

SEWER SYSTEM MANAGEMENT PLAN

Volume I

FOR

SAN BERNARDINO COUNTY
MOABI REGIONAL PARK

MAY 2025

PREPARED BY:

SAN BERNARDINO COUNTY
SPECIAL DISTRICTS DEPARTMENT
WATER AND SANITATION DIVISION STAFF
12402 Industrial Blvd., Bldg. D, Suite 6
Victorville, CA 92395

UPDATED BY:

BKF ENGINEERS



TABLE OF CONTENTS

TABLE OF CONTENTS	i
LIST OF APPENDICES	iii
LIST OF ACRONYMS	iii
TERMS	v
PLATES	xi
PLATE 1 – Moabi Regional Park Site Map.....	xi
PLATE 2 – Moabi Regional Park – California Map.....	xii
PLATE 3 – Moabi Regional Park - Local California Map.....	xiii
PLATE 4 – Moabi Regional Park – Park Utilities Plan	xiv
PLATE 5 – Moabi Regional Park – Sanitary Sewer System Measurements	xv
PLATE 6 – Moabi Regional Park – Wastewater Treatment Plant	xvi
SECTION 1 – SEWER SYSTEM MANAGEMENT GOAL AND INTRODUCTION	1
SSMP REQUIREMENT BACKGROUND	1
REGULATORY REQUIREMENTS FOR SEWER SYSTEM MANAGEMENT GOAL AND INTRODUCTION ELEMENT	2
GOAL DISCUSSION.....	3
SEWER SYSTEM MANAGEMENT PLAN ELEMENT UPDATE SCHEDULE.....	4
DISTRIT SERVICE AREA AND SEWER SYSETM	4
Sewer System Asset Overview.....	5
Data Management Systems	5
Ownership and Operation Responsibilities	5
Unique Service Area Boundaries and Challenges	6
DOCUMENT ORGANIZATION	6
SECTION 2 – ORGANIZATION	6
SECTION 3 – LEGAL AUTHORITY.....	6
REGULATORY REQUIREMENTS FOR LEGAL AUTHORITY ELEMENT	6
SUMMARY OF LEGAL AUTHORITY DOCUMENT	7
Illicit Discharges into the Wastewater Collection System	7



Sewer System Design and Construction Criteria	8
Access of Facilities Owned by Agency	8
Limit Discharges of Fats, Oils and Greases (FOG)	8
Enforcement of Any Violations of Sewer Ordinances.....	8
Stormwater Agency Coordination	8
SECTION 4 – OPERATION AND MAINTENANCE PROGRAM.....	9
REGULATORY REQUIREMENTS FOR OPERATIONS AND MAINTENANCE PROGRAM ELEMENT	9
SUMMARY OF OPERATIONS AND MAINTENANCE PROGRAM	10
Existing Sewer Collection System	10
Operations and Maintenance Program	10
Rehabilitation and Replacement Program.....	14
Training Program	14
Equipment and Part Inventory	16
SECTION 5 – DESIGN AND PERFORMANCE PROVISIONS.....	16
SECTION 6 – SPILL EMERGENCY RESPONSE PLAN	16
SECTION 7 – SEWER PIPE BLOCKAGE CONTROL PROGRAM.....	16
SECTION 8 – SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS.....	16
REGULATORY REQUIREMENTS FOR SYSTEM EVALUATION, CAPACITY ASSUARANCE AND CAPITAL IMPROVEMENTS ELEMENT	16
SYSTEM EVALUATION AND CONDITION ASSESSMENT	18
REPAIR AND REHABILITATION PROJECTS	19
CAPACITY ASSESSMENT AND DESIGN CRITERIA	19
PRIORITIZATION AND CORRECTIVE ACTIONS	19
CAPITAL IMPROVEMENT PROGRAM.....	20
SECTION 9 – MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS..	20
REGULATORY REQUIREMENTS FOR MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS ELEMENT	20
MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS DISCUSSION.....	21
SECTION 10 – INTERNAL AUDITS	24



REGULATORY REQUIREMENTS FOR INTERNAL AUDIT ELEMENT.....	24
INTERNAL AUDITS DISCUSSION	24
SECTION 11 – COMMUNICATION PROGRAM	25

LIST OF APPENDICES

Rules and Regulations for Sewer Service	Appendix A
Moabi Regional Park SSMP Board Order	Appendix B
Moabi Regional Park Sewer Plans	Appendix C
Moabi Regional Park Wastewater Treatment Facility	Appendix D
Moabi Regional Park SSMP Audit Technical Memorandum	Appendix E

LIST OF ACRONYMS

BMP	Best Management Practice
CCTV	Closed-Circuit Television
CFR	Code of Federal Regulations
CIP	Capital Improvement Project
CIWQS	California Integrated Water Quality System
CMMS	Computerized Maintenance Management System
CWEA	California Water Environment Association
CSA	County Service Area
FOG	Fats, Oils, and Grease
FROG	Fats, Roots, Oils, and Grease
FSE	Food Service Establishments
GIS	Geographical Information System
I/I	Inflow and Infiltration
LRO	Legally Responsible Official



MRP	Moabi Regional Park
O&M	Operation and Maintenance
SCADA	Supervisory Control and Data Acquisition
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow
SWRCB	State Water Resources Control Board
WDID	Waste Discharge Identification Number
WDR	Waste Discharge Requirements
WWTP	Wastewater Treatment Plant

TERMS

Best Management Practices: The Best Management Practices [BMP] is a developed industry standard related to the operation and maintenance of grease interceptors/grease-trap and housekeeping operations associated with food preparation and cleanup at restaurants and other food service facilities. BMPs are not just guidelines for FSEs; they are enforceable when a FSE fails to implement one or more of the listed BMPs.

Blockage: Partially or fully blocked wastewater, preventing flow 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 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/>.

Computerized Maintenance Management System (CMMS): is also known as Enterprise Asset Management and Computerized Maintenance Management Information System (CMMIS). A CMMS software package maintains a computer database of information about an organization's maintenance operations, i.e. CMMIS - computerized maintenance management information system. This information is intended to help maintenance workers do their jobs more effectively and to help management make informed decisions. CMMS data may also be used to verify regulatory compliance.

Collection System: Generic term for any system of pipes or sewer lines used to convey wastewater to a treatment facility.

Drainage Channel: For the purposes of complying with the Statewide Sanitary Sewer Order, (1) a man-made canal used to transport storm water as part of a municipal separate storm sewer system, or (2) an intermittent or perennial stream bed.

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



Event ID: A unique identifier assigned by the SSO database to each reported SSO or private lateral sewage discharge.

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 spills. Grease can harden and cause floating "turtles" inside manholes and wet-wells that are hard to break down. These can easily clog pipe openings and cause serious problems if they make their way through the system.

Fats, Roots, Oils and Grease (FROG): Fats, oils, and grease that are discharged into the sanitary sewer collection system by FSEs attach to downstream roots that are protruding from lateral connections, pipe joints, manholes, etc., creating a more rock-solid blockage due to the combination of FOG and Roots that will lead to increased maintenance and sometimes spills.

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.

Infiltration: The entry of groundwater into a sewer system, including service connections. Infiltration occurs through defects in the piping network including defective or cracked pipes, pipe joints, and through defects in manhole walls and joints.

Inflow: Stormwater runoff entry into a sewer system from such sources as roof leaders, cellars, yard and area drains, foundation drains, cooling water discharges, drains from springs and swampy areas, around manhole covers that are not properly sealed to the top of manholes or through holes in the covers, and cross connections from storm sewer systems and catch basins. Inflow differs from infiltration in that it is a direct discharge into the sewer rather than seepage of groundwater into the sewer.

Lateral: The portion of sewer that connects the waste plumbing from a home or business with the sewer main pipeline in the street. Some sewer system agencies own or maintain a portion of the lateral.

a) Upper Lateral: Portion of lateral from building to property line (or easement line), usually privately owned and maintained.

b) 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.



Legally Responsible Official: The person with authority to ensure compliance, authority over management of the entire sewer system, and authorized to make managerial decisions governing operations, capital improvements, and ensuring long-term environmental compliance.

Miles of Gravity Sewer: Amount of gravity sewer lines/pipes in an Enrollee's sanitary sewer system, expressed in miles.

Miles of Laterals: Amount of laterals in an Enrollee's sanitary sewer system, which the Enrollee is responsible for maintaining, expressed in miles.

Miles of Pressure Sewer: Amount of pressurized sewer lines/pipes in an Enrollee's sanitary sewer system, expressed in miles, also referred to as Force Mains.

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 WDR.

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.

Percent Reached Surface Water: Volume of sewage discharged from a sanitary sewer system or private lateral or collection system that reached surface water divided by the total volume of sewage discharged.

Percent Recovered: Volume of sewage discharged that was captured and returned to the sanitary sewer system or private lateral or collection system divided by the total volume of sewage discharged.

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.

Private Lateral Sewage Discharge (PLSD): Sewage discharges that are caused by blockages or other problems within privately owned laterals or collection systems which are tributary to the reporting Enrollee's sanitary sewer system. Reports of these events are submitted by Enrollees on a voluntary basis but are not their responsibility. This type of sewage discharge is the responsibility of the private lateral or collection system owner.

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.

Sanitary Sewer Overflow (SSO): The Statewide WDR 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: A spill of any volume of sewage from or caused by a sanitary sewer system regulated under the General Order that results in discharge to: a surface water, including a surface water body that contains no flow or volume of water; or a drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.

Category 2: A spill of 1,000 gallons or greater, from or caused by a sanitary sewer system regulated under the General Order that does not discharge to a surface water.

Category 3: A spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system regulated under the General Order that does not discharge to a surface water.

Category 4: A spill of less than 50 gallons, from or caused by a sanitary sewer system regulated under the General Order that does not discharge to a surface water.

Sanitary Sewer System: Any system of gravity sewer pipelines, pump stations, force mains, or other facilities upstream of the headwork's of a wastewater treatment plant. The sanitary sewer system is 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 spills.

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.

Sewage Lift Station: Lift stations are facilities designed to move raw sewage from a lower elevation to a higher elevation through pipes or pumps. Key elements of sewer lift stations include a receiving well (wet-well), often equipped with a bar screen or grinding pump to remove coarse materials; pumps and piping with associated valves; motors; a power supply system; an equipment control and alarm system; and an odor control system and ventilation system. The lift stations are equipped with redundant alarms and backup equipment to eliminate the potential for failures of mechanical



and/or electrical equipment and appurtenances. Prime use of a lift station is inside a WWTP (screw pumps) or when two different elevations of a collection system join and sewage needs to be lifted and deposited back into a gravity pipe line simply feet away.

Sewer Pipe Blockage Control Program: Program that includes: 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.

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. The plan must also 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.

Spill: Generic term referring to any sewage discharge (i.e., spill or private lateral sewage discharge) resulting from a failure in a sanitary sewer system or privately owned lateral or collection system.

SSO Database: Online reporting system developed, hosted, and maintained by the State Water Resources Control Board for compliance with the Monitoring and Reporting Program contained in Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (WQO No. 2022-0103-DWQ).

Storm Drainpipe: For the purposes of complying with the Statewide Sanitary Sewer Order, any pipe that is part of a municipal separate storm sewer system used for collecting or conveying storm water.

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.

Total Volume Reached Surface Water: Amount of sewage discharged from a sanitary sewer system or private lateral or collection system that reaches a surface water.

Total Volume Recovered: Amount of sewage discharged that was captured and



returned to the sanitary sewer system or private lateral or collection system.

WDID: Waste Discharge Identification number which is a unique identifier assigned by the State Water Board to each Enrollee for regulatory record and data management purposes.

WDR – Waste Discharge Requirements: A WDR 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.

PLATES

PLATE 1 – MOABI REGIONAL PARK SITE MAP

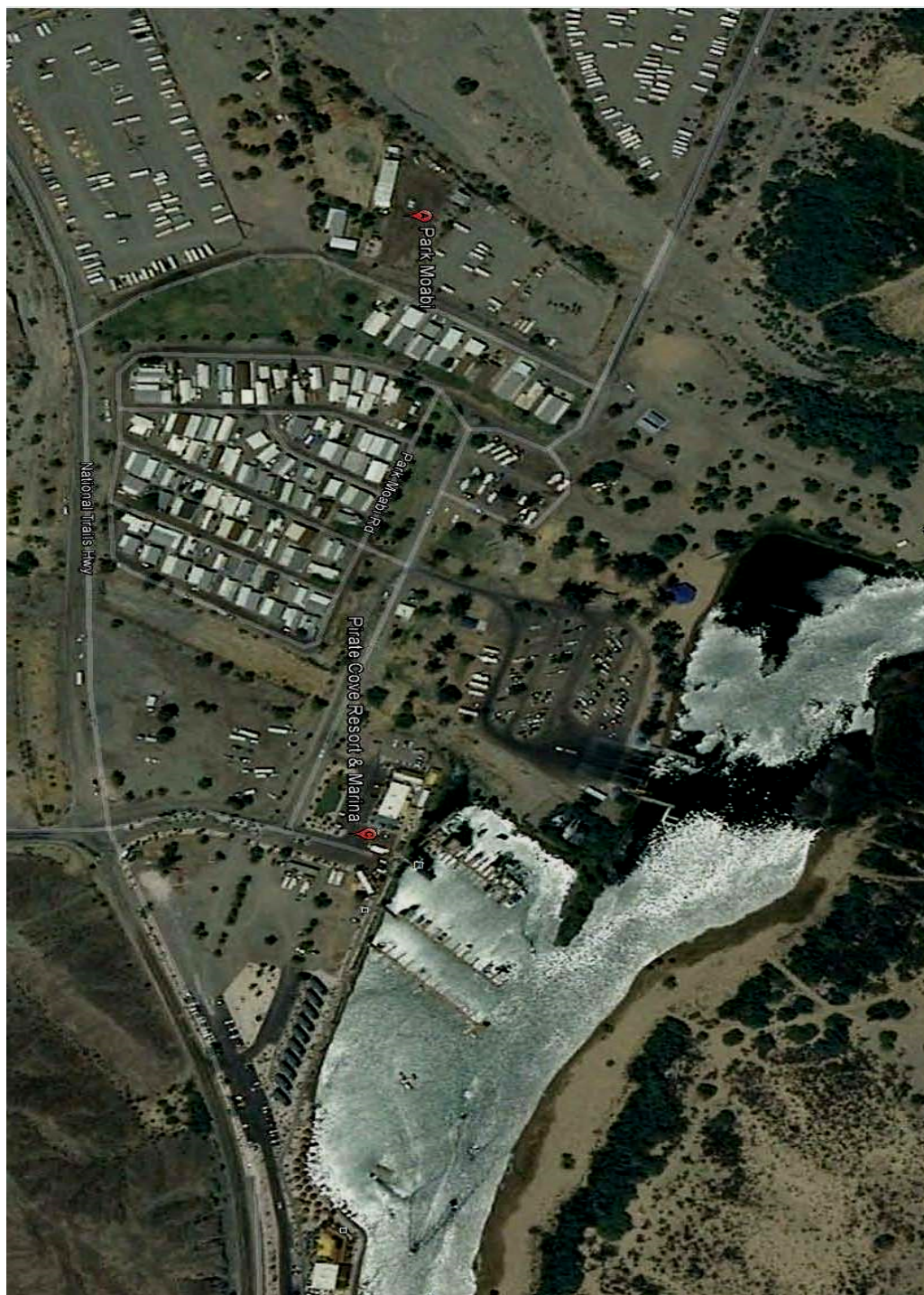


PLATE 2 – MOABI REGIONAL PARK – CALIFORNIA MAP

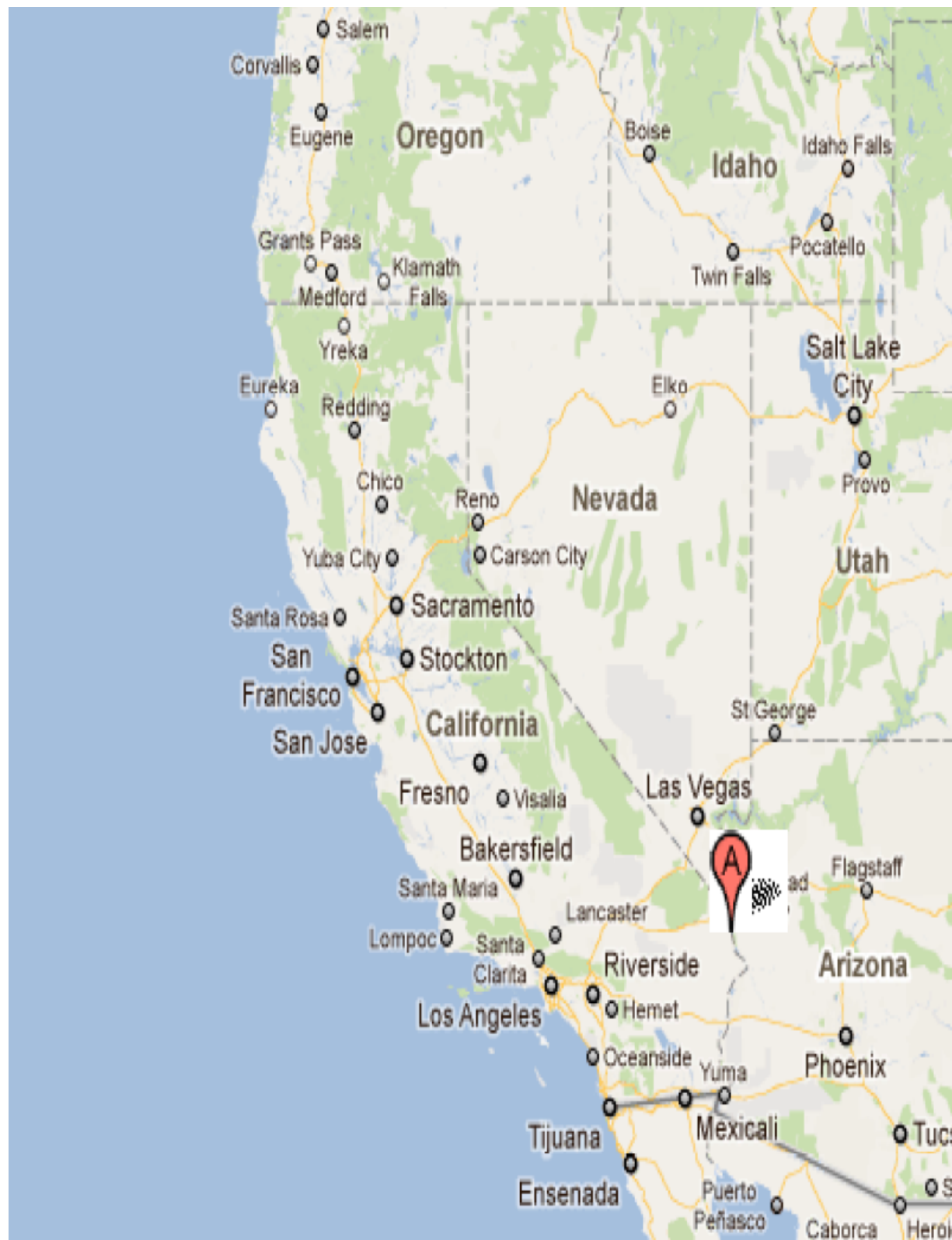


PLATE 3 – MOABI REGIONAL PARK - LOCAL CALIFORNIA MAP

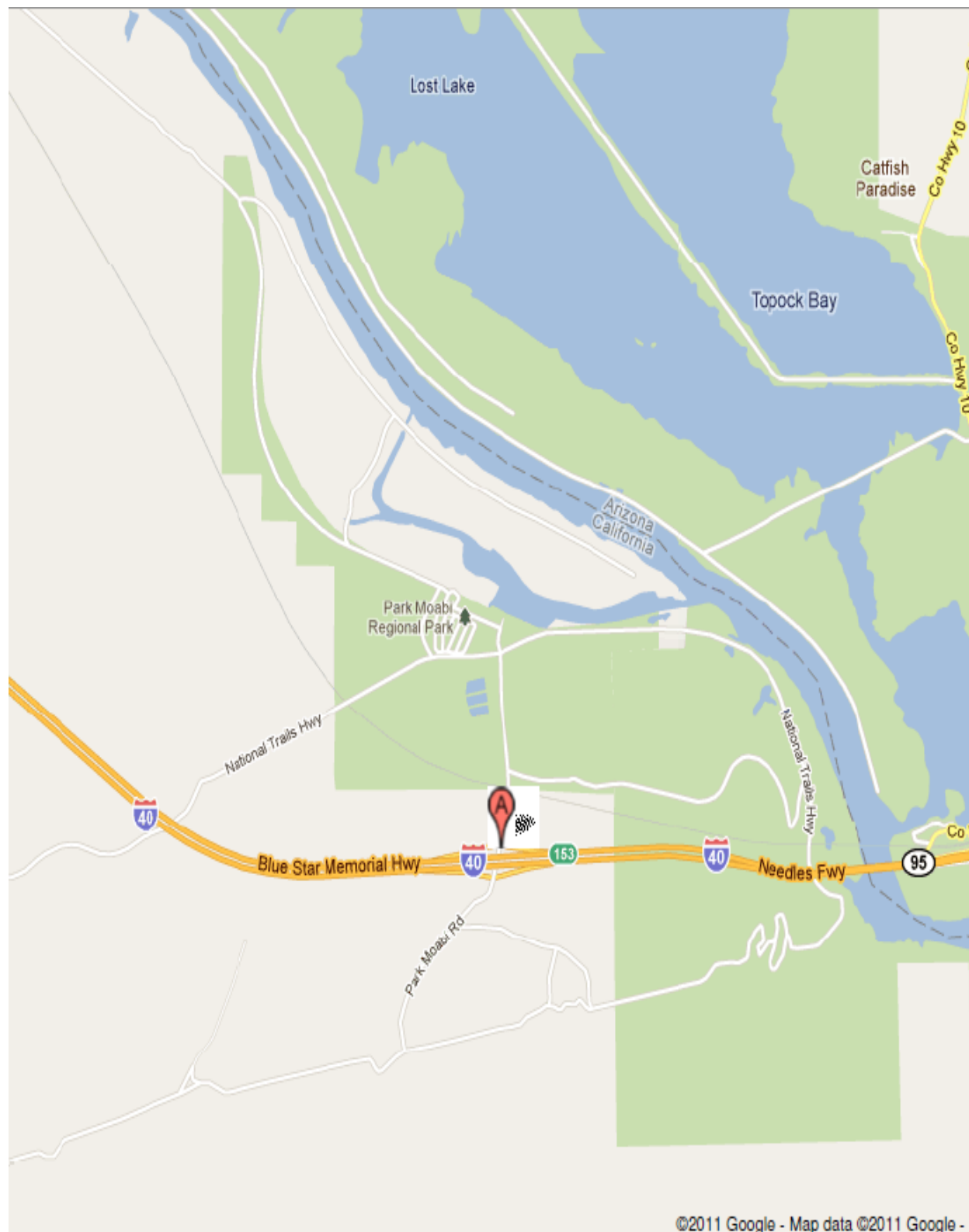




PLATE 5 – MOABI REGIONAL PARK – SANITARY SEWER SYSTEM MEASUREMENTS

REGIONAL PARKS SEWER LATERAL MEASUREMENTS		Plan Titles
MOABI		
Measurements (Feet)		
5928		Park Moabi Job #1192 Sht 23, August 1961 Note: Trailer Park
240	140	Park Moabi Job #1192 Sht 2, August 1961
355	490	Note: Center Parking Area
130	320	
180		Park Moabi Job #1192 Sht 3, August 1961
50		Note: Boat Ramp
173	62	Pirate Cove Resort & Marina
39	201	Lots 1 thru 10 Sht 2 of 3
200		
36		Pirate Cove Resort & Marina
200		Lots 11 thru 14 Sht 2 of 3
48		
260		ARQ Engineering LLC, Parking Site Plan Sht 1 of 8 Note: Plan doesn't show sewer, but sewer POC's are known according to previous plans and so this plan was used to estimate sewer length because it shows 2 POC's on a single plan and includes a scale
221 (No. 2)		Peninsular Sewer Systems
350 (No. 3)		Peninsular No.s 2,3, & 4, Sht 2 of 12
201 (No. 4)		
278 (No. 5)		Peninsular Sewer Systems
215 (No. 6)		Peninsular No.s 5 & 6, Sht 3 of 12
298 (No. 7)		Peninsular Sewer Systems
227 (No. 8)		Peninsular No.s 7,8, & 9, Sht 4 of 12
225 (No. 9)		
348 (No. 10)		Peninsular Sewer Systems
260 (No. 11)		Peninsular No.s 10 & 11, Sht 5 of 12
205 (No. 12)		Peninsular Sewer Systems
382 (No. 13)		Peninsular No.s 12 & 13, Sht 6 of 12
237 (No. 14)		Peninsular Sewer Systems
648 (No. 15)		Peninsular No.s 14 & 15, Sht 7 of 12
554 (No. 16)		Peninsular Sewer Systems
228 (No. 17)		Peninsular No.s 16 & 17, Sht 8 of 12
273 (No. 18)		Peninsular Sewer Systems
249 (No. 19)		Peninsular No.s 18 & 19, Sht 9 of 12
284 (No. 20)		Peninsular Sewer Systems
263 (No. 21)		Peninsular No.s 20 & 21, Sht 10 of 12
540 (No. 22)		Peninsular Sewer Systems
289 (No. 23)		Peninsular No.s 22 & 23, Sht 11 of 12
90 (No. 24)		Peninsular Sewer Systems
245 (No. 25)		Peninsular No.s 24 & 25, Sht 12 of 12
Subtotal Feet	16,162 MOABI	

PLATE 6 – MOABI REGIONAL PARK – WASTEWATER TREATMENT PLANT

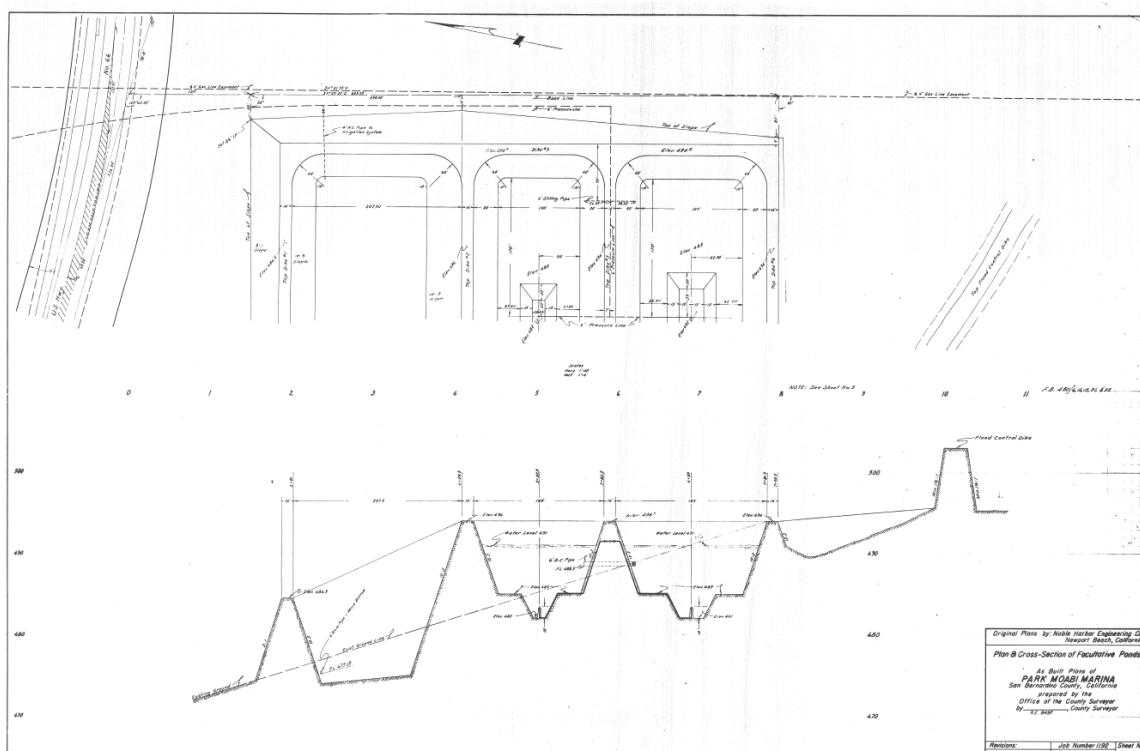
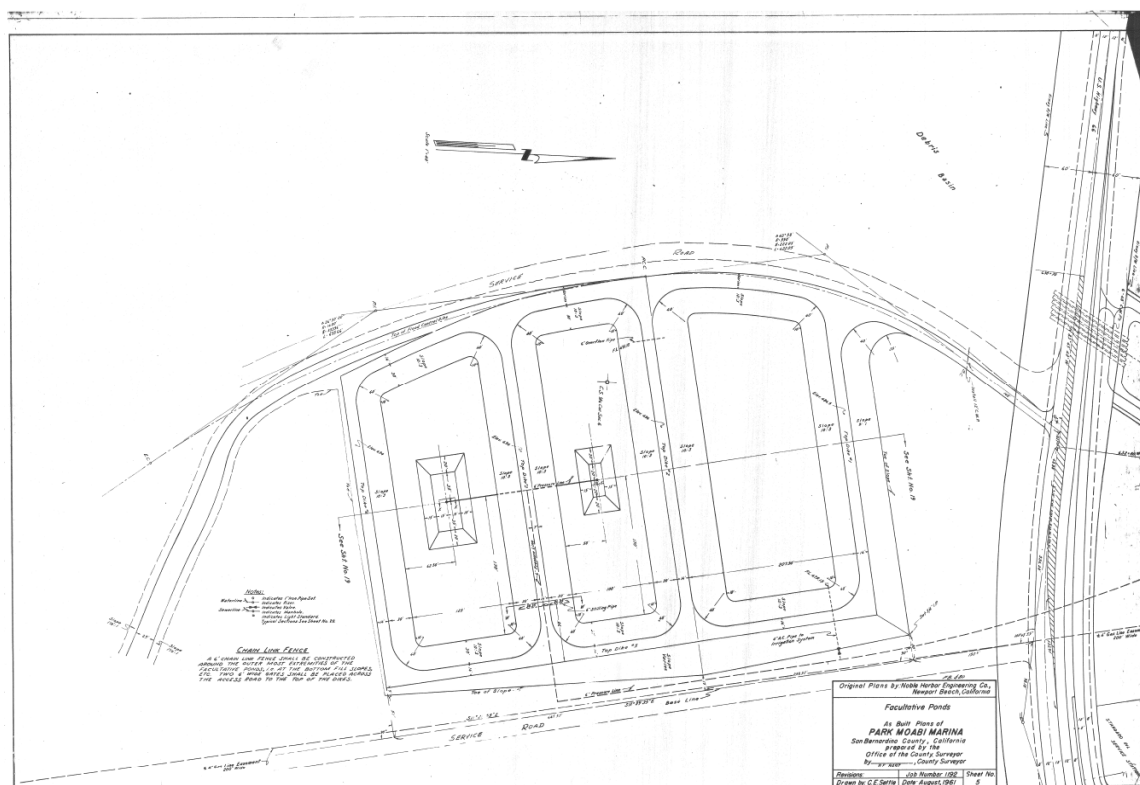
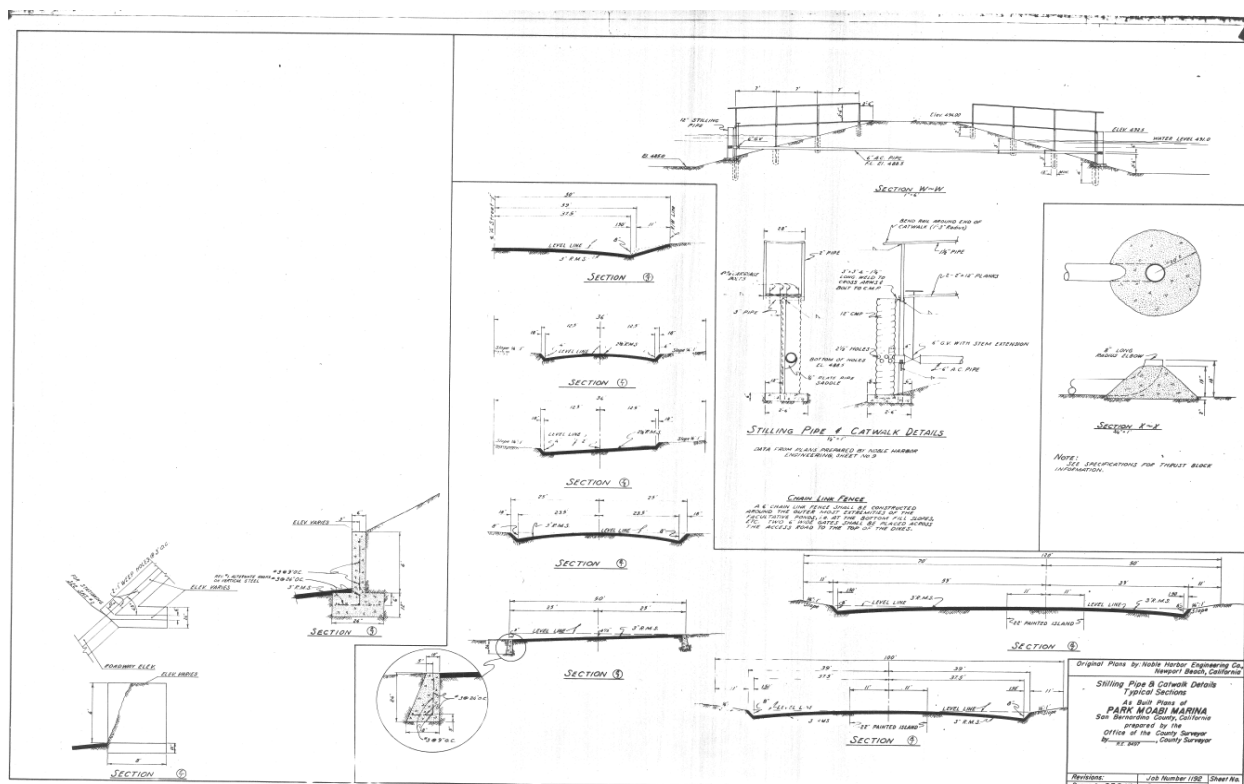


PLATE 6 (Continued) – Moabi Regional Park – Wastewater Treatment Plant





SECTION 1 – SEWER SYSTEM MANAGEMENT GOAL AND INTRODUCTION

This Goal and Introduction section provide background information on the goals of the Sewer System Management Plan (SSMP), purpose and organization of the SSMP, and provides a brief overview of Moabi Regional Park's (MRP) sanitary sewer system. San Bernardino County (County), Special Districts Department has contracted with San Bernardino County, Regional Parks Department to provide operations, maintenance, and management services for Moabi Regional Park's sanitary sewer system, located in San Bernardino County at 100 Park Moabi Road, Needles, California (CA) (Thomas Guide map page 352, C-10). MRP is located along the banks of the Colorado River, at the California and Arizona state lines, and a short drive from Lake Havasu and Laughlin.

SSMP REQUIREMENT BACKGROUND

Moabi Regional Park has been mandated to comply with the State Water Resources Control Board's (SWRCB) Statewide Water Discharge Requirements (WDR) General Order for Sanitary Sewer Systems Order No. 2022-0103-DWQ (General Order). The General Order is provided in **Appendix I – SSMP Vol. II**. The General Order serves as statewide waste discharge requirements and supersedes the previous SWRCB Order No. 2006-0003-DWQ and amendments thereafter. The SWRCB and the local Regional Water Quality Control Boards (RWQCB) oversee the water quality in the State of CA within their respective jurisdictions. MRP lies within a portion of the State that is under the jurisdiction of the Colorado Regional Board. For the General Order, a sanitary sewer system includes, but is not limited to, a combination of pipelines, valves, lift stations, manholes, siphons, wet wells, diversion structures, and/or other auxiliary pertinent infrastructure upstream of a wastewater treatment plant (WWTP) headworks. A sanitary sewer system includes:

- Laterals owned and/or operated by the Enrollee.
- Satellite sewer systems
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks, and diversion structures.

On December 6, 2022, the SWRCB adopted the Statewide Waste Discharge Requirements (WDR), applicable to all publicly owned sanitary sewer systems in California with more than one mile of sewer pipeline. The goal of this requirement is to



have a consistent statewide approach for reducing Sanitary Sewer Overflows (SSOs) or sewage spills; therefore, these regulations apply directly to Moabi Regional Park.

Through the General Order, the SWRCB requires an Enrollee to:

- Comply with federal and state prohibitions of discharge of sewage to waters of the State, including federal waters of the United States.
- Comply with specifications, and notification, monitoring, reporting, and record keeping requirements in the General Order that implements the federal Clean Water Act (CWA), the California Water Code (CWC), and water quality control plans and policies (including Regional Water Board Basin Plans) and policies.
- Proactively operate and maintain resilient sanitary sewer systems to prevent spills.
- Eliminate discharges of sewage to waters of the State through effective implementation of an SSMP.
- Monitor, track, and analyze spills for ongoing system-specific performance improvements.
- Report noncompliance with this General Order per reporting requirements.

An Enrollee is a public or private entity that has obtained approval for regulator coverage under this General Order, including:

- A federal or state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
 - Greater than one mile in length (each individual sanitary sewer system).
 - One mile or less in length where the State Water Board or a Regional Water Board requires coverage under this Order.

A private company that owns and/or operates a sanitary sewer system of any size where the State Water Board or a Regional Water Board requires regulator coverage under this General Order.

REGULATORY REQUIREMENTS FOR SEWER SYSTEM MANAGEMENT GOAL AND INTRODUCTION ELEMENT

The General Order requirements for the Introduction element of the SSMP are as follows:

The goal of the Sewer System Management Plan (Plan) is to provide a plan and schedule to: (1) properly manage, operate, and maintain all parts of the Enrollee's sanitary sewer system(s), (2) reduce and prevent spills, and (3) contain and mitigate



spills that do occur. The Plan must include a narrative Introduction section that discusses the following items:

- 1. Regulatory Context – The Plan Introduction section must provide a general description of the local sewer system management program and discuss Plan implementation and updates.*
- 2. Sewer System Management Plan Update Schedule – The Plan Introduction section must include a schedule for the Enrollee to update the Plan, including the schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing prevention of sewer spills.*
- 3. Sewer System Asset Overview – The Plan Introduction section must provide a description of the Enrollee-owned assets and service area, including but not limited to:*
 - Location, including county(ies);*
 - Service area boundary;*
 - Population and community served;*
 - System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons;*
 - Structures diverting stormwater to the sewer system;*
 - Data management systems;*
 - Sewer system ownership and operation responsibilities between Enrollee and private entities for upper and lower sewer laterals;*
 - Estimated number or percent of residential, commercial, and industrial service connections; and*
 - Unique service boundary conditions and challenge(s).*

Additionally, the Plan Introduction section must provide reference to the Enrollee's up-to-date map of its sanitary sewer system, as required in section 4.1 (Updated Map of Sanitary Sewer System) of this Attachment.

GOAL DISCUSSION

The goal of this SSMP is to provide a living document, a written plan and schedule to properly operate, maintain, and manage all elements of MRP's sanitary sewer system in order to diminish and prevent spills, as well as to mitigate any potential spills that may occur.

A copy of the General Order and certified SSMP shall be made available to the public. Please refer to **Appendix I – SSMP Vol. II.**

The San Bernardino County, Special Districts Department and the Regional Parks



Department recognizes the importance of protecting the water quality in the State of CA and takes the necessary precautions to mitigate, minimize, and prevent raw sewage overflows/spills from occurring, and is supplementing its existing Sewer System Management Program with the requirements set forth in the new state regulations. The primary objectives of these regulations are:

- To properly operate, maintain, and manage all portions of Moabi Regional Park's wastewater collection systems
- To provide adequate capacity for conveying peak wastewater flows
- To minimize the frequency and magnitude of spills
- To prevent public health hazards
- To mitigate the impacts associated with any spill that may occur
- To comply with all applicable regulatory notification and reporting requirements

SEWER SYSTEM MANAGEMENT PLAN ELEMENT UPDATE SCHEDULE

Table 1-1 is the Department's schedule to update their MRP SSMP, conduct internal audits, annual submittals, and service area boundary map. Additionally, Table 1-1 schedule summarizes the milestones for incorporation of activities addressing prevention of sewer spills and completing areas of the SSMP that are deficient. Any updates made to the SSMP will be implemented once the report is finalized.

Table 1-1. SSMP Schedule ^(a)		
Tasks	Frequency	Due Date
Annual Report	Annual	April 1, 2025
Sanitary Sewer System Service Area Boundary Map ^(b)	One Time	December 31, 2025
SSMP Update	Six Years	August 2, 2025
SSMP Audit	Three Years	February 2, 2027 ^(c)
SSMP Audit	Three Years	February 2, 2030 ^(d)
SSMP Update	Six Years	August 2, 2031
Notes: (a) Sources: Section 5.4 of the General Order; Section 3.11 of Attachment E1 of the General Order. (b) Electronic Sanitary Sewer System Service Area Boundary Map Specifications. (c) Audit Period: August 3, 2024 to August 2, 2027. (d) Audit Period: August 3, 2027 to August 2, 2030.		

DISTRIT SERVICE AREA AND SEWER SYSETM

The San Bernardino County, Special Districts Department currently operates, maintains, and manages Moabi Regional Park's sanitary sewer system on behalf of the San Bernardino County, Regional Parks Department. The elevation of MRP is approximately 1,930 feet above sea level, with the coordinates of: 34°51'13"N



116°47'12"W (Plate 1). Moabi Regional Park encompasses approximately 3.5 square miles of land and, as of 2025, has a serving population estimated at less than 450 (total connections multiplied by a population of 4.3 per connection) with 103 residential service connections and no commercial or industrial connections. The average design wastewater flow of the collection system is approximately 0.15 mgd.

Sewer System Asset Overview

Moabi Regional Park is located 14 miles south of Needles and 156 miles east Barstow within San Bernardino County (**Plate 2**). The sanitary sewer system consists of approximately 16,162 linear feet (3.06 miles) of pipeline ranging in size from 4" to 8" in diameter. The sewer pipelines transport raw sewage to Moabi Regional Park's wastewater treatment plant facilities. The Department is also responsible for the operation, maintenance, and management of MRP's wastewater treatment plant facilities, including the treatment and disposal of all domestic and commercial waste generated within the park. MRP's wastewater treatment facilities consist of twenty-eight (28) holding tank systems that are pumped regularly, two (2) oxidation ponds (each lined with clay), and one (1) unlined percolation pond. The three ponds lie on approximately three acres of land. There are not any structures that divert stormwater to the sewer system. Refer to **Plate 4** for the utility as-builts within MRP. Since there hasn't been any additional development since the utility as-builts, **Plate 4** is up-to-date.

Data Management Systems

The County currently uses a series of forms and data sheets to record and manage inspection data. Due to the size of the MRP system, a complex data management is not required to be diligent with record keeping and data management; however, the County is planning to adopt and implement a CMMS in coming years to digitize their data management methods.

The County is currently building out their GIS database and is planning to transition to record drawing information (i.e., pipe alignment and characteristics) to their GIS database.

Ownership and Operation Responsibilities

San Bernardino County owns the collection system sewer mains, manholes, lift stations, and associated mains. The Special Districts Department Water and Sanitation Division operates, maintains, and manages the sewer systems. Property owners own and maintain their own laterals.



Unique Service Area Boundaries and Challenges

There are not any unique service areas or boundary challenges within the MRP system.

DOCUMENT ORGANIZATION

This SSMP includes eleven mandatory elements, as listed below. Each of these elements forms a section of this document.

1. Sewer System Management Plan Goal and Introduction
2. Organization
3. Legal Authority
4. Operation and Maintenance Program
5. Design and Performance Provisions
6. Spill Emergency Response Plan
7. Sewer Pipe Blockage Control Program
8. System Evaluation, Capacity Assurance Capital Improvements
9. Monitoring, Measurement and Program Modifications
10. Internal Audits
11. Communication Plan

SECTION 2 – ORGANIZATION

(SEE SSMP VOLUME II)

SECTION 3 – LEGAL AUTHORITY

REGULATORY REQUIREMENTS FOR LEGAL AUTHORITY ELEMENT

The General Order requirements for Legal Authority element of the SSMP are as follows:

The Plan must include copies or an electronic link to the Enrollee's current sewer system use ordinances, service agreements and/or other legally binding procedures

to demonstrate the Enrollee possesses the necessary legal authority to:

- *Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;*
- *Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;*
- *Require that sewer system components and connections be properly designed and constructed;*
- *Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;*
- *Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and*
- *Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.*

SUMMARY OF LEGAL AUTHORITY DOCUMENT

Through the San Bernardino County Board of Supervisor's September 12, 1983 resolution establishing "Rules and Regulations for Sewer Services" (Rules and Regulations), and the December 31, 1980 "Wastewater Ordinance Regulating the Use and Construction of Public Wastewater Facilities" (Wastewater Ordinance), MRP possesses the legal authority to furnish residents and businesses with wastewater collection, treatment, and the disposal of sanitary waste as required by the SWRCB. Refer to **Appendix A** of this report for the Rules and Regulations and **Appendix C – SSMP Volume II** for the Wastewater Ordinance.

Illicit Discharges into the Wastewater Collection System

As established and approved by the San Bernardino County Board of Supervisors, the County Service Area's Rules and Regulations for Sewer Service shall: govern the quality and quantity of permissible discharges into MRP's sewer system; provide limitations and prohibitions as to specified wastes such as fats, oils, grease, and sand; require grease and sand interceptors and separators; regulate swimming pool discharges; and prescribe all required testing. Refer to Section 3.0 "General Use Regulations" of the CSA Rules and Regulations for Sewer Service (see **Appendix A** of this report for details



regarding illicit discharges).

Sewer System Design and Construction Criteria

Criteria for the design and construction of sewer lines, sewer system components, and connections have been established in the June 1, 1982 San Bernardino County Special Districts Department's "Standards for Sanitary Sewers", which was subsequently updated in 2012 (**Appendix D – SSMP Vol. II**). Additionally, building sewer requirements and sewer connection requirements must adhere to Section 1.8 and 1.9 of the CSA Wastewater Ordinance (**Appendix C – SSMP Vol. II**).

Access of Facilities Owned by Agency

Per the CSA Wastewater Ordinance, Special Districts Department representatives maintain access to all sanitary sewer facilities within the public right-of-way for maintenance and construction purposes, with required permits. Where it becomes necessary to cross private property for maintenance and construction purposes, or to provide access for future sewers serving adjacent or upstream tributary land, the Special Districts Department obtains all necessary or required public easement documentation. Rules for conformance to these procedures are outlined in Section 1.9 of the Wastewater Ordinance (**Appendix C – SSMP Vol. II**).

Limit Discharges of Fats, Oils and Greases (FOG)

All FOG discharges are regulated in accordance with the Department's Sewer Pipe Blockage Control Program, as outlined in **SECTION 7 – SSMP Volume II**. MRP maintains a source control program to eliminate the potential for FOG to enter the sanitary sewer system.

Enforcement of Any Violations of Sewer Ordinances

Any person found to be in violation of any of the provisions of the Wastewater Ordinance, and failing to correct such violation within the specified timeframe, is to be penalized according to CSA Rules and Regulations, Section 7.0 "Discontinuation of Service" (**Appendix A**), and Sections 1.12 and 1.13 of the CSA Wastewater Ordinance (**Appendix C – SSMP Vol. II**).

Stormwater Agency Coordination

The County does not own, manage, or operate the stormwater infrastructure within the MRP sewer service area. Since the MRP system is in a remote and generally undeveloped area, there is not any stormwater infrastructure that exists. However, if a storm drain system were to be built in the future then the County would need to



communicate and coordinate with the local agencies that owns and maintains the storm drain conveyance system if a spill were to occur in an effort keep sewage from entering the storm drain conveyance system. Additionally, correspondence would be encouraged in the planning and design phase of projects to prevent unintended cross connections between sewer and storm drain infrastructure.

SECTION 4 – OPERATION AND MAINTENANCE PROGRAM

REGULATORY REQUIREMENTS FOR OPERATIONS AND MAINTENANCE PROGRAM ELEMENT

The General Order requirements for the Operations and Maintenance Program element of the SSMP are as follows:

The Plan must include the items listed below that are appropriate and applicable to the Enrollee's system:

1. *Updated Map of Sanitary Sewer System – An up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s). The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries.*
2. *Preventive Operation and Maintenance Activities – A scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors.*

The scheduling system must include:

- *Inspection and maintenance activities;*
 - *Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems;*
 - *Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.*
3. *Training – In-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors. The*



training must cover:

- The requirements of this General Order;*
 - The Enrollee's Spill Emergency Response Plan procedures and practice drills;*
 - Skilled estimation of spill volume for field operators; and*
 - Electronic CIWQS reporting procedures for staff submitting data.*
4. *Equipment Inventory – An inventory of sewer system equipment, including the identification of critical replacement and spare parts.*

SUMMARY OF OPERATIONS AND MAINTENANCE PROGRAM

Existing Sewer Collection System

The Special Districts Department has conducted detailed audits of the MRP sanitary sewer system and has documented the system, including the location of all gravity sewer mains, manholes, lift station, pressure pipes, valves and laterals, etc. The existing MRP Utilities Plan (**Plate 4**) is up-to-date as there hasn't been any improvements to collection or conveyance infrastructure since the date of the as-builts. Because there isn't an agency that manages the local stormwater and, thus, no stormwater conveyance infrastructure, the map does not include any stormwater conveyance facilities. Additionally, the County is in the process of developing their GIS database for the MRP system and producing GIS maps that displays sewer infrastructure and service area boundaries. Any discrepancies between as-built drawings and field conditions will be flagged and rectified before entry into the GIS database.

Refer to **Appendix C** for the MRP Sewer Plans, **Appendix D** for the MRP Wastewater Treatment Facility, and (**Plate 5**) and for an overview of the MRP Sanitary Sewer System Measurements.

In accordance with Section 5.14 of the General Order, the LRO shall submit to the State and Regional Water Boards an up-to-date electronic spatial map of its sewer system service area boundaries, including the location of the wastewater treatment facility, using CIWQS.

Operations and Maintenance Program

The Special Districts Department, utilizing sewer cleaning equipment, cleans and/or

CCTVs 100% of MRP's gravity sewer pipelines annually (excluding the campground portion of the system). The Regional Parks Department currently owns and operates seven (7) regional park locations that are assigned waste discharge requirements (WDR) by the State of CA. The Special Districts Department has prioritized the systems according to need and has cleaned a percentage of each system as required by the WDR. Current operations and maintenance of the wastewater facilities are scheduled according to established priority levels.

The collection system inspection audits have been performed on all regional park locations, and the MRP was assigned a high-level priority. Factors for this priority level include: year-round park operations, a history of abnormal sewer problems or system failures, and long response times due to logistics and location. MRP is scheduled for ongoing O&M activities in 2025, 2026, and beyond.

The Department maintains digital and hard copy maintenance records that contains a history of prior cleaning, televising, and corrective activity including: date work performed, time work performed, employee's name that provided maintenance, distance/footage cleaned, total time task completed, street location, line segment number, manhole number(s), size of pipeline, location of pipeline cleaned, justification for maintenance, condition of pipeline, amount of debris/roots/grease/other removed, whether or not follow-up is required, and the specific type of equipment used. The Department's maintenance program includes preventive, proactive, and corrective maintenance entries as well as the quality control measures used.

The sewer maintenance plan guides the frequency and required tasks for future sewer cleaning, televising and maintenance of all pumps/lift stations and related equipment. The frequency and assigned tasks are determined based on staff's operational and maintenance expertise, past equipment performance, manufacturer's recommendations and requirements, and all site-specific conditions and surroundings.

Problem sewer locations are identified, prioritized, and scheduled for maintenance based on a comprehensive review of the maintenance history and system characteristics, including: past SSOs, partial stoppages, disproportionate maintenance frequencies, logistics, age, type of pipe, soil conditions, ground water tables, elevation (inclement weather factors), etc. Preventive maintenance activities are also scheduled for line segments with no prior cleaning history and/or no past excessive maintenance and/or cleaning issues. This preventive maintenance activity is based on a less frequent basis for "non-problem" branch and trunk sewers at a minimum interval of one cleaning or televising event once a year.

A sample of the Department's cleaning record is attached as **Appendix E – SSMP Volume II**.



The Department has a proactive preventive maintenance program for its sanitary sewer systems, and is focused on critical and/or problematic areas. Preventive maintenance is performed by in-house staff and includes, but is not limited to: high velocity sewer cleaning, root control, FOG source control, inspection of sewer manholes and facilities, sewer smoke testing, sewer pump/lift station maintenance and inspection, valve exercising, and customer complaint investigation. The Department's sewer main pipelines are divided into three (3) groups: trunk sewers (greater than 16 inches in diameter), branch sewers (16 inches or smaller in diameter), and outfall sewers (varying diameters from a WWTP to disposal site). In general, most sanitary sewer systems maintained by the Department are branch sewers. The MRP sanitary sewer system consists of all branch sewer pipelines and building laterals that convey all raw sewage to the MRP Wastewater Treatment Plant Facilities for treatment, processing, and final disposal (oxidation and percolation ponds).

For sewer pipeline cleaning, the Department utilizes an evacuator type cleaning truck for removal of debris, roots, grease, and objects from sewer manholes, wet-wells, vaults, and other sewer facilities. Mechanical rodding machines and straight high-velocity cleaners are also utilized in the cleaning process.

Spills caused by blockages from FOG are monitored by location and by required cleaning frequency. The Department has increased the rotation of cleaning in sewers with repeated FOG related blockages or overflows.

New collection systems are televised through CCTV as a pre-acceptance requirement for the system.

The Department televises 5% of recently cleaned sewer pipelines as a quality assurance procedure to ensure that the cleaning process was effective. This general "Rule" is a set parameter and assumes that the sewer pipeline diameter is a minimum of 95% of the pipe's designed capacity. Any pipeline that falls below the Rule parameter will be re-cleaned and re-televised. If it is determined that the initial cleaning procedures were not conducted properly, the crew responsible for the initial cleaning will be re-trained and tested on equipment operations. Proficiency is the key to every successful program.

When sewer pipelines are cleaned and/or televised, a determination/observation is made on each future cleaning frequency for each line segment. In addition to the Department's routine maintenance activities, including mechanical root removal, the Department has on occasion used environmentally safe chemicals to control the growth of roots in sewer pipelines. The effectiveness of chemical root control treatment is



carefully monitored and the frequency of treatment and application rates are adjusted as required, eliminating blockages caused by detached roots. Root intrusion issues are identified and addressed during routine cleaning and/or televising activities. The Department also identifies root intrusion issues during routine visual manhole inspections and during customer complaint investigations. Aggressive root control problems are mitigated through various methods. When mechanically addressed, a hydraulic root cutting tool is operated by way of a high velocity cleaner or a mechanical rodding machine. Other methods may call for pipeline replacement and/or pipe re-lining to prevent re-growth. Chemical root control can be a viable alternative.

Pump and lift station maintenance: The sewage pump/lift station has a built-in back-up emergency, redundancy alarm system, and an auto dialer directly connected to a dedicated phone line that will transmit a call/signal to the Water and Sanitation Division office and to on-call field staff 24 hours a day. The Division is in the process of upgrading the various districts with a Supervisory Control and Data Acquisition¹ (SCADA) controlled system. This will assist in eliminating potential spills caused by power outages and/or mechanical failures. Staff schedule inspections and conduct preventive maintenance on control panels, alarms, pumps, motors, and appurtenances; conducting other related facility grounds maintenance as part of the routine preventive maintenance program. On average, each station is visited, inspected, and operated/maintained approximately two (2) times per week for approximately 30 to 60 minutes per interval throughout the course of the year by trained and certified operators.

Customer complaints are generally handled through the Water and Sanitation Division office. When a complaint is received the following minimum information is asked of the caller:

- Caller's name, call back number(s), home address, nature of the problem, location of the problem, cross street, Thomas Guide page number (if available), whether the problem is still occurring, the best time to call back, and the call time and date when the complaint was received.

Note: If field staff is contacted directly while working in the field, the same information is asked and documented, and the information is forwarded to the office.

- A service order is automatically created, documenting all relevant data for each customer complaint. Customer complaints include: sewer fee questions, possible

¹ SCADA is a computerized system that gathers and analyzes real time data. SCADA systems are used to monitor and control stations with emergency backup systems, generators, and other redundant systems.



sewer stoppages, manhole covers missing or defective, odor issues, and occasionally a report of a spill.

- Department staff is trained to appropriately and methodically respond to all service orders. The following service order procedures are conducted: time of contact is recorded; location of response; time of arrival; scene assessment; nature of the complaint recorded; actions/solutions recorded; and customer follow-up (if appropriate).
- Service orders issued for known problem sewer locations are typically inspected through CCTV within forty-eight (48) hours. Sewer pipeline capacity is restored and all necessary repairs and/or replacements must be scheduled.

The Department is typically not responsible for sewage stoppages and/or spills within customer sewer building laterals, unless the Department is under contract and the agency that the Department is providing O&M services to, owns and maintains the laterals, as in this case for all of the San Bernardino County Regional Parks.

Rehabilitation and Replacement Program

Department staff assessed the MRP sanitary sewer system with regard to sewer system capacity. In order to properly maintain and ensure that MRP sewer facilities are in working order, the Department plans to have regular visual and CCTV inspection of manholes and sewer pipelines annually. A sample CCTV field data log is attached in this report for reference (**see Appendix E – SSMP Vol. II**).

Training Program

Wastewater spill response and reporting procedure training is required annually for all Department staff assigned to collection systems operations and maintenance. An overview of the WDR and Spill Emergency Response Plan is provided along with specific training on the roles and responsibilities of LROs and Data Submitters (e.g., CIWQS reporting procedures).

Mock spill drills and emergency by-pass pumping drills are scheduled periodically to keep spill drill-procedures fresh. Operators are trained on how to estimate spill volume. These drills are performed on an annual basis.

The California Water Environment Association's (CWEA) Technical Certification Program is a requirement for Department staff assigned to collection system operations and maintenance. Staff is required to obtain and maintain a CWEA grade certification equal to or above their position title, i.e. Maintenance Worker I requirement: Grade I Collection System Maintenance Certification; Maintenance Worker II requirement: Grade II



Collection System Maintenance Certification; Maintenance Worker III requirement: Grade III Collection System Maintenance Certification; etc.

A California Commercial Drivers License (CDL) is required to be maintained in good standing by Department field staff at all times. The CDL must be a non-restricted Class "A" with tank endorsements (currently, hiring criteria dictates that all open field positions are required to possess a Class "A" non-restricted CDL with tank endorsements at the time of hire).

First-Aid/CPR training is required for all Department field staff. This is a requirement per CAL-OSHA; a competent person must be onsite and trained in First-Aid/CPR and able-bodied in order to respond to an emergency when crews are performing a permitted Confined Space Entry that has the potential to become a Confined Space Rescue.

Additional Staff Training Programs

The Department pays/reimburses for the following training:

- Bi-Weekly Tail Gate Training
- California Water Environment Association (CWEA) Training
- Desert and Mountain Section (DAMS) Training
- Internal Weekly Technical Training – CEUs Provided
- Monthly Safety Training
- Southern California Alliance of Publicly Owned Treatment Works (SCAP) Training
- Specialty Courses Offered by Vendors
- Spill Emergency Response Drills – Semi-annual
- Spill-WDR Compliance Workshop: Electronic Reporting Requirements

The Department pays/reimburses for the following Memberships:

- American Water Works Association (AWWA)
- California Rural Water Association (CRWA)
- California Water Environment Association (CWEA)

Equipment and Part Inventory

The Department maintains an up-to-date inventory list of Emergency Vehicles and Equipment (see **Appendix F – SSMP Vol. II**). The Department maintains a general parts warehouse stocked with parts and materials that are distributed throughout contract service entities and county service areas; refer to **Appendix J – SSMP Volume II** for a flow chart depicting inventory control, “Purchase Request Flowchart Process.”

SECTION 5 – DESIGN AND PERFORMANCE PROVISIONS

(SEE SSMP VOLUME II)

SECTION 6 – SPILL EMERGENCY RESPONSE PLAN

(SEE SSMP VOLUME II)

SECTION 7 – SEWER PIPE BLOCKAGE CONTROL PROGRAM

(SEE SSMP VOLUME II)

SECTION 8 – SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS

REGULATORY REQUIREMENTS FOR SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS ELEMENT

The General Order requirements for System Evaluation, Capacity Assurance and Capital Improvement element of the SSMP are as follows:

The Plan must include procedures and activities for:

- *Routine evaluation and assessment of system conditions;*
- *Capacity assessment and design criteria;*
- *Prioritization of corrective actions; and*
- *A capital improvement plan*

Other required components of the Plan include:

1. *System Evaluation and Condition Assessment – The Plan must include procedures to:*
 - *Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;*
 - *Identify and justify the amount (percentage) of its system for its condition to be assessed each year;*
 - *Prioritize the condition assessment of system areas that:*
 - i. *Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;*
 - ii. *Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;*
 - iii. *Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;*
 - *Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;*
 - *Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;*
 - *Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and*
 - *Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes.*
2. *Capacity Assessment and Design Criteria – The Plan must include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:*
 - *Dry-weather peak flow conditions that cause or contributes to spill events;*

- *The appropriate design storm(s) or wet weather events that causes or contributes to spill events;*
- *The capacity of key system components; and*
- *Identify the major sources that contribute to the peak flows associated with sewer spills.*

The capacity assessment must consider:

- *Data from existing system condition assessments, system inspections, system audits, spill history, and other available information;*
 - *Capacity of flood-prone systems subject to increased infiltration and inflow, under normal local and regional storm conditions;*
 - *Capacity of systems subject to increased infiltration and inflow due to larger and/or higher-intensity storm events as a result of climate change;*
 - *Increases of erosive forces in canyons and streams near underground and aboveground system components due to larger and/or higher-intensity storm events;*
 - *Capacity of major system elements to accommodate dry weather peak flow conditions, and updated design storm and wet weather events; and*
 - *Necessary redundancy in pumping and storage capacities.*
3. *Prioritization of Corrective Action – The findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.*
4. *Capital Improvement Plan – The capital improvement plan must include the following items:*
- *Project schedules including completion dates for all portions of the capital improvement program;*
 - *Internal and external project funding sources for each project; and*
 - *Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.*

SYSTEM EVALUATION AND CONDITION ASSESSMENT

Regular and systematic inspection and condition assessment of sanitary sewer system facilities provides a means to monitor the condition of the facilities and provides a basis for identifying and scheduling capital improvements. Inspections and assessments are



prioritized by asset maintenance history and historical performance. Since all sewer infrastructure is within 400 feet of the Colorado River, all are within close proximity to waters of the State, and, thus, are highly critical to inspect and maintain.

The overall condition assessment includes utilizing CCTV to evaluate condition and recording of condition using the National Association of Sewer Service Companies (NASSCO) condition grading systems for pipelines and manholes. Approximately 100 percent of all pipelines and manholes are inspected per year on an annual basis. The County records all condition assessment inspections and activities and maintains a database inclusive of previous inspections. Refer to Section 4 for additional detail on condition assessment methods, procedures, and scheduling.

REPAIR AND REHABILITATION PROJECTS

The Department has a proactive program to repair, rehabilitation, or replace the facilities appurtenances (pipes, pumps, fittings, motors, electrical, etc.) and system components (pipelines, manholes, etc.) as required. San Bernardino County budgets a portion of their annual operating budget for rehabilitation and/or replacement of sewer lines located in their Regional Parks, including MRP.

Condition assessments are used to determine the funding required to repair, rehabilitate, and replace aging collection system and to prioritize the allocation of funds and optimizing the expenditure and efforts to operate a sewer collection system. Any pipeline that has evidence of exfiltration is prioritized for repair or rehabilitation due to the risk of the sewage discharging to waters of the State.

CAPACITY ASSESSMENT AND DESIGN CRITERIA

The Department has determined that MRP's sewage facilities are designed for buildout capacity. No additional development or flow generation beyond the existing flows at MRP is anticipated. There have not been any capacity-related spills within the last ten years, and no increases in I/I has been detected.

The Department has adopted an internal policy to routinely and systematically clean the sanitary sewer pipelines according to a schedule to maintain optimum system capacity.

PRIORITIZATION AND CORRECTIVE ACTIONS

The findings from the condition assessments and capacity are used to determine which assets require corrective action to rectify defects. Corrective actions are prioritized based on the following:

- Severity and frequency of defect(s)

- Remaining existing and projected hydraulic capacity
- Historical performance (e.g., spill records)

CAPITAL IMPROVEMENT PROGRAM

Capital improvement planning is a continual process that takes place year-round. The Department utilizes information collected from the various system evaluation methods described above to develop plans to identify and address capital improvement needs. Department engineering staff, operations staff, and consultants, as necessary, are included in the process of developing the projects from planning and design through implementation during construction.

A Capital Improvement Forecast is reviewed annually to identify anticipated project expenditures that will improve MRP's infrastructure and is inclusive of short-term and long-term capital projects. Key information in the Capital Improvement Forecast includes estimated budget, funding sources, timeline (i.e., project start and end dates). There are not currently any projects identified within MRP's Capital Improvement Forecast.

SECTION 9 – MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

REGULATORY REQUIREMENTS FOR MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS ELEMENT

The General Order requirements for Monitoring, Measurement, and Program Modifications element of the SSMP are as follows:

The Plan must include an Adaptive Management section that addresses Plan-implementation effectiveness and the steps for necessary Plan improvement, including:

- *Maintaining relevant information, including audit findings, to establish and prioritize appropriate Plan activities;*
- *Monitoring the implementation and measuring the effectiveness of each Plan Element;*
- *Assessing the success of the preventive operation and maintenance activities;*
- *Updating Plan procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and*
- *Identifying and illustrating spill trends, including spill frequency, locations and estimated volumes.*



MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS DISCUSSION

As the SSMP elements are implemented and evolve, the County will modify elements due to new technology, equipment, code changes, specific program enhancements, and the collection system's rehabilitations through the implementation of the CIP. The County staff member responsible for monitoring the SSMP provisions should identify and recommend updates to this SSMP as part of regular performance measurement assessments. All SSMP updates will be documented in the SSMP Update Log. The following monitoring and performance goals will be used to gage the effectiveness of the program:

- A. On an annual basis, compare the number and trend of spills for each County Service Area and contracted service entity.
- B. Compare the frequency and magnitude (volume) of sewer pump/lift station failures and spills in each County Service Area and contracted service entity.
- C. On an annual basis, monitor, document and evaluate spills for any potential impacts to human health or impacts to the immediate environment in each County Service Area and contracted service entity.
- D. On an annual basis, track the miles of sewer pipeline cleaned in each County Service Area and contracted service entity.
- E. The Department shall maintain a permanent log of complaints regarding collection system overflows and associated odors.
- F. The Department shall maintain a comprehensive cost accounting for all funds related to outside forces or contractors employed for activities required by the SSMP.
- G. The Department shall maintain annual records of Inflow and Infiltration (I/I) to evaluate, per the Environmental Protection Agency (EPA), whether certain portions of the collection system exceed allowable I/I flows per mile.
- H. On an annual basis, the Department shall maintain a separate and comprehensive record of the number of miles of rehabilitated and/or replaced sewer pipeline.

The Department's final performance measure is the overall reduction of spills in each County Service Area and contracted service entity, including the reduction of spill volume and magnitude and the impacts to water quality and the environment.



The Department is dedicated to mitigating and reducing spill at each County Service Area and contracted service entity, including the MRP's sanitary sewer system. The Department tracks and evaluates budgetary requirements that may be needed to accomplish this goal. The San Bernardino County Board of Supervisors approves appropriate budgetary funding to assure that items required by the State of California comply with the regulations for implementation of the SSMP program.

The SSMP requires periodic updates to maintain current information and modify procedures and programs for improvements as needed. These changes are documented and tracked in the following SSMP Change Log.



Moabi Regional Park (Volume I)

San Bernardino County Special District Department

Sewer System Management Plan Change Log

[illegible]

SECTION 10 – INTERNAL AUDITS

REGULATORY REQUIREMENTS FOR INTERNAL AUDIT ELEMENT

The General Order requirements for Internal Audits element of the SSMP are as follows:

The Plan shall include internal audit procedures, appropriate to the size and performance of the system, for the Enrollee to comply with section 5.4 (Sewer System Management Plan Audits) of the General Order.

Per Section 5.4 of the General Order, at a minimum, an internal audit must:

- *Evaluate the implementation and effectiveness of the Enrollee's Sewer System Management Plan in preventing spills;*
- *Evaluate the Enrollee's compliance with this General Order;*
- *Identify Sewer System Management Plan deficiencies in addressing ongoing spills and discharges to waters of the State; and*
- *Identify necessary modifications to the Sewer System Management Plan to correct deficiencies.*

The Enrollee shall submit a complete audit report that includes:

- *Audit findings and recommended corrective actions;*
- *A statement that sewer system operators' input on the audit findings has been considered; and*
- *A proposed schedule for the Enrollee to address the identified deficiencies.*

INTERNAL AUDITS DISCUSSION

Audit programs are intended to provide controls for ensuring that all programs associated with the SSMP are being implemented as planned and managed appropriately. Audit outcomes should provide information about challenges and successes in implementing the SSMP by evaluating work practices and operations, documentation, procedure records, and staff for implementation effectiveness and consistency. The audit will identify any program or policy changes that may be needed to continually improve effective implementation. Information collected as part of an audit should be used to plan program or procedure revisions necessary to improve program performance.

The Department plans to take a proactive approach to auditing and updating the SSMP.



The Department has established an internal policy to perform a comprehensive internal audit once every three years to evaluate the effectiveness of the SSMP elements and its compliance with the General Order requirements. The audit will consider sewer system operators' input on the findings and include a report containing the audits results recommendations, suggested improvements and improvement schedule. The SSMP document will be continuously updated and brought before San Bernardino County Board of Supervisors for approval as needed or required.

The LRO is responsible for coordinating and compiling the major aspects of the program audit, including relevant interviews and data collection. The LRO may also designate key Department staff that are knowledgeable in the MRP's sewer system to assist with audits.

Upon completion of the information gathering, the Department must document the results in an audit report. The LRO will certify and submit an audit report to the CIWQS Sanitary Sewer System Database per the requirements in the General Order. The Department must retain the audit report on file in compliance with the General Order. A copy of the report must be submitted to the SWRCB.

The Audit for the 2014 SSMP was performed in 2025 and is provided in **Appendix E**.

SECTION 11 – COMMUNICATION PROGRAM

(SEE SSMP VOLUME II)

APPENDIX A: RULES AND REGULATIONS FOR SEWER SERVICE



APPENDIX A:

RULES AND REGULATIONS

RESOLUTION NO. 83-22

RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
ACTING ON BEHALF OF

COUNTY SERVICE AREA 64

ESTABLISHING
RULES AND REGULATIONS
FOR SEWER SERVICE

January 24, 1983

COUNTY OF SAN BERNARDINO
SPECIAL DISTRICTS DEPARTMENT

COUNTY SERVICE AREA 64

Rules and Regulations

for

SEWER SERVICE

RESOLUTION NO. 83-22

January 24, 1983

TABLE OF CONTENTS

	<u>PAGE</u>
SECTION 1.0 - GENERAL PROVISIONS	
1.1 Short Title	1
1.2 Words and Phrases	1
1.3 Sewer System	1
1.4 Separability	1
1.5 Tampering With District System	1
1.6 Protection from Damage	1
1.7 Penalty for Violation	2
1.8 Variance	2
SECTION 2.0 - DEFINITIONS	
2.1 Definitions	3-5

TABLE OF CONTENTS
(continued)

SECTION 3.0 - GENERAL USE REGULATIONS

3.1	General	6
3.2	Installation Costs	6
3.3	Notification of District	6
3.4	Excavations	6
3.5	Testing	6
3.6	Industrial Wastewater	7
3.7	Types of Waste Prohibited	7-9
3.8	Control of Prohibited Wastes	9
3.9	Maintenance of Flow Equalizing System	10
3.10	Tests and Measurements	10
3.11	Swimming Pools	10
3.12	Pumped Waste	10
3.13	More Restrictive Provisions	10

SECTION 4.0 - APPLICATION FOR SEWER
SERVICE AND CONNECTION
TO SEWER SYSTEM

4.1	Application for Sewer Service	11
4.2	Compliance-Intent of Applicant	11
4.3	Payment for Previous Service	11
4.4	Application for Connection to Sewer System	11
4.5	Duration of Permit	12
4.6	Compliance with Permit	12
4.7	Agreement	12
4.8	Inspection	12
4.9	Size and Location	12
4.10	Separate Connections Required	12
4.11	Residential, Commercial, and Industrial Sewer Service Connection	13
4.12	Condemned Work	13
4.13	Liability for Costs	13
4.14	Sewers Outside the District	13
4.15	Sewer Service Feasibility Study	13

SECTION 5.0 - USER/STANDBY CHARGES

5.1	User Charge	14
5.2	User Charge Classification	14
5.3	User Contesting Classification	14
5.4	User Charge Billing Period	15
5.5	Stand-by Charge	15

TABLE OF CONTENTS
(continued)

SECTION 6.0 - NOTICES		
6.1	Notices to Owner or User	16
6.2	Notices from Owner or User	16
SECTION 7.0 - DISCONTINUANCE OF SERVICE		
7.1	Service Refused or Discontinued	17
7.2	Violation	17
SECTION 8.0 - BILLING		
8.1	Billing Period	18
8.2	User Charges	18
8.3	Rendering of Bills	18
8.4	Billing of User Charge	18
8.5	Owner's Guarantee	18
8.6	Owner-Tenant Agreement	18
8.7	Change of Ownership	18
SECTION 9.0 - COLLECTION		
9.1	Delinquent User Charges	19
9.2	Suit against Owner and Applicant	19
9.3	Costs of Suit	19
9.4	Suits Against Property	19
9.5	Collection on Tax Roll	19
SECTION 10.0 - SCHEDULE OF FEES		
10.1	Connection to Sewer System	20
10.2	Plan Checking	21
10.3	Inspection Fees and Construction Permit	22-23
SECTION 11.0 - CRITERIA FOR DESIGN, TECHNICAL SPECIFICATIONS AND STANDARD DRAWINGS		
11.1	Adoption	24
SECTION 12.0 - REPEAL OF PRIOR PROVISIONS		
12.1	Repeal of Prior Provisions	25

COUNTY SERVICE AREA 64

COUNTY OF SAN BERNARDINO

RULES AND REGULATIONS FOR SEWER SERVICE

RESOLUTION NO. 83-22

RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE COUNTY OF SAN BERNARDINO ACTING IN ITS CAPACITY AS
THE GOVERNING BODY OF COUNTY SERVICE AREA 64 ESTABLISHING
RULES AND REGULATIONS FOR SEWER SERVICE.

BE IT RESOLVED by the Board of Supervisors of the County of San Bernardino, California, acting in its capacity as the governing body of County Service Area 64 as follows:

SECTION 1.0 - GENERAL PROVISIONS

- 1.1 Short Title - This Resolution shall be known and may be cited as Rules and Regulations, Sewer Service.
- 1.2 Words and Phrases - For the purpose of this Resolution, all words used herein in the present tense shall include the future; all words in the plural number shall include the singular number; and all words in the singular number shall include the plural number.
- 1.3 Sewer System - The District provides a Public Sewer System, including all parts of the system, all appurtenances to it, and lands, easements, rights to land, contract rights, other collection facilities and equipment for the collection of waste waters within the District; and contracts with Victor Valley Wastewater Reclamation Authority for the treatment, and disposal of waste waters from the District's System.
- 1.4 Separability - If any section, sub-section, sentence, clause, or phrase of this Resolution is for any reason adjudged to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution.
- 1.5 Tampering with District System - No one, except an authorized employee or representative of the District, shall at any time and in any manner operate, interfere disrupt or tamper with the District's system or any related equipment.
- 1.6 Protection from Damage -All District property comes within the operation of Penal Code, Section 594, which provides in general that every person who maliciously injures or destroys any real or personal property not his own, in cases otherwise than such as are specified in this Code, is guilty of a misdemeanor."

SECTION 1.0 - GENERAL PROVISIONS
(continued)

1.7 Penalty for Violation - If any Person fails to comply with all or any part of these Rules and Regulations, or any District resolution or order fixing rates and charges, the District may pursue any remedy provided to it by law, including, without limitation, Section 1.13 of the District Ordinance, a copy of which is on file and available for inspection at the business office of the District and at the office of the Clerk of the Board of Supervisors.

1.8 Variance - When any person, by reason of special circumstances, is of the opinion that a variance is necessary or that any provision of these Rules and Regulations is unjust or inequitable as applied to his facilities or property, that Person may make written application as specified in Section 1.12.10 of the District Ordinance, a copy of which is on file and available for inspection at the business office of the District and at the office of the Clerk of the Board of Supervisors.

SECTION 2.0 - DEFINITIONS

2.1 Definitions - The meaning of terms used in these Rules and Regulations shall be as defined in the Uniform Plumbing Code except as specifically modified herein, or as inconsistent with the definitions contained herein or with the context thereof. The following definitions shall prevail in the event of any inconsistency with or omission from the Uniform Plumbing Code definitions:

2.1.01 APPLICANT - The person making application hereunder, who shall be the owner of the premises involved or his agent authorized as such in writing, or a plumber or contractor licensed as such by the State of California.

2.1.02 AGENT - The person authorized in writing to act on behalf of the Owner, or a plumber or Contractor acting at the direction of the Owner and licensed as such by the State of California.

2.1.03 BOARD - The Board of Supervisors of the County of San Bernardino, State of California, acting in its capacity as the governing body of the District.

2.1.04 BUILDING SEWER - That portion of sewer from the building sewer drain to the Public Sewer, including the sewer lateral and the cleanout.

2.1.05 COMMISSION - An Advisory Commission of the District appointed by the Board in accordance with its policies.

2.1.06 CONTRACTOR - An individual, firm, corporation, partnership, or association duly licensed by the State of California to perform the type of work to be done under the permit, contract or agreement.

2.1.07 COST - The cost of labor, material, transportation, supervision, engineering, and all other necessary overhead expenses.

2.1.08 COUNTY - The County of San Bernardino, State of California.

2.1.09 DISTRICT - Any county service area, improvement zone, or sanitation district which has adopted these Rules and Regulations and for which the Board is the governing body. Also, textual reference to "The District", shall mean the county service area, improvement zone or sanitation district which is administering or enforcing these Rules and Regulations.

2.1.10 DISTRICT ENGINEER - The Engineer appointed by the Board to support the District.

2.1.11 DISTRICT MANAGER - The person employed or appointed to act as manager for the District.

SECTION 2.0 - DEFINITIONS
(continued)

- 2.1.12 DISTRICT ORDINANCE - Ordinance No. SD 80-9, adopted by the Board on December 1, 1980 to regulate the use and construction of Public Wastewater Facilities, as the same may be amended from time to time.
- 2.1.13 EQUIVALENT DWELLING UNITS (EDU) - The number of Equivalent Dwelling Units fixed and established for all the various classifications of types and uses of property by the Rules and Regulations of the District, as such classifications may be duly revised from time to time.
- 2.1.14 FIXTURE UNIT EQUIVALENTS - The fixture unit equivalent prescribed by the Uniform Plumbing Code or substantially equivalent provisions in subsequent plumbing codes adopted by the Board.
- 2.1.15 GARBAGE - Solid wastes from the preparation, cooking, and dispensing of food, and from the handling, storage and sale of produce.
- 2.1.16 INSPECTOR - An authorized District representative who performs inspection duties.
- 2.1.17 INDUSTRIAL WASTEWATER - Any and all liquid or water borne waste from industrial or commercial processes, except domestic sewage.
- 2.1.18 LIVING UNIT - A building or part of a building which contains one kitchen facility and/or one or more bathrooms, and which is normally used as a residence.
- 2.1.19 OWNER - The person or persons in whose name the legal title to property appears by deed duly recorded in the County Recorder's Office. Also, a person holding property pursuant to a Term Special Use or other permit issued by a governmental entity.
- 2.1.20 PERMIT - Any written authorization required pursuant to these Rules and Regulations, the District Ordinance, or any other rule or regulation of the Board.
- 2.1.21 PERSON - One or more individuals of either sex, or a company or other legal entity, including the heirs, assigns and successors in interest thereof.
- 2.1.22 PUBLIC SEWER - That portion of a sewer which is a common sewer and is owned or directly controlled by the District. It does not include any portion of a building sewer.
- 2.1.23 SEWAGE - Any liquid waste containing animal or vegetable matter in suspension or solution and may include liquids containing chemicals in solution.

SECTION 2.0 - DEFINITIONS
(continued)

- 2.1.24 SEWER SYSTEM - A system which may include any combination of integrated facilities for collecting, transporting, pumping, treating and disposing of sewage, which are owned, directly controlled, or otherwise furnished by the District.
- 2.1.25 SEWER - A pipe or conduit for carrying sewage.
- 2.1.26 SPECIAL DISTRICTS DEPARTMENT - The department authorized by the Board to provide extended services to special districts functioning in the County.
- 2.1.27 SPECIAL DISTRICTS DIRECTOR - The person appointed by the Board to act as Director for the Special Districts Department.
- 2.1.28 UNIFORM PLUMBING CODE - The Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials and as adopted by the County as its plumbing code.
- 2.1.29 USER - The person or persons owning or controlling or entitled to possession of property or improvements to which the sewer facilities of the District are connected or available.
- 2.1.30 WASTEWATER FACILITIES - Any facility for the transportation, treatment, or disposal of sewage.

SECTION 3.0 - GENERAL USE REGULATIONS

3.1 General - The construction of sewers and laterals and connections to the Sewer System shall be governed by the District's Standards for Sanitary Sewers and the Uniform Plumbing Code except as herein modified. Unless the context dictates otherwise, the technical terms used in Sections 3.6 through 3.12 of these Rules and Regulations (i.e. Biochemical Oxygen Demand- B.O.D., Dissolved Solids- D.S., Suspended Solids- S.S., etc.) shall be as defined in the latest adopted edition of "Standard Methods for the Examination of Water and Wastewater" as published by the American Public Health Association.

3.2 Installation Costs - All costs and expenses incident to the installation and connection of the Building Sewer shall be borne by the Owner. The Owner shall indemnify the District against any liability occasioned by the installation of the Building Sewer.

3.3 Notification of District - An Applicant for a Building Sewer Permit shall notify the District twenty four (24) hours in advance when the Building Sewer is ready for inspection. The Building Sewer and its connection to the Sewer System shall be consistent with the District's Standards, the Uniform Plumbing Code, and in accordance with Section 1.8 of the District Ordinance #SD 80-9.

3.4 Excavations - All excavations for Building Sewer installations shall be adequately guarded with barricades and lights to protect the public from hazard. Streets, sidewalks, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the District and the Owner of such property. All excavations shall comply with all applicable government safety codes and the Contractor or Owner shall secure all necessary permits.

3.5 Testing - A clean-out or two way test tee shall be installed at the point the Building Sewer exits the structure and at the point the Building Sewer crosses the property line. A length of 1/2" x 18" steel re-bar shall be buried horizontally 6" below the ground surface at the location of the clean-out at the property line. The connections to the Sewer System shall be water tested and inspected in the presence of the Inspector. The labor and materials for testing shall be furnished by the Person constructing the sewer. All lines showing leakage, poor workmanship not in conformance with all applicable codes and District Standards for Sanitary Sewers shall be repaired, reworked, or replaced at the expense of the Applicant or Person doing the work and to the satisfaction of the Inspector.

SECTION 3.0 - GENERAL USE REGULATIONS
(continued)

3.6 Industrial Wastewater - Any Person desiring to discharge industrial wastewater into a Public Sewer of the District will be required, on request of the District, to submit a letter to the District Manager presenting information as to the kind and amount of industrial wastewater to be so discharged. No industrial wastewater shall be discharged into the Sewer System which will cause the effluent discharged from the sewage treatment facilities to violate any discharge requirements set by the California Regional Water Quality Control Board having jurisdiction.

No industrial wastewater shall be discharged to the Public Sewer which exceeds the following chemical, physical and/or bacteriological concentrations:

- a. Methylene Blue Active Substance, 1.0 mg/l.
- b. Dissolved sulfides, 0.1 mg/l.
- c. Five (5) day Biochemical Oxygen Demand, 700 mg/l.
- d. Total dissolved solids, 500 mg/l plus the yearly average total dissolved solids in the industry's water supply.
- e. Sodium-ion, 100 mg/l plus yearly average sodium-ion in the industry's water supply.
- f. Chloride-ion, 100 mg/l plus yearly average of the chloride-ion in the industry's water supply.

3.7 Types of Waste Prohibited - No Person shall discharge or cause to be discharged any of the following described liquids or other wastes to any Public Sewer:

3.7.01 Flammable, or Explosive Substances - Any gasoline, benzene, naptha, fuel oil, or other flammable, or explosive hydrocarbon as a liquid, solid or gas.

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

3.7.03 pH Range and Corrosive Properties - Any liquid or other wastes having a pH lower than 5.5 or higher than 9.5 or having any other corrosive property capable of causing damage or hazard to person or to property.

SECTION 3.0 - GENERAL USE REGULATIONS
(continued)

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

3.7.05 High Temperature Limit - Any liquid or vapor having a temperature higher than one hundred fifty (150) degrees F (65 degrees C) at the Building Sewer.

3.7.06 Fats, Waxes, Grease or Oils - Any liquid or other waste containing fats, wax, grease, or oils, in excess of one hundred (100) mg/l, whether emulsified or not; or containing substances which may solidify or become viscous at temperatures between thirty-two (32) degrees F and one hundred fifty (150) degrees F (0 degrees C and 65 degrees C).

3.7.07 Heavy Metals or Excessive Chlorine Demand - Any liquid or other waste containing iron, chromium, copper, zinc, and similar objectionable or toxic substances, or wastes exerting an excessive chlorine requirement, to such degree, that any such material received in the composite sewage at the sewage treatment works exceed the limits established by local, State or Federal agencies for such materials.

3.7.08 Phenols, Odor or Taste Producing Substances - Any liquid or other waste containing phenols or other taste or odor-producing substances in concentrations exceeding limits which may be established by the District to meet applicable requirements of the local, State, or Federal agencies.

3.7.09 Suspended or Dissolved Solids - Materials which exist or cause unusual concentrations of Suspended Solids or of Dissolved Solids, which interfere with the treatment plant process or cause violations of applicable waste discharge requirements.

3.7.10 Radioactive Wastes - Any radioactive material or substance which exceeds the half life or concentration limits set by applicable State or Federal regulations.

3.7.11 Untreatable Wastes - Liquid or other wastes containing substances which are not amenable to treatment or reduction by the sewage treatment processes employed, or are not sufficiently amenable to treatment to permit the sewage treatment plant effluent to meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

SECTION 3.0 - GENERAL USE REGULATIONS
(continued)

3.7.12 Pumpings from Septic Tanks, Cesspools, Leach Pits, Holding Tanks and Chemical Toilets - Pumpings from chemical toilets, septic tanks, holding tanks, and cesspools or leach pits.

3.7.13 Surface Runoff or Groundwater - Surface runoff or groundwater as indicated in Section 1.8.08 of the District Ordinance.

3.7.14 Water Softening Unit Wastes - Any waste discharge resulting from the charging, regeneration or operation of water softening equipment.

3.7.15 Damaging Substances - Any material or concentration of material which will cause damage, or abnormal maintenance or operation costs in respect to any part of the Sewer System.

3.8 Control of Prohibited Wastes - If any liquid or other waste is discharged, or is proposed to be discharged to the Public Sewers, which contains the substances or possesses the characteristics enumerated in Section 3.7 of these Rules and Regulations or which in the judgment of the District Manager or District Representative may have a deleterious effect upon the Sewer System or the processes, equipment, or receiving waters connected therewith, or which otherwise create a hazard to life or constitute a public nuisance, the District may invoke Section 1.12 and/or 1.13 of the District Ordinance, and in addition may take any of the following actions:

3.8.01 Pretreatment - Require pretreatment by the Owner to an acceptable condition for discharge to the Public Sewers. The design and installation of the plants and equipment shall be subject to the review and approval of the District and subject to the requirements of all applicable codes, ordinances, laws and regulations.

3.8.02 Quantities and Rates - Require that the Owner exercise specific control over the quantities and rates of discharges.

3.8.03 Grease and Sand Interceptors and Separators - Require the Owner to install, maintain, and use Grease and Sand Interceptors and Separators as specified in Sections 708, 710, 711, and 712 of the Uniform Plumbing Code, as modified and superseded by the District Ordinance or District Rules and Regulations.

3.8.04 Costs - Require payment from the Owner to cover the added cost to the District for handling and treating the wastes not covered by existing taxes or sewer charges.

SECTION 3.0 - GENERAL USE REGULATIONS
(continued)

3.9 Maintenance of Flow Equalizing System - Where any fluid or other waste is undergoing preliminary treatment or flow-equalizing, the facilities for such processes shall be continuously maintained in satisfactory and effective operation by the Owner at his expense.

3.10 Tests and Measurements - All measurement, tests, and analyses of the characteristics of liquid and other waste to which reference is made in this Resolution shall be conducted in accordance with the latest adopted edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association. The Applicant shall be responsible for all Costs incurred.

3.11 Swimming Pools - It shall be unlawful for any Person to discharge the contents of a swimming pool into the Public Sewer except in the manner specified herein. The rate of out-flow shall not exceed one hundred (100) gallons per minute. Each swimming pool discharging into the Public Sewer shall be equipped with a fixed air gap approved by the San Bernardino County Department of Building and Safety and Department of Environmental Health Services to preclude any possibility of a backflow of sewage into the swimming pool or piping system.

3.12 Pumped Waste - The discharge of pumpings from chemical toilets, septic tanks, holding tanks, and cesspools or leach pits is prohibited.

3.13 More Restrictive Provisions - The District may, by contract or operation of law be or become subject to discharge requirements which impose more restrictive discharge limitations than are set forth in this Regulation. All such discharge requirements are hereby incorporated into this Regulation. After due notice thereof, no Person shall discharge to the Sewer System or cause to be discharged thereto any wastewater or other substance which would violate or cause the District to be in violation of any discharge requirement, whether specifically set forth as incorporated herein or not.

SECTION 4.0 - APPLICATION FOR SEWER SERVICE
AND CONNECTION TO SEWER SYSTEM

4.1 Application for Sewer Service - Application for sewer service from the District shall be made by an Applicant on a form prescribed by the District. The application form must be completed and signed by the Owner of the parcel requesting service. If an authorized agent of the Owner or the Owner's Contractor requests service to a parcel on behalf of the current Owner, and the Owner is not available to sign the application, the Owner's authorized agent or Contractor may make application for service by paying a \$50.00 deposit covering necessary fees. Upon receipt by the District of an application form signed by the Owner, the \$50.00 deposit will be refunded to the Owner's authorized agent or Contractor. The \$50.00 deposit will be forfeited if the District does not receive a completed application form signed by the Owner within 30 days after the Owner's authorized agent or Contractor makes application. In no case shall a sewer connection be inspected by the District unless the completed application form, signed by the Owner, has been received by the District. If sewer service is provided to the parcel and payment is not received for the User Charge due the District, the amount of the User Charge due the District may be deducted from the \$50.00 deposit.

4.2 Compliance-Intent of Applicant - Such application will signify the Owner's willingness and intention to comply with this and other ordinances or regulations relating to District sewer service and to make required payment for sewer service.

4.3 Payment for Previous Service - An application for sewer service or connection permit will not be granted unless all accounts or outstanding invoices due the District, either against subject property or by said Applicant, have been paid in full to the satisfaction of the District.

4.4 Application for Connection to Sewer System - An Applicant shall make application for connection to the Sewer System at the District office. The Applicant shall give a description of the character of the work proposed to be done, the legal description (Lot, Tract, Parcel #, and situs address) the location, ownership, occupancy, and use of the premises to be served, and the name and address of the Person who shall make the connection. The District may require plans, specifications, or drawings and such other information as may be deemed necessary to insure compliance with District's Rules and Regulations.

If the District determines that the plans, specifications, drawings, descriptions, or information furnished by the Applicant are in compliance with the District Ordinance and all other applicable laws, rules and regulations, the District shall issue the Permit applied for upon payment of the required fees pursuant to Section 10.0 hereof.

SECTION 4.0 - APPLICATION FOR SEWER SERVICE
AND CONNECTION TO SEWER SYSTEM
(continued)

4.5 Duration of Permit - Permits issued pursuant to these Rules and Regulations shall expire at the time stated upon the Permit, not to exceed six (6) months, and shall then be of no further force or effect. Fees paid under any Permit are not subject to refund or credit in the event that a Permit expires without completion of its entitlement.

4.6 Compliance with Permit - After approval of the application, evidenced by the issuance of a Permit, no change shall be made in the location of any sewer, or from the grade, materials, time limit ownership or legal description (Lot, Tract, Parcel #, and situs address), or other details described in the Permit or shown on the plans and specifications for which the Permit was issued, except with written permission from an authorized representative of the District. A Permit shall not be transferrable from one Owner to another or from one parcel to another.

4.7 Agreement - The Applicant's signature on a Permit shall constitute an agreement between the Owner and the District, in which the Owner agrees to comply with all applicable laws, rules and regulations, and ordinances, and with the plans and specifications if any, filed with the application, together with such modifications thereto as may be made or permitted by the District. Such agreement shall be binding upon the Applicant and the Owner and may be altered only by the District upon the Applicant's or Owner's written request for the alteration.

4.8 Inspection - All facilities proposed for acceptance into any part of the Sewer System must be inspected by the District, or by an Inspector acting for the District, to insure compliance with all requirements of the District. At least one (1) full working day notice of readiness for inspection shall be given for the required inspection.

4.9 Size and Location - The District reserves the right to determine the number and size of sewer laterals and their location with respect to any premises to be served. Building Sewers shall not be extended to a proposed point of connection until the point of connection has been determined and approved by the District. The District is not responsible, financially or otherwise, for the routing of the Building Sewer from the improvement to the connection, or for the location of the sewer connection in relationship to the property or its improvements.

4.10 Separate Connections Required - Each building shall be connected to the Sewer System through a separate connection. Where there are two or more dwellings, offices, units, etc. within a single building and owned by the same Owner, and the building is connected to the District Sewer Main through one (1) Building Sewer, that Building Sewer shall be no less than six (6) inches in diameter. The District, after reviewing the conditions, may specify the size of the Building Sewer and connection.

SECTION 4.0 - APPLICATION FOR SEWER SERVICE
AND CONNECTION TO SEWER SYSTEM
(continued)

4.11 Residential, Commercial, and Industrial Sewer Service Connection - It shall be unlawful to maintain a connection to the Sewer System except in conformity with the Uniform Plumbing Code, and the Districts Standards for Sanitary Sewers, When property provided with one (1) or more sewer connections is divided, each existing sewer connection shall be considered as belonging to the newly created lot or parcel of land which contains the building connected to the sewer. If any Building Sewer is not completely within the parcel it serves, the Owner must obtain and record any and all necessary easements for said Building Sewer.

4.12 Condemned Work - When any work subject to a Permit has been inspected and the work disapproved or condemned, and no certification of satisfactory completion given, a written notice to that effect will be given to the Applicant, instructing him to repair or remedy such work in accordance with the applicable District rules, regulations, or standards. When any work is disapproved or condemned, a re-inspection fee shall be applicable.

4.13 Liability for Costs - Both the Owner and the Person making the connection shall be liable to the District for all fees, Costs, and expenses incident to the installation and connection of any sewer or other work for which a Permit must be issued. The Owner and the Person making the connection shall indemnify the District for any loss or damage which may directly or indirectly be occasioned by their work.

4.14 Sewers Outside the District - Any lot or parcel of land, or portion thereof, outside of the District is prohibited from connecting to any portion of the Sewer System.

4.15 Sewer Service Feasibility Study - An Applicant wishing to connect a subdivision to the Public Sewer or to modify an existing system shall apply for a Feasibility Study as specified in Section 1.9.04 of the District Ordinance, and pay all applicable fees.

SECTION 5.0 - USER/STANDBY CHARGES

5.1 User Charge - The Owner of each house, building, or property which is required to connect to the Public Sewer, as provided in Section 1.6.3 of the District Ordinance, shall be deemed a User, shall pay a User Charge whether or not such property is connected to the Public Sewer, shall pay a User Charge whether or not the improvement on that property is occupied or utilized, and shall pay that user charge specified in Section 5.2 hereof.

5.2 User Charge Classification - The user charges to be paid to the District by Users for sewer service within the boundaries of the District are hereby fixed as follows:

<u>a. Residential:</u>	<u>User Charge per month</u>
(1) Each single family dwelling on a lot*	\$ 6.50
each additional living unit on same lot*	\$ 6.50
(2) Each living unit in a duplex	\$ 6.50
(3) Each living unit in a motel building or multiple unit structure or group on one lot	\$ 6.50

b. Commercial Industrial Users

The charge for all commercial and/or industrial users shall be seventy-five percent (75%) of the monthly water bill provided that all water used on the premises is from District facilities.

c. School:

Each school shall pay a sewer User Charge of two dollars (\$2.00) per monthly period during the school term for each one hundred (100) A.D.A., or part thereof, computed on the previous year's attendance.

5.3 User Contesting Classification - Users who are placed within a classification pursuant to Section 5.2 and who are dissatisfied with such classification may make a written request for a review of their classification in accordance with Section 1.12.10 of the District Ordinance.

SECTION 5.0 - USER/STANDBY CHARGES
(continued)

5.4 User Charge Billing Period - Billing by the District for User Charges will be mailed to the Owner of the property at intervals fixed and established by the District.

5.5 Stand-by Charge - A charge of \$10.00 per year per acre and \$10.00 per year for any portion of a parcel exceeding one (1) acre and \$10.00 per year for parcels less than one (1) acre shall be charged to the Owner of all parcels within 200 feet of a sewer line and not connected to the Sewer System prior to July 1st of any year in which is levied. Delinquent Stand-by Charges may be added to the property tax bill and become a lien on the property.

SECTION 6.0 - NOTICES

6.1 Notices to Owner or User - Notice from the District to an Owner or User will normally be given in writing and either delivered or mailed to the Owner's last known address. Where conditions warrant, and in emergencies, such notice may be given orally, by telephone or messenger.

6.2 Notices from Owner or User - Notice from the Owner or User to the District may be given in writing to the following places or persons.

- 6.2.01 Business office of the District.
- 6.2.02 Office of the District Manager.
- 6.2.03 Office of the Special Districts Director.

SECTION 7.0 - DISCONTINUANCE OF SERVICE

7.1 Service Refused or Discontinued - Sewer service may be refused or discontinued by the District as provided by Section 1.12.02 and 1.12.06 of the District Ordinance, for any one or more of the following reasons:

7.1.01. Unauthorized use of apparatuses or appliances which might endanger or disturb the service to other Users;

7.1.02. Non-compliance with this resolution or any other resolution, ordinance or regulation relating to the sewer service;

7.1.03. Protection of District facilities.

7.1.04. Delinquency of any fee or charge due the District by the Applicant or related to subject property.

7.2. Violation - In addition to discontinuation of sewer service, violation of District regulations or ordinances shall be a misdemeanor, as detailed in Section 1.13 of the District Ordinance.

SECTION 8.0 - BILLING

8.1 Billing Period - The billing period shall be determined by the District.

8.2 User Charges - User Charges shall be due and payable at the Office of the District as noted in the billing statement (in person or by mail) on the date of mailing the bill to the Owner shown on the Application, and shall be delinquent 30 days thereafter. Service may be discontinued if payment is not made within 45 days of billing.

8.3 Rendering of Bills - Bills for User Charges shall be rendered in advance or arrears, at the determination of the District. Bills shall be payable upon presentation.

8.4 Billing of User Charge - Separate bills shall be rendered for each service connection.

8.5 Owner's Guarantee - The User Charge begins when the Building Sewer has been connected to the Sewer System and continues until the District has inspected and approved disconnection for the Building Sewer from the Sewer System. The Owner and the Applicant will be held jointly and severally liable for User Charges.

8.6 Owner-Tenant Agreement - Where the Owner leases his property and wishes to have the tenant billed for sewer service, a standard form provided by the District shall be completed and signed by the tenant and the Owner and returned to and approved by the District before becoming effective. Such an agreement does not relieve the Owner of the primary responsibility for paying User Charges.

8.7 Change of Ownership - Upon transfer of ownership of a property served by the District, the previous Owner is responsible for the payment of all User Charges due the District prior to the effective date of transfer, and the new Owner is responsible for all User Charges accruing after the effective transfer of ownership date.

SECTION 9.0 - COLLECTION

9.1 Delinquent User Charges - Accounts not paid on or before the date in which they become delinquent will be subject to a penalty of ten percent (10%) effective upon the date of delinquency and thereafter subject to an interest charge of one half percent (0.5%) per month on the entire unpaid balance.

9.2 Suit Against Owner and Applicant - All unpaid fees, charges, and penalties herein provided may be collected by suit against the Owner or the Applicant, or both.

9.3 Costs of Suit - Defendant shall pay all costs of suit and a reasonable amount for attorney fees as fixed by the court in any judgment rendered in favor of the District.

9.4 Suit Against Property - Any and all bills rendered for User Charges, permit fees, connection fees, costs of suits, or any other debts owed the District shall be deemed to run with the property in addition to being the personal obligation of the Owner and the Applicant, and, at the option of the District, legal action may be taken, making any such debt a lien against the property.

9.5 Collection On Tax Roll - All User Charges, Permit Fees, Standby Charges, Connection Fees, and other fees or charges payable to the District may, at the option of the District, be added to the County Tax Roll for collection in accordance with procedures established by law.

SECTION 10.0 - SCHEDULE OF FEES

10.1 Connection to Sewer System

10.1.01 Permit and Inspection Fee - For each connection of a Building Sewer to the Sewer System, there shall be a combined Permit and Inspection Fee of twenty-five dollars (\$25.00) due and payable at the time the Applicant applies for a Connection Permit.

Each time a connection has been inspected and the work is disapproved or condemned, a Re-inspection Fee of twenty-five dollars (\$25.00) must be paid by the Applicant to the District office prior to an Inspector re-inspecting any disapproved work.

10.1.02 Main Sewer Connection Charge - A Main Sewer Connection Charge shall be collected at the time the Applicant applies for a Connection Permit, in addition to all other fees herein set forth. The Main Sewer Connection Charge shall be determined by the District at the time of application for Connection Permit.

If a structure which is connected to the Sewer System is destroyed by fire, earthquake, or other natural disaster, or is demolished and removed from the property, and within one (1) year thereafter the Owner receives a Building Permit to construct a new structure on the property and completes such construction within the period initially provided by such Permit, there shall be no additional Main Sewer Connection Charge. If the Owner fails to obtain a Building Permit within one (1) year of the destruction or removal of the original structure (and fails to construct within the time stated in the Permit), the Owner shall pay the Main Sewer Connection Charge in effect at the time he obtains final inspection for the new structure.

10.1.03 Buy-in Charge - A property owner may be charged a "Buy-in" charge if the property is being or has been annexed to the District; was not assessed for the construction of the Public Sewer during Assessment District proceedings; or as otherwise necessary to pay for Public Sewer improvements which benefit the property.

SECTION 10.0 - SCHEDULE OF FEES
(continued)

10.2 Plan Checking

10.2.01 Plan Checking Required - Plans for sewerage facilities to be designed and constructed by any Person other than District, where said facilities are to be conveyed to the District, shall submit the plans and specifications and all other documents required to the Special Districts Department for plan checking with the required plan checking fee as herein specified. The application for plan checking shall be made on the standard form furnished by the Special Districts Department.

10.2.02 Plan Check Fee Schedule

10.2.02.1 - Main line sewer length* (includes manholes, cleanouts, tees) plus lateral length to the property line.

<u>Quantity*</u>	<u>Checking Fee</u>
1,000' or less	\$300
1,001' to 3,000'	\$300 plus \$0.20/ft. over 1,000'
3,001' to 5,000'	\$700 plus \$0.15/ft. over 3,000'
5,001' to 7,000'	\$1,000 plus \$0.10/ft. over 5,000'
7,001' and up	\$1,200 plus \$0.05/ft. over 7,000'

10.2.02.2 -
Sewage treatment plants,
sewage lift stations and
specially designed sewer
related facilities. performed on a Cost basis;
\$500 deposit required.

10.2.02.3 -
Rechecking: Rechecking of plans after plans have been approved, on behalf of County, due to design or quantity changes or modifications in specifications, will be performed on a Cost basis. Rechecking fee shall be paid prior to approval of changes.

10.2.02.4 -
In addition to the above fees, Special Districts Department will charge an application and processing fee in the amount of 5% of plan check fees with a minimum fee of \$25.00.

SECTION 10.0 - SCHEDULE OF FEES
(continued)

10.3 Inspection Fees and Construction Permit

10.3.01 Inspection Required - Prior to the commencement of construction of sewage facilities for which plans have been approved, the Owner or his Agent shall make application for a Construction Permit to the Special Districts Department. The fees required for inspection shall accompany said application. The application for Construction Permit shall be made on the standard form furnished by the Special Districts Department.

In addition to the inspection fee listed below, the Owner or his Agent shall deposit with the Special Districts Department, along with said application, \$250 to cover the Cost of any reinspection, including time and mileage when a request is made by the Owner or his Agent for inspection and the work is not ready for inspection. The balance of any unused \$250 will be refunded at the time the work is accepted by the District. If the \$250 deposit is depleted before the work is completed, the Owner or his Agent shall deposit another \$250 with the Special Districts Department for this purpose before any more inspection will be performed by the District Representative.

10.3.02 Inspection Fee Schedule

10.3.02.1 - Main line sewer length* (includes manholes, cleanouts, tees) plus lateral length to the property line.

<u>Quantity*</u>	<u>Required Inspection Fee Deposit (performed on an actual cost incurred basis)</u>
1' to 200'	\$300
201' to 1,000'	\$400
Over 1,000'	\$400 plus \$.40 per foot or portion thereof over 1000'

10.3.02.2 -
Sewage lift station, \$700
sewage treatment plants
and specially designed sewer
related facilities.

10.3.02.3 -
In addition to the above fees, Special Districts Department will charge an application processing fee of 5% of the total inspection fees with a minimum fee of \$25.00.

SECTION 10.0 - SCHEDULE OF FEES
(continued)

10.3.02.4 - Saturday, Holiday and Overtime Inspection: Inspection for work on Saturday and holidays will be provided if Inspectors are available and a minimum of one week advance notification is given to the District by the Owner or his Agent. All Costs for Saturday, holiday and overtime inspection shall be paid by the Owner or his Agent at the actual Cost incurred. Advance deposit is required.

SECTION 11.0 - CRITERIA FOR DESIGN,
TECHNICAL SPECIFICATIONS AND STANDARD DRAWINGS

11.1 Adoption - Criteria for design, technical specifications and standard drawings for the construction of Public Sewer Facilities shall be recommended by the District Engineer and approved by the Board of Supervisors. All approved criteria will be on file in the office of the District.

SECTION 12.0 - REPEAL OF PRIOR PROVISIONS

12.1 Repeal of Prior Provisions - In accordance with Section 5.0 of Ordinance No. SD 80-9 of the District, all rules, resolutions, and schedules of fees and charges now or heretofore in effect within the District which apply to the same subject matter as contained herein shall be of no further force or effect from and after the date of adoption of this Resolution.

PASSED AND ADOPTED by the Board of Supervisors of
San Bernardino County, State of California, by the following vote:

AYES: Joyner, McKenna, Townsend, Hammock, McElwain

NOES: None

ABSENT: None

STATE OF CALIFORNIA)
) ss.
COUNTY OF SAN BERNARDINO)

I, ANDREE DISHAROON, Clerk of the Board of Supervisors of San Bernardino County, California, hereby certify the foregoing to be a full, true and correct copy of the record of the action as the same appears in the Official Minutes of said Board at its meeting of January 24, 1983.

ANDREE DISHAROON, Clerk of the Board
of Supervisors of San Bernardino County

By

Barlene Sproat
Deputy

January 24, 1983

[Signature]
 FROM: VERNON KNOUREK, Director
 SPECIAL DISTRICTS DEPARTMENT



SUBJECT: COUNTY SERVICE AREA 42 AND COUNTY SERVICE AREA 64
 RESOLUTIONS ESTABLISHING RULES AND REGULATIONS
 FOR SEWER SERVICE

RECOMMENDATION: Adopt Resolution No. 83-21 establishing the Rule
 and Regulations for Sewer Service for County Service Area 42.

Adopt Resolution No. 83-22 establishing the Rule
 and Regulations for Sewer Service for County Service Area 64.

BACKGROUND: The current Rules and Regulations for Sewer Service
 for County Service Areas 42 and 64 were adopted by the Board
 in 1972, and many portions are outdated. For the past year
 the Special Districts Department, the District Manager, and
 the District Engineer have been reviewing, updating and
 standardizing the Rules and Regulations so they may adequately
 address the current needs of County Service Areas 42 and 64.

The proposed Rules and Regulations will: state that a Person
 damaging the Districts' Systems is guilty of a misdemeanor
 (Section 1.6); state the procedure for testing a Building
 Sewer Connection (Section 3.5); specify the requirements for
 Grease and Sand Interceptors (Section 3.8.03); state the
 procedure for making Application for Sewer Service and the
 responsibility of the Owner (Sections 4.1-4.3); clarify the
 Districts' requirement for separate connections (Section
 4.10); state the Districts' policy for billing, delinquency,
 collection, costs of suit, change of ownership, and the
 Owner's responsibility regarding User Charges (Sections 8.1-
 8.7); clarify the Districts' requirement for Inspection Fees
 (Section 10.1.01); state the Districts' policy regarding a
 building (served by a District) which is destroyed or
 demolished and rebuilt (Section 10.1.02); and state the
 Districts' requirements for a Buy-in Charge (Section 10.1.04).

Page 1 of 2

cc: EPWA
Spec. Dist. w/res
 CSA 42 w/res
 CSA 64 w/res
 File w/res

Action of the Board of Supervisors
 RESOLUTIONS 83-21 & 83-22

APPROVED BOARD OF SUPERVISORS
 COUNTY OF SAN BERNARDINO

MOTION	X	X	X	S	N
	1	2	3	4	5

ANDREE DISHAROON, CLERK OF THE BOARD

BY *[Signature]*

DATED: JAN 24 1983

ITEM 15

Page 2 of 2
January 24, 1983
AGENDA ITEM

SUBJECT: COUNTY SERVICE AREA 42 AND COUNTY SERVICE AREA 64
RESOLUTIONS ESTABLISHING RULES AND REGULATIONS
FOR SEWER SERVICE


CHANGE OF FEES: The proposed Rules and Regulations establish all fees at the same level as currently adopted by the Board.

REASON FOR RECOMMENDATION: The Board's adoption of the proposed resolutions is needed to assure the Districts' authority to properly regulate the use and construction of the County Service Area 42 and 64 Public Sewer Systems.

COORDINATION WITH OTHER DEPARTMENTS: The proposed Resolutions have been reviewed by Environmental Health Services, Planning, and Building and Safety.

County Counsel, Ed Duddy, has reviewed and approved the Resolutions.

RECOMMENDED FOR BOARD APPROVAL:


JACK E. PEDDY, EPWA Administrator

Michael Perry/3706

APPENDIX B: MOABI REGIONAL PARK SSMP BOARD ORDER



STATE WATER RESOURCES CONTROL BOARD
1001 I Street, Sacramento, California 95814
ORDER WQ 2022-0103-DWQ
STATEWIDE WASTE DISCHARGE REQUIREMENTS
GENERAL ORDER FOR SANITARY SEWER SYSTEMS

This Order was adopted by the State Water Resources Control Board on December 6, 2022.

This Order shall become effective **180 days after the Adoption Date of this General Order**, on June 5, 2023.

The Enrollee shall comply with the requirements of this Order upon the Effective Date of this General Order.

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

CERTIFICATION

I, Jeanine Townsend, Clerk to the Board, do hereby certify that this Order with all attachments is a full, true, and correct copy of the Order adopted by the State Water Board on December 6, 2022.

AYE: Chair E. Joaquin Esquivel
Vice Chair Dorene D'Adamo
Board Member Sean Maguire
Board Member Laurel Firestone
Board Member Nichole Morgan

NAY: None

ABSENT: None

ABSTAIN: None



Jeanine Townsend for
Clerk to the Board

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

Table of Contents

1.	Introduction	4
2.	Regulatory Coverage and Application Requirements	5
2.1.	Requirements for Continuation of Existing Regulatory Coverage	5
2.2.	Requirements for New Regulatory Coverage.....	5
2.3.	Regulatory Coverage Transfer	7
3.	Findings	7
3.1.	Legal Authorities	7
3.2.	General	11
3.3.	Water Quality Control Plans, Policies and Resolutions	14
3.4.	California Environmental Quality Act.....	16
3.5.	State Water Board Funding Assistance for Compliance with Water Board Water Quality Orders	16
3.6.	Notification to Interested Parties	17
4.	Prohibitions	17
4.1	Discharge of Sewage from a Sanitary Sewer System.....	17
4.2.	Discharge of Sewage to Waters of the State.....	17
4.3.	Discharge of Sewage Creating a Nuisance.....	18
5.	Specifications.....	18
5.1.	Designation of a Legally Responsible Official	18
5.2.	Sewer System Management Plan Development and Implementation.....	18
5.3.	Certification of Sewer System Management Plan and Plan Updates.....	19
5.4.	Sewer System Management Plan Audits	19
5.5.	Six-Year Sewer System Management Plan Update.....	21
5.6.	System Resilience.....	22
5.7.	Allocation of Resources	22
5.8.	Designation of Data Submitters.....	22
5.9.	Reporting Certification.....	22
5.10.	System Capacity	23
5.11.	System Performance Analysis	23
5.12.	Spill Emergency Response Plan and Remedial Actions	23
5.13.	Notification, Monitoring, Reporting and Recordkeeping Requirements	24
5.14.	Electronic Sanitary Sewer System Service Area Boundary Map.....	26
5.15.	Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems	26
5.16.	Voluntary Notification of Spills from Privately-Owned Laterals and/or Systems to the California Office of Emergency Services.....	27
5.17.	Unintended Failure to Report	27

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

5.18. Duty to Report to Water Boards 27

5.19. Operation and Maintenance 27

6. Provisions 27

6.1. Enforcement Provisions 27

6.2. Other Regional Water Board Orders 30

6.3. Sewer System Management Plan Availability 31

6.4. Entry and Inspection 31

Table of Attachments

Attachment A – DefinitionsA-1

Attachment B – Application for EnrollmentB-1

Attachment C - Notice of Termination.....C-1

Attachment D – Sewer System Management Plan – Required ElementsD-1

Attachment E1 – Notification, Monitoring, Reporting and Recordkeeping RequirementsE1-1

Attachment E2 – Summary of Notification, Monitoring and Reporting Requirements.....E2-1

Attachment F – Regional Water Quality Control Board Contact Information F-1

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

1. INTRODUCTION

This General Order regulates sanitary sewer systems designed to convey sewage. For the purpose of this Order, a sanitary sewer system includes, but is not limited to, pipes, valves, pump stations, manholes, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks. A sanitary sewer system includes:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

Sewage is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system. Sewage contains high levels of suspended solids, non-digested organic waste, pathogenic bacteria, viruses, toxic pollutants, nutrients, oxygen-demanding organic compounds, oils, grease, pharmaceuticals, and other harmful pollutants.

For the purpose of this General Order, a spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Sewage and its associated wastewater spilled from a sanitary sewer system may threaten public health, beneficial uses of waters of the State, and the environment.

This General Order serves as statewide waste discharge requirements and supersedes the previous State Water Resources Control Board (State Water Board) Order 2006-0003-DWQ and amendments thereafter. All sections and attachments of this General Order are enforceable by the State Water Board and Regional Water Quality Control Boards (Regional Water Boards). Through this General Order, the State Water Board requires an Enrollee to:

- Comply with federal and state prohibitions of discharge of sewage to waters of the State, including federal waters of the United States;
- Comply with specifications, and notification, monitoring, reporting and recordkeeping requirements in this General Order that implement the federal Clean Water Act, the California Water Code (Water Code), water quality control plans (including Regional Water Board Basin Plans) and policies;
- Proactively operate and maintain resilient sanitary sewer systems to prevent spills;
- Eliminate discharges of sewage to waters of the State through effective implementation of a Sewer System Management Plan;
- Monitor, track, and analyze spills for ongoing system-specific performance improvements; and
- Report noncompliance with this General Order per reporting requirements.

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
 - greater than one (1) mile in length (each individual sanitary sewer system);
 - one (1) mile or less in length where the State Water Board or a Regional Water Board requires regulatory coverage under this Order; or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Board or a Regional Water Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

For the purpose of this Order, a sanitary sewer system includes only systems owned and/or operated by the Enrollee.

2. REGULATORY COVERAGE AND APPLICATION REQUIREMENTS

2.1. Requirements for Continuation of Existing Regulatory Coverage

To continue regulatory coverage from previous Order 2006-0003-DWQ under this General Order, **within the 60-days-prior-to the Effective Date of this General Order**, the Legally Responsible Official of an existing Enrollee shall electronically certify the Continuation of Existing Regulatory Coverage form in the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database. The Legally Responsible Official will receive an automated CIWQS-issued Notice of Applicability email, confirming continuation of regulatory coverage under this General Order. All regulatory coverage under previous Order 2006-0003-DWQ will cease on the Effective Date of this Order.

An Enrollee continuing existing regulatory coverage is not required to submit a new application package or pay an application fee for enrollment under this General Order. The annual fee due date for continued regulatory coverage from previous Order 2006-0003-DWQ to this General Order remains unchanged.

A previous Enrollee of Order 2006-0003-DWQ that fails to certify the Continuation of Existing Regulatory Coverage form in the online CIWQS database by the Effective Date of this Order is considered a New Applicant, and will not have regulatory coverage for its sanitary sewer system(s) until:

- A new application package for system(s) enrollment is submitted per section 2.2 (Requirements for New Regulatory Coverage) below; and
- The new application package is approved per section 2.2.2 (Approval of Application Package (For New Applicants Only)).

2.2. Requirements for New Regulatory Coverage

No later than 60 days prior to commencing and/or assuming operation and maintenance responsibilities of a sanitary sewer system, a duly authorized representative that

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

maintains legal authority over the public or private sanitary sewer system is required to enroll under this General Order by submitting a complete application package as specified below and as provided in Attachment B (Application for Enrollment Form) of this General Order.

Unless required by a Regional Water Board, a public agency that owns a combined sewer system subject to the Combined Sewer Overflow Control Policy (33 U.S. Code § 1342(q)), is not required to enroll, under this Order, the portions of its sanitary sewer system(s) that collects combined sanitary wastewater and stormwater.

2.2.1. Application Package Requirements

The Application for Enrollment package for new applicants must include the following items:

- **Application for Enrollment Form.** The form in Attachment B of this General Order must be completed, signed, and certified by a Legally Responsible Official, in accordance with section 5.1 (Designation of a Legally Responsible Official) of this General Order. If an electronic Application for Enrollment form is available at the time of application, a new applicant shall submit its application form electronically; and
- **Application Fee.** A fee payable to the “State Water Resources Control Board” in accordance with the Fee Schedule in the California Code of Regulations, Title 23, section 2200, or subsequent fee regulations updates.

The application fee for this General Order is based on the sanitary sewer system’s threat to water quality and complexity designations of category 2C or 3C, which is assigned based on the population served by the system. The current Fee Schedule for sanitary sewer systems is listed under subdivision (a)(2) at the following website: [Fee Schedule](https://www.waterboards.ca.gov/resources/fees/water_quality/) (https://www.waterboards.ca.gov/resources/fees/water_quality/).

2.2.2. Approval of Application Package (For New Applicants Only)

The Deputy Director of the State Water Board, Division of Water Quality (Deputy Director) will consider approval of each complete Application for Enrollment package. The Deputy Director will issue a Notice of Applicability letter which serves as approved regulatory coverage for the new Enrollee.

If the submitted application package is not complete in accordance with section 2.2.1 (Application Package Requirements) of this General Order, the Deputy Director will send a response letter to the applicant outlining the application deficiencies. The applicant will have 60 days from the date of the response letter to correct the application deficiencies and submit the identified items necessary to complete the application package to the State Water Board.

2.2.3. Electronic Reporting Account for New Enrollee

Within 30 days after the date of the Approval of Complete Application Package for System Enrollment, a duly authorized representative for the Enrollee shall obtain a CIWQS Sanitary Sewer System Database user account by clicking the “User Registration” button and following the directions on the [CIWQS Login Page](#)

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

(<https://ciwqs.waterboards.ca.gov>). If additional assistance is needed to establish an online CIWQS user account, contact State Water Board staff by email at CIWQS@waterboards.ca.gov. The online user account will provide the Enrollee secure access to the online CIWQS database for electronic reporting.

2.3. Regulatory Coverage Transfer

Regulatory coverage under this General Order is not transferable to any person or party except after an existing Enrollee submits a written request for a regulatory coverage transfer to the Deputy Director, at least 60 days in advance of any proposed system ownership transfer. The written request must include a written agreement between the existing Enrollee and the new Enrollee containing:

- Acknowledgement that the transfer of ownership is solely of an existing system with an existing waste discharge identification (WDID) number;
- The specific ownership transfer date in which the responsibility and regulatory coverage transfer between the existing Enrollee and the new Enrollee becomes effective; and
- Acknowledgement that the existing Enrollee is liable for violations occurring up to the ownership transfer date and that the new Enrollee is liable for violations occurring on and after the ownership transfer date.

The Deputy Director will consider approval of the written request. If approved, the Deputy Director will issue a Notice of Applicability letter which serves as an approved transfer of regulatory coverage to the new Enrollee.

3. FINDINGS

3.1. Legal Authorities

3.1.1. Federal and State Regulatory Authority

The objective of the Clean Water Act is to restore and maintain the chemical, physical, and biological integrity of the waters of the United States (33 U.S.C. 1251). The Water Code authorizes the State Water Board to implement the Clean Water Act in the State and to protect the quality of all waters of the State (Water Code sections 13000 and 13160).

3.1.2. Discharge of Sewage

A discharge of untreated or partially treated sewage is a discharge of waste as defined in Water Code section 13050(d) that could affect the quality of waters of the State and is subject to regulation by waste discharge requirements issued pursuant to Water Code section 13263 and Chapter 9, Division 3, Title 23 of the California Code of Regulations. A discharge of sewage may pollute and alter the quality of the waters of the State to a degree that unreasonably affects the beneficial uses of the receiving water body or facilities that serve those beneficial uses (Water Code section 13050(l)(1)).

3.1.3 Water Boards Authority to Require Technical Reports, Monitoring, and Reporting

Water Code sections 13267 and 13383 authorize the Regional Water Boards and the State Water Board to establish monitoring, inspection, entry, reporting, and recordkeeping requirements. Water Code section 13267(b), authorizes the Regional Water Boards to “require any person who has discharged, discharges, or is suspected of having discharged or discharging, or who proposes to discharge waste within its region... or is suspected of having discharged or discharging, or who proposes to discharge, waste outside of its region that could affect the quality of water within its region shall furnish, under penalty of perjury, technical or monitoring reports which the regional board requires...In requiring those reports, the regional board shall provide the person with a written explanation with regard to the need for the reports and shall identify the evidence that supports requiring that person to provide the reports.” Water Code section 13267(f) authorizes the State Water Board to require this information if it consults with the Regional Water Boards and determines that it will not duplicate the efforts of the Regional Water Boards. The State Water Board has consulted with the Regional Water Boards and made this determination.

The technical and monitoring reports required by this General Order and Attachment E (Notification, Monitoring, Reporting and Recordkeeping Requirements) are necessary to evaluate and ensure compliance with this General Order. The effort to develop required technical reports will vary depending on the system size and complexity and the needs of the specific technical report. The burden and cost of these reports are reasonable and consistent with the interest of the state in protecting water quality, which is the primary purpose of requiring the reports.

Water Code section 13383(a) authorizes the Water Boards to “establish monitoring, inspection, entry, reporting, and recordkeeping requirements... for any person who discharges, or proposes to discharge, to navigable waters, any person who introduces pollutants into a publicly owned treatment works, any person who owns or operates, or proposes to own or operate, a publicly owned treatment works or other treatment works treating domestic sewage, or any person who uses or disposes, or proposes to use or dispose, of sewage sludge.” Section 13383(b) continues, “the state board or the regional boards may require any person subject to this section to establish and maintain monitoring equipment or methods, including, where appropriate, biological monitoring methods, sample effluent as prescribed, and provide other information as may be reasonably required.”

Reporting of spills from privately owned sewer laterals and systems pursuant to section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) of this General Order is authorized by Water Code section 13225(c) and encouraged by the State Water Board, wherein a local agency may investigate and report on any technical factors involved in water quality control provided the burden including costs of such reports bears a reasonable relationship to the need for the report and the benefits to be obtained therefrom. The burden of reporting private spills under section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) is minimal and is outweighed by the benefit of providing Regional Water Boards an opportunity to respond to these spills

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

when an Enrollee, which in many cases has a contractual relationship with the owner of the private system, has knowledge of the spills.

3.1.4. Water Board Authority to Prescribe General Waste Discharge Requirements

Water Code section 13263(i) provides that the State Water Board may prescribe general waste discharge requirements for a category of discharges if the State Water Board finds or determines that:

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

Since 2006, the State Water Board has been regulating over 1,100 publicly owned sanitary sewer systems (See section 3.1.5 (Previous Statewide General Waste Discharge Requirements) of this General Order). California also has a large unknown number of unregulated privately owned sanitary sewer systems. All waste conveyed in publicly owned and privately owned sanitary sewer systems (as defined in this General Order) is comprised of untreated or partially treated domestic waste and/or industrial waste. Generally, sanitary sewer systems are designed and operated to convey waste by gravity or under pressure; system-specific design elements and system-specific operations do not change the common nature of the waste, the common threat to public health, or the common impacts on water quality. Spills of waste from a sanitary sewer system prior to reaching the ultimate downstream treatment facility are unauthorized and enforceable by the State Water Board and/or a Regional Water Board. Therefore, spills from sanitary sewer systems are more appropriately regulated under general waste discharge requirements.

As specified in Water Code sections 13263(a) and 13241, the implementation of requirements set forth in this Order is for the reasonable protection of past, present, and probable future beneficial uses of water and the prevention of nuisance. The requirements implement the water quality control plans (Basin Plans) for each Regional Water Board and take into account the environmental characteristics of sewer service areas and hydrographic units within the state. Additionally, the State Water Board has considered water quality conditions that could reasonably be achieved through the coordinated control of all factors that affect water quality, costs associated with compliance with these requirements, the need for developing housing within California, and the need to protect sources of drinking water and other water supplies.

3.1.5. Previous Statewide General Waste Discharge Requirements

On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ serving as Waste Discharge Requirements pursuant to Article 4, Chapter 4, Division 7 of the Water Code (commencing with section 13260) for inadvertent discharges to waters of the State. Order 2006-0003-DWQ prohibited discharges of untreated or partially treated sewage. Order 2006-0003-DWQ also required system-specific management, operation, and maintenance of publicly owned sewer systems greater than one mile in length.

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

To decrease the impacts on human health and the environment caused by sewage spills, the previous Order required enrollees to develop a rehabilitation and replacement plan that identifies system deficiencies and prioritizes short-term and long-term rehabilitation actions. The previous Order also required enrollees to:

1. Maintain information that can be used to establish and prioritize appropriate Sewer System Management Plan activities; and
2. Implement a proactive approach to reduce spills.

The previous Order required Sewer System Management Plan elements for “the proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management.”

On July 30, 2013, the State Water Board amended General Order 2006-0003-DWQ with Order WQ 2013-0058-EXEC, Amending Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

Many enrollees of Order 2006-0003-DWQ have already implemented proactive measures to reduce sewage spills. Other enrollees, however, still need technical assistance and funding to improve sanitary sewer system operation and maintenance for the reduction of sewage spills.

3.1.6. Existing Memorandum of Agreement with California Water Environment Association

The California Water Environment Association is a nonprofit organization dedicated to providing water industry certifications, training, and networking opportunities. The Association’s Technical Certification Program provides accredited sanitary sewer system operator certification for collection system operators and maintenance workers.

On February 10, 2016, the State Water Board entered into a collaborative agreement with the Association titled *Memorandum of Agreement Between the California State Water Resources Control Board and the California Water Environment Association - Training Regarding Requirements Set Forth in Statewide General Waste Discharge Requirements for Sanitary Sewer Systems*. The Memorandum sets forth collaborative training necessary for regulated sanitary sewer system personnel to operate and maintain a well operating system and ensure full compliance with statewide sewer system regulations.

On March 15, 2018, the State Water Board and the California Water Environment Association amended the existing Memorandum of Agreement to include collaborative outreach and expand training needs associated with further updates to Water Board regulations for sanitary sewer systems. The State Water Board encourages further Agreement updates as necessary to support improved sewer system operations and the professionalism of collection system operators.

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

3.2. General

3.2.1. Waters of the State

Waters of the State include any surface water or groundwater, including saline waters, within the boundaries of the state as defined in Water Code section 13050(e), and are inclusive of waters of the United States.

3.2.2. Sanitary Sewer System Spill Threats to Public Health and Beneficial Uses

Sewage contains high levels of suspended solids, pathogenic organisms, toxic pollutants, nutrients, oxygen-demanding organic compounds, oil and grease and other pollutants. Sewage spills may cause a public nuisance, particularly when sewage is discharged to areas with high public exposure such as streets and surface waters used for drinking, irrigation, fishing, recreation, or other public consumption or contact uses.

More specifically, sanitary sewer spills may:

- Adversely affect aquatic life and/or threaten water quality when reaching receiving waters;
- Inadvertently release trash, including plastics;
- Impair the recreational use and aesthetic enjoyment of surface waters by polluting surface water or groundwater;
- Threaten public health through direct public exposure to bacteria, viruses, intestinal parasites, and other microorganisms that can cause serious illness such as gastroenteritis, hepatitis, cryptosporidiosis, and giardiasis;
- Negatively impact ecological receptors and biota within surface waters; and
- Cause nuisance including odors, closure of beaches and recreational areas, and property damage.

Sanitary sewer system spills may pollute receiving waters and threaten beneficial uses of surface water and groundwater. Potentially threatened beneficial uses include, but are not limited to the following (with associated acronym representations as included in statewide water quality control plans and Regional Water Boards' Basin Plans):

- Municipal and Domestic Supply (MUN)
- Water Contact Recreation (REC-1) and Non-Contact Water Recreation (REC-2)
- Cold Freshwater Habitat (COLD)
- Warm Freshwater Habitat (WARM)
- Native American Culture (CUL)
- Wildlife Habitat (WILD)
- Rare, Threatened, or Endangered Species (RARE)
- Spawning, Reproduction, and/or Early Development (SPWN)
- Wetland Habitat (WET)
- Agricultural Supply (AGR)
- Estuarine Habitat (EST)

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- Commercial and Sport Fishing (COMM)
- Subsistence Fishing (SUB)
- Tribal Tradition and Culture (CUL)
- Tribal Subsistence Fishing (T-SUB)
- Aquaculture (AQUA)
- Marine Habitat (MAR)
- Preservation of Biological Habitats of Special Significance (BIOL)
- Migration of Aquatic Organisms (MIGR)
- Shellfish Harvesting (SHELL)
- Industrial Process Supply (PROC)
- Industrial Service Supply (IND)
- Hydropower Generation (POW)
- Navigation (NAV)
- Flood Peak Attenuation/Flood Water Storage (FLD)
- Water Quality Enhancement (WQE)
- Fresh Water Replenishment (FRSH)
- Groundwater Recharge (GWR)
- Inland Saline Water Habitat (SAL)

3.2.3. Proactive Sanitary Sewer System Management to Eliminate Spill Causes

Finding 3 of the previous Order, 2006-0003-DWQ, states: “Sanitary sewer systems experience periodic failures resulting in discharges that may affect waters of the state. There are many factors (including factors related to geology, design, construction methods and materials, age of the system, population growth, and system operation and maintenance), which affect the likelihood of an SSO [sanitary sewer overflow]. A proactive approach that requires Enrollees to ensure a system-wide operation, maintenance, and management plan is in place will reduce the number and frequency of SSOs within the state. This approach will in turn decrease the risk to human health and the environment caused by SSOs.”

Many spills are preventable through proactive attention on sanitary sewer system management using the best practices and technologies available to address major causes of spills, including but not limited to:

- Blockages from sources including but not limited to:
 - Fats, oils and grease;
 - Tree roots;
 - Rags, wipes and other paper, cloth and plastic products; and
 - Sediment and debris.
- Sewer system damage and exceedance of sewer system hydraulic capacity from identified system-specific environmental, and climate-change impacts, including but not limited to:

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- Sea level rise impacts including flooding, coastal erosion, seawater intrusion, tidal inundation and submerged lands;
 - Increased surface water flows due to higher intensity rain events;
 - Flooding;
 - Wildfires and wildfire induced impacts;
 - Earthquake induced damage;
 - Landslides; and
 - Subsidence.
- Infrastructure deficiencies and failures, including but not limited to:
 - Pump station mechanical failures;
 - System age;
 - Construction material failures;
 - Manhole cover failures;
 - Structural failures; and
 - Lack of proper operation and maintenance.
- Insufficient system capacity (temporary or sustained), due to factors including but not limited to:
 - Excessive and/or increased storm or groundwater inflow/infiltration;
 - Insufficient capacity due to population increase and/or new connections from industrial, commercial and other system users; and
 - Stormwater capture projects utilizing a sanitary sewer system to convey stormwater to treatment facilities for reuse.
- Community impacts, including but not limited to:
 - Power outages;
 - Vandalism; and
 - Contractor-caused or other third party-caused damages.

3.2.4. Underground Sanitary Sewer System Leakage

Portions of some sanitary sewer systems may leak, causing underground exfiltration (exiting) of sewage from the system. Exfiltrated sewage that remains in the underground infrastructure trench and/or the soil matrix, and that does not discharge into waters of the State (surface water or groundwater) may not threaten beneficial uses.

Underground exfiltrated sewage may threaten beneficial uses if discharged to waters of the State. Exfiltrated sewage that discharges to groundwater may impact beneficial uses of groundwater and pollute groundwater supply. Additionally, if in close proximity, exfiltrated sewage may enter into a compromised underground drainage conveyance system that discharges into a water of the United States, or into groundwater that is hydrologically connected to (feeds into) a water of the United States, thus potentially causing: (1) a Clean Water Act violation, (2) threat and impact to beneficial uses, and/or (3) surface water pollution.

3.2.5. Proactive Sanitary Sewer System Management to Reduce Inflow and Infiltration

Excessive inflow (stormwater entering) and infiltration (groundwater seepage entering) to sanitary sewer systems is preventable through proactive sewer system management using the best practices and technologies available. The efficiency of the downstream wastewater treatment processes is dependent on the performance of the sanitary sewer system. When the structural integrity of a sanitary sewer system deteriorates, high volumes of inflow and infiltration can enter the sewer system. High levels of inflow and infiltration increase the hydraulic load on the downstream treatment plant, which can reduce treatment efficiency, lead to bypassing a portion of the treatment process, cause illegal discharge of partially treated effluent, or in extreme situations make biological treatment facilities inoperable (e.g., wash out the biological organisms that treat the waste).

3.3. Water Quality Control Plans, Policies and Resolutions

The nine Regional Water Boards have adopted region-specific water quality control plans (commonly referred to as Basin Plans) that designate beneficial uses, establish water quality objectives, and contain implementation programs and policies to achieve those objectives. The State Water Board has adopted statewide water quality control plans, policies and resolutions establishing statewide water quality objectives, implementation programs and initiatives.

3.3.1. State Water Board Antidegradation Policy

On October 28, 1968, the State Water Board adopted Resolution 68-16, titled Statement of Policy with Respect to Maintaining High Quality of Waters in California, which incorporates the federal antidegradation policy. Resolution 68-16 requires that existing water quality be maintained unless degradation is justified based on specific findings.

The continued prohibition of sewage discharges from sanitary sewer systems into waters of the State aligns with Resolution 68-16. A sewage discharge from sanitary sewers to waters of the State is prohibited by this Order. Therefore, this Order does not allow degradation of waters of the State. In addition, this Order: (1) further expands the existing prohibition of sewage discharges to include waters of the State, in addition to waters of the United States as provided in previous Order 2006-0003-DWQ, and (2) enhances the ability for Water Board enforcement of violations of the established prohibitions.

3.3.2. State Water Board Sources of Drinking Water Policy

On May 19, 1988, the State Water Board adopted Resolution 88-63 (amended on February 1, 2006), titled Sources of Drinking Water, establishing state policy that all waters of the State, with certain exceptions, are suitable or potentially suitable for municipal or domestic supply.

3.3.3. State Water Board Cost of Compliance Resolution

On September 24, 2013, the State Water Board adopted Resolution 2013-0029, titled Directing Actions in Response to Efforts by Stakeholders on Reducing Costs of

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

Compliance While Maintaining Water Quality Protection. Through this resolution, the State Water Board committed to continued stakeholder engagement in identifying and implementing measures to reduce costs of compliance with regulatory orders while maintaining water quality protection and improving regulatory program outcomes.

3.3.4. State Water Board Human Right to Water Resolution

On February 16, 2016, the State Water Board adopted Resolution 2016-0010, titled Adopting the Human Right to Water as a Core Value and Directing its Implementation in Water Board Programs and Activities, addressing the human right to water as a core value and directing Water Board programs to implement requirements to support safe drinking water for all Californians.

On November 16, 2021, the State Water Board adopted Resolution 2021-0050 titled Condemning Racism, Xenophobia, Bigotry, and Racial Injustice, and Strengthening Commitment to Racial Equity, Diversity, Inclusion, Access, and Anti-racism. Among other actions, through Resolution 2021-0050, the State Water Board, in summary as corresponding to this General Order, reaffirms its commitment to its Human Right to Water resolution, upholding that every human being in California deserves safe, clean, affordable, and accessible water for human consumption, cooking, and sanitation purposes. Resolution 2021-0050 provides the State Water Board commitment to:

- Protect public health and beneficial uses of waterbodies in all communities, including communities disproportionately burdened by wastes discharge of waste to land and surface water;
- Restore impaired surface waterbodies and degraded aquifers; and
- Promote multi-benefit water quality projects.

Through Resolution 2021-0050, the State Water Board also commits to expanding implementation of its Climate Change Resolution to address the disproportionate effects of extreme hydrologic conditions and sea-level rise on Black, Indigenous, and people of color communities, prioritizing:

- The right to safe, clean, affordable, and accessible drinking water and sanitation;
- Sustainable management and protection of local groundwater resources;
- Healthy watersheds; and
- Access to surface waterbodies that support subsistence fishing.

On June 7, 2022, the State Water Board adopted a Resolution, titled Authorizing the Executive Director or Designee to Enter into One or More Multi-Year Contracts Up to a Combined Sum of \$4,000,000 for a Statewide Wastewater Needs Assessment, supporting the equitable access to sanitation for all Californians and implementation of Resolutions 2016-0010 and 2021-0050.

This General Order supports the State Water Board priority in collecting a comprehensive set of data for California's wastewater systems, including sanitary sewer systems. Data reported per the requirements of this Order will be used with data from other Water Boards' programs, to further develop criteria and create a statewide risk

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

framework to prioritize critical funding and infrastructure investments for California's most vulnerable populations, including disadvantaged or severely disadvantaged communities with inadequate or failing sanitation systems and threatened access to healthy drinking water supplies.

3.3.5. State Water Board Open Data Resolution

On July 10, 2018, the State Water Board adopted Resolution 2018-0032, titled Adopting Principles of Open Data as a Core Value and Directing Programs and Activities to Implement Strategic Actions to Improve Data Accessibility and Associated Innovation, directing regulatory programs to assure all monitoring and reporting requirements support the State Water Boards' Open Data Initiative.

3.3.6. State Water Board Response to Climate Change

On March 7, 2017, the State Water Board adopted Resolution 2017-0012, titled Comprehensive Response to Climate Change, requiring a proactive response to climate change in all California Water Board actions, with the intent to embed climate change consideration into all programs and activities.

3.4. California Environmental Quality Act

The adoption of this Order is an action to reissue general waste discharge requirements that is exempt from the California Environmental Quality Act (Public Resources Code section 21000 et seq.) because it is an action taken by a regulatory agency to assure the protection of the environment and the regulatory process involves procedures for protection of the environment (Cal. Code Regs., Title 14, section 15308). In addition, the action to adopt this Order is exempt from CEQA pursuant to Cal. Code Regs., Title 14, section 15301, to the extent that it applies to existing sanitary sewer collection systems that constitute "existing facilities" as that term is used in sections 15301 and 15302, to the extent that it results in the repair or replacement of existing systems involving negligible or no expansion of capacity.

3.5. State Water Board Funding Assistance for Compliance with Water Board Water Quality Orders

The State Water Board, Division of Financial Assistance administers the implementation of the State Water Board financial assistance programs, per Board-adopted funding policies. Among other funding areas, the Division administers loan and grant funding for the planning and construction of wastewater and water recycling facilities per funding program-specific policies and guidelines. Applicants may apply for Clean Water State Revolving Fund low-interest loan, Small Community Wastewater grant funding assistance, and other funding available at the time of application, for some of the costs associated with complying with this General Order.

Funding applicants may obtain further information regarding current funding opportunities, and Division of Financial Assistance staff contact information at the following website: [Financial Assistance Funding - Grants and Loans | California State Water Resources Control Board](https://www.waterboards.ca.gov/water_issues/programs/grants_loans/).

(https://www.waterboards.ca.gov/water_issues/programs/grants_loans/)

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

Section 13477.6 of the Water Code authorizes the Small Community Grant Fund. The Small Community Grant Fund allows the State Water Board to provide grant funding assistance to small, disadvantaged communities and small severely disadvantaged communities that may not otherwise be able to afford a loan or similar financing for projects to comply with requirements of this General Order. The State Water Board also considers loan forgiveness on a disadvantaged community-specific basis.

For disadvantaged communities' wastewater needs, the State Water Board places priority on the funding of projects that address:

- Public health;
- Violations of waste discharge requirements and National Pollutant Discharge Elimination System (NPDES) permits;
- Providing sewer system service to existing septic tank owners; and
- High priority public health and water quality concerns identified by a Regional Water Board.

3.6. Notification to Interested Parties

On January 31, 2022, the State Water Board notified interested parties and persons of its intent to reissue Sanitary Sewer Systems General Order 2006-0003-DWQ by issuing a draft General Order for a 60-day public comment period. State Water Board staff conducted extensive stakeholder outreach and encouraged public participation in the adoption process for this General Order. On March 15, 2022, the State Water Board held a public meeting to hear and consider oral public comments. The State Water Board considered all public comments prior to adopting this General Order.

THEREFORE, IT IS HEREBY ORDERED, that pursuant to Water Code sections 13263, 13267, and 13383 this General Order supersedes Order 2006-0003-DWQ, Order WQ 2013-0058-EXEC, and any amendments made to these Orders thereafter, except for enforcement purposes and to meet the provisions contained in Division 7 of the Water Code (commencing with section 13000) and regulations adopted thereunder, and the provisions of the Clean Water Act and regulations and guidelines adopted thereunder, the Enrollee shall comply with the requirements in this Order.

4. PROHIBITIONS

4.1 Discharge of Sewage from a Sanitary Sewer System

Any discharge from a sanitary sewer system that has the potential to discharge to surface waters of the State is prohibited unless it is promptly cleaned up and reported as required in this General Order.

4.2 Discharge of Sewage to Waters of the State

Any discharge from a sanitary sewer system, discharged directly or indirectly through a drainage conveyance system or other route, to waters of the State is prohibited.

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

4.3. Discharge of Sewage Creating a Nuisance

Any discharge from a sanitary sewer system that creates a nuisance or condition of pollution as defined in Water Code section 13050(m) is prohibited.

5. SPECIFICATIONS

5.1. Designation of a Legally Responsible Official

The Enrollee shall designate a Legally Responsible Official that has authority to ensure the enrolled sanitary sewer system(s) complies with this Order, and is authorized to serve as a duly authorized representative. The Legally Responsible Official must have responsibility over management of the Enrollee's entire sanitary sewer system, and must be authorized to make managerial decisions that govern the operation of the sanitary sewer system, including having the explicit or implicit duty of making major capital improvement recommendations to ensure long-term environmental compliance. The Legally Responsible Official must have or have direct authority over individuals that:

- Possess a recognized degree or certificate related to operations and maintenance of sanitary sewer systems, and/or
- Have professional training and experience related to the management of sanitary sewer systems, demonstrated through extensive knowledge, training and experience.

For example, a sewer system superintendent or manager, an operations manager, a public utilities manager or director, or a district engineer may be designated as a Legally Responsible Official.

The Legally Responsible Official shall complete the electronic [CIWQS "User Registration" form](https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp) (<https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp>). A Legally Responsible Official that represents multiple enrolled systems shall complete the electronic CIWQS "User Registration" form for each system.

The Enrollee shall submit any change to its Legally Responsible Official, and/or change in contact information, to the State Water Board within 30 calendar days of the change by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.2. Sewer System Management Plan Development and Implementation

To facilitate adequate local funding and management of its sanitary sewer system(s), the Enrollee shall develop and implement an updated Sewer System Management Plan. The scale and complexity of the Sewer System Management Plan, and specific elements of the Plan, must match the size, scale and complexity of the Enrollee's sanitary sewer system(s). The Sewer System Management Plan must address, at minimum, the required Plan elements in Attachment D (Sewer System Management Plan – Required Elements) of this General Order. To be effective, the Sewer System Management Plan must include procedures for the management, operation, and maintenance of the sanitary sewer system(s). The procedures must: (1) incorporate the

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

prioritization of system repairs and maintenance to proactively prevent spills, and (2) address the implementation of current standard industry practices through available equipment, technologies, and strategies.

For an existing Enrollee under Order 2006-0003-DWQ that has certified its Continuation of Existing Regulatory Coverage, per section 2.1 (Requirements for Continuation of Existing Regulatory Coverage) of this General Order:

Within six (6) months of the Adoption Date of this General Order:

- The Legally Responsible Official shall upload the Enrollee's existing Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

For a new Enrollee:

Within twelve (12) months of the Application for Enrollment approval date:

- The governing entity of the new Enrollee shall approve its Sewer System Management Plan; and
- The Legally Responsible Official shall certify and upload its Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

5.3. Certification of Sewer System Management Plan and Plan Updates

The Legally Responsible Official shall certify and upload its Sewer System Management Plan and all subsequent updates to the online CIWQS Sanitary Sewer System Database.

5.4. Sewer System Management Plan Audits

The Enrollee shall conduct an internal audit of its Sewer System Management Plan, and implementation of its Plan, at a minimum frequency of once every three years. The audit must be conducted for the period after the end of the Enrollee's last required audit period. **Within six months after the end of the required 3-year audit period**, the Legally Responsible Official shall submit an audit report into the online CIWQS Sanitary Sewer System Database per the requirements in section 3.10 (Sewer System Management Plan Audit Reporting Requirements) of Attachment E1 of this General Order.

Audit reports submitted to the CIWQS Sanitary Sewer System Database will be viewable only to Water Boards staff.

The internal audit shall be appropriately scaled to the size of the system(s) and the number of spills. The Enrollee's sewer system operators must be involved in completing the audit. At minimum, the audit must:

- Evaluate the implementation and effectiveness of the Enrollee's Sewer System Management Plan in preventing spills;
- Evaluate the Enrollee's compliance with this General Order;
- Identify Sewer System Management Plan deficiencies in addressing ongoing spills and discharges to waters of the State; and

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- Identify necessary modifications to the Sewer System Management Plan to correct deficiencies.

The Enrollee shall submit a complete audit report that includes:

- Audit findings and recommended corrective actions;
- A statement that sewer system operators' input on the audit findings has been considered; and
- A proposed schedule for the Enrollee to address the identified deficiencies.

A new Enrollee of this General Order (that did not have a sanitary sewer system enrolled in the previous State Water Board Order 2006-0003-DWQ) shall conduct its first internal Sewer System Management Plan audit for the time period between the date of submittal of its certified Sewer System Management Plan and the third subsequent December 31st date. The audit report must be submitted into the online CIWQS Sanitary Sewer System Database **by July 1 of the following calendar year.**

See the following tables for clarification:

Initial Audit Period and Audit Due Date for New Enrollees

	Audit Period	Audit Due Date
New Enrollee	Certified Sewer System Management Plan Submittal Date through the third subsequent December 31 st date	July 1 st date after audit period
<i>Example</i>	<i>Certified Sewer System Management Plan Submittal Date of August 2, 2025 Audit Period of August 2, 2025 through December 31, 2027</i>	<i>July 1, 2028</i>

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

Initial Audit Period for Transition from 2-Year Audit Required in Previous Order 2006-0003-DWQ to 3-Year Audit Required in this General Order

	Audit Period	Audit Due Date
An Enrollee previously regulated by Order 2006-003-DWQ	A 3-year period starting from the end of last required 2-year Audit Period	Within six months after end of 3-year Audit Period
<i>Example</i>	<i>Last required Audit Period start date of August 2, 2021; Audit Period of August 2, 2021 through August 1, 2024</i>	<i>February 1, 2025</i>

Three-Year Ongoing Audit Period

	Audit Period	Audit Due Date
Each Enrollee	A 3-year period starting from the end of last required Audit Period	Within six months after end of 3-year Audit Period

5.5. Six-Year Sewer System Management Plan Update

At a minimum, the Enrollee shall update its Sewer System Management Plan every six (6) years after the date of its last Plan Update due date. (For an Enrollee previously regulated by Order 2006-0003-DWQ, the six-year period shall commence on the due date identified in section 3.11 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this Order. The Updated Sewer System Management Plan must include:

- Elements required in Attachment D (Sewer System Management Plan – Required Elements) of this Order;
- Summary of revisions included in the Plan update based on internal audit findings; and
- Other sewer system management-related changes.

The Enrollee's governing entity shall approve the updated Plan. The Legally Responsible Official shall upload and certify the approved updated Plan in the online CIWQS Sanitary Sewer System Database in accordance with section 3.11 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order. During the time period in between Plan updates, the Enrollee shall continuously document changes to its Sewer System Management Plan in a change log attached to the Plan.

5.6. System Resilience

The Enrollee shall include and implement system-specific procedures in its Sewer System Management Plan to proactively prioritize: (1) operation and maintenance, (2) condition assessments, and (3) repair and rehabilitation, to address ongoing system resilience, as specified in Attachment D (Sewer System Management Plan – Required Elements) of this General Order.

5.7. Allocation of Resources

The Enrollee shall:

- Establish and maintain a means to manage all necessary revenues and expenditures related to the sanitary sewer system; and
- Allocate the necessary resources to its sewer system management program for:
 - Compliance with this General Order,
 - Full implementation of its updated Sewer System Management Plan,
 - System operation, maintenance, and repair, and
 - Spill responses.

5.8. Designation of Data Submitters

The Legally Responsible Official may designate one or more individuals as a Data Submitter for reporting of spill data. The Legally Responsible Official shall authorize the designation of Data Submitter(s) through the online [CIWQS database](https://ciwqs.waterboards.ca.gov) (<https://ciwqs.waterboards.ca.gov>) prior to the individuals establishing a [CIWQS user account](https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp) (<https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp>) and entering spill data into the online CIWQS Sanitary Sewer System Database.

The Legally Responsible Official shall submit any change to its Data Submitter(s), and/or change in Data Submitter contact information, to the State Water Board within 30 calendar days of the change, by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.9. Reporting Certification

The Legally Responsible Official shall electronically certify, on the Enrollee's behalf, all applications, reports, the Sewer System Management Plan(s) and corresponding updates, and other information submitted electronically into the online CIWQS Sanitary Sewer System Database, as follows:

"I certify under penalty of perjury under the laws of the State of California that the electronically submitted information was prepared under my direction or supervision. Based on my inquiry of the person(s) directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete, and complies with the Statewide Sanitary Sewer Systems General Order. I am aware that there are significant penalties for submitting false information."

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

Hardcopy submittals to the State Water Board must be accompanied by the above certification statement.

5.10. System Capacity

The Enrollee shall maintain the system capacity necessary to convey: (1) base flows during dry weather conditions, and (2) wet weather peak flows consistent with designated local historic storms. Design storms must take into account system-specific stormwater contributions via inflow and infiltration, and location-specific depth of groundwater and storm frequencies. The Enrollee shall implement capital improvements to provide adequate hydraulic capacity to:

- Meet or exceed the design criteria as defined in the Enrollee's System Evaluation and Capacity Assurance element of its Sewer System Management Plan; and
- Prevent system capacity-related spills, and adverse impacts to the treatment efficiency of downstream wastewater treatment facilities.

5.11. System Performance Analysis

The Enrollee shall include a running 10-year system performance analysis in its Annual Report. The analysis must include two CIWQS-generated graphs presenting the following information:

Graph 1 – Total Spill Volume per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total spill volume, per Spill Category, for each calendar year.

Graph 2 – Total Number of Spills per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total number of spills, per Spill Category, for each calendar year.

The current calendar year is the calendar year covered in the Annual Report.

The Enrollee shall generate the graphs in CIWQS, using the existing data in the online CIWQS Sanitary Sewer System Database at the following graph generation link: (https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso_operation_report).

5.12. Spill Emergency Response Plan and Remedial Actions

For Existing Enrollees (with regulatory coverage under Order 2006-0003-DWQ):

Within six (6) months of the Adoption Date of this General Order, the Enrollee shall update and implement its Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

For New Enrollees:

Within six (6) months of the Application for Enrollment approval date, the Enrollee shall develop and implement a Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

The Enrollee shall certify, in its Annual Report, that its Spill Emergency Response Plan is up to date.

The Spill Emergency Response Plan shall include measures to protect public health and the environment. The Enrollee shall respond to spills from its system(s) in a timely manner that minimizes water quality impacts and nuisance by:

- Immediately stopping the spill and preventing/minimizing a discharge to waters of the State;
- Intercepting sewage flows to prevent/minimize spill volume discharged into waters of the State;
- Thoroughly recovering, cleaning up and disposing of sewage and wash down water; and
- Cleaning publicly accessible areas while preventing toxic discharges to waters of the State.

5.13. Notification, Monitoring, Reporting and Recordkeeping Requirements

The Enrollee shall comply with notification, monitoring, reporting, and recordkeeping requirements in Attachment E1 of this General Order.

5.13.1. Spill Categories

Individual spill notification, monitoring and reporting must be in accordance with the following spill categories:

- **Category 1 Spill**

A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:

- A surface water, including a surface water body that contains no flow or volume of water; or
- A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.

Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

- **Category 2 Spill**

A Category 2 spill is a spill of 1,000 gallons or greater, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system, is a Category 2 spill.

- **Category 3 Spill**

A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.

- **Category 4 Spill**

A Category 4 spill is a spill of less than 50 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

5.13.2. Annual Report

The Enrollee shall submit an Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

For new Enrollees: Within 30 days of obtaining a CIWQS account, a new Enrollee shall submit its initial Annual Report, as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

5.14. Electronic Sanitary Sewer System Service Area Boundary Map

For continuing enrollees, starting on July 1, 2025, and no later than December 31, 2025:

For new enrollees – no earlier than July 1, 2025, or within 12 months of the Application for Enrollment approval date, whichever date is later:

The Legally Responsible Official shall submit, to the State Water Board, geospatial data detailing the locations of the Enrollee's sanitary sewer system service area boundary, per the required content and specifications in section 3.8 (Electronic Sanitary Sewer System Service Area Boundary Map) of Attachment E1 of this General Order, for each system identified by a WDID number.

An Enrollee of a disadvantaged community that may need assistance developing an electronic map to comply with this requirement, may contact State Water Board staff for assistance at SanitarySewer@waterboards.ca.gov.

5.15. Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems

Within 24 hours of becoming aware of a spill (as described below) from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to report the following observations to the online CIWQS Sanitary Sewer System Database at the following link:

<https://ciwqs.waterboards.ca.gov>:

- A spill equal or greater than 1,000 gallons that discharges (or has a potential to discharge) to a water of the State, or a drainage conveyance system that discharges to waters of the State; **or**
- Any volume of sewage that discharges (or has a potential to discharge) to surface waters.

In the CIWQS module, the Enrollee is encouraged to identify:

- Time of observation;
- Description of general spill location (for example, street name and cross street names);
- Estimated volume of spill;
- If known, general description of spill destination (for example, flowing into drainage channel, flowing directly into a creek, etc.); and
- If known, name of private system owner/operator.

The CIWQS database will make the name and contact information of the entity voluntarily reporting a private spill, accessible to State and Regional Water Board staff only. The CIWQS database will only make information regarding the actual spill, accessible to the public.

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

5.16. Voluntary Notification of Spills from Privately-Owned Laterals and/or Systems to the California Office of Emergency Services

Upon observing or acquiring knowledge of any of the following from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to notify the California Office of Emergency Services (as provided by Health and Safety Code section 5410 et. seq. and Water Code section 13271), or inform the responsible party that State law requires such notification to the Office of Emergency Services by any person that causes or allows a sewage discharge to waters of the State:

- A spill equal to 1,000 gallons or more that discharges (or has a potential to discharge) to waters of the State, or a drainage conveyance system that discharges to waters of the State; or
- A spill of any volume to surface waters.

5.17. Unintended Failure to Report

If an Enrollee becomes aware that they unintentionally failed to submit relevant facts in any report required in this General Order, the Enrollee shall promptly notify Regional Water Board and State Water Board staff. Regional Water Board contact information is included in Attachment F of this Order. State Water Board staff shall be contacted by email at SanitarySewer@waterboards.ca.gov for assistance in formally amending the corresponding report(s) in the online CIWQS Sanitary Sewer System Database.

5.18. Duty to Report to Water Boards

In accordance with Water Code section 13267 and/or section 13383, upon request by the State Water Board Executive Director (or designee) or a Regional Water Board Executive Officer (or designee), the Enrollee shall provide the requested information which the State or Regional Water Board deems necessary to determine compliance with this General Order.

5.19. Operation and Maintenance

To prevent discharges to the environment, the Enrollee shall maintain in good working order, and operate as designed, any facility or treatment and control system designed to contain sewage and convey it to a treatment plant.

6. PROVISIONS

6.1. Enforcement Provisions

The following enforcement provisions are based on existing federal and state regulations, laws and policies, including the federal Clean Water Act, the state Water Code and the State Water Board Enforcement Policy.

6.1.1. Enforceability of Clean Water Act and Water Code Violations

Noncompliance with requirements of this General Order or discharging sewage without enrolling in this General Order constitutes a violation of the Water Code and a potential

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

violation of the Clean Water Act and is grounds for an enforcement action by the State Water Board or the applicable Regional Water Board. Failure to comply with the notification, monitoring, inspection, entry, reporting, and recordkeeping requirements may subject the Enrollee to administrative civil liabilities of up to \$10,000 a day per violation pursuant to Water Code section 13385; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. Discharging waste not in compliance with the requirements of this General Order or the Clean Water Act may subject the Enrollee to administrative civil liabilities up to \$10,000 a day per violation and additional liability up to \$10 per gallon of discharge not cleaned up after the first 1,000 gallons of discharge; up to \$5,000 a day per violation pursuant to Water Code section 13350 or up to \$20 per gallon of waste discharged; or referral to the Attorney General for judicial civil enforcement.

6.1.2. Monetary Penalties

The Water Code provides the State and Regional Water Boards the authority to pursue formal enforcement actions, including imposing administrative liability and civil monetary penalties, for non-compliance with the requirements of this General Order and violations of the Clean Water Act.

6.1.3. Falsifying or Failure to Report

The Water Code provides that any person failing or refusing to furnish technical or monitoring program reports, as required under this General Order, or falsifying any information provided in the technical or monitoring reports is subject to administrative liability and civil monetary penalties. Any person who knowingly fails or refuses to furnish technical or monitoring program reports or falsifies any information provided in reports required by this General Order is subject to criminal penalties.

6.1.4. Severability of General Order

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

6.1.5. Indirect Discharges

In the event that a spill enters into a drainage conveyance system, the Enrollee shall take all feasible steps to prevent discharge of sewage into waters of the State by blocking or redirecting the flow in the drainage conveyance system, removing the sewage from the drainage conveyance system, and cleaning the system in a manner that does not inadvertently impact beneficial uses of the receiving water body.

6.1.6. Water Boards' Considerations for Discretionary Enforcement

Consistent with the State Water Board Enforcement Policy, when considering Water Code section 13327 factors, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to contain, control, clean up, and mitigate spills. In assessing the factors, the State Water Board or the applicable Regional Water Board will consider:

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- The Enrollee's compliance with this General Order with a focus on compliance with reporting requirements;
- The Enrollee's provision of adequate funding to implement the requirements of this General Order;
- The Enrollee's compliance with providing a complete and updated Sewer System Management Plan;
- The Enrollee's compliance with implementing its Sewer System Management Plan;
- The overall effectiveness of the Enrollee's Sewer System Management Plan with respect to:
 - System management, operation, and maintenance,
 - Adequate treatment facilities, sanitary sewer system facilities, and/or components with an appropriate design capacity, to reasonably prevent spills (e.g. adequately enlarging treatment or collection facilities to accommodate growth, infiltration and inflow, etc.),
 - Preventive maintenance (including cleaning, root grinding, and fats, oils, and grease control) and source control measures,
 - Implementation of backup equipment,
 - Inflow and infiltration prevention and control,
 - Appropriate sanitary sewer system capacity to prevent spills, and
 - The Enrollee's responsiveness to stop and mitigate the impact of the discharge;
- The Enrollee's compliance with identifying the cause of the spill;
- The Enrollee's use of available information and observations to accurately estimate the spill volume and identify the affected or potentially affected receiving waters;
- The Enrollee's thoroughness of cleaning up sewage in drainage conveyance systems after the spill(s);
- The Enrollee's use of water quality and biological monitoring and assessment to determine the short-term and long-term impacts to beneficial uses and the environment;
- The Enrollee's follow up actions to improve system performance;
- The Enrollee's implementation of feasible alternatives to prevent spills, such as:
 - Use of temporary storage or waste retention,
 - Reduction of system inflow and infiltration,
 - Collection and hauling of waste to a treatment facility,
 - Prevention of and/ or containment of spills due to a design storm event identified in the Enrollee's Sewer System Management Plan,

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- Implementation of available equipment, technologies, strategies, and recommended industry practices for maintaining and managing sewer systems to prevent spills, and contain and eliminate discharges to waters of the State; and
- The spill duration and factors beyond the reasonable control of the Enrollee causing the event.

6.1.7. Enforcement Discretion Based on Reporting Compliance

Consistent with the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to comply with spill reporting requirements when determining compliance with Water Code section 13267 and section 13383. When assessing Water Code section 13227 factors, the State Water Board or the applicable Regional Water Board will consider:

- The Enrollee's diligence to comply with all reporting requirements in this General Order;
- The use of best available information for the Enrollee's reporting of spill start date and start time in which the release of sewage from the sanitary sewer system initiated;
- The Enrollee's reporting of spill end date, and end time to be the date and time in which the release of sewage from the sanitary sewer system was stopped;
- The Enrollee's diligence to accurately estimate and report spill volumes;
- The Enrollee's subsequent verification and/or updates to initial Draft Spill Reports in accordance with this General Order; and
- The Enrollee's timely certification of required spill reports.

Consistent with Water Code section 13267 and section 13383, the State Water Board or a Regional Water Board may require an Enrollee to report the results of a condition assessment of a specified portion of the Enrollee's sanitary sewer system.

6.2. Other Regional Water Board Orders

It is the intent of the State Water Board that sanitary sewer systems be regulated in a manner consistent with federal and state regulations. This Order will not be interpreted or applied:

- In a manner inconsistent with the federal Clean Water Act;
- To authorize a spill or discharge that is illegal under either the Clean Water Act, the Water Code, and/or an applicable Basin Plan prohibition or water quality standard;
- To prohibit a Regional Water Board from issuing an individual National Pollutant Discharge Elimination System (NPDES) permit or individual waste discharge requirements superseding an Enrollee's regulatory coverage under this General Order for a sanitary sewer system authorized under the Clean Water Act or Water Code;

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- To supersede any more specific or more stringent waste discharge requirements or enforcement orders issued by a Regional Water Board; or
- To supersede any more specific or more stringent state or federal requirements in existing regulation, an administrative/judicial order, or Consent Decree.

6.3. Sewer System Management Plan Availability

The Enrollee's updated Sewer System Management Plan must be maintained for public inspection at the Enrollee's offices and facilities and must be available to the public through CIWQS and/or on the Enrollee's website, in accordance with section 3.8 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

6.4. Entry and Inspection

6.4.1. Entry and Availability of Information

The Enrollee shall allow State and Regional Water Board staff, upon presentation of credentials and other documents as may be required by law, to:

- Enter upon the Enrollee's premises where a regulated facility or activity is located or conducted, or where records are kept under the requirements of this General Order;
- Have access to and reproduce any records required to be maintained by this General Order;
- Inspect any facility and/or equipment (including monitoring and control equipment), practices, or operations required in this General Order; and
- Sample or monitor substances or parameters for assuring compliance with this General Order, or as otherwise authorized by the Water Code.

6.4.2. Pre-Inspection Questionnaire

The Enrollee shall provide pre-inspection information to State and Regional Water Board staff through the completion of a Pre-Inspection Questionnaire provided by Water Board staff.

ATTACHMENT A - DEFINITIONS

Annual Report

An Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) is a mandatory report in which the Enrollee provides a calendar-year update of its efforts to prevent spills.

Basin Plan

A Basin Plan is a water quality control plan specific to a Regional Water Quality Control Board (Regional Water Board), that serves as regulations to: (1) define and designate beneficial uses of surface and groundwaters, (2) establish water quality objectives for protection of beneficial uses, and (3) provide implementation measures.

Beneficial Uses

The term “Beneficial Uses” is a Water Code term, defined as the uses of the waters of the State that may be protected against water quality degradation. Examples of beneficial uses include but are not limited to, municipal, domestic, agricultural and industrial supply; power generation; recreation; aesthetic enjoyment; navigation; and preservation and enhancement of fish, wildlife, and other aquatic resources or preserves.

California Integrated Water Quality System (CIWQS)

CIWQS is the statewide database that provides for mandatory electronic reporting as required in State and Regional Water Board-issued waste discharge requirements.

Data Submitter

A Data Submitter is an individual designated and authorized by the Enrollee's Legally Responsible Official to enter spill data into the online CIWQS Sanitary Sewer System Database. A Data Submitter does not have the authority of a Legally Responsible Official to certify reporting entered into the online CIWQS Sanitary Sewer System Database.

Disadvantaged Community

A disadvantaged community is a community with a median household income of less than eighty percent (80%) of the statewide annual median household income.

For the purpose of this General Order, there is no differentiation between a small and large disadvantaged community.

Drainage Conveyance System

A drainage conveyance system is a publicly- or privately-owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows.

Enrollee

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
 - greater than one (1) mile in length (each individual sanitary sewer system);
 - one mile or less in length where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order, or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

Environmentally Sensitive Area

An environmentally sensitive area is a designated agricultural and/or wildlife area identified to need special natural landscape protection due to its wildlife or historical value.

Exfiltration

Exfiltration is the underground exiting of sewage from a sanitary sewer system through cracks, offset or separated joints, or failed infrastructure due to corrosion or other factors.

Flood Control Channel

A flood control channel is a channel used to convey stormwater and non-stormwater flows through and from areas for flood management purposes.

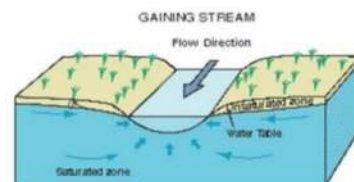
Governing Entity

A governing entity includes but is not limited to the following:

- A publicly elected governing board, council, or commission of a municipal agency;
- A Department or Division director of a federal or state agency that is not governed by a board;
- A governing board or commission of an organization or association; and
- A private system owner/manager that is not governed by a board.

Hydrologically Connected

Two waterbodies are hydrologically connected when one waterbody flows, or has the potential to flow, into the other waterbody. For the purpose of this General Order, groundwater is hydrologically connected to a surface water when the groundwater feeds into the surface water. (The surface waterbody in this example is termed a gaining stream as it gains flow from surrounding groundwater.)



Lateral (including Lower and Upper Lateral)

A lateral is an underground segment of smaller diameter pipe that transports sewage from a customer's building or property (residential, commercial, or industrial) to the Enrollee's main sewer line in a street or easement. Upper and lower lateral boundary definitions are subject to local jurisdictional codes and ordinances, or private system ownership.

A lower lateral is the portion of the lateral located between the sanitary sewer system main, and either the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations.

An upper lateral is the portion of the lateral from the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations, to the building or property.

Legally Responsible Official

A Legally Responsible Official is an official representative, designated by the Enrollee, with authority to sign and certify submitted information and documents required by this General Order.

Nuisance

For the purpose of this General Order, a nuisance, as defined in Water Code section 13050(m), is anything that meets all of the following requirements:

- Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property;
- Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal; and
- Occurs during, or as a result of, the treatment or disposal of wastes.

Private Sewer Lateral

A private sewer lateral is the privately-owned lateral that transports sewage from private property(ies) into a sanitary sewer system.

Private Sanitary Sewer System

A private sanitary sewer system is a sanitary sewer system of any size that is owned and/or operated by a private individual, company, corporation, or organization. A private sanitary sewer system may or may not connect into a publicly owned sanitary sewer system.

Potential to Discharge, Potential Discharge

Potential to Discharge, or Potential Discharge, means any exiting of sewage from a sanitary sewer system which can reasonably be expected to discharge into a water of the State based on the size of the sewage spill, proximity to a drainage conveyance system, and the nature of the surrounding environment.

Receiving Water

A receiving water is a water of the State that receives a discharge of waste.

Resilience

Resilience is the ability to recover from or adjust to adversity or change, and grow from disruptions. Resilience can be built through planning, preparing for, mitigating, and adapting to changing conditions.

Sanitary Sewer System

A sanitary sewer system is a system that is designed to convey sewage, including but not limited to, pipes, manholes, pump stations, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks, including:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

For purpose of this Order, sanitary sewer systems include only systems owned and/or operated by the Enrollee.

Satellite Sewer System

A satellite sewer system is a portion of a sanitary sewer system owned or operated by a different owner than the owner of the downstream wastewater treatment facility ultimately treating the sewage.

Sewer System Management Plan

A sewer system management plan is a living document an Enrollee develops and implements to effectively manage its sanitary sewer system(s) in accordance with this General Order.

Sewage

Sewage, and its associated wastewater, is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system.

Spill

A spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Exfiltration of sewage is not considered to be a spill under this General Order if the exfiltrated sewage remains in the subsurface and does not reach a surface water of the State.

Training

Training is in-house or external education and guidance needed that provides the knowledge, skills, and abilities to comply with this General Order.

Wash Down Water

Wash down water is water used to clean a spill area.

Waste

Waste, as defined in Water Code section 13050(d), includes sewage and any and all other waste substances, liquid, solid, gaseous, or radioactive, associated with human habitation, or of human or animal origin, or from any producing, manufacturing, or processing operation, including waste placed within containers of whatever nature prior to, and for purposes of, disposal.

Waste Discharge Identification Number (WDID)

A waste discharge identification number (WDID) identifies each individual sanitary sewer system enrolled under this General Order. A WDID number is assigned to each enrolled system upon an Enrollee's approved regulatory coverage.

Waters of the State

Waters of the State are surface waters or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the State include, but are not limited to, groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include waters of the United States.

Waters of the United States

Waters of the United States are surface waters or waterbodies that are subject to federal jurisdiction in accordance with the Clean Water Act.

Water Quality Objective

A water quality objective is the limit or maximum amount of pollutant, waste constituent or characteristic, or parameter level established in statewide water quality control plans and Regional Water Boards' Basin Plans, for the reasonable protection of beneficial uses of surface waters and groundwater and the prevention of nuisance.

ATTACHMENT B – APPLICATION FOR ENROLLMENT

1. Enrollment Status: (Mark only one item)

☐ New Enrollee

☐ New Enrollee with previous regulatory coverage under Order 2006-0003-DWQ
(that failed to certify continuation of coverage in CIWQS per Order 2022-XXXX-DWQ)
Existing WDID Number: _____

2. Applicant Information:

Legally Responsible Official Submitting Application

First and Last Name: _____

Title: _____

Phone: _____

Email: _____

System Owner/Operator Name: _____

Mailing Address: _____

City, State, Zip: _____

County: _____

Sanitary Sewer System Name: _____

Regional Water Quality Control Board(s): _____

Signature and Date: _____

3. Applicant Type (Check one):

☐ City ☐ County ☐ State ☐ Federal ☐ Special District

☐ Government Combination ☐ Private ☐ Other Non-governmental Entity

4. Wastewater Treatment Plant Receiving Sanitary Sewer System Waste:

Wastewater Treatment Plant Permittee: _____

WDID No.: _____

5. Billing Information

Billing Address: _____

City, State, Zip: _____

Billing Contact Person and Title: _____

Phone and Email Address: _____

6. Application Fee:

The application fee, as required by Water Code section 13260, is based on the daily population served by the sanitary sewer system. See updated [Fee Schedule](https://www.waterboards.ca.gov/resources/fees/water_quality/).
(https://www.waterboards.ca.gov/resources/fees/water_quality/)

Check one of the following and enter fee amount:

☐ Population Served < 50,000 – Total Fee submitted: \$ _____

☐ Population Served ≥ 50,000 – Total Fee submitted: \$ _____

Make the fee payment payable to the State Water Resources Control Board and mail the complete application package to:

State Water Resources Control Board, Accounting Office

P. O. Box 1888

Sacramento, CA 95812-1888

Attention: Statewide Sanitary Sewer System Program

7. Application Submittal Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge and belief, the information in the submitted application package is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment.

Print Name: _____

Title: _____

Signature: _____ Date: _____

ATTACHMENT C - NOTICE OF TERMINATION

1. Enrollee Information

Enrollee Name: _____

WDID No: _____

Legally Responsible Official Requesting Termination of Coverage: _____

First and Last Name: _____

Title: _____

Phone: _____

Email: _____

Mailing Address: _____

City, State, Zip: _____

County: _____

Sanitary Sewer System Name(s) or Unique Identifier(s): _____

Regional Water Quality Control Board(s): _____

Signature and Date: _____

2. Basis of Termination

Explanation of termination, including subsequent regulatory coverage and subsequent owner/operator of enrolled sanitary sewer system, as applicable:

[illegible]

3. Regulatory Coverage Termination Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge: 1) the sanitary sewer system I officially represent is not required to be regulated under the Statewide Waste Discharge Requirements for Sanitary Sewer Systems Order 2022-XXXX-DWQ, and 2) the information submitted in this Notice of Termination is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment. Additionally, I understand that the submittal of this Notice of Termination does not release sanitary sewer system agencies from liability for any violations of the Clean Water Act.

Print Name: _____

Title: _____

Signature: _____ Date: _____

For State Water Board Use Only

☐ Approved for Termination

☐ Denied and Returned to Enrollee

Deputy Director of Water Quality Signature: _____

Date: _____ Notice of Termination Effective Date: _____

ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

Table of Contents

1.	Sewer System Management Plan Goal And Introduction	D-2
1.1.	Regulatory Context	D-2
1.2.	Sewer System Management Plan Update Schedule.....	D-3
1.3.	Sewer System Asset Overview	D-3
2.	Organization	D-3
3.	Legal Authority	D-4
4.	Operation And Maintenance Program.....	D-4
4.1.	Updated Map of Sanitary Sewer System	D-4
4.2.	Preventive Operation and Maintenance Activities	D-4
4.3.	Training	D-5
4.4.	Equipment Inventory	D-5
5.	Design And Performance Provisions	D-5
5.1.	Updated Design Criteria and Construction Standards and Specifications.....	D-5
5.2.	Procedures and Standards.....	D-5
6.	Spill Emergency Response Plan.....	D-6
7.	Sewer Pipe Blockage Control Program.....	D-7
8.	System Evaluation, Capacity Assurance and Capital Improvements.....	D-7
8.1	System Evaluation and Condition Assessment	D-7
8.2.	Capacity Assessment and Design Criteria	D-8
8.3.	Prioritization of Corrective Action	D-9
8.4.	Capital Improvement Plan	D-9
9.	Monitoring, Measurement and Program Modifications.....	D-9
10.	Internal Audits	D-10
11.	Communication Program	D-10

ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

A Sewer System Management Plan (Plan) is a living planning document that documents ongoing local sewer system management program activities, procedures, and decision-making – at the scale necessary to address the size and complexity of the subject sanitary sewer system(s). This Plan may incorporate other programs and other plans by reference, to address short-term and long-term system resilience through:

- Proactive planning and decision-making;
- Local government ordinances;
- Updated operations and maintenance activities and procedures;
- Implementation of capital improvements;
- Sufficient local budget to support staff resources, contractors, equipment, and training; and
- Updated training of staff and contractors.

The Enrollee's development, update, and implementation of a Sewer System Management Plan addressing the requirements of this Attachment is an enforceable component of this General Order. As specified in Provision 6.1 (Enforcement Provisions) of this General Order, consistent with the Water Code and the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee's efforts in implementing an effective Sewer System Management Plan to prevent, contain, control, and mitigate spills when considering Water Code section 13327 factors to determine necessary enforcement of this General Order.

This Attachment includes the following required elements that the Enrollee shall address in its Plan and subsequent updates. The Enrollee shall identify any requirement in this Attachment that is not applicable to the Enrollee's sewer system and shall explain in its Plan why the requirement is not applicable.

1. SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION

The goal of the Sewer System Management Plan (Plan) is to provide a plan and schedule to: (1) properly manage, operate, and maintain all parts of the Enrollee's sanitary sewer system(s), (2) reduce and prevent spills, and (3) contain and mitigate spills that do occur.

The Plan must include a narrative Introduction section that discusses the following items:

1.1. Regulatory Context

The Plan Introduction section must provide a general description of the local sewer system management program and discuss Plan implementation and updates.

1.2. Sewer System Management Plan Update Schedule

The Plan Introduction section must include a schedule for the Enrollee to update the Plan, including the schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing prevention of sewer spills.

1.3. Sewer System Asset Overview

The Plan Introduction section must provide a description of the Enrollee-owned assets and service area, including but not limited to:

- Location, including county(ies);
- Service area boundary;
- Population and community served;
- System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons;
- Structures diverting stormwater to the sewer system;
- Data management systems;
- Sewer system ownership and operation responsibilities between Enrollee and private entities for upper and lower sewer laterals;
- Estimated number or percent of residential, commercial, and industrial service connections; and
- Unique service boundary conditions and challenge(s).

Additionally, the Plan Introduction section must provide reference to the Enrollee's up-to-date map of its sanitary sewer system, as required in section 4.1 (Updated Map of Sanitary Sewer System) of this Attachment.

2. ORGANIZATION

The Plan must identify organizational staffing responsible and integral for implementing the local Sewer System Management Plan through an organization chart or similar narrative documentation that includes:

- The name of the Legally Responsible Official as required in section 5.1 (Designation of a Legally Responsible Official) of this General Order;
- The position titles, telephone numbers, and email addresses for management, administrative, and maintenance positions responsible for implementing specific Sewer System Management Plan elements;
- Organizational lines of authority; and
- Chain of communication for reporting spills from receipt of complaint or other information, including the person responsible for reporting spills to the State and Regional Water Boards and other agencies, as applicable. (For example, county

health officer, county environmental health agency, and State Office of Emergency Services.)

3. LEGAL AUTHORITY

The Plan must include copies or an electronic link to the Enrollee's current sewer system use ordinances, service agreements and/or other legally binding procedures to demonstrate the Enrollee possesses the necessary legal authority to:

- Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;
- Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;
- Require that sewer system components and connections be properly designed and constructed;
- Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;
- Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and
- Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.

4. OPERATION AND MAINTENANCE PROGRAM

The Plan must include the items listed below that are appropriate and applicable to the Enrollee's system.

4.1. Updated Map of Sanitary Sewer System

An up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s). The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries.

4.2. Preventive Operation and Maintenance Activities

A scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors.

The scheduling system must include:

- Inspection and maintenance activities;

- Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems;
- Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.

The data collection system must document data from system inspection and maintenance activities, including system areas/components prone to root-intrusion potentially resulting in system backup and/or failure.

4.3. Training

In-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors. The training must cover:

- The requirements of this General Order;
- The Enrollee's Spill Emergency Response Plan procedures and practice drills;
- Skilled estimation of spill volume for field operators; and
- Electronic CIWQS reporting procedures for staff submitting data.

4.4. Equipment Inventory

An inventory of sewer system equipment, including the identification of critical replacement and spare parts.

5. DESIGN AND PERFORMANCE PROVISIONS

The Plan must include the following items as appropriate and applicable to the Enrollee's system:

5.1. Updated Design Criteria and Construction Standards and Specifications

Updated design criteria, and construction standards and specifications, for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. If existing design criteria and construction standards are deficient to address the necessary component-specific hydraulic capacity as specified in section 8 (System Evaluation, Capacity Assurance and Capital Improvements) of this Attachment, the procedures must include component-specific evaluation of the design criteria.

5.2. Procedures and Standards

Procedures, and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances.

6. SPILL EMERGENCY RESPONSE PLAN

The Plan must include an up to date Spill Emergency Response Plan to ensure prompt detection and response to spills to reduce spill volumes and collect information for prevention of future spills. The Spill Emergency Response Plan must include procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from the drainage conveyance system;
- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.

7. SEWER PIPE BLOCKAGE CONTROL PROGRAM

The Sewer System Management Plan must include procedures for the evaluation of the Enrollee's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a program is not needed.

The procedures must include, at minimum:

- An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;
- A plan and schedule for the disposal of pipe-blocking substances 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 substances generated within a sanitary sewer system service area;
- The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;
- Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;
- Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;
- An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section; and
- Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.

8. SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS

The Plan must include procedures and activities for:

- Routine evaluation and assessment of system conditions;
- Capacity assessment and design criteria;
- Prioritization of corrective actions; and
- A capital improvement plan.

8.1 System Evaluation and Condition Assessment

The Plan must include procedures to:

- Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;

- Identify and justify the amount (percentage) of its system for its condition to be assessed each year;
- Prioritize the condition assessment of system areas that:
 - Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
 - Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;
 - Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;
- Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;
- Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and
- Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.

8.2. Capacity Assessment and Design Criteria

The Plan must include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:

- Dry-weather peak flow conditions that cause or contributes to spill events;
- The appropriate design storm(s) or wet weather events that causes or contributes to spill events;
- The capacity of key system components; and
- Identify the major sources that contribute to the peak flows associated with sewer spills.

The capacity assessment must consider:

- Data from existing system condition assessments, system inspections, system audits, spill history, and other available information;
- Capacity of flood-prone systems subject to increased infiltration and inflow, under normal local and regional storm conditions;

- Capacity of systems subject to increased infiltration and inflow due to larger and/or higher-intensity storm events as a result of climate change;
- Increases of erosive forces in canyons and streams near underground and above-ground system components due to larger and/or higher-intensity storm events;
- Capacity of major system elements to accommodate dry weather peak flow conditions, and updated design storm and wet weather events; and
- Necessary redundancy in pumping and storage capacities.

8.3. Prioritization of Corrective Action

The findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.

8.4. Capital Improvement Plan

The capital improvement plan must include the following items:

- Project schedules including completion dates for all portions of the capital improvement program;
- Internal and external project funding sources for each project; and
- Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.

9. MONITORING, MEASUREMENT AND PROGRAM MODIFICATIONS

The Plan must include an Adaptive Management section that addresses Plan-implementation effectiveness and the steps for necessary Plan improvement, including:

- Maintaining relevant information, including audit findings, to establish and prioritize appropriate Plan activities;
- Monitoring the implementation and measuring the effectiveness of each Plan Element;
- Assessing the success of the preventive operation and maintenance activities;
- Updating Plan procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and
- Identifying and illustrating spill trends, including spill frequency, locations and estimated volumes.

10. INTERNAL AUDITS

The Plan shall include internal audit procedures, appropriate to the size and performance of the system, for the Enrollee to comply with section 5.4 (Sewer System Management Plan Audits) of this General Order.

11. COMMUNICATION PROGRAM

The Plan must include procedures for the Enrollee to communicate with:

- The public for:
 - Spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and
 - The development, implementation, and update of its Plan, including opportunities for public input to Plan implementation and updates.
- Owners/operators of systems that connect into the Enrollee's system, including satellite systems, for:
 - System operation, maintenance, and capital improvement-related activities.

**ATTACHMENT E1 – NOTIFICATION, MONITORING, REPORTING AND
RECORDKEEPING REQUIREMENTS**

Table of Contents

1.	Notification Requirements	E1-3
1.1.	Notification of Spills of 1,000 Gallons or Greater to the California Office of Emergency Services	E1-3
1.2.	Spill Notification Information	E1-4
1.3.	Notification of Spill Report Updates	E1-4
2.	Spill-Specific Monitoring Requirements	E1-5
2.1	Spill Location and Spread	E1-5
2.2	Spill Volume Estimation	E1-5
2.3.	Receiving Water Monitoring	E1-5
2.4.	Safety and Access Exceptions	E1-8
3.	Reporting Requirements	E1-8
3.1.	Reporting Requirements for Individual Category 1 Spill Reporting	E1-8
3.2.	Reporting Requirements for Individual Category 2 Spill Reporting	E1-12
3.3.	Monthly Certified Spill Reporting for Category 3 Spills	E1-14
3.4.	Monthly Certified Spill Reporting for Category 4 Spills	E1-16
3.5.	Amended Certified Spill Reports for Category 3 Spills	E1-16
3.6.	Annual Certified Spill Reporting of Category 4 and/or Lateral Spills	E1-16
3.7.	Monthly Certification of “No-Spills” or “Category 4 Spills” and/or “Non-Category 1 Lateral Spills”	E1-16
3.8.	Electronic Sanitary Sewer System Service Area Boundary Map	E1-17
3.9.	Annual Report (Previously termed as Collection System Questionnaire in General Order 2006-0003-DWQ)	E1-17
3.10.	Sewer System Management Plan Audit Reporting Requirements	E1-19
3.11.	Sewer System Management Plan Reporting Requirements	E1-19
4.	Recordkeeping Requirements	E1-20
4.1.	Recordkeeping Time Period	E1-20
4.2.	Availability of Documents	E1-20
4.3.	Spill Reports	E1-20
4.4.	Recordkeeping of Category 4 Spills and Non-Category 1 Lateral Spills	E1-21
4.5.	Sewer System Telemetry Records	E1-22
4.6.	Sewer System Management Plan Implementation Records	E1-22
4.7.	Audit Records	E1-23

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

4.8. Equipment Records..... E1-23

4.9. Work Orders..... E1-23

ATTACHMENT E1– NOTIFICATION, MONITORING, REPORTING AND RECORDKEEPING REQUIREMENTS

The Notification Requirements (section 1), Spill-specific Monitoring Requirements (section 2), Reporting Requirements (section 3) and Recordkeeping Requirements (section 4) in this Attachment are pursuant to Water Code section 13267 and section 13383, and are an enforceable component of this General Order. For the purpose of this General Order, the term:

- Notification means the notifying of appropriate parties of a spill event or other activity.
- Spill-specific Monitoring means the gathering of information and data for a specific spill event to be reported or kept as records.
- Reporting means the reporting of information and data into the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database.
- Recordkeeping means the maintaining of information and data in an official records storage system.

Failure to comply with the notification, monitoring, reporting and recordkeeping requirements in this General Order may subject the Enrollee to civil liabilities of up to \$10,000 a day per violation pursuant to Water Code section 13385; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement.

Water Code section 13193 et seq. requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Resources Control Board (State Water Board) to collect sanitary sewer spill information for each spill event and make this information available to the public. Sanitary sewer spill information for each spill event includes but is not limited to: Enrollee contact information for each spill event, spill cause, estimated spill volume and factors used for estimation, location, date, time, duration, amount discharged to waters of the State, response and corrective action(s) taken.

1. NOTIFICATION REQUIREMENTS

1.1. Notification of Spills of 1,000 Gallons or Greater to the California Office of Emergency Services

Per Water Code section 13271, for a spill that discharges in or on any waters of the State, or discharges or is deposited where it is, or probably will be, discharged in or on any waters of the State, the Enrollee shall notify the California Office of Emergency Services and obtain a California Office of Emergency Services Control Number as soon as possible **but no later than two (2) hours** after:

- The Enrollee has knowledge of the spill; and
- Notification can be provided without substantially impeding cleanup or other emergency measures.

The notification requirements in this section apply to individual spills of 1,000 gallons or greater, from an Enrollee-owned and/or operated laterals, to a water of the State.

1.2. Spill Notification Information

The Enrollee shall provide the following spill information to the California Office of Emergency Services before receiving a Control Number, as applicable:

- Name and phone number of the person notifying the California Office of Emergency Services;
- Estimated spill volume (gallons);
- Estimated spill rate from the system (gallons per minute);
- Estimated discharge rate (gallons per minute) directly into waters of the State or indirectly into a drainage conveyance system;
- Spill incident description:
 - Brief narrative of the spill event, and
 - Spill incident location (address, city, and zip code) and closest cross streets and/or landmarks;
- Name and phone number of contact person on-scene;
- Date and time the Enrollee was informed of the spill event;
- Name of sanitary sewer system causing the spill;
- Spill cause or suspected cause (if known);
- Amount of spill contained;
- Name of receiving water body receiving or potentially receiving discharge; and
- Description of water body impact and/ or potential impact to beneficial uses.

1.3. Notification of Spill Report Updates

Following the initial notification to the California Office of Emergency Services and until such time that the Enrollee certifies the spill report in the online CIWQS Sanitary Sewer System Database, the Enrollee shall provide updates to the California Office of Emergency Services regarding substantial changes to:

- Estimated spill volume (increase or decrease in gallons initially estimated);
- Estimated discharge volume discharged directly into waters of the State or indirectly into a drainage conveyance system (increase or decrease in gallons initially estimated); and
- Additional impact(s) to the receiving water(s) and beneficial uses.

2. SPILL-SPECIFIC MONITORING REQUIREMENTS

2.1 Spill Location and Spread

The Enrollee shall visually assess the spill location(s) and spread using photography, global positioning system (GPS), and other best available tools. The Enrollee shall document the critical spill locations, including:

- Photography and GPS coordinates for:
 - The system location where spill originated.
For multiple appearance points of a single spill event, the points closest to the spill origin.
- Photography for:
 - Drainage conveyance system entry locations,
 - The location(s) of discharge into surface waters, as applicable,
 - Extent of spill spread, and
 - The location(s) of clean up.

2.2 Spill Volume Estimation

To assess the approximate spill magnitude and spread, the Enrollee shall estimate the total spill volume using updated volume estimation techniques, calculations, and documentation for electronic reporting. The Enrollee shall update its notification and reporting of estimated spill volume (which includes spill volume recovered) as further information is gathered during and after a spill event.

2.3. Receiving Water Monitoring

2.3.1. Receiving Water Visual Observations

Through visual observations and use of best available spill volume-estimating techniques and field calculation techniques, the Enrollee shall gather and document the following information for spills discharging to surface waters:

- Estimated spill travel time to the receiving water;
- For spills entering a drainage conveyance system, estimated spill travel time from the point of entry into the drainage conveyance system to the point of discharge into the receiving water;
- Estimated spill volume entering the receiving water; and
- Photography of:
 - Waterbody bank erosion,
 - Floating matter,
 - Water surface sheen (potentially from oil and grease),

- Discoloration of receiving water, and
- Impact to the receiving water.

2.3.2. Receiving Water – Water Quality Sampling and Analysis

For sewage spills in which an estimated 50,000 gallons or greater are discharged into a surface water, the Enrollee shall conduct the following water quality sampling no later than **18 hours** after the Enrollee's knowledge of a potential discharge to a surface water:

- Collect one water sample, each day of the duration of the spill, at:
 - The DCS-001 location as described in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment, if sewage discharges to a surface water via a drainage conveyance system; and/or
 - Each of the three receiving water sampling locations in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment;

If the receiving water has no flow during the duration of the spill, the Enrollee must report "No Sampling Due To No Flow" for its receiving water sampling locations.

The Enrollee shall analyze the collected receiving water samples for the following constituents per section 2.3.3 (Water Quality Analysis Specifications) of this Attachment:

- Ammonia, and
- Appropriate bacterial indicator(s) per the applicable Basin Plan water quality objectives, including one or more of the following, unless directed otherwise by the Regional Water Board:
 - Total Coliform Bacteria
 - Fecal Coliform Bacteria
 - *E-coli*
 - Enterococcus

Dependent on the receiving water(s), sampling of bacterial indicators shall be sufficient to determine post-spill (after the spill) compliance with the water quality objectives and bacterial standards of the California Ocean Plan or the California Inland Surface Water Enclosed Bays, and Estuaries Plan, including the frequency and/or number of post-spill receiving water samples as may be specified in the applicable plans.

The Enrollee shall collect and analyze additional samples as required by the applicable Regional Water Board Executive Officer or designee.

2.3.3. Water Quality Analysis Specifications

Spill monitoring must be representative of the monitored activity (40 Code of Federal Regulations section 122.41(j)(1)).

Sufficiently Sensitive Methods

Sample analysis must be conducted according to sufficiently sensitive test methods approved under 40 Code of Federal Regulations Part 136 for the sample analysis of pollutants. For the purposes of this General Order, a method is sufficiently sensitive when the minimum level of the analytical method approved under 40 Code of Federal Regulations Part 136 is at or below the receiving water pollutant criteria.

Environmental Laboratory Accreditation Program-Accredited Laboratories

The analysis of water quality samples required per this General Order must be performed by a laboratory that has accreditation pursuant to Article 3 (commencing with section 100825) of Chapter 4 of Part 1 of Division 101 of the Health and Safety Code. (Water Code section 13176(a).) The State Water Board accredits laboratories through its Environmental Laboratory Accreditation Program (ELAP).

2.3.4. Receiving Water Sampling Locations

The Enrollee shall collect receiving water samples at the following locations.

Sampling of Flow in Drainage Conveyance System (DCS) Prior to Discharge

Sampling Location	Sampling Location Description
DCS-001	A point in a drainage conveyance system before the drainage conveyance system flow discharges into a receiving water.

Receiving Surface Water Sampling (RSW)¹

Sampling Location	Sampling Location Description
RSW-001 Point of Discharge	A point in the receiving water where sewage initially enters the receiving water.
RSW-001U: Upstream of Point of Discharge	A point in the receiving water, upstream of the point of sewage discharge, to capture ambient conditions absent of sewage discharge impacts.

Sampling Location	Sampling Location Description
RSW-001D: Downstream of Point of Discharge	A point in the receiving water, downstream of the point of sewage discharge, where the spill material is fully mixed with the receiving water.

¹ The Enrollee must use its best professional judgment to determine the upstream and downstream distances based on receiving water flow, accessibility to upstream/downstream waterbody banks, and size of visible sewage plume.

2.4. Safety and Access Exceptions

If the Enrollee encounters access restrictions or unsafe conditions that prevents its compliance with spill response requirements or monitoring requirements in this General Order, the Enrollee shall provide documentation of access restrictions and/or safety hazards in the corresponding required report.

3. REPORTING REQUIREMENTS

All reporting required in this General Order must be submitted electronically to the online [CIWQS Sanitary Sewer System Database](https://ciwqs.waterboards.ca.gov) (<https://ciwqs.waterboards.ca.gov>), unless specified otherwise in this General Order. Electronic reporting may solely be conducted by a Legally Responsible Official or Data Submitter(s) previously designated by the Legally Responsible Official, as required in section 5.8 (Designation of Data Submitters) of this General Order.

The Enrollee shall report any information that is protected by the Homeland Security Act, by email to SanitarySewer@waterboards.ca.gov, with a brief explanation of the protection provided by the Homeland Security Act for the subject report to be protected from unauthorized disclosure and/or public access, and for official Water Board regulatory purposes only.

3.1. Reporting Requirements for Individual Category 1 Spill Reporting

3.1.1. Draft Spill Report for Category 1 Spills

Within three (3) business days of the Enrollee's knowledge of a Category 1 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;

5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;
 - If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
 - Description of the drainage conveyance system transporting the spill;
 - Photographs of the drainage conveyance system entry location(s);
 - Estimated spill volume fully recovered from the drainage conveyance system;
 - Estimated spill volume remaining within the drainage conveyance system;
11. Description and photographs of all discharge point(s) into the surface water;
12. Estimated spill volume that discharged to surface waters; and
13. Estimated total spill volume recovered.

3.1.2. Certified Spill Report for Category 1 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for Category 1 spills, to the online CIWQS Sanitary Sewer System Database. Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.1.1 (Draft Spill Report for Category 1 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
 - The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
 - The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, lateral, pump station, etc.);
6. Description of the pipe material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion;
14. Name and type of receiving water body(s);
15. Description of the water body(s), including but not limited to:
 - Observed impacts on aquatic life,
 - Public closure, restricted public access, temporary restricted use, and/or posted health warnings due to spill,
 - Responsible entity for closing/restricting use of water body, and
 - Number of days closed/restricted as a result of the spill.
16. Whether or not the spill was located within 1,000 feet of a municipal surface water intake; and
17. If water quality samples were collected, identify sample locations and the parameters the water quality samples were analyzed for. If no samples were taken, Not Applicable shall be selected.

3.1.3. Spill Technical Report for Individual Category 1 Spill in which 50,000 Gallons or Greater Discharged into a Surface Water

For any spill in which 50,000 gallons or greater discharged into a surface water, **within 45 calendar days** of the spill end date, the Enrollee shall submit a Spill Technical Report to the online CIWQS Sanitary Sewer System Database. The Spill Technical Report, at minimum, must include the following information:

1. Spill causes and circumstances, including at minimum:
 - Complete and detailed explanation of how and when the spill was discovered;

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

- Photographs illustrating the spill origin, the extent and reach of the spill, drainage conveyance system entrance and exit, receiving water, and post-cleanup site conditions;
 - Diagram showing the spill failure point, appearance point(s), the spill flow path, and ultimate destinations;
 - Detailed description of the methodology employed, and available data used to calculate the discharge volume and, if applicable, the recovered spill volume;
 - Detailed description of the spill cause(s);
 - Description of the pipe material, and estimated age of the pipe material, at the failure location;
 - Description of the impact of the spill;
 - Copy of original field crew records used to document the spill; and
 - Historical maintenance records for the failure location.
2. Enrollee's response to the spill:
- Chronological narrative description of all actions taken by the Enrollee to terminate the spill;
 - Explanation of how the Sewer System Management Plan Spill Emergency Response Plan was implemented to respond to and mitigate the spill; and
 - Final corrective action(s) completed and a schedule for planned corrective actions, including:
 - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable,
 - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences, and
 - Necessary modifications to the Emergency Spill Response Plan to incorporate lessons learned in responding to and mitigating the spill.
3. Water Quality Monitoring, including at minimum:
- Description of all water quality sampling activities conducted;
 - List of pollutant and parameters monitored, sampled and analyzed; as required in section 2.3 (Receiving Water Monitoring) of this Attachment;
 - Laboratory results, including laboratory reports;
 - Detailed location map illustrating all water quality sampling points; and
 - Other regulatory agencies receiving sample results (if applicable).
4. Evaluation of spill impact(s), including a description of short-term and long-term impact(s) to beneficial uses of the surface water.

3.1.4. Amended Certified Spill Reports for Individual Category 1 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.2. Reporting Requirements for Individual Category 2 Spill Reporting

3.2.1. Draft Spill Report for Category 2 Spills

Within three (3) business days of the Enrollee's knowledge of a Category 2 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;

If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;

8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
 - Description of the drainage conveyance system transporting the spill;
 - Photographs of the drainage conveyance system entry location(s);
 - Estimated spill volume fully recovered from the drainage conveyance system;
 - Estimated spill volume remaining within the drainage conveyance system;

- Estimated spill volume discharged to a groundwater infiltration basin or facility, if applicable; and

11. Estimated total spill volume recovered.

3.2.2. Certified Spill Report for Category 2 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for the Category 2 spill, to the online [CIWQS Sanitary Sewer System Database](https://ciwqs.waterboards.ca.gov) (<https://ciwqs.waterboards.ca.gov>). Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.2.1 (Draft Spill Report for Category 2 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
 - The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
 - The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, pump station, etc.);
6. Description of the pipe/infrastructure material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion; and

14. Whether or not the spill was located within 1,000 feet of a municipal surface water intake.

3.2.3. Amended Certified Spill Reports for Individual Category 2 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.3. Monthly Certified Spill Reporting for Category 3 Spills

The Enrollee shall report and certify all Category 3 spills to the online CIWQS Sanitary Sewer System Database within 30 calendar days after the end of the month in which the spills occurred. (For example, all Category 3 spills occurring in the month of February shall be reported and certified by March 30th). After the Legally Responsible Official certifies the spills, the online CIWQS Sanitary Sewer System Database will issue a spill event identification number for each spill.

The monthly reporting of all Category 3 spills must include the following items for each spill:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Description, photographs, and GPS coordinates where the spill originated:
 - If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
7. Estimated total spill volume exiting the system;
8. Description and photographs of the extent of the spill and spill boundaries;
9. Did the spill reach a drainage conveyance system? If Yes:
 - Description of the drainage conveyance system transporting the spill;
 - Photographs of the drainage conveyance system entry locations(s);
 - Estimated spill volume fully recovered from the drainage conveyance system; and

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

- Estimated spill volume discharged to a groundwater infiltration basis or facility, if applicable.
- 10. Estimated total spill volume recovered;
- 11. Description of the spill event destination(s), including GPS coordinates, if available, that represent the full spread and reaches of the spill;
- 12. Spill end date and time;
- 13. Description of how the spill volume estimations were calculated, including, at minimum:
 - The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
 - The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;
- 14. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
- 15. System failure location (for example, main, pump station, etc.);
- 16. Description of the pipe/infrastructure material, and estimated age of the pipe/infrastructure material, at the failure location;
- 17. Description of the impact of the spill;
- 18. Whether or not the spill was associated with a storm event;
- 19. Description of spill response activities including description of immediate spill containment and cleanup efforts;
- 20. Description of spill corrective actions, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of the major milestones for those steps; including, at minimum:
 - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable, and
 - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences at the same spill event location, including:
 - Adjusted schedule/method of preventive maintenance,
 - Planned rehabilitation or replacement of sanitary sewer asset,
 - Inspected, repaired asset(s), or replaced defective asset(s),
 - Capital improvements,
 - Documentation verifying immediately implemented system modifications and operating/maintenance modifications,
 - Description of spill response activities,

- Spill response completion date, and
- Ongoing investigation efforts, and expected completion date of investigation to determine the full cause of spill;

21. Detailed narrative of investigation and investigation findings of cause of spill.

3.4. Monthly Certified Spill Reporting for Category 4 Spills

The Enrollee shall report and certify the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of the month in which the spills occurred.

3.5. Amended Certified Spill Reports for Category 3 Spills

Within 90 calendar days of the certified Spill Report due date, the Enrollee may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After 90 calendar days, the Legally Responsible Official shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a certified Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the 90-day timeframe for amending the certified Spill Report, as provided above.

3.6. Annual Certified Spill Reporting of Category 4 and/or Lateral Spills

For all Category 4 spills and spills from its owned and/or operated laterals that are caused by a failure or blockage in the lateral and that do not discharge to a surface water, the Enrollee shall:

- Maintain records per section 4.4. of this Attachment;

The Enrollee shall provide records upon request by State Water Board or Regional Water Board staff.

- Annually upload and certify a report, in an appropriate digital format, of all recordkeeping of spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occurred.

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

3.7. Monthly Certification of “No-Spills” or “Category 4 Spills” and/or “Non-Category 1 Lateral Spills”

If either (1) no spills occur during a calendar month or (2) only Category 4, and/or Enrollee-owned and/or operated lateral spills (that do not discharge to a surface water) occur during a calendar month, the Enrollee shall certify, within 30 calendar days after

the end of each calendar month, either a “No-Spill” certification statement, or a “Category 4 Spills” and/or “Non-Category 1 Lateral Spills” certification statement, in the online CIWQS Sanitary Sewer System Database, certifying that there were either no spills, or Category 4 and/or Non-Category 1 Lateral Spills that will be reported annually (per section 3.6 of this Attachment) for the designated month.

If a spill starts in one calendar month and ends in a subsequent calendar month, and the Enrollee has no further spills of any category, in the subsequent calendar month, the Enrollee shall certify “no-spills” for the subsequent calendar month.

If the Enrollee has no spills from its systems during a calendar month, but the Enrollee voluntarily reported a spill from a private lateral or a private system, the Enrollee shall certify “no-spills” for that calendar month.

If the Enrollees has spills from its owned and/or operated laterals during a calendar month, the Enrollee shall not certify “no spills” for that calendar month.

3.8. Electronic Sanitary Sewer System Service Area Boundary Map

The Legally Responsible Official shall submit, to the State Water Board, an up-to-date electronic spatial map of its sewer system service area boundaries. The map must be in accordance with section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order and the specification provided on the statewide Sanitary Sewer Systems program website. The map must include the location of wastewater treatment facility(ies) that treats the sewer system waste, if in the same sewer service boundary.

By the Effective Date of this General Order, specifications for the electronic sanitary sewer service area boundary map format will be provided on the statewide Sanitary Sewer Systems Order program website.

3.9. Annual Report (Previously termed as Collection System Questionnaire in General Order 2006-0003-DWQ)

A new Enrollee shall complete and submit its first certified Annual Report into the online CIWQS Sanitary Sewer System Database, **within 30 days of obtaining a CIWQS account**; Subsequent Annual Reports are due by April 1 of each year.

All enrollees shall update their previous year’s Annual Report, **by April 1 of each year after the Effective Date of this General Order**, for each calendar year (January 1 through December 31).

The Annual Report must be entered directly into the online CIWQS Sanitary Sewer System Database. The Enrollee’s Legally Responsible Official shall certify the Annual Report as instructed in CIWQS;

The Annual Report must address, and update as applicable, the following items:

- Population served;

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

- Updated sewer system service area boundary map, if service area boundary has changed from original map submitted per section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order;
- Number of system operation and maintenance staff:
 - Entry level (less than two years of experience),
 - Journey level (greater than two years of experience),
 - Supervisory level, and
 - Managerial level;
- Number of operation and maintenance staff certified as a certified collection system operator by the California Water Environmental Association (CWEA), with:
 - Corresponding number of certified collection system operator grade levels (Grade I, II, III, IV, and V);
- System information:
 - Miles of system gravity and force mains,
 - Number of upper and lower service laterals connected to system,
 - Estimated number of upper and lower laterals owned and/or operated by the Enrollee,
 - Portion of laterals that is Enrollee's responsibility,
 - Average age the major components of system infrastructure,
 - Number and age of pump stations, and
 - Estimated total miles of the system pipeline not accessible for maintenance;
- Name and location of the treatment plant(s) receiving sanitary sewer system's waste;
- Name of satellite sewer system tributaries;
- Number of system's gravity sewer above or underground crossings of water bodies throughout system;
- Number of force main (pressurized pipe) above or underground crossings of water bodies throughout system;
- Number of siphons used to convey waste throughout the sewer system;
- Miles of sewer system cleaned;
- Miles of sewer system video inspected, or comparable (i.e., video closed-circuit television or alternative inspection methods);
- System Performance Evaluation as specified in section 5.11 (System Performance Analysis) of this General Order;
- Major spill causes (for example, root intrusion, grease deposition);

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

- System infrastructure failure points (for example, main, pump station, lateral, etc.);
- Ongoing spill investigations; and
- Actions taken to address system deficiencies.

3.10. Sewer System Management Plan Audit Reporting Requirements

The Enrollee shall submit its Sewer System Management Plan Audit and other pertinent audit information, in accordance with section 5.4 (Sewer System Management Plan Audits) of this General Order, to the online CIWQS Sanitary Sewer System Database **by six (6) months after the end of the 3-year audit period.**

If a Sewer System Management Plan Audit is not conducted as required: the Enrollee shall:

- Update the online CIWQS Sanitary Sewer System Database and select the justification for not conducting the Audit; and
- Notify its corresponding Regional Water Board (see Attachment F (Regional Water Quality Control Board Contact Information)) of the justification for the lapsed requirements.

The Enrollee's reporting of a justification for not conducting a timely Audit does not justify non-compliance with this General Order. The Enrollee shall:

- Submit the late Audit as required in this General Order; and
- Comply with subsequent Audit requirements and due dates corresponding with the original audit cycle.

3.11. Sewer System Management Plan Reporting Requirements

For an Existing Enrollee previously regulated by Order 2006-0003-DWQ: **Within every six (6) years after the required due date of its last Plan Update**, the Legally Responsible Official shall upload and certify a local governing entity-approved Sewer System Management Plan Update to the online CIWQS Sanitary Sewer System Database. If the electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its updated Sewer System Management Plan posted on its own website.

Order 2006-0003-DWQ required each enrollee to develop its initial Sewer System Management Plan per the following schedule, with required Plan updates at a frequency of 5-years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2009

Between 100,000 and 10,000: August 2, 2009

Between 10,000 and 2,500: May 2, 2010

Less than 2,500: August 2, 2010

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

This Order carries forth the previously-required Plan Update schedule per Order 2006-0003-DWQ. Per the six-year Plan Update frequency required in this Order, the Enrollee shall upload and certify its first Plan Update, to the online CIWQS Sanitary Sewer System Database by the following due dates, with subsequent Plan Updates at the frequency of six years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2025

Between 100,000 and 10,000: August 2, 2025

Between 10,000 and 2,500: May 2, 2026

Less than 2,500: August 2, 2026

For a New Enrollee: **Within twelve (12) months of its Application for Enrollment Approval date**, the Legally Responsible Official of a new Enrollee shall upload and certify a local governing entity-approved Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database. If electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its Sewer System Management Plan posted on its own website. The due date for subsequent 6-year Plan updates, is six (6) years from the submittal due date of the new Enrollee's first Sewer System Management Plan.

4. RECORDKEEPING REQUIREMENTS

The Enrollee shall maintain records to document compliance with the provisions of this General Order, and previous General Order 2006-0003-DWQ as applicable, for each sanitary sewer system owned, including any required records generated by an Enrollee's contractor(s).

4.1. Recordkeeping Time Period

The Enrollee shall maintain records of documents required in this Attachment, including records collected for compliance with this General Order, and records collected in accordance with previous General Order 2006-0003-DWQ, for five (5) years.

4.2. Availability of Documents

The Enrollee shall make the records required in this General Order readily available, either electronic or hard copies, for review by Water Board staff during onsite inspections or through an information request.

4.3. Spill Reports

The Enrollee shall maintain records for each of the following spill-related events and activities:

- Spill event complaint, including but not limited to records documenting how the Enrollee responded to notifications of spills. Each complaint record must, at a minimum, include the following information:
 - Date, time, and method of notification,

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

- Date and time the complainant first noticed the spill, if available,
- Narrative description of the complaint, including any information the caller provided regarding whether the spill has reached surface waters or a drainage conveyance system, if available,
- Complainant's contact information, if available, and
- Final resolution of the complaint;
- Records documenting the steps and/or remedial action(s) undertaken by the Enrollee, using all available information, to comply with this General Order, and previous General Order 2006-0003-DWQ as applicable;
- Records documenting how estimate(s) of volume(s) and, if applicable, volume(s) of spill recovered were calculated;
- All California Office of Emergency Services notification records, as applicable; and
- Records, in accordance with the Monitoring Requirements in this Attachment.

4.4. Recordkeeping of Category 4 Spills and Non-Category 1 Lateral Spills

An Enrollee must maintain the following records for each individual Category 4 spill and for each individual non-Category 1 Enrollee-owned and/or operated lateral spill, and report in accordance to section 3.6 (Annual Certified Spill Reporting of Category 4 and/or Lateral Spills) of this Attachment.

Recordkeeping of Individual Category 4 Spill Information:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Description and GPS coordinates for the system location where the spill originated;
4. Did the spill reach a drainage conveyance system? If Yes:
 - Description of drainage conveyance system location,
 - Estimated spill volume fully recovered within the drainage conveyance system, and
 - Estimated spill volume remaining within the drainage conveyance system;
5. Estimated total spill volume exiting the sanitary sewer system;
6. Spill date and start time;
7. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
8. System failure location (for example, main, pump station, etc.);
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of how the volume estimation was calculated, including, at minimum:

- The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
- The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;

11. Description of implemented system modifications and operating/maintenance modifications.

Recordkeeping of Individual Lateral Spill Information:

1. Date and time the Enrollee was notified of, or self-discovered, the spill;
2. Location of individual spill;
3. Estimated individual spill volume;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.); and
5. Description of how the volume estimations were calculated.

Total Annual Spill Information:

1. Estimated total annual spill volume;
2. Description of spill corrective actions, including at minimum:
 - Local regulatory enforcement action taken against the sewer lateral owner in response to a spill, as applicable, and
 - System operation, maintenance and program modifications implemented to prevent repeated spill occurrences at the same spill location.

4.5. Sewer System Telemetry Records

The Enrollee shall maintain the following sewer system telemetry records if used to document compliance with this General Order, and previous General Order 2006-0003-DWQ as applicable, including spill volume estimates:

- Supervisory control and data acquisition (SCADA) system(s);
- Alarm system(s);
- Flow monitoring device(s) or other instrument(s) used to estimate sewage flow rates, and/or volumes;
- Computerized maintenance management system records; and
- Asset management-related records.

4.6. Sewer System Management Plan Implementation Records

The Enrollee shall maintain records documenting the Enrollee's implementation of its Sewer System Management Plan, including documents supporting its Sewer System Management Plan audits, corrections, modifications, and updates to the Sewer System Management Plan.

4.7. Audit Records

The Enrollee shall maintain, at minimum, the following records pertaining to its Sewer System Management Plan audits, and other internal audits:

- Completed audit documents and findings;
- Name and contact information of staff and/or consultants that conducted or involved in the audit; and
- Follow-up actions based on audit findings.

4.8. Equipment Records

The Enrollee shall maintain a log of all owned and leased sewer system cleaning, operational, maintenance, construction, and rehabilitation equipment.

4.9. Work Orders

The Enrollee shall maintain record of work orders for operations and maintenance projects.

ATTACHMENT E2 – SUMMARY OF NOTIFICATION, MONITORING AND REPORTING REQUIREMENTS

This Attachment provides a summary of notification, monitoring and reporting requirements, by spill category, and for Enrollee-owned and/or operated laterals as required in Attachment E1 of this General Order, for quick reference purposes only.

Table E2-1

Spill Category 1: Spills to Surface Waters

Spill Requirement	Due	Method
Notification	<p>Within two (2) hours of the Enrollee's knowledge of a Category 1 spill of 1,000 gallons or greater, discharging or threatening to discharge to surface waters:</p> <p>Notify the California Office of Emergency Services and obtain a notification control number.</p>	<p>California Office of Emergency Services at: (800) 852-7550</p> <p>(Section 1 of Attachment E1)</p>
Monitoring	<ul style="list-style-type: none"> Conduct spill-specific monitoring; Conduct water quality sampling of the receiving water within 18 hours of initial knowledge of spill of 50,000 gallons or greater to surface waters. 	<p>(Section 2 of Attachment E1)</p>
Reporting	<ul style="list-style-type: none"> Submit Draft Spill Report within three (3) business days of the Enrollee's knowledge of the spill; Submit Certified Spill Report within 15 calendar days of the spill end date; Submit Technical Report within 45 calendar days after the spill end date for a Category 1 spill in which 50,000 gallons or greater discharged to surface waters; and Submit Amended Spill Report within 90 calendar days after the spill end date. 	<p>(Section 3.1 of Attachment E1)</p>

Table E2-2**Spill Category 2: Spills of 1,000 Gallons or Greater That Do Not Discharge to Surface Waters**

Spill Requirements	Due	Method
Notification	<p>Within two (2) hours of the Enrollee's knowledge of a Category 2 spill of 1,000 gallons or greater, discharging or threatening to discharge to waters of the State:</p> <p>Notify California Office of Emergency Services and obtain a notification control number.</p>	<p>California Office of Emergency Services at: (800) 852-7550</p> <p>(Section 1 of Attachment E1)</p>
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	<ul style="list-style-type: none"> • Submit Draft Spill Report within three (3) business days of the Enrollee's knowledge of the spill; • Submit Certified Spill Report within 15 calendar days of the spill end date; and • Submit Amended Spill Report within 90 calendar days after the spill end date. 	(Section 3.2 of Attachment E1)

Table E2-3**Spill Category 3: Spills of Equal or Greater than 50 Gallons and Less than 1,000 Gallons That Does Not Discharge to Surface Waters**

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	<ul style="list-style-type: none"> Submit monthly Certified Spill Report to the online CIWQS Sanitary Sewer System Database within 30 calendars days after the end of the month in which the spills occur; and Submit Amended Spill Reports within 90 calendar days after the Certified Spill Report due date. 	(Section 3.3 and 3.5 of Attachment E1)

Table E2-4**Spill Category 4: Spills Less Than 50 Gallons That Do Not Discharge to Surface Waters**

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	<ul style="list-style-type: none"> If, during any calendar month, Category 4 spills occur, certify monthly, the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills into the online CIWQS Sanitary Sewer System Database, within 30 days after the end of the calendar month in which the spills occurred. Upload and certify a report, in an acceptable digital format, of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur. 	(Section 3.4, 3.6, 3.7 and 4.4 of Attachment E1)

Table E2-5**Enrollee Owned and/or Operated Lateral Spills That Do Not Discharge to Surface Waters**

Spill Requirements	Due	Method
Notification	<p>Within two (2) hours of the Enrollee's knowledge of a spill of 1,000 gallons or greater, from an enrollee-owned and/or operated lateral, discharging or threatening to discharge to waters of the State:</p> <p>Notify California Office of Emergency Services and obtain a notification control number.</p> <p>Not applicable to a spill of less than 1,000 gallons.</p>	<p>California Office of Emergency Services at: (800) 852-7550</p> <p>(Section 1 of Attachment E1)</p>
Monitoring	Conduct visual monitoring.	(Section 2 of Attachment E1)
Reporting	<ul style="list-style-type: none"> • Upload and certify a report, in an acceptable digital format, of all lateral spills (that do not discharge to a surface water) to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur. • Report a lateral spill of any volume that discharges to a surface water as a Category 1 spill. 	(Sections 3.6, 3.7 and 4.4 of Attachment E1)

ATTACHMENT F – REGIONAL WATER QUALITY CONTROL BOARD CONTACT INFORMATION

This Attachment provides a map, list of counties, and contact information to assist the Enrollee in identifying the corresponding Regional Water Quality Control Board office, for all Regional Water Board notification requirements in this General Order.



Region 1 -- North Coast Regional Water Quality Control Board:

Del Norte, Glenn, Humboldt, Lake, Marin, Mendocino, Modoc, Siskiyou, Sonoma, and Trinity counties.

RB1SpillReporting@waterboards.ca.gov or (707) 576-2220

Region 2 -- San Francisco Bay Regional Water Quality Control Board:

Alameda, Contra Costa, San Francisco, Santa Clara (Northern most part of Morgan Hill), San Mateo, Marin, Sonoma, Napa, Solano counties.

RB2SpillReports@waterboards.ca.gov or (510) 622-2369

Region 3 -- Central Coast Regional Water Quality Control Board:

Santa Clara (most of Morgan Hill), San Mateo (Southern portion), Santa Cruz, San Benito, Monterey, Kern (small portions), San Luis Obispo, Santa Barbara, Ventura (Northern portion) counties.

CentralCoast@waterboards.ca.gov or (805) 549-3147

Region 4 -- Los Angeles Regional Water Quality Control Board:

Los Angeles, Ventura counties (small portions of Kern and Santa Barbara counties).

rb4-ssswdr@waterboards.ca.gov or (213) 576-6600

Region 5 -- Central Valley Regional Water Quality Control Board:

Rancho Cordova (Sacramento) Office: Colusa, Lake, Sutter, Yuba, Sierra, Nevada, Placer, Yolo, Napa, (North East), Solano (West), Sacramento, El Dorado, Amador, Calaveras, San Joaquin, Contra Costa (East), Stanislaus, Tuolumne counties.

RB5sSpillReporting@waterboards.ca.gov or (916) 464-3291

Fresno Office: Fresno, Kern, Kings, Madera, Mariposa, Merced, and Tulare counties, and small portions of San Benito and San Luis Obispo counties.

RB5fSpillReporting@waterboards.ca.gov or (559) 445-5116

Redding Office: Butte, Glen, Lassen, Modoc, Plumas, Shasta, Siskiyou, and Tehama counties.

RB5rSpillReporting@waterboards.ca.gov or (530) 224-4845

Region 6 -- Lahontan Regional Water Quality Control Board:

Lake Tahoe Office: Alpine, Modoc (East), Lassen (East side and Eagle Lake), Sierra, Nevada, Placer, El Dorado counties.

RB6sSpillReporting@waterboards.ca.gov or (530) 542-5400

Victorville Office: Mono, Inyo, Kern (East), San Bernardino, Los Angeles (North East corner) counties.

RB6vSpillReporting@waterboards.ca.gov or (760) 241-6583

Region 7 -- Colorado River Basin Regional Water Quality Control Board:

Imperial county and portions of San Bernardino, Riverside, San Diego counties.

RB7SpillReporting@waterboards.ca.gov or (760) 346-7491

Region 8 -- Santa Ana Regional Water Quality Control Board:

Orange, Riverside, San Bernardino counties.

RB8SpillReporting@waterboards.ca.gov or (951) 782-4130

Region 9 -- San Diego Regional Water Quality Control Board:

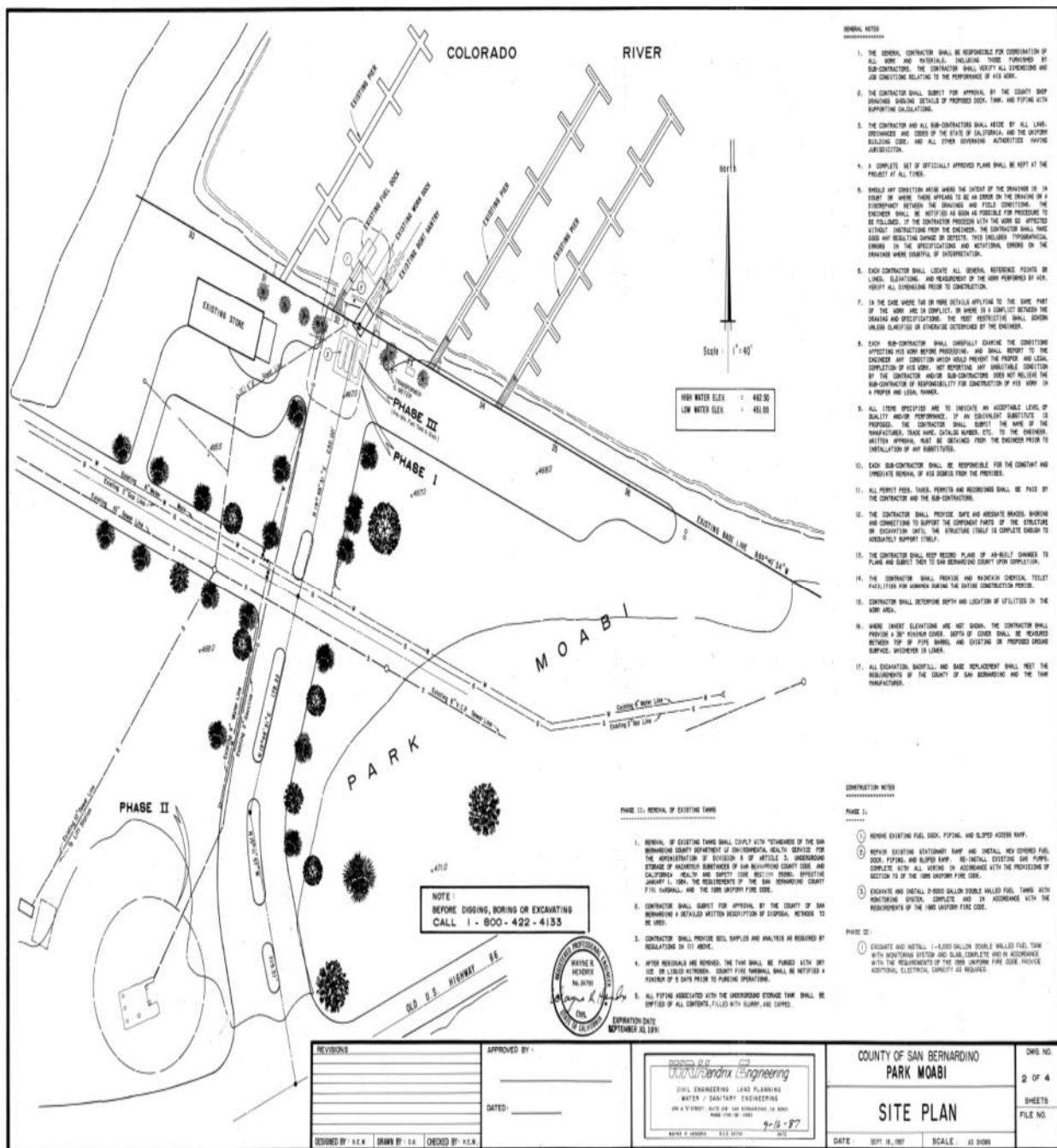
San Diego county and portions of Orange and Riverside counties.

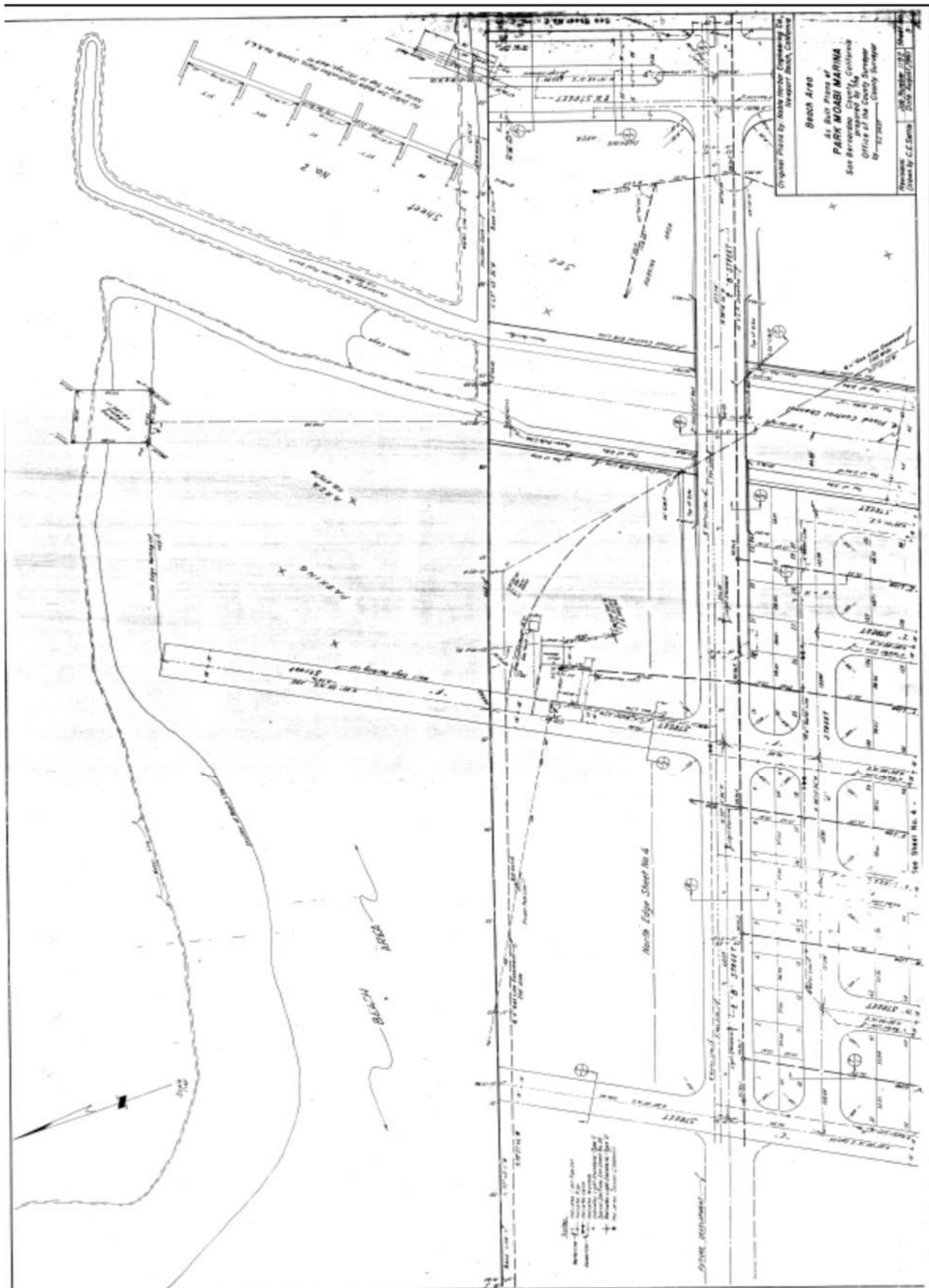
RB9Spill_Report@waterboards.ca.gov or (619) 516-1990

End of Order 2022-0103-DWQ

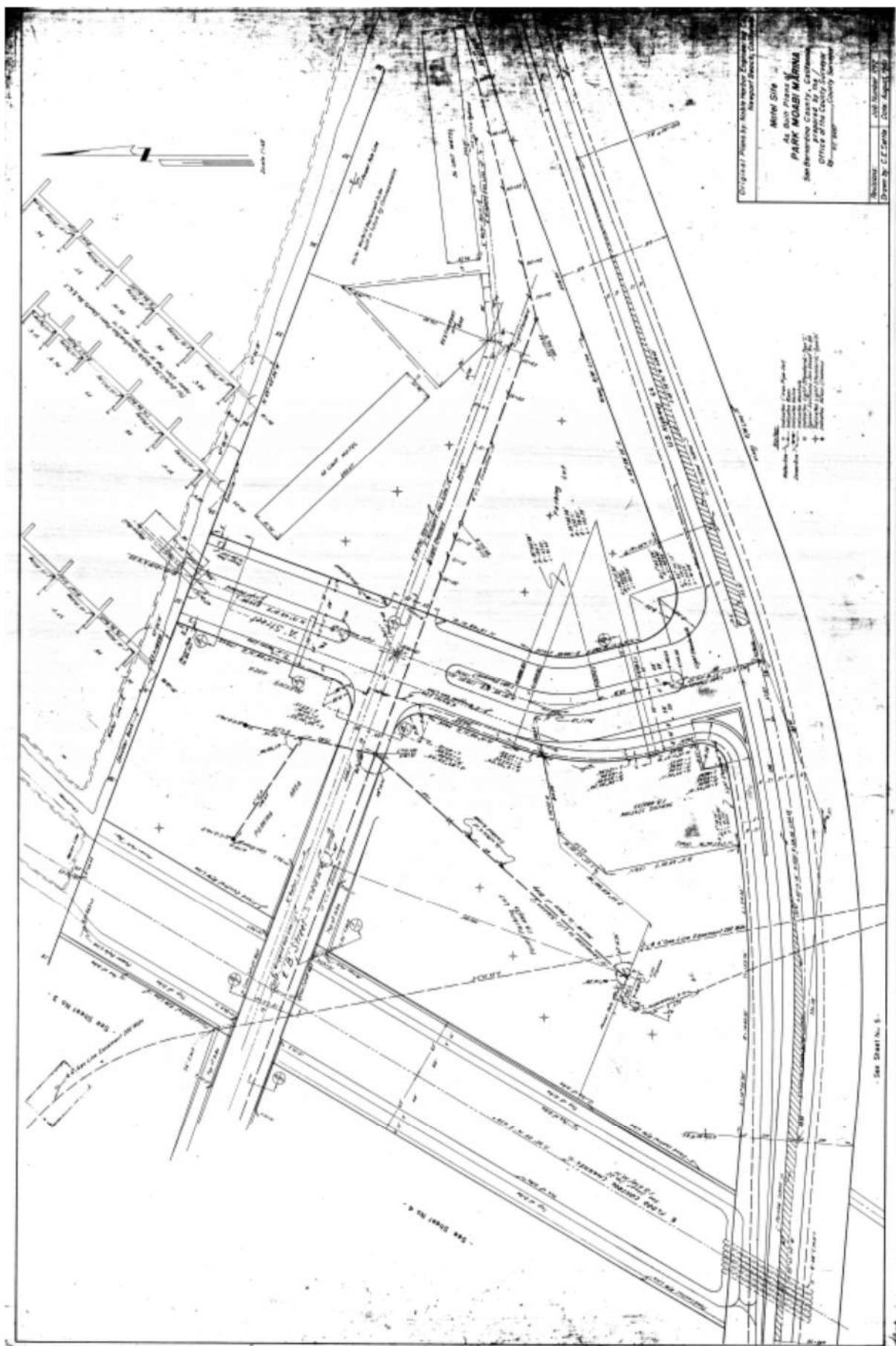
APPENDIX C: MOABI REGIONAL PARK SEWER PLANS











Original Plans by Robinson Engineering Co.
 Prepared by Robinson Engineering Co.
 1957
 As per Plans
PARK MOABI MARINA
 San Bernardino County, California
 City of San Bernardino
 1957

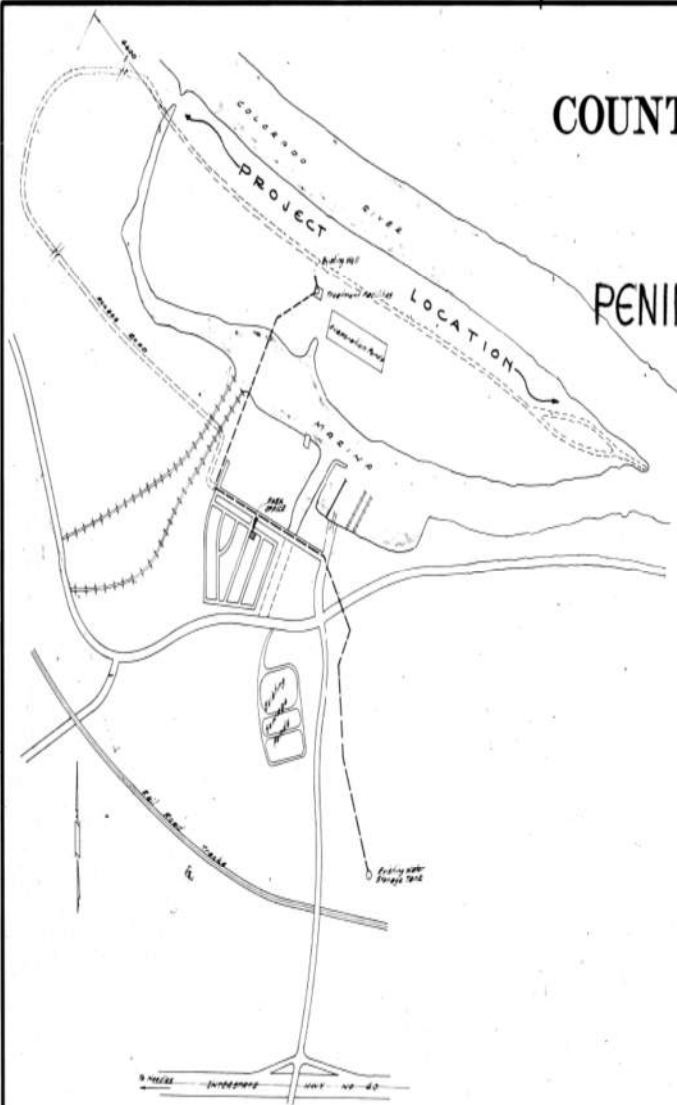
Notes:
 1. All dimensions are in feet.
 2. All dimensions are to center of line.
 3. All dimensions are to center of line.
 4. All dimensions are to center of line.
 5. All dimensions are to center of line.

See Sheet No. 2



COUNTY OF SAN BERNARDINO CALIFORNIA

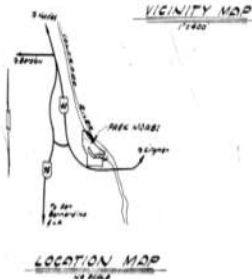
PLANS FOR **PARK MOABI** PENINSULA CAMPGROUND PROJECT



REGIONAL PARKS DEPARTMENT
Gary D. Patton, Director

INDEX OF SHEETS

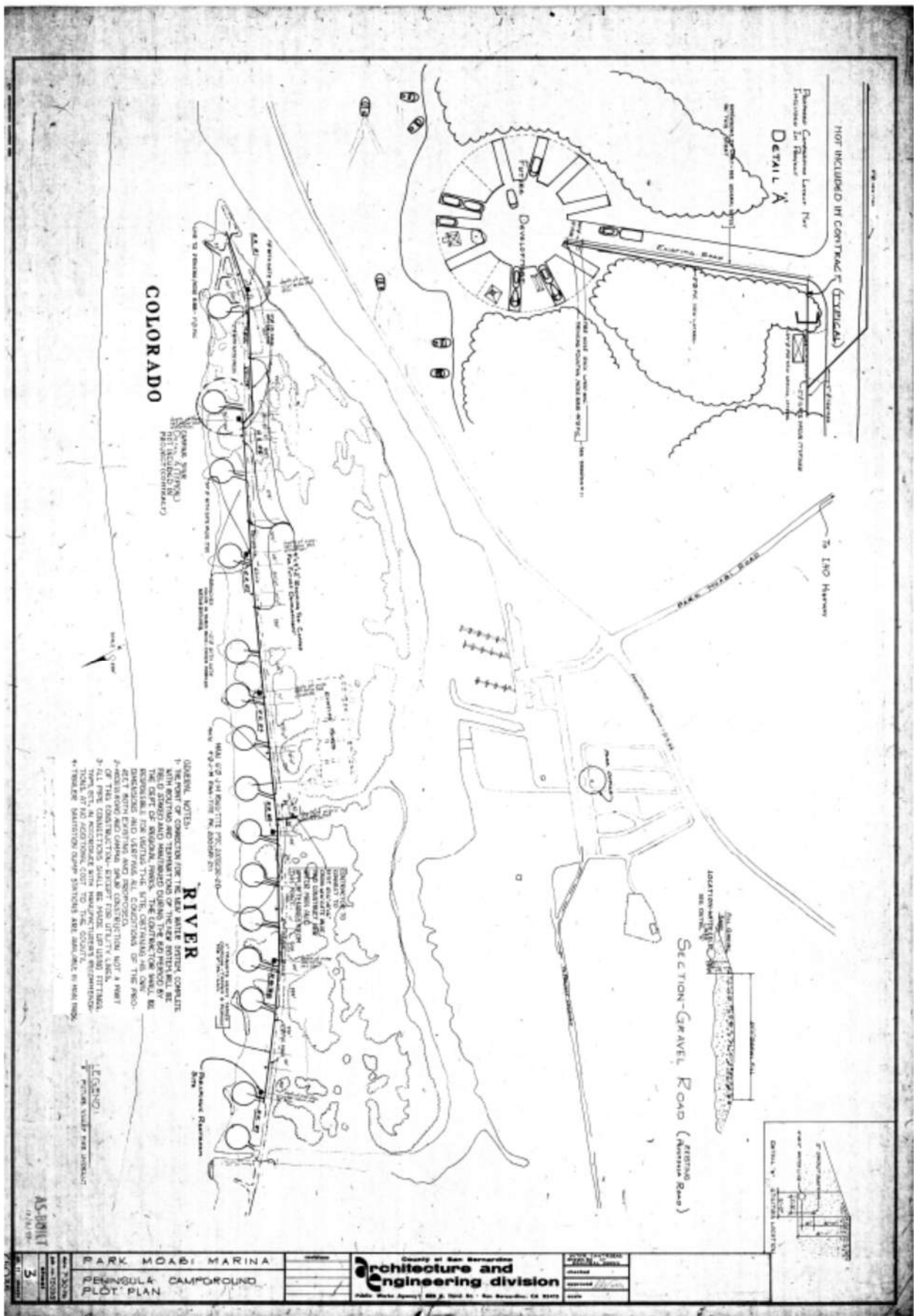
SHEET 1 OF 11	COVER SHEET
SHEET 2 OF 11	PENINSULA CAMPGROUND TOPOGRAPHIC MAP
SHEET 3 OF 11	CAMPING AREA LAYOUT
SHEET 4 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS
SHEET 5 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS
SHEET 6 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS
SHEET 7 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS
SHEET 8 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS
SHEET 9 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS
SHEET 10 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS
SHEET 11 OF 11	TRAIL PLAN - IMPROVED INTERPRETIVE LOCATIONS



DESIGNED BY: <u> </u>	APPROVED BY: <u> </u>	COUNTY OF SAN BERNARDINO PARK MOABI	SHEET NO. <u> </u>
DRAWN BY: <u> </u>	DATE: <u> </u>	ENGINEER APPROVED BY: <u> </u>	OF 11 SHEETS FILE NO. <u> </u>
CHECKED BY: <u> </u>	DATE: <u> </u>	COVER SHEET	







PARK MOABI MARINA

PENINSULA CAMPGROUND PLOT PLAN

County of San Bernardino

Architecture and Engineering division

1400 West Avenue, 10th & 11th St., San Bernardino, CA 92410

DATE: 10/1/78

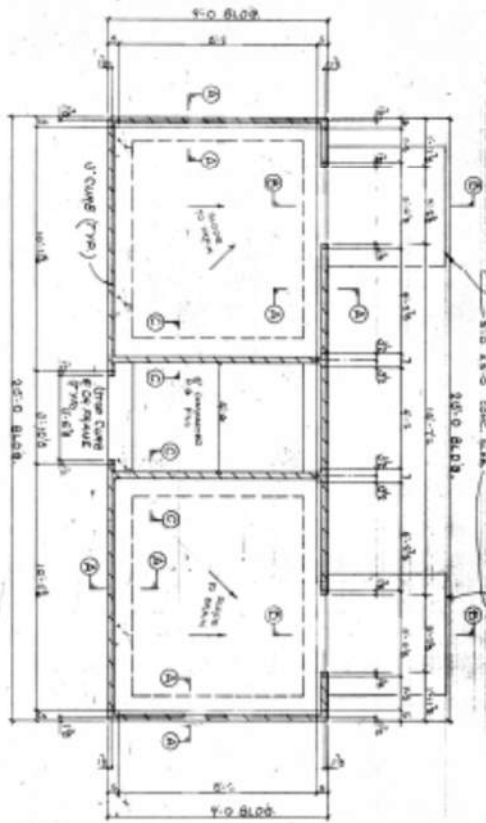
PROJECT: PARK MOABI MARINA

DESIGNER: [Signature]

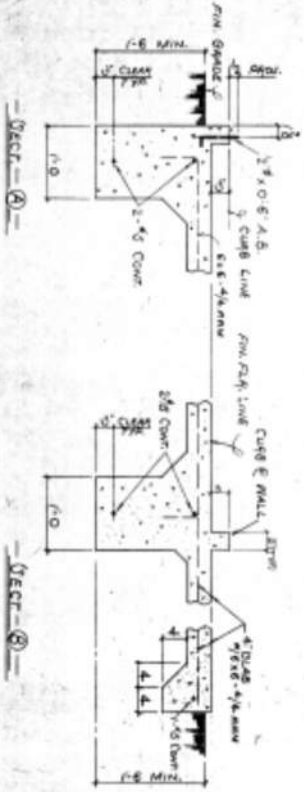
SCALE: 1/4\"/>



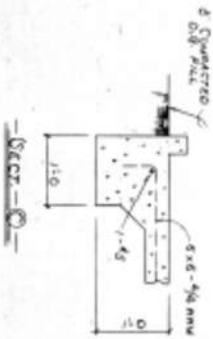




— ARCHITECTURAL SETTING PLAN —
HANDMADE RESTROOM ONLY



— SECT-A —



— SECT-B —

— MASON NOT RESPONSIBLE —
FOR FOUNDATION DESIGN —

- NOTES:
1. ALL WORK TO BE DONE IN ACCORDANCE WITH THE 1991 EDITION OF THE CALIFORNIA BUILDING CODE.
 2. CONCRETE SHALL BE 3000 PSI STRENGTH.
 3. REINFORCEMENT SHALL BE #4 BARS.
 4. CONCRETE SHALL BE PLACED AND FINISHED WITHIN 24 HOURS OF POURING.

AS-BUILT

MADISON INDUSTRIES

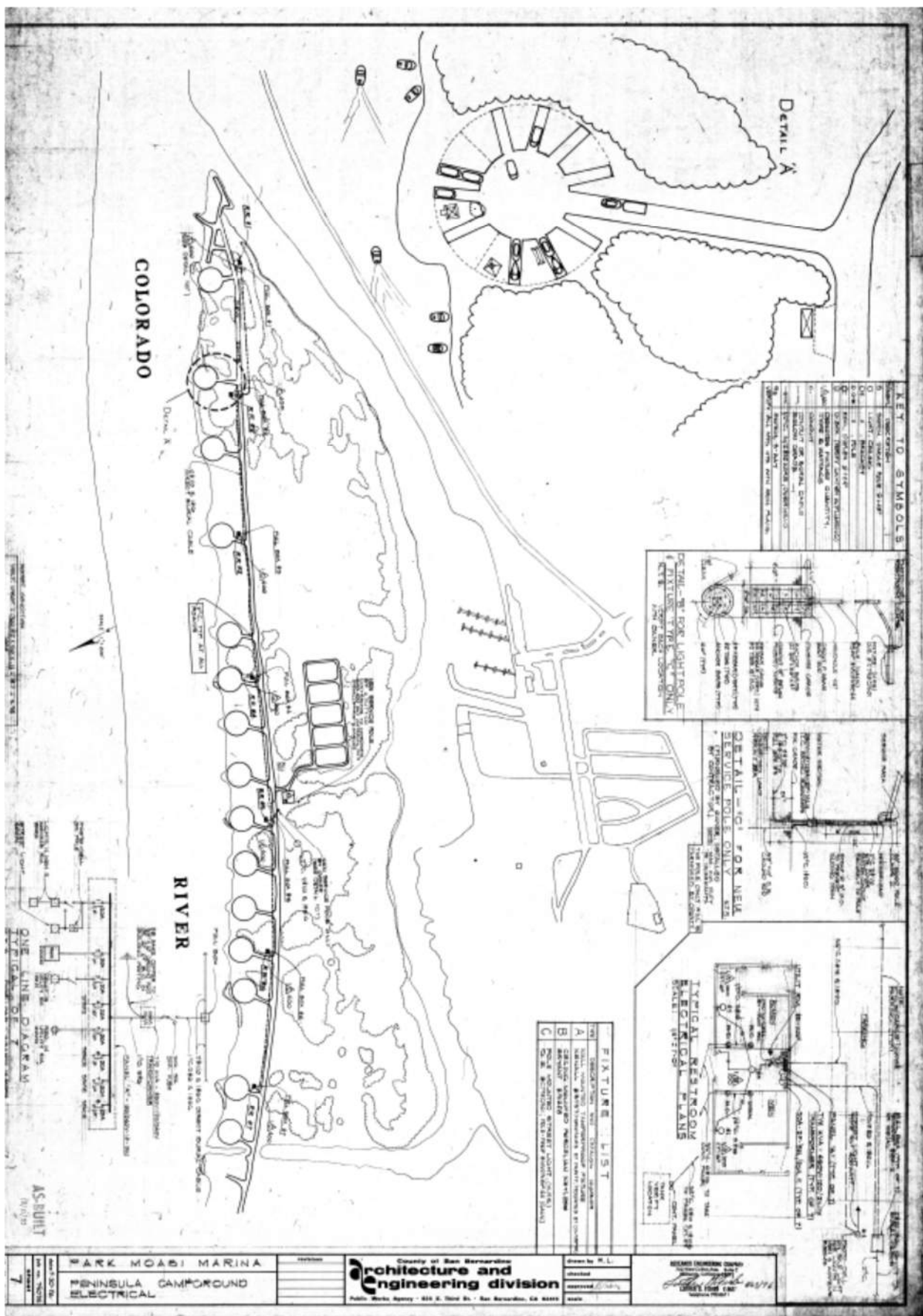
MODEL	UNLIMITED	DATE	10/1/88
PROJECT	COUNTY OF SAN BERNARDINO	DATE	10/1/88
LOCATION	3185 1/2 ST. AV. BLVD.	DATE	10/1/88
DESIGNER	ARCHITECT	DATE	10/1/88
ENGINEER	ARCHITECT	DATE	10/1/88
CONTRACTOR	ARCHITECT	DATE	10/1/88
OWNER	ARCHITECT	DATE	10/1/88

PARK MORBI MARINA
PENINSULA CAMPGROUND
FOUNDATION PLAN - RESTROOM #7

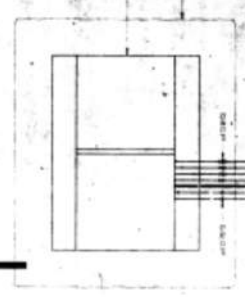
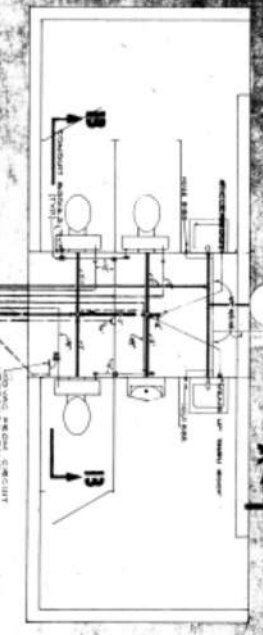
County of San Bernardino
Architecture and Engineering Division
Public Works Agency - 600 S. Third St. - San Bernardino, CA 92415

DESIGNED	DATE
CHECKED	DATE
APPROVED	DATE
SCALE	





NOTES:
 1. ALL PIPING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CALIFORNIA PLUMBING CODE AND THE CALIFORNIA MECHANICAL CODE.
 2. ALL PIPING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CALIFORNIA PLUMBING CODE AND THE CALIFORNIA MECHANICAL CODE.
 3. ALL PIPING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CALIFORNIA PLUMBING CODE AND THE CALIFORNIA MECHANICAL CODE.

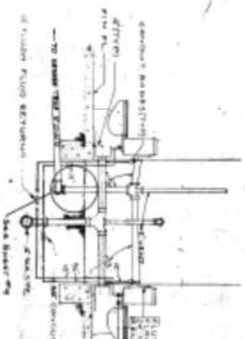


PLAN
 SCALE: 1/8" = 1'-0"

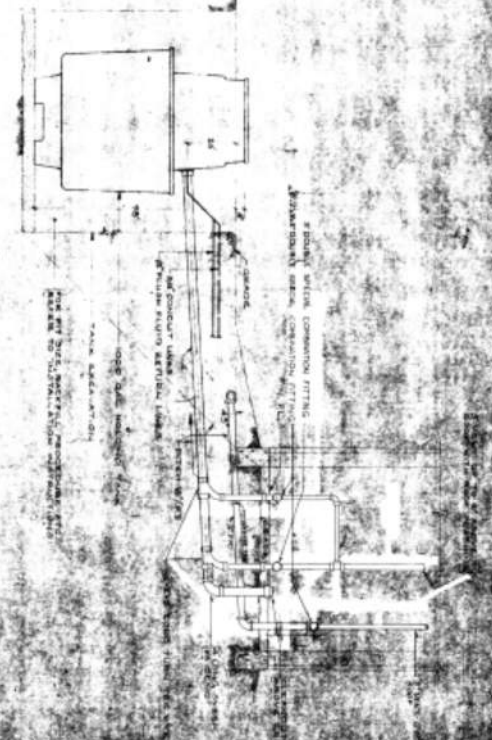
NOTES

1. ALL PIPING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CALIFORNIA PLUMBING CODE AND THE CALIFORNIA MECHANICAL CODE.
 2. ALL PIPING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CALIFORNIA PLUMBING CODE AND THE CALIFORNIA MECHANICAL CODE.
 3. ALL PIPING SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CALIFORNIA PLUMBING CODE AND THE CALIFORNIA MECHANICAL CODE.

SECTION-B-B

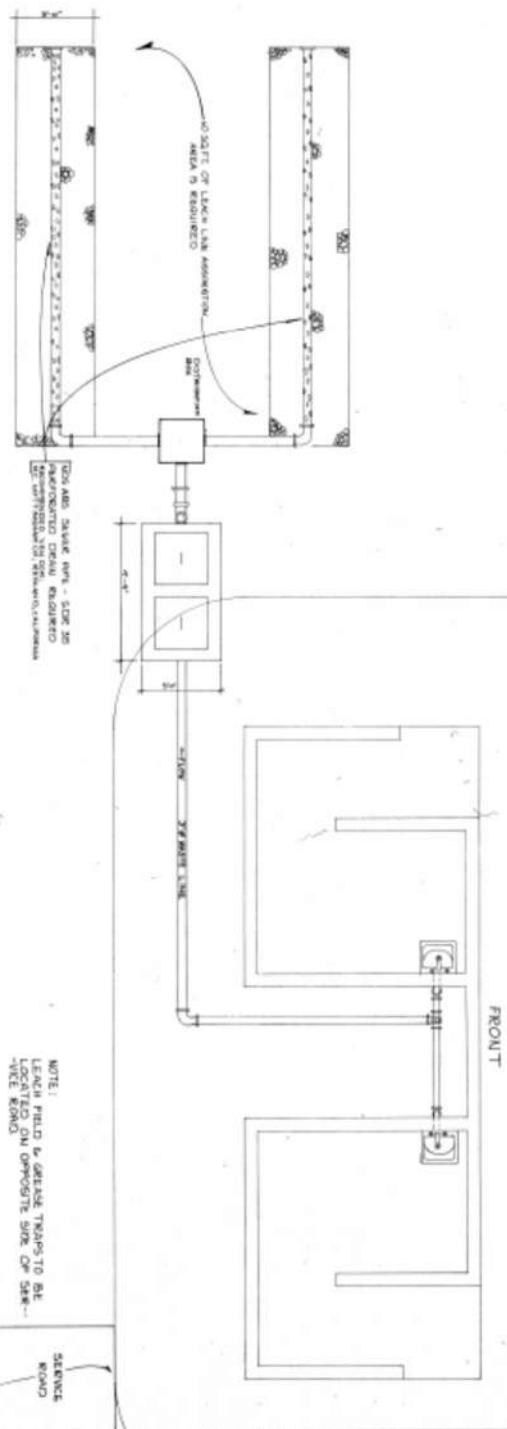


SECTION-A-A



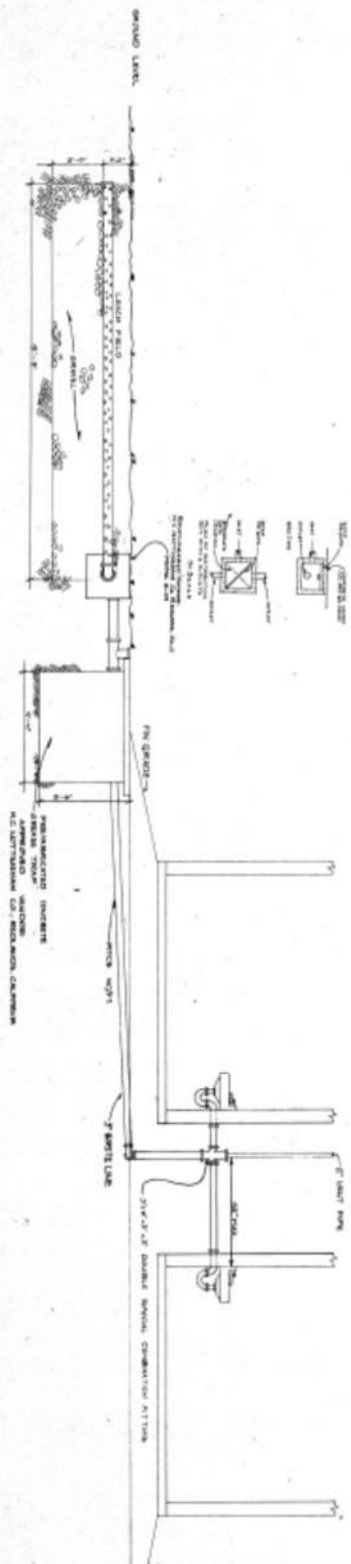
FLUID & CONDUIT PIPING DIAGRAM
 SCALE: 1/8" = 1'-0"

AS SHOWN
 9/11/74



PLAN - GREASE TRAPS & LEACH FIELDS

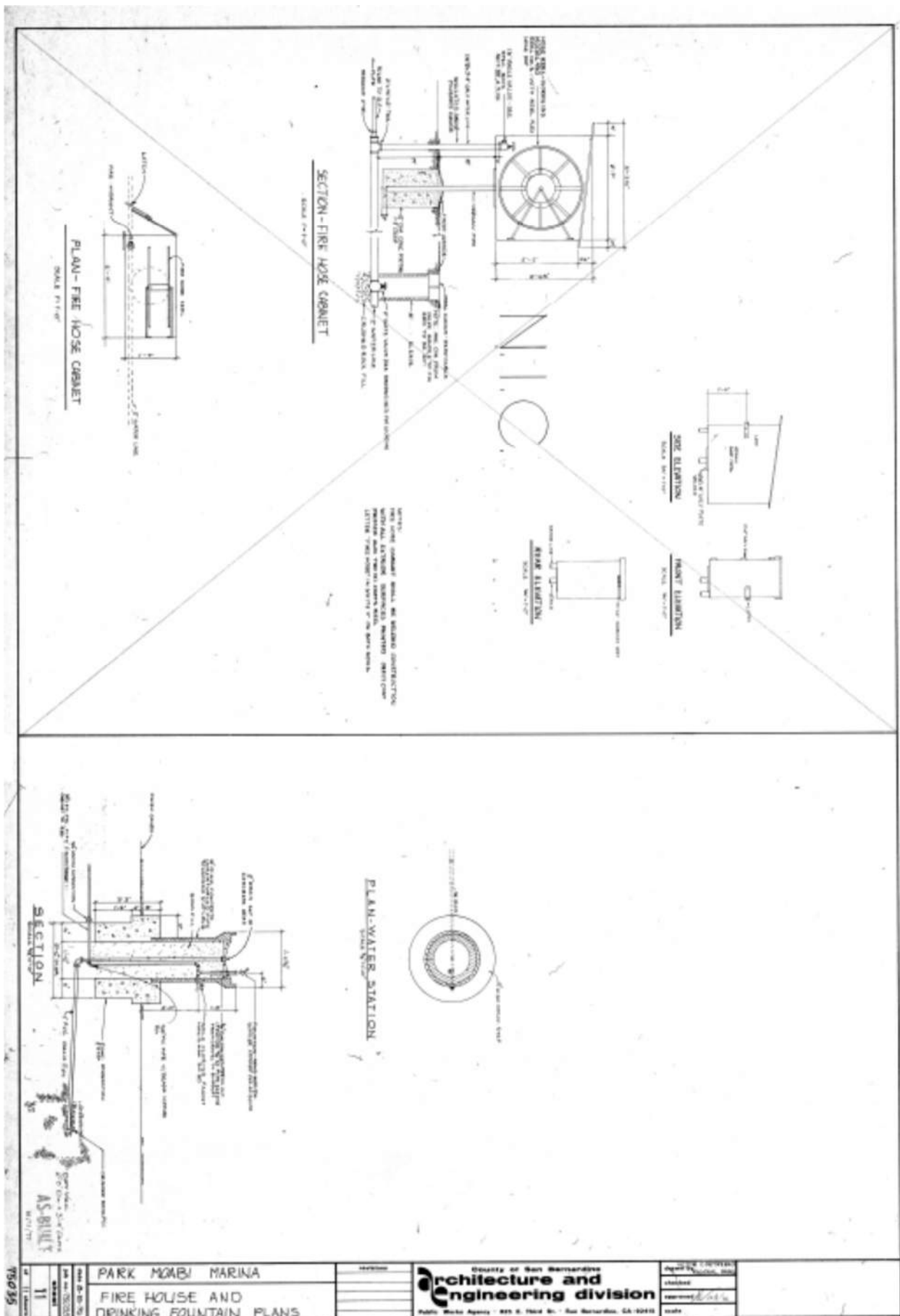
SCALE 1/8" = 1'-0"



SECTION - GREASE TRAPS & LEACH FIELDS

SCALE 1/8" = 1'-0"





75035	11	PARK MOABI MARINA FIRE HOUSE AND DRINKING FOUNTAIN PLANS	ARCHITECTURE AND ENGINEERING DIVISION PUBLIC WORKS AGENCY - 805 S. 10th St. - San Bernardino, CA 92410	DATE: 1/1/77 DRAWN: [Signature] CHECKED: [Signature]	SCALE: 1/4" = 1'-0"	11
-------	----	--	--	--	---------------------	----



APPENDIX D: MOABI REGIONAL PARK WASTEWATER TREATMENT FACILITY



CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
COLORADO RIVER BASIN REGION

ORDER NO. 94-089

WASTE DISCHARGE REQUIREMENTS
FOR
SAN BERNARDINO COUNTY
REGIONAL PARKS DEPARTMENT, OWNER
PARK MOABI MARINA
WASTEWATER TREATMENT FACILITY
Southeast of Needles - San Bernardino County

The California Regional Water Quality Control Board, Colorado River Basin Region, finds that:

1. San Bernardino County Regional Parks Department, (hereinafter referred to as the discharger), 825 East Third St., San Bernardino, CA 92415, submitted a Report of Waste Discharge on February 24, 1994.
2. A maximum of 50,000 gallons-per-day of domestic sewage is discharged from a park having 110 mobile home spaces and 647 campground spaces (34 are connected to the sewerage system). The wastewater is pumped and discharged into a raw sewage lagoon treatment system consisting of three oxidation basins with a design average daily flow of 28,000 gallons-per-day. The discharger has constructed a subbasin in each of the center and south basins as the volume of sewage presently entering the system is too small for the basins to operate effectively. The third basin is designed as a percolation pond. The discharge site is located about 10 miles south of Needles, approximately 1/4 mile from the Colorado River, in the S 1/2 of Section 6, T7N, R24E, SBB&M.
3. The discharger is discharging a total of 1,600 gallons-per-day of handwashing wastewater from eight restrooms which are located a minimum of 300 feet from the Colorado River. The wastewater from each restroom is discharged into a 150-gallon grease trap. It then flows through a distribution box into a 60 square foot leach field. The seven leach fields have a total area of 420 square feet and are 800 feet apart, extending for over a mile along the river and one-half mile north of the trailer park. Toilet wastewater from each restroom is discharged through a self-contained fluid-flush recirculating unit into a sealed 1,000 gallon tank. The wastewater is regularly pumped from each tank and discharged into the disposal system described in Finding No. 2, above.
4. The discharger has reported that approximately 20 pounds per month of calcium nitrate is added to the oxidation basins to control odor.
5. In the event of a commercial power failure, an alarm on the pump station engine will sound. The discharger has available a gasoline engine which can then be used to pump the wastewater to the sewage lagoons.
6. This discharge has been subject to waste discharge requirements adopted in Board Order No. 88-114.
7. The Water Quality Control Plan for the Colorado River Basin Region of California (Basin Plan) was adopted on November 17, 1993, and designates the beneficial uses of ground and surface waters in this Region.



APPENDIX E: MOABI REGIONAL PARK SSMP AUDIT TECHNICAL MEMORANDUM





TECHNICAL MEMORANDUM

Date: May 28, 2025

BKF Job Number: C20230242-10

Deliver To: Thalia Hernandez, San Bernardino County
Lisa Green, San Bernardino County

From: Chris O'Connor, PE RCE #94265

Subject: Moabi Regional Park Sewer System Management Plan Audit

San Bernardino County (County) retained BKF Engineers (BKF) to conduct an audit of the Moabi Regional Park (MRP) sewer system management practices and effectiveness in implementing its Sewer System Management Plan (SSMP) pursuant to California Sanitary Sewer Systems, Water Quality Order No. 2022-0103-DWQ (General Order). The purpose of the SSMP Audit is to:

- Evaluate the implementation and effectiveness of the County's Water and Sanitation Department (Department) in preventing spills for the MRP system.
- Evaluate compliance with State Water Resources Control Board Order No. WQ 2022-0103-DWQ, which supersedes the previous General Order WQ 2006-003-DWQ and subsequent amendments.
- Identify SSMP deficiencies in addressing ongoing spills and discharges to waters of the State.
- Identify necessary modifications to the SSMP to correct deficiencies.

This technical memorandum (TM) documents the process that BKF took to complete the SSMP Audit and the results. Accordingly, the following sections of the TM include:

- Section 1: Introduction
- Section 2: Key Regulatory Drivers
 - 2.01 Sewer System Management Plan Audit Requirements
 - 2.02 Sewer System Management Plan Requirements
- Section 3: Sewer System Management Plan Methodology
 - 3.01 Performance Measures
 - 3.02 Results Reporting
- Section 4: Sanitary Sewer Management Plan Audit
 - 4.01 Desktop Assessment
 - 4.02 Sanitary Sewer Management Plan Evaluation
 - 4.03 Corrective Action Schedule
 - 4.04 Sewer System Operators' Input on the Audit Findings
 - 4.05 Disclaimer

SECTION 1: INTRODUCTION

The County has 18 Special Districts that includes over 13,000 customers across the County. The Department serves as the primary public staffing resource for the operation and maintenance of the each of the Special Districts. The MRP system is located on the banks of the Colorado River near Needles, CA, and consists of approximately 3 miles of pipelines, one lift station, and serves a population of 450 residents.

The audit report is designed to meet the requirements of the General Order; namely, to document audit findings and recommended corrective actions, and to provide a schedule to address identified deficiencies. Sewer System operators' input on the audit findings have been considered throughout the preparation of the SSMP. A copy of all SSMP audits are kept on file in the County's Department records, and audit reports are also uploaded to the California Integrated Water Quality System (CIWQS) Database. The SSMP must be audited every three years to assess the effectiveness of the plan and identify improvements that could further increase the plan's effectiveness on limiting spills.

The reissued General Order includes changes and additional requirements for an agency to:

- Comply with federal and state prohibitions of discharge of sewage to waters of the State.
- Comply with specifications, notification, monitoring, reporting, and recordkeeping requirements.
- Proactively operate and maintain resilient sanitary sewer systems to prevent spills, eliminate discharges of sewage to waters of the State through effective implementation of an SSMP, monitor, track, and analyze spills for ongoing system-specific performance.
- Report noncompliance with the reissues General Order per reporting requirements.

The County's MRP SSMP was last updated in 2014 and the Sanitary Sewer Overflow Response Plan was last updated in October, 2020.

SECTION 2: KEY REGULATORY DRIVERS

While considering that the County's MRP collection system is relatively small with minimal complexities, we recommend that the County focus their regulatory compliance efforts on: (1) meeting the requirements of the General Order, and (2) avoiding enforcement actions. Both of these efforts are discussed in further detail in the following sections.

2.01 SEWER SYSTEM MANAGEMENT PLAN AUDIT REQUIREMENTS

The key requirements for SSMP Audits are described in Section 5.4 of the General Order as:

5.4. Sewer System Management Plan Audits

The Enrollee shall conduct an internal audit of its Sewer System Management Plan, and implementation of its Plan, at a minimum frequency of once every three years. The audit must be conducted for the period after the end of the Enrollee's last required audit period. Within six months after the end of the required 3-year audit period, the Legally Responsible Official shall submit an audit report into the online CIWQS Sanitary Sewer Database per the requirements in section 3.10 (Sewer System Management Plan Audit Reporting Requirements) of Attachment E1 of this General Order.

Audit reports submitted to the CIWQS Sanitary Sewer Database will be viewable only to Water Boards staff.



The internal audit shall be appropriately scaled to the size of the system(s) and the number of spills. The Enrollee's sewer system operators must be involved in completing the audit. At a minimum, the audit must:

- *Evaluate the implementation and effectiveness of the Enrollee's Sewer System Management Plan in preventing spills;*
- *Evaluate the Enrollee's compliance with this General Order;*
- *Identify Sewer System Management Plan deficiencies in addressing ongoing spills and discharges to waters of the State; and*
- *Identify necessary modifications to the Sewer System Management Plan to correct deficiencies.*

The Enrollee shall submit a complete audit report that includes:

- *Audit findings and recommended corrective actions;*
- *A statement that sewer system operators' input on the audit findings has been considered; and*
- *A proposed schedule for the Enrollee to address the identified deficiencies.*

SSMP Audit reporting and record keeping are describing in General Order Attachment E1, Section 3.10, which states:

3.10. Sewer System Management Plan Audit Reporting Requirements

The Enrollee shall submit its Sewer System Management Plan Audit and other pertinent audit information, in accordance with section 5.4 (Sewer System Management Plan Audits) of this General Order, to the online CIWQS Sanitary Sewer System Database by six (6) months after the end of the 3-year audit period.

If a Sewer System Management Plan Audit is not conducted as required: the Enrollee Shall:

- *Update the online CIWQS Sanitary Sewer System Database and select the justification for not conducting the Audit; and*
- *Notify its corresponding Regional Water Board (see Attachment F (Regional Water Quality Control Board Contact Information)) of the justification for the lapsed requirements.*

The Enrollee's reporting of a justification for not conducting a timely Audit does not justify non-compliance with this General Order. The Enrollee shall:

- *Submit the late Audit as required in this General Order; and*
- *Comply with subsequent Audit requirements and due dates corresponding with the original audit cycle.*

The California State Water Resources Control Board (State Water Board) transitioned SSMP Update and Audit due dates to align with the changes in the Reissued General Order, and lists them on the State Water Board website. The near-term deadlines for the MRP sewer system are summarized in Table 2-1.

Table 2-1. Sewer System Management Plan Near-term Deadlines^(a)		
Tasks	Frequency	Due Date
Annual Report	Annual	April 1, 2025
Sanitary Sewer System Service Area Boundary Map ^(b)	One Time	December 31, 2025



Table 2-1. Sewer System Management Plan Near-term Deadlines ^(a)		
Tasks	Frequency	Due Date
SSMP Update	Six Years	August 2, 2025
SSMP Audit	Three Years	February 2, 2025 ^(c)
SSMP Audit	Three Years	February 2, 2028 ^(d)
SSMP Update	Six Years	August 2, 2031
Notes:		
(a) Sources: Section 5.4 of the General Order; Section 3.11 of Attachment E1 of the General Order.		
(b) Electronic Sanitary Sewer System Service Area Boundary Map Specifications.		
(c) Audit Period: August 3, 2024 to August 2, 2027.		
(d) Audit Period: August 3, 2027 to August 2, 2030.		

2.02 SEWER SYSTEM MANAGEMENT PLAN REQUIREMENTS

A summary of the General Order reference sections for each element of the SSMP and key changes are shown in Table 2-2. A summary of common violations is provided in Attachment A.

Table 2-2. Key Regulatory Changes for Sewer System Management Plan Development/Updates ^(a)			
2006 WDR (rescinded)	2022 WDR (current)	2022 Changes	Summary of Key 2022 WDR Changes
SSMP Elements			
1. Goal <i>Provision D.13(i)</i>	1. Goal and Introduction <i>Att. D-6, Spec. 5.2</i>	Many	<ul style="list-style-type: none"> • Implementation of SSMP as "living document." • Enforcement of development, update, and implementation. • Narratives for regulatory context, assets, updated sewer map(s).
2. Organization <i>Provision D.13(ii)</i>	2. Organization <i>Attachment D-6, Spec 5.1</i>	Few	<ul style="list-style-type: none"> • Name of Legally Responsible Official. • Enhanced details on LRO training and experience requirements.
3. Legal Authority <i>Provision D.13(iii)</i>	3. Legal Authority <i>Attachment D-6</i>	Few	<ul style="list-style-type: none"> • Collaboration with storm drain agencies; easement accessibility agreements.
4. O/M Program <i>Provision D.13(iv)</i>	4. O/M Program <i>Attachment D-6</i>	Many	<ul style="list-style-type: none"> • Procedures for maintaining/providing Water Board access to sewer map(s) • Enhanced training/WDR, drills/skilled vol. est., CIWQS reporting; scheduling system in place.
5. Design and Performance Provisions <i>Provision D.13(v)</i>	5. Design and Performance Provisions <i>Attachment D-6</i>	Few	<ul style="list-style-type: none"> • Few changes.
6. Overflow Emergency Response Plan <i>Provision D.13(vi)</i>	6. Spill Emergency Response Plan <i>Attachment D-6</i>	Many	<ul style="list-style-type: none"> • Numerous upgrades to notification, monitoring, reporting, record keeping, definitions. • Staff/contractor requirements for implementation, removing/cleaning sewage from drainage conveyance systems not impacting beneficial uses/receiving waters. • Coordination/collaboration with storm drain agencies (prior, during, after) spills. • Post-spill assessments, annual assessment, implement containment tech/practices. • Requires annual certification in Annual Report that plan is up-do-date.



**Table 2-2. Key Regulatory Changes for Sewer System Management Plan
Development/Updates^(a)**

2006 WDR (rescinded)	2022 WDR (current)	2022 Changes	Summary of Key 2022 WDR Changes
7. Fats, Oils, and Grease Control Program <i>Provision D.13(vii)</i>	7. Sewer Pipe Blockage Control Program <i>Attachment D-6</i>	Few	<ul style="list-style-type: none"> Plan/schedule for pipe-blocking substances. Commercial controls/authority to inspect, "hot spot" program, source controls.
8. System Evaluation and Capacity Assurance Plan <i>Provision D.13(viii)</i>	8. System Evaluation, Capacity Assurance and Capital Improvements <i>Attachment D-6</i>	Many	<ul style="list-style-type: none"> Implementation of capital improvements. Identify/justify and prioritize specific system areas (high env. consequences/areas, new surface waters, steep terrain, high groundwater, near surface waters), exfiltration, recordkeeping enhancements, assets vulnerable to climate impacts. More information for capacity assessments, inspections, audits. Capacity of flood-prone systems subject to inflow/infiltration. Increases in erosive forces, pumping redundancy, prioritization of corrective actions. Enhanced coordination (operations/maintenance/engineering, other utilities).
9. Monitoring, Measurement, and Program Modifications <i>Provision D.13(ix)</i>	9. Monitoring, Measurement, and Program Modifications <i>Attachment D-6</i>	Few	<ul style="list-style-type: none"> Adaptive management/implementation effectiveness (Key Performance Indicators) Update plan procedures/activities based on monitoring/performance evaluations.
10. SSMP Audits <i>Provision D.13(x)</i>	10. Internal Audits <i>Attachment D-6</i>	Few	<ul style="list-style-type: none"> Completed every 3 years (vs. every 2 years), input from operators, and cert/upload/LRO.
11. Communication Program <i>Provision D.13(xi)</i>	11. Communication Program <i>Attachment D-6</i>	Few	<ul style="list-style-type: none"> Enhanced communications procedures (public/owners/operators connected to sewers).
Other Components			
Legally Responsible Official	Designation of LOR <i>Spec. 5.1</i>	Major	<ul style="list-style-type: none"> Legally Responsible Official must have authority to ensure compliance, authority over management of the entire sewer system, and authorized to make managerial decisions governing operations, capital improvements, and ensuring long-term environmental compliance. Legally Responsible Official must possess recognized degree/certificate for O/M of sewer systems and/or professional training and experience demonstrated through extensive knowledge, training, and experience.
SSMP Development and Implementation <i>Provision D.11</i>	SSMP Development and Implementation <i>Spec. 5.2</i>	Major	<ul style="list-style-type: none"> Agencies must develop and implement an SSMP (ensuring adequate funding/management, matching size, scale and complexity, procedures for management, operation, maintenance, prioritization of system repairs and maintenance, implementation of current standard industry practices through available equipment, technologies, and strategies).



Table 2-2. Key Regulatory Changes for Sewer System Management Plan Development/Updates^(a)

2006 WDR (rescinded)	2022 WDR (current)	2022 Changes	Summary of Key 2022 WDR Changes
Certification of System Management Plan + Updates <i>Provision D.14</i>	Certification of SSMP and Updates <i>Spec. 5.3</i>	Major	<ul style="list-style-type: none"> Legally Responsible Official must certify/upload SSMPs to CIWQS.
SSMP Internal Audits <i>Provision D.13(x)</i>	SSMP Development and Update <i>Spec. 5.4</i>	Minor	<ul style="list-style-type: none"> Audits of SSMPs every 3 years (vs. every 2 years under 2006 WDR). Within 6 months after the end of the required 3- year Audit period, the agency Legally Responsible Official shall submit the Audit report into the online CIWQS database per requirements of section 3.10 of Attachment E1 of the Reissued WDR). Audit reports will only be viewable publicly in CIWQS by Water Board staff. Audits must: 1) be sized/scaled to system, 2) evaluate implementation and effectiveness of SSMP in preventing spills, 3) identify necessary modifications to SSMP for correcting deficiencies, and 4) include a proposed schedule for correcting.
Notes: (a) Source: BACWA Guide for Developing and Updating of SSMPs, July 2024.			

SECTION 3: SEWER SYSTEM MANAGEMENT PLAN AUDIT METHODOLOGY

BKF's framework for the SSMP audit consists of five key elements:

1. **Audit Kick-Off Meeting** – A kick-off meeting with County Department staff was conducted to describe the audit process, define the audit purpose, set expectations, and identify key goals and outcomes.
2. **SSMP Assessment** – The County's MRP SSMP was reviewed to evaluate the level of conformance of the SSMP to the requirements of the General Order.
3. **Data Gathering and Review** – All available data and previously prepared documents relevant to the SSMP were gathered and reviewed.
4. **Staff Review and Input** – Multiple round of review were conducted by County Department engineering and operations staff to assess the level of conformance of County practices with policies and procedures identified in the SSMP. Staff were asked to provide their opinion on the performance of, and recommended improvements to, the sewer system management program.
5. **Documentation** – The SSMP Audit Report was developed and submitted to the County for certification and upload.

3.01 PERFORMANCE MEASURES

BKF evaluated the County's MRP sewer system management operations against the established SSMP policies and procedures for each key element:

1. Goals
2. Organization
3. Legal Authority
4. Operations and Maintenance Program
5. Design and Performance Provisions



6. Overflow Emergency Response Plan
7. FOG Control Program
8. System Evaluation and Capacity Assurance Plan
9. Monitoring, Measurement, and Program Modifications
10. SSMP Program Audits
11. Communications Program

3.02 RESULTS REPORTING

To enable County to focus on improving its sewer management program for MRP, BKF's findings for each performance area are described in three distinct categories, in accordance with the General Order:

1. **Compliance** – The act of meeting regulations. This is the starting point for Sewer System Management Plan development, as all the requirements in the individual elements must be incorporated and addressed. As agencies begin to develop their new Sewer System Management Plan, there will be cases where new procedures, work plans, and ordinances will need to be developed or updated to meet the requirements. Compliance is the most fundamental aspect in the development of the Sewer System Management Plan.
2. **Implementation** – The actions or steps taken to accomplish tasks, goals, and objectives. There needs to be a plan and schedule to carry out these actions. A plan without a goal is just a wish and a plan that is not implemented is just an idea. To implement a plan, a goal, level of effort, resources, and timeline need to be determined.
3. **Effectiveness** – The degree to which something is successful in producing a desired result. There must be a procedure or method to measure effectiveness so the degree to which something is effective can be determined. A requirement of an internal audit (Element 10) is to measure the effectiveness of each Sewer System Management Plan element.

Key Performance Indicators (KPIs) were and will be continue to be used to evaluate the effectiveness of the sewer management program. The KPIs set a measurable target to identify if the County is meeting desired outcome for sewer management. The KPIs are summarized on Attachment B.

SECTION 4: SANITARY SEWER MANAGEMENT PLAN AUDIT

This section describes the SSMP audit findings and recommended corrective actions and schedule for the three-year audit period ending August 2, 2024.

4.01 DESKTOP ASSESSMENT

BKF reviewed available information provided by the County including organization charts, CIWQS records, record drawings, standard operating procedures (e.g., Spill Emergency Response Plan), County ordinances, design standards, the existing 2014 SSMP, and spill records. BKF also lead progress meetings where staff provided input on the County's current sewer system management program. Information provided by the County and accessed via CIWQS databases and online tools were reviewed and evaluation. The results of the evaluations are presented in the following attachments:

- Attachment B: Moabi Regional Park Sewer System Management Plan Key Performance Indicators
- Attachment C: Moabi Regional Park Sewer System Information
- Attachment D: Moabi Regional Park SSO and Maintenance Metrics (2015 – 2025)
- Attachment E: Moabi Regional Park SSO Events Details (2015 – 2024)



4.02 SANITARY SEWER MANAGEMENT PLAN EVALUATION

Table 4-1 summarizes the findings and corrective actions from evaluation of the compliance, implementation, and effectiveness of the existing SSMP.

4.03 CORRECTIVE ACTION SCHEDULE

It is recommended that the County plan to correct all deficiencies identified in this audit report prior to the submission of the SSMP Update.

4.04 SEWER SYSTEM OPERATORS' INPUT ON THE AUDIT FINDINGS

In compliance with the General Order Specification 5.4, sewer system operators were provided on the findings detailed in Table 4-1. Operators and engineering staff commented on draft versions of Table 4-1 and the SSMP Audit Report. The inputs provided by Department staff were considered and utilized to revise Table 4-1 and the SSMP Audit Report.

4.05 DISCLAIMER

BKF is providing professional judgement as to the compliance of the County's sewer system management program and are not providing legal assurance of compliance with regulations and requirements. The County is responsible for legal review and compliance of the County's program and documents with State and Federal requirements.



Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
Element I - Sewer System Management Plan Goals and Introduction		
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 Sanitary Sewer Overflows (SSOs), as well as mitigate any SSOs that do occur."		
A	The SSMP Introduction section must provide a general description of the local sewer system management program and discuss SSMP implementation and updates.	<ul style="list-style-type: none"> • Add this newly required subsection to the SSMP • Provided general description of the SSMP and how it will be implemented and updated.
		<ul style="list-style-type: none"> • Update the table of staff positions and roles/responsibilities for each SSMP review, development, implementation, and updates for each Element. • Include the process in place for ensuring the SSMP will be fully implemented as write -- including periodic review dates of the entire SSMP for ensuring continuous compliance, implementation, and striving to improve effectiveness of all elements.
		Review KPIs in Attachment B of the Audit Report for each element; adjust element content and update the SSMP Change Log as necessary prior to completion of next audit.
B	The SSMP Introduction section must include a schedule for the County to update the SSMP, including the schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing sewer spill prevention.	<ul style="list-style-type: none"> • Add this newly required subsection to the SSMP. • Include a compliance plan & schedule: <ul style="list-style-type: none"> – Required due dates for updating the SSMP. – Required due dates to conduct SSMP Audits. • Annual review of previous SSMP audit findings. • Update Element 1 whenever (1) significant work/program or organizational changes are made, (2) anytime the SSMP Implementation Team has a change of members/responsibilities, (3) when SSMP audits are completed.
		Regularly review this element to ensure adherence to the schedule and timely achievement of milestones.
		Document progress and submission dates of items in the SSMP schedule for measuring of whether deadlines are met.
C	<p>The County SSMP must have an Introduction section to provide a description of the County-owned assets and service area including but not limited to:</p> <ul style="list-style-type: none"> • Location, including county(is). • Service area boundary. • Population and community served. • System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons. • Structures diverting stormwater to the sewer system. • Data management systems. • Sewer system ownership and operation responsibilities between the County and private entities for upper and lower sewer laterals. • Estimated number or percent of residential, commercial, and industrial service connections. • Unique service boundary conditions and challenge(s). <p>Reference to the County's up to-date map of its sanitary sewer system.</p>	<p>Add this newly required subsection to the SSMP including:</p> <ul style="list-style-type: none"> • Current service area, population, and sewer assets in the map. • Include unique features or challenging characteristics (e.g., inaccessible areas, surface water crossings), as applicable • Ownership and operation responsibilities between the County and private entities. • Percent of residential, commercial, and industrial connections. • Statement confirming system maps (also required by Element 4) are up to date. • Description of stormwater infrastructure overlap with sewer system, as applicable.
		Combine with Element 4 map requirements. Establish a schedule for GIS data review and update and assign review/update tasks to a responsible person.
		Combine with Element 4 map requirements. Track internal map update submission dates to evaluate frequency and completion of GIS updates.

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
Element II - Organization		
A	The SSMP must identify organizational Staffing responsible and integral for implementing the local SSMP through an organizational chart or other similar narrative documentation that includes: <ul style="list-style-type: none">• The name of the Legally Responsible Official as required in Section 5.1 (Designation of a Legally Responsible Official) of the General Order.• The position titles, telephone numbers, and email addresses for management, administrative, and maintenance positions for implementing specific SSMP elements.• Organizational lines of authority.• Chain of communication for reporting spills from receipt of complaint or other information, including the person responsible for reporting spills to the State and Regional Water Boards and other agencies, as applicable.	<ul style="list-style-type: none">• Add a new section to the SSMP with the names and contact information of the LRO and Data Submitters.• Update the organization chart in Appendix A of SSMP Volume II.• Update Appendix T in Vol. II with the current chain of communication for spills from receipt of a call reporting a spill, to the spill report certification.
		Annually review to ensure: <ul style="list-style-type: none">• LRO information is current.• Contact information for management, administrative, and maintenance positions are current.• Chain of communication for spills is correct.
		Track annual updates to ensure the organization chart and contact information are up-to-date.
Element III - Legal Authority		
The MRP SSMP must include copies or an electronic link to the County’s current sewer system use ordinances, service agreements and/or other legally binding procedures to demonstrate the County possesses the necessary legal authority to:		
A	Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I/I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages.	(No action. In compliance.)
		Establish and implement a procedure for updating ordinances, codes, and agreements when deficiencies are discovered by staff.
		Track KPI 3 in Attachment B to keep the County's sewer ordinances and standards up-to-date and adequate.
B	Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure.	Add this new requirement to the SSMP.
		Include local storm drain agency collaboration efforts in trainings.
		Quiz staff ability knowledge at training events, safety meetings, and/or weekly tailgates.
C	Require that sewer system components and connections be properly designed and constructed.	(No action. In compliance.)
		(No action.)
		Track KPI 3 in Attachment B to keep the County's sewer ordinances and standards up-to-date and adequate.
D	Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the County.	(No action. In compliance.)
		(No action.)
		Track KPI 3 in Attachment B to keep the County's sewer ordinances and standards up-to-date and adequate.
E	Enforce violation(s) of ordinances, service agreements, or other legally binding procedures.	(No action. In compliance.)
		(No action. The ordinance/codes/service agreements are available on the as Appendix C, Appendix D of SSMP Volume II.)
		Track KPI 3 in Attachment B to keep the County's sewer ordinances and standards up-to-date and adequate.
F	Obtain easement/accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.	(No action. The County does not have any easements or accessibility agreements within the Moabi Regional Park system service area.)
		(No action.)
		(No action.)

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
Element IV - Operations and Maintenance Program		
A	The SSMP must include the items listed below that are appropriate and applicable to the County’s system: <ul style="list-style-type: none">• An up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s).• The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries.	Include a PDF map or set of maps in the SSMP and include procedures for providing State and Regional Water Boards access.
		Establishing procedure(s) for keeping maps current.
		Track KPI 2 in Attachment B to keep the maps up to-date.
A scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors must include:		
B	A scheduling system for inspection and maintenance activities.	(No action. In compliance.)
		Implement the plan and schedule for inspection and preventative maintenance for the entire system.
		Use KPIs 5 and 6 in Attachment B to track progress against the planned system inspections and preventative maintenance activities.
C	A scheduling system for higher-frequency inspections.	(No action. In compliance.)
		Implement the plan and schedule for inspecting trouble spots more frequently.
		Use KPIs 5 and 6 in Attachment B to track progress against the planned system visual inspections and CCTV inspections of pump/lift stations.
D	A scheduling system for maintenance of known problem areas including areas with tree root problems.	(No action. In compliance.)
		Implement the plan and schedule of preventative maintenance for hot spot pipelines and pump stations.
		Use KPI 5 in Attachment B to track progress against the planned and scheduled hot spot cleanings.
E	A scheduling system for regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.	(No action. In compliance.)
		(No action. County is continuing to implement annual inspections)
		Track KPI 6 in Attachment B to follow the plan and schedule for system CCTV inspection.
F	A data collection system to document the data from system inspection and maintenance activities, including system areas/components prone to root-intrusion potentially resulting in system backup and/or failure.	(No action. In compliance.)
		Add the maintenance and inspection cycles and records to CMMS for all key assets, periodically evaluate them, and adjust as needed.
		(No action.)
G	In-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors. The training must cover: <ul style="list-style-type: none">• The requirements of the General Order• The County’s SERP procedures and practice drills• Skilled estimation of spill volume for field operators, and• Electronic CIWQS reporting procedures for staff submitting data.	Update the training program to meet requirements and reflect what is being done. Describe a training program for spill response personnel, data submitters, and LROs that meets all the requirements and list the regular training frequency (the appropriate level of training is at the County’s discretion).
		Implement the training program and keep consistent records of training and attendance.
		Quiz staff ability knowledge at training events, safety meetings, and/or weekly tailgates.
H	An inventory of sewer system equipment, including the identification of critical replacement and spare parts.	Update Vol. II Appendix F and attach to the SSMP.
		Periodically audit the inventory to make sure it is up to date. Ensure that the location of the inventory items is well-known by the staff and are readily accessible.
		Track KPI 2 in Attachment B to ensure the equipment inventory is up to date.

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
Element V - Design and Performance Provisions		
The SSMP must include the following items as appropriate and applicable to the County's system:		
A	Updated design criteria, and construction standards and specifications for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances.	(No action. In compliance.)
		(No action.)
		Track KPI 4 in Attachment B to ensure the design criteria and construction standards and specifications are up to date.
B	If existing design criteria and construction standards are deficient to address the necessary component-specific hydraulic capacity as specified in Element 8 (System Evaluation, Capacity Assurance and Capital Improvements), the procedures must include component-specific evaluation of the design criteria.	(No action. In compliance.)
		If portions of the collection system are experiencing surcharging during rain events, they should be evaluated and compared to what is expected.
		(No action.)
C	Procedures and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances.	(No action. In compliance.)
		Periodically review inspection records to ensure adherence to standards and specifications.
		Track KPI 4 in Attachment B to ensure the procedures and standards for the inspection and testing are up to date.
Element VI - Spill Emergency Response Plan		
The SSMP must include an up-to-date SERP to ensure prompt detection and response to spills to reduce spill volumes and collect information for prevention of future spills. The SERP must include procedures to meet all the following:		
A	Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner.	(No action. In compliance.)
		Establish realistic response time goals and monitor emergency response performance.
		Track KPI 7 in Attachment B to ensure spills are responded within an appropriate timeframe.
B	Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State.	Update the Emergency Reporting Procedures and Responsibilities Interoffice Memo to include updated contact information for County and other affected agencies.
		Include a call-list for all appropriate contacts and ensure it is readily available to response staff.
		Track KPI 2 in Attachment B to ensure the contact information for other agencies are updated at a regular frequency.
C	Comply with the notification, monitoring and reporting requirements of the General Order, State law and regulations, and applicable Regional Water Board Orders.	Review and update Volume II Appendix B, Appendix G, and Appendix T, as needed, including: <ul style="list-style-type: none">• SSO Definitions (Appendix B, G, T);• Staff names, titles, and contact information (Appendix G);• Agency/utility and associated contact information (Appendix G);• Include storm drain agency coordination/collaboration (prior, during, and after) spills (Appendix B).
		Ensure appropriate staff are familiar with reporting timelines and trained in data submitting, as required by the General Order.
		(No action.)
D	Ensure that appropriate staff and contractors implement the SERP and are appropriately trained.	(No action. In compliance.)
		Follow the training schedule and keep training records.
		(No action. Combine with Element 4)
E	Address emergency system operations, traffic control, and other necessary response activities.	Update SERP to include traffic control.
		Include how to coordinate with law enforcement and/or fire departments for assistance in large volume traffic areas.
		(No action. Evaluate once information is updated.)
F	Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system.	(No action. In compliance.)
		(No action. Current approach is effective.)
		Track KPI 8 in Attachment B to ensure all spills are effectively contained.
G	Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State.	(No action. In compliance.)
		(No action. Current approach is effective.)
		(No action. Minimization and remediation efforts appear effective.)

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
H	Remove sewage from the drainage conveyance system.	Update Volume II Appendix B to include procedures for removal of sewage from the drainage conveyance system.
		Include how to coordinate with local stormwater agency or storm drain owner and operator to ensure sewage removal.
		Track KPI 8 in Attachment B to ensure all spills are effectively contained.
I	Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters.	Update Volume II Appendix B to include procedures for cleaning of sewage from the drainage conveyance system.
		Include how to coordinate with local stormwater agency or storm drain owner and operator to ensure cleaning.
		(No action.)
J	Implement technologies, practices, equipment, and interagency coordination to expediate spill containment and recovery.	(No action. In compliance.)
		(No action.)
		Track KPI 8 in Attachment B to ensure all spills are effectively contained.
K	Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event.	Add coordination and collaboration with storm water agencies to the SSMP.
		Include coordination with storm drain utilities and other utilities agencies/departments in trainings.
		(No action.)
L	Conduct post-spill assessments of spill response activities.	(No action. In compliance.)
		(No action. Current approach is effective.)
		(No action.)
M	Document and report spill events as required in the General Order.	Update Volume II Appendix H to include Spill Category 3 and updated contacts
		Educate staff on the definitions of the different Spill Categories as part of their trainings.
		(No action.)
N	Annually, review and assess effectiveness of the SERP and update it as needed.	Include a schedule to annually review and assess effectiveness of the SERP and update as needed.
		Follow the schedule to review and update SERP.
		Track KPI 2 in Attachment B to ensure SERP is reviewed and updated on time.
Element VII - Sewer Pipe Blockage Control Program		
The SSMP must include procedures for the evaluation of the County's MRP service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags, and debris. If the County determines that a program is not needed, the County shall provide justification in its SSMP for why a program is not needed. The procedures must include, at minimum:		
A	An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances.	(No action. In compliance.)
		(No action.)
		Track KPI 9 in Attachment B to ensure sewer pipe blockage is effectively controlled and minimized.
B	A plan and schedule for the disposal of pipe-blocking substances 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 substances generated within a sanitary sewer system service area.	(No action. In compliance.)
		(No action.)
		(No action.)
C	The legal authority prohibits discharges to the system and identifies measures to prevent spills and blockages.	(No action. In compliance.)
		(No action.)
		(No action.)
D	Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements.	(No action. In compliance.)
		(No action.)
		(No action.)

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
E	Authority to inspect grease producing facilities, enforcement authorities, and whether the County has sufficient staff to inspect and enforce the fats, oils, and grease ordinance.	Update this section with whether the County has sufficient staff to inspect and enforce the fats, oils, and grease ordinance.
		(No action.)
		(No action.)
F	An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section.	(No action. In compliance.)
		Include a maintenance schedule for the sanitary sewer system sections subject to facts, oils, and grease blockages.
		Track KPI 10 in Attachment B to ensure sewer pipe blockage is effectively controlled and minimized.
G	Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.	(No action. In compliance.)
		(No action.)
		Track KPI 9 in Attachment B to ensure sewer pipe blockage is effectively controlled and minimized.
Element VIII - System Evaluation, Capacity Assurance and Capital Improvements		
The SSMP must include procedures and activities for: <ul style="list-style-type: none">• Routine evaluation and assessment of system conditions;• Capacity assessment and design criteria; and• Prioritization of corrective actions, and capital improvement plan. The SSMP must include procedures to:		
A	Evaluate the sanitary sewer system assets utilizing the best practices and technologies available.	Add this element to the SSMP.
		Develop a plan to perform and document systematic inspections on all gravity pipes, manholes and lift/pump stations (including sub-assets of lift/pump stations), including force mains/siphons, etc. Include historic inspection records when performing the evaluation. Determine an inspection frequency for each asset.
		Track KPIs 5 and 6 trends in Attachment B to evaluate success of the inspection plan.
B	Identify and justify the amount (percentage) of its system for its condition to be assessed each year.	County already inspects system at least once every two years. Add this element to the SSMP.
		Develop an inspection plan and schedule.
		(No action.)
C	Prioritize the condition assessment of system areas that: <ul style="list-style-type: none">• Hold a high level of environmental consequence if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies.• Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas.• Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List (check with your local Regional Water Quality Control Board for their latest lists).	Add this element to the SSMP. Prioritize condition assessment based hot spots, criticality, etc.
		Inspect high risk assets according to the frequency determined above and in accordance with the considerations listed in the General Order.
		Track KPIs 5 and 6 trends in Attachment B to evaluate success of the prioritized condition assessment.
D	Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods.	(No action. In compliance.)
		(No action.)
		Track KPIs 5 and 6 trends in Attachment B to evaluate success of the inspection methods.
E	Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State.	Update SSMP to include this new requirement.
		Identify the portions of the collection system with evidence of exfiltration. If groundwater is infiltrating the pipe, when the water table recedes, it is possible for sewage to exfiltrate.
		(No action.)

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
F	Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities.	Maintain records of condition assessment and inspections. No records were provided by the County for this audit.
		Annually review inspection data to track any major or minor changes in the system. All changes should be tracked in a change log.
		Track trends of KPIs 5, 6, and 8 in Attachment B to ensure adequate performance of inspection and maintenance activities.
G	Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.	Update SSMP to include this new requirement.
		Maintain a list of vulnerable assets and their hazards.
		(No action.)
H	The SSMP must include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for: <ul style="list-style-type: none">• Dry-weather peak flow conditions that cause or contribute to spill events.• The appropriate design storm(s) or wet weather events that causes or contributes to spill events.• The capacity of key system components.• Identify the major sources that contribute to the peak flows associated with sewer spills.	Update SSMP to include this new requirement.
		Develop and implement a system evaluation procedure.
		Track KPI 11 in Attachment B to understand if current procedures are adequate to reduce capacity-related spills.
I	The capacity assessment must consider condition assessments, inspections, audits, spill history, capacity of flood-prone systems under storm conditions, increased inflow and infiltration due to larger/higher intensity storms due to climate change, updated design storm, and necessary redundancy in pumping and storage.	Update SSMP to include this new requirement.
		Develop and implement a system evaluation procedure.
		Track KPI 11 in Attachment B to understand if current procedures are adequate to reduce capacity-related spills.
J	The findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.	Update SSMP to include this new requirement.
		<ul style="list-style-type: none">• Utilize all available data for prioritizing corrective actions considering severity/consequences of potential spills.• Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities. Documentation may include CCTV records, manhole inspection records, lift/pump station inspection records, hydraulic model updates.
		Track KPI 12 in Attachment B to understand if current corrective actions are adequate to reduce spills.
The capital improvement plan must include the following items:		
K	Project schedules include completion dates for all portions of the capital improvement program.	Include a CIP Forecast as an appendix in the with details on project schedule.
		Timelines can and should be adjusted based on changing priorities. However, reasons for deviation from the plan should be documented.
		Track KPI 13 in Attachment B to determine if the capital improvement plan has been adhered to.
L	Internal and external project funding sources for each project.	Include funding sources and timing on the CIP Forecast for each project.
		For unfunded projects, list the plan to secure funding.
		Track KPI 14 in Attachment B to determine if the funding source for each CIP project has been identified and secured.
M	Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.	Update the SSMP to include discussion regarding CIP coordination efforts.
		Holding regular project coordination meetings that include all providers and stakeholders to keep projects on track and resolve issues that may arise in a timely manner.
		Track KPI 2 in Attachment B to ensure there is an annual review of the Capital Improvement Plan by all necessary individuals including both Engineering and Operations.

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
Element IX - Monitoring, Measurement, and Program Modifications		
The SSMP must include an Adaptive Management section that addresses SSMP implementation, effectiveness, and the steps for necessary SSMP improvement, including:		
A	Maintaining relevant information, including audit findings, to establish and prioritize appropriate activities.	Attach this Audit as an Appendix to the SSMP.
		Collect and store data in an electronic format that is easy to access, and stored in a way that is easy to import and analyze.
		Track KPIs 1 and 2 in Attachment B to measure whether SSMP has been updated and audited on time.
B	Monitoring the implementation and measuring the effectiveness of each SSMP element.	Update Section 9 in the SSMP and develop a consolidated list of monitoring and performance goals that meet the objectives listed for each Element above.
		Have periodic SSMP review meetings to ensure that the SSMP is being carried out, ensuring staff specified in Element 2 are included/documented in reviews. Additionally, graph historical system performance and spill performance results to assist with evaluating effectiveness.
		(No action.)
C	Assessing the success of the preventive operation and maintenance activities.	(No action. In compliance.)
		(No action.)
		Track KPIs 5 through 12 in Attachment B to measure the success of the preventative operation and maintenance activities.
D	Updating SSMP procedures and activities, as appropriate, based on results of monitoring and performance evaluations.	Periodically review and update Section 9 in the SSMP, as necessary, and log the changes.
		Schedule and perform periodic SSMP review meetings to ensure the SSMP is being implemented and carried out.
		Track KPI 2 in Attachment B to measure whether SSMP has been updated on time.
E	Identifying and illustrating spill trends, including spill frequency, locations, and estimated volumes.	Monitor historic system performance trends.
		Maintain data in a manner that can be reviewed and evaluated makes the data more valuable.
		Track KPI 12 in Attachment B to identify spill trends.
Element X - Internal Audits		
The SSMP shall include internal audit procedures, appropriate to the size and performance of the system, for the County to comply with section 5.4 (SSMP Audits) of the General Order. The County shall conduct an internal audit of its SSMP, and implementation of its SSMP, at a minimum frequency of once every three years. The audit must be conducted for the period after the end of the County's last required audit period. Within six months after the end of the required 3-year audit period, the Legally Responsible official shall submit an audit report into the online CIWQS Sanitary Sewer System Database per the requirements in section 3.10 (SSMP Audit Reporting Requirements) of Attachment B1 of the General Order. Audit reports submitted to the CIWQS Sanitary Sewer System Database will be viewable only to Water Boards staff. The internal audit shall be appropriately scaled to the size of the system(s) and the number of spills. The County's sewer system operators must be involved in completing the audit.		
A	At minimum, the audit must: <ul style="list-style-type: none">• Evaluate the implementation and effectiveness of the County's SSMP in preventing spills.• Evaluate the County’s compliance with the General Order.• Identify SSMP deficiencies in addressing ongoing spills and discharges to waters of the State.• Identify necessary modifications to the SSMP to correct deficiencies.	Attach this Audit as an Appendix to the SSMP.
		<ul style="list-style-type: none">• Include audit findings, recommended corrective actions, input from collection system operations staff, and a proposed schedule to address identified deficiencies.• Once the audit findings have been determined, distribute findings to operations staff.• Regularly maintain SSMP Change Log based on modifications necessary to address deficiencies.
		At a minimum, focus KPIs on measuring each Elements effectiveness in preventing spills and compliance with the General Order.
B	The County shall submit a complete audit report that includes: <ul style="list-style-type: none">• Audit findings and recommended corrective actions.• A statement that sewer system operators’ input on the audit findings has been considered.• A proposed schedule for the County to address the identified deficiencies.	Routinely schedule audits every 3 years.
		Submit complete audit report in CIWQS that includes: <ul style="list-style-type: none">• County SSMP audit findings and recommended corrective actions. Findings and recommended corrective actions should be formalized in a table or report.
		<ul style="list-style-type: none">• A statement that sewer system operators’ input on the audit findings has been considered Track KPI 1 in Attachment B for measuring whether SSMP audit deadlines are met.

Table 4-1. Summary of Sewer System Management Plan Requirements and Corrective Actions		
Element Requirement		Corrective Action Plan
		Action
Element XI - Communication Program		
The SSMP must include procedures for the County to communicate with:		
A	The public for spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and the development, implementation, update of its SSMP, including opportunities for public input to SSMP implementation and updates.	Update the SSMP to include discussion regarding public notice of closures to public areas and source water contamination.
		Track outreach efforts.
		Track KPI 15 in Attachment B to determine the effectiveness of communicating the SSMP with the public.
B	Owners/operators of systems that connect into the County's system, including satellite systems, for system operation, maintenance, and capital improvement-related activities.	Describe communication protocols with system owners/operators connecting to the County's collection system for related operations, maintenance, and capital improvement activities.
		Document and track communications.
		(No action.)

ATTACHMENT A: SUMMARY OF COMMON VIOLATIONS



Table A-1. Summary of Common WDR Violations by Element^(a)

Element	General Order Reference Section	Common Violations
Element 1: Goal & Introduction	<ul style="list-style-type: none"> • Attachment D.1 • Spec. 5.2 	<ul style="list-style-type: none"> • Failure to identify appropriate goals. • Failure to establish necessary funding, staffing, capital resources for sewer program. • Failure to update Sewer System Management Plan sub-elements. • Failure to maintain Sewer System Management Plan Change Log. • Failure to establish process to ensure public has access/input to Sewer System Management Plan. • Failure to complete appropriate Sewer System Management Plan audits. • Failure to measure effectiveness and progress. • Failure to develop and implement procedures for updating sewer maps. • Failure to provide appropriate narrative descriptions describing procedures for prioritization of system repairs and maintenance to prevent spills.
Element 2: Organization	<ul style="list-style-type: none"> • Attachment D.2 • Spec. 5.1 	<ul style="list-style-type: none"> • Failure to designate a qualified Legally Responsible Official with appropriate training and experience. • Failure to establish and update all related necessary responsible staff and lines of authority. • Failure to establish and update agency chain of communication for reporting spills. • Failure to reflect changes in the Sewer System Management Plan Change Log.
Element 3: Legal Authority	<ul style="list-style-type: none"> • Attachment D.3 	<ul style="list-style-type: none"> • Failure to establish proper agency codes, standards, legal agreements, including but not limited to failure to exercise necessary fats, oils, and grease (FOG) control authority for regulating discharges from Food Service Establishments (FSEs), multifamily housing, and residential homes. • Failure to ensure necessary legal authority for accessing flood control channels and easements for ensuring adequate access for spill response and cleanup operations within service area. • Failure to periodically review agency codes, standards, legal agreements, and procedures for ensuring conformance to requirements.
Element 4: Operations and Maintenance Program	<ul style="list-style-type: none"> • Attachment D.4 • Spec. 5.7 • Spec. 5.19 	<ul style="list-style-type: none"> • Failure to establish process to ensure sewer maps are up to date. • Failure to establish and review required maintenance program activities (CCTV, inspections, etc.) • Failure to establish adequate training program for staff and contractors. • Failure to establish equipment inventory including identification of critical spare part(s), including failure to update Sewer System Management Plan Change Log. • Failure to change/adapt operations/maintenance program based on actual results/experience
Element 5: Design and Performance Provisions	<ul style="list-style-type: none"> • Attachment D.5 	<ul style="list-style-type: none"> • Failure to establish, implement, and maintain appropriate sewer standards and procedures for inspections, and testing. • Failure to enforce instances of noncompliance. • Failure to document and substantiate deviations from standards and procedures.

Table A-1. Summary of Common WDR Violations by Element^(a)

Element	General Order Reference Section	Common Violations
Element 6: Spill Emergency Response Plan	<ul style="list-style-type: none"> • Attachment D.6 • Spec. 5.12 • Attachment E-1 	<ul style="list-style-type: none"> • Failure to develop and adapt a Spill Emergency Response Plan that meets all requirements. • Failure to test/evaluate emergency procedures including deploying contracted services where necessary. • Failure to adequately recover wastewater following a spill event. • Failure to ensure supply of adequate critical/identified spare parts/equipment prior to spills. • Failure to properly notify appropriate outside agencies/officials. • Failure to conduct training/drills/skilled volume estimations for operators required in Attachment D.4.3 • Failure to maintain Spill Emergency Response Plan (annually) and note change in the Sewer System Management Plan Change Log
Element 7: Sewer Pipe Blockage Control Program	<ul style="list-style-type: none"> • Attachment D.7 	<ul style="list-style-type: none"> • Failure to identify appropriate needs for pipe blockage program. • Failure to ensure adequate pipe blockage control enforcement authority. • Failure to enforce requirements for instances of noncompliance.
Element 8: System Evaluation, Capacity Assurance and Capital Improvements	<ul style="list-style-type: none"> • Attachment D.8 • Spec. 5.6 • Spec. 5.10 	<ul style="list-style-type: none"> • Failure to develop and implement system evaluation, capacity assurance, and capital improvement programs. • Failure to identify sections holding high degree of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies. • Failure to identify system sections located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas. • Failure to identify assets within the vicinity of receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List. • Failure to develop and implement capital improvement plan (CIP) for necessary sewer system repairs and improvements (short term and long-term). • Failure to include input from field staff regarding known system problems. • Failure to document changes and reason(s) for changes in Sewer System Management Plan Change Log.
Element 9: Monitoring, Measurement and Program Modifications	<ul style="list-style-type: none"> • Attachment D.9 • Spec. 5.11 	<ul style="list-style-type: none"> • Failure to collect/maintain and evaluate relevant data for monitoring, measuring, and assessing preventive maintenance program effectiveness. • Failure to update/modify agency Sewer System Management Plan based on results from internal audits and evaluate/adapt data required for this element. • Failure to document changes in Sewer System Management Plan Change Log.



Table A-1. Summary of Common WDR Violations by Element^(a)

Element	General Order Reference Section	Common Violations
Element 10: Internal Audits	<ul style="list-style-type: none">• Attachment D.10	<ul style="list-style-type: none">• Failure to conduct routine Sewer System Management Plan audits at a minimum frequency of every three years.• Failure to measure Sewer System Management Plan element effectiveness (a simple checklist will not fulfill this obligation). (For specific examples of self-audit compliance/noncompliance, visit the following link: https://bacwa.org/wp-content/uploads/2011/12/BACWA_SSMP_Audits_OE_ppt-12-08-11.pdf)• Failure to implement identified deficiencies/recommendations and commit to new enhancements via a plan/schedule (short and long-term).• Failure to upload and certify the audit report in CIWQS, notify the appropriate Regional Water Board for instances where Audits were not performed, or timelines met, or certify/upload an Audit Report as required.
Element 11: Communication Program	<ul style="list-style-type: none">• Attachment D.11	<ul style="list-style-type: none">• Failure to develop and implement a public communication program, especially during emergencies.• Failure to solicit input on Sewer System Management Plan content.• Failure to communicate with owners/operators of sewer system(s) connected to the agency's sewer system.• Failure to document how communications were performed.• Failure to regulatory communicate and document communications with stormwater conveyance system owners within agency service area.

Notes:

(a) Source: BACWA Guide for Developing and Updating of SSMPs, July 2024.

ATTACHMENT B: MOABI REGIONAL PARK SEWER SYSTEM MANAGEMENT PLAN KEY PERFORMANCE INDICATORS





Table B-1. Moabi Regional Park Sewer System Management Plan Key Performance Indicators

KPI Number	Target Element	Description	Data Source	Existing Performance ^(a)	Target Performance
1	WDR Compliance	Number of WDR compliance deadlines missed in the previous three-year period	WDR Compliance Schedule	0	0
2	WDR Compliance	Percentage of SSMP sections reviewed and updated each year	Annual SSMP Update Schedule	0%	100%
3	Legal	Years since last update of applicable sewer ordinances or standards	Municipal Code	45 years	≤ 15 years
4	Legal	Years since last comprehensive update to design standards and specifications	Standard Specifications & Details	13 years	≤ 15 years
5	Operation & Maintenance	Completion rate of scheduled preventive and corrective maintenance work orders	Anecdotal/CMMS ^(b)	100%	90%
6	Operation & Maintenance	Percentage of scheduled pipeline inspections completed (by linear feet)	Anecdotal/CMMS ^(b)	100%	90%
7	Operation & Maintenance	Mean annual response time for reported SSOs	SSO Reports	< 30 minutes	30 minutes
8	Operation & Maintenance	Volume of sanitary sewer overflows discharged to surface waters per year for the past 10 years	CIWQS	0 gallons	0 gallons
9	Sewer Pipe Blockage Control Program Effectiveness	Number of pump clogs due to ragging per year for the past 10 years	Anecdotal/CMMS ^(b)	0	0
10	Sewer Pipe Blockage Control Program Effectiveness	Number of sanitary sewer overflows attributed to pipeline blockages per year for the past 10 years	CIWQS	0	0
11	System Performance: Capacity	Total number of capacity-related SSOs over the past 10 years	CIWQS	0	0
12	System Performance: Trends	Difference between current year SSO count and preceding 3-year average	CIWQS	0	≤ 0
13	Corrective Actions	Percentage of scheduled improvements completed over the past two years	Anecdotal/CMMS ^(b)	100%	90%



Table B-1. Moabi Regional Park Sewer System Management Plan Key Performance Indicators

KPI Number	Target Element	Description	Data Source	Existing Performance ^(a)	Target Performance
14	Funding Sources	Percentage of projects in the 5-year CIP that remain unfunded	5-Year CIP	0	0
15	Communication and Outreach	Time elapsed since SSMP was last agendized for a regular council meeting	Previous Council Agendas	6 years	≤ 6 years

Notes:

(a) Existing performance metrics is based on input from County staff.

(b) The County does not currently have CMMS; however, there are plans to implement CMMS in the future. The existing performance is based on anecdotal input from the County staff, and future performance should be pulled from the planned CMMS.

ATTACHMENT C: MOABI REGIONAL PARK SEWER SYSTEM INFORMATION





Table C-1. Moabi Regional Park Sewer System Information

Attribute	Identifier or Quantity	Unit
WDID	7SSO18102	-
Gravity Main Length ^(a)	3	miles
Force Main Length ^(a, b)	< 1	miles
Total System Length ^(a)	3	miles
Lift Stations ^(b)	1	count
Manholes	Unknown	count
Population ^(b, c)	450	people
Residential Service Connections ^(b)	103	count
Commercial Service Connections ^(b)	0	count
Industrial Service Connections ^(b)	0	count
Total Service Connections	103	count

Notes:

(a) Source: CIWQS Collection System Operational Report for CSA 64 between January 1, 2015 to May 1, 2025

(<https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/publicReportSSOPerformance.jsp?wdid=7SSO18102&startDate=1/1/2015&endDate=1/1/2025>)

(b) Source: Meeting and email correspondence with County staff throughout the duration of the SSMP Audit and Update projects.

(c) Source: 2014 Sanitary Sewer Management Plan for Moabi Regional Park.

ATTACHMENT D: MOABI REGIONAL PARK SEWER SYSTEM SSO AND MAINTENANCE METRICS (2015 – 2025)





Table D-1. Moabi Regional Park SSO Incident Metrics (2015 - 2025) ^(a)		
Year	SSOs per Year	Number of SSOs per 100 miles
2015	0	0
2016	0	0
2017	0	0
2018	0	0
2019	0	0
2020	0	0
2021	1	33.3
2022	0	0
2023	0	0
2024	0	0
2025 ^(b)	0	0
Notes:		
(a) Source: CIWQS Collection System Operational Report for CSA 64 between January 1, 2015 to May 1, 2025 (https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/publicReportSSOPerformance.jsp?wdid=7SSO18102&startDate=1/1/2015&endDate=1/1/2025)		
(b) Data is applicable through the month of April.		



Table D-2. Moabi Regional Park SSO Event Metrics (2015 - 2025)^(a)

Year	Volume Spilled, gallons	Volume Recovered, gallons	Volume Reaching Storm Drains, gallons	Volume Reaching Surface Water, gallons	Net Volume Spilled per 1,000 People Served, gallons/1000 capita/yr
2015	0	0	0	0	0
2016	0	0	0	0	0
2017	0	0	0	0	0
2018	0	0	0	0	0
2019	0	0	0	0	0
2020	0	0	0	0	0
2021	500	500	0	0	0
2022	0	0	0	0	0
2023	0	0	0	0	0
2024	0	0	0	0	0
2025 ^(b)	0	0	0	0	0

Notes:

(a) Source: CIWQS Collection System Operational Report for CSA 64 between January 1, 2015 to May 1, 2025

(<https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/publicReportSSOPerformance.jsp?wdid=7SSO18102&startDate=1/1/2015&endDate=1/1/2025>)

(b) Data is applicable through the month of April.



Table D-3. Moabi Regional Park Maintenance Activity Summary (2015 - 2025)

Year	Maintenance Activity		
	Hydrocleaning, feet	CCTV, feet	FOG Inspections, quantity
2015	4,615	Unknown ^(b)	0
2016	4,515	0	0
2017	4,955	Unknown ^(b)	0
2018	4,514	Unknown ^(b)	0
2019	4,955	Unknown ^(b)	0
2020	4,466	Unknown ^(b)	0
2021	4,337	Unknown ^(b)	0
2022	5,083	Unknown ^(b)	0
2023	5,083	Unknown ^(b)	0
2024	5,083	5,083	0
2025 ^(a)	Unknown	Unknown ^(b)	0

Notes:

(a) Data is applicable through the month of April.

(b) Data is unavailable due to a database transition that is occurring at the time of this audit. The County anecdotally noted that 95 to 100 percent of the sewers are cleaned and/or CCTV'd each year.



Figure D-1. Historical SSO Frequency (Moabi Regional Park vs. State Park Average)

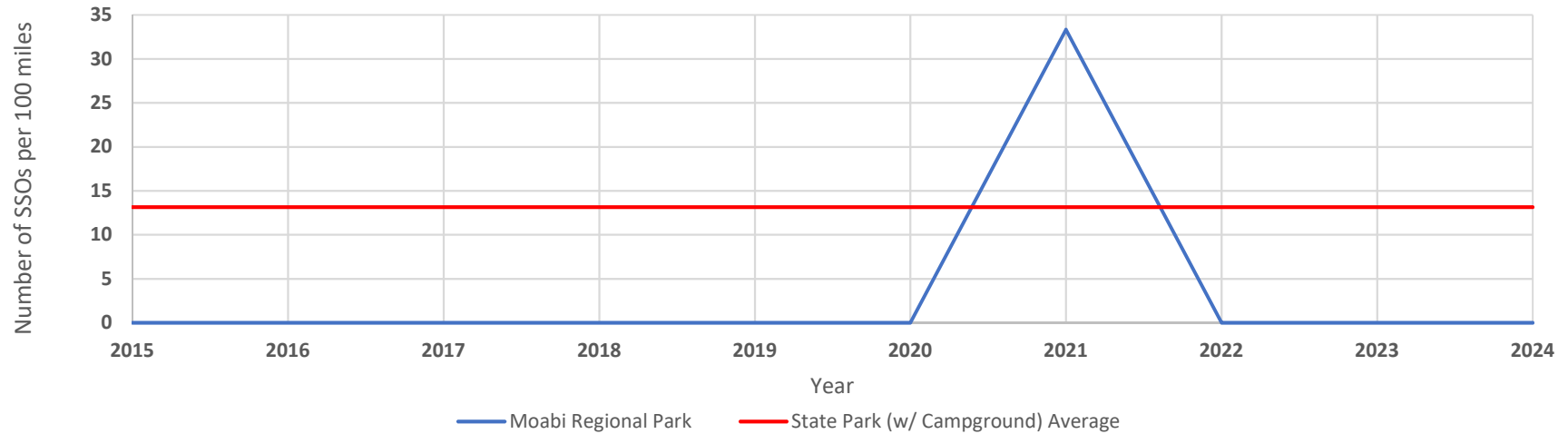
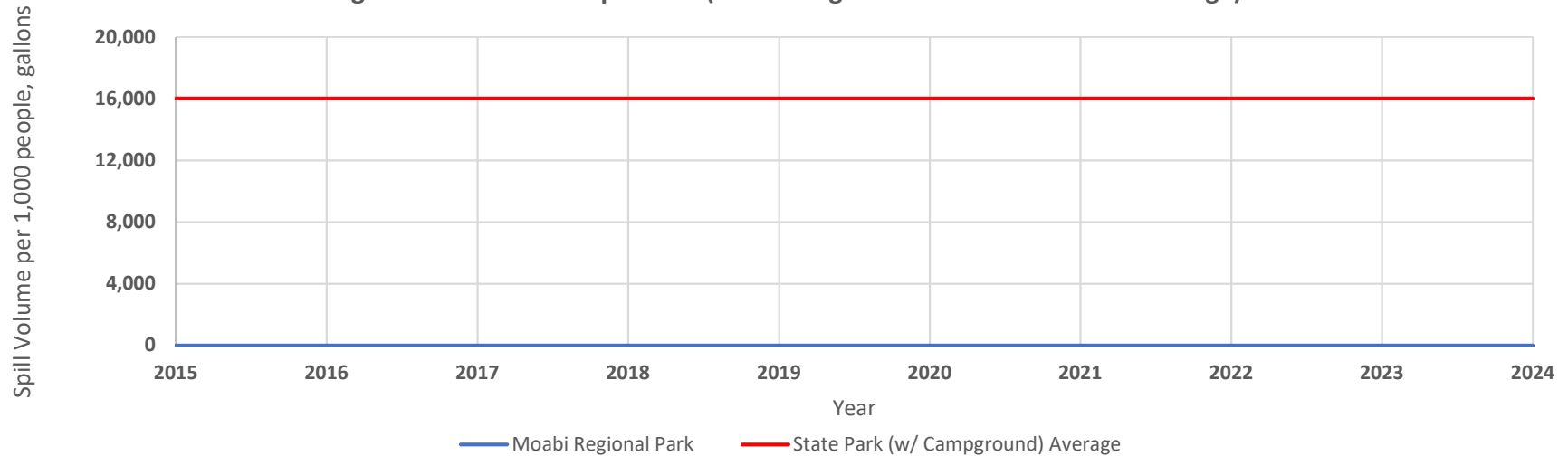


Figure D-2. Historical Spill Rate (Moabi Regional Park vs. State Park Average)



ATTACHMENT E: MOABI REGIONAL PARK SSO EVENT DETAILS (2015 – 2024)





Table E-1. Moabi Regional Park SSO Events Details (2015 - 2024)

Spill ID	Spill Created Date	Spill Type	Spilled Volume, gallons	Spill Volume Recovered, gallons	Spill Volume Reaching Surface Water, gallons	Spill Cause	Failure Location	Spill Location
871581	1/13/2021	Category 3	500	500	0	Cracked Pipe	Near top of pipe; approximately 3 o'clock	Behind sewer lift station near building