

CHAPTER 3

LEGAL AUTHORITY

3.1 Legal Authority

The City's legal authority to own and operate a sanitary sewer system is derived from its incorporation as a City. The City on October 9, 1961, through Resolution 61-91, granted the County of Los Angeles the consent and jurisdiction to annex sewer portions of the City into the CSMD. By that action, the City has entrusted the management, operation, and maintenance of its local sanitary sewer system to the CSMD. The City, however, still maintains ownership of the sewer system.

In compliance with the WDRs, this Chapter highlights the City's legal authority to: (1) prevent illicit discharges into the sanitary sewer system; (2) require that sewers and connections be properly designed and constructed; (3) ensure access for maintenance, inspection, or repairs; (4) limit the discharges of FOG and other debris that may cause blockage; and (5) enforce any violation of sewer ordinances or City Municipal Codes (CMCs). The legal authorities for the specific areas stipulated in the WDRs are covered in various sections of the CMCs and Chapters 20.20, 20.24, 20.22, 20.32, 20.36, and 20.40 of the Los Angeles County Code Title 20 – Utilities (LACO TITLE 20), some of which are discussed below:

3.1.1 Legal Authority to Prevent Illicit Discharges into the Sanitary Sewer System

In accordance with the CMC, Chapter 15.48.010, the City has adopted the 2013 Edition of the California Plumbing Code (CPC). Per Chapter 14, Section 8, of the CMCs, the City has also adopted LACO TITLE 20, which regulates sanitary sewers and industrial waste in the County, as its Sanitary Sewer and Industrial Waste use Ordinance. All references to County positions shall be construed to the applicable City or County position charged with enforcement of that task.

CPC, Title 24, Part 5, Section 714.2, prohibits the unauthorized discharge of rain, surface, or subsurface water (inflows) into the collection system. LACO TITLE 20, Section 20.36.010, prohibits the illegal dumping of offensive or damaging substances such as chemicals, debris, etc. LACO TITLE 20, Sections 20.24.020, 20.24.200, 20.32.080, 20.32.650, prohibit various forms of illicit discharges. CPC, Title 24, Part 5, Section 714.1, also prohibits various forms of illicit discharges that could cause damage to the public sewer system. The City, as one of the CSMD cities, benefits from the CSMD's I/I control program. This program consists of sewer line cleaning and maintenance program, which includes closed-circuit television (CCTV) and other mechanisms to detect I/I.

By ordinance LACO TITLE 20, Section 20.40.045, the Los Angeles County Board of Supervisors has established a financial plan to ensure capital replacement or rehabilitation of sewer lines prone to I/I within the CSMD. The LACO TITLE 20, Section 20.24.080, requires that property owners be responsible for maintenance of their house laterals, including the elimination of cracks, tree roots, and other debris. These laws combined constitute the City's legal authority to prevent illicit discharges into the sewer system.

3.1.2 Legal Authority to Require that Sewers and Connections be Properly Designed and Constructed

LACO TITLE 20, Sections 20.32.330 and 20.32.340, as adopted by the City, require that the design of new mainline sewers and pumping plants, respectively, comply with Part 3 of Chapter 20.32 of the LACO TITLE 20. Section 20.32.350 of the LACO TITLE 20 requires that the design of new house laterals also conform to the requirements of Part 3, Chapter 20.32 of LACO TITLE 20. In accordance with LACO TITLE 20, Section 20.32.580, the construction of a collection sewer system is required to conform to all the requirements prescribed by Division 2 of the LACO TITLE 20, Standard Specifications for Public Works Construction ("Green Book"), and Special Provisions and Standard Plans, all on file in the office of the Director of Public Works. The inspection of new mainline sewers and pumping plants to ensure proper construction is covered under Section 20.30.590 of the LACO TITLE 20.

3.1.3 Legal Authority to Ensure Access for Maintenance, Inspection, or Repairs

LACO TITLE 20, Division 2, as adopted by the City, gives the City the legal right to set requirements to allow unrestricted maintenance access to public sewer infrastructures located on private property. In accordance with Section 20.32.430 of the LACO Code, the access is secured through the City's enforcement of the requirement for legally recorded sewer easements around all public sewer appurtenances located in private properties. Sewer easements are detailed on the sewer construction plans and are thoroughly reviewed by the City and LACDPW for adequacy in size and accuracy of alignment during the plan check process. Plan checkers take special care to ensure that maintenance crews will have sufficient access for the movement of equipment and materials for both routine and emergency repairs or construction work on the system.

3.1.4 Legal Authority Limiting the Discharge of FOG and other Debris that May Cause Blockage

The City by adopting the CPC and the LACO TITLE 20 has the legal authority to satisfy this element of the WDRs. The CPC requires the installation of grease interceptors at restaurants and other food establishments that generate grease in the City. Section 714.1 of the CPC prohibits the discharge of FOG and other substances that may, among other things, clog, obstruct, fill, or necessitate frequent repairs, cleaning out, or flushing of sewer facilities in the City's sewer system. This prohibition is also contained in LACO TITLE 20, Section 20.36.400. LACO TITLE 20, Section 20.36.560, gives the Director of Public Works the authority to require the installation of treatment facilities, including grease interceptors, at any facility that generates FOG in the amount that will damage or increase the maintenance costs of the sewer collection system.

3.1.5 Legal Authority to Enforce any Violation of Sewer Ordinances

LACO TITLE 20, Section 20.24.090, gives the Director of Public Works the legal authority to inspect mainline sewers, sewage pumping plants, interceptors, etc., as often as he deems necessary, to ascertain whether such facilities are maintained and operated in accordance with the provisions of Division 2 of the LACO TITLE 20.

Under Section 20.24.100 of the LACO TITLE 20, the City's Director of Public Works is empowered to enforce all the requirements prescribed in Division 2, Sanitary Sewers and Industrial Waste, and in accordance with Section 20.24.110 may delegate this authority. LACO TITLE 20, Section 20.24.160, allows criminal penalties for any violations.

LACO TITLE 20 and CPCs, standard plans, specifications, and other material cited in this chapter are filed at the office of the Director of Public Works.

CHAPTER 4

OPERATION AND MAINTENANCE PROGRAM

4.1 Preventive Maintenance Program

The City is within the CSMD and, therefore, relies on the staff and resources of the CSMD for the SO&M of its collection sewer system. The CSMD's SO&M Programs described in detail in the SMDs' SSMP are applicable in the City. The CSMD East Yard (Appendix B) provides sewer services to the City. In addition, personnel from the other four sewer maintenance yards, shown in Appendix B, provide after-hour services, such as standby, call-back, and other sewer emergency services, to the City. The maintenance equipment utilized within the City is owned by the CSMD. A complete inventory of the CSMD equipment assigned to the East Yard is presented in Appendix C.

The City's maintenance programs are funded through levying of an annual sewer service charge currently at \$41.50 per equivalent single-family dwelling unit, otherwise called a sewage unit (SU). This is included in the \$50.50 per SU levied by the CSMD and collected with the annual tax bills of property owners in the cities that are within the CSMD. The total annual revenue generated for the various sewer programs through the \$50.50 per SU charge is approximately \$593,000. These funds are managed and administered by the LACDPW and reviewed and adjusted annually to ensure sufficient revenue to fund the maintenance programs.

The following is a summary of the CSMD preventive maintenance activities implemented by the CSMD within the City:

4.1.1 Sewer Line and Manhole Inspection

The interior and exterior of manholes are inspected semiannually for any structural defects, sewage flow condition, presence of vermin or rodents, deleterious industrial waste, odors, and any signs of unusual settlement around the manholes and along sewer alignments.

4.1.2 Gas Trap Manholes and Siphons

On a monthly basis these facilities are inspected and cleared of any stoppages or flow restrictions.

4.1.3 Drop Manholes

These facilities are inspected and cleared of stoppages and flow restrictions on variable frequencies based on prior inspection records.

4.1.4 Sewer Line Cleaning

Sewer lines are cleaned by hydro jetting or rodding. Frequency of cleaning is based on inspection records. Sewer lines known to accumulate grease, garbage grinds, or sand are placed on monthly, quarterly, or semiannual cleaning schedules and those prone to root growth are periodically rodded or chemically treated.

4.1.5 Vermin and Rodent Control

Sewers infested by insects are chemically treated. Those infested by rodents are baited.

4.1.6 Sewage Pump Stations

All pump stations are equipped with telemetry/alarm system and are inspected twice a week. Pumps and motors are lubricated, control mechanism and valves are checked and adjusted as necessary, and equipment is repaired or modified as required.

4.1.7 Work Schedules

CSMD work orders within the City are generated and tracked by the LACDPW's Maintenance Management System (MMS). CSMD field crew activities are recorded in various forms, such as service requests, cleaning reports, sewer maintenance daily reports, manhole adjustments, overflow report forms, etc., and maintained in the MMS database. The reports are made available to the City upon request.

4.1.8 City Sewer Mapping System

The City maintains "as-built" sewer plans of the City's sewer facilities. Data on the plans, such as system location and alignment, pipe material, size, etc., are stored in the SMDs' Computer Aided Design and Drafting System (CADD). Information generated by CADD is printed on Index Map Sheets stored by LACDPW, Sewer Maintenance Division, located at 1000 South Fremont Avenue, Alhambra, California. The Index Maps are also kept at the SMDs' field yards. The maps are updated, as necessary, to reflect any changes in the system.

4.2 Rehabilitation and Replacement Plan

The City's sewer collection systems are in the CSMD, and the City participates in the CSMD's Accumulative Capital Outlay (ACO) Program. As a result, the City also benefits from the CSMD's Sewer Condition Assessment Program.

4.2.1 ACO Program of the CSMD

As stated above, the City participates in the ACO Program of the CSMD. Property owners within the CSMD are levied an annual charge of \$5 per SU for sewer collection system rehabilitation and replacements. The \$5 per SU charge is also a component of the total \$50.50 per SU annual sewer service charge collected from property owners districtwide with the property owners' annual tax bills. The program is managed and administered by the LACDPW.

Under the ACO Program, any portion of the sewer system found to be structurally deficient through routine inspection, sewer emergency response, or the Condition Assessment Program is immediately repaired as an emergency repair project or documented in a prioritized list of future short- and long-term ACO sewer rehabilitation and replacement projects. However, the LACDPW will refer portions of the system that have sewer capacity-related problems, such as hydraulic deficiencies resulting from over development or change in the zoning, to the City for appropriate corrective action. There are currently no known capacity-related SSO problems in the City.

4.2.2 Condition Assessment Program

There are currently approximately 100 miles of sewer lines and 7 pumping stations within the City. The existing City collection sewer facilities are listed in Appendix D. The existing sewer pipes, ranging from 8 to 12 inches in diameter, are predominantly of vitrified clay pipe material. Naturally, as these sewer lines age, structural problems, such as cracks, joint separation, root intrusion, etc., will develop. To ensure that these problems are properly mitigated, the WDRs require that the City or its agent have a program in place to minimize and correct these issues and ensure that the program is well funded.

As described earlier in this document, the City is within the CSMD and participates in the CSMD's Condition Assessment Program. Property owners within the CSMD are assessed an annual fee of \$4 per SU for sewer system condition assessment. This charge is part of the current annual sewer service charge of \$50.50 per SU levied and collected with the property owners' annual tax bills for the CSMD. This charge is reviewed and adjusted annually by the LACDPW to raise sufficient funds for the Condition Assessment Program. Under the Condition Assessment Program, the entire sewer collection system within the City is inspected by CCTV to assess the condition of the pipes on a ten-year-cycle basis. The CCTV inspection schedule for the City is presented in Appendix E. The LACDPW is responsible for the management and administration of the funds and program.

4.3 Equipment Maintenance and Replacement Policy

The equipment utilized in the maintenance of the City's sewer facilities is owned by the CSMD. LACDPW has full responsibility for the maintenance and replacement of equipment. The LACDPW Equipment Replacement Policy is described in Chapter 4.3 of the SMDs' SSMP.

4.4 Training for Field Operations Personnel and Contractors

All personnel needed for the operation and maintenance of the City's sewer system are employed by LACDPW. The training of CSMD personnel is a function of the LACDPW and not the City. The training methodologies utilized by the LACDPW are contained in Chapter 4.4 of the SMDs' SSMP. The City does not have any formalized training for contractors doing work within the City. However, City sewer construction projects are awarded to competitively selected contractors with well trained and qualified personnel for any given project. The designed plans and specifications for City sewer construction projects contain detailed instructions on the City's permitting requirements, standards, and policies that must be adhered to by contractors doing work within the City.

CHAPTER 5

DESIGN AND PERFORMANCE PROVISIONS

5.1 Design and Construction Standards and Specifications

The City requires that all sewers be designed in accordance with the LACDPW standards. LACDPW has standard plans and specifications for construction of sanitary sewers and appurtenances to ensure that sewer lines and connections are properly designed and constructed. LACDPW specifications by reference incorporate the standard plans and specifications for Public Works construction, special provisions, and standard drawings. In addition, LACDPW has other publications, such as the Private Contract Sanitary Sewer Procedural Manual, Guidelines for the Design of Pump Stations, etc., to ensure consistency in the design of collection systems within unincorporated County areas. The City requires that these publications also be followed in the design of sewer systems within the City. To further ensure that sewer facilities are properly designed, the City requires that construction drawings be prepared by licensed engineers. The construction drawings are thoroughly reviewed by the City and SMDs engineers prior to approval for construction and inspection of the actual construction work. The SMDs review plans to ensure that appropriate maintenance standards are integrated into the design from a maintenance standpoint only.

5.2 Procedures and Standards for Inspection and Testing of New and Rehabilitated Collection Sewer Facilities

The City provides inspection by using internal staff trained on the inspection of new sewer construction projects. The inspection of sewer rehabilitation projects under the ACO Program are conducted by LACDPW inspectors. The City requires that "as-built" sewer plans of the completed projects be submitted prior to final approval for acceptance of sewer facilities for public use.

In compliance with SMDs policy, the City also requires that all newly constructed pumping stations be inspected by experienced SMDs staff prior to transferring such facilities to the SMDs for maintenance.

CHAPTER 6

OVERFLOW EMERGENCY RESPONSE PLAN

6.1 Overflow Response Procedure

The City, as a member of the CSMD, relies on the services of the SMDs to respond to SSOs within the City. Therefore, the SMDs' Overflow Procedure described in Chapter 6 of the SMDs' SSMP is utilized by the CSMD in the City. Furthermore, the LACDPW 24-hour emergency phone number 1-800-675-HELP (4357) is readily available to City staff and residents to promptly notify LACDPW staff of SSO events in the City.

6.1.1 Regulatory Agencies Notification and Time Frame

The CSMD is responsible for reporting SSOs to the appropriate regulatory agencies for the City. As discussed in Chapter 2, SSOs that occur in the City are reported to the LACDPW by telephone or by telemetry at the pump stations. Upon receipt of such calls, LACDPW Officials follow the notification guidelines contained in Chapter 6 of the SMDs' SSMP, also presented in Sections 6.1.1a and 6.1.1b of this document.

6.1.1a Regulatory Agencies Notification and Time Frame Table

SSO Category	Type or Description	Agencies to be Notified	Type of Notification and Timeframe	
			Timeframe	Written Report/Online Database
1	<p>Any volume of untreated or partially treated SSO:</p> <ul style="list-style-type: none"> Reach surface water and/or drainage channel tributary to surface water. Discharge to a storm drain and not fully captured and returned to the sanitary sewer system or not captured and disposed of properly. Any volume not recovered from storm drain is considered to have reached surface water. 	California Office of Emergency Services (≥ 1,000 gallons)	As soon as possible, but no later than 2 hours after becoming aware of the spill.	Call and obtain control number.
		Department of Public Health	Within 15 minutes after becoming aware of the spill.	Call and obtain operator number.
		Flood Maintenance Division (only if entered into storm drain)	As soon as possible, but no later than 2 hours after becoming aware of the spill.	NA
		Environmental Programs Division (≥ 50,000)	As soon as possible, but no later than 2 hours after becoming aware of the spill.	Conduct water quality sampling within 48 hours of initial spill. CIWQS Online Database – Upload water quality results. SSO Technical Report – Submit report within 45 calendar days on conclusion of SSO in which 50,000 gallons or greater are spilled to surface water.
		RWQCB (Region 4 or 6)	As soon as possible, but no later than 2 hours after becoming aware of the spill.	Certify that the notification has been made as soon as possible, but no later than 24 hours after becoming aware of the spill.
		SWRCB	As soon as we become aware of the SSO, reporting is possible and can be provided without substantially impeding cleanup or other measures.	CIWQS Online Database Initial Report – ASAP, but no later than initial 3-business days after we are made aware of it. Final Certified Report – Within 15 calendar days on conclusion of the SSO response and remediation. Additional Information – Anytime in form of an attachment.
2	<p>≥ 1,000 gallons of untreated or partially treated SSO:</p> <ul style="list-style-type: none"> Does not reach surface water, drainage channel, or storm drain unless discharge to storm drain system is fully recovered and disposed of properly. 	Flood Maintenance Division (only if entered into storm drain)	Same as above.	NA
		Department of Public Health	Same as above.	NA
		RWQCB (Regions 4 and 6)	Same as above.	Same as above.
		SWRCB	Same as above.	Same as above.
3	All other discharge of untreated or partially treated resulting from sewer system failure or flow condition.	Department of Public Health	Same as above.	NA
		RWQCB (Region 4 and 6)	Same as above.	Same as above.
		SWRCB	Same as above.	CIWQS Online Database – Within 30 days after the end of the calendar month in which the SSO occurred.
PLSD	Private lateral sewage discharge (PLSD) caused by blockages or other problems within a privately owned lateral.	Department of Public Health	Same as above.	NA
		RWQCB (Regions 4 and 6)	Same as above.	Same as above.
		SWRCB (optional)	NA	NA
NA	No SSO in a calendar month.	SWRCB	NA	CIWQS Online Database – Certified within 30 days after the end of the calendar month, certified statement that no SSO occurred.
NA	Collection System Questionnaire.	SWRCB		CIWQS Online Database - Update and certify every 12 months.

6.1.1b Agency Telephone/Fax Numbers

Agency	Contacts	Hours of Operation
Department of Public Health	(213) 974-1234	Answered on a 24-hour, 7-day basis
OES	(800) 852-7550	Answered on a 24-hour, 7-day basis
RWQCB (Region 4)	(213) 576-6600 (213) 576-6650	Answered only during normal working hours
LACDPW Flood Maintenance Division	(626) 445-7630	Answered only during normal working hours
East Area	(626) 798-6761	Answered only during normal working hours
South Area	(562) 861-0316	Answered only during normal working hours
West Area	(818) 896-0594 (818) 248-3842	Answered only during normal working hours
LACDPW Environmental Programs Division	(626) 458-4357	Answered on a 24-hour, 7-day basis
SWRCB		Online database website address
LACDPW Emergency Phone Number	(800) 675-4357	Answered on a 24-hour, 7-day basis

6.1.2 Procedure to Ensure that Staff and Contractors are Aware and Appropriately Trained to Follow the Emergency Response Plan

The procedure to ensure that staff and contractors are aware and appropriately trained to follow the Emergency Response Plan is mainly the function of the LACDPW. City staff, however, is familiar with the SMDs reporting procedures, which are included in the SMDs' SSMP.

6.1.3 Procedure to Address Emergency Operations such as Crowd Control and Other Necessary Response Activities

The City does not play a significant role in addressing emergency operations. Emergency operations are performed by LACDPW staff or contractors doing emergency repair SSO-related work for the County or City. The County of Los Angeles Fire and Sheriff's Departments also play active roles in the control and protection of the public during emergency SSO operations.

6.1.4 Program to Eliminate or Minimize the Discharge of SSOs into Waters of the United States

One of the main functions performed by LACDPW for the City is to eliminate or minimize the discharge of SSOs into Waters of the United States. The City's role is limited to ensuring that their collection system has sufficient capacity for all operating conditions and ensures that LACDPW staff is promptly notified of SSO events when they occur.

CHAPTER 7

FOG CONTROL PROGRAM

7.1 Public Education Outreach Program

The City financially contributes to the LACDPW Public Education Outreach Program. Under this program, information on proper disposal of FOG and other SSO prevention measures, such as the installation of backwater valves, house lateral maintenance, etc., is disseminated by the CSMD to City residents through publication of Annual Reports, brochures, and individual notices to property owners. LACDPW Sewer Maintenance and Industrial Waste Management Program personnel also assist in passing useful information on SSO prevention and FOG onto home and business owners. Public education materials are posted on <http://dpw.lacounty.gov/smd/smd/> and <http://dpw.lacounty.gov/Environmental Programs Division/cleanla>.

To complement LACDPW efforts, the City has initiated its own Public Education Outreach Program, which is updated annually. The program consists of SSO- and FOG-related articles from the LACDPW and other sources, such as the City's newsletters and webpage (<http://www.cityofsandimas.com/index.cfm>), and by maintaining continuous communication with the County and City residents and businesses on these issues.

7.2 Disposal Methods for FOG Generated within the City's Sanitary Sewer System

The function of disposing FOG generated within the City's sanitary sewer system is performed by CSMD staff on behalf of the City. The methods used by the LACDPW are contained in the SMDs' SSMP.

7.3 Legal Authority to Prohibit Discharges to the System and Identify Measures to Prevent SSOs and Blockages Caused by FOG

The legal authority to prohibit discharges of FOG into the sewer system is discussed in Chapter 3 of this document. Requirements for grease interceptors at food establishments to prevent the discharge of grease to the collection sewer system and educating the public on proper disposal methods for FOG are also discussed elsewhere in this chapter.

7.4 Requirement to Install Grease Removal Devices, Design Standards for Grease Removal Devices, Maintenance Requirements, Best Management Practices Requirements, Recordkeeping, and Reporting Requirements

The LACDPW, under a separate agreement with the City (Appendix F), is charged with the responsibility of enforcing the County's Sanitary Sewers and Industrial Waste Ordinance in the City. The Industrial Waste Program of the

County is managed by the LACDPW, Environmental Programs Division. The design standards for grease removal devices and all the requirements imposed on industrial waste facilities that discharge waste or FOG into the City's sewer system are similar to those imposed in the unincorporated County and as presented in Chapter 7.4 of the SMDs' SSMP.

7.5 Authority to Inspect Grease-Producing Facilities, Enforcement Authorities, and Evidence of Adequate Staffing to Inspect and Enforce the FOG Ordinance

LACO TITLE 20, Section 20.24.090, as adopted by the City, gives the Director of Public Works the authority to inspect grease-producing facilities for compliance with permit requirements. There are currently a total of 94 facilities holding Industrial Waste Permits in the City. In accordance with the aforementioned agreement, the LACDPW is responsible for issuing permits and inspecting facilities for compliance with conditions of their permit. The LACDPW in concert with the Director of Public Works is also responsible for the enforcement of all industrial waste permits and Code violations in the City.

7.6 Cleaning Schedule for Identified FOG-Prone Sewer Segments

The cleaning schedule for identified FOG-prone sewer segments is performed by the CSMD for the City. The methods used by CSMD staff are described in the SMDs' SSMP.

CHAPTER 8

SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

8.1 System Evaluation and Capacity Assurance Plan

The City is responsible for ensuring that the public sewer infrastructure is correctly designed, adequately sized, and easily maintained. New developments are required to provide capacity analyses reports prepared by licensed professionals. All sewer plans are designed by licensed professionals and are plan checked by the City and the County. The CSMD also provides a supporting role in reviewing all proposed sewer plans for new developments in the City to ensure that they conform to County design standards and to ensure that requirements for acceptability for maintenance are met. Additionally, the City maintains a Master Sewer Plan that is updated periodically and is used to assess capacity analyses.

8.2 Adequate Capacity and Correct Design

The Director of Public Works or hired qualified private company provides thorough review of all sewer plans for proposed development projects in the City to ensure that (1) they are properly designed with sufficient capacity for current and future base, peak, and wet-weather flow demands; and (2) any impact of proposed project on existing sewer system is mitigated prior to being approved by the Director of Public Works. During construction, the projects are continuously inspected by the Director of Public Works or hired construction inspectors to ensure that sewer facilities are constructed in accordance with the approved plans and specifications.

The City requires that new developments of substantial size provide documentation (sewer-capacity study) to ensure that there is adequate capacity in the existing sewer system to handle the discharge from the new development. This sewer-capacity study is required to be prepared by a licensed engineer.

Additionally, the City will periodically update its Sewer Master Plan, which analyzes the existing capacity of the system.

8.3 Capacity Enhancement Plan

The Collection Sewer System Capacity Enhancement Program is a combined effort between the City and the LACDPW. The CSMD's programs to optimize the use of available sewer capacity and prevent SSOs include the CCTV Program to identify pipe segments needing repairs, I/I reduction and tree-root intrusion control programs, sewer cleaning program, and the ACO Program to effect repairs or replacement of damaged pipes. These programs are described in Chapters 3 and 4 of the SMDs' SSMP. The City's plan to compliment the LACDPW's efforts will be through its Capital Improvement Program.

Pipe segments identified to be deficient, through the City's sewer-capacity study, will be prioritize for orderly upgrade utilizing City sewer funds.

CHAPTER 9

MONITORING, MEASUREMENT, AND MODIFICATION PROGRAM

9.1 Monitoring

The City will document all relevant data on SSOs that occurred in the City. This will include the quarterly SSO reports from the LACDPW, Annual Reports published by the LACDPW, the Sewer Maintenance Productivity Report (Appendix G) for the City, and any special reports to regulatory agencies, etc. The data will be analyzed to evaluate the effectiveness of the City's SSMP.

9.2 SSMP Program Effectiveness Evaluation

The biennial SSMP audit shall be used as one of the tools in assessing the effectiveness of the City's SSMP. The evaluation of the City's SSMP Program effectiveness shall be based on such key performance indicators as the total number of overflows, overflow response time, reduction in repeated incidents of SSOs at the same location, total overflow equal to or greater than 1,000 gallons or reaching the waters of the United States, reduction in number of overflows that are caused by sewer capacity-related problems, and any other effectiveness parameters established by the SWRCB.

9.3 Program Modification

The City shall continually update or modify the key elements of its SSMP based on the results of the above-mentioned monitoring and program effectiveness evaluations. The City shall also make recommendations to the LACDPW, as necessary, on elements of the SMDs' SSMP to be adjusted or revised within City boundaries to better serve its residents.

9.4 SSO Location Mapping and Trends

The annual SSO location map prepared by the LACDPW is enclosed in Appendix H. The cause of each SSO incident is also recorded and shown on the map sheets. These maps are used for establishing SSO patterns, identifying hot spots, and work assignment scheduling by LACDPW field personnel.

CHAPTER 10

SSMP PROGRAM AUDIT AND CERTIFICATION

10.1 SSMP Program Audit

The LACDPW shall conduct an internal audit and prepare a report every two years for the City's review. The audit shall focus on evaluating the effectiveness of the SSMP and records of the City and SMDs' compliance actions during the audit period. The most recent report of the audit must be kept on file in the Director of Public Works' office.

10.2 SSMP Certification

The SSMP shall be certified by the Director of Public Works or authorized representatives to be in compliance with the requirements set forth in the WDRs and be presented to the City Council for approval at a public meeting. The City authorized representative must also complete the certification portion in the online SSO Database Questionnaire (<http://ciwqs.waterboards.ca.gov/>) by checking the appropriate milestone box, printing and signing the automated form, and sending the signed form to:

Attention Sanitary Sewer Overflow Program Manager
State Water Resources Control Board
Division of Water Quality
P.O. Box 100
Sacramento, CA 95812

10.3 SSMP Modification and Recertification

The SSMP must be updated every five years to keep it current. When significant amendments are made to any portion or portions of the SSMP, it must be resubmitted to the City Council for approval and recertification. The recertification shall be in accordance with the certification process described in Section 10.2.

CHAPTER 11

COMMUNICATION AND SSMP AVAILABILITY

11.1 Communication

The City shall provide all stakeholders and interested parties, such as the public and other agencies, with status updates on the development and implementation of the SSMP and consider comments made by them. The City shall utilize media, such as letters, newsletters, brochures, notices in the newspapers, and the City's home webpage, for conveying this information.

11.2 SSMP Availability

Copies of the SSMP will be maintained in the Director of Public Works' office and posted in the City's home webpage. The document shall also be made readily available to the RWQCB (Regions 4) upon request and to the operators of any collection system or treatment facility downstream of the City's system.

CHAPTER 12

CSMD AND CITY RESPONSIBILITIES UNDER THE WDRs

12.1 CSMD vs City Responsibilities

The CSMD and the City, which is a part of the CSMD, will play significant roles, jointly and separately, toward achieving the goals of the WDRs. The LACDPW shall apply for coverage under the WDRs for facilities it owns. The City will apply for coverage for its own facilities.

The LACDPW shall prepare a comprehensive SSMP for the SMDs. The City in coordination with the LACDPW will prepare its own SSMP. The City has previously adopted codes and regulations providing it with legal authority in conjunction with agreements with the SMDs to enforce items stipulated in the WDRs.

Section 12.2 shows the CSMD cities, including the City, and the SSO-related services currently provided by the LACDPW to each of the cities. It also contains information on estimated population of the cities. The CSMD shall perform all functions under the WDRs related to the SO&M Program. The CSMD shall also be responsible for correcting structural deficiencies under the ACO Program. The cities will be conducting the capacity study of their collection systems, if necessary, and correcting identified hydraulic deficiencies. The matrix on Section 12.3 is a listing of the key elements of the SSMP and the roles for the CSMD and the City. By completing and signing this matrix, the City, as owner, and the CSMD, as service provider, mutually agree that it is an accurate description of what each entity will be responsible for under the WDRs. Upon approval by both parties, this document becomes a part of the City's and SMDs' SSMP.

12.2 LACDPW Sewer-Related Services to the 38 CSMD Cities

City	CSMD	ACO Program	Sewer Maintenance Agreement	Building and Safety	Industrial Waste	City Engineers	*Population
Agoura Hills	x	X			X		20,537
Artesia	x	X		x	X		16,380
Baldwin Park	x	X					75,837
Bell Gardens	x	X			X		44,054
Bellflower	x	X			X		72,878
Bradbury	x	X					855
Calabasas	x	X			X		20,033
Carson	x	X		x	X	x	89,730
Commerce	x	X		x	X	x	12,568
Cudahy	x	X			X		24,208
Diamond Bar	x	X			X		56,287
Duarte	x	X		x	X		21,486
Glendora	x	X					49,415
Hawaiian Gardens	x	X			X		14,779
Hidden Hills	x	X					1,875
Industry	x	X		x			777
Irwindale			x	x	X		1,446
La Cañada Flintridge	x	x		x	X		20,318
La Habra Heights	x	X					5,712
La Mirada	x	X		x	X	x	46,783
Lakewood	x	X		x	X	x	79,345
Lawndale	x	X		x	X		31,711
Lomita	x	X		x	X	x	20,046
Malibu	x	X					12,575
Palos Verdes Estates	x	X					13,340
Paramount	x	X			X		55,266
Rancho Palos Verdes	x	X			X		41,145
Rolling Hills	x	X		x			1,871
Rolling Hills Estates	x	X		x	X		7,676
Rosemead	x	X			X		53,505
San Dimas	x	X			X		64,980
Santa Clarita	x	X			X		151,088
Santa Fe Springs	x	X		x			17,438
South El Monte	x	X					21,144
Temple City	x	X		x	X	x	33,377
Walnut	x	X			X		30,004
West Hollywood			x		X		35,716
Westlake Village	x	X		x	X		8,368
TOTALS:	36	36	2	16	27	6	1,274,553

* The population data was obtained from the year 2000 Census data. Individual cities should verify the accuracy of the above data.

Through the General Services Agreement, a city can request County resources upon specific request. The LACDPW currently provides at least some degree of services to all 88 cities in the County of Los Angeles.

12.3 Roles for the CSMD and Cities Under the Waste Discharge Requirements

A	B	C	D	E	F	G
Task Identifier	WDR Reference	Description of Requirement of the WDR	Completion Date w/ MOU	City of San Dimas	County Consolidated	Comments/Concerns
1						
2			Regional Board 4			
3			10,000 – 100,000 served			
4						
5						
6	D9	Allocate Adequate Resources		X	X	City for capacity related CIP, County for O&M & ACO
7	D9	Establish proper rate structure		X	X	
8	D9	Establish proper accounting mechanisms		X		
9	D9	Establish audit procedures		X		
10						
11	B1	Apply for coverage under WDR with SWRCB	11/2/2006	X	X	City as owner, County as operator
12	G	Reporting Program Initiation	1/2/2007	X	X	
13	B2	SWRCB to issue application instructions	7/2/2006	X	X	
14	B2	Appoint legally Authorized Representative		X	X	
15		Submit Completed Application Package		X	X	
16						
17	D13	Sewer System Management Plan				
18		Complete Development Plan & Schedule	11/2/2007	X		
19		Certification	5/2/2009	X		County support role only
20		Approval by Governing Board	5/2/2009	X		
21		Available at office or on internet	5/2/2009	X		
22						
23	D13(i)	Goal	11/2/2007	X		
24	D13(ii)	Organization	11/2/2007	X	X	
25		Identification of Authorized representative		X		
26		Organizational Chart		X		
27		Contact List		X		
28		SSO Reporting Chain of Communication		X	X	
29	D13(iii)	Legal Authority	5/2/2009	X	X	
30		Sewer System Use Ordinance Adoption		X	X	
31		Service Agreement or MOU or other legally binding procedure		X	X	
32						
33						
34	D13(iv)	Operations and Maintenance Program	5/2/2009	X	X	CSMD City
35		Up-to-date Mapping Procedures		X	X	
36		Description of routine O&M activities			X	
37		Preventive Maintenance Program		X	X	
38		Rehabilitation and Replacement Program		X	X	
39		Short-term		X	X	
40		Long-term		X	X	
41		Capital Improvement Plan		X	X	
42		Project Schedules		X	X	

89										
90	D14	SSMP Approval by Governing Board	5/2/2009	X						
91										
92	D14	Update SSMP (every 5 years)	5/2/2014	X	X					County support role
93		Complete the online SSO Database Questionnaire		X						
94		Certify Compliance		X						
95		Governing Board re-certification & approval		X						
96										
97	G	Monitoring and Reporting Requirements	1/2/2007	X	X					
98	G3	Obtain SSO Database Account (CIWQS)		X	X					
99	G3	Complete Collection System Questionnaire	w/in 30 days	X						
100	G3	Update Collection System Questionnaire annually		X						
101										
102	G3	SSO Recordkeeping	5 years from date	x	X					

City Authorized Representative: _____

Print Name

Signature

Date

SMDs Authorized Representative: Nicholas A. Agboby
Print Name

Nicholas A. Agboby
Signature

12/17/14
Date