



Yorba Linda Water District

YORBA LINDA WATER DISTRICT

Order No. R8-2002-0014

Sewer System Management Plan

Updated

September 30th 2005

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Yorba Linda Water District

Sewer System Management Plan *September 2005*

Mission Statement

“Yorba Linda Water District will provide reliable, high quality water and sewer services in an environmentally responsible manner at the most economical cost to our customers.”

Vision Statement

“Yorba Linda Water District will become a premier self sufficient source of reliable water, sewer and related services in the communities it serves.

Background and Service Area

Division 12 of the California Water Code empowers the District to provide water and sewer service. In 1959, the area served by the then newly formed District needed a sewage collection system. In response to these needs, the Yorba Linda Water District established policies and procedures to build and maintain a comprehensive sewer collection system. The District’s present sewer system now serves connections both inside and outside of its political boundary. See attached map.

Within its political boundary, the District owns and maintains nearly 235 miles of various diameter sewer pipes and two sewer lift stations. This area serves about 20,032 single family, multiple dwelling units (condominiums, mobile homes and apartments) and 385 commercial, industrial and public school accounts, for a total of about 20,417 services.

Outside of its political boundary, the District also owns and maintains approximately 18 miles of sewer system. In this area (referred to herein as “Locke Ranch”), there are about 1,560 single family, commercial, industrial and public school sewer connections. These customers, however, receive their water service from the Southern California Water Company.

In 1977, the District and City of Yorba Linda entered into an agreement that divided jurisdiction for planning, construction and maintenance of sewer facilities. The City’s sewer jurisdiction begins at the eastern boundary of the District’s “Locke Ranch” area and continues east to the City’s eastern boundary. Included within the City jurisdiction is land in the District’s Improvement District No. 1 and Improvement District No. 2.

A portion of the City-owned sewer system in Improvement District No. 1 drains into the District’s “Locke Ranch” sewer system. Inadequate maintenance of City sewers would have eventually caused problems to the District sewers, so the 1977 agreement created a small area of overlapping jurisdiction (referred to the “Overlap Area”). In this Overlap Area, the City is responsible for planning and constructing capital improvements and replacements while the District is responsible for maintenance. Since the District is responsible for maintaining these sewers, the agreement also authorized the District to bill its Sewer Maintenance Charge directly to these customers. There are approximately 26 miles of sewer pipelines and 2,980 single family, commercial and industrial sewer connections in the “Overlap Area.” The City is responsible for maintenance in the rest of its sewer jurisdiction.

On July 1st 2011 the City transferred ownership of the sewer system from the eastern boundary of the District’s Locke Ranch area to the City’s eastern boundary to YLWD. This gives the District responsibility for all sewer facilities within the City’s boundaries, including jurisdiction for planning, construction and maintenance of all facilities. This added approximately 71 miles of sewer main and 1,700 manholes to the District’s existing system.

Introduction

The Santa Ana Region of the State Water Quality Control Board oversees the water quality in the waters of the State, particularly the Pacific Ocean and the Newport Beach Upper and Lower Bay. The beaches along the coast have been closed numerous times due to contaminated surface water runoff and sewer spills and the closures have impacted the economy associate with the summer beach activity.

In response to the beach closures, the Water Quality Control Board adopted new storm drain and sewer regulations. The Regional Water Quality Control Board adopted the new sewer regulations, termed the Waste Discharge Order Number R8-2002-0014, on April 26, 2002. This Order applies to all the sewer system owners in Orange County whose lines are tributary to the Orange County Sanitation District treatment plants. Therefore, these regulations apply directly to the Yorba Linda Water District.

a) Goal

The goal of the SSMP is to provide the plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system owned by the Enrollee. This will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur.

One of the requirements of the Waste Discharge Order is to prepare and implement a Sewer System Management Plan (referred to herein as SSMP). By preparing and practicing the procedures in the SSMP, the occurrence of sewer spills, or Sanitary Sewer Overflows (referred to herein as SSOs), should decrease. The Yorba Linda Water District has traditionally taken a proactive approach to sewer maintenance and already practices many of the requirements of the Waste Discharge Order.

b) Organization

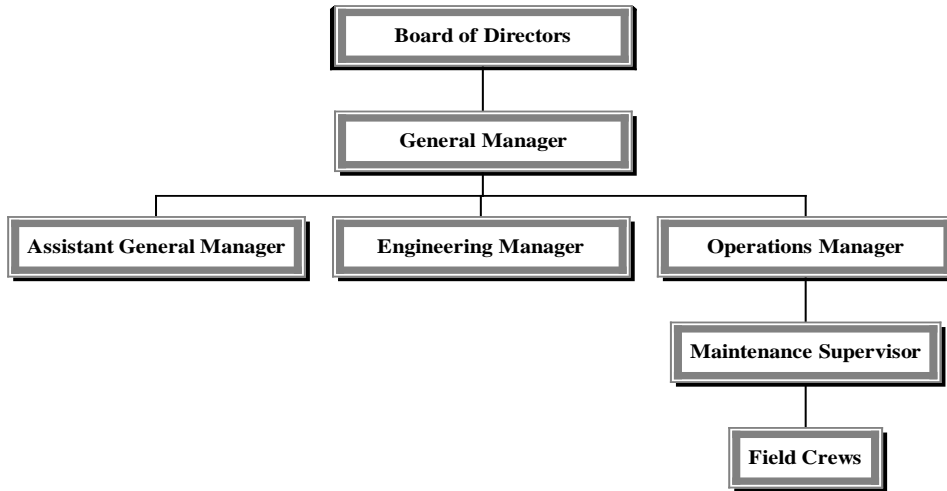
I. The names, email addresses, and telephone numbers of the responsible or authorized representatives as described in Section J.

John DeCriscio, jdecriscio@ylwd.com
Work telephone (714) 701-3122.
Mobile telephone (714) 240-2300.

II. The names, email addresses, and telephone numbers for current governing board members including the board chair and names, email addresses, and telephone numbers for agency management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program including Legally Responsible Officials and Data Submitters registered with the State Water Board. The SSMP must identify lines of authority through the organization chart or similar document with a narrative explanation of each individual's role and responsibility; and

III. The names, email addresses, and telephone numbers for current governing board members including the board chair and names, email addresses, and telephone numbers for agency management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program including Legally Responsible Officials and Data Submitters registered with the State Water Board. The SSMP must identify lines of authority through the organization chart or similar document with a narrative explanation of each individual's role and responsibility.

**ORGANIZATIONAL CHART
INVOLVED WITH SEWER OPERATIONS**



Board President, Gary Melton, (714) 701-3000.
Board Vice President, Robert Kiley, (714) 701-3000.
Board Member, Ric Collett, (714) 701-3000.
Board Member, Phil Hawkins, (714) 701-3000.
Board Member, Michael Beverage, (714) 701-3000.

General Manager (Acting), Steve Conklin (714) 701-3102,
sconklin@ylwd.com

Engineering Manager, Steve Conklin, (714) 701-3102,
sconklin@ylwd.com

Operations Manager, John DeCriscio, (714) 701-3122
jdecriscio@ylwd.com

Water Maintenance Superintendent, Ken Mendum, (714) 701-3123,
kmendum@ylwd.com

Collection System Lead Worker, Diane Dalton (714) 701-3150
ddalton@ylwd.com

Operations Manager: Responsible for ensuring the reporting procedures are adhered to, and all agencies are informed in a timely manner. Keeps General Manager informed of cause and effect of all SSOs.

Maintenance Superintendent: Co-ordinates with Field Crews to ensure all telephone calls are made to regulatory agencies as required. Assists Field Crews in electronic reporting to CIWQS. Keeps Operations Manager informed through all phases of an SSO.

Collections System Lead Worker and Field Crew: Respond to all SSOs, initiate containment and clean-up activities. Inform regulatory agencies by telephone, and keep Maintenance Superintendent informed of SSO status.

IV. The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State Water Board and other agencies if applicable, such as the County Health Officer, the County Environmental Health Agency, the Regional Water Board, and/or the California Emergency Management Agency (Cal EMA).

As a first priority during a sewer overflow, District staff and field crews notify the appropriate public agencies by phone that a SSO has occurred. The District then follows up with electronic reports to the State Water Resources Control Board and other agencies.

The Operations Manager or his designee receives the initial verbal SSO report from the field crew, based on the extent of the response crew data the regulatory agencies are immediately notified by telephone. The field crew and Maintenance Superintendent draft up the required SSO report. The draft is then reviewed with the Operations Manager and General Manager with consideration given to SSO volume calculations, flow comparison photos, recovery and wash down and containment operations, cause of overflow, timeliness of response, etc. After discussions are complete, the report is finalized and transmitted to the appropriate authorities. Normal procedure has always been for the District to report all sewer overflows regardless of size and whether or not the overflow reaches the waters of the State. The reporting function extends to private property sewer overflows if observed by YLWD personnel.

V. The website address where the enrollee's SSMP can be accessed, if applicable.

N/A

- c) **Legal Authority:** Each Enrollee must demonstrate, through sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:
- i. **Prevent illicit discharges into sanitary sewer system (examples may include storm water, chemical dumping, unauthorized debris and cut roots, etc);**
 - ii. **Require that sewers and connections be properly designed, constructed, and maintained;**
 - iii. **Ensure access in easements, right of ways, and any other areas sanitary sewer facilities are installed for maintenance, inspection, or repairs of the sanitary sewer system and for any portions of the service lateral owned or maintained by the Enrollee;**
 - iv. **Limit flows to the sanitary sewer system from connected sources including service laterals and satellite collection systems;**
 - v. **Ban new connections;**
 - vi. **Limit the discharge of roots, fats, oils, and grease and other debris that may cause blockages; and**
 - vii. **Enforce any violation of its sewer ordinances and, if applicable, collect penalties.**

In addition, the Enrollee shall specify whether they own and maintain service laterals, and the portions owned and/or maintained including pipe, clean outs, and backflow prevention devices. Any policies and procedures related to requirements for sewer easements shall also be addressed in this section of the SSMP.

The Yorba Linda Water District is organized under Section 12, et. seq., of the California Water Code. The District has the power to install sewers and enact regulations related thereto. The District has enacted Rules and Regulations for the Rendition of Sanitary Sewer Service. A copy is available upon request.

By resolution the District adopts a budget for sewer operations. The budget identifies funding for routine sewer operations, capital improvement and/or replacements, and purchasing sewer maintenance equipment. A copy of the budget is available upon request. In addition, the District collects a sewer maintenance charge from each user of the system, and fees for extension of sewer pipes or new connections to the sewer system.

Sewer construction is regulated by the District's Standard Plans and Specifications for the Construction of Sanitary Sewers. The District's construction specifications also call out the types of materials and inspection requirements.

The District has not experienced any major sources of infiltration into its sewer lines. Although no sources of infiltration are noted, the legal authority to control infiltration is in the District's adopted rules and regulations.

Legally controlling inflow encompasses controlling the two major sources of inflow: illegal connections, and submerged or flooded streets causing water to enter the pick holes in manhole covers. Illegal connections are usually connections to the sewer system by property owners who have drainage problems due to flat areas and low spots and who solve those problems by draining those areas to an inlet that is connected to the sewer system. When instances of these illegal connections are found, the homeowner is required to immediately remove the connection. The District's sewer permit issuance procedure is supported by resolution, and any illegal connections are subject to notice of violation and discontinuance of service.

The other source of inflow is from submerged intersections during heavy storms where the covers are subject to local flooding. The option of using bolt down watertight manhole covers was considered and used where applicable.

The District's standard specifications insure that sewer pipes and connections are properly designed and constructed. The District's standard specifications incorporate by reference, the "Standard Plans and Specifications for Public Works Construction" (Green Book), which helps insure proper design and construction of sewer facilities.

The District has full time engineering personnel who inspect new and replacement sewers. The engineering staff is well trained and experienced in the construction of sewer lines and lift stations. The engineering staff maintains a copy of the Yorba Linda Water District Standard Plans for Sanitary Sewer Construction, the Standard Specifications for Public Works Construction Inspection Manual, the Work Area Traffic Control Manual (WATCH), and the CALTRANS Manual for Work Upon Highways, on the job at all times.

The District's standard sewer pipe is Vitrified Clay Pipe. This pipe will remain in excellent condition if proper construction practices are followed. Continuous inspection during construction and a CCTV inspection before acceptance ensures proper protection methods are provided for the sewer lines and extend the life expectancy of the lines.

Regulations limiting fats, greases, and other debris, which may cause blockages in the sewage collection system are provided by, the District's existing rules and regulations Section (10.03 H.) which clearly prohibit discharging concentrations of fats, oils and greases (FOG), to the District's sanitary sewer. Additionally, a newer regulation, Ordinance 04-01, specifically regulates the discharge of fats, oils and greases by food service establishments.

The legal authority for plumbing fixtures inside a building rests with public agencies other than the Yorba Linda Water District. The District is working with the appropriate staff members in Anaheim, Brea, Placentia and unincorporated Orange County to coordinate adoption of policies that are consistent with the goal of removing FOG from the district's sewer system. The District adheres to the standards of the Uniform Plumbing Code as they apply to the protection of public sewers.

YLWD controls the discharge of other debris and materials into the sewer system through its rules and regulations for sanitary sewer service, Section 10, "Use of Public Sewers", and through an agreement with the Orange County Sanitation District who also have regulations that prohibit unapproved materials from being discharged into the system.

Implementation of the general and specific prohibitions of the national pretreatment program under 40 CFR 403.5: The District supports pretreatment as a means of improving the efficiency of the sewer collection system and the treatment plant operation. The Orange County Sanitation District (OCSD) has a comprehensive pretreatment program and is responsible for administering that program. Section 10.04 of the District's Rules and Regulations address pretreatment requirements in support of OCSDs program.

d) Operation and Maintenance Program: The SSMP shall include those elements listed below that are appropriate and applicable to the Enrollee's system:

- i. Map: Maintain an up-to-date map of the sanitary sewer system, showing, at a minimum, all gravity line segments and manholes, pumping facilities, pressure pipes and valves, siphons, backflow prevention devices, and storm water conveyance facilities. A map illustrating the current extent of the sewer system shall be included in the SSMP.**

The District maintains maps of sewer facilities. These maps are continuously updated. The maps show the location of all sewer mains, numbered manholes, laterals, lift stations and pressurized sewer lines (force mains). The maps also reference the particular construction plans that were used to build each portion of the system. In addition to the sewer system plat maps, the Sewer Master Plan shows facilities that need to be improved. The maps in the Master Plan are updated as needed and used in conjunction with the sewer line capacity calculations as a planning tool for the District's Capital Improvement Program.

The locations of all the storm water conveyance facilities, that are owned and operated by others, are shown on separate plans prepared by the agencies owning the storm drains and copies of these plans have been distributed to the District Engineering Manager, Operations Manager, standby personnel and operations staff. The District recognizes the link between a sanitary sewer spill and its travel in a storm drain facility to the receiving waters. The District has educated its staff to understand the storm drain network and utilize it to capture a spill if it has entered the storm drain system.

The District understands the National Pollution Discharge Elimination System (NPDES) regulations for storm drain owners contain requirements prohibiting sewer system spills into the storm drains. The NPDES requires the storm drain system owners to adopt measures that will decrease the possibility of sewer spills. The District regularly attends meetings related to NPDES in order to maintain communications and coordination with storm drain and other sanitary sewer system owners.

- ii. O&M: Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The preventative Maintenance (PM) program shall have a system to document scheduled and conducted activities, such as work orders.
The SSMP shall identify the names of contractors conducting routine work on the sewer system for implementation of the SSMP and a description of services provided;**

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

This section shall also include a description of any private sewer lateral inspection and replacement programs implemented within the sewer system service area;

- iv. Staff Assessment Program: The Enrollee must develop and implement a Staff Assessment Program (Assessment Program) for its sanitary sewer collection system operations staff, from line staff through supervisors, including contractors, or others performing or overseeing collection system O&M. The Assessment Program shall identify any staff deficiencies in meeting requirements for competently performing collection system O&M activities required by the Enrollee to adequately maintain sewer system assets. This included review of current staff job duties, training, skill sets and/or abilities against the requirements needed by the Enrollee to comply with the SSS WDRs. The Assessment Program shall be updated at least every 12 months. All deficiencies identified shall be addresses by the Enrollee, including any needed changes including but not limited to adjustments to O&M procedures and staff training activities.**
- v. Contingency Planning: Identify the most critical collection system assets and operating procedures including components posing the highest risks and threats for an SSO. Contingency planning shall include a list of the most critical replacement part inventories that should be maintained by the Enrollee.**
- vi. O&M and Sewer System Replacement Funding: The SSMP shall include budgets for routine sewer system operation and maintenance and for the capital improvement plan including proposed replacement of sewer system assets over time due to normal asset aging. Budgets shall include costs, revenues, and revenue sources for funding the**

work over a sufficient period to demonstrate the agency’s ability to properly fund the sewer system in perpetuity.

YLWD has historically cleaned the sewer system once a year and continues to do so today. Once a year is the industry standard for agencies with comprehensive sewer maintenance programs. Areas needing more frequent cleaning (referred to herein as enhanced maintenance areas, EMAs) are cleaned as frequently as once a month. EMAs include but are not limited to inverted siphons that run under flood control channels, railways, highways, and grease prone commercial areas.

The District has two combination sewer cleaning trucks and an easement cleaning machine. Normal operation is two, two person truck crews conducting routine cleaning and one two person crew doing CCTV work. In addition to these three crews, the District has a Lead Maintenance Worker who is responsible for crew performance and sewage lift station operation and maintenance. The District’s objective is to clean all district owned sewer lines annually and televise all lines every eight years. Additionally, six other maintenance personnel are cross- trained in sewer maintenance and equipment operation.

In addition to the daily cleaning of the gravity sewer lines the two-man crews also maintain the District’s two sewage lift stations. The District has developed a station maintenance schedule that includes routine inspections, station pump-downs and debris removal. The station’s alarm systems are designed to interface with District’s computer automated control system and will alarm the duty standby personnel twenty-four hours per day, seven days a week.

In the event of a power failure, the stations are equipped with a disconnect power switch designed to accommodate a portable generator. District standby personnel receive training on the hookup and operation of the portable generator. A complete rehabilitation of one of the sewage lift stations was completed in 2009, including new piping, valves and structural coatings. The second station was rehabilitated in 2011/12. Spare parts are maintained in the form of one complete pump. Both station’s piping can also accommodate a by-pass pumping operation, using an external pump plumbed to the force main.

In 2007 the District purchased a CCTV truck and all members of the Collection Section are trained in its use. All sewer lines are scheduled to be televised every eight years.

In regards to tracking work orders, the District responds to verbal requests, and the staff responds with written tracking reports. Additionally, staff maintains an electronic record of system information denoting cleaning footage and other maintenance activities. The success of the program is discussed with program managers and field crews in an effort to generate ideas for improving the program.

To the best of the District's knowledge, there are no major structural deficiencies in the sewer system. The District will be televising the entire gravity system during the next six years. A CCTV truck was purchased and put into service in July 2007. Two staff member have completed training in the National Association of Sewer Service Companies (NASSCO) sponsored Pipeline Assessment and Certification Program (PACP). Results of the TV inspection survey will disclose repairs that need to be completed. Repairs and replacements, if needed, will be discussed and prioritized in the District's Five Year Plan and bi-annual budgeting process. A copy of the Five Year Plan is available upon request.

The sewer pumping station's pressurized sewer lines (force mains) require a more aggressive maintenance program. The pumping stations have equipment that operates in short cycles throughout each hour of each day. The stations are monitored continually and maintained weekly and because of the continuous operation, any deficiencies are readily apparent. Maintenance is on an as-needed basis. The District's Sewer Operating Budget includes about \$300,000 per year in depreciation. This revenue is used to finance capital replacement projects and purchase vehicles and equipment for sewer operations.

The District's field crew staff and supervisors regularly attend formal training on sewer system practices. Several of the training classes are sponsored by the California Water Environment Agency (CWEA). Two of the seven person field crew hold voluntary certifications in collection system maintenance, as offered by the CWEA.

In order to properly respond to a sewer system emergency that requires reconstruction of District sewer facilities, the District has a list of contractors who can be called upon to assist in the event emergency repairs are needed. The list contains contractors who have demonstrated expertise in pumping station construction, pipeline construction, televising, and pipeline rehabilitation technology. These contractors are staffed with experienced workers who are able to handle the scope of emergencies experienced in the District.

The District makes an effort to keep critical replacement parts available. These parts include spare pumps that can be used as replacements while pumps are serviced. The District has the necessary equipment to work on the sewer lines and pumping stations. An assortment of sewer line repair materials is maintained at the District's Richfield Yard. In addition to small tools, the District has two combination cleaning trucks, an emergency generator for lift station operation, two by-pass pumps, and hoists capable of lifting pump station pumps.

(e) Design and performance provisions: Each Enrollee shall adopt and implement sewer design, construction, inspection, and testing standards and specifications including:

- i. Design and construction standards and specifications for the installation of all aspects of new sanitary sewer systems, including pump stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and**
- ii. Procedures and standards for inspecting and testing all aspects of the installation of new sewers, pumps, and other appurtenances and sanitary sewer system rehabilitation and repair projects.**

The District has employed the “no-dig” pipeline rehabilitation technology. The District considers “no-dig” technology to be the future answer to pipeline rehabilitation as systems reach their life expectancy. The District will use the “no-dig” rehabilitation methods to be one of its standard rehabilitation practices and will develop construction standards for the practice. Refer to the Legal Authority section of this SSMP for a discussion of the District’s standard specifications.

The District’s standard public works contract provides that the work is not placed into service and accepted until inspection and testing are complete. The District provides continuous inspection during the construction of sewer facilities and believes that proper installation is the key element to insure proper operation and maximum life expectancy. The District’s engineering inspection personnel have the Green Book Inspection Manual for reference. With regard to testing sewer lines, the District uses the Green Book recommended air-testing procedures on all new main lines. In addition, the District requires CCTV inspection on all new sewer pipes constructed by developers.

f) Overflow Emergency Response Plan: Each Enrollee shall adopt and implement an SSO emergency response plan that identifies measures to protect public health and the environment. At a minimum, this plan shall include the following:

- i. Proper notification and reporting procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner.**
- ii. A program to ensure an appropriate response to all overflows including documentation of steps needed to prepare for natural disasters, hazardous weather events, and other severe circumstances that will affect sewer system operation. Program documentation should include contracts or agreements in place that may be needed in the event of SSOs to help mitigate the discharge.**
- iii. Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers etc.) of all SSOs that potentially affect public health or reach surface waters of the state in accordance with the Monitoring and Reporting Plan (MRP). All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification.**
- iv. Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergence Response Plan and are appropriately trained in emergency response**
- v. Procedures to address emergency operations, such as traffic and crowd control and other necessary emergency response: and**
- vi. A program and procedures to ensure that all reasonable steps to contain and prevent the discharge of untreated and partially treated wastewater to surface waters of the state that includes a risk and threat analysis of all sanitary sewer system assets. The program shall also specify steps to minimize or correct any adverse impact on the environment resulting from SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.**

The risk and threat analysis shall identify the highest risks and threats ranked in order posed by sewer system failures such as but not limited to gravity sewer main lines, laterals, force mains, air relief valves, pumping facilities, and other facilities or equipment the failure of which could be expected to produce an SSO. The analysis shall include the expected consequences of each identified failure. The analysis shall also include system-specific activities, procedures, and strategies employed by the Enrollee to help minimize the risks and threats of SSOs with consideration given to known problem areas identified within the collection system.

The District's regular office hours are 6:30 a.m. to 5:30 p.m. Monday through Thursday each week. Customers with sewer questions or problems can contact the District at (714) 777-9593 or (714) 701-3000. During regular working hours calls are received by Customer Service personnel who have immediate radio and cell phone contact with field crews. After regular working hours, including weekends, all calls are routed to the District's answering service. The answering service then routes emergency calls to a standby person. The standby person begins the response action by alerting collections crew personnel to respond and assist as additional first responder.

District policy is to respond to all SSOs within the District – and even provide mutual aid outside the District – whether on public or private property and to take all steps possible to prevent the spills from reaching the storm drains, flood control channels, or waters of the State, all in accordance with the waste discharge requirements. The District attempts to respond to any emergency phone call within 30 minutes. Since the District provides both water and sewer service, there are standby personnel with access to equipment and cross trained manpower for emergency response.

The District's policy has always been to report all spills, regardless of size, to the Water Quality Control Board (951) 320-2028, the Orange County Health Care Agency (714) 433-6015, and the State OES (800) 852-7550, whether on public or private property, even if the spill is completely contained. The District will use the spill reporting forms referenced in the Waste Discharge Order and the electronic reporting format offered by the State Water Resources Control Board when responding.

The District has adopted an extensive Emergency Response Plan. That Plan details the role of each person during an emergency, thus the role of personnel during an emergency is clear and concise. The District has pre-established responsibilities for staff members who work concurrently with the field crews to provide an efficient response. Standby personnel and field crew are required to read and sign off as having read and understood the sewer system management plan and spill reporting form. Field crews will keep a copy of the spill reporting form in each vehicle.

If the emergency is during normal working hours, both field crews and the supervisor will respond to the emergency.

The District's Emergency Response Plan includes details about traffic, crowd control and other areas of emergency response.

The District field crews are required to use mats to block catch basin entrances to the storm drains and use the two vacuum trucks to vacuum up spills and wash down water. The District also uses the storm drain system as a containment device if needed. The outlet to the storm drain is blocked and the spill and wash down water are vacuumed from the line.

The impact of SSOs are minimized by washing the spill impact area and recovering the wash down water along with the contained sewage and returning it to the sanitary sewer. The Orange County Health Care Agency has requested that only fresh water be used, because disinfectants pose their own problems.

The District relies on the Orange County Health Care Agency (OCHCA) for monitoring water quality and posting beach closures. All spills are reported immediately to the OCHCA office.

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

- i. An implementation plan and a schedule for a public education outreach program that promotes proper disposal of FOG.
- ii. A plan and a schedule for the disposal of FOG generated within the sanitary sewer system area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area.
- iii. The legal authority to prohibit discharges to the system and to require FOG dischargers to implement measures to prevent SSOs and blockages caused by FOG.
- iv. Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping, and reporting requirements.
- v. Authority to inspect grease producing facilities and, enforce for violations of the local FOG control requirements. The FOG Control Program shall identify required staffing levels to inspect and enforce the FOG ordinance.
- vi. An identification of sanitary sewer system sections subject to FOG blockages, and establishment of a cleaning maintenance schedule for each section; and
- vii. Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in vi above.

Because the District recognizes that grease from restaurants is the number one cause of sewer line stoppages and spills, the District will expand its current public education program to include proper disposal of grease and fats. This outreach program will target Food Service Establishments (FSEs) within our sewer system and provide them with printed information on proper disposal and control of grease. The printed information

will address the importance of containing grease, as well as a list of grease control products available from local hardware stores. A simple set of guidelines for sewer lateral maintenance for individual homeowners and businesses, along with various options instead of pouring grease down the sinks will be included in the outreach program.

The District will continue its current maintenance of enhanced maintenance areas in an effort to ensure that grease stoppage is kept under control. The District staff responsible for sewer maintenance has a list of enhanced maintenance areas, along with a map of their location, to make sure they are cleaned on a regular basis.

The District has a regulation prohibiting grease discharges into the sewer system. Additionally, the Districts adopted a new ordinance (Ordinance 04-01) in 2004 that regulates the discharge of fats, oils and grease from FSEs. The new ordinance has the means and methods to serve notice of violation and recover damages caused by the violation.

The sanitary sewers owned and maintained by the District are within the boundary of several cities who issue building permits and adhere to the Uniform Plumbing Codes which address grease traps for new construction. Additionally these same cities regulate and monitor grease traps inside buildings.

Authority is covered in Section 3, Legal Authority. The District feels that enough staff is available for inspection and enforcement. Should staffing levels become insufficient to carry out all facets of the FOG program the District will consider hiring an outside contractor.

The District will continue its current maintenance of enhanced maintenance sections in an effort to assure that grease stoppage is kept under control. The District staff responsible for sewer maintenance has a list of enhanced maintenance sections, along with a map of their location, to make sure they are cleaned on a regular basis. Restaurants will be required to introduce grease fighting enzymes or bacteria into the system if the tests currently being administered by the District and the OCSO consortium, prove successful.

(h) System Evaluation and Capacity Assurance Plan.

a) Evaluation

The Waste Discharge Order requires the District to prepare and implement a capital improvement plan that will provide hydraulic capacity of key sewer system elements under peak flow conditions. The District is working on an update to its Sewer Master Plan, which incorporates a hydraulic analysis of every line in the system and plans for increasing capacity for those lines found unable to handle future master planned flows.

b) Design Criteria

The District has a Sewer Master Plan that assesses the capacity of the sewer system. The main purpose of the Master Plan is to compare the projected peak flow from the land uses adopted with the carrying capacity of the sewer lines. In addition, as areas of the District grow through planned development, hydraulic analysis is performed to ensure that a given capacity within the sewer system is not exceeded. These evaluations are done to determine the impact of anticipated development. The evaluations target the newly developed areas and downstream sewer system under the influence of the projected increased flows.

c) Capacity Enhancement Measures

See b) above.

d) Schedule

The District's current Five Year Plan and biannual Budget identify sewer projects for the next five and two years respectively. The Sewer Master Plan update will contain a list of each project identified as necessary to increase the capacity of portions of the system.

I) Monitoring, Measurement and Program Modifications

The District's management and staff continually review and monitor sewer operations. Adjustments and/or modifications to District operations and emergency responses will occur when needed. This SSMP will be updated when appropriate. For instance, if new sewer related materials, policies or procedures are adopted the District will implement them. Any practice or policy adopted or implemented by the District that improves operations and/or emergency response is automatically incorporated by reference into the SSMP.

The biannual budget process will set goals and funding requirements to keep providing a high level of service to sewer customers.

J) SSMP Program Audits

The District will perform an internal evaluation of this SSMP and its compliance with the Waste Discharge Order every two years to coincide with its budget process.

K) Communication Program

The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of the SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.

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

The District's General Manager will provide interested parties with status updates on the implementation of the components of this SSMP and will also consider comments made by interested parties. The District can be contacted at the following:

General Manager
Yorba Linda Water District
P.O. Box 309
Yorba Linda, 92885-0309

