EXHIBIT 1

City of Stockton

CITY OF STOCKTON
MUNICIPAL UTILITIES
www.stocktongov.com • (209)937-8700

Sewer System Management Plan (SSMP) 2016-2020

Stockton
All-America City
2004
1999

Table of Contents

1 Chapter 1 - Introduction 1
1.1 Organization of SSMP 1
1.2 City of Stockton Service Area and Sewer System 2
1.3 Supporting Documents 4
2 Chapter 2 – Prohibitions and Provisions 5
2.1 Prohibition 5
2.2 Provisions 5
3 Chapter 3 - Goal 8
3.1 Purpose 8
3.2 Goal 8
4 Chapter 4 - Organization 9
4.1 Regulatory Requirements 9
4.2 Authorized Representative 9
4.3 Responsibility for SSMP Development and Implementation 9
4.4 SSO Response and Reporting Chain of Communication 11
4.5 Supporting Documents 12
5 Chapter 5 – Legal Authority 13
5.1 Regulatory Requirements 13
5.2 Illicit Discharge Prevention 13
5.3 Agreements with Other Agencies 14
5.3.1 Country Club Sanitary District 14
5.3.2 San Joaquin County Utility Maintenance Division 14
5.3.3 Port of Stockton 14
5.3.4 Northern California Youth Correctional Center 14
5.3.5 California Health Care Facility 15

5.4 Sewer Construction Standards 15
5.5 Collection System Access 15
5.6 Fats, Oils and Grease Discharge Limitations 16
5.7 Enforcement 16
6 Chapter 6 – Operation and Maintenance Program 18
6.1 Regulatory Requirements 18
6.2 Collection System Mapping 18
6.2.1 Map Corrections 19
6.2.2 Map Additions 19
6.3 Collection System Preventative Maintenance (PM) 19
6.3.1 Gravity Mains 19
6.3.2 Pump Stations 19
6.4 Rehabilitation and Replacement Plan 20
6.4.1 Inspection and Condition Assessment 20
6.4.2 Capital Improvement Plan 20
6.5 Training Program 20
6.5.1 Health and Safety Training 20
6.5.2 Equipment Training 21
6.5.3 Ad Hoc Training 21
6.5.4 SSO Training 21
6.6 Equipment and Replacement Part Inventories 21
6.6.1 Pump Station Redundancy 21
6.7 Supporting Documents 21
7 Chapter 7 – Design and Performance Provisions 22
7.1 Regulatory Requirements 22
7.1.1 Design and Construction Standards 22
7.1.2 Engineering Judgment Disclaimer 22
7.1.3 Sanitary Sewer 23

7.2 Pump Stations 23
7.3 Inspection and Testing Standards 23
7.4 Supporting Documents 23
8 Chapter 8 – Overflow Emergency Response Plan 24
8.1 Regulatory Requirements 24
8.2 SSO Detection 24
8.3 SSO Response 25
8.3.1 Investigation and Assessment 25
8.3.2 Notify Response Personnel 25
8.3.3 Stop and Contain SSO 25
8.3.4 Traffic and Crowd Control 25
8.3.5 Cleanup and Remediation 26
8.3.6 Water Quality Monitoring Procedures 26
8.4 SSO Documentation and Reporting 26
8.4.1 Internal SSO Reporting 26
8.4.2 External SSO Reporting 27
8.5 SSO Notification 27
8.6 SSO Response Training 28
8.6.1 City Personnel 28
8.6.2 Non-City Personnel 28
8.7 Supporting Documents 28
9 Chapter 9 – Fats, Oils and Grease (FOG) Program 29
9.1 Regulatory Requirements 29
9.2 FOG Control Action Plan 29
9.3 Public Outreach 30
9.4 FOG Disposal 30
9.5 FOG Program Legal Authority 30
9.6 Grease Removal Device Design Standards and Requirements 30

9.7 FOG Program Enforcement 30
9.8 FOG Related Preventative Maintenance 30
9.9 Source Control Measures 31
9.10 Supporting Documents 31
10 Chapter 10 – System Evaluation & Capacity Assurance Plan 32
10.1 Regulatory Requirements 32
10.2 System Evaluation 32
10.2.1 Wastewater Master Plan 32
10.2.2 Smart Covers 33
10.3 Design Criteria 33
10.4 Capital Improvement Plan 33
10.5 CIP Schedule 34
10.6 Supporting Documents 34
11 Chapter 11 – Monitoring and Program Modifications 35
11.1 Regulatory Requirements 35
11.2 Performance Measures 35
11.3 Performance Monitoring and Program Changes 36
11.4 SSMP Updates 38
11.5 Supporting Documents 38
12 Chapter 12 - SSMP Program Audits 39
12.1 Regulatory Requirements 39
12.2 SSMP Audits 39
12.3 Supporting Documents 39
13 Chapter 13 – Communication Program 40
13.1 Regulatory Requirements 40
13.2 Communication with Public 40

13.2.1 Website Announcements 40
13.2.2 Reports 40
13.2.3 Sewer System Master Plan 40
13.2.4 Public Input 40
13.3 Satellite Agencies 41

List of Tables

Table 4-1: Staff Responsible for SSMP Development and Implementation……..……10
Table 5-1: Summary of Legal Authorities…….……...…...…17
Table 8-1: SSO Notification Contacts……..……...……..27
Table 11-1: Performance Metrics…….……..….....37
Table 11-2: SSMP Update Log…….….....38
Table 12-1: SSMP Audit Log……..…….....39

Appendices

Appendix 1 - City of Stockton, City Council Resolution 07-0327
- SWRCB Order No. 2006-0003-DWQ
- City Council Resolution 11-0108, 2011-2015 SSMP Approval

Appendix 2 - SWRCB Order No. WQ 2013-0058 EXEC
Appendix 3 - MUD Organizational Charts
Appendix 4 - City of Stockton Sanitary Sewer Overflow Emergency Response Plan
Appendix 5 - Map Book Sample
Appendix 6 - Cityworks Work Order
Appendix 7 - Training Record Sample
Appendix 8 - Parts Inventory Sample
Appendix 9 - Short Term Traffic Control Procedures
Appendix 10 - FOG Control Action Plan
Appendix 11 - FOG Enforcement Response Plan
Appendix 12 - GIS SSO Display Sample
Appendix 13 - Central Valley Clean Water Agency Audit Checklist
Appendix 14 - Internal Audit Checklist

Abbreviations and Acronyms

< = Less than

≤ = Less than or equal to

> = Greater than

≥ = Greater than or equal to

ADWF - Average Dry Weather Flow

BMP - Best Management Practice

Cal/EPA - California Environmental Protection Agency. State cabinet level agency comprised of six departments / boards: Air Resources Board, Department of Pesticide Regulations, Department of Toxic Substances Control, Integrated Waste Management Board, Office of Environmental Health Hazard Assessment, and the State Water Resources Control Board.

CCSD – Country Club Sanitary District

CCTV - Closed- Circuit Television

CHCF – California Health Care Facility

CIP - Capital Improvement Project

City - City of Stockton

CIWQS - California Integrated Water Quality System, State online database for reporting SSOs

COS - City of Stockton

CMMS - Computerized Maintenance Management System

CVCWA - Central Valley Clean Water Agency

DWQ - Department of Water Quality, a Department within SWRCB

EC - Environmental Control

ECO – Environmental Control Officer

Enrollee – City of Stockton

FOG - Fats, Oils, and Grease

FSE - Food Service Establishment

GI - Grease Interceptor (an underground multi-chambered vault to trap FOG)

GIS - Geographic Information Systems

I&I - Infiltration and Inflow. Groundwater or surface water entering sewer pipes through illegal connections, cracks, breaks, or loose pipe joints.

LRO – Legally Responsible Official

MGD - Million gallons per day, a measurement of flow

MUD - City of Stockton, Municipal Utilities Department

MUTCD – Manual on Uniform Traffic Control Devices

MRP - Monitoring and Reporting Program

NASSCO - National Association of Sewer Service Companies

NCYCC – Northern California Youth Correctional Center

O&M - Operations and Maintenance

OES - Office of Emergency Services

Order/General Order - SWRCB Order 2006-003-DWQ; also referred to as WDR

OSHA - Occupational Safety and Health Administration

PACP – Pipeline Assessment Certification Program

PM - Preventative Maintenance

Port – Port of Stockton

RWCF - Regional Wastewater Control Facility, the Stockton sewage treatment plant at 2500 Navy Drive

SJCUMD – San Joaquin County Utility Maintenance Division

SJR - San Joaquin River

SOP - Standard Operating Procedures

SSMP - Sewer System Management Plan (required by SWRCB)

SSO - Sanitary Sewer Overflow (Sewage Spill)

SSOERP - Sanitary Sewer Overflow Emergency Response Plan

SWRCB - State Water Resources Control Board, also called State Board, a department within Cal/EPA

WDID – Waste Discharge Identification Number

WDR – General Waste Discharge Requirement (in this context refers to SWRCB Order 2006-003-DWQ; also called General Order).

1 Chapter 1 - Introduction

The City of Stockton's (City) Sewer System Management Plan (SSMP) was developed in compliance with the requirements of the State Water Resources Control Board (SWRCB) Order No. 2006-003-DWQ, Statewide General Waste Discharge Requirement (WDR), dated May 2, 2006 (Appendix I, Attachment # B). The WDR is intended to provide a consistent statewide approach for reducing Sanitary Sewer Overflows (SSOs) and applies to all publicly owned collection system agencies consisting of more than one mile of pipe or sewer lines and which convey untreated wastewater to a publicly owned treatment facility. Each agency is required to develop and implement an SSMP that describes the procedures and activities necessary to effectively operate and maintain their wastewater collection system in order to prevent SSOs and to ensure proper notification should an SSO occur.

1.1 Organization of SSMP

The structure of this document follows the element numbering and nomenclature specified in the WDR. The SSMP includes an introduction as well as prohibitions and provisions stated in the WDR in addition to the eleven elements discussed in the following chapters:

Chapter 1 - Introduction

Chapter 2 – Prohibitions and Provisions

Chapter 3 - Goal

Chapter 4 - Organization

Chapter 5 – Legal Authority

Chapter 6 – Operation and Maintenance Program

Chapter 7 – Design and Performance Provisions

Chapter 8 – Overflow Emergency Response Plans

Chapter 9 - Fats, Oils, and Grease (FOG) Program

Chapter 10 – System Evaluation and Capacity Assurance Plan

Chapter 11 – Monitoring and Program Modifications

Chapter 12 – SSMP Program Audits

Chapter 13 – Communication Program

Appendix 1 provides the City Council Resolution 07-0327 that documents the steps that the City took to ensure that it complies with the WDR requirement of the development and implementation of an SSMP.

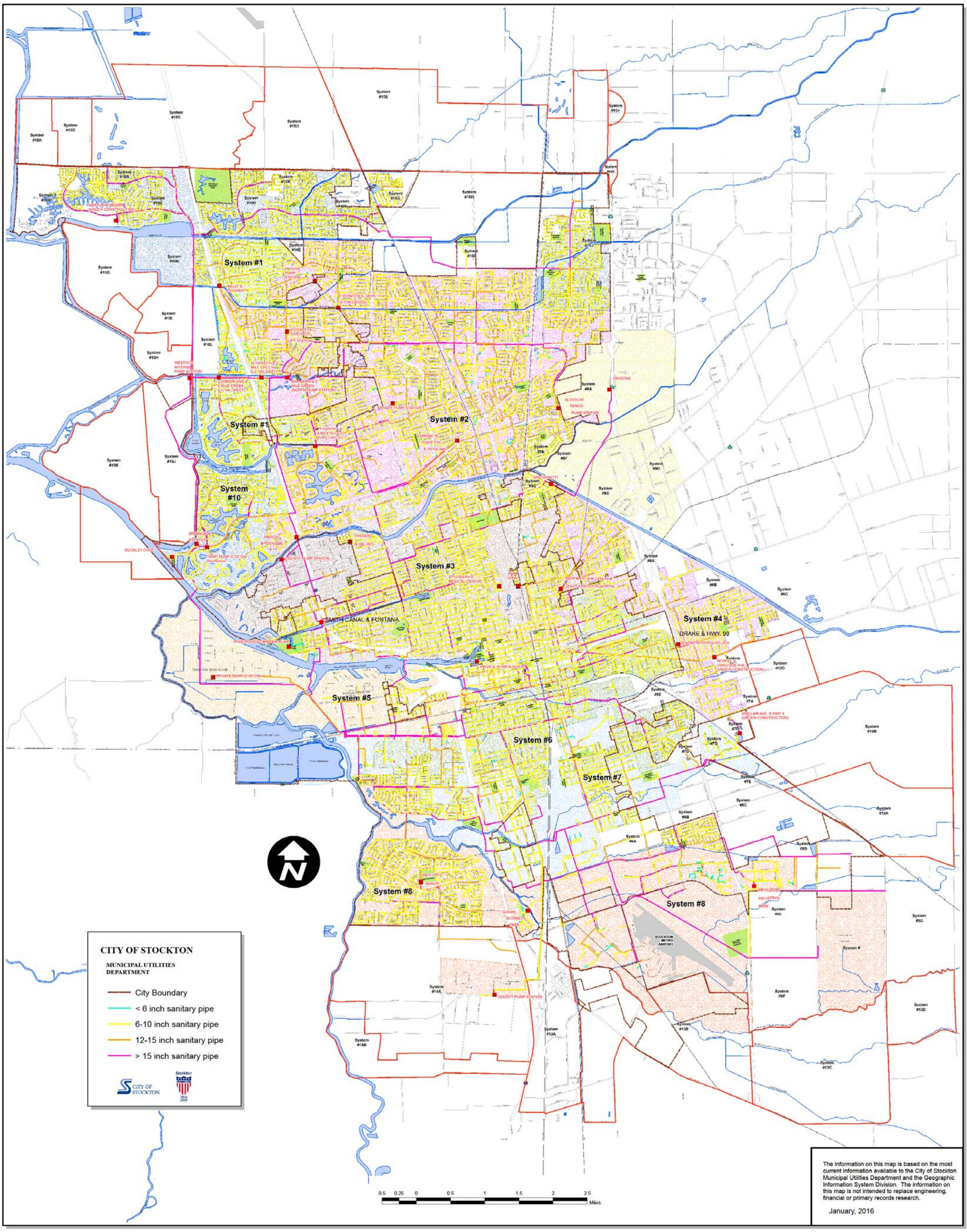
This SSMP is intended to comply with the requirements of the WDR. Each section is organized into sub-sections as follows:

1. The WDR requirement for that element
2. Discussion of that element
3. Supporting documents associated with the discussion of the element, such as a list of supporting information or reference to the appendix (as applicable)

Elements within the City's SSMP are updated as needed to reflect the most up-to-date and accurate information available as well as to identify and document significant program changes. In compliance with Section D.14 of the WDR, the SSMP will be reviewed and updated every five years. Significant program updates will be recertified by the City's governing board, as required.

1.2 City of Stockton Service Area and Sewer System

The City, located in San Joaquin County (County), California, owns and operates a wastewater collection, treatment and disposal system which provides sewer service to the City, Port of Stockton, and the surrounding urbanized County areas. The City's Regional Wastewater Control Facility (RWCF) is located on the San Joaquin River (SJR) and consists of the main treatment plant, which has a designed average dry weather flow (ADWF) of 48 million gallons per day (MGD), and the tertiary treatment plant, which has a designed ADWF of 55 MGD. The tertiary treatment plant includes approximately 630 acres of facultative oxidation ponds surrounded by distribution canals and groundwater interceptor ditches; an engineered wetland; disinfection facilities; and a river outfall discharge system. The City's sewage collection system consists of approximately 30 miles of forced mains and other pressure systems and 884 miles of gravity sewers (in addition to approximately 554 miles of lateral lines) currently in use. The City's sewer collection system serves a population of approximately 291,700 (2010 census).


System #1
System #2
System #3
System #4
System #5
System #6
System #7
System #8
System #10
CITY OF STOCKTON
MUNICIPAL UTILITIES DEPARTMENT
City Boundary
< 6 inch sanitary pipe
6-10 inch sanitary pipe
12-15 inch sanitary pipe
> 15 inch sanitary pipe
SMITH CANAL & FONTANA
DRAKE & HWY. 99
The information on this map is based on the most current information available to the City of Stockton Municipal Utilities Department and the Geographic Information System Division. The information on this map is not intended to replace engineering, financial or primary records research.
January, 2016

SANITARY

The City conveys and treats waste discharges from five (5) satellite agencies. The satellite agencies and their respective waste discharge identification (WDID) numbers, if applicable, are as follows:

- Country Club Sanitary Maintenance District – WDID: N/A
- San Joaquin County Maintenance Division – WDID: 5SSO11035, 5SSO11471, 5SSO11480, 5SSO11482, 5SSO11483, 5SSO11484, 5SSO11485, 5SSO11486
- Port of Stockton – WDID: N/A
- Northern California Youth Correctional Center – WDID: 5SSO11488
- California Health Care Facility – WDID: 5SSO18099

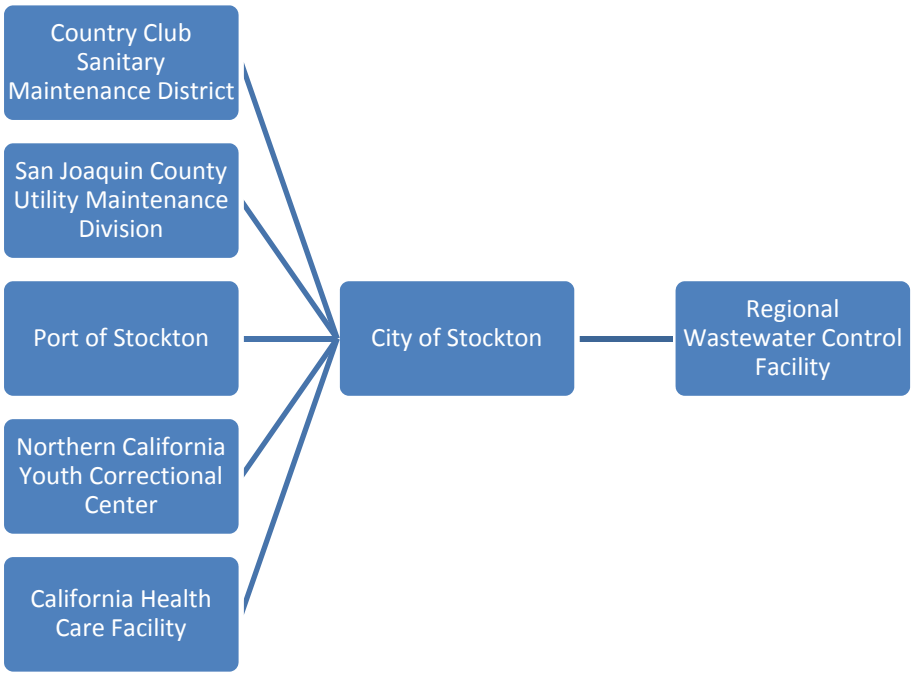


Figure 1-1 - Satellite Agencies

1.3 Supporting Documents

- Appendix 1: City of Stockton, City Council Resolution 07-0327, authorizing the approval and implementation of the Sewer System Management Plan Task Development Schedule.
- Attachment A: City Council Resolution 07-0327, *Sewer System Management Plan Schedule.*
- Attachment B: City Council Resolution 07-0327, *State Water Resources Control Board Order 2006-0003.*

2 Chapter 2 – Prohibitions and Provisions

This chapter describes the sewage discharge prohibitions and provisions as stated in the WDR.

2.1 Prohibition

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

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

2.2 Provisions

As stated in the Order, the City agrees to meet the following provisions:

1. The City must comply with all conditions in the Order. Any noncompliance with the Order constitutes a violation of the California Water Code and is grounds for enforcement action.
2. Nothing in the general WDR 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 a 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 National Pollutant Discharge Elimination System 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 WDR or enforcement order issued by a Regional Water Board.
3. The City shall take all feasible steps to eliminate SSOs. In the event that an SSO does occur, the City shall take all feasible steps to contain and mitigate the impacts of an SSO.
4. In the event of an SSO, the City 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 and rinsing the wastewater from the storm drains.

5. The City shall report SSOs in accordance with Section G of the general WDR.
6. The City understands that 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 this policy, must consider the City's efforts to contain, control, and mitigate SSOs when considering the California Water Code 13327 factors. In assessing these factors, the State and/or Regional Water Boards will also consider additional factors listed in Provision 6 of the WDR.
7. When an SSO occurs, the City 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 City 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 washdown water.
   iii. Cleanup of SSO-related 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.
   vi. Adequate public notification to protect the public from exposure to the SSO.
8. The City shall properly manage, operate, and maintain all parts of the sanitary sewer it owns and operates, 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 City 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 accepted accounting practices.
10. The City 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 City's System Evaluation and Capacity Assurance Plan for all parts of the sanitary sewer system owned or operated by the City.

11. The City shall develop and implement a written SSMP and make it available to the State and/or Regional Water Board upon request. A copy of this document must be made available to the public 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 elements of the SSMP include:
    i. Goal
    ii. Organization
    iii. Legal Authority
    iv. Operations and Maintenance Program
    v. Design and Performance Provisions
    vi. Overflow Emergency Response Plan
    vii. FOG Control Program
    viii. System Evaluation and Capacity Assurance Plan
    ix. Monitoring, Measurement, and Program Modifications
    x. SSMP Program Audits
    xi. Communication Program
14. The SSMP must be updated every five (5) years, and must include any significant program changes. Re-certification by the governing board of the City is required when significant updates to the SSMP are made. To complete the re-certification process, the City shall enter the data in the Online SSO Database and mail the form to the State Water Board, as described in Section D.14 of the Order.

The City has met all the mandatory elements of the SSMP as specified in the SSMP Task Development Schedule provided as Attachment A of Appendix 1. The final SSMP was approved by City Council Resolution 11-0108 on May 10, 2011. Resolution 11-0108 is included as Attachment C of Appendix 1.

3 Chapter 3 - Goal

This chapter describes the goal of this SSMP document.

3.1 Purpose

The purpose of the General Order No. 2006-0003-DWQ (Order) is to prevent SSOs. The City has prepared and implemented this SSMP to support this purpose. The City will monitor the effectiveness of this SSMP and the SSMP implementation to determine if deficiencies exist in the SSMP or SSMP implementation and will take appropriate steps to correct them.

3.2 Goal

The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the City's sanitary sewer system to prevent SSOs and mitigate any SSOs that do occur. A copy of the Order and the certified SSMP is available to personnel operating and maintaining the City's sanitary sewer system. A copy of the Order is also included as Attachment B of Appendix 1 of this SSMP. Pursuant to California Water Code Section 13267(b), the City will also comply with the SSO "Monitoring and Reporting Program No. 2006-0003 DWQ" (MRP) and all future revisions, included by reference in the Order. A copy of Order No. WQ 2013-0058-EXEC which amends the MRP requirements is included in Appendix 2 of this SSMP.

4 Chapter 4 - Organization

This chapter identifies the Authorized Representative to meet the SWRCB requirements for completing and certifying spill reports and the implementation and development of the SSMP. This chapter also includes City staff responsible for managing and maintaining the wastewater collection system and the responders to SSO events.

The organization elements of the City's SSMP and SSOERP are designed to ensure that every report of a SSO is dispatched to the appropriate response personnel to minimize the effects of the overflow with respect to its adverse impacts on public health, the environment, and property. This chapter fulfills the Organization Requirement of the SSMP as mandated by the WDR.

4.1 Regulatory Requirements

The WDR section D.13(ii) requirements for the Organization of the SSMP are listed below:

(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 including lines of authority, 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)).

4.2 Authorized Representative

The City's authorized representative in all wastewater collection system matters is the Director of Municipal Utilities (Director). The Director is responsible for implementing and maintaining all elements of this SSMP. The Assistant Director of Municipal Utilities (Assistant Director) is authorized to act in the Director's absence. In turn, the Deputy Municipal Utilities Director of Collections is authorized to act in the absence of both the Director and Assistant Director.

The authorized representative for the City of Stockton is:

Mel Lytle, Ph.D., Director of Municipal Utilities: office telephone 209-937-8700

4.3 Responsibility for SSMP Development and Implementation

The City staff responsible for the SSMP development and implementation is listed in Table 4-1 below.

Table 4-1: Staff Responsible for SSMP Development and Implementation

SSMP Element	Name	Position	Phone Number
Goals & Organization Structure Section D 13 (i) & (ii)	Mel Lytle, Ph.D.	Director	(209) 937-8700
Legal Authority Section D 13 (iii)	Mel Lytle, Ph.D.	Director	(209) 937-8700
Operation and Maintenance Program Section D 13 (iv)	Ba Than, PE Ken Merkle Tom Watkins Jeffrey Telmo Eric Johnson	Deputy Director Senior Supervisor Collections Supervisor Collections Supervisor Collections Supervisor Collections	(209) 937-8792 (209) 937-5425 (209) 937-8725 (209) 937-5647 (209) 937-8788
Design and Performance Section D 13 (v)	Lorin Gardner	Engineering Services Manager	(209) 937-5428
Overflow Emergency Response Program Section D 13 (vi)	Debbie Livermore Richard Stiffler Tom Watkins	Regulatory Compliance Officer Technical Service Supervisor Supervisor Collections	(209) 937-8852 (209) 937-8740 (209) 937-8725
Grease Control Program Section D 13 (vii)	Richard Stiffler	Technical Service Supervisor	(209) 937-8740
System Evaluation & Capacity Assurance Plan Section D 13 (viii)	Lorin Gardner	Engineering Services Manager	(209) 937-5428
Monitoring & Program Modifications Section D 13 (ix)	Ken Merkle Tom Watkins Jeffrey Telmo	Senior Supervisor Collections Supervisor Collections Supervisor Collections	(209) 937-5425 (209) 937-8725 (209) 937-5647
SSMP Program Audits Section D 13 (x)	Ken Merkle Debbie Livermore	Senior Supervisor Collections Regulatory Compliance Officer	(209) 937-5425 (209) 937-8852
Communication Program Section D 13 (xi)	Ken Merkle Debbie Livermore	Senior Supervisor Collections Regulatory Compliance Officer	(209) 937-5425 (209) 937-8852

4.4 SSO Response and Reporting Chain of Communication

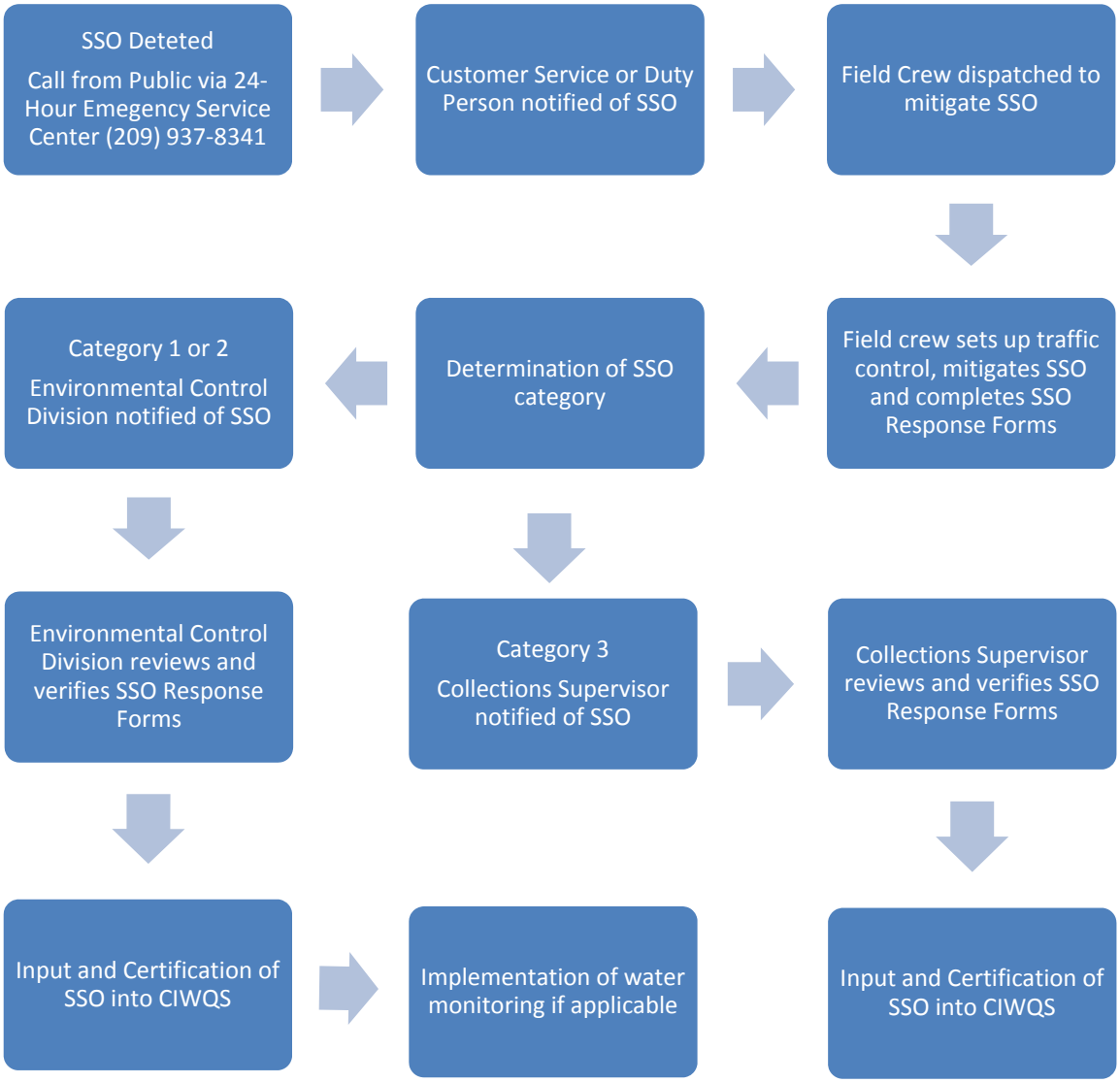
The City currently maintains SSO Response Forms that provide the required chain of communication information and are available for review in the City's SSOERP. Chapter 8 – Overflow Emergency Response Plan details the procedures and responsibilities during an SSO event, and the process is briefly summarized below. Once a detection of an SSO is reported, either by the public or City personnel, MUD personnel will be dispatched to the scene. Once at the scene MUD staff will:

- Investigate the site
- Determine the cause of the problem
- Request reinforcement, if necessary
- If possible, notify the responsible party if SSO is not caused by the City's collection system
- Contain and mitigate
- Correct the SSO and clean-up
- Notify the proper agencies (RWQCB, San Joaquin County Public Works, Delta Water Supply Project, Alameda County Water District, Contra Costa Water District, Santa Clara Valley Water District), as appropriate
- Document response actions
- Complete the internal SSO Response Forms
- Report the SSO in the CIWQS SSO Online Reporting Database

No later than the next business day, the internal SSO Response Forms are forwarded to the Collection System Supervisor and the Environmental Control Officer (ECO) as appropriate. Any debriefings of the respondents to the SSO will be conducted by the ECO. The internal SSO Response Forms are utilized to document the SSO event, communicate SSO event to all appropriate City staff internally, enter all required information into the CIWQS on-line database, and to certify the SSO by the Legally Responsible Official (LRO).

The organization chart identifies the steps taken when an SSO is identified. A copy of the City of Stockton's "Sanitary Sewer Overflow Emergency Response Plan" is available in Appendix 4.

Figure 4-1: SSO Response and Reporting Chain of Communication



4.5 Supporting Documents

- Appendix 1: City of Stockton, Council Resolution No. 07-0327
- Appendix 3: Municipal Utilities Department Organization Charts
- Appendix 4: City of Stockton Sanitary Sewer Overflow Emergency Response Plan (SSOERP)

5 Chapter 5 – Legal Authority

This chapter of the SSMP discusses the City's legal authority to comply with the SSMP requirements, as provided in its Municipal Code and agreements with satellite agencies. All Stockton Municipal Codes can be viewed and downloaded on the City's website: www.stocktongov.com.

5.1 Regulatory Requirements

The WDR section D.13(iii) requirements for the Legal Authority of the SSMP are summarized below:

The City 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 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.

5.2 Illicit Discharge Prevention

Contained in the Stockton Municipal Code, Chapter 13, are provisions that restrict what may be put in the sanitary sewers and storm sewers. Stockton has a separate storm water and wastewater sewer system. The following list provides the pertinent Municipal Codes that prevent illicit discharges into the City's sanitary sewer system.

- Title 13, Chapter 13.08.100 – General Discharge Prohibition
- Title 13, Chapter 13.08.110 – Quantity of Discharge
- Title 13, Chapter 13.08.120 – Limitations on Point of Discharge
- Title 13, Chapter 13.08.140 – Dilution
- Title 13, Chapter 13.08.160 - Holding Tank Waste.
- Title 13, Chapter 13.08.170 - Wash Rack Waste.
- Title 13, Chapter 13.08.180 - Draining of Swimming Pools
- Title 13, Chapter 13.08.190 - Conditions of Laterals and Sewer Connections
- Title 13, Chapter 13.08.200 - Connection to Sanitary Sewerage System

5.3 Agreements with Other Agencies

The City has additional legal requirements with other agencies, which are described in this section for reference.

5.3.1 Country Club Sanitary District

The City has an agreement with the Country Club Sanitary District (CCSD) to convey and treat all of its wastewater discharged into the City's collection system. CCSD provides wastewater collection services to approximately 1,100 residents in small County area bounded by Pershing Avenue to the east, Smith Canal to the south, Michigan Avenue to the north and Franklin Avenue to the west. As part of the regionalization of wastewater services, the City entered into an agreement with CCSD in 1979 to provide wastewater conveyance and treatment services.

5.3.2 San Joaquin County Utility Maintenance Division

The City has an agreement with the San Joaquin Utility Maintenance Division (SJCUMD) to convey and treat all of its wastewater discharged into the City's collection system from the Pacific Gardens Sanitary District, Lincoln Village Maintenance District and the Colonial Heights Maintenance District. As part of the regionalization of wastewater services, the City entered into an agreement with SJCUMD in 1976 to provide wastewater conveyance and treatment services.

5.3.3 Port of Stockton

The City has an agreement with the Port of Stockton (Port) to convey and treat all of its wastewater discharged into the City's collection system from Rough and Ready Island. The Port provides wastewater collection services to approximately 5 million square feet of warehouses, 1 million square feet of transit sheds and dock buildings fronting the Stockton Deep Water Channel. The City originally contracted with the Navy in 1973 when Rough and Ready Island was managed by the Navy. As part of the transfer of Rough and Ready Island from the Navy to the Port, the City entered into an updated agreement with the Port in 2000.

5.3.4 Northern California Youth Correctional Center

The City has an agreement with the Northern California Youth Correctional Center (NCYCC) to convey and treat all of its wastewater discharged into the City's collection system.

5.3.5 California Health Care Facility

The City has an agreement with the California Health Care Facility (CHCF) to convey and treat all of its wastewater discharged into the City's collection system. CHCF is a 1.4 million square foot facility is certified to provide intermediate level care and to complement less acute treatment for the Department of Corrections and Rehabilitation. CHCF is comprised of 54 buildings that provides housing and treatment for approximately 1,700 inmate-patients and is staffed by approximately 2,500 people.

5.4 Sewer Construction Standards

Contained in the Stockton Municipal Code, Chapter 13 and Chapter 15 are provisions that require sewers, connections, and laterals are properly designed and constructed.

- Title 13, Chapter 13.08.020 - Reference to Plumbing Ordinance
- Title 13, Chapter 13.50.040 – Standards for Maintenance of Laterals
- Title 13, Chapter 13.50.060 – Repair Requirements
- Title 15, Chapter 15.08.010 - Adoption of California Building Code
- Title 15, Chapter 15.16.010 - Adoption of California Plumbing Code
- Title 15, Chapter 15.20.010 - Adoption of California Mechanical Code

All plumbing Ordinances shall remain in full force an effect, and nothing contained herein shall be construed as to waive any requirements contained therein.

City of Stockton has Standard Specifications for Sewer construction adopted November 25, 2003: Section 71 – Sanitary Sewers and Storm Sewers and Section 74 – Storm and Sanitary Pumping Plant Equipment. The Standard Specifications may be found on the City's web page.

5.5 Collection System Access

Contained in the Stockton Municipal Code, Chapter 13 are provisions that allow City access for maintenance, inspection, or repairs for portions of the laterals owned and maintained by the City.

- Title 13, Chapter 13.08.340 - Inspection, Sampling, and Photographs
- Title 13, Chapter 13.50.040 – Standards for Maintenance of Laterals
- Title 13, Chapter 13.50.060 – Repair Requirements

5.6 Fats, Oils and Grease Discharge Limitations

Contained in the Stockton Municipal Code, Chapter 13, are provisions that limit the discharge of fats, oils, and grease into the wastewater collection system.

- Title 13, Chapter 13.40 - Discharges of Fats, Oils, and Grease from Food Service Establishments

5.7 Enforcement

Contained in the Stockton Municipal Code, Chapter 13, are provisions that allow the City to enforce any violation of its sewer ordinances including the authority to refuse, discontinue or terminate service if appropriate. The Municipal Code also empowers the City to issue administrative, civil, and criminal penalties that may accrue to users that violate code provisions.

- Title 13, Chapter 13.08.380 - Suspension of Permit.
- Title 13, Chapter 13.08.390 – Refusal, Discontinuance or Termination of Service
- Title 13, Chapter 13.50.050 – Public Nuisance Conditions

Table 5-1: Summary of Legal Authorities

Requirement	Municipal Code	Standard Plans and Specifications
Prevent Illicit Discharges		
Prevent illicit discharges into the wastewater collection system	13.08.010, 13.08.100	
Limit the discharge of fats, oils, and grease and other debris that may cause blockages	13.40.010, 13.40.040	
Control infiltration and inflow (I/I) from private service laterals	13.08.160, 13.08.170, 13.08.180,	
Proper Design and Construction		
Require that sewers and connection be properly designed and constructed	13.08.020, 15.08.010, 15.16.010, 15.20.010	Section 71, Drawing 45, 45A, 45B, 46, 46A, 47, 47A, 47B, 48, 49
Require proper installation, testing, and inspection of new and rehabilitated sewers	13.08.020, 13.08.340, 15.16.010	Section 71
Access to Laterals		
Require that laterals and connection be properly designed and constructed	13.08.190, 13.50.010	Section 71, Drawing 62, 63, 64
Clearly define City responsibility and policies	13.50.030, 13.50.060	
Ensure access for maintenance, inspection, or repairs for portions of the service lateral owned or maintained by the City	13.50.040	
FOG Source Control		
Requirements to install grease removal devices (such as traps or interceptors)	13.40.080	
Design standards for the grease removal devices	13.40.100	Drawing 65, 65A, 66
Maintenance requirements, BMP requirements, record keeping and reporting requirements for grease removal devices	13.40.060	
Authority to inspect grease producing facilities	13.08.040, 13.40.010	
Enforcement		
Enforce any violations of its sewer ordinances	13.08.030, 13.08.040, 13.08.380, 13.08.390, 13.50.110	

6 Chapter 6 – Operation and Maintenance Program

This chapter of the SSMP presents the City's wastewater collection system operations and maintenance (O&M) program.

6.1 Regulatory Requirements

The WDR section D.13(iv) requirements for the Operations and Maintenance Program are:

(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 preventative 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.*

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

6.2 Collection System Mapping

The City of Stockton maintains "Cityworks" for use as the Computerized Maintenance Management System (CMMS) and "ArcGIS" (map software available to selected City Employees). Associated hard copy block map books for Stormwater and Sanitary Sewer are available for each field crew. The City utilizes a web based browser that allows a read only version of the maps to be viewed in digital format.

6.2.1 Map Corrections

Maps are updated on an as needed basis with information obtained from field crews. The official map "office copy" is digitally maintained and a hard copy is available at the MUD Collection Systems Office. When updates are found in the field, the field person notes on a copy of the map book page and informs the City's GIS Technician. The GIS Technician then updates the map book and the digital map files.

6.2.2 Map Additions

New subdivisions, and extensions to existing facilities are submitted by the Public Works Department to MUD, and the digital map files are updated after the system segment is accepted by the City.

6.3 Collection System Preventative Maintenance (PM)

City of Stockton, Municipal Utilities Department (MUD) uses Cityworks Software to maintain a catalogue of the storm and sewer system assets: pipes, valves, maintenance holes, lamp holes and pump stations. This system can generate, track and print work orders for preventative maintenance, corrective maintenance, and emergency repairs.

6.3.1 Gravity Mains

Collection system PM on sewer lines and stormwater catch basins are done by the Collections Division. Sewer lines are put on a cleaning frequency based on historical information such as overflows, blockages, historical cleaning findings, and repairs. The historical information determines the cleaning frequency and is adjusted when necessary.

Preventative maintenance is scheduled on either a monthly, quarterly, semi-annual, annual or multi-annual cleaning frequency based on historical information. Cityworks produces work orders for the requested period with a due date of 14-days. Staff are assigned the work by the Collection Systems Supervisor. If a line has a service problem between PM work orders or a line with no previous history develops a problem; the line is cleaned and CCTV'd. The PM schedule is re-evaluated and the line may move to the next more frequent PM schedule, (semi-annual moves to quarterly, quarterly moves to monthly, etc), or be moved to the next less frequent PM schedule, repaired or scheduled for other appropriate corrective action.

Service calls are evaluated by Collections systems crews and if additional work is required the work is prioritized and assigned to City staff for repair. As an alternative, subcontractors may be contacted for extensive repair work, line rehabilitation or line replacement. MUD has contracts with local construction companies for backlog repair work as well as street and sidewalk restoration.

All gravity sanitary sewers 15-inches in diameter or smaller are currently scheduled to be cleaned at least once every seven years. Sewer mains larger than 15-inches in diamter will be cleaned on an add needed basis.

6.3.2 Pump Stations

Preventative maintenance at sanitary lift/pump stations and stormwater pump stations are done by Maintenance Division. Cleaning at sanitary lift/pump stations may be done by

Collections Division at the request of the Maintenance Division if a problem is noticed with the wet well or lines (i.e. “grease cap” in wet well).

6.4 Rehabilitation and Replacement Plan

The City of Stockton has conducted closed circuit television inspection (CCTV) of nearly all its gravity sewer lines. The City conducts on-going CCTV inspection by collection system area to determine the overall condition of that respective area. The findings of the CCTV inspections are used to determine CIP projects and immediate rehabilitation and replacement needs.

6.4.1 Inspection and Condition Assessment

CCTV inspections are conducted in accordance with the current professional practices for sewer line inspection as recommended by National Association of Sewer Service Companies (NASSCO), and the Pipeline Assessment Certification Program (PACP), guidelines.

Any sewer line found to have defects such as stoppages or physical damage, from any cause, will be cleaned and/or repaired on a first priority basis. Stoppages and/or damage may be discovered by City crews doing regular maintenance or by the public at large. Citizens are encouraged to call the City of Stockton Hot Line, at (209) 937-8341, any time they witness or experience a sewer related problem.

6.4.2 Capital Improvement Plan

City of Stockton has a capital improvement plan as well as Wastewater Master Plan for long term planning. The latest update to the Wastewater Master Plan was in October, 2008 and is available on the City of Stockton website. Additional discussion about the CIP is in chapter 10: Element 8 – System Evaluation and Capacity of this SSMP document.

6.5 Training Program

MUD has established training programs for all employees in the department. Training records are maintained with the MUD OSHA Compliance Specialist.

6.5.1 Health and Safety Training

The following training is provided to all Collections and Maintenance Division staff:

First Aid & CPR & AED
Lock Out/Tag Out Procedures
First Responder Awareness
Traffic Control
Hazard Communication
Overflow Emergency Response
Heat Stress Prevention
Eye Safety
Self-contained Breathing Apparatus (with Fit-testing annually)
Trenching & Shoring
Blood-borne Pathogens
Confined Space Entry
Falls & Fall Protection
Hazardous Materials Management Plan
Customer Service
Hand Protection

6.5.2 Equipment Training

The following specific equipment training is offered as needed for appropriate staff:

Hydraulic Rodder	Combination hydro/vac
Backhoe Operation	Forklift Training
CCTV (use and repair)	Boom & Crane Training
Lateral Camera Use	Arc Flash Protection

6.5.3 Ad Hoc Training

The City field staff also conducts monthly tail-gate safety meetings. There is also available; computer and software training, pump and engine maintenance, electrical, mechanical, environmental course work and study.

6.5.4 SSO Training

The City requires contractors to be properly trained with SSO procedures and all contractors are made aware of the City's SSO Emergency Response Plan (SSOERP) documents and procedures. All contractors are given a copy of the SSOERP prior to the start of work.

6.6 Equipment and Replacement Part Inventories

Stockton MUD maintains a Stores Warehouse at 2501 Navy Drive with replacement parts such as maintenance hole covers, consumable parts such as gloves, lamps and batteries, and replacement parts for valves, pumps and motors. Replacement parts have been identified for pumps, motors, and valves and are in stock at MUD Stores.

6.6.1 Pump Station Redundancy

The City's wastewater pump stations are designed with redundancy such that they have a backup pump available for immediate operation in the event of pump failure. The large capacity pump stations have spare mechanical seals stored on site.

6.7 Supporting Documents

- Appendix 5: Map Book Sample
- Appendix 6: Cityworks Work Order
- Appendix 7: Training Record Sample
- Appendix 8: Parts Inventory Sample

7 Chapter 7 – Design and Performance Provisions

This chapter of the SSMP documents the City's design and performance provisions.

7.1 Regulatory Requirements

The WDR section D.13(v) requires the City to have the following 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;

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

7.1.1 Design and Construction Standards

City of Stockton has Design and Construction Standard Specifications and Standard Drawings adopted by the City (latest revision November, 2003) as a guide for standardization of Public Works projects with in the City. These Standard Specifications and Standard Drawings are available on the City's website: www.stocktongov.com.

The Design and Construction Standard Specifications contain guidelines and requirements for the development plan and premit processing procedures under the following sections:

- Section 4 – Scope of Work
- Section 5 – Control of Work
- Section 6 – Control of Materials
- Section 7 – Legal Relations and Responsibility
- Section 8 – Prosecution and Progress
- Section 9 – Measurement and Payment

7.1.2 Engineering Judgment Disclaimer

The Standard Specifications and Standard Drawings are not intended to be a substitute for professional engineering knowledge, experience or judgment. Any deviations from what is contained in the documents must be approved by the City Engineer.

The City's Design and Construction Standard Specifications and Standard Drawings, for use in all City construction contracts, include a comprehensive set of specifications for sewer system pipelines and facility construction. The City contracts with a design engineer, when needed, for the development of design drawings and specifications for sewer pipeline and pump station rehabilitation and replacement projects.

7.1.3 Sanitary Sewer

The design and construction standards for sanitary sewer systems are addressed in section 71 of the Standard Specifications and Standard Drawings. Details for sanitary sewer systems are also provided in Standard Drawings 45 thru 66.

7.2 Pump Stations

The design and construction standards for pump stations are prepared in accordance with the Municipal Utilities Department Pump Station Guidelines and as approved by the Director of Municipal Utilities. The Municipal Utilities Department Pump Station Guidelines document is also available on the City website. Temporary maintenance holes for pump stations are provided in Standard Drawings 67 and 67A.

7.3 Inspection and Testing Standards

Inspection and testing of new sewers, pumps and other appurtenances is addressed in the Standard Specifications and Standard Drawings document section 71. The following list provides the sections pertaining to inspection and testing of the sanitary sewer system:

- 71-1.11 – Testing
- 71-1.11A – Cleaning
- 71-1.11B – Deflection Test for ABS, PVC and HDPE Pipe
- 71-1.11C - General
- 71-1.11D – Water Exfiltration Test
- 71-1.11E – Water Infiltration Test
- 71-1.11F – Air Pressure Test
- 71-1.11G – Televising of Sanitary Sewers

7.4 Supporting Documents

- City of Stockton Standard Specifications and Standard Drawings
- Municipal Utilities Department Pump Station Guidelines

8 Chapter 8 – Overflow Emergency Response Plan

The City developed a Sanitary Sewer Overflow Emergency Response Plan (SSOERP) and a Sanitary Sewer Overflow Standard Operating Procedure (SOP) that are designed to support an orderly and effective response to SSOs. The SSOERP is included as Appendix 4 of this SSMP, the SOP is included as Attachment 5 of the SSOERP. The SSOERP provides guidelines for the City personnel to follow in responding to, cleaning up, and reporting SSOs that may occur within the City's service area.

8.1 Regulatory Requirements

As required by WDR section D.13(vi), the City 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 the 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 the 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.

8.2 SSO Detection

The processes that are employed to notify the City of the occurrence of an SSO include: observation by the public, receipt of an alarm, or observation by City staff during the normal course of their work. The public can notify the City of an SSO by calling the 24-hour emergency service center at (209) 937-8341. The emergency service center then notifies Customer Service or the after hours Stand-by Duty Person to initiate the SSO response.

8.3 SSO Response

When a report of a possible SSO is received, it triggers an immediate response to identify and correct the problem. The following sections outline the response procedures undertaken by the City during an SSO.

8.3.1 Investigation and Assessment

Following notification of a possible sanitary sewer overflow, a crew is dispatched to conduct an investigation. The initial response team is responsible for assessing the cause of the problem and determining the level of effort needed to correct the problem. If the overflow is confirmed, the Supervisor or highest level staff person on-site documents the relevant spill information on the SSO response forms.

8.3.2 Notify Response Personnel

The Supervisor or highest level staff person that initially arrives on site is responsible for immediately notifying appropriate SSO response personnel. Response personnel are dispatched to the site based on the following criteria:

- Source of the SSO
- Volume of the SSO
- Severity of the SSO

8.3.3 Stop and Contain SSO

The response personnel are responsible for determining the most effective method(s) to:

- Control or limit the SSO volume discharged;
- Terminate the SSO as rapidly as possible; and
- Contain the spill as rapidly as possible.

The response personnel then begin to mitigate the SSO.

8.3.4 Traffic and Crowd Control

During an SSO, traffic control or crowd control may be required depending on site conditions. The response personnel are responsible for determining the most effective method(s) to:

- Safely control traffic flow around the spill area; and
- Provide crowd control measures to ensure public safety at all times.

The following City Departments may be contacted to assist with traffic and crowd control measures:

- Stockton Police Department (209) 937-7911
- Stockton Public Works Department (209) 937-8341

Procedures to address operations, traffic and crowd control are contained in the SSOERP and SOP for "Short Term Traffic Control…" (TTZ). Procedures and guidance follow the recommendations of the Manual on Uniform Traffic Control Devices (MUTCD).

8.3.5 Cleanup and Remediation

The response personnel are responsible for determining the most effective clean-up method and remediation procedures and determine when adequate remediation procedures have been completed.

8.3.6 Water Quality Monitoring Procedures

The SSOERP outlines the water quality monitoring procedures if an SSO is discharged to surface water. The impact of the spill on water quality is assessed by visual inspection for abnormal conditions such as effects on aquatic life, abnormal color, and odors. A Receiving Water Inspection/Sampling Log is used to record the findings of the inspection. Photographs are also used to document the extent of the spill, including the discharge location, and any adverse effects to receiving water or surrounding areas.

For discharges to surface water, public health warning signs are posted to protect the public from exposure to potentially contaminated water:

- Signs are posted in the affected area at appropriate intervals on both sides of the banks, if possible, of the receiving water body.
- Due to the occurrence of posted signs periodically being vandalized, stolen, wind-blown, or removed, City staff will maintain a log and map of sign placement and removal. The signs are checked on a regular basis by City staff and replaced or repositioned as necessary to make certain they are visible to the public throughout the entire spill event.

For SSOs greater than 1,000 gallons in volume and which enter a surface water, public health warning notifications are distributed door-to-door in known areas where residents utilize the surface water source for landscape irrigation purposes.

8.4 SSO Documentation and Reporting

All SSOs are thoroughly investigated and documented for use in managing the wastewater collection system and meeting established reporting requirements. The procedures for investigating and documenting SSOs are:

8.4.1 Internal SSO Reporting

Internal SSO reporting process is dependent on the category of SSO as determined by the responding field crew.

8.4.1.1 Category 1 or 2

For Category 1 and 2 SSOs, the response personnel complete the SSO Response Forms and turn them into the Environmental Compliance Division. An Environmental Control Officer (ECO) reviews the response forms and verifies the information pertaining to the SSO. The Regulatory Control Officer serves as the Legally Responsible Official (LRO) and is responsible for certifying and entering all required information into the State Water Resources Control Board (SWRCB) California Integrated Water Quality System (CIWQS) Online SSO Reporting System for category 1 and 2 SSOs.

8.4.1.2 Category 3

For Category 3 SSOs, the response personnel complete the SSO Response Forms and turn them into a Senior Collection Systems Operator. A Senior Collection Systems Operator reviews the forms and enters the data into the State's CIWQS Online SSO Reporting System. The forms are then forwarded to the Collection Systems Supervisor. The Collection Systems Supervisor reviews the Response Forms and verifies all the information pertaining to the SSO so that it is correctly entered into CIWQS. The Legally Responsible Official (LRO) is responsible to certify the information submitted in CIWQS for Category 3 SSOs.

8.4.2 External SSO Reporting

CIWQS is used for reporting SSO information to the SWRCB. The City reports all SSOs in accordance with State Water Resources Control Board Order No. 2006-0003-DWQ, Monitoring and Reporting Program, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems; and State Water Resources Control Board Order No. WQ 2013-0058-EXEC, Amended Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems; and amendments thereto.

8.5 SSO Notification

The City notifies the following internal personnel and outside agencies as appropriate:

Table 8-1 – SSO Notification Contacts

All Category 1 SSO's	
City of Stockton, Municipal Utilities Dept.: Technical Services Supervisor, Regulatory Compliance Officer, Deputy Director of Collections, Assistant Director and Director Delta Water Supply Project	(209) 937-8700 (209) 639-3972 (Senior) (209) 937-5633 (Office) (209) 639-4241 (Operator) (209)768-8879 (CPO)
City of Stockton, City Manager's Office: Public Information Officer, Assistant to City Manager and Deputy City Manager	(209) 937-8700
Cal OES **(1,000 gallons or greater only)**	(800) 852-7550
Alameda County Water District	(510) 656-3426 (M-F 8-4) Fax (510) 657-5944 (after hours) Fax
Alameda Co. Flood Control District, Zone 7	(925) 447-4517 Fax
Contra Costa Water District	(925) 688-8274 Fax
Santa Clara Valley Water District	(408) 395-5550 Fax
San Joaquin Co. Flood Chanel Maint. Div.	(209) 468-8457 Fax
State Water Resources Control Board Online SSO Reporting System (CIWQS)	http://ciwqs.waterboards.ca.gov
All Category 2 SSO's	
City of Stockton, Municipal Utilities Dept.: Technical Services Supervisor, Regulatory	(209) 937-8700

Compliance Officer, Deputy Director of Collections, Assistant Director and Director	
City of Stockton, City Manager's Office: Public Information Officer Assistant to City Manager Deputy City Manager	(209) 937-8700
State Water Resources Control Board Online SSO Reporting System (CIWQS)	http://ciwqs.waterboards.ca.gov
All Category 3 SSO's	
Collection System Supervisor	(209) 937-8725
State Water Resources Control Board Online SSO Reporting System (CIWQS)	http://ciwqs.waterboards.ca.gov
All SSO Discharges to San Joaquin County Stormwater Collection System	
San Joaquin County Public Works	(866) 755-4955
All SSO Discharges to Reclamation District 1614 Stormwater Collection System	
Reclamation District 1614	(209) 462-8061 / (209) 992-2827 Max Gallegos (209) 469-3133 Message

8.6 SSO Response Training

This section provides information on the training that is required to support the SSOERP.

8.6.1 City Personnel

Training in SSO procedures are conducted on an annual basis for all Collections and Environmental Control staff. Training records are maintained with the OSHA Compliance Specialist and as part of the employees' training record.

8.6.2 Non-City Personnel

The City requires contractors working on the collection system to be properly trained with SSO procedures and all contractors are made aware of the City's SSO Emergency Response Plan (SSOERP) documents and procedures. All contractors are given a copy of the SSOERP prior to the start of work.

8.7 Supporting Documents

- Appendix 4: City of Stockton Sanitary Sewer Overflow Emergency Response Plan (SSOERP)
- City of Stockton Sanitary Sewer Overflow Standard Operating Procedure (SOP)
- Appendix 9: Short Term Traffic Control Procedures (TTZ)
- MUTCD guidelines and procedures are available online

9 Chapter 9 – Fats, Oils and Grease (FOG) Program

This section of the SSMP presents the City's Fats, Oils, and Grease (FOG) control program to reduce the amount of FOG discharged into the sanitary sewer system.

9.1 Regulatory Requirements

The Statewide General WDR for Wastewater Collection Agencies (Order No. 2006-003) requires the development of a FOG source control program to reduce the amount of FOG discharged to the sanitary sewer system. The requirement in the WDR section D.13(vii) is as follows:

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 control 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 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.

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

(d) Requirements to install grease removal devices, design standards, 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 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 system for sections identified.

9.2 FOG Control Action Plan

The City has developed a comprehensive program to address sanitary sewer overflows associated with fats, oils, and grease (FOG). This FOG Control Action Plan (FCAP) outlines the elements of the City's FOG Control Program. The program consists of inspections, enforcement procedures, public education and public outreach to all Food Service Establishments (FSEs) in the City's regional sewer service area. The FOG Control Program is operated by the Industrial Pretreatment section of the Municipal Utilities Department. The program is implemented by the Technical Services Supervisor (FOG Program Manager) and consists of full-time Environmental Control Officers (FOG Inspectors). More than 700 FSEs are inspected annually under this program.

The FCAP is included as Appendix 10 of this SSMP document. All information about the City's FOG program can be found on its website: www.stocktongov.com.

9.3 Public Outreach

MUD currently conducts public outreach by both providing information on the City's website and distributing best management practices (BMP) fact sheets during restaurant inspections.

Collection System Operators and Environmental Control Officers also distribute a FOG Brochure to residences and businesses on an 'as needed basis'.

9.4 FOG Disposal

The City of Stockton currently handles disposal of FOG at the Regional Wastewater Control Facility located at 2500 Navy Drive, Stockton, CA 95206.

9.5 FOG Program Legal Authority

The City of Stockton has had an ordinance in place prohibiting the discharge of "substances which may cause obstruction to the flow in a sewer." The City of Stockton Municipal Code Title 13, Chapter 13.40, "Discharges of Fats, Oils and Grease from Food Service Establishments", contains all the provisions and legal authority pertaining to the prohibition to discharge of fats, oils and grease to the sanitary system. See Table 5-1 – Summary of Legal Authorities in this SSMP document. All Stockton Municipal Codes can be viewed and downloaded from the City's website: www.stocktongov.com.

9.6 Grease Removal Device Design Standards and Requirements

City of Stockton Municipal Code Title 13, Chapter 13.40 requires the installation of grease removal devices, provides minimum requirements for grease removal design standards, lists the required maintenance and record keeping associated with grease removal devices, and provides grease removal device BMPs. Reporting is conducted via on-site inspections conducted by MUD Environmental Control Officers.

9.7 FOG Program Enforcement

The City of Stockton, Municipal Utilities Department currenty employs multiple full-time Environmental Control Officers dedicated to the enforcement of the FOG Ordinance. Websoft is used to schedule and manage the city-wide FOG inspection activities. The authority to inspect and enforce the provisions of the FOG Ordinance are contained in Title 13, Chapter 13.40.140 – Facilities Monitoring and Right of Entry Requirements, and the enforcement actions are detailed in the City's Fats, Oils, and Grease Enforecment Response Plan incuded in Appendix 11 of this SSMP document.

9.8 FOG Related Preventative Maintenance

MUD has established a collection system cleaning schedule for all sewer lines of 15-inches in diamter and smaller. The cleaning frequency is based on historical pipe information. Please reference Chapter 6: Element IV - Operation and Maintenance Program, Section b of the SSMP for further details regarding preventative maintence activities.

9.9 Source Control Measures

MUD's existing source control program includes the requirement for grease interceptors for food service establishments, conducts FSE inspections, and engages in public outreach for both food service establishments and residences. MUD also conducts apropriate enforcement when the source of a sewer blockage is identified as being FOG related.

9.10 Supporting Documents

- Appendix 10: Fats, Oils and Grease Control Action Plan
- Appendix 11: Fats, Oils, and Grease Enforcement Response Plan
- Restaurant BMP Brochures
- Restaurant BMP Posters
- FOG brochure distributed by Environmental Control Officers and Collection System Operators
- Title 13, Chapter 13.40 - Discharges of Fats, Oils and Grease from Food Service Establishments

10 Chapter 10 – System Evaluation & Capacity Assurance Plan

This chapter of the SSMP documents the City's system evaluation and capacity assurance provisions. The City has not incurred a capacity related SSO since the California Integrated Water Quality System (CIWQS) began tracking SSO data in 2007.

10.1 Regulatory Requirements

As required by the WDR section D.13(viii), the City shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key 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;

(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.

10.2 System Evaluation

The City has undertaken the following system evaluation actions and processes:

10.2.1 Wastewater Master Plan

The collection system evaluation is undertaken as a part of the 2035 Wastewater Master Plan (Master Plan) development and subsequent CIP decisions. The Master Plan incorporates any capacity related projects that takes into account increases in flow and necessary system capacity increases due to projected population increases. The City has not experienced the projected population increase that was used to develop the Master Plan. Master Plan is available on the City's website: www.stocktongov.com.

10.2.2 Smart Covers

The City has also purchased and installed forty-one "Smart-Covers" which allow for real-time monitoring of flow conditions at specific maintenance holes (manholes). Use of the "Smart-Covers" has prevented several SSO from occurring. These units can be re-located as needed to monitor suspected problem areas.

10.3 Design Criteria

City of Stockton has Design and Construction Standard Specifications and Standard Drawings adopted by the City (latest revision November, 2003) as a guide for standardization of Public Works projects with in the City. Section 71 of the Standard Specifications and Standard Drawings pertain to the design and consutrction of sanitary sewers. These Standard Specifications and Standard Drawings are available on the City website: www.stocktongov.com.

10.4 Capital Improvement Plan

The City's current CIP proposal is outlined in a spreadsheet available from the Engineering Division of the Municipal Utilities Department. The CIP proposals for wastewater includes projects related to the collection system, pump stations and system upgrades, improvements and additions.

The following types of CIP projects are in various stages of planning, design, or construction:

- 7702 Sanitary Sewer System Repairs
- 7703 Sanitary Pump Station Additions
- 7709 RWCF Modifications and Replacement
- 7713 Oversizing Collection Lines
- 7714 Infiltration and Inflow Study
- 7784 Sanitary Telemetry
- 7785 Sanitary Pump Station Rehabilitation
- 7787 Sanitary System Deficiency Improvements
- 7790 Sanitary System Street Improvements
- 7792 Capital Asset Replacements

The CIP projects adopted were/are based in part on recommendations in the City of Stockton's 2035 Wastewater Master Plan. The 2035 Wastewater Master Plan was developed taking into account present population size, current infrastructure and treatment plant capacity; and looking at projected growth in the next 25 years (2035 build-out). Existing systems were evaluated against design and performance criteria, using hydraulic modeling to predict where infrastructure improvements, upgrades or additions would be required. Capital costs were estimated and a phased program for capital projects scheduling proposed.

Additionally, some minor short term CIP is scheduled and completed on an as-needed basis. The short term CIP projects are typically unexpected emergency related projects.

10.5 CIP Schedule

The CIP schedule is subject to appropriation and reprioritization of funds authorized by the City Council and reviewed annually during budget preparations. Progress of each CIP, once started, is tracked by the Engineering Division in the CIP Budget spreadsheet.

Short term CIP work is added into the Cityworks Computerized Maintenance Management System after completion of the work.

10.6 Supporting Documents

- 2035 Wastewater Master Plan
- City of Stockton Standard Specifications and Standard
- CIP Budget (Engineering Division CIP spreadsheet)

11 Chapter 11 – Monitoring and Program Modifications

This chapter of the SSMP presents the City's approach to Monitoring, Measurement, and Program Modifications.

11.1 Regulatory Requirements

The WDR section D.13(ix) requirements for the Monitoring, Measurement, and Program Modifications of the SSMP are that the City 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.

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

11.2 Performance Measures

Cityworks serves as the CMMS used by the City to generate work orders, track progress and completed work on cleaning, repair, CCTV inspection, customer service requests and SSOs information. This collection system information is tied to the collection system asset or residence and is used to determine changes to the sewer main cleaning frequency. The City uses the information to monitor and measure the performance of the SSMP and SSMP implementation.

The City monitors sewer overflow performance to accomplish the following:

- Establish and prioritize appropriate SSMP activities
- Monitor the implementation and effectiveness of the SSMP
- Assess the success of the preventative maintenance program
- Identify and illustrate SSO trends including frequency, volume, and location

In addition to the usage of California Integrated Water Quality System (CIWQS) to obtain SSO data, the City has the capability to transfer data from the Cityworks CMMS to a GIS format whereby spills can be graphically illustrated as an overlay on digital maps. The information can be coded by color, shape or symbol and size to illustrate the desired SSO data. A sample of this can be seen in Appendix 12.

11.3 Performance Monitoring and Program Changes

Monthly status reports and figures are generated from Cityworks CMMS data to provide monitoring of collection system activities. Activities such as cleaning, CCTV inspection, repairs, SSOs, and FOG inspection information are included in the report.

The City will evaluate the performance of its wastewater collection system at least annually using the performance measures identified in Table 11-1. The City will update the data and analysis of performance measures at the time of the evaluation. The City may use other performance measures in its evaluation.

Table 11-1: Performance Metrics

Type	Performance Measure	Source
System Statistics	Total Miles of Gravity Sewer	GIS
	Total Miles of Force Main	GIS
	Total Number of Pump Stations	GIS
SSO Measures	SSO Category	CIWQS
	SSO Date	CIWQS
	SSO Cause	CIWQS
	SSO Line Type	CIWQS
	Number of SSOs per 100 miles of sewer per year	CIWQS
	SSO Location	CIWQS
	SSO Volume	CIWQS
	SSOs that reach surface water	CIWQS
Maintenance Program	Count of Lateral Repairs	CMMS
	Linear Feet of Lateral Repairs	CMMS
	Count of Main Repairs	CMMS
	Linear Feet of Main Repairs	CMMS
	Count of Manholes Repaired	CMMS
	Count of Taps Repaired	CMMS
	Count of Mains Hydro-flushed	CMMS
	Linear Feet of Mains Hydro-flushed	CMMS
	Count of Mains Rodded	CMMS
	Linear Feet of Mains Rodded	CMMS
	Laterals Foamed	CMMS
	Linear Feet of Laterals Foamed	CMMS
	Count of Service Calls	CMMS
	Count of Mains Inspected	POSM
	Linear Feet of Mains Inspected	POSM
	Count of Laterals Inspected	CMMS
	Linear Feet of Laterals Inspected	CMMS
	Count of Pump Station Mechanical Work Orders	CMMS
	Count of Pump Station Electrical Work Orders	CMMS
FOG Program	Count of Initial FSE Inspections	Websoft
	Count of Enforcement Actions	Websoft
	Count of Follow-Up Inspections	Websoft

11.4 SSMP Updates

All program elements are reviewed during an annual meeting with collection system Supervisors and engineering staff to determine if any updates to the SSMP are warranted. During the meeting, the annual report is used to evaluate the collection system activities to identify areas of process improvement. Any changes to the SSMP are documented in the Updates Log and implemented. SSMP updates are submitted to the State database when recertification is required. The SSMP Update Log is provided in Table 11-2 below.

Table 11-2: SSMP Update Log

Element	Date
SSMP Development Plan	November 2007
Entire SSMP	February 2011
VI – Overflow Emergency Response Plan	September 2013
I – Goals	October 2013
II – Organization	October 2013
VII – Fats, Oils, and Grease (FOG) Program	October 2013
III – Legal Authority	December 2013
IX – Monitoring and Program Modifications	December 2013
X – SSMP Program Audits	December 2013
Entire SSMP	January 2016

11.5 Supporting Documents

- Appendix 6: Cityworks work order
- Appendix 12: GIS SSO Display Sample
- City of Stockton Sewer System Management Plan
- Monthly Collection System Status Report
- SSMP Update Log

12 Chapter 12 - SSMP Program Audits

This chapter of the SSMP presents the process the City will follow to audit its SSMP and related programs.

12.1 Regulatory Requirements

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(x) of the WDR), including identification of any deficiencies in the SSMP and steps to correct them.

12.2 SSMP Audits

The City of Stockton has obtained through the Central Valley Clean Water Agency (CVCWA) an audit checklist and has developed an internal audit checklist. These forms will be a guide to help audit the SSMP's effectiveness, but City of Stockton's assigned auditor, or the contracted 3rd party auditor, shall select the format of the audit forms they deem appropriate, using selected questions off the CVCWA check list and internal audit checklist as desired to assist in completing the SSMP audit. At a minimum, the City will conduct an SSMP audit on a biennial basis and all audit reports will be maintained on file.

Table 12-1: SSMP Audit Log

Audit Date	Auditor	Comments
October 2013	MUD Staff	Complete, Audit on File
November 2015	HDR Engineering	Complete, Audit on File
October 2017		Future Audit
October 2019		Future Audit
October 2021		Future Audit

12.3 Supporting Documents

- Appendix 13: Central Valley Clean Water Agency (CVCWA) Audit Checklist
- Appendix 14: Internal SSMP Audit Checklist
- SSMP Audit Log

13 Chapter 13 – Communication Program

This section of the SSMP is intended to outline the process involved in communicating with interested members of the public and satellite agencies regarding the development, implementation, and performance of this plan.

13.1 Regulatory Requirements

The WDR section D.13(xi) states that:

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.

13.2 Communication with Public

The City has multiple outlets to keep the public informed about its activities and plans.

13.2.1 Website Announcements

The City maintains a website to inform the public about City activities. The City's website is an effective communication channel for providing alerts and news to the public. The main page of the website provides important announcements, with links to agendas and minutes for City Council meetings, and other key information for City residents. Various documents are published on the City's Municipal Utilities Department website: www.stocktongov.com

13.2.2 Reports

Municipal Utilities Department (MUD) produces a monthly report and puts a PDF copy on the City website. This document highlights operational and maintenance activities including a summary of SSOs, and capital improvement project progress.

13.2.3 Sewer System Master Plan

The City's website also includes links to the Sewer System Management Plan and the 2035 Wastewater Master Plan.

13.2.4 Public Input

The public also has the opportunity to comment and ask questions through the "Ask Stockton" button on the City's homepage: www.stocktongov.com.

13.3 Satellite Agencies

The City Regulatory Compliance Officer and/or Senior Supervisor is in contact with representatives of each satellite agency when announcement or notifications are issued. Meetings with satellite agencies are held on an as-needed basis. The City has five (5) satellite systems that connect to City's sewers:

1. Country Club Sanitary Maintenance District
   4330 N. Pershing Ave, Suite B-1
   Ms. Ginger Root, Clerk of the Board
   (209) 956-3516 e-mail: ginger.root@att.net

2. San Joaquin County Utility Maintenance Division
   (various Maintenance Districts, including Lincoln Village,
   Colonial Heights, County Hospital)
   San Joaquin County, Public Works Department
   Sanitary Sewer System Operation and Maintenance
   Ben Guzman, Water Superintendent
   (209) 468-3090 e-mail: b.guzman@sjgov.org

3. Port of Stockton
   West Complex, Rough and Ready Island
   2201 W. Washington St
   Rita Koehnen
   (209) 946-0246 ext 291 e-mail: rkoehnen@stocktonport.com

4. Northern California Youth Correctional Center
   7650 South Newcastle Rd
   Derrick Bowler, Chief of Plant Operations III
   (209) 944-6513 e-mail: derrick.bowler@cdcr.ca.gov

5. California Health Care Facility
   7707 Austin Rd
   Philip Albee, Correctional Plant Manager II
   (209) 831-0726 e-mail: phil.albee@cbcr.ca.gov

City of Stockton

CITY OF STOCKTON
MUNICIPAL UTILITIES
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Sewer System Management Plan (SSMP) Appendices

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Appendices

Appendix 1 - City of Stockton, City Council Resolution 07-0327
- SWRCB Order No. 2006-0003-DWQ
- City Council Resolution 11-0108, 2011-2015 SSMP Approval

Appendix 2 - SWRCB Order No. WQ 2013-0058 EXEC
Appendix 3 - MUD Organizational Charts
Appendix 4 - City of Stockton Sanitary Sewer Overflow Emergency Response Plan
Appendix 5 - Map Book Sample
Appendix 6 - Cityworks Work Order
Appendix 7 - Training Record Sample
Appendix 8 - Parts Inventory Sample
Appendix 9 - Short Term Traffic Control Procedures
Appendix 10 - FOG Control Action Plan
Appendix 11 - FOG Enforcement Response Plan
Appendix 12 - GIS SSO Display Sample
Appendix 13 - Central Valley Clean Water Agency Audit Checklist
Appendix 14 - Internal Audit Checklist

Appendix 1
City of Stockton, City Council Resolution 07-0327
SWCRB Order No. 2006-0003-DWQ
City Council Resolution 07-0108, 2011-2015 SSMP Approval

July 31, 2007

TO: Mayor and City Council

FROM: Mark J. Madison, Director of Municipal Utilities

SUBJECT: **APPROVAL AND IMPLEMENTATION OF THE CITY OF STOCKTON'S SEWER SYSTEM MANAGEMENT PLAN TASK DEVELOPMENT SCHEDULE**

RECOMMENDATION

Authorize the approval and implementation of the Sewer System Management Plan Task Development Schedule as required by State Water Resources Control Board Order No. 2006-0003-DWQ, Statewide General Waste Discharge Requirement, dated May 2, 2006.

Summary

The City of Stockton (City), along with all public entities that provide sanitary sewer collection services, is subject to Sanitary Sewer Overflow Wastewater Discharge Requirements imposed by State Water Resources Control Board Order No. 2006-0003-DWQ Statewide General Waste Discharge Requirement, adopted May 2, 2006.

The State requires the City to prepare and implement a Sewer System Management Plan in order to effectively manage its wastewater collection system. The State Regional Board has mandated specific time frames in which to complete the various portions of the Sewer System Management Plan. All sections of the Sewer System Management Plan must be certified as complete by an Authorized Representative; and the City Council must approve the Sewer System Management Plan Development Plan and Schedule, and final Sewer System Management Plan prior to certification as complete and in compliance.

By this action, the Council will approve the development of a plan and schedule for completing the initial mandates of the General Waste Discharge Requirements. The Sewer System Management Plan Task Development Schedule for the City of Stockton's Sewer System Management Plan (Attachment A) includes milestone dates and the persons responsible for completing them. This Task Development Schedule is required to be placed in the first section of the plan as it is developed, and that it be periodically updated as each section of the Sewer System Management Plan is completed.

DISCUSSION

Background

Following the Regional Board's adoption of the General Waste Discharge Requirements on May 2, 2006, collection systems became the last major component of the wastewater management system to be regulated. Treatment plants, including pretreatment programs, have been regulated for some time. These requirements apply to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines, which convey untreated wastewater to a publicly owned treatment facility, and requires each agency to prepare and implement a Sewer System Management Plan. The Sewer System Management Plan is a document that describes the procedures and activities each agency must implement in order to properly operate and maintain their wastewater collection system effectively in order to prevent sewer system overflows and to ensure proper notification should such an overflow occur.

Sewer system overflows are spills from sanitary sewer systems of domestic wastewater as well as industrial and commercial wastewater (depending on land use). These overflows often contain high levels of pollutants and pathogenic organisms which may cause a public nuisance, particularly when raw untreated wastewater is discharged to water bodies used for recreation purposes. Sewer system overflows may pollute surface or ground waters, threaten public health, adversely affect aquatic life, and impair the recreational use and aesthetic enjoyment of surface waters. Many sewer system overflows are preventable with adequate and appropriate facilities, source control measures and operation and maintenance of the sanitary sewer system.

Current Situation

The following list summarizes the required elements of an Sewer System Management Plan as per Order No. 2006-0003-DWQ:

1. Collection system management goals (November 2, 2007)
2. Organization of personnel, including the chain of command and communications (November 2, 2007);
3. Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation, and testing standards, and inspection requirements for new and rehabilitated sewers (November 2, 2008);
4. Operations and maintenance activities to maintain the wastewater collection system (November 2, 2008);
5. Design and performance provisions (May 2, 2009);
6. Overflow emergency response plan (November 2, 2008);

7. Fats, oils, and grease control program (November 2, 2008);
8. System evaluation and capacity assurance program (May 2, 2009);
9. Monitoring, measurement, and modifications plan for Sewer System Management Plan program effectiveness (May 2, 2009);
10. Periodic internal Sewer System Management Plan audits; and,
11. Sewer System Management Plan communication program (May 2, 2009).

Each agency is required to certify that their final Sewer System Management Plan and its constituent subparts are in compliance with the State Order within the time frames specified by the Regional Board and shown in Attachment A. Each agency is also required to obtain their governing board's approval of the Sewer System Management Plan Development Plan and Schedule and final Sewer System Management Plan at a public meeting prior to certification as complete. The Regional Board does not require that an agency submit their Sewer System Management Plan to the State or Regional Water Boards for review or approval; however, the document must be made available upon request.

Adoption of the final Sewer System Management Plan will require a number of actions to maintain and upgrade the City's sewer collection system at a level that would require dedicated sewer crews and additional capital improvement projects. The Regional Board estimates the costs associated with compliance to the average utility rate payer for the final plan will be an additional $6 to $40 per month per connection. A revenue plan shall be developed as part of the Sewer System Management Plan that describes the costs associated with implementing the Sewer System Management Plan and how the City will finance each item.

FINANCIAL SUMMARY

Currently there will be no cost impact to the City. Although once the Sewer System Management Plan is finally implemented there will be a future cost to the City. This increase will be included in a future budgeting process. The new requirement may result in a rate study being required to project the revenue needed for implementation of the final program costs.

Prepared by: Steve Gittings

Respectfully submitted,

MARK J. MADISON
DIRECTOR OF MUNICIPAL UTILITIES

MJM:SG:as

Reviewed and approved by:

J. GORDON PALMER,JR.
CITY MANAGER

Resolution No. _____

STOCKTON CITY COUNCIL

RESOLUTION TO APPROVE AND IMPLEMENT THE CITY OF STOCKTON'S SEWER SYSTEM MANAGEMENT PLAN TASK DEVELOPMENT SCHEDULE

WHEREAS, the City of Stockton is required by State Water Resources Control Board (SWRCB) Order No. 2006-0003-DWQ, Statewide General Waste Discharge Requirement (GWDR), dated May 2, 2006, to develop a Sewer System Management Plan Task Development Schedule; and

WHEREAS, the State Water Resources Control Board has mandated specific time frames in which to complete the various portions of the Sewer System Management Plan; and

WHEREAS, by this action, the City Council will approve the development of a plan and schedule for completing the initial requirements of the General Waste Discharge Requirement; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:

1. The foregoing recitals are true and correct and the City Council so finds and determines.

2. The City Council authorizes the approval and implementation of the Sewer System Management Plan (SSMP) Task Development Schedule (Attachment A).

PASSED, APPROVED and ADOPTED _____.

_____
EDWARD J CHAVEZ
Mayor of the City of Stockton

ATTEST:

_____
KATHERINE GONG MEISSNER
City Clerk of the City of Stockton

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City Atty:
Review _____
Date JUL 25 2007

ATTACHMENT A

Sewer System Management Plan (SSMP) Schedule
State Water Resources Control Board Order No. 2006-0003-DWQ

SSMP Task Development Schedule					
Main Task/Sub-Task	**Comments**	**Status/Due Date**	**Date Completed**	**Responsible Party**	**City Council Approval Date**
Application for coverage	Submit Notice of Intent (NOI) to the state identifying the agency's authorized representative including required permit fee.	**Nov 2, 2006**		**Director of Municipal Utilities** (Mark J. Madison)	
SSO electronic reporting program	Agency must report all SSOs to the statewide SSO database via the Internet.	**Sept. 2, 2007**	Continuous	**Director of Municipal Utilities** (Mark J. Madison)	
SSMP Development Plan and Schedule	Initial plan on how the agency intends to develop and implement their SSMP.	**Aug. 2, 2007**		**Director of Municipal Utilities** (Mark J. Madison) **OMI** (Randy Cornell)	
1.0 Goal *Section D 13(i)*		**Nov. 2, 2007**		**Director of Municipal Utilities** (Mark J. Madison)	
SSMP Goals	Stated goals for the SSMP				
2.0 Organizational Structure *Section D 13(ii)*		**Nov. 2, 2007**		**Director of Municipal Utilities** (Mark J. Madison)	
Agency Organizational Structure	Names and staff positions responsible for developing and implementing the SSMP including the chain of communications for reporting SSOs.				
3.0 Legal Authority *Section D 13(iii)*	Agency's legal authority to operate and maintain its sewage collection system.	**Nov. 2, 2008**		**Director of Municipal Utilities** (Mark J. Madison)	

SSMP Task Development Schedule					
Main Task/Sub-Task	**Comments**	**Status/Due Date**	**Date Completed**	**Responsible Party**	**City Council Approval Date**
4.0 Operation and Maintenance *Section D 13(vi)*		**Nov. 2, 2008**		**Director of Municipal Utilities** (Mark J. Madison)	
Mapping	Up to date mapping of the sewage collection system facilities including appropriate storm water systems.				
Preventive maintenance program	Written description of the preventative maintenance activities the agency employs.				
Rehabilitation and replacement program	Short and long term plan for the rehabilitation or replacement due to system deficiencies including funding (CIP).				
Inspection program	Program for the regular visual and CCTV inspection of the system.				
Staff training	Staff O&M training and assurance that contractors are adequately trained.				
Equipment and parts inventory	Equipment and parts inventory including the identification of critical replacement parts.				
5.0 Design and Performance *Section D 13(v)*		**May 2, 2009**		**Director of Municipal Utilities** (Mark J. Madison)	
Design standards	Design standards for new and rehabilitated systems.				
Inspection and testing standards	Inspection and testing standards for new and rehabilitated systems.				
6.0 Overflow Emergency Response Plan *Section D 13(vi)*	Written procedures defining how the agency responds to SSOs.	**Nov. 2, 2008**		**Director of Municipal Utilities** (Mark J. Madison)	
7.0 Fats, Oils & Grease Control Program *Section D 13(vii)*		**Nov. 2, 2008**		**Director of Municipal Utilities** (Mark J. Madison)	
FOG ordinance	Legal authority to prevent the discharge of FOG into the system.				

ATTACHMENT B

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

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

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 WATER RESOURCES CONTROL BOARD

MONITORING AND REPORTING PROGRAM NO. 2006-0003-DWQ
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 No. 2006-2003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems." Revisions to this MRP may be made at any time by the Executive Director, and may include a reduction or increase in the monitoring and reporting.

A. SANITARY SEWER OVERFLOW REPORTING

SSO Categories

1. Category 1 - All discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system that:
   A. Equal or exceed 1000 gallons, or
   B. Result in a discharge to a drainage channel and/or surface water; or
   C. Discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.

2. Category 2 – All other discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system.

3. Private Lateral Sewage Discharges – Sewage discharges that are caused by blockages or other problems within a privately owned lateral.

SSO Reporting Timeframes

4. Category 1 SSOs – All SSOs that meet the above criteria for Category 1 SSOs must be reported as soon as: (1) the Enrollee has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures. Initial reporting of Category 1 SSOs must be reported to the Online SSO System as soon as possible but no later than 3 business days after the Enrollee is made aware of the SSO. Minimum information that must be contained in the 3-day report must include all information identified in section 9 below, except for item 9.K. 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.

   The above reporting requirements do not preclude other emergency notification requirements and timeframes mandated by other regulatory agencies (local

County Health Officers, local Director of Environmental Health, Regional Water Boards, or Office of Emergency Services (OES)) or State law.

5. Category 2 SSOs – All SSOs that meet the above criteria for Category 2 SSOs must be reported to the Online SSO Database within 30 days after the end of the calendar month in which the SSO occurs (e.g. all SSOs occurring in the month of January must be entered into the database by March 1st).

6. Private Lateral Sewage Discharges – All sewage discharges that meet the above criteria for Private Lateral sewage discharges may be reported to the Online SSO Database based upon the Enrollee's discretion. If a Private Lateral sewage discharge is recorded in the SSO Database, the Enrollee must identify the sewage discharge as occurring and caused by a private lateral, and a responsible party (other than the Enrollee) should be identified, if known.

7. If there are no SSOs during the calendar month, the Enrollee will provide, within 30 days after the end of each calendar month, a statement through the Online SSO Database certifying that there were no SSOs for the designated month.

8. In the event that the SSO Online Database is not available, the enrollee must fax all required information to the appropriate Regional Water Board office in accordance with the time schedules identified above. In such event, the Enrollee must also enter all required information into the Online SSO Database as soon as practical.

Mandatory Information to be Included in SSO Online Reporting

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 thirty (30) days of receiving an account and prior to recording SSOs into the SSO Database, all Enrollees must complete the "Collection System Questionnaire", which collects pertinent information regarding an Enrollee's collection system. The "Collection System Questionnaire" must be updated at least every 12 months.

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

9. Category 2 SSOs:

    A. Location of SSO by entering GPS coordinates;
    B. Applicable Regional Water Board, i.e. identify the region in which the SSO occurred;
    C. County where SSO occurred;
    D. Whether or not the SSO entered a drainage channel and/or surface water;
    E. Whether or not the SSO was discharged to a storm drain pipe that was not fully captured and returned to the sanitary sewer system;

F. Estimated SSO volume in gallons;
G. SSO source (manhole, cleanout, etc.);
H. SSO cause (mainline blockage, roots, etc.);
I. Time of SSO notification or discovery;
J. Estimated operator arrival time;
K. SSO destination;
L. Estimated SSO end time; and
M. SSO Certification. Upon SSO Certification, the SSO Database will issue a Final SSO Identification (ID) Number.

10. Private Lateral Sewage Discharges:

A. All information listed above (if applicable and known), as well as;
B. Identification of sewage discharge as a private lateral sewage discharge; and
C. Responsible party contact information (if known).

11. Category 1 SSOs:

A. All information listed for Category 2 SSOs, as well as;
B. Estimated SSO volume that reached surface water, drainage channel, or not recovered from a storm drain;
C. Estimated SSO amount recovered;
D. Response and corrective action taken;
E. If samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA must be selected.
F. Parameters that samples were analyzed for (if applicable);
G. Identification of whether or not health warnings were posted;
H. Beaches impacted (if applicable). If no beach was impacted, NA must be selected;
I. Whether or not there is an ongoing investigation;
J. Steps taken or planned to reduce, eliminate, and prevent reoccurrence of the overflow and a schedule of major milestones for those steps;
K. OES control number (if applicable);
L. Date OES was called (if applicable);
M. Time OES was called (if applicable);
N. Identification of whether or not County Health Officers were called;
O. Date County Health Officer was called (if applicable); and
P. Time County Health Officer was called (if applicable).

Reporting to Other Regulatory Agencies

These reporting requirements do not preclude an Enrollee from reporting SSOs to other regulatory agencies pursuant to California state law. These reporting requirements do not replace other Regional Water Board telephone reporting requirements for SSOs.

1. The Enrollee shall report SSOs to OES, in accordance with California Water Code Section 13271.

Office of Emergency Services
Phone (800) 852-7550

2. The Enrollee shall report SSOs to County Health officials in accordance with California Health and Safety Code Section 5410 et seq.

3. The SSO database will automatically generate an e-mail notification with customized information about the SSO upon initial reporting of the SSO and final certification for all Category 1 SSOs. E-mails will be sent to the appropriate County Health Officer and/or Environmental Health Department if the county desires this information, and the appropriate Regional Water Board.

B. Record Keeping

1. Individual SSO records shall be maintained by the Enrollee for a minimum of five years from the date of the SSO. This period may be extended when requested by a Regional Water Board Executive Officer.

3. All records shall be made available for review upon State or Regional Water Board staff's request.

4. All monitoring instruments and devices that are used by the Enrollee to fulfill the prescribed monitoring and reporting program shall be properly maintained and calibrated as necessary to ensure their continued accuracy;

5. The Enrollee shall retain records of all SSOs, such as, but not limited to and when applicable:

   a. Record of Certified report, as submitted to the online SSO database;
   b. All original recordings for continuous monitoring instrumentation;
   c. Service call records and complaint logs of calls received by the Enrollee;
   d. SSO calls;
   e. SSO records;
   f. Steps that have been and will be taken to prevent the SSO from recurring and a schedule to implement those steps.
   g. Work orders, work completed, and any other maintenance records from the previous 5 years which are associated with responses and investigations of system problems related to SSOs;
   h. A list and description of complaints from customers or others from the previous 5 years; and
   i. Documentation of performance and implementation measures for the previous 5 years.

6. If water quality samples are required by an environmental or health regulatory agency or State law, or if voluntary monitoring is conducted by the Enrollee or its agent(s), as a result of any SSO, records of monitoring information shall include:

a. The date, exact place, and time of sampling or measurements;
b. The individual(s) who performed the sampling or measurements;
c. The date(s) analyses were performed;
d. The individual(s) who performed the analyses;
e. The analytical technique or method used; and,
f. The results of such analyses.

C. Certification

1. All final reports must be certified by an authorized person as required by Provision J of the Order.
2. Registration of authorized individuals, who may certify reports, will be in accordance with the CIWQS' protocols for reporting.

Monitoring and Reporting Program No. 2006-0003 will become effective on the date of adoption by the State Water Board.

CERTIFICATION

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

Song Her
Clerk to the Board

ATTACHMENT C

May 10, 2011

TO: Mayor and City Council

FROM: Jeff Willett, Interim Director of Municipal Utilities

SUBJECT: **FINAL APPROVAL OF THE CITY OF STOCKTON'S SEWER SYSTEM MANAGEMENT PLAN**

RECOMMENDATION

It is recommended that the City Council authorize the final approval and certification of the 2011–2015 Sewer System Management Plan as required by State Water Resources Control Board Order No. 2006-0003-DWQ, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

Summary

The City of Stockton (City), along with all public entities that provide sanitary sewer collection services, is subject to discharge requirements imposed by the State Water Resources Control Board Order No. 2006-0003-DWQ Statewide General Waste Discharge Requirements, adopted May 2, 2006 (Order).

The Order requires the City to prepare and implement a Sewer System Management Plan (SSMP) in order to effectively manage its wastewater collection system. All sections of the SSMP must be certified as complete by an Authorized City Representative; and the City Council must approve the SSMP Development Plan and Schedule, and final SSMP prior to certification as complete and in compliance. As each section of the SSMP has been drafted, it has been certified by Municipal Utilities Department staff. Now that the SSMP is complete, the final Order requirement is that the SSMP "...must be presented to the Enrollee's governing board for approval at a public meeting." The final SSMP (Exhibit 1 to the Resolution) does not contain the referencing documents, since those documents are not part of the SSMP which is now being considered for final approval. Once approved by Council, the SSMP and all referencing documents will be accessible to the public on the City's website.

DISCUSSION

Background

In 2007, City Council Resolution 07-0327 authorized the approval and implementation of the SSMP Development Plan and Schedule. All subparts of the SSMP have been appropriately certified and are in compliance with the Order. The final requirement is

that the Municipal Utilities Department (Enrollee) submits the SSMP to its governing board for approval at a public meeting, such as the City Council meeting.

The Order defines the SSMP includes the following specific sections:

- Goals and Organizational Structure
- Overflow Emergency Response Program
- Legal Authority
- Operation and Maintenance Program
- Grease Control Program
- Design and Performance
- System Evaluation and Capacity Assurance Plan

In July 2009, City Council approved Resolution 09-0248 which approved a settlement agreement in *California Sportfishing Protection Alliance v. City of Stockton*, Eastern District Case No. CV 08-02184 LKK-KLM. (Consent Decree). This Consent Decree required the City to engage in certain operational activities, including the preparation of operating procedures for the sanitary sewer system and action plans aimed at reducing overflows.

Present Situation

The appropriate MUD personnel has reviewed, coordinated the affected elements of the SSMP with the Consent Decree requirements, and completed the 2011–2015 SSMP. MUD provided a brief outline of the SSMP to the Water Advisory Committee on April 6, 2011 and the Council Water Committee on April 13, 2011, and has subsequently provided electronic copies of the complete document. The 2011-2015 SSMP is now being submitted for City Council review and approval (Exhibit 1 to the Resolution). The State Board does not require that an agency submit their SSMP to the State or Regional Water Boards for review or approval; however, the document must be made available upon request. Any minor, nonsubstantive changes may be made by MUD Staff as appropriate without returning to the City Council.

May 10, 2011

FINAL APPROVAL OF THE CITY OF STOCKTON'S SEWER SYSTEM MANAGEMENT PLAN
(Page 3)

FINANCIAL SUMMARY

The recent Wastewater Rate Adjustment approved by City Council Resolution 10-0277 is expected to be sufficient to continue ongoing implementation of the SSMP.

Respectfully submitted,

JEFF WILLETT
INTERIM DIRECTOR
OF MUNICIPAL UTILITIES

APPROVED

MIKE LOCKE
DEPUTY CITY MANAGER

JW:KC:cla

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Resolution No. _____

STOCKTON CITY COUNCIL

RESOLUTION AUTHORIZING FINAL APPROVAL AND CERTIFICATION OF THE 2011–2015 SEWER SYSTEM MANAGEMENT PLAN AS REQUIRED BY STATE WATER RESOURCES CONTROL BOARD ORDER NO. 2006-0003-DWQ, STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS

The City of Stockton is required by State Water Resources Control Board (SWRCB) Order No. 2006-0003-DWQ, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, dated May 2, 2006, to develop, implement, and cause an Authorized City Representative to certify as complete, a Sewer System Management Plan (SSMP); and

SWRCB Order No. 2006-0003-DWQ also requires that Council must approve the final SSMP prior to an Authorized City Representative's certification of the SSMP as being complete and in compliance; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:

1. The City of Stockton Final 2011 - 2015 SSMP is approved, a copy of which is attached as Exhibit 1 and incorporated by this reference.

2. The City Manager is authorized to take such other actions as are appropriate to carry out the intent of this Resolution.

PASSED, APPROVED, and ADOPTED _____.

_____
ANN JOHNSTON, Mayor
of the City of Stockton

ATTEST:

_____
KATHERINE GONG MEISSNER, City Clerk
of the City of Stockton
::ODMA\GRPWISE\COS.MUD.MUD_Library:144970.1

City Atty:
Review GDP
Date May 2, 2011

Appendix 2
Water Resources Control Board
Order No. WQ 2013-0058 EXEC

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.

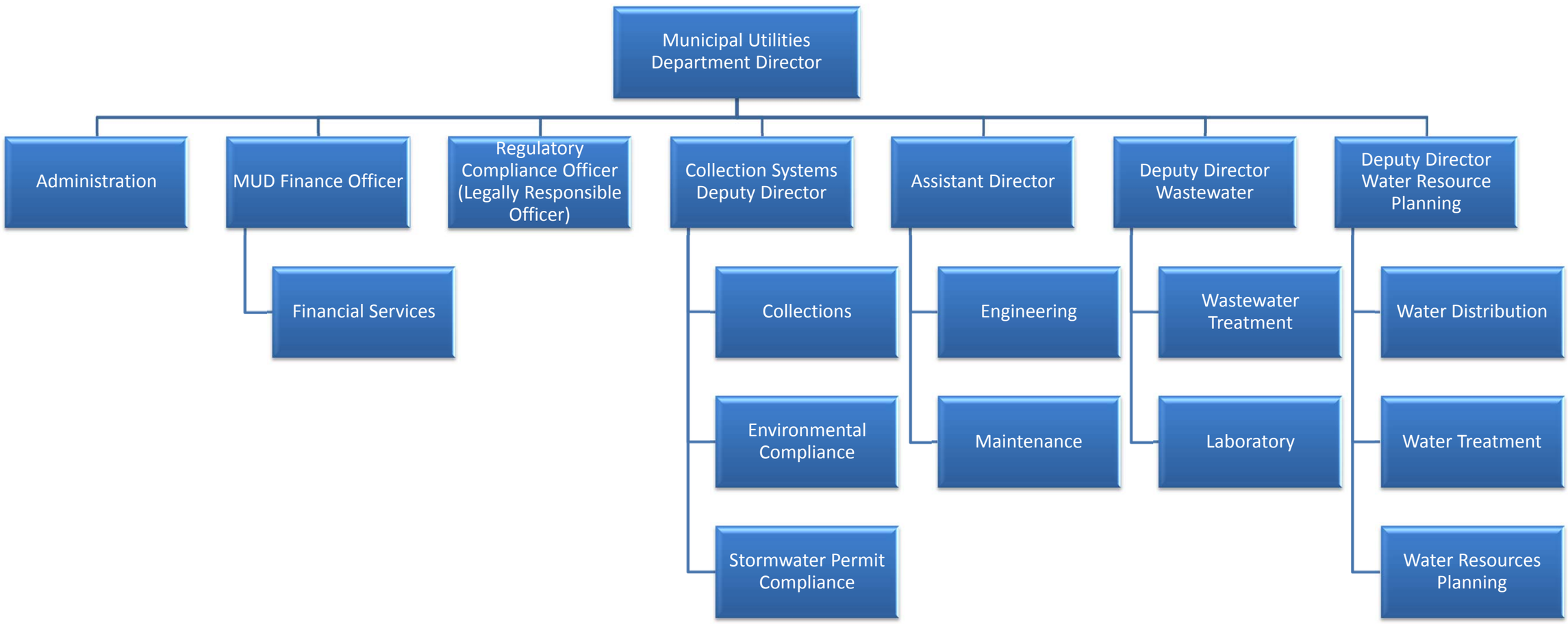
7/30/13
Date

Jeanine Townsend
Clerk to the Board

Appendix 3
MUD Organizational Charts

City of Stockton

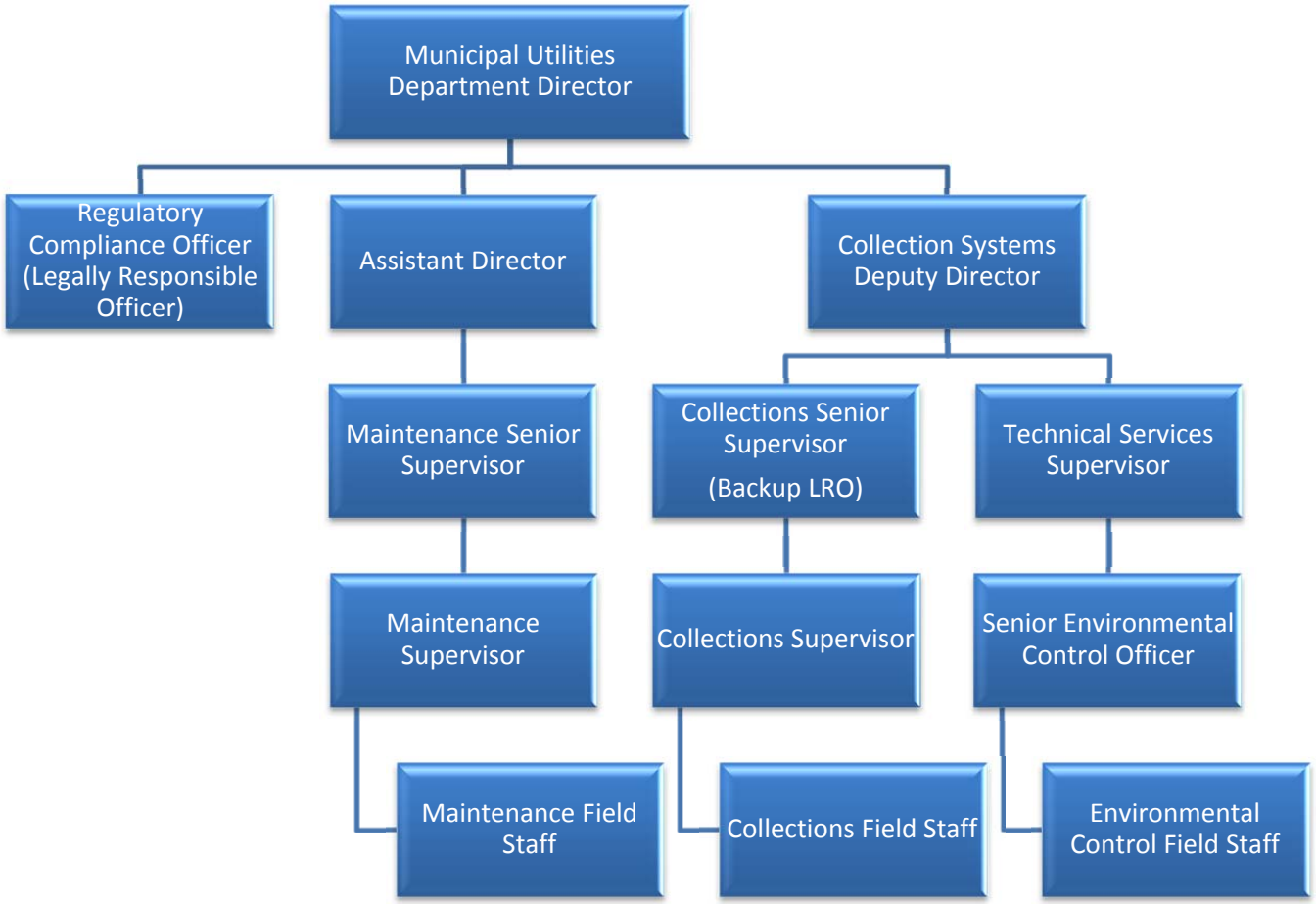
Municipal Utilities Department Organization Chart



CITY OF STOCKTON
MUNICIPAL UTILITIES
www.stocktongov.com • (209)937-8700

City of Stockton - Municipal Utilities Department

Maintenance & Collection Systems Organization Chart



Appendix 4
City of Stockton
Sanitary Sewer Overflow Emergency Response Plan

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SANITARY SEWER OVERFLOW

EMERGENCY RESPONSE PLAN

September 9, 2013
Revised June 1, 2015

Table of Contents

Section **Page**

1. Objective 3
2. Definitions 3
3. Implementation 4
4. Reporting Procedures 5
5. Certification Procedures 10
6. Notification Procedures 10
7. Response Procedures 13
8. Water Quality Monitoring Procedures 15
9. Prevention and Training 16
10. Record Keeping Procedures 17

Attachments

1. Sanitary Sewer Overflow Notification Log 19
2. Sanitary Sewer Overflow Response Procedures Checklist 20
3. Receiving Water Inspection / Sampling Log 21
4. Sanitary Sewer Overflow Discharge to Surface Water Report Form 22
5. Sanitary Sewer Overflow Standard Operating Procedure (SOP) 23

1. OBJECTIVE

The City of Stockton's Sanitary Sewer Overflow Emergency Response Plan (SSOERP) is designed to ensure that every report of a sanitary sewer overflow (SSO) is dispatched to the appropriate response personnel so that the effects of the overflow can be minimized with respect to its adverse impacts on public health, the environment, and property. The source of the SSO shall be stopped and the spill contained as soon as possible. Notification and reporting to governmental agencies, affected residents and property owners shall be done in an appropriate time frame. All state and local regulations shall be observed and implemented in response and remediation procedures.

2. DEFINITIONS

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

Category 3 SSO – All other discharges of untreated or partially treated wastewater resulting from a City sanitary sewer system failure or flow condition.

Online SSO Reporting System – Online spill reporting system that is hosted, controlled, and maintained by the State Water Resources Control 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.

Order – State Water Resources Control Board Order No. 2006-0003-DWQ, Monitoring and Reporting Program, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems; and State Water Resources Control Board Order No. WQ 2013-0058-EXEC, Amended Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems; and amendments thereto.

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 City's sanitary sewer system or from other private sanitary sewer system assets.

Receiving Water – Surface waters receiving discharge from stormwater conveyance systems.

Sanitary Sewer Overflow (SSO) – Any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system. SSOs include:

Overflows or releases of untreated or partially treated wastewater that reach waters of the United States;

Overflows or releases of untreated or partially treated wastewater that do not reach waters of the United States; and

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.

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.

Surface Waters – Waters of the United States as defined in 40 CFR 122.2 such as navigable waters, rivers, streams (including ephemeral streams), lakes, natural ponds, lagoons, estuaries, man-made canals, ditches, wet meadows, wetlands, marshes, sloughs and water courses.

3. IMPLEMENTATION

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

The City supervisor or highest level staff person on-site is responsible for using sound judgment in efforts to stop and contain the SSO as soon as possible, initiate proper notifications in accordance with an approved communication plan, and implement safe and effective measures to remediate the spill.

All SSOs shall be reported in accordance with State Water Resources Control Board Order No. 2006-0003-DWQ, Monitoring and Reporting Program, Statewide General Waste Discharge Requirements for Sanitary Sewer Systems; and State Water Resources Control Board Order No. WQ 2013-0058-EXEC, Amended Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems; and amendments thereto.

The City shall ensure that up-to-date copies of the Sanitary Sewer Overflow Emergency Response Plan are readily available to sewer system operation and maintenance personnel at all times.

The Sanitary Sewer Overflow Emergency Response Plan shall include an SSO Field Procedures Manual (Attachment 5) with detailed field guidance procedures for handling all aspects of sanitary sewer overflow incidents.

The City shall ensure that SSO response personnel are properly trained in the use of the Sanitary Sewer Overflow Emergency Response Plan.

4. REPORTING PROCEDURES

CIWQS Online SSO Database Account: The City shall maintain a CIWQS Online SSO Database account and maintain a "Username" and "Password" by registering through CIWQS. These accounts allow controlled and secure entry into the CIWQS Online SSO Database.

SSO Mandatory Reporting Information: For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the City 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.

SSO Reporting to CIWQS - Timeframes

a. 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:

1. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO within three (3) business days of the City becoming aware of the SSO.

2. 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.

b. 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).

c. "No Spill" Certification – If there are no SSOs during the calendar month, the City 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 01 -January/ February/

March, 02- April/May/June, 03- July/August/September, and Q4- October/November/ December.

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

d. Amended SSO Reports – The City 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 Technical Report

The City shall submit an SSO Technical Report in the CIWQS SSO Online 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 a more detailed analysis if requested, shall include at a minimum, the following:

a. Causes and Circumstances of the SSO:

1. Complete and detailed explanation of how and when the SSO was discovered.
2. Diagram showing the SSO failure point, appearance point(s), and final destination(s).
3. Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.
4. Detailed description of the cause(s) of the SSO.
5. Copies of original field crew records used to document the SSO.
6. Historical maintenance records for the failure location.

b. City's Response to SSO:

1. Chronological narrative description of all actions taken by City to terminate the spill.
2. Explanation of how the SSMP Overflow Emergency Response plan was implemented to respond and mitigate the SSO.
3. Final corrective action(s) completed and/or planned to be included, including a schedule for actions not yet completed.

c. Water Quality Monitoring:

1. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.
2. Detailed location map illustrating all water quality sampling points.

Private Lateral Sewage Discharges (PLSDs)

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

The City may also voluntarily 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 City may also voluntarily file a spill report as required by Health & 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.

If a PLSD is recorded in the CIWQS Online SSO Database, the City 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 City), if known. Certification of PLSD reports by City is not required.

CIWQS Online SSO Database Unavailability

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

Mandatory Information to be Included in CIWQS Online SSO Reporting

The City shall maintain a CIWQS Online SSO Database account and a "Username" and "Password". This account will allow controlled and secure entry into the CIWQS Online SSO Database.

a. 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:

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 City 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 City 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.

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 required in the draft Category 1 SSO report:

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.

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

1. All Items 1-14 for Draft Category 1 SSO report above.

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

1. All Items 1-14 for Draft Category 1 SSO report above and items 1-9, and 17 for Certified Category 1 SSO report above.

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 for Draft Category 1 SSO report above and items 1-6, and 17 for Certified Category 1 SSO report above.

b. Reporting SSOs to Other Regulatory Agencies

These reporting requirements do not preclude the City 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.

c. Collection System Questionnaire

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

d. SSMP Availability

The City shall provide the publicly available internet web site address to the CIWQS Online SSO Database where a downloadable copy of the City'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 City shall comply with the following procedure:

Submit an electronic copy of the City'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

5. CERTIFICATION PROCEDURES

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 City may have more than one LRO.

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.

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

The City 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 City to the State Water Board within 30 days of the change by calling (866) 792-4977 or e-mailing help@ciwqs.waterboards.ca.gov.

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.

6. NOTIFICATION PROCEDURES

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 City shall, as soon as possible, but not later than two (2) hours after (A) the City 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.

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

1. Name of person notifying Cal OES and direct return phone number.
2. Estimated SSO volume discharged (gallons).
3. If ongoing, estimated SSO discharge rate (gallons per minute).
4. SSO Incident Description:
    a. Brief narrative.
    b. On-scene point of contact for additional information (name and cell number).
    c. Date and time City became aware of SSO.
    d. Name of sanitary sewer system agency causing the SSO.
    e. SSO cause (if known).
5. Indication of whether SSO has been contained.
6. Indication of whether surface water is impacted.
7. Name of surface water impacted by SSO, if applicable.
8. Indication of whether a drinking water supply is or may be impacted by SSO.
9. Any other known SSO impacts.
10. SSO incident location (address, city, state, and zip code).

Following the initial notification to Cal OES and until such time that an City certifies the SSO report in the CIWQS Online SSO Database, the City 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).

PLSDs: The City may voluntarily 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 City becomes aware of the PLSD.

SSOs Discharged to Private Lakes and Waterways

In the event of an SSO potentially discharged to a private lake or waterway, the City shall notify the management company responsible for each effected lake or waterway. The management company will then determine appropriate response measures for each lake or waterway and will have the responsibility for performing such actions. Response measures may include isolating water supply pumps, posting warning signs around lakes/waterways, residential notifications, lake/waterway sampling, etc.

SSO Notification Requirements

The following SSO notifications shall be performed:

All Category 1 SSO's	
City of Stockton, Municipal Utilities Dept.: Technical Services Supervisor, Regulatory Compliance Officer, Deputy Director of Collections, Assistant Director and Director Delta Water Supply Project	Telephone / Email (209) 639-3972 (Senior) (209) 937-5633 (Office) (209) 639-4241 (Operator) (209)768-8879 (CPO)
City of Stockton, City Manager's Office: Public Information Officer, Assistant to City Manager and Deputy City Manager	Telephone / Email
Cal OES **(1,000 gallons or greater only)**	(800) 852-7550
Alameda County Water District	(510) 656-3426 (M-F 8-4) Fax (510) 657-5944 (after hours) Fax
Alameda Co. Flood Control District, Zone 7	(925) 447-4517 Fax
Contra Costa Water District	(925) 688-8274 Fax
Santa Clara Valley Water District	(408) 395-5550 Fax
San Joaquin Co. Flood Chanel Maint. Div.	(209) 468-8457 Fax
State Water Resources Control Board Online SSO Reporting System (CIWQS)	http://ciwqs.waterboards.ca.gov
All Category 2 SSO's	
City of Stockton, Municipal Utilities Dept.: Technical Services Supervisor, Regulatory Compliance Officer, Deputy Director of Collections, Assistant Director and Director	Telephone / Email
City of Stockton, City Manager's Office: Public Information Officer Assistant to City Manager Deputy City Manager	Telephone / Email
State Water Resources Control Board Online SSO Reporting System (CIWQS)	http://ciwqs.waterboards.ca.gov
All SSO Discharges to San Joaquin County Stormwater Collection System	
San Joaquin County Public Works	(866) 755-4955
All SSO Discharges to Reclamation District 1614 Stormwater Collection System	
Reclamation District 1614	(209) 462-8061 / (209) 992-2827 Max Gallegos (209) 469-3133 Message

7. RESPONSE PROCEDURES

When a report of a possible SSO is received, it triggers an immediate response to identify and correct the problem. This section describes the general procedures employed by the City to stop, contain, and clean up the impact of an overflow. City personnel shall perform the following SSO response procedures, as applicable. The SSO Response Procedures Checklist (Attachment 2) is completed for all Category 1 and Category 2 SSOs.

The following procedures are included as a general overview. Please refer to the SSO Field Procedures Manual (Attachment 5) for detailed procedures.

Investigation and Assessment

Following notification of a possible sanitary sewer overflow, a crew is dispatched to conduct an investigation. The initial response team is responsible for assessing the cause of the problem and determining the level of effort needed to correct the problem. If the overflow is confirmed, the supervisor or highest level staff person on-site shall record the relevant spill information on a sewer overflow incident report form.

Notify Response Personnel

Response personnel are dispatched to the site as appropriate based on the following criteria:

Source of the SSO
Volume of the SSO
Severity of the SSO

The supervisor or highest level staff person on-site shall immediately notify appropriate SSO response personnel. SSO response personnel are City staff trained to respond to SSO situations. Personnel involved in clean-up activities shall be trained and properly equipped with appropriate personal protective equipment (PPE). Appropriate PPE shall be determined by the site supervisor based on the hazard, weather conditions and clean-up procedures.

Stop and Contain Overflow

The supervisor or highest level staff person on-site shall be responsible for determining the most effective method(s) to:

Control or limit the SSO volume discharged;
Terminate the SSO as rapidly as possible; and
Contain the spill as rapidly as possible.

Traffic and Crowd Control

The supervisor or highest level staff person on-site shall be responsible for determining the most effective method(s) to:

Safely control traffic flow around the spill area; and
Provide crowd control measures to ensure public safety at all times.

The following City Departments may be contacted to assist with traffic and crowd control measures:

Stockton Police Department (209) 937-7911
Stockton Public Works Department (209) 937-8341

SSO response personnel shall be adequately trained in traffic control procedures and public safety requirements.

Clean-up and Remediation

The supervisor or highest level staff person on-site is responsible for determining the most effective clean-up method and remediation procedures and shall determine when adequate remediation procedures have been completed.

For SSOs contained downstream in the stormwater collection system due to hydraulic surcharging of the system (typically involving gravity discharges), the City will remediate the SSO by removing from the system at the point of containment a minimum of one hydro-vactor load of wastewater (approximately 2,000-2,500 gallons) or three times the volume of the SSO, whichever is greater.

For SSOs either fully or partially contained at a stormwater pump station wet well, the City will remediate the SSO by flushing and pumping the contaminated water from the stormwater system to the sanitary sewer system. Remediation will begin no later than the next regular business day, with the following conditions:

1. If precipitation is forecast, remediation will begin immediately.
2. City personnel will check and record the stormwater pump station wet well elevation every six hours and remediation will begin immediately if necessary to prevent excessively high wet well levels.
3. Stormwater pump stations with higher rates of inflow and/or infiltration will require immediate remediation.

8. WATER QUALITY MONITORING PROCEDURES

If the overflow is discharged to a surface water, the impact of the spill on water quality is assessed by visual inspection for abnormal conditions such as effects on aquatic life, abnormal color, odors, etc.

A Receiving Water Inspection/Sampling Log (Attachment 3) is used to record the findings of the inspection.

Photographs may be used to document the extent of the spill, including the discharge location, and any adverse effects to receiving water or surrounding areas.

For discharges to surface water, public health warning signs shall be posted to protect the public from exposure to water contaminated with sewage:

Signs will be posted in the affected area at appropriate intervals on both sides of the banks, if possible, of the receiving water body.

Due to the occurrence of posted signs periodically being vandalized, stolen, wind-blown, etc., City staff will maintain a log and map of sign placement and removal. The signs will be checked on a regular basis by City staff and replaced or repositioned as necessary to make certain they are visible to the public throughout the entire spill event.

For SSOs greater than 1,000 gallons in volume and which enter a surface water, public health warning notifications shall be distributed door-to-door in known areas where residents utilize the surface water source for landscape irrigation purposes. Notification distribution procedures will follow Department guidelines.

Water Quality Monitoring Program

To comply with subsection D.7(v) of the SSS WDRs, the City 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:

   Personnel shall strictly adhere to City Department Standard Operating Procedures and Job Hazard Analyses for all water quality monitoring procedures.

2. Account for spill travel time in the surface water and scenarios where monitoring may not be possible (e.g. safety, access restrictions, etc.).

   Surface water samples shall be collected at the discharge location as well as at appropriate sites upstream and downstream of the spill, if possible.

If inclement weather, site access or other physical conditions present an unsafe or inaccessible sampling environment, sampling may be omitted or delayed. If omitted, the impact of the spill on receiving water shall be based on visual observations only.

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 City becoming aware of the SSO, require water quality sampling for, at a minimum, the following constituents:

   a. Ammonia
   b. 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.

   Samples will be analyzed for ammonia and e-coli using methods prescribed in 40 CFR Part 136.

   Follow up samples are collected as soon as possible, typically 3-10 days after the overflow event, to determine whether the receiving water body at the discharge location remains contaminated with sewage. The decision for when to sample is site specific and is dependent on such items as tidal action and receiving water flow.

6. Records of water quality monitoring shall include:

   a. Date, location, and time of sampling or measurements;
   b. Name(s) of individual(s) who performed the sampling or measurements;
   c. Date(s) analyses were performed;
   d. Name(s) of individual(s) who performed the analyses;
   e. Analytical technique(s) or method(s) used;
   g. Monitoring instrumentation maintenance and calibration;
   f. Laboratory state certification; and
   h. Results of analyses.

9. PREVENTION AND TRAINING

<u>SSO Preventive Measures</u>

Investigation and Corrective Actions: Following containment and cleanup of an overflow, the causes of the discharge are evaluated to determine improvements to prevent future problems. Lines are cleaned and TV cameras are used to inspect the pipe. Necessary repairs are completed and maintenance schedules are adjusted as appropriate.

Maintenance Programs: Programs include regular cleaning of sewer lines, connections and pumps, and foaming to remove tree roots.

Enforcement Program: City code requires installation of grease interceptors at businesses and establishments where any grease or objectionable materials may be discharged into a public or private sewage main or disposal system. Enforcement orders are issued to businesses that do not adequately maintain and/or clean the interceptors.

SSO Response Personnel Training

All SSO response personnel shall receive annual training to ensure awareness with the procedures contained in the SSOERP. Periodic refresher sessions will be conducted whenever the SSOERP is updated or as necessary.

10. RECORD KEEPING PROCEDURES

The following records shall be maintained by the City 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:

a. General Records: The City 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 City's sanitary sewer system contractor(s).

b. SSO Records: The City shall maintain records for each SSO event, including but not limited to:

1. Complaint records documenting how the City 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.

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

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

c. 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.

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

1. Supervisory Control and Data Acquisition (SCADA) systems
2. Alarm system(s)
3. Flow monitoring device(s) or other instrument(s) used to estimate wastewater levels, flow rates and/or volumes.

Attachment 1

Sanitary Sewer Overflow Notification Log

SSO Date: _____

SSO Location: _____

Date	Time	Contact Name	Organization / Agency	Contact Information
Category 1 and 2 SSO				
			MUD - Technical Services Supervisor	Telephone
			MUD - Regulatory Compliance Officer	Telephone
			MUD - Deputy Director of Collections	Telephone
			MUD - Assistant Director	Telephone / Email
			MUD - Director	Telephone / Email
			COS - City Manager's Office: Public Information Officer	Telephone / Email
			COS - City Manager's Office: Assistant to City Manager	Telephone / Email
			COS - City Manager's Office: Deputy City Manager	Telephone / Email
		Online	State Water Resources Control Board Online SSO Reporting System	http://ciwqs.waterboards.ca.gov
Category 1 SSO				
			California Office of Emergency Services **(1,000 gallons or greater only)**	(800) 852-7550 Report #
			MUD - Delta Water Supply Project	(209) 639-3972 (Senior) (209) 937-5633 (Office) (209) 639-4241 (Operator) (209) 768-8879 (CPO)
		Fax	Alameda County Water District	(510) 656-3426 Fax (M-F 8-4) (510) 657-5944 Fax (after hours)
		Fax	Alameda Co. Flood Control Dist, Zone 7	(925) 447-4517 Fax
		Fax	Contra Costa Water District	(925) 688-8274 Fax
		Fax	Santa Clara Valley Water District	(408) 395-5550 Fax
		Fax	San Joaquin Co. Flood Ch. Maint. Div.	(209) 468-8457 Fax
All SSO Discharges to San Joaquin County Stormwater Collection System				
			San Joaquin County Public Works	(866) 755-4955
All SSO Discharges to Reclamation District 1614 Stormwater Collection System				
			Reclamation District 1614	(209) 462-8061 / (209) 992-2827 Max Gallegos (209) 469-3133 Message

Attachment 2

Sanitary Sewer Overflow Response Procedures Checklist

SSO Date: _____

SSO Location: _____

Date	Performed by* (circle)	Response Procedure	Comments
	EC / C / M	Investigation and Assessment	
	EC / C / M	Notify Response Personnel	
	EC / C / M	Stop and Contain Overflow	
	EC / C / M	Assess Best Cleanup Method	
	EC / C / M	Begin Remediation	
	EC / C / M	Inspect Receiving Water	
	EC / C / M	Collect Samples	
	EC / C / M	Post Warning Signs	
	EC / C / M	Photographs	
	EC / C / M	Agency / Public Notifications	
	EC / C / M	CIWQS Data Entry – Draft	
	EC / C / M	Complete Remediation	
	EC / C / M	Collect Follow-up Samples	
	EC / C / M	Remove Warning Signs	
	EC / C / M	CIWQS Data Entry - Final	
	EC / C / M	CIWQS Technical Report	

* EC: Environmental Control; C: Collections; M: Maintenance

Receiving Water Inspection / Sampling Log

Date _____ Time _____ Inspector _____

Spill Date _____

Spill Location _____

Receiving Water Location _____

Sewage Color	None ☐	Light ☐	Moderate ☐	Heavy ☐
Sewage Foam	None ☐	Light ☐	Moderate ☐	Heavy ☐
Sewage Solids	None ☐	Light ☐	Moderate ☐	Heavy ☐
Sewage Odor	None ☐	Mild ☐	Moderate ☐	Severe ☐

Aquatic Life No adverse impact observed ☐

Impacted ☐ Describe _____

Photographs	None ☐	Upstream ☐	Discharge ☐	Downstream ☐
Warning Signs	None ☐	Upstream ☐	Discharge ☐	Downstream ☐

Samples None ☐

Upstream ☐ Locations _____

Site and flow conditions _____

_____

Discharge ☐ Locations _____

Site and flow conditions _____

_____

Downstream ☐ Locations _____

Site and flow conditions _____

_____

Attachment 4

CITY OF STOCKTON
SANITARY SEWER OVERFLOW (SSO) DISCHARGE TO SURFACE WATER REPORT

Notification to (via fax):	Alameda County Water District (M-F 8-4).....(510) 656-3426 (after hours)…….....(510) 657-5944 Alameda County Flood Control District, Zone 7.....(925) 447-4517 Contra Costa Water District.....(925) 688-8274 Santa Clara Valley Water District.....(408) 395-5550 San Joaquin Co. Flood Channel Maint. Division…….(209) 468-8457	
Reported by:	Richard Stiffler, Technical Services Supervisor 2500 Navy Dr., Stockton, CA 95206 Office: (209) 937-8740 Cell: (209) 993-3274	
Cal OES Report Number:		
Date / Time City Notified of SSO:	Date:	Time:
Location of SSO:		
Estimated Duration of SSO:	_____ Days _____ Hours _____ Minutes	
Estimated Total Volume of SSO:	_____ Gallons	
Estimated Volume of SSO Discharged to Receiving Water:	_____ Gallons	
Status of SSO:	_____ On-going _____ Overflow Stopped	
Receiving Water:	San Joaquin River, or tributary to.	

SANITARY SEWER OVERFLOW STANDARD OPERATING PROCEDURE (SOP)

Standard Operating Procedure for Sanitary Sewer Overflow Response	**Creation Date:** 12-30-03
Author: Tom Watkins, Collection System Supervisor **Approved By: Ken Merkle, Senior Collection System Supervisor**	**Revision No. or Date:** 4/29/2015
Scope and Location: Collection Systems	
List of Tools/Equipment/Material: Service truck or utility truck, plugs, broom, Hydro-vac truck, barricades, signs, sand, baling wire and/or zip-ties, shovel, pump sack, gunny sacks, traffic cones, etc…	
Safety/Hazards Identification and Required Safety Equipment: Traffic, traffic control related equipment Back strain from pulling maintenance hole covers	

Purpose: *To mitigate all sewer spills as quickly as possible, so that the effects of the sewage can be minimized with respect to its adverse impacts on public health, the environment, and property.*

Safety/Hazards Identification

1. Ensure that all Personal Protective Equipment (PPE) and equipment are available and used.
2. Safely control traffic flow around the spill area.
3. Provide crowd control measures to ensure public safety at all times. If assistance is necessary, contact Stockton Police Dept. – 937-7911 or Stockton Public Works Dept. – 937-8341

Procedure:

In the field:

1. Receive radio call from 249, or otherwise be notified of Sanitary Sewer Overflow (SSO) location.
2. Arrive on scene, put on appropriate PPE, and put up necessary devices to safely control traffic flow around the spill area.

3. Upon arrival, assess the situation (in no particular order):
    a. Contain the SSO. Protect storm drain / catch basin inlet.
    b. Take photos of the scene, to document volume (affected area)
    c. Determine the most efficient way to clear the blockage of the SSO. Options for clearing the blockage include but are not limited to:
        i. On Laterals:
            1. De-rooting the line with the spear head, or the auger.
            2. Plunging the line with the pump sack.
        ii. On Mainlines
            1. Rod the line with the use of a hydro/vac or rodding machine
4. Mitigate the SSO.
5. Fill out the Sanitary Sewer Overflow Response Form (attached) during mitigation procedures as appropriate.
6. Determine if the hydro/vac truck is required to help with clearing the blockage and radio for it if necessary. The hydro/vac truck can help with:
    a. Opening blockage.
    b. Cleaning SSO in gutters, catch basins, storm systems or any other affected areas.
    c. If the SSO has reached the storm system, the hydro/vac is required to flush the impacted sections with water 3 times the amount of the SSO.
    d. If the storm system is on a lake or there is head pressure keeping the spill from flowing, this is considered a hydraulic surcharging of the system. The City will remediate the SSO by removing from the system at the point of containment a minimum of one hydro-vac load of wastewater (approx. 2,000-2,500 gals) or three times the volume of the SSO, whichever is greater.
7. If the SSO reaches a storm pump station, call Mechanical Maintenance Crews to shut down the storm pump station. Ensure that the correct storm pump station is identified. Clean up the surface area accordingly.
    a. The City will remediate the SSO by flushing and pumping the contaminated water from the stormwater system to the sanitary system immediately unless the stormwater pump stations wet well elevations are too high to contain the SSO, or crews are otherwise directed by the Plant Maintenance Supervisor.
8. Notify Environmental Control Division (contact information on SSO Response Form) if:
    a. The spill is Category 1 – Any spill that reaches receiving waters.
    b. The spill is Category 2 – Any spill over 1,000 gallons.
    c. ANY spill reaches a storm pump station.
    d. ANY private spill where resident is unresponsive or has a high spill volume
    e. ANY unknown material spill that has reached the storm system.

    Environmental Control will ask for information regarding the volume, volume recovered, length of time, location of spill both starting and ending points, cause, circumstances, appearance points (if more than one), how it was calculated, and if it was fully captured.

    Comply with Environmental Control's requests and directions.

9. If the backup is into a home or business, notify your Senior or Supervisor. Use care in speaking with the customer, good communication can keep the stress level of the customer down. Never act indifferent, uncaring, unresponsive, or incompetent. Always stay professional.
    a. TAKE PICTURES of what has been damaged and what has NOT been damaged.
    b. TAKE notes on what occurred and customer information. Give the customer the appropriate phone numbers as needed. Claims officer, Ken Minas (209) 937-8807 or go online to the Stocktongov website. Photos, history reports, and the CCTV report will be given to the claims department when notified.
    c. DO NOT give out wrong information.
    d. DO NOT speculate about the situation.
    e. DO NOT make accusations against the customer or business or other public agencies.
    f. DO NOT admit guilt or say things like, "It's our fault we will take care of everything".
10. Once the SSO has been contained and mitigated the serviceperson can leave to attend to additional emergency calls. If there are no other emergency calls waiting, the serviceperson will wait and assist the hydro/vac truck with clean up.
11. Take photos before, during and after clean up. If serviceperson is unavailable, photos can be taken by hydro/vac truck crew.
12. Route paperwork and photos to the Senior Collection Systems Operator at the end of shift.

In the office:

1. Receive SSO Response Form from servicemen and hydro/vac truck crews.
2. Determine the Spill Cause (See number 21 on the SSO Response Form). If the spill was caused by a:
    a. MAINLINE PLUG – A follow up work task FCL 15d will be issued to clean the main, followed by an FTV30d, however, if there has been a recent CCTV done on the main, examination of that CCTV work may determine further action. Repairs or preventive maintenance will follow as necessary.
    b. LATERAL PLUG – The lateral will be televised with a CSPA work task FTV15d, however, if there has been a recent CCTV done on the lateral, examination of the CCTV work may determine further action. Repairs or preventive maintenance may follow as necessary.
3. Do the math: estimate volume & spill, multiply by duration of spill
    a. Measuring spill according to the back sheet of the SSO Response Form. (See attached form)
    b. Rate of flow from maintenance hole overflows can also be determined by visual estimation. See attached pictures.
    c. 300gpd (gallons per day) per home per 24hrs or 210gpd (gallons per day) per multifamily unit i.e. duplex, triplex, apt. (multiply the number of units by 210gal) per 24 hrs
4. Report according to the Sanitary Sewer Overflow Emergency Response Plan, Section 4 – Reporting Procedures.

Monitoring and Control Set Points:

1. Environmental Control will determine if additional monitoring is required, and will work with the lab to arrange for the monitoring.

Emergency or Abnormal Operations:

Assist Environmental Control in the following situations:

1. For discharges to surface water, public health warning signs will be posted in the affected area at appropriate intervals on both sides of the banks, if possible, of the receiving water body.
    a. Due to signs periodically being vandalized, stolen, etc., Crews will keep a map on sign locations. Electrical tie wires or baling wire are recommended to prevent signs from being thrown into the water, vandalized, or blown down.
2. For SSOs greater than 1,000 gallons entering the surface water, public health warning notifications shall be distributed door-to-door in known areas where residents utilize the surface water source for landscape irrigation purposes. Notification distribution procedures will follow Department guidelines under Environmental Control's direction.
3. In the event of an SSO of 50,000 gallons or greater, environmental control will comply with the water quality monitoring program as specified in the Sanitary Sewer Overflow Emergency Response Plan, Section 8-Water Quality Monitoring Procedures.

Typical problems and issues that may arise with this equipment and Troubleshooting:

1. Do not over inflate the plug/ball that may cause injury to you or damage to the plug.
2. On Plugged Main Lines, if you have to run a line backwards, use the vacuum to keep the level of the full manhole from overflowing.

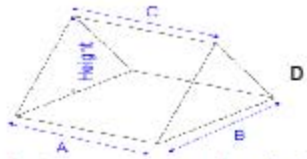
Attachment 1 – Sanitary Sewer Overflow Formulas

Spill Report Formulas

**ENTER EITHER FEET OR INCHES - NOT BOTH

Gutter Volume

	Ft	Inches
Top Length A		
Bottom Length C		
Base B		
Height D		
Cubic Ft	0	0
Gallons	0	0



Formula - Feet
Volume =((2*A+C)*B)*(H)/6
Volume = ((2*A+C)*B)*(H)/6*7.48

Formula - Inches
Volume = ((2*A+C)*B)*(H)/6/1728
Volume = ((2*A+C)*B)*(H)/6*7.48/1728

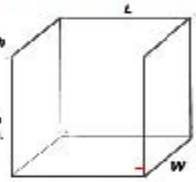
Cube/Rectangular Volume

	Ft	Inches
Length		
Width		
Height		
Cubic Ft	0	0
Gallons	0	0

Volume of a Cube

Volume = L x W x h

Like a rectangular solid, multiply the length, times the width times the height.



Formula - Feet
Volume = L*W*H
Volume = (L*W*H)*7.48

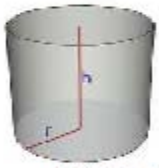
Formula - Inches
Volume = (L*W*H)/1728
Volume = ((L*W*H)*7.48)/1728

Cylinder Volume

	Ft	Inches
Pi		3.142
Radius		
Radius		
Height		
Cubic Ft	0.00	0.00
Gallons	0.00	0.00

Vac Loads capacity

80% is 1000 Gallons

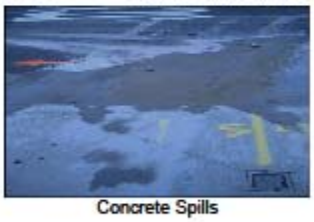


Formula - Feet
Volume = 3.14*(R*R)*H
Volume = 3.14*(R*R)*H*7.48

Formula - Inches
Volume = (3.14*(R*R)*H)/1728
Volume = (3.14*(R*R)*H*7.48)/1728

Concrete

	Ft	Inches
Length		
Width		
Height	0.0026	0.03125
Cubic Ft	0	0
Gallons	0	0
% covered on Concrete		
Estimated Spill		0



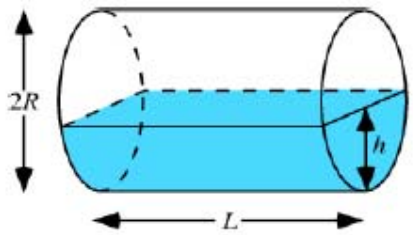
Concrete Spills

Asphalt

	Ft	Inches
Length		
Width		
Height	0.0052	0.0625
Cubic Ft	0	0
Gallons	0	0
% covered on Asphalt		
Estimated Spill		0

Asphalt Spills

	Ft	Inches
Radius		
Diameter		
Length		
Height		
Formula for volume = Pi * radius2 * length		
Cubic ft / in		
Gallons	0	0



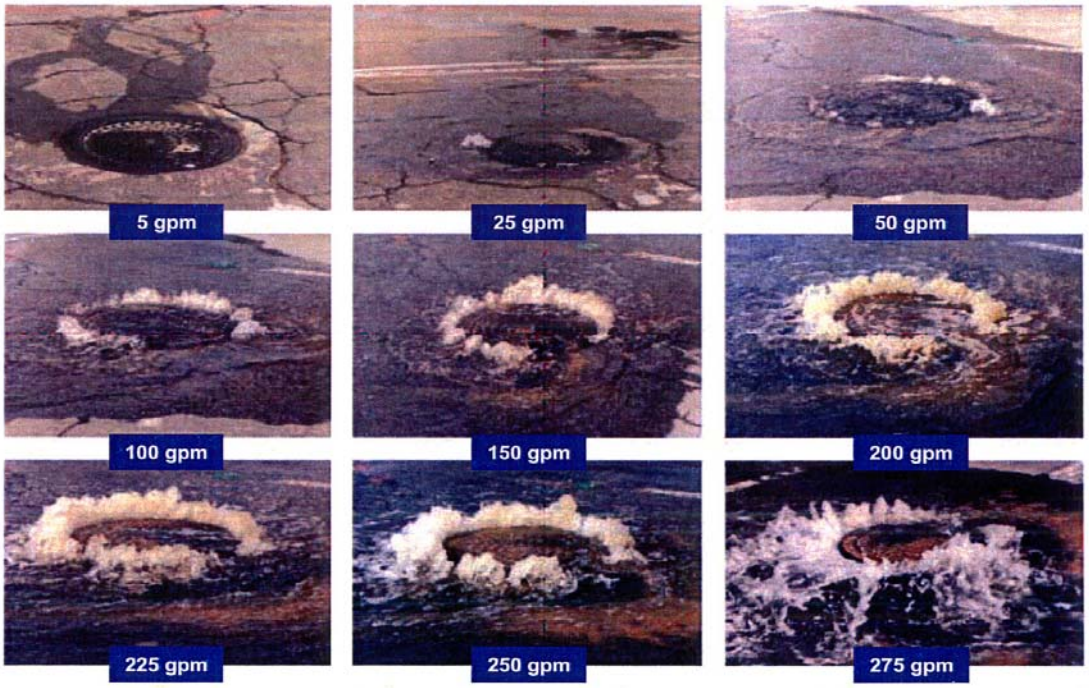
Go to link to calculate
http://www.onlineconversion.com/object_volume_cylinder_tank_partial.htm

Attachment 2 – Determining Overflow Rates from a Maintenance Hole

SSO/Backup Response Plan	FG
Determining Overflow Rates From a Maintenance Hole: Flow from a Maintenance Hole Picture Matching	**6.1**

Reference Sheet for Estimating Sewer Flow Rate From Overflowing Sewer Maintenance Holes

All estimates are calculated in gallons per minute (gpm)



All photos were taken during a demonstration using metered water from a hydrant in cooperation with the city of San Diego's Water Department

Appendix 5
Map Book Sample

FOR CITY USE ONLY

MUNICIPAL UTILITIES SANITARY INDEX

MAP SHEET LEGEND

- MAINTENANCE HOLE
- AIR/VACUUM VALVE
- VALVE
- PUMP STATION
- CLEANOUT
- LAMPHOLE
- CATHODIC TEST STATION
- CHEMICAL FEED
- GREASE TRAP
- LINE CONNECTION

Note: Map Sheets at approx. 1" = 200'

Stockton All-America City 1999

CITY OF STOCKTON

THIS MAP FOR CITY USE ONLY
E PARK ST
E FLORA ST
E OAK ST
E FREMONT ST
E LINDSAY ST
E MINER AV
CHANNEL ST
N SUTTER ST
N AMERICAN ST
N CALIFORNIA ST
N STANISLAUS ST
N GRANT ST
N AURORA ST
N UNION ST
CONSTITUTION PARK
TRINITY LUTHERAN SCHOOL
D.M.V.
SPRR
UPRR
13.2
14.2
32N

Appendix 6
Cityworks Work Order

Cityworks Inbox Recent Assets - Identify Requests - New Work Orders - New Inspections - New Crews FSR Customer Feedback S

Work Order View Save Close Delete

Quality Assurance

NA	Tasks Complete
0 / 12	Inspections Complete
2 / 8	Required Fields Filled In
☑	Attached to an Asset
☐	Labor Entered
☐	Equipment Entered
☐	Materials Entered

Location Information

WO Address:

Silver Ridge and SLP

Location Details:

Separated - ROW

X Location: 6,143,350.97

Y Location: 1,779,569.74

Work Order

Description: S_MAIN_JET_VAC_SCH

Number: 355617

Entity Type: CW_SMAIN Change

Category: WASTEWATER

Initiated By: MCALLISTER, ELIZA Date: 12/29/2015 9:43 A

Status: NEW Priority: 3 Medium

Requested By: MCALLISTER, EL Supervisor: BOYD, JIM

Submit To: Date:

Projected Start: 1/11/2016 9:43 AM Projected Finish: 1/13/2016 9:43 AM

Opened By: Date:

Closed By: Date:

Completed By:

Actual Start: Actual Finish:

Stage: Actual Expense Type: Maintenance

Add Comments:

Assets

	Asset	Asset Id	Asset Uid	Location	Wa
☐	CW_SMAIN	1652	77607	711RR13 111SS13 - S - CITY - 308.62LF	
☐	CW_SMAIN	1575	75991	712RR13 711RR13 - S - CITY - 58.16LF	
☐	CW_SMAIN	1641	74670	111SS13 106SS13 - S - CITY - 289.11LF	
☐	CW_SMAIN	1574	75614	106SS13 107SS13 - S - CITY - 275.27LF	
☐	CW_SMAIN	7196	75613	107SS13 403SS13 - S - CITY - 206.05LF	
☐	CW_SMAIN	7197	77208	403SS13 414SS13 - S - CITY - 135.59LF	
☐	CW_SMAIN	7198	77302	414SS13 708SS13 - S - CITY - 344.35LF	
☐	CW_SMAIN	7199	74842	708SS13 712SS13 - S - CITY - 306.32LF	
☐	CW_SMAIN	7200	75672	712SS13 711SS13 - S - CITY - 112.29LF	

- Pink rows indicate inventory still under warranty.

Line Items

Work Cycle

Repeat Never

Interval 6 Months

From Actual Finish Date

Date Printed: 1/11/2016

Next Print Date:

Cityworks 2 | Inbox | Recent | Assets - Identify | Requests - New | Work Orders - New | Inspections - New | Crews | FSR | Customer Feedback S

Work Order | View | Save | Close | Delete

Quality Assurance

NA	Tasks Complete
0 / 1	Inspections Complete
2 / 5	Required Fields Filled In
☑	Attached to an Asset
☐	Labor Entered
☐	Equipment Entered
☐	Materials Entered

Work Order

Description: S_MAIN_CCTV

Number: 355620

Entity Type: CW_SMAIN [Change]

Category: WASTEWATER

Initiated By: APGAR, GABRIEL Date: 12/29/2015 9:54 A

Status: NEW Priority: 3 Medium

Requested By: MCALLISTER, EL Supervisor: FICK, JOHN

Submit To: Date:

Projected Start: 1/4/2016 9:53 AM Projected Finish: 1/6/2016 9:53 AM

Opened By: Date:

Closed By: Date:

Completed By:

Actual Start: Actual Finish:

Stage: Actual Expense Type: Maintenance

Add Comments:

Select

Location Information

WO Address: PEIDMONT DR

Location Details: 903LL11 315MM11 - S - CITY - 408.34LF

X Location: 6,698,120.06 Y Location: 1,954,297.31

Assets

Asset	Asset Id	Asset Uid	Location	Warr
CW_SMAIN	4	66137	903LL11 315MM11 - S - CITY - 408.34LF	

- Pink rows indicate inventory still under warranty.

Line Items

Work Cycle

Repeat: Never

Interval: 6 Months

From: Actual Finish Date

Date Printed: 1/4/2016 Next Print Date:

Related Work Activities

Add Request:

Inspections

Add Inspection:

Id	Status	Type	Description	Entity Id	Entity Type	Date	Inspected
94705		INSP	S_CCTV	66137	CW_SMAIN		

Remove

Parent:

Appendix 7
Training Record Sample

Year/Month	Class Title	DA	RB	LC	AC	CDV	JD	CDu	ME	SE	JE	JF	RNG	JH	TJH	TLH	JJ	NK	BL	KM	MM	RP	EP	CP	DP	JP	PR	JS	DS	GS	VS	JT	MT	SU	EV	TW	AW	TZ
1/7/2015	Tap Machine safety and SOP		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
1/14/2015	**Bloodborne Pathogens (Jan / Yearly)**		x	x	x	x	x	x	x	x	x		x		x	x	x				x	x	x		x		x	x	x	x	x	x	x	x	x	x	x	
1/21/2015	Senior Meeting -		x						x	x		x										x						x			x				x		x
1/28/2015	Plug Safety (DVD)	x	x	x	x		x	x	x	x		x	x	x	x	x	x			x		x	x		x		x	x	x	x	x	x	x	x	x	x	x
2/4/2015	Small Rodder Safety JF	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x				x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x
2/11/2015	Calibration and Bump testing of the Ventis MX 4	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x				x	x	x	x	x		x	x	x	x		x	x	x	x	x	x	x
2/18/2015	Underground Serivce Alert 811 (USA)	x	x	x	x	x	x		x	x	x	x	x	x	x					x		x	x		x		x	x	x	x	x	x	x	x	x	x	x	x
2/27/2015	Hazardous Communication (Haz Com)	x		x	x	x	x		x	x	x	x	x		x	x				x	x	x	x		x		x	x	x		x	x	x	x	x			x
3/11/2015	Hepatitis B Informational Fact Sheet		x	x	x	x	x		x	x	x	x	x	x		x				x	x	x	x	x	x	x	x	x	x	x	x	x		x	x	x	x	x
3/18/2015	HIPP (Heat Illness Prevetion Program (DVD, TW)	x	x	x	x	x		x	x	x	x	x	x	x		x	x			x	x	x	x	x	x				x		x	x	x	x	x	x	x	x
3/23/2015	Confine Space Training	x					x	x		x							x								x		x				x			x			x	
3/25/2015	Rodding Machine (673)	x	x			x	x		x	x	x	x	x	x		x	x			x		x	x	x	x	x	x	x	x	x	x		x	x	x	x	x	x
4/1/2015	Senior Meeting -								x	x	x	x								x		x						x				x				x		x
4/6/2015	Trench / Shoring / Excavation (CWEA)	x									x		x		x															x		x	x					
4/8/2015	Good Housekeeping (DVD)		x	x	x	x	x	x	x		x	x	x	x	x	x	x				x	x	x		x	x	x	x	x	x	x	x		x	x	x		x
4/15/2015	Safety DATA Sheet (old MSDS)		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			x	x	x	x		x	x	x	x	x	x	x	x		x	x	x	x	x
4/20/2015	Confine Space Training			x	x								x	x		x			x		x	x	x													x		x
4/22/2015	Safety DATA Sheet Sodium Hydroxide	x	x	x		x	x	x	x	x	x	x	x	x		x	x		x	x	x	x	x				x	x	x	x	x	x	x	x	x	x	x	x
4/29/2015	Fire Extinguishers safety (DVD)	x	x		x	x	x	x	x	x	x	x	x	x		x	x		x		x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x
5/4/2015	Confine Space Training		x			x	x				x	x												x					x				x		x			
5/11/2015	Haz Com																	x	x																			
5/11/2105	Lock out - Tag out																	x	x																			
5/13/215	SDS Santifoam Vaporooter II	x	x		x	x	x	x	x	x	x	x	x			x	x	x	x	x	x		x	x	x		x	x	x	x	x	x	x	x	x	x	x	x
5/13/2015	Safety Orientation																	x	x																			
5/14/2015	Safety Seminar (Dublin)								x		x	x													x										x			
5/18/2015	Haz Com		x			x								x			x							x				x							x	x	
5/19/2015	Haz Com							x																														
5/20/2015	Safety showers and eye wash (DVD)	x	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x			x	x		x	x	x	x	x	x		x	x	x	x	x
5/27/2015	HIPP (Heat Illness Prevetion Program (NES)	x	x	x	x			x	x	x			x	x	x	x	x	x	x	x	x		x	x			x	x	x	x	x	x	x	x	x	x	x	x
6/2/2015	Fork Lift training										x																x											
6/3/2015	Traffic Safety (ME)	x	x	x	x	x	x	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x	x	x	x	x	x	x
6/15/2015	Confine Space Training								x						x			x		x						x		x		x		x							
6/24/2015	Back Safety (DVD)	x	x	x		x	x	x	x			x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x	x	x		
7/1/2015	Hydro/vac truck Safety Training	x	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x		x	x	x	x			x	x	x	x	x		x	x
7/8/2015	Hearing Conservation (DVD)	x		x		x	x	x	x	x	x	x	x	x			x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
7/15/2015	Blanket Vendors	x	x	x	x	x			x	x	x	x	x	x		x		x	x	x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x	
7/22/2015	Wacker - Operation & Safety	x	x		x	x	x	x		x	x		x			x			x	x	x	x	x	x			x	x	x	x	x			x		x	x	x
7/31/2015	Carbon Monoxide Poisoning and West Nile Virus		x	x	x	x	x	x	x			x	x	x		x	x	x	x		x			x			x					x			x		x	x
8/5/2015	Hand, wrist, finger safety (video)	x	x	x	x	x	x	x	x	x	x	x	x	x		x	x	x		x	x		x	x	x		x	x	x	x	x	x		x	x		x	x
8/12/2015	Air Tampers SOP/JSA	x	x	x	x			x	x	x	x	x	x			x	x	x	x	x	x	x	x	x	x			x	x		x	x		x	x	x	x	x
8/26/2015	Lockout Tagout DVD	x	x	x	x	x		x	x	x		x	x			x	x			x	x	x	x	x	x		x	x	x	x	x	x		x		x	x	x

Appendix 8
Parts Inventory Sample

COMM	SUB	ITEM	ITEM DESCRIPTION		UOM	MANF CODE	MANUFACTURER PART NO.	REFERENCE NO.	BIN LOCATION	ITEM DESCRIPTION ONE	ITEM DESCRIPTION TWO
720	999	03049	CAP, CLOSING		EA	FC	1A589544022	CAP,1A589544022	D 202	CAP, CLOSING	
670	999	00347	CAP, GALVANIZED	1 1/2"	EA	NA		CAP,GALV. 1.5"	P 06	CAP, GALVANIZED	1 1/2"
670	999	00540	CAP, GALVANIZED	1"	EA	NA		CAP,GALV. 1"	P 06	CAP, GALVANIZED	1"
670	999	00521	CAP, GALVANIZED	3/4"	EA	NA		CAP,GALV. 3/4"	P 06	CAP, GALVANIZED	3/4"
670	999	00324	CAP, GALVANIZED, 1 1/4"		EA	NA		CAP,GALV. 1 1/4"	P 06	CAP, GALVANIZED, 1 1/4"	
670	999	00002	CAP, GALVANIZED, 1/2"		EA	NA		CAP,GALV. 1/2"	P 06	CAP, GALVANIZED, 1/2"	
670	999	00161	CAP, GALVANIZED, 1/4"		EA	NA		CAP,GALV.1/4"	P 06	CAP, GALVANIZED, 1/4"	
670	999	00017	CAP, GALVANIZED, 1/8"		EA	NA		CAP,GALV.1/8"	P 06	CAP, GALVANIZED, 1/8"	
670	999	00382	CAP, GALVANIZED, 3/8"		EA	NA		CAP,GALV. 3/8"	P 06	CAP, GALVANIZED, 3/8"	
720	999	00342	CAP, LOWER BEARING,	WEMCO MOD-F4K-S-FE4T4 SN	EA	UNK	71971-1	CAP,LOWER BEARING	W 245	CAP, LOWER BEARING,	WEMCO MOD-F4K-S-FE4T4 SN
670	999	00037	CAP, 1", SLIP	PVC, SCHEDULE-40	EA	NA		CAP,1", PVC,SCH.40	P 02	CAP, 1", SLIP	PVC, SCHEDULE-40
670	999	00191	CAP, 2", SLIP	PVC, SCHEDULE-40	EA	NA		CAP,2",PVC,SCH.40	P 03	CAP, 2", SLIP	PVC, SCHEDULE-40
670	999	00032	CAP, 3/4", SLIP	PVC, SCHEDULE-40	EA	NA		CAP,PVC,3/4"SCH-40	P 02	CAP, 3/4", SLIP	PVC, SCHEDULE-40
285	999	00045	CAPACITOR, W/SCREW POSTS		EA	UNK	NBR 9015-299A	CAPACITOR,W/POST	D 168	CAPACITOR, W/SCREW POSTS	
285	999	00046	CAPACITOR, W/SCREW POSTS		EA	UNK	SCRN243	CAPACITOR,W/POSTS	D 168	CAPACITOR, W/SCREW POSTS	
720	999	00157	CAPSCREW		EA	UNK	52780	CAPSCREW,52780	D 172	CAPSCREW	
720	999	01081	CAPSCREW, ROCKER ARM ASSY		EA	WKA	21428	CAPSCREW,ROCKR ARM	S 063	CAPSCREW, ROCKER ARM ASSY	
320	999	00223	CAPSCREW,S/S	3/4" X 2 1/2"	EA	NA		CAPSCREW,S/S,3/4"	W 092	CAPSCREW,S/S	3/4" X 2 1/2"
320	999	00220	CAPSCREW,S/S	5/8" X 2 1/4"	EA	NA		CAPSCREW,S/S,5/8"	W 092	CAPSCREW,S/S	5/8" X 2 1/4"
720	999	00054	CAPSULE, PEN, CLEARSPAN	82-95-2012-05A*P105M/0301	PKG	GC	30578598	CAPSULE,PEN,CLEAR	D 084	CAPSULE, PEN, CLEARSPAN	82-95-2012-05A*P105M/0301
286	999	00028	CARD, INPUT OMEGA	DP80-206	EA	...	DP80-206	CARD, INPUT	W 179	CARD, INPUT OMEGA	DP80-206
175	999	00418	CARD, RECORD, STEAM AND	EO LOAD, (50/PKG)	PKG	STS	NB004	CARD,RECORD,STEAM	L 12	CARD, RECORD, STEAM AND	EO LOAD, (50/PKG)
720	999	00939	CARRIER - SPARK PLUG	13/16"	EA	WKA	209567K	SPARK PLUG CARRIER	S 063	CARRIER - SPARK PLUG	13/16"
720	999	01183	CARTRIDGE - CUTTER	MUFFIN MONSTER	EA	...	30001-12	MUFFIN MONSTER	PT22A	CARTRIDGE - CUTTER	MUFFIN MONSTER
890	999	00093	CARTRIDGE, INK		PKG	UNK	46180501-001	CARTRIDGE,INK	D 083	CARTRIDGE, INK	
345	999	00076	CARTRIDGE, ORGANIC VAPOR/GAS, (2/PKG)		PKG	3-M	6003	CARTRIDGE,ORGANIC	S 032	CARTRIDGE, ORGANIC VAPOR/	GAS, (2/PKG)
720	999	00638	CARTRIDGE, PEN		PK	YKO	M1122JG	CARTRIDGE,PEN	D 083	CARTRIDGE, PEN	
890	999	00081	CARTRIDGE, RED INK	DESC:81-04-0012-04	PKG	GC	01021104	CARTRIDGE,RED INK	D 084	CARTRIDGE, RED INK	DESC:81-04-0012-04
720	999	00237	CASE, VOLUTE, MODEL 30MP	HYDROMATIC PUMP	EA	NA		CASE,VOLUTE,#30MP	PT06	CASE, VOLUTE, MODEL 30MP	HYDROMATIC PUMP
720	999	02720	CASE, 6-INCH	WEMCO-S57S0L120	EA	NA		CASE,6-INCH,17415B	PT08	CASE, 6-INCH	WEMCO-S57S0L120
720	999	03847	CASING, ***REPAIRABLE***		EA	NA		CASING, 0801888010	PT08	CASING, ***REPAIRABLE***	
720	999	03354	CASING, WEINMAN PUMP	MODEL 212	EA	NA		CASING,WEINMAN	PT03	CASING, WEINMAN PUMP	MODEL 212
720	999	03673	CASTING, SIGHT GAUGE		EA	UNK	R-61	CASTING,SIGHTGUAGE	D 187	CASTING, SIGHT GAUGE	
890	999	00219	CATCHBASIN ASSY,	W/GALV GRATE	EA	NA	A-645	ASSEMBLY, CB W/GRT	YD	CATCHBASIN ASSY,	W/GALV GRATE
345	999	00119	CAUTION TAPE 3"		EA	...	NONE	CAUTION TAPE	S 033	CAUTION TAPE 3"	
720	999	00738	CELL, ANALYZER, CL2		EA	WTN	P60417	CELL,ANALYZER,CL2	D 209	CELL, ANALYZER, CL2	
890	999	00276	CEMENT - ABS TO PVC GREEN	TRANSITION #2794 - 16 OZ	EA	IPS	I2794-PT	CEMENT -ABS TO PVC	FC01	CEMENT - ABS TO PVC GREEN	TRANSITION #2794 - 16 OZ
890	999	00043	CEMENT - INSTANT PLUG	HYDRAULIC WATER-STOP	EA	QKR	1126	CEMENT - QUICK SET	W 293	CEMENT - INSTANT PLUG	HYDRAULIC WATER-STOP
890	999	00246	CEMENT, ABS-2773,(BLACK)	16-OUNCE CAN	CAN	IPS	11032	CEMENT, ABS-2773	FC01	CEMENT, ABS-2773,(BLACK)	16-OUNCE CAN
670	999	00352	CEMENT, PVC-GRAY (906)	16-OZ. E-Z WELD	CAN	IPS	5E529	CEMENT, PVC-906	FC01	CEMENT, PVC-GRAY (906)	16-OZ. E-Z WELD
135	012	00004	CEMENT, READY MIX	90 POUND BAG	BAG	NA		CEMENT,READY MIX	FL	CEMENT, READY MIX	90 POUND BAG
890	999	00328	CEMENT, ROOF, WET PATCH		EA	...	A	CEMENT,WET PATCH	FC01	CEMENT, ROOF, WET PATCH	
890	999	00157	CEMENT,MANHOLE LEVELER	(RAPID-SET) 55-POUND SACK	SK	CTS	RAPID-SET,CEMENT ALL	CEMENT,MANHOLE LVL	PT30A	CEMENT,MANHOLE LEVELER	(RAPID-SET) 55-POUND SACK
720	999	02832	CENTER DRIVE PLATE,	BORG-WARNER	EA	NA	341878	341878	R 07	CENTER DRIVE PLATE,	BORG-WARNER
720	999	04065	CHAIN, DRIVE - NH-78 POLYMETRIC		LNG	NA		CHAIN,DRIVENH-78	PT12	CHAIN, DRIVE - NH-78 POLY	METRIC
890	999	00363	CHAIN, ROTATING CUTTER, ENZ		EA	...	A		D 026	CHAIN, ROTATING CUTTER, E	NZ
720	999	02601	CHARGER, JET		EA	JCZ	2258	CHARGER,JET,2258	W 240	CHARGER, JET	

COMM	SUB	ITEM	ITEM DESCRIPTION	UOM	MANF CODE	MANUFACTURER PART NO.	REFERENCE NO.	BIN LOCATION	ITEM DESCRIPTION ONE	ITEM DESCRIPTION TWO
670	999	00332	ELL, STREET, GALVANIZED 1/2" X 45 DEGREES	EA	NA		ELL,STREET,GALV.	P 06	ELL, STREET, GALVANIZED	1/2" X 45 DEGREES
670	999	00158	ELL, STREET, GALVANIZED 1/4" X 45 DEGREES	EA	NA		ELL,STREET,GALV.	P 06	ELL, STREET, GALVANIZED	1/4" X 45 DEGREES
670	999	00157	ELL, STREET, GALVANIZED 1/4" X 90 DEGREES	EA	NA		ELL,STREET,GALV.	P 06	ELL, STREET, GALVANIZED	1/4" X 90 DEGREES
670	999	00405	ELL, STREET, GALVANIZED 1" X 90 DEGREES	EA	NA		ELL,STREET,GALV.	P 06	ELL, STREET, GALVANIZED	1" X 90 DEGREES
670	999	00342	ELL, STREET, GALVANIZED 3/8" X 90 DEGREES	EA	NA		ELL,STREET,GALV.	P 05	ELL, STREET, GALVANIZED	3/8" X 90 DEGREES
670	999	00331	ELL, STREET,GALVANIZED 1/2" X 90 DEGREES	EA	NA		ELL,STREET,GALV.	P 06	ELL, STREET,GALVANIZED	1/2" X 90 DEGREES
890	999	00271	ELL, STREET,1/8 BEND,4" ABS, SXH	EA	UNK	C2883	ELL,STRT,1/8BEND4"	W 266	ELL, STREET,1/8 BEND,4"	ABS, SXH
286	999	00023	ENCLOSURE, FIBERGLASS	EA	HFM	A16128JFGQRPWR	ENCLOSURE,F/GLASS	W 194	ENCLOSURE, FIBERGLASS	
720	999	01202	EXCHANGER, HEAT	EA	ASS	MODEL 503-05	EXCHANGER, HEAT	PT12	EXCHANGER, HEAT	
720	999	02776	EXCHANGER, HELIFLOW HEAT,BUNDLE, SIZE 4-F-12	EA	NA		EXCHANGER,HELIFLOW	W 234	EXCHANGER, HELIFLOW HEAT,	BUNDLE, SIZE 4-F-12
890	999	00391	EXHAUST RAIN FLAP, 3 1/2"	EA	...	NONE	NONE	W 275	EXHAUST RAIN FLAP, 3 1/2"	
340	028	00027	EXTINGUISHER, FIRE,2.5 LBRECHARGED*(ABC TYPE ONLY)	EA	NA		EXTINGUISHER,2.5LB	S 012	EXTINGUISHER, FIRE,2.5 LB	RECHARGED*(ABC TYPE ONLY)
345	999	00079	EYE WASH STATION ADDITIVE	EA	...	A		S 027	EYE WASH STATION ADDITIVE	
345	999	00080	EYEWASH STATION INSPECTION TAPE	EA	...	A	EYE WASH TAGS	S 026	EYEWASH STATION INSPECTIO	N TAPE
345	999	00073	FACE PIECE, LARGE	EA	3-M	6300	FACE PIECE,LARGE	S 031	FACE PIECE, LARGE	
345	999	00072	FACE PIECE, MEDIUM	EA	3-M	6200	FACE PIECE,MEDIUM	S 031	FACE PIECE, MEDIUM	
345	999	00071	FACE PIECE, SMALL	EA	3-M	6100	FACE PIECE,SMALL	S 031	FACE PIECE, SMALL	
286	999	02531	FACE PLATE, KEYBOARD LEFT 605-4778-00	EA	NA	605-4770-00	FACE PLATE, KYBD	W 179	FACE PLATE, KEYBOARD	LEFT 605-4778-00
286	999	02532	FACE PLATE, KEYBOARD RIGHT 605-4773-00	EA	NA	605-4773-00	FACE PLATE, KYBD	W 178	FACE PLATE, KEYBOARD	RIGHT 605-4773-00
345	999	00089	FACESHIELD	EA	...	A	FACESHIELD	S 011A	FACESHIELD	
286	999	00130	FAN, CUTLER HAMMER SV9000	EA	CH	CP01187	FAN,CUTLER HAMMER	W 167	FAN, CUTLER HAMMER SV9000	
720	999	01296	FAN, EXHAUST, HEAVY DUTY	EA	...	A		PT30	FAN, EXHAUST, HEAVY DUTY	
720	999	01305	FAN, EXHAUST, HEAVY DUTY MOTOR, 5 HP	EA	...	A		FL	FAN, EXHAUST, HEAVY DUTY	MOTOR, 5 HP
285	999	00080	FAN, PANEL 115VAC/35A, 50/60HZ	EA	RBN	261291.01	FAN,PANEL	D 148	FAN, PANEL	115VAC/35A, 50/60HZ
286	999	02452	FAN, ROTRON MODEL TN3C2 -115V 599-0300	EA	NA	599-0300	FAN, 599-0300	W 180	FAN, ROTRON MODEL TN3C2 -	115V 599-0300
286	999	00104	FAN, SCR COOLING, SV9000	EA	CH	018-000039-0005	FAN,SCR COOLING	W 172	FAN, SCR COOLING, SV9000	
286	999	00105	FAN, SV9000 DRIVES	EA	CH	CP01038	FAN,SV9000 DRIVES	W 167	FAN, SV9000 DRIVES	
285	999	00058	FAN, 10" 550CFM AXIAL FOR ROBICON MARK III & IV	EA	...	4C847	FAN, 10" AXIAL	W 184	FAN, 10"-550CFM AXIAL	FOR ROBICON MARK III & IV
720	999	02883	FAN, 3 X 373-0201, FORLOUIS-ALLIS 40HP MOTOR	EA	NA			R 12	FAN, 3 X 373-0201, FOR	LOUIS-ALLIS 40HP MOTOR
720	999	00250	FASTENER, HINGED BELT 18"FLEXCO MFR CODE 69 7598	EA	UNK	375XSJ18NCS	FASTENER,HINGED	W 231	FASTENER, HINGED BELT 18"	FLEXCO MFR CODE 69 7598
720	999	00251	FASTENER, HINGED BELT 24"FLEXCO MFR CODE 69 7598	EA	UNK	375XSJ24NCS	FASTENER,HINGED	W 231	FASTENER, HINGED BELT 24"	FLEXCO MFR CODE 69 7598
890	999	00107	FEMALE END, 1"	EA	SSR	PF-8	FEMALE END,1",PF-8	W 294	FEMALE END, 1"	
720	999	01036	FERRULE, 3/8"O.D., TUBE	EA	WKA	211588	FERRULE,3/8"211588	S 065	FERRULE, 3/8"O.D., TUBE	
720	999	00938	FILTER - AIR - LIGHT DUTYWAUKESHA (2 PER BOX)	EA	WKA	169180K	FILTER AP-19252GFR	PT16	FILTER - AIR - LIGHT DUTY	WAUKESHA (2 PER BOX)
720	999	01247	FILTER - AIR 16 X 16 X 2"HIGH CAPACITY	EA	...	6B958	FILTER - 16X16X2"	F 28	FILTER - AIR 16 X 16 X 2"	HIGH CAPACITY
720	999	03815	FILTER - AIR 16 X 20 X 2"	EA	WWG	1W103	FILTER,AIR,16X20X2	F 28	FILTER - AIR 16 X 20 X 2"	
720	999	01249	FILTER - AIR 16 X 24 X 2"HIGH CAPACITY	EA	...	6B952	FILTER - 16X24X2"	F 21	FILTER - AIR 16 X 24 X 2"	HIGH CAPACITY
720	999	00009	FILTER - OIL WAUKESHA (7/PER CASE)	CS	WKA	3245-T	FILTER - OIL WAU	PT16	FILTER - OIL WAUKESHA	(7/PER CASE)
720	999	01146	FILTER AIR PLEATED 16X25X4 (PRE-PLEAT)	EA	NO	16X25X4 PLEATED	FILTER 16X25X4	F25	FILTER AIR PLEATED	16X25X4 (PRE-PLEAT)
720	999	01147	FILTER AIR PLEATED 20X25X4 (PRE-PLEAT)	EA	NO	2W237	FILTER,PLEATED	F 30	FILTER AIR PLEATED	20X25X4 (PRE-PLEAT)
720	999	00979	FILTER ASSEMBLY, OIL WITH ADAPTER	EA	UNK	42388967	FILTER ASSY,OIL	W 233	FILTER ASSEMBLY, OIL	WITH ADAPTER
720	999	00041	FILTER ELEMENT	EA	BFP	EL65	FILTER ELEM. #EL65	D 137	FILTER ELEMENT	
720	999	03061	FILTER ELEMENT	EA	BFP	EL125	EL125	D 174	FILTER ELEMENT	
720	999	03902	FILTER ELEMENT	EA	LNZ	8-03	FILTER ELEMENT,803	D 226	FILTER ELEMENT	
720	999	01023	FILTER ELEMENT, AIR	EA	SBG	335-P	FILTER ELEMENT,AIR	W 229	FILTER ELEMENT, AIR	
720	999	05022	FILTER ELEMENT, CRANKCASEABSORBER	EA	WFP	88467A	FILTER - 88467A	W 226	FILTER ELEMENT, CRANKCASE	ABSORBER
720	999	03579	FILTER ELEMENT, GARDNER DENVER DRYER	EA	UNK	PCSA1001ISU	FILTER ELEMENT	W 064	FILTER ELEMENT, GARDNER	DENVER DRYER

COMM	SUB	ITEM	ITEM DESCRIPTION	UOM	MANF CODE	MANUFACTURER PART NO.	REFERENCE NO.	BIN LOCATION	ITEM DESCRIPTION ONE	ITEM DESCRIPTION TWO
720	999	00906	HOSE, 20 CM LENGTH	EA	CAT	5P-0763T	HOSE,5P-0763T	D 186	HOSE,	20 CM LENGTH
720	999	00580	HOSE, CHLORINE TRANSFER, 1" X 12' MONEL BRAIDED	EA	UNK	W/MONEL FITTINGS	HOSE,CL2,1"X12'	W 079B	HOSE, CHLORINE TRANSFER,	1" X 12' MONEL BRAIDED
890	999	00406	HOSE, EXTENSION 10' CHE274-100	EA	...	CHE274-100	HOSE, EXT 10'	W 294	HOSE, EXTENSION 10'	CHE274-100
890	999	00160	HOSE, EXTENSION, 5'	EA	CNY	274054	HOSE,EXTENSION 5'	W 290	HOSE, EXTENSION, 5'	
720	999	03870	HOSE, FLEX TANK CHARGING	EA	PNU	C87324P	HOSE,FLEX,C87324P	D 140	HOSE, FLEX TANK CHARGING	
890	999	00344	HOSE, LEADER, 1" X 20'	EA	...	A	LEADER HOSE 1"X20'	W 279	HOSE, LEADER, 1" X 20'	
720	999	01532	HOSE,FLEX,STAINLESS STEEL1/2" X 10"	EA	NA		HOSE,FLEX,S/STEEL	P 04	HOSE,FLEX,STAINLESS STEEL	1/2" X 10"
720	999	03704	HOSE,FLEX,STAINLESS STEEL1/2" X 13 1/2"	EA	NA		HOSE,FLEX,S/STEEL	P 04	HOSE,FLEX,STAINLESS STEEL	1/2" X 13 1/2"
720	999	00077	HOSE,FLEX,STAINLESS STEEL3/4" X 14 1/2"	EA	NA		HOSE,FLEX,S/STEEL	P 04	HOSE,FLEX,STAINLESS STEEL	3/4" X 14 1/2"
890	999	00416	HOSE,LEADER 3/4"X 25'	EA	...	HOSE,HL12-3000-25SLH	LEADER HOSE 3/4X25	W 283	HOSE,LEADER 3/4"X 25'	
720	999	03450	HOUSING, ITEM 26P FOR PACO PUMP MODEL#495	EA	NA	26012101C	26012101C	R 02	HOUSING, ITEM 26P	FOR PACO PUMP MODEL#495
720	999	02998	HOUSING, BEARING, 6-INCH WEMCO MODEL-CS57S0L120	EA	NA		HOUSING,BEARING,6"	PT05	HOUSING, BEARING, 6-INCH	WEMCO MODEL-CS57S0L120
720	999	02999	HOUSING, GLAND, 6-INCH WEMCO MODEL-CS57S0L120	EA	NA		HOUSING,GLAND,6"	PT08	HOUSING, GLAND, 6-INCH	WEMCO MODEL-CS57S0L120
720	999	03665	HUB, RSB - FALK	SET	NA	1110T	1110T	W 180	HUB, RSB - FALK	
890	024	00034	HYDRANT, CLOW MEDALLION ***SEE EXTENDED DESC.****	EA	MUE	**SEE EXTENDED DESC.	HYDRANT, FIRE	NONE	HYDRANT, CLOW MEDALLION	***SEE EXTENDED DESC.****
720	999	01336	HYDRAULIC RAM, HYCOR HYPRESS HP1020, PART 3451-010	EA	...	3451-010	HYDRAULIC RAM	PT16	HYDRAULIC RAM, HYCOR HYPR	ESS HP1020, PART 3451-010
390	035	00000	ICE, CRUSHED - 7LB BAG	BAG	AI	7-POUND BAG	ICE, CRUSHED - 7LB	MAINT	ICE, CRUSHED - 7LB BAG	
720	999	01145	IDLER ASSEMBLY (ANX PUMP)PULLEY KIT # K154971 B	EA	WKA	WAUKESHA L-7042GLD	CE1000101-301-401	S 066	IDLER ASSEMBLY (ANX PUMP)	PULLEY KIT # K154971 B
285	999	00156	IGBT, 400A - MATCHED SET ROBICON	SET	...	164214.02	IGBT - ROBICON	S 104	IGBT, 400A - MATCHED SET	ROBICON
720	999	03112	IMPELLER & WEAR RING AY, 25hp MOD (DUCK CREEK)	EA	NA	CG-370	C6-370	R 08	IMPELLER & WEAR RING AY,	25hp MOD (DUCK CREEK)
720	999	01504	IMPELLER -WEMCO 71904-7	EA	...	A	71904-7	PT9	IMPELLER -WEMCO 71904-7	
720	999	01507	IMPELLER BOLT 412860	EA	...	A	IMPELLER BOLT	W 082	IMPELLER BOLT 412860	
720	999	01594	IMPELLER E5K, HI-CHROME # 70036-7	EA	...	70036-7	IMPELLER E5K	PT09	IMPELLER E5K, HI-CHROME	# 70036-7
720	999	00888	IMPELLER YEOMAN C.C.W. 9.125-INCHES STONEWOOD	EA	NA		IMPELLER, YEOMAN	PT03	IMPELLER YEOMAN C.C.W.	9.125-INCHES STONEWOOD
720	999	03355	IMPELLER, MODEL # 2-1/2 GBI	EA	NA		IMPELLER,29131B12	PT03	IMPELLER,	MODEL # 2-1/2 GBI
720	999	03129	IMPELLER, 12LM7B 3550GPM 175RPM	EA	NA	445-0157-208	445-0157-208	R 10	IMPELLER,	12LM7B 3550GPM 175RPM
720	999	02710	IMPELLER, HYDROMATICPUMP MOD 30MP S13286	EA	NA	1061-000-2	1061-000-2	R 04	IMPELLER, HYDROMATIC	PUMP MOD 30MP S13286
720	999	00347	IMPELLER, 52138A-090 WEMCO PUMP MODEL EVP 4	EA	NA	52138A-090	IMPELLER,52138A090	R 10	IMPELLER, 52138A-090	WEMCO PUMP MODEL EVP 4
720	999	03118	IMPELLER, A TRIM 18.4TDH,20 HP (AURORA PUMP)	EA	NA	445-0156-208	445-0156-208	R 12	IMPELLER, A TRIM 18.4TDH,	20 HP (AURORA PUMP)
720	999	03678	IMPELLER, AURORA PUMP	EA	NA		IMPELLER,AURORA	PT06	IMPELLER, AURORA PUMP	
720	999	00288	IMPELLER, B&G	EA	UNK	118435	IMPELLER,118435	W 237	IMPELLER, B&G	
720	999	03773	IMPELLER, BRONZE WITH WEAR RINGS	EA	NA		IMPELLER,BRONZE	PT06	IMPELLER, BRONZE WITH	WEAR RINGS
720	999	00742	IMPELLER, CL2	EA	UNK	P60415	IMPELLER,P60415	D 209	IMPELLER, CL2	
720	999	03878	IMPELLER, FIG. 6710 S/N:2P2058435, SIZE-6	EA	NA		IMPELLER,CNA2BA	PT03	IMPELLER, FIG. 6710	S/N:2P2058435, SIZE-6
720	999	03879	IMPELLER, FIG. 6710 S/N:2P22058435-1,SIZE-6	EA	NA		IMPELLER,CNA2BB	PT03	IMPELLER, FIG. 6710	S/N:2P22058435-1,SIZE-6
720	999	03955	IMPELLER, FOR GOULD PUMP #101	EA	NA		IMPELLER,#101	PT03	IMPELLER, FOR GOULD PUMP	#101
720	999	03306	IMPELLER, PACO MOD 53-61214-350-100-1763	EA	NA		IMPELLER,PACO	PT09	IMPELLER, PACO	MOD 53-61214-350-100-1763
720	999	03305	IMPELLER, PACO MODEL-53612133501001783	EA	NA		IMPELLER,PACO	PT06	IMPELLER, PACO	MODEL-53612133501001783
720	999	03931	IMPELLER, PACO (CCW)	EA	NA		IMPELLER,PACO,CCW	PT09	IMPELLER, PACO (CCW)	
720	999	03929	IMPELLER, PACO -CLOCKWISES/N-FJH-17872	EA	NA		IMPELLER,PACO,C/W	PT09	IMPELLER, PACO -CLOCKWISE	S/N-FJH-17872
720	999	00006	IMPELLER, SMITH-LOVELESS S/N:797045	EA	UNK	60D168114	IMPELLER,60D168114	PT09	IMPELLER, SMITH-LOVELESS	S/N:797045
720	999	03344	IMPELLER, TRIMMED 12-INCH @ 10 DEGREES	EA	NA		IMPELLER,12"@10DEG	PT06	IMPELLER, TRIMMED	12-INCH @ 10 DEGREES
720	999	01700	IMPELLER, WEMCO E5K-LM HI-CHROME;CAKE SLAB STATN	EA	WMC	70035-7	CAKE SLAB STATION	PT9	IMPELLER, WEMCO E5K-LM	HI-CHROME;CAKE SLAB STATN
720	999	00338	IMPELLER, WEMCO HYDROSTATMODEL-116KSS14SM	EA	NA		IMPELLER,71794-7D	PT16	IMPELLER, WEMCO HYDROSTAT	MODEL-116KSS14SM
720	999	03535	IMPELLER, WEMCO MODEL-C. SLUDGE LAGOON PUMP #1	EA	NA		IMPELLER,21172-BL	PT06	IMPELLER, WEMCO MODEL-C.	SLUDGE LAGOON PUMP #1
720	999	01307	IMPELLER, WEMCO PUMP S/N 9011236-1-2-3	EA	...	A		PT06	IMPELLER, WEMCO PUMP	S/N 9011236-1-2-3
720	999	00301	IMPELLER, WORTH MODEL-8MF18FRM6A	EA	NA		IMPELLER,WORTH	PT06	IMPELLER, WORTH	MODEL-8MF18FRM6A

Appendix 9
Short Term Traffic Control Procedures

STOCKTON WASTEWATER TREATMENT FACILITY

Standard Operation of: Short Term Traffic Control Procedures (High and Low Traffic Volumes, Work Zone time limit 30 minutes or less)	**Creation Date:** 2/05/07
Author: Peg Barnett – Randy Cornell – Tom Watkins **Approved By:** Ken Merkle	**Revision No. or Date:** 1/21/2016
Scope and Location: Safety Department	
List of Tools/Safety Equipment/Protection: Hand Tools, Man Hole Hook, Rodding Machine Vehicles: Vactors, Service Trucks, USA Vehicles, Water Service Truck, Maintenance Truck, High Intensity rotating, flashing, oscillating, or strobe lights; channelizing devices forming tapers and/or high level warning devices. Directional Arrow Lights or Vehicle Hazard Warning Signals to supplement. Hard Hat, Gloves, Safety Vest, Safety Glasses, Safety Toed Shoes.	
Safety/Hazards Identification and Required Safety Manuals: Through Job Safety Analysis (JSA's), Program Organization, Manual for Uniform Traffic Control	

Purpose:

The purpose of this SOP is to guide employees while working in short term work zones, (also known as *Traffic Incident Management Areas*), using required Traffic Control Devices.

Procedure:

1. The Safety Department conducts regular training in Traffic Control Procedures. The Manual for Uniform Traffic Control Devices (MUTCD) contains the traffic control guidelines to be followed. Employees who are working in traffic work zones, in street manholes or in roadways are required to have training for their own safety and the safety of others.

2. The Safety Department is the central safety coordinating entity on the site. The Safety Department office maintains the regular training calendar, develops and run training programs, and is the central repository of safety organization resources, such as manuals and equipment. The department documents and tracks safety activities on the site including a database of training sessions, rosters of attendees, time spent on safety training.

3. The Safety Department conducts random inspections of field activities (work zones). Inspections may occur in any of the outlying sites. Inspections are documented and issues are addressed as part of their regular process. This procedure is intended to motivate staff to follow safety procedures and to provide feedback to the safety committee as to the effectiveness of safety programs. The

process establishes an ongoing process of continuing improvement.

4. The department tracks the results of safety efforts as well, and reports injuries or safety issues as a part of the regular monthly reporting processes.

PLANNING:

All activities within or in the vicinity of streets shall be planned and scheduled to minimize interference with traffic.

TEMPORARY TRAFFIC CONTROL ZONES

Temporary control of traffic in the vicinity of an activity site requires provision for adequate street space to accommodate traffic demands, particularly during peak traffic hours. These requirements constitute a part of the contract or permit and must be adhered to as rigidly as any other specification or requirement.
The primary function of the *TTC* (temporary traffic control) is to move road users reasonably safely and expeditiously past or around the "incident".

Temporary Traffic Control Zones (TTCZ) consists of five component parts. They are:

1. Advance Warning Area
2. Transition Area
3. Buffer Space
4. Activity Area
5. Termination Area

For the purpose of "Minor Traffic Incidents", lasting 30 minutes or less, some of the components of the *TTCZ* may be abbreviated or modified depending on the particular location and/or other mitigating factors.

- **Advance Warning:** tells traffic what to expect ahead. Rotating lights and/or arrow boards may serve as advance warning and shall always be used as part of you *TTCZ.*
- **Transition Area:** moves traffic out of its normal path. The transition area, also known as the "taper", shall be configured with a minimum of ~~three~~ six cones in a straight line, forming a tangent to the vehicle. Cones shall be used to delineate traffic out of the incident area. There shall be a minimum delineation of 30 feet past the buffer space to the oncoming traffic.
- **Buffer Space:** provides for movement of workers between the work space and the transition area. No vehicles or equipment are to be "stored" in this area which would impede movement or visually impair or confuse traffic. Exceptions would include a shadow vehicle, (attended at all times), arrow board or high-flyer. The buffer space shall always be at least 10 feet prior to the activity area.
- **Activity Area:** is the area where the primary work takes place. The equipment should act as a barrier to traffic. Do not position the work area

between the equipment and the traffic. A buffer space of 5 feet will be maintained prior to the termination area where feasible.

- **Termination Area:** allows traffic to resume normal operation. The termination shall be used and employ a minimum of three cones extending past the work area. Depending on needs and feasibility, the transition may form a tangent to the work area or you may form a "V", (double tangent) pattern as best suits the situation. If a taper is used in the termination area it must contain 6 cones.

General Rules and Guidelines

- Criteria for position, location and use of traffic control devises are furnished solely for the purpose of guidance, understanding and information and is not a legal standard.
- TTCZs should be designed with the assumption that drivers will only reduce their speed if they clearly perceive a need to do so.
- Transitions that require rapid maneuvers should be avoided.
- Always keep your safety in mind.
- Keep pedestrians, bicyclists and rubberneckers out of the TTCZ.
- Flagging procedures, when used, should provide positive guidance, and should be performed by a "Certified Flagger".
- Keep it simple as possible.
- Best practice dictates that the transition start at least a distance equal to 4 times the speed limit, i.e., 25 mph X 4 = 100 ft.
- All cones used on your job site must be of the same type and size, do not mix retro-reflective cones with plain ones. If even one of your cones are retro-reflective, they all must be retro-reflective.

Appendix 10
FOG Control Action Plan

CITY OF STOCKTON
MUNICIPAL UTILITIES
www.stocktongov.com • (209)937-8700

FATS, OILS, AND GREASE (FOG) CONTROL ACTION PLAN

March 2010
Revised: June 2010

Program Background

The City of Stockton (City) has developed a comprehensive program to address sanitary sewer overflows associated with fats, oils, and grease (FOG). This FOG Control Action Plan (FCAP) outlines the elements of the City's FOG Control Program. The program consists of inspections, enforcement procedures, public education and public outreach to all Food Service Establishments (FSEs) in the City's regional sewer service area. The FOG Control Program is operated by the Pretreatment section of the Municipal Utilities Department. The program is implemented by the Technical Services Supervisor (FOG Program Manager) and consists of two full-time Environmental Control Officers (FOG Inspectors). More than 900 FSEs are inspected annually under this program.

Program Elements

The following FOG Program elements are outlined below:

- Source Identification
- Legal Authority
- Inspections and Monitoring
- Enforcement
- Public Education and Outreach
- Budget and Staffing
- Effectiveness Measures

Source Identification

Discharges from FSEs are potential sources for grease related sanitary sewer blockages and overflows in the sewer collection system. FSEs include restaurants, retail markets, institutions, schools, licensed health care facilities, city owned facilities, flea markets and commissaries. Currently, there are approximately 950 potential FSEs identified within the City's regional wastewater service area.

The following list includes a number or resources used by the City of Stockton for identifying new FSEs:

- San Joaquin County Public Health Department food vendor permit

database
- City of Stockton business license database
- City of Stockton building permit database
- Telephone listings
- Restaurant directories
- City of Stockton department directories
- Observations by City personnel through sampling, surveillance, inspections and site visits
- Referrals from other agencies
- Citizen reports
- Contact from potential restaurants
- Newspaper, trade journal, and business magazine articles

The San Joaquin County Public Health Department's food vendor permit database contains information on potentially all facilities in San Joaquin County which serve food items to the public. This is a comprehensive list that is updated on a regular basis. This list will be utilized as the City's primary source for FSE identification. The additional resources listed above will be used to identify additional FSEs within the City's sewer service area which are not included in the County's database.

Appendix A: Food Service Establishment Database - March 2010

Legal Authority

City of Stockton Municipal Code Chapter 13.40 (FOG Ordinance) provides legal authority for the City to implement the FOG Control Program. The ordinance prohibits discharges that cause or threaten to cause obstruction of flow in sewers, contains authority to require pretreatment prior to discharge to the sewer, contains authority to inspect dischargers and sample discharges, and provides for enforcement and penalties for non-compliance.

The FOG Ordinance is applicable to commercial and institutional generators of FOG discharges. Residential customers and industrial facilities are not regulated under this ordinance. The City will continue to use public outreach to educate customers and reduce FOG from residential discharges. Industrial facilities are regulated under the City's Industrial Pretreatment Program Ordinance (SMC Chapter 13.08).

Inspections and Monitoring

All FSEs are inspected at least annually to determine compliance with FOG Ordinance regulations and to provide public education and outreach.

The City currently is staffed with two full-time FOG inspectors who will be able to perform approximately 18-20 initial FSE inspections per week with additional time available for follow-up inspections and related FOG enforcement activities. In addition, due to the expected heavy volume of follow-up inspections and initial enforcement actions during the first year of inspections, the City has two full-time Environmental Control Officers, one full-time Senior Environmental Control Officer and one full-time Technical Services

Supervisor to assist with FOG duties if necessary. Formal FOG inspections are scheduled to begin 60 days following acceptance of the FCAP by CSPA and will be scheduled to occur on a daily basis throughout the year.

Inspection procedures include:

- Determination of compliance with FOG Ordinance requirements.
- Determination of grease interceptor condition, operation and maintenance.
- Measurement of grease interceptor grease and solids content.
- Evaluation of Kitchen Best Management Practices (BMPs).
- Review of all FOG control related records and documents.
- Distribution and discussion of educational and outreach materials.
- Review and evaluation of any prior FOG control deficiencies.
- Follow-up inspections at all FSEs with deficiencies are conducted within 30 days of the original inspection.
- Second follow-up inspections if the deficiency was not remedied by the time of the first re-inspection are performed within 15 days of the initial re-inspection. Continuing re-inspections are performed as necessary.
- Inspections of all FSEs suspected of causing or contributing to an SSO are performed within 5 working days of the occurrence of the SSO.
- All new or substantially remodeled FSEs are inspected within 90 days of start-up or remodel completion.

Appendix B: FSE Inspection Form

Enforcement

The City has implemented a FOG Enforcement Response Plan (ERP) to establish general responsibilities for enforcement of the FOG Ordinance. The ERP is an effective way to ensure that the City of Stockton takes fair, consistent and equitable enforcement actions against FSEs for violations of the FOG Ordinance. It is the intention of the Municipal Utilities Department to move quickly and responsibly in all enforcement actions.

Appendix C: FOG Enforcement Response Plan (DRAFT) - June 2010.

Public Education and Outreach

Public education and outreach that promotes proper handling and disposal of FOG is an ongoing effort throughout Stockton. The City has developed various sources and communication methods necessary to address the education and outreach issues, including:

General Public Outreach Program- The Municipal Utilities Department has a public relations campaign to inform the public of proper FOG disposal. Residential public outreach is conducted a minimum of twice per year.

Methods for public outreach include:

- Print media promoting residential best management practices regarding proper disposal of FOG:

  Articles/advertisements in Stockton's major newspaper, The Record, which has a daily distribution of 55,000.

  Inserts for City of Stockton and California Water Service Company utility billing, with distribution rates of 46,000 and 40,000 respectively. The City plans to utilize these utility billing inserts in November and December each year to capture public awareness during the holiday season when residential FOG discharges tend to be more significant.

- Television media promoting residential best management practices regarding proper disposal of FOG:

  Comcast Channel 97 public service announcements, with a subscriber rate of 50,000.

City of Stockton Website- contains useful FOG information for businesses and residential customers- www.stocktongov.com/mud.

Restaurant FOG Inspection Program- Stockton provides education and outreach materials to all FSEs in conjunction with the FOG inspection program. FSEs receive these documents at the time of each annual inspection. The FOG inspectors make an effort to discuss this material with FSE managers and owners and to answer all questions that arise. Initially, all identified FSEs (listed in Appendix A) were mailed detailed FOG education and outreach information in November 2009.

Budget and Staffing

The FOG Program is a component of the City of Stockton Pretreatment Program. The Pretreatment Program is funded through the Municipal Utilities Department Enterprise Fund, which is funded by sewer service-related fees, including FOG inspection and re-inspection fees established by Council resolution.

The FOG Program presently supports a staff of approximately 3.0 full-time equivalent (FTE) employees:

- FOG Inspectors (Environmental Control Officers): 2.0 FTE
- Senior Environmental Control Officer: 0.25 FTE (more if necessary)
- FOG Program Manager (Technical Services Supervisor): 0.50 FTE (more if necessary)
- Permit Center Representative: 0.10 FTE
- Clerical Support: 0.25 FTE

In addition, the City's Pretreatment Program presently supports a staff of two Environmental Control Officers which will be available to assist with FOG inspection and enforcement duties if necessary:

Effectiveness Measures

FCAP effectiveness is reviewed and analyzed, at minimum, on an annual basis and is reported with each annual report. Effectiveness measures include:

FSE record of compliance with SMC regulations as determined by annual inspection reports.

Evaluation of FOG caused SSOs from data obtained through video inspection (CCTV) of sanitary sewers as specified in Section X of the Consent Decree and procedures specified in the City's "SSO Cause Determination SOP" dated December 31, 2009.

Schedule for Implementation

Program Element	Estimated Completion Date
Source Identification	Initial FSE identification completed in November 2009. Updated continuously throughout the year. Major update performed minimum once per year.
Legal Authority	FOG Ordinance (SMC 13.40) adopted by City Council on January 26, 2010, effective date February 25, 2010.
Inspections and Monitoring	Informal grease interceptor inspection program began in September 2009 and is continuing on an interim basis until FCAP is accepted by CSPA. Formal FSE inspection program scheduled to start 60 days following acceptance of FCAP by CSPA.
Enforcement	Legal authority established with adoption of SMC 13.40 (FOG Ordinance). Enforcement Response Plan developed in March 2010 and revised in June 2010.
Public Education and Outreach	Initial FSE outreach completed in November 2009. Ongoing FSE outreach conducted with each annual inspection visit and as needed. Residential public outreach conducted a minimum of twice per year.
Budget and Staffing	Budget established. Revenue through inspection fees effective July 1, 2009. Staffing currently in place.

Program Element	Estimated Completion Date
Effectiveness Measures	Evaluated at least annually. Reported with each annual report beginning in 2010.

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Appendix 11
FOG Enforcement Response Plan

CITY OF STOCKTON
MUNICIPAL UTILITIES
www.stocktongov.com • (209)937-8700

FATS, OILS, AND GREASE ENFORCEMENT RESPONSE PLAN

June 2010

Introduction

The purpose of this Fats, Oils and Grease (FOG) Enforcement Response Plan (ERP) is to establish general responsibilities for enforcement of Stockton Municipal Code Chapter 13.40 (FOG Ordinance). This ERP is a statement of policy by the City of Stockton. It is not a regulation, code or statute and the City has the authority to amend this policy at any time in order to more effectively implement the FOG Control Program. This plan has been developed for guidance and is not intended to create legal rights or obligations, or to limit the enforcement discretion of the Director of Municipal Utilities or the City of Stockton.

This ERP is an effective way to ensure that the City of Stockton takes fair, consistent and equitable enforcement actions against food service establishments (FSEs) for violations of the FOG Ordinance. It should be noted that, even with the ERP, judgment and flexibility will be needed at times in response to unusual instances of noncompliance. Some violations may require a response that deviates from the ERP depending on the particulars of the situation.

The enforcement philosophy of the City of Stockton is progressive, in that problems are addressed at the lowest level and with the least formality possible consistent with the specific violation. However, no enforcement procedure is contingent upon the completion of any "lesser" activity.

In general, enforcement actions against FSEs will be taken in accordance with this ERP, however, the enforcement actions listed here are not exclusive and the City of Stockton reserves the right to implement other enforcement responses available to it under the FOG Ordinance and California law, separately or in combination with these responses.

Enforcement Procedures

Generally, all violations identified by the City of Stockton are reviewed, evaluated, and addressed by the appropriate enforcement response. The majority of enforcement actions begin with issuance of an initial Notice of Violation. This notice describes the nature of the violation and informs the FSE that any addition violations may result in an escalated enforcement action. Once the FSE has been notified of a violation or has knowledge of a condition which is a violation, the FSE may be allowed a specified time period to correct the noncompliance before escalation of the enforcement process occurs. Emergency conditions require immediate correction of noncompliance.

Identification of Violations

The identification of a violation of FOG requirements, regardless of the severity, will initiate the enforcement process. Discovery of a violation may occur as result of any number of activities which may include:

1. On-site inspections of FSEs by the City of Stockton;
2. Review of FSE records, reports, manifests, maintenance logs, etc;
3. Review of FSE implementation of Best Management Practices (BMPs);
4. Review of FSE sampling results;
5. Review of compliance schedule requirements;
6. Notification of a violation by FSE;
7. Spill and/or accidental discharge reports from FSE;
8. Investigation of sanitary sewer overflows, spills and illegal discharges;
9. Review of City of Stockton surveillance and/or sampling results;
10. Observations of field personnel;
11. Information provided by other agencies; and
12. Information provided by the public or private citizens.

Once violations are identified, it is the responsibility of City of Stockton to implement the appropriate enforcement response required in the ERP. In determining which enforcement measure(s) to use and the amount of any administrative penalties, the City may consider the following:

1. The degree and extent of the impact and/or harm to the sanitary sewer system, Publicly Owned Treatment Works (POTW), public or private property, and/or the natural resources of the State as a result of the violation;
2. The duration and magnitude of the violation;
3. The cost of repairing the damage to the sanitary sewer system, POTW, public or private property, and/or the natural resources of the State;
4. Whether the violation was committed negligently, grossly negligently, recklessly negligently, willfully or intentionally;
5. The amount of money saved, if any, by noncompliance, including the cost of continuing to discharge in noncompliance instead of stopping operations;

6. Costs incurred by the FSE in correcting the problem and FSE cooperation and good faith effort to resolve noncompliance;

7. The prior record of the FSE in complying or failing to comply with the requirements of the FOG Ordinance, or other applicable laws or regulations;

8. The cost to the City (including legal fees, sampling and analytical costs, engineering and consulting fees, etc.) required, in the opinion of the City, to take necessary investigative and enforcement actions, determine the nature and extent of damage, repair any damage and prevent further damage;

9. The cost to the City for any civil penalties, fines, legal costs and/or other costs associated with any enforcement action or legal action taken against the City for violations caused by the FSE;

10. Violations resulting from vandalism or the action of third-party entities; and

11. Deficiencies or violations occurring as a result of circumstances beyond the FSE's control as determined by the Director of Municipal Utilities.

Enforcement Actions

Enforcement actions available to the City include the following:

1. Notice to Clean (NTC) – This is a formal written notice to the FSE that a clean-up is required to prevent an illicit discharge to the stormwater system or a FOG discharge to the sanitary sewer system. The order will require specified clean-up measures within a specified time frame to achieve compliance. The text of the order will include a statement that additional enforcement actions may be pursued if corrective actions are not achieved as required;

2. Correction Order (CO) – This is a formal written notice to the FSE that corrections are necessary to correct or prevent a violation of the FOG Ordinance. The order will require corrective actions within a specified time frame to achieve compliance. The text of the order will include a statement that additional enforcement actions may be pursued if corrective actions are not achieved as required;

3. Notice of Violation (NOV) – This is a formal written notice to the FSE that it has committed a violation of the local FOG ordinance. The NOV will require corrective actions within a specified time frame to achieve compliance. The text of the NOV will include a statement that additional enforcement actions may be pursued if corrective actions are not achieved as required;

4. Cease and Desist Order (C&D) – This is a formal written notice to the FSE issued for major violations of the FOG ordinance (e.g. large spills, gross negligence), or for violations that have a potential for significant impact to the environment, sanitary sewer system or POTW. The order will require the actions which are causing the violation to cease within a specified time frame to achieve compliance. The text of the order will include a statement that additional enforcement actions may be pursued if corrective actions are not achieved as required;

5. Administrative Citation with Fine (ACF) – The City may issue an administrative citation with a fine in response to major violations, or when violations have not been brought into compliance after a Notice of Violation, or if the responsible party is a repeat offender, or if violations are intentional or a result of gross negligence. The text of the order will include a statement that additional enforcement actions may be pursued if corrective actions are not achieved as required.

   As set forth in Chapter I of the Stockton Municipal Code fines are imposed per violation in the amount of two hundred dollars ($200.00) for the first Administrative Citation and five hundred dollars ($500.00) for each subsequent reinspection during which it is noted that the violation has not been corrected. Payment of the fine shall not excuse the failure to correct the violations nor shall it bar further enforcement action by the City;

6. Administrative Order (AO) – The City may issue an administrative order requiring an FSE to comply with requirements of the FOG Ordinance by undertaking and/or ceasing specified activities in a specified time frame. Administrative Orders may incorporate compliance time schedules, administrative civil penalties and/or suspension/termination of service;

7. Compliance Time Schedule (CTS) – The City may require an FSE to submit a compliance time schedule indicating corrective actions with milestone dates to achieve compliance. The City may accept, reject or require modifications to the schedule as necessary. The FSE shall adhere to the compliance schedule in accordance with the Administrative Order;

8. Civil Action (CA) – The City Attorney may pursue civil action against an FSE for failing to comply with requirements of the FOG Ordinance;

9. Civil Penalty (CP) – The City may issue an administrative civil penalty to an FSE who fails to comply with any provision of the FOG Ordinance. The City of Stockton Municipal Code authorizes penalties of up to one thousand dollars ($1,000.00) per day per violation; and

10. Suspension of Service (SOS) or Termination of Service (TOS) – The City may suspend or terminate service to an FSE to prevent any actual or threatened discharge to the sanitary sewer system that may endanger the public health or environment, or cause damage to the sanitary sewer system or POTW. SOS or TSS may also be used as an escalating enforcement action when a noncompliant FSE fails to respond adequately to previous enforcement actions. SOS or TOS may be accomplished by physical severance of the FSE's connection to the collection system, suspending or terminating water service to the FSE, issuance of an Administrative Order which compels the FSE to immediately terminate its discharge, or a court ruling.

Appeals

Any FSE or property owner affected by a decision, action, or determination, including suspension, revocation, refusal or termination of wastewater service, cease and desist order, or imposition of civil penalties issued by the Director, or any other action of the Director in

interpreting or implementing the provisions of the Stockton Municipal Code, may file with the Director a written request for reconsideration within ten (10) days of such decision, action, or determination, setting forth in detail the facts supporting the request for reconsideration. The Director shall provide a written decision regarding the request for reconsideration within thirty (30) days following the filing of the request for reconsideration. The Director shall serve the written decision upon the affected FSE and/or property owner by either personal service, facsimile, overnight courier or regular mail.

Any FSE or property owner aggrieved by the decision of the Director regarding a request for reconsideration specified above may appeal said decision and request an administrative hearing and decision in accordance with the procedures set forth in Title 1, Chapter 1.44, Section 1.44.070 of the Stockton Municipal Code by filing with the Director a written appeal within ten (10) days of such action setting forth in detail the facts supporting the appeal. The administrative hearing shall be conducted in accordance with procedures set out in Chapter 1.44 of the Stockton Municipal Code and the administrative order shall be final.

Staff Responsibilities

FOG Inspectors – Inspectors will be responsible for conducting compliance monitoring and FSE inspections. Inspectors will:

1. Provide outreach and educational assistance to FSEs;
2. Determine compliance with the FOG ordinance through on-site inspections;
3. Prepare inspection reports;
4. Identify instances of noncompliance;
5. Issue enforcement notices;
6. Prepare enforcement documents for issuance by the Director of Municipal Utilities;
7. Participate in enforcement meetings as deemed necessary by the Director of Municipal Utilities or City Attorney; and
8. Provide compliance assistance as appropriate.

FOG Program Manager – The FOG Program Manager will be responsible for ensuring fair and consistent implementation of FOG control requirements in compliance with the FOG Ordinance. The Manager will:

1. Review all violations;
2. Review all documents prepared by inspectors;
3. Recommend appropriate response(s) to violations;
4. Promptly notify the Director of Municipal Utilities of significant instances of noncompliance;
5. Conduct compliance meetings;
6. Develop and oversee compliance monitoring schedules;
7. Track enforcement compliance schedules;
8. Ensure consistency of the FOG control program;
9. Initiate administrative orders with compliance schedules;
10. Initiate suspensions or terminations of service;
11. Consult with City Attorney on all legal issues; and
12. Coordinate enforcement with other governmental agencies as appropriate.

Director of Municipal Utilities – The Director of Municipal Utilities will be responsible for the appropriate application of enforcement standards to FOG Ordinance violations. The Director will:

1. Issue formal enforcement actions;
2. Conduct compliance meetings;
3. Consider appeals of enforcement actions; and
4. Approve suspensions and terminations of service.

City Attorney – The City Attorney's office will:

1. Provide legal assistance as necessary.

Enforcement Action Levels

Level	Enforcement Action
1	Notice to Clean (NTC) Correction Order (CO) Notice of Violation (NOV) Cease and Desist Order (C&D)
2	Administrative Citation with $200 Fine (ACF)
3	Administrative Citation with $500 Fine (ACF)
4	Administrative Order (AO) Compliance Time Schedule (CTS)
5	Civil Action (CA) Civil Penalty (CP)
6	Suspension of Service (SOS) Termination of Service (TOS)

Enforcement Response Guide

SMC Sec.	Compliance Issue	Enforcement Action Levels		
		Initial inspection finds failure to comply, or: First violation in a twelve month period	First follow-up inspection finds failure to comply, or: Second violation in a twelve month period	Second or more follow-up inspections find failure to comply, or: Three or more violations in a twelve month period
13.40.040	FOG Discharge Limitation	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.050	Sanitary Sewer Overflow	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.060	Kitchen BMP Requirements	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.070	FOG Prohibitions	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.080	FOG Control Requirements	1 and 4 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.100	Grease Interceptor Requirements	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.120	Recordkeeping Requirements	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.130	Waiver of Interceptor Requirements	1 and 4 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.140	Facilities Monitoring and Right of Entry	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.150	Monitoring and Reporting Conditions	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.160	Inspections and Sampling Conditions	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.190	Falsifying Information / Tampering w/Process	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.200	Notification of Spill	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.210	Notification of Planned Changes	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.
13.40.220	Harmful Discharge	1, 4 and 6 required. 2, 3, 5 if necessary.	1, 2, 4 and 6 required 3, 5 if necessary.	1, 3, 4 and 6 required 5 if necessary.
13.40.230	Failure to Comply with FOG Regulations	1, 4 and 6 required. 2, 3, 5 if necessary.	1, 2, 4 and 6 required 3, 5 if necessary.	1, 3, 4 and 6 required 5 if necessary.
13.40.240	Compliance Time Schedule	1 required. 2 thru 6 if necessary.	1 and 2 required. 3 thru 6 if necessary.	1 and 3 required. 4 thru 6 if necessary.

Notes

The required enforcement action levels specified in the Enforcement Response Guide are the minimum enforcement responses and shall be administered as indicated unless specific findings are determined that would justify not taking such action.

The enforcement remedies specified in this document are not exclusive. The City may take all combination of actions specified in the Stockton Municipal Code against a noncompliant FSE, as well as any other enforcement remedies that the City may have available.

Enforcement responses may be escalated as needed and the City of Stockton is empowered to take more than one enforcement action against any non-compliant FSE.

The Director of Municipal Utilities reserves the right to assess the maximum penalty for any violation.

Violations that threaten health, property or environmental quality are considered emergencies and will receive immediate responses such as halting the discharge of the FSE.

Reimbursement costs are in addition to any administrative civil penalties assessed.

The FSE and property owner(s) shall be jointly and severally liable for compliance with all requirements of Stockton Municipal Code Chapter 13.40 (FOG Ordinance). All references in this Enforcement Response Plan to FSEs shall also include the property owner(s) as having joint and several liability.

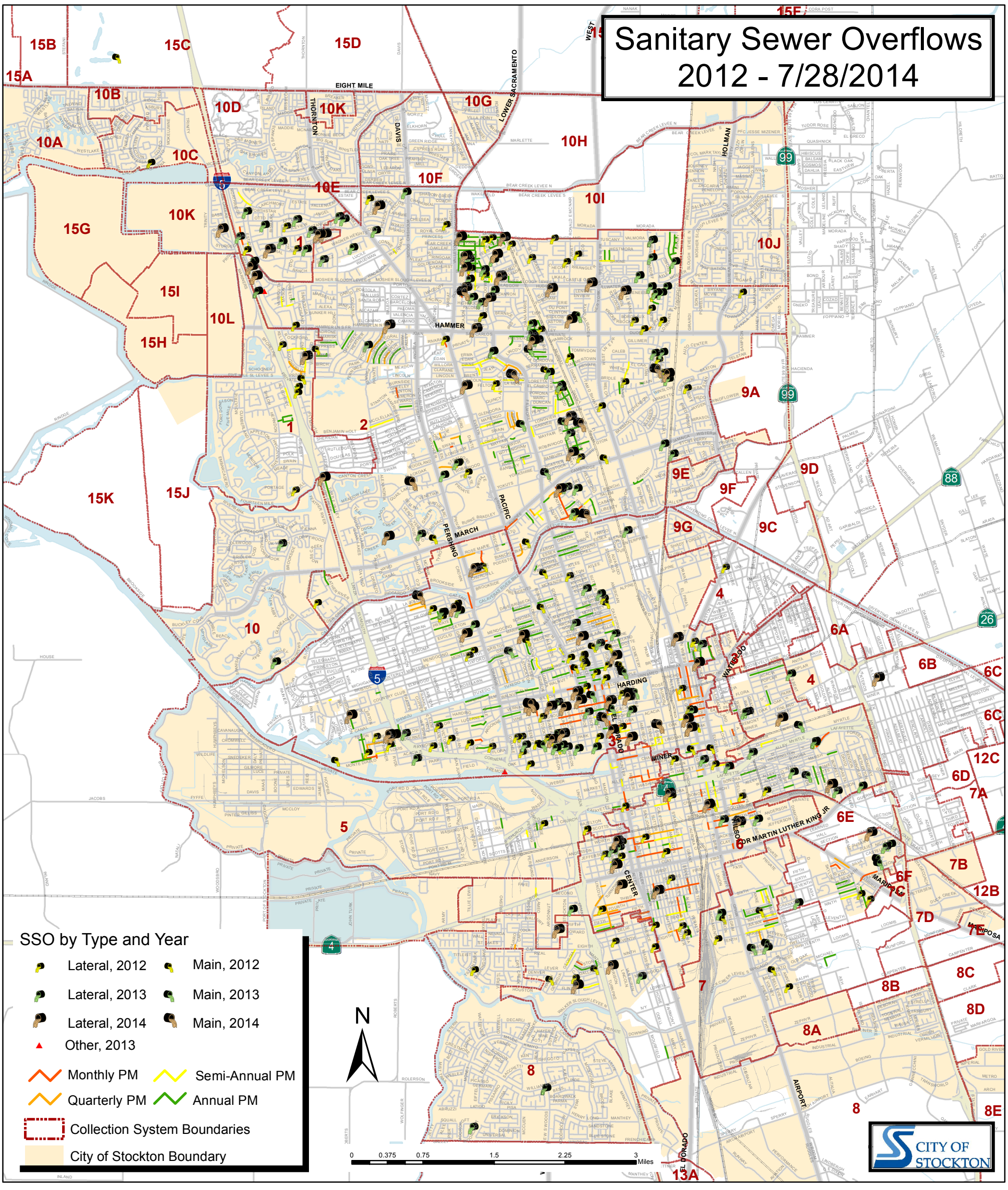
Glossary of Acronyms

ACF	Administrative Citation with Fine
AO	Administrative Order
BMP	Best Management Practices
CA	Civil Action
C&D	Cease and Desist Order
CO	Correction Order
CP	Civil Penalty
CTS	Compliance Time Schedule
ERP	Enforcement Response Plan
FOG	Fats, Oils, and Grease
FSE	Food Service Establishment
NOV	Notice of Violation
NTC	Notice to Clean
POTW	Publicly Owned Treatment Works
SOS	Suspension of Service
SSO	Sanitary Sewer Overflow
TOS	Termination of Service

Doc. #139032

Appendix 12
GIS SSO Display Sample

Sanitary Sewer Overflows
2012 - 7/28/2014



Appendix 13
Central Valley Clean Water Agency Audit Checklist

Attachment 1
[Agency Name]
Sewer System Management Plan (SSMP)
***[YEAR]* Annual Audit Report**

The purpose of the Annual SSMP Audit is to evaluate the effectiveness of the [Agency's] SSMP and to identify deficiencies, if any, and steps to correct them. The audit is submitted pursuant to the San Francisco Bay Regional Water Quality Control Board's Sewer System Management Plan Development Guide, July 2005. Information collected in the Annual Report of Sanitary Sewer Overflows was used in preparing this audit and therefore the two reports are being submitted together.

Directions: Please check **YES** or **NO** for each question. If **NO** is answered for any question, describe the updates/changes needed and the timeline to complete those changes in the "*Description of Scheduled Updates/Changes to the SSMP*" section on Page 5 of this form.

		YES	NO
ELEMENT 1 – GOALS			
A.	Are the goals stated in the SSMP still appropriate and accurate?	☐	☐
ELEMENT 2 -- ORGANIZATION			
A.	Is the Public Works Services Key Staff Telephone List current?	☐	☐
B.	Is the Sanitary Sewer Overflow Responder Telephone List current?	☐	☐
C.	Is Figure 1 of the SSMP, entitled "City Organization Chart," current?	☐	☐
D.	Are the position descriptions and accurate portrayal of staff responsibilities?	☐	☐
E.	Is Table 2 of the SSMP, titled "Chain of Communication for Reporting and Responding to SSOs," accurate and up-to-date?	☐	☐
ELEMENT 3 – LEGAL AUTHORITY			
Does the SSMP contain excerpts from the current City Municipal Code documenting the City's legal authority to:			
A.	Prevent illicit discharges?	☐	☐
B.	Require proper design and construction of sewers and connections?	☐	☐
C.	Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the City?	☐	☐
D.	Limit discharges of fats, oil and grease?	☐	☐

		YES	NO
E.	Enforce any violation of its sewer ordinances?	☐	☐
ELEMENT 4 – OPERATIONS AND MAINTENANCE			
	Collection System Maps		
A.	Does the SSMP reference the current process and procedures for maintaining the City's wastewater collection system maps?	☐	☐
B.	Are the City's wastewater collection system maps complete, current, and sufficiently detailed?	☐	☐
	Resources and Budget		
C.	Does the City allocate sufficient funds for the effective operation, maintenance and repair of the wastewater collection system and is the current budget structure documented in the SSMP?	☐	☐
	Prioritized Preventive Maintenance		
D.	Does the SSMP describe current preventive maintenance activities and the system for prioritizing the cleaning of sewer lines?	☐	☐
E.	Based upon information in the Annual SSO Report, are the City's preventive maintenance activities sufficient and effective in minimizing SSOs and blockages?	☐	☐
	Scheduled Inspections and Condition Assessments		
F.	Is there an ongoing condition assessment program sufficient to develop a capital improvement plan addressing the proper management and protection of infrastructure assets? Are the current components of this program documented in the SSMP?	☐	☐
	Contingency Equipment and Replacement Inventory		
G.	Does the SSMP list the major equipment currently used in the operation and maintenance of the collection system and document the procedures of inventory management?	☐	☐
H.	Are contingency equipment and replacement parts sufficient to respond to emergencies and properly conduct regular maintenance?	☐	☐
	Training		
I.	Is the training calendar current?	☐	☐
J.	Does the SSMP document current training expectations and programs within the City's Wastewater Division?	☐	☐
	Outreach to Plumbers and Building Contractors		
K.	Does the SSMP document current outreach efforts to plumbers and building contractors?	☐	☐

		YES	NO
ELEMENT 5 – DESIGN AND PERFORMANCE STANDARDS			
A.	Does the SSMP contain current design and construction standards for the installation of new sanitary sewer systems, pump stations and other appurtenances and for the rehabilitation and repair of existing sanitary sewer systems?	☐	☐
B.	Does the SSMP document current procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and the rehabilitation and repair of existing sewer lines?	☐	☐
ELEMENT 6 – OVERFLOW AND EMERGENCY RESPONSE PLAN			
A.	Does the City's Sanitary Sewer Overflow and Backup Response Plan establish procedures for the emergency response, notification, and reporting of sanitary sewer overflows (SSOs)?	☐	☐
B.	Are Wastewater Division staff and contractor personnel appropriately trained on the procedures of the Sanitary Sewer Overflow and Backup Response Plan?	☐	☐
C.	Considering performance indicator data in the Annual SSO Report, is the Sanitary Sewer Overflow and Backup Response Plan effective in handling SSOs in order to safeguard public health and the environment?	☐	☐
ELEMENT 7 – FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM			
A.	Does the Fats, Oils, and Grease (FOG) Control Program include efforts to educate the public on the proper handling and disposal of FOG?	☐	☐
B.	Does the City's FOG Control Program identify sections of the collection system subject to FOG blockages, establish a cleaning schedule and address source control measures to minimize these blockages?	☐	☐
C.	Are requirements for grease removal devices, best management practices (BMP), record keeping and reporting established in the City's FOG Control Program?	☐	☐
D.	Does the City have sufficient legal authority to implement and enforce the FOG Control Program?	☐	☐
E.	Is the current FOG program effective in minimizing blockages of sewer lines resulting from discharges of FOG to the system	☐	☐
ELEMENT 8 – SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN			
A.	Does the City Sanitary Sewer Master Plan evaluate hydraulic deficiencies in the system, establish sufficient design criteria and recommend both short and long term capacity enhancement and improvement projects?	☐	☐
B.	Does the City's Capital Improvement Plan (CIP) establish a schedule of approximate completion dates for both short and long-term improvements and is the schedule reviewed and updated to reflect current budgetary capabilities and activity accomplishment?	☐	☐

		YES	NO
ELEMENT 9 – MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS			
A.	Does the SSMP accurately portray the methods of tracking and reporting selected performance indicators?	☐	☐
B.	Is the City able to sufficiently evaluate the effectiveness of SSMP elements based on relevant information?	☐	☐
ELEMENT 10 – SSMP AUDITS			
A.	Will the SSMP Audit be submitted with the SSO Annual Report to the Regional Water Board by March 15th of the year following the end of the calendar year being audited?	☐	☐
ELEMENT 11 – COMMUNICATION PROGRAM			
A.	Does the City effectively communicate with the public and other agencies about the development and implementation of the SSMP and continue to address any feedback?	☐	☐

Description of Scheduled Updates/Changes to the SSMP

Directions: For each NO answer, please describe the planned revision and indicate the date the revision will be completed. Reference the SSMP element and question number with each explanation.

Appendix 14
Internal Audit Checklist

City of Stockton - Municipal Utilities Department
SSMP Audit
Summary

In May 2006, the SWRCB adopted Order No. 2006-0003, State Wide General Waste Discharge Requirements for Sanitary Sewer Systems (WDR). Order No. 2006-003 was superseded by Order No. 2008-0002-EXEC on February 20, 2008 and superseded by the amended requirements set forth in Order 2013-0058-EXEC on September 9, 2013. This Order requires that the owner of a wastewater collection system with more than a mile of pipeline have in place a Sewer System Management Program (SSMP) to comply with the terms of this Order, which is to reduce the number and severity of Sanitary Sewer Overflows (SSOs); and to audit the program every two years. This audit was conducted to meet the bi-ennial audit requirement of the SSMP.

Element No.	Reference Number	Heading
1	D.13.i	Goals
2	D.13.ii	Organization
3	D.13.iii	Legal Authority
4	D.13.iv	Operations and Maintenance Program
5	D.13.v	Design and Performance Provisions
6	D.13.vi	Overflow Emergency Response Plan
7	D.13.vii	FOG(fats, oil and Grease) Control Plan
8	D.13.viii	System Evaluation and Capacity Assurance Plan
9	D.13.ix	Monitoring, Measurement and Program Modification
10	D.13.x	SSMP Program Audits
11	D.13.xi	Communication Program

This internal audit is focused on the above eleven categories as required by the Order. The evaluation of each element in each category is herewith standardized with sufficiency, the measure of audit evidence obtained from City of Stockton-MUD staff. Compliance ranking has been based on Order audit guidelines and sufficiency, a recommendation has been provided when there is enough information to support it.

The format for audit reporting is as follows

- Order Section/Subsection
- Sufficiency Ranking
  - Complies
  - Substantial Compliance
  - Marginal Compliance
  - Not in Compliance
- Findings
- Recommendation when appropriate

1. Audit of Goals - Order D.13.i

Review the SSMP to determine if it complies with the Order by having a goal to provide a plan to manage, operate, and maintain all parts of the City of Stockton-MUD System.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
1. Comply with all requirements as directed in the GWDR, dated May 2, 2006.		
2. Implement and maintain an effective Sanitary Sewer Overflow Emergency Response Plan (SSOERP).		
3. Developed an organizational chart that established a clear line of communication to ensure notification and required reporting is made to all appropriate: a.) City personnel and contractors, b.) Governmental Agencies, c.) persons, business and/or pollutants associated with SSO		
4. Ensured that current copies of the SSOERP are readily available to sanitary sewer system operation and maintenance (O & M) personnel at all times.		
5. Ensure SSO response personnel are properly trained in the use of the SSOERP: a.) Schedule training sessions for new employees and whenever the SSOERP is updated (as appropriate), b.) Conduct annual refresher sessions.		
6. Ensure proper SSO response procedures are followed to minimize the volume of sewage reaching surface waters and the impact to water quality and beneficial uses by implementing remedial actions to: a.) Control or limit the SSO volume discharged, b.) Conclude the SSO as rapidly as possible, c.) Contain the spill as rapidly as possible, d.) Recover as much of the SSO as possible for proper disposal, including any wash down water.		
7. Use funds available for sanitary sewer system O&M programs in the most efficient manner possible to cost effectively minimize SSOs, infiltration and inflow (I & I), and exfiltration to the maximum extent possible (MEP).		

1. Audit of Goals - Order D.13.i continued

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
8. Ensure that all SSOs are detected to the MEP.		
9. Implement an effective enforcement program.		
10. Conduct periodic capacity assessments in order to maintain adequate sewer capacity and accommodate design peak flows.		
11. Implement effective preventative measures including scheduled maintenance, inspection, monitoring, and public education programs to maintain and extend the useful life of the wastewater collection system infrastructure.		
12. Perform a sanitary sewer system hydraulic evaluation to define triggers for specific infrastructure improvements and demonstrate requirements for specific capital improvements.		
13. Conduct annual audits of the operations and maintenance programs to determine effectiveness.		
14. Establish a GIS tracking feature for SSO reporting.		
15. Minimize inconveniences by responsibly handling interruptions in service.		
16. Perform all operations in a safe manner to avoid personal injury and property damage.		
17. Prevent unnecessary damage to public and private property.		

2. Audit of Organization - Order D.13.ii

Review the SSMP to determine if it complies with the Order by having the names of authorized representatives published and updated in the SSMP.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(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 including lines of authority		
(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)).		

3. Audit of Legal Authority - Order D.13.iii

The WDR/SSMP Legal Authority requirement specifies that each enrollee must demonstrate that it possessed the necessary legal authority to enforce their sewer use ordinances, service agreements or other legally binding procedures.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(a) Prevent illicit discharges in the sanitary sewer system (examples may include 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		
(e) Enforce any violation of its sewer ordinances		

4. Audit of Operation and Maintenance Program - Order D.13.iv

The WDR/SSMP Operation and Maintenance Program requirement specifies that each SSMP must include those elements that are appropriate and applicable to enrollee's system.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(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 preventative 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.		

4. Audit of Operation and Maintenance Program - Order D.13.iv continued

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(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.		
(e) Provide equipment and replacement part inventories, including identification of critical replacement parts.		

5. Audit of Design and Performance Provisions - Order D.13.v

Review the SSMP to determine if it complies with the Order by having design and performance provisions.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(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		
(b) Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.		

6. Audit of Overflow Emergency Response Plan - Order D.13.vi

Review the SSMP to determine if it complies with the Order by having an Overflow Emergency Response Plan that identifies measures to protect public health and the environment.

Sufficiency:

Findings:

Recommendations:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(a) Proper notification procedures so that the primary responders and the 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, ect.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the 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		

6. Audit of Overflow Emergency Response Plan - Order D.13.vi continued

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(e) Procedures to address emergency operations such as traffic and crowd control, and other necessary response activities		
(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		

7. Audit of FOG (Fats, Oils and Grease) Control Plan- Order D.13.vii

Review the SSMP to determine if it complies with the Order by having a FOG Source Control Program; requirement specifies that each enrollee shall prepare and implement a program to reduce the amount of these fats, oil and grease substances discharged into the Sanitary Sewer System.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(a) An implementation plan and schedule for 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.		
(c) The legal authority to prohibit discharges to the system and identify measures to prevent SSO and blockages caused by FOG.		
(d) Requirements to install grease removal devices, design standards, 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 sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section		
(g) Development and implementation of source control measures for all sources of FOG discharged to the sanitary system for sections identified.		

8. Audit of the System Evaluation and Capacity Assurance Plan- Order D.13.viii

The WDR/SSMP requirement specifies that each enrollee shall prepare and implement a Capital Improvement Plan (CIP) that provides hydraulic capacity of key sanitary sewer elements for dry weather peak flow as well as the appropriate design storm or wet weather event.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(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 does not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria		

8. Audit of the System Evaluation and Capacity Assurance Plan- Order D.13.viii continued

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(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.		

9. Audit of the Monitoring, Measurement, and Program Modification - Order D.13.ix.

The WDR/SMMP Monitoring, Measurement, and Program Modification requirement specifies that each enrollee shall establish and prioritize appropriate SSMP activity.

Sufficiency:

Findings:

Recommendations:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
(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.		
(e) Identify and illustrate SSO trends, including: frequency, location, and volume.		

10. Audit of the SSMP Program Audits - Order D.13.x.

As a part of the SSMP, City of Stockton-MUD shall conduct periodic audits. At a minimum these audits must occur every two years and a report must be prepared and kept on file. These audits shall focus on the effectiveness of the SSMP, compliance with Order requirements, identification of any deficiencies and steps to correct them.

Sufficiency:

Findings:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
Section D 13, (x): 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.		

11. Audit of the Communication Program - Order D.13.xi.

Section D 13, (xi): The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of it's SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.

Sufficiency:

Findings:

Recommendations:

SSMP REQUIREMENT	CURRENT Y or N	COMMENTS OR ACTION REQUIRED
Public communication on the development, implementation and performance of the SSMP		
The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system		

Conclusion

Audit Participants

Certification of Audit:
By signing below, I certify that the information contained in this Audit report is correct to the best of my knowledge.

Name	Position	Signature	Date
	Regulatory Compliance Officer		

Certification

I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted.

Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine and imprisonment for known violations.

Executed on the XXth day of XXX, 20XX, at the City of Stockton.

_____

City of Stockton
Director of Municipal Utilities