SEWER SYSTEM MANAGEMENT PLAN

Prepared for

City of Simi Valley, California

April 2009

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LIST OF ACRONYMS

AB	Assembly Bill
BAT	Best Available Technology
BMP	Best Management Practice
CASA	California Association of Sanitation Agencies
CCTV	Closed-Circuit Television
CFR	Code of Federal Regulations
CIP	Capital Improvement Plan or Capital Improvement Program and Capital Improvement Project
City	City of Simi Valley
CM	Corrective Maintenance
CMMS	Computerized Maintenance Management System
CDFG	California Department of Fish and Game
CWEA	California Water Environment Association
CVCWA	Central Valley Clean Water Association
EPA	Environmental protection Agency
ERP	Emergency Response Plan
EUD	Environmental Utilities Department
FOG	Fats, Oils, and Grease
FSE	Food Service Establishments
GIS	Geographical Information System
GPS	Global Positioning System
GWI	Groundwater Induced Infiltration
GWDR	General Waste Discharge Requirements and/or Waste Discharge Requirements (WDR)
I/I	Inflow / Infiltration
ICS	Incident Command System
IERP	Integrated Emergency Response Plan
IWD	Industrial Waste Division
LRO	Legally Responsible Official
MGD	million gallons per day
MRP	Monitoring and Reporting Program
MSDS	Material Safety Data Sheets
NASSCO	National Association of Sewer Service Companies
NPDES	National Pollution Discharge Elimination System
NRC	National Research Council
O&M	Operation and Maintenance
OERP	Overflow Emergency Response Plan
OES	Office of Emergency Services
Order	SWRCB Order No. 2006-0003-DWQ adopted May 2, 2006
PdM	Predictive Maintenance
PM	Preventative Maintenance
PMP	Preventative Maintenance Program
POTWs	Publicly Owned Treatment Works
PWS	Public Works Sanitation
R&R	Rehabilitation and Replacement
RD/II	Rainfall Dependent Infiltration and Inflow
RWQCB	Regional Water Quality Control Board

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SCAP	Southern California Alliance of Publicly Owned Treatment Works
SIUs	Significant Industrial Users
SOP	Standard Operating Procedure or Standard Maintenance Procedure
SPWA	South Placer Wastewater Authority
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow
SWRCB	State Water Resources Control Board
TOC	Table of Contents
TTC	Trenchless Technology Center
USA	Underground Service Alert
WDP	Waste Discharge Permit
WDR	Waste Discharge Requirements and/or General Waste Discharge Requirements (GWDR)
WW	Wastewater
WWC	Wastewater Collection
WWTP	Wastewater Treatment Plant

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LIST OF TERMS

Authorized Representative – The person designated, for a municipality, state, federal or other public agency, as either a principal executive officer of ranking elected official, or a duly authorized representative of that person.

Blockage – Something that partially or fully blocks the wastewater from flowing through a sewer pipeline. The blockage can be caused by debris in the sewer, grease buildup, root intrusion, or a partial or full collapse of the pipeline. If not caught in time, the blockage may cause an overflow. This is also called a stoppage.

California Association of Sanitation Agencies (CASA) - CASA is a non-profit, statewide trade association representing public agencies that provide wastewater collection, treatment, disposal, and/or water reclamation services to about 90 percent of the sewered population in California. Website: http://www.casaweb.org/

California Water Environment Association (CWEA) – CWEA is an association of 8,000-plus professionals in the wastewater industry. CWEA is committed to keeping California's water clean. CWEA trains and certifies wastewater professionals, disseminates technical information, and promotes sound policies to benefit society through protection and enhancement of the water environment. CWEA offers services at the state level and locally through 17 geographical local sections. Through their on-line bookstore, CWEA offers technical references for sewer system operation and maintenance. Website: http://www.cwea.org/

California Regional Water Quality Control Board Los Angeles Region (RWQCB) – The mission of this state regulatory agency is to: preserve, enhance and restore the quality of California's water resources, and ensure their proper allocation and efficient use for the benefit of present and future generations. Website: http://www.waterboards.ca.gov/losangeles/

Dynamic Model – Computer hydraulic model simulation which solves the complete dynamic flow routing equations (St. Venant's equations) for accurate simulation of backwater, looped connections, surcharging, and pressure flow in a collection system.

Enrollee – The legal public entity that owns a sanitary sewer system, as defined by the GWDR, which has submitted a complete and approved application for coverage under the GWDR. This is also called a sewer system agency or wastewater collection system agency.

Fats, Oils and Grease (FOG) - Fats, oils, and grease that are discharged into the sanitary sewer collection system by Food Service Establishments (FSE), homes, apartments and other sources. FOG is a major cause of blockages leading to increased maintenance and sometimes SSOs.

FOG Control Program – To be implemented at the Enrollee's discretion. May include public education program; plan and schedule for the disposal of FOG; legal authority to prohibit FOG related discharges; requirement to install grease removal devices; authority to inspect grease producing facilities; identification of sanitary sewer system sections subject to FOG blockages and the establishment of a cleaning schedule for each section; development and implementation of source control measures for all sources of FOG.

Geographical Information System (GIS) – A database linked with mapping, which includes various layers of information used by government officials. Examples of information found on a GIS can include a sewer map; sewer features such as pipe location, diameter, material, condition, last date cleaned or repaired. The GIS also typically contains base information such as streets and parcels.

Governing Board – This is the governing board of the sewer entity developing the SSMP. Examples would be the Board of Directors, the City Council, or the County Board of Supervisors.

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GWDR – General Waste Discharge Requirements – A GWDR is an authorization to discharge waste with certain conditions, which can be issued on an individual basis or to a group of dischargers. The Statewide General WDR for Sanitary Sewer Systems was adopted by the SWCRB and will be implemented by the Regional Water Boards and SWRCB.

Groundwater Induced Infiltration (GWI) – Infiltration attributed to groundwater entering the sewer system.

Infiltration – The seepage of groundwater into a sewer system, including service connections. Seepage frequently occurs through defective or cracked pipes, pipe joints, connections or manhole walls and joints.

Inflow – Water discharged into a sewer system and service connections from such sources as, but not limited to, roof leaders, cellars, yard and area drains, foundation drains, cooling water discharges, drains from springs and swampy areas, around manhole covers or through holes in the covers, cross connections from storm and combined sewer system, catch basins, storm waters, surface runoff, street wash waters or drainage. Inflow differs from infiltration in that it is a direct discharge into the sewer rather than a leak into the sewer itself.

Lateral – The portion of sewer that connects a home or business with the main line in the street. Sometimes sewer system agencies own or maintain a portion of the lateral.

> *Upper Lateral*: Portion of lateral from building to property line (or easement line), usually privately owned and maintained.
>
> *Lower Lateral*: Portion of lateral from property line (or easement line) to sewer mainline in the street or easement. This portion of the lateral is sometimes privately owned and maintained and sometimes publicly owned and maintained.

Monitoring and Reporting Program - The Monitoring and Reporting Program established in the WDR that establishes monitoring, record keeping, reporting and public notification requirements for the GWDR.

Overflow Emergency Response Plan – Identifies measures to protect public health and the environment. A plan must include the following: notification procedure, appropriate response plan, regulatory notification procedures, employee training plan, procedures to address emergency operations, a program that ensures all reasonable steps are taken to contain and prevent discharges.

Private Lateral: That portion of the Lateral that is owned and maintained by the private property owner that it serves. Based on an individual agency's ordinance, this may just be the Upper Lateral or can include the Lower Lateral.

Preventative maintenance (PM) – Regularly scheduled servicing of machinery, infrastructure or other equipment using appropriate tools, tests, and lubricants. This type of maintenance can prolong the useful life of equipment, infrastructure, and machinery and increase its efficiency by detecting and correcting problems before they cause a breakdown of the equipment, or failure of the infrastructure.

R-Value – Is the amount of rainfall that reaches the collection system via infiltration and inflow. This value is typically expressed as a percentage of total rainfall volume that reaches the collection system.

Rainfall Dependent Infiltration and Inflow – Infiltration and Inflow that is attributed directly to rainfall.

Regional Water Board – Is a short name for any of the nine regional boards including the San Francisco Bay Area Regional Water Quality Control Board and the Central Valley Regional Water Quality Control Board.

Rehabilitation and Replacement Plan (also referred to as a Capital Improvement Plan) – Identifies and prioritizes system deficiencies and implements short-term and long-term rehabilitation actions to address each deficiency.

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Sanitary Sewer Overflow (SSO) – The Statewide GWDR defines an SSO as any overflow, spill, release, discharge or diversion of untreated or partially treated wastewater from a sanitary sewer system, including overflows or releases that reach waters of the United States, overflows or releases that *do not* reach water of the United States, and backups into buildings and/or private property caused by conditions within the publicly owned portion of the sewer system.

Sanitary Sewer Overflow Categories

- Category 1 – All discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system that equals or exceeds 1000 gallons; or result in a discharge to a drainage channel and/or surface water; or discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.
- Category 2 – All other discharges of sewage resulting from a failure in the Enrollee's sanitary sewer system
- Private Lateral Sewage Discharges – Sewage discharges that are caused by blockages or other problems within a privately owned lateral

Sanitary Sewer Systems – Any system of pipes, pump stations, sewer lines, or other conveyances, upstream of a wastewater treatment plant head works used to collect and convey wastewater to the publicly owned treatment facility. Temporary storage and conveyance facilities are considered to be part of the sanitary sewer system and discharges into these temporary storage facilities are not to be considered SSOs.

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.

Sewer System Management Plan-SSMP – A series of written site specific programs that address how a collection system owner/operator conducts their daily business as is outlined in the WDR. Each SSMP is unique for an individual discharger. The plan includes provisions to provide proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management and cost benefit analysis. Also must contain a spill response plan. Certification is offered by technically qualified and experienced persons and provides a useful cost effective means for ensuring that SSMPs are developed and implemented appropriately.

Southern California Alliance of Publicly Owned Treatment Works - Is a non-profit organization comprised of Publicly Owned Treatment Works including wastewater treatment plants and public collection system owner/operators dedicated to assisting its member cities and agencies in achieving regulatory compliance. Website: http://scap1.org/

Stakeholder - A person or organization that has a vested interest in the development and outcome of the SWRCB Order No. 2006-0003 Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

State Water Resources Control Board: Also called the State Board. This is the State agency that developed and passed the GWDR for collection systems and the agency that maintains the SSO reporting web site.

Static Model – A computer hydraulic model that uses the Manning's Equation to determine hydraulic capacity of the gravity pipelines and either the Manning's or Hazen-Williams Equations to determine the hydraulic capacity of the pressure pipeline system. The capacity is compared to the peak hydraulic flow in the system to determine potential deficiencies. The static model assumes the peak hydraulic flow occurs at all locations within the collection system at the same time.

Stoppage – Something that partially or fully blocks the wastewater from flowing through a sewer pipeline. A stoppage can be caused by debris in the sewer, grease buildup, root intrusion, or a partial or full collapse of the pipeline. If not caught in time, a stoppage may cause an overflow. This is also called a blockage.

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System Evaluation and Capacity Assurance Plan – A required component of an agency's SSMP and is an important part of any agency's overall Capital Improvement Plan that provides 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.

Wastewater Collection System: See Sanitary Sewer System.

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1. INTRODUCTION

The City of Simi Valley (City) operates under General law/council-manager form of municipal government. The City Council enacts laws, establishes policies, authorizes contracts and adopts the City's annual budget.

The City Manager serves as the City's chief administrative officer. The City Manager's Office is responsible for ensuring that City Council policies and programs are carried out across all City Departments, assisting the City Council in responding to community needs, and providing responsible organizational and fiscal management to the City.

The operational functions of the City are currently divided among five organizational departments: Administrative Services, Environmental Services, Community Services, Public Works, and the Police Department.

The Public Works Department (PWD) Utilities Division is responsible for operation and maintenance of all wastewater facilities owned by the City including the Publicly Owned Treatment Works (POTWs), the wastewater collection system, the water quality lab, environmental compliance and the water system.

The PWD Utilities Division Sanitation Services and environmental compliance sections are responsible for management, operation, maintenance and capacity assurance of the City's sanitary sewer collection system which includes inspecting, cleaning, repairing and monitoring the gravity sewer lines, force mains and lift stations.

The Assistant Public Works Director will direct the implementation of Simi Valley's Sewer System Management Plan (SSMP) and monitor the established goals.

The Deputy Director of Sanitation Services is the appointed Legally Responsible Official (LRO) for the SSMP reporting program and certifying all final Sanitary Sewer Overflow (SSO) reports. The Plant Support System Manager is the alternate LRO.

The Plant Support Services Manager is responsible for SSMP compliance and recommends modification as needed to ensure compliance.

The PWD hired Brown and Caldwell in 2008, to perform a comprehensive sewer system assessment and create Sewer System Management Plan (SSMP) to assist the City achieve compliance with the State Water Resources Control Board (SWRCB) Statewide General Waste Discharge Requirements (WDR) order No. 2006-0003 for Sanitary Sewer Systems.

Relevant Statistics:

The City maintains approximately 362 miles of sewer line, 7,500 manholes and 3 lift stations that transport wastewater from homes and a number of businesses to the wastewater reclamation plant. The City serves a population of approximately 125,000 people. The system's average daily flow is currently approximately 9.5 mgd.

The City's records indicate a very low rate of SSOs, based upon the ratio or metric of SSOs per 100 miles of sewer. The statistical records indicate that prior to the creation of this SSMP it has had a very low SSO rate in comparison to other communities in California of similar size and complexity. In the past eight years the

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collection system has experienced an average of five (5) SSOs per year and has averaged less than 1.5 SSOs per hundred mile of sewer.

All SSOs have been mitigated in a timely manner and have not negatively impacted public health or the environment. The City of Simi Valley is not responsible for service laterals. Property owners are responsible for the installation, maintenance and repair of service laterals from the building to the city's mainline sewer.

Service Area:

Figure 1-1 illustrates the boundary of Simi Valley's geographical service area. Statistics provided in this SSMP are as of November 18, 2008 and subject to change over time. Statistics subject to change will be updated in the appendices and on the City's website (www.simivalley.org).

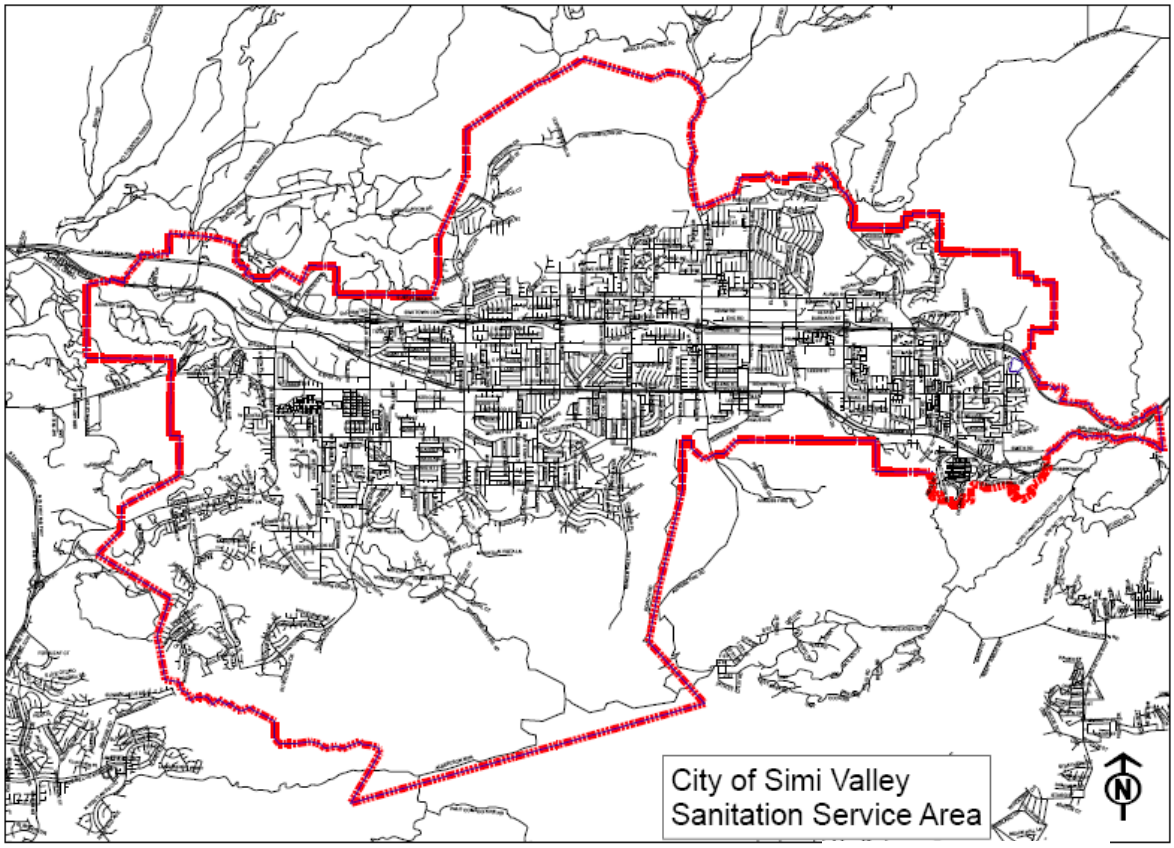

Figure 1-1. Simi Valley Vicinity Map

Objectives of this Plan:

1. To establish goals and organizational structure that align the management, operation and maintenance and capacity assurance activities in a manner that will focus staff efforts to achieve the intended purpose of this SSMP.

2. To comply with the SWRCB's General Waster Discharge Requirement (GWDR) order No. 2006-0003 issued May 2, 2006.

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3. To describe how the City complies with each element of the SWRCB's WDR/SSMP requirements addressing the following:
   - An introduction presenting an overview of the City and the wastewater collection (WWC) system in terms of size, complexity and SSMP responsibility.
   - State Water Resources Control Board Order No. 2600-0003-DWQ Statewide General Waste Discharge Requirements for Sanitary Sewer Systems overview.
   - SSMP requirements for each element followed by a narrative describing how the WWC system section complies with each requirement .and where the SSMP support documents are located.
   - The policies, procedures, and programs the WWC system section has in place or will have in place to achieve compliance with the SWRCB WDR/SSMP.
   - A living appendix for contact personnel, job descriptions, policies, procedures, and programs subject to change.
   - City's internet websites addresses for support/associated SSMP documents. (Some documents will be placed on the City's intranet site for security reasons. All electronic documents will be made available to State and Regional water board staff upon request).

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2. WASTE DISCHARGE REQUIREMENT

California State Water Resources Control Board (SWRCB) adopted a Statewide General Waste Discharge Requirement (WDR) order No. 2006-0003 May 2, 2006. This WDR dictates each publicly owned sanitary sewer system, termed Enrollee, to develop, document, and implement a Sewer System Management Plan (SSMP) and make it available to the State and Regional Water Quality Control Boards (RWQCB) upon request.

The following paragraphs briefly summarize the key elements of an SSMP and the implementation requirements for Enrollees. The due dates for various elements of specific relevance to the City of Simi Valley are then summarized in Table 2-2.

2.1 What is an SSMP?

SSMPs are state-mandated requirements for California's public collection system agencies that own or operate sanitary sewer systems greater than one (1) mile in length. The purpose for these plans is to:

- Facilitate proper funding and management of sanitary sewer systems.
- Reduce Sanitary Sewer Overflows
- Protect public health and the environment.
- Improve the overall maintenance and operation of sewer systems and sewage lift stations.

2.2 What are the SSMP Requirements?

Table 2-1 identifies each required SSMP element and indicates what criteria must be addressed to achieve compliance with each respective/corresponding element.

Table 2-1. SSMP Requirements

SSMP Elements	Criteria
Goals	• Properly manage, operate and maintain all parts of the collection system • Provide capacity to convey base and peak flows • Minimize the frequency and severity of SSOs • Mitigate the impact of SSOs
Organization	• Identify agency staff responsible for the SSMP • Identify chain of communication for responding to and reporting SSOs
Legal Authority	• Control Inflow/Infiltration (I/I) from the collection system and laterals • Require proper design and construction of sewers and connections • Require proper sewer installation, testing and inspection • Ability to impose source control requirements
Operation and Maintenance Program	• Maintain up-to-date maps • Allocate adequate resources for system operation and maintenance • Prioritize preventative maintenance activities • Identify structural equipment to minimize equipment/facility downtime • Provide staff training on a regular basis

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Table 2-1. SSMP Requirements	
SSMP Elements	Criteria
Overflow Emergency Response Plan	• Provide SSO notification procedures • Develop and implement a plan to respond to SSOs • Develop procedures to report and notify SSOs • Develop procedures to prevent overflows from reaching surface waters, and to minimize or correct any adverse impact from SSOs
FOG Control Program	• Develop a Fats, Oil and Grease (FOG) control plan, if needed
Design and Construction Standards	• Identify minimum design and construction standards and specifications • Identify procedures and standards for inspecting and testing
System Evaluation and Capacity Assurance	• Establish a process to access the current and future capacity requirements • Implement a capital improvement plan to provide hydraulic capacity
Monitoring, Measurement and Program Modifications	• Measure the effectiveness of each SSMP element • Monitor each SSMP element and make updates as necessary
SSMP Audits	• Conduct an annual audit that includes identifying deficiencies and steps to correct them
Communication Program	• Communicate with public (Customers) on SSMP development, implementation and performance and create a plan for communication with tributary/satellite sewer systems

2.3 What is the City Required to Do?

The WDR Order No. 2006-0003-DWQ under D. Provisions 1 through 15 the following requirements for compliance and consequences for non-compliance:

1. The Enrollee must comply with all conditions of the 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.

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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 an 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 (O&M);
   - 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 SSO 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 SSOs and wash down water;

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(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 SSMP and make it available to the State and/or RWQCB 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 in Table 2-1 SSMP requirements. 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.

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 in Table 2-1 SSMP requirements 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

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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 SSMP time schedule provided on page 16 of the WDR Order No. 2006-0003-DWQ.This time schedule does not supersede existing requirements or time schedules associated with other permits or regulatory requirements.

Note: The mandatory elements and associated WDR section and due dates in Table 2-2 below are applicable to the City of Simi Valley.

Table 2-2. Sewer System Management Plan Time Schedule

Mandatory Elements and Associated WDR Section	Due Date
Application for Permit Coverage Section C (this is complete)	November 2, 2006
Reporting Program Section G	January 2, 2006
SSMP Development Plan and Schedule No specific section (this is complete)	August 2, 2007
Goals and Organizational Structure Section D 13 (i) and (ii)	November 2, 2007
Overflow Emergency Response Program Section D 13 (vi)	November 2, 2008
Legal Authority Section D 13 (iii)	November 2, 2008
Operations and Maintenance Program Section D 13 (iv)	November 2, 2008
FOG Control Program Section D 13 (vii)	November 2, 2008
Design & Performance Provisions Section D 13 (v)	May 2, 2009
System Evaluation & Capacity Assurance Plan Section D 13 (viii)	May 2, 2009
Monitoring, Measurement and Program Modification Section D 13 (ix)	May 2, 2009
SSMP Audits Section D 13 (x)	May 2, 2009
Communication Program Section D 13 (xi)	May 2, 2009
Final SSMP	May 2, 2009

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3. GOALS

3.1 WDR/SSMP Goal Requirement

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.

3.2 Simi Valley Goals

The City's WWC section has established six goals to guide the development, implementation and success of Simi Valley's SSMP. These goals are designed to facilitate and target the management, operation and maintenance of the sanitary sewer collection system in a manner that will sustain the infrastructure, protect public health and the environment, and achieve compliance with State Water Resources Control Board's General Waste Discharge Requirement (GWDR) for Sanitary Sewer Systems. These goals include:

1. Complete a SSMP development plan and implementation schedule.
2. Properly manage, operate, and maintain all portions of the City's wastewater collection system.
3. Provide adequate capacity to covey peak wastewater flows.
4. Minimize the frequency of SSOs.
5. Mitigate the impacts that are associated with all SSOs that may occur.
6. Comply with all applicable regulatory notification and reporting requirements.

3.3 Appendix A – Development Plan and Schedule

Appendix A includes the following:

A-1 Simi Valley's SSMP Development Plan

A-2 Simi Valley SSMP Development Plan Implementation Schedule

A-3 Simi Valley SSMP Readiness Assessment

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4. ORGANIZATION

4.1 WDR/SSMP Organization Requirement

The WDR/SSMP organization requirement specifies that each SSMP identify the following:

- The name of the agency's responsible or authorized representative.
- 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
- 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 SSMP Responsibility Organization Chart

The SSMP Responsibility Organization Chart for Simi Valley is illustrated in Figure 4-1.

General Position Description - SSMP Responsibilities:

- City Council: The City Council is composed of the Mayor and four City Council Members. The Mayor is elected at large to a two-year term, and each Council Member is elected at-large to staggered four-year terms. The City Council enacts laws, establishes policies and adopts the annual budget.
- City Manager: Under policy direction, plans, directs, manages and oversees the activities and operations of the City of Simi Valley including the Administrative Services, Community Services, Environmental Services, Police and Public Works Departments, Human Resources, City Clerk's and City Attorney's Office; implements policy decisions made by City Council; facilitates the development and implementation of City goals and objectives; and provides highly complex administrative support to the City Council.
- City Attorney: Under policy direction, directs, manages, supervises and coordinates the activities and operations of the City Attorney's Office; serves as the legal advisor for City Council, City Manager, boards, commissions and other staff; and provides a full range of legal services to the City including preparation of legal opinions, research and support, representation in legal actions, document preparation and related work.
- Director of Public Works: Under general administrative direction, plans, directs, manages and oversees the activities and operations of the Public Works Department including waterworks, sanitation, maintenance, source control, and engineering; coordinates assigned activities with other City departments and outside agencies; and provides highly responsible and complex administrative support to the City Manager.
- Assistant Director of Public Works: Under administrative direction, directs, manages, supervises and coordinates assigned programs and activities within the Public Works Department including engineering, traffic, waterworks engineering, sanitation engineering, waterworks, sanitation, maintenance and source control functions; coordinates assigned activities with other divisions and outside agencies; and provides highly responsible and complex administrative support to the Director, Public Works.

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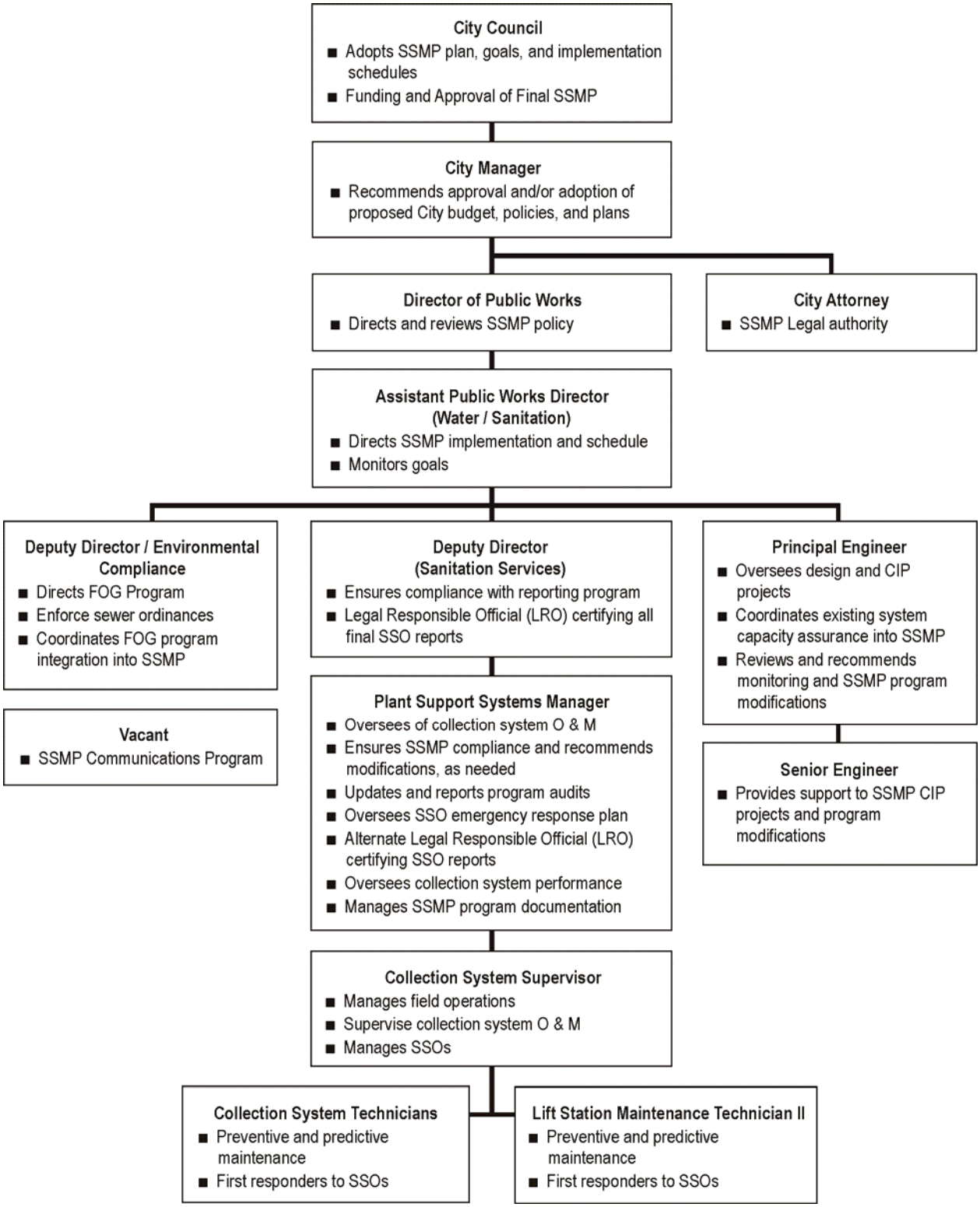

Figure 4-1. SSMP Responsibility Organization Chart

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- Deputy Director/Environmental Compliance: Under administrative direction, directs, manages, supervises and coordinates the activities and operations of the Environmental Compliance Division within the Public Works Department including pretreatment and industrial waste, stormwater management and hazardous materials programs; coordinates assigned activities with other divisions, departments and outside agencies; and provides highly responsible and complex administrative support to the Assistant Public Works Director.
- Deputy Director (Sanitation Services): Under administrative direction, directs, manages, supervises and coordinates the activities and operations of the sanitation services division within the Public Works Department including the operation and maintenance of the collection system, wastewater treatment plant and laboratory; coordinates assigned activities with other divisions, departments and outside agencies; and provides highly responsible and complex administrative support to the Assistant Public Works Director.
- Principal Engineer (Sanitation): Under general direction, supervises and coordinates assigned engineering section activities and operations within assigned engineering section; coordinates assigned activities with other divisions, outside agencies and the general public; and provides highly responsible and complex staff assistance to assigned Assistant Public Works Director.
- Senior Engineer: Under direction, supervises, assigns, reviews and participates in the work of staff responsible for performing professional and technical engineering services; ensures work quality and adherence to established policies and procedures; provides specialized engineering services; and performs the more technical and complex tasks relative to assigned area of responsibility.
- Plant Support Systems Manager: Under general direction, supervises and coordinates maintenance activities within the sanitation services division including the maintenance of the sanitation collection system, and treatment plant equipment and machinery; coordinates assigned activities with other divisions, outside agencies and the general public; and provides highly responsible and complex staff assistance to the Deputy Director/Sanitation Services.
- Collection System Supervisor: Under direction, supervises, assigns, reviews and participates in the work of staff responsible for the maintenance of wastewater collection system lines; ensures work quality and adherence to established policies and procedures; and performs the more technical and complex tasks relative to assigned area of responsibility.
- Collection System Technicians: Under general supervision, performs skilled labor supporting the installation, maintenance, operation and repair of the City's wastewater collection system; and performs a variety of related duties as assigned.
- Lift Station Maintenance Technician II: Under general supervision, performs skilled labor supporting the installation, maintenance, operation and repair of the City's wastewater collection system and pump stations; and performs a variety of related duties as assigned.
- Environmental Compliance Program Analyst: Under general supervision, performs a wide variety of responsible technical support duties in the Environmental Compliance Division; coordinates assigned tasks between Division programs; participates in special projects, technical research, and assigned programs; and prepares a variety of technical and statistical reports.
- Environmental Compliance Inspector: Under general supervision, performs inspections, sampling events, audits and surveillance of industrial facilities to ensure compliance with all United States Environmental Protection Agency (EPA), Regional Water Quality Control Board RWQCB, and local pretreatment, stormwater and hazardous material regulations; maintains records of industrial user performance and compliance records; and directs enforcement activities to ensure compliance.
- Public Works Dispatcher: Under general supervision, receives calls and dispatches public works personnel; maintains knowledge of location of various City projects; ships and receives packages; and performs a variety of clerical duties for the department.

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4.3 Chain of Communication Reporting Chart

Figure 4-2 illustrates City of Simi Valley overflow emergency response plan chain of communication.

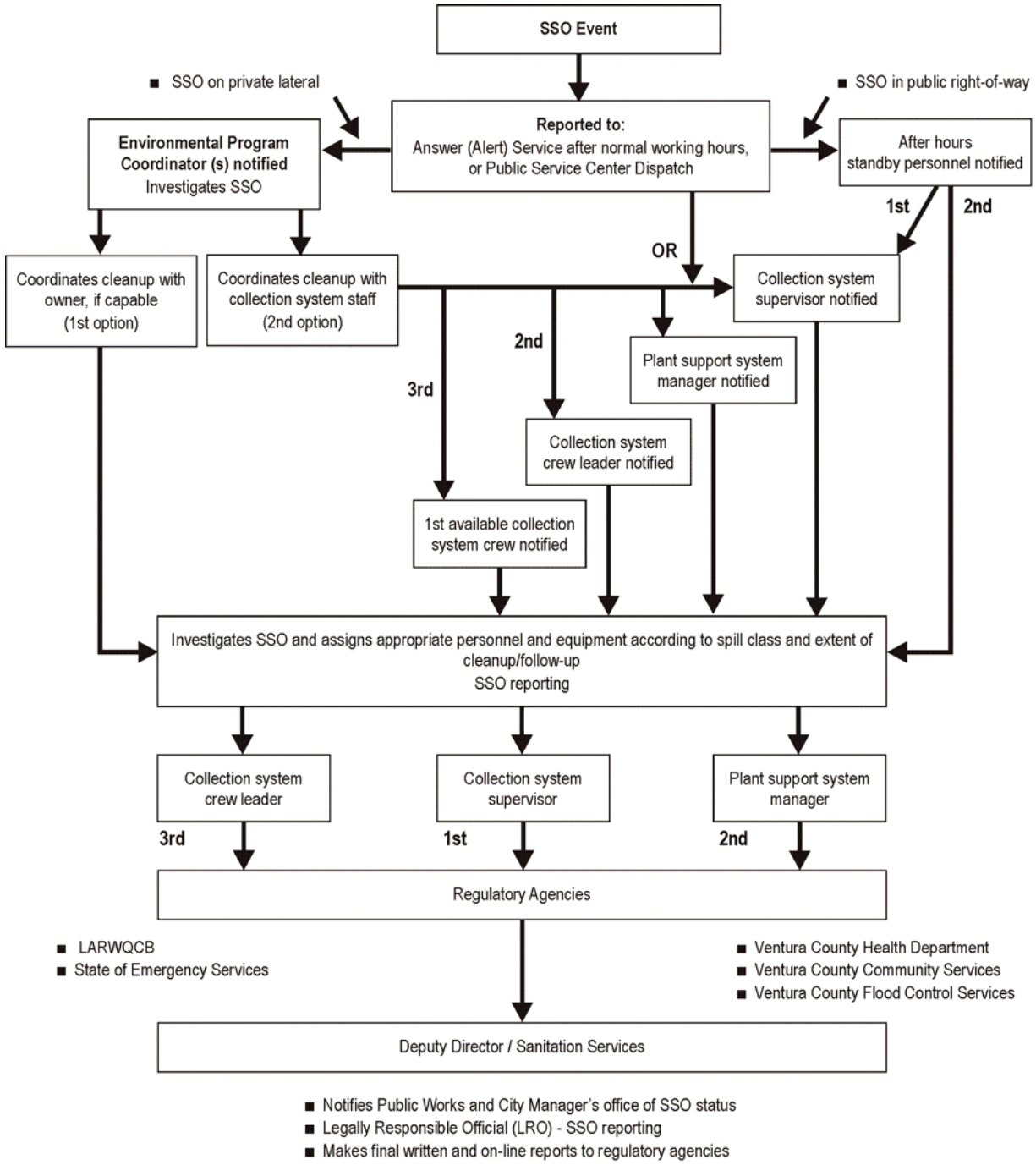

Figure 4-2. OERP Plan Chain of Communication

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4.4 Appendix B – Organization Documents

Appendix B includes the following:

B-1 Contact List – Personnel Responsible for SSMP Elements

B-2 Contact List – Personnel Responsible for SSO Reporting

B-3 Contact List – Personnel Responsible for Responding to SSOs Weekly Standby

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5. LEGAL AUTHORITY

5.1 WDR/SSMP Legal Authority Requirement

The WDR/SSMP Legal Authority requirement specifies that 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 FOG and other debris that may cause blockages, and
e. Enforce any violation of its sewer ordinances.

5.2 Industrial Pretreatment Program

Simi Valley's Environmental Compliance/Pretreatment Ordinance SD-47 and Enforcement Response Plan provide the following authority to prevent illicit discharges into the City's sanitary sewer system.

The Ordinance sets forth uniform requirements for direct and indirect use of the wastewater collection and treatment system of the City of Simi Valley (City) to comply with all applicable State and Federal standards required by the Clean Water Act of 1977 (ACT), and all related and applicable Federal regulations and grant conditions, as they are now constituted, or as they may hereafter be amended or re-codified.

The Enforcement Response Plan (ERP) outlines operational procedures intended to ensure Industrial Users, and the small Commercial/Industrial dischargers to the City's sanitary sewer system are appropriately permitted and monitored. The Environmental Compliance (EC) section administers the ERP. To assure compliance by these dischargers, the EC section implements enforcement procedures specified by the U.S. Environmental Protection Agency (EPA) in accordance with 40CFR 403.5 (a), (b) and (c). The ERP specifies criteria by which EC section personnel determine the enforcement action most appropriate to the nature of the violation.

5.3 Design and Construction Standards

The City of Simi Valley has an Environmental Compliance/Pretreatment Ordinance SD-47 regulating and controlling sewage, liquid waste, process and industrial wastewater discharges and the Department of Public Works Engineering Manual and Standard Plans for the Design and Construction of Sanitary Sewerage Facilities provides the following authority to establish building sewers and connection requirements.

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The City of Simi Valley, Public Works Department, establishes uniform policies and procedures for the design and construction of sanitary sewerage facilities operated by the City and for projects subject to approval by the City. All sewers shall be constructed in accordance with the City of Simi Valley's Sewerage Design and Construction Standards. These Standards address jurisdiction, applicable codes, policy and responsibility and are available at the Department of Public Works.

1.6 Applicable Codes and Policy

A. Ordinances, requirements and applicable standards of governmental agencies having jurisdiction within the City service area shall be observed in the design and construction of sewers. Such requirements include but are not limited to the latest edition of the following:

- The Uniform Building Code as amended by the local authorities (City, County, State, etc.).
- The Uniform Plumbing Code as amended by the local authorities (City, County, State, etc.).
- Road Encroachment Regulations of the City and the County of Ventura.
- Standard Specifications - State of California Business and Transportation
- Agency, Department of Transportation Standard Specifications, current edition (CALTRANS).
- Manual & Standard Plans for the Design Construction of Sanitary Sewerage Facilities, Dated August 28, 2006.
- The City Road Standards.
- Standard Specifications for Public Works Construction.
- City of Simi Valley "Suggested BMPs for erosion and sedimentation control."
- Reclaimed Water Standards, Ventura County Waterworks District No.8.
- Water Standards, Ventura County Waterworks District No.8.

1.7 Public/Private Sewage Disposal

A public sewer connection is required where anyone or more of the following situations exist:

A. The City or County Health Department declares a private disposal facility within the City sewer service area to be a public nuisance or health hazard.

B. Septic tank system fails and needs replacement and a public sewer is accessible within 200 feet.

C. All new developments, all individual single-family lot developments, except for an individual single-family lot development, with its property line being greater than 200 feet away from accessible public sewer. Connections of any cesspool seepage pit, septic tank or any other private disposal system to any sewer main line or service lateral is strictly prohibited.

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1.8 City Jurisdiction

The City must approve design plans and specifications of all wastewater facilities within the public right-of-way. Custody of all drawings reviewed and accepted by the Engineer, as evidenced by the Engineer's signature, shall be with the City. This shall apply to all City funded or developer funded and constructed projects.

The City of Simi Valley's design and construction standards regulate and guide the design and preparation of plans and construction of the City of Simi Valley's sanitary sewer systems and related public improvements, and set guidelines for all private works which involve related improvements.

5.4 Sewer Access Authority

Simi Valley- Manual & Standard Plans for Design & Construction of Sanitary Sewerage Facilities

Acceptance of Sewer System

The City will inspect and approve sewer installations. Acceptance by the City will be provided after all work has been inspected and accepted by the City and after all fees, permits, video tapes, testing results, and record drawings have been submitted, reviewed, and accepted by the City.

City of Simi Valley Sewer Lateral Policy

The main sewer line in the street is owned and maintained by the City. However, the connecting sewer lateral line running from the house to the main sewer line in the street is owned and maintained by the homeowner. It is the homeowner's responsibility to properly maintain his/her sewer lateral line. Internal problems in the sewer lateral line. such as internal blockages, misalignments, or deterioration, are the homeowner's responsibility.

5.5 Pretreatment Ordinance – FOG

The Environmental Compliance/Pretreatment Ordinance No. SD-47 provides the following authority to require grease interceptors:

Section 604. Traps for Sand, Grease and Oil

Restaurants: All restaurants or other similar establishments discharging grease wastes which, under the conditions existing in the downstream sewers, could cause or threaten to cause stoppage or grease accumulations, shall be required to install an approved grease trap and oil interceptor and to regularly maintain it so as to prevent excessive discharges of grease and oil into the sewerage system. The grease trap and oil interceptor shall be easily accessible for inspection by the District. Exceptions to the installation of a grease trap and oil interceptor shall be determined on a case-by-case basis by the District Manager.

Car Washes, Vehicle Service Stations and Garages: All new car washes, vehicle service stations and garages which have facilities for the wash down of vehicles shall install an appropriate sand and oil trap of a size and design approved by the District. Establishments in existence prior to the effective date of this Ordinance shall install appropriate sand and oil trap, if in the opinion of the District Manager, the establishment has the potential of contributing non-compatible materials to the sewerage system.

Existing Traps: An interceptor legally and properly installed at a vehicle service station, garage, car wash, restaurant or similar establishment prior to the effective date of this Ordinance shall be acceptable as an alternative to the interceptor specified in Subsections (1) and (2) of this Section provided such interceptor is effective in removing grease, sand and oil is so designed and installed so that it can be inspected and properly

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maintained. If the District determines that a an interceptor is incapable of retaining adequately the sand and oil, or grease and oil in the wastewater flow from a service station, garage, car wash, restaurant or similar establishment, a written notice shall be issued requiring that an adequate interceptor be installed within ninety (90) days.

Approved Designs: Grease interceptors shall exceed a recommended minimum size standard of 750-gallon capacity except when a variance is granted, in writing, by the District. Existing facilities may apply for a sizing variance to a recommended minimum 70-pound capacity grease trap. The District maintains an information file, available for public use, of acceptable designs of sand and grease interceptors. The installation of an interceptor of a design shown in such a file, or of any design meeting the requirements set forth in this Section or any recommendation or requirements made by the District, shall not impute any liability to the District for the adequacy of the interceptor under the actual conditions of use. The design of such installations shall be performed and stamped by an engineer registered in the State of California. Such installation shall not relieve the owner or proprietor of responsibility for keeping grease, sand and oil out of the sewer. If the interceptor or other pretreatment facility is not adequate under the conditions of use, one shall be constructed which is effective in accomplishing the intended purpose.

Variances on Grease Interceptor Sizing: Grease interceptor sizing variance may be granted by the District when the following conditions are met:

(a) The discharger applies for the variance, in writing, including the volume of all fixtures required to be pretreated by the unit.
(b) Where a variance is sought for an under counter grease trap, no garbage disposals, dishwashers, floor sinks or floor drains exist at the facility which require pretreatment by the unit.
(c) The sizing variance is calculated based on the discharge flow rate of all fixtures required to be pretreated and is certified by a qualified engineer registered in the State of California to be sufficient to pre-treat the waste stream.

Maintenance of Traps and Interceptors: Any sand and oil interceptor or grease trap required by this Section shall be readily accessible for inspection and properly maintained to assure that the accumulations of sand and oil and grease do not impair the efficiency of the interceptor and trap or pass out with the effluent. All locations required to use and maintain a grease trap or interceptor shall keep a record of every time the interceptor is cleaned out. This record shall include the date, the name of the pumper or person who cleaned it and disposal site of the waste. This record may be reviewed by the District at its option. Persons hauling liquid wastes removed from these interceptors or traps shall be registered to do so by the State of California in accordance with the California Administrative Code, Title 23, Waters, Chapter 3, Sub-Chapter 1 and as called out in Section 512 of this Ordinance. An interceptor or trap shall not be considered properly maintained if sand, oil and grease accumulations total more than twenty-five percent (25%) of the operative fluid capacity. The District will endeavor to inspect all grease traps and interceptors periodically. If it is found that an interceptor or trap is improperly maintained or adequate records are not being kept, a warning will be issued to the owner and/or user of the property. If on subsequent inspections, it is found that one of the above conditions continues to exist, an administrative liability as set by the District will be levied against the facility owner and/or user of the property.

5.6 Municipal Code – Enforcement Authority

Simi Valley's Municipal Code Title 1 General Provisions Chapter 2 provides the following authority to penalize violators of the City's Code requirements:

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Chapter 2 Penalty Provisions

1-2.01- Violations misdemeanors or infractions

The violation of any provision of this Code, or of any ordinance of the City, or of any Code adopted by reference by this Code by any person shall be unlawful and punishable either by a fine as an infraction, or by a fine or imprisonment, or both, as a misdemeanor.

1-2.10 - Fees, charges, licenses, and taxes made a civil debt

The amount of any fee, service charge, utility charge, license, or tax of any nature whatsoever imposed by any provision of this Code shall be deemed a civil debt owing to the City. An action may be commenced in the name of the City in any court of competent jurisdiction for the collection of the amount of any such delinquent or unpaid fee, service charge, utility charge, license, or tax, together with any penalties applicable thereto as prescribed by this Code. The remedy prescribed by this section shall be cumulative, and the use of an action to collect such an amount as a debt by civil action shall not bar the use of any other remedy provided by this Code or by law for the purpose of enforcing the provisions thereof. (§ 6, Ord. 457, eff. November 10, 1980)

5.7 Inter-Agency Agreements and Satellite Systems

The City does not have any satellite systems that discharge into their sanitary sewer system.

5.8 Appendix C – Legal Authority Documents

Appendix C includes the following:

C-1 Environmental Compliance Division Enforcement Response Plan – March 2008

C-2 Simi Valley - Manual & Standard Plans for Design & Construction of Sanitary Sewerage Facilities-TOC

C-3 Simi Valley-Sewer Lateral Policy

C-4 Environmental Compliance/Pretreatment Ordinance No. SD-47

C-5 Simi Valley-Municipal Code Title 1, Chapter 2 Penalty Provisions (TOC)

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6. OPERATION AND MAINTENANCE ACTIVITIES

6.1 WDR/SSMP Operation and Maintenance Program Requirement

The WDR/SSMP Operation and Maintenance Program requirement specifies that each 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 storm water conveyance facilities;

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

(c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and television 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.

6.2 Simi Valley Collection System Maps

Simi Valley-Collection System Maps

The City maintains a mapping system of its sanitary sewer system that includes:

- Gravity lines and maintenance holes
- Pumping facilities
- Pressure pipes and valves
- Applicable storm water conveyance facilities

The City utilized a GIS system and is implementing software (Hansen) that will incorporate the Arc View Map System. A large wall sewer map is used for meetings and strategic planning. In addition, a sewer atlas is used by supervisors and crews for day-to-day collection system maintenance and response.

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6.3 Simi Valley Preventive Operations & Maintenance Activities

Simi Valley– Collection System Preventive Maintenance Program

The purpose of the City's Collection System maintenance program is to provide uninterrupted flow of wastewater from residential, commercial and industrial discharger to the City's wastewater treatment plant. And, protect public health and minimize impact to the environment by preventing sewer blockages and eliminating preventable SSOs.

The City has enacted a proactive maintenance program for its sanitary sewer wastewater collection and conveyance systems that consists of the following elements:

- Preventive Maintenance; Predictive Maintenance
- Chemical Root Control
- Planned/Corrective Maintenance
- Maintenance Engineering and Quality Assurance

High Velocity Sewer Cleaning is an ongoing process to remove obstructions and deposits in sewers. The Wastewater Collection Systems section utilizes several different configurations of High Velocity Sewer Cleaning machines. Routine cleaning is started at the east end of the system and continues to the Wastewater Treatment Plant, located at the west end of the system.

Video Inspection (CCTV) continues throughout the Collection System, providing quality assurance and engineering support. Video inspection also provides collection system staff with real time evidence of problems within the sewer system so that staff can react and prioritize maintenance.

6.4 Rehabilitation and Replacement Plan

Simi Valley-Rehabilitation and Replacement Program

The City completed a Trunk Sewer Rehabilitation Plan in October 2008 that incorporates the findings of a comprehensive inspection of the system in early 2007. The plan includes identification of defects utilizing standardized manhole and pipe inspection logs. The NASSCO rating system was utilized for rating of defects. Once each pipe/manhole was inspected, it was assigned a rating score that includes factors for the probability of failure and the criticality of the asset (risk assessment). Pipes/manholes were categorized in the rehabilitation/replacement plan which evaluates the appropriate action needed, the anticipated cost and a schedule for implementation.

The City has recently completed the initial phases of a Wastewater Collection System Master Plan. This information is being used to provide the basis for identifying system needs and developing priorities and schedules. Information and projects have been incorporated into the City's Wastewater Capital Improvement Program.

Sanitation projects represent three categories of capital improvements: facilities replacement projects, sewer line replacement projects, and capital projects to expand or upgrade the City's sanitation system. Replacement projects are financed from Sanitation Operations Fund revenues. Expansion and upgrade projects are financed from connection fees revenue generated by new construction.

This category contains 24 projects at a projected cost of $24,535,000. Fiscal Year 2008-09 funding in the amount of $420,000 is authorized for six projects, including Sanitation Plant improvements, sewer line repairs, and lift station rehabilitation.

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6.5 Training

Simi Valley-Staff Training

Employees are routinely trained to maintain their skills necessary to properly maintain the wastewater collection system. New recently hired employees will be provided on-the-job training as well as other formal training, as needed.

- Employee safety
  - Hold weekly safety tailgate meetings and maintain sign-in log.
  - Present safe practice reminder at all meetings.
  - Hold monthly wastewater safety committee meetings.
  - Maintain compliance of OSHA safety rules.
  - All vehicles are stocked with a gas detector.
  - Review Material Safety Data sheets (MSDS) for new chemicals used.
- Employee certifications and training
  - Employees to receive and renew job specific certifications for DMV, CPR, and First Aid, as required.
  - Employees shall be knowledgeable of and re-trained in the Confined Space Policy, annually.
  - Employees shall be knowledgeable of and re-trained in the Gas Detector Policy, annually.

6.6 Equipment and Critical Replacement Parts

Simi Valley-Equipment and Parts Inventory

The City's fleet maintenance department maintains high Velocity Jet Rodder vehicles and a Video Inspection vehicle. Critical pipe line and pump station parts and s equipment inventory are maintained by the Collection System Section and updated monthly.

6.7 Appendix D – Operation and Maintenance Program Documents

Appendix D includes the following:

D-1 City of Simi Valley Sewer Map Grid System

D-2 Maintenance Cleaning Schedule (to be included at a later date)

D-3 CCTV Video Report (to be included at a later date)

D-4 High Velocity Standard Operation Procedure-SOP (to be included at a later date)

D-5 Safety Training Manual-TOC

D-6 Equipment Inventory List (to be included at a later date)

D-7 Critical Replace Parts List (to be included at a later date)

D-8 Kennedy/Jenks- System Assessment and Rehab Plan Executive Summary

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7. OVERFLOW EMERGENCY RESPONSE PLAN

7.1 WDR/SSMP Overflow Emergency Response Plan Requirement

The WDR/SSMP Overflow Emergency Response Plan requirement specifies that each Enrollee shall develop and implement an Overflow Emergency Response Plan (OERP) 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 Monitoring and Reporting Program (MRP). All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water 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.

7.2 Notification Procedures

The PWD Utilities Division's SSO notification procedures are as follows:

SSO notification procedures are contained in the Public Works Sanitation (PWS) Division's sanitary sewer overflow procedures manual, and a copy is located in the on call vehicle. The procedures are in a three ring binder and are available to all PWS Division personnel responsible for responding to SSOs, mitigating SSOs and reporting SSOs. The SSO notification chart and emergency response procedure including names and contact information are located in Appendix F. Figure 7-1 illustrates PWS Division's SSO notification procedures.

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IF SSO	AND…	THEN NOTIFY…
Is less than < 500 gallons category 2 out of City of Simi Valley sewer collection system		**(All numbers use area code 805 unless otherwise noted)** • **Ventura County Environmental Health 654-2813** • **Ventura County Environmental Help Division 320-6244** **(Above Group pager number) 655-9181** • **Watershed Protection District 654-5051** • **Fish and Game (Chris Long) 644-2852** **Note: Only call Fish & Game if spill is significant to affect aquatic life** **Metrolink, or access is needed on Metrolink right-of-way call:** **Day time (213) 452-0256 or Emergency-after hours (888) 446-9721**
Is greater > 499 gallons and less than< 1,000 gallons, category 2 out of City of Simi Valley sewer collection system		**Contact all of the above agencies plus the following:** • **Regional Water Quality Board (213) 620-6003** • **Fax (213) 576-6440** • **Mr. Jain (213) 620-6003** **Note: All the above gallons do not matter if the contents enters a Catch Basin system or a Water Way, and are not fully recovered. Once this happens it becomes a category 1 spill and all agencies must be notified.**
Is greater than > 1,000 or if quantities enter storm drain system or water way, category 1 out of City of Simi Valley sewer collection system		**Contact all of the above agencies plus contact:** • **Office of Emergency(OES) Services 24 hour # (800) 852-7550** • **OES requires immediate oral notification for category 1 spills** • **Make sure and get a OES log number for your prop 65 form** • **During normal working hours contact the Environmental Compliance supervisor by calling dispatch at PSC.**

SSO Notification Guide - Revised May 1, 2007

Figure 7-1. Regulatory Agency Notification

7.3 Response Program

The PWD Utilities Division has established and implemented the following SSO response plan: These procedures ensure that all SSO responses are handled efficiently and effectively and that all regulatory requirements are met. The PWS Division personnel are required to know and follow these procedures. These procedures are summarized in Figure 7-2 below.

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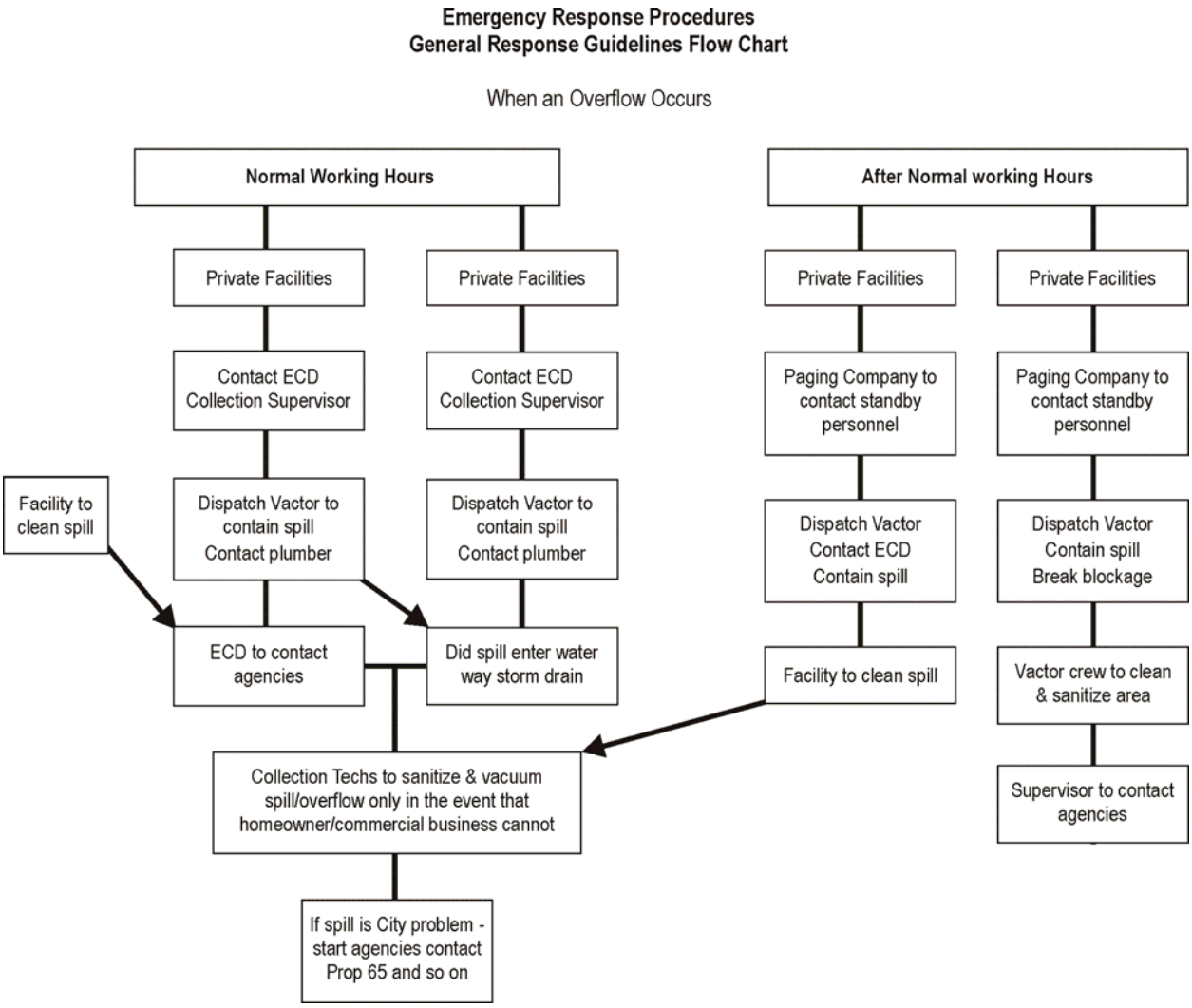

Figure 7-2. SSO Procedures Flow Chart

7.4 Regulatory Notification Procedure

The PWD Utilities Division has established and implemented the following notification procedures:

The Deputy Director of Sanitation Services is the appointed Legally Responsible Official (LRO) for the SSMP reporting program and certifying all final SSO reports. The Plant Support System Manager is the alternate LRO.

The Plant Support Services Manager is responsible for SSMP compliance and recommends modification as needed to ensure compliance.

The Collection System Supervisor manages SSO response, mitigation and cleanup.

7.5 Staff and Contractors Training

The PWS Division has established and implemented the following SSO response training:

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PWD Utilities Division employees are required to complete SSO response procedures training. Periodically spill response is covered in the weekly safety tailgate meetings.

Contractors are provided with the City's wastewater collection system policy and procedures. Contractors are required to train all of their employees on the City's wastewater collection system policy and procedures prior to performing work on the City's wastewater collection and conveyance system.

7.6 Emergency Response Coordination

The PWD Utilities Division has established and implemented the following emergency response coordination training:

PWD Utilities Division employees are required to complete Emergency Action plan training annually. This covers HAZ WOPER 1st responder and Simi Valley's Incident Command System (ICS). These procedures, processes and systems are also reviewed through the year in weekly safety tail gate meetings.

7.7 Spill Mitigation and Containment Procedure

The PWD Utilities Division has written an Overflow Emergency Response Plan (OERP) and has created a SOP for spill mitigation and containment plan that is described in Figure 7-2 SSO Procedures Flow Chart.

7.8 Appendix E - Overflow Emergency Response Plan Documents

Appendix E includes the following:

E-1 Sanitary Sewer Overflow Response Procedures

E-2 PWS Division Required Training (to be included at a later date)

E-3 PWS Division Recommended Training -Tail Gate Meeting (to be included at a later date)

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8. FOG CONTROL PROGRAM

8.1 WDR/SSMP – FOG Control Program Requirement

The WDR/SSMP Fog Control Program requirement specifies that 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, Best Management Practice (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.

8.2 Public Education Plan

The PWD Environmental Compliance Division (ECD) is establishing the following public education outreach plan:

The ECD has initiated an outreach program to the residential and commercial community on the proper disposal of FOG. This program will include school children handouts, puzzles, flyers and site visits to food service establishments. All information will be available on the City's website.

Objective: Educate City of Simi Valley residents and restaurants on the proper disposal of FOG to help the City meet the SSMP FOG Control Program requirements set forth in the State General WDR Requirements, adopted in May 2006.

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Strategy: Conduct a multi-media public awareness and marketing campaign to meet objective by targeting Simi Valley residents and restaurants.

The residential campaign will present Best Management Practices (BMPs) for FOG disposal. The Public Works Environmental Compliance (http://www.simivalley.org/index.aspx?page=116) web-site will provide target audience with the most current FOG reduction information.

The restaurant campaign will provide specific FOG reduction information needed to comply with WDR. The messages in this campaign will be distributed directly during site visits and mailed with permits annually.

8.3 FOG Disposal Plan

The Environmental Compliance Division/Pretreatment Ordinance provides the following FOG disposal criteria for grease interceptors:

The Permittee shall be required to keep all manifests, receipts and invoices of all cleaning, maintenance, grease removal of/from the grease control device, disposal carrier and disposal site location for no less than three years.

Persons hauling liquid wastes removed from traps/interceptors shall be registered to do so by the State of California in accordance with the California Code of Regulations, Title 23, Waters, Chapter 3, Subchapter 1 and as cited in Section 513 of the Environmental Compliance/Pretreatment Ordinance No. SD-47. A trap/interceptor shall not be considered properly maintained if solids, fats, oil and grease accumulations total more than twenty-five percent (25%) of the operative fluid capacity of the final chamber.

8.4 Record Keeping Requirements

The Environmental Compliance Division/Pretreatment Ordinance provides the following record keeping requirements:

General Record Keeping Requirements

All Industrial Users subject to the Federal Pretreatment Requirements and/or this Ordinance shall be required to retain records of waste manifests, monitoring results, or related wastewater generation and pretreatment activities, for a minimum period of three (3) years. Said records shall be made available for inspection and copying by the Director at any time. The period of retention shall be extended during the course of unresolved litigation regarding the discharger or the City or upon request of the Director.

The Permittee shall, upon request, make the manifests, receipts and invoices available to any City representative, or inspector.

All locations required to use and maintain a grease trap/interceptor shall keep a record of every cleaning/maintenance event. This record shall include the date, the name of the company or person who cleaned it and disposal site of the waste. This record may be reviewed by the City at its option.

8.5 Legal Authority to Prohibit FOG Discharges to the System

The Environmental Compliance Division/Pretreatment Ordinance provides the following authority to require grease interceptors:

All restaurants or other similar establishments discharging grease wastes which, under the conditions existing in the downstream sewers, could cause or threaten to cause stoppage or grease accumulations, shall be required to install an appropriately sized and approved grease trap or a grease and oil interceptor and to

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regularly maintain it so as to prevent excessive discharges of grease and oil into the sewerage system. Exceptions to the installation of a grease trap or grease and oil interceptor shall be determined on a case-by-case basis by the Director.

8.6 Grease Removal Devices, Design Standards Recordkeeping, and Reporting Requirements

The Environmental Compliance Division/Pretreatment Ordinance provides the following authority to require grease interceptors:

Grease interceptors shall meet or exceed a minimum size standard of 750-gallon capacity, except when a written variance is granted by the City. Facilities may apply for a sizing variance on a case by case basis to a minimum 70-pound capacity grease trap in accordance with this Section. The City maintains an information file, available for public use, of acceptable designs of sand and grease trap/interceptors. The installation of a trap/interceptor of a design shown in such a file, or of any design meeting the requirements set forth in this Section or any recommendation or requirements made by the City, shall not impute any liability to the City for the adequacy of the trap/interceptor under the actual conditions of use. The design of such installations shall be completed and stamped by an engineer registered in the State of California. Such installation shall not relieve the owner or proprietor of responsibility for keeping grease, oil, and solids out of the sewer. If the interceptor or other pretreatment facility is not adequate under the conditions of use, one shall be constructed which is effective in accomplishing the intended purpose.

All Industrial Users subject to the Federal Pretreatment Requirements and/or this Ordinance shall be required to retain records of waste manifests, monitoring results, or related wastewater generation and pretreatment activities, for a minimum period of three (3) years. Said records shall be made available for inspection and copying by the Director at any time. The period of retention shall be extended during the course of unresolved litigation regarding the discharger or the City or upon request of the Director.

8.7 Inspection and Enforcement Authority – FOG Producers

The Environmental Compliance Division's Pretreatment Ordinance provides the necessary authority to inspect and enforce grease interceptors requirements:

All restaurants or other similar establishments discharging grease shall be required to install an appropriately sized and approved grease trap and the grease trap or grease and oil interceptor shall be easily accessible for inspection by the City.

Inspection Reports are completed by the Environmental Compliance Inspectors in the field. The Inspection Report is a permanent record of the meeting between Environmental Compliance staff and the business representative. All relevant information should be documented on the Report, for example, location of grease interceptor, cleaning schedules, BMPs discussed, etc. Inspectors use the report for routine inspections, as well as to issue warnings, violation notices, requirements and follow-up inspection dates.

Maintenance of Traps and Interceptors: Any trap/interceptor required by this Section shall be readily accessible for inspection and properly maintained to assure that the accumulations of solids, fats, oil and/or grease do not impair the efficiency of the trap/interceptor or escape with the effluent. All locations required to use and maintain a grease trap/interceptor shall keep a record of every cleaning/maintenance event. This record shall include the date, the name of the company or person who cleaned it and disposal site of the waste. This record may be reviewed by the City at its option. Persons hauling liquid wastes removed from traps/interceptors shall be registered to do so by the State of California in accordance with the California Code of Regulations, Title 23, Waters, Chapter 3, Sub-chapter 1 and as cited in Section 513 of the

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Environmental Compliance/Pretreatment Ordinance SD-47. A trap/interceptor shall not be considered properly maintained if solids, fats, oil and grease accumulations total twenty-five percent (25%) or more of the operative fluid capacity of the final chamber. The City will inspect all grease traps/interceptors periodically. If it is found that an interceptor or trap is improperly maintained or adequate records are not being kept, a warning will be issued to the owner and/or user of the property. If on subsequent inspections, it is found that one of the above conditions continues to exist, an administrative liability as set by the District will be levied against the facility owner and/or user of the property as cited in Section 816 of the Environmental Compliance/Pretreatment Ordinance SD-47.

8.8 FOG Characterization Assessment and Hot Spot Cleaning Schedule

The Environmental Compliance Division and Collection System staff completed a residential, commercial and industrial FOG characterization assessment during the SSMP preparedness review/audit and listed them in the data collection form. FOG data is form Appendix G.

FOG characterization assessment has established the following hot spot cleaning schedule:

The WWC Division identified all of the commercial and industrial FOG dischargers within their jurisdictional boundaries during the SSMP preparedness review/audit and listed them in the data collection form.

FOG hot spot location data is maintained by the Collection System Supervisor and sewer line maintenance work orders are issued and completed to ensure that hot spot lines do not have grease blockages/SSOs between cleaning schedules.

8.9 FOG Control Program Measures

The Environmental Compliance Division/Pretreatment Ordinance provides the following FOG Waste Discharge Permit (WDP) conditions/requirements:

The issuance of a FOG WDP may contain any of the following conditions or limits:

(a) Limits on discharge of FOG and other priority pollutants.

(b) Requirements for proper O&M of grease interceptors and other grease control devices.

(c) Grease interceptor maintenance frequency and schedule.

(d) Requirements for implementation of BMPs.

(e) Requirements for maintaining and reporting status of BMPs.

(f) Requirements for maintaining logs and records, including waste-hauling records and waste manifests.

(g) Requirements to self-monitor.

(h) Requirements for the restaurants to construct, operate and maintain, at its own expense, FOG control device, and sampling facilities.

(i) Additional requirements as otherwise determined to be reasonably appropriate by the Deputy Director of Environmental Compliance to protect the City's system or as specified by other Regulatory Agencies.

(j) Other terms and conditions, which may be reasonably applicable to ensure compliance with this ordinance.

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8.10 Appendix F – FOG Control Program Documents

Appendix F includes the following:

F-1 Fats, Oils, and Grease (FOG) Dischargers Summary

F-2 Environmental Compliance Division Enforcement Response Plan TOC

F-3 Hot Spot Cleaning Schedule (to be included at a later date)

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9. DESIGN AND PERFORMANCE PROVISIONS

9.1 WDR/SSMP - Design and Performance Provisions Requirement

The WDR/SSMP Design and Performance Provision requirement specifies that each Enrollee have the following:

(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.

9.2 Sanitary Sewer Design and Specifications

The City's Manual and Standard Plans for the Design and Construction of Sanitary Sewerage Facilities was reviewed by Brown and Caldwell and determined to meet the full intent of the WDR/SSMP requirements. Both the Design and Construction Standards are available on the City's website.

The City of Simi Valley Department of Public Works Sanitation Engineering Section's Manual and Standard Plans for the Design and Construction of Sanitary Sewerage Facilities are located on the internet and PWD Engineering office. The following is an overview of those requirements:

The City of Simi Valley (City), via the Department of Public Works, establishes uniform policies and procedures for the design and construction of sanitary sewerage facilities within City right-of-way and on projects subject to approval by the City, including areas outside the City limits that are within the City service area.

The City's Manual and Standard Plans for the Design and Construction of Sanitary Sewerage Facilities is not a textbook or a substitute for engineering knowledge, experience or judgment. The methods and procedures contained herein shall be reviewed by the engineer using them to assure they are applicable to the project being worked on. The engineer may request a variance from standards as provided in the manual. Amendments to this publication may be issued from time to time. The users of this publication should check with the City to insure that they have the current edition of each page.

The following additional publications have been adopted by the City for regulating the design and construction of sanitary sewer systems. If there is a conflict between or among these documents, the document of highest precedence shall control. The precedence shall be:

First: City Sewerage Design and Construction Standards Manual & Standard Plans for the Design Construction of Sanitary Sewerage Facilities, Dated August 28, 2006.

Second: Standard Specifications for Public Works Construction (SSPWC), latest edition.

The scope of each publication is contained within each respective publication. The City Sewerage Manual shall be used as the general requirements in the design and construction of sewerage systems within the City

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of Simi Valley. With the City's approval, materials in VCSM and SSPWC may be referenced in Plans and Specifications and used to supplement the requirements of this manual.

9.3 Sanitary Sewer System Construction and Performance Provisions

(c) The following sections of the City's Manual and Standard Plans for the Design and Construction of Sanitary Sewerage Facilities address procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

1.11 Acceptance of Sewer System

The City will inspect and approve sewer installations. Acceptance by the City will be provided after all work has been inspected and accepted by the City and after all fees, permits, video tapes, testing results, and record drawings have been submitted, reviewed, and accepted by the City.

1.6 Applicable Codes and Policy

A. Ordinances, requirements and applicable standards of governmental agencies having jurisdiction within the City service area shall be observed in the design and construction of sewers. Such requirements include but are not limited to the latest edition of the following:

- The Uniform Building Code as amended by the local authorities (City, County, State, etc.).
- The Uniform Plumbing Code as amended by the local authorities (City, County, State, etc.).
- Road Encroachment Regulations of the City and the County of Ventura.
- Standard Specifications - State of California Business and Transportation Agency, Department of Transportation Standard Specifications, current edition (CALTRANS).
- Manual & Standard Plans for the Design Construction of Sanitary Sewerage Facilities, Dated August 28, 2006
- The City Road Standards.
- Standard Specifications for Public Works Construction.
- City of Simi Valley "Suggested BMPs for erosion and sedimentation control."
- Reclaimed Water Standards, Ventura County Waterworks District No. 8.
- Water Standards, Ventura County Waterworks District No. 8.

9.4 Appendix G – Design and Performance Provisions Documents

Appendix G includes the following:

G-1 Department of Public Works Engineering Section's Manual and Standard Plans, Dated August 28, 2006 – TOC

G-2 Standard Specifications for Public Works Construction – TOC (to be included at a later date)

G-3 Technical Memorandum - Design and Performance Provisions Element V

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10. SYSTEM EVALUATION, CAPACITY, AND ASSURANCE PLAN

10.1 WDR/SSMP - System Evaluation and Capacity Assurance Plan Requirement

The WDR/SSMP System Evaluation and Capacity Assurance Plan requirement specifies that each 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 CIP developed in a thru 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 Evaluation Process – Capacity Enhancement Projects

The Department of Public Works Engineering Section has established wet weather design criteria for the evaluation of existing collection system components and sizing of new collection system facilities in the Simi Valley Sanitary Sewer System Evaluation Project. A tributary area-based approach is used to determine maximum flows through the sewer system. Method 1 uses land use-based flow factors to determine sanitary sewer flow generation, and Method 2 uses equivalent dwelling units (EDU). Whichever method produces the highest average dry weather flow is then applied against the City's Average Flow – Peak Flow Graph and the resulting peak flow is routed through the system to determine deficient pipes. Included in this process is the development of wastewater flow generation factors based on water use records and flow monitoring data in the City of Simi Valley.

Capacities of key system components are evaluated for several parameters, including depth/Diameter (d/D) ratios and velocities for pipes, while cycles per hour and total station capacity are used for pumps/wet wells. Source flows contributing to deficient areas are traced back to the point of entry based on a parcel-level

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analysis for evaluation. Flow capacities of deficient areas are tracked by the use of a sanitary sewer system hydraulic model, which is also used to help predict future deficiencies and identify possible solutions.

10.3 Design Criteria

The Department of Public Works Engineering Section has established in the City's Manual and Standard Plans for the Design and Construction of Sanitary Sewerage Facilities the following design criteria:

Section 2.0 Design Criteria

2.1 Wastewater Capacities, Hydraulics and Sizes

A. Quantity of Flow: Sewage flows shall be determined from maximum potential sewage generation of the tributary area. Average flow rates shall be determined using the designated land use or number of equivalent dwelling units (EDU) assigned. The method which produces the greater rate of flow shall be used as the governing factor. The peak flow rate at any point shall be the average flow of all tributary areas times the peak factor using the Average Flow Peak Flow Graph (Standard Plan No. SV 40-310).

Sample Calculation:

Use of the Average Flow - Peak Flow Graph (Standard Plan No. SV 40-310)

To determine the peak sewage flow from an average flow, project the average flow value on the ordinate to the flow curve and read the peak sewage flow on the abscissa. To determine the peak factor, project the average flow value to the factor curve and read the peak factor on the abscissa.

Example: A local sewer with an average flow of 2.5 cfs is to discharge into an interceptor where the average flow is 5.4 cfs.

Find: The peak flow in the interceptor sewer below the confluence point.

Average Flows
2.5 cfs
+5.4 cfs
7.9 cfs

The resulting flow below the confluence point is 7.9 cfs average, which converts to 17 cfs peak by use of the Average Flow - Peak Flow Graph. All flow computations should be made with average flows and converted to peak only for final results.

B. Hydraulics: Sewers shall be designed to accommodate future tributary flows, in addition to those from the project. Pipe capacities shall be determined from peak flow rates by Manning's Formula using an "n" value of 0.011 (or higher when appropriate) for all pipelines. Sewers less than 12 inches in diameter shall be designed to flow half full at peak flow rates. Sewers 12 inches and larger shall be designed to flow two-thirds full at peak flow rate.

When the design involves non-uniform flow, backwater calculations shall be made to the extent necessary to locate hydraulic jumps, to assure that the limiting design depth of flow is not

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exceeded, and to assure that flow conditions meet all preceding design requirements for the conduit and structures.
The invert drop across junction (confluence) and transition structures shall be calculated and not arbitrarily established. Where calculations indicate a rise of the invert across the structure from the inlet to outlet, the structure shall be designed with the invert level. An additional amount for infiltration shall be added when a sewer is to be constructed below the ground water level. This amount must first be approved by the City.

C. Velocity: A main line sewer shall be designed to provide a mean velocity of not less than 2.5 feet per second flowing one-half full. Where there is conflict between design by velocity and design using minimum slopes, the design resulting in the steepest slope shall be used.

D. Inverted Siphons: Inverted siphons are not allowed. If an exception is to be considered, the following minimum conditions must be met:

1. Maintaining an adequate scouring velocity for at least several hours each day. A minimum velocity of 3 fps is recommended to provide adequate scouring.

2. Limiting the rising slope of the downstream leg to a maximum of 0.15 foot per foot.

3. Providing a sufficient number of barrels to ensure flexibility for operation under varying flow conditions.

Gate Structures: The inlet and outlet structures shall be smoothly transitioned to prevent excessive head loss and turbulence. Inverts of all barrels at the inlet or outlet shall be the same elevation. Under no circumstances shall steps be provided in the inverts. The protection of the exposed concrete or mortar from a corrosive sewer atmosphere must be provided.

The Siphon: Vertical curves shall be used for all changes of slope.
Maximum radius of curvature should be sought.

Air Lines: The necessity for a conduit between the inlet and outlet structures of the siphon to provide for movement of a corrosive or offensive sewer atmosphere must be analyzed. If an airline is required, it shall have a cross sectional area at least equal to one-half the cross sectional area of the inlet sewer.

Air lines shall be constructed of corrosion resistant pipe or fully lined pipe approved by the Engineer. The air line shall be laid on as straight an alignment and profile as practicable. Sufficient slope or slopes shall be provided to drain the water from condensation or infiltration.

E. Over sizing and Extra Depth: Over sizing of certain tract sewers may be required where such sewers can logically serve an upstream tributary area.

F. Minimum Diameter: The minimum diameter for wastewater main shall normally be 8 inches.

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10.4 Capacity Enhancement Measurers

The City of Simi Valley has established the following capacity enhancement measures:

The City included the identification of short and long-term Capital Improvement Projects (CIP) for interceptor pipelines 8 inches in diameter and greater as part of the "Sewer Collection System Asset Evaluation and Rehabilitation Plan". This was a condition-based CIP project, but the City has budgeted to supplement that with a capacity-based CIP evaluation also. Based on historical SSO performance the City does not anticipate capacity failures will drive improvements as much as condition-based, given the age and material of pipe in the network.

10.5 Capital Improvement Program Schedule

The City has established a condition-based CIP schedule based on the "Sewer Collection System Asset Evaluation and Rehabilitation Plan", and has hired a consultant to prepare a capacity-based CIP schedule at the time this document was written.

The condition-based CIP schedule is divided into 5 categories:

- Immediate
- 3-5 years
- 5-10 years
- 10-20 years
- > 20 years

The plan includes identification of defects utilizing standardized manhole and pipe inspection logs. The National Association of Sewer Service Companies (NASSCO) rating system was used for rating of defects. Rehabilitation and repair costs are based largely on the unit costs for recently executed projects utilizing applicable rehabilitation techniques and from other miscellaneous cost indices.

10.6 Appendix H - System Evaluation and Capacity Assurance Plan Documents

Appendix H includes the following:

H-1 Standard Plans and Designs TOC

H-2 Rehabilitation Plan Final Report Volume 2**:** CIP

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11. MONITORING, MEASUREMENT, AND PROGRAM MODIFICATION

11.1 WDR/SSMP – Monitoring, Measurement, and Program Modification Requirement

The WDR/SSMP Monitoring, Measurement, and Program Modification requirement specifies that each Enrollee shall do the following:

(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.

11.2 Utility Metrics to Prioritize SSMP Activities

The PWD Utilities Division has established the following Utility metrics:

The PWD Utilities Division has established four categories of metrics to monitor and measure the effectiveness of the various elements of this SSMP and its success in terms of meeting its goals. Those metrics include the following categories of metric information:

- System Information
- Financial Information
- Sewer Maintenance
- Performance Measures

11.3 Metrics to Monitor Effectiveness of SSMP

The PWD Utilities Division has established the following SSMP implementation schedule:

The PWD Utilities Division's SSMP implementation schedule assigns individual staff responsibility for each SSMP element and defines the frequency that each element must be monitored and updated to ensure that the goals of this SSMP are achieved. This schedule is included in Appendix I-1.

11.4 Metrics to Assess Preventative Maintenance Program

The PWD Utilities Division has established the following preventative maintenance sewer metrics:

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The PWD Utilities Division uses sewer maintenance metrics to monitor and measure and adjust maintenance program activities. These metrics are maintained in the CMMS and monitored on a monthly, quarterly, semi-annual, and annual basis.

The goal of the PWD Utilities Division is to reduce the number and volume of SSOs identified in the Historical Summary of Sanitary Sewer Overflows in Table 1, Appendix I-3.

Simi Valley Sanitary Sewer System Metrics:

Total miles cleaned per year	Miles
Independent manhole inspections	How often
Total miles treated with chemicals for roots per year	miles
Total miles of mechanical root control	miles
Total miles CCTV inspected per year	miles
Average high velocity cleaning per crew per day	feet
Average cost of chemical root treatment	$/ft
Average cost of CCTV	$/ft

11.5 SSMP Performance Monitoring and Update Process

The PWD Utilities Division has established the following monitoring process:

The PWD Utilities Division's SSMP implementation schedule assigns individual staff responsibility for each SSMP element and defines the frequency that each element must be monitored and updated to ensure that the goals of this SSMP are achieved.

11.6 SSO Trends – Frequency, Location and Volume

The PWD Utilities Division has established the following performance monitoring process:

The PWD Utilities Division uses performance metrics to monitor and measure and adjust maintenance program activities. These metrics are maintained the CMMS and monitored on a monthly, quarterly, semi-annual and annual basis.

Simi Valley Sanitary Sewer System Performance Metrics:

Total number of spills per year (all spills)	Spills
Total volume of spills per year (all spills)	Gallons min/max
Total number of wet weather spills per year	Spills
Total volume of wet weather spills per year	Gallons
% Spills caused by FOG and volume	%
% Spills Caused by Roots and volume	%

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% Spills Caused by Vandalism and volume	%
Number Spills repeated within 2 years	Number
% of Spills caused by Contractor	Number
Total number of sewer caused odor complaints	Complaints
Total # of Pump/Lift Station Failures per year (cause overflow)	Failures
Total number of pipe failures per year (cause overflow)	Breaks
Average response time, goal verses actual	Minutes
Number of claims per year, flooding	Claims
Total cost of claims per year	$
Total work orders performed per year	Work orders
% of work orders completed, emergency or corrective	% Emergency % corrective
% of work orders completed that are preventable	%
Total miles repaired as emergency per year	miles
Total miles rehabilitated or replaced per year	miles
Total new miles constructed per year	miles

11.7 Appendix I - Monitoring, Measurement, and Program Modifications Documents

Appendix I includes the following:

I-1 PWD Utilities Division SSMP Implementation Schedule

I-2 PWD Utilities Division Sewer System Metrics, Sewer Maintenance and Performance Measures

I-3 PWD Utilities Division Historical Summary of Sanitary Sewer System Overflows

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12. PROGRAM AUDIT AND ANNUAL REPORT

12.1 WDR/SSMP - SSMP Program Audits Requirement

The WDR/SSMP - SSMP Program Audits requirement specifies that each 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 Subsection D.13 of the WDR, including identification of any deficiencies in the SSMP and steps to correct them.

12.2 Audit Procedures, Roles and Responsibilities

The PWD Utilities Division has established the following audit procedure:

The Plant Support Systems Manager will perform periodic internal audits to determine the effectiveness of each element of the SSMP.

The Senior Engineer will generate the following information and system metrics on monthly, quarterly, semi-annual, and annual bases for the purpose of tracking, monitoring and adjusting the performance of the SSMP activities.

- System Information
- Financial Information
- Sewer Maintenance
- Performance Measures

A primary focus in the evaluation of PWD Utilities Division information and system metrics will be the elimination of preventable SSO and reduction of the impact of those SSOs that do occur.

The PWD Utilities Division audit schedule is as follows:

- Annually for the first two years following the adoption and approval of this SSMP.
- Every two years thereafter the adoption and approval of this SSMP.
- This SSMP will be updated every five years from the date of adoption and approval and will include all significant program changes that have occurred following the last City Council certification/approval.

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12.3 SSMP Program Modification/Update Process

The PWD Utilities Division has established the following program modification and update process:

The PWD Utilities Division will monitor and review sewer performance metrics on a monthly basis and the status of each element of the SSMP on an annual basis for the first two years following the adoption of this SSMP. Formal SSMP audits will be conducted every two years following the adoption of this SSMP. The Plant Support Systems Manager will initiate/direct corrective action to be taken when and if SSMP deficiencies are identified between/during periodic internal audits.

When significant changes are made to the SSMP that require re-certification, the PWD Utility Division Deputy Director (Sanitation Services) or Plant Support Systems Manager will enter the data in the online SSO database and mail the form to the State Water Board.

12.4 Appendix J - SSMP Program Audit Documents

Appendix J includes the following:

J-1 SSMP Audit Procedure

J-2 Audit Form

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13. COMMUNICATION PROGRAM

13.1 WDR/SSMP - Communication Program Requirement

The WDR/SSMP Communication Program requirement specifies that each 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.

This element requires that the City/Agency establish a program to communicate with the public and tributary/satellite systems on the development, implementation and performance of this SSMP. The program must provide a means for public input and feedback regarding the status of the City/Agency's SSMP. As part of the communication program the final SSMP must be approved by the City/Agency's City Council at a public meeting.

13.2 SSMP Awareness Communication

The PWD Utilities Division has created a Waste Discharge Requirement and Sewer System Management Awareness power point presentations to educate the City Council, Staff and Public:

The PWD Utility Division power point presentation provides an overview of the SWRCB WDR/SSMP requirements and the Simi Valley's responsibility to comply with the Statewide WDR order No. 2006-0003.

13.3 Stakeholder Communication – Residential, Commercial and Industrial

The PWD Utilities Division is creating the following SSMP educational material for public outreach:

- Will expand the use of the City's web-site to present WDR/SSMP requirements and program status to residential, commercial, industrial and public stakeholders.
- Will publish and distribute a periodic newsletter to communicate with customers and stakeholders regarding the status of Simi Valley's SSMP.
- Will create bill stuffers and mailers to educate sewer customers on 'Best Management Practices" regarding what is and is not acceptable to discharge to the City's sanitary sewer.
- Will initiate FOG outreach program to residents, restaurants and the plumbing community on the proper disposal of FOG. This program will include television spots, flyers direct mail and site visits to food service establishments.

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13.4 Tributary/Satellite Communication

The City does not currently serve any satellite wastewater collection systems.

13.5 Appendix K - Communication Program Documents

Appendix K includes the following:

K-1 PWD Utilities Division SWRCB Waste Discharge Requirement power point presentation

K-2 PWD Utilities Division Stakeholder Communication Materials (to be included at a later date)

K-3 FOG Outreach Program - Marketing Objective and Strategy

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14. LIMITATIONS

Report Limitations

This document was prepared solely for the City of Simi Valley in accordance with professional standards at the time the services were performed and in accordance with the contract between the City of Simi Valley and Brown and Caldwell dated July 19, 2006. This document is governed by the specific scope of work authorized by the City of Simi Valley; it is not intended to be relied upon by any other party except for regulatory authorities contemplated by the scope of work. We have relied on information or instructions provided by the City of Simi Valley and other parties and, unless otherwise expressly indicated, have made no independent investigation as to the validity, completeness, or accuracy of such information.

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APPENDIX A: SSMP DEVELOPMENT PLAN AND SCHEDULE

Appendix A includes the following:

A-1 Simi Valley's SSMP Development Plan

A-2 Simi Valley SSMP Development Plan Implementation Schedule

A-3 Simi Valley SSMP Readiness Assessment

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Appendix A-1

Simi Valley SSMP Development Plan and Implementation Schedule

CITY OF SIMI VALLEY

SEWER SYSTEM MANAGEMENT PLAN
DEVELOPMENT PLAN AND IMPLEMENTATION SCHEDULE

The City of Simi Valley (City) Public Works Department (PWD Utility Division's Principal Engineer Michael Kang initiated a preliminary Sewer System Management Plan (SSMP) assessment to evaluate how well the PWD utility Division was positioned to comply with the State Water Resources Control Board (SWRCB) order No. 2006-0003 Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems issued May 2, 2006.

Brown and Caldwell conducted a cursory interview with City staff on February 8, 2008 using an electronic scorecard called the SSMP Readiness Assessment Tool. The results were tentative and will be refined during the SSMP development project. A graphical presentation of the SSMP readiness assessment is presented in Figure 1. The status of the City's existing SSMP program at this time is comparable to most sewer agencies of similar size and will require additional work to bring the City into full compliance with the statewide WDR.

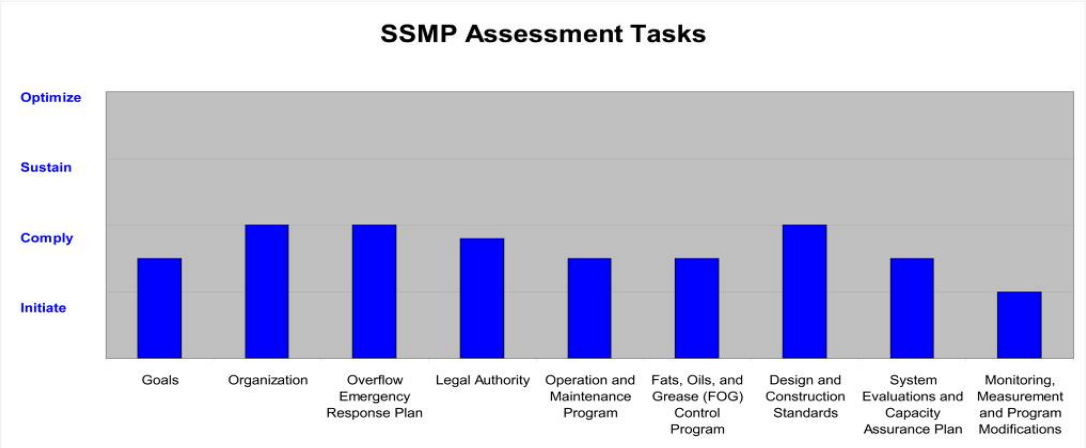


Figure 1 - February 2008 SSMP Readiness Assessment

This cursory review revealed that nearly all of the SSMP elements have been initiated but many of them fall short of full compliance with statewide requirements due to the newness of the statewide program. The results of BCs SSMP readiness assessment indicated:

- The City is beyond compliance in three of the required SSMP elements.
- The City has a Fats, Oils and Grease (FOG) program.
- The City will need to develop collection system metrics to monitor and measure the success of various SSMP programs.
- The City will need to develop internal management audit procedures.
- The City will need to develop a stakeholders SSMP communications program.
- The City will need to develop documents, policies/procedures for those SSMP elements that do not currently have them, such as the new data acquisition and tracking program.

Appendix A-1

Simi Valley SSMP Development Plan and Implementation Schedule

- The City will need to review documents, policies/procedures that are associated with various SSMP elements to ensure that they are adequate.

The City hired BC to perform a comprehensive needs assessment and write the city's SSMP. The needs assessment identified several improvement opportunities and confirmed which policies, procedures and programs were in compliance with the WDR and identified those that were not. Several new or enhanced policies, procedures, and programs were recommended to achieve WDR compliance including the following:

- New goals that focus the wastewater utility efforts on the reduction and prevention of preventable sanitary sewer overflows' (SSO).

- New organizational chart specifically identifying personnel classification and their roles and responsibilities for implementing and maintaining the eleven elements of Simi Valley's SSMP.

- Create a written document that describes the City's Operation and Maintenance program in terms of:
  - Mapping & computerized maintenance management system
  - Routine and preventative maintenance (chemical root control etc.), hot spot cleaning & repair schedule.
  - Mandatory training and required frequency
  - Create critical system & equipment spare part inventory

- Enhance the SSO plan and procedures
  - Create SSO flow chart from start to finish identifying each step necessary to resolve and report the occurrence.
  - Create notification guide
  - Create easily updated three ring SSO response plan & procedure binders for each employee assigned to those responsibilities.

- Environmental Compliance section should expand use of City's web-site to communicate Best Management Practices for FOG.

- The City should expand its use of web-site to inform and communicate with stakeholder about their responsibility to comply with the State Water Resources Control Board's New WDR & SSMP requirements.

- Create four categories of PWD Utility Divisions collection system metrics to monitor and measure the effectiveness of the City SSMP and its success in terms of meeting its goals. These metrics should address:

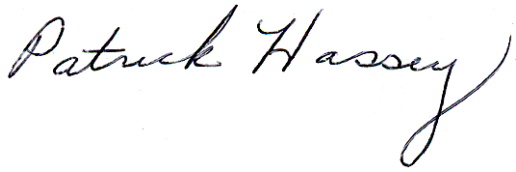
  - System Information
  - Financial Information
  - Sewer Maintenance
  - Performance Measures

In May 2008, BC completed the City's SSMP comprehensive needs assessment. The PWD Utility Division will make the necessary improvements/enhancements to existing policies, programs and

procedures to achieve compliance with the SWRCB WDR/SSMP requirements. The City's SSMP will address and include the following:

- Provide an introduction summary of the City's sewer collection system.
- Provide organizational structure identifying SSMP responsibilities, job classifications, contact information and location of SSMP documents.
- Describe policies, procedures and programs the City has in place or will have in place for each element of the SSMP to achieve compliance with the SWRCB WDR.
- Include a living appendix for contact personnel, job descriptions, policies, procedures, and programs subject to being updated and/or modified. Documents that are too large to be placed in the appendix will have a short narrative description in the appendix and state where they are located for review.
- One complete SSMP and associated documents will be available for review by the SWRCB, RWQCB and public stakeholders at all times.

This document, including Attachment A is the City of Simi Valley's SSMP development plan and implementation schedule.



F. Patrick Hassey
Brown and Caldwell
Business Consulting Practice
Attachments:

(A) SSMP Implementation Schedule

Appendix A-2
City of Simi Valley SSMP Development Plan and Implementation Schedule
Attachment A

SSMP tasks	Completed Yes / no	% Done	Scheduled Completion Date N/A	Document Location	Responsible Person	Review & Update Frequency / Schedule	SWRCB Compliance Schedule Date
Development plan & implementation schedule	Yes	100	8/2/2007	SSMP Appendix	Joe Deakin	Quarterly until complete	8/2/2007
Collection system management goal	Yes	100	11/2/2007	SSMP & Assist.PWD Office	Joe Deakin	Annually	11/2/2007
Organization chart & roles & responsibility summary list	Yes	100	11/2/2007	SSMP & PSS Manger Office	Alan Krieger	Annually	11/2/2007
Overflow emergency response plan	Yes	100	11/2/2007	SSMP & PSS Manger Office	Alan Krieger	Annually/As Needed	11/2/2008
Legal authority-code ordinances & service agreement	Yes	100	11/2/2007	City Web-site	David Hirsch	Annually from date of adoption	11/2/2008
Operation & maintenance program	Yes	100	11/2/2007	SSMP Appendix & PSS Mgr. Office	Alan Krieger	Simi-Annually	11/2/2008
FOG control program	Yes	100	11/2/2007	City Web-site	Larry Whitney	Annually	11/2/2008
Design & construction standards	No	60	5/2/2009	City Web-site	Michael Kang	3 to 5 years	5/2/2009
System evaluation & capacity assurance plan	No	45	5/2/2009	SSMP Appendix & PSS Mgr. Office	Alan Krieger	Every 5 years	5/2/2009
Monitoring measurement and program modification	No	25	5/2/2009	SSMP Appendix Primcipal Eng. Office	Michael Kang	Annually	5/2/2009
Internal management audits	No	0		SSMP Appendix	James Purtee	Annually	5/2/2009
Communications program	No	0		City Web-site	Vacant	Annually	5/2/2009

Note: The City Council/Board will be apprised of any changes to this implementation schedule that delay achievement of SWRCB compliance dates.

Sewer System Management Assessment

Agency: City of Simi Valley	**Population: 120,000**	**Date: 1/8/2008**
Owner: City of Simi Valley	**Phone: 805.583.6473**	**E-Mail:** mkang@simivalley.org
Consultant: Brown and Caldwell	**Phone: 714.689.4843**	**E-Mail:** sesmond@brwncald.com

	Status*				Documented**		Compliance Schedule
	Initiated	Comply	Sustain	Optimize	Yes	No	
1. Preparedness Audit			X				Start Now
2. Development Plan and Implementation Schedule			X				August 2, 2007
3. Goals							November 2, 2007
a. Create/develop a management, operation and maintenance plan and schedule to reduce preventable SSO.			x				
b. Mitigate all SSOs discharging from agency's collection system.			x				
c. Ensure adequate system capacity for the current and future needs of agency's service area.	x						
d. Establish measurable performance indicators and manage assets at lowest life cycle costs.		x					
4. Organization							November 2, 2007
a. Have a current organizational chart with responsibilities identified?			x				
b. Identify chain of communication for reporting SSOs.			x				
5. Overflow Emergency Response Plan							November 2, 2008
a. Develop and implement a plan to respond to SSOs.		x					
b. Establish & maintain internal and external SSO notification procedures that include regulators and the general public.		x					
c. Provide written SSO response procedure to; investigate & assess, contain, correct cause, estimate volume, cleanup, sample receiving waters if necessary, incident documentation & notification & reporting requirements.		x					
d. Train employees on SSO response procedures and SSO monitoring and reporting program.	x						
6. Legal Authority - Define authority in sewer ordinances, service agreements, or other legally binding procedures to:							November 2, 2008
a. Prevent illicit discharges into its wastewater collection system.		x					
b. Require that sewers and connections be properly designed and constructed.	x						
c. Ensure access for maintenance, inspection, and repairs of the lateral owned or maintained by the Public Agency.	x						
d. Limit the discharge of fats, oils, and grease (FOG) and other debris that may cause blockages.	x						
e. Enforce any violation of agency's sewer use ordinances.		x					
7. Operation and Maintenance Program							November 2, 2008
a. Maintain an up-to-date map of the collection system.	x						
b. Have a proactive maintenance program?	x						
c. Prioritize corrective and preventive maintenance activities.	x						
d. An inspection program to identify and prioritize structural deficiencies and implement short-term and long-term rehabilitation actions to address them.	x						
e. Assess the current capacity of the collection system.	x						
f. Provide equipment and replacement parts inventories for critical equipment.	x						
g. Provide training on a regular basis for staff in collection system operation and maintenance.	x						

Sewer System Management Assessment

Agency: City of Simi Valley	**Population: 120,000**	**Date: 1/8/2008**
Owner: City of Simi Valley	**Phone: 805.583.6473**	**E-Mail:** mkang@simivalley.org
Consultant: Brown and Caldwell	**Phone: 714.689.4843**	**E-Mail:** sesmond@brwncald.com

	Status*				Documented**		Compliance Schedule
	Initiated	Comply	Sustain	Optimize	Yes	No	
h. Implement a sustainable information management system to track & trend the frequency and volume of SSOs.	x						
8. Fats, Oils, and Grease (FOG) Control Program							November 2, 2008
Prepare and implement a fats, oil, and grease (FOG) source control program to reduce the amount of these substances discharged to the sanitary sewer system.		x					
a. Identify sections of the sewer system subject to grease blockages and establish a cleaning maintenance schedule for each section.		x					
b. Develop and implement source control measures for all known sources of grease and fats that may be discharged to the sewer system.	x						
c. Authority to inspect grease producing facilities, enforcement authorities.		x					
d. Legal authority to prohibit discharges into the collection system, including grease removal devices (traps and interceptors), design standards for removal devices, maintenance requirements, best management practices (BMP), record keeping and reporting requirements, authority to inspect grease producing facilities, and enforcement authority.		x					
9. Design and Construction Standards							May 2, 2009
a. Develop design and construction standards for the installation of new sewers & for rehabilitation and repair of existing sewers.			x				
b. Develop standards & procedures for inspection & testing for new, repaired & rehabilitated sewers, pumps and other appurtenances.		x					
10. System Evaluations and Capacity Assurance Plan							May 2, 2009
Prepare and implement a capital improvement plan to provide hydraulic capacity of key sewer system elements under peak flow conditions. The recommended elements of the Plan are:							
a. Evaluate portions of the collection system experiencing SSOs due to hydraulic deficiency.	x						
b. Establish a short- and long-term capital improvement program to address identified hydraulic deficiencies.	x						
c. Update the plan on a regular basis.	x						
11. Monitoring, Measurement and Program Modifications							May 2, 2009
Evaluate collection system management, operations and maintenance to identify program effectiveness and seek improvement:							
a. Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP.	x						
b. Update program elements, as appropriate, based on monitoring or performance evaluations.	x						
c. Monitor, measure, and adjust maintenance program and activities to reduce SSOs.	x						
12. Internal Management Audits							May 2, 2009

Sewer System Management Assessment

Agency: City of Simi Valley	**Population: 120,000**	**Date: 1/8/2008**
Owner: City of Simi Valley	**Phone: 805.583.6473**	**E-Mail:** mkang@simivalley.org
Consultant: Brown and Caldwell	**Phone: 714.689.4843**	**E-Mail:** sesmond@brwncald.com

	Status*				Documented**		Compliance Schedule
	Initiated	Comply	Sustain	Optimize	Yes	No	
a. Conduct periodic internal audits appropriate to the size of the system and the number of overflows. This audit should focus on evaluating the effectiveness of the management program and its compliance with the general waste discharge requirements, including any deficiencies identified and the steps that will be taken to correct them.	x						
13. Communications Program							May 2, 2009
a. Communicate on a regular basis with the public regarding the development, implementation, and performance of its sanitary sewer system.	x						
b. The communication program shall provide the public the opportunity to provide input to the Agency as the SSMP program is developed and implemented.	x						
c. Permitted agencies with Satellite systems must create a plan for communication with Satellite systems that are tributary to the Permittee's sanitary sewer collection system.	x						

* • **Initiate** - ***Minimum effort to comply with SSMP***
• **Comply** - ***SSMP Compliance while implementing certain elements***
• **Sustain** - ***Implementing & Sustaining SSMP***
• **Optimize** - ***Continual Improvement & process optimization of SSMP elements***

** • **Yes** - ***Information available for audit review***
• **No** - ***No Information is available***

APPENDIX B: ORGANIZATION DOCUMENTS

Appendix B includes the following:

B-1 Contact List -Personnel Responsible for SSMP Elements

B-2 Contact List - Personnel Responsible for SSO Reporting

B-3 Contact List –Personnel Responsible for Responding to SSOs Weekly Standby

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Appendix B-1

Contact List-Personnel Responsible for SSMP Elements

Implementing, Managing, and Updating SSMP
Program Personnel Roster

Classification	Name	Phone--Work	Ph.-Home	Ph. -Cell
(City Council)				
Mayor	Paul Miller	805-583-6703		
Mayor Pro Tem	Barbara Williamson	805-583-6703		
Council Member	Glen T. Becerra	805-583-6703		
Council Member	Steven T. Sojka	805-583-6703		
Council Member	Michelle S. Foster	805-583-6703		
City Manager	Mike Sedell	805-583-6701		
City Attorney	Tracy Noonan	805-583-6715		
Director of Public Works	Ron Fuchiwaki	805-583-6808		818-439-9596
Director of Admin. Svcs.	James Purtee	805-583-6700		
Asst. Public Works Dir.	Joe Deakin	805-583-6401		805-223-6381
Deputy Dir. Support Svcs.	Connie Henes-Baird	805-583-6750		
Principal Engineer	Vacant	805-583-6404		
Dep. Dir./Environ.Compli.	Larry Whitney	805-583-6420		805-279-6111
Dep. Dir./Sanitation Svcs.	Jim Langley	805-583-6443		805-428-3839
Principal Engineer	Michael Kang	805-583-6473		
Senior Engineer	Shauhin Nassrollahi	805-383-6461		
Plant Operations Manager				
Plant Support Systems Mgr.	Alan Krieger	805-583-6447		805-479-1364
Collection System Supv.	Frank Hernandez	805-583-6455		805-297-6107
Collection System Techs.	Patrick Arevalo	805-583-6455		805-240-1150
	Tony Ceniceros	805-583-6455		805-428-0822
	Bernard Felder	805-583-6455		805-527-7666
	Joe Gantt	805-583-6455		805-890-5944
	Paul Gonzalez	805-583-6455		805-279-9162
	Robert Pratt	805-583-6455		805-581-5758
	Luis Villanueva	805-583-6455		805-300-2706

Appendix B-2

Contact List – Personnel Responsible for SSO Response and Reporting

SSMP
SSO Response and Reporting
Program Personnel Roster

Classification	Name	Phone--Work	Ph.-Home	Ph. –Cell (or pager)
Emergency Response	Alert Service	805-583-1564		
Public Service Center	Dispatch	805-583-6400		
Dep. Dir./San. Services	Jim Langley	805-583-6443		805-428-3839
Dep. Dir./Env. Compliance	VACANT			
Plant Support Systems Mgr.	Alan Krieger	805-583-6447		805-479-1364
Collection System Supv.	Frank Hernandez	805-583-6455		805-297-6107
Collection System Crew L.	Bernard Felder	805-583-6455		805-527-7666
Collection System Techs.	Patrick Arevalo	805-583-6455		805-240-1150
	Tony Ceniceros	805-583-6455		805-428-0822
	Joe Gantt	805-583-6455		805-890-5944
	Paul Gonzalez	805-583-6455		805-279-9162
	Robert Pratt	805-583-6455		805-581-5758
	Luis Villanueva	805-583-6455		805-300-2706

Regulatory Agency Notification

LARWQCB	Namiraj Jain	213-570-6003	
VCEHD	Eric Bravo	805-654-2813	805-655-9181
VCWPD	Vicki Musgrove	805-378-3033	
VCCSD	Staff	805-320-6244 (24 hrs.)	
O.E.S.	Staff	800-852-7550 (24 hrs.)	

Appendix B-3
Sample Contact List - Personnel Responsible for Responding to SSOs Weekly Standby

CITY OF SIMI VALLEY MEMORANDUM

DATE: 12/1/2008

TO: Public Works

FROM: Paul Gonzalez, Collection System Supervisor

SUBJECT: WEEK & WEEKEND STANDBY SCHEDULES. THE FOLLOWING IS THE LIST OF MAINTENANCE PERSONNEL WHO ARE SCHEDULED FOR THE COMING MONTHS

Home Phone Numbers

Line Maintenance Weekend	446-5711
Line Maintenance Week long	446-5708
Paul Gonzalez	(805) 446-5707
Frank Hernandez	(805) 428-2757
Tony Ceniceros	428-0822
Bernard Felder	527-7666
Joe Gantt	890-5944
Rob Pratt	581-5758
Luis Villanueva	300-2706
Greg Perez	612-4789

Dec		Jan		Feb	
1-4	Joe	1-1	Luis (holiday)	2-1	Rob & Luis
5-7	Joe & Bernie	2-4	Luis & Joe	2-5	Luis
8-11	Bernie	9-11	Luis & Joe	6-8	Luis & Joe
12-14	Bernie & Tony	12-15	Bernie	9-12	Joe
15-18	Tony	16-18	Bernie & Tony	13-15	Joe & Bernie
19-21	Tony & Rob	19-22	Tony	16-19	Bernie
22-24	Rob	23-25	Tony & Rob	20-22	Bernie & Tony
25-28	Rob & Luis (holiday)	26-29	Rob	23-26	Tony
29-31	Luis	30-31	Rob & Luis	27-28	Tony & Rob

APPENDIX C: LEGAL AUTHORITY DOCUMENTS

Appendix C includes the following:

C-1 Environmental Compliance Division Enforcement Response Plan – March 2008

C-2 Simi Valley - Manual & Standard Plans for Design & Construction of Sanitary Sewerage Facilities-TOC

C-3 Simi Valley-Sewer Lateral Policy

C-4 Environmental Compliance/Pretreatment Ordinance No. SD-47

C-5 Simi Valley-Municipal Code Title 1, Chapter 2 Penalty Provisions (TOC)

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CITY OF SIMI VALLEY

DEPARTMENT OF PUBLIC WORKS

ENVIRONMENTAL COMPLIANCE DIVISION

ENFORCEMENT RESPONSE PLAN

March 2008

CITY OF SIMI VALLEY
ENVIRONMENTAL COMPLIANCE DIVISION

ENFORCEMENT RESPONSE PLAN

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Appendices

SECTION 1

IDENTIFICATION OF APPROPRIATE PERSONNEL

City Manager:	Highest level of appeal.
City Attorney:	Review all escalated actions. Makes determination of criminal or civil filings. Obtains Temporary Restraining Order and injunctive relief. Review Termination of Service Orders in all situations for potential injunctive support or criminal complaint.
Director of Public Works:	Issue Administrative Compliance Orders, Cease and Desist Notices, Demand for Payment of Penalties up to $1,000 not specifically designated in the City's Schedule of Sanitation Fees and Charges and order. Issues Suspension/Revocation of Discharge Permit.
Deputy Director/Environmental Compliance:	Conduct Compliance Meetings; issue Administrative Compliance Orders with or without a Compliance Schedule; issue Consent Orders.
Environmental Compliance Program Coordinator:	Establish compliance deadlines, conduct Informal Compliance Meetings
Environmental Compliance Inspector:	Perform inspections and sampling of discharger facilities. Issue Warnings, Initial Notice of Violations, Notice of Violations, and issue verbal Cease and Desist Orders.
Management Analyst:	Follow up on delinquent permit fees and applications
Program Analyst:	Process BTC applications.
Account Clerk:	Data entry of inspection reports, tracking of inspection due dates, issues routine permits.
Secretary:	Prints and mails invoices for permit fees, mails Compliance/Noncompliance notices, sends second and third notices for non-payment.

SECTION 2

INDUSTRIAL USER INVENTORY REVIEWS

The General Pretreatment Regulations (40 CFR 403) require an annual update of all industrial users within the City's jurisdiction. This update is reported through the Pretreatment Program's Annual Report.

The Environmental Compliance Division uses the following mechanisms to identify new and increased contributions to the sanitary sewer system.

1. Business Tax Receipt Listing through the City of Simi Valley Administrative Services Department. Environmental Compliance staff routinely reviews this list.

2. Business Tenancy Certification Application process through the City of Simi Valley hazardous materials section of the Environmental Compliance Division. The Environmental Compliance Program Coordinator/Hazardous Materials, Environmental Compliance Program Analyst, and Management Analyst review applications for new businesses on a regular basis.

3. Zoning Clearance Process through the City of Simi Valley Planning Division. Environmental Compliance Inspectors and/or Coordinators review all industrial, commercial, or institutional applications that are routed through the Environmental Compliance Office.

4. Plan Check Process through the City of Simi Valley Building and Safety Division. The Environmental Compliance Inspectors review all new and existing tenant improvements for industrial, commercial, and institutional projects.

5. Water & Sewer Account Listing through the City of Simi Valley's Utilities Billing Division. Review is conducted periodically by the Environmental Compliance Program Coordinator/Pretreatment.

6. Canvassing and inspection of new and existing commercial and industrial areas. This type of activity is conducted by the Environmental Compliance Inspectors as an on-going routine activity.

7. Periodic Update of Wastewater Discharge Permit Applications on the following time table:

    - Significant Industrial Users – Twice per Year
    - Class II and III – Annually
    - Class II Non Monitoring – Every Three (3) Years
    - Class III Non Monitoring – Every Five (5) Years
    - All Dischargers making changes affecting wastewater quantity or quality – within Ten (10) Working Days of Change
    - Class VI and VI HM (Dry Commercial/Industrial Sources) – Every Five (5) Years

8. Routine Inspection/Sampling Program verifies existing contribution and changes in operation which could impact wastewater quantity or quality. See Section 3 for detailed information.

SECTION 3

COMPLIANCE MONITORING PROCEDURES

The Environmental Compliance Division collects routine monitoring data through the following mechanisms:

Inspection Program

Inspections may be conducted by the Environmental Compliance Inspectors or Program Coordinators. Other City staff authorized to conduct inspections may include the Deputy Director/Environmental Compliance, City Engineers, Assistant Director of Public Works, or the Director of Public Works. In addition, the Division may contract with consulting services for the purpose of evaluating the industrial users' processes, discharges or compliance efforts. In such cases, the consultant shall be deemed an authorized representative of the City of Simi Valley. Inspections shall be conducted in accordance with the procedure defined in the City of Simi Valley's Environmental Compliance Manual under separate cover.

1. Minimum of two inspections per year for Significant Industrial Users (SIUs).
2. Annual inspection for all Class II and Class III Dischargers.
3. One inspection every three (3) years for all Class II Non Monitoring Dischargers.
4. One inspection every five (5) years for all Class III Non Monitoring Dischargers.
5. Increased surveillance/inspections for dischargers in violation, as needed.

Sampling Program

Collection of routine samples is conducted by Environmental Compliance Inspectors for monitoring of Dischargers or other City staff when required for non-routine sampling events. Environmental Compliance Inspectors will do on site visual testing for grease and oil limits in grease traps/interceptors. All sample analysis not done by the Inspector or the City's laboratory will be sent to a contracted laboratory for analysis. All annual, routine, and emergency sampling will be coordinated by the Environmental Compliance Inspector assigned to the Discharger whenever possible. All samples, except those done in the field, must be recorded on a Chain of Custody Record following approved procedures to guarantee the integrity of the sample. Samples are recorded in the Lab Sample Log Book. All sample results are recorded on a City Sample Analysis form.

1. Minimum of two full screenings of each SIU per year. Compliance with Federal Categorical Standards shall be determined through the use of composite sampling methods, except where deemed infeasible and with the methods described in 40 CFR 136 for sampling and preservation methods.
2. Random annual sampling will be done for all Class II and Class III dischargers. Grab samples shall be used to determine compliance with Local Limits.
3. Follow-up sampling shall be completed within thirty (30) days of each violation. Where a visual inspection for fats, oil, and grease has been done, violations will be re-sampled seven (7) days after violation.

Industrial User Self Monitoring and Compliance Report Data

This requirement has been indefinitely suspended for Significant Industrial Users. Should the Deputy Director/Environmental Compliance, or designee, determine its necessity for any or all SIUs the Self Monitoring requirement will be reinstated.

Regulatory Referral Mechanisms

Referral mechanisms have been established with the County agencies of the Fire Prevention District, Air Pollution Control District and Environmental Health Department that conduct inspections within the City's jurisdiction. Internal referrals to other City division include Building and Safety, Planning and Code Enforcement Division. Additional referrals from these agencies, follow-up inspections, and sampling are conducted by the Environmental Compliance Inspectors.

SECTION 4

COMPLIANCE MONITORING DATA SCREENING PROCEDURES

Inspection Reports

Inspection Reports are completed by the Environmental Compliance Inspectors in the field. The Inspection Report is a permanent record of the meeting between Environmental Compliance staff and the business representative. All relevant information should be documented on the Report, for example, location of grease interceptor, cleaning schedules, BMPs discussed, etc. Inspectors use the report for routine inspections, as well as to issue warnings, violation notices, requirements and follow-up inspection dates. The original copy is left with the business, the canary copy is given to the Environmental Compliance Program Coordinator/Stormwater for review, and the pink copy is used for data entry into the Environmental Compliance Database, then reviewed by the Environmental Compliance Program Coordinator/Pretreatment, and filed in the business's file.

Sampling Data

The Environmental Compliance Inspector will take samples from all Class I, Class II, and Class III businesses as required by their permits. Inspectors can perform a visual Fat, Oil and Grease inspection for those facilities that have a grease trap/interceptor. When a visual FOG inspection is done the results will be written on the Inspection Report. A City Analysis form will be completed, attached to an Environmental Compliance Enforcement/Compliance Tracking Form and given to the Secretary to process the Failure/Compliance letter. The tracking form, letter, and Analysis form are routed through the appropriate staff for review.

Baseline Monitoring Reports/Wastewater Discharge Permit Applications

Baseline Monitoring Reports and Industrial Wastewater Discharge Permit applications are submitted during the Plan check process or with a Business Tenancy Certificate application, depending on the mechanism triggering submission. If further information is required the contact person will be called or if no phone number is available a written request for information will be mailed. Applications must be completed and fees paid sixty (60) days in advance of discharging to the sewer or the expiration date of the existing permit.

Periodic Compliance Reports (Self-Monitoring)

This requirement has been indefinitely suspended for Significant Industrial Users. Should the Deputy Director/Environmental Compliance, or designee, determine its necessity for any or all SIUs the Self Monitoring requirement will be reinstated. Should this requirement be reinstated the reports are submitted directly to the Environmental Compliance Program Coordinator for review. The reports are reviewed within fifteen (15) working days following receipt.

Permit Conditions and Compliance Schedules

Compliance Schedules issued by the City require follow up compliance reporting by the discharger. These reports are required within 14 days of the milestone due dates in the schedule and are reviewed by the Environmental Compliance Program Coordinator. Independent of the Industrial User Milestone reporting, follow up reports are generated through the Environmental Compliance Database showing follow up due dates. These reports are printed weekly and distributed to the Program Coordinators and Inspectors. The reports are also available anytime through the Environmental Compliance Database.

SECTION 5

ENFORCEMENT RESPONSE MECHANISMS

Compliance Letters

A Compliance Letter is mailed to Dischargers following the annual inspection and sampling to notify them whether the facility was compliant or not.

Initial Notice of Violation (INOV)/Warning Notice

The INOV is an initial tool to be issued by the Environmental Compliance Inspectors when inspection, screening or sampling indicate a minor or borderline violation is present. Minor is defined as a sample result that is less than 5% above the City's local limit. An INOV may also be issued for first time violations, pretreatment maintenance, delinquent reports or other administrative violations. The notice is issued either immediately at the site during an inspection using an Inspection Report form or by sending by certified mail a written INOV within five (5) working days of City staff's first awareness of the violation. Due to laboratory turn around times for analysis results, this period may be up to six (6) weeks.

In the case of visual Fats, Oil and Grease sample the INOV is issued at the time the visual sample is done. The discharger is notified to correct the situation immediately and advised another visual Fats, Oil and Grease inspection will be done in seven (7) days.

The discharger is allowed to review processes and make corrections prior to a follow up inspection or sampling by the City on a time schedule to be determined on an individual basis, but in no case to exceed thirty (30) days from the issue date of the INOV. The notice shall give the discharger the option to split the sample for outside laboratory verification of the violation. If the discharger requests a split sample be taken the sample will be collected from the waste stream immediately. If a spilt sample is taken it will be the sample that is used to determine whether the business is compliant or in violation. More severe or repeated violations will immediately escalate enforcement to a Notice of Violation or other action suitable to the situation as discussed below.

INOVs carry no penalty assessments in themselves; however, the Notice may contain reference to penalties which may be assessed if compliance is not reached within the required time frame.

Notice of Violation (NOV)

If the discharger fails to come into compliance within the time frame established by the Initial Notice of Violation, a Notice of Violation is issued by the Environmental Compliance Inspector, Program Coordinator, or other City representative. A NOV may also be issued directly for more serious violations or when the discharger's compliance history is marginal (repeated violations of any magnitude). The NOV may include a demand for payment for outside laboratory costs (if any), sampling costs, inspection costs, any other City costs associated with the violation, fines and/or any administrative liabilities accumulated from the due date established in the INOV. Where no prior INOV was issued, a date for permanent correction of the violation will be established. The NOV shall also require immediate action to correct the violation on an interim basis until permanent measures can be instituted by the discharger.

The NOV is to be hand carried or sent by certified mail to the discharger within five (5) days of receiving verification of the continuation of the violation(s). The Environmental Compliance Inspector will conduct re-sampling within thirty (30) days.

The monthly average for Significant Industrial Users will be taken according to the standards set forth in 40 CFR 136 to determine compliance.

In the case of visual Fats, Oil & Grease sample the NOV is issued at the time the visual sample is done. The discharger is notified to correct the situation immediately and advised the facility will be re-sampled in seven (7) days. If the second sampling event results in another violation a penalty will be assessed upon the discharger for the second violation and any subsequent violations until the facility is brought into compliance. The penalty fee for an improperly maintained grease trap/interceptor is set in the City's Schedule of Sanitation Fees and Charges, which is updated annually.

If the second sample reveals non-compliance, the Director may proceed with one of the following actions:

- Require the discharger to attend an Informal Compliance Meeting to consider alternatives and solutions.
- Amend the existing permit through a Compliance Schedule
- Issue a Cease and Desist Order
- Issue an Administrative Compliance Order
- Commence any enforcement action authorized by Simi Valley Municipal Code Title 6, Chapter 13

Informal Compliance Meeting

At the discretion of the Deputy Director/Environmental Compliance an informal compliance meeting may be scheduled to discuss the continued noncompliance of the business.

The informal Compliance meeting shall include at a minimum the Environmental Compliance Coordinator/Pretreatment, Environmental Compliance Inspector, and the owner or representative of the business. During this meeting the City's expectations for resolving the continued noncompliance will be outlined with specific steps to bring the facility into compliance.

Compliance Schedule

A Compliance Schedule may be issued when it is determined that the Industrial User must install new or modified pretreatment equipment or when a User is required to develop a waste management plan, slug control plan, solvent management plan, or other related plans. Direct authority to issue Compliance Schedules is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.905.

Consent Order

When a violation has not been corrected within the designated time frame, or the discharger's compliance history demonstrates difficulty in maintaining compliance, the discharger may be issued a Consent Order to assure voluntary compliance with the requirements issued to correct the non-compliance. Such orders shall include specific actions to be taken by the Industrial User to correct the non-compliance within a time period also specified by the Order. The Deputy Director/Environmental Compliance will be authorized to enter into an agreement with the

discharger to correct the non-compliance. Direct authority to issue Consent Orders is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.906.

Cease and Desist Notice

A Cease and Desist Notice may be issued to any business found in "Significant Non-compliance" as defined in Simi Valley Municipal Code Title 6, Chapter 13. In addition, any business who does not have a permit to discharge and is found discharging or is determined to have the potential, either alone or in conjunction with other discharges, to cause upset, interference, or pass-through at the POTW or cause any damage or blockage whatsoever to collection systems, including impacts on City employee health and safety, discharges hazardous wastes, or has not demonstrated good faith efforts to comply, will be immediately required to cease discharging the wastestream in violation until such time as compliance with the City's Ordinance or permit conditions can be demonstrated by the discharger.

A Cease and Desist Notice may be issued by an Environmental Compliance Inspector, Environmental Compliance Program Coordinator, or Deputy Director/Environmental Compliance. The Inspection Report form will be used to write the Cease and Desist Notice with the original copy being given to the responsible party at the business.

Any business issued a Cease and Desist Notice may request reconsideration within fifteen (15) days of the Notice, and further action will be stayed until a determination by the Director of Public Works, or designee, is made.

Administrative Compliance Order

When a business has violated or continues to violate the Ordinance, discharge permit or an order issued, the City may issue an order to the business responsible for the discharge directing that, following a specified time period, sewer service shall be discontinued unless adequate treatment facilities, devices or other related appurtenances have been installed and are properly operated. Orders may also contain other requirements as might be reasonably necessary and appropriate to address the non-compliance, including but not limited to, the installation of pretreatment technology, additional self-monitoring, and management practices. A Compliance Schedule may be a component of the Administrative Compliance Order to ensure compliance is met in a timely manner. The Director of Public Works or Deputy Director/Environmental Compliance may issue the Administrative Compliance Order.

This order may include a demand to collect administrative liabilities and/or monitoring costs associated with the increased enforcement activity and/or additional maintenance or replacement costs for damage to the treatment facilities or collection systems. This option may be exercised in conjunction with other actions at this level. Fees will be assessed according to the City's Schedule of Sanitation Fees and Charges and actual costs of treatment, maintenance, repair, or enforcement actions. Fees must be paid within thirty (30) calendar days of receiving notice to do so. In addition, administrative penalties will be assessed anytime a violation of the terms of any administrative order occurs.

Suspension of Discharge Permit

A Wastewater Discharge Permit may be suspended when such suspension is necessary in order to stop any discharge that presents an imminent hazard to the public health, safety or welfare, to the

local environment, or which either individually or by interaction with other discharges, is an imminent hazard to the City's sewerage facilities, the storm drain system, or the Waters of the State, or places the City in violation of its NPDES Permit. If the discharger does not comply voluntarily with the Suspension Order, the City may take reasonably necessary steps to ensure compliance. These include, but are not limited to, immediate blockage or disconnection of the discharger's connection to the public sewer. Direct authority to issue suspensions is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.910.

Revocation of Discharge Permit

A Wastewater Discharge Permit may be revoked when it becomes necessary to stop any discharge that presents an imminent hazard to the public health, safety or welfare, to the local environment, or which either individually or by interaction with other discharges, is an imminent hazard to the City's sewerage facilities, the storm drain system, or the Waters of the State, or places the City in violation of its NPDES Permit. No revocation shall be ordered until a notice and hearing on the matter has been held by the Director of Public Works.

Any discharger whose Wastewater Discharge Permit has been revoked shall immediately cease and desist all discharge of any wastewater covered by the permit. The City may disconnect or permanently block the discharger's connection if such action is necessary to ensure compliance with the order of revocation. Direct authority to issue revocations is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.911.

Civil Actions

In addition to the provisions for suspension and revocation of a Wastewater Discharge Permit, the Director of Public Works is authorized to begin civil actions for appropriate relief, including civil liabilities, injunctive relief, or administrative proceedings against any dischargers for any violation of the Ordinance.

Any civil action brought by the Director for enforcement of the provisions of Simi Valley Municipal Code Title 6, Chapter 13 shall, upon a finding by the court of liability, subject the violator to a civil liability of no less than one thousand dollars ($1,000) and no more than twenty-five thousand dollars ($25,000) per day for each violation. In determining the amount, the court shall take into consideration all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the nature and persistence of the violation, the length of time over which the violation occurs, and corrective action, if any.

Direct authority to seek civil actions against a discharger is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.916.

Criminal Actions

Any person/discharger who negligently or knowingly violates any of the provisions of Simi Valley Municipal Code Title 6, Chapter 13 is guilty of a misdemeanor punishable by fines and/or imprisonment as provided by law.

Any person/discharger who negligently or knowingly introduces into a public sewer any pollutant or hazardous substance which such person knew or reasonably should have known could cause personal injury or property damage or, other than in compliance with all applicable Federal, State or local requirements or permits, which causes the sewage treatment plant to violate any effluent limitation of condition in a permit issued to the City under the Clean Water Act, shall be punishable by a fine of not less than one thousand dollars ($1,000) per day of violation or by imprisonment for not more than one (1) year or by both.

Any person/discharger who knowingly makes a false material statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this Ordinance or who knowingly falsifies, tampers with or renders inaccurate any monitoring device or method required to be maintained under this Ordinance is guilty of a misdemeanor punishable by fines and/or imprisonment as provided by law.

Direct authority to seek criminal actions against a discharger is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.918.

Administrative Liability

Whenever, on the basis of any information available, the Director finds that any person/discharger has violated any of the provisions of Simi Valley Municipal Code Title 6, Chapter 13 or any permit condition or limitation of any permit issued, the Director is empowered to assess administrative liabilities as established in the Schedule of Sanitation Fees and Charges adopted by separate Ordinance. Direct authority to assess administrative liabilities on a discharger is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.917.

Lien on Property

Any fees or liabilities imposed on a discharger in accordance with Simi Valley Municipal Code Title 6, Chapter 13 that remain unpaid for a period exceeding 60 days, may become a lien against the property that is subject to the fees and liabilities. The County Tax Collector will be sent a notice of lien on the property and the unpaid balance will be subject to interest of 10% per year if not paid.

Additional Emergency Remedial Measures

In the event a discharge presents an imminent hazard to the public health, safety or welfare, or is an imminent hazard to the City's sewerage facilities, or places the City in violation of its NPDES Permit, the Director, or designee, has the full power and authority to take any necessary precautions to protect life and/or property, or prevent further damage resulting from the discharge. Direct authority to take emergency remedial measures against a discharger is incorporated into Simi Valley Municipal Code Title 6, Chapter 13, Section 6-13.913.

SECTION 6

SEWER USE ORDINANCE EVALUATION

This section of the Enforcement Response Plan evaluates the enforcement authority and responses authorized by the Simi Valley Municipal Code. A companion Ordinance, Schedule of Sanitation Fees and Charges, is revised and adopted yearly by the City Council.

Table 1 discloses the current authority, penalties, and constraints of the enforcement response mechanisms currently in use by the City of Simi Valley.

TABLE 1

EVALUATION OF CURRENT ENFORCEMENT RESPONSES

MECHANISM	**AUTHORITY**	**PENALTY LIMIT**	**COMMENTS**
Initial Notice of Violation	6-13.903	No Penalty Fees	Initial violations, borderline or insignificant violations
Notice of Violation	6-13.903	See current Schedule Sanitation of Fees	Repeated or severe violations.
Informal Compliance Meeting	6-13.904	No Penalty Fees	Defines steps/actions needed to become compliant
Compliance Schedule	6-13.905	No Penalty Fees	Used to amend the permit for compliance schedule or as a first step in civil liability clause
Consent Order	6-13.906	No Penalty Fees	Requires specific actions be taken by discharger
Cease & Desist	6-13.907	No Penalty Fees in itself, but may be used in conjunction with other penalties or cost recovery	Voluntary compliance is required
Administrative Compliance Order	6-13.908	No Penalty Fees	Issues requirements on the discharger
Suspension of Permit	6-13.910	No Penalty Fees	Imminent hazard must be present. Subject to request for Hearing and appeals to Director of Public Works
Revocation of Permit	6-13.911	No Penalty Fees	Imminent hazard must be present. Subject to request for Hearing and appeals to Director of Public Works.
Administrative Liability	6-13.917	See current Schedule Sanitation of Fees	May be used in conjunction with other mechanisms

MECHANISM	AUTHORITY	PENALTY LIMIT	COMMENTS
Civil Liability	6-13.916	$1,000 to $25,000 per day for each violation. Appropriate relief, i.e. injunction relief, civil liabilities.	Requires order by the Director of Public Works and the City Attorney. Requires allowance for correction of violation by notice within specified time frame.
Criminal Violations	6-13.918	Punishable by fines and/or imprisonment as provided by law.	Must demonstrate person knew or reasonably should have known discharge could cause personal injury or property damage and causes violation of NPDES permit. Or that a false statement or misrepresentation was made or tampers with monitoring device.
Lien on Property	6-13.919	Subject to 10% interest rate for outstanding fees, penalties.	Requires assessment through the assessor and tax collector, for delinquent fees only.
Emergency Remedial Measures	6-13.913	Cost of actions. Termination of sewer service as needed.	Imminent hazard must be present, used to prevent property damage or when City's permit is violated.

ENFORCEMENT RESPONSE GUIDE			
NONCOMPLIANCE	**NATURE OF THE VIOLATION**	**ENFORCEMENT RESPONSES**	**RESPONSIBILITY**
UNAUTHORIZED DISCHARGES			
1. Unpermitted discharge without knowledge or intent (no permit) (with or without permit)	IU unaware of requirement; no harm to POTW/environment IU unaware of requirement; harm to POTW	Inspection, issue Warning with application requirement. On-site verbal Cease and Desist Notice Cease and Desist with Administrative Liability, cost recovery Civil Action Intended Order of Suspension	Inspector, Coordinator Inspector Coordinator, Deputy Director City Attorney Director of PW
2. Unpermitted discharge with intent, negligence or knowledge (failure to renew permit)	IU has not submitted application or fees within 60 calendar days of expiration date. Within 30 calendar days of expiration date IU has not submitted application or fees. IU has not submitted application and fees by the expiration date. Failure to apply continues to permit expiration date Ignores all requests/demands of POTW for compliance	Failure to Submit Notice Second Notice of Failure to Submit Third Notice of Failure to Submit Phone Call, Site Visit On-site verbal Cease and Desist Notice and/or Formal Cease and Desist Notice and/or Civil Action, or Criminal Investigation, or Terminate Service	Inspector, Management Analyst Inspector, Management Analyst Inspector, Management Analyst Inspector, Management Analyst Inspector Deputy Director, Director of PW, City Attorney Director of PW
IU RESPONSES 1. Request for reconsideration to Director of Public Works 2. Appeal to City Manager		Action upheld or denied Action upheld or denied	Director of PW City Manager

NONCOMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	RESPONSIBILITY
DISCHARGE LIMIT VIOLATION			
1. Exceed local limit	Isolated; not significant	Initial Notice of Violation	Inspector
	Isolated; significant (no harm)	Notice of Violation, or Administrative Order to develop spill prevention plan and Administrative Liability	Inspector, Coordinator
	Isolated; harm to POTW and/or environment	Cease and Desist Notice and Admin Liability, or Order to Appear for Hearing, or Civil Action	Inspector Coordinator Deputy Director, Director of PW City Attorney
	Recurring; no harm to POTW and/or environment	Notice Violation with Administrative Liability, or Cease and Desist Notice, or Administrative Order with Compliance Schedule	Deputy Director, Coordinator
	Recurring; significant – harm to POTW and/or environment	Administrative Order with Administrative Liability, or Intended Order of Suspension, or Civil Action, or Terminate Service	Deputy Director, Director of PW City Attorney
2. Exceed Federal limit	Isolated; not significant	Notice of Violation	Inspector
	Isolated; significant (no harm)	Notice of Violation with Administrative Liability	Coordinator
	Isolated; harm to POTW and/or environment	Cease and Desist Notice with Admin Liability, or Order to Appear for Hearing, or Civil Action	Inspector Coordinator Deputy Director, Director of PW City Attorney
	Recurring; no harm to POTW and/or environment	Notice Violation with Administrative Liability, or Cease and Desist Notice, or Administrative Order with Compliance Schedule	Deputy Director, Coordinator
	Recurring; significant – harm to POTW and/or environment	Cease and Desist Notice and Admin Liability, or Intended Order of Suspension, or Civil Action, or Terminate Service	Deputy Director, Director of PW City Attorney

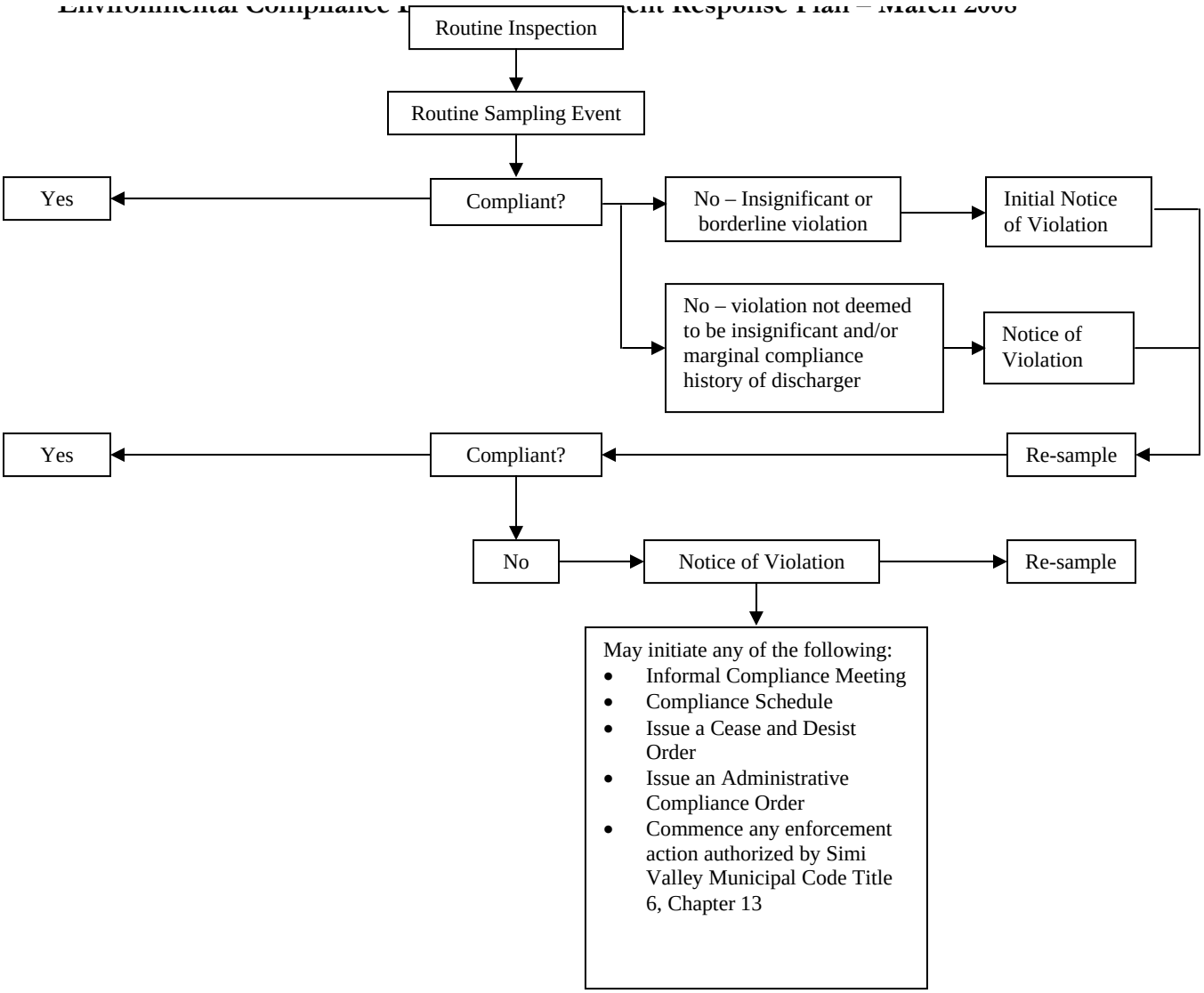
NONCOMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	RESPONSIBILITY
IU RESPONSES 1. Request for reconsideration to Director of Public Works 2. Appeal to City Manager		Action upheld or denied Action upheld or denied	Director of PW City Manager
MONITORING AND REPORTING VIOLATIONS			
1. Reporting violation	Report is improperly signed or certified Report is improperly signed or certified after notice by POTW Isolated; no significant (e.g. 5 days late) Significant (e.g., report 30 days or more late) Reports are late or no reports submitted Failure to report spill or changed discharge (no harm to POTW and/or environment) Failure to report spill or changed discharge (harm to POTW and/or environment) Repeated failure to report spills Falsification	Phone call or Warning Notice Administrative Order with Administrative Liability Phone call; written notice Administrative Order to submit with Administrative Liability for each additional day late Administrative Order with Administrative Liability, or Order to Appear for Hearing, or Civil Action Warning Notice, or Notice of Violation Administrative Order with Administrative Liability and cost recovery, or Civil Action Cease and Desist Notice and Administrative Liability, or Civil Action Criminal investigation Terminate service	Inspector Deputy Director Inspector, Coordinator Deputy Director Deputy Director Director of PW City Attorney Inspector, Coordinator Deputy Director Director of PW City Attorney Deputy Director Director of PW City Attorney Deputy Director, Director of PW
2. Failure to monitor correctly	Failure to monitor all pollutants as required by permit Recurring failure to monitor	Phone call, Warning Notice, or Notice of Violation Administrative Order with Administrative Liability Civil Action	Inspector, Coordinator Deputy Director, Director of PW, City Attorney

NONCOMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	RESPONSIBILITY
MONITORING AND REPORTING VIOLATIONS (Continued)			
3. Improper sampling	Evidence of intent	Notice of Violation with Administrative Liability Criminal investigation Terminate service	Coordinator, Deputy Director, Director of PW, City Attorney
4. Failure to install monitoring equipment	Delay of less than 30 days Delay of 30 days or more Recurring, violation of Administrative Order	Warning Notice Notice of Violation with Administrative Liability Administrative Order to install with Administrative Liability for each additional day late Civil Action Criminal investigation Terminate service	Inspector, Coordinator, Deputy Director Coordinator, Deputy Director Deputy Director, Director of PW, City Attorney
5. Compliance Schedules (in permit)	Missed milestone by less than 30 calendar days, or will not affect final milestone Missed milestone by more than 30 calendar days, or will affect final milestone (with good cause for delay) Missed milestone by more than 30 calendar days, or will affect final milestone (without good cause for delay) Recurring violation of permit deadline or violation of schedule in Administrative Order	Notice of Violation with Administrative Liability Administrative Order with Administrative Liability Order to Appear for Hearing Civil Action Terminate service Civil Action Criminal investigation Terminate service	Inspector, Coordinator Coordinator, Deputy Director Deputy Director, Director of PW, City Attorney Deputy Director, Director of PW, City Attorney
IU RESPONSES 3. Request for reconsideration to Director of Public Works 4. Appeal to City Manager		Action upheld or denied Action upheld or denied	Director of PW City Manager

NONCOMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	RESPONSIBILITY
OTHER PERMIT VIOLATIONS			
1. Wastestreams are diluted in lieu of treatment	Initial violation	Notice of Violation Administrative Order with Administrative Liability	Inspector, Coordinator, Deputy Director
	Recurring	Order to Appear for Hearing Terminate service	Deputy Director, Director of PW
2. Failure to mitigate noncompliance or halt production	Does not result in harm to POTW and/or environment	Notice of Violation with Administrative Liability	Inspector, Coordinator
	Does result in harm to POTW and/or environment	Cease and Desist Notice with Admin Liability, or Intended Order of Suspension, or Civil Action	Coordinator, Deputy Director, Director of PW City Attorney
	Recurring after Notice	Terminate service, or Civil Action, or Criminal investigation	Deputy Director, Director of PW City Attorney
3. Failure to properly operate and maintain pretreatment facility	Does not result in harm to POTW and/or environment	Notice of Violation with Administrative Liability	Inspector, Coordinator, Deputy Director
	Does result in harm to POTW and/or environment	Cease and Desist Notice with Admin Liability, or Intended Order of Suspension, or Civil Action	Coordinator, Deputy Director, Director of PW City Attorney
	Recurring after Notice	Terminate service, or Civil Action, or Criminal investigation	Deputy Director, Director of PW City Attorney

NONCOMPLIANCE	NATURE OF THE VIOLATION	ENFORCEMENT RESPONSES	RESPONSIBILITY
VIOLATIONS DETECTED DURING SITE VISITS			
1. Entry denial	Entry denied or consent withdrawn, copies of record denied		
	IU not under permit, no illegal activity suspected	Warning Notice Notice of Violation with Administrative Liability	Inspector, Coordinator, Deputy Director
	IU not under permit, illegal activity suspected	Obtain Warrant, or Cease and Desist Notice	Inspector, Coordinator, Deputy Director
	IU not under permit, illegal activity suspected	Obtain Warrant, or Administrative Order with Administrative Liability Criminal investigation	Inspector, Coordinator, Deputy Director Director of PW City Attorney
2. Illegal discharge	No harm to POTW and/or environment	Administrative Order with Administrative Liability Order to Appear for Hearing to Suspend Permit	Inspector, Coordinator, Deputy Director
	Discharge causes harm to POTW and/or environment or evidence of intent/negligence	Cease and Desist Notice with Administrative Liability Civil Action Criminal investigation	Coordinator, Deputy Director Director of PW City Attorney
	Recurring violations of Administrative Order	Terminate service	Coordinator, Deputy Director Director of PW City Attorney
IU RESPONSES			
5. Request for reconsideration to Director of Public Works		Action upheld or denied	Director of PW
6. Appeal to City Manager		Action upheld or denied	City Manager

ENFORCEMENT FLOW CHART



VISUAL FATS, OIL AND GREASE INSPECTION FLOW CHART

Inspection of Grease Interceptor/Trap by Environmental Compliance Inspector

PASSED
< 25% Fats, Oil, Grease (FOG)

FAILED
=> 25% Fats, Oil, Grease (FOG)

- ❑ Inspector Notifies Appropriate Representative at Facility.
- ❑ Issues Initial Notice of Violation Using Inspection Report.
- ❑ Issues Violation for Failing to Maintain Grease Interceptor/Trap.
- ❑ Gives Seven (7) Days to Correct Violation.
- ❑ Notifies Representative of

Re-Inspect Facility No More Than Seven (7) Days after Initial Inspection

PASSED
< 25% Fats, Oil, Grease (FOG)

FAILED
=> 25% Fats, Oil, Grease (FOG)

- ❑ Inspector Issues Notice of Violation With Notice of Failure to Maintain Grease Interceptor/Trap
- ❑ Assesses Fine for Violation
- ❑ Gives Seven (7) Days to Correct Violation

Re-Inspect Facility No More than Seven (7) Days after Initial Inspection

PASSED
< 25% Fats, Oil, Grease (FOG)

FAILED
=> 25% Fats, Oil, Grease (FOG)

- ❑ Inspector Issues Notice of Violation With Notice of Failure to Maintain Grease Interceptor/Trap
- ❑ Assesses Fine for Violation
- ❑ Inspector Notifies Environmental Compliance Coordinator/ Pretreatment of Third Failure
- ❑ Meeting is Scheduled for that Day Between Inspector, Coordinator, and Facility Representative
- ❑ Coordinator Will Bring Current List of Waste Haulers
- ❑ Facility Representative Will Contact Waste Hauler During Meeting to Have Interceptor/Trap Pumped as Soon as Possible

CITY OF SIMI VALLEY
DEPARTMENT OF PUBLIC WORKS
SANITATION ENGINEERING SECTION

MANUAL & STANDARD PLANS FOR THE DESIGN AND CONSTRUCTION OF SANITARY SEWERAGE FACILITIES

DATE: AUGUST 28, 2006

PAUL MILLER, MAYOR
GLEN T. BECERRA, MAYOR PRO TEM
BARBRA WILLIAMSON, COUNCIL MEMBER
STEVEN J. SOJKA, COUNCIL MEMBER
MICHELLE S. FOSTER, COUNCIL MEMBER

MIKE SEDELL
-CITY MANAGER-

TIMOTHY P. NANSON
-DIRECTOR OF PUBLIC WORKS-

CITY OF SIMI VALLEY

MANUAL & STANDARD PLANS FOR THE DESIGN AND CONSTRUCTION OF SANITARY SEWERAGE FACILITIES

UPDATED: AUGUST 28, 2006

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Backwater Valve	40-240	1
Cleanout Sewer Force Main	40-280	1
Deep Cut House Connection (Sewer Lateral Chimney) for Slopes Greater than 30%	40-210	1
Drop Sewer Manhole	40-290	2
House Connection Cleanout	40-230	1
Manhole Securing Details for Undeveloped Areas	40-140	1
Miscellaneous Manhole Details	40-150	1
Pipe Bedding for Special Conditions	40-40	1
Pipe Trench Detail for Existing Street	40-30	2
Pipe Trench Detail for Proposed Street	40-35	2
Private Pumping Systems	40-270	1
Redwood Checkdam Backfill Stabilizers	40-260	1
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Saddle Connection to Main	40-190	2

Title of Standard Plan	Standard Plan No.	No. of Sheets
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CITY OF SIMI VALLEY SEWER LATERAL POLICY - EFFECTIVE DATE: 03/03/2003

This Sewer Lateral Policy establishes various criteria and verification procedures necessary for the City to ascertain whether plumbing expenses for sewer lateral line repairs are reimbursable to the homeowner.

The main sewer line in the street is owned and maintained by the City. However, the connecting sewer lateral line running from the house to the main sewer line in the street is owned and maintained by the homeowner. It is the homeowner's responsibility to properly maintain his/her sewer lateral line. Internal problems in the sewer lateral line, such as internal blockages, misalignments, or deterioration, are the homeowner's responsibility.

Tree roots themselves are not generally able to penetrate a properly maintained sewer line without a pre-existing entryway. Inferior materials, poor installation and/or maintenance may cause the sewer lateral line and/or seals to decay, disintegrate or otherwise deteriorate, loosen joints, develop fissures, spaces, openings, and/or other potential entryways for tree roots. Such entryways may also leak and discharge sewage into the ground, in violation of the City of Simi Valley Municipal Code, Section 6-6.06.

If a homeowner believes that roots from a City-owned tree may have caused damage to a properly maintained and sealed sewer lateral line, and wishes to be reimbursed for the necessary repair/replacement work, the homeowner must complete the following steps so that the City may properly investigate, verify the facts, and evaluate the circumstances:

1. If sewer lateral repair/replacement work is to be done within he public right-of-way, the homeowner or contrator/plumber must first obtain an Encroachment Permit from the Public Works Department. **Whether the sewer lateral repair/replacement work is to be done within private property or public right-of-way, the homeowner or contractor/plumber must notify the City's Sanitation Division personnel (at 583-6440), 24-hours prior to such work, for the City's inspection of the roots and sewer lateral. If this step is not followed, the City's staff will be unable to confirm the cause of the problem, and the homeowner will not receive reimbursement consideration.**

2. All sewer lateral work must follow the City's guidelines for excavation, including the City's "Procedures for Trenching or Construction Near Trees" (said guidelines are available through the Public Works Department).

3. The homeowner or contractor/plumber must, in the presence of the City Inspector(s), uncover the sewer lateral line (but not remove it or any roots) in order to allow for proper inspection and tracing of tree roots. The City Inspector(s) will check the sewer lateral for its condition, including whether improperly sealed or failed joints, pipe damage or deterioration have caused root entryways. The inspection will also include review of the type and age of the pipe materials, the proper installation and maintenance, and whether earthquake movement may have damaged the sewer lateral line or otherwise caused root entryways, as the City is not responsible for the consequences of earthquakes or sewer lateral line deterioration.

4. In the event the City Inspector determines that a City-owned tree caused damage to an otherwise properly maintained and sealed sewer lateral line, the City will request a reasonable cost estimate from a qualified and appropriately licensed, insured, and bonded contractor/plumber, for the repair work. The City will consider reimbursement for only that portion of the sewer lateral line repair work damaged by City property.

WHERE THERE IS NO CITY INSPECTION, THERE IS NO REIMBURSEMENT! However, none of the above is intended to preclude the homeowner or contractor/plumber from cleaning (routing/auguring) the sewer lateral to re-establish drainage.

Should you have any questions or need further assistance, please do not hesitate to call 583-6440.

I have received a copy of the City Sewer Lateral Policy:

SIGNATURE: RESIDENT OR HOMEOWNER	ADDRESS	PHONE NUMBER
DATE	ISSUED BY	DATE

2929 TAPO CANYON ROAD **SIMI VALLEY, CALIFORNIA 93063** **(805) 583-6440**

DISTRIBUTION: WHITE - COLL. SYST. SUPT. YELLOW - COLL. SYST. SUPV. PINK - HOMEOWNER/CONTRACTOR

GRAPHICS (NEW 3-03)

APPENDIX C-4

CITY OF SIMI VALLEY

ENVIRONMENTAL COMPLIANCE/PRETREATMENT ORDINANCE

ORDINANCE NO. SD-47

DEPARTMENT OF PUBLIC WORKS
ENVIRONMENTAL COMPLIANCE DIVISION OFFICE
500 WEST LOS ANGELES AVENUE
SIMI VALLEY, CA 93065
(805) 583-6420

The Ordinance relating to the schedule of fees and charges is available at the City Clerk's Office located at 2929 Tapo Canyon Road in Simi Valley. There will be a charge for copying the Ordinance.

ORDINANCE NO. SD-47

AN ORDINANCE OF THE SIMI VALLEY COUNTY SANITATION DISTRICT REPEALING ORDINANCE NO. SD-39 AND ENACTING AN ORDINANCE REGULATING AND CONTROLLING SEWAGE, LIQUID WASTE AND INDUSTRIAL WASTE DISCHARGES FOR THE SIMI VALLEY COUNTY SANITATION DISTRICT

THE BOARD OF DIRECTORS OF THE SIMI VALLEY COUNTY SANITATION DISTRICT DOES ORDAIN AS FOLLOWS:

PART I. GENERAL PROVISIONS

SECTION 100. REPEALING ORDINANCE NO. SD-39. ORDINANCE NO. SD-39 IS HEREBY REPEALED IN ITS ENTIRETY.

SECTION 101. PURPOSE. This Ordinance sets forth uniform requirements for direct and indirect use of the wastewater collection and treatment system of the Simi Valley County Sanitation District (District) to comply with all applicable State and Federal standards required by the Clean Water Act of 1977, and all related and applicable Federal regulations and grant conditions, as they are now constituted, or as they may hereafter be amended or recodified.

SECTION 102. OBJECTIVES. The objectives of this Ordinance are:

(1) Provide for the beneficial public use of the wastewater collection and treatment system through the regulation of sewer construction and use;

(2) Prevent the introduction of pollutants into the District's wastewater system which will interfere with the operation of the system or contaminate the resulting wastewaters or sludge;

(3) Prevent the introduction of pollutants into the District's wastewater system which will pass through the system inadequately treated or be incompatible with the system;

(4) Promote waste reduction and improve the opportunity to recycle and reclaim wastewaters and sludges from the system;

(5) Provide for equitable distribution of the total cost of the District's wastewater system and all related programs through the establishment of fair and equitable fees, charges, and penalties;

(6) Regulate direct and indirect users of the District's wastewater system through the issuance of permits to certain nondomestic users and through enforcement of general requirements for all other users;

(7) Provide for monitoring and enforcement activities;

(8) Establish penalties for violations of the provisions of this Ordinance;

(9) Provide procedures for complying with requirements placed on the District by other governmental agencies; and

(10) Conform with policies of State and Federal agencies concerning the requirements: of proper design and construction of all sewer facilities, including connections to existing sewers; that toxic, hazardous and incompatible pollutants be prohibited from introduction to the sewer system; and that prohibit any new connections from inflow sources into the sewer system.

SECTION 103. POLICY. The District protects the health, welfare and safety of the local residents by constructing, operating and maintaining a system of local sewers and laterals, trunk sewers and interceptors, and liquid waste treatment and disposal facilities that service the homes, industries and commercial establishments throughout the District and surrounding environs as required by State and Federal law. The following basic policies apply to sewage, liquid waste, and industrial waste discharged into the sewerage system and disposal works of the District.

(1) The highest and best use of the sewerage system is the collection, treatment and reclamation or disposal of domestic sewage. The use of the sewerage system for industrial waste discharges is subject to regulation by the District.

(2) In accordance with the policies and goals of Assembly Bill 2948, industry is urged to seek waste minimization/source reduction, recovery and reuse procedures to meet the limitations set on industrial waste discharges rather than those procedures designed solely to meet discharge limitations.

(3) The District is committed to a policy of wastewater renovation and reuse in order to provide an alternate source of water supply and to reduce overall costs of wastewater treatment and disposal. The renovation of wastewater through wastewater treatment processes may necessitate more stringent quality requirements on industrial waste discharges as the demand for reclaimed water increases. Optimum use of District facilities may require the discharge of wastewaters during periods of low flow in the sewerage system as established by the District.

(4) Provisions are made in this Ordinance to regulate industrial waste discharges, to comply with the State and Federal government requirements and policies and to meet increasingly higher standards of treatment plant effluent quality and environmental considerations. This Ordinance establishes quantity and quality limitations on sewage, liquid waste and industrial waste discharges where such discharges may adversely affect the sewerage system or the

effluent quality. It is the intent of these limitations to improve the quality of wastewater being received for treatment and to encourage water conservation by all users connected to a public sewer. Implication of this intent is the District's policy of discouraging an increase in the quantity (mass emission) of waste constituents being discharged. This Ordinance also provides for regulation of the degree of waste pretreatment required, the issuance of permits for wastewater discharge and connections and other miscellaneous permits, and the establishment of penalties for violation of the Ordinance.

(5) Methods of cost recovery are established where industrial waste discharges impose collection, treatment or disposal costs on the District which are not fair and equitable to all users of the system.

SECTION 104. APPLICABILITY. This Ordinance shall apply to the users within the District and to persons outside the District who are, by permit, contract, or agreement with the District, users of the District's sewerage facilities. Except as otherwise provided in this Ordinance, the District Manager shall administer, implement and enforce the provisions of this Ordinance.

SECTION 105. AVAILABILITY OF SEWERAGE FACILITIES. If sewerage capacity is not available, the District may restrict discharge until sufficient capacity can be made available. When requested, the District may advise industrial wastewater dischargers desiring to locate new facilities as to the areas where wastewater of their quantity and quality can be received by available sewerage facilities. The District may refuse immediate service to new facilities where their proposed quantity or quality of wastewater is unacceptable in the available treatment facility.

SECTION 106. GENERAL RECORD KEEPING REQUIREMENTS. All users subject to the Federal Pretreatment Requirements or this Ordinance shall be required to retain records of waste manifests, monitoring results, or related wastewater generation and pretreatment activities, whether or not required by this Ordinance, for a minimum period of three (3) years. Said records shall be made available for inspection and copying by the District Manager at any time. The period of retention shall be extended during the course of unresolved litigation regarding the discharger or the District or upon request of the District Manager.

SECTION 107. NOTIFICATION OF UNCONTROLLED DISCHARGES. In the event of an uncontrolled discharge, the discharger shall immediately notify the District Manager of the incident by telephone. The notification shall include locations of discharge, type of material, concentration and volume, and corrective actions taken.

Within five (5) days following the uncontrolled discharge, the discharger shall submit to the District Manager a detailed written report describing the cause of the discharge, corrective action taken, and measures to be taken to prevent future occurrences. Such notification shall not relieve the discharger of liability of fines incurred as a result of this uncontrolled discharge.

SECTION 108. NOTICE TO EMPLOYEES. In order that employees of users be informed of District requirements, users shall make available to their employees copies of this Ordinance and together with such other wastewater information and notices which may be furnished by the District from time to time directed toward more effective pollution control. A legible, understandable and conspicuously placed notice shall be permanently posted on the discharger's bulletin board or other prominent place advising employees to call the District Manager in the event of an uncontrolled discharge, as soon as possible or within one hour of the discharge, and to provide at least the information listed below. In the event a substantial number of the discharger's employees use a language other than English as a primary language, the notice shall be worded in both English and the language or languages involved. The notice shall set forth the current phone number of the District Manager, and shall identify the following as the minimum necessary information which is to be provided to the District Manager:

(1) Time, location, type, concentration and volume of the discharge.

(2) Corrective action taken. Employers shall insure that all employees in a position to cause or allow an uncontrolled discharge to occur are advised of this notification procedure.

SECTION 109. GENERAL NOTIFICATION REQUIREMENTS. This Ordinance requires the users to notify the District Manager in the event of specified circumstance. Time limitations for notification are also specified. No statement in this Ordinance shall be construed as relieving the user from the notification requirements of other Federal, State or local laws, regulations or ordinances.

If administrative notifications are required, the user may contact the Source Control Manager in lieu of the District Manager. If technical notifications are required, the user may contact the District Engineer in lieu of the District Manager.

In the event of emergencies, potential risk to public health or safety, potential property damage, or potential health or safety, potential

property damage, potential health or safety risk to District employees, the user shall notify the District Manager and the City of Simi Valley Police Department. If the District Manager is unavailable, the user may contact the District Engineer, Source Control Manager, or Sanitation Plant Superintendent.

In no event shall the availability of the District Manager relieve the user from the time limitations for notification established in this Ordinance.

PART II. DEFINITIONS

SECTION 201. DEFINITIONS. Whenever in this Ordinance, the following terms are used, they shall have the meaning respectively ascribed to them in this Ordinance unless another meaning for the word is apparent from the context. The definitions in this Ordinance are included for reference purposes and are not intended to narrow the scope of the definitions set forth in Federal or State law or regulations.

SECTION 202. ACT. "Act" refers to the "Federal Water Pollution Control Act Amendments" of 1972 (PL 92-500) and any amendments thereto including the "Clean Water Act of 1977" (PL 95-217), as well as any guidelines, limitations, and standards promulgated by the U.S. Environmental Protection Agency pursuant to the Act.

SECTION 203. APPROVAL AUTHORITY. "Approval authority" refers to the U.S. Environmental Protection Agency (EPA), the California State Water Resources Control Board (SWRCB), or the Los Angeles Regional Water Quality Control Board.

SECTION 204. BOARD. "Board" or "Board of Directors" shall mean the Board of Directors of the Simi Valley County Sanitation District.

SECTION 205. BOD OR BIOCHEMICAL OXYGEN DEMAND. "Biochemical oxygen demand" shall mean the quantity of oxygen expressed in milligrams per liter, utilized in the biochemical oxidation of organic matter as determined by the appropriate procedures set forth in 40 CFR Part 136.

SECTION 206. BYPASS. "Bypass" shall mean the intentional diversion of wastestreams from any portion of an industrial user's pretreatment facility.

SECTION 207. CESSPOOL. "Cesspool" shall mean an excavation in the ground made for receiving sewage and so constructed that the solid matter is retained and the liquid portion is permitted to seep away.

SECTION 208. CHLORINE DEMAND. "Chlorine demand" shall mean the difference between the amount of chlorine added to a sewage sample and the amount remaining at the end of a 30-minute period as determined by the appropriate procedures set forth in 40 CFR Part 136.

SECTION 209. COD OR CHEMICAL OXYGEN DEMAND. "Chemical oxygen demand" shall mean the measurement of sewage strength in terms of the total quantity of oxygen required for oxidation of organic matter as determined by the appropriate procedures set forth in 40 CFR Part 136.

SECTION 210. COLLECTOR SEWER. "Collector sewer" shall mean a public sewer, usually eight inches or larger in diameter, used to collect sewage from residential, commercial, industrial, and institutional connections.

SECTION 211. COMPLIANCE DETERMINATION. "Compliance determination" shall mean the sampling and analysis conducted on specific industrial wastes to ascertain compliance with PART IV of this Ordinance or any more stringent applicable Federal pretreatment standards as defined with Section 251 of this Ordinance.

SECTION 212. COMPLIANCE SCHEDULE. "Compliance schedule" shall mean the time period allowed by the District in which a user shall comply with permit conditions or discharge requirements.

SECTION 213. COMPOSITE SAMPLES. "Composite samples" shall mean a combination of individual samples of sewage taken at hourly or selected intervals, to minimize the variability of the individual sample. Individual samples may be combined in quantities that are proportional to the flow at the time of sampling.

SECTION 214. CONTAMINATED WATER. "Contaminated water" shall mean any water impaired in quality by waste to a degree which creates a hazard to the public health through poisoning or through spread of disease.

SECTION 215. COUNTY. "County" shall mean the County of Ventura, State of California.

SECTION 216. DEMAND MONITORING. "Demand monitoring" shall mean any flow measurement, sampling and analyses required as a result of accidental, toxic, or shock loads on the sewerage system.

SECTION 217. DISCHARGER. "Discharger" shall mean any person who discharges or causes a discharge of sewage, liquid waste, or industrial waste to a sewerage facility of the District.

SECTION 218. DISSOLVED SOLIDS. "Dissolved solids" or "dissolved matter" or "total dissolved solids" shall mean the solid matter in solution in the sewage and shall be determined by evaporation of a sewage sample from which all suspended matter has been removed by filtration as determined by the appropriate procedures set forth in 40 CFR Part 136.

SECTION 219. DISTRICT. "District" shall mean the Simi Valley County Sanitation District.

SECTION 220. DISTRICT MANAGER. "District Manager" shall mean the District Manager of the Simi Valley County Sanitation District or his/her authorized agents or representatives.

SECTION 221. DOMESTIC SEWAGE. "Domestic sewage" shall mean the liquid and water borne waste derived from the ordinary residential living processes, free from industrial waste and of such character as to permit satisfactory disposal without special treatment into the public sewer or by means of a private sewage disposal system.

SECTION 222. EFFLUENT. "Effluent" shall mean the liquid outflow from any treatment plant or facility designated to treat, convey or store sewage, liquid waste or industrial waste.

SECTION 223. EQUIVALENT DWELLING UNIT. "Equivalent Dwelling Unit" shall mean the unit of measure which is based on the flow characteristics of an average single family residence in terms of sewage quantity and constituent quality.

SECTION 224. FEE. "Fee" shall mean any charge made to the discharger for the use of any public sewer or sanitary sewer and shall include, but not be limited to, connection and frontage fees for new customers, monthly sewer service charges, industrial or liquid waste permit fees, use charges, unusual industrial wastes charges, testing laboratory charges, waste hauler's permit fees, and oversize sewer charges.

SECTION 225. GARBAGE. "Garbage" shall mean the putrescible animal and vegetable wastes resulting from the handling, preparation and dispensing of foods.

SECTION 226. GRAB SAMPLE. "Grab sample" shall mean a liquid sample taken as a representative flow at an instant of time.

SECTION 227. GREASE. "Grease" is defined but is not limited to, waxes, fats, oils and other non-volatile materials as determined by appropriate procedures set forth in 40 CFR Part 136.

SECTION 228. GREASE TRAP. "Grease trap" shall mean a device designed and installed so as to separate and retain grease while permitting normal sewage liquid waste to discharge into the sewerage system.

SECTION 229. GROUND GARBAGE. "Ground garbage" shall mean the residue from the preparation, cooking and dispensing of food that has been shredded to such a degree that all particles will be carried freely in suspension under the flow conditions normally prevailing in public sewers with no particle greater than one-half (1/2) inch in any dimension.

SECTION 230. GRAVITY SEPARATION INTERCEPTOR. "Gravity separation interceptor" shall mean any facility designed, constructed and operated for the purpose of removing and retaining dangerous, deleterious or prohibited

constituents from wastewater by differential gravity separation before discharge to the public sewer.

SECTION 231. HAZARDOUS MATERIALS, HAZARDOUS SUBSTANCES, HAZARDOUS WASTES AND POLLUTANTS. The terms 'hazardous waste', 'hazardous material', hazardous substance' and 'pollutant' shall be defined according to applicable California law including: Cal. Water Code Sec. 13373 and 13050, Cal. Health and Safety Code Sec. 25117, chemicals listed by the California Department of Health Services or the State Water Resources Control Board pursuant to California Health and Safety Code Sec. 25140, and any acts or changes made amendatory thereof or supplementary to any of the foregoing.

SECTION 232. INDUSTRIAL CONNECTION SEWER/SERVICE LATERAL. "Industrial connection sewer" or "service lateral" shall mean the sewer connecting the building sewer or building waste drainage system to the public sewer for the purpose of conveying industrial wastes.

SECTION 233. INDUSTRIAL USER. "Industrial user" shall mean:

(1) Any user who discharges wastewater (or wastes) into the District's sewerage system of which the solid, liquid, or gaseous waste discharge has pollutants different than or stronger than or with constituents other than those defined for domestic sewage; or

(2) Any user discharging industrial wastes including those subject to regulations under Section 307(b) and/or (c) et. seq., of the Clean Water Act of 1977 (PL 95-217) no matter what the volume; or

(3) Any user identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended and supplemented under the Divisions A, B, C, D, E, and I.

SECTION 234. INDUSTRIAL WASTE(S) OR WASTEWATER. "Industrial waste(s)" or "wastewater" shall mean any solid, liquid, radioactive or gaseous waste substance discharged, flowing or permitted to escape from any producing, manufacturing, processing, institutional, commercial, agricultural, or other operation, or from the development, recovery or processing of any material resource which will enter into the public sewers.

SECTION 235. INDUSTRIAL WASTEWATER PERMIT. "Industrial Wastewater Permit" shall mean a permit issued by the District as provided in this Ordinance.

SECTION 236. INSPECTOR. "Inspector" shall mean the person authorized by the District Manager to inspect wastewater generation, conveyance, processing and disposal facilities within the District.

SECTION 237. INTERCEPTOR SEWER. "Interceptor sewer" shall mean a sewerline whose primary purpose is to transport rather than collect sewage, and shall perform one or more of the following functions as its primary purpose:

(1) It intercepts sewage from a final point in a collection system and conveys such sewage directly to a treatment plant.

(2) It transports the collected sewage to an adjoining collection system or another interceptor and thence to treatment.

(3) It transports the sewage from one or more municipal collection systems to another municipality or to a regional plant for treatment.

(4) It intercepts an existing major discharge of raw or inadequately treated wastewater for transport directly to another interceptor or to a treatment plant.

SECTION 238. INTERFERENCE. "Interference" shall mean an inhibition or disruption of the sewerage facilities, its treatment processes or operations, or its sludge processes, use or disposal which is a cause of or significantly contributes in part or in combination to increased operation and maintenance costs, to either a violation of any requirement of the District's NPDES Permit (including an increase in the magnitude or duration of a violation) or to the prevention of sewage sludge use or disposal by the District in accordance with the following statutory provisions and regulations or permit issued thereunder (or more stringent State or local regulations): Section 405 of the Clean Water Act, the Solid Waste Disposal Act (SWDA) (including Title II, more commonly referred to as the Resource Conservation and Recovery Act (RCRA) and including State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the SWDA), the Clean Air Act and the Toxic Substances Control Act.

SECTION 239. LIQUID WASTE(S). "Liquid waste(s)" shall mean the same as industrial waste(s).

SECTION 240. MASS EMISSION RATE. "Mass emission rate" shall mean the weight of material discharged to the sewerage system during a given time interval.

SECTION 241. NATIONAL CATEGORICAL PRETREATMENT STANDARD. "National Categorical Pretreatment Standard" shall mean any regulation containing pollutant discharge limits promulgated by the Environmental Protection Agency in accordance with Section 307(b) and/or (c) et. seq. of the Clean Water Act, which applies to a specific category of industrial users.

SECTION 242. NEW SOURCE. "New source" shall mean any building, structure, facility or installation from which there is or may be a discharge, of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under Section 307(c) of the Act which will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that:

(1) The building, structure, facility or installation is constructed at a site at which no other source is located; or

(2) The building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or

(3) The production or wastewater generating processes of the building, structure, facility or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source should be considered.

SECTION 243. NUISANCE. "Nuisance" shall mean anything which is hazardous, indecent or offensive to the senses, or is an obstruction to the free use of property, so as to interfere with the comfortable and safe enjoyment of life and property.

SECTION 244. ORDINANCE. "Ordinance" shall mean, unless otherwise stated, this Ordinance Regulating and Controlling Sewage, Liquid Waste and Industrial Waste Discharges adopted by the Simi Valley County Sanitation District.

SECTION 245. OWNER. "Owner", applied to a building or land, shall mean any part owner, joint owner, tenant, tenant in common, or joint tenant of the whole or a part of such building or land.

SECTION 246. PASS THROUGH. "Pass through" shall mean the discharge of pollutants through the sewerage facilities into navigable waters in quantities or concentrations which are a cause of or significantly contribute in part or in combination to a violation of any requirement of the District's NPDES Permit, including an increase in the magnitude or duration of a violation.

SECTION 247. PEAK FLOW RATE. "Peak flow rate" shall mean the periodically determined highest flow rate of sewage, liquid waste, or industrial waste discharged to a public sewer over a period of at least 15 minutes at any

time during the preceding accrual period. In the absence of actual peak flow rate data, the peak flow rate may be computed in a manner set forth by the District's "Standard Specifications". The permittee must certify to the District that the flow use metered to determine peak flow rate was for normal operations and not the result of extraordinary conditions.

SECTION 248. PERSON. "Person" shall mean any and all persons natural or artificial, including any individual, firm, company, municipal or private corporation, association, society, institution, enterprise, or any governmental agency or entity, male or female, singular or plural.

SECTION 249. pH. "pH" shall mean the logarithm (base 10) of the reciprocal of the hydrogen ion concentration expressed in moles per liter as determined by the appropriate procedures set forth in 40 CFR Part 136.

SECTION 250. POLLUTED WATER. "Polluted water" shall mean any water altered in quality by waste to a degree which unreasonably affects: (1) such water for beneficial uses, or (2) the facilities which serve such beneficial uses. "Pollution" may include "contamination".

SECTION 251. PRETREATMENT. "Pretreatment" shall mean the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in sewage to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants, into the sewerage system. The reduction or alteration can be obtained by physical, chemical, biological processors, process changes, or by other means, except as prohibited by 40 CFR Section 403.6(d)., approved by the District Manager.

SECTION 252. PRETREATMENT FACILITY. "Pretreatment facility" shall mean any works or device for the treatment or flow limitation of sewage, liquid waste or industrial waste, prior to discharge into a public sewer.

SECTION 253. PRETREATMENT REQUIREMENT. "Pretreatment requirement" shall mean any substantive or procedural requirement related to pretreatment, other than a pretreatment standard, imposed on an industrial user.

SECTION 254. PRETREATMENT STANDARD. "Pretreatment standard" shall mean any regulation containing pollutant discharge limits promulgated by the Environmental Protection Agency in accordance with Section 307(b) and/or (c) et. seq., of the Clean Water Act and 40 CFR Chapter I, Subchapter N (parts 401 - 471), which applies to industrial users. These include "categorical standards" which establishes specific concentration limits for certain pollutants and total prohibitions of other pollutants as specified in 40 CFR Section 403.5, et. seq.

SECTION 255. PRIVATE SEWAGE DISPOSAL SYSTEM. "Private sewage disposal system" shall mean a septic tank, and appurtenant piping, cesspool, seepage pit, leach fields or other such facilities.

SECTION 256. PRIVATE SEWER. "Private sewer" shall mean a non-public sewer other than house connection sewer constructed to serve one or more buildings which are not immediately adjacent to a public sewer, so as to connect said building or buildings to a public sewer.

SECTION 257. PUBLIC SEWER. "Public sewer" shall mean any sewer dedicated to and accepted for public use and which is directly controlled by a public authority.

SECTION 258. RADIOACTIVE MATERIAL. "Radioactive material" shall mean material containing chemical elements that spontaneously change their atomic structure by emitting any particles, rays or energy forms in excess of normal background radiation.

SECTION 259. RECLAIMED WATER. "Reclaimed water" shall mean water which, as a result of treatment of waste, is suitable for a direct beneficial use or a controlled use which would not otherwise occur.

SECTION 260. SAMPLING WELL. "Sampling well" shall mean an approved opening to a building sewer for the purpose of sampling and flow measurement.

SECTION 261. SANITARY SEWER. "Sanitary sewer" shall mean a conduit that conveys sewage and into which storm waters, surface and ground waters and unpolluted waters are not deliberately admitted.

SECTION 262. SECTION. "Section" shall mean a section of this Ordinance.

SECTION 263. SEEPAGE PIT. "Seepage pit" shall mean a lined excavation in the ground which receives the discharge of a septic tank so designed as to permit the effluent from the septic tank to seep through its bottom and sides.

SECTION 264. SEPTIC TANK. "Septic tank" shall mean a watertight receptacle which receives the discharge from a building, sanitary drainage system, or part thereof, and is designed and constructed so as to separate solids from the liquid, digest organic matter through a period of detention and allow the liquid to discharge into the soil outside the tank through a system of open joint or perforated piping, or a seepage pit.

SECTION 265. SETTLEABLE SOLIDS. "Settleable solids" shall mean solids that will settle out of a liquid in a specific interval of time as determined by appropriate procedures set forth in 40 CFR Part 136.

SECTION 266. SEVERE PROPERTY DAMAGE. "Severe property damage" shall mean substantial physical damage to property, damage to the pretreatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

SECTION 267. SEWAGE. "Sewage" shall mean the wastewater of the community derived from human, agricultural, commercial, or industrial sources, including domestic sewage, liquid waste and industrial wastes, together with such surface water, groundwater and storm water as may be present.

SECTION 268. SEWAGE SYSTEM. "Sewage (sewer) system" shall mean all facilities used for the collection, pumping, transportation, treatment and final disposal of sewage.

SECTION 269. SEWAGE TREATMENT PLANT. "Sewage treatment plant" shall mean an assemblage of devices, structures, and equipment for the treatment of wastewater.

SECTION 270. SEWERAGE. "Sewerage" shall mean any system of sewers and appurtenances for the collection, treatment, pumping, and disposing of sewage.

SECTION 271. SEWER. "Sewer" shall mean a pipe or conduit together with appurtenances for carrying sewage.

SECTION 272. SHALL AND MAY. "Shall" is mandatory and "may" is permissive.

SECTION 273. SHARPS. "Sharps" shall mean hypodermic needles, hypodermic syringes, blades and broken glass. Sharps also include any devices, instruments or other objects which have acute rigid corners, edges or protuberances.

SECTION 274. SLUG. "Slug" shall mean any discharge of water, wastewater or industrial waste which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than fifteen (15) minutes more than three (3) times the average twenty-four (24) hour concentration or flows, and any pollutant, including oxygen demanding pollutants (BOD, etc.) released in a discharge at a flow rate and/or pollutant concentration which may cause interference with the treatment process.

SECTION 275. STANDARD INDUSTRIAL CLASSIFICATION (SIC). "Standard Industrial Classification (SIC)" shall mean a system of classifying industries as identified in the SIC Manual, 1972, Office of Management and Budget and as may subsequently be amended from time to time.

SECTION 276. STANDARD SPECIFICATIONS. "Standard Specifications" shall mean the current edition of District standards and requirements relating to size, quality, quantity and performance, including standard drawings, as detailed and made available by the District.

SECTION 277. STORM DRAIN. "Storm drain" shall mean a conveyance structure for carrying storm and surface waters and drainage water, but excludes sewage.

SECTION 278. SUSPENDED SOLIDS. "Suspended solids" or "suspended matter" shall mean the solid matter suspended in sewage as determined by appropriate procedures set forth in 40 CFR Part 136.

SECTION 279. TOXIC PRIORITY POLLUTANTS "Toxic priority pollutants" shall mean the list defined in PART X of this Ordinance, the latest list defined in Appendix B of 40 CFR 403, or the latest applicable list issued by EPA.

SECTION 280. TRADE SECRET. "Trade secret" shall mean any formula, plan, pattern, process, tool, mechanism, compound, procedure, production data or compilation of information which is not patented, which is known only to certain individuals within a commercial concern who are using it to fabricate, produce or compound an article of trade or a service having commercial value, and which gives its user an opportunity to obtain a business advantage over competitors who do not know or use it.

SECTION 281. TRUNK SEWER. "Trunk sewer" shall mean a sewer maintained and operated by the District that conveys sewage to the District treatment facilities and into which the interceptor and collecting sewers may discharge.

SECTION 282. UNCONTAMINATED WATER. "Uncontaminated water" shall mean any wastewater not contaminated or polluted with sewage and which is suitable for discharge to the storm water drainage system.

SECTION 283. UPSET. "Upset" shall mean an exceptional incident in which there is unintentional and temporary noncompliance with discharge limitations as specified on the user's permit or this Ordinance because of factors beyond the reasonable control of the permittee.

SECTION 284. USER. "User" shall mean any person who contributes, causes or permits the contribution of wastewater into the District's sewerage system.

SECTION 285. USER CLASSIFICATION. "User classification" shall mean a classification of user based on the 1972 (or subsequent) edition of the Standard Industrial Classification (SIC) Manual prepared by the Office of Management and Budget.

SECTION 286. WASTEWATER. "Wastewater" shall mean the same as sewage.

SECTION 287. WATER RECLAMATION SYSTEM. "Water reclamation system" shall mean the various facilities used for the purpose of processing wastewater which, as a result of treatment, is made suitable for a direct beneficial reuse or a controlled use that would not otherwise occur. Treatment facilities shall include land and those buildings or portions of buildings necessary to house personnel and equipment involved and used in the direct operation and maintenance of the treatment facilities, the necessary pumping, power, laboratory and other equipment and their appurtenances.

SECTION 288. ABBREVIATIONS DEFINED. The following abbreviations shall have the designated meanings:

(1) "BOD" means biochemical oxygen demand.

(2) "CFR" means Code of Federal Regulations.

(3) "COD" means chemical oxygen demand.

(4) "EPA" means Environmental Protection Agency.

(5) "L" means liter.

(6) "mg" means milligrams.

(7) "mg/L" means milligrams per Liter.

(8) "NPDES" means National Pollutant Discharge Elimination System.

(9) "SIC" means standard industrial classification.

(10) "SS" means suspended solids.

(11) "TDS" means total dissolved solids.

(12) "TTO" means total toxic organics.

(13) "USC" means United States Code.

PART III. ADMINISTRATION

SECTION 301. ESTABLISHMENT OF RULES AND REGULATIONS. The District Manager is hereby authorized and empowered to adopt and amend from time to time such rules, regulations and standards as may be deemed reasonably necessary to protect the District sewerage facilities, to control and regulate the proper use thereof following a duly-noticed public hearing before the Board of Directors; provided, however, that the terms and provisions of such rules and regulations shall be promulgated in a manner best directed to result in the uniform control of the sewerage systems within the entire District.

SECTION 302. INDUSTRIAL CLASSIFICATIONS. The District Manager may classify dischargers by industrial categories and impose an industrial wastewater treatment surcharge based upon flow quality and flow quantity as provided for by this Ordinance.

SECTION 303. TIME LIMITS. Any time limit provided in any written notice or in any provision of this Ordinance shall be extended only by a written direction of the District Manager.

SECTION 304. EDUCATIONAL WORK. The District Manager may perform work of an educational nature and may, for this purpose, cooperate with civic organizations, industries, water companies, sewerage agencies and other public corporations.

SECTION 305. PUBLIC ACCESS TO INFORMATION AND CONFIDENTIALITY.

(1) All information and data on a user obtained from reports, questionnaires, permit applications, permits and monitoring programs, and from inspections shall be available to the public or other governmental agency without restriction unless the user specifically requests and is able to demonstrate to the satisfaction of the District that the release of such information would divulge information, proprietary data, processes or methods which would be detrimental to the user's competitive position, in which case such information shall be kept confidential to the extent authorized by law, including but not limited to 40 CFR 2.302.

(2) Any such claim of confidentiality must be asserted at the time of submission of the information or data to the District. The claim may be asserted by stamping the words "confidential business information" on each page containing such information or by other means; however, if no claim is asserted at the time of submission, the District may make the information available to the public without further notice.

(3) When requested by the person furnishing a wastewater discharge report, the portions of the report which might disclose trade secrets or secret processes shall not be made available for inspection by the public but shall be made available upon written request to governmental agencies for uses related to this Ordinance, the National Pollutant Discharge Elimination System (NPDES) permit, State disposal system permit and/or the pretreatment programs, and for use by the State or any State agency in judicial review or enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics will not be recognized as confidential information.

(4) Information accepted by the District as confidential shall not be transmitted to any governmental agency, except those bound by the confidentiality requirements of 40 CFR Part 2, or to the general public by the District until and unless prior and adequate notification is given to the user. Immediate and unlimited access to confidential information shall be provided to any approval authority.

(5) With the exception of governmental agencies, any person requesting public records concerning this information from the District shall be required, prior to receipt of the requested records, to submit a written request identifying the records requested, and to pay the reasonable costs of locating, reproduction and transmission of said records which are incurred by the District.

SECTION 306. PUBLIC NOTICE OF NONCOMPLIANCE. The District will comply with the public participation requirements of 40 CFR Part 25 in the enforcement of national pretreatment standards. These procedures shall include provisions for at least annually providing public notification, in the daily newspaper having the largest circulation which is published in the municipality in which the sewerage facilities are located, of industrial users which, during the previous twelve (12) months, were in significant non-compliance with applicable pretreatment standards or other pretreatment requirements. For the purposes of this Ordinance, significant non-compliance is a non-compliance which shall consist of:

1) Chronic Violations: Sixty-six percent or more of all the measurements taken during a six (6) month period exceed by any magnitude the same daily maximum limit or the same average limit for the same pollutant parameter.

2) Technical Review Criteria (TRC) Violations: Thirty-three percent or more of the measurements taken during a six (6) month period exceed by any magnitude the same daily maximum limit or the same average limit multiplied by

the TRC according to 40 CFR 403.8(f)(vii)(B).

3) Failure to provide reports for compliance schedules, self-monitoring data, permit application data, or categorical standards (baseline monitoring reports, 90-day compliance reports, and periodic reports) within 30 days from the due date.

4) Any discharge of a pollutant that has caused imminent endangerment to human health/welfare or to the environment and has resulted in the POTW's exercise of its emergency authority to halt or prevent such a discharge.

5) Any other violations(s) of an effluent limit (average or daily maximum) that the control authority believes has caused, alone or in combination with other discharges, interference (e.g., slug loads) or pass-through, or endangered the health of the sewage treatment personnel or the public.

6) Violations of compliance schedule milestones, contained in a local control mechanism or enforcement order, for starting construction, completing construction, and attaining final compliance by 90 days or more after the schedule date.

7) Any other violation or group of violations that the POTW considers to be significant.

PART IV. GENERAL PROHIBITIONS AND DISCHARGE LIMITATIONS

SECTION 401. MALICIOUS DAMAGE TO SEWERAGE FACILITIES. Any unauthorized entering, breaking, damaging, destroying, uncovering, defacing or tampering with any structure, equipment or appurtenance which is a part of the District sewerage system shall be a violation of this Ordinance, and subject to prosecution under applicable laws.

SECTION 402. DAMAGE TO SEWERAGE FACILITIES OR PROCESSES BY PROHIBITED WASTE OR LIQUID WASTE DISCHARGE. Any discharger who allows or causes the discharge of any prohibited sewage, liquid waste or industrial waste which enters the public sewer and such discharge causes damage to District facilities or causes detrimental effects on District treatment processes shall be liable to the District for all damages occasioned thereby.

SECTION 403. EXCESSIVE SEWER MAINTENANCE EXPENSE. No discharger shall discharge or cause to be discharged to a public sewer, any waste that creates a stoppage, plugging, breakage, any significant reduction in sewer capacity or any other damage to sewers or sewerage facilities of the District. Any excessive sewer or sewerage maintenance expenses or any other expenses attributable thereto will be charged to the offending discharger by the District.

SECTION 404. DISCHARGE OF RAINWATER OR UNCONTAMINATED WATER. No person shall discharge or cause to be discharged any rainwater, storm water, groundwater, street drainage, subsurface drainage, roof drainage, swimming pool and/or spa drainage, yard drainage, water from yard fountains, ponds or lawn sprays or any other uncontaminated water other than air conditioning condensate into any sewerage facility owned by the District. Every private or public wash rack and/or floor or slab drain used shall be adequately protected against storm or surface inflow. Pursuant to PART V, the District may approve the discharge of such water on a temporary basis only when no alternate method of disposal is reasonably available. Approval may also be given to mitigate an environmental or health hazard with the installation of appropriate rainwater diversion devices or facilities. If a permit is granted for the discharge of such water into a public sewer, the user shall pay the applicable charges established herein and shall meet such other conditions as required by the District.

SECTION 405. LIMITATIONS ON RADIOACTIVE WASTES. No person shall discharge, or cause to be discharged, any radioactive waste into a public sewer except:

(1) When the person is authorized to use radioactive materials by

the State Department of Health Services or other governmental agency empowered to regulate the use of radioactive materials;

(2) When the waste is discharged in strict conformity with current California Radiation Control Regulations (California Administrative Code, Title 17) for safe disposal;

(3) When the person is in compliance with all rules and regulations of all other applicable regulatory agencies; and

(4) When a Class I permit has been obtained from the District.

SECTION 406. LIMITATIONS ON INFECTIOUS WASTES. No person shall discharge infectious waste, unless such waste is ground in a grinder which meets the fineness of grind requirements as set forth in SECTION 407 and is discharged to a public sewer. Entry to the grinding mechanism shall be restricted to a 6-inch by 9-inch opening. The material shall be segregated from other suitable disposal containers which shall not exceed five (5) gallons capacity and shall be colored red for identification. Container and contents shall be weighed and recorded prior to disposal. These records shall be made immediately available to the District for inspection upon request. Recognizable portions of the human or animal anatomy shall not be ground or discharged to a public sewer.

SECTION 407. LIMITATIONS ON COMMERCIAL FOOD WASTES. No industrial user shall discharge garbage, food market wastes, or food plant wastes to a public sewer except after suitable grinding. The following fineness of grind requirements for all types of grinders shall be met at all times.

(1) At least forty percent (40%) shall pass a No. 8 sieve.

(2) At least sixty-five percent (65%) shall pass a No. 3 sieve.

(3) One hundred percent (100%) shall pass a 1/2-inch screen.

SECTION 408. LIMITATIONS ON GARBAGE GRINDERS.

(1) Waste from garbage grinders shall not be discharged into a public sewer except wastes generated in preparation of food.

(2) Such grinders must shred the waste to a degree that all particles will be carried freely under normal flow conditions prevailing in the public sewer and will meet the fineness requirements as set forth in SECTION 407 and shall not be used for grinding plastic, paper products, inert materials or garden refuse.

(3) The installation of any garbage grinder with a motor of one and one-half (1-1/2) horsepower or greater shall be subject to the review and approval of the District Manager.

SECTION 409. LIMITATIONS ON SHARPS. No person shall discharge sharps unless ground in an approved grinder capable of meeting the fineness of grind requirements as set forth in SECTION 407 and discharged to a public sewer. Sharps shall be ground by an approved grinder not exceeding five (5) horsepower.

SECTION 410. LIMITATIONS ON SEPTIC TANK AND CESSPOOL WASTES. A wastehauler/user proposing to discharge septic tank, cesspool wastes or other biodegradable material into a District facility must have a District permit as required by PART V. Such wastewaters shall be discharged only at a location specified by the District. No person shall discharge constituents in excess of those specified in the respective permit. Direct or indirect connection of a septic tank or cesspool with a public sewer shall be prohibited.

SECTION 411. LIMITATIONS ON POINT OF DISCHARGE. No person shall discharge any wastewater directly into a manhole or other opening in a sewer other than through an approved industrial connection sewer, unless approved by the District upon written application by the user and payment of the applicable fees and charges established herein.

SECTION 412. PROHIBITED WASTE DISCHARGES. Except as expressly allowed in an Industrial Wastewater Permit, no person shall discharge the following to the District's sewerage facilities, the storm drain system, or Waters of the State:

(1) At no time shall pollutants be discharged which create a fire or explosion hazard in the POTW or its collection system, including, but not limited to, wastestreams with a closed cup flashpoint of less than 140 degrees Fahrenheit or 60 degrees Centigrade using the test methods specified in 40 CFR 261.21. Specific pollutants prohibited include, but are not limited to, gasoline, mercury, total identifiable chlorinated hydrocarbons, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, hydrides, solvents, pesticides or jet fuel.

(2) Acids, caustics, sulfides, concentrated chloride and fluoride compounds, and substances which will react with water to form acidic products.

(3) At no time shall two (2) successive readings on an explosion hazard meter, at the point of discharge into the system (or at any point in the system) be more than five percent (5%) nor any single reading over ten percent (10%) of the lower explosive limit (LEL) of the meter.

(4) Any liquids, solids or gases which by reason of their nature or quantity are flammable, reactive, explosive, corrosive, or radioactive, or by interaction with other materials could result in fire, explosion or injury.

(5) Any solid or viscous materials which could cause obstruction to the flow or cause interference to the operation of the sewerage or the storm drain system, including but not limited to: grease, garbage with particles greater than one-half inch (1/2) in any dimension, animal guts or tissues, paunch manure, bones, hair, hides or fleshing, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastics, gas tar, asphalt residues, residues from refining or processing of fuel, lubricating oil, mud, or glass grinding or polishing wastes.

(6) Any wastewater having a pH less than 6.0 or more than 9.0 or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment, and/or personnel of the District.

(7) Any toxic pollutants which injure or interfere with any wastewater treatment process, or constitute a hazard or cause injury to human, animal, plant or fish life, or exceed any limitation set forth in this Ordinance.

(8) Any pollutants or substances which result in the presence of toxic gases, vapors or fumes within the collection systems or POTW in a quantity that may cause acute worker health and safety problems or which either individually or by interaction with other materials creates a public nuisance or hazard to life, or prevents entry by any person to the sewerage system.

(9) Any substance which interferes with any sewage treatment plant process or to render any product thereof unsuitable for reclamation and reuse.

(10) Any substance which causes the District to be in noncompliance with sludge use or disposal criteria, guidelines or regulations in connection with SECTION 405 of the Act, the Solid Waste Disposal Act, the Clean Air Act, the Toxic Substances Control Act, or other Federal or State criteria applicable to the sludge management method being used.

(11) Any substance which may cause or threaten to cause the District to violate its NPDES Permit, applicable Federal and State statutes, rules or regulations.

(12) Any wastewater containing pigment or color which is not removed in the ordinary sewage treatment process and which creates a visual contrast with the material appearance of the receiving waters observable at the point of the discharge.

(13) Wastewater from industrial facilities containing floatable fats, wax, grease, or oils.

(14) Wax, grease, or oil concentration of mineral or petroleum origin (non-living sources) of more than 100 mg/L whether emulsified or not, or containing substances which may solidify or become viscous at temperatures between 32 degrees F and 150 degrees F (0 degree C and 65 degrees C) at the point of discharge into the system.

(15) Total fat, wax, grease, or oil concentration of animal or vegetable origin (biodegradable living sources) of more than 100 mg/L, whether emulsified or not, or containing substances which may solidify or become viscous at temperature between 40 degrees F and 100 degrees F (4 degrees C and 37 degrees C) at the point of discharge into the system.

(16) Any non-biodegradable cutting oils, commonly called soluble oil, which form persistent water emulsions.

(17) Any waste containing substances that may precipitate, solidify or become viscous at temperatures between 40 degrees F and 100 degrees F (4 degrees C and 37 degrees C).

(18) Any wastewater having a heat content in such quantities that the temperature of the wastewater at the introduction into the public sewer exceeds 40 degrees Centigrade (104 degrees Fahrenheit).

(19) Any pollutants, including oxygen demanding pollutants, released at a flow rate or pollutant concentration which will cause or contribute to interference to the sewage treatment plant processes.

(20) Single pass cooling water.

(21) The blowdown or bleed off from cooling towers or other evaporative coolers may be accepted in the sewerage facilities after three (3) passes through the system and when it is expressly authorized in the user's Industrial Waste Permit.

(22) Any wastewater which constitutes a hazard or causes injury to human, animal, plant or fish life or creates a nuisance within the system.

(23) Recognizable portions of the human or animal anatomy.

(24) Floatable material which is readily removable.

(25) Any water added for the purpose of diluting wastes which would otherwise exceed applicable maximum concentration limitations.

(26) Any excessive amounts of organic phosphorous type compounds.

(27) Any excessive amounts of deionized water, steam condensate, or distilled water.

(28) Any rainwater, storm water, groundwater, street drainage, surface drainage, roof drainage, yard drainage, water from yard fountains, lawn sprays, or any other uncontaminated water.

(29) Any regeneration wastes from unpermitted water softeners and deionizers.

(30) Any industrial waste which does not comply with applicable Federal Pretreatment Standards as required by Section 307(b) and (c) of the Act and any applicable regulations thereunder including those called for by 40 CFR 403. The most stringent standards will apply whenever local, State, and Federal standards overlap.

No person shall discharge or cause to be discharged to any public sewer which connects to the District sewerage system any sewage, liquid waste or industrial waste, if in the opinion of the District Manager such discharge may have any adverse or harmful effect on sewer maintenance personnel, sewage treatment plant personnel or equipment, treatment plant effluent quality, public or private property, or may otherwise endanger the public or local ecological systems or create a public nuisance. The District Manager in determining the acceptability of specific wastes, shall consider the nature of the waste and the adequacy and nature of the collection, treatment and disposal system available to accept the waste. Affected persons shall have the right of appeal as set forth in PART VIII of this Ordinance if the District Manager's determination creates an extreme hardship.

SECTION 413. SPECIFIC POLLUTANT LIMITATIONS. Except where more restrictive limitations are imposed by permit or Federal Pretreatment Standards, no person shall introduce wastewater to the District's sewerage facilities that exceeds the following limitations at any time.

Parameter	Maximum Concentration Limitations (mg/L unless noted otherwise)
Biochemical Oxygen Demand	1000
Suspended Solids	5000
Ammonia (as N)	18.6
Antimony	106
Arsenic	1.12
Barium	50
Beryllium	29
Boron	0.9
Cadmium	0.26
Chemical Oxygen Demand	2000
Chromium (Total)	2.77
Chromium (Hexavalent)	0.2
Chloride	150
Chlorine Demand	50
Chlorine Residual	5
Color	190 ADMI units
Copper	2.07
Cyanide (Total)	0.2
Endrin	0.001
Fluoride	26
Iron	10.0
Lead	1.6
Lindane	0.15
Mercury	1.9
Methoxychlor	0.1
Methylene Blue Active Substances	161
Nickel	2.38
Nitrogen (Nitrate and Nitrite as N)	10
Organophosphorus or Carbamate Compounds	6.2
pH	6 to 9 units
Phenolic Compounds	65
Selenium	0.4
Silver	4.9
Sulfate	700
Sulfide	0.1
Total Identifiable Chlorinated Hydrocarbons	0.1
Total Toxic Organics	1.37
Total Dissolved Solids	1300
Toxaphene	0.005
Zinc	1.48
2,4 D-Chlorophenoxy	5.3
2,4,5 TP Chlorophenoxy	0.52

SECTION 414. BYPASS.

(1) An industrial user may allow a bypass to occur only if it does not cause Pretreatment Standards or Industrial Wastewater Permit violations and is for essential maintenance to assure efficient operation. These bypasses are not subject to the provision of this Section.

(2) If an industrial user knows in advance of the need for a bypass, the user shall submit prior notice to the District, if possible at least ten (10)

days before the date of the bypass. An industrial user shall submit oral notice of an unanticipated bypass that exceeds applicable Pretreatment Standards or Industrial Wastewater Permit to the District within one (1) hour from the time the industrial user becomes aware of the bypass. A written submission shall also be provided within five (5) days of the time the industrial user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times; and, if the bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass. The District may waive the written report on a case-by-case basis if the oral report has been received within one (1) hour.

(3) Bypass is prohibited and the District may take enforcement action against an industrial user for a bypass unless:

(a) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

(b) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgement to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance; and

(c) The industrial user submitted notices as required under Subsection (2) of this Section.

The District may approve an anticipated bypass, after considering its adverse effects, if the District determines that it will meet the three conditions listed in Subsection (3)(a) of this Section.

<u>SECTION 415. NET/GROSS CALCULATION.</u> Categorical Pretreatment Standards may be adjusted to reflect the presence of pollutants in the Industrial Users' intake water in accordance with the provisions of paragraph (1) through (4) of this section.

(1) <u>Application deadline and contents.</u> Any Industrial User wishing to obtain a credit for intake pollutants must make application therefor to the appropriate Water Management Division Director. Upon request of the Industrial User, the applicable Standard will be calculated on a "net" basis, i.e., adjusted to reflect credit for pollutants in the intake water, if the User demonstrates that:

(a) Its intake water is drawn from the same body of water into

which the discharge from its publicly owned treatment works is made;

(b) The pollutants present in the intake water will not be entirely removed by the treatment system operated by the User;

(c) The pollutants in the intake water do not vary chemically or biologically from the pollutants limited by the applicable Standards; and

(d) The User does not significantly increase concentrations of pollutants in the intake water, even if the total amount of pollutants remains the same.

(2) Criteria. Standards adjusted under this paragraph shall be calculated on the basis of the amount of pollutants present after any treatment steps have been performed on the intake water by or for the Industrial User. Adjustments under this section shall be given only to the extent that pollutants in the intake water which are limited by the Standard are not removed by the treatment technology employed by the User.

(3) Notice. The User shall notify the Regional Enforcement Officer if there are any significant changes in the quantity of the pollutants in the intake water or in the level of treatment provided.

(4) EPA Decision. The Water Management Division Director shall require the User to conduct additional monitoring (i.e. for flow and concentration of pollutants) as necessary to determine continued eligibility for and compliance with any adjustments. The Water Management Division Director shall consider all timely applications for credits for intake pollutants plus any additional evidence that may have been submitted in response to EPA's request. The Water Management Division Director shall then make a written determination of the applicable credit(s), if any, state the reasons for its determination, state what additional monitoring is necessary, and send a copy of said determination to the applicant and the applicant's POTW. The Decision of the Water Management Division Director shall be final.

PART V. PERMITS

SECTION 501. LAWFUL PERMIT ISSUANCE UNIMPAIRED. No statement contained in PART IV shall be construed as preventing the District Manager from issuing a discharge permit allowing an industrial waste of unusual strength or character or issuing a discharge permit allowing mass-based limitations on a case-by-case basis provided that the discharge does not violate State or Federal pretreatment requirements. The discharger shall pay all extra costs incurred by the District connected with treating such discharge.

SECTION 502. USER CLASSIFICATIONS. For the purposes of this Ordinance, the following user classifications are established to assign appropriate user charges and fees and permit requirements:

1. Class I
2. Class II
3. Class III
4. Wastehauler
5. Special

SECTION 503. APPLICATIONS AND FEES. Permits for the use of the District's sewerage system shall be required as outlined in this Ordinance. Permit applications in a form prescribed by the District and accompanied by all applicable fees shall be filed with the District Manager. Discharges of only domestic sewage, as determined by the District, shall not be subject to application fees. Application and permit fees shall be used to defray all administrative costs and shall be subject to periodic revisions. In compliance with the Federal Water Pollution Act of 1972, all costs of industrial wastes control are mandated to be charged to the contributing industrial connections. Industrial Wastewater Permits may be renewed by payment of fees as set by the District. The cost of required laboratory analysis and staff coordination time to establish user's compliance with its discharge limits shall be billed to the industrial facility sampled in accordance with the fees as set by the District.

SECTION 504. PERMIT FOR INDUSTRIAL WASTEWATER DISCHARGE. All persons proposing to connect or discharge industrial wastewater into any part of the District sewerage system must first apply for and obtain an Industrial Wastewater Permit. The District will deny or condition new or increased contributions of pollutants or changes in the nature of pollutants from industrial users, based on the industry's violations of applicable pre treatment standards or the limitations imposed by the Ordinance or where such contributions

could cause the District's wastewater treatment plant to be inhibited or to violate its NPDES Permit. All existing industrial users connected to or discharging to any part of the District system must obtain an Industrial Wastewater Permit, if required by the District, within one hundred twenty (120) calendar days from and after the effective date of this Ordinance. In addition, each permit, upon renewal, or each application for a permit shall be accompanied by the fees as set by the District.

Industrial Wastewater Permits shall be classified as follows:

(1) Class I:

(a) Any industrial user who

(1) Has a discharge flow of 25,000 gallons or more per day; or

(2) Has in its waste discharge a toxic pollutant in toxic amounts as defined in standards issued under 307(a) of the Federal Water Pollution Control Act and the Toxic Substances Control Act; or

(3) Is designated by the District as defined in 40 CFR 403.12 (a) on the basis that the industrial user:

a) has a reasonable potential, either individually or in combination with other contributing industries, for adversely affecting the treatment works operation or upon the quality of effluent from the treatment works; or

b) may cause or threaten to cause the District to violate its NPDES Permit; or

c) has a reasonable potential to violate any pretreatment standard or requirement in accordance with 40 CFR 403.8 (f)(6).

(4) Has a waste discharge subject to categorical pretreatment standards and regulations as promulgated and defined by the EPA in Section 309 (e) and/or (f) et. seq. of the Federal Clean Water Act; or

(5) Contributes a process wastestream which makes up 5 percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant.

(b) All Class I industrial users shall be inspected and sampled a minimum of two (2) times per year.

(2) Class II:

(a) Any industrial user who:

(1) Has a discharge flow of less than 25,000 gallons a

day and has discharge characteristics of greater than two (2) equivalent dwelling units; or

(2) Is not required to obtain a Class I permit; or

(3) Discharges industrial wastes which may have potential effects on the District's treatment facilities; or

(4) Has a potential, in the opinion of the District Manager, to violate any local discharge limit, standard or requirement.

(b) All Class II industrial users shall be inspected and sampled on a random basis.

(3) Class III:

(a) Any industrial user who:

(1) Has discharge characteristics of less than or equal to two (2) equivalent dwelling units; and

(2) Is not required to obtain a Class I or Class II permit; and

(3) Has no toxic priority pollutants or hazardous wastes in its wastewater; and

(4) is in compliance with all pretreatment standards and requirements issued by the District.

(b) All Class III industrial users shall be inspected and sampled on a random basis.

(4) Wastehauler: As described in SECTION 513.

(5) Special:

(a) Temporary dischargers as described in SECTION 514.

(b) Out-of-District dischargers as described in SECTION 515.

(c) Water softener permits as described in SECTION 516.

<u>SECTION 505. PROCEDURE FOR OBTAINING A PERMIT FOR INDUSTRIAL WASTEWATER DISCHARGE.</u> Users seeking a wastewater discharge permit shall complete and file with the District an application on the form prescribed by the District. The application shall be accompanied by the applicable fee. In support of this application, the user shall submit the following information:

(1) Name, address, and Standard Industrial Code number of applicant.

(2) Volume of wastewater to be discharged.

(3) Wastewater constituents and characteristics including, but not limited to, those set forth in PART IV of this Ordinance as determined by a State's Department of Health Services-approved analytical laboratory.

(4) Time and duration of discharge.

(5) Average and three (3) minute peak wastewater flow rates, including daily, monthly, and seasonal variations, if any.

(6) Site plans, floor plans, mechanical and plumbing plans and details to show all sewers and appurtenances by size, location and elevation.

(7) Description of activities, facilities, and plant processes on the premises including all materials and types of materials which are, or could be, discharged.

(8) Each product produced by type, amount, and rate of production.

(9) Number and type of employees, and hours of work.

(10) Certification and signature of an authorized representative of the Owner of the building and/or land that the Owner will accept financial responsibility for cleanup and closure costs of sewers, wastewater storage tanks, or pretreatment facilities.

(11) Any other information as may be requested by the District Manager. The District will evaluate the data furnished by the user and may require additional information. After evaluation and acceptance of the data furnished, the District may issue an Industrial Wastewater Permit subject to terms and conditions provided herein.

SECTION 506. PERMIT CONDITIONS. Industrial Wastewater Permits shall be expressly subject to all provisions of this Ordinance, and all other regulations, user charges, and fees established by the District. Permit conditions may include some or all of the following:

(1) The unit charge or schedule of user charges and fees for the wastewater to be discharged to the system.

(2) The average and maximum wastewater constituents and characteristics.

(3) Limits on rate and time of discharge or requirements for flow regulations and equalization.

(4) Limits regarding the discharge of specific pollutants and the source of the legal authority of each limit.

(5) Requirements for installation of inspection and sampling facilities and uncontrolled discharge containment facilities.

(6) Requirements, which may include specific sampling locations, frequency of sampling, times of sampling, number, types, test standards and reporting schedules, for self-monitoring programs.

(7) Pretreatment facility requirements.

(8) Requirements for maintaining and submitting technical reports and plant records relating to wastewater discharges.

(9) Daily average and daily maximum discharge rates, or other appropriate conditions when pollutants subject to limitations and prohibitions are proposed or present in the user's wastewater discharge.

(10) Compliance schedules.

(11) Wastewater analyses by a State's Department of Health Services-approved laboratory as part of the user's compliance effort. The user shall pay for the cost of such analyses.

(12) Requirements for maintaining and affording District access to plant records relating to discharges.

(13) Requirements for notification of the District of any new introduction of wastewater constituents or any substantial change in the volume or character of the wastewater constituents.

(14) Requirements for notification of slug, upset or bypass discharges.

(15) Requirements for notification of discontinued discharge and the responsibility of the owner of the building and/or land for facility cleanup and closure.

(16) An amended application must be filed within ten (10) working days if conditions noted in the original application change.

(17) Other conditions to ensure compliance with this Ordinance.

SECTION 507. PERMIT DURATION. Permits shall be issued for a specified time period, not to exceed five (5)years. The user shall apply for renewal of the permit no later than sixty (60) days prior to the expiration of the permit. After submitting an application for renewal, if the user is not notified by the District thirty (30) days prior to expiration of the permit, the permit shall automatically be extended for one (1) month or until the District makes a determination on the application for renewal.

SECTION 508. CHANGE OF INDUSTRIAL WASTEWATER PERMIT CONDITIONS. The District may change the terms and conditions of the permit during the life of the permit, as limitations or requirements, as identified in SECTION 506, are modified and changed. The user shall be informed of any proposed changes in his permit at least thirty (30) days prior to the effective date of change. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.

SECTION 509. NONTRANSFERABILITY. Industrial Wastewater Permits are issued to a specific user for a specific operation at a particular location; Industrial Wastewater Permits shall not be reassigned, transferred or sold.

SECTION 510. DELAYED COMMENCEMENT OF DISCHARGE. All permitted discharges must commence within one hundred eighty (180) days from the effective date of the permit or the permit is deemed void.

SECTION 511. NEW OR INCREASED CONTRIBUTION OF POLLUTANTS OF CHANGE OF WASTEWATER CHARACTERISTICS. No wastewater discharge shall be commenced in which there has been a new or increased contribution of pollutants or change of characteristics which causes it to be different from that expressly allowed under the permit issued, without written notification to and approval by the District Manager. Upon such notification, the District Manager, in his/her sole discretion, may require that a new application be filed and new permit obtained before any waste discharge involving the changed characteristics takes place.

SECTION 512. DISCONTINUED DISCHARGE. (1) All permitted industrial users shall notify the District at least thirty (30) days prior to discontinuing its industrial wastewater discharge for more than thirty (30) days unless the industrial user can demonstrate to the District that it could not have known of the discontinued discharge. The discontinued discharge may be temporary or permanent.

(2) Within thirty (30) days of the discontinued discharge, the industrial user shall remove all contents of the sewers, industrial wastewater storage tanks, or pretreatment facilities in accordance with all applicable regulations. The contents shall not be discharged to a public sewer without prior written approval from the District.

(3) The District shall have the right to inspect the facilities of the industrial user in accordance with the procedures established in SECTION 712 of this Ordinance.

(4) If the Industrial User fails to clean up and remove the contents of its facilities to the satisfaction of the District, such activities and the costs thereof shall be the responsibility of the owner of the building and/or land.

(5) Failure of the industrial user or owner to promptly and satisfactorily clean up and remove any contents of the sewers, industrial wastewater storage tanks, or pretreatment facilities shall subject the industrial user and owner of the building and/or land to any enforcement action authorized in this Ordinance.

SECTION 513. WASTE HAULER'S DISCHARGE PERMIT. All persons owning vacuum or "cesspool" pump trucks or other liquid waste transport vehicles and desiring to discharge septic tank, seepage pit, interceptor or cesspool contents, or industrial or liquid wastes, generated within the District's boundary, into facilities of the District shall first have a valid District waste hauler's discharge permit. All applicants for a waste hauler's discharge permit shall fill out completely the District's discharge permit form, pay the appropriate fee as set by the District, receive a copy of the District regulations governing discharge of liquid wastes from liquid waste transport vehicles and shall agree, in writing, to abide by these regulations.

Discharge of chemical toilet, septic tank, seepage tank, interceptor or cesspool contents or other wastes containing no industrial wastes may be made by a person holding a District permit at any approved location throughout the District. Truck transported industrial wastes shall be discharged only at the locations specified by the District for the specific waste. The District shall require payment for any excessive treatment and disposal costs or may refuse permission to discharge certain prohibited wastes.

The waste hauler's discharge permit shall be valid for one (1) year from date of issuance.

Any person violating the District requirements for liquid waste discharges from trucks shall be in violation of this Ordinance and may have his permit revoked by the District upon five (5) days written notice thereof. Nothing in this Section shall be so construed as to conflict with the requirements or enforcement rights set forth in Section 25000-25010 of the Health and Safety Code or other existing laws, rules and regulations adopted by the State of California.

SECTION 514. TEMPORARY PERMITS. (1) A permit shall be required of all users granted temporary permission by the District to discharge unpolluted water, storm drainage and ground water discharging directly or indirectly to the District's sewerage facilities. This temporary permit may be granted when no alternate method of disposal is reasonably available. The provisions of PART IV of this Ordinance pertaining to wastewater strength and characteristics shall apply.

(2) Users seeking a temporary wastewater discharge permit shall complete and file with the District, prior to commencing discharge, an application in the form prescribed by the District. This application shall be accompanied by applicable fees, plumbing plans or other data as needed by the

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SIMI VALLEY MUNICIPAL CODE

Title 1 GENERAL PROVISIONS

Chapter 2 PENALTY PROVISIONS*

1-2.01 Violations misdemeanors or infractions.

1-2.02 Misdemeanors: Punishment.

1-2.03 Infractions: Punishment.

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1-2.11 Violations of administrative provisions.

1-2.12 Nuisances: Recovery of abatement expenses.

APPENDIX D: OPERATION AND MAINTENANCE PROGRAM DOCUMENTS

Appendix D includes the following:

D-1 City of Simi Valley Sewer Map Grid System

D-2 Maintenance Cleaning Schedule (To be included at a later date)

D-3 CCTV Video Report (to be included at a later date)

D-4 High Velocity Standard Operation Procedure-SOP (to be included at a later date)

D-5 Safety Training Manual-TOC

D-6 Equipment Inventory List (to be included at a later date)

D-7 Critical Replace Parts List (to be included at a later date)

D-8 Kennedy/Jenks- System Assessment and Rehab Plan Executive Summary

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Appendix D-1 Simi Valley Map Grid

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2.05 Accident Reporting and Investigation Procedure

2.06 Training and Instruction

2.07 Maintenance of Records

3.00 CODE OF SAFE PRACTICES *(8 CCR 1509)(Tailgate Safety Meeting Topics)*

3.01 Alcohol/Drugs/Weapons
3.02 Compressed Gas Cylinders
3.03 Crane Safety
3.04 Electrical
3.05 Vehicle Policy
3.06 Health and Physical Requirement
3.07 Heavy Equipment
3.08 Tools (Hand, Power, Pneumatic)
3.09 House Keeping
3.10 Ladders
3.11 Lifting
3.12 Loading and Hauling Equipment
3.13 Office Safety
3.14 Tank Top Safety
3.15 Personal Protective Equipment
3.16 Public Protection
3.17 Rigging Equipment
3.18 Sanitation Requirements
3.19 Scaffolding and Platforms
3.20 Slips, Trips, and Falls

4.00 SAFETY STANDARDS (Procedures)

4.01 Safe Work Procedure
4.02 Hot Work Procedure
4.03 Confined Space Entry Procedure
4.04 Lockout / Tagout / Blockout Procedure
4.05 Emergency Response Procedure
4.06 Fall Protection
4.07 Hazardous Waste Operations
4.08 Excavating and Trenching Procedure

5.00 GENERAL SAFETY POLICIES

5.01 Asbestos
5.02 Blood Borne Pathogens Policy
5.03 Fire Prevention and Protection
5.04 First Aid Inventories
5.05 Hazardous Communication Program
5.06 Hearing Conservation Program
5.07 Identification of Hydrogen Sulfide (H2S)
5.08 Respiratory Protection Program

Appendix D-5

APPENDIX *(Electronic Forms)*	FORM NUMBER
Safety Meeting/Training Record	2031
Hazard Assessment Report	2041
Employer's Report of Injury or Illness	2051
Vehicle Accident Report	2052
Incident Report	2053
Required Training Schedule	2061
Safe Work Permit	4011
Air Test Log	4012
Hot Work Permit	4021
Confined Space Entry Permit	4031
Respiratory Fit Test Record	5081

Appendix D-8
Collection System O & M and Rehabilitation

Kennedy/Jenks Consultants

1000 Hill Road, Suite 200
Ventura, California 93003
805-658-0607
805-650-1522 (Fax)

City of Simi Valley

Sewer Collection System Asset Evaluation and Rehabilitation Plan
Final Report Volume 1

Sewer Collection System Asset Evaluation and Rehabilitation Plan
Final Report Volume 1

Executive Summary

Kennedy/Jenks Consultants (Kennedy/Jenks) has reviewed and coded defects according to the Pipeline Assessment Certification Program (PACP) guidelines for nearly 50 miles of video footage. The near 50 miles of video comprises only 13 percent of the City of Simi Valley's (City's) main collection system. However, the footage includes the larger pipelines in the main collection system and thus constitutes a substantial portion of the estimated cost for rehabilitation of the entire system (Figure 1-1). It also contains many of the older pipes that were constructed of asbestos cement or concrete pipe. These pipes are more susceptible to corrosion than new PVC piping systems.

The County started constructing the sanitary sewer system in 1961 and the City, after incorporation in 1969, continued expanding the system. Today the City has approximately 360 miles of mainline sanitary sewer piping according the City's GIS database. As the pipelines age, the risk of pipe failure increases. The City experienced one such failure located along Los Angeles Avenue. Pipeline failures, such as this, require emergency response and are costly to repair. They also often lead to sanitary sewer overflows (SSOs) which have both public health and environmental implications. The Los Angeles Avenue failure cost the City over $1 million and took over one month to repair. Pipeline failures and SSOs can often be prevented with proactive, rather than reactive, sewer pipeline rehabilitation.

Approaching improvements from a proactive perspective requires detailed knowledge of the existing pipelines accomplished by internal closed-circuit television (CCTV) inspections. These internal inspections record pipeline defects such as cracks, joint problems, and surface deterioration, which can lead to pipe failures. The internal inspections also identify maintenance concerns, such as intruding roots or grease build-up, that if corrected can prevent pipeline blockage and an SSO event. In the United States over the last 10 years, the approach to internal pipeline inspections has become standardized through the PACP.

After reviewing the internal CCTV footage, all sewer sections were ranked according to the PACP defect coding, pipe diameters, and materials of construction. Priority ranking was also given to each area based on a criticality evaluation (discussed in detail in Appendix A), including each area's proximity to major roadways, the railroad, known businesses, and tourist destinations. Volume 2 of this report includes a detailed schedule for sewer rehabilitation, indicating a range of years in which specific areas of concern are recommended for rehabilitation. Itemized estimates of probable cost are also included in Volume 2. This rehabilitation schedule is summarized in Figures 5-1 through 5-4 of this Volume 1. Information is also provided in this Volume 1 and also Volume 2 to

distinguish pipe reaches requiring frequent routine cleaning and/or maintenance to prevent a SSO occurrence.

This thorough review has identified specific reaches of the piping system, which are recommended for improvement to prevent potential costly failures or SSO events. More importantly, however, these internal inspections have brought to light concerns involving one of the piping materials found extensively throughout the collection system. Between 30 and 45 years ago, the City invested in asbestos cement pipe (ACP) as the primary pipe material for new sewer installations. As a result, ACP makes up nearly one-third of the City's sanitary sewer system (Figure 2-3) and it is generally the material found to be used for the larger diameter interceptor sewers in the system.

Based on historical evidence and video pipeline inspections, sewers in the highest risk areas of the City piping system are comprised of asbestos cement pipe (ACP). This type of pipe has an average life span of approximately 50 years. Unfortunately, while the extensive use of ACP might have lowered the costs to the City at the time of installation, over time this material has been found to be inferior. Where the appropriate conditions are present, deterioration and/or failure of the ACP piping system can occur prior to the 50-year average life span. This places the City in a unique position relative to other nearby communities whose initial investment was in pipe materials that can surpass 80- and 100-years of age. The City must begin reinvesting a significant sum of money into their sanitary sewer system at this time.

The longevity of ACP piping material is of concem because of its relatively low bearing strength, susceptibility to attack from internal sewer acids, and the subtle visual identification of deterioration during CCTV inspection. Therefore, the ACP is the most significant concern in this evaluation of the longevity of the City sewer system.

The internal inspections completed have revealed varying degrees of surface deterioration in ACP reaches, thus enabling the City to implement a phased rehabilitation schedule. Using a phased approach spreads out the cost of ACP rehabilitation that would otherwise occur over a short period of time when the pipelines begin reach the end of their useful life span (Figure 2-6). Fortunately, there were no pipe reaches found to have severe structural defects which would warrant pipe replacement and thus, the focus of this asset rehabilitation plan is based on rehabilitating the existing facilities whenever possible.

The estimated cost associated with rehabilitation of approximately 34 miles of sewers identified for rehabilitation within 20 years is approximately $59.2 million, at current construction costs (Table 5-1). Of this total, $8.8 million represents the probable cost for rehabilitation necessary in the next three years.

To assist the City with the programming of future capital improvement program costs, current costs and annual estimates are increased to future dollars to account for inflation and increasing construction costs. The resulting projected annual costs in both current and future dollars are derived (Table 5-2) and indicate that the City's twenty year program is projected to cost approximately $96 million. Moreover, the annual reinvestment in infrastructure could exceed $7 million in any given time frame. Given that there is some flexibility in annual programmed improvements, the specific facilities to be improved in conjunction with the level of annual investment should be reviewed annually as part of ongoing capital improvement planning and budgeting.

It should be noted however, that there may be instances where pipe capacity limitations would warrant pipeline replacement. For this reason, the estimates of probable cost do incorporate an allowance for potential pipe replacement as a function of the contingency costs. While a cursory review of facilities with potential capacity constraints will be provided in a subsequent Technical Memorandum, it is recommended that the City consider budgeting for a more comprehensive hydraulic capacity analysis and/or update the Sewer System Master Plan. This activity is also a requirement of the new State Waste Discharge Requirements as regulated by the State Water Resources Control Board.

It is recommended the City initiate a program for improving the segments identified in the immediate category and implement added maintenance and cleaning as necessary to prevent a SSO from occurring. It is also recommended the City consider the following:

• Incorporate the results presented here and in Volume 2 into the City's existing maintenance/sewer database,

• Perform a flow monitoring study of areas of capacity concern,

• Conduct an overall hydraulic sewer capacity analysis and Master Plan Update,

• Continue with internal CCTV inspections of the sewer system,

• Develop a cleaning methodology tailored to protecting ACP, and

• Apply the approach developed in this evaluation to any future internal inspections.

APPENDIX E: OVERFLOW EMERGENCY RESPONSE DOCUMENTS

Appendix E includes the following:

E-1 Sanitary Sewer Overflow Response Procedures

E-2 PWS Division Required Training (to be included at a later date)

E-3 PWS Division Recommended Training -Tail Gate Meeting (to be included at a later date)

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Appendix E-1
Sanitary Sewer Overflow Response Procedures

CITY OF SIMI VALLEY
PUBLIC WORKS DEPARTMENT
SANITATION DIVISION
POLICY FOR WASTEWATER SPILLS AND OVERFLOWS

It is the Policy of the City of Simi Valley Public Works Department to use every reasonable and possible means to protect and safeguard public health in the event of a wastewater related emergency within the City wastewater service area. The purpose of this response plan is to identify those actions to be taken by Public Works Department personnel in responding to wastewater overflows, spills, collection system main line breaks, and any other situations involving wastewater that create an increased exposure to the safety and health of the General Public. Legal responsibility for containment, clean-up, and reporting of wastewater spills and overflows is contained in California Health and Safety Code Sections 427.12, 427.13, 5411.5, 5412.5, and 24155–24159, as well as in the California Code of Regulations Title 17 Sections 7950–7961, and the City of Simi Valley NPDES Permit No. CA0055221. Although the containment and repair of any wastewater related emergency should be handled in the most expeditious manner, safety procedures and guidelines contained in this Policy must be followed at all times.

Submitted by: _____ _____
Frank Hernandez Date
Plant Support Systems Manager

Reviewed by: _____ _____
Jim Langley Date
Deputy Director/Sanitation Services

Policy Approved: _____ _____
Ron Fuchiwaki Date
Director of Public Works

CITY OF SIMI VALLEY
PUBLIC WORKS DEPARTMENT
SANITATION DIVISION
RESPONSE PROCEDURES FOR COLLECTION SYSTEM EMERGENCIES

I. General/Background

The proper collection and treatment of municipal and industrial wastewater is vital to the public health in our cities and towns. The proper functioning of wastewater systems is among the most important factors responsible for the general level of good health enjoyed in the United States. Collection Systems ensure that wastewater is removed from homes, businesses, and industries and conveyed to a proper treatment and disposal location. Under certain conditions, whether caused by a poorly operated and maintained system or by natural disasters, Sanitary Sewer Overflows (SSOs) can develop and pose risks to public health and the environment.

Sanitary sewer overflows result in the release of raw sewage. The health and environmental risks attributed to SSOs depend on a number of factors including location, potential for public exposure, frequency, volume, the amount and type of pollutants present in the discharge, and the uses, conditions, and characteristics of the receiving waters. The most immediate health risks associated with SSOs to our waters and other areas with a potential for human contact are bacteria, viruses, and other pathogens. Consequences can be greater for children, elderly, and those with weakened immune systems.

Sanitary Sewer Overflows, by themselves or in combination with other sources of pollution (POTWs, farm runoff, mines, developments, etc.), may affect the quality and uses of the receiving waters. SSOs can be a potential threat to public health because of the pathogenic organisms that may be carried by these sources into our waters. In addition to pathogens, raw sewage may contain metals, synthetic chemicals, nutrients, pesticides, and oils that can also be detrimental to the health of humans and wildlife. Water quality impacts from SSOs may include changes to the physical characteristics and viability of aquatic habitats, causing fish kills. These impacts can cause adverse economic impacts such as beach closures, shellfish harvesting quarantines, increased risks and demands on drinking water sources, and impairment of people's ability to use waters for recreational purposes.

II. Safety Responsibilities

Although the immediate abatement of Sanitary Sewer Overflows is of utmost importance in order to minimize health risks to the General Public, it will not take precedence over the safety of Public Works personnel responding to the emergency. Therefore, the policies and procedures contained in this manual will be strictly adhered to.

No work is so important that it should be undertaken in an unsafe manner. Personal injuries cause pain and inconvenience to the employee and his family, cost the employee and the City money, and result in reduced service to the Public and additional workload for other employees who have to carry the workload of the injured employee. Injuries to the Public as a result of unsafe acts by employees can result in liability suits against the City. Safety of the Public and of employees is a prime consideration in all operations of the Public Works Department. The City of Simi Valley's Illness and Injury Prevention Policy govern all employees.

No one can influence employee behavior more than the first line supervisor. A Safety Program is unlikely to succeed if the supervisor is not fully involved in and held responsible for the success of the program.

Supervisors are expected to:

1) Promote safety awareness and encourage a proper safety attitude by their own good example, attendance, and participation at safety meetings.

2) Supervise and evaluate employee safety performance.

3) Observe and correct unsafe employee acts through training and, if necessary, disciplinary measures.

4) Make sure the necessary safety equipment and protective devices for each job are provided, the employee is trained in their use and care, and the equipment and devices are used.

5) Conduct safety inspections of all equipment, work areas, and operations in order to improve housekeeping, eliminate unsafe conditions, and encourage safe work practices.

6) Ensure that all employee accidents are promptly reported regardless of the extent of the injury or property damage. In the case of an injury requiring medical attention, it will be the responsibility of the supervisor, or fellow employee to make sure the injured employee receives proper medical attention according to the procedures in this manual.

7) Investigate all employee, participant, and visitor accidents, and determine the cause.

8) Instruct employees regarding disciplinary policy for violation of safety rules, and take such disciplinary action as necessary.

9) Take necessary steps to prevent recurring injuries of similar types

10) Provide all new employees with proper training in safe work practices and provide an

awareness of inherent job hazards.

11) Provide the Department with copies of all accident reports.

12) Make sure employees operate only equipment for which proper training has been provided.

13) Make sure adequate First Aid Kits are available at each work site.

14) Make sure each vehicle used on the streets has Incident Report Forms in the glove box.

It must be emphasized that each employee also has a great responsibility for prevention of accidents. Employees are expected to:

1) Follow instructions. If you don know, ask your supervisor for safe job instructions.

2) Correct all unsafe conditions or report them to your supervisor.

3) Keep work areas clean and orderly at all times. Poor housekeeping causes accidents and wastes time.

4) Use the prescribed tools and equipment for the job and use them in a safe manner. Don't use worn or broken tools. Report all broken tools and equipment to your supervisor.

5) Report all accidents immediately to your supervisor. If injured, get proper medical treatment at the Med Center or nearest hospital.

6) Wear prescribed protective equipment; dress safely and sensibly.

7) Take proper care of all your equipment including safety equipment.

8) Do not engage in horseplay.

9) Learn to lift and handle material properly.

10) Obey all safety rules and practices and take an active part in the safety program.

The most important person in any safety program is the individual worker. He/She is the person most responsible for his/her own safety. Experience has shown that the majority of accidental injuries are caused by unsafe acts. Remember that on-the-job safety is a work responsibility equal to any other job responsibility.

III. Emergency Call Procedures

A. Normal Working Hours

During normal working hours, the Public Works Dispatcher or the Sanitation Secretary will normally receive emergency calls concerning sanitary sewer spills or overflows. Contact will be initiated with Collection System personnel in the following order:

1) Collection System Supervisor	Will investigate the emergency and assign appropriate personnel and equipment.

If not available, then

2) Plant Support Systems Manager	Will investigate the emergency and assign appropriate personnel and equipment.

If not available, then

3) Collection System Crew Leader	Will investigate the emergency and assign appropriate personnel and equipment.

If not available, then

4) Line 2 (Vehicle #434) crew	Will respond to the emergency and call additional personnel and equipment if required; will notify Collection System Supervisor at the earliest opportunity.

If not available, then

5) First available field crew	Will respond to the emergency and call additional personnel and equipment if required; will notify Collection System Supervisor at the earliest opportunity.

B. After Normal Working Hours

Emergency calls are normally received by the Sanitation Emergency After Hours Answering Service (583-1564) or the Police Department Dispatcher (583-6950). Contact will be initiated with the stand-by personnel in the following order:

1. Weekdays -

Primary Stand-by Person	Will investigate the emergency and call in additional personnel, if required. The Collection System Supervisor is to be notified in the event of an overflow.

2. Weekends -

Primary Stand-by Person	Will call the Secondary Stand-by Person and both will investigate the emergency. The Collection System Supervisor is to be notified in the event of an overflow.

IV. Odor Complaints

Unless the resident also has a drainage problem, or there is evident risk of toxic fumes inside a residence, Sanitation personnel may not respond in all cases after normal working hours.

When an odor complaint is received, Sanitation personnel will call the resident and determine whether:

1. Building drains are blocked.
2. A clean-out is overflowing.
3. A manhole is overflowing.
4. Toxic fumes are inside the building.

After normal working hours, if none of the above conditions exist, tell the resident Maintenance personnel will investigate the complaint during normal working hours.

During normal working hours, even if none of the above conditions exist, the Collection System Supervisor will dispatch a crew to investigate the complaint.

The responding crew will determine, using proper safety procedures (including gas monitoring), if the odor source is:

1. Within the building and
    a. Whether all drains are free flowing.
    b. Whether all drain fixtures have properly functioning traps.
    c. Whether the drains are vented to the roof.

2. From outside the building and
    a. Whether the main sewer is free flowing.
    b. Whether neighbors are experiencing drain problems.

3. From a non-sanitary sewer related source

Corrective action will be taken or referred to the resident for correction based on the results of the maintenance crew investigation. If toxic fumes, or fumes of an unknown nature are present, evacuate the building and contact Environmental Compliance at 583-6400 during normal working hours. Use **Appendix E** to contact Environmental Compliance after normal working hours. If Environmental Compliance is not available, contact the Ventura County Fire Department (911).

V. Unknown Sewer Problems

In the event a call or complaint is received concerning a sewer problem of an unknown nature, the following procedure is to be used:

1. Contact the resident by phone before responding.

2. Determine the nature of the problem from information provided by the resident or from a site investigation. Proceed with the appropriate action as described in **Section VI** or **VII** below.

3. If the resident cannot be contacted, a maintenance crew (Stand-by personnel, if after hours) will respond and investigate the situation.

4. If the main sewer is free flowing and there is no visible or detected emergency situation at the address, a notice will be placed on the resident's doorknob describing what the investigating personnel have found. This gives the resident the opportunity to call and discuss the findings verbally.

5. If the investigating personnel discover an emergency situation, proceed with the appropriate action as described in **Section VI** or **VII**.

VI. Building Sewer Stoppages

In the event a call or complaint is received concerning a sewer back-up, maintenance personnel will use the following procedure to determine if the blockage is in the main sewer or in the building sewer:

1. Contact the resident by phone before responding.

2. Using the information received from the resident, or from an on-site investigation, use **TABLE I** to determine the nature of the problem.

TABLE I

Determination of Sewer Problems

		Possible Fixture Problem	Possible Lateral Problem	Possible Main Stoppage
A. There is sewage backing up into the building	Yes	X	X	X
	No	X	X	X
B. Neighbors' drains are blocked	Yes			X
	No	X	X	
C. All drains in the house are plugged	Yes		X	X
	No	X		
D. There is a surface clean out in the yard; it is open and overflowing	Yes		X	X
	No	X		
E. If a manhole is nearby, is it overflowing?	Yes			X
	No	X	X	X

3. If there is a possibility that a main sewer blockage exists, or if the resident cannot be contacted, a maintenance crew should respond and inspect the main sewer.

4. If it is evident from the resident's responses or investigation reveals that there is no main sewer blockage, the resident shall be informed of this and informed that problems in building sewer lines and laterals are the property owner's responsibility. The City's Lateral Policy (**Appendix A**) should be explained and a copy given to the resident.

5. If the blockage is in the building sewer line and it results in an overflow on to private property, contact Environmental Compliance at 583-6400 during normal working hours (refer to **Appendix E** for after hours contact numbers) to supervise clean-up of the overflow. If the overflow has the potential to enter a public right-of-way or State waterway, Sanitation personnel will contain the spill and initiate efforts to clear the blockage. Sanitation will then coordinate with Environmental Compliance on clean-up of the spill.

6. If there is a blockage in the main sewer, maintenance personnel will begin spill control procedures as outlined in the Main Stoppage Procedures (**Section VII**).

VII. Main Sewer Stoppages

If it is evident from the initial report of a sewer problem, from the follow-up phone conversation with the resident, or from the maintenance personnel's investigation that there is a main sewer stoppage, maintenance personnel should respond as follows:

1. During normal working hours, Line 2 (Vehicle # 434) should be dispatched immediately to the reporting address. If Line 2 is unavailable, Line 3 (Vehicle # 417) or Line 1 (Vehicle # 265) should be dispatched. If neither Line 2, Line 3, nor Line 1 is available, see **Appendix B** for a listing of Cities and private companies that can provide assistance.

2. After normal working hours, stand-by personnel should report to the Sanitation yard to pick up Line 2 and drive to the reporting address. They should then begin spill control measures as outlined below.

Upon Arrival at Overflow/Spill Site:

1. The Collection System Supervisor or Crew Leader shall respond immediately to emergencies and investigate all service requests or complaints.

2. The Supervisor or Crew Leader will make immediate on-the-spot evaluation of the problem. He will determine which service request or complaint is the highest priority for order of assignment to emergency crews.

3. The Supervisor or Crew Leader shall notify the following City personnel, as appropriate. At the same time, the Supervisor or Crew Leader should request any equipment, tools, or safety equipment needed for containment and repair activities.

   Frank Hernandez, Plant Support Systems Manager
   Work: 583-6455
   Home: 577-9170
   Cell: 428-2757

   Jim Langley, Deputy Director/Sanitation Services
   Work: 583-6443
   Home: 584-8627

   Alan Krieger, Plant Operations Manager
   Work: 583-6447
   Home: 484-2659
   Cell: 479-1364

4. Assess the extent of the spill and prevent public contact with the spill by evacuating flooded buildings and placing barriers around outside spills. Try to prevent sewage from entering the surface drainage system or causing a health hazard. Use sand bags to contain the sewage. Containment should begin immediately in a safe and orderly manner before any repair work.

5. Selection of the containment plan and its implementation will take into account all

reasonable steps to minimize or prevent any discharge that has a reasonable likelihood of adversely affecting human health or the environment. The following are examples of containment plans:

Bypass the break or spill by pumping from an upstream manhole to a manhole downstream of the break or spill. At the same time, pump any spillage to the same downstream manholes.

Use vacuum trucks to transport wastes to a downstream manhole or treatment plant.

Dam the stream or watercourse so all contaminated water is contained, then vacuum and pump to another downstream manhole, or transport to a treatment plant with vacuum trucks.

6. Determine if the stoppage is lift station related by inspecting downstream manholes and by a visual inspection of the lift station. If lift station problems are indicated, contact the Plant Maintenance Supervisor (home phone – (805) 526-6152; or pager (805) 446-2940), or the Plant Support Systems Manager (home phone – (805) 577-9170; or Cell – (805) 428-2757).

7. To clear the blockage, locate the nearest manhole (preferably downstream) in which the sewer cleaning equipment can gain access to the main sewer. Break the blockage in the main sewer.

8. Determine the cause of the blockage (roots, rags, grease, construction debris, etc.)

9. Sanitation personnel will be responsible for disinfection of any affected areas. Spread granular HTH (70% chlorine) or other approved disinfectant on exterior sewage spills. If the sewage spill is contained and unable to enter a Public waterway, use Line 2 to vacuum the contained sewage and transport it to the nearest manhole for disposal. Clean up residual sewage solids from surface. If the spilled material is not sanitary sewage or is a hazardous material, coordinate with Environmental Compliance and the Plant Operations Manager for proper disposal. Any chlorine residual detected is adequate.

   See TABLE II for proper HTH application rates based upon flow. Clean up residual sewage solids from surface

10. Sanitation personnel will be responsible for posting contaminated areas with necessary warning signs. The warning signs shall be posted at public access points such as:

    - Roads leading into the affected area;
    - Bridges on watercourses in the affected areas;
    - Parking areas and parks in the affected areas

    In residential areas warning signs shall be posted every 200 feet around the affected area. Warning signs and stakes are stored in Line Maintenance's Lower Shed at the Simi Valley

Water Quality Control Plant.

All of the following criteria shall be met before removing warning signs:

- The discharge of the waste that caused the warning is no longer occurring.
- There has been a 72-hour period in which no discharge has occurred.

11. If the incident occurred after normal hours and the Collection System Supervisor was not required to respond he must be notified the next working day.

12. If there was sewage spilled onto the ground or onto any paved surface where it could eventually reach any State waters, you must:

    Treat any exterior spills again with granular HTH (70% chlorine) or other approved disinfectant.

    Wash down any area that is paved and remove wash down with Line 1 or Line 2.

    Remove solids from landscape areas.

    Estimate the amount that spilled and any amount that may have entered storm drains, if possible. Identify the location of the storm drains.

    If the sewage spill occurred from a public sewer during normal working hours and the Collection System Supervisor or Plant Support Systems Manager has been notified of the incident, it is the responsibility of the supervisor or manager to notify the Regional Water Control Board, the Ventura County Environmental Health Department, Ventura County Watershed Protection District, Ventura County Community Service, and the Office of Emergency Services of the sewage spill, depending on the amount of the spill. See Table II for specific verbal reporting requirements. For spills that occur after normal working hours, the first supervisor, either from Sanitation or Environmental Compliance, made aware of the situation will be responsible for the immediate verbal notification to the appropriate agencies. Environmental Compliance will handle all written reports for spills that occur from building sewers, commercial, industrial, or non-public sewers. All written reports for spills from public sewers will be handled by Sanitation. See **Appendix D** for contacts and phone numbers for these agencies.

TABLE II
VERBAL REPORTING REQUIREMENTS

	Spill < 500 gal	Spill of 500 to 999 gal	Spill >1000 gal
Regional Water Quality Control Board		X	X
Ventura County Environmental Health	X	X	X
Ventura County Community Service	X	X	X
Ventura County Watershed Protection District	X	X	X
Office of Emergency Services			X

X – indicates immediate agency notification is required

If the sewage spill occurs after normal working hours or on the weekend, attempt to notify the Collection System Supervisor first, then the Plant Support Systems Manager. Contact the Collection System Supervisor or Plant Support Systems Manager immediately if there is a threat to the environment or pollution of State waters. If the supervisor or manager cannot be contacted, immediately proceed with spill control measures and then notify the five agencies listed in Appendix D. On the following workday, submit to VCEHD the standard Proposition 65 reporting form by fax (see **Appendix D** for agency phone and fax numbers). If the sewage spill occurs from a sewage lift station or a sewage force main, take those steps necessary to abate the situation and protect public health, then contact the appropriate regulatory agencies immediately.

Also notify:	Jim Langley, Deputy Director/Sanitation	(805) 428-3839
	Joe Deakin, Assistant Public Works Director	(805) 223-6381
	Ron Fuchiwaki, Director of Public Works	(818) 439-9596
	Mike Sedell, City Manager	Supervisor will notify

Be prepared to provide the Ventura County Environmental Health Department and the Office of Emergency Services with the following information:

- Location of incident
- Date and time of incident
- Cause of spill/overflow (sewer main blockage, lift station failure, etc.)
- Action taken or to be taken
- Did spill/overflow enter storm drain system?
- Estimated amount that entered storm drain system
- Location where storm drain discharges

13. All agencies notified of the spill will be called by the senior supervisor in charge and given a brief report of how and when the repair and/or clean-up was completed. They will also be notified of follow up sampling and analyses that will be performed, and an approximate date of a final sampling.

14. The final report on the situation, containment, repairs, clean up, and sampling program is to be submitted by the Deputy Director/Sanitation Services to appropriate regulatory agencies and the Director of Public Works within five (5) days of completion of the repair and/or clean up activities. The written notification shall include information explaining reasons for the discharge, what steps were taken to correct the problem, the dates of all actions taken, and what steps are being taken to prevent the problem from reoccurring.

15. If the sewer main has a blockage resulting in any property damage, call James Bartholomew, Risk Manager at (805) 583-6739 or cell phone – (805) 402-2026. Photographs should be taken as well as a drawing or sketch of the area(s) damaged by the flooding.

16. Contact with the general public and regulatory agencies will be the responsibility of the senior supervisor who is responsible for decisions involving the particular incident. Contact with the news media will be the responsibility of the Deputy Director/Sanitation Services or his designee.

17. After the spill/overflow situation has been abated, prepare the normal Environmental Compliance/Collection System Complaint/Spill Response form.

VIII. Sampling Procedures

Grab samples for total and fecal coliform and enterococcus shall be obtained anytime a spill reaches any receiving water, such as the Arroyo Simi. If spill is contained on the ground, in a storm sewer, or flood channel it is not necessary to collect bacteriological sampling providing proper containment and complete and thorough clean up is completed.

Samples must be collected upstream and downstream of the point of entry for the spill. The sample taken must be a representative sample where there is good flow and mixing. Be sure to follow proper sampling protocol when taking samples. Label each sample and complete a Chain of Custody form. Preserve the samples on ice until returned to the laboratory. There is a six (6) hour holding time for these samples. Each sampling event will consist of a total of six (6) samples; three (3) samples taken upstream of the point of entry for the spill and three (3) taken downstream. Samples will be taken until samples are within normal limits.

APPENDIX A

City Lateral Policy

This Sewer Lateral Policy establishes various criteria and verification procedures necessary for the City to ascertain whether plumbing expenses for sewer lateral line repairs are reimbursable to the homeowner.

The main sewer line in the street is owned and maintained by the City. However, the connecting sewer lateral line running from the house to the main sewer line in the street is owned and maintained by the homeowner. It is the homeowner's responsibility to properly maintain his/her sewer lateral line. Internal problems in the sewer lateral line, such as internal blockages, misalignments, or deterioration, arc the homeowner's responsibility.

Tree roots themselves are not generally able to penetrate a properly maintained sewer line without a pre-existing entryway. Inferior materials, poor installation and/or maintenance may cause the sewer lateral line and/or seals to decay, disintegrate or otherwise deteriorate, loosen joints, develop fissures, spaces, openings, and/or other potential entryways for tree roots: Such entryways may also leak and discharge sewage into the ground, in violation of the City of Simi Valley Municipal Code, Section 6-6.06.

If a homeowner believes that roots from a City-owned tree may have caused damage to a properly maintained and sealed sewer lateral line, and wishes to be reimbursed for the necessary repair/replacement work, the homeowner must complete the following steps so that the City may properly investigate, verify the facts, and evaluate the circumstances:

1. If sewer lateral repair/replacement work is to be done within he public right-of-way, the homeowner or contractor/ plumber must first obtain an Encroachment Permit from the Public Works Department**. Whether the sewer lateral repair/replacement work is to be done within private property or public right-of-way, the homeowner or contractor/plumber must notify the City's Sanitation Division personnel (at 583-6440), 24-hours prior to such work, for the City's inspection of the roots and sewer lateral. If this step is not followed, the City's staff will be unable to confirm the cause of the problem, and the homeowner will not receive reimbursement consideration.**

2. All sewer lateral work must follow the City’s guidelines for excavation, including the City’s "Procedures for Trenching or Construction Near Trees" (said guidelines are available through the Public Works Department).

3. The homeowner or contractor/plumber must, in the presence of the City Inspector(s), uncover the sewer lateral line (but not remove it or any roots) in order to allow for proper inspection and tracing of tree roots. The City Inspector(s) will check the sewer lateral for its condition, including whether improperly sealed or failed joints, pipe damage or deterioration have caused root entryways. The inspection will also include review of the type and age of the pipe materials, the proper installation and maintenance, and whether earthquake movement may have damaged the sewer lateral line or otherwise caused root entryways, as the City is not responsible for the consequences of earthquakes or sewer lateral line deterioration.

4. In the event the City Inspector determines that a City-owned tree caused damage to an otherwise properly maintained and sealed sewer lateral line, the City will request a reasonable cost estimate from a qualified and appropriately licensed, insured, and bonded contractor/plumber, for the repair work. The City will consider reimbursement for only that portion of the sewer lateral line repair work damaged by City property.

WHERE THERE IS NO CITY INSPECTION, THERE IS NO REIMBURSEMENT! However, hone of the above is intended to preclude the homeowner or contractor/plumber from cleaning (routing/auguring) the sewer lateral to re-establish drainage.

Should you have any questions or need further assistance, please do not hesitate to call 583-6440.

I have received a copy of the City Sewer Lateral Policy:

SIGNATURE: RESIDENT OR HOMEOWNER	ADDRESS	PHONE NUMBER
DATE	ISSUED BY	DATE
2929 TAPO CANYON ROAD	**SIMI VALLEY, CALIFORNIA 93063**	**(805)583-6440**

DISTRIBUTION:
GRAPHICS (NEW 3·03)

WHITE - COLL. SYST. SUPT.

YELLOW - COLL. SYST. SUPV.

APPENDIX B

Emergency Assistance

EMERGENCY ASSISTANCE

The following Cities and Companies are available to provide emergency personnel, materials, or equipment:

CITY OF OXNARD:	Operations Phone - (805) 488-3517
CITY OF CAMARILLO:	Phone: (805) 388-5332
LAS VIRGENES:	Phone: (818) 251-2100
CITY OF THOUSAND OAKS:	Phone: (805) 449-2499 ext 433 (805) 496-6084 (emergency number)
CITY OF VENTURA:	Phone: (805) 339-4399 (emergency number)

PRIVATE COMPANIES – VACON TRUCKS

STEWARTS DEROOTING:	Phone: (805) 965-8813
NATIONAL PLANT SERVICES:	Phone: (562) 436-7600

EMERGENCY ASSISTANCE – GENERAL CONTRACTORS

B & W Pipeline
235 Quail Ct
Santa Paula CA
Phone: (805) 525-7473

Blois Construction
3201 Sturgis Road
Oxnard, CA
Phone: (805) 485-0011

M F Excavating
P.O. Box 1627
Simi Valley, CA
Phone: (805) 526-8535

Turf Construction
1535 Flynn Road
Camarillo, CA
Phone: (805) 482-9876

APPENDIX C

Personnel Roster

The following is a list of personnel from the Simi Valley Water Quality Control Plant available for emergency response assistance. All numbers are area code 805 unless otherwise noted.

PLANT PHONE NUMBERS

OPS DESK 583-6441
OUTSIDE RINGER 583-6430
JIM LANGLEY, Deputy Director/Sanitation Services - 583-6443
ALAN KRIEGER, Plant Operations Manager - 583-6447
DAVE BORUNDA, Plant Operations Supervisor - 583-6448
PAUL HENKE, Plant Operator III - 583-6476
DON WEIDNER, Plant Operator III - 583-6439
FRANK HERNANDEZ, Plant Support Systems Manager - 583-6455
HOYT PEMBERTON, Plant Maintenance Supervisor - 583-6460
PAUL GONZALEZ, Collection System Supervisor - 583-6442
DON CLOUDE, Instrumentation Technician - 583-6465
BARBARA SANTOS, Laboratory Supervisor - 583-6446
GARAGE 583-6479

HOME PHONES AND PAGERS		HOME PHONES AND PAGERS	
JIM LANGLEY	584-8627	**MAINTENANCE SECTION**	
ALAN KRIEGER	484-2659; 479-1364	RANDY ALLEN	933-3802
FRANK HERNANDEZ	577-9170; 428-2757	JIM JONES	955-0986
DAVE BORUNDA	(661) 533-5132; 374-2940	FELIX SANTOS	584-5180
HOYT PEMBERTON	526-6152, 446-5702	ROBERT WERNKE	660-6070
PAUL HENKE	985-8434	MARSHALL MIRANDA	497-1479
DON WEIDNER	(661) 266-8852; 446-5704	CHARLES COOPER	791-9382
		BILL FARRELL	901-6316
#1 CALLBACK CELL	297-6108, 297-6178	**LINE MAINTENANCE SECTION**	
#2 CALLBACK CELL PAGERS	297-6179, 297-6180 446-5705, 446-5706	WEEKEND PAGER	446-5711
JEFF BAKER	523-8159	WEEKDAY PAGER	446-5708
DENNIS BREWER	527-9943	PAUL GONZALEZ PAGER	297-9162, 446-5707
BRUCE CAMPBELL	583-2140	TONY CENICEROS	428-0822
STEVE DOUKAS	581-3807	BERNARD FELDER	796-0462
RON MONTROSE	581-9864	JOE GANTT	890-5944
JIM PAREDES	523-2738	GREG PEREZ	604-9915
BILL SHOWALTER	(818) 366-7508, (818) 389-9476	ROB PRATT	581-5758
INST/ELECT. SECTION		LUIS VILLANUEVA	300-2706
DON CLOUD	217-3400	**LABORATORY SECTION**	
JASON DENISON	581-1183, 813-3151	BARBARA SANTOS	987-2204
MIKE MANTOR	583-4568	SHIRLEY BAUTISA	482-2342
RON MATUSZEK	390-2471, 579-3718	KU CHUNG CHEN	494-9880
		NATHEN MCDONALD	294-3073
		MAR ARCELONA	306-1612
		CAROLYN HOLLIDAY	583-3900

APPENDIX D

Regulatory Agency Contacts

AGENCIES TO BE CONTACTED IF AN OVERFLOW/SPILL OCCURS:

1) California Regional Water Quality Control Board, Los Angeles Region
Note - A Written Copy Of The Spill Response Letter Must Be Sent To This Agency As Well As Verbal Notification Within 24 Hours Of Incident

ADDRESS: 320 West 4th Street, Suite 200
Los Angeles, CA 90013

WORK HOURS: Raul Medina: (213) 620-2160
Enforcement Section: (213) 266-7500

FAX #: (213)-576-6640

2) Ventura County Environmental Health Division Community Services –
Note – A Proposition 65 Form Must Be Sent To This Agency As Well As Immediate Verbal Notification

ADDRESS: 800 South Victoria Avenue
Ventura, CA 93009

PHONE: (805) 654-2813

AFTER HOURS: (805) 320-6244
(805) 655-9181 (pager)

FAX #: (805) 654-2480

3) Ventura County Watershed Protection District -

ADDRESS: 7150 Walnut Canyon Road
Moorpark, CA

PHONE: (805) 654-5051

4) Office Of Emergency Services -
Note – This Agency Requires Immediate Verbal Notification

ADDRESS: O.E.S. Warning Center (24 hours)
2800 Meadowview Rd.
Sacramento, CA 95832

PHONE: (800) 852-7550 (24 hours)

FAX: (916) 262-1677

5) Ventura County Community Services –
Note – This Agency Requires Immediate Verbal Notification

PHONE – (805) 320-6244 (24 HRS)

In reporting emergencies, it is essential that all personnel making contacts record the **date, time, name of the person who was contacted**, and any other pertinent information you feel is necessary.

Also, the Public Works Director must be informed of any overflow/spills that occur. Contact the Deputy Director/Sanitation Services, the Assistant Public Works Director, or the Deputy Director/District Engineer who will then notify the Public Works Director.

APPENDIX E

Environmental Compliance Emergency Contact List

ENVIRONMENTAL COMPLIANCE EMERGENCY CONTACT LIST

Emergency Call Out Procedure and Telephone Contact List

The emergency contact telephone numbers are maintained for use by Public Works staff that may be called in case of emergency. The Environmental Compliance emergency contact list is used **ONLY IN CASE OF EMERGENCY, AFTER NORMAL BUSINESS HOURS, FOR SITUATIONS REQUIRING ENVIRONMENTAL COMPLIANCE RESPONSE.** Otherwise, the weekly standby list (available at the PSC Switchboard) would be used.

For Hazardous Materials/Waste Emergencies **AFTER WORKING HOURS CALL 911.** Report the incident to the Environmental Compliance Program Coordinator/Hazardous Materials by calling (805) 984-4561.

ENVIRONMENTAL COMPLIANCE EMERGENCY TELEPHONE LIST
(Contact in the order listed)

	Home/Cell
1) Mag Mora, EC Program Coordinator/Pretreatment	525-0735/ 297-6184
2) Kevin Gieschen, EC Program Coordinator/Stormwater	491-0184/ 297-6109
3) Ron Linton Program Coordinator/Hazardous Materials	984-4561/ 815-2740
4) Deputy Director/Environmental Compliance (VACANT)	

OTHER EMERGENCY NUMBERS:

1) Richard Brewer	526-5757
2) Brian Wilson	527-3568
3) Gilbert Rabago	(818) 352-5930
4) Valerie Leone	816-0757

APPENDIX F

SSO Volume Estimation

Attachment D - Sample Templates for SSO Volume Estimation

TABLE 'A'

ESTIMATED SSO FLOW OUT OF M/H WITH COVER IN PLACE

24" COVER

Height of spout above M/H rim **H** in inches	S S O FLOW **Q** in gpm	in MGD	Min. Sewer size in which these flows are possible
1/4	1	0.001	
1/2	3	0.004	
3/4	6	0.008	
1	9	0.013	
1 1/4	12	0.018	
1 1/2	16	0.024	
1 3/4	21	0.030	
2	25	0.037	
2 1/4	31	0.045	
2 1/2	38	0.054	
2 3/4	45	0.065	
3	54	0.077	
3 1/4	64	0.092	
3 1/2	75	0.107	
3 3/4	87	0.125	
4	100	0.145	
4 1/4	115	0.166	
4 1/2	131	0.189	
4 3/4	148	0.214	
5	166	0.240	
5 1/4	185	0.266	
5 1/2	204	0.294	
5 3/4	224	0.322	6"
6	244	0.352	
6 1/4	265	0.382	
6 1/2	286	0.412	
6 3/4	308	0.444	
7	331	0.476	
7 1/4	354	0.509	
7 1/2	377	0.543	
7 3/4	401	0.578	8"
8	426	0.613	
8 1/4	451	0.649	
8 1/2	476	0.686	
8 3/4	502	0.723	
9	529	0.761	

36" COVER

Height of spout above M/H rim **H** in inches	S S O FLOW **Q** in gpm	in MGD	Min. Sewer size in which these flows are possible
1/4	1	0.002	
1/2	4	0.006	
3/4	8	0.012	
1	13	0.019	
1 1/4	18	0.026	
1 1/2	24	0.035	
1 3/4	31	0.044	
2	37	0.054	
2 1/4	45	0.065	
2 1/2	55	0.079	
2 3/4	66	0.095	
3	78	0.113	
3 1/4	93	0.134	
3 1/2	109	0.157	
3 3/4	127	0.183	
4	147	0.211	
4 1/4	169	0.243	
4 1/2	192	0.276	
4 3/4	217	0.312	6"
5	243	0.350	
5 1/4	270	0.389	
5 1/2	299	0.430	
5 3/4	327	0.471	
6	357	0.514	
6 1/4	387	0.558	8"
6 1/2	419	0.603	
6 3/4	451	0.649	
7	483	0.696	
7 1/4	517	0.744	
7 1/2	551	0.794	
7 3/4	587	0.845	10"
8	622	0.896	
8 1/4	659	0.949	
8 1/2	697	1.003	
8 3/4	734	1.057	
9	773	1.113	

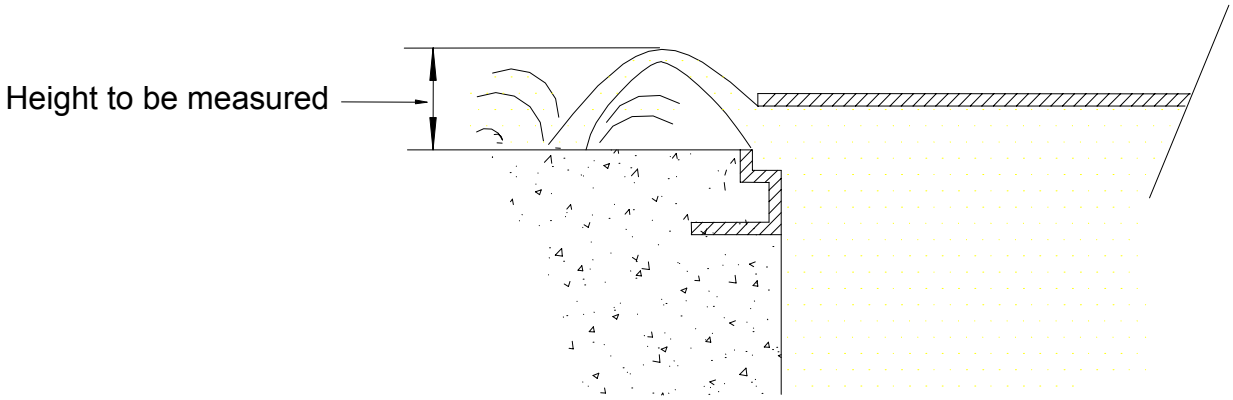
Disclaimer:
This sanitary sewer overflow table was developed by Ed Euyen, Civil Engineer, P.E. No. 33955, California, for County Sanitation District 1. This table is provided as an example. Other Agencies may want to develop their own estimating tables.

The formula used to develop Table A measures the maximum height of the water coming out of the maintenance hole above the rim. The formula was taken from hydraulics and its application by A.H. Gibson (Constable & Co. Limited).

Example Overflow Estimation:

The maintenance hole cover is unseated and slightly elevated on a 24” casting. The maximum height of the discharge above the rim is 5 ¼ inches. According to Table A, these conditions would yield an SSO of 185 gallons per minute.

FLOW OUT OF M/H WITH COVER IN PLACE



This sanitary sewer overflow drawing was developed by Debbie Myers, Principal Engineering Technician, for Ed Euyen, Civil Engineer, P.E. No. 33955, California, of County Sanitation District 1.

TABLE 'B'

ESTIMATED SSO FLOW OUT OF M/H WITH COVER REMOVED

24" FRAME

Water Height above M/H frame **H** in inches	S S O FLOW **Q** in gpm	in MGD	Min. Sewer size in which these flows are possible
1/8	28	0.04	
1/4	62	0.09	
3/8	111	0.16	
1/2	160	0.23	
5/8	215	0.31	6"
3/4	354	0.51	8"
7/8	569	0.82	10"
1	799	1.15	12"
1 1/8	1,035	1.49	
1 1/4	1,340	1.93	15"
1 3/8	1,660	2.39	
1 1/2	1,986	2.86	
1 5/8	2,396	3.45	18"
1 3/4	2,799	4.03	
1 7/8	3,132	4.51	
2	3,444	4.96	21"
2 1/8	3,750	5.4	
2 1/4	3,986	5.74	
2 3/8	4,215	6.07	
2 1/2	4,437	6.39	
2 5/8	4,569	6.58	24"
2 3/4	4,687	6.75	
2 7/8	4,799	6.91	
3	4,910	7.07	

36" FRAME

Water Height above M/H frame **H** in inches	S S O FLOW **Q** in gpm	in MGD	Min. Sewer size in which these flows are possible
1/8	49	0.07	
1/4	111	0.16	
3/8	187	0.27	6"
1/2	271	0.39	
5/8	361	0.52	8"
3/4	458	0.66	
7/8	556	0.8	10"
1	660	0.95	12"
1 1/8	1,035	1.49	
1 1/4	1,486	2.14	15"
1 3/8	1,951	2.81	
1 1/2	2,424	3.49	18"
1 5/8	2,903	4.18	
1 3/4	3,382	4.87	
1 7/8	3,917	5.64	21"
2	4,458	6.42	
2 1/8	5,000	7.2	24"
2 1/4	5,556	8	
2 3/8	6,118	8.81	
2 1/2	6,764	9.74	
2 5/8	7,403	10.66	
2 3/4	7,972	11.48	30"
2 7/8	8,521	12.27	
3	9,062	13.05	
3 1/8	9,604	13.83	
3 1/4	10,139	14.6	
3 3/8	10,625	15.3	36"
3 1/2	11,097	15.98	
3 5/8	11,569	16.66	
3 3/4	12,035	17.33	
3 7/8	12,486	17.98	
4	12,861	18.52	
4 1/8	13,076	18.83	
4 1/4	13,285	19.13	
4 3/8	13,486	19.42	

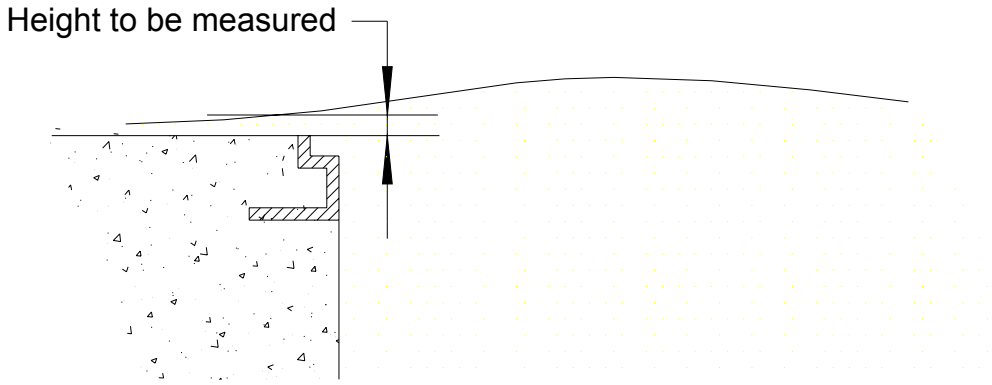
Disclaimer:
This sanitary sewer overflow table was developed by Ed Euyen, Civil Engineer, P.E. No. 33955, California, for County Sanitation District 1. This table is provided as an example. Other Agencies may want to develop their own estimating tables.

The formula used to develop Table B for estimating SSO's out of maintenance holes without covers is based on discharge over curved weir -- bell mouth spillways for 2" to 12" diameter pipes. The formula was taken from hydraulics and its application by A.H. Gibson (Constable & Co. Limited).

Example Overflow Estimation:

The maintenance hole cover is off and the flow coming out of a 36" frame maintenance hole at one inch (1") height will be approximately 660 gallons per minute.

FLOW OUT OF M/H WITH COVER REMOVED (TABLE "B")



This sanitary sewer overflow drawing was developed by Debbie Myers, Principal Engineering Technician, for Ed Euyen, Civil Engineer, P.E. No. 33955, California, of County Sanitation District 1.

TABLE 'C'

ESTIMATED SSO FLOW OUT OF M/H PICK HOLE

Height of spout above M/H cover **H** in inches	SSO FLOW **Q** in gpm	Height of spout above M/H cover **H** in inches	SSO FLOW **Q** in gpm	
1/8	1.0	5 1/8	6.2	
1/4	1.4	5 1/4	6.3	
3/8	1.7	5 3/8	6.3	
1/2	1.9	5 1/2	6.4	
5/8	2.2	5 5/8	6.5	
3/4	2.4	5 3/4	6.6	
7/8	2.6	5 7/8	6.6	
1	2.7	6	6.7	
1 1/8	2.9	6 1/8	6.8	
1 1/4	3.1	6 1/4	6.8	
1 3/8	3.2	6 3/8	6.9	Unrestrained
1 1/2	3.4	6 1/2	7.0	M/H cover will
1 5/8	3.5	6 5/8	7.0	start to lift
1 3/4	3.6	6 3/4	7.1	
1 7/8	3.7	6 7/8	7.2	
2	3.9	7	7.2	
2 1/8	4.0	7 1/8	7.3	
2 1/4	4.1	7 1/4	7.4	
2 3/8	4.2	7 3/8	7.4	
2 1/2	4.3	7 1/2	7.5	
2 5/8	4.4	7 5/8	7.6	
2 3/4	4.5	7 3/4	7.6	
2 7/8	4.6	7 7/8	7.7	
3	4.7	8	7.7	
3 1/8	4.8	8 1/8	7.8	
3 1/4	4.9	8 1/4	7.9	
3 3/8	5.0	8 3/8	7.9	
3 1/2	5.1	8 1/2	8.0	
3 5/8	5.2	8 5/8	8.0	
3 3/4	5.3	8 3/4	8.1	
3 7/8	5.4	8 7/8	8.1	
4	5.5	9	8.2	
4 1/8	5.6	9 1/8	8.3	
4 1/4	5.6	9 1/4	8.3	
4 3/8	5.7	9 3/8	8.4	
4 1/2	5.8	9 1/2	8.4	
4 5/8	5.9	9 5/8	8.5	
4 3/4	6.0	9 3/4	8.5	
4 7/8	6.0	9 7/8	8.6	
5	6.1	10	8.7	

Note: This chart is based on a 7/8 inch diameter pick hole

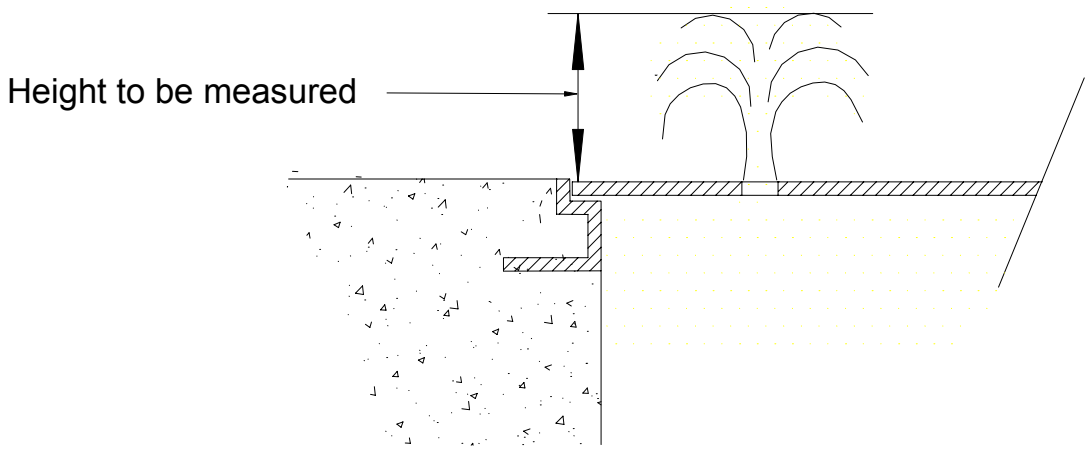
Disclaimer: This sanitary sewer overflow table was developed by Ed Euyen, Civil Engineer, P.E. No. 33955, California, for County Sanitation District 1. This table is provided as an example. Other Agencies may want to develop their own estimating tables.

The formula used to develop Table C is Q=CcVA, where Q is equal to the quantity of the flow in gallons per minute, Cc is equal to the coefficient of contraction (.63), V is equal to the velocity of the overflow, and A is equal to the area of the pick hole.[2] If all units are in feet, the quantity will be calculated in cubic feet per second, which when multiplied by 448.8 will give the answer in gallons per minute. (One cubic foot per second is equal to 448.8 gallons per minute, hence this conversion method).

Example Overflow Estimation:

The maintenance hole cover is in place and the height of water coming out of the pick hole seven-eighths of an inch in diameter (7/8") is 3 inches (3”). This will produce an SSO flow of approximately 4.7 gallons per minute.

FLOW OUT OF VENT OR PICK HOLE (TABLE "C")



This sanitary sewer overflow drawing was developed by Debbie Myers, Principal Engineering Technician, for Ed Euyen, Civil Engineer, P.E. No. 33955, California, of County Sanitation District 1.

[2] Velocity for the purposes of this formula is calculated by using the formula h = v squared / 2G, where h is equal to the height of the overflow, v is equal to velocity, and G is equal to the acceleration of gravity.

Flow Estimation Pictures

City of San Diego
Metropolitan Wastewater Department

Reference Sheet for Estimating Sewer Spills from Overflowing Sewer Manholes

All estimates are calculated in gallons per minute (gpm)

Wastewater Collection Division
(619) 654-4160

5 gpm

25 gpm

50 gpm

100 gpm

150 gpm

200 gpm

225 gpm

250 gpm

275 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.

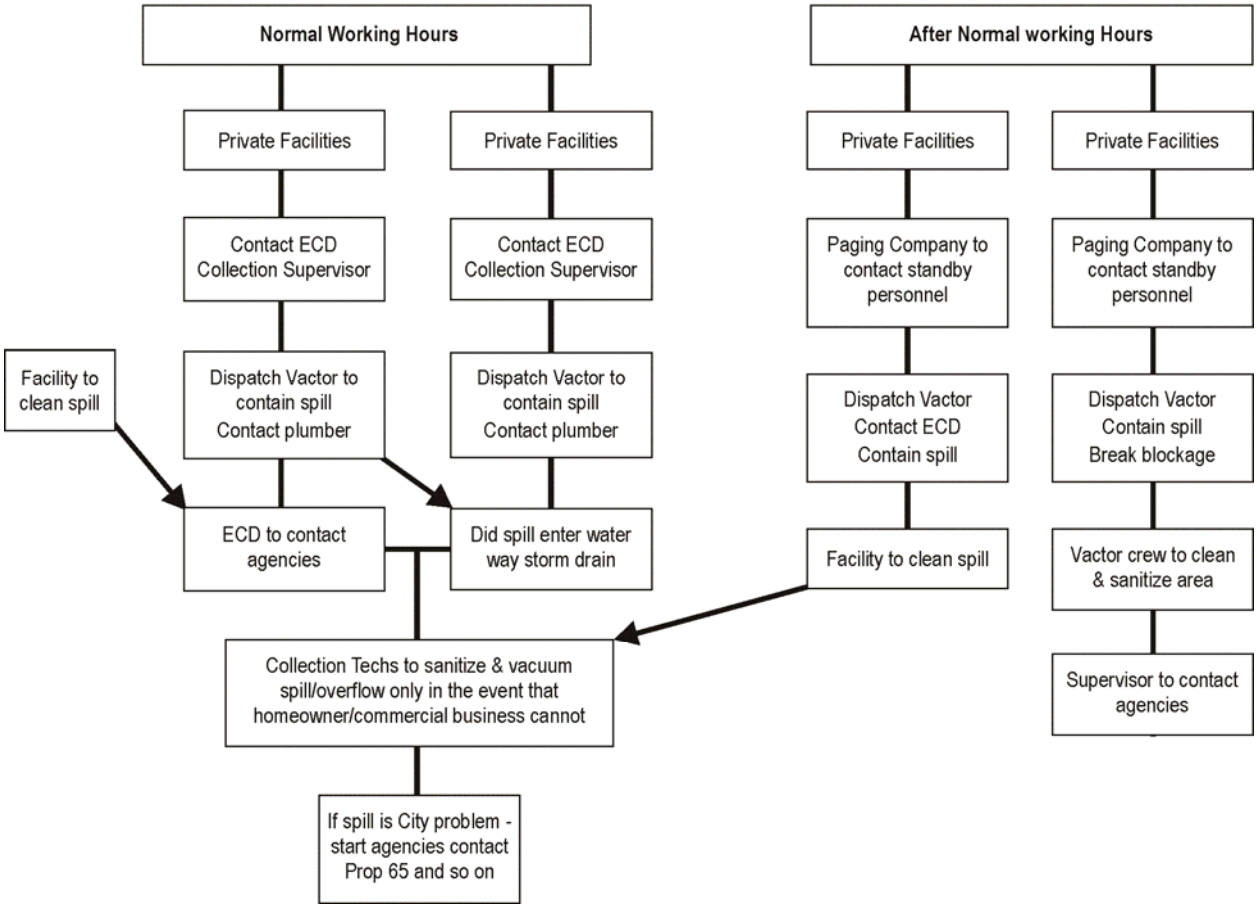
rev. 4/99

APPENDIX G

General Response Guideline Flowchart

Simi Valley
Emergency Response Procedures
General Response Guidelines Flow Chart

When an Overflow Occurs



SSO Procedures Flow Chart

APPENDIX F: FOG CONTROL PROGRAM DOCUMENTS

Appendix F includes the following:

F-1 Fats, Oils, and Grease (FOG) Dischargers Summary

F-2 Environmental Compliance Division Enforcement Response Plan TOC

F-3 Hot Spot Cleaning Schedule (to be included at a later date)

DRAFT for review purposes only.
Use of contents on this sheet is subject to the limitations specified at the end of this document.
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Appendix F-1

Agency Name: City of Simi Valley

Agency Address: 500 W. Los Angeles Ave. Simi Valley Ca. 93065

Contact Person: Michael Kang P.E.

Telephone: (805) 583-6473 Fax: (805) 583-6402 E-mail: Michael Kang(mkang@simivalley.org)

Data provided for latest year: October 31, 2008

Fats, Oils and Grease Dischargers Summary

Count of GROUP CODE		
Group Description	Description	Total
Bakeries	Bakery – Bread/Other, except Cookies/Crackers	18 (includes donut shops)
Bakeries Total		18
Catering	Catering – (Direct Sell)	1
Catering Total		1
Grocery	Grocery – w/Bakery or Deli	21
	Grocery – w/Meat Market	21
Grocery Total		21(all groceries have meat and bakery or deli)
Hotels w/Restaurant	Hotels w/Restaurant	4
Hotels w/Restaurant Total		4
Industries	Bakery – Bread/Other, except Cookies/Crackers	0
	Industries – Candy & Confectionary	0
	Industries – Canned Fruits, Vegetables, Preserves, Etc.	0
	Industries – Chocolate & Cocoa	0
	Industries – Creamery Butter	0
	Industries – Dog & Cat Food	0
	Industries – Flour & Grain Mill Products	0
	Industries – Fluid Milk	0
	Industries – Ice Cream & Frozen Desserts	0
	Industries – Meat Packing	0
	Industries – Meat/Diary/By-Products	0
	Industries – Pickled Fruits & Vegetables, Sauces, Etc.	0
	Industries – Poultry Processing	0
	Industries – Salted & Roasted Nuts	0
Industrial Total		0
Meat Markets	Market – Meat	2
	Market – Meat & Fish	2
Meat Markets Total		4
Restaurants	Eating – Fast Food	80
	Eating – Sit Down Dining	155
Restaurants Total		235
Strip Malls	Strip Mall – w/Multiple Impact	38
	Strip Mall – w/Restaurant	70
Strip Malls Total		108
Grand Total		391

Appendix F-2 Enforcement Response Plan

CITY OF SIMI VALLEY
ENVIRONMENTAL COMPLIANCE DIVISION

ENFORCEMENT RESPONSE PLAN

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APPENDIX G: DESIGN AND PERFORMANCE PROVISIONS DOCUMENTS

Appendix G includes the following:

G-1 Department of Public Works Engineering Section's Manual and Standard Plans, Dated August 28, 2006 – TOC

G-2 Standard Specifications for Public Works Construction – TOC (to be included at a later date)

G-3 Technical Memorandum - Design and Performance Provisions Element V

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CITY OF SIMI VALLEY
DEPARTMENT OF PUBLIC WORKS
SANITATION ENGINEERING SECTION

MANUAL & STANDARD PLANS FOR THE DESIGN AND CONSTRUCTION OF SANITARY SEWERAGE FACILITIES

DATE: AUGUST 28, 2006

PAUL MILLER, MAYOR
GLEN T. BECERRA, MAYOR PRO TEM
BARBRA WILLIAMSON, COUNCIL MEMBER
STEVEN J. SOJKA, COUNCIL MEMBER
MICHELLE S. FOSTER, COUNCIL MEMBER

MIKE SEDELL
-CITY MANAGER-

TIMOTHY P. NANSON
-DIRECTOR OF PUBLIC WORKS-

CITY OF SIMI VALLEY

MANUAL & STANDARD PLANS FOR THE DESIGN AND CONSTRUCTION OF SANITARY SEWERAGE FACILITIES

UPDATED: AUGUST 28, 2006

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Cleanout Sewer Force Main	40-280	1
Deep Cut House Connection (Sewer Lateral Chimney) for Slopes Greater than 30%	40-210	1
Drop Sewer Manhole	40-290	2
House Connection Cleanout	40-230	1
Manhole Securing Details for Undeveloped Areas	40-140	1
Miscellaneous Manhole Details	40-150	1
Pipe Bedding for Special Conditions	40-40	1
Pipe Trench Detail for Existing Street	40-30	2
Pipe Trench Detail for Proposed Street	40-35	2
Private Pumping Systems	40-270	1
Redwood Checkdam Backfill Stabilizers	40-260	1
Reinforced Concrete Trench Slab	40-70	1
Saddle Connection to Main	40-190	2

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Sewer House Lateral at Utility Intersection	40-220	1
Shallow Manholes	40-110	4
Special Pipe Encasement for Drainage Courses	40-80	1
Standard 4' and 5' Diameter Precast Manhole	40-100	3
Standard Concrete Encasement Type A, B, & C	40-60	1
Standard House Connection (Sewer Lateral) for Slopes Less Than 30%	40-200	2
Standard Plugs and Pipe Encasements	40-90	1
Terminal Cleanout Structure, Type "A"	40-160	3
Terminal Cleanout Structure, Type "B"	40-170	2
Trench Construction and Terminology	40-20	1
Typical Concrete Base and Joint Detail	40-120	1
Typical House Connection	40-180	1
Wastewater Special Support Under/Over Obstruction	40-50	1
Watertight and Standard Manhole Frame and Cover	40-130	1

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2.8B Added Drop-Though Manholes
4.10 Check List; Plan Checking and Project Requirements; Wastewater

Appendix G-3

Draft

TECHNICAL MEMORANDUM **NEED NEW NUMBER**

November 7, 2008

TO: MICHAEL KANG, CITY OF SIMI VALLEY

FROM: PATRICK HASSEY, BROWN AND CALDWELL
RUBEN ZUBIA, BROWN AND CALDWELL
MARK MARCACCI, .BROWN AND CALDWELL

SUBJECT: SEWER SYSTEM MANAGEMENT PLAN (SSMP) DESIGN AND PERFORMANCE PROVISIONS ELEMENT V)

The California State Water Resources Control Board Order No. 2006-0003 outlines the requirements for the Statewide General Waste Discharge Requirement (WDR) for Wastewater Collection Agencies. Item V of the WDR states that the Enrollee (City of Roseville) shall have "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 procedures and standards for inspecting and testing the installation of new sewers, pumps and other appurtenances and for rehabilitation and repair projects."

This Technical Memorandum summarizes the Brown and Caldwell evaluation of Element V of the Statewide WDR SSMP.

Data Collection and Review

Brown and Caldwell (BC) reviewed the following Design and Construction documents provided by the City to determine if they meet the requirements of Element V of the WDR.

- City of Simi Valley's Design and Construction Standards for Sanitary Sewers
- City of Simi Valley's Sanitary Sewer Capital Improvement Plan

Evaluation

The documents provided by the City were reviewed to determine if the City is in compliance with the WDR. Program enhancements were identified if shortfalls were identified in the evaluation.

The Manual and Standard Plans for the Design and Construction of Sanitary Sewerage Facilities for the installation and testing of new sanitary sewer systems, pump stations and other appurtenances meet the requirements of the WDR.

The City's sanitary sewer capital improvement program provides the rehabilitation and point repair standards and techniques that will be used. Specific specifications will be created on a case by case basis for projects where these standards and techniques are implemented. New specifications will be placed in the appendix of the City's SSMP and located in the Principal Engineers' office. These rehabilitation standards and techniques do meet the requirements of the WDR.
The effort made by the city to indentify capacity enhancements does meet the intent of part (a) and (b) of Element V of their SSMP.

APPENDIX H: SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN DOCUMENTS

Appendix H includes the following:

H-1 Standard Plans and Designs TOC

H-2 Rehabilitation Plan Final Report Volume 2**:** CIP

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CITY OF SIMI VALLEY
DEPARTMENT OF PUBLIC WORKS
SANITATION ENGINEERING SECTION

MANUAL & STANDARD PLANS FOR THE DESIGN AND CONSTRUCTION OF SANITARY SEWERAGE FACILITIES

DATE: AUGUST 28, 2006

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2.8B Added Drop-Though Manholes
4.10 Check List; Plan Checking and Project Requirements; Wastewater

Section 2: Rehabilitation

2.1 Introduction

The pipe sections identified in the following five tables are presented graphically in Figures 5-1 to 5-4 of Volume 1. The tables report the pertinent information about the pipe: its location, the material, age, size, and length, age. The tables also include information that will be helpful from a design perspective: if sag was noted, if a pre-liner is necessary because infiltration was observed, if there are obstructions that must be corrected, and if the pipe segment is located in a high groundwater area and might require a thicker liner. Finally, each table itemizes the costs of rehabilitation for each pipe section.

The *Prioritization Number* column corresponds to the rehabilitation priority out of the 905 total segments of this evaluation. This ranking was determined from the total score of the pipe (Modified PACP score plus the criticality factors). These prioritization numbers also correspond directly to the segment labels in Figures 5-1 to 5-4 of Volume 1.
Table 2-1 presents the 79 pipe segments identified for immediate rehabilitation. The total cost for rehabilitation, reported as current construction costs, is $8,810,000.

2.2 Immediate Rehabilitation

2.3 3 to 5 Years Rehabilitation

Table 2-2 presents the 63 pipe segments identified for rehabilitation in the next 3 to 5 years. The total cost for rehabilitation, reported as current construction costs, is $10,751,000.

2.4 5 to 10 Years Rehabilitation

Table 2-3 presents the 144 pipe segments identified for rehabilitation in the next 5 to 10 years. The total cost for rehabilitation, reported as current construction costs, is $10,862,000.

2.5 10 to 20 Years Rehabilitation

Table 2-4 presents the 321 pipe segments identified for rehabilitation in the next 10 to 20 years. The total cost for rehabilitation, reported as current construction costs, is $28,814,000.

2.6 Greater than 20 Years Rehabilitation

Table 2-5 presents the 295 pipe segments identified as not needing rehabilitation in the near future. These pipe segments had either very minor structural defects or no observable structural defects. These pipelines will need future internal inspections to assess their conditions. The total cost for rehabilitation, reported as current construction costs, is $13,605,000. This cost estimate should be reevaluated, as there can be many changes in rehabilitation methodology in 20+ years

APPENDIX I: MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS DOCUMENTS

Appendix I includes the following:

I-1 PWD Utilities Division SSMP Implementation Schedule

I-2 PWD Utilities Division Fiscal Year System Information, Financial Information, Sewer Maintenance and Performance Measures

I-3 PWD Utilities Division Historical Summary of Sanitary Sewer System Overflow

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Appendix I-1
City of Simi Valley SSMP Development Plan and Implementation Schedule

SSMP tasks	Completed Yes / no	% Done	Scheduled Completion Date N/A	Document Location	Responsible Person	Review & Update Frequency / Schedule	SWRCB Compliance Schedule Date
Development plan & implementation schedule	Yes	100	8/2/2007	SSMP Appendix	Joe Deakin	Quarterly until complete	8/2/2007
Collection system management goal	Yes	100	11/2/2007	SSMP & Assist.PWD Office	Joe Deakin	Annually	11/2/2007
Organization chart & roles & responsibility summary list	Yes	100	11/2/2007	SSMP & PSS Manger Office	Alan Krieger	Annually	11/2/2007
Overflow emergency response plan	Yes	100	11/2/2007	SSMP & PSS Manger Office	Alan Krieger	Annually/As Needed	11/2/2008
Legal authority-code ordinances & service agreement	Yes	100	11/2/2007	City Web-site	David Hirsch	Annually from date of adoption	11/2/2008
Operation & maintenance program	Yes	100	11/2/2007	SSMP Appendix & PSS Mgr. Office	Alan Krieger	Simi-Annually	11/2/2008
FOG control program	Yes	100	11/2/2007	City Web-site	Larry Whitney	Annually	11/2/2008
Design & construction standards	No	60	5/2/2009	City Web-site	Michael Kang	3 to 5 years	5/2/2009
System evaluation & capacity assurance plan	No	45	5/2/2009	SSMP Appendix & PSS Mgr. Office	Alan Krieger	Every 5 years	5/2/2009
Monitoring measurement and program modification	No	25	5/2/2009	SSMP Appendix Primcipal Eng. Office	Michael Kang	Annually	5/2/2009
Internal management audits	No	0		SSMP Appendix	James Purtee	Annually	5/2/2009
Communications program	No	0		City Web-site	Vacant	Annually	5/2/2009

Note: The City Council/Board will be apprised of any changes to this implementation schedule that delay achievement of SWRCB compliance dates.

Appendix I-2

Metrics to Assess Preventative Maintenance Program

Simi Valley Sanitary Sewer System Metrics:

Total miles cleaned per year	270 Miles
Independent manhole inspections	Every 2 years
Total miles treated with chemicals for roots per year	1 Mile
Total miles of mechanical root control	0 Miles
Total miles CCTV inspected per year	115 Miles
Average high velocity cleaning per crew per day	3,500 ft/day
Average cost of chemical root treatment	$ 1.18/ft
Average cost of CCTV	$ 1.85/ft

Simi Valley Sanitary Sewer System Performance Metrics:

Total number of spills per year (all spills)	3 Spills
Total volume of spills per year (all spills)	500 Gallons min/max
Total number of wet weather spills per year	0 Spills
Total volume of wet weather spills per year	0 Gallons
% Spills caused by FOG and volume	70 %
% Spills Caused by Roots and volume	20 %
% Spills Caused by Vandalism and volume	0 %
Number of Spills repeated within 2 years	2
% Spills caused by Contractor	10 %
Total number of sewer caused odor complaints	10 Complaints
Total # of Pump/Lift Station Failures per year (cause overflow)	1 Failure
Total number of pipe failures per year (cause overflow)	0 Breaks
Average response time, goal verses actual	30 Minutes
Number of claims per year, flooding	0 Claims
Total cost of claims per year	0 $
Total work orders performed per year	100 Work orders

Appendix I-2

Metrics to Assess Preventative Maintenance Program

% of work orders completed, emergency or corrective	% Emergency 10 % corrective
% of work orders completed that are preventable	30 %
Total miles repaired as emergency per year	0 miles
Total miles rehabilitated or replaced per year	1 mile
Total new miles constructed per year	1 mile

Appendix I-3

Historical Summary of Sanitary Sewer System Overflows

Table 3. Summary of Total Sanitary Sewer System Overflows				
Year	Miles of Sewer Pipe	Total Number of SSOs	Total Spill Volume, gallons	Number of SSOs per 100 miles of sewer
2000	342	1	400	0.3
2001	346	6	22,500	1.7
2002	349	8	7,900	2.2
2003	359	5	2,600	1.4
2004	360	3	745	0.8
2005	361	6	1,780	1.7
2006	361	5	3,110	1.4
2007	362	6	30,047	1.7

APPENDIX J: SSMP PROGRAM DOCUMENTS

Appendix J includes the following:

J-1 Procedure for Audit Form

J-2 Audit Form

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Appendix J-1

Audit Procedure

Simi Valley PWD Utilities Division SSMP Audit Procedure

The PWD Utilities Division will monitor and review sewer performance metrics on a monthly basis and the status of each element of the SSMP on an annual basis for the first two years following the adoption of this SSMP. Formal SSMP audits will be conducted every two years following the adoption of this SSMP.

The Senior Engineer will generate the following information and system metrics on a monthly, quarterly, semi-annually and annually for the purpose of tracking, monitoring and adjusting the performance of the PWD Utilities Division's SSMP activities.

- System Information
- Financial Information
- Sewer Maintenance
- Performance Measures

A primary focus in the evaluation of the PWD Utility Division information and system metrics will be the elimination of preventable SSO and reduction of the impact of those SSOs that do occur.

The Plant Support Systems Manager will perform periodic internal audits to determine the effectiveness of each element of the PWD Utility Division's SSMP using the Simi Valley PWD Utility Division Audit form (Attachment A).

The PWD Utility Division audit schedule is as follows:

- Annually for the first two years following the adoption and approval of this SSMP.
- Every two years thereafter the adoption and approval of this SSMP.
- This SSMP will be updated every five years from the date of adoption and approval and will include all significant program changes that have occurred following the last City Council certification/approval.

The Plant Support Systems Manager will initiate/direct corrective action to be taken when and if SSMP improvements are needed between/during periodic internal audits.

When significant changes are made to the Simi Valley PWD Utility Division's SSMP that require re-certification the PWD Utility Division Deputy Director (Sanitation Services) or Plant Support Systems Manager will enter the data in the online SSO database and mail the form to the State Water Board.

Attachment A
Simi Valley PWD Utilities Division SSMP Audit Form

SSMP Tasks	Audit Review & Update Frequency/ Schedule	Improvement Needed Yes / No	Narrative of Description of Improvement Needed	Scheduled Improvement Date	Responsible Person
Development plan & implementation schedule					
Collection system management goal					
Organization chart & roles & responsibility summary list					
Overflow emergency response plan					
Legal authority-code ordinances & service agreement					
Operation & maintenance program					
FOG control program					
Design & construction standards					
System evaluation & capacity assurance plan					
Monitoring measurement and program modification					
Internal management audits					
Communications program					

APPENDIX K: COMMUNICATION PROGRAM DOCUMENTS

Appendix K includes the following:

K-1 PWD Utilities Division SWRCB Waste Discharge Requirement power point presentation

K-2 PWD Utilities Division Stakeholder Communication Materials (to be included at a later date)

K-3 FOG Outreach Program - Marketing Objective and Strategy (Suggested strategy included)

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City of Simi Valley

Sanitary Sewer System Regulations

State Water Resource Control Board
Waste Discharge Requirement (WDR)

What Is A WDR ?

WDR was issued in May 2006 by the SWRCB To:

- Provide enhanced protection for public health and recreational waters.
- Require more rigorous sanitary sewer overflow (SSO) reporting.
- Require development of a Sewer System Management Plan (SSMP).
- Set compliance schedules.
- Inform, Educate, Communicate and Keep Public Apprised of SSMP Status.

Sanitary Sewer Overflows (SSOs

- Old reporting requirements:
  - Greater than 1000 gallons or
  - Impacts Waters of the State and
  - Occurred from the public sewer
  - Written report to RWQCB and call in to OES

Sanitary Sewer Overflows (SSOs)

- New reporting requirements:
  - All SSOs regardless of quantity or if impacts Waters of the State
  - Occurs from a public sewer
  - Voluntary reporting of private sewer spills
  - Electronic Web-based reporting

Example SSOs

Sewer System Management Plan (SSMP) Objectives

- Reduce number and quantity of SSOs
- Comply with notification and reporting requirements
- Ensure proper funding and management of sewer systems
- Available to the public
- Approved by Governing Board at a public meeting

Key Components of SSMP

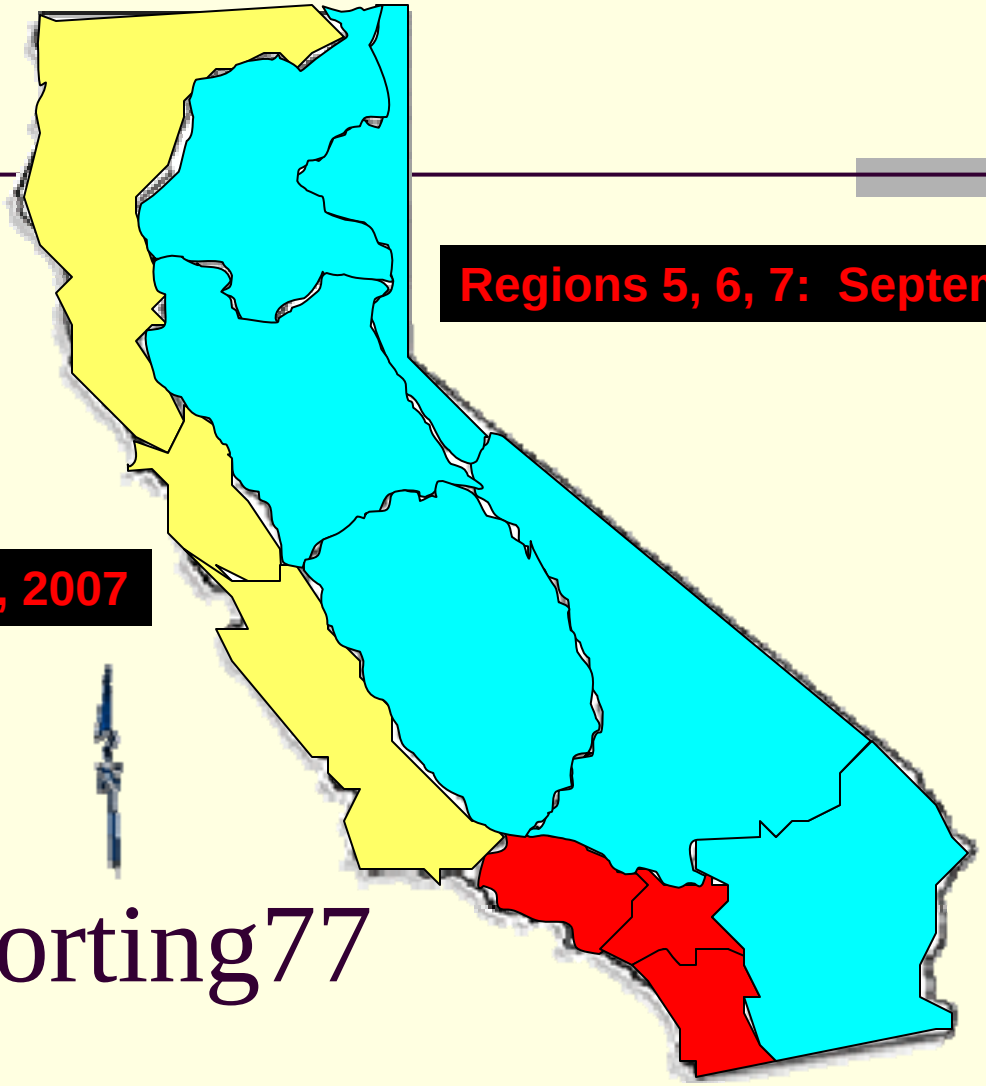
- Organizational Structure
- Legal Authority
- O&M Program
- Design and Construction standards
- Emergency Response
- Fat, Oils and Grease (FOG) control
- Capacity Assurance
- Performance Measures
- Self Audit Program
- Communication Program

SSO Response Plan

SSMP
Implementation Schedule

Task	Population > 100,000	Population 10,000 to 100,000	Population 2,500 to 10,000	Population < 2,500
Plan and Schedule	8/02/07	11/02/07	2/02/08	5/02/08
Goals Organization	11/02/07	11/02/07	5/02/08	5/02/08
Emer. Resp. Plan Legal Authority O&M Plan FOG Plan	11/02/08	5/02/09	11/02/09	2/02/10
Design and Perfor. Standards System Capacity Plan Final SSMP and Certification	5/02/09	8/02/09	5/02/10	8/02/10

Phased Reporting77



Regions 5, 6, 7: September 2, 2007

Regions 1, 2, 3: May 2, 2007

Regions 4, 8, 9: January 2, 2007

City of Simi Valley

Fats, Oils and Grease:

Marketing Objective and Strategy

Objective: Educate City of Simi Valley residents and restaurants on the proper disposal of fats, oils and grease to meet or exceed outreach standards set forth in the State General WDR Requirements, FOG Control Program adopted in May 2006.

Strategy: Conduct a multi-media public awareness and marketing campaign to meet objective by utilizing the following tactics (attached). Target audience is Simi Valley residents and restaurants.

The residential campaign uses a main message that is present on all ad and collateral pieces. Depending upon topic and audience segment, sub-messages will be tailored to fit with main message. All material will contain a web link reference (www.xxxxxxxxxxxxxxx) to direct audience members to more information.

Potential main messages are:

Fats, Oils and Grease. Dispose Of It Right. Save $'s Later.

Fats, Oils and Grease. Dispose Of It Right. Your Kitchen Sink Will Thank You For It.

Fats, Oils and Grease. Dispose Of It Right. Your Plumber Thanks You.

Fats, Oils and Grease. Don't Create a Problem in Your Pipes.

Fats, Oils and Grease. Dispose Of It Right. No "Yucks" While Saving "Bucks."

Fats, Oils and Grease. Dispose Of It Right. Your Pocketbook Will Thank You For It.

The proposed residential campaign should incorporate either witty and/or humorous material that is catchy and memorable to convey the message. Materials should incorporate visuals of happy plumbers, happy residents shown

disposing of FOG correctly, smiling residents (reflecting how disposing of FOG properly now saves them lots of money and a lot of headache and mess).

The restaurant campaign will incorporate more technical and specific information needed to comply with WDR. The messages in this campaign will be distributed directly (direct targeted mailing and/or site visits) as this audience segment is less voluntary than the residential segment (i.e. restaurants are obligated to comply and enforcement is easier in cases of non-compliance, whereas the residential audience is harder to reach and we are relying on them to incorporate behavioral changes to help comply with WDR).

For more information, please contact:

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