequency, location, and volume.

(x) **SSMP Program Audits** - As part of the SSMP, the Enrollee shall 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 the

Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.

(xi) **Communication Program** – The Enrollee shall 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 Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

14. Both the SSMP and the Enrollee's program to implement the SSMP must be certified by the Enrollee to be in compliance with the requirements set forth above and must be presented to the Enrollee's governing board for approval at a public meeting. The Enrollee 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, the Enrollee'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 governing board of the Enrollee is required in accordance with D.14 when significant updates to the SSMP are made. To complete the re-certification process, the Enrollee shall enter the data in the Online SSO Database and mail the form to the State Water Board, as described above.

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

Sewer System Management Plan Time Schedule

<table>
<tr><td>Task and Associated Section</td><td colspan="4">Completion Date</td></tr>
<tr><td></td><td>Population > 100,000</td><td>Population between 100,000 and 10,000</td><td>Population between 10,000 and 2,500</td><td>Population < 2,500</td></tr>
<tr><td>Application for Permit Coverage
Section C</td><td colspan="4">6 months after WDRs Adoption</td></tr>
<tr><td>Reporting Program
Section G</td><td colspan="4">6 months after WDRs Adoption[1]</td></tr>
<tr><td>SSMP Development Plan and Schedule
No specific Section</td><td>9 months after WDRs Adoption[2]</td><td>12 months after WDRs Adoption[2]</td><td>15 months after WDRs Adoption[2]</td><td>18 months after WDRs Adoption[2]</td></tr>
<tr><td>Goals and Organization Structure
Section D 13 (i) & (ii)</td><td colspan="2">12 months after WDRs Adoption[2]</td><td colspan="2">18 months after WDRs Adoption[2]</td></tr>
<tr><td>Overflow Emergency Response Program
Section D 13 (vi)</td><td rowspan="4">24 months after WDRs Adoption[2]</td><td rowspan="4">30 months after WDRs Adoption[2]</td><td rowspan="4">36 months after WDRs Adoption[2]</td><td rowspan="4">39 months after WDRs Adoption[2]</td></tr>
<tr><td>Legal Authority
Section D 13 (iii)</td></tr>
<tr><td>Operation and Maintenance Program
Section D 13 (iv)</td></tr>
<tr><td>Grease Control Program
Section D 13 (vii)</td></tr>
<tr><td>Design and Performance
Section D 13 (v)</td><td rowspan="3">36 months after WDRs Adoption</td><td rowspan="3">39 months after WDRs Adoption</td><td rowspan="3">48 months after WDRs Adoption</td><td rowspan="3">51 months after WDRs Adoption</td></tr>
<tr><td>System Evaluation and Capacity Assurance Plan
Section D 13 (viii)</td></tr>
<tr><td>Final SSMP, incorporating all of the SSMP requirements
Section D 13</td></tr>
</table>

1. In the event that by July 1, 2006 the Executive Director is able to execute a memorandum of agreement (MOA) with the California Water Environment Association (CWEA) or discharger representatives outlining a strategy and time schedule for CWEA or another entity to provide statewide training on the adopted monitoring program, SSO database electronic reporting, and SSMP development, consistent with this Order, then the schedule of Reporting Program Section G shall be replaced with the following schedule:

Reporting Program ***Section G***	
Regional Boards 4, 8, and 9	8 months after WDRs Adoption
Regional Boards 1, 2, and 3	12 months after WDRs Adoption
Regional Boards 5, 6, and 7	16 months after WDRs Adoption

If this MOU is not executed by July 1, 2006, the reporting program time schedule will remain six (6) months for all regions and agency size categories.

2. In the event that the Executive Director executes the MOA identified in note 1 by July 1, 2006, then the deadline for this task shall be extended by six (6) months. The time schedule identified in the MOA must be consistent with the extended time schedule provided by this note. If the MOA is not executed by July 1, 2006, the six (6) month time extension will not be granted.

E. WDRs and SSMP AVAILABILITY

1. A copy of the general WDRs and the certified SSMP shall be maintained at appropriate locations (such as the Enrollee's offices, facilities, and/or Internet homepage) and shall be available to sanitary sewer system operating and maintenance personnel at all times.

F. ENTRY AND INSPECTION

1. The Enrollee shall allow the State or Regional Water Boards or their authorized representative, upon presentation of credentials and other documents as may be required by law, to:

    a. Enter upon the Enrollee's premises where a regulated facility or activity is located or conducted, or where records are kept under the conditions of this Order;

    b. Have access to and copy, at reasonable times, any records that must be kept under the conditions of this Order;

c. Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this Order; and

d. Sample or monitor at reasonable times, for the purposes of assuring compliance with this Order or as otherwise authorized by the California Water Code, any substances or parameters at any location.

G. GENERAL MONITORING AND REPORTING REQUIREMENTS

1. The Enrollee shall furnish to the State or Regional Water Board, within a reasonable time, any information that the State or Regional Water Board may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this Order. The Enrollee shall also furnish to the Executive Director of the State Water Board or Executive Officer of the applicable Regional Water Board, upon request, copies of records required to be kept by this Order.

2. The Enrollee shall comply with the attached Monitoring and Reporting Program No. 2006-0003 and future revisions thereto, as specified by the Executive Director. Monitoring results shall be reported at the intervals specified in Monitoring and Reporting Program No. 2006-0003. Unless superseded by a specific enforcement Order for a specific Enrollee, these reporting requirements are intended to replace other mandatory routine written reports associated with SSOs.

3. All Enrollees must obtain SSO Database accounts and receive a "Username" and "Password" by registering through the California Integrated Water Quality System (CIWQS). These accounts will allow controlled and secure entry into the SSO Database. Additionally, within 30days of receiving an account and prior to recording spills into the SSO Database, all Enrollees must complete the "Collection System Questionnaire", which collects pertinent information regarding a Enrollee's collection system. The "Collection System Questionnaire" must be updated at least every 12 months.

4. Pursuant to Health and Safety Code section 5411.5, any person who, without regard to intent or negligence, causes or permits any untreated wastewater or other waste to be discharged in or on any waters of the State, or discharged in or deposited where it is, or probably will be, discharged in or on any surface waters of the State, as soon as that person has knowledge of the discharge, shall immediately notify the local health officer of the discharge. Discharges of untreated or partially treated wastewater to storm drains and drainage channels, whether man-made or natural or concrete-lined, shall be reported as required above.

   Any SSO greater than 1,000 gallons discharged in or on any waters of the State, or discharged in or deposited where it is, or probably will be, discharged in or on any surface waters of the State shall also be reported to the Office of Emergency Services pursuant to California Water Code section 13271.

H. CHANGE IN OWNERSHIP

1. This Order is not transferable to any person or party, except after notice to the Executive Director. The Enrollee shall submit this notice in writing at least 30 days in advance of any proposed transfer. The notice must include a written agreement between the existing and new Enrollee containing a specific date for the transfer of this Order's responsibility and coverage between the existing Enrollee and the new Enrollee. This agreement shall include an acknowledgement that the existing Enrollee is liable for violations up to the transfer date and that the new Enrollee is liable from the transfer date forward.

I. INCOMPLETE REPORTS

1. If an Enrollee becomes aware that it failed to submit any relevant facts in any report required under this Order, the Enrollee shall promptly submit such facts or information by formally amending the report in the Online SSO Database.

J. REPORT DECLARATION

1. All applications, reports, or information shall be signed and certified as follows:

    (i) All reports required by this Order and other information required by the State or Regional Water Board shall be signed and certified by a person designated, for a municipality, state, federal or other public agency, as either a principal executive officer or ranking elected official, or by a duly authorized representative of that person, as described in paragraph (ii) of this provision. (For purposes of electronic reporting, an electronic signature and accompanying certification, which is in compliance with the Online SSO database procedures, meet this certification requirement.)

    (ii) An individual is a duly authorized representative only if:

        (a) The authorization is made in writing by a person described in paragraph (i) of this provision; and

        (b) The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity.

K. CIVIL MONETARY REMEDIES FOR DISCHARGE VIOLATIONS

1. The California Water Code provides various enforcement options, including civil monetary remedies, for violations of this Order.

2. The California Water Code also provides that any person failing or refusing to furnish technical or monitoring program reports, as required under this Order, or

falsifying any information provided in the technical or monitoring reports is subject to civil monetary penalties.

L. SEVERABILITY

1. The provisions of this Order are severable, and if any provision of this Order, or the application of any provision of this Order to any circumstance, is held invalid, the application of such provision to other circumstances, and the remainder of this Order, shall not be affected thereby.

2. This order does not convey any property rights of any sort or any exclusive privileges. The requirements prescribed herein do not authorize the commission of any act causing injury to persons or property, nor protect the Enrollee from liability under federal, state or local laws, nor create a vested right for the Enrollee to continue the waste discharge.

CERTIFICATION

The undersigned Clerk to the State Water Board does hereby certify that the foregoing is a full, true, and correct copy of general WDRs duly and regularly adopted at a meeting of the State Water Resources Control Board held on May 2, 2006.

AYE: Tam M. Doduc
Gerald D. Secundy

NO: Arthur G. Baggett

ABSENT: None

ABSTAIN: None

Song Her
Clerk to the Board

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

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

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

1. The State Water Board is authorized to prescribe statewide general Waste Discharge Requirements (WDRs) for categories of discharges that involve the same or similar operations and the same or similar types of waste pursuant to Water Code section 13263(i).

2. Water Code section 13193 *et seq.* requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) to gather Sanitary Sewer Overflow (SSO) information and make this information available to the public, including but not limited to, SSO cause, estimated volume, location, date, time, duration, whether or not the SSO reached or may have reached waters of the state, response and corrective action taken, and an enrollee's contact information for each SSO event. An enrollee is defined as the public entity having legal authority over the operation and maintenance of, or capital improvements to, a sanitary sewer system greater than one mile in length.

3. Water Code section 13271, *et seq.* requires notification to the California Office of Emergency Services (Cal OES), formerly the California Emergency Management Agency, for certain unauthorized discharges, including SSOs.

4. On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ, "Statewide Waste Discharge Requirements for Sanitary Sewer Systems"[1] (hereafter SSS WDRs) to comply with Water Code section 13193 and to establish the framework for the statewide SSO Reduction Program.

5. Subsection G.2 of the SSS WDRs and the Monitoring and Reporting Program (MRP) provide that the Executive Director may modify the terms of the MRP at any time.

6. On February 20, 2008, the State Water Board Executive Director adopted a revised MRP for the SSS WDRs to rectify early notification deficiencies and ensure that first responders are notified in a timely manner of SSOs discharged into waters of the state.

7. When notified of an SSO that reaches a drainage channel or surface water of the state, Cal OES, pursuant to Water Code section 13271(a)(3), forwards the SSO notification information[2] to local government agencies and first responders including local public health officials and the applicable Regional Water Board. Receipt of notifications for a single SSO event from both the SSO reporter

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[1] Available for download at:
http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf

[2] Cal OES Hazardous Materials Spill Reports available Online at:
http://w3.calema.ca.gov/operational/malhaz.nsf/$defaultview and http://w3.calema.ca.gov/operational/malhaz.nsf

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

8. In the February 28, 2008 Memorandum of Agreement between the State Water Board and the California Water and Environment Association (CWEA), the State Water Board committed to re-designing the CIWQS[3] Online SSO Database to allow "event" based SSO reporting versus the original "location" based reporting. Revisions to this MRP and accompanying changes to the CIWQS Online SSO Database will implement this change by allowing for multiple SSO appearance points to be associated with each SSO event caused by a single asset failure.

9. Based on stakeholder input and Water Board staff experience implementing the SSO Reduction Program, SSO categories have been revised in this MRP. In the prior version of the MRP, SSOs have been categorized as Category 1 or Category 2. This MRP implements changes to SSO categories by adding a Category 3 SSO type. This change will improve data management to further assist Water Board staff with evaluation of high threat and low threat SSOs by placing them in unique categories (i.e., Category 1 and Category 3, respectively). This change will also assist enrollees in identifying SSOs that require Cal OES notification.

10. Based on over six years of implementation of the SSS WDRs, the State Water Board concludes that the February 20, 2008 MRP must be updated to better advance the SSO Reduction Program[4] objectives, assess compliance, and enforce the requirements of the SSS WDRs.

IT IS HEREBY ORDERED THAT:

Pursuant to the authority delegated by Water Code section 13267(f), Resolution 2002-0104, and Order 2006-0003-DWQ, the MRP for the SSS WDRs (Order 2006-0003-DWQ) is hereby amended as shown in Attachment A and shall be effective on September 9, 2013.

8/6/13
Date

Thomas Howard
Executive Director

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

[4] Statewide Sanitary Sewer Overflow Reduction Program information is available at: http://www.waterboards.ca.gov/water_issues/programs/sso/

ATTACHMENT A

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

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

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

A. SUMMARY OF MRP REQUIREMENTS

Table 1 – Spill Categories and Definitions

CATEGORIES	DEFINITIONS [see Section A on page 5 of Order 2006-0003-DWQ, for Sanitary Sewer Overflow (SSO) definition]
CATEGORY 1	Discharges of untreated or partially treated wastewater of **any volume** resulting from an enrollee's sanitary sewer system failure or flow condition that: • Reach surface water and/or reach a drainage channel tributary to a surface water; or • Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
CATEGORY 2	Discharges of untreated or partially treated wastewater of **1,000 gallons or greater** resulting from an enrollee's sanitary sewer system failure or flow condition that **do not** reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
CATEGORY 3	All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.
PRIVATE LATERAL SEWAGE DISCHARGE (PLSD)	Discharges of untreated or partially treated wastewater resulting from blockages or other problems **within a privately owned sewer lateral** connected to the enrollee's sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online SSO Database.

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

ELEMENT	REQUIREMENT	METHOD
NOTIFICATION (see section B of MRP)	• Within two hours of becoming aware of any Category 1 SSO **greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water**, notify the California Office of Emergency Services (Cal OES) and obtain a notification control number.	Call Cal OES at: **(800) 852-7550**
REPORTING (see section C of MRP)	• Category 1 SSO: Submit draft report within three business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date. • Category 2 SSO: Submit draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of the SSO end date. • Category 3 SSO: Submit certified report within 30 calendar days of the end of month in which SSO the occurred. • SSO Technical Report: Submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters. • "No Spill" Certification: Certify that no SSOs occurred within 30 calendar days of the end of the month or, if reporting quarterly, the quarter in which no SSOs occurred. • Collection System Questionnaire: Update and certify every 12 months.	Enter data into the CIWQS Online SSO Database (http://ciwqs.waterboards.ca.gov/), certified by enrollee's Legally Responsible Official(s).
WATER QUALITY MONITORING (see section D of MRP)	• Conduct water quality sampling **within 48 hours** after initial SSO notification for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.	Water quality results are required to be uploaded into CIWQS for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.
RECORD KEEPING (see section E of MRP)	• SSO event records. • Records documenting Sanitary Sewer Management Plan (SSMP) implementation and changes/updates to the SSMP. • Records to document Water Quality Monitoring for SSOs of 50,000 gallons or greater spilled to surface waters. • Collection system telemetry records if relied upon to document and/or estimate SSO Volume.	Self-maintained records shall be available during inspections or upon request.

B. NOTIFICATION REQUIREMENTS

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

1. For any Category 1 SSO greater than or equal to 1,000 gallons that results in a discharge to a surface water or spilled in a location where it probably will be discharged to surface water, either directly or by way of a drainage channel or MS4, the enrollee shall, as soon as possible, but not later than two (2) hours after (A) the enrollee has knowledge of the discharge, (B) notification is possible, and (C) notification can be provided without substantially impeding cleanup or other emergency measures, notify the Cal OES and obtain a notification control number.

2. To satisfy notification requirements for each applicable SSO, the enrollee shall provide the information requested by Cal OES before receiving a control number. Spill information requested by Cal OES may include:

    i. Name of person notifying Cal OES and direct return phone number.
    ii. Estimated SSO volume discharged (gallons).
    iii. If ongoing, estimated SSO discharge rate (gallons per minute).
    iv. SSO Incident Description:
        a. Brief narrative.
        b. On-scene point of contact for additional information (name and cell phone number).
        c. Date and time enrollee became aware of the SSO.
        d. Name of sanitary sewer system agency causing the SSO.
        e. SSO cause (if known).
    v. Indication of whether the SSO has been contained.
    vi. Indication of whether surface water is impacted.
    vii. Name of surface water impacted by the SSO, if applicable.
    viii. Indication of whether a drinking water supply is or may be impacted by the SSO.
    ix. Any other known SSO impacts.
    x. SSO incident location (address, city, state, and zip code).

3. Following the initial notification to Cal OES and until such time that an enrollee certifies the SSO report in the CIWQS Online SSO Database, the enrollee shall provide updates to Cal OES regarding substantial changes to the estimated volume of untreated or partially treated sewage discharged and any substantial change(s) to known impact(s).

4. PLSDs: The enrollee is strongly encouraged to notify Cal OES of discharges greater than or equal to 1,000 gallons of untreated or partially treated wastewater that result or may result in a discharge to surface water resulting from failures or flow conditions within a privately owned sewer lateral or from other private sewer asset(s) if the enrollee becomes aware of the PLSD.

C. REPORTING REQUIREMENTS

1. **CIWQS Online SSO Database Account:** All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS. These accounts allow controlled and secure entry into the CIWQS Online SSO Database.

2. **SSO Mandatory Reporting Information:** For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.

3. **SSO Categories**

   i. **Category 1** – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that:

      a. Reach surface water and/or reach a drainage channel tributary to a surface water; or

      b. Reach a MS4 and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).

   ii. **Category 2** – Discharges of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from an enrollee's sanitary sewer system failure or flow condition that does not reach a surface water, a drainage channel, or the MS4 unless the entire SSO volume discharged to the storm drain system is fully recovered and disposed of properly.

   iii. **Category 3** – All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.

4. **Sanitary Sewer Overflow Reporting to CIWQS - Timeframes**

   i. **Category 1 and Category 2 SSOs** – All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported to the CIWQS Online SSO Database:

      a. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database within three (3) business days of the enrollee becoming aware of the SSO. Minimum information that shall be reported in a draft Category 1 SSO report shall include all information identified in section 8.i.a. below. Minimum information that shall be reported in a Category 2 SSO draft report shall include all information identified in section 8.i.c below.

      b. A final Category 1 or Category 2 SSO report shall be certified through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO. Minimum information that shall be certified in the final Category 1 SSO report shall include all information identified in section 8.i.b below. Minimum information that shall be certified in a final Category 2 SSO report shall include all information identified in section 8.i.d below.

ii. **Category 3 SSOs** – All SSOs that meet the above criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30). Minimum information that shall be certified in a final Category 3 SSO report shall include all information identified in section 8.i.e below.

iii. **"No Spill" Certification** – If there are no SSOs during the calendar month, the enrollee shall either 1) certify, within 30 calendar days after the end of each calendar month, a "No Spill" certification statement in the CIWQS Online SSO Database certifying that there were no SSOs for the designated month, or 2) certify, quarterly within 30 calendar days after the end of each quarter, "No Spill" certification statements in the CIWQS Online SSO Database certifying that there were no SSOs for each month in the quarter being reported on. For quarterly reporting, the quarters are Q1 - January/ February/ March, Q2 - April/May/June, Q3 - July/August/September, and Q4 - October/November/December.

If there are no SSOs during a calendar month but the enrollee reported a PLSD, the enrollee shall still certify a "No Spill" certification statement for that month.

iv. **Amended SSO Reports** – The enrollee may update or add additional information to a certified SSO report within 120 calendar days after the SSO end date by amending the report or by adding an attachment to the SSO report in the CIWQS Online SSO Database. SSO reports certified in the CIWQS Online SSO Database prior to the adoption date of this MRP may only be amended up to 120 days after the effective date of this MRP. After 120 days, the enrollee may contact the SSO Program Manager to request to amend an SSO report if the enrollee also submits justification for why the additional information was not available prior to the end of the 120 days.

5. **SSO Technical Report**

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

i. **Causes and Circumstances of the SSO:**

a. Complete and detailed explanation of how and when the SSO was discovered.

b. Diagram showing the SSO failure point, appearance point(s), and final destination(s).

c. Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.

d. Detailed description of the cause(s) of the SSO.

e. Copies of original field crew records used to document the SSO.

f. Historical maintenance records for the failure location.

ii. **Enrollee's Response to SSO:**

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

b. Explanation of how the SSMP Overflow Emergency Response plan was implemented to respond to and mitigate the SSO.

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

iii. **Water Quality Monitoring:**

a. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.

b. Detailed location map illustrating all water quality sampling points.

6. **PLSDs**

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

i. The enrollee is also encouraged to provide notification to Cal OES per section B above when a PLSD greater than or equal to 1,000 gallons has or may result in a discharge to surface water. For any PLSD greater than or equal to 1,000 gallons regardless of the spill destination, the enrollee is also encouraged to file a spill report as required by Health and Safety Code section 5410 et. seq. and Water Code section 13271, or notify the responsible party that notification and reporting should be completed as specified above and required by State law.

ii. If a PLSD is recorded in the CIWQS Online SSO Database, the enrollee must identify the sewage discharge as occurring and caused by a private sanitary sewer system asset and should identify a responsible party (other than the enrollee), if known. Certification of PLSD reports by enrollees is not required.

7. **CIWQS Online SSO Database Unavailability**

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

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

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

i. **SSO Reports**

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

a. **Draft Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 1 SSO report:

1. SSO Contact Information: Name and telephone number of enrollee contact person who can answer specific questions about the SSO being reported.
2. SSO Location Name.
3. Location of the overflow event (SSO) by entering GPS coordinates. If a single overflow event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the SSO appearance point explanation field.
4. Whether or not the SSO reached surface water, a drainage channel, or entered and was discharged from a drainage structure.
5. Whether or not the SSO reached a municipal separate storm drain system.
6. Whether or not the total SSO volume that reached a municipal separate storm drain system was fully recovered.
7. Estimate of the SSO volume, inclusive of all discharge point(s).
8. Estimate of the SSO volume that reached surface water, a drainage channel, or was not recovered from a storm drain.
9. Estimate of the SSO volume recovered (if applicable).
10. Number of SSO appearance point(s).
11. Description and location of SSO appearance point(s). If a single sanitary sewer system failure results in multiple SSO appearance points, each appearance point must be described.
12. SSO start date and time.
13. Date and time the enrollee was notified of, or self-discovered, the SSO.
14. Estimated operator arrival time.
15. For spills greater than or equal to 1,000 gallons, the date and time Cal OES was called.
16. For spills greater than or equal to 1,000 gallons, the Cal OES control number.

b. **Certified Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 1 SSO report, in addition to all fields in section 8.i.a :

1. Description of SSO destination(s).
2. SSO end date and time.
3. SSO causes (mainline blockage, roots, etc.).
4. SSO failure point (main, lateral, etc.).
5. Whether or not the spill was associated with a storm event.
6. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the overflow; and a schedule of major milestones for those steps.
7. Description of spill response activities.
8. Spill response completion date.
9. Whether or not there is an ongoing investigation, the reasons for the investigation and the expected date of completion.

10. Whether or not a beach closure occurred or may have occurred as a result of the SSO.
11. Whether or not health warnings were posted as a result of the SSO.
12. Name of beach(es) closed and/or impacted. If no beach was impacted, NA shall be selected.
13. Name of surface water(s) impacted.
14. If water quality samples were collected, identify parameters the water quality samples were analyzed for. If no samples were taken, NA shall be selected.
15. If water quality samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA shall be selected.
16. Description of methodology(ies) and type of data relied upon for estimations of the SSO volume discharged and recovered.
17. SSO Certification: Upon SSO Certification, the CIWQS Online SSO Database will issue a final SSO identification (ID) number.

c. **Draft Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 2 SSO report:

   1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO.

d. **Certified Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 2 SSO report:

   1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-9, and 17 in section 8.i.b above for Certified Category 1 SSO.

e. **Certified Category 3 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 3 SSO report:

   1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-5, and 17 in section 8.i.b above for Certified Category 1 SSO.

ii. **Reporting SSOs to Other Regulatory Agencies**

These reporting requirements do not preclude an enrollee from reporting SSOs to other regulatory agencies pursuant to state law. In addition, these reporting requirements do not replace other Regional Water Board notification and reporting requirements for SSOs.

iii. **Collection System Questionnaire**

The required Questionnaire (see subsection G of the SSS WDRs) provides the Water Boards with site-specific information related to the enrollee's sanitary sewer system. The enrollee shall complete and certify the Questionnaire at least every 12 months to facilitate program implementation, compliance assessment, and enforcement response.

iv. **SSMP Availability**

The enrollee shall provide the publicly available internet web site address to the CIWQS Online SSO Database where a downloadable copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP is posted. If all of the SSMP documentation listed in this subsection is not publicly available on the Internet, the enrollee shall comply with the following procedure:

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

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

D. WATER QUALITY MONITORING REQUIREMENTS:

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

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

E. RECORD KEEPING REQUIREMENTS:

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

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

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

a. Date, time, and method of notification.

b. Date and time the complainant or informant first noticed the SSO.

c. Narrative description of the complaint, including any information the caller can provide regarding whether or not the complainant or informant reporting the potential SSO knows if the SSO has reached surface waters, drainage channels or storm drains.

d. Follow-up return contact information for complainant or informant for each complaint received, if not reported anonymously.

e. Final resolution of the complaint.

ii. Records documenting steps and/or remedial actions undertaken by enrollee, using all available information, to comply with section D.7 of the SSS WDRs.

iii. Records documenting how all estimate(s) of volume(s) discharged and, if applicable, volume(s) recovered were calculated.

3. Records documenting all changes made to the SSMP since its last certification indicating when a subsection(s) of the SSMP was changed and/or updated and who authorized the change or update. These records shall be attached to the SSMP.

4. Electronic monitoring records relied upon for documenting SSO events and/or estimating the SSO volume discharged, including, but not limited to records from:

i. Supervisory Control and Data Acquisition (SCADA) systems

ii. Alarm system(s)

iii. Flow monitoring device(s) or other instrument(s) used to estimate wastewater levels, flow rates and/or volumes.

F. CERTIFICATION

1. All information required to be reported into the CIWQS Online SSO Database shall be certified by a person designated as described in subsection J of the SSS WDRs. This designated person is also known as a Legally Responsible Official (LRO). An enrollee may have more than one LRO.

2. Any designated person (i.e. an LRO) shall be registered with the State Water Board to certify reports in accordance with the CIWQS protocols for reporting.

3. Data Submitter (DS): Any enrollee employee or contractor may enter draft data into the CIWQS Online SSO Database on behalf of the enrollee if authorized by the LRO and registered with the State Water Board. However, only LROs may certify reports in CIWQS.

4. The enrollee shall maintain continuous coverage by an LRO. Any change of a registered LRO or DS (e.g., retired staff), including deactivation or a change to the LRO's or DS's contact information, shall be submitted by the enrollee to the State Water Board within 30 days of the change by calling (866) 792-4977 or e-mailing help@ciwqs.waterboards.ca.gov.

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

CERTIFICATION

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

7/30/13
Date

Jeanine Townsend
Clerk to the Board

APPENDIX B

Contact Information

Contact Information

The following is a list of District management personnel and after hour contact information. All personnel can be contacted during office hours at (760) 735-4500 or through the general email account: VCWater@valleycenterwater.org

Valley Center MWD Management Staff	Cell Number
General Manager (Legally Responsible Official) – Gary Arant	760-522-4024
District Engineer/Asst General Manager – Wally Grabbe	760-522-5467
Director of Operations – Brian Lovelady	760-522-4046
Wastewater Division Supervisor – Rick Beath	760-419-7387
Construction Inspector – Jeson Nikrasch	760-638-9638

Agency Notifications

Office of Emergency Services	800-852-7550
Regional Water Quality Control Board	
CIWQS Online Reporting System URL: http://ciwqs.waterboards.ca.gov/ (contact District Engineer for login information)	
Email Notifications: RB9SSO@waterboards.ca.gov	
Christopher Means	858-637-5581
After Hours	858-822-8344
Fax	858-571-6972
Department of Environmental Health	858-495-5579 or 619-331-2284
After Hours, Weekends, and Holidays	858-565-5255
Fax	858-694-3670

Support Services

Vactor Trucks	
Down Stream	760-746-2544 or 800-262-0999
Nat'l Plant Service	619-562-6600
Affordable	858-689-4000
Pumper Trucks	
Diamond	760-744-7191
Sunrise	760-747-5997
Atlas	619-443-7867

APPENDIX C

Legal Authority
Administrative Code Articles

Article 170 Wastewater Service - Rules and Regulations

Sec. 170.1 Purpose. The purpose of these rules and regulations is to set forth the terms and conditions under which the District will provide wastewater disposal service to customers who connect to the District facilities. The Board shall have the right to interpret these rules and to rule on any point of contention which is not specifically covered herein.

Sec. 170.2 Statement of General Policy – Wastewater service planning and development shall be conducted based upon input from the various community and governmental planning entities and the public, but ultimately in compliance with applicable state law and enforceable local land-use policies. Actual wastewater service will be extended to properties able to obtain from the appropriate general purpose government written authorization demonstrating specific qualification for, and level of wastewater service for the specific property.

All costs associated with wastewater service planning, environmental review, permitting, design, development, construction, ongoing operation, maintenance and replacement will be born by the proponents and beneficiaries of the service.

Financial safeguards shall be implemented to protect the District's general revenues from any potential negative impacts associated with the development, operation and maintenance of the proposed wastewater systems.

Sec. 170.3 Definitions. Unless the context specifically indicates otherwise, the meaning of terms used shall be as follows:

"Board" or "Board of Directors" shall mean the governing body of the Valley Center Municipal Water District.

"BOD" (denoting Biochemical Oxygen Demand) shall mean quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory to five (5) days at 20 degrees C. expressed in milligrams per liter.

"Building Drain" shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building wastewater system, beginning five (5) feet outside the inner face of the building wall.

"Building Wastewater" shall mean the extension from the building drain to the public wastewater system or other place of disposal. It is the responsibility of the property owner to maintain the building wastewater system so no infiltration or inflow occurs.

"Combined Wastewater" shall mean a wastewater receiving both surface runoff and wastewater.

Per Ordinance No. 2006-03 Adopted 4/17/06 [Article 170]
Per Ordinance No. 2006-03 Adopted 4/17/06 [Sec. 170.2]

Sec. 170.3 Definitions (Cont'd.)

"District" shall mean the Valley Center Municipal Water District and its duly authorized representatives.

"EDU" shall mean equivalent dwelling unit; 1 EDU = 250 gallons/day, unless re-rated by District Engineer based on actual flow conditions.

"Garbage" shall mean solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage and sale of produce.

"Gravity Wastewater System" shall mean the sanitary wastewater collection and transmission systems designed to collect raw aerobic wastewater. They would normally include 8" minimum sized mains flowing open to atmosphere, including manholes. The District's responsibility for these systems ends at the main.

"Industrial Wastes" shall mean the liquid wastes from industrial manufacturing processes, trade, labs of business as distinct from sanitary wastewater.

"Infiltration & Inflow" shall mean storm or groundwater that enters the wastewater system, either in private or public wastewater systems.

"Interceptor Tank" shall mean the portion of a pressure wastewater system where solid and floating material is trapped and only septic tank effluent is allowed into the sanitary wastewater system.

"Landowner" shall mean landowner or any authorized representative.

"Manager" shall mean the General Manager of Valley Center Municipal Water District, or his authorized deputy, agent or representative.

"Natural Outlet" shall mean any outlet into a water course, pond, ditch, lake or other body of surface or groundwater.

"On Lot Facility" that portion of the pressure wastewater collection system that is located on the property it serves. It usually consists of the interceptor tank(s), pumps, controls, and service line. The on lot facilities are owned by the property owner under agreement by Valley Center Municipal Water District.

"Person" shall mean any individual, firm, company, association, society, corporation or group.

Per Ordinance No. 2007-10 Adopted 7/16/2007 [Sec. 170.3]

Sec. 170.3 Definitions (Cont'd.)

"pH" shall mean the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

"Pressure Wastewater System" shall mean a sanitary wastewater system that is designed to transport wastewater under pressure. Each connection to this system requires a wastewater pump and is protected from the system by a check valve. A pressure wastewater system may be designed for septic tank effluent or ground wastewater. A pressure wastewater system may not always be pressurized. A pressure wastewater system includes interceptor tanks, pumps, electrical controls and service lines as well as collection and transmission mains.

"Properly Shredded Garbage" shall mean the wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public wastewater system, with no particle greater than one-half (1/2) inch in any direction.

"Public Wastewater System" shall mean a wastewater system that is controlled by the Valley Center Municipal Water District.

"Sanitary Wastewater System" shall mean a wastewater system which carries wastewater, and to which storm, surface, and ground waters are not intentionally admitted, and can also be referred to as a “Sanitary Sewer”.

"Shall" is mandatory; "may" is permissive.

"Sludge" shall mean any discharge of wastewater or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes more than five (5) times the average twenty-four (24) hour concentration or flows during normal operation.

"STEP Wastewater System" shall mean a pressure wastewater system using a District approved interceptor tank and pump system, a Septic Tank Effluent Pump, to transmit a solid free effluent through pressure and/or gravity lines.

"Storm Drain" shall mean a wastewater system which carries storm and surface waters and drainage, but excludes wastewater and industrial wastes, other than unpolluted cooling water.

Sec. 170.3 Definitions (Cont'd.)

"Suspended Solids" shall mean solids that either float on the surface of, or are in suspension in water, wastewater, or other liquids, which are removable by laboratory filtering.

"Transmission Main" shall mean a wastewater pipeline for the purpose of transporting treated, partially treated or raw wastewater from a wastewater service area to the treatment facilities. No wastewater service is available to properties or easements fronting on a designated transmission main.

"Treatment Facilities" shall mean a District owned, operated and maintained wastewater treatment system***.***

"Wastewater" shall mean a combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments***,*** which can also be referred to as "sewage***"***.

"Wastewater Treatment Plant" shall mean any arrangement of devices and structures used for treating wastewater.

"Wastewater Facilities" shall mean all facilities for collecting, pumping, treating and disposing of wastewater.

"Wastewater System" shall mean a pipe or conduit for carrying ***wastewater***.

Sec. 170.4 Use of Public Wastewater Systems Required. Use of public wastewater systems is required in accordance with public health department requirements.

Sec. 170.5 Construction of Collection Facilities. In general, wastewater collection mains shall be paid for by property owners and/or developers (applicant) who require them as a condition of development. All wastewater collection facilities to be owned, operated and maintained by VCMWD shall be designed and constructed in accordance with the District's Wastewater Facility Design Manual, applicable District standard specifications, and Article 190 of this Code.

Sec. 170.6 Construction of Treatment Facilities. In general, treatment facilities shall be paid for by property owners and/or developers who require them as a condition of development. All wastewater treatment facilities to be owned, operated and maintained by VCMWD shall be designed and constructed in accordance with the District's Wastewater Facility Design Manual, applicable District standard specifications and Article 190 of this Code.

Per Ordinance No. 98-07 Adopted 7/20/98 [Sec. 170.5]
Per Ordinance No. 98-07 Adopted 7/20/98 [Sec. 170.6]

Sec. 170.7 Building Wastewater System and Connection.

(a) No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public wastewater system or appurtenances thereof without first obtaining a written permit from the District.

(b) There shall be two (2) classes of building wastewater system permits:

I. For residential and commercial service, and

2. For service to establishments producing industrial wastes.

In either case, the owner or his agent shall make application on a special form furnished by the District. The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the District. An inspection fee for an industrial building wastewater permit shall be paid to the District at the time the application is filed.

(c) All costs and expenses incident to the installation and connection of the building wastewater system shall be borne by the owner. The owner shall indemnify the District from any loss or damage that may directly or indirectly be occasioned by the installation of the building wastewater system.

(d) Old building wastewater systems may be used in connection with new buildings only when they are found, on examination and test by the District, to meet all requirements of this ordinance.

(e) Whenever possible, the building wastewater system shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public wastewater system, wastewater carried by such building drain shall be lifted by an approved means and discharged to the building wastewater system at the applicant's expense.

(f) No person shall make connection of roof downspouts, exterior foundation drains or other sources of surface runoff or groundwater to a building wastewater system or building drain which in turn is connected directly or indirectly to a public sanitary wastewater system.

(g) The connection of the building wastewater system into the public wastewater system shall conform to the requirements of the building and plumbing code and other applicable rules and regulations of the District. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the District before installation.

Sec. 170.7 Building Wastewater System and Connection (Cont'd)

(h) The applicant for the building wastewater system permit shall notify the District when the building wastewater system is ready for inspection and connection to the public wastewater system. The connection shall be made under the supervision of the District.

Sec. 170.8 Use of the Public Wastewater Systems

(a) No person shall discharge or cause to be discharged any stormwater, surface water, groundwater, roof runoff, swimming pool drainage, subsurface drainage, uncontaminated cooling water, or unpolluted industrial process waters to any public wastewater system.

(b) No person shall discharge or cause to be discharged any of the following described waters or wastes to any public wastewater system.

1. Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas, or any other material defined as hazardous or toxic waste.

2. Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a public nuisance or create any hazard in the receiving waters of the wastewater treatment plant, including but not limited to cyanides in excess of two (2) mg/l as CN in the wastes as discharged to the public wastewater system.

3. Any waters or wastes having a pH lower than 5.5, or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel operating the public wastewater system.

4. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in or other interference with the proper operation of the wastewater systems, such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch, manure, hair and fleshings, entrails and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders and paper towels.

Sec. 170.8 Use of the Public Wastewater Systems (Cont'd.)

(c) No person shall discharge or cause to be discharged the following described substances, materials, waters or wastes if it appears likely in the opinion of the District that such wastes can harm either the wastewater system, wastewater treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property, or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the District will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the wastewater system, materials of construction of the wastewater systems, nature of the wastewater treatment process, capacity of the wastewater treatment plant, degree of treatability of wastes in the wastewater treatment plant, and other pertinent factors. The substances prohibited are:

1. Any liquid or vapor having a temperature higher than one hundred fifty (150) degrees F sixty-five (65) degrees C.

2. Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two (32) and one hundred fifty (150) degrees F.

3. Any solid waste that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower or greater shall be subject to the review and approval of the District.

4. Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions whether neutralized or not.

5. Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, such degree that any such material received in the composite wastewater stream at the wastewater treatment facility exceeds the limits established by the District for such materials.

6. Any waters or wastes containing phenols or other taste or odor producing substances, in such concentrations exceeding limits which may be established by the District as necessary, after treatment of the composite wastewater stream, to meet the requirements of the State, Federal, or other public agencies of jurisdiction for such discharge to the receiving waters.

7. Any radioactive wastes or isotopes of such halflife or concentration as may exceed limits established by the District in compliance with applicable State or Federal regulations.

8. Any waters or wastes having a pH in excess of (9.5).

9. Materials which exert or cause:

   A. Unusual concentrations of inert suspended solids (such as, but not limited to, Fullers, earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate).

   B. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).

   C. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the public wastewater system.

   D. Unusual volume of flow or concentration of wastes.

10. Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed, or are amenable to treatment only to such degree that the wastewater treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

    Any brines, or brine discharges from water softening units in industries, commercial establishments and private dwellings.

(d) If any waters or wastes are discharged, or are proposed to be discharged to the public wastewater systems which waters contain the substances or possess the characteristics enumerated in this Article, and which in the judgment of the District may have a deleterious effect upon the wastewater

system, processes, equipment or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the District may:

1. Reject the wastes.

2. Require pretreatment to an acceptable condition for discharge to the public wastewater system.

3. Require control over the quantities and rates of discharge.

4. Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or wastewater charges under the provisions of this article.

If the District permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the District, and subject to the requirements of all applicable codes, ordinances, and laws.

(e) Fats, oils, grease and sand interceptors shall be provided, in accordance with the District's Commercial Wastewater Discharge Program, when, in the opinion of the District, they are necessary for the proper handling of liquid wastes, sand, or other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All sand interceptors shall be of a type and capacity approved by the District, and shall be located as to be readily and easily accessible for cleaning and inspection on an annual basis, or more frequently as warranted by specific site conditions.

(f) Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.

(g) When required by the District, the owner of any property served by a building wastewater system carrying industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building wastewater system to facilitate observations, sampling and measurement of the wastes. Such manhole, when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the District. The manhole shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

Per Ordinance No. 2007-14 Adopted 11/05/07 [Sec.170.8(e)]

Sec. 170.8 Use of the Public Wastewater Systems (Cont'd.)

(h) All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in this ordinance shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater", published by the American Public Health Association, and shall be determined and the control manhole, provided, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public wastewater system to the point at which the building wastewater system is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the public wastewater system and to determine the existence of hazards to life, limb and property. The particular analyses involved will determine whether a twenty-four (24) hour composite of all outfalls of a premise is appropriate or whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids and analyses are obtained from 24-hour composites of all outfalls whereas pH's are determined from periodic grab samples.

(i) No statement contained in this article shall be construed as preventing any special agreement or arrangement between the District and any industrial concerned whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment thereof, by the industrial concern.

Sec. 170.9 Protection from Damage. No person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance, or equipment which is part of the public wastewater system.

Sec. 170.10 Penalties. Any person found to be violating any provisions of this ordinance shall be served by the District with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations, or be subject to all applicable penalties.

Sec. 170.11 Project Facility Availability (PFA) and Commitment (PFC) Letters. Upon receipt of Wastewater (Sewer) Project Facility Availability or Wastewater (Sewer***)*** Project Facility Commitment form, the processing fee and applicable deposits as listed in Section 171.10, the District will complete the appropriate information as required for the project.

Per Ordinance No. 97-06 Adopted 12/15/97 {Sec. 170.11]

Article 171 Wastewater Service Requirements

Sec. 171.1 General. Certain areas of the District are served by wastewater treatment facilities designed to collect, treat, and dispose of wastewater from developments within each facility's respective service area. The following rules apply to these systems:

(a) Requirements. Each applicant for service shall sign an application and furnish a legal description and a plot map of the property to be served. It shall be the applicant's responsibility to deliver wastewater (sewage) to the service point selected by the District at the elevation selected by the District. Service will be granted only where adequate collection lines have been installed. Where such facilities are not available, arrangements for construction of necessary facilities must be made in accordance with this code before service can be obtained. Separately owned properties may not be serviced through a single service lateral, with the exception of condominium or townhouse developments where the homeowners' association is empowered to contract for utilities.

(b) Wastewater Connection Inspection Fee. Each applicant shall pay an inspection fee to cover the cost of District inspection of the connection of the private wastewater line to the wastewater service lateral.

(c) Wastewater Connection Inspection Deposit. In addition to the wastewater connection inspection fee, each applicant shall submit the inspection deposit with the District at the time of application for wastewater service. The deposit will be returned after the wastewater lateral is inspected and approved by the District. It is the applicant's responsibility to call for an inspection at least 24 hours before backfilling. The deposit will be forfeited if inspection is not completed prior to occupancy or change of ownership, whichever occurs first. The District reserves the right to excavate any wastewater laterals that have been backfilled without District approval; and any costs incurred by the District due to excavation, etc., will be charged to the deposit. Should the deposit be inadequate, the applicant will be billed for the difference.

Sec. 171.2 Wastewater Capacity Charge. The applicant shall be required to pay the wastewater capacity charge in full before a service connection will be made. This wastewater capacity charge is for capital costs of the collection and treatment systems and is determined for each service area. Wastewater capacity charges and applicable deposits are refundable only if a wastewater application has not been used to obtain a building permit, if no connection to the District system has been made, and if the District has not built or committed itself to any facilities because of the application for which the fee was paid. The wastewater capacity charge shall be based on the number of equivalent dwelling units (EDUs), as described in the "Sewer Facility Design Manual" and allocated to the property to be served. The number of EDUs allocated to a parcel shall be in accordance with the

Per Ordinance No. 2004-05 Adopted 4/26/04 [Sec. 171.2]
Per Ordinance No. 2005-12 Adopted 11/7/05 [Sec. 171.1(b)&(c)]
Per Ordinance No. 2007-04 Adopted 1-29-2007 (Article 171)

Sec. 171.2 Wastewater Capacity Charge (Cont'd.)

type of improvement and its corresponding EDU demand, as indicated in the average daily demand schedule of the approved Sewer Facility Design Manual. The minimum wastewater capacity charge for any separate ownership shall be equal to the charge for a single family dwelling.

(a) Lower Moosa Canyon Water Reclamation Facility Service Area. The wastewater capacity charge for the Lower Moosa Canyon WRF shall be $8,935 per Equivalent Dwelling Unit (EDU). The charge may be collected in full at the time of application or in three incremental payments as follows:

1. Payment 1: Prior to issuance of a Project Facility Availability (PFA) Letter the applicant shall pay a deposit of $750 per EDU. For parcels being subdivided as a Major Subdivision, the applicant may enter into a wastewater service lien agreement for the full amount of the Wastewater Capacity Charge in lieu of this initial deposit. Applicant's requesting service for parcels included in Assessment District 93-1 with an assessment lien for the desired capacity shall also be issued a PFA Letter in lieu of this initial deposit.

2. Payment 2: Prior to issuance of a Project Facility Commitment (PFC) letter, the applicant shall pay a total of $4,000 per EDU, less any previously paid wastewater capacity deposits for the project.

3. Payment 3: Prior to connection to the wastewater system or issuance of an Agency Clearance Letter, the applicant shall pay a total of $8,935 per EDU, less any previously paid wastewater capacity deposits for the project, plus a deposit of $500 for future capacity reservation fees.

Sec. 171.3 Wastewater Capacity Reservation Fee (Lower Moosa Canyon Water Reclamation Facility Service Area).

(a) Wastewater Commitments Issued after July 1, 2004. Applicants are expected to complete development plans and connect to the wastewater system within two (2) years of receiving a wastewater commitment. Because treatment capacity is available and maintained for each wastewater commitment and the District incurs operation and maintenance costs to maintain that capacity, a Wastewater Capacity Reservation Fee shall be charged. The charge shall be implemented two years after the issuance of the Project Facility Commitment (PFC) letter if the applicant's project has not connected to the sewer system by that time. The Wastewater Capacity Reservation Fee shall be equivalent to 50% of the current monthly wastewater service fee. The fees shall be applied against previously collected wastewater capacity deposits.

Per Ordinance No. 2004-05 Adopted 4/26/04 [Sec. 171.3(a)]
Per Ordinance No. 2012-03 Adopted 4/16/12 [Sec. 171.2(a)]

Sec. 171.3 Wastewater Capacity Reservation Fee (Lower Moosa Canyon WRF Service Area) (Cont'd.)

(a) Wastewater Commitments Issued after July 1, 2004 (Cont'd.)

If the applicant has not connected within three (3) years of the date of the original PFC letter, the commitment shall be terminated and the balance of the deposit refunded unless applicant requests the commitment be extended and all accrued capacity reservation fees are paid in full. Commitments may be extended on a year by year basis in this manner.

After the capacity charge is fully paid, the Capacity Reservation Fee would be deducted from the Capacity Reservation Fee deposit until connection is made. Depending upon when actual connection is made, additional Capacity Reservation Fee deposits may be required to sustain the capacity commitment. Once connection to the wastewater system is completed, the customer account would be established and regular monthly wastewater service billing would commence. Any remaining balance would then be refunded to the customer. Capacity reservation fees would not be charged earlier than two (2) years after the date of the original PFC letter.

(b) Meadows Development. Applicants for wastewater service for parcels located within the original Meadows Development (consisting of a total of 1,094 EDUs) shall be required to pay a Capacity Reservation Fee as set forth in Article 171.10, to offset a portion of the cost of operating the treatment plant below its capacity. Applicants subject to this sub-section are not subject to the provisions of sub-section171.3a.

Sec. 171.4 Unusual Service Fee. Any and all units that have unusual wastewater characteristics shall have rates established upon study and recommendation by the General Manager and approved by the Board of Directors.

Per Ordinance No. 2004-05 Adopted 4/26/04 [Sec. 171.3(a)(b)]

Sec. 171.5 Service Connection.

(a) All connections or wastewater system laterals shall be of an approved watertight pipe material with watertight joints. A cleanout of the size of the pipe or lateral shall be installed near the easement or right-of-way line and shall be approved by the District. Construction, maintenance, and operation of the lateral shall be the sole responsibility of the property owner.

(b) The use of a wastewater system connection shall be limited to the units, uses, and estimated flows covered by the service application. Before connecting any additional units or changing flows, the property owner must make application to the District for such service and pay such additional fees as may be applicable. Periodic inspections of the premises may be made by the District; and if a violation is found, the charge for service shall be made by the District to cover the period, as determined by the District, during which unauthorized service was obtained by the property owner. The District shall also charge the property owner for all costs and for all investigating use of a wastewater as a storm drain or area drain.

(c) The use of automatic water conditioners is prohibited if the wastewater service is concurrently being provided to the property owner by the District. If there is an existing automatic water conditioner when the property owner applies for wastewater service, the water conditioner must be eliminated prior to connecting to the District line. Water conditioner service may be substituted by the customer in lieu of an automatic water conditioner unit. This restriction is mandatory in order to protect the District's system and utilization of reclaimed water.

(d) All commercial facilities (such as restaurants, service stations, etc.) connected to the District's wastewater system are required to prevent grease from being disposed of into its wastewater system. The District may require a grease trap be installed to meet and satisfy the requirements as stated in the District's Commercial Wastewater Discharge Program.

Per Ordinance No. 2007-10 Adopted 7/16/2007 [Sec. 171.5(a)]
Per Ordinance No. 2007-14 Adopted 11/05/07 [Sec.171.5(d)]

Sec. 171.6 Monthly Charges. The customer shall be required to pay a monthly wastewater service charge as follows: Unless otherwise indicated, the said charge will be due and payable monthly. Billing will be made on the District's water bills and shall follow the water billing rules and regulations for delinquencies, charges, and other rules and regulations.

(a) Low Pressure Wastewater Collection System. Properties connected to the Low Pressure wastewater collection systems are subject to the additional fees and charges described in Article 172.

(b) Lower Moosa Canyon Water Reclamation Facility. The monthly wastewater service charge shall be equal to the monthly service fee shown in Section 171.10 times the number of EDUs connected to the collection system. The number of EDUs connected shall be in accordance with the type of improvement and its corresponding EDU demand as indicated in the average daily demand schedule of the approved Sewer Facility Design Manual.

(c) Woods Valley Ranch Water Reclamation Facility. For the purposes of Woods Valley Ranch Service Areas, the term "Sewer" is a term of art and will be used to maintain the legal force and effect of prior Board actions. The term "sewer" is synonymous with the term "wastewater" as used in other sections af this Article.

1. Sewer Service Charges - The sewer service charge shall be determined and collected as describe in Section 171.12 for properties in Service Area 1 and Section 171.14 for properties in Service Area 2. The current sewer service charges are summarized in Section 171.10 (c).

2. Sewer Standby Fee – A sewer standby fee shall be determined and collected as describe in Section 171.13 for properties in Service Area 1 and Section 171.15 for properties in Service Area 2. The current sewer service charges are summarized in Section 171.10 (c).

3. Wastewater Excess Usage Charge - A Wastewater Excess Usage Charge on commercial properties shall be determined and collected as described in Section 171.10(c)4. The charge provides a means to recover capital, service and administration costs associated with wastewater usage in excess of the property's wastewater capacity allocation. The charge is proposed to be billed to the commercial customer on their monthly water bill and should be sufficient to recover all costs associated with providing wastewater service.

Per Ordinance No. 2022-01 Adopted 01/03/2022 [Sec 171.6 (c) 3.]
Per Ordinance No. 2021-10 Adopted 07/19/2021 [Sec 171.6]

Sec. 171.7 Unusual Service Surcharge. Units that cause abnormal operation and/or maintenance to be expended will be surcharged by adding EDUs to the monthly bill to cover the excess cost. Examples include frequent pumping of sludge, grease, or scum and abnormal number of service calls required. Any and all units that have unusual wastewater characteristics shall have rates established upon study and recommendation by the District.

Sec. 171.8 Discontinuance of Wastewater Services. When a customer does not receive water service, the service charges may be terminated only upon physical disconnection by the District of the customer's lateral from the District's line. Such disconnection may be ordered by the customer upon vacation of the premises and upon payment of the District charge for this work. Such disconnection may also be made by order of the District for failure of the customer to pay any sums due the District for wastewater service charges or wastewater capacity fees. Wastewater service shall be deemed discontinued for customers receiving water from the District during any period in which water service is shut off.

Sec. 171.9 Pressure Wastewater System Discharge into Gravity Wastewater System. Pressure wastewater collection systems may be discharged into the gravity system only upon approval by the District. They must be designed by a qualified engineer with satisfactory experience in design and operation of similar systems and must not create odors, hazardous conditions, damage the gravity wastewater facilities, or impede the treatment process. Each landowner must pay the wastewater capacity fee plus any inspection costs for installation of onsite facilities. Otherwise, these systems must comply with applicable Pressure Wastewater Collection Systems sections of this Code, including monthly charge.

Per Ordinance No. 2021-10 Adopted 07/19/2021 [Sec 171.6]
Per Ordinance No. 2021-02 Adopted 04/19/2021 [Sec. 171.10(a)(1)]
Per Ordinance No. 2020-08 Adopted 7/6/20 [Sec. 171.10(a)(1)]

Article 171 Wastewater Service Requirements (Cont'd.)

Sec. 171.10 Wastewater Charges. Fees referenced in Articles 170 and 171 are summarized below:

(a) General Fees.

1.	Processing fees for:	
	a. Project Facility Availability (PFA)	$150.00
	b. Project Facility Commitment (PFC)	$150.00

(b) Lower Moosa Canyon Water Reclamation Facility.

1.	Wastewater Capacity Charge (Sec. 171.2)	$8,935.00/EDU
	Deposit (issuance of PFA)	$750.00/EDU[1][2]
	Deposit (issuance of PFC)	$3,250.00/EDU[3]
	Balance (*due prior to connection or issuance of Agency Clearance Letter*)	$4,935.00/EDU[3]
2.	Monthly Wastewater Service Fee:	$58.67/EDU
3.	Wastewater Capacity Reservation Fee:	
	A. Commitments issued after July 1, 2004 [Sec. 171.3(a)]	50% of current Monthly Service Fee
	B. Meadows development [Sec. 171.3(b)]	$675.00/EDU
4.	Capacity Reservation Fee Deposit	$500.00/EDU[4]
5.	Wastewater Connection Inspection Fee	$150.00/lateral
6.	Wastewater Connection Inspection Deposit	$1,250.00/lateral

[1]Unless property to be served is included in Assessment District 93-1.
[2]Major Subdivision Developments may enter into a wastewater service lien agreement for the full wastewater capacity charge in lieu of the initial PFA deposit.
[3]Amount may vary depending on prior deposits and any unpaid capacity reservation fees.
[4]Paid with balance of wastewater capacity fee.

Per Ordinance No. 2005-12 Adopted 11/7/05 [Sec. 171.10(b)(5)]
Per Ordinance No. 2005-12 Adopted 11/7/05 [Sec. 171.10(b)(6)]
Per Ordinance No. 2012-03 Adopted 4/16/12 [Sec. 171.10(b)(1)]
Per Ordinance No. 2017-10 Adopted 11/20/17 [Sec. 171.10(b)(2)]
Per Ordinance No. 2020-15 Adopted 11/16/20 [Sec. 171.10(b)(2)]
Per Ordinance No. 2021-10 Adopted 07/19/2021 [Sec 171.10]
Per Ordinance No. 2022-01 Adopted 01/03/2022 [Sec 171.10 (b) 2.]

Sec. 171.10 Wastewater Charges (Cont'd.)

(c) Woods Valley Ranch Water Reclamation Facility.

1. Sewer Service Charge – Service Areas 1 and 2
   - A. Annual Sewer Service Charge $1,183.20/EDU
     (collected on the property tax roll)
   - B. Monthly Sewer Service Charge $98.60/EDU
     (collected on monthly water bill for mid-year connections)
2. Sewer Standby Fee – Service Areas 1 and 2
   - A. Annual Sewer Standby Fee $550.32/EDU
     (collected on the property tax roll)
3. Grinder Pump Maintenance Charge (see §172.2)
4. Wastewater Excess Usage Charge $39.66/HCF
   (Monthly discharge amount greater than 7.0 HCF
   times the number of EDUs of wastewater capacity allocation)

Per Ordinance No. 2022-01 Adopted 01/03/2022 [Sec 171.10 (c) 4.]

Sec. 171.11 Woods Valley Ranch Water Reclamation Facility Wastewater Service Area – The service area of the Woods Valley Ranch Water Reclamation Facility ("WVRWRF") consists of the following:

(a) Woods Valley Sewer Service Area ("Service Area 1"). Service Area 1 is comprised of the 270 lot Woods Valley Ranch Subdivision and the 163 acre Woods Valley Country Club as shown in the County of San Diego Tentative Map TM 5004.

(b) Woods Valley Ranch Water Reclamation Facility Service Area 2 ("Service Area 2"). Service Area 2 is comprised of the parcels that received wastewater capacity from the Woods Valley Ranch Wastewater Expansion Project and are included in Assessment District 2012-1 ("AD 2012-1") that is generally located in or adjacent to the North and South Village Areas.

(c) Capacity Allocation Transfer Policy.

1. Purpose. This policy provides for the transfer of existing wastewater capacity and the corresponding Assessment from properties within Assessment District No. 2012-1 ("AD 2012-1") to or from properties within the Woods Valley Ranch Water Reclamation Facility Service Area 2 (the "Service Area").

   Capacity in the treatment plant and seasonal storage facilities ("Treatment Capacity") can be transferred to or from eligible properties across the Service Area without restriction. However, collection system capacity ("Collection Capacity") can only be transferred to or from eligible properties within the same Benefit Area of AD 2012-1 (each, a "Benefit Area"). Benefit Areas are identified in the Assessment Engineer's Report dated April 13, 2015 prepared by Koppel & Gruber Public Finance.

2. Legal Requirements. All capacity transfers will require amendments to the Wastewater Service Agreement of the property owner desiring to transfer capacity and of the property owner desiring to acquire capacity providing for the transfer of the capacity and assessment, possible annexation to AD 2012-1 and final approval of the Board of Directors. For capacity transfers to properties for which there is not an existing Wastewater Service Agreement, a new Wastewater Service Agreement must be entered into by the owner of the property receiving such capacity transfer. The amendment to an existing Wastewater Service Agreement or preparation of a new Wastewater Service Agreement to memorialize the capacity transfer would be prepared by the District's legal counsel and the terms and conditions of such agreement will vary depending on the parcel ownership and Benefit Area in which the parcel receiving the capacity is located.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.11]

(c) Capacity Allocation Transfer Policy (Cont'd)

The process to transfer any AD 2012-1 Assessment will be governed by the applicable provisions of the California Constitution and the assessment district law and may require notifications, preparation of an amended assessment engineer's report, an assessment ballot process and public hearing for approval. The assessment ballot process will apply only to those properties receiving new or additional capacity reservation commitments from such transfers resulting in a new special benefit or a higher special benefit to be received by such properties and a corresponding new assessment or higher assessment. Due to the complexity of the process to transfer capacity and the corresponding Assessment from one property to other property, capacity transfers will, except as provided below, be completed on an annual basis and scheduled to be completed by the end of the fiscal year so the new or increased assessments on properties receiving a capacity transfer can be included on the following fiscal year's tax roll.

However, circumstances may require a more timely completion of the capacity transfer process. In which case, at the discretion of the General Manager, capacity transfers may be completed at other times of the year subject to the property owners waiving certain notification, public hearing, assessment ballot and other Constitutional or statutory rights or requirements by agreement.

3. Approval and Eligibility. The transfer of Treatment Capacity and/or Collection Capacity requires approval of the District Engineer. Collection Capacity availability will need to be verified by the District Engineer for all capacity transfers. Improvements creating additional Collection Capacity or the extension of collection facilities may be required to ensure that such capacity is available for the property receiving the capacity transfer. Property owners releasing only Treatment Capacity shall continue to be responsible for the corresponding Collection Capacity that cannot be transferred.

   The increase of an existing Assessment or the levy of a new Assessment on property receiving a transfer of capacity and/or the release of an Assessment lien on property from which such capacity is transferred requires approval of the Board of Directors. The increase of an existing Assessment or the levy of a new Assessment shall not be unreasonably withheld provided such increase of an existing Assessment or levy of a new Assessment is determined by the District's Assessment Engineer to represent the special benefit received by such property receiving such transfer of capacity and such property is eligible to receive wastewater service as provided below and has sufficient market value to support the resulting Assessment as determined by the General Manager.

(c) Capacity Allocation Transfer Policy (Cont'd)

Property eligible to receive sewer service from the WVRWRF shall include:

A. Property located in the North or the South Village Area as defined by the County of San Diego,

B. Other property approved for sewer service by the Board of Directors pursuant to Section 170.2 of the District's Administrative Code.

4. Procedure. The capacity transfer process consists of the following conditions and steps:

A. All available capacity at the WVRWRF is currently assigned to specific parcels within AD 2012-1. No additional capacity at the WVRWRF will be available without completion of an expansion project. Only the current capacity allocated to the specific parcels within AD 2012-1 and not allocated to developed units is available for transfer and only if such capacity is released by the owner of such parcels.

B. Staff shall prepare a Capacity Transfer Cost Allocation Report outlining the cost of capacity and reimbursement for releasing capacity each fiscal year.

C. District shall accept requests to release capacity and requests to acquire capacity on an on-going basis throughout the fiscal year. Staff shall maintain a list of the requests and the date the requests are received.

D. Capacity transfers shall be processed on a first in, first out basis subject to available capacity being offered for release.

E. Capacity releases shall be processed on a first in, first out basis subject to the capacity requests received. The District does not buy back capacity. Property owners offering capacity for release shall continue to be responsible for the payment of all annual assessments and charges associated with the capacity offered for release until such time as the capacity transfer is completed.

F. Capacity Transfer Agreements are prepared and executed. The owner of property receiving capacity advances the required costs.

G. Property owner releasing capacity is reimbursed after Board approval of the transfer.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.11]

(c) Capacity Allocation Transfer Policy (Cont'd)

H. The District's Assessment Engineer shall amend the Assessment Engineer's Report and the District staff shall record an Addendum to the existing Notice of Assessment recorded against the property from which the capacity is transferred and an Addendum to the existing Notice of Assessment recorded against the property to which the capacity is to be transferred if such property is located within AD 2012-1 or a Notice of Assessment if such property is required to be annexed to AD 2012-1, in each case, to reflect the approved capacity transfer.

5. Capacity Transfer Costs. The property owner receiving capacity shall pay the capacity transfer costs, and assume the obligation to pay the balance of the AD 2012-1 Assessment for the capacity being transferred as outlined in the Annual Capacity Transfer Cost Allocation Report.

The Capacity Transfer Cost shall be based on the current value of all funds paid toward the capacity in the Benefit Area in which the property is located, including but not limited to the following:

A. Contributed Funds - Expansion Project costs contributed by the project participants and not funded from project debt proceeds; the Clean Water State Revolving Fund Loan and the AD 2012-1 Limited Obligation Improvement Bond issue,

B. WVRWRF System Development Charge,

C. Any additional costs for Collection Capacity needed to provide wastewater service (this portion is not reimbursed to property owner releasing capacity),

D. The portion of the annual assessment installment for FY 2016-17, that was applied to the debt service reserve to be used for the final SRF loan and bond payment (full amount less the portion funding administrative expenses),

E. The full amount of the annual assessment installments since FY2016-17, excluding the current fiscal year, less the portion funding debt service interest and administrative expenses.

F. The full amount of the annual assessment installment for the current fiscal year, the fiscal year in which the transfer is approved and becomes effective.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.11]

Sec. 171.11 Woods Valley Ranch Water Reclamation Facility (Cont'd)

(c) Capacity Allocation Transfer Policy (Cont'd)

6. Compensation for Released Capacity. The current property owner releasing capacity, unless otherwise approved, shall be reimbursed the funds received for the capacity transfer (with the exception of any additional funds needed to provide collection system capacity) less the portion attributed to the Collection Capacity, if any, for transfer to a different Benefit Area.

   Staff costs for processing the capacity transfers and corresponding Assessment are considered an administrative cost of AD 2012-1 and are funded from the administrative cost item included in the AD 2012-1 annual assessment.

Sec. 171.12 Woods Valley Sewer Service Area (Service Area 1) - Sewer Standby Fee. (For the purposes of this section, the term "Sewer" is a term of art and will be used to maintain the legal force and effect of prior Board actions.)

(a) Properties Subject to the Sewer Standby Fee. The owner(s) of each parcel of Undeveloped Property within Service Area 1 shall be required to pay a sewer standby fee (the "Sewer Standby Fee") for the availability of sewer service to such parcel. For purposes of this Section 171.12, a parcel of "Undeveloped Property" shall mean any parcel within Service Area 1 for which a Certificate of Occupancy or sewer permit has not been issued. The "Woods Valley Sewer Service Area" shall be that property shown in the diagram of such sewer service area contained in the Valley Center Municipal Water District Woods Valley Standby Sewer Service Area Engineer's Report prepared by Berryman & Henigar dated May 20, 2002 (the "Engineer's Report" or subsequent approved revision).

(b) Rate of Maximum Annual Sewer Standby Fee. The maximum annual Sewer Standby Fee ("Maximum Annual Sewer Standby Fee Per EDU") for Fiscal Year 2002-2003 is hereby fixed at $1,196.86 per equivalent dwelling unit (EDU). For purposes of this Section 171.12, EDU is the standard measurement of wastewater discharged into the Service Area 1 wastewater collection system equal to the anticipated annual discharge from a detached single family residence. The Maximum Annual Sewer Standby Fee Per EDU for each subsequent Fiscal Year, commencing on July 1, 2003, shall be increased by five percent (5%) or the increase in the Consumer Price Index for All Items, All Urban Customers, San Diego MSA (CPI-U), whichever is greater.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.11 & 12]

Sec. 171.12 Woods Valley Sewer Service Area (Service Area 1) - Sewer Standby Fee.

(c) Fixing of the Annual Sewer Standby Fee.

1. Annual Sewer Standby Fee for Fiscal Year 2002-2003. The Annual Sewer Standby Fee Per EDU for Fiscal Year 2002-2003 shall be $600.00 per EDU.

2. Annual Sewer Standby Fee for Fiscal Year 2003-2004 and Thereafter. For Fiscal Year 2003-2004 and thereafter, the annual Sewer Standby Fee (the "Annual Sewer Standby Fee") for any parcel of Undeveloped Property shall equal the number of EDU's assigned to such parcel multiplied by the lesser of (i) the Annual Sewer Standby Fee Per EDU calculated pursuant to Section 171.12(c)3 or (ii) the Maximum Annual Sewer Standby Fee Per EDU calculated pursuant to subsection (b) above.

3. Sewer Standby Fee Annual Report. For Fiscal Year 2003-2004 and thereafter, the general manager of the District shall prepare or cause to be prepared a report (the "Sewer Standby Fee Annual Report") which shall contain a description of each parcel of Undeveloped Property within Service Area 1 and the amount of the Annual Sewer Standby Fee computed in conformity with the provisions of this subsection (c). The Sewer Standby Fee Annual Report shall be filed with the Secretary of the Board of Directors.

   Upon receipt of the Sewer Standby Fee Annual Report, the Board of Directors may, by resolution, adopt the Sewer Standby Fee Annual Report and continue the Sewer Standby Fee; provided, however, the Annual Sewer Standby Fee for any parcel of Undeveloped Property may not exceed the Maximum Annual Sewer Standby Fee Per EDU multiplied by the number of EDU's assigned to such parcel.

Per Ordinance No. 2021-08 Adopted 06/07/21 [Sec. 171.12 (c)3.]
Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.12]

Sec. 171.12 Woods Valley Sewer Service Area (Service Area 1) - Sewer Standby Fee (Cont'd)

(d) Manner of Collection of the Annual Sewer Standby Fee.

1. Primary Collection Method. The Annual Sewer Standby Fee shall be collected on the tax roll in the same manner, by the same persons, and at the same time as, together and not separately from, general taxes The Annual Sewer Standby Fee shall be delinquent at the same time and thereafter subject to the same delinquency penalties as the general taxes.

   On or before August 10 of each year, commencing in 2003, following the final determination upon the Annual Sewer Standby Fee, the Secretary of the District shall file or cause to be filed with the Auditor of the County of San Diego a copy of the Sewer Standby Fee Annual Report, together with a statement endorsed on such report over his or her signature that such report has been finally adopted by the Board of Directors and the Auditor shall enter the amounts of the Annual Sewer Standby Fee against the respective lots or parcels of land within Service Area 1 as they appear on the current assessment roll. If any such lot or parcel is not described in the current assessment roll, the Auditor may enter the description on the assessment roll together with the amounts of the Annual Sewer Standby Fee, as shown in the report.

2. Alternative Collection Method. As an alternative to the collection of the Sewer Standby Fee on the tax roll, the Water District may for any Fiscal Year elect to have the Sewer Standby Fee collected (a) by direct billing from the Water District to the owners of the properties subject to the levy of the Sewer Standby Fee or (b) pursuant to Health and Safety Code Section 5472.5 either (i) with the rates for any other utility service furnished by a department or agency over which the Board of Directors does not exercise control with the written consent and agreement of such department or agency or (ii) with a publicly or privately owned public utility with the written consent and agreement of such utility.

Per Ordinance No. 2021-08 Adopted 06/07/21 [Sec. 171.12 (d)1. – 2.]
Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.12]

Sec. 171.13 Woods Valley Sewer Service Area (Service Area 1) - Annual Sewer Service Charge. (For the purposes of this section, the term "Sewer" is a term of art and will be used to maintain the legal force and effect of prior Board actions.)

(a) Properties Subject to the Annual Sewer Service Charge. The owner(s) of each parcel of Developed Property in Service Area 1 shall be required to pay an annual sewer service charge (the "Annual Sewer Service Charge"). For purposes of this Section 171.13, "Developed Property" shall mean any parcel located within Service Area 1 for which a Certificate of Occupancy or a sewer permit has been issued and "Woods Valley Sewer Service Area" shall mean that property shown in the diagram of such sewer service area contained in the Valley Center Municipal Water District, Woods Valley Standby Sewer Service Area Engineer's Report, prepared by Berryman & Henigar dated May 8, 2002 or subsequent approved revision.

(b) Annual Proceeding to Fix Sewer Service Charge. For Fiscal Year 2003-2004 and each fiscal year thereafter, the General Manager shall prepare or cause to be prepared a report (the "Sewer Service Charge Annual Report") which shall contain a description of each parcel of Developed Property within the Woods Valley Sewer Service Area and the amount of the Annual Sewer Service Charge (the "Annual Sewer Service Charge") computed in conformity with the provisions of subsection (d) below. The Sewer Service Charge Annual Report shall be filed with the Secretary of the Board of Directors.

The Secretary shall cause notice of the filing of the Sewer Service Charge Annual Report and of the time and place of a public hearing on such report to be published pursuant to Health and Safety Code Section 5473.1.

At the time and place set for the public hearing, the Board of Directors shall hear and consider all objections or protests, if any, to the Sewer Service Charge Annual Report. The public hearing may be continued from time to time. If the Board of Directors finds that protest has been made by the owners of a majority of the separate parcels of property described in the Sewer Service Charge Annual Report, the Board of Directors may not order that the Sewer Service Charge be collected on the tax roll.

Upon the conclusion of the public hearing, the Board of Directors may, by resolution, fix the Annual Sewer Service Charge or overrule any and all objections and shall make its determination upon each Annual Sewer Service Charge. The determination of the Board of Directors shall be final.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.13]

Sec. 171.13 Woods Valley Sewer Service Area (Service Area 1) - Annual Sewer Service Charge (Cont'd.)

(c) Method of Collection of the Annual Sewer Service Charge.

1. Primary Collection Method. The Annual Sewer Service Charge for each future Fiscal Year shall be collected on the tax roll in the same manner, by the same persons, and at the same time as, together and not separately from, general taxes unless a majority protest to the Sewer Service Charge Annual Report shall have been filed for any such Fiscal Year. The Annual Sewer Service Charge shall be delinquent at the same time and thereafter subject to the same delinquency penalties as the general taxes.

   On or before August 10 of each year, commencing in 2003, following the final determination upon the Annual Sewer Service Charge, the Secretary of the District shall file or cause to be filed with the Auditor of the County of San Diego a copy of the Sewer Service Charge Annual Report, together with a statement endorsed on such report over his or her signature that such report has been finally adopted by the Board of Directors and the Auditor shall enter the amounts of the Annual Sewer Service Charge against the respective lots or parcels of land within the Woods Valley Sewer Service Area as they appear on the current assessment roll. If any such lot or parcel is not described in the current assessment roll, the Auditor may enter the description on the assessment roll together with the amounts of the Annual Sewer Service Charge, as shown in the report.

2. Alternative Collection Method. If a majority protest to the Sewer Service Charge Annual Report is made pertaining to the Annual Sewer Service Charge for any Fiscal Year, one twelfth of such Annual Sewer Service Charge as fixed by the Board of Directors shall be billed each month on the monthly water bill and shall be subject to the rules and regulations affecting water bills including, but not limited to, delinquent penalties for nonpayment.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.13]

(d) Fixing of the Annual Sewer Service Charge.

1. Aggregate Sewer Revenue Requirement. Commencing with Fiscal Year 2003-2004, the Board of Directors of the District shall determine the estimated cost of operation and maintenance of the Woods Valley Ranch Water Reclamation Facility allocable to Service Area 1 and the Service Area 1 on-site wastewater collection system, together with an operating reserve not to exceed 50% of the estimated cost of operation and maintenance, plus an annual expense for depreciation and a capital replacement reserve contribution (collectively, the "Aggregate Sewer Revenue Requirement").

2. Allocation. The Aggregate Sewer Revenue Requirement, less estimated recycled water revenue, shall be divided by the total number of EDU's assigned by the general manager to the parcels within Service Area 1. The general manager shall assign EDU's to parcels of both Developed Property and Undeveloped Property (as defined in Section 171.12(a)). Each parcel within Service Area 1 shall be classified as Developed Property or Undeveloped Property. The number of EDU's assigned to a parcel of Undeveloped Property shall be based upon the proposed use of such parcel as shown on TM 5004. The number of EDU's assigned to a parcel of Developed Property shall be based upon the actual use of such parcel. Each single family residential parcel of Developed Property within the residential area of TM 5004 will be assigned 1.0 EDU. The 3 non-residential lots located on the 163 acre non-residential portion of TM 5004 shall be assigned a total of 10.0 EDU's. The resulting quotient shall equal the annual sewer cost per EDU (the "Annual Sewer Cost Per EDU" as used in this Section 171.13).

3. Computing the Annual Sewer Service Charge for Any Parcel. The Annual Sewer Service Charge for any parcel of Developed Property for any Fiscal Year shall be equal to the number of EDU's assigned to such parcel multiplied by the Annual Sewer Cost Per EDU for such Fiscal Year determined pursuant to subsection 2. above.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.13]

Sec. 171.14 Woods Valley Ranch Water Reclamation Facility Service Area 2 – Sewer Standby Fee.

(a) Properties Subject to the Sewer Standby Fee. The owner(s) of each parcel of Undeveloped Property within the Woods Valley Ranch Water Reclamation Facility Service Area 2 ("Service Area 2") shall be required to pay a sewer standby fee (the "Sewer Standby Fee") for the availability of sewer service to such parcel. For purposes of this Section 171.14, a parcel of "Undeveloped Property" shall mean any parcel within Service Area 2 for which a Certificate of Occupancy or sewer permit has not been issued. The "Woods Valley Ranch Water Reclamation Facility Service Area 2" shall be that property shown in the Service Area Diagram of Service Area 2 contained in the Woods Valley Ranch Water Reclamation Facility Service Area 2 Updated Sewer Standby Fee Engineer's Report Fiscal Year 2015/2016 prepared by Koppel & Gruber Public Finance and dated February 17, 2015 (the "Engineer's Report") or subsequent approved revision.

(b) Rate of Maximum Annual Sewer Standby Fee. The maximum annual Sewer Standby Fee ("Maximum Annual Sewer Standby Fee Per EDU") for Fiscal Year 2015-2016 is hereby updated and fixed at $550.32 per equivalent dwelling unit (EDU). For purposes of this Section 171.14, EDU is the standard measurement of wastewater discharged into the Service Area 2 wastewater collection system equal to the anticipated annual discharge from a detached single family residence. The Maximum Annual Sewer Standby Fee Per EDU for each subsequent Fiscal Year, commencing on July 1, 2016, shall be increased annually by a factor equal to the annual change in the published San Diego Consumer Price Index - All Urban Customers (SDCPI-U) or 3%, whichever is greater.

(c) Fixing of the Annual Sewer Standby Fee.

1. Annual Sewer Standby Fee for Fiscal Year 2015-2016. The Annual Sewer Standby Fee per EDU for Fiscal Year 2015-2016 shall be $550.32 per EDU.

2. Annual Sewer Standby Fee for Fiscal Year 2016-2017 and Thereafter. For Fiscal Year 2016-2017 and thereafter, the annual Sewer Standby Fee (the "Annual Sewer Standby Fee") for any parcel of Undeveloped Property shall equal the number of EDU's assigned to such parcel multiplied by the lesser of (i) the Annual Sewer Standby Fee Per EDU calculated pursuant to Section 171.14(c)3 or (ii) the Maximum Annual Sewer Standby Fee Per EDU calculated pursuant to subsection (b) above.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.14]

Sec. 171.14 Woods Valley Ranch Water Reclamation Facility Service Area 2 – Sewer Standby Fee (Cont'd)

(c) Fixing of the Annual Sewer Standby Fee (Cont'd).

3. Sewer Standby Fee Annual Report. For Fiscal Year 2016-2017 and thereafter, the general manager of the District shall prepare or cause to be prepared a report (the "Sewer Standby Fee Annual Report") which shall contain a description of each parcel of Undeveloped Property within Service Area 2 and the amount of the Annual Sewer Standby Fee computed in conformity with the provisions of this subsection (c). The Sewer Standby Fee Annual Report shall be file with the Secretary of the Board of Directors.

   Upon receipt of the Sewer Standby Fee Annual Report the Board of Directors may, by resolution, adopt the Sewer Standby Fee Annual Report and continue the Sewer Standby Fee; provided, however, the Annual Sewer Standby Fee for any parcel of Undeveloped Property may not exceed the Maximum Annual Sewer Standby Fee Per EDU multiplied by the number of EDU's assigned to such parcel.

Per Ordinance No. 2021-08 Adopted 06/07/21 [Sec. 171.14 (c)3.]
Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.14]

Sec. 171.14 Woods Valley Ranch Water Reclamation Facility Service Area 2 – Sewer Standby Fee (Cont'd)

(d) Manner of Collection of the Annual Sewer Standby Fee.

1. Primary Collection Method. The Annual Sewer Standby Fee for each Fiscal Year shall be collected on the tax roll in the same manner, by the same persons, and at the same time as, together and not separately from, general taxes. The Annual Sewer Standby Fee shall be delinquent at the same time and thereafter subject to the same delinquency penalties as the general taxes.

   On or before August 10 of each year, following the final determination upon the Annual Sewer Standby Fee, the Secretary of the District shall file or cause to be filed with the Auditor of the County of San Diego a copy of the Sewer Standby Fee Annual Report, together with a statement endorsed on such report over his or her signature that such report has been finally adopted by the Board of Directors and the Auditor shall enter the amounts of the Annual Sewer Standby Fee against the respective lots or parcels of land within Service Area 2 as they appear on the current assessment roll. If any such lot or parcel is not described in the current assessment roll, the Auditor may enter the description on assessment roll together with the amounts of the Annual Sewer Standby Fee, as shown in the report.

2. Alternative Collection Method. As an alternative to the collection of the Sewer Standby Fee on the tax roll, the Water District may for any Fiscal Year elect to have the Sewer Standby Fee collected (a) by direct billing from the Water District to the owners of the properties subject to the levy of the Sewer Standby Fee or (b) pursuant to Health and Safety Code Section 5472.5 either (i) with the rates for any other utility service furnished by a department or agency over which the Board of Directors does not exercise control with the written consent and agreement of such department or agency or (ii) with a publicly or privately owned public utility with the written consent and agreement of such utility.

Per Ordinance No. 2021-08 Adopted 06/07/21 [Sec. 171.14 (d)1. – 2.]

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.14]

Sec. 171.15 Woods Valley Ranch Water Reclamation Facility Service Area 2 - Sewer Service Charge.

(a) Properties Subject to the Sewer Service Charge. The owner(s) of each parcel of Developed Property in the Woods Valley Ranch Water Reclamation Facility Service Area 2 ("Service Area 2") shall be required to pay an annual sewer service charge (the "Sewer Service Charge"). For purposes of this Section 171.15, "Developed Property" shall mean any parcel located within the Service Area 2 for which a Certificate of Occupancy or a sewer permit has been issued. The "Woods Valley Ranch Water Reclamation Facility Service Area 2" shall be that property shown in the Service Area Diagram of Service Area 2 contained in the Engineer's Report for Sewer Service Charge Woods Valley Ranch Water Reclamation Facility Service Area 2 prepared by EFS Engineering, Inc. and dated February 13, 2013 (the "Engineer's Report") or subsequent approved revision.

(b) Rate of Maximum Annual Sewer Service Charge – Parcels Not Requiring Grinder Pumps. The maximum annual Sewer Service Charge ("Maximum Annual Sewer Service Charge Per EDU – No Grinder Pump") for Fiscal Year 2013-2014 for parcels not requiring grinder pumps is hereby fixed at $1,079.37 per equivalent dwelling unit (EDU). For purposes of this Section 171.15, EDU is the standard measurement of wastewater discharged into the Service Area 2 wastewater collection system equal to the anticipated annual discharge from a detached single family residence. The Maximum Annual Sewer Service Charge Per EDU – No Grinder Pump for each subsequent Fiscal Year, commencing on July 1, 2014, shall be increased annually by a factor equal to the annual change in the published San Diego Consumer Price Index - All Urban Customers (SDCPI-U) or 3%, whichever is greater.

(c) Rate of Maximum Annual Sewer Service Charge – Parcels Requiring Grinder Pumps. The maximum annual Sewer Service Charge ("Maximum Annual Sewer Service Charge Per EDU – Grinder Pump Required") for Fiscal Year 2013-2014 for parcels requiring grinder pumps is hereby fixed at $1,079.37 per equivalent dwelling unit (EDU) plus the applicable Grinder Pump Maintenance Charge determined pursuant to the following paragraph. The Maximum Annual Sewer Service Charge Per EDU – Grinder Pump required for each subsequent Fiscal Year, commencing on July 1, 2014, shall be increased annually by a factor equal to the annual change in the published San Diego Consumer Price Index - All Urban Customers (SDCPI-U) or 3%, whichever is greater.

The Grinder Pump Maintenance Charge shall be calculated based upon the total EDUs served and the overall pump configuration as determined pursuant to the following chart:

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.15]

Sec. 171.15 Woods Valley Ranch Water Reclamation Facility Service Area 2 - Sewer Service Charge (Cont'd).

(c) Parcels Requiring Grinder Pumps (Cont'd)

Grinder Pump Monthly Maintenance Charge Schedule								
EDUs per Pump →	1	2	3	4	5	6	7	8
Estimated Service Life (years)	10	8.5	7.2	6.5	6	5.6	5.25	5
Maintenance Cost Multiplier	1.00	1.15	1.30	1.45	1.50	1.65	1.75	1.80
Pump Unit Configuration	**Monthly Grinder Pump Maintenance Charge**							
Simplex (1 pump)	$46.83	$53.85	$60.88					
Duplex (2 pumps)		$107.71	$121.76	$135.81	$140.49	$154.54	$163.91	
Triplex (3 pumps)					$210.74	$231.81	$245.86	
Quadplex (4 pumps)					$280.98	$309.08	$327.81	$337.18

(d) Annual Proceeding to Fix the Sewer Service Charges. For Fiscal Year 2014-2015 and each fiscal year thereafter, the General Manager shall prepare or cause to be prepared a report (the "Sewer Service Charge Annual Report") which shall contain a description of each parcel of Developed Property within Service Area 2 and the amount of the annual Sewer Service Charge (the "Annual Sewer Service Charge") computed in conformity with the provisions of subsection (f) below. The Sewer Service Charge Annual Report shall be filed with the Secretary of the Board of Directors.

The Secretary shall cause notice of the filing of the Sewer Service Charge Annual Report and of the time and place of a public hearing on such report to be published pursuant to Health and Safety Code Section 5473.1.

At the time and place set for the public hearing, the Board of Directors shall hear and consider all objections or protests, if any, to the Sewer Service Charge Annual Report. The public hearing may be continued from time to time. If the Board of Directors finds that protest has been made by the owners of a majority of the separate parcels of property described in the Sewer Service Charge Annual Report, the Board of Directors may not order that the Sewer Service Charge be collected on the tax roll.

Upon the conclusion of the public hearing, the Board of Directors may, by resolution, fix the Annual Sewer Service Charge or overrule any and all objections and shall make its determination upon each Annual Sewer Service Charge. The determination of the Board of Directors shall be final.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.15]

Sec. 171.15 Woods Valley Ranch Water Reclamation Facility Service Area 2 - Sewer Service Charge (Cont'd).

(e) Method of Collection of the Annual Sewer Service Charge.

1. Primary Collection Method. The Annual Sewer Service Charge for each future Fiscal Year shall also be collected on the tax roll in the same manner, by the same persons, and at the same time as, together and not separately from, general taxes unless a majority protest to the Sewer Service Charge Annual Report shall have been filed for any such Fiscal Year. The Annual Sewer Service Charge shall be delinquent at the same time and thereafter subject to the same delinquency penalties as the general taxes.

   On or before August 10 of each year, commencing in 2014, following the final determination upon the Annual Sewer Service Charge, the Secretary of the District shall file or cause to be filed with the Auditor of the County of San Diego a copy of the Sewer Service Charge Annual Report, together with a statement endorsed on such report over his or her signature that such report has been finally adopted by the Board of Directors and the Auditor shall enter the amounts of the Annual Sewer Service Charge against the respective lots or parcels of land within the Service Area 2 as they appear on the current assessment roll. If any such lot or parcel is not described in the current assessment roll, the Auditor may enter the description on assessment roll together with the amounts of the Annual Sewer Service Charge, as shown in the report.

2. Alternative Collection Method. If a majority protest to the Sewer Service Charge Annual Report is made pertaining to the Annual Sewer Service Charge for any Fiscal Year, one twelfth of such Annual Sewer Service Charge as fixed by the Board of Directors shall be billed each month on the monthly water bill and shall be subject to the rules and regulations affecting water bills including, but not limited to, delinquent penalties for nonpayment.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.15]

Sec. 171.15 Woods Valley Ranch Water Reclamation Facility Service Area 2 - Sewer Service Charge (Cont'd).

(f) Fixing of the Annual Sewer Service Charge.

1. Aggregate Sewer Revenue Requirement. Commencing with Fiscal Year 2014-2015, the Board of Directors of the District shall determine the estimated cost of operation and maintenance of the Woods Valley Ranch Water Reclamation Facility allocable to Service Area 2 and the Service Area 2 on-site wastewater collection system, together with an operating reserve not to exceed 50% of the estimated cost of operation and maintenance, plus an annual expense for depreciation and a capital replacement reserve contribution (collectively, the "Aggregate Sewer Revenue Requirement").

2. Allocation. The Aggregate Sewer Revenue Requirement shall be divided by the total number of EDU's assigned by the general manager to the parcels within the Service Area 2. The general manager shall assign EDU's to parcels of both Developed Property and Undeveloped Property (as defined in Section 171.14(a)). Each parcel within the Service Area 2 shall be classified as Developed Property or Undeveloped Property. The number of EDU's assigned to a parcel of Undeveloped Property shall be based upon the number of EDU's allocated to such parcel pursuant to the Wastewater Service Agreement applicable to such parcel. The number of EDU's assigned to a parcel of Developed Property shall be based upon the actual use of such parcel. Each single family residential parcel of Developed Property within Service Area 2 will be assigned 1.0 EDU. The resulting quotient shall equal the annual sewer cost per EDU (the "Annual Sewer Standby Fee Per EDU" as used in Section 171.14 or the "Annual Sewer Cost Per EDU" as used in this Section 171.15).

3. Computing the Annual Sewer Service Charge for Any Parcel. The Annual Sewer Service Charge for any Fiscal Year for any parcel of Developed Property not required to be serviced by grinder pumps shall be equal to the number of EDU's assigned to such parcel multiplied by the Annual Sewer Cost Per EDU for such Fiscal Year determined pursuant to subsection 2. above. The Annual Sewer Service Charge for any Fiscal Year for any parcel of Developed Property that is required to be served by a grinder pump or grinder pumps, shall be equal to the number of EDU's assigned to such parcel multiplied by the Annual Sewer Cost Per EDU for such Fiscal Year determined pursuant to subsection 2. above plus the applicable Grinder Pump Maintenance Charge computed pursuant to subsection (c) above.

Per Ordinance No. 2018-17 Adopted 10/15/18 [Sec. 171.15]

Article 172 Low Pressure Wastewater Collection Systems (LPCS)

Sec. 172.1 General. Certain areas of the District have been identified to be served by Low Pressure Wastewater Collection Systems ("LPCS"). The following rules apply to the installation, ownership, operation and maintenance of the on-site facilities required for LPCS:

(a) Requirements. The following is required for each Applicant for wastewater service in areas identified for LPCS service.

1. Application for LPCS service shall be signed by the property owner, hereinafter referred to as "Applicant".

2. Applicant shall furnish a plot plan of the property to be served in accordance with the District's design guidelines and standard specifications for on-site low pressure wastewater collection facilities.

3. Service will be granted only where 1) treatment capacity has been reserved for the property and 2) adequate collection facilities have been installed. Where such facilities are not available, arrangements for construction of necessary facilities must be made in accordance with this Code regarding line extensions before service can be provided.

4. All On-Site LPCS Units shall include procurement and installation by the District of a radio wireless alarm system as specified in the design guidelines to notify the District's wastewater operators and the property owner in the event of an alarm condition with the On-Site LPCS Facility. Procurement and Installation of the wireless system is included in the Administration and Inspection fee for residential LPCS Units.

5. The following requirements shall apply to commercial and industrial land use applications:

   A. On-site LPCS Unit installations shall be processed as a Special Project pursuant to Administrative Code Article 180.

   B. On-Site LPCS Units shall be a minimum Duplex Grinder Pump Unit; a larger unit may be required depending on allocated capacity.

   C. On-Site LPCS Units shall include a flow meter for confirming capacity requirements.

   D. Administration, inspection, material and installation costs, including procurement and installation of the radio alarm system and flow meter by the District shall be funded on a time and material basis by the Applicant as part of the Special Project account expenses.

Per Ordinance No. 2007-05 Adopted 3/5/07 [Article 172]
Per Ordinance No. 2020-12 adopted 07/20/20 [172.1(a)4 & 5]

Sec. 172.1 General. (Cont'd)

(b) Inspection and Administration Fee. Each Applicant shall submit the LPCS administration and inspection fee, as set forth in Section 172.2, at the time of application for wastewater service. Application for water and LPCS service is required to be made at the same time for property requiring wastewater service. It is the customer's responsibility to call for all inspections at least 24 hours in advance. No inspection can be made until all fees are paid, all required paperwork has been received, and the location for the on-site low pressure wastewater facilities have been reviewed and approved by the District. No final inspection will be made or release given until a legible record drawing showing the on-site facilities has been received.

(c) Service Location. District staff will review the plot plan with the Applicant and determine the best location for the service facilities. It shall be the Applicant's responsibility to connect to the service point selected by the District at the elevation selected by the District. Any changes of location during construction must be approved by District and shown on the final plot plan before District approval to operate system.

(d) One Ownership. Separately owned properties may not be serviced through a single private service lateral, with the exception of a condominium or townhouse development where the homeowners' association is empowered to contract for utilities.

(e) Ownership of Facilities. In order to assure the integrity of the low pressure wastewater collection system, the Applicant shall agree to install, own, operate and maintain the on-site LPCS facilities determined by the District to be necessary to provide adequate and reliable service, in accordance with the District's design guidelines and standard specifications, including, but not limited to:

Interceptor tank assembly (*only used with Septic Tank Effluent Pump "STEP" Systems*);

Emergency Storage Tank (only with Grinder Pump Systems);

Pump Vault Assembly, including pump, motor pump controls, and suction and discharge connections;

Alarm control panel and connecting wires;

Pressure discharge line between tank and service lateral connection point;

Per Ordinance No. 2000-12 Adopted 9/18/00 [Sec. 172.1(b)]
Per Ordinance No. 2020-12 Adopted 7/20/20 [Sec. 172.1(e)]

(e) Ownership of Facilities (Cont'd.)

Radio for Wireless Alarm Notification System;

Flow Meter Assembly (Commercial/Industrial installations only), and

Other valves and appurtenances required for these items.

The following facilities shall be installed, owned and maintained by the Applicant: 1) gravity wastewater line between the house and the on-site LPCS facility, and 2) electrical power supply to the on-site facility.

(f) Maintenance of On-site LPCS Facilities.

1. District shall provide the following specific repair and maintenance services for the onsite LPCS facilities in a timely manner. Any additional work or repairs required are the responsibility of the applicant and are not included in the services provided for by the monthly low pressure wastewater collection system maintenance fee.

   A. 24 hour on call status;

   B. Investigate alarm/unit malfunction notification;

   C. Repair or replacement of defective components, or upgrade of functioning components, excluding items listed in Section 172.1(f)(2);

   D. Periodic pumping of interceptor tank (STEP Systems only) and inspection of the onsite LPCS facilities; and

   E. District shall exercise reasonable care to protect the area and improvements around the on-site LPCS facilities and shall endeavor to leave the premises and improvements in the same condition as found. District shall not be responsible for any damages to landscaping, paving or other site improvements which are installed on Applicant's property in violation of the District's design guidelines and standard specifications.

2. The following specific items are excluded from the services provided by the District:

   A. Repair or replacement of any component of the onsite LPCS facility due to the negligence of the applicant;

Per Ordinance No. 2000-12 Adopted 9/18/00 [Sec. 172.1(f)(1)&(2)]

(f) Maintenance of On-site LPCS Facilities (Cont'd.)

.

B. Repair or replacement of the gravity wastewater line or electrical line from the house to the on-site LPCS facilities;

C. Repair or replacement of the discharge line from the Pump Vault Assembly to the District's Low Pressure Collection System;

D. Repair or replacement of the Interceptor Tank or Emergency Storage Tank;

E. Repair or replacement of the Pump Vault; and

F. Replacement of landscaping, paving or other site improvements installed in violation of the District's standard specifications, which may be damaged in the execution of repair or maintenance activity.

3. The Applicant's responsibilities are as follows:

A. Applicant shall pay a monthly low pressure wastewater collection system maintenance fee, as set forth in Section 172.2, for specific maintenance services provided by the District.

B. The Applicant remains ultimately responsible for the proper operation and maintenance of the on-site LPCS facilities. Maintenance and repair of facilities not provided by the District will be the responsibility of the Applicant. Applicant shall be responsible for performing the work identified in Section 172.1(f)(2) above. Applicant agrees to perform the work in accordance with the District's standards and specifications and notify the District prior to commencing work. A licensed contractor is required for Items A through E. The District shall inspect the work to verify compliance with the District's standards and specifications.

C. Applicant shall notify the District by phone (760) 735-4500 or other such number as designated by the District, immediately upon any indication of improper operation or malfunction of the on-site LPCS facilities; i.e., audible and/or visual alarm activation, wastewater spills, unusual noises coming from the on-site pump unit or odors from any part of the on-site LPCS facilities.

Per Ordinance No. 2000-12 Adopted 9/18/00 [Sec. 172.1(f)(2)&(3)]
Per Ordinance No. 2020-12 Adopted 7/20/20 [Sec. 172.1(f)(3)C]

Sec. 172.1 General (Cont'd.)

(f) Maintenance of On-site LPCS Facilities (Cont'd.)

D. Applicant shall instruct other persons having access to the property, tenants, groundskeeper, etc., in the proper operation and notification procedures applicable to the on-site LPCS facilities.

E. Applicant shall not, without prior notification and approval of the District, make any adjustments or repairs to the on-site LPCS facilities.

F. The Applicant shall grant the District access to the on-site LPCS facilities for maintenance and inspection purposes.

(g) Properties with "Pressure Sewer Maintenance Agreements". Prior to September 18, 2000, and after January 1, 1995 property owners were required to enter into separate Pressure Sewer Maintenance Agreements with the District. The terms and conditions of the Pressure Sewer Maintenance Agreement have been incorporated into this Article. Owners of property being served by a LPCS on January 1, 1995 were given the option to accept or reject the District maintenance program for the on-site system, as described in the Pressure Sewer Maintenance Agreement.

(h) Property Owners Declining the Maintenance Program. Owners of property described in Section 172.1(g) above, declining to enter the maintenance program, shall be responsible for the maintenance and repair of their on-site LPCS until such time as property ownership is transferred. Upon transfer of the water and wastewater service to the new property owner, the on-site LPCS facilities shall be included in the maintenance program in accordance with this Article. The new property owner shall be subject to the applicable fees and charges described in this Article. Prior to being accepted into the maintenance program, the on-site LPCS facilities shall be inspected to determine if the facilities are in good working condition and in compliance with the current District standard specifications. The property owner will be responsible for any costs associated with the inspection and subsequent repairs that may be necessary to meet this criteria. A maintenance acceptance inspection deposit, as set forth in Section 172.2(b), shall be collected upon application to be included in the maintenance program or transfer of wastewater service.

(i) Construction of On-site LPCS Facilities. Each Applicant for wastewater service must construct their on-site LPCS facilities in accordance with the current District design guidelines and standards specifications at no expense to the District. The Applicant shall use a licensed contractor.

Per Ordinance No. 2000-12 Adopted 9/18/00 [Sec. 172.1(f)(2)&(3)]
Per Ordinance No. 2000-12 Adopted 9/18/00 [Sec. 172.1(g)&(h)]

Article 172 Low Pressure Wastewater Collection Systems (LPCS) (Cont'd.)

Sec. 172.2 Low Pressure Wastewater Collection System Charges:

(a) General

1. Administration & Inspection Fee - $1,200.00 per LPCS unit per Section 172.1(b). (Residential LPCS Units Only; Commercial/Industrial LPCS Unit costs funded by Applicant on time and material basis through Special Project Account pursuant to Article 180).
2. Timing of Monthly Charges - Monthly service charges applicable in paragraphs (b) and (c) and District maintenance of the on-site LPCS would begin upon connection of the on-site facilities to the wastewater system service lateral and an acceptable final inspection of the facilities.

(b) Lower Moosa Canyon WRF Service Area

1. Monthly Service Fee - same as specified for the Lower Moosa Canyon wastewater service area shown in Section 171.10 - Monthly Wastewater Service Fee.
2. Additional Monthly Low-Pressure Wastewater Collection System Maintenance Fee of $48.42 per EDU (per Sec. 172.1(f)(3)).
3. Maintenance Acceptance Inspection Deposit - $150.00 (per Sec. 172.1(h)).

(c) Woods Valley Ranch WRF Service Area

1. Annual Grinder Pump Maintenance Charges, described in subparagraphs 3. and 4. below, shall be collected on the property tax roll pursuant to Administrative Code Section 171.15 – Woods Valley Ranch Water Reclamation Facility Service Area 2 – Sewer Service Charge.
2. Mid-Year Service Connections – Sewer Service Charge and Grinder Pump Maintenance Charge for connections made during the fiscal year shall be prorated monthly and collected on the water meter bill until the end of the fiscal year, after which time the charges shall be levied on the property tax roll.
3. Grinder Pump Maintenance Charges for Simplex Grinder Pump Units (one EDU) shall be $581.04 annually and prorated to $48.42 for monthly billing for mid-year connections.

Per Ordinance No. 2022-01 Adopted 01/03/22 [Sec. 172.2 (b) 2.]
Per Ordinance No. 2020-12 Adopted 7/20/20 [Sec. 172.2]
Per Ordinance No. 2020-15 Adopted 11/16/20 [Sec. 172.2(b)(2)]
Per Ordinance No. 2021-10 Adopted 07/19/2021 [Sec. 172.2 (c)]

Sec. 172.2 Low Pressure Wastewater Collection System Charges (Cont'd.)

(c) Woods Valley Ranch WRF Service Area (Cont'd.)

4. Grinder Pump Maintenance Charges for Duplex Grinder Pump Units shall be in accordance with the following schedule and prorated monthly for mid-year connections as indicated for the EDU capacity allocated to the property served by the Grinder Pump Unit.

DUPLEX GRINDER PUMP MAINTENANCE CHARGES FY 2021-2022		
EDUS	MONTHLY	ANNUALLY
1	$99.58	$714.96
2	$72.67	$872.04
3	$85.06	$1,020.72
4	$96.93	$1,163.16
5	$108.20	$1,298.40
6	$118.86	$1,426.32
7	$128.91	$1,546.92
8	$138.24	$1,658.88
9	$147.07	$1,764.84
10	$155.30	$1,863.60
11	$162.91	$1,954.92
12	$169.91	$2,038.92
13	$176.20	$2,114.40
14	$181.99	$2,183.88
15	$187.17	$2,246.04
16	$191.73	$2,300.76
17	$195.69	$2,348.28
18	$199.04	$2,388.48
19	$201.68	$2,420.16
20	$203.81	$2,445.72

(c) Woods Valley Ranch WRF Service Area (Cont'd.)

5. Larger Grinder Pump Units - Triplex and Quad Grinder Pump Units are available if additional capacity is required. Maintenance Charge information shall be determined pursuant to Administrative Code §171.15 - Woods Valley Ranch Water Reclamation Facility Service Area 2 - Sewer Service Charge.

6. Grinder Pump Excess Usage Charge - A Grinder Pump Excess Usage Charge shall be determined and collected on commercial properties with an on-site LPCS unit when the monthly discharge exceeds the property's wastewater capacity allocation. The charge is proposed to be billed to the commercial customer on their monthly water bill and should be sufficient to recover all costs associated with maintaining the on-site LPCS unit pursuant to §172.1(f). The charge shall be $9.92 per HCF for monthly discharge amounts greater than 7.0 HCF times the number of EDUs of wastewater capacity allocation.

Per Ordinance No. 2022-01 Adopted 01/03/21 [Sec. 172.2 (c) 6.]
Per Ordinance No. 2020-12 Adopted 7/20/20 [Sec. 172.2]
Per Ordinance No. 2021-10 Adopted 7/19/21 [Sec. 172.2(c)]

APPENDIX D

Collection System Maps

Valley Center Municipal Water District
Wastewater Service Areas

N
W E
S

W LILAC RD
COUSER CANYON RD
MC NALLY RD
PAUMA HEIGHTS RD
MESA VERDE DR
CIRCLE R DR
COLE GRADE RD
COOL VALLEY RD
MILLER RD
OLD CASTLE RD

Lower Moosa Canyon WRF Service Area

North Village WRF Service Area

FRUITVALE RD

South Village WRF Service Area

BETSWORTH RD

Woods Valley Ranch WRF Service Area

I-15
MIRAMEADOW RD
MIRAR DE VALLE RD
VALLEY CENTER RD
WOODS VALLEY RD
N LAKE WOHLFORD RD
LAKE WOHLFORD RD
GUEJITO RD
N BROADWAY

Moosa Service Area
North Village
South Village
WoodsValleyBndry
VCMWD Boundary

Valley Center
Municipal Water District

6/13/2022
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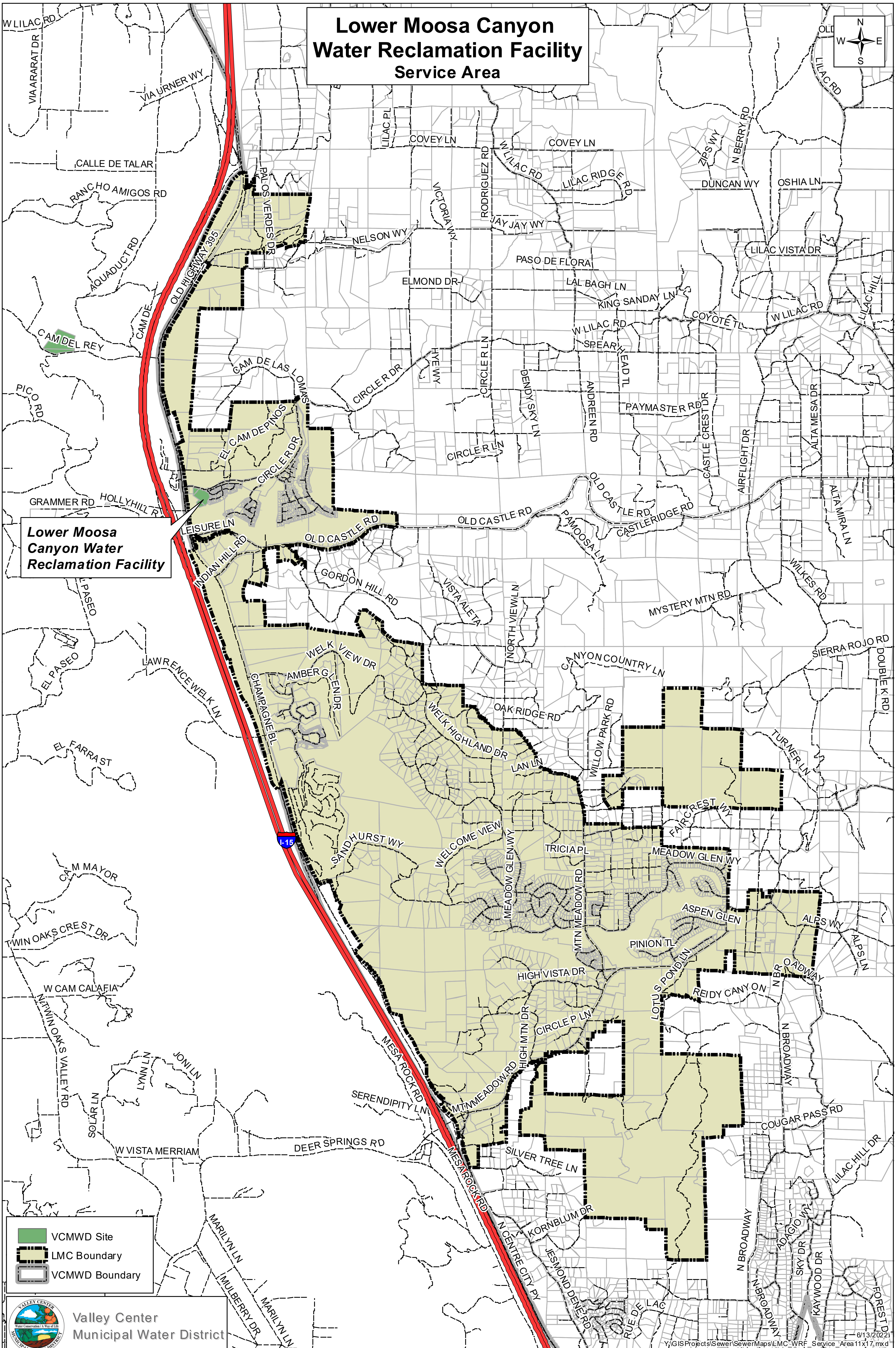
Source: SanGIS, SANDAG, VCMWD



Lower Moosa Canyon
Water Reclamation Facility
Service Area
N
W
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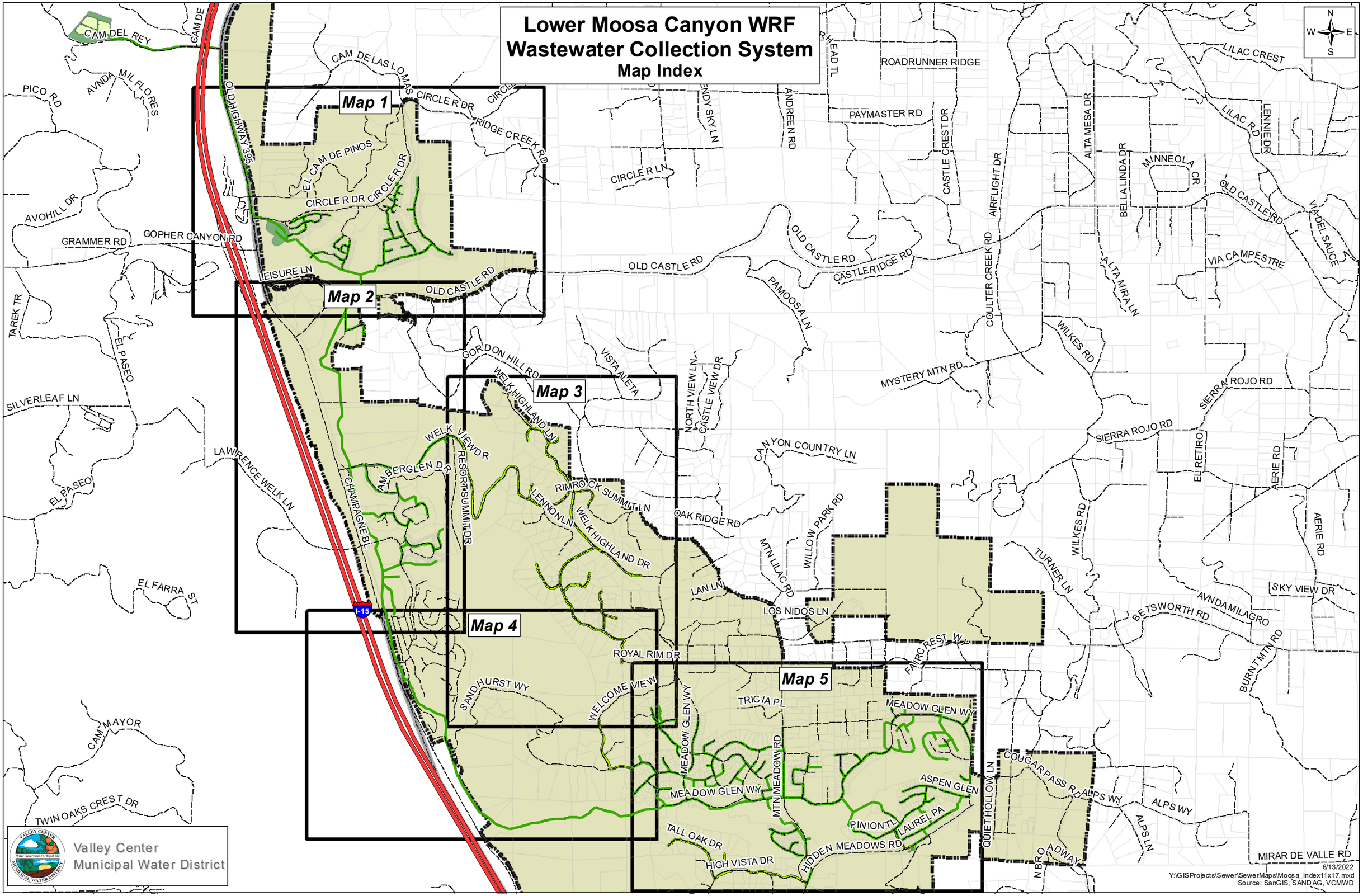
Lower Moosa Canyon Water Reclamation Facility
W LILAC RD
VIA ARARAT DR
VIA URNER WY
CALLE DE TALAR
RANCHO AMIGOS RD
AQUADUCT RD
CAM DE
CAM DEL REY
PICO RD
OLD HIGHWAY 395
PALOS VERDES DR
LILAC PL
COVEY LN
VICTORIA WY
RODRIGUEZ RD
W LILAC RD
COVEY LN
LILAC RIDGE RD
JAY JAY WY
NELSON WY
PASO DE FLORA
ELMOND DR
LAL BAGH LN
KING SANDAY LN
W LILAC RD
SPEARHEAD TL
ZIPS WY
N BERRY RD
DUNCAN WY
OSHIA LN
LILAC VISTA DR
COYOTE TL
W LILAC RD
LILAC HILL
LILAC RD
OLD
CAM DE LAS LOMAS
CIRCLE R DR
HYE WY
CIRCLE R LN
DENDY SKY LN
ANDREEN RD
PAYMASTER RD
CASTLE CREST DR
AIRFLIGHT DR
ALTA MESA DR
EL CAM DE PINOS
CIRCLE R DR
CIRCLE R LN
GRAMMER RD
HOLLYHILL R
LEISURE LN
OLD CASTLE RD
OLD CASTLE RD
OLD CASTLE RD
PAMOOSA LN
CASTLERIDGE RD
ALTA MIRA LN
INDIAN HILL RD
GORDON HILL RD
VISTA ALETA
NORTH VIEW LN
MYSTERY MTN RD
WILKES RD
EL PASEO
EL PASEO
LAWRENCE WELK LN
WELK VIEW DR
AMBER GLEN DR
CHAMPAGNE BL
CANYON COUNTRY LN
SIERRA ROJO RD
DOUBLE K RD
OAK RIDGE RD
WELK HIGHLAND DR
WILLOW PARK RD
TURNER LN
LAN LN
EL FARRA ST
FAIRCREST WY
I-15
SANDHURST WY
WELCOME VIEW
MEADOW GLEN WY
TRICIA PL
MEADOW GLEN WY
CAM MAYOR
MTN MEADOW RD
ASPEN GLEN
ALPS WY
ALPS LN
TWIN OAKS CREST DR
PINION TL
LOTUS POND LN
HIGH VISTA DR
N BROADWAY
REIDY CANYON
W CAM CALAFIA
N TWIN OAKS VALLEY RD
CIRCLE P LN
N BROADWAY
HIGH MTN DR
MESA ROCK RD
JONI LN
LYNN LN
MTN MEADOW RD
SERENDIPITY LN
SOLAR LN
COUGAR PASS RD
W VISTA MERRIAM
DEER SPRINGS RD
SILVER TREE LN
LILAC HILL DR
MESA ROCK RD
KORNBLUM DR
N CENTRE CITY PY
JESMOND DENE RD
N BROADWAY
ADAGIO WY
SKY DR
KAYWOOD DR
MARILYN LN
MULBERRY DR
MARILYN LN
RUE DE LAC
N BROADWAY
FOREST D
VCMWD Site
LMC Boundary
VCMWD Boundary
Valley Center Municipal Water District
6/13/2022
Y:\GISProjects\Sewer\SewerMaps\LMC_WRF_Service_Area11x17.mxd
Source: SanGIS, SANDAG, VCMWD

Lower Moosa Canyon WRF
Wastewater Collection System
Map Index



Valley Center
Municipal Water District

6/13/2022
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Source: SanGIS, SANDAG, VCMWD

N
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CAM DE LAS LOMAS
CAM DE LAS LOMAS
CIRCLE R DR
RIDGE CREEK RD
EL CAM DE PINOS
EL CAM DE PINOS
CIRCLE R DR
PLATANUS DR
OLD HIGHWAY 395
GOPHER CANYON RD
OLD HIGHWAY 395
INDIAN HILL RD
OLD CASTLE RD
OLD CASTLE RD
CHAMPAGNE BL
INDIAN HILL PL
SANDY HILL DR
GORDON HILL RD
COSTALOTA RD
CEDAR TRAILS
CEDAR TRAILS LN
QUEEN ANNE LN
CIRCLE R VALLEY LN
CIRCLE R CREEK LN
CIRCLE R VIEW LN
CIRCLE R GREENS DR
GRACILIOR DR
TOBIRA DR

8" AC
12" PVC
12" DI
12" AC
18" VCP
8" PVC
6" PVC
12" VCP

Lower Moosa Canyon WRF
WRF

Wastewater System

- CV Air Release
- Cleanout
- Manhole
- Water Reclamation Facility
- Gravity Main Collector
- Gravity Main Outfall
- VCMWD Site
- LMC Boundary
- VCMWD Boundary

Valley Center Municipal Water District

0 250 500 1,000 1,500 2,000 Feet

Lower Moosa Canyon WRF Wastewater Collection System Map 1

7/29/2022 Y:\GIS\Projects\Sewer\SewerMaps\Moosa_CS_L_mxdSource: SanGIS, SANDAG, VCMWD

N
W E
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OLD CASTLE RD
INDIAN HILL PL
INDIAN HILL RD
SANDY HILL DR
SHERWOOD FOREST CT
COSTALOTA RD
GORDON HILL RD
CHAMPAGNE BL
WELK VIEW DR
AMBERGLEN DR
RESORT SUMMIT DR
BRIENWOOD DR
MOONWIND CR
EQUESTRIAN AND
FAIRWAY HILL CR
LAWRENCE WELK LN
LAWRENCE WELK DR
LAWRENCE WELK CT
ESQUIRE

12 " VCP
8 " VCP
6 " VCP
8 " PVC
6 " PVC
4" PVC / LPS

Wastewater System

- Plug Valve
- Cleanout
- Manhole
- Low Pressure Sewer (LPS)
- Gravity Main
- LMC Boundary
- VCMWD Boundary

Valley Center Municipal Water District

0 250 500 1,000 1,500 2,000 Feet

Lower Moosa Canyon WRF Wastewater Collection System Map 2

6/13/2022 Y:\GISProjects\Sewer\SewerMaps\Moosa_CS_P.mxdSource: SanGIS, SANDAG, VCMWD

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GORDON HILL RD
WELK HIGHLAND LN
VISTA ALETA
GORDON HILL RD
CALLE DE LA REINA
8 " PVC
4" PVC / LPS
Pre-Treatment Station
WELK VIEW DR
RESORT SUMMIT DR
AMBERGLEN DR
2" PVC / LPS
3" PVC / LPS
WELK HIGHLAND DR
CANYON COUNTRY LN
MTN MEADOW RD
MEADOW MESA DR
RIMROCK SUMMIT LN
CRESTRIDGE CT
LENNON LN
MEADOW GLEN WY
MISTY MEADOW LN
LITTLE CANYON LN
CRYSTAL RIDGE DR
ROCKY POINT WY
YELLOW PINE CT
ANDERSON CT
ROCKY RIDGE RD
ROYAL RIM DR
SANDHURST WY
WELCOME VIEW

Wastewater System

- CV Air Release
- Ball Valve
- Gate Valve
- Plug Valve
- Manhole
- Pre-Treatment Station
- Soil Bed
- Low Pressure Sewer (LPS)
- Gravity Main
- VCMWD Site
- LMC Boundary
- VCMWD Boundary

Valley Center Municipal Water District

0 250 500 1,000 1,500 2,000 Feet

Lower Moosa Canyon WRF Wastewater Collection System Map 3

6/13/2022 Y:\GISProjects\Sewer\SewerMaps\Moosa_CS_P.mxdSource: SanGIS, SANDAG, VCMWD

YELLOW PINE CT
ESQUIRE
SYCAMORE LN
CHAMPAGNE BL
SANDHURST WY
WELCOME VIEW
GIANT ROCK LN
CRYSTAL RIDGE DR
MEADOW GLEN WY
ANDERSON CT
ROYAL RIM DR
12 " VCP
8 " VCP
2" PVC / LPS
3" PVC / LPS
4" PVC / LPS
4 " VCP
N
S
E
W
Wastewater System
CV Air Release
Ball Valve
Gate Valve
Plug Valve
Cleanout
Manhole
Soil Bed
Low Pressure Sewer (LPS)
Gravity Main Collector
LMC Boundary
VCMWD Boundary
Valley Center Municipal Water District
0
250
500
1,000
1,500
2,000
Feet
Lower Moosa Canyon WRF
Wastewater Collection System
Map 4

N
W
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YELLOW PINE CT
ESQUIRE
SYCAMORE LN
CHAMPAGNE BL
SANDHURST WY
WELCOME VIEW
GIANT ROCK LN
MEADOW GLEN WY
CRYSTAL RIDGE DR
ANDERSON CT
ROYAL RIM DR
12 " VCP
8 " VCP
2" PVC / LPS
3" PVC / LPS
4" PVC / LPS
4 " VCP
Wastewater System
CV Air Release
Ball Valve
Gate Valve
Plug Valve
Cleanout
Manhole
Soil Bed
Low Pressure Sewer (LPS)
Gravity Main Collector
LMC Boundary
VCMWD Boundary
Valley Center
Municipal Water District
0
250
500
1,000
1,500
2,000
Feet
Lower Moosa Canyon WRF
Wastewater Collection System
Map 5

Woods Valley Ranch Water Reclamation Facility
Service Area

N
W E
S

VALLEY STREAM RD
LITTLE POND RD
SHADY CREEK DR
BERNABEO CT
VIA ENCANTADO
COLE GRADE RD
WILHITE LN
HIGH POINT DR
TWAIN WY
STARGAZE LN
OAKWOOD GLEN PL
HORSE CREEK TL
ST GEORGES LN
FRUITVALE RD
VIA SUENA
MISTY OAK RD
MILLER RD
LA-MAC LN
OLIVE LN
PLEASANT KNOLL LN
FRUITVALE LN
VIA DE LUNA
LITTLE CREEK LN
BLUE SAGE LN
JANA LN
JAKE RD
JENNY JAY CT
VIA PIEDRA
SCHOOL BUS LN
VESPER RD
ALMONA WY
CANYON RD
CANDLE WY
CANDLE WY
SOLDIER OAKS LN
INDIAN CREEK RD
LIZARD ROCKS RD
JUBA RD
VALLEY CENTER RD
CHAPARRAL TR
ORANGE TR
TURTLE ROCK RD
LILAC RD
BETSWORTH RD
STAR TRAIL LN
STAR JASMINE LN
OLD RD
AUTUMN CT
SUN RO
Woods Valley Ranch
Water Reclamation Facility
EVERGREEN WY
WALSH WY
PROVISION WY
SUNDAY DR
HARVEST CT
TSILOLN
WINGED FOOT CR
CALLE DE VISTA
COOL WATER RANCH RD
MIRAR DE VALLE RD
CYPRESS RIDGE
KONYN CT
ALLEY B
ALLEY D
CHARLAN RD
MERION CR
AUGUSTA DR
COEUR D ALENE CT
PEBBLE BEACH WY
SAWGRASS CR
CYPRESS POINT TR
ST ANDREWS LN
INTERLACHEN TR
RED IRONBARK DR
SAGE BRUSH TL
SUGAR BUSH WY
WOODS VALLEY CT
OAKMONT RD
WOODS VALLEY RD
COUNTRY OAKS LN
HAZELTINE RD
TUMBLEWEED TL
SANTOLINA S
BANBURY DR
WOODSTOCK PL
RIDGE CANYON RD
RIDGE RANCH CT
RIDGE RANCH RD

VCMWD Site
North Village Service Area 3
South Village Service Area 2
Woods Valley Service Area 1

Valley Center
Municipal Water District

6/13/2022
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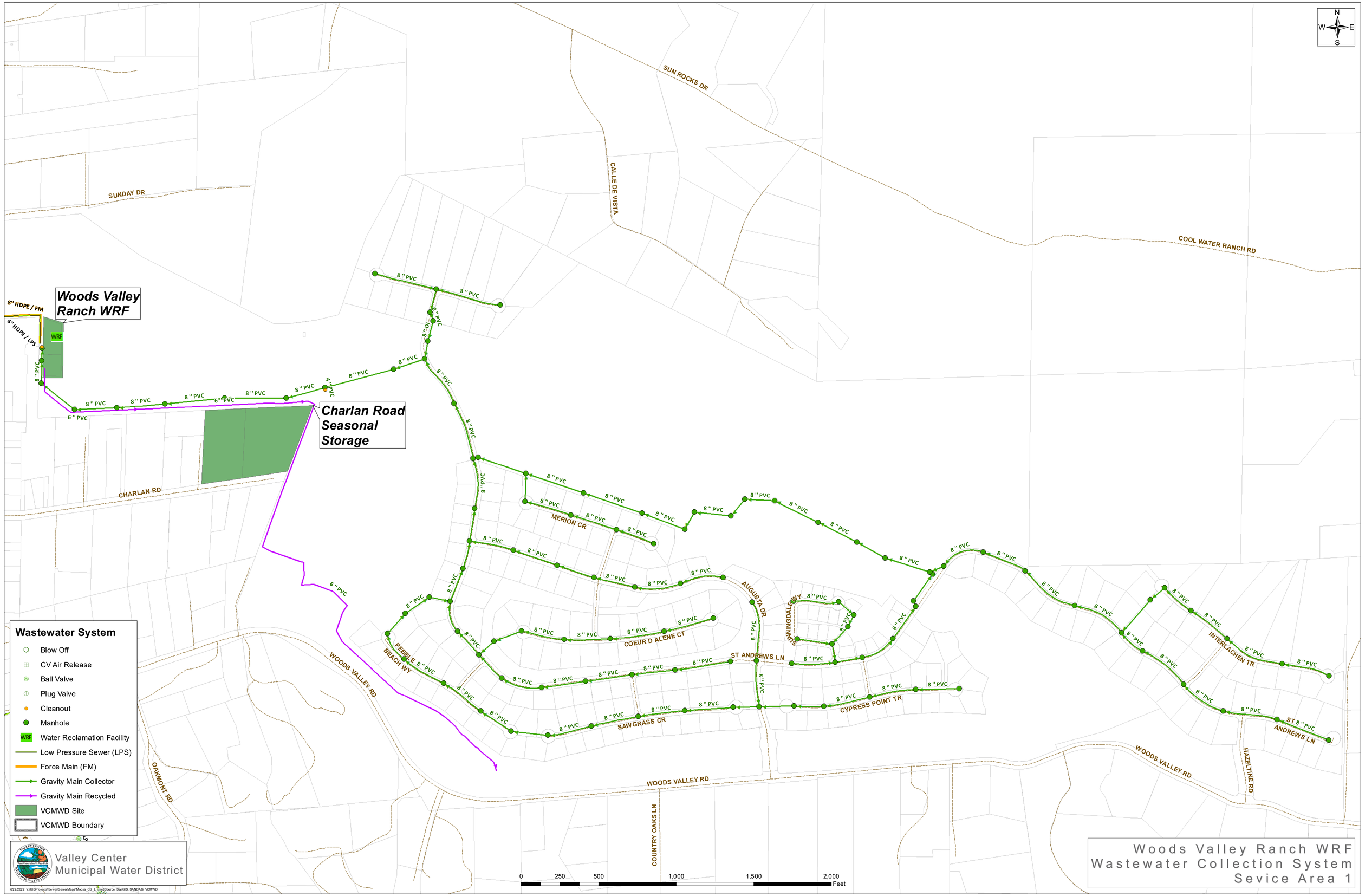
N
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E
S
SUN ROCKS DR
CALLE DE VISTA
SUNDAY DR
COOL WATER RANCH RD
Woods Valley Ranch WRF
8" HDPE / FM
6" HDPE / LPS
WRF
Charlan Road Seasonal Storage
CHARLAN RD
6" PVC
WOODS VALLEY RD
OAKMONT RD
MERION CR
AUGUSTA DR
COEUR D ALENE CT
PEBBLE BEACH WY
ST ANDREWS LN
SUNNINGDALE WY
SAWGRASS CR
CYPRESS POINT TR
INTERLACHEN TR
ST ANDREWS LN
HAZELTINE RD
COUNTRY OAKS LN
8" PVC
4" PVC
6" PVC
Wastewater System
Blow Off
CV Air Release
Ball Valve
Plug Valve
Cleanout
Manhole
Water Reclamation Facility
Low Pressure Sewer (LPS)
Force Main (FM)
Gravity Main Collector
Gravity Main Recycled
VCMWD Site
VCMWD Boundary
Valley Center Municipal Water District
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1,000
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2,000
Feet
Woods Valley Ranch WRF
Wastewater Collection System
Sevice Area 1
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N
W E
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CHAPARRAL TR
ORANGE TR
LILAC RD
CALLE DE VISTA
BETSWORTH RD
FARM CREEK WY
STAR TRAIL LN
STAR JASMINE LN
OLD RD
AUTUMN CT
MOOSA CREEK WY
SILO LN
PARK CIRCLE WY
EVERGREEN WY
PROVISION WY
HERITAGE LN
SUNDAY DR
MIRAR DE VALLE RD
CYPRESS RIDGE
BANBURY DR
SILVER BERRY LN
SANTOLINA ST
TOYON RIDGE TL
VALLEY CENTER RD
CHARLAN RD
WOODS VALLEY RD
WOODS VALLEY CT
OAKMONT RD

Orchard Run Lift Station

Woods Valley Ranch WRF

Charlan Road Seasonal Storage

3" HDPE / LPS
6" HDPE / FM
6" HDPE / LPS
8" HDPE / FM
4" HDPE / LPS
8" PVC
6" PVC
4" PVC
2" HDPE / LPS
1.5" / LPS

Wastewater System

- Blow Off
- CV Air Release
- Ball Valve
- Plug Valve
- Cleanout
- Manhole
- Lift Station (LS)
- Water Reclamation Facility (WRF)
- Low Pressure Sewer (LPS)
- Force Main (FM)
- Gravity Main Collector
- Gravity Main Recycled
- VCMWD Site
- VCMWD Boundary

Valley Center Municipal Water District

0 250 500 1,000 1,500 2,000 Feet

Woods Valley Ranch WRF Wastewater Collection System North Village Service Area 2

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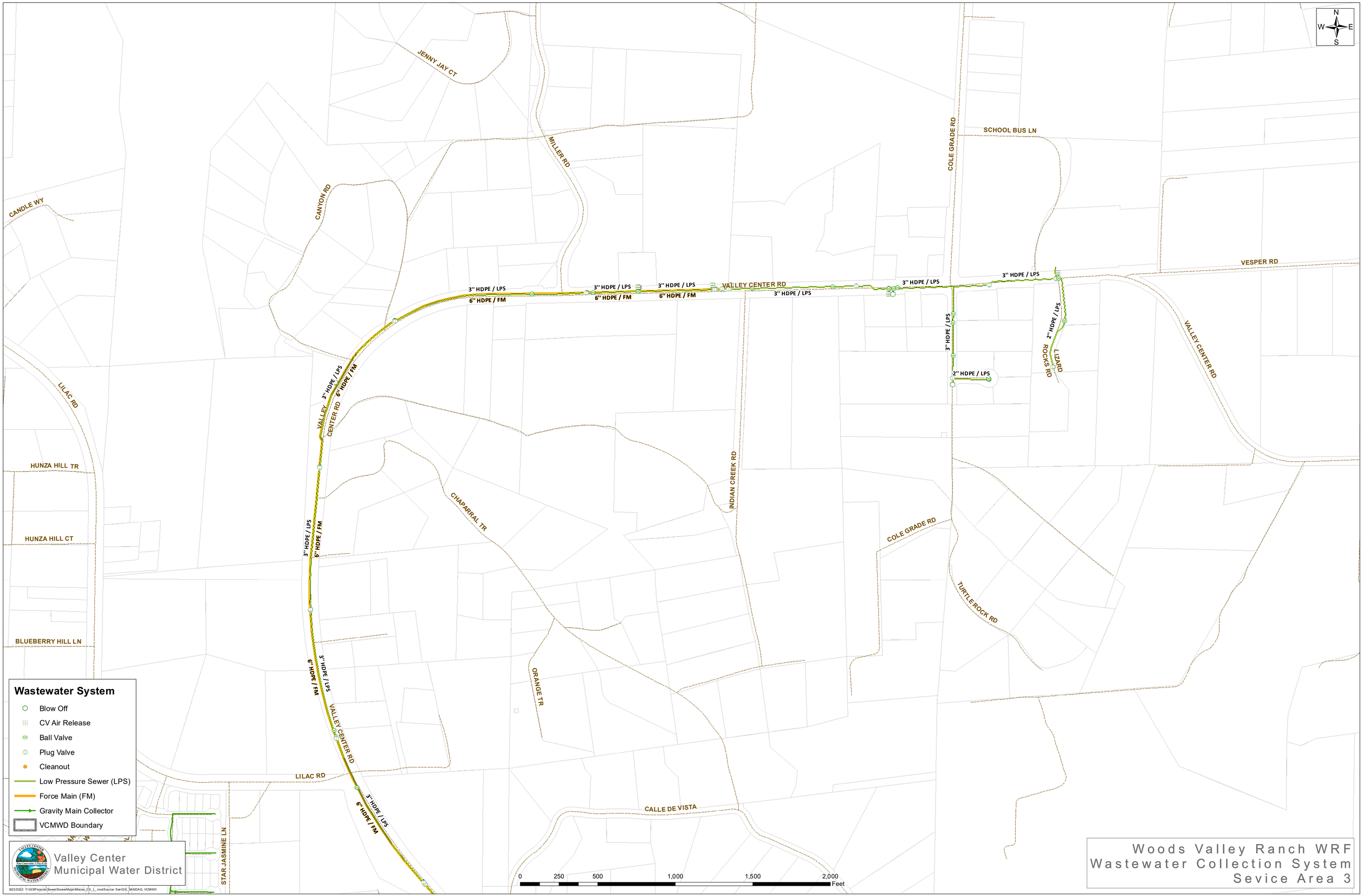
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JENNY JAY CT
MILLER RD
CANYON RD
CANDLE WY
COLE GRADE RD
SCHOOL BUS LN
VESPER RD
VALLEY CENTER RD
3" HDPE / LPS
6" HDPE / FM
3" HDPE / LPS
6" HDPE / FM
3" HDPE / LPS
6" HDPE / FM
3" HDPE / LPS
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2" HDPE / LPS
2" HDPE / LPS
LIZARD ROCKS RD
VALLEY CENTER RD
LILAC RD
HUNZA HILL TR
HUNZA HILL CT
BLUEBERRY HILL LN
3" HDPE / LPS
6" HDPE / FM
CHAPARRAL TR
INDIAN CREEK RD
COLE GRADE RD
TURTLE ROCK RD
ORANGE TR
3" HDPE / LPS
6" HDPE / FM
VALLEY CENTER RD
3" HDPE / LPS
6" HDPE / FM
LILAC RD
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Wastewater System
Blow Off
CV Air Release
Ball Valve
Plug Valve
Cleanout
Low Pressure Sewer (LPS)
Force Main (FM)
Gravity Main Collector
VCMWD Boundary
Valley Center
Municipal Water District
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Woods Valley Ranch WRF
Wastewater Collection System
Sevice Area 3

APPENDIX E

Sewer Overflow Response Plan (SORP)

Sewer Overflow Response Plan (SORP)

TABLE OF CONTENTS

I. AUTHORITY

This Sewer Overflow Response Plan (SORP) is prepared pursuant to State Water Resources Control Board Order No. 2006-0003-DWQ termed the General Waste Discharge Requirements (GDWR).

II. GENERAL

The Sewer Overflow Response Plan (SORP) is designed to ensure that every report of a sewage overflow incident is immediately dispatched to the appropriate Valley Center Municipal Water District personnel for containment, clean-up and repair. Quick response will minimize the effects of the overflow with respect to impacts on public health, beneficial uses and water quality of surface waters and on customer service. The SORP further includes provisions to ensure safety of District personal and the public pursuant to the directions provided by the State Water Resources Control Board (SWRCB) and that notification and reporting is made to the County of San Diego Department of Health (DEH) when applicable. For purposes of this SORP, "confirmed sewage spill" is also sometimes referred to as "sewer overflow," "overflow," or "Sanitary Sewer Overflow" or "SSO."

A. Objectives

The primary objective of the SORP is to protect public health and the environment, satisfy regulatory agencies and waste discharge permit conditions which address procedures for managing sewer overflows, and minimize risk of enforcement actions against the Valley Center Municipal Water District, sewer system owner.

Additional objectives of the SORP are as follows:

- Protect collection system personnel and wastewater treatment plant
- Protect the collection system, wastewater treatment facilities, and all appurtenances
- Protect private and public property beyond the collection and treatment facilities

B. Organizational Elements of SORP

The key elements of the SORP are addressed individually as follows:

Section III - Overflow Response Procedure
Section IV - Public Advisory Procedure
Section V - Regulatory Agency Notification Procedure
Section VI – Maintenance of SORP
Section VII – Attachments

III. OVERFLOW RESPONSE PROCEDURE

The Overflow Response Procedure presents a strategy for the District to mobilize labor, materials, tools and equipment to correct or repair any condition, which may cause or contribute to an unpermitted discharge. The plan considers a wide range of potential system failures that could create an overflow to surface waters, land or buildings.

A. Receipt of Information Regarding an SSO

An overflow may be detected by District employees or by others. The District is responsible to act based on received phone calls or reports on possible sewage overflow from the wastewater disposal system, and to provide immediate response to investigate and/or correct reported sewer overflow.

Generally, telephone calls from the public reporting possible sewer overflows are received at the District Office and directed to the Wastewater Division of the Field Operations Department. The contact information for the District office is provided in the SSMP Appendix B. The District maintains a 24 hour answering service that can direct SSO notifications to the wastewater duty officer after normal business hours.

1. The Field Operation receptionist obtains all relevant information available regarding the overflow including:

    a. Time and date call was received;
    b. Specific location;
    c. Description of problem;
    d. Time possible overflow was noticed by the caller;
    e. Caller's name and phone number;
    f. Observations of the caller; and
    g. Other relevant information that will enable the response personnel to quickly locate, assess and stop the overflow.

    If the notification call is received after hours by the answering service, the wastewater duty officer will contact the caller and obtain the above information. The telephone operator records initial information on the Initial Contact Checklist (Attachment D) and notifies District's Wastewater Division.

2. The Wastewater Division Supervisor dispatches sewer maintenance personnel to confirm the overflow report. After hours the wastewater duty officer will confirm the overflow report.

Wastewater Division personnel shall complete the Sewer Overflow Report (Attachment A) within 24 hours of the sewer overflow confirmation and provides the information orally to the RWQCB.

If the overflow will affect surface waters of the state or public drinking water intakes, the District shall call the RWQCB contact person, the DEH contact person, and the OES within two hours of becoming aware of the discharge.

Wastewater Division Supervisor is responsible for reviewing, updating and certifying the final Sanitary Sewer Overflow Report. Sewer overflow response tracking protocol is summarized in Attachment C.

B. Dispatch of Sewer Maintenance Personnel to Site of Sewer Overflow

Failure of any element within the wastewater disposal system that threatens to cause or causes a SSO must trigger an immediate response to isolate and correct the problem. Personnel and equipment must be available to respond to any SSO location. Additional maintenance personnel shall be "on call" in the event extra manpower is needed.

1. Dispatching Maintenance Personnel

   - When the District receives notification of a potential sewer overflow outlined in Section A, Wastewater Division dispatches maintenance personnel with appropriate resources as required.

2. Maintenance Personnel Instructions

   - Dispatch maintenance personnel by telephone or radio. Assign and appropriate personnel, materials, supplies and equipment needed.

   - The telephone operator must verify that the entire message has been received and acknowledged by the maintenance personnel who were dispatched. All personnel being dispatched to the site of an SSO proceed immediately to the site of the overflow. Report any delays or conflicts in assignments immediately for resolution.

   - In all cases response maintenance personnel report their findings, including possible damage to private and public property, to the Wastewater Division Supervisor immediately upon making their investigation. If the District Superintendent has not received findings from the field crew within one (1) hour, the Wastewater Supervisor contacts the response maintenance personnel to determine the status of the investigation.

3. Additional Resources

   The Wastewater Supervisor receives and conveys to appropriate parties requests for additional personnel, material, supplies, and equipment for maintenance personnel working at the site of a sewer overflow.

4. Preliminary Assessment of Damage to Private and Public Property

   The District maintenance personnel shall use discretion in their actions as reasonably as they can. They must be aware that the District could face increased liability for any further damages inflicted to private property during such assistance. The District maintenance personnel shall not enter private property for purposes of assessing damage unless authorized by the property owner or the Wastewater Supervisor. The District maintenance personnel shall take appropriate still photographs and/or video footage, if possible, of the sewer overflow impacted area in order to thoroughly document the nature and extent of impacts. Photographs shall be retained for filing with the Overflow Report.

5. Field Supervision and Inspection

   - The Wastewater Supervisor visits the site of the sewer overflow to ensure that provisions of this Overflow Response Plan and other directives are met.

   - The Wastewater Supervisor is responsible for verbally notifying RWQCB, DEH and OES within the specified time and submitting the Overflow Report to RWQCB.

6. Coordination with Hazardous Material Response

   - Upon arrival at the scene of a sewer overflow, should a suspicious substance (e.g., oil sheen, foamy residue) be found on the ground surface, or should a suspicious odor (e.g., gasoline) not common to the sewer system be detected, the District sewer maintenance crew shall immediately contact the Wastewater Supervisor or Director of Field Operations for guidance before taking further action.

   - Should the Director of Field Operations determine the need to alert the hazardous material response team, the maintenance personnel awaits the contracted hazardous waste team response.

   - Contact the Office of Emergency Services 24-hour Spill Hotline at 1-(800) 852-7550

- Upon arrival of the hazardous material response team, the District's wastewater maintenance personnel will take direction from the person with the lead authority of that team. Only when that authority determines it is safe and appropriate for the District wastewater maintenance personnel to proceed under the SORP with the containment, clean-up activities and correction.

C. Overflow Correction, Containment, and Clean-Up

This section describes specific actions to be performed by the District's wastewater maintenance personnel during a SSO.

The objectives of these actions are:

- To protect public health, environment and property from sewage overflows and restore surrounding area back to normal as soon as possible;

- To establish perimeters and control zones with appropriate traffic cones and barricades, vehicles or use of natural topography (e.g., hills, berms);

- To promptly notify the regulatory agency with preliminary overflow information and potential impacts;

- To contain the sewer overflow to the maximum extent possible including preventing the discharge of sewage into surface waters; and

- To minimize the District's exposure to any regulatory agency penalties and fines.

Under most circumstances, the District can handle all response actions with its own maintenance forces. They have the skills and experience to respond rapidly and in the most appropriate manner. An important issue with respect to an emergency response is to ensure that the temporary actions necessary to divert flows and repair the problem do not produce a problem elsewhere in the system.

Circumstances may arise when the District could benefit from the support of private-sector construction assistance. This may be true in the case of large diameter pipes buried to depths requiring sheet piling and dewatering should excavation be required. The District may also choose to use private contractors for open excavation operations that might exceed one day to complete.

1. Responsibilities of District Wastewater Maintenance Personnel Upon Arrival

It is the responsibility of the first personnel who arrive at the site of a sewer overflow to protect the health and safety of the public by mitigating the impact of the overflow to the maximum extent possible. Should the overflow not be the responsibility of the District but there is imminent danger to public health, public or private property, or to the quality of waters of the state, then the Wastewater Maintenance Personnel shall take prudent emergency action until the responsible party assumes responsibility and provides actions.

Upon arrival at a SSO, the District wastewater maintenance personnel performs the following:

- Determines the cause of the overflow, e.g. sewer line blockage, pump station mechanical or electrical failure, sewer line break, etc.;

- Identifies and requests assistance or additional resources to correct the overflow or to assist in determination of its cause;

- Takes immediate steps to stop the overflow, e.g. relieves pipeline blockage, manually operates pump station controls, repairs pipe, etc. Extraordinary steps may be considered where overflows from private property threaten public health and safety (e.g., an overflow running off of private property into the public right-of-way); and

- Requests additional personnel, materials, supplies, or equipment that will expedite and minimize the impact of the overflow.

2. Initial Measures for Containment

   Initiate measures to contain the overflowing sewage and recover where possible sewage, which has already been discharged, minimizing impact to public health or the environment.

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

   - Identify and request the necessary materials and equipment to contain or isolate the overflow, if not readily available; and

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

3. Additional Measures Under Potentially Prolonged Overflow Conditions

In the event of a prolonged sewer line blockage or a sewer line collapse, set up a portable by-pass pumping operation around the obstruction.

- Take appropriate measures to determine the proper size and number of pumps required to effectively handle the sewage flow.

- Implement continuous or periodic monitoring of the by-pass pumping operation as required.

- Address regulatory agency issues in conjunction with emergency repairs.

4. Cleanup

   Clean sewer overflow sites thoroughly after an overflow. No readily identified residue (e.g., sewage solids, papers, rags, plastics, and rubber products) is to remain.

   - Whenever possible, digital photos should be taken of the area before and after cleanup.

   - Where practical, thoroughly flush the area and clean of any sewage or wash-down water. Solids and debris are to be flushed, swept, raked, picked-up, and transported for proper disposal.

   - Secure the overflow area to prevent contact by members of the public until the site has been thoroughly cleaned.

   - Where appropriate, disinfect and deodorize the overflow site.

   - Where sewage has resulted in ponding, pump the pond dry and dispose of the residue in accordance with applicable regulations and policies.

   - If a ponded area contains sewage, which cannot be pumped dry, it may be treated with bleach. If sewage has discharged into a body of water that may contain fish or other aquatic life; do not use bleach. Contact the RWQCB for specific instructions.

D. Sewer Overflow Report

The Sewer Overflow Report in Attachment A contains information which is required to be reported to RWQCB and possibly to the DEH depending upon the nature of the spill.

The Wastewater Maintenance Personnel shall complete a Sewer Overflow Report (Attachment A). The Wastewater Supervisor promptly notifies the District Office and

RWQCB when the overflow is eliminated. Information regarding the sewer overflow includes the following:

- Determination if the sewage overflow had reached surface waters, i.e., all overflows where sewage was observed running to surface waters, or there was obvious indication (e.g. sewage residue) that sewage flowed to surface waters; and

- Determination that the sewage overflow had not reached surface waters by describing conditions at the sewage overflow, which support this determination.

- Determination of the start time of the sewer overflow by one of the following methods:

    a. Date and time information received and/or reported to have begun and later substantiated by District sewer maintenance personnel;

    b. Visual observation;

- Determination of the stop time of the sewer overflow by one of the following methods:

    a. When the blockage is cleared or flow is controlled or contained; or

    b. The arrival time of the District sewer maintenance personnel, if the overflow stopped between the time it was reported and the time of arrival.

- Visual observations

    An estimation of the rate of sewer overflow in gallons per minute (GPM) by one of the following criteria:

    a. Direct observations of the overflow; or

    b. Measurement of actual overflow rate from the sewer main.

- Determination of the volume of the sewer overflow

- Photographs of the event, when possible.

- Assessment of any damage to the exterior areas of public/private property. District wastewater maintenance personnel shall not enter private property for purposes of estimating damage to structures, floor and wall coverings, and other personal property without authorization from the Wastewater Supervisor.

E. Customer Satisfaction

The Wastewater Supervisor shall follow up in person or by telephone with the entity who was reporting the overflow. The cause of the overflow and its resolution will be disclosed.

IV. PUBLIC ADVISORY PROCEDURE

This section describes the actions the District will take, in cooperation with the RWQCB and/or DEH, to limit public access to areas potentially impacted by unpermitted discharges of pollutants to surface water bodies from the wastewater collection system.

A. Temporary Signage

The District has primary responsibility for determining when to post notices of polluted surface water bodies or ground surfaces that result from uncontrolled wastewater discharges from its facilities. The postings do not necessarily prohibit use of recreational areas, unless posted otherwise, but provide a warning of potential public health risks due to sewage contamination.

The Wastewater Supervisor and General Manager determine if posting of a confirmed overflow is necessary.

B. Other Public Notification

Should the posting of surface water bodies or ground surfaces subjected to a sewer overflow be deemed necessary by the District, the Wastewater Supervisor determines the need for further public notification.

V. REGULATORY AGENCY NOTIFICATION PLAN

The Regulatory Agency Notification Plan establishes procedures, which the District follows to provide formal notice to the RWQCB as necessary in the event of a SSO.

Agency notifications will be performed in parallel with other internal notifications. Internal notification and mobilization of District wastewater maintenance personnel are established in Section III - Overflow Response Procedure.

Using data supplied during the verification process and updates from the maintenance personnel, the Wastewater Supervisor prepares notifications in accordance with the monitoring and reporting program of the General Waste Discharge Requirements.

A. Sanitary Sewer Overflow Reporting Categories

1. Category 1 – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollees sanitary sewer system failure or flow condition that:
   Reach surface water and/or reach a drainage channel tributary to a surface water; or
   Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond).
2. Category 2 – Discharges of untreated or partially treated wastewater of **1,000 gallons or greater** resulting from an enrollee's sanitary sewer system failure or flow condition that **do not** reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
3. Category 3 - All other discharges of untreated or partially treated wastewater resulting from an enrollees sanitary sewer system failure or flow condition.
4. Private lateral Sewage Discharges – Sewage discharges that are caused by blockages or other problems within a privately owned lateral.

B. SSO Reporting Timeframes

1. Category 1 SSOs – All SSOs that meet the above criteria for Category 1 SSOs must be reported as soon as: (1) the District's Wastewater Division has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures. This notification should occur within 2 hours of becoming aware of the SSO event and should be made by phone to the Regional Board, Department of Environmental Health, and the Office of Emergency Services. Initial reporting of Category 1 SSOs must be reported to the CIWQS Online SSO System as soon as possible but not later than 3 business days after the Wastewater Division Supervisor is made aware of the SSO. Minimum information that must be contained in the 3-day report is listed in the State's monitoring and reporting requirements and indicated in Attachment A. A final certified report must be completed through the Online SSO System within 15 calendar days of the conclusion of SSO response and remediation. Additional information may be added to the certified report, in the form of an attachment, at any time.

2. Category 2 SSOs – All SSOs that meet the above criteria for Category 2 SSOs must be reported to the CIWQS Online SSO Database within 30 days after the end of the calendar month in which the SSO occurs.

3. Private Lateral Sewage Discharges – All sewage discharges that meet the above criteria for private lateral sewage discharges may be reported to the CIWQS Online SSO Database based upon the Wastewater Division Supervisor's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Wastewater Division Supervisor must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the District) should be identified, if known.

4. If there are no SSOs during the calendar month, the Wastewater Division Supervisor will provide, within 30 days after the end of each calendar month, a statement through the CIWQS Online SSO Database certifying that there were no SSOs for the designated month.

5. In the event that the CIWQS SSO Online Database is not available, all required information must be faxed to the appropriate Regional Water Board office in accordance with the time schedules identified above. In such an event, the Wastewater Division Supervisor must also enter all required information into the Online SSO Database as soon as practical. A Regional Board Fax Report is included in Attachment A.

VI. MAINTENANCE OF SORP

The SORP will be reviewed on an annual basis to evaluate its effectiveness in responding to SSO events and reducing their impact. Possible amendments can include:

- Change in procedures
- Change in contact personnel
- Changes due to regulatory requirements

ATTACHMENTS

Attachment A - Sanitary Sewer Overflow Report Form

Attachment B - Sewer Overflow Notice Plan Flow Chart

Attachment C - Sewer Overflow Response Tracking Protocol

Attachment D - Sanitary Sewer Overflow – Initial Contact Checklist

Attachment A

SANITARY SEWER OVERFLOW REPORT FORM
*(*Denotes information required for Category 1, 3-day report)*

1. General Information

a. VCMWD #: _____

b. Name of collection system: _____

c. Authorized representative filing this form:

Name: _____

Title: _____

e-mail Address: _____

d. Spill Category:

- ❑ Category 1
- ❑ Category 2
- ❑ Category 3
- ❑ Private Lateral

2. Notification Details (See attached RWQCB Flow Chart)

a. Overflow requiring 2-hour notification (Category 1)

- ❑ Spill equal to or greater than 1,000 gallons, or
- ❑ Spill reached surface water or drainage channel, or
- ❑ Spill reached storm drain
  - Tributary to surface waters or drainage channel, and
  - Not completely from storm drain

b. Overflow requiring 24-hour notification (Category 2)

- ❑ All other releases of untreated or partially treated sewage.

c. Office of Emergency Services (Category 1)

- ❑ 2 Hour notification (Date/Time): ____/____/____; _____ (am) (pm)

- ❑ OES Control Number: _____

d. Regional Board (Category 1)

- ❑ 2-Hour notification (Date/Time): ____/____/____; _____ (am) (pm)
- ❑ Method of Notification: _____
- ❑ Name of Staff contacted: _____
- ❑ Phone number of staff contacted: _____
- ❑ 3-day faxed Draft Report sent (Date/Time): ____/____/____; _____ (am) (pm)
- ❑ 3-day CIWQS Draft Report entered (Date/Time): ____/____/____; _____ (am) (pm)
- ❑ 15-day CIWQS Certification (Date/Time): ____/____/____; _____ (am) (pm)

e. Department of Environmental Health (Category 1)

- ❑ 2-Hour notification (Date/Time): ____/____/____; _____ (am) (pm)
- ❑ Name of Staff contacted: _____

f. Regional Water Quality Control Board (Category 2)

- ❑ 24-Hour Notification (Date/Time): ____/____/____; _____ (am) (pm)
- ❑ Method of Notification: _____
- ❑ Name of Staff contacted: _____
- ❑ Phone number of staff contacted: _____
- ❑ 30-day CIWQS Certification (Date/Time): ____/____/____; _____(am) (pm)

3. Overflow Physical Location Details

* a. Location Name: _____

* b. Latitude: _____

Longitude: _____

c. Street Address (if known): _____

d. City, State, Zip: _____

e. Cross Street: _____

* f. County: San Diego

g. Spill Location Description: _____

_____

* h. Regional Water Quality Control Board: Region 9 – San Diego

4. Spill Details

* a. Spill Appearance Point

- ❑ Building or Structure
- ❑ Force main or pressure sewer
- ❑ Gravity sewer
- ❑ Manhole
- ❑ Other sewer system structure
- ❑ Pump station
- ❑ Bypass at treatment plant
- ❑ Other _____

* b. Discharge to Drainage Channel and/or Surface Water?

- ❑ Yes
- ❑ No

* c. Did spill reach Storm Drain Pipe?

- ❑ Yes
- ❑ No

* d. If spill reach a Storm Drain Pipe, was spill fully captured and returned to the collection system?

- ❑ Yes
- ❑ No
- ❑ Not Applicable

e. Private Lateral Spill?

- ❑ Yes; Responsible Party (if known): _____
- ❑ No

f. Final Spill Destination:

- ❑ Building or Structure
- ❑ Paved Surface
- ❑ Storm Drain
- ❑ Street/curb and gutter
- ❑ Surface water
- ❑ Unpaved surface
- ❑ Other: _____

* g. Estimated spill volume (gallons): _____

h. Estimated volume of spill recovered (gallons): _____

i. Estimated current spill rate(gpm): _____

j. Method of estimating volume: _____

5. Time of Overflow/Bypass Incident

* a. When did the incident begin? Date: ____/____/____ ; Time _____(am) (pm)

* b. Agency notified of or discovered spill: Date: ____/____/____ ; Time _____(am) (pm)

* c. Estimated Operator Arrival: Date: ____/____/____ ; Time _____(am) (pm)

* d. Estimated spill end: Date: ____/____/____ ; Time _____(am) (pm)

e. Spill response completion date: ____/____/____

6. General Information about Overflow at this Location

a. Were digital photos taken: □ Yes □ No

* b. Spill response activities:

- ❑ Cleaned up (mitigated effects of spill)
- ❑ Contained all or portion
- ❑ Inspected sewer using CCTV to determine cause

- ❑ Removed blockage / restored flow
- ❑ Repaired pump station
- ❑ Returned all or portion of spill to collection system
- ❑ Other: _____

_____

_____

c. Visual inspection results from impacted receiving water: _____

_____

_____

* d. Cause of overflow/bypass (select all those that apply):

- ❑ Debris - General
- ❑ Debris - Rags
- ❑ Flow exceeded capacity
- ❑ Grease deposition (FOG)
- ❑ Operator error
- ❑ Pipe structural problem/failure
- ❑ Pump station failure
- ❑ Rainfall exceeded design
- ❑ Vandalism
- ❑ Other: _____

_____

_____

e. Where did failure occur:

- ❑ Upper lateral
- ❑ Main
- ❑ Lower lateral
- ❑ Other _____

f. If spill caused by wet weather, choose size of storm:
(Circle One) 1, 2, 5, 10, 50, 100, >100 year, unknown

g. Diameter of sewer pipe at the point of blockage or spill cause (if applicable): _____

_____

h. Material of sewer pipe at the point of blockage or spill cause (if applicable): _____

_____

i. Estimated age of sewer pipe at the point of blockage or spill cause (if applicable): _____

_____

j. Description of terrain surrounding the point of blockage or spill cause (if applicable):

- ❑ Not applicable
- ❑ Flat
- ❑ Mixed
- ❑ Steep

7. Category 1 Spill – Additional Information

a. Health warnings posted

- ❑ Yes
- ❑ No

b. Name of impacted surface water(s): _____

c. Is there an ongoing investigation?

- ❑ Yes
- ❑ No

d. Water Quality Samples Analyzed for:

- ❑ Dissolved oxygen
- ❑ Other chemical indicators (specify)
- ❑ Biological indicators (specify)
- ❑ No water quality samples taken
- ❑ Not applicable to this spill
- ❑ Other: _____

e. Water Quality Sample Results Reported to:

- ❑ County Health Agency
- ❑ Regional Water Quality Control Board
- ❑ Water quality samples taken
- ❑ Not applicable to this spill
- ❑ Other: _____

f. Spill Corrective Action Taken:

- ❑ Added sewer to preventative maintenance program
- ❑ Adjusted schedule/method of preventative maintenance
- ❑ Enforcement action against FOG source
- ❑ Plan rehabilitation or replacement of sewer
- ❑ Repaired sewer
- ❑ Other: _____

San Diego Regional Board general guidelines for sewage collection overflows

- Requirements in black are from the State Board Order and requirements in red are from the Regional Board Order.
- If a report is entered into CIWQS as a draft or certified report, then there is no need to fax or email a report to the San Diego Regional Board.
- For reporting purposes, if **one SSO event results in multiple appearance points** in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.[3]
- If **no SSOs for entire calendar month**, certify no SSOs occurred within 30 calendar days of the end of that month.[7]
- **Amendments:** Discharger has 120 days after SSO end date to update or add additional info to a certified SSO report.[8]
- **If CIWQS unavailable**, email required info to San Diego Water Board as required in WQ 2013-0058-EXEC and Order No. R9-2007-0005. Then, enter into CIWQS when available.[10]
- **Collection System Questionnaire**: Update and certify every 12 months.[11]
- These general guidelines are for sewage collection agencies in the San Diego Region and do not supersede any requirements by other agencies (for example - OES and department of health). **Please check with other agencies for any additional requirements**.[12]
- Make **SSMP** available.[13]
- San Diego Water Board contact is Dat Quach (619-521-5899 / Dat.Quach@waterboards.ca.gov / sandiego@waterboards.ca.gov).
- San Diego Water Board Front desk is 619-516-1990) and SSO email account is RB9SSO@waterboards.ca.gov.

Footnotes for Chart

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11. Table 2 and Sections B.8 and C.8.iii of WQ 2013-0058-EXEC
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13. Section C.8.iv of WQ 2013-0058-EXEC
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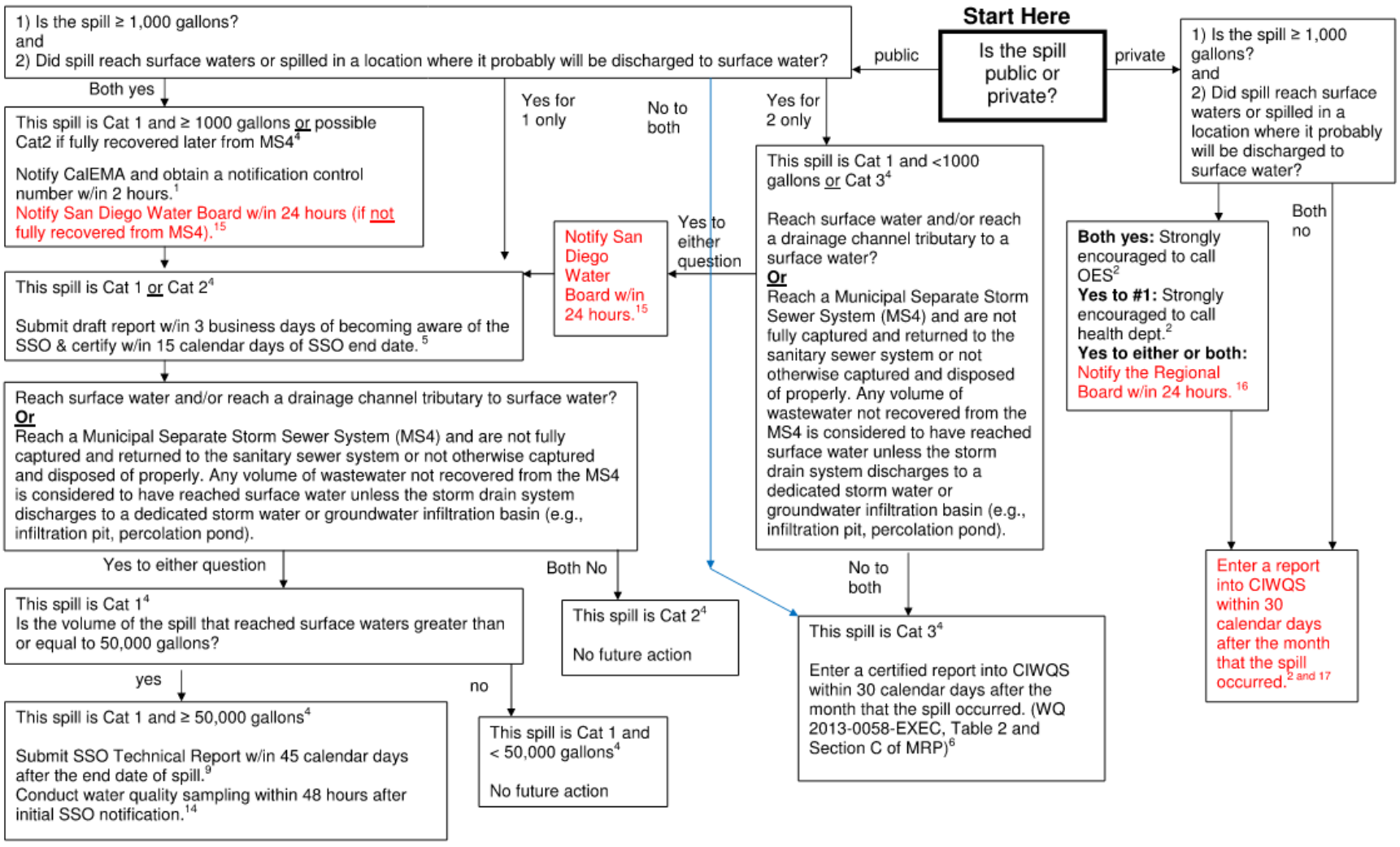
15. Section C.2 of R9-2007-0005, RB9SSO@waterboards.ca.gov
16. Section C.3 of R9-2007-0005, RB9SSO@waterboards.ca.gov
17. Section C.4 of R9-2007-0005


Start Here
Is the spill public or private?
public
private
1) Is the spill ≥ 1,000 gallons?
and
2) Did spill reach surface waters or spilled in a location where it probably will be discharged to surface water?
Both yes
Yes for 1 only
No to both
Yes for 2 only
This spill is Cat 1 and ≥ 1000 gallons or possible Cat2 if fully recovered later from MS4[4]
Notify CalEMA and obtain a notification control number w/in 2 hours.[1]
Notify San Diego Water Board w/in 24 hours (if not fully recovered from MS4).[15]
This spill is Cat 1 and <1000 gallons or Cat 3[4]
Reach surface water and/or reach a drainage channel tributary to a surface water?
Or
Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
Yes to either question
Notify San Diego Water Board w/in 24 hours.[15]
This spill is Cat 1 or Cat 2[4]
Submit draft report w/in 3 business days of becoming aware of the SSO & certify w/in 15 calendar days of SSO end date.[5]
Reach surface water and/or reach a drainage channel tributary to surface water?
Or
Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
Yes to either question
Both No
This spill is Cat 1[4]
Is the volume of the spill that reached surface waters greater than or equal to 50,000 gallons?
This spill is Cat 2[4]
No future action
yes
no
This spill is Cat 1 and ≥ 50,000 gallons[4]
Submit SSO Technical Report w/in 45 calendar days after the end date of spill.[9]
Conduct water quality sampling within 48 hours after initial SSO notification.[14]
This spill is Cat 1 and < 50,000 gallons[4]
No future action
No to both
This spill is Cat 3[4]
Enter a certified report into CIWQS within 30 calendar days after the month that the spill occurred. (WQ 2013-0058-EXEC, Table 2 and Section C of MRP)[6]
1) Is the spill ≥ 1,000 gallons?
and
2) Did spill reach surface waters or spilled in a location where it probably will be discharged to surface water?
Both no
Both yes: Strongly encouraged to call OES[2]
Yes to #1: Strongly encouraged to call health dept.[2]
Yes to either or both:
Notify the Regional Board w/in 24 hours.[16]
Enter a report into CIWQS within 30 calendar days after the month that the spill occurred.[2 and 17]

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD –
SANITARY SEWER OVERFLOW 24-HOUR NOTIFICATION REPORT FORM
FOR CATEGORY 1 SPILLS IN THE SAN DIEGO REGION
ORDER No. R9-2007-0005

If CIWQS is not working , the 3-day draft report may be faxed in using this form. Please provide the following information, if available.

RWQCB STAFF CONTACT _____

DATE OF NOTIFICATION ___ / ___ / ___ TIME OF NOTIFICATION __ __ : __ __ AM / PM

REPORTED BY _____ PHONE: (_____) _____

REPORTING AGENCY: _____

AGENCY ADDRESS: _____

RESPONIBLE PARTY (if not the Reporting Agency): _____ O

O PUBLIC SPILL O PRIVATE SPILL

ESTIMATED TOTAL SSO VOLUME (GALLONS): _____

ESTIMATED RECOVERED VOLUME (GALLONS): _____

LOCATION OF SSO: _____ START DAY/TIME:_____

_____ O CONTAINED O ON-GOING

CITY: _____ END DAY/TIME:_____

ZIP: _____

WATERS OF STATE IMPACTED? O YES O NO

STORM DRAIN: _____

PRIMARY SURFACE WATER: _____

SECONDARY SURFACE WATER: _____

OTHER IMPACTED WATER: _____

BEACH CLOSURE? O YES O NO LOCATION: _____

LOCAL HEALTH AGENCY NOTIFIED IMMEDIATELY? O YES O NO DATE/TIME _____

OFFICE OF EMERGENCY SERVICES NOTIFIED? O YES O NO DATE/TIME _____

OES CONTROL # _____

CAUSE / COMMENTS / OTHER DETAILS:

_____

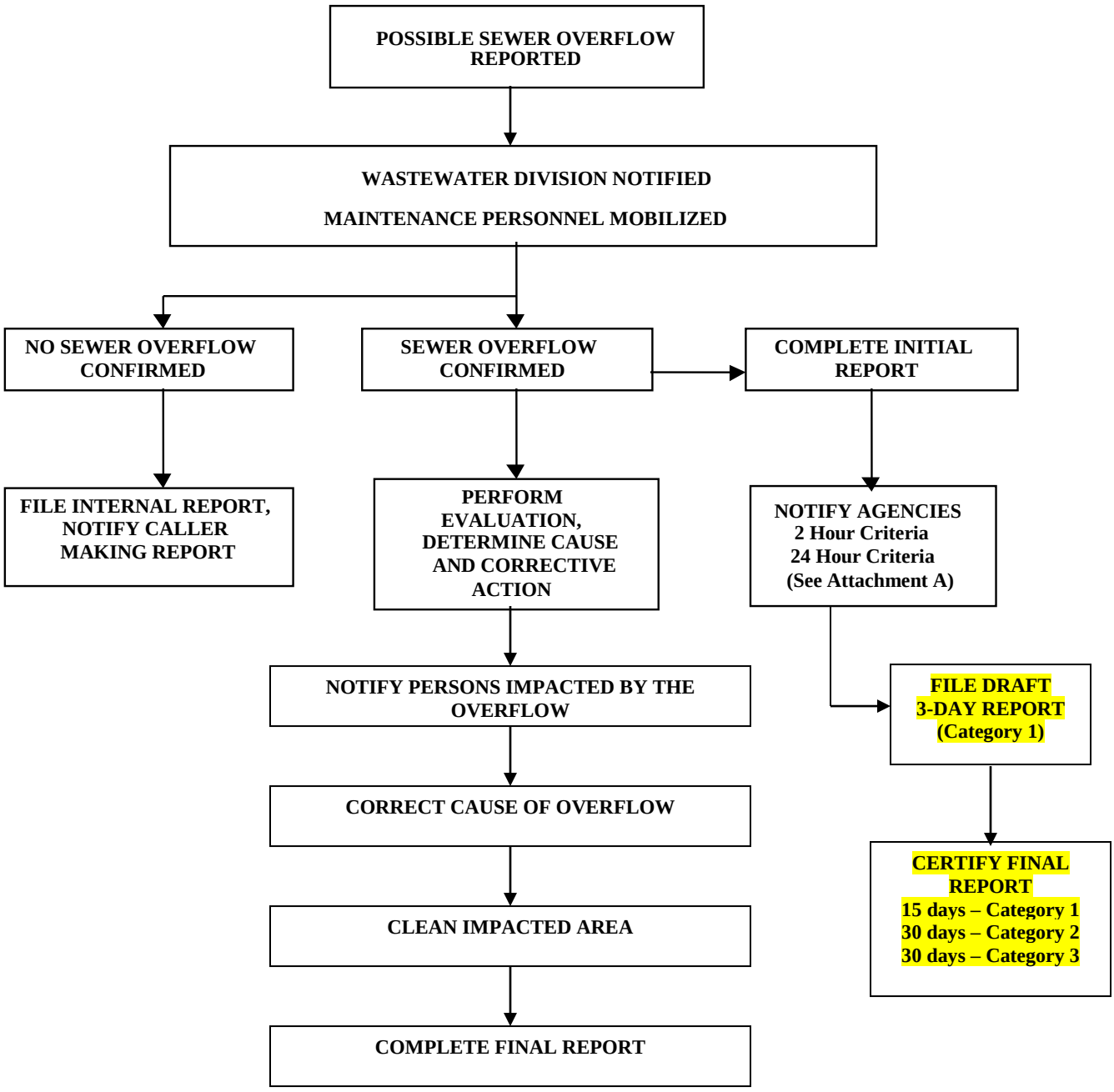
_____

_____

SSO 24-HOUR NOTICE

Attachment B

SEWER OVERFLOW NOTICE PLAN FLOW CHART –
VALLEY CENTER MUNICIPAL WATER DISTRICT WASTEWATER DIVISION



Attachment C

SEWER OVERFLOW (SSO) RESPONSE TRACKING PROTOCOL
VALLEY CENTER MUNICIPAL WATER DISTRICT WASTEWATER DISPOSAL SYSTEM

Step	Event
1	Report of possible SSO received by a telephone operator See Attachment D – Initial Contact Checklist
2	Telephone Operator enters received information into Sewer Overflow Report
3	Telephone Operator contacts the Wastewater Division Supervisor, which then deploys maintenance personnel to confirm reported SSO.
4	Maintenance personnel reports back to the Wastewater Division Supervisor reporting significance of the overflow.
5	Wastewater Supervisor completes initial Overflow Report and Notifies Agencies as required. See Attachment A Category 1 – 2-Hrs OES, RWQCB & DEH Category 2 – 24-Hr RWQCB Category 3 – 24-Hr RWQCB
6	Wastewater Maintenance Personnel respond to overflow event • Protect Health & Safety of Public • Stop/Contain SSO • Determine Cause • Repair Collection System • Clean Up Area and Mitigate Damage and Contamination • Complete SSO Report Forms
7	Wastewater Supervisor prepares and submits initial Draft Report as required. Category 1 – 3 days, Category 2 – Not Required
8	Wastewater Supervisor prepares final Overflow Report and files report as required (see Attachment A) Category 1 – 15 days, Category 2 – 30 days, Category 3 - 30 days
9	Data from Overflow Report are entered into a permanent record on file at the Valley Center Municipal Water District.

Attachment D

SANITARY SEWER OVERFLOW – INITIAL CONTACT CHECKLIST

1. Date/Time call received: ____/____/____; _____(am) (pm)
2. Caller's Name: _____
3. Phone No. _____
4. Spill Location: _____
5. Description of problem: _____

   _____

   _____

6. Time overflow noticed by caller: _____
7. Observations of caller: _____

   _____

   _____

8. Other relevant information to help:
   - Locate
   - Assess cause
   - Stop overflow

   _____

   _____

   _____

   _____

9. Date/Time contacted Wastewater Division personnel: ____/____/____; _____

   By: _____

APPENDIX F

Procedures for Responding to a Sanitary Sewer Overflow (Field Guide)

Spill Categories

Category 1

A. Discharges of untreated or partially treated wastewater of any volume resulting from an enrollees sanitary sewer system failure or flow condition that:

B. Reach surface water and/or reach a drainage channel tributary to a surface water; or

C. Reach a municipal separate storm sewer system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the municipal separate storm sewer system is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or ground water infiltration basin (e.g., infiltration pit, percolation pond)

Category 2

Discharges of untreated or partially treated wastewater of **1,000 gallons or greater** resulting from an enrollee's sanitary sewer system failure or flow condition that **do not** reach surface water, a drainage channel, or a municipal separate storm sewer system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

Category 3

All other discharges of untreated or partially treated wastewater resulting from an enrollees sanitary sewer system failure or flow condition.

Reporting Requirements - District System SSO

Category 1 - Notify the following Agencies within two hours

(Record Time, Date and Contact Person for all phone reports)

1. **Regional Water Quality Control Board**
   Phone (85B) 637-5581 - Business Hours
   Phone (858) 822-8344 - After Hours
   Fax (858) 571-6972

   A Draft on-line reoort needs to be completed within 3 business davs.
   A certified on-line rePort needs to be completed within 15 calendar davs.

2. Department of EnvirDnmental Health
   Reportable spills must be called into the DEH at anytime of the day or night. A facsimile sanitary sewer overflow report should follow within 24 hours.

Normal working hours (8:30 a.m. to 5:00 p.m. Monday to Friday)
Phone: (858) 495-5579 Fax: (858) 694-3670
(619) 331-2284

Afer Hours, Weekends and Holidays
Phone: (858) 565-5255 Fax: (858) 694-3670

3. Office of Emergency Services

Phone: (800) 852-7550 — Get a Control Number for Reporting Purposes

Category 2

Enter a certified Report to the online data base (CIWQS) within 30 days after the end of the calendar month in which the spill occurs.

Category 3

Enter a certified Report to the online data base (CIWQS) within 30 days after the end of the calendar month in which the spill occurs.

Reporting Requirements - Private Lateral Sewage Discharge

Category 1

Call the Regional Board within 24 hours

Enter a certified Report to the online data base (CIWQS) within 30 days after the end of the calendar month in which the spill occurs.

Category 2

Enter a certified Report to the online data base (CIWQS) within 30 days after the end of the calendar month in which the spill occurs.

Category 3

Enter a certified Report to the online data base (CIWQS) within 30 days after the end of the calendar month in which the spill occurs.

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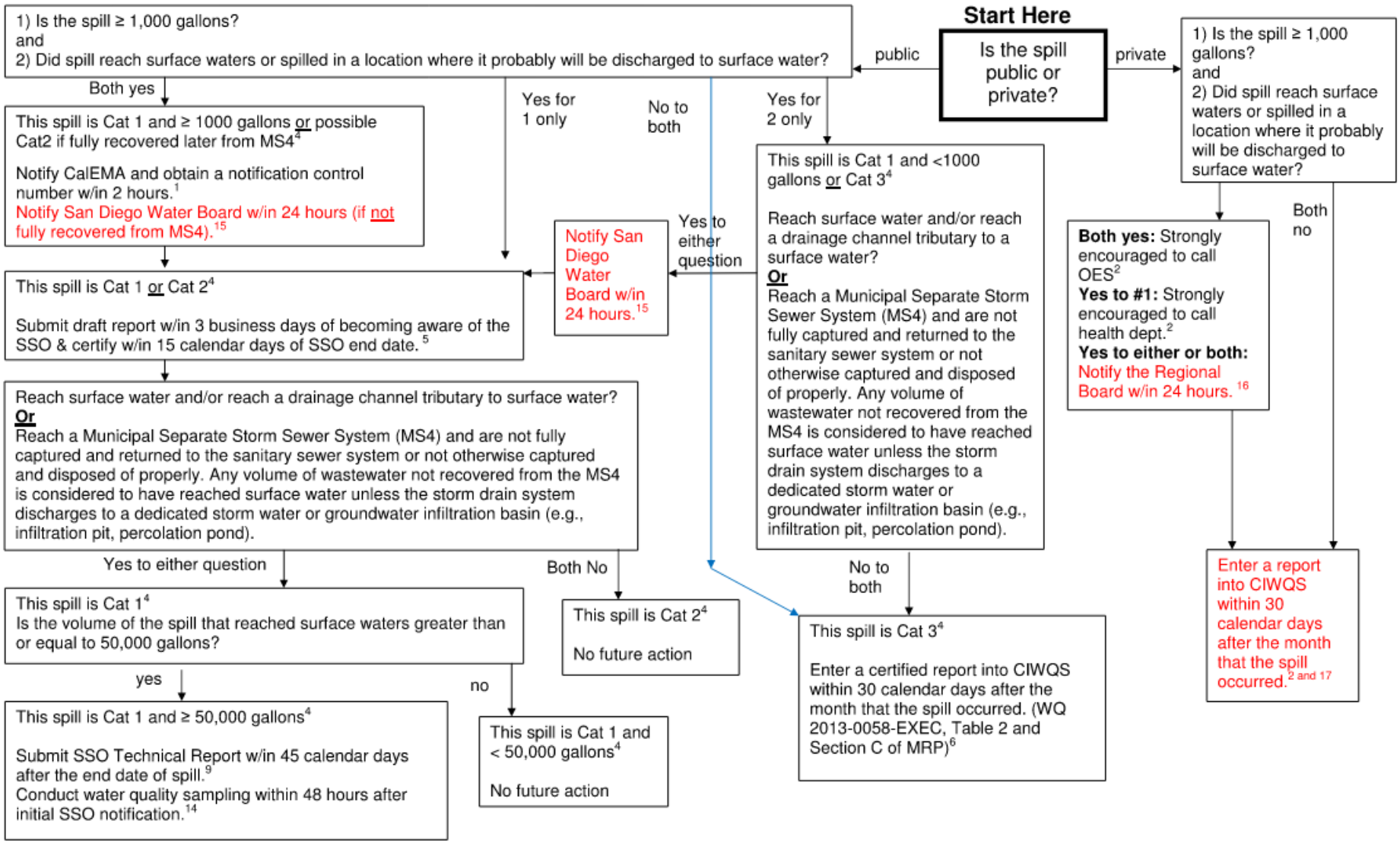
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public
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and
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Notify San Diego Water Board w/in 24 hours.[15]
Yes to either question
This spill is Cat 1 or Cat 2[4]
Submit draft report w/in 3 business days of becoming aware of the SSO & certify w/in 15 calendar days of SSO end date.[5]
Reach surface water and/or reach a drainage channel tributary to surface water?
Or
Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
Yes to either question
Both No
This spill is Cat 1[4]
Is the volume of the spill that reached surface waters greater than or equal to 50,000 gallons?
yes
no
This spill is Cat 1 and ≥ 50,000 gallons[4]
Submit SSO Technical Report w/in 45 calendar days after the end date of spill.[9]
Conduct water quality sampling within 48 hours after initial SSO notification.[14]
This spill is Cat 2[4]
No future action
This spill is Cat 1 and < 50,000 gallons[4]
No future action
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This spill is Cat 3[4]
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Both yes: Strongly encouraged to call OES[2]
Yes to #1: Strongly encouraged to call health dept.[2]
Yes to either or both:
Notify the Regional Board w/in 24 hours.[16]
Enter a report into CIWQS within 30 calendar days after the month that the spill occurred.[2 and 17]

CALIFORNIA REGIONAL WATER OUALITY CONTROL BOARO
SANITARY SEWER OVERFLOW 24-HOUR NOTIFICATION REPORT FORM
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DATE OF NOTIFICATION / / TIME OF NOTIFICATION AM PM

REPORTED BY _____ PHONE: ( ) _____

REPORTING AGENCY: _____

AGENC'f' ADDRESS: _____

RESPONIBLE PARTY t f not the Reporting Agency) _____ O

O PUBLIC SPILL O PRIVATE SPILL

ESTIMATED TOTAL SSO VOLUME (GALLONS) _____

ESTIMATED RECOVERED VOLUME (GALLONS) _____

LOCATION OF SSO: _____ START DAY/TIME _____

_____ O CONTAINED 0 ON-GOING

CITY: _____ END DAY/TIME _____

ZIP: _____

WATERS OF STATE IMPACTED? O YES O NO

STORM DRAIN: _____

PRIMARY SURFACE WATER _____

SECONDARY SURFACE WATER _____

OTHER IMPACTED WATER: _____

BEACH CLOSURE? O YES O NO LOCATION: _____

LOCAL HEALTH AGENCY NOTIFIED IMMEDIATELY? O YES O NO DATE/TIME _____

OFFICE OF EMERGENCY SERVICES NOTIFIED? O YES O NO DATE/TIME _____

OES CONTROL # _____

CAUSE / COMMENTS / OTHER DETAILS

APPENDIX G

Procedures for Responding to a Sewer Pump Station Failure (Field Guide)

FIELD PROCEDURES FOR RESPONDING TO A SEWER PUMP STATION FAILURE

The District owns and operates four wastewater lift stations -- the Meadows Lift Station, the Islands Lift Station, Woods Valley Ranch lift station and Orchard Run Interim Lift station. The District also provides maintenance service for the low pressure wastewater systems within the Rimrock Subdivision Area of the District, the High Vista Area and the South Village Area.
Sewer pump stations are designed to have a minimum of 8 hours of containment and redundant pumps. A pump station alarm should be investigated as soon as possible to determine the cause of the failure, effect repairs, and avoid an SSO event.

District Lift Station Facility

Pump station failure alarms are generated from the station control system and will notify the duty officer and wastewater supervisor via the SCADA system.

Step 1 – Determine the cause of the failure and if a spill has occurred.

Step 2 – If a spill has occurred, start the Procedures for Responding to a Sanitary Sewer Overflow.

Step 3 – Determine the cause of the alarm and notify appropriate maintenance personnel to make repairs.

Private On-Site Low Pressure Wastewater Systems

Failures of private on-site low pressure wastewater systems are indicated by an alarm horn and light at the station and the property owner (or neighbor) calls in the alarm to the District office. The wastewater duty officer will be notified by the answering service if after hours. Some systems have auto dialers that will automatically call the main office in the event of a failure.

Step 1 – Notify the property owner to reduce wastewater flows to prolong emergency storage capacity.

Step 2 - Determine the cause of the failure and if a spill has occurred.

Step 3 – If a spill has occurred start the Procedures for Responding to a Sanitary Sewer Overflow.

Step 4 – Determine the cause of the alarm and notify appropriate maintenance personnel to make repairs.

APPENDIX H

Commercial Wastewater Discharge Program (CWDP)

RESOLUTION NO. 2007-43

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY CENTER MUNICIPAL WATER DISTRICT APPROVING THE COMMERCIAL WASTEWATER DISCHARGE PROGRAM

WHEREAS, it is in the interest of the Valley Center Municipal Water District to establish guidelines to protect its wastewater facilities from commercial discharges of fats, oils and grease, and

WHEREAS, District staff has prepared the "Commercial Wastewater Discharge Program" (Exhibit A) document to establish guidelines for protection of the District's wastewater facilities.

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of VALLEY CENTER MUNICIPAL WATER DISTRICT as follows:

That the attached document "COMMERCIAL WASTEWATER DISCHARGE PROGRAM" be approved as the guidelines and standards for all commercial establishments discharging into any of the District's wastewater facilities.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Valley Center Municipal Water District held on the 5th day of November 2007 by the following vote:

AYES: Directors Broomell, Polito, Aleshire, Stone and Haskell
NOES: None
ABSENT: None

Gary A. Broomell
President

ATTEST:

Kelly D. Stetson
Secretary

COMMERCIAL WASTEWATER DISCHARGE PROGRAM (CWDP)

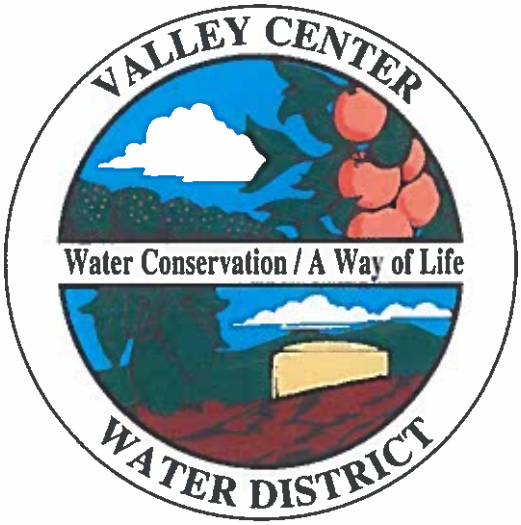


Table of Contents

INTRODUCTION

The Commercial Wastewater Discharge Program (CWDP) was created to standardize and enforce commercial wastewater requirements. This program was established for the purpose of maintaining the Valley Center Municipal Water District Wastewater Collection and Treatment Systems to the highest standard.

This manual will provide the basic criteria for the installation of Fats, Oils and Grease (FOG) removal equipment at both new and existing establishments as well as inspection processes for receiving acceptance for use from the Valley Center Municipal Water District. In general, the program provides for the following requirements:

- Owners of facilities engaged in preparing food for the consumption by the public must obtain an application and approval by the District for the installation and use of a grease removal system.

- Approved applicants are required to install an approved grease removal system in the wastewater line leading from the food preparation area, or from sinks, drains, appliances and other fixtures or equipment used in food preparation or cleanup where fats, oils or grease are introduced into the wastewater collection system.

- Grease removal equipment shall be maintained in efficient operating condition by periodic removal of the accumulated grease. Collected grease shall be disposed of properly and not be reintroduced into the wastewater collection system.

- Owners keep records of grease removal equipment cleaning and a maintenance log on site at all times.

- Owners allow inspectors ready access at all reasonable times to all parts of the premises for the purpose of inspections and sampling.

The Valley Center Municipal Water District may impose penalties in accordance with the District's Administrative Code Article 170 and ultimately terminate the wastewater connection to any premise if a violation of these policies is found to exist and not corrected by the owner in a reasonable period of time.

SECTION 1: THE FOOD ESTABLISHMENT WASTEWATER ORDINANCE

The requirements set forth are described within the Valley Center Municipal Water District Administrative Code Article 170.8(e) (Use of the Public Wastewater Systems).

PLAN CHECKS

The Valley Center Municipal Water District requires that all new and existing food service establishments, receiving wastewater service from the District, be equipped with grease removal equipment. The Commercial Wastewater Discharge Program (CWDP) must be involved in the plan check submittal and review process for approval.

GARBAGE DISPOSALS

The CWDP requires the installation of grease removal equipment on any fixture where grease may be introduced into the wastewater collection system. A dishwasher or pot sink pre-rinse station where dishes, pots and pans are pre-rinsed prior to washing is where most grease is introduced into the wastewater collection system. Many of these fixtures also may have garbage disposals installed.

Garbage disposals may be connected to grease removal equipment, but only if the grease removal equipment is an interceptor large enough for the extra solids that a garbage disposal discharges.

Garbage disposals cannot be allowed to discharge to a grease trap as this would result in plugging the trap.

SECTION 2: CWDP APPLICATION PROCESS

All food establishments within the Valley Center Municipal Water District Wastewater Service areas are required to have wastewater discharge approval. This approval is issued at the start of operations of any food establishment.

Food establishments are defined as establishments where food is prepared or served for consumption by the public. This includes commercial as well as non-commercial (non-profit, governmental) establishments. Bars (that serve no food) and markets that sell exclusively pre-packaged food and unprocessed fruits and vegetables are excluded.

All potential applicants shall complete the CWDP application and submit plans, specifications or other information needed to support the application process (see attachment 1).

Approval of the application is issued to the owner for a specifically named establishment, at a particular location, and is non-transferable. As a condition of their approval, all owners are required to notify the Valley Center Municipal Water District upon ownership transfer. They are also required to notify the Valley Center Municipal Water District of any change in name, location, or new operations or equipment.

After completion of the application and submitted plans, the establishment file is reviewed for completeness and the District Engineer, or appointed authority, will sign and issue an approval of application and plans ready for construction. After construction is completed, the CWDP inspection is done for final Wastewater Discharge approval.

SECTION 3: CWDP INSPECTION PROCESS

Once the application and plans have been approved, the construction has been completed and the establishment is ready for Wastewater Discharge approval, a final inspection of facilities must be completed using the approved site inspection checklist (see attachment 2). This inspection is to verify the completed installation of the approved FOG prevention equipment. The VCMWD inspector will be verifying the following:

- Establishment name and address
- Facility ownership
- Mailing information
- Telephone numbers
- Name(s) of responsible contact(s)

The inspection is also used to verify information regarding the establishment's operations and procedures:

- Grease disposal procedures
- Grease removal equipment maintenance procedure
- Examination of grease removal equipment maintenance records
- Hoods, floor and mats cleaning procedures

Evaluation of Establishment

Establishments without Grease Removal Equipment

This stage of inspection is used to determine whether or not grease removal equipment may in fact be required. The factors taken into consideration are:

- Whether or not any cooking (particularly meat or chicken) takes place in the establishment,
- The presence of a deep fryer,
- Whether or not the establishment is 100% single service,
- Whether or not the establishment operations conform to plan check comments, or
- Whether or not grease removal equipment was required during plan check.

If it is determined that no grease removal equipment is required, it will typically be based on the condition that those limited number of greasy/oily items that need cleaning, be thoroughly wiped prior to washing. Determination of "no grease removal equipment required" will be changed if the establishment changes its

operations, undergoes extensive remodeling or discharges to a sewer main that experiences sewer spills.

If the inspector determines that grease removal equipment is required, the on-site owner or owners will be notified and have 180 days from the time of inspection to install the appropriate grease removal equipment.

The inspection is concluded by making an inventory of all plumbing fixtures and all cooking and warming equipment used during food preparation and/or clean up procedures.

Establishments with Grease Removal Equipment

This inspection is to insure that all required plumbing fixtures are connected to grease removal equipment. To this end the inspector makes an inventory of all plumbing fixtures and inquires as to the specific use of each.

The installation of grease removal equipment on a particular fixture may be waived if it is only infrequently or secondarily used in a way that produces grease/oil in its wastewater and if the establishment commits to stop using the fixture for such a use. An example would be a vegetable prep sink, occasionally used to handle the overflow from the pot sink. This commitment will be reflected in the form of a specific condition on the establishment's application.

The next step is to determine whether or not the fixtures identified above are actually connected to grease removal equipment. This can be done by visually inspecting the piping, examining "as Built" drawings or performing flow/dye tests.

If an establishment is found to not be in compliance with the Valley Center Municipal Water District standards, the inspection will be terminated and the approved application associated with that establishment may be revoked.

Storm Drain Protection

While storm drain protection is not a direct part of the CWDP's mission, every food establishment inspection is used as an opportunity to remind management of their obligations and responsibilities with respect to storm water pollution.

Grease Disposal

Every establishment is required to state how they dispose of waste grease. CWDP requires that any establishment that uses frying oil have a practicable method of disposing of such oil (typically a grease recycling barrel) to ensure that this oil is not disposed of in the sewer or storm drain. If necessary the Valley Center Municipal Water District will require the installation of a grease recycling barrel.

Every establishment that has a deep fryer is required to subscribe to an approved cleaning method in the event of a grease/oil spill. Typical spill containment procedures have been outlined in a bilingual (English-Spanish) poster that is distributed free to food establishments for posting and use in their employee training program.

Grease Removal Equipment Inspection

All grease removal devices are opened at inspection time to evaluate their functional integrity and the adequacy of the maintenance methods and frequency using the approved interceptor/trap inspection report (see attachment 3).

Integrity

Factors taken into consideration are:

i. Interceptors

- Integrity of Tee's, crossover pipes and standpipes
- Proper venting
- Integrity of the concrete structure
- No modification of the unit has been made without approval
- Integrity of lids and seals

ii. Grease Traps

- Proper installation of a vented flow control device
- Presence and proper installation of internal baffle(s)
- Internal vents are free of grease and debris
- Integrity of lids and seals

Any deficiency in the integrity of a interceptor or trap (unless fixed during the inspection) is made the object of a written requirement with a due date.

Adequacy of Maintenance

i. Maintenance Log (See attachment 4)

- Owners shall keep up to date maintenance records with all disposal information

ii. Interceptors

The approximate depth of the grease/oil layer in each of the interceptor's chambers is measured and, if one has been provided, the sample box is visually

inspected. All internal pipes are inspected for grease build up and the baffle(s) are examined for signs of past overflows. In the typical 2-chamber interceptor the maximum allowable grease build up in the last chamber is one foot. If it appears that this level will be reached prior to the next scheduled cleaning, a higher cleaning frequency is recommended or mandated. Other evidence of improper maintenance, such as grease build up at the outlet tee is also grounds for requiring more frequent pumping.

Even though it is discouraged, the Valley Center Municipal Water District allows garbage disposals to discharge to grease interceptors. Where garbage disposals are present, more frequent interceptor cleaning is required due to:

- Reduced effectiveness because of solids accumulation
- Greater concentrations of hydrogen sulphide caused by decaying organic matter

iii. Grease Traps

The approximate depth of the grease/oil build up at the top of the trap is measured. Given the data of the last cleaning and the cleaning frequency provided by the maintenance records, it is possible to determine whether or not the grease retention capacity of the unit will be reached prior to the next scheduled cleaning. Where the cleaning frequency is found to be inadequate, a better frequency is recommended (and in some circumstances mandated) by the Inspector. If a grease trap is found to have already exceeded its stated grease retention capacity, immediate cleaning is required.

Violations and Penalties

Owners of Commercial establishments found in violation of any provision of this program shall be subject to penalties in accordance with the District's Administrative Code Article 170 – Wastewater Service Rules and Regulations.

Reasons for Inspection

Any establishment may be subjected to an inspection if:

- It is the subject of a complaint to the Valley Center Municipal Water District,
- It discharges to a wastewater main that has experienced a spill or blockage caused by grease, or
- The system is in working order and there have been no complaints or blockages, a minimum of one periodic annual inspection at the discretion of the operations supervisor.

The purpose of these inspections are:

- To investigate and resolve the complaint (if applicable),
- To attempt to determine the cause(s) of the spill or blockage,
- To ensure that all establishments on an affected main remain in full compliance with the Valley Center Municipal Water District requirements,
- To notify business operators of the fact that their establishment discharges to a problem main, or
- To determine what remedial action(s) might be taken to prevent a recurrence of the problem. It is to be noted that establishments that discharge to a "problem" main will be subjected to more stringent retrofit standards than others.

Re-Inspection

Food establishments are subject to a re-inspection under the following conditions:

- The establishment was found not to be in compliance with CWDP standards (most typically because of poor grease removal equipment maintenance)
- Special procedures or limitations were imposed during a previous inspection
- Requirements were issued
- Grease interceptor/trap could not be opened
- Maintenance could not be usefully evaluated because the units were not functioning properly or were almost completely filled with grease
- A flow/dye test could not be performed because of the grease removal unit's condition

Apart from confirming basic administrative information, re-inspections are usually limited to confirming that deficiencies have been corrected or that required procedures are in place.

Inspection Reports

Every inspection results in a written report/checklist. If applicable, this inspection report will contain an explanation of actions taken and requirements issued. If a re-inspection is required, a due date will be assigned.

SECTION 4: PRINCIPLES, MAINTENANCE AND SIZING

PRINCIPLES OF FATS, OILS, AND GREASE (FOG) SEPARATION PROCESS

Gravity Separation Principles

- Particles that are lighter than water (fats, oils and grease (FOG) will rise to the surface – Lower Specific Gravity (<1.0)
- Particles that are heavier than water (solids) will settle to the bottom – Higher Specific Gravity (>1.0)
- The velocity (or speed) that the particle rises will determine how fast the mixture will separate
- Steady state velocity is attained when the "frictional resistance" is equal to the "buoyant (gravitational) forces
- Particle Size
- The smaller the particle size, the slower the velocity (diameter squared, non-linear relationship)
- Specific Gravity of Particle
- The greater the differences in specific gravity (or densities), the greater the velocity (1:1 or linear relationship)

Note: *For general examples see attachment 5*

Viscosity

- The greater the temperature the less the viscosity and, thus, the greater the velocity (inverse relationship)

Grease Interceptor Maintenance Requirement Options:

- Pumped regularly to ensure proper operation (as necessary),
- "25% Rule" or similar accumulation standard
    a) The "25% Rule" = When the combined thickness of the floating FOG and settleable solids layers exceed 25% of the total liquid depth of the interceptor,
- Oil and grease limit,
- Minimum mandatory pumping frequency (e.g., quarterly),
- Located under the counter of in a vault in the kitchen or outside
- Features:
    a) Small Capacity
    b) Short Retention Time (0.5 – 3 minutes)
        NOTE: Flow Control Fitting required prior to Grease Trap to ensure proper operation, and
- Cleaned regularly to ensure proper operation (as necessary).

Grease Removal Device (Automatic Grease Trap)

- Located Under the Counter or in a Vault in the Kitchen or Outside (see attachment 5)
    a) Features:
        - Small Capacity
        - Short Retention Time (.05 – 3 minutes)
        - Automatic Skimming or Pumping of Floating FOG
        - Manual Solids Basket Removal
        - Heating Elements
        - PDI Certified (Except for the Largest Units)

Grease Interceptor and Trap Sizing and Issues (UPC)

- Drainage Fixture Units (DFUs) – Number and size of fixture traps in the kitchen (UPC Chapter 7)
- DFUs determine interceptor inlet pipe size and slope
- Converted into gallons per minute (gpm)
- Minimum 30-minute retention time

New Proposed Gravity Grease Interceptor Sizing Table:

DFUs	GGI Volume (Gallons)
8	500
21	750
35	1,000
90	1,250
172	1,500
216	2,000
307	2,500
342	3,000
428	4,000

Example #1: Typical fast food kitchen = 17 DFUs 750 gallons
Example #2: Typical larger FSE kitchen = 45 DFUs 1,250 gallons

Drains Connected to the Interceptor

Kitchen Drains	Connect to Interceptor
Pot Sink	Yes
Pre-rinse sink	Yes
Kitchen Floor Drains*	Yes
Kitchen Floor Sinks*	Yes
Mop Sink	Yes
Prep Sink **	It depends**
Hand Sink**	It depends**
Dishwasher***	It depends***

* Inside the kitchen or dishwashing area.

**This may be a case-by-case decision based upon the location and use.

***This may be a case-by-case decision because many dishwashers are merely sanitizers that discharge very little grease and discharge high temperature water that may emulsify the grease in the interceptor.

GREASE TRAP SIZING – FROM UPC TABLE 10-2

Total Number of Fixtures Connected	Required Rate of Flow per Minute Gallons	Grease Retention Capacity Pounds
1	20	40
2	25	50
3	35	70
4	50	100

Appendix H

Section 5 - Attachments

CWDP Application

Valley Center Municipal Water District Commercial Wastewater Discharge Program

CWDP APPLICATION

Application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the District

Commercial Wastewater Discharge Program (CWDP)

Phone: (760) 749-1600 / Fax: (760) 749-4098

Facility Name: _____
Facility Address: _____
_____
Facility Phone #: _____
Alternate Phone #: _____
Property Assessor Parcel Number: _____

Property Owner Name: _____
Property Owner Address: _____
_____
Owner's Phone Number: _____
Owner's E-mail: _____

Please fill in all information in order to have your application processed. Once the information on this application is processed, a minimum sizing for your interceptor tank and a signed copy of your application will be sent to you. After the sizing and application process is completed, a VCMWD representative will inspect the installation and test the interceptor for verification of completeness.

FIXTURE(S)	DESCRIPTION / USE	FIXTURE(S)	DESCRIPTION / USE
1.___ Compartment Sink		10. Chicken Rotisserie	
2.___ Compartment Sink		11. Mop Sink/Can Wash	
3.___ Compartment Sink		12. Floor Sink(s)	
		Floor Drain(s)	
4. Pre-Rinse Station/Scrapper		13. Deep Fryers	
5. Pre-Rinse Quick Drain		14. Charbroiler/Broiler	
6. Commercial Dishwasher		15. Grill/Griddle	
7. Mist/Water Wash Hood		16. Oven	
8. ___ Burner Wok Range		17. _____	
9. Soup/Steam Kettle/Tilt Skillet		18. _____	

VCMWD Approval:

_____

Di[illegible]t Engineer Date

Required Interceptor Size: _____

Additional Requirements: _____

_____

Site Inspection Checklist

SITE INSPECTION CHECKLIST

Date:_____ Inspection Type:_____ SS? Y N Zip:_____ Fac #: _____ Owner # _____
Facility Name:_____ ☐ New
Facility Address:_____ E-Mail:_____
Company/ Owner:_____ ☐ New
Company/ Owner Address:_____ E-Mail:_____
Mail Contact:_____ Title:_____ Phone: _____
Site Contact: _____ Title:_____ Phone: _____
Inspection Contact:_____ Title:_____ Phone: _____

Kitchen____of _____ Kitchen Name:_____

I. Plumbed Fixtures (Including Plumbed Cooking Equipment)

1.	Compartment Sink _____ DI	11.	Mop Sink (Floor Wall) DI
2.	Compartment Sink _____ DI	12.	Can Wash DI
3.	Compartment Sink _____ DI	13.	____Burner Wok Range DI
4.	Compartment Sink _____ DI	14.	Soup Kettle/Tilt Skillet DI
5.	Compartment Sink _____ DI	15.	_____ DI
6.	Compartment Sink _____ DI	16.	_____ DI
7.	Compartment Sink _____ DI	17.	_____ DI
8.	Pre-Rinse ____ Disposal (Dishwasher Pot Sink) DI	18.	_____ DI
9.	Commercial Dishwasher DI	19.	_____ DI
10.	Quick Drain (Dishwasher Pre-Rinse Pot Sink) DI	20.	_____ DI

Deep Fryers? Y N (If Yes, Need Spill Plan) Chicken Rotisserie? Y N (If Yes, How Do they Clean Drip Pans?)

II. Kitchen Cooking Equipment ('N' Facilities Only)

1. Microwave	5._____	Notes:_____
2. Toaster/Toaster Oven	6._____	_____
3. Crock Pot/Soup Warmer	7._____	_____
4. Meat Slicer/Saw	8._____	_____

III. Used Grease/Oil Segregation

1. Recycle Bin/Barrel
2. Trash
3. No Used Grease/Oil
4. Other

IV. Washdown

1. Floors:_____ Storm Drain Y N
2. Mats_____ Storm Drain Y N
3. Sidewalks/Patio_____ Storm Drain Y N

V. Area Conditions: Photos: Y N

1. Trash Area Clean Y N
2. Grease Recycle Barrel Area Clean Y N

No on Either of the Above Explain: _____

VI. Storm Drains: Photos: Y N

1. Storm Drain access Near Establishment Y N
2. If Yes, Condition _____

VII. Specific Permit Conditions

1. Install_____GRE On_____By_____
2. Repair/Replace_____By_____
3. Mandated GRE Cleaning Frequency
4. Steam Kettle/Tilt Skillet Cleaning to Sewer GRE
5. Ensure Wash Down/Mat Washing to Sewer GRE
6. Confine Use of_____To_____
7. Confine Dishwashing to Sinks Connected to GRE
8. Keep GRE Maintenance Records on Site
9. Meat/Poultry Prep/Defrosting to GRE
10. Wipe _____
11._____

Inspector's Initials:_____

VII. New/Additional GRE Required On: _____

Reason: _____

IX. GRE Not Required Because Food Prep is Limited To: _____

_____

X. Remarks: _____

_____

_____

_____

_____

XI. Grease Removal Equipment:

GRE INSPECTION:

Log/Receipts Available: Y N (Left Log ___)

GRE #: _____

Size: _____ FF/Grade/Semi/Vault

Location: _____

Fixtures Connected: _____

_____

_____

Condition: _____

_____

Cleaning Frequency: _____

Last Cleaned: _____

Method: _____ Pumper Name: _____

Enzyme/Bacteria: _____

Recommendation/Mandate: _____

Problems Found: _____

_____

_____

_____

Interceptor/Trap Inspection Report

VCMWD
INTERCEPTOR/TRAP INSPECTION REPORT

Permit No:_____ Inspection Date:_____
Name of Facility:_____ Inspection Type:_____
Address:_____ Inspector:_____

Name and Title of Facility Contact:_____
Interceptor Location: _____
Interceptor/Trap Size:_____ gallons Interceptor Liquid Depth:_____ inches
Current Pumping Frequency:_____

GREASE REMOVAL EQUIPMENT (GRE)/ FACILITY INSPECTION

Floating Fats, Oils, and Grease (FOG) Layer – (FF) Thickness:_____ inches
Settable Solids (SS) Thickness:_____ inches
Total FF and SS Thickness:_____ inches % Accumulated FOG and SS:_____ %
Last cleaning/pump-out date:_____
Mechanical Condition: See Results for Deficiencies
GRE Pumping Record Keeping: See Results for Deficiencies

Comments:_____

INSPECTION RESULTS

☐ Facility is in COMPLIANCE. No corrective action is required at this time

☐ NOTICE OF NONCOMPLIANCE ☐ 1st ☐ 2nd ☐ 3rd
Facility is in noncompliance of the items checked below. Corrective action is required immediately.

- ☐ Interceptor is inaccessible for inspection
- ☐ Interceptor floating FOG and settable solids capacity exceeded (greater than 25%)
- ☐ Excessive FOG in the sample box
- ☐ Discharge (Effluent Line) restricted
- ☐ Baffle tubes plugged, submerged, damaged or missing
- ☐ Insufficient GRE record keeping (log and/or hauling/pumping records)
- ☐ Pumping Frequency not within required interval
- ☐ Other_____

Required corrective action includes any or all of the following:

- ☐ Promptly remove any obstructions that does not allow safe and easy access to the interceptor
- ☐ Pump out interceptor completely
- ☐ Repair or replace baffles
- ☐ Maintain GRE records (log and copies of hauling/pumping records)
- ☐ Pump interceptor within required frequency interval
- ☐ Other_____

The above checked item(s) must be corrected within _____ of receipt of this Notice of Noncompliance.

AKNOWLEDGEMENT OF RECIEPT OF INTERCEPTOR INSPECTION REPORT

_____ _____
Signature of Facility Contact Date

_____ _____
Signature of Inspector Date

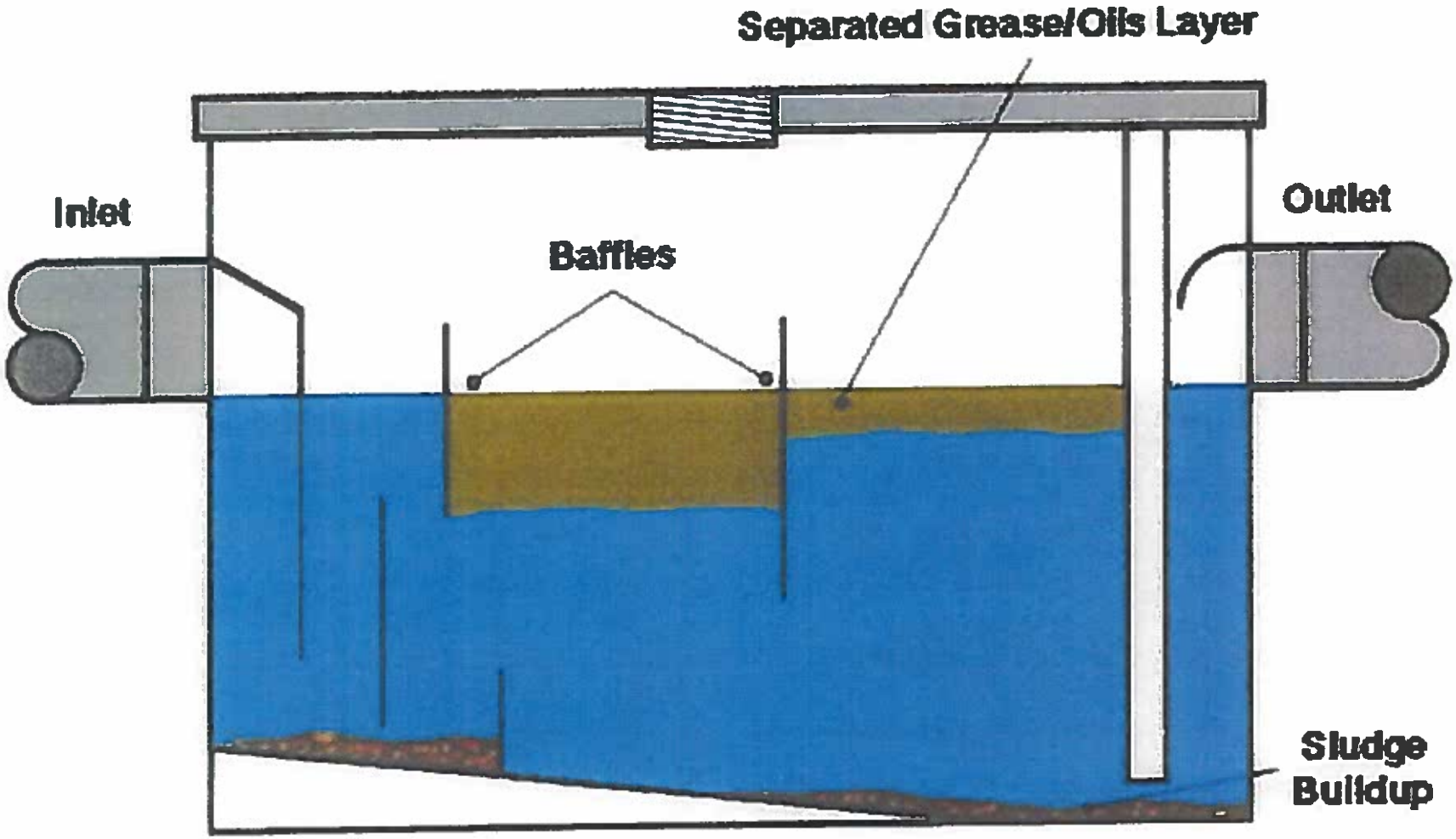
Grease Trap/Interceptor Maintenance Log

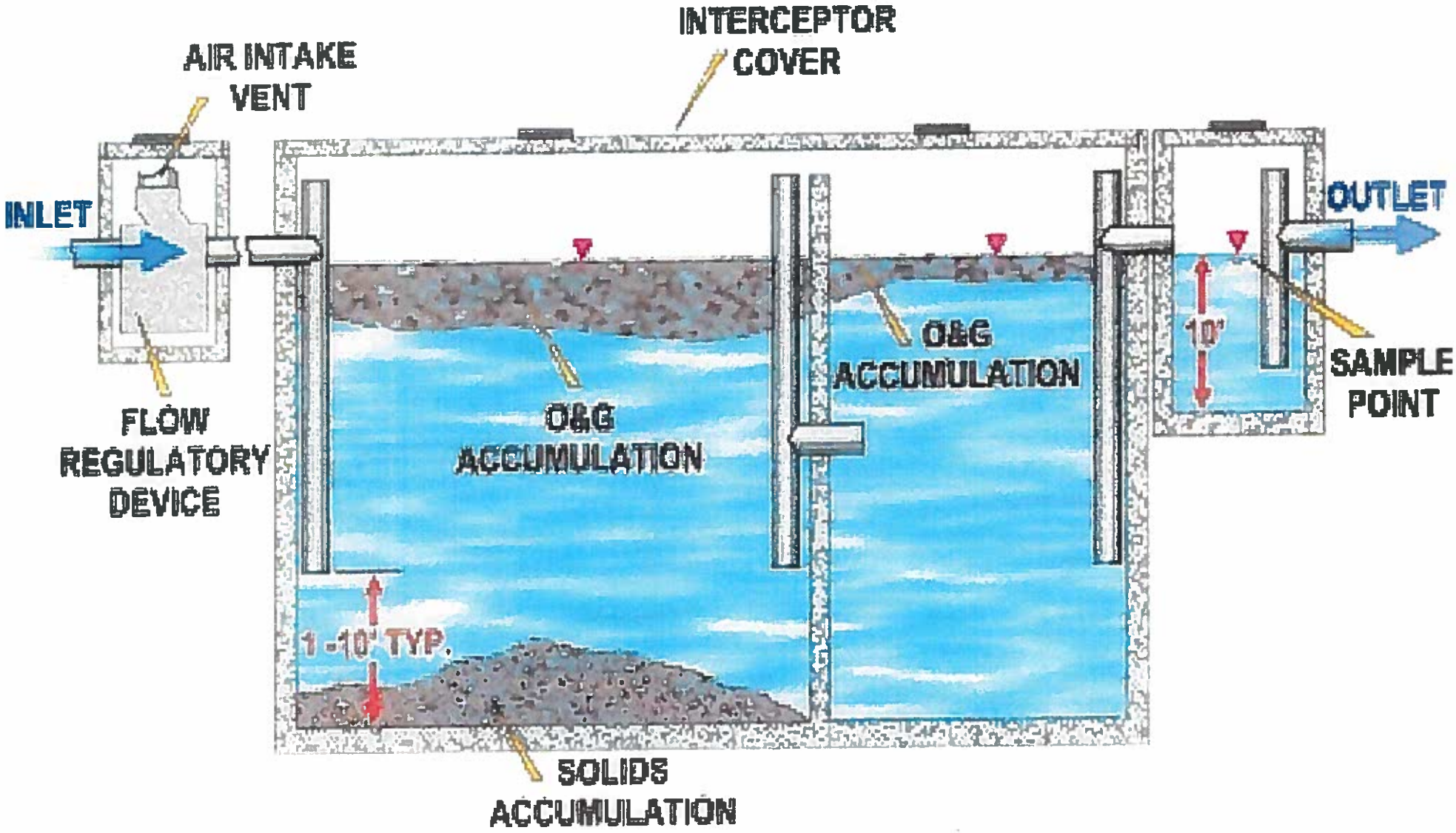
GREASE TRAP / INTERCEPTOR
MAINTENANCE LOG

FACILITY NAME:			LOCATION:		
DATE	SERVICED BY WHOM	TYPE OF SERVICE (pumping/hauling, repair, etc.)	DISPOSAL SITE (if known)	VOLUME PUMPED	SERVICE COMMENTS (volume pumped, problems, etc.)

Interceptor/Trap Diagrams (Typical)

Typical Passive Grease Trap




INTERCEPTOR
COVER
AIR INTAKE
VENT
INLET
OUTLET
FLOW
REGULATORY
DEVICE
O&G
ACCUMULATION
O&G
ACCUMULATION
10"
SAMPLE
POINT
1 -10" TYP.
SOLIDS
ACCUMULATION

APPENDIX H-1

Sample FOG Materials for Customers

BMPs for Preventing Blockages in the Sanitary Sewer System

BMP	Reason For	Benefits to Food Service Establishment	Pretreatment Inspection Tips
Train kitchen staff and other employees about how they can help ensure BMPs are implemented.	People are more willing to support an effort if they understand the basis for it.	All of the subsequent benefits of BMPs will have a better chance of being implemented.	Talk to the establishment manager about the training program that he/she has implemented.
Post "No Grease" signs above sinks and on the front of dishwashers.	Signs serve as a constant reminder for staff working in kitchens.	These reminders will help minimize grease discharge to the traps and interceptors and reduce the cost of cleaning and disposal.	Check appropriate locations of "No Grease" signs.
Use water temperatures less than 140° F in all sinks, especially the pre-rinse sink before the mechanical dishwasher. The mechanical dishwasher requires a minimum temperature of 160° F, but the Uniform Plumbing Code (UPC) prohibits discharging the dishwasher to grease traps.	Temperatures in excess of 140° F will dissolve grease, but the grease can re-congeal or solidify in the sanitary sewer collection system as the water cools.	The food service establishment will reduce its costs for the energy – gas or electric – for heating the water.	Check boiler or hot water heater discharge temperature. Measure the temperature of the hot water being discharged from the closest sink.
Use a three-sink dishwashing system, which includes sinks for washing, rinsing, and sanitizing in a 50-100 ppm bleach solution. Water temperatures are less than 140° F. (See above)	The three-sink system uses water temperatures less than 140° F where a mechanical dishwasher requires a minimum temperature of 160° F. (See above) Note: The Uniform Plumbing Code (UPC) prohibits the discharge of dishwasher water to grease traps.	The food service establishment will reduce its costs for the energy - gas or electric - for heating the water for the mechanical dishwasher and for operating the dishwasher.	Measure temperature of the hot water at the three-sink system.
Recycle waste cooking oil.	There are many waste oil recyclers throughout Oregon. This is a cost recovery opportunity.	The food service establishment will be paid for the waste material and will reduce the amount of garbage it must pay to have hauled away.	Obtain name of recycler used. Review recycling records. Confirm records w/ recycler.
"Dry wipe" pots, pans, and dishware prior to dishwashing.	The grease and food that remains in pots, pans, and dishware will likely go to the landfill. By "dry wiping" and disposing in garbage receptacles, the material will not be sent to the grease traps and interceptors.	This will reduce the amount of material going to grease traps and interceptors, which will require less frequent cleaning, reducing maintenance costs.	Observe dishwashing practices.
Dispose of food waste by recycling and/or solid waste removal.	Some recyclers will take food waste for animal feed. In the absence of such recyclers, the food waste can be disposed as solid waste in landfills by solid waste haulers.	Recycling of food wastes will reduce the cost of solid waste disposal. Solid waste disposal of food waste will reduce the frequency and cost of grease trap and interceptor cleaning.	Inspect grease traps and interceptors for food waste accumulation. Confirm the recycler or solid waste removal company with the establishment manager.

For more information, Contact the FOG Control Program Manager at – Engineering Department, Valley Center MWD, Valley Center, CA

BMPs for Properly Maintaining Grease Traps and Interceptors to Prevent Introduction in the Sanitary Sewer System

BMP	Reason For	Benefits to Food Service Establishment	Pretreatment Inspection Tips
Witness all grease trap or interceptor cleaning/maintenance activities to ensure the device is properly operating.	Grease trap/interceptor pumpers may take shortcuts. If the establishment manager inspects the cleaning operation and ensures it is consistent with the procedures in Grease Trap and Interceptor Maintenance they are more assured of getting full value for their money.	The establishment will ensure it is getting value for the cost of cleaning the grease trap or interceptor. Otherwise the establishment may be paying for cleaning more often than necessary.	None.
Clean under sink grease traps weekly. If grease traps are more than 50% full when cleaned weekly, the cleaning frequency needs to be increased.	Under sink grease traps have less volume than grease interceptors. Weekly cleaning of under sink grease traps by the establishment's own maintenance staff will reduce the cost of cleaning the grease interceptor. If the establishment does not have a grease interceptor, the under-sink grease trap is the only means of preventing grease from entering the sanitary sewer system. If the grease trap is not providing adequate protection, the local sewer agency may require installation of a grease interceptor.	This will extend the length of the cleaning cycle for grease interceptors that the establishment maintains.	Visually inspect the contents of the under sink grease trap. Inspect cleaning records.
Keep a maintenance *log*	The maintenance log serves as a record of the frequency and volume of cleaning the interceptor. It is required by the pretreatment program to ensure that grease trap/interceptor maintenance is performed on a regular basis.	The maintenance log serves as a record of cleaning frequency and can help the establishment manager optimize cleaning frequency to reduce cost.	Inspect maintenance log. Provide the establishment with a sample maintenance log if it does not have one. Confirm the maintenance log with the grease hauler identified.
Clean grease interceptors routinely.	Grease interceptors must be cleaned routinely to ensure that grease accumulation does not cause the interceptor to operate poorly. The cleaning frequency is a function of the type of establishment, the size of the interceptor, and the volume of flow discharged by the establishment.	Routine cleaning will prevent plugging of the sewer line between the food service establishment and the sanitary sewer system. If the line plugs, the sewer line may back up into the establishment, and the business will need to hire someone to unplug it.	Interceptor should have no more than 1/3 the depth as grease, **and,** Interceptor should have no more than 1/4 the depth as sediment, **and** No more than 25% of the depth should be a combination of grease (top) & sediment bottom).

NO GREASE

A Message from Valley Center Municipal Water District, Valley Center, CA.
For more information contact the Engineering Department at 760-735-4500

Let's Tackle Grease in the Kitchen

WHY SHOULD YOU HELP?

- Prevent grease buildups from blocking sewer lines.
- Stop sewer overflows into streets, storm drains and waterways.
- Save money spent on costly cleanups of sewage spills.
- Reduce the number of times you have to clean out your grease trap.
- Protect the quality of our water.

DO!

Put oil and grease in covered collection containers.

Scrape food scraps from dishes into trash can and garbage bags and dispose of properly. Avoid using garbage disposal.

Remove oil and grease from dishes, pans, fryers and griddles. Cool first before you skim, scrape, or wipe off excess grease.

Prewash dishes and pans with cold water before putting them in the dishwasher.

Cover kitchen sink with catch basket and empty into garbage can as needed.

Cover floor drain with fine screen and empty into garbage can as needed.

DON'T!

Don't pour grease down the drain.

Don't put food scraps down the drain.

Don't rinse off oil and grease with hot water. Don't run water over dishes, pans, fryers, and griddles to wash oil and hot grease down the drain.

More Ways to Tackle Grease

- Use environmentally safe cleaning products instead of harsh detergents or cleaners that can damage sewer lines.
- If you generate large amounts of used cooking oil, reuse or recycle it. To find a recycler, check the phone book under "recyclers" or "rendering companies."
- If you generate small amounts of used cooking oil, reuse it as often as possible and then pour it into a container you can throw away. Never pour it down the drain!

For more information, please contact the VCMWD FOG Control Program Manager at (xxx) xxx-xxxx, Engineering Dept., Valley Center, CA .

This flyer was made possible thanks to information taken from the Texas Commission on Environmental Quality's Flyer #GI-290.

How a Sewer System Works

A typical sanitary sewer system is constructed of a network of pipes connected to each building that transports sewage to a wastewater treatment plant.

A property owner's sewer pipes are called service laterals and connect to larger local main and regional sewer lines.

Service laterals are the responsibility of the property owner and must be maintained by the property owner. Many city agencies have adopted ordinances requiring maintenance of service laterals.

Operation and maintenance of local and regional sewer lines are the responsibility of the local public works department and the sanitation district.

What is a Sewage Spill?

Sewage spills occur when the wastewater flowing in an underground pipe becomes blocked and overflows through a manhole, cleanout, and/or broken pipes. Sewage spills can potentially cause health hazards and damage to homes and businesses. They threaten the environment, local waterways, and beaches.

What to Look For

Sewage spills can be a very noticeable gushing of water from a manhole or a slow water leak that way take time to be noticed. Don't dismiss wet areas that cannot be accounted for. Look for:

- Drain backups inside the building;
- Wet ground and water leaking around manhole lids on your street;
- Seeping water from cleanouts or outside drains;
- Unusual odorous wet areas on sidewalks, external walls, or ground/landscape around a building.

What to Do

Time is of the essence in dealing with sewage spills. Property owners are required to immediately:

*Control and minimize the spill. Keep spills contained on private property and out of gutters, storm drains, and public waterways by using dirt as barricades until help arrives. Do not use any water inside the building - it will create more discharge. Do not wash sewage into the street or gutter. Call Maintenance Services or a plumber for advice on proper cleanup.

*Clear the sewer blockage. Always wear gloves and wash your hands. Call a plumber if necessary.

* Keep children and pets away from spill.

If you see signs of a sewage spill on public or private property
Or need help with a private sewage spill
Call Valley Center MWD
We're Here To Help!
760-735-4500

Sewage Spills Regulatory Codes & Fines

California Health and Safety Code, Sections 5410-5416
No person shall discharge raw or treated sewage or other waste in a wanner that results in contamination, pollution, or a nuisance. Any person who causes or perm its a sewage discharge to any state waters:

- must immediately notify the Local Health Officer of the discharge.
- shall reimburse the Local Health Ot'ficer for services that protect the public's health and safety (water-contact receiving waters).
- who fails to provide the required notice to the Local Health Officer is guilty of a misdemeanor and shall be punished by a fine (between $500-$ 1,000) and/or imprisonment for less than one year.

California Water Code. Anicle 4, Chapter 4 Sections 13268-1327

California Code of Regulations, Title 23 Civision 3 Chapter 9 2 /nicle 2 Sections 2250-2261
A ray person who causes or permits sewage in excess of 1 000 callons to be discharged to state w aters shall immediatel notif)' the Office of Emergency Sen'ices at (800) 852-7550
A ray person w'ho leals to provide the notice required by this section is _uil ' of a misdemeanor and shall be punished by a f ne (less llaan $20 000) aad/or imprisonment for not morethan one year.
This subdivision shall apply tla land discharges that would have resulted in a seeage discharge to state water, but for a public agency's emergency response or cleanup action.

(Regulator' Codes proc ided courtes) of the Otaute County Sanitation District)

You Are **Responsible** for a Sewage **Spill Caused** by a Blockage in Your Sewer **Lines**

Sewage **Spills**

Reference Guide

Your Responsibility as a Private Property Owner

Common Causes of Sewage Spills

*Grease builds up and eventually blocks sewer pipes. Grease gets into the sewer from household drains, as well as froiaa poorly maintained commercial grease traps and interceptors. Grease is the most common cause of pipe blockages.

"Structural problems caused by tree roots in the lines, broken/cracked pipes, missing or broken cleaiaout caps, and/or undersized sewers can cause blockages.

*Infiltration and inflow (I/I) impacts pipe capacity and is caused when groundwater or rainwater enters the sewer system through pipe defects and illegal connections.

Help Us Protect the Environment!

Report Sewage Spills Immediately!

760-735-4500

Storm Drain System

Sewage must never enter the storm drain system. This is a separate system which transports storm water runoff directly from city streets to the ocean.

You Can Help Protect The Environment!

Grease, oil, and fat should go from the pan...

..to the can

Never pour grease, cooking oil, or fat down the sink.

They can clog drains and cause sewer pipes to back up and cause sewage spills. Cool down your cooking oil, grease, or fat and pour them into a container with a secure lid.

Trash the can — not your pipes

Wipe out pots and pans with a paper towel before doing dishes - you will use less soap and decrease clogs. **Dispose of food scraps in** the trash - not down **garbage disposals, drains,** or toilets.

Items that should NOT be disposed of in the sewer system

- Ø Cooking Grease and Oil
- Ø Food Debris
- Ø Diapers
- Ø Cotton Balls
- Ø Kitty Litter
- Ø Acne Pads
- Ø Dental Floss
- Ø Feminine Hygiene Products
- Ø Condoms
- Ø Band Aids
- Ø Paper Towels
- Ø Sanitary Wipes
- Ø Dirt, Sand, Rocks
- Ø Q-Tips
- Ø Rags
- Ø Plastic
- Ø Drinking Straws
- Ø Tooth Picks

City and County Agency Responsibilities

Public Works Department, Facility Maintenance: responsible for maintaining the City's sewer main lines, protecting City property, public areas, streets, and the local storm drain system; responsible for collecting, treating, and disposing of wastewater for the base.

Commanding General,

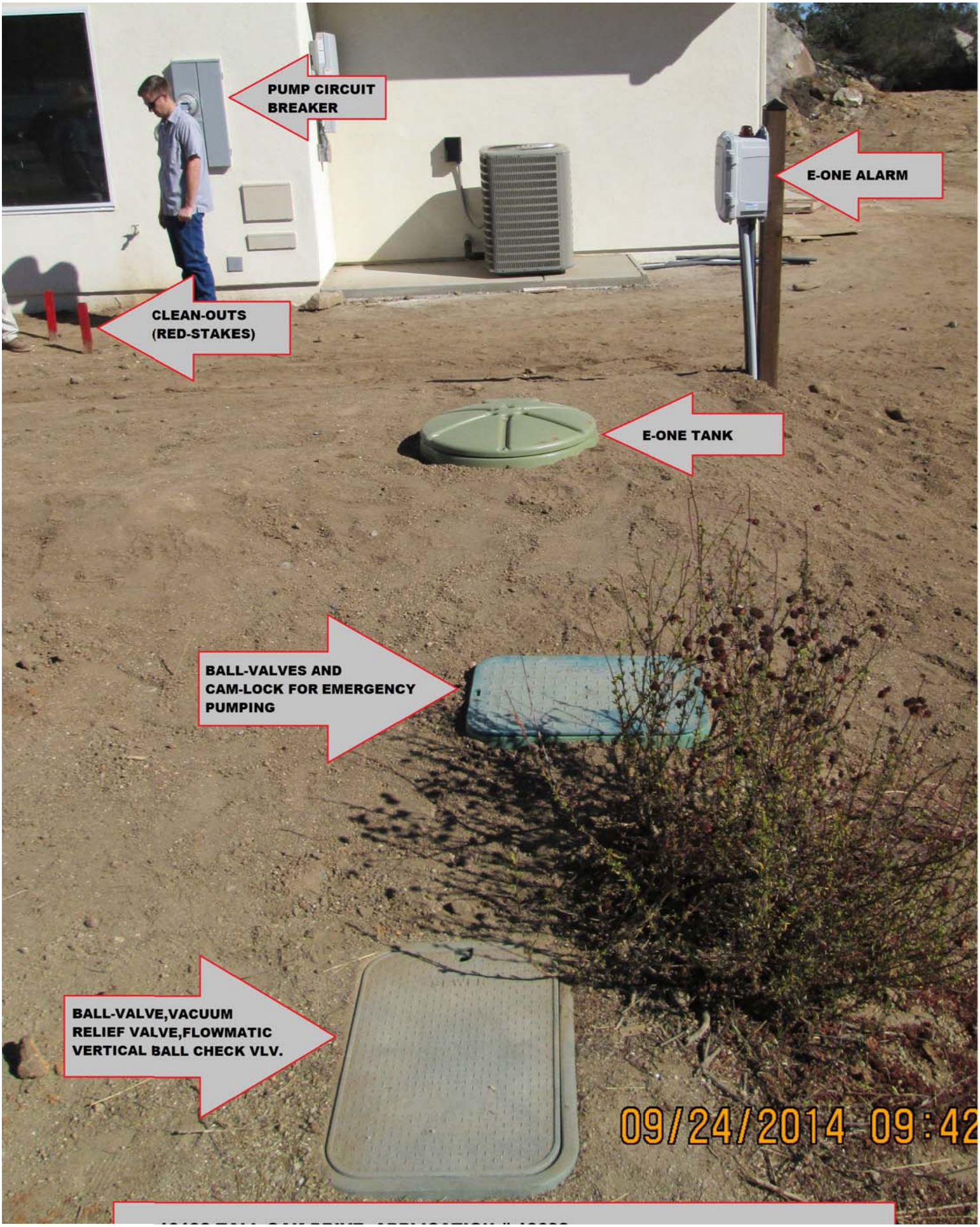
MCAGCC Twentynine Palms: responsible for closing public areas and food-service businesses if a sewer spill poses a threat to public health.

Regional Water Quality Control Board: responsible for protecting state waters and enforcing state sewer regulations.

You Could Be Liable for Endangering the Environment

Local and state agencies have legal jurisdiction and enforcement authority to ensure that sewage spills are remedied. They may respond and assist with containment, relieve pipe blockages, and/or cleanup of the sewage spill, especially if the spill is flowing into storm drains or onto public property. A property owner may be charged for costs incurred by these agencies responding to private property spills.

Call the Maintenance Services Department immediately for advice and/or assistance before a small overflow becomes a major liability.



eOne Installation Sample

APPENDIX I

Commercial Wastewater Discharge Program Status Summary

COMMERCIAL WASTEWATER DISCHARGE PROGRAM

Woods Valley Ranch WRF Service Area

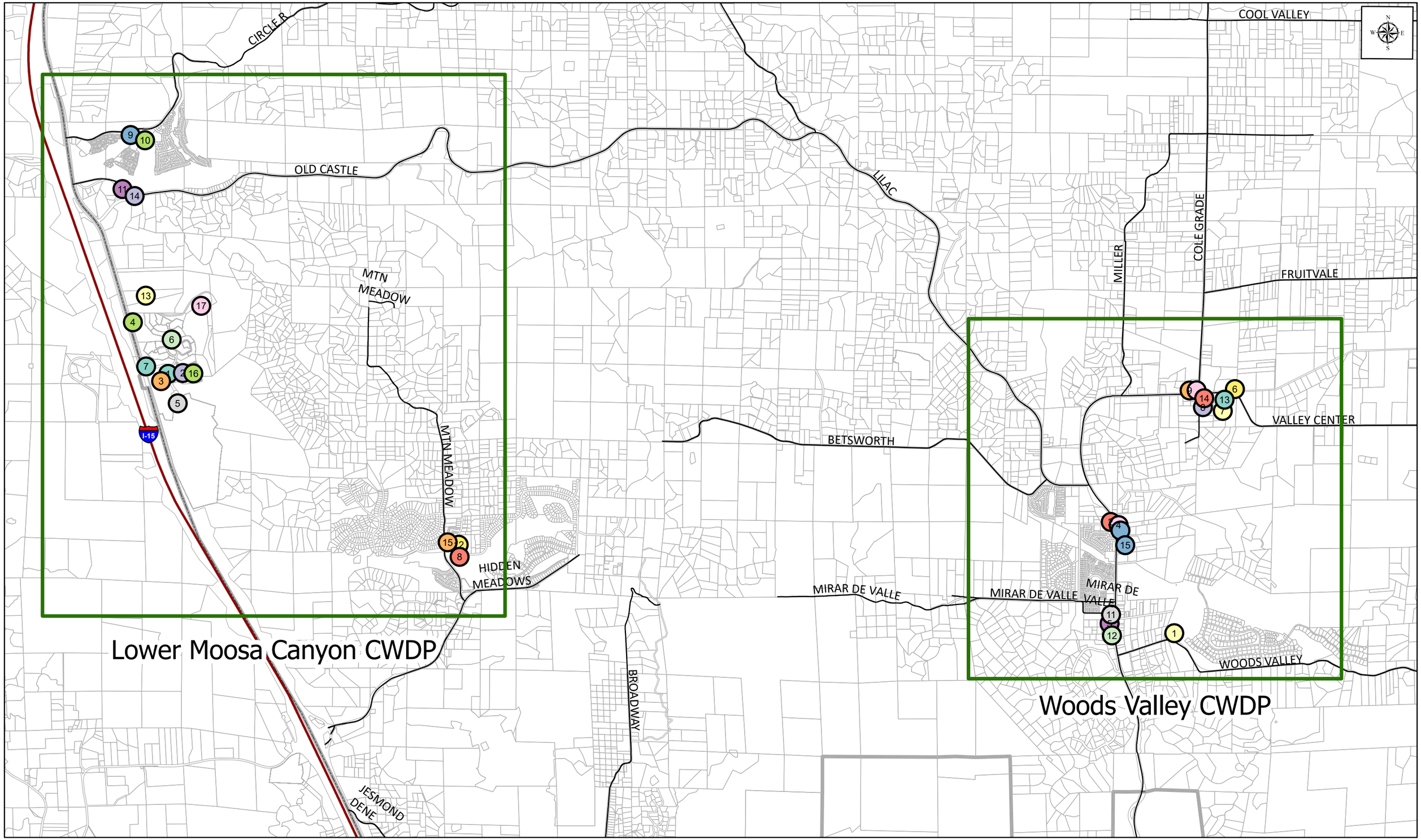
Site Number	Establishment	Owner	Contact Name, Site Address, and Phone #	Lot #	EDUs	Status	Equipment	Site Visit	Comments
1	Club House	Native Oaks Golf Club	c/o Eric Julian 14616 Woods Valley Rd. (760) 751-3007	9877	10	Active	None	12/3/2018	Deli style prepared food; no fryers
2	Valley Center Oil	Dave Bohorquez	c/o Dave Bohorquez P.O. Box 366; VC (760)580-1436	163	1	Active	None	10/16/2018	No restaurant ; no dumping of oil or antifreeze
3	Powerland Equipment Rental	Malcolm Smith	c/o Malcom Smith 27934 VC Road (619) 520-1944	2352	1	Active	None	3/18/2018	No restaurant; servicing equipment
4	Fat Ivor's Restaurant	Fred Yousefi	c/o Fred Yousefi 27961 VC Road (760) 749-0600	530	3	Active	Interceptor	3/18/2018	Restaurant; follow-up required for excessive grease build-up
5	Tractor Supply	Bell Holdings	c/o Mg Engie Insight 27444 Valley Center Rd (866)322-4547	1777	4	Active	None	3/18/2018	No restaurant
6	VCMWD	VCMWD	c/o Gary Arrant 29300 Valley Center Rd (760) 735-4500	186	12	Active			
7	Greens Storage	Greens Global Inc	c/o Julee 28407 Lizard Rocks Rd (949) 546-0560	10663	1	Active			
8	A1 Irrigation	BOSE JACK&CAROLINE FAMILY TRUST	c/o JT Bose 28511 Cole Grade Rd (760) 749-1213	1518	1	Active			
9	Town Center Market Inc	LEE KEY H&GRACE C	29144 Valley Center Rd (760) 580-9968	1550	1	Active			
10	Pala Vista	MIKHAIL LIVING TRUST	c/o KH Lee 29200 Valley Center Rd (760) 749-1104	1496	1	Active			
11	Autozone	A TUNE ZOO LLC C/O BELL ENTERPRISES	c/o Maribel 27468 Valley Center Rd (760) 651-5060	11178	2	Active			
12	Papa Bears	Maria Sanchez	27356 Valley Center Rd (760) 594-1654	417					Grinder pump installed but sewer service not yet active
13	Automotive Specialists / Neighborhood Healthcare	AUTOMOTIVE SPECIALIST L P	28477 Lizard Rocks Rd (619) 523-0133	10485	2	Active			
14	Thrifty Payless Incorporated	5th Street Development Valley Center	c/o Mata Rotz 28535 Cole Grade Rd (717) 975-8617	11172	5	Active			
15	Gratzl Repair, Inc.	THOMAS FAMILY 2002 TRUST	c/o Mike Gratzl 27847 Valley Center Rd (760) 751-0500	2905	3	Active			Joe's feed is also on property but not connected to pump

COMMERCIAL WASTEWATER DISCHARGE PROGRAM

Lower Moosa Canyon WRF Service Area									
Site Number	**Establishment**	**Owner**	**Contact Name, Site Address, and Phone #**	**Lot #**	**EDUs**	**Status**	**Equipment**	**Site Visit**	**Comments**
1	Canyon Grille Pizza Hut Market Place	Teleklew Prod Inc.	c/o Sean Coogan, General Mgr. Welk Resort 8860 Lawrence Welk Drive, Esc (760) 749-3000	4518	20	Active	Interceptor	10/16/2018	Restaurant Mgr. Donna Carig Canyon Grille, Market, Pizza Hut; interceptor w/1 lateral
2	HouseKeeping	Teleklew Prod Inc.	c/o Sean Coogan, General Mgr. Welk Resort 8860 Lawrence Welk Drive, Esc (760) 749-3000	9733	1	Active	None	10/16/2018	No food prepared on site
3	Village Dental	Teleklew Prod Inc.	c/o Sean Coogan, General Mgr. Welk Resort 8860 Lawrence Welk Drive, Esc (760) 749-3000	5017	5	Active	None	10/16/2018	Located in Building "P" Xray solvents retained in container & picked up by vendor
4	Equipment Maintenance Yard	Teleklew Prod Inc.	c/o Sean Coogan, General Mgr. Welk Resort 8860 Lawrence Welk Drive, Esc (760) 749-3000	6450	0	Active	Clarifier	12/3/2018	Cleaned once a year
5	Preview Center	Teleklew Prod Inc.	c/o Sean Coogan, General Mgr. Welk Resort 8860 Lawrence Welk Drive, Esc (760) 749-3000	5697	3	Active	None	10/16/2018	No food prepared on site
6	9th Hole Snack Shack	Teleklew Prod Inc.	c/o Sean Coogan, General Mgr. Welk Resort 8860 Lawrence Welk Drive, Esc (760) 749-3000	5395	1	Active	None	10/16/2018	Prepared food and snacks only
7	Gas Station	Teleklew Prod Inc.	c/o Sean Coogan, General Mgr. Welk Resort 8860 Lawrence Welk Drive, Esc (760) 749-3000	4515	1	Inactive	N/A	10/16/2018	Not in operation
8	DG Steak House	Meadow Lake Country Club LLC	10333 Meadow Glen Way E, Esc (760)749-1620	10773	10	Active	None	10/15/2018	Grease trap & storage tank good condition
9	Castle Creek Inn	Castle Creek Inn	29850 Circle R Way, Esc (760) 751-8800	5043	21	Active	None	9/25/2018	Not using kitchen; food is catered
10	Club House	Castle Creek Country Club	Josephine Development LLC c/o Sang Han 8797 Circle R Drive Esc 760) 749-2412	438	23	Active	Greasetrap	10/16/2018	Removed monthly
11	Storage Yard	Richard Matz	8719 Old Castle Rd., Esc (760) 749-8091	8001	3	Inactive	N/A	12/11/2018	Property vacant, used to store equipment
12	The Market at Hidden Meadows	Alex & Shari Petric	10326 Meadow Glen Way E, Esc (760)805-0480; (760)420-7350; (760)297-1232	5525	1	Active	None	10/16/2018	Prepared food and snacks only
13	Winery	Deer Park Winery	c/o R. R. Knapp Knapp Properties 29013 Champagne Blvd., Esc (619) 298-1666	4648	1	Active	None	11/30/2018	No food prepared on site

COMMERCIAL WASTEWATER DISCHARGE PROGRAM

Lower Moosa Canyon WRF Service Area									
Site Number	**Establishment**	**Owner**	**Contact Name, Site Address, and Phone #**	**Lot #**	**EDUs**	**Status**	**Equipment**	**Site Visit**	**Comments**
14	Deli & Creekside Vetrinary Service	Pointed Roof Deli & Creekside Veternary Service	Steven Colburn 8751 Old Castle Road (760)751-1020 Crystal Lansford (760)749-9866	1292	4.2	Active	None	10/16/2018	Deli style prepared food; no fryers
15	Meadows Market	Radjenovic Corporation	c/o Mira Radjenovic 10326 Meadow Glen Way E, Esc Deli:(760) 749-1022 Mira cell #: (760) 855-7603	11114	4.8	Active	None	12/11/2018	Grilling & frying restaurant; Side Yard new restaurant is serving food
16	Boulder Springs Rec. Area	Welk Resort Vacation Owners Association	Villas at the Welk Resort 300 Rancheros Dr. Ste. 450 San Marcos, CA (760)749-3000	8439	1	Active	Interceptor	10/16/2018	Good condition, slight odor
17	Mountain Springs Pool Area	Welk Resort Group	Mountain Villas 300 Rancheros Dr. Ste. 450 San Marcos, CA (760)749-3182	10410	1	Active	Interceptor	10/16/2018	Good condition



Valley Center
Municipal Water District

VCMWD CWDP
Service Area

8/1/2022
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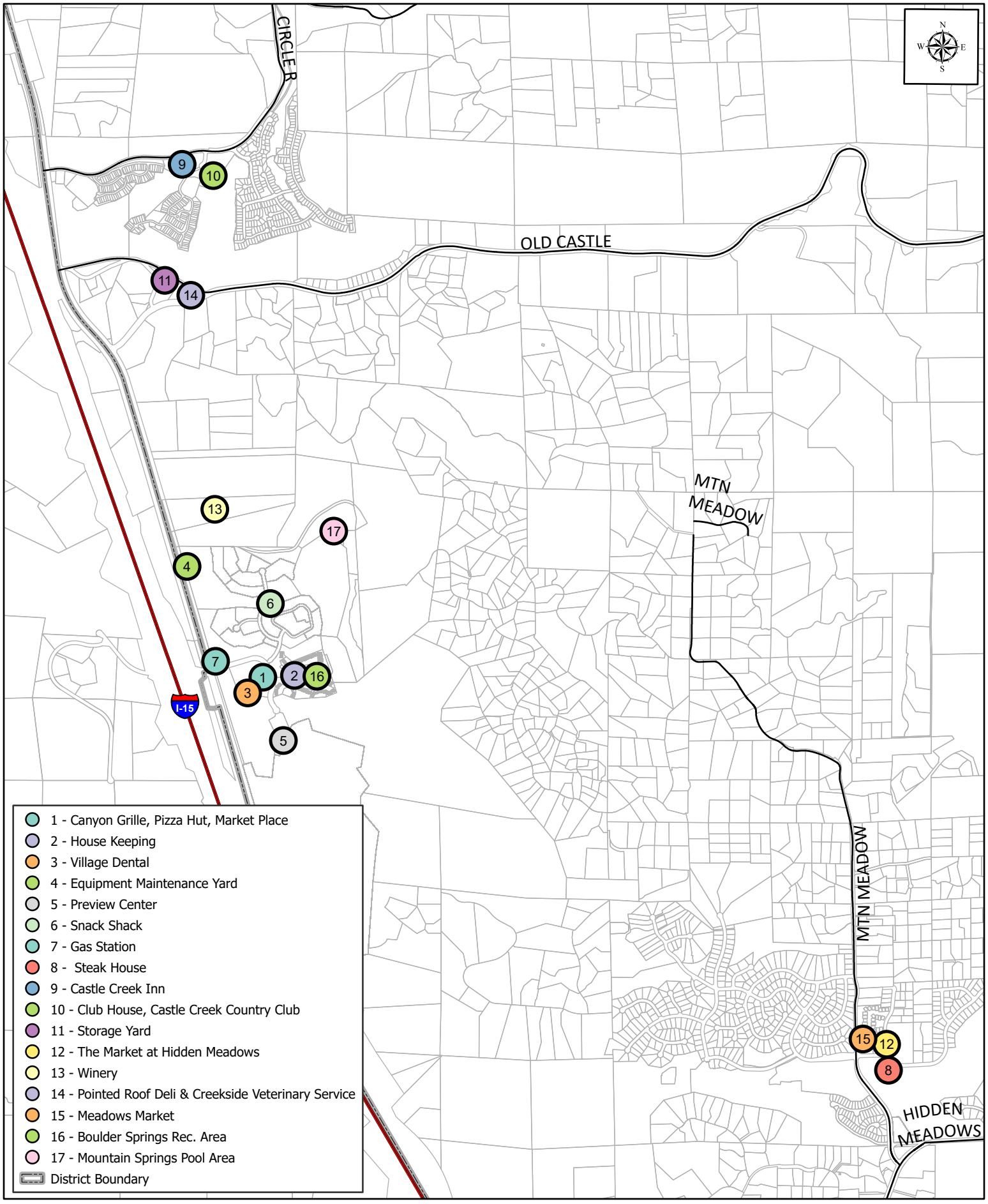

Valley Center Municipal Water District

Lower Moosa Canyon CWDP Service Area

8/1/2022
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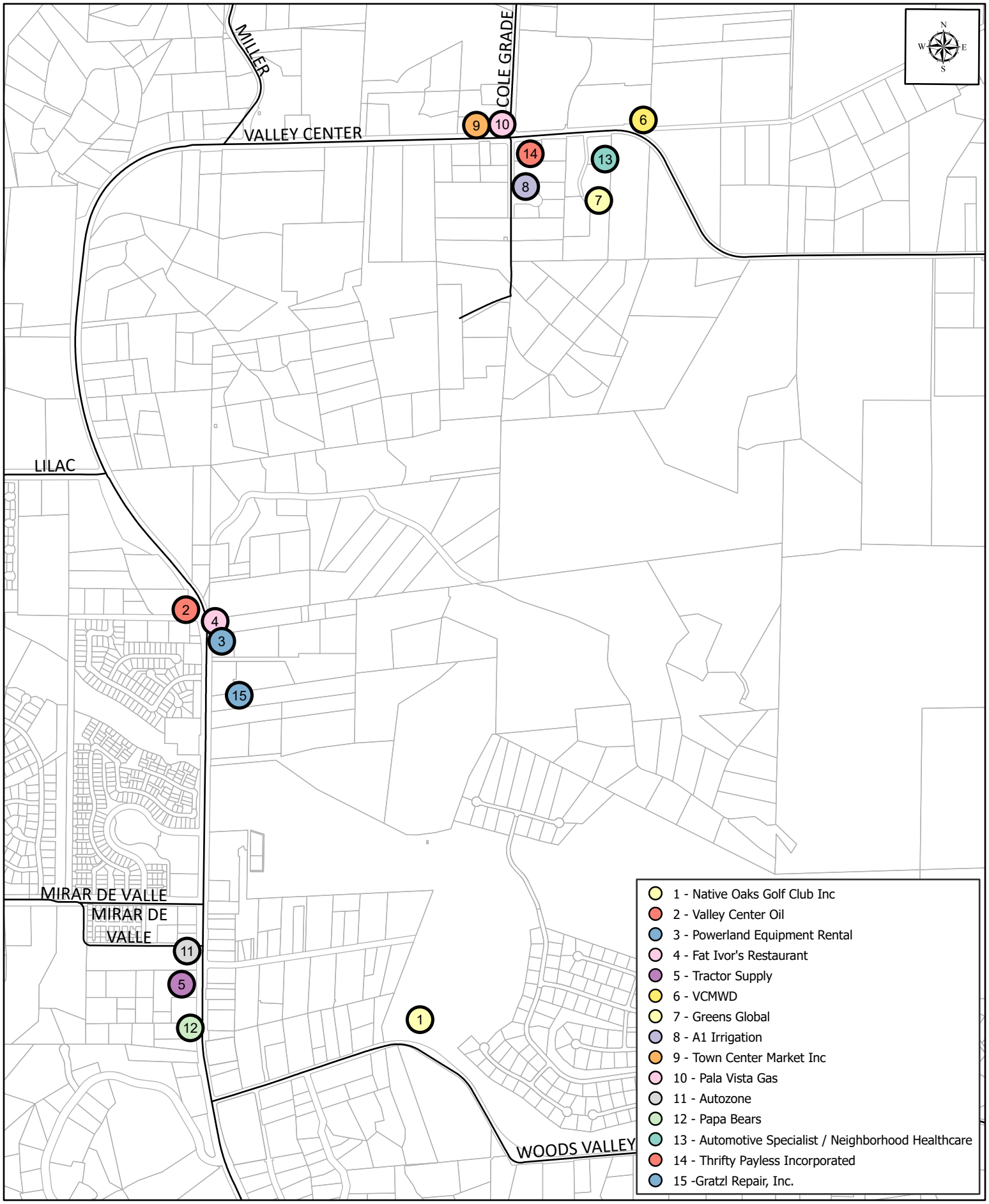

Valley Center
Municipal Water District

Woods Valley CWDP
Service Area

8/1/2022
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Source: SanGIS, SANDAG, VCMWD

APPENDIX J

Cityworks Product Description

PRODUCTS
Cityworks

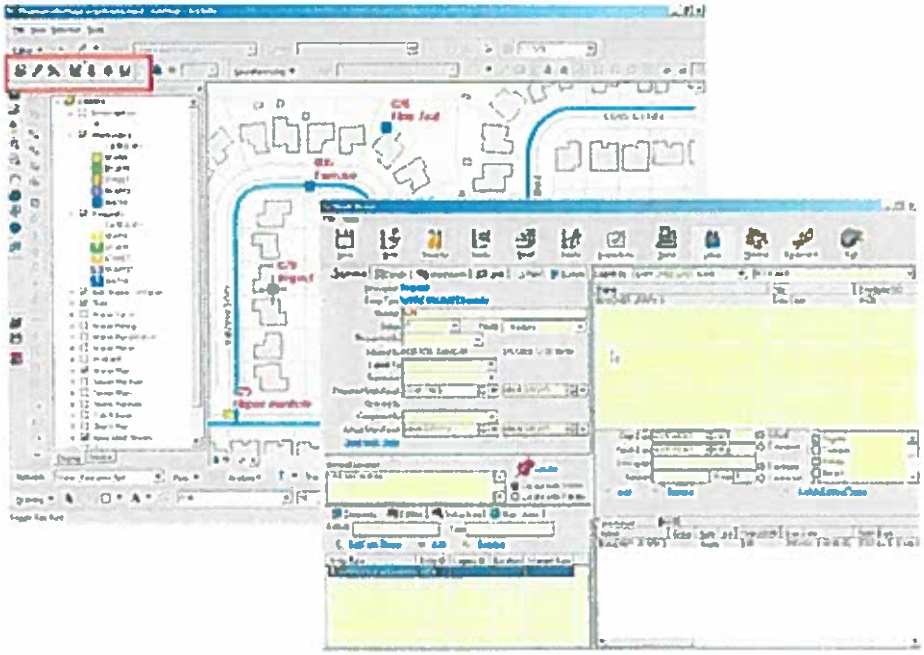
Cityworks® Desktop is designed for a wide variety of organizations involved in the maintenance and operations of capital assets and infrastructure. An easy-to-use, map-based work management application, Cityworks is used by maintenance and operations personnel to capture and respond to customer concerns; create and track work orders; and conduct inspections and tests on asset features. Cityworks includes ad-hoc search and reporting tools, user level administrator, and is the only system fully integrated with GIS.

A key element of Cityworks' design is its flexibility in asset and activity management. For users that have embarked on developing a GIS database for their agency, Cityworks' asset-based management is a preferred approach. Cityworks utilizes the GIS database (geodatabase) as the core asset inventory with no linking, integration or synchronization required. Using this management model, work activities are directly connected to specific assets, rather than general locations such as addresses. While work orders and service requests may be located using a street centerline or parcel layer, they are more typically associated with the actual asset or assets inventoried in the GIS. For users that have partially developed or no GIS asset inventory, Cityworks supports work orders and service requests using addresses. This approach allows users to perform work management while still developing an asset inventory.

Designed as an extension of the standard ArcGIS interface, Cityworks Desktop is built for maintenance and operation staff desiring the benefits and functionality available from the GIS interface while managing and performing maintenance activities and investigating and resolving customer concerns. Cityworks is accessible from a palette of tools that can be positioned anywhere on the map view. Beyond Cityworks, users can also take advantage of any other extension offered by ESRI, other ESRI-based applications and those created by the users.

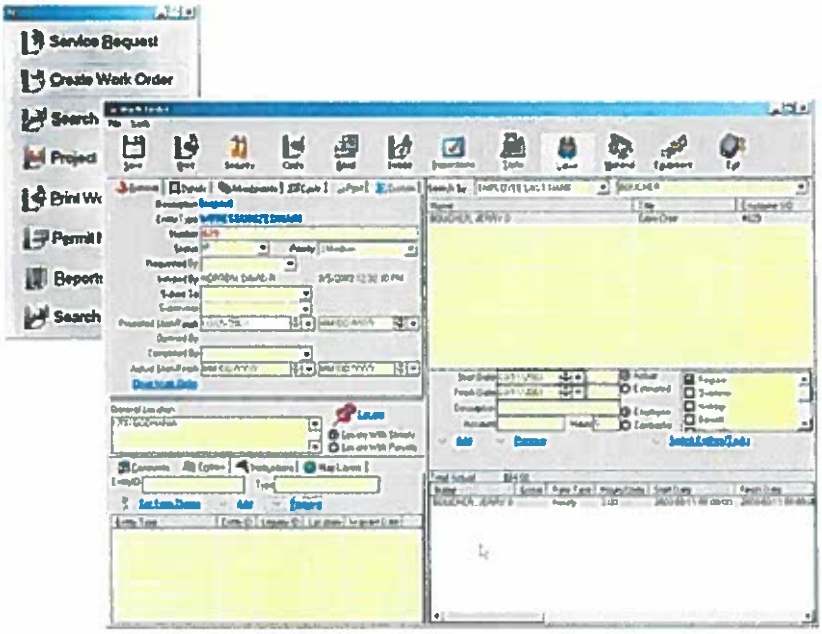
Cityworks Desktop *is an asset-based maintenance management system. The work order is linked to a GIS asset and displayed in the map view.*

Historically, maps have proven important for maintenance and operations. However, maintenance and operations staff typically are not GIS users. Professional level GIS interfaces can be complex. Cityworks Desktop and the ArcGIS interface can easily be simplified providing a subset of controls commonly used by maintenance and operations staff and presented using intuitive icons. The result is an easy-to-use, map-based interface with all the power and flexibility of Cityworks yet optimized for the end user.



Cityworks Desktop *- Simplified interface.*

Cityworks Standalone option is available for users who interact with work orders and services requests on a daily basis, yet do not need or want a map display. Standalone can be configured to access and edit GIS asset infrastructure data without the map view.



Cityworks Standalone

Return to original page

APPENDIX K

Sanitary Sewer Overflow (SSO)
Event Summary

Appendix K – Sanitary Sewer Overflow Event Summary

Since the California Integrated Water Quality System (CIQWS) reporting system was placed in service in 2007 the District has 18 sanitary sewer overflows – 2 form the Woods Valley Ranch Service Area and 16 from the Lower Moosa Canyon Service Area. The attached Table K-1 provides information on each event from January 2007 through December 2021. The attached Figures provide a summary the number of events per year and overflow volumes for both collection systems; Lower Moosa Canyon WRF and Woods Valley Ranch WRF. None of the SSO events were due to facilities with insufficient capacity or wet weather flows.

Woods Valley Ranch Collection System

There was one SSO event 2007 and 2017 in the Woods Valley Ranch Service Area since reporting began. The first event was due to the backing up of a sand tee left in the collection line by the contractor that constructed the facilities. Sand tees are installed to prevent home construction debris and sediment from traveling to the treatment plant prior to home occupancy. Contractors are required to periodically inspect and clean the manholes where the sand tees are installed. The 2017 event was a 10-gallon spill due to an Air Relief Valve/Blow-off Valve Failure

Lower Moosa Canyon Collection System

The Moosa collection system had 16 SSO events since reporting began; 1 in 2007, 1 in 2008, 3 in 2009, 1 in 2010, 0 in 2011, 2 in 2012, 0 in 2013 and 2014, 2 in 2015, 0 in 2016, 1 in 2017, 3 in 2018, 1 in 2019, 0 in 2020 and 1 in 2021. Since 2018, there has only been 2 events. The event in 2019 happened in the Rim Rock Low Pressure Sewer service area. The event was cause by broken PVC check valve. There were minimal amounts of sewage spilled. The second event occurred at the Meadow Lift Station. This event was due to a pump failure. Most of the sewage spilled was recovered and zero amount left the site.

Corrective Measures

Pump failure – District repaired the pump and added some fittings to inflow piping to allow for absorption of vibration

Check valve failure – The District perform a CIP project adding clean outs throughout the Low-Pressure Sewer system in the Rim Rock area. Old check valve, gate valves and brass pipe straps were replaced with non-corrosive stainless steel and PVC components.

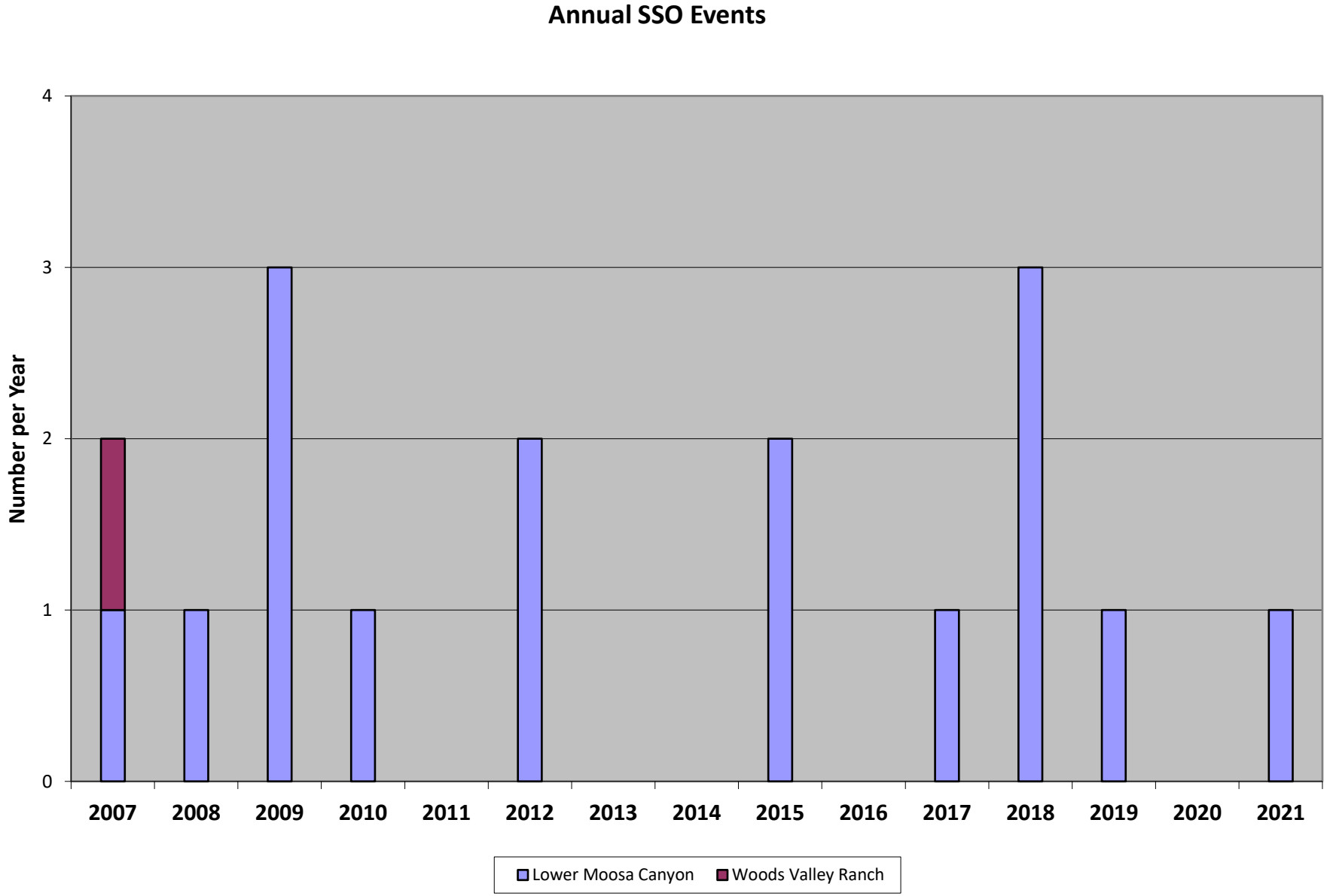
Table K-1

Sanitary Sewer Overflow Event Summary - Lower Moosa Canyon Collection System

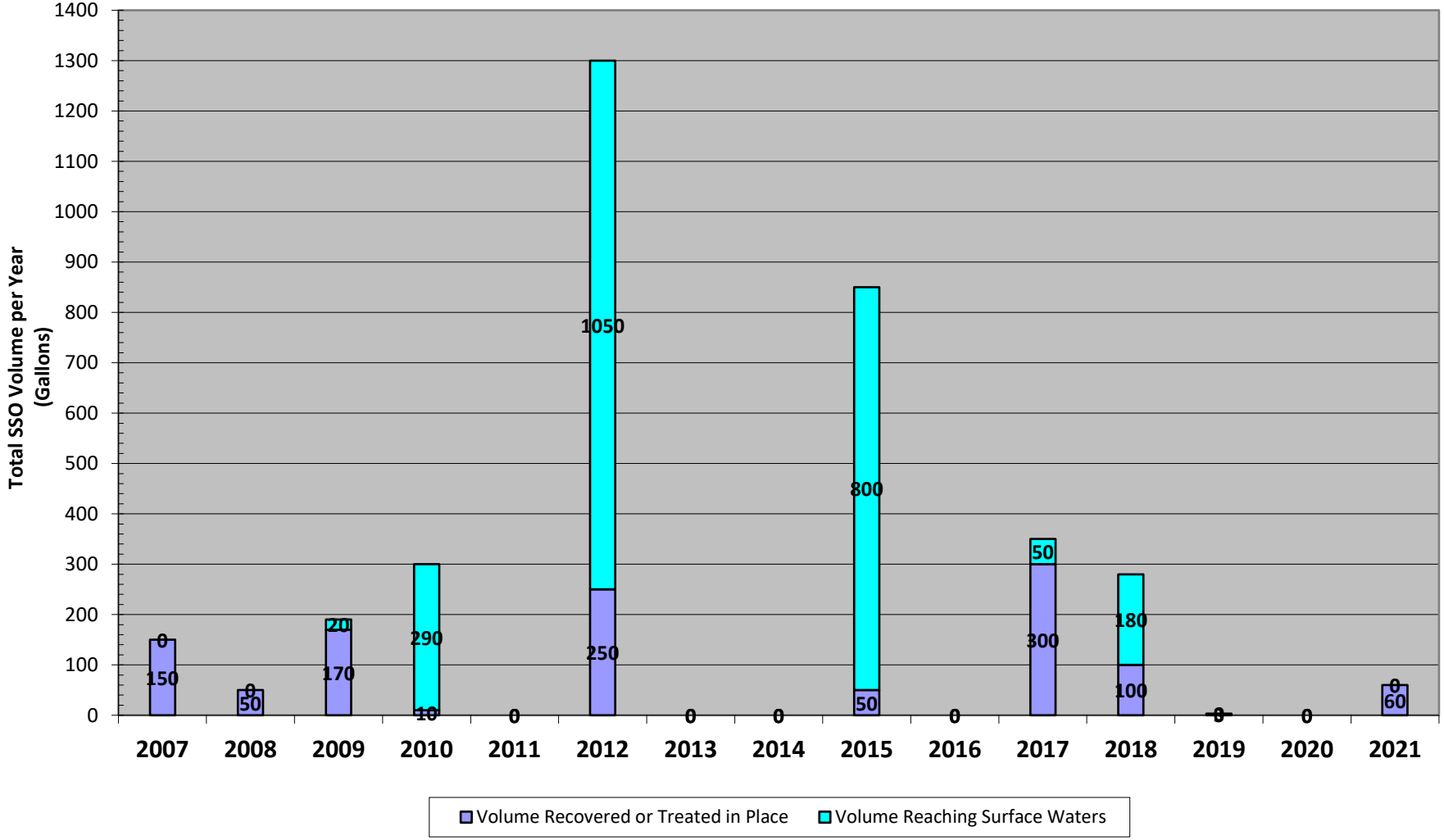
Event ID	Cert Step	Version	Region	Type	Category	Spill Volume	Volume Recovered or Treated	Volume Reaching Surface Waters	Collection System	WDID	Spill Start	Location Name	Cause
873102	Certified	1.0	9	SSO	Category 3	76	60	0	Lower Moosa Canyon R	9SSO10675	2/14/2021 2:30	Meadows Lift Station	Pump Failed to shut down
857953	Certified	2.0	9	SSO	Category 3	5	3	0	Lower Moosa Canyon R	9SSO10675	3/4/2019 12:15	29436 Meadow Glen Way	Broken PVC from check valve
850184	Certified	1.1	9	SSO	Category 3	10	0	10	Lower Moosa Canyon R	9SSO10675	6/7/2018 12:10	Manhole on golf course	CA
844950	Certified	1	9	SSO	Category 3	70	0	70	Lower Moosa Canyon Recl Facil CS	9SSO10675	2/15/2018 7:30	10917 Meadow Glen Way East	Root Intrusion
843676	Certified	1	9	SSO	Category 3	200	100	100	Lower Moosa Canyon Recl Facil CS	9SSO10675	1/6/2018 14:40	29244 Meadow Glen Way West	Pipe Structural Problem/Failure
832409	Certified	1.1	9	SSO	Category 3	350	300	50	Lower Moosa Canyon Recl Facil CS	9SSO10675	1/31/2017 14:30	Welk View and Welk Drive	Pipe Structural Problem/Failure
820440	Certified	1.3	9	SSO	Category 3	250	50	200	Lower Moosa Canyon Recl Facil CS	9SSO10675	12/25/2015 18:20	Rim Rock 2	Other (see report)
820403	Certified	1.3	9	SSO	Category 3	600	0	600	Lower Moosa Canyon Recl Facil CS	9SSO10675	12/25/2015 11:10	Rim Rock	Grease Disposition (FOG)
789442	Certified	1.2	9	SSO	Category 1	900	200	700	Lower Moosa Canyon Recl Facil CS	9SSO10675	12/24/2012 15:40	9504 Welk View Ct. Escondido, CA 92026	Pipe Structural Problem/Failure
780732	Certified	1	9	SSO	Category 3	400	50	350	Lower Moosa Canyon Recl Facil CS	9SSO10675	3/18/2012 10:33	Meadows Highline bottom manhole	Vandalism
758243	Certified	2	9	PLSD	N/A	300	10	290	Lower Moosa Canyon Recl Facil CS	9SSO10675	9/16/2010 19:30	Lot, Granite Ridge Road Escondido, CA 92026	Root Intrusion
743954	Certified	3	9	PLSD	N/A	100	100	0	Lower Moosa Canyon Recl Facil CS	9SSO10675	7/27/2009 9:20	Welks View Escondido, CA 92026	Contractor sand tee backed up.
741412	Certified	2	9	PLSD	N/A	50	40	10	Lower Moosa Canyon Recl Facil CS	9SSO10675	6/17/2009 9:30	28406 Wimbleton Escondido, CA 92026	Blockage due to debris/rags
734864	Certified	3	9	SSO	Category 3	40	30	10	Lower Moosa Canyon Recl Facil CS	9SSO10675	1/23/2009 0:00	Lower Moosa Canyon Reclamation Facility	Digester foam overflow
723663	Certified	1	9	SSO	Category 3	50	50	0	Lower Moosa Canyon Recl Facil CS	9SSO10675	6/28/2008 7:40	Moss Tree Lane Escondido, CA	Vandalism
711530	Certified	1	9	SSO	Category 3	150	150	0	Lower Moosa Canyon Recl Facil CS	9SSO10675	12/24/2007 7:00	Meadows, Highline Escondido, CA	Vandalism

Table K-1 Sanitary Sewer Overflow Event Summary - Woods Valley Collection System

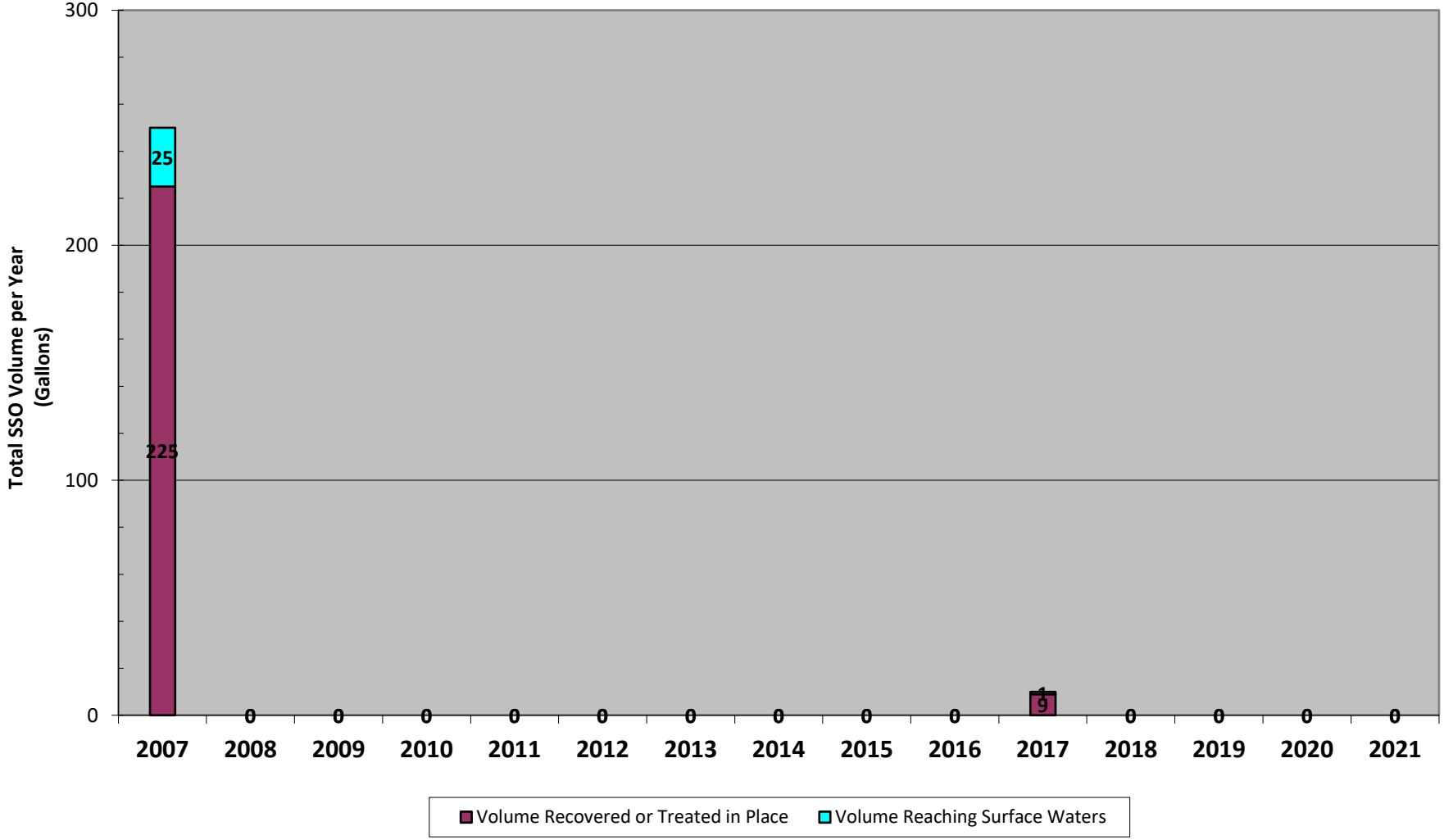
Event ID	Cert Step	Version	Region	Type	Category	Spill Volume	Volume Recovered or Treated	Volume Reaching Surface Waters	Collection System	WDID	Spill Start	Location Name	Cause
835392	Certified	1	9	SSO	Category 3	10	9	1	Woods Valley Coll Sys	9SS011203	4/18/2017 8:25	27840 Valley Center Road Valley Center, CA 92082	Air Relief Valve/ Blow-Off Valve Failture
717643	Certified	1	9	SSO	Category 1	250	225	25	Woods Valley Coll Sys	9SSO11203	1/3/2007 7:20	Woods Valley Manhole #27 Valley Center, CA	Contractor sand tee backed up


Annual SSO Events
Number per Year
4
3
2
1
0
2007
2008
2009
2010
2011
2012
2013
2014
2015
2016
2017
2018
2019
2020
2021
Lower Moosa Canyon
Woods Valley Ranch

Lower Moosa Canyon WRF Collection System
SSO Volumes



Woods Valley Ranch WRF Collection System
SSO Volumes



APPENDIX L

Understanding Your Low Pressure Wastewater Pump Collection System (LPCS)

Valley Center Municipal Water District

Understanding Your Low Pressure Wastewater Pump/Collection System (LPCS)

What Is a Low Pressure/Collection System (LPCS) - Using a small pump, the LPCS conveys wastewater from a storage tank/vault (See Figure 1) on your property to a network of fully sealed collection lines connected to Lower Moosa Canyon Water Reclamation Facility (LMCWRF) or to the Woods Valley Ranch Water Reclamation Facility (WVRWRF) where it is then treated to meet state and federal mandated treatment standards.

Why is your home on a LPCS? - Due to the terrain topography, rocks and soil conditions in your neighborhood the LPCS was the best option for conveying wastewater and doing the least damage to the environment. A typical gravity collection system would have been very difficult or impossible to install in your neighborhood without extensive grading and excavation.

How does the LPCS work? - There is a gravity line that is connected from your home to a pump vault on your property. The household waste from your sinks, showers, toilets, dishwasher, and washing machine is carried through this gravity line where it enters the pump vault. In the pump vault, is a low pressure pump that operates off a level sensor. This sensor starts and stops the pump depending on household waste level within the vault. When the pump is running, the pump pushes the household waste through the discharge line to the sealed collection lines in the street and then is conveyed to the wastewater treatment plant for treatment.

What components of the LPCS are on my property? (See Figure 2)

- Pump and Tank Vault (See Figure 1)
- Alarm Control Panel (See Figure 2 & 3)
- Property Service Lateral Connection Box (See Figure 2)
- Monitoring Radio (See Figure 4)

Where are the LPCS components located on my property?

Pump and Pump Vault – Typically, the pump and pump vault is installed in a convenient location away from your home. To identify the location of your system on your property look for a green secured lid, approximately 24" in diameter. This is the cover for the pump and pump

vault. The location of the system was determined during the application process with the original property owner. During this process, District staff reviewed the plot plan with the applicant to determine the best location for the system on the property. If you need help locating your system or have any questions, please call: (760)735-4500.

Alarm Control Panel - The Pump that is in the pump vault is connected to the alarm control panel that is powered by electricity from your power supply cabinet or circuit breaker (See Figure 5). The Alarm Control Panel is typically located adjacent to the pump and pump vault. The alarm control panel is a grey enclosure that is about the size of a shoe box, normally mounted on a post or on the side of your home. The location of the panel was determined during the application process. (See Figures 3 & 4)

DO NOT OPEN THE ALARM CONTROL PANEL DUE TO ELECTRICAL HAZARDS;
CALL THE VALLEY CENTER MUNICIPAL WATER DISTRICT
FOR 24 HOUR ASSISTANCE (760)735-4500

Audible Alarm - There is an audible alarm and red light on the control panel. When the level in your pump vault reaches a high level the alarm will sound and the light will turn on. This can be caused by either a pump failure or higher than normal flows entering the pump vault. **To silence alarm**, push the external silence button that is located on the bottom of the Control Panel box (See Figure 6) and then ***CALL THE VALLEY CENTER MUNICIPAL WATER DISTRICT FOR 24 HOUR ASSISTANCE. (760)735-4500.***

Property Service Lateral Connection Box - The lateral connection box is located near or by the curb in the front of your property. It is a square enclosure that is approximately 24"x24" in size and looks very similar to a water meter box (See Figure 2). The lid should be marked sewer. Inside the box is an isolation valve and non-return check valve. The valves are used for servicing and protecting your system.

UNDER NO CIRCUMSTANCES SHOULD YOU ATTEMPT TO OPERATE THESE VALVES. OPERATING THESE VALVES WILL CAUSE DAMAGE TO YOUR PUMPING SYSTEM, AND MAY CAUSE A SEWER SPILL. CALL THE VALLEY CENTER MUNICIPAL WATER DISTRICT FOR 24 HOUR ASSISTANCE. (760)735-4500.

Monitoring Radio – this radio will alert the Valley Center Municipal Water District of any issues with your system.

The Do's and Don'ts of Using Your LPCS - To avoid blockages and damage to your LPCS system the following items should ***NOT*** be placed into your sinks or toilets;

- Plastic, glass or metal
- Kitty litter
- Cooking oils or grease
- Concrete materials such as grout
- Sanitary napkins
- Flushable Wipes
- Gravel or sand
- Flammable materials
- Paints
- Diapers
- Q-tips

Other considerations:

- Don't connect troughs or rain gutters to the system
- Don't plant shrubs or trees close to equipment or pipelines
- Don't bury the vault lid

Ownership and Responsibilities of Facilities – The following facilities are owned by the property owner: Interceptor tank assembly (only used with Septic Tank Effluent Pump "STEP" Systems); Emergency Storage Tank (only with Grinder Pump Systems); Pump Vault Assembly, including pump, motor pump controls, and suction and discharge connections; Alarm control panel and connecting wires; Pressure discharge line between tank and service lateral connection point; and other valves and appurtenances required for these items.

The following facilities shall be installed by the Applicant: 1) gravity wastewater line between the house and the on-site LPCS facility, and 2) electrical power supply to the on-site facility.

VCMWD shall provide the following specific repair and maintenance services for the onsite LPCS facilities in a timely manner. Any additional work or repairs required are the responsibility of the applicant and are not included in the services provided for by the monthly low pressure wastewater collection system maintenance fee.

- 24-hour on call status
- Investigate alarm/unit malfunction notification
- Repair or replacement of defective components or upgrade of functioning components, excluding those items listed above
- Periodic pumping of Interceptor Tank ("STEP" Systems only) and inspection of the onsite LPCS facilities
- District shall exercise reasonable care to protect the area and improvements around the

onsite LPCS facilities and shall endeavor to leave the premises and improvements in the same condition as found. District shall not be responsible for any damages to landscaping, paving or other site improvements which are installed on the property.

The following specific items are excluded from the services provided by the District:

- Repair or replacement of any component of the onsite LPCS facility due to the negligence of the applicant;
- Repair or replacement of the gravity wastewater line or electrical line from the house to the on-site LPCS facilities;
- Repair or replacement of the discharge line from the Pump Vault Assembly to the District's Low Pressure Collection System;
- Repair or replacement of the Interceptor Tank or Emergency Storage Tank;
- Repair or replacement of the Pump Vault;
- Replacement of landscaping, paving or other site improvements installed in violation of the District's standard specifications, which may be damaged in the execution of repair or maintenance activity.

The Applicant's responsibilities are as follows:

- Applicant shall pay a monthly low pressure wastewater collection system maintenance fee, for specific maintenance services provided by the District.
- The Applicant remains ultimately responsible for the proper operation and maintenance of the on-site LPCS facilities. Maintenance and repair of facilities not provided by the District will be the responsibility of the Applicant.
- Applicant shall notify the District by phone (760) 735-4500 or other such number as designated by the District, immediately upon any indication of improper operation or malfunction of the on-site LPCS facilities; i.e., audible and/or visual alarm activation, wastewater spills, unusual noises coming from the on-site pump unit or odors from any part of the on-site LPCS facilities.
- Applicant shall instruct other persons having access to the property, tenants, groundskeeper, etc., in the proper operation and notification procedures applicable to the on-site LPCS facilities.
- Applicant shall not, without prior notification and approval of the District, make any adjustments or repairs to the on-site LPCS facilities.
- The Applicant shall grant the District access to the on-site LPCS facilities for

maintenance and inspection purposes.

How can I get more information about my LPCS? - Go to the Valley Center Municipal Water District web site: **www.valleycenterwater.org.** On the District home page, go to services, wastewater and then click on Sewer System Management Plan. Then go to appendix C Article 170, 171 and 172 to get more information about your LPCS and all wastewater services.

Thanking you for your attention and consideration.

Valley Center Municipal Water District

FIGURE 1.
WH231 – E-One
STORAGE TANK

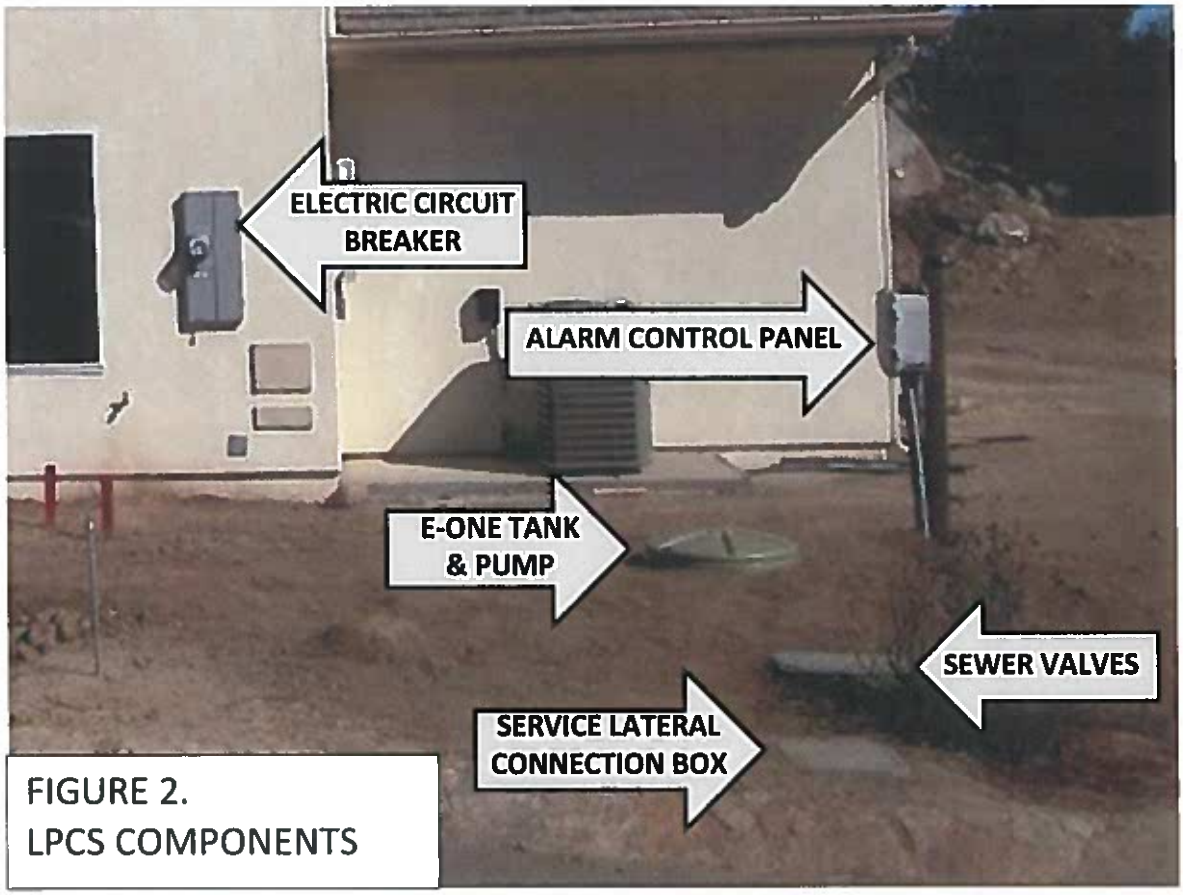


FIGURE 2.
LPCS COMPONENTS

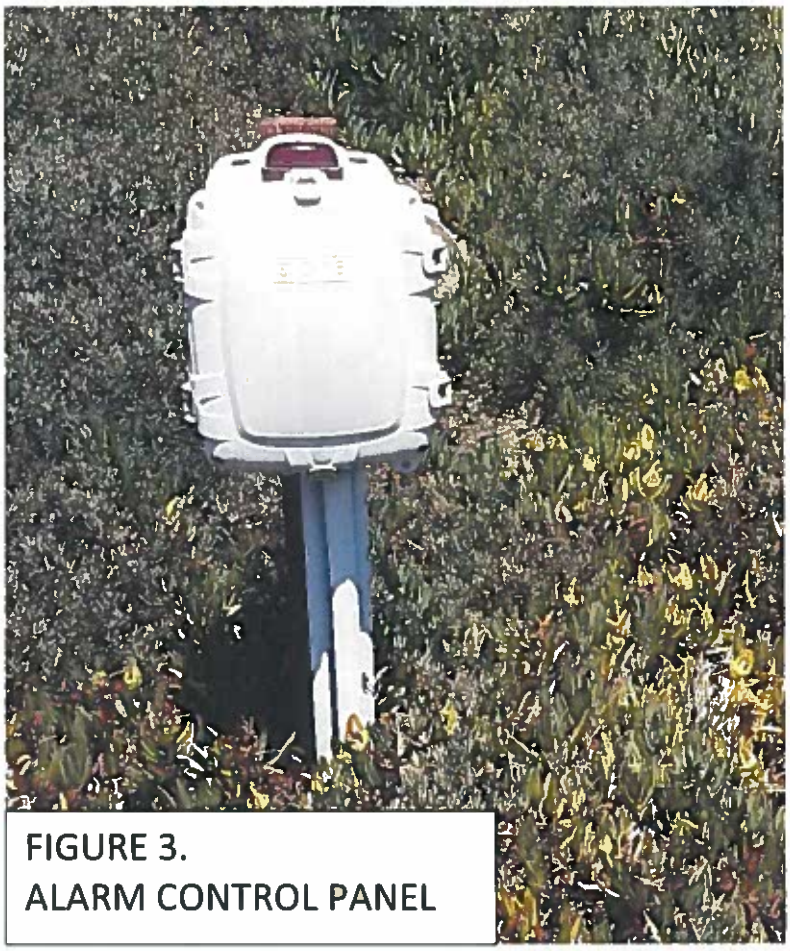


FIGURE 3.
ALARM CONTROL PANEL

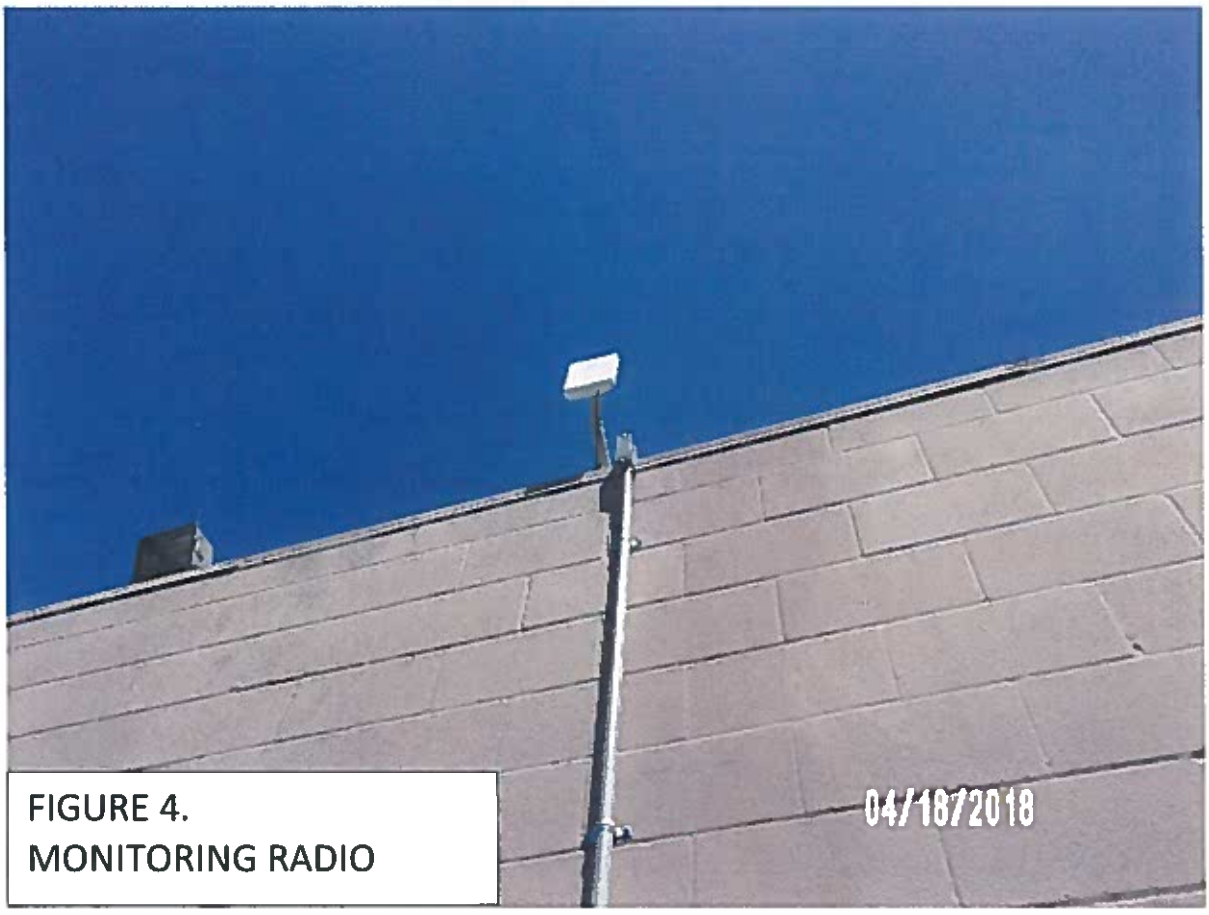


FIGURE 4.
MONITORING RADIO

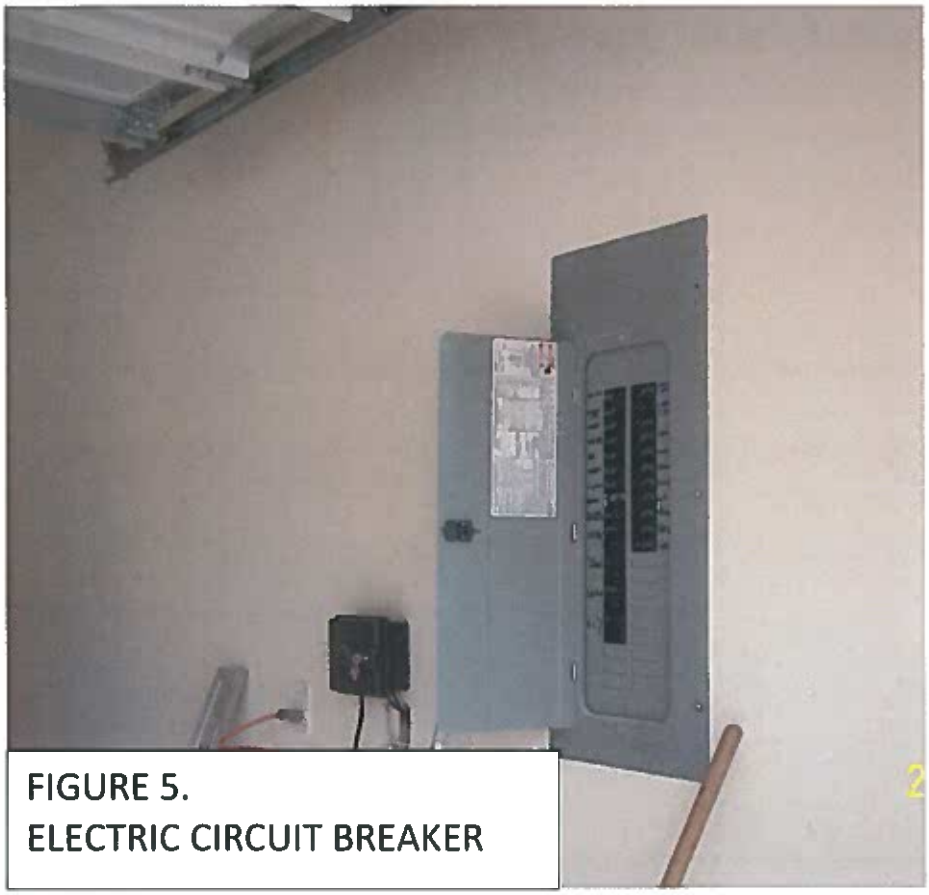


FIGURE 5.
ELECTRIC CIRCUIT BREAKER

FIGURE 6.
EXTERNAL SILENCE

APPENDIX M

Change Log

Appendix M

Valley Center Municipal Water District

SSMP Change Log

Date of Change	Element No.	SSMP Element	SSMP Subsection	Description of Change	Change Authorized by
7/28/22		**Introduction**		Updated information for service area and connections	District Engineer
8/1/2022		**Introduction**		Added text (VCMWD) to designate the Valley Center Municipal Water District throughout the document	District Engineer
8/1/2022		**Organization**	Figure 2.1	Made changes Organization Chart	District Engineer
7/28/2022	2	**Organization**	Figure 2.2	Made changes for chain of communication. Facility Alarm goes to On-Call Duty	District Engineer
7/28/2022	4	**Operation and Maintenance Program**	A	Added text regarding using Cityworks.	District Engineer
7/28/2022	4	**Operation and Maintenance Program**	B	Updated information for the Woods Valley Ranch WRF and Moosa Canyon WRF	District Engineer
7/28/2022	4	**Operation and Maintenance Program**	E	Added text about the Orchard Run Lift Station	District Engineer
8/1/2022	6	**Overflow Emergency Response Plan (OERP)**	Table 6.1	Updated the Enrollee Contacts Responsible for SSMP	District Engineer
7/28/2022		**Appendix B**		Appendix B – Contact Information was updated.	District Engineer
7/28/2022		**Appendix I**		Appendix D – Collection system maps updated.	District Engineer
7/28/2022		**Appendix E**		Appendix E – Sewer Overflow Respnse Plan (SORP) updated categories.	District Engineer

Date of Change	Element No.	SSMP Element	SSMP Subsection	Description of Change	Change Authorized by
7/28/2022		**Appendix E**		Appendix E – Sewer Overflow Report Form was updated in section 1, spill categories.	District Engineer
7/28/2022		**Appendix E**		Appendix E – San Diego Board general guldeline for sewage collection overflows flow chart was updated	District Engineer
7/28/2022		**Appendix E**		Appendix E – Sewer Overflow Notice Flow Chart was updated	District Engineer
7/28/2022		**Appendix E**		Appendix E – Sewer Overflow Notice Flow Chart was updated	District Engineer
8/1/2022		**Appendix F**		Appendix F – Spill Categories was updated.	District Engineer
8/1/2022		**Appendix F**		Appendix F – Flow Chart was Updated	District Engineer
8/1/2022		**Appendix G**		Appendix G – Change minimum containment time from 6 hours to 8 hours.	District Engineer
8/1/2022		**Appendix I**		Appendix I – Updated the list of commercial properties in both wastewater service areas, including the maps	District Engineer
8/1/2022		**Appendix K**		Appendix K – Sanitary Sewer Overflow Event Summary Updated	District Engineer
8/1/2022		**Appendix L**		Appendix L - Understanding Your Low Pressure Wastewater Pump Collection System (LPCS) Quick Reference Guide was deleted	District Engineer
8/1/2022		**Appendix M**		Appendix M - SSMP Change Log updated.	District Engineer

APPENDIX N

Resolution Adopting SSMP Update

RESOLUTION NO. 2022-28

RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY CENTER MUNICIPAL WATER DISTRICT ADOPTING THE SEWER SYSTEM MANAGEMENT PLAN 2022 UPDATE

WHEREAS, it is a requirement of the State Water Resources Control Board for each sewer collection agency to prepare and update a specific plan for operating, maintaining, monitoring, evaluating, responding, reporting and communicating its requirements to properly operate the collection system, reduce and prevent sanitary sewer overflows, and mitigate any overflows that may occur;

WHEREAS, the Board of Directors originally adopted the Sewer System Management Plan (SSMP) in May 2010 in accordance with the State Water Resources Control Board General Waste Discharge Order No. 2006-0003;

WHEREAS, significant additions to the District's wastewater collection system resulting in significant updates to the SSMP has occurred since that time; and

WHEREAS, District staff has prepared the *"Sewer System Management Plan 2022 Update"* to reflect the significant updates that have occurred.

NOW, THEREFORE, IT IS HEREBY RESOLVED, DETERMINED AND ORDERED by the Board of Directors of VALLEY CENTER MUNICIPAL WATER DISTRICT as follows:

1. The document titled *"Sewer System Management Plan 2022 Update"*, as presented to the Board, is adopted as the operating manual for all wastewater collection facilities within the District.

2. District staff is directed to post the approved *"Sewer System Management Plan 2022 Update"* on the District's website.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Valley Center Municipal Water District held on the 15th day of August 2022, by the following vote:

_____

Robert A. Polito, *President*

ATTEST:

_____

Kirsten Peraino, *Board Secretary*

RESOLUTION NO. 2022-28

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2. District staff is directed to post the approved *"Sewer System Management Plan 2022 Update"* on the District's website.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Valley Center Municipal Water District held on the 15th day of August 2022, by the following vote:

AYES: *Directors Polito, Ferro, Holtz, Smith, and Ness*
NOES: None
ABSENT: None

Robert A. Polito, *President*

ATTEST:

Kirsten Peraino, *Board Secretary*