

DESERT WATER



**SANITARY SEWER
MANAGEMENT PLAN**

AUGUST 2, 2010

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Desert Water Agency Sewer System Management Plan

INTRODUCTION

The purpose of this Sewer System Management Plan (SSMP) is to assure that the Desert Water Agency (Agency) properly manages, operates, and maintains all parts of its wastewater collection system in order to prevent sanitary sewer overflows (SSOs), as well as mitigate any overflows that may occur.

I. GOALS

The goals of the Desert Water Agency's SSMP are as follows:

- To properly manage, operate, and maintain all portions of the Agency's wastewater collection system.
- To provide adequate capacity to convey the peak wastewater flows.
- To minimize the frequency of SSOs.
- To mitigate the impacts that are associated with any SSO that may occur.
- To meet all applicable regulatory notification and reporting requirements.

II. ORGANIZATION

The Desert Water Agency's assignment of responsibility for implementing the SSMP has been organized as outlined below:

GENERAL MANAGER – Will ensure that the Agency's SSMP is implemented and administered by Agency personnel.

ASSISTANT GENERAL MANAGER – Will ensure that the Agency's SSMP is implemented and administered by Agency personnel in the absences of the General Manager and reports directly to the General Manager. The Operations Engineer, Construction Superintendent, and Safety Officer report directly to the Assistant General Manager.

OPERATIONS ENGINEER – As authorized by the Agency's Board of Directors, the Operations Engineer is responsible for reporting all certified data to the State Water Resources Control Board's (SWRCB's) online database system. As

directed by the Assistant General Manager or General Manager, the Operations Engineer will report all SSOs to SWRCB and other agencies if applicable. All complaints shall be directed to the Operations Engineer.

CONSTRUCTION SUPERINTENDENT – Will direct maintenance crews to ensure that the Agency’s SSMP is followed to prevent SSOs and to mitigate damages if a SSO occurs. The Construction Superintendent reports directly to the Assistant General Manager.

SAFETY OFFICER – Will ensure that all Agency employees are trained on the potential hazards when working on a sanitary sewer system, including scheduling, assigning, and determining and verifying all necessary training. The Safety Officer will also be responsible for maintaining all training records. The Safety Officer reports directly to the Assistant General Manager.

An organizational chart is located in Appendix “A”, demonstrating the Agency’s reporting hierarchies, to include names and contact information.

III. LEGAL AUTHORITY

The Desert Water Agency is an independent special district created by a special act of the state legislature contained in chapter 100 of the appendix of the California Water Code. As established by said legislature, DWA, through Ordinances and Resolutions adopted by the Board of Directors, possess the necessary legal authority required by Section D, 13 (iii) Legal Authority of SWRCB Order No. 2006-0003, to:

- Prevent illicit discharges into its sanitary sewer system.
- Require that sewers and connections be properly designed and constructed.
- Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Agency.
- Limit the discharge of Fats, Oils, and Grease (FOG) and other debris that may cause blockages.
- Enforce any violation of its sewer ordinances.

Through the Agency’s Ordinance No. 59, Regulations Governing Sewage Service, the Agency possesses the necessary legal authority required by Section D, 13 (iii) Legal Authority of SWRCB Order No. 2006-0003.

The Agency is also regulated by several agencies including the Environmental Protection Agency, State Water Quality Control Board and Regional Water Quality Control Board, pursuant to the provisions of Federal and State Law.

IV. OPERATIONS and MAINTENANCE PROGRAM

The Desert Water Agency's Operation and Maintenance Program addresses the mandatory SSMP provisions, as outline in Section D, 13 (iv) Operation and Maintenance Program of SWRCB Order No. 2006-0003, as follows:

- An up-to-date map of the sanitary sewer system, showing all gravity line segments, manholes, lift stations, force mains, and valves is managed by the Agency's engineering department, by the use of ACAD. This system is updated as required, with a yearly audit by the Operations Engineer and Construction Superintendent to ensure that the maps are current.
- The Agency's Sewer Preventative Maintenance Program outlines routine preventative operation and maintenance activities by staff, to include grease trap inspection program, flushing and cleaning program, and lift station inspection.
- Training of Agency personnel is scheduled and documented by the Facilities and Safety Manager. Training includes safety meetings and field exercises.
- Equipment and material is stored in warehouse #3 at the Agency's Operation Center. Inventory is managed by the warehouse manager, with an annual audit of all inventory items.

V. DESIGN and PERFORMANCE PROVISIONS

The Agency's Sewer Design and Construction Standards and Sewer Standard Drawings have been implemented for several years which meet or exceed the requirements of Section D, 13 (v) Design and Performance Provision of SWRCB Order No. 2006-0003, and encompass the following components:

- Design and construction standards and specifications for the installation of new sanitary sewer systems, pumping stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and
- Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

Said standards are reviewed annually by the Operations Engineer to ensure that the documents meet regulatory requirements.

VI. OVERFLOW EMERGENCY RESPONSE PLAN

The Desert Water Agency Sanitary Sewer Overflow Response Plan (SSORP) addresses the mandatory provisions outlined in Section D, 13 (vi) Overflow Emergency Response Plan of SWRCB Order No. 2006-0003 to include:

- Notification procedures so that primary responders and regulatory agencies are informed of all SSOs in a timely manner;
- A program to ensure appropriate response to all overflows;
- Procedures to ensure that appropriate staff are aware of and follow the Overflow Response Plan;
- Procedures to address emergency operations
- Training program to ensure staff follows the Overflow Response Plan

VII. FATS, OILS, and GREASE (FOG) CONTROL PROGRAM

Based on flushing, cleaning, and grease trap inspections of the Desert Water Agency's sewer system, FOG is not a current problem. The Agency will continue to flush, clean, and inspect the system to monitor potential problems that may occur due to FOG build-up. A public outreach program will also be implemented that promotes proper disposal of FOG. If it is determined by Agency staff that FOG has become a problem, a FOG program will be developed immediately, to satisfy all requirements of SWRCB Order No. 2006-0003.

VIII. SYSTEM EVALUATION and CAPACITY ASSURANCE PLAN

In 1972, a waste water master facility plan was developed by the Agency, providing design criteria for the Agency's sewer service area. The plan was re-evaluated in 1996, confirming that the 1972 plan was still applicable. Since 1996, approximately 95 % of the facilities have been installed within the area, with a majority of that work occurring between 2005 and 2010. The master facility plan meets the requirements of SWRCB Order No. 2006-0003, and the Agency will monitor flows as connections increase, to include:

- Evaluate the system for capacity problems and identify areas that may require improvements
- Establish steps to eliminate potential capacity related overflows, to include Capital Improvement Project prioritization requirements

IX. MONITORING MEASUREMENT, and PLAN MODIFICATIONS

With the established programs created by the Agency, the Engineering Department will utilize the documentation to meet the requirements set by Section D, 13 (ix) Monitoring, Measurement, and Plan Modifications of SWRCB Order No. 2006-0003, to include:

- Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;
- Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;
- Assess the success of the preventative maintenance program;
- Update program elements, as appropriate, based on monitoring or performance evaluations; and
- Identify and illustrate SSO trends, including frequency, location, and volume.

X. SSMP PROGRAM AUDIT

The Agency shall, as a minimum, conduct an internal audit every two years to evaluate the following:

- The effectiveness of the SSMP;
- The Agency's compliance with the SSMP requirements; and
- Identification of any deficiencies in the SSMP and steps to correct them

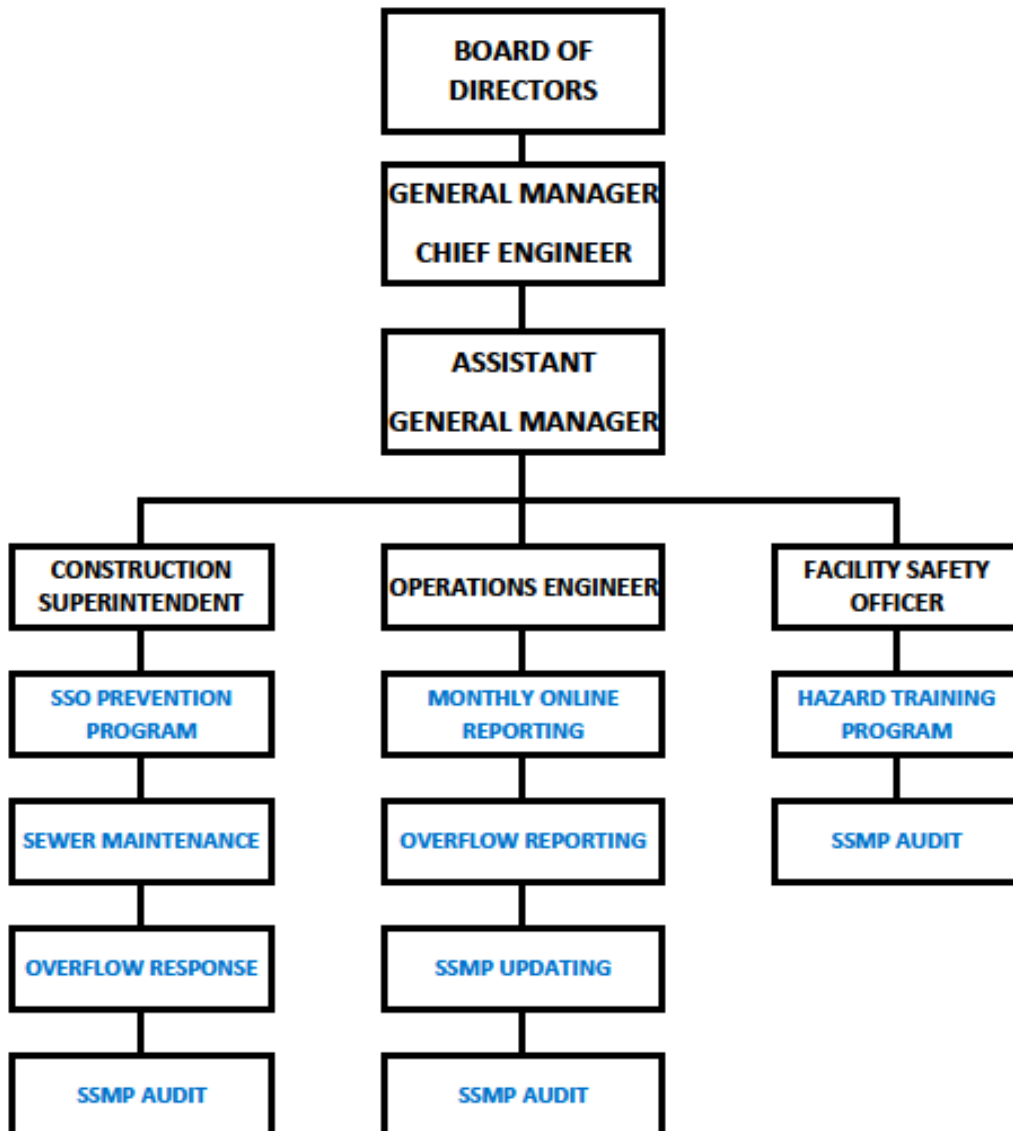
The audit shall be conducted by the Agency's Operations Engineer, Construction Superintendent, and Safety Officer. Upon completion of each audit, a report shall be prepared and kept on file.

XI. COMMUNICATION PROGRAM

In order to communicate with the public on the development, implementation, and performance of the SSMP, the Agency will advertise on its website at www.dwa.org, allowing interested parties to review and provide comments.

APPENDIX “A”

**DESERT WATER AGENCY
SEWER SYSTEM MANAGEMENT PLAN
ORGANIZATIONAL CHART**



THE ABOVE REFERENCED POSITIONS MAY BE CONTACTED BY CALLING (760) 323-4971

