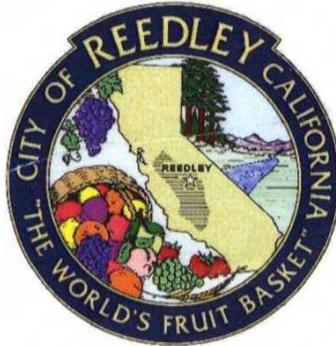


CITY OF REEDLEY



SEWER SYSTEM MANAGEMENT PLAN

UPDATE

August 2016

Prepared by:



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ABBREVIATIONS

BMP	Best Management Practices
BOD	Biochemical Oxygen Demand
CIP	Capital Improvement Plan
CFR	Code of Federal Regulations
CAD	Computer Automated Drafting
City	City of Reedley
CCTV	Closed-Circuit Television
EPA	Environmental Protection Agency
FOG	Fats, Oils and Grease
ft	Feet
FY	Fiscal Year
GPS	Global Positioning System
KPI	Key Performance Indicators
LF	Linear Feet
OERP	Overflow Emergency Response Plan
PCS	Permit Compliance Specialist
PCV	Polyvinyl Chloride
psi	Pounds per Square inch
POTW	Publicly Owned Treatment Works
RMC	Reedley Municipal Code
SSMP	Sewer System Management Plan
SSO	Sewer System Overflow
SNC	Significant Noncompliance
SDR	Standard Dimension Ratio
SWRCB	State Water Resources Control Board
WDR	Waste Discharge Requirement
WWTP	Wastewater Treatment Plant

EXECUTIVE SUMMARY

The City of Reedley (City) is required to comply with the State Water Resources Control Board (SWRCB), Order No. 2006-0003 DWQ, entitled “General Waste Discharge Requirements for Sanitary Sewer Systems” (WDR). The City retained AM Consulting Engineers to update the City’s Sewer System Management (SSMP) to comply with the WDR. The City’s SSMP was originally adopted by the Reedley City Council on July 28, 2009.

This Updated SSMP is organized according to the format indicated in the WDR, with eleven (11) structured Chapters. Each of these Chapters provide essential information describing the procedures, methods, operations, and maintenance tools employed by City staff to provide required wastewater capacity and control Sanitary Sewer Overflows (SSOs). The information provided in these 11 Chapters is summarized below.

Chapter 1 – Goals: The WDR requires each participating agency develop goals to properly fund, manage, and operate and maintain all parts of the sewage collection system owned and/or operated by the City in a manner that will lead to a reduction in SSOs.

The City’s goal for the SSMP is as follows:

To maintain and improve the condition of the sewer collection system, minimize inflow and infiltration cost-effectively, provide adequate capacity for future growth, and minimize the number and impact of Sanitary Sewer Overflows (SSOs).

Chapter 2 – Organization: The WDR requires an agency to designate a responsible individual for their agency. It also requires having the names and telephone numbers for the management and administrative positions responsible for implementing specific measures of the Sewer System Management Plan (SSMP) documented.

Figure 2-1 shows the Organization chart of the City staff responsible for SSMP related activities. Table 2-1 contains the names, telephone numbers, and responsibilities of City staff based on the requirements of the WDR. The City Manager serves as the Legally Responsible Official in charge of implementing the SSMP. The City Manager is assisted by the Public Works Director, the City Engineer, and the Wastewater Systems Supervisor in carrying out the day-to-day tasks required to properly implement the SSMP.

Figure 2-2 shows the chain of communication for responding to all SSOs that occur within the City’s wastewater collection system, including first receipt of notification that an SSO has occurred, field response, determination of the nature of the problem, formulation of appropriate steps to contain and rectify the SSO, reporting to proper authorities, safeguarding of the public health, and investigation of the cause of the SSO to reduce the risk of repeated events.

Chapter 3 – Legal Authority: The WDR requires that each public agency have the legal authority to implement the provisions of the SSMP. Chapter 3 cites each of the sections of the Reedley Municipal Code that enable the City to:

- ❖ Prevent illicit discharges into the sanitary sewer system;
- ❖ Require proper design and construction of new and rehabilitated sewers and connections;

- ❖ Ensure access for maintenance, inspection, or repairs for all portions of lateral connections owned by the City;
- ❖ Limit the discharge of fats, oils, and grease and other debris that may cause blockages in the sanitary sewer system; and
- ❖ Enforce any violation of the City's sewer ordinances.

Chapter 4 – Operations and Maintenance: This Chapter of the SSMP discusses the City's documented performance measures and activities associated with the preventative maintenance performed on its sanitary sewer system. The following information is provided in Chapter 4:

- ❖ The City maintains a Computer Automated Drafting (CAD) atlas of the sewer collection system which includes manholes, sewer pipelines, pipe size, direction of flow, manhole invert elevations, and lift station location. Copies of this map are available from the City's Engineering department at the City Hall, on the City's website (<http://www.reedley.com/publicworks/library.htm>), and at the Wastewater Treatment Plant.
- ❖ The City's preventative operation and maintenance program consists of routinely scheduled cleaning of potential problem areas, along with a scheduled citywide canvassing of manholes and pipelines. Potential problem area cleaning by the city's collection system crew occurs every week. The collection crew started a citywide canvassing program to inspect and clean approximately 3,500 to 5,000 linear feet per week.
- ❖ The City recently discontinued their annual contract for closed-circuit television (CCTV) inspection services. The City purchased a CCTV truck for City's collection crew to perform CCTV inspection services on all newly constructed sewers and approximately 20 to 33 percent of existing sewers. The collection crew will be required to attend a detailed training on the operation and maintenance of the truck before inspections begin.
- ❖ There are 4 sewer pump stations located throughout the City that assist in the conveyance of wastewater to the WWTP. Pump stations are regularly maintained by the City's WWTP Operators.
- ❖ The City prepared an Integrated Master Plan (Master Plan) for the Potable Water, Sanitary Sewer, and Storm Drainage Systems in June of 2014. The Sanitary Sewer section identifies hydraulic capacity limitations within the collection system. Based on the findings from the Master Plan, a Capital Improvement Plan (CIP) was developed and can be found in Chapter 6 of the Master Plan. The Master Plan can be found on the City's website.
- ❖ Preliminary improvements projects have been identified by the City. Examples of the projects scheduled include replacement of the remaining 1,500 linear feet of 21-inch sewer along Reed Avenue, and replacement of several older pipelines that have reached the end of their useful lives. In addition, the City is anticipating completing video inspections of the collection system.
- ❖ The City maintains an annual budget for the wastewater system. A copy of the 15/16 FY budget is presented in Appendix C.
- ❖ The City maintains an aggressive training program. All employees on the collection crew attend annual Confined Space Entry, Flagger Training, Traffic Control training as available in the local area. All employees of the collection crew are certified in First Aid/CPR. On the job mentoring and

rotation of personnel among different crews and equipment comprises an additional level of training of the City's collection system staff. The City continues to watch for other training opportunities that will enable the crews to do their work more safely and more efficiently.

- ❖ The City recently purchased a CCTV truck to video inspect the collection system. The City also uses a vactor truck to conduct regular maintenance on the City's manholes and pipelines. Additional equipment is inventoried in Chapter 4.

Chapter 5 – Design and Performance Provisions: Proper design and installation of sewer system pipelines and appurtenances is one of the most important aspects in maintaining a functioning, problem-free sewer system. A properly designed and installed sewer system can minimize system deficiencies that could create or contribute to future overflows and reduce operation and maintenance requirements.

The City's Engineering Division prepared Standard Specifications and Standard Plans governing all public works projects within the City limits. These standards were first adopted by the City Council in 2001 and have been updated regularly by the Engineering Division, and are available through the City's website or may be purchased at the City's Public Works counter.

Chapter 6 - Overflow Emergency Response Plan: All SSOs are reported on the State Water Resources Control Board (SWRCB) Sanitary Sewer Overflow eReporting Program (<http://ciwqs.waterboards.ca.gov/>) and are available to the general public. Chapter 6 details the City's Overflow Emergency Response Plan (OERP).

Included in Chapter 6 are detailed steps taken by the City in response to every SSO. A list of agencies that must be notified of an SSO, including phone numbers, is provided in Table 6-1.

Chapter 7 – FOG Control Program: Fats, oils, and grease (FOG) are discharged to sanitary sewer systems by residential users, food handling facilities, and other commercial and industrial establishments. Commonly, FOG can cause pipe blockages leading to SSOs. The SWRCB requires each wastewater collection system agency to develop a FOG control program as part of the SSMP. The FOG control program includes the following:

- ❖ An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- ❖ A plan for the disposal of FOG generated within the sanitary sewer system service area;
- ❖ The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- ❖ Requirements to install grease removal devices (such as traps or interceptors) design standards for the grease removal devices, maintenance requirements, Best Management Practices (BMPs) requirements, record keeping and reporting requirements;
- ❖ Authority to inspect grease producing facilities, enforcement authorities, and inspect and enforce the FOG ordinance;
- ❖ An identification of sewer system sections subject to FOG blockages and establish a cleaning maintenance schedule for each section; and

- ❖ Development and implementation of source control measures, for all sources of FOG discharged to the sewer system, for each sewer system section identified as a problem.

Chapter 8 – System Evaluation and Capacity Assurance Plan: Currently, the City operates its own wastewater treatment plant with an Average Daily Flow of 1.7 MGD and a Peak Wet Weather Flow of 1.9 MGD, wastewater collection system, and associated infrastructure facilities within the City limits and in some unincorporated areas. The City service area consists of four sewage lift stations and approximately 70 miles of sanitary sewer lines, ranging from 6 to 21 inches in diameter. The range of the sanitary sewer system age is between one and 47 years

Since 2009, the City has experienced and recorded eighteen (18) SSOs incidents since the inception of the CIQWIS monitoring and reporting program in November 2007. On average, a collection system that is well maintained and operating in good condition will typically have between 1 and 4 SSO's annually per 100 miles of pipeline. The City of Reedley is within this range, with an average of 2.6 SSO's per year per 100 miles of pipe.

As part of the Master Plan sanitary sewer system evaluation, a hydraulic model was used to identify system capacity deficiencies. Several recommended improvements for the existing system were developed using the hydraulic model. Additional details about these recommended improvements is provided in Chapter 8.

Chapter 9 – Monitoring, Measurements, and Program Modifications: In accordance with SWRCB requirements, each wastewater collection system agency shall monitor the effectiveness of the SSMP and update and modify SSMP chapters to keep them current, accurate, and available for audit, as appropriate. The City has developed a program for tracking Key Performance Indicators (KPI) that will allow the effectiveness of the SSMP in reducing SSOs to be measured. The KPI are identified in Chapter 9.

Chapter 10 - Program Audits: The SWRCB requirements state that each wastewater collection system agency shall conduct an audit of their SSMP at least every two years. The City has developed a program to audit the SSMP every year. Details of the auditing program are provided in Chapter 10.

Chapter 11 – Communication Program: The SWRCB requires that the City 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 City as the program is developed and implemented.

The City will conduct public outreach and education for residents and businesses related to sanitary sewer overflows. The City will disseminate information, in meetings and/or by flyers, to land developers, consulting engineers, and plumbing contractors regarding the need and methods to reduce SSOs. Plumbers and sewer contractors will have access to all available City of Reedley plans, specifications, and standard details to ensure that projects are properly designed and built to the City Standards.

CHAPTER 1 - GOALS

The City is required to comply with the State Water Resources Control Board (SWRCB), Order No. 2006-0003 DWQ, entitled “General Waste Discharge Requirements for Sanitary Sewer Systems” (WDR). In June 2009 the City prepared and adopted a Sewer System Management Plan. This chapter describes the goals of the Sewer System Management Plan (SSMP) in light of this regulation. The purpose and goals of the SSMP have not changed since the WDR was adopted.

1.1. Purpose

The purpose of the WDR is to:

- ❖ Provide a consistent and unified statewide approach for the reporting and tracking of SSOs.
- ❖ Establish consistent and uniform requirements for SSMP development and implementation.
- ❖ Facilitate consistent enforcement of the WDR regulation and violations.

The City shall properly fund, manage, and operate and maintain all parts of the sewage collection system owned and/or operated by the City. City staff and/or contractors responsible for the operation and maintenance of the sewage collection system shall possess the appropriate level of knowledge, skills, and abilities, verifiable through participation in a validated program at all times.

1.2. Goals

The City’s goal for the SSMP remains to be as follows:

To maintain and improve the condition of the sewer collection system, minimize inflow and infiltration cost-effectively, provide adequate capacity for future growth, and minimize the number and impact of Sanitary Sewer Overflows (SSOs).

As required by the WDR, a copy of this Updated SSMP will be available to the City’s Engineering and Collection System Operation and Maintenance staff. The Updated SSMP document will be presented to the City Council for approval prior to its certification.

In meeting the goals of the SSMP and complying with the WDR, the City is currently taking steps to complete the following tasks:

- ❖ Performing flow monitoring at eight key locations;
- ❖ Performing routine closed-circuit television (CCTV) of the entire collection system;
- ❖ Developing and maintaining a sanitary sewer model using H2OMAP Sewer or H2OMAP SWMM software;
- ❖ Developing a condition assessment program for the collection system;
- ❖ Reviewing the connection and service fees;
- ❖ Reviewing and updating the City’s current design standards with regard to sanitary sewer flow projections; and
- ❖ Determining methods to enhance the efficiency and effectiveness of the City’s Fats, Oils, and Grease (FOG) Program.

CHAPTER 2 - SSMP ORGANIZATION

This chapter describes the City’s organization and chain of communication.

2.1. Organization

The WDR requires an agency to designate a responsible individual for their agency. It also requires having the names and telephone numbers for the management, administrative, and maintenance positions implementing specific measures of the SSMP. An organization chart, applicable to the SSMP, is required.

2.2. Organization Chart

Figure 2-1 is the updated Organization chart of the City staff responsible for SSMP related. Table 2-1 contains the updated names, telephone numbers, and responsibilities of City staff based on the requirements of the WDR.

Table 2-1 Contact Information

WDR Position Responsibility	City Table	Name	Telephone Number
City Manager	City Manager	Ms. Nicole Zieba	559-637-4200 x 212
Oversee SSMP	Public Works Director	Mr. Russ Robertson	559-637-4200 x213
City Engineer	City Engineer	Mr. John Robertson	559-637-4200 x221
Collection System Manager	Wastewater System Supervisor	Ms. Martha Cardoso	559-637-4233
Permit Compliance Specialist & FOG Program Administrator	Wastewater System Supervisor	Ms. Martha Cardoso	559-637-4233
Inspector & Environmental Compliance Officer	Wastewater System Supervisor	Ms. Martha Cardoso	559-637-4233
Design Standards	Lead Sr. Engineering Assistant	Mr. Mike Pardo	559-637-4200 x223
Field Crew/Operators	WWTP Operators & Collection System Field Crew	Ms. Martha Cardoso	559-637-4233
City Clerk	City Clerk	Ms. Sylvia Plata	559-637-4200 x 212

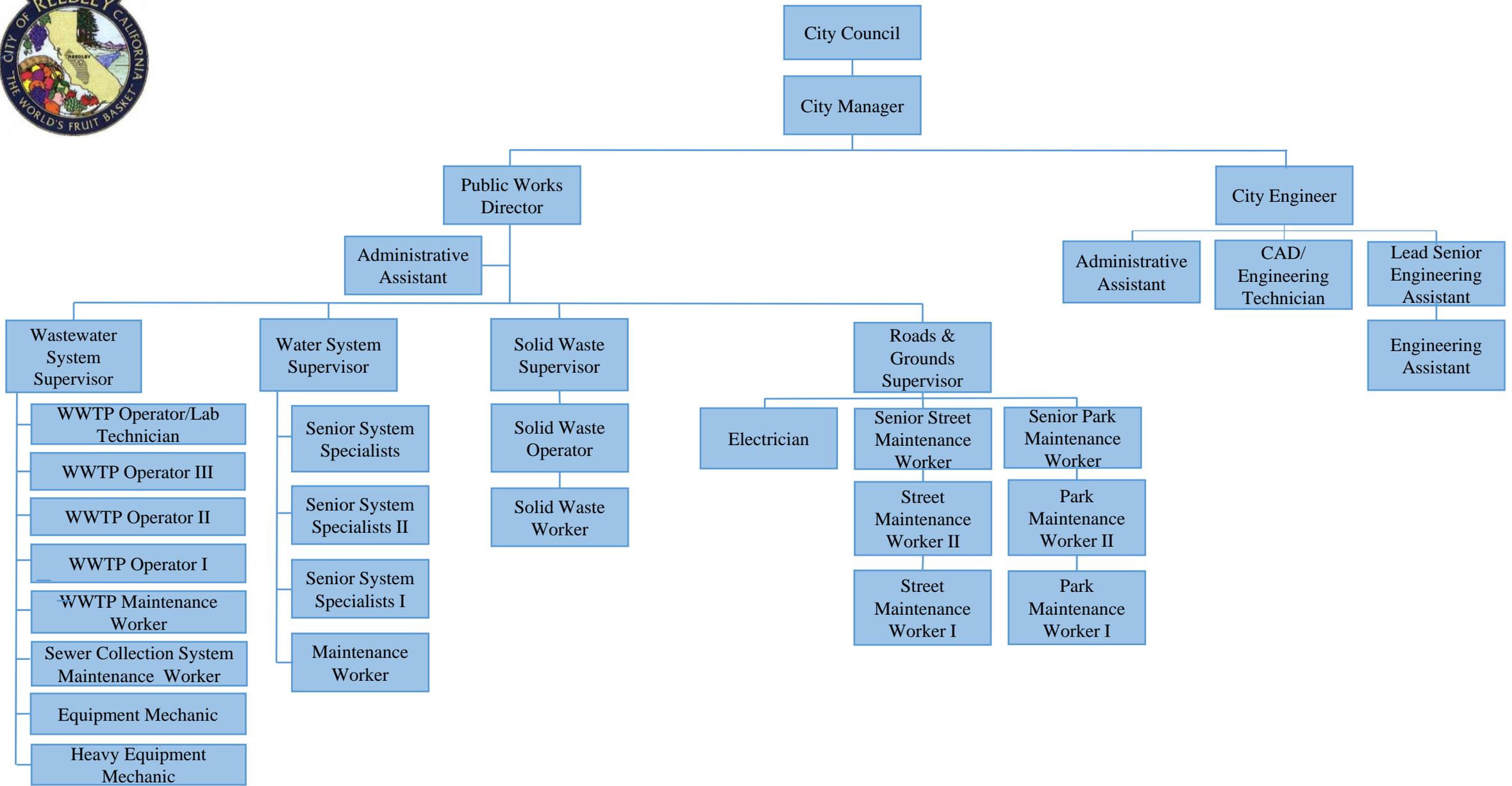


Figure 2-1 City of Reedley – Organization Chart

The following are the roles and responsibilities of the City staff for compliance with the current WDR:

- ❖ City Manager – Enforces policy, plans strategy; leads staff; allocates resources, delegates responsibilities; authorizes outside contracts to perform services; serves as a departmental public information officer. The City has designated its City Manager as the General Manager for the Collection Systems.
- ❖ Public Works Director – The Public Works Director oversees the water and wastewater operations and maintenance departments for the City. With regards to the SSMP, the PWD is responsible for inspections and for overseeing the development, implementation, and enforcement of the SSMP.
- ❖ City Engineer – Oversees wastewater collection system planning documents, the Capital Improvement Plan (CIP) delivery system, documents new and rehabilitated assets, and helps coordinate development and implementation of the SSMP.
- ❖ Collection System Manager – Manages field operations and maintenance activities; provides relevant information to agency management; prepares and implements contingency plans; leads emergency response; investigates and reports SSOs; trains field crews. The City has designated its Wastewater System Supervisor as the Collection System Manager.
- ❖ Permit Compliance Specialist (PCS) & FOG Program Administrator – Provides relevant information to the Board of Directors and interacts with them regularly; works closely with the permits, laws and regulations; provides support to all parts of the operation and oversees enforcement action. The City has designated its Wastewater System Supervisor as the PCS and FOG Program Administrator for the collection system.
- ❖ Inspector – Ensures that new and rehabilitated assets meet agency standards, works with field crews to handle emergencies when contractors are involved, provides verbal reports to City Engineer and implements enforcement action. The City has designated its Public Works Director as the Inspector for the Collection Systems.
- ❖ Lead Sr. Engineering Assistant – The City’s Lead Sr. Engineering Assistant works with the City Engineer and the Wastewater System Supervisor to develop the collection system design standards. The Lead Sr. Engineering Assistant’s responsibilities also include: creation and periodic updates to the City’s SSMP website, assistance with the annual SSMP Audit Report, and assistance with the SSMP communication and public outreach program.
- ❖ Field Crew/Operator – Staff that conduct preventive and corrective maintenance activities; mobilize and respond to notification of stoppages and SSOs. The City has three to four WWTP operators who are supervised by the Wastewater System Supervisor; one WWTP Maintenance Worker and three Sewer Collection Maintenance Workers.
- ❖ City Clerk – Provides information updates to the City Council and arranges meetings. The City has a City Clerk.

2.3. Chain of Communication

In an event of an SSO, the City shall use the following chain of communication to control and notify the SSO to the appropriate agencies:

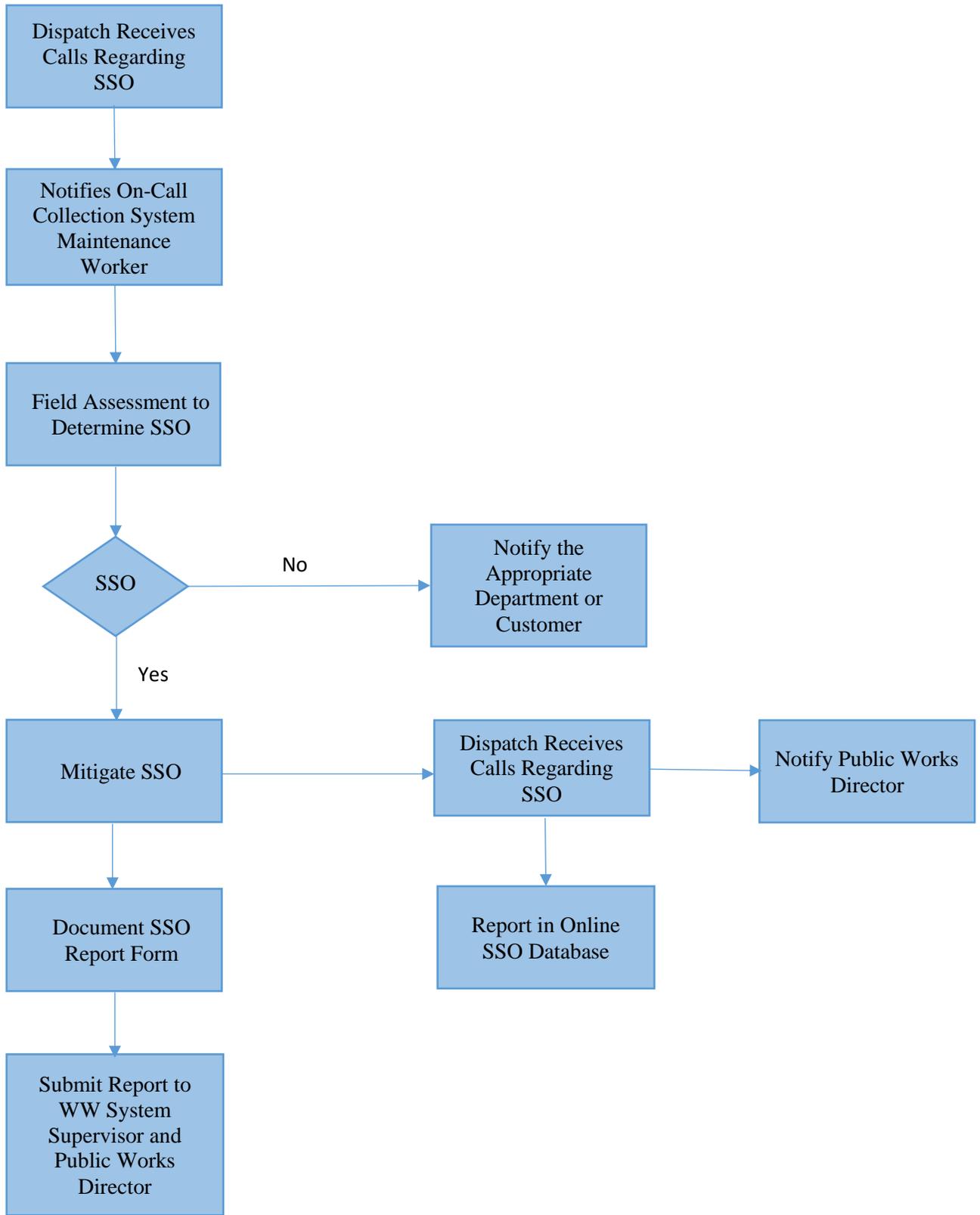


Figure 2-2City of Reedley SSO Response Flow Chart

CHAPTER 3 - LEGAL AUTHORITY

3.1. Requirements

This chapter describes the legal authority of the City, through sewer use ordinances, to implement the provisions of the Sewer System Management Plan (SSMP) to:

- ❖ Prevent illicit discharges into the sanitary sewer system;
- ❖ Require proper design and construction of new and rehabilitated sewers and connections;
- ❖ Ensure access for maintenance, inspection, or repairs for all portions of lateral connections owned by the City;
- ❖ Limit the discharge of fats, oils, and grease and other debris that may cause blockages in the sanitary sewer system; and
- ❖ Enforce any violation of the City's sewer ordinances.

3.2. Responsible Party

Applicable ordinances pertinent to the sanitary sewer system for the City are outlined in the Reedley Municipal Code (RMC). According to the RMC, the City's Public Works Director is responsible for administering, implementing and enforcing the provisions outlined in the RMC which are applicable to the sewer system. The responsibilities designated to the Public Works Director in the RMC are currently being carried out by and the City Public Works Director, Russ Robertson, as well as the City's Wastewater Treatment Plant Supervisor, Martha Cardoso. The Public Works Director is responsible for overseeing the activities related to the sewer collection system, wastewater treatment plant, and SSMP.

3.3. Provisions

Title 8 of the RMC applies to the public works department, and includes chapters on water system regulations, private and public sewers, sewer connections, and sewer charges. Chapters 2, 3, and 4 of the RMC. Title 8 outline the specific requirements for users of the City's publicly owned treatment works (POTW), and provides the City with the authority to comply with and enforce all applicable State and Federal laws, including the Clean Water Act (33 United States Code Section 1251 et seq.) and the general pretreatment regulations (40 Code of Federal Regulations Part 403).

On January 26, 2012, EPA staff conducted a Pretreatment Compliance Inspection of the City, during which, it was noted that the existing Sewer Use Ordinance was not current with streamlining requirements. Therefore, the City was required to modify its control mechanisms to ensure that the industrial users had all the requirements specified in the federal regulations and to verify that the local limits were set current.

In 2013 the City conducted an evaluation of the City Local Discharge Limits and it was determined that the existing local limits were still protective of the wastewater treatment process, biosolids quality and effluent quality. There was no need to revise the City's local limits at that time. The City complied with the modification of the control mechanism specification with the revision and reissuance of the Guardian Industries Industrial User Permit.

On July 22, 2014, the City adopted Ordinance No. 2014-003, which amends Chapter 2 of Title 8 of the RMC in order to comply with the requirement to update the City’s Sewer Use Ordinance and become current with the streamlining process. The amendments addressed the City’s legal authority to include the following requirements:

- ❖ 40 CFR 403.8(f)(1)(B)(3): clarification that slug control requirements must be referenced in significant industrial users (SIU) control mechanisms;
- ❖ 40 CFR 403.8(f)(2)(viii)(A-C): revisions to the significant noncompliance (SNC) definition;
- ❖ 40 CFR 403.12(g): modifications to the sampling requirements and a clarification to the requirement to report all monitoring results.

The City’s engineering department is responsible for maintaining design standards and specifications for the construction and implementation of new sewer components that are referenced in the RMC. Plans and specifications for new sewers must be approved by the City Engineer, and permit fees must be paid prior to permit issuance.

An electronic copy of the entire RMC, along with the standard plans and specifications for sewer design is available through the City’s website (www.reedley.ca.gov).The following excerpts are from the RMC Title 8 and are applicable to the SSMP:

8-2-1-1: Purpose and Policy: This chapter sets forth uniform requirements for users of the POTW for the City and enables the City to comply with all applicable state and federal laws. The objectives of this chapter are:

- A. To prevent the introduction of pollutants into the POTW that will interfere with its operation;
- B. To prevent the introduction of pollutants into the POTW that will pass through the POTW; inadequately treated, into receiving waters or otherwise be incompatible with POTW;
- C. To protect both POTW personnel who may be affected by wastewater and sludge in the course of their employment and the general public;
- D. To promote reuse and recycling of industrial wastewater and sludge from the POTW;
- E. To enable the City to comply with its waste discharge requirements (WDR) permit conditions, sludge use and disposal requirements, and any other federal or state laws to which the POTW is subject.

This chapter shall apply to all users of the POTW. The chapter authorizes the issuance of wastewater discharge permits; provides for monitoring, compliance, and enforcement activities; establishes administrative review procedures; and requires user reporting. (Ord. Ord. 2014-003, 7-22-2014)

8-2-4(G): Building Sewers and Connections: The size, slope, alignment, materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench, shall all conform to the requirements of the building and plumbing codes and section 8-3-3 of this title or other applicable rules, and regulations of the City. In the absence of code provisions or in the amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.

8-2-5-1(B): Prohibited Discharge Standards: Specific Prohibitions: No user shall introduce or cause to be introduced into the POTW the following pollutants, substances or wastewater:

1. Pollutants which create a fire or explosive hazard in the POTW including, but not limited to, waste streams with a closed cup flashpoint of less than one hundred forty degrees Fahrenheit (140°F) (60°C) using the test methods specified in 40 CFR 261.21;
2. Wastewater having a pH less than 5.0, in accordance with 40 CFR 403.5, or otherwise causing corrosive structural damage to the POTW or equipment. In addition, the user must also meet the City's local limit in section 8-2-5-3 or this chapter;
3. Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference, but in no case solids greater than one-half inch (1/2") in any dimension;
4. Pollutants, including oxygen demanding pollutants (BOD, etc.) released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with the POTW;
5. Wastewater having a temperature greater than one hundred fifty degrees Fahrenheit (150°F) (65°C), or which will inhibit biological activity in the POTW resulting in interference, but in no case heat in such quantities that the temperature at the introduction into the POTW treatment plant exceeds one hundred four degrees Fahrenheit (104°F) (40°C);
6. Petroleum oil, non-biodegradable cutting oil or products of mineral oil origin, in amounts that will cause interference or pass through;
7. Pollutants which result in the presence of toxic gases, vapors or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
8. Trucked or hauled pollutants;
9. Noxious or malodorous liquids, gases, solids or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;
10. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tannin solutions, which consequently imparts color to the treatment plant's effluent;
11. Any radioactive wastes. In the event of an accidental spill of radioactive material into any public sewer, the person responsible shall:
 - a. Immediately notify the public works director; and
 - b. Render such technical or other assistance to the City within its power to prevent the POTW from becoming contaminated with radioactivity.
12. Storm water, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, noncontact cooling water and unpolluted wastewater, unless specifically authorized by the public works director;
13. Sludges, screenings or other residues from the pretreatment of industrial wastes;
14. Medical wastes, except as specifically authorized by the public works director in a wastewater discharge permit;
15. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail a toxicity test;

16. Detergents, surface active agents or other substances which may cause excessive foaming in the POTW;
17. Any dispersed biodegradable oils and fats, such as lard, tallow or vegetable oil, and any fats, oils or greases of animal origin in amounts that will cause interference or pass through the POTW;
18. Wastewater causing two (2) readings on an explosion hazard meter at the point of discharge into the POTW, or at any point in the POTW, of more than ten percent (10%) or any single reading over five percent (5%) of the lower explosive limit of the meter.

8-2-9-1: Right of Entry, Inspection and Sampling: The public works director shall have the right to enter the premises of any user to determine whether the user is complying with all requirements of this chapter and any wastewater discharge permit or order issued hereunder. Users shall allow the public works director ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying and the performance of any additional duties.

1. Where a user has security measures in force which require proper identification and clearance before entry into its premises, the user shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the public works director will be permitted to enter without delay for the purposes of performing specific responsibilities.
2. The public works director shall have the right to set up on the user's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user's operations.
3. The public works director may require the user to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the user at its own expense. All devices used to measure wastewater flow and quality shall be calibrated to ensure their accuracy, according to the frequency required in the user's permit.
4. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the user at the written or verbal request of the public works director and shall not be replaced. The cost of clearing such access shall be borne by the user.
5. Unreasonable delays in allowing the public works director access to the user's premises shall be a violation of this chapter.
6. The aforesaid officers and their authorized agents shall have the right of entry during usual business hours and at any time when, upon reasonable cause, they believe there is an immediate hazard to life, health or property, to inspect at and all buildings and premises in the performance of their duties. The aforesaid officers and their authorized agents shall have the right to take independent samples of any discharge from any industrial user to determine compliance with this chapter. (Ord. 2014-003, 7-22-2014)

8-2-12-1: Notification of Violation: When the public works director finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order is issued hereunder or any other pretreatment standard or requirement, the public works director may serve upon that user a written notice of violation. Within ten (10) days of the receipt of this notice, an explanation of

the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the user to the public works director. Submission of this plan in no way relieves the user of liability for any violations occurring before or after receipt of the notice of violation. Nothing in this section shall limit the authority of the public works director to take any action, including emergency actions or any other enforcement action, without first issuing a notice of violation. (Ord. 2014-003, 7-22-2014)

8-2-12-2: Consent Orders: The public works director may enter into consent orders, assurances of voluntary compliance or other similar documents establishing an agreement with any user responsible for noncompliance. Such documents will include specific action to be taken by the user to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to sections 8-2-12-4 and 8-2-12-5 of this chapter and shall be judicially enforceable. (Ord. 2014-003, 7-22-2014)

8-2-12-3: Show Cause Hearing: The public works director may order a user which has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder, or any other pretreatment standard or requirement, to appear before the public works director and show cause why the proposed enforcement action should not be taken. Notice shall be served on the user specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action and a request that the user show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least fifteen (15) days prior to the hearing. Such notice may be served on any authorized representative of the user. A show cause hearing shall not be a bar against, or prerequisite for, taking any other action against the user. (Ord. 2014-003, 7-22-2014)

8-2-12-4: Compliance Orders: When the public works director finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder or any other pretreatment standard or requirement, the public works director may issue an order to the user responsible for the discharge directing that the user come into compliance within a specified time. If the user does not come into compliance within the time provided, sewer service may be discontinued unless adequate treatment facilities, devices or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the sewer. A compliance order may not extend the deadline for compliance established for a pretreatment violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the user. (Ord. 2014-003, 7-22-2014)

8-2-12-5: Cease and Desist Orders: When the public works director finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder or any other pretreatment standard or requirement, or that the user's past violations are likely to recur, the public works director may issue an order to the user directing it to cease and desist all such violations and directing the user to:

- A. Immediately comply with all requirements; and

- B. Take such appropriate remedial or preventative actions as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.

Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the user. (Ord. 2014-003, 7-22-2014)

8-2-12-6: Administrative Fines:

- A. When the public works director finds that a user has violated, or continues to violate, any provisions of this chapter, a wastewater discharge permit or order issued hereunder or any other pretreatment standard or requirement, the public works director may fine such user in an amount not to exceed:
 1. Two thousand dollars (\$2,000) per day for failing or refusing to furnish technical or monitoring reports;
 2. Three thousand dollars (\$3,000) per day for failing or refusing to timely comply with any compliance schedule established by the City;
 3. Five thousand dollars (\$5,000) per day for discharge in violation of any wastes discharge limitation, permit condition or requirement issued, reissued or adopted by the City; and
 4. Ten dollars (\$10.00) per gallon for discharges in violation of any suspension, cease and desist order or other orders prohibition issued, reissued or adopted by the City.
- B. Unpaid charges, fines and penalties shall, after sixty (60) calendar days, be assessed an additional penalty of twenty-five percent (25%) of the unpaid balance, and interest shall accrue thereafter at a rate of one percent (1%) per month. A lien against the user's property will be sought for unpaid charges, fines, and penalties.
- C. Users desiring to dispute such fines must file a written request for the public works director to reconsider the fine along with full payment of the fine amount within thirty (30) days of being notified of the fine. Where a request has merit, the public works director may convene a hearing on the matter. In the event the user's appeal is successful, the payment, together with any interest accruing thereto, shall be returned to the user. The public works director may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine.
- D. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the user. (Ord. 2003-05, 10-14-2003)

8-2-12-7: Appeals: Any person affected by any decision, action or determination by the public works director, interpreting or implementing the provisions of this chapter including, without limitations, the provisions of this chapter, or any industrial wastewater discharge permit issued hereunder by the public works director, excepting there from any decision, action or determination of the public works director to pursue either criminal penalties or civil judicial enforcement, may file with the City clerk, within ten (10) days of the date of service of such decision, action or determination, a notice of appeal to the City council appealing such decision, action or determination by the public works director. The notice of appeal shall set forth in detail all facts supporting the industrial user's appeal of the decision of the public works director. The filing of the notice of appeal shall stay all further action required under any notice of violation or cease and desist orders and accumulation of interest upon penalties thereon, pending final decision by the City council on the appeal; provided, however, that nothing stated herein shall limit the authority of

the public works director to take such action or to make such directives as the public works director deems necessary to stop or prevent an ongoing or threatened violation of any of the provisions of this chapter, including actions or directives to prevent or stop threatened damage to the POTW, pass through or threatened harm to the health or safety of the public. Such action shall include, without limitation, continuing to physically block the industrial user's access to the sewer until the appeal is heard and decided by the City council. (Ord. 2014-003, 7-22-2014)

8-2-12-8: Emergency Suspensions: The public works director may immediately suspend a user's discharge, after informal notice to the user, whenever such suspension is necessary to stop an actual or threatened discharge which reasonably appears to present or cause an imminent or substantial endangerment to the health or welfare of persons. The public works director may also immediately suspend a user's discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

- A. Any user notified of a suspension of its discharge shall immediately stop or eliminate its contribution. In the event of a user's failure to immediately comply voluntarily with the suspension order, the public works director may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream or endangerment to any individuals. The public works director may allow the user to recommence its discharge when the user has demonstrated to the satisfaction of the public works director that the period of endangerment has passed, unless the termination proceedings in section 8-2-12-9 of this chapter are initiated against the user.
- B. A user that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the public works director prior to the date of any show cause or termination hearing under sections 8-2-12-4 and 8-2-12-9 of this chapter.

Nothing in this section shall be interpreted as requiring a hearing prior to any emergency suspension under this section. (Ord. 2014-003, 7-22-2014)

8-2-12-9: Termination of Discharge: In addition to the provisions in section 8-2-7-12 of this chapter, any user who violates the following conditions is subject to discharge termination:

- A. Violation of wastewater discharge permits conditions;
- B. Failure to accurately report the wastewater constituents and characteristics of its discharge;
- C. Failure to report significant changes in operations or wastewater volume, constituents and characteristics prior to discharge;
- D. Refusal of reasonable access to the user's premises for the purpose of inspection, monitoring or sampling; or
- E. Violation of the pretreatment standards in sections 8-2-5-1, 8-2-5-2 and 8-2-5-3 of this chapter.

Such user will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under section 8-2-12-4 of this chapter why a proposed action should not be taken. Exercise

of this option by the public works director shall not be a bar to, or a prerequisite for, taking any other action against the user. (Ord. 2014-003, 7-22-2014)

8-2-13-1: Injunctive Relief: When the public works director finds that a user has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder or any other pretreatment standard or requirement, the public works director may petition the Fresno County superior court for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance of the wastewater discharge permit, order or other requirement imposed by this chapter on activities of the user. The public works director may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the user to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a user. (Ord. 2003-05, 10-14-2003)

8-13-2: Civil Penalties:

- A. A user who has violated, or continues to violate, any provision of this chapter, a wastewater discharge permit or order issued hereunder or any other pretreatment standard or requirement shall be liable to the City for a maximum civil penalty of twenty-five thousand dollars (\$25,000.00) per violation, per day. In the case of a monthly or other long term average discharge limit, penalties shall accrue for each day during the period of the violation.
- B. The public works director may recover reasonable attorney fees, court costs and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the City.
- C. In determining the amount of civil liability, the court shall take into account all relevant circumstances including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the user's violation, corrective actions by the user, the compliance history of the user and any other factor as justice requires;
- D. Remedies under this section are in addition to and do not supersede or limit any and all other remedies, civil or criminal, but to liability shall be recoverable under this section of any violation for which liability is recovered under administrative actions/remedies. (Ord. 2014-003, 7-22-2014).

8-2-13-3: Criminal Prosecution:

- A. A user who willfully or negligently violates any provision of this chapter, a wastewater discharge permit or order issued hereunder or any other pretreatment standard or requirement shall, upon conviction, be guilty of a misdemeanor, punishable by fine and/or imprisonment as provided by the Penal Code regarding misdemeanors.
- B. A user who willfully or negligently introduces any substance into the POTW which causes personal injury or property damage or which causes the city POTW to violate any effluent limitation or condition in a permit issued to the POTW, shall, upon conviction, be guilty of a misdemeanor and be punishable by fine and/or imprisonment as provided by the Penal Code regarding

misdemeanors. This penalty shall be in addition to any other cause of action for personal injury or property damage available under state law.

- C. A user who knowingly makes any false statements, representations or certifications in any application, record, report, plan or other documentation filed, or required to be maintained pursuant to this chapter, wastewater discharge permit or order issued hereunder, or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required under this chapter shall, upon conviction, be punishable by fine and/or imprisonment as provided by the Penal Code regarding misdemeanors.
- D. In the event of a second conviction, a user shall be punishable by fine and/or imprisonment as provided by the Penal Code regarding misdemeanors. (Ord. 2014-003, 7-22-2014)

8-2-13-4: Remedies Nonexclusive: The remedies provided for in this chapter are not exclusive. The public works director may take any, all or any combination of these actions against a noncompliant user. Enforcement of pretreatment violations will generally be in accordance with the City's enforcement response plan. However, the public works director may take other action against any user when the circumstances warrant. Further, the public works director is empowered to take more than one enforcement action against any noncompliant user. (Ord. 2014-003, 7-22-2014)

8-3-1: Sewer Connection: No property shall be connected to any public sewer of the City unless the owner thereof has paid a sewer connection fee. (Ord. 659, 4-6-1982)

8-3-3: Plan Required: No group of houses or buildings shall be connected to a main sewer in any public right of way or easement without first having the plan of the sewer of these houses or buildings approved by the building inspector.

Main sewers constructed by any person shall be in conformance with plans and specifications approved by the public works director and shall be in accordance with the standard plans and specifications of the City. (Ord. 659, 4-6-1982)

8-3-4: Separate Connections: Every house and building must be separately and independently connected with the main sewer. (Ord. 659, 4-6-1982)

8-3-6: Unlawful Construction: It is hereby declared to be unlawful for any person, other than employees or agents of the City, to construct any building sewer between the main sewer and the public right of way line or public easement line of the City except as provided in this chapter and any person violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor. (Ord. 659, 4-6-1982)

8-3-10: Opening Manholes: It shall be unlawful for any person other than a bona fide employee of the City in line of duty to open or enter or cause to be opened or entered any manhole in any public sewer to dispose of garbage or other deleterious substances, or storm or surface waters, or for any other purpose whatsoever. (Ord. 659, 4-6-1982)

CHAPTER 4 - OPERATIONS AND MAINTENANCE

4.1. Requirements

This Chapter of the SSMP discusses the City’s documented performance measures and activities associated with the preventative maintenance performed on its sanitary sewer system. This Chapter fulfills the following requirements of both the Regional Water Quality Control Board and State Water Board:

- ❖ Each wastewater collection system agency shall maintain up-to-date maps of its wastewater collection system facilities, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water pumping and piping facilities.
- ❖ Each wastewater collection system agency shall allocate adequate resources for the operation, maintenance, and repair of its collection system.
- ❖ Each wastewater collection system shall prioritize its preventative maintenance activities and establish a routine preventative operation and maintenance schedule. Describe routine preventative 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 program should have a system to document scheduled and conducted activities, such as work orders.
- ❖ Each wastewater collection system agency shall identify and prioritize structural deficiencies and implement a program of prioritized short-term and long-term actions to address them. The program should include regular visual and TV inspections of manholes and sewer pipes, and system for ranking the conditions of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short-and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.
- ❖ Each wastewater collection system agency shall provide contingency equipment to handle emergencies and spare/replacement parts intended to minimize equipment/facility downtime. Each wastewater collection system agency shall provide training on a regular basis for its staff in collection system operation, maintenance, and monitoring.
- ❖ Implement an outreach program to educate commercial entities involved in sewer construction or maintenance about the proper practices for preventing blockages in private laterals. This requirement can be met by participating in a region-wide outreach program.

4.2. Collection System Maps and Description of Existing Facilities

The sanitary sewer collection system consists of approximately 72 miles of sewer pipe. The predominant pipe material is clay and PVC pipe. Table 4-1 shows a breakdown of the pipe diameters and approximate total length of pipe within the City’s collection system.

Table 4-1 Existing Sanitary Sewer Pipe

Diameter(in)	Gravity Sewers(ft)	Force Mains(ft)	Total(Combined)	
			Length(ft)	Length(miles)
4	--	1,132	1,132	0.2
6	125,009	533	125,542	23.8
8	148,576	3,649	152,225	28.8
10	27,781	--	27,781	5.3
12	37,658	1,509	39,167	7.4
15	12,836	--	12,836	2.4
18	13,851	--	13,851	2.6
21	6,254	--	6,254	1.2
24	2,069	--	2,069	0.4
Total	374,034	6,823	380,857	72.1

Currently, the City maintains a map of the sewer collection system which includes manholes, sewer pipelines, pipe size, direction of flow, manhole invert elevations, and lift station location. Copies of this map are available from the City’s Engineering department at the City Hall, on the City’s website, and at the Wastewater Treatment Plant.

The City discontinued updating their existing data and mapping storage into a Geographical Information System (GIS) database because of the lack of resources. The City may resume updating the GIS database in the future.

4.3. Preventative Operations and Maintenance

4.3.1. Manholes and Pipelines

The City’s preventative operation and maintenance program still consists of routinely scheduled cleaning of potential problem areas, along with a scheduled citywide canvassing of manholes and pipelines.

Potential problem area cleaning by the city’s collection system crew occurs every week. The collection crew has identified potential problem areas throughout the City’s sewer collection system (see Appendix A), and inspects and cleans these pipe segments, as necessary.

In addition to the weekly potential problem area cleaning, collection system staff started a citywide canvassing program. By dividing the City into sections, collection system staff open every manhole and rod the lines from manhole to manhole, marking the collection system map as they complete the run. Currently the crew inspects approximately 3,500 to 5,000 linear feet per week. At this cleaning rate, the entire gravity collection system can be inspected and cleaned in a period of approximately 88 weeks. This

routine inspection process has allowed staff to locate covered manholes and expose them, raise manholes to road levels, locate and identify manholes that are presently not on the sewer plots, note any problems or potential problems for later attention, and prioritize cleaning of specific sewer segments. Appendix B is an example of the City’s sewer cleaning log. Completed cleaning logs are maintained in a binder at the Wastewater Treatment Plant. The Potential Problem cleaning list is revised based on the results of the routine cleaning program.

4.3.2. CCTV Inspection

The City recently purchased a closed-circuit television (CCTV) truck to perform inspection on all existing sewer collection system mains.

4.3.3. Pump Stations

There are still four (4) sewer pump stations located throughout the City that assist in the conveyance of wastewater to the WWTP. The details of these lift stations are outlined in Table 4-2.

Table 4-1 Existing Sanitary Sewer Pumping Stations

Pumping Station	No. of Pumps	Design Flow (gpm)	Design Head (ft)	Wet Well Size (gal)	Other Info
Reed Avenue	3	550	40	3,430 gallons; 3 – 48-inch dia., 12 ft – 2 inches in depth	automatically controlled by ultrasonic level sensor
Motel Lift Station	2	150	45	3,970 gallons; 78-inch diameter, 6 ft deep	automatically controlled by ultrasonic level sensor
Industrial Park	2	500	30	2,960 gallons; 72-inch diameter, 14 ft deep	automatically controlled by ultrasonic level sensor
River Ridge	2	500	30	3,810 gallons; 72-inch diameter, 18 ft deep	automatically controlled by ultrasonic level sensor

Pump stations are regularly maintained by the City’s WWTP Operators. The following is the standard procedure for routine maintenance of the City’s pump stations:

4.3.4. Lift Station Maintenance Checklist (Weekly or Greater)

Reed Ave Lift Station

1. Check Emergency Generator:
 - a. Oil level

- b. Radiator water
 - c. Belts
 - d. Battery water and condition
 - e. Heater
 - f. Record run hours
 - g. Clean up
 - h. Unusual noises, vibrations, etc. during run time
2. Pump down and clean sumps
 3. Clean grate. Remove large clumps of rags, wood or other large objects (3 times per week).
 4. Exercise pump #3 with mercury float switch
 5. Check operation of all pumps. Investigate unusual noises, vibration, etc.
 6. Check for weeds, cobwebs, trash and clean as needed.
 7. Check operation of air release valves.

Motel Lift Station

1. Check Emergency Generator:
 - a. Oil level
 - b. Radiator water
 - c. Belts
 - d. Heater
 - e. Record run time
2. Exercise 3-way valve
3. Check operation of pumps. Check for unusual noise, vibration, etc.
4. Check for weeds, cobwebs, trash and clean as needed.
5. Check wet well for unusual objects and remove if needed.

Industrial Park Lift Station

1. Check Emergency Generator:
 - a. Oil level
 - b. Radiator water
 - c. Belts
 - d. Heater
 - e. Record run time
2. Check operation of pumps. Check for unusual noise, vibration, etc.
3. Check for weeds, cobwebs, trash, graffiti, etc. and clean as needed.
4. Check wet well for unusual objects and remove if needed.

River Ridge Lift Station

1. Check operation of pumps. Note unusual noise, vibration, etc.
2. Check air relief valves.
3. Exercise 3-way valve.
4. Check area for weeds cobwebs, trash, etc. and clean as needed.

4.3.5. All Four Lift Stations (Monthly or Greater)

All four lift stations receive the following maintenance procedures on a monthly basis:

1. City Electrician checks transfer switch gear, batteries, programming to make sure running properly.
2. Check generator operation
3. Check sump pump operation (Reed Avenue Lift Station Only)
4. Exercise pumps
5. Turn exercise valve ¼ turn (Motel Lift Station only)
6. Check grease level in sump and have pumped as needed by collection crew (River Ridge Lift Station only)

4.4. Rehabilitation and Replacement Plan

Repair and replacement projects are typically the result of observed deficiencies in the operation or capacity of the sanitary sewer system. The City prepared an Integrated Master Plan (Master Plan) for the Potable Water, Sanitary Sewer, and Storm Drainage Systems in June of 2014. The Sanitary Sewer section identifies hydraulic capacity limitations within the collection system.

A recommended Capital Improvement Plan (CIP) was developed based on the findings from the Master Plan capacity assessment. The CIP includes a list of all proposed public work projects, with an estimate cost for each project. Sewer collection system improvements are also included in this list. The recommended CIP can be found in section six of the Master Plan.

In 2007-2008, one-third (1/3) of the City's collection system was inspected by CCTV. The remaining two-thirds (2/3) of collection system was planned to be inspected by CCTV in the 9/10 and 10/11 fiscal years. However, the City discontinued their annual CCTV contract services shortly after the 07/08 FY. More recently, the City purchased a CCTV truck so that trained City personnel can perform CCTV inspections on the collection system. Once the entire system has been videoed, the findings will be reviewed, categorized, and prioritized. The need for rehabilitation and/or replacement will be evaluated and a timeline, based on available funding, will be established for the necessary repairs and/or replacements.

Proposed operations, maintenance, and capacity improvement projects are listed below. The projects outlined below have been identified as necessary improvements to the City's collection system, however implementation of these projects is financially constrained based on available funding. These projects will be prioritized as part of the Master Plan effort, and implemented as funding becomes available.

4.4.1. FY 17/18 Highlights

4.4.1.1. O&M Upgrades

The City anticipates completing video inspection of the remaining two-thirds (2/3) of the collection system during the 17/18 fiscal year, depending on funding. The City will perform the design plan for the remaining sewer line during the 16/17 FY.

4.4.1.2. Capacity Upgrades:

Per the Reedley Sanitary Sewer Master Plan preliminary recommendations, the City has begun construction on the Reed Avenue 21" Sewer Line project, which has replaced a portion of the 1500 LF of sewer line along Reed Avenue, to correct identified hydraulic deficiencies. The remaining LF of sewer line is expected to be completed by the 16/17 FY.

4.5. Wastewater System Budget

The City maintains an annual budget for the wastewater system. A copy of the 15/16 FY budget is presented in Appendix C.

4.6. Wastewater Crews & Training

The City has two different crews to operate and maintain the wastewater system: the Wastewater Treatment Plant Operators and the Collection System Crew. The Wastewater Treatment Plant Operators maintain the operations and maintenance activities at the wastewater treatment plant, as well as the City's sewer pump stations. Currently, there is a Wastewater Treatment Plant Operator/Lab Technician, a Wastewater Treatment Plant Operator (I, II, and III), a Wastewater Treatment Plant Maintenance Worker, three Sewer Collection Maintenance Workers, an Equipment Mechanic, and a Heavy Equipment Mechanic.

The Collection System crew maintains the collection system by performing the routine sewer cleaning and maintenance programs. All employees on the collection crew attend annual Confined Space Entry, Flagger Training, Traffic Control training as available in the local area. All employees of the collection crew are certified in First Aid/CPR. On the job mentoring and rotation of personnel among different crews and equipment comprises an additional level of training of the City's collection system staff.

The City recently purchased a CCTV truck to perform inspections on all sewer lines. Collection system staff will be required to attend a detailed training on the operation and maintenance of the truck before inspections begin.

The City is constantly looking for training opportunities that would better prepare the collection crew to operate in a more efficient and safe manner. The City is currently investigating opportunities to provide NASSCO-PACP training for their CCTV operator to provide a standardized interpretation of CCTV results.

4.7. Equipment

The Vactor truck is the main piece of equipment used by the Collection System Crew for regular maintenance on the City's manholes and pipelines. In addition, the City owns the following equipment, dedicated to the operation and maintenance of the collection system:

- ❖ 6" portable pump, used for lift station emergencies;
- ❖ All lift stations are equipped with a standby generator for power failure;
- ❖ All lift stations are equipped with an alarm system that is connected to the Wastewater Treatment Plant SCADA system for emergency alarm to WWTP operators;

- ❖ The City is under contract with an electrical system integrator, Telstar, who is familiar with the City's SCADA and alarm system. Telstar provides repair of the electrical and instrumentation systems at the lift stations, when necessary;
- ❖ Vactor truck with rodding attachments;
- ❖ CCTV Truck for video inspections.

CHAPTER 5 - DESIGN AND PERFORMANCE PROVISIONS

5.1. Requirements

Proper design and installation of sewer system pipelines and appurtenances is one of the most important aspects in maintaining a functioning, problem-free sewer system. A properly designed and installed sewer system can minimize system deficiencies that could create or contribute to future overflows and reduce operation and maintenance requirements.

In accordance with WDR 2006-0003, each wastewater collection agency shall identify minimum design and construction standards and specifications for the installation of new sewers, pump stations, force mains, and other appurtenances, and for the rehabilitation and repair of existing sewer systems. In addition, procedures and standards for inspecting and testing the installation of new sewers, pump stations, and other appurtenances, shall be described in the SSMP.

The following Chapter describes the City’s method of utilizing design and construction standards, along with a routine inspection and testing program, to ensure the quality of their sewer collection system is maintained.

5.2. Design and Construction Standards

The City’s Engineering Division prepared Standard Specifications and Standard Plans governing all public works projects within the City limits. These standards, which were first adopted by the City Council in 2001 and have been updated regularly by the Engineering Division, are available through the City’s website, or may be purchased at the City’s Public Works counter. Installation and rehabilitation of sewers, pump stations, and sewer system appurtenances are addressed in Sections 1-9 of the Standard Specifications cover contractual issues, while material specifications are provided in Sections 10-16. Section 17 of the City’s Standard Specifications outlines the design and construction criteria that shall be used for new and rehabilitated sewer systems within the City’s service area. Pump station design and construction requirements are included in Appendix A of the Standard Specifications. Standard Plans begin on Page 159 and include separate sections of details for sewer, storm drain, street, water, and landscaping improvements. A copy of the City’s Standard Specifications Table of Contents is provided in Appendix D for reference. The sewer design specifications shown below are summarized from Section 17 of the City’s Standard Specifications.

5.2.1. Sewer Design Specifications

The City requires that all new sewer pipelines be of either extra strength class vitrified clay pipe or Standard Dimension Ratio (SDR) 35 polyvinyl chloride (PVC). Design of sewer pipes shall utilize a velocity of 2 feet per second when the pipe is flowing half full, using a Manning’s “n” value of 0.011. Minimum slopes for sewer pipelines are listed in Table 5-1.

Table 5-1 Minimum Acceptable Slopes for Sewer Pipe

Pipe Diameter (inches)	Slope (percent)
6	0.35
8	0.24
10	0.18
12	0.14

Additional specifications pertain to pipeline construction, minimum cover, wyes and lateral connections, and other factors are included in Section 17 of the City’s Standard Specifications, and Standard Drawings S-1 through S-10.

5.2.2. Sewer Structures

Specifications for the construction of manholes and similar structures in the sewer system are provided in Section 19. Cast-in-place bases with pre-cast concrete risers and metal frames/covers are the City’s standard.

5.2.3. Pump Station Design Specifications

Specifications for the design and construction of pump stations are included in Appendix A of the Standard Specifications. Typically, submersible pump stations in pre-cast concrete wet wells are required.

5.3. Inspection and Testing

The City requires that new construction be inspected on a regular basis during construction. The City has a full time inspector who inspects both new construction and repairs. The inspector ensures that all construction meets the City standards and codes. All sewers constructed by outside contractors are pressure cleaned, tested, and video inspected before acceptance. In addition, a final sewer line acceptance test is required upon completion of construction.

As per Section 17.10 of the City’s Standard Specifications, the sewer line acceptance test shall be a low pressure air test under the supervision of the City Engineer. Pipes shall be tested between consecutive manholes. The testing procedure involves inserting plugs in the pipeline openings at the manhole and raising the pressure within the sewer line to a minimum value while recording the pressure drop over a specific time period. The pipe reach being tested shall be considered as having passed the test when the time recorded for the pressure to drop one (1 psi) or one-half (1/2 psi) pound per square inch is not less than the time shown for the given type and diameter in Table 5-2:

Table 5 -2 Pressure Testing Specifications for New Sewer Pipe

Diameter (in)	Clay and Cement Pipe Pressure	Plastic Pipe
	Decrease from 3.5 to 2.5 Psig Time (min)	Pressure Decrease from 3.5 to 3.0 Psig Time (min and sec)
4	2.0	2 min 32 sec
6	3.0	3 min 50 sec

Diameter (in)	Clay and Cement Pipe Pressure Decrease from 3.5 to 2.5 Psig Time (min)	Plastic Pipe Pressure Decrease from 3.5 to 3.0 Psig Time (min and sec)
8	4.0	5 min 6 sec
10	5.0	6 min 22 sec
12	5.5	7 min 39 sec
15	7.5	-
18	8.5	-
21	10.0	-
24	11.5	-

CHAPTER 6 - OVERFLOW EMERGENCY RESPONSE PLAN

6.1. Requirements

This chapter describes the sanitary sewer Overflow Emergency Response Plan (OERP) for the City. The following overflow response plan includes:

- ❖ Procedures for reporting and notifying Sanitary Sewer Overflows (SSOs);
- ❖ Implementation plan to respond to SSOs;
- ❖ Steps to prevent overflows from reaching surface waters, and to minimize or correct any adverse impact from SSOs; and
- ❖ Training program to familiarize staff with OERP procedures

6.2. Notification

All SSOs are reported on the State of California Water Resource Control Board’s Sanitary Sewer Overflow eReporting Program (<http://ciwqs.waterboards.ca.gov/>). The following is the latest notification and reporting requirements based on the State Water Resources Control Board Order No. WQ 2013-0058-EXEC, Adopted Amended Monitoring and Reporting Requirements for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. This report replaces the previous Monitoring and Reporting Requirements for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems Order No. 2008-0002-DWQ. The notification procedures are as follows:

- 1) For any discharges of sewage that results in a discharge to a drainage channel or a surface water, the Discharger shall, as soon as possible, but not later than two (2) hours after becoming aware of the discharge, notify the State Office of Emergency Services, the local health officer or directors of environmental health with jurisdiction over affected water bodies, and the appropriate Regional Water Quality Control Board.
- 2) As soon as possible, but no later than twenty-four (24) hours after becoming aware of a discharge to a drainage channel or a surface water, the Discharger shall submit to the appropriate Regional Water Quality Control Board a certification that the State Office of Emergency Services and the local health officer or directors of environmental health with jurisdiction over the affected water bodies have been notified of the discharge.

The following table summarizes the time frame, specific agency and agency contacts required for notification of an SSO.

Table 6-1 SSO Notification and Reporting

Communication Type	Agency Being Contacted	Time Requirements	Method of Contact
Initial Notification	Office of Emergency Services	As soon as possible, but not later than 2 hours after becoming aware of the SSO	800-852-7550
	Fresno County Health Department	As soon as possible, but not later than 2 hours after becoming aware of the SSO	559-600-5956

	Region 5 Water Board	As soon as possible, but not later than 2 hours after becoming aware of the SSO	559-445-5116
Notification	Region 5 Water Board	As soon as possible, but not later than 24 hours after becoming aware of the SSO	ciwqs@waterboards.ca.gov
State Reporting	State Water Board	<u>Category 1</u> <ul style="list-style-type: none"> • Initial Report within 3 business days (Category 1) • Final Report within 15 calendar days after response activities are completed. <u>Category 2</u> <ul style="list-style-type: none"> • Report online within 30 days after the end of the calendar month in which the SSO occurs 	ciwqs@waterboards.ca.gov

6.3. Sanitary Sewer Overflow Reporting

6.3.1. SSO Categories

The State Water Resources Control Board (SWRCB) Order No. WQ- 2013-0058-EXEC updated the SSO Categories based on the quantity of sewage spilled and/or the location that the spill occurred. The following are the newly defined SSO Categories:

- ❖ Category 1 – All discharges of untreated or partially treated wastewater of any volume resulting from an enrollee’s sanitary sewer system failure or flow condition that:
 - Reach surface water and/or reach a drainage channel tributary to a surface water; or
 - Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
- ❖ Category 2 – Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee’s sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
- ❖ Category 3 - All other discharges of untreated or partially treated wastewater of sewage resulting from a failure in the Enrollee’s sanitary sewer system.
- ❖ Private Lateral Sewage Discharges – Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee’s sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online SSO Database.

6.3.2. SSO Notification Requirements

Per Order No. WQ 2013-0058-EXEC, the following are notification requirements that must be adhered to for each SSO Category:

- ❖ For any Category 1 SSO greater than or equal to 1,000 gallons that results in a discharge to a surface water or spilled in a location where it probably will be discharged to surface water, either directly or by way of a drainage channel or MS4, the enrollee shall, as soon as possible, but not later than two (2) hours after (A) the enrollee has knowledge of the discharge, (B) notification is possible, and (C) notification can be provided without substantially impeding cleanup or other emergency measures, notify the Cal OES and obtain a notification control number.
- ❖ To satisfy notification requirements for each applicable SSO, the enrollee shall provide the information requested by Cal OES before receiving a control number. Spill information requested by Cal OES may include:
 - Name of person notifying Cal OES and direct return phone number.
 - Estimated SSO volume discharged (gallons).
 - If ongoing, estimated SSO discharge rate (gallons per minute).
 - SSO Incident Description:
 - Brief narrative.
 - On-scene point of contact for additional information (name and cell phone number).
 - Date and time enrollee became aware of the SSO.
 - Name of sanitary sewer system agency causing the SSO.
 - SSO cause (if known).
 - Indication of whether the SSO has been contained.
 - Indication of whether surface water is impacted.
 - Name of surface water impacted by the SSO, if applicable.
 - Indication of whether a drinking water supply is or may be impacted by the SSO.
 - Any other known SSO impacts.
 - SSO incident location (address, city, state, and zip code).
- ❖ Following the initial notification to Cal OES and until such time that an enrollee certifies the SSO report in the CIWQS Online SSO Database, the enrollee shall provide updates to CalOES regarding substantial changes to the estimated volume of untreated or partially treated sewage discharged and any substantial change(s) to known impact(s).
- ❖ PLSDs: The enrollee is strongly encouraged to notify Cal OES of discharges greater than or equal to 1,000 gallons of untreated or partially treated wastewater that result or may result in a discharge to surface water resulting from failures or flow conditions within a privately owned sewer lateral or from other private sewer asset(s) if the enrollee becomes aware of the PLSD.

6.3.3. SSO Reporting Timeframes

The City must use the CIWQS Online SSO Database account to report SSOs. For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused

the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.

The following are the reporting timeframes listed in WQ-2013-0058-EXEC:

- ❖ Category 1 and Category 2 SSOs – All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported to the CIWQS Online SSO Database:
 - Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database within three (3) business days of the enrollee becoming aware of the SSO.
 - A final Category 1 or Category 2 SSO report shall be certified through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO.
- ❖ Category 3 SSOs – All SSOs that meet the above criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30).
- ❖ “No Spill” Certification – If there are no SSOs during the calendar month, the enrollee shall either 1) certify, within 30 calendar days after the end of each calendar month, a “No Spill” certification statement in the CIWQS Online SSO Database certifying that there were no SSOs for the designated month, or 2) certify, quarterly within 30 calendar days after the end of each quarter, “No Spill” certification statements in the CIWQS Online SSO Database certifying that there were no SSOs for each month in the quarter being reported on. For quarterly reporting, the quarters are Q1 - January/ February/ March, Q2 - April/May/June, Q3 - July/August/September, and Q4 - October/November/December. If there are no SSOs during a calendar month but the enrollee reported a PLSD, the enrollee shall still certify a “No Spill” certification statement for that month.
- ❖ Amended SSO Reports – The enrollee may update or add additional information to a certified SSO report within 120 calendar days after the SSO end date by amending the report or by adding an attachment to the SSO report in the CIWQS Online SSO Database. SSO reports certified in the CIWQS Online SSO Database prior to the adoption date of this MRP may only be amended up to 120 days after the effective date of this MRP. After 120 days, the enrollee may contact the SSO Program Manager to request to amend an SSO report if the enrollee also submits justification for why the additional information was not available prior to the end of the 120 days.

6.3.4. Reporting Documentation

At a minimum, the following mandatory information shall be reported prior to finalizing and certifying an SSO report for each category of SSO:

- ❖ Draft Category 1 SSOs: At a minimum, the following mandatory information shall be reported for a draft Category 1 SSO report:
 1. SSO Contact Information: Name and telephone number of enrollee contact person who can answer specific questions about the SSO being reported.
 2. SSO Location Name.
 3. Location of the overflow event (SSO) by entering GPS coordinates. If a single overflow event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the SSO appearance point explanation field.

4. Whether or not the SSO reached surface water, a drainage channel, or entered and was discharged from a drainage structure.
 5. Whether or not the SSO reached a municipal separate storm drain system.
 6. Whether or not the total SSO volume that reached a municipal separate storm drain system was fully recovered.
 7. Estimate of the SSO volume, inclusive of all discharge point(s).
 8. Estimate of the SSO volume that reached surface water, a drainage channel, or was not recovered from a storm drain.
 9. Estimate of the SSO volume recovered (if applicable).
 10. Number of SSO appearance point(s).
 11. Description and location of SSO appearance point(s). If a single sanitary sewer system failure results in multiple SSO appearance points, each appearance point must be described.
 12. SSO start date and time.
 13. Date and time the enrollee was notified of, or self-discovered, the SSO.
 14. Estimated operator arrival time.
 15. For spills greater than or equal to 1,000 gallons, the date and time Cal OES was called.
 16. For spills greater than or equal to 1,000 gallons, the Cal OES control number.
- ❖ Certified Category 1 SSOs: At a minimum, the following mandatory information shall be reported for a certified Category 1 SSO report, in addition to all fields required for a Draft Report (see above):
1. Description of SSO destination(s).
 2. SSO end date and time.
 3. SSO causes (mainline blockage, roots, etc.).
 4. SSO failure point (main, lateral, etc.).
 5. Whether or not the spill was associated with a storm event.
 6. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the overflow; and a schedule of major milestones for those steps.
 7. Description of spill response activities.
 8. Spill response completion date.
 9. Whether or not there is an ongoing investigation, the reasons for the investigation and the expected date of completion.
 10. Whether or not a beach closure occurred or may have occurred as a result of the SSO.
 11. Whether or not health warnings were posted as a result of the SSO.
 12. Name of beach(es) closed and/or impacted. If no beach was impacted, NA shall be selected.
 13. Name of surface water(s) impacted.
 14. If water quality samples were collected, identify parameters the water quality samples were analyzed for. If no samples were taken, NA shall be selected.
 15. If water quality samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA shall be selected.

16. Description of methodology(ies) and type of data relied upon for estimations of the SSO volume discharged and recovered.
 17. SSO Certification: Upon SSO Certification, the CIWQS Online SSO Database will issue a final SSO identification (ID) number.
- ❖ Draft Category 2 SSOs: At a minimum, the following mandatory information shall be reported for a draft Category 2 SSO report:
 1. Items 1-14 for Draft Category 1 SSO.
 - ❖ Certified Category 2 SSOs: At a minimum, the following mandatory information shall be reported for a certified Category 2 SSO report:

Items 1-14 for Draft Category 1 SSO and Items 1-9, and 17 for Certified Category 1 SSO.
 - ❖ Certified Category 3 SSOs: At a minimum, the following mandatory information shall be reported for a certified Category 3 SSO report:
 1. Items 1-14 for Draft Category 1 SSO and Items 1-5, and 17 for Certified Category 1 SSO.

6.4. Monthly No-Spill Reporting Procedure

The State Department of Water Resources requires that monthly reports shall be filed online to document that no sewer overflow events occurred during that specific month. The website for filing the monthly no-spill report is: <https://ciwqs.waterboards.ca.gov/>. The City's procedure for filing a monthly no-spill report is as follows:

1. Log on to CIWQS webpage (<https://ciwqs.waterboards.ca.gov>)
2. Go to SSO Monthly
3. Log onto system with appropriate username and password
4. Click SSO
5. Click "Generate No Spill Certification"
6. Enter Month and Year of Report
7. Click "Certify"
8. Print report and save in a binder at the City's Wastewater Treatment Plant.
9. SSO Standard Operating Procedure

6.4.1. Police/Fire/Ambulance

The following steps shall be taken in the event of a sewer system overflow:

1. During work hours (8am – 5pm, Monday-Friday) the City Public Works Main office number should be utilized to notify the City of a sewer overflow. After hours, individuals are instructed to call the City's Police dispatch, who will notify the on-call Supervisor.

Work Hours:

Public Works Main Office

559-637-4200 x 214

After Hours:

Police Dispatch

559-637-4250

2. The Wastewater Treatment Plant Supervisor, or on-call Supervisor, will notify and assemble the Collection Crew and will provide the crew with the appropriate information and location of the overflow.
 3. Once the Collection Crew arrives to the scene of the overflow, they will assess situation and look for the following:
 - a. Is the problem on private property or within the publicly-owned collection system?
 - b. Any special conditions that need to be addressed (traffic control, personnel rescue, medical response, etc.)?
 4. Locate problem that caused the spill, such as:
 - a. Blockage
 - b. Pipe failure
 - c. Manhole failure
 - d. Power failure at a pump station
 - e. Equipment failure at a pump station
 - f. Third-party interference
 5. Once the situation has been assessed, the Collection Crew will contact the following persons:
 - a. Senior Maintenance Worker/Wastewater Treatment Plant Supervisor
 - b. Public Works Director
 - c. City Engineer
 6. If necessary, additional crews will be called in for support:
 - a. City collection system staff
 - b. City pump station operators
 - c. Electricians
 - d. Contractor(s)
 7. Contact Wastewater Treatment Plant Supervisor. Dispatch pumps and/or vactor if needed
 8. Locate affected waterway (if any), i.e. creek or river
 9. Assign a crew to dam waterway, i.e. sandbags, if waterway can be dammed, or to isolate and contain the overflow
 10. Assign a crew to clear problem, i.e. plugged main
 - a. For overflows caused by pipe or manhole failure, call in construction crew or contractor
 - b. For equipment failure, call in electrician, mechanic, or contractor as needed. Arrange for temporary pumps, portable generator, or other backup equipment as required
 11. Assign crew to post/barricade “Sewer Spill” signs to warn general public to keep out
 - a. If raw sewage signs are not available, direct crews to use the backside of other signs. Use thick, black marker to write “Caution: May be contaminated by raw sewage”
 12. Once the situation is under control, but no later than 2 hours after becoming aware of the SSO, start the Initial Notification Procedures for the appropriate State and Regional agencies (Table 5-1).
 13. Fill out Sanitary Sewer Overflow report (Appendix D). Turn in completed form to Supervisor.
 14. In case of fish kill, contact the California Department of Fish and Game
 - a. Call 916-323-0716 (California Fish and Game Main Phone). Give information from SSO report; Warden will respond to scene.
-

15. Determine whether particular agencies contacted may want cleanup conducted in a certain way. If so, obtain equipment and personnel required to effect cleanup.
16. Check progress and monitor crew's efforts. Ensure that the directions of any agencies are being followed. Do your crews require more personnel and equipment? Are there special conditions that make additional crews or equipment necessary, such as for traffic control?
17. Take pictures of all posted warnings and signs and note their locations.
18. Once clean-up has been completed, follow up with appropriate 24-hour notification and reporting procedures according to appropriate SSO category, outlined above in Table 5-1.

6.5. Clean Up Response & Warning Sign Posting

6.5.1. Dry Weather Conditions:

- ❖ **Warning Signs:** Signs warning the public of a sewage release should be posted in the affected area. Signs should include, at a minimum, the wording of "Raw Sewage." These signs can be obtained at the wastewater treatment plant. In the event that a sign needs to be posted immediately and one is not readily available, a sign can be hand written and posted until it can be replaced.
- ❖ **Warning Sign Removal:** Warning signs should remain posted until County Health or Regional Board staff authorizes their removal, or until receiving water sample results indicate background levels (levels as determined by upstream samples) have been attained.
- ❖ **Sewage Flow Containment:** All sewage flows should be contained and diverted to the nearest sanitary sewer or removed by vactor truck.
- ❖ **Sewage Solids Cleanup:** After the flows have been stopped and repairs made, rake and/or vactor up any sewage solids.
- ❖ **Cleanup Flushing:** The affected area should be flushed with clean water. All flush water and any disinfectants should be contained and subsequently pumped to the nearest sanitary sewer or removed by vactor truck. Disinfectants may be used so long as runoff does not occur that may cause toxicity to fish and wildlife.
- ❖ **Receiving Water Sampling:** If the spill or overflow volume exceeds 10,000 gallons, sampling should be conducted both upstream and downstream of the point where sewage has entered the receiving water. Samples should be analyzed for Fecal Coliform, Dissolved Oxygen and Ammonia Nitrogen.

6.5.2. Wet Weather Conditions:

The response cleanup and warning sign posting procedures given above for Dry Weather Conditions should be followed, except that steps 5 and 6 (Flushing and Sampling) may be omitted if storm waters are high and sampling is impractical.

6.6. Sewer Intrusion into a Private Residence

The City of Reedley will take reasonable measures to ensure the habitability of a residence or business should there be an intrusion of sanitary sewage into the building caused by a blockage of a City-owned sanitary sewer main. The following is an overview of the procedures to be utilized by the City in the event of an overflow that occurs on a private residence:

1. **Operating Procedure (Response)** Upon notification of a sanitary sewer main blockage with an accompanying back-up onto private property, the Wastewater Treatment Plant Supervisor will make the following notifications:
 - a. If the Collection System Crew is on duty, it will be dispatched immediately to the event site and will take appropriate measures to identify whether the cause of the blockage is within the publicly-owned sewer system or within the privately-owned building lateral. If the blockage is determined to be in the sewer main, then the crew will remove the blockage from the City's main. The City Engineer and Public Works Director shall also be notified.
 - b. If the Collection Crew is not available, the City Dispatcher will notify the on-call Supervisor. The responsible Supervisor will make the necessary calls to assemble the Collection Crew and have the crew respond with appropriate equipment to the work site.
2. **Operating Procedure (Clean up)** If it is determined, upon assessment of the situation, that the SSO was caused by a blockage of the City's sewer main and not the private residence lateral, and the SSO presents a health or safety threat to the inhabitants of the residence, as determined by the City Public Works Director, a contracted clean-up and restoration company (Serv-Pro) will be called out to clean the area where the SSO occurred. The City will not be responsible for clean-up of an SSO that occurs due to the blockage of a private sewer lateral pipeline.

6.7. OERP Training

The City's Collection Crew staff is trained on the OERP through an informal mentoring program, typically performed by senior staff members as new employees are hired onto the crew. Formal training includes weekly safety videos and annual Confined Space Entry, Flagger Training, Traffic Control, and crew members must be certified in First Aid/CPR.

CHAPTER 7 - FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM

7.1. Requirements

Fats, oils, and grease (FOG) are discharged to sanitary sewer systems by residential users, food handling facilities, and other commercial and industrial establishments. Commonly, FOG can cause pipe blockages leading to sanitary sewer overflows (SSO). The State Water Resources Control Board (SWRCB) requires each wastewater collection system agency to evaluate its service area to determine whether a FOG control program is needed to reduce the risk of SSO. If so, a FOG control program shall be developed as part of the SSMP. The FOG control program shall include the following:

- ❖ An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- ❖ A plan for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;
- ❖ The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- ❖ Requirements to install grease removal devices (such as traps or interceptors) design standards for the grease removal devices, maintenance requirements, Best Management Practices (BMPs) requirements, record keeping and reporting requirements;
- ❖ Authority to inspect grease producing facilities, enforcement authorities, and whether the City of Reedley has sufficient staff to inspect and enforce the FOG ordinance;
- ❖ An identification of sewer system sections subject to FOG blockages and establish a cleaning maintenance schedule for each section; and
- ❖ Development and implementation of source control measures, for all sources of FOG discharged to the sewer system, for each sewer system section identified as a problem.

The City has determined that a FOG control program would be beneficial. This Chapter of the SSMP outlines the City’s procedure for minimizing and monitoring FOG in their collection system, fulfilling the requirements of both the SWRCB and the Regional Water Board.

7.2. Public Outreach

The City has several existing public outreach programs that serve as opportunities to incorporate awareness of the SSMP and FOG. Specific programs, such as the Water Quality and Conservation Education, the Environmental Issues Workshop, and the Solid Waste and Recycling Education program provide the public with important information on how the residents of Reedley can do their part in maintaining quality in the City’s water resources and waste disposal facilities. Descriptions of these programs are included in Sections 3.5, 3.7 and 3.10 of the City’s Storm Water Management Plan (SWMP).

In addition to these public outreach programs, the City has obtained a brochure entitled “Fat Free Sewers” from the Water Environment Federation. This brochure was sent to the residents of Reedley upon

inception of the FOG program, and is also included in every industrial discharge permit application package. The brochure is available at the City Hall, and is included in Appendix F.

A link to the documents describing the FOG program will be available on the City’s website, along with links to FOG informational sites and an email address to allow the public to provide input on the development, implementation, and performance of the City’s SSMP. This link is scheduled to be added to the City’s website in January 2017, following completion of the SSMP document.

7.3. FOG Disposal

The City maintains an up-to-date list of local firms engaged in the cleaning of grease interceptors and grease traps in Reedley and disposal of the waste product. This list, which currently includes the nine firms shown in the table below, is provided to food handling facilities for their use.

Table 7-1 Grease Hauler and Grease Trap Services Providers

Company	Address	Phone Number
Baker Commodities, Inc.	PO Box 416 Kerman, CA 93630	846-9393
Amerigaurd Maintenance Services	PO Box 12486 Fresno, CA 93776	1-800-347-7876
All Valley Environmental	PO Box 11006 Fresno, CA 93771	498-8378
Right Way Pumping Tech.	2425 N. Pima Fresno, CA 93722	1-888-590-9800
Baker Commodities, Inc.	PO Box 1286 Hanford, CA 932230	528-0271
California Central Grease Co.	1771 W. Gettysburg Kerman, CA 93630	846-9607
ET Services	PO Box 608 Clovis, CA 93613	294-7782
MJ Waste	1162 N. Reed Ave Reedley, CA 93654	638-5199
Biotane	3677 E. Conejo Selma, CA 93662	1-877-424-6826

7.4. Legal Authority

The City has the responsibility to minimize the amount of FOG that enters the sanitary and storm sewer systems from residential, commercial, and industrial sources. Section 8-2-5-4 of the City of Reedley

Municipal Code (RMC) outlines the requirements for grease, oil and sand interceptors within the City's sewer system and is summarized in Chapter 3, Legal Authority.

7.5. Design & Construction Standards

Design and construction of sand and grease interceptors are outlined in the City's standard drawing S-8. In addition, sample plans are disseminated in the industrial discharge permit application package, and copies are available at the City Hall. The City's standard design for grease interceptors is based on Department of Health requirements. A copy of the City's interceptor standard is shown in Appendix G.

7.6. Inspection and Staffing

As a part of routine maintenance cleaning, the City's operation and maintenance crews regularly inspect the mainline sewers for signs of excessive grease discharge and buildup. Where noted, inspections are conducted to identify the source of the discharge and the facility owner is notified that an illicit discharge is suspected. A subsequent follow-up inspection is conducted by the City's Wastewater Treatment Plant Supervisor or Environmental Compliance Officer to verify that the condition leading to the illicit discharge has been rectified.

7.7. Identification and Sewer Cleaning

The City's operations and maintenance program includes routine cleaning of pipes that are known to have problems due to FOG. These problem areas, known to the City as potential problem areas, are inspected weekly and cleaned as necessary. A map of the potential problem areas is presented in Chapter 4, Operations and Maintenance.

In addition to the weekly inspections of potential problem areas, the City's collection crew has been canvassing the City's collection system by section to locate, inspect, and clean each manhole and pipeline within the system. With the purchase of a new CCTV truck, the City personnel will continue to inspect the City's collection system. Documentation of crew's findings will be maintained in a sewer log at the Wastewater Treatment Plant and will be used, in conjunction with the results of the City's CCTV efforts, to develop the City's sewer rehabilitation and replacement plan.

7.8. Source Control

7.8.1. Industrial Systems

The City's Wastewater Treatment Plant serves many industrial facilities. In order to monitor and enforce the discharges from these industrial facilities, the City has implemented an Industrial Pretreatment Program (IPP). The IPP was developed in 2003 and provides documentation on the policies and procedures the City utilizes to ensure that the quality of wastewater meets the standards set forth in the Reedley Municipal Code and those required by the SWRCB and RWQCB.

Included in the City's IPP is an Enforcement Response Plan (ERP) and Monitoring Program. The ERP contains detailed procedures identifying how the city of Reedley will investigate and respond to instances of industrial user non-compliance. Informal and formal enforcement actions in the ERP enable the city staff to respond to non-compliance with the level of severity appropriate for the violation. Procedures for industrial users to respond to, appeal, and/or explain violations are also contained within the ERP.

The Monitoring Program includes monitoring requirements for the City of Reedley Waste Water Treatment Plant (WWTP) and for industrial monitoring. The WWTP operators monitor the influent, effluent, and sludge, as well as the discharges from all significant industrial users (SIUs). Industries are required to self-monitor their discharges for all pollutants included in the local limits on a monthly basis. SIUs are also required to submit a self-monitoring report every six months.

7.8.2. Food Service & Residential

As part of the Industrial Pretreatment Program, the City requires that all new food service businesses apply for a permit before being allowed to connect to the City’s sewer system. The permit process includes an application fee of \$80, which must be paid within 30 days of obtaining a business license.

The application process for a FOG permit includes the following steps:

1. Complete permit application form (see Appendix F).
2. Provide a schematic of all indoor and outdoor plumbing systems, including grease interceptors or traps, facility sewer connections, sinks, floor drains, dishwashers, and restrooms.
3. Provide a grease interceptor/trap maintenance plan that specifies the frequency of grease removal, inspection procedures, and methods to repair non-operational equipment.
4. Include a signed copy of Yellow Grease recovery and grease interceptor/trap maintenance contracts.
5. Mail completed application, along with additional information to the City’s FOG Program Administrator:

Attn: FOG Program Administrator
City of Reedley
Public Works Department
1733 Ninth Street
Reedley, CA 93654
(559) 637-4200

Prior to operation, the business must also schedule an inspection with the City’s Building Official to ensure that all plumbing systems and grease interceptors have been installed and function properly. Per RMC Section 8-2-5-4, “Where installed, all grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.”

FOG permit holders are required to maintain a monthly log of their grease interceptor maintenance plan, which is used to document frequency of grease removal and plumbing inspection procedures. Prior to issuance of a FOG permit renewal, the City’s Wastewater Systems Supervisor or Environmental Compliance Officer inspects the permit holder’s plumbing system and maintenance logs to ensure compliance with the City’s permit requirements.

CHAPTER 8 - SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

8.1. Requirements

The requirements for the System Evaluation and Capacity Assurance Plan (SECAP) section of the SSMP are as follows:

- ❖ Each wastewater collection system agency shall establish a process to assess the current and future capacity requirements for the collection system facilities.
- ❖ Each wastewater collection system agency shall prepare and implement a capital improvement plan to provide hydraulic capacity of key sewer system elements under peak flow conditions.

The City of Reedley prepared an Integrated Master Plan in June 2014. Section 6 of the Master Plan describes the City’s sanitary sewer collection system. This section of the Master Plan includes an inventory of existing system components, and provides information on existing and projected wastewater flows. The section evaluates the existing capacity under both dry and wet weather conditions, and determines future capacity, and identifies related system deficiencies and improvement priorities, based on anticipated population growth. The following sections describe the City’s current procedure for evaluating their sewer system to ensure adequate capacity for proper function of their sewer system facilities.

8.2. Service Area

The service area of the Reedley collection system is essentially the incorporated limits of the City. A wastewater treatment plant master plan (WWTPMP) was completed for the City in September 2006. According to the WWTPMP, the City’s population was expected to grow at a rate of four percent annually through the year 2030, with a proposed build out population of 60,310. Growth rates prior to 2006 had been much lower than four percent, most likely due to a moratorium that was imposed to allow the City time to complete the Reedley Specific Plan. In their 2013 update of the General Plan 2030, the City revised growth rate projections and build out population. By analyzing past growth trends, in comparison to the State Department of Finance projections for growth in the San Joaquin Valley, an average annual growth rate of 3 percent is used to project population growth until 2030. According to the General Plan, the build out would result in approximately 21,142 new residents, with a total 2030 population of 47,369.

8.3. WWTP Flows

A summary of the 1995-2015 historical wastewater treatment plant flows is provided in Table 8-1. Due to computer error, plant flows for the years of 2005 and 2006 could not be recovered.

Table 8-1 Historical WWTP Flows

Year	AAD Flow (MGD)	MMAD Flow (MGD)
1995	1.67	1.88
1996	1.87	2.36
1997	2.12	2.45

Year	AAD Flow (MGD)	MMAD Flow (MGD)
1998	2.25	2.41
1999	2.33	2.71
2000	2.45	2.69
2001	2.38	2.52
2002	2.39	2.78
2003	2.39	2.91
2004	2.32	2.47
2005	Not Available	Not Available
2006	Not Available	Not Available
2007	2.31	2.44
2008	2.26	2.36
2009	2.22	2.38
2010	2.05	2.22
2011	1.77	1.93
2012	1.79	1.96
2013	1.79	1.88
2014	1.75	1.79
2015	1.68	1.73
Note: ADD = Annual Average Daily MMAD = Maximum Month Average Day MGD = Million Gallons per Day		

The Sanitary Sewer System section of the Integrated Master Plan projects future wastewater flows based on the City’s potable water demand projections, which were estimated using land use projections from the City’s General Plan 2030. Based on the growth forecast in the General Plan 2030, total flows entering the sanitary sewer system are projected to grow from approximately 2.5 mgd under existing conditions, to approximately 8.2 mgd at the buildout of Phase 2, which consist of the period beyond 2020 through build out of the City’s SOI. Similarly, peak wet weather flow (PWWF) is projected to grow from approximately 7.6 mgd to over 24.7 mgd in Phase 2.

8.4. Sanitary Sewer Evaluation

As part of the Master Plan sanitary sewer system evaluation, a hydraulic model was used to identify system capacity deficiencies during peak wet weather flow for both existing and future conditions. The model was also used to evaluate improvements that could address key system deficiencies. The hydraulic model development and recommended system improvements are described in the following sections.

8.4.1. Model Development

The hydraulic model was developed using the Innozyze’s InfoSWMM version 9.0 hydraulic modeling platform (model). InfoSWMM uses the US EPA’s SWMM V5 simulation engine, which is considered a fully dynamic (as opposed to steady state) engine that can account for various complex hydraulic phenomena in the sanitary sewer system, such as surcharging and backwater effects in gravity mains.

The model was loaded with annual average dry weather flow and calibrated against the flow data observed in early spring of 2008. The calibration focused primarily on matching the observed peak dry weather flow (PDWF) and observed hydrograph volume and secondarily on matching the observed hydrograph shape and the time of the peak.

8.4.2. System Evaluation

The existing system was evaluated under PWWF conditions to analyze the current capacity of the system. PWWF conditions were simulated by loading PWWF flows to the sanitary sewer system in the InfoSWMM model and running the scenario in steady state. PWWF was estimated by using a peaking factor based on the AAF. When the City’s WWTP was designed, a peaking factor of 2.5 was selected based on an analysis of historical flow influent to the treatment plant. Peak flow in the sanitary sewer system is generally decreased as it moves through the system, downstream to the WWTP. Thus, it is common to see a higher peaking factor used for a sewer system analysis than for the downstream WWTP. For the Integrated Master Plan, the PWWF in the sewer system was estimated by using a peaking factor of 3.0 times the AAF. The resulting flows loaded into the model are shown in Table 8-2 for each scenario, respectively. Phase 1 refers to the period between existing (2014) and approximately 2020; Phase 2 refers to the period beyond 2020 through the build out of the City’s SOI.

Table 8-2 Modeled Flows by Scenario

Flow Scenario	Peaking Factor	Existing (MGD)	Phase 1 (MGD)	Phase 2 (MGD)
AAF	1	2.55	3.16	8.21
PWWF	3	7.65	9.48	24.63

8.4.3. Recommended Improvements

Recommended improvements to the existing system were developed using the following guiding principles and considerations:

- ❖ Upsize sanitary sewer system pipelines in the existing system to address the existing and Phase 1 capacity issues while achieving the design criteria ($d/D \geq 0.75$),
- ❖ In a second round of upgrades, upsize pipelines in the existing system to address Phase 2 capacity issues while achieving the design criteria ($d/D \geq 0.75$). This second round of upgrades for Phase 2 is provided because the additional capacity associated with the larger, build out flows may not be needed for many years, and the cost of the additional capacity may not be recoverable for a long time.
- ❖ Size new pipelines for the design criteria ($d/D \geq 0.75$).

- ❖ Where possible, route new flows, particularly for Phase 2, around the existing system to avoid significant capacity issues.
- ❖ Avoid the creation of new lift stations where possible to minimize associated O&M labor and power requirements. As a result of these criteria, the new pipeline network for Phase 2 was oriented to avoid the Alta Irrigation District (AID) canal system, where possible.
- ❖ Where new lift stations are required, provide a standby pump such that the lift station can pump the design flow with the largest pump out of service.

According to the Integrated Master Plan, approximately 26,000 linear feet of pipeline are recommended to improve the existing system and an additional 11,000 linear feet are needed to accommodate the additional flows from Phase 1. These improvements are largely restricted to existing truck mains to improve the system capacity and enable gravity flow to the City's WWTP without backwater effects, surcharging, and SSOs.

As a result of the system evaluation, upgrades to the Reed Avenue pipeline were carefully considered. A significant stretch of the existing trunk main in Reed Avenue, the portion from Manning Avenue southward to 11th Street, is deep, with depths up to 12 feet below the ground surface. This depth makes typical open cut construction more difficult. In addition to the depth, the slope of the alignment in the lower segments is relatively flat, resulting in backwater effects and, under Phase 2 flow conditions, significant surcharging in the manholes. As a result of the existing conditions in the Reed Avenue trunk line, realignment is needed to adjust the slope. In addition, the pipe diameters need to be increased as well.

With the additional flow being routed down Reed Avenue, the diversion structure at the intersection of Reed Avenue and 11th Street must be adjusted so that the additional flow is routed away from the existing Reed Avenue Lift Station to avoid a significant capacity upgrade for that facility. Instead, flow should be routed to the Kings River Crossing at the Olson Avenue Bridge, as the capacity of this crossing will need to be increased due to the new flows from the east. In this manner, only one of the river crossings will need an upgrade. While this additional capacity in the existing Olson Avenue crossing could be provided by upsizing the existing pipeline, it may be desirable to add a new crossing to provide redundancy in the event one of the pipelines needs to be taken out of service for maintenance.

On the east side of the City, wastewater will be collected in Zumwalt Avenue and conveyed southward to Lilac Avenue and westward toward Reed Avenue where it will be conveyed north to the Kings River Crossing at the Olson Avenue Bridge. A new lift station is required to serve this new alignment where it crosses the existing AID canal near Buttonwillow Avenue. A gravity flow option was also considered for the canal crossing; however, that would have resulted in a significant drop in the HGL and a lift station would have been required downstream to cross the Kings River or to enter the WWTP.

On the west side of the Kings River, once development begins and the new trunk main is constructed near Kings River Road, flows from the existing Hotel/Edgewater Lift Station can be redirected, such that the existing river crossing can be eliminated.

For the Existing system, priority for improvements should be given to downstream bottlenecks that result in backwater effects in the upstream pipelines. For these areas, improvements should be prioritized from downstream to upstream.

8.5. CCTV Video Results

As described in Chapter 4, the City has CCTV'd one-third (1/3) of their collection system and will be completing the remaining two thirds (2/3) in the upcoming FY. Results from the CCTV effort will provide additional information to help produce capacity-related CIP's. Updates to the City's CIP program will be included in the SSMP, as information becomes available.

8.6. Historical Performance of the Collection System

The findings of the hydraulic modeling and inspections both indicate that the City does not have specific reaches of hydraulic restriction. This finding is consistent with the historical performance of the collection system. Very few sanitary sewer overflows (SSOs) have occurred in the City of Reedley, and when SSOs have occurred they have been determined to be associated with equipment failure, pipeline failure, grease accumulation, root growth, or other physical causes.

The City has experience no capacity limitations within the system since 2009. However, with the recent purchase of CCTV equipment, the City may come across some issue when inspecting the City in the immediate future. The need for rehabilitation or replacement will be evaluated and a timeline for necessary repairs and/or replacements will be established, based on available funding.

CHAPTER 9 - MONITORING, MEASUREMENTS AND PROGRAM MODIFICATIONS

9.1. Requirements

In accordance with SWRCB requirements, each wastewater collection system agency shall monitor the effectiveness of the SSMP and update and modify SSMP Chapters to keep them current, accurate, and available for audit, as appropriate. The following describes the City’s procedure for monitoring the effectiveness of the SSMP and the procedures used to minimize Sanitary Sewer Overflows.

9.2. Monitoring

The City already tracks some Key Performance Indicators (KPI) through cleaning logs and annual reports. Their current tracking mechanisms include:

- ❖ The number, cause, and location of blockages
- ❖ The number, cause, location and volume of SSOs
- ❖ Number and reason for customer complaints, and
- ❖ Length of pipe cleaned and type of debris found.

The City plans to continue tracking each of these KPI. Tracking logs and report records for the sewer collection system are maintained at the City’s WWTP.

In order to monitor the effectiveness of the SSMP, the City has selected a procedure whereby specific parameters are documented and compared on an annual basis. These parameters will provide quantitative, focused results that indicate the overall success of the SSMP, or conversely, the underlying problems that may then be further investigated. Table 9-1 lists each SSMP chapter, the overall purpose of the SSMP chapter, and the specific parameters that the City plans to track that will help in evaluating the effectiveness of the SSMP. The City will track each of these parameters, the results of which will be included in the KPI Checklist in Appendix H.

Table 9-1 SSMP Monitoring Parameters

SSMP Chapter	Summary of Chapter Purpose	KPI
1.0 Goals	Establish priorities of City and provide focus for City Staff	<ul style="list-style-type: none"> • As part of Chapter 10 – Program Audits, reconsider Goals and evaluate potential changes
2.0 Organization	Document organization of City staff and chain of communication for SSO response	<ul style="list-style-type: none"> • As part of Chapter 10 – Program Audits, update Organization Chart as staff changes or reorganizations occur
3.0 Legal Authority	Ensure the City has sufficient legal authority to properly maintain the system	<ul style="list-style-type: none"> • None needed
4.0 Operations and Maintenance Plan	Minimize blockages and SSOs by properly maintaining the system and keeping the system in good condition	<ul style="list-style-type: none"> • Total number and volume of SSOs • Number of repeat SSOs (same location as any previous SSO, regardless of year of occurrence) • Total number of mainline blockages • Causes of blockages and time since last

SSMP Chapter	Summary of Chapter Purpose	KPI
		cleaning <ul style="list-style-type: none"> • Number of pump station failures • Causes of failures • Number of pipe failures • Causes of failures • Length of pipe CCTV'd 3-yr backlog for rehabilitation and repair projects
5.0 Design & Construction Standards	Ensure new facilities are properly designed and constructed	<ul style="list-style-type: none"> • None needed
6.0 Overflow Emergency Response	Provide timely and effective response to SSO emergencies and comply with regulatory reporting requirements	<ul style="list-style-type: none"> • Average and maximum response time • Percent of total overflow volume contained or returned to sewer
7.0 Fats, Oil, and Grease Control	Minimize blockages and overflows due to FOG	<ul style="list-style-type: none"> • Number of blockages due to FOG • Number of overflows due to FOG (linked to SSO Identification Number) • Number of FOG producing facilities inspected • Percent of FOG producing facilities found to be in compliance
8.0 Capacity Management	Minimize SSOs due to insufficient capacity by evaluating the system capacity and implementing necessary projects	<ul style="list-style-type: none"> • Number of SSOs due to capacity limitations or wet weather (linked to SSO Identification Number) • Date of completion of most recent capacity evaluation • 3-year backlog for capacity improvement projects
9.0 Monitoring, Measurement, and Program Modifications	Evaluate effectiveness of SSMP, keep SSMP up-to-date, and identify necessary changes	<ul style="list-style-type: none"> • As part of Chapter 10 – Program Audits, evaluate tracking of KPI and effectiveness in determining effectiveness of SSMP
10.0 Program Audits	Formally identify SSMP effectiveness, limitations, and necessary changes on an annual basis	<ul style="list-style-type: none"> • Date of completion of last annual audit
11.0 Communication Plan	Communicate with the public and satellite agencies	<ul style="list-style-type: none"> • Number of contacts initiated by the public • Percentage of positive comments

The City will use the KPI listed in the above Table 9-1 to assist in completion of the annual SSMP program audit described in Chapter 10. The City will also continue to track additional information, such as customer complaints and length of pipe cleaned, to assist in evaluation of the SSMP effectiveness.

9.3. SSMP Modifications

The SSMP will be updated periodically to maintain current information. The City will review the success and/or necessary improvements of the SSMP as part of the annual SSMP program audit. The City will update critical information, such as contact numbers and the SSO response chain of communication, as needed. A comprehensive SSMP update will occur every 5 years, as required by the SWRCB.

CHAPTER 10 - Program Audits

10.1. Requirements

State Water Resources Control Board (SWRCB) requirements state that each wastewater collection system agency shall conduct periodic audits of their SSMP, with a minimum frequency of bi-annually. The periodic audits shall be at a level of detail commensurate with the size of the Enrollee and the number of SSOs experienced, and shall identify any deficiencies in the current SSMP and describe the steps required to correct those deficiencies (if applicable). The program audit shall cover the period from the previous program audit to the current date. The Enrollee shall prepare a written report to be kept on file. The report must be made available to employees of the Regional Water Quality Control Board in the event of an investigation.

10.2. Audits

The City's Wastewater System Supervisor will lead the audit of the SSMP on an annual basis. Calendar year 2016 was the first year audited. Each of the major sections of the SSMP were addressed during the audit.

The 2016 SSMP Audit is included in provided as Appendix I and it shows the categories evaluated. Where results of the evaluation indicate deficiencies, corrective measures were developed. The results of future audits will be included in an Annual Audit Report. A hardcopy of the Annual Audit Report will be printed and filed in the Wastewater System Supervisor's office.

10.3. SSMP Updates

The City will determine the need to update its SSMP based on the results of the program audit and the performance of its wastewater collection system. The overall measurement of program effectiveness will be a reduction in the frequency and volume of SSOs since the previous audit period. Corrective measures will be developed for all Program deficiencies identified, and the corrective actions, including a schedule for implementation of changes, will documented in the Annual Audit Report. The full SSMP will be updated every five (5) years, at a minimum, in accordance with the requirements of WDR 2006-0003.

CHAPTER 11 - COMMUNICATION PROGRAM

11.1. Requirements

The State Water Resources Control Board requires that the City 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 City as the program is developed and implemented.

This section of the SSMP outlines the process involved in communicating with interested members of the public regarding development, implementation, and performance of this plan.

11.2. Communication During Development

City staff announced that it was developing an SSMP at the June 9, 2009 City Council Meeting. Public comments on the development of the SSMP were accepted on July 14, 2009.

11.3. Communicating Sewer System Performance

As the SSMP document is completed, the SSMP website will provide a link to the finished document for the public to download, access and review. Information on the City's periodic SSMP audits will also be posted on the website as they become available.

The City reports SSOs electronically to the California Integrated Water Quality System (CIWQS). The electronic SSO data, as well as information regarding regulatory actions, is available to everyone at <https://ciwqs.waterboards.ca.gov>

The City will report the performance of its sanitary sewer system to its City Council annually at a regularly scheduled meeting, and the performance information will be included in the minutes of that public meeting.

The City plans on utilizing several different strategies to determine the best avenue for public outreach and education for their customers. The City is in the process of developing advertising material such as posters, flyers and/or brochures that will be used to communicate the proper use and maintenance of residential and commercial sewer lines. The following is a brief description of some of the communication methods the city is contemplating:

11.3.1. Residential Communication

The City will conduct public outreach and education for residents and businesses related to sanitary sewer overflows. Residential education will include targeted information material on proper grease disposal which describes the negative impacts of discharging fats, oils and grease into the sanitary sewer system. This would be done at community events and through utility bill inserts mailings.

11.3.2. Land developers, Consulting Engineers, and Contractors

The City will disseminate information, in meetings and/or by flyers, to land developers, consulting engineers, and plumbing contractors regarding the need and methods to reduce SSOs. The City will

communicate and solicit input regarding the SSMP requirements with emphasis on design and construction practices that reduce sewer overflows.

With regards to the Capital Improvement Program, engineering consultants and contractors may be consulted. Potential topics of interest may include design standards, capital program, consulting, and contracting opportunities

The City will disseminate information, in meetings and/or by flyers, to land developers, consulting engineers, and plumbing contractors regarding the need and methods to reduce SSOs. The City will communicate and solicit input regarding the SSMP requirements with emphasis on design and construction practices that reduce sewer overflows.

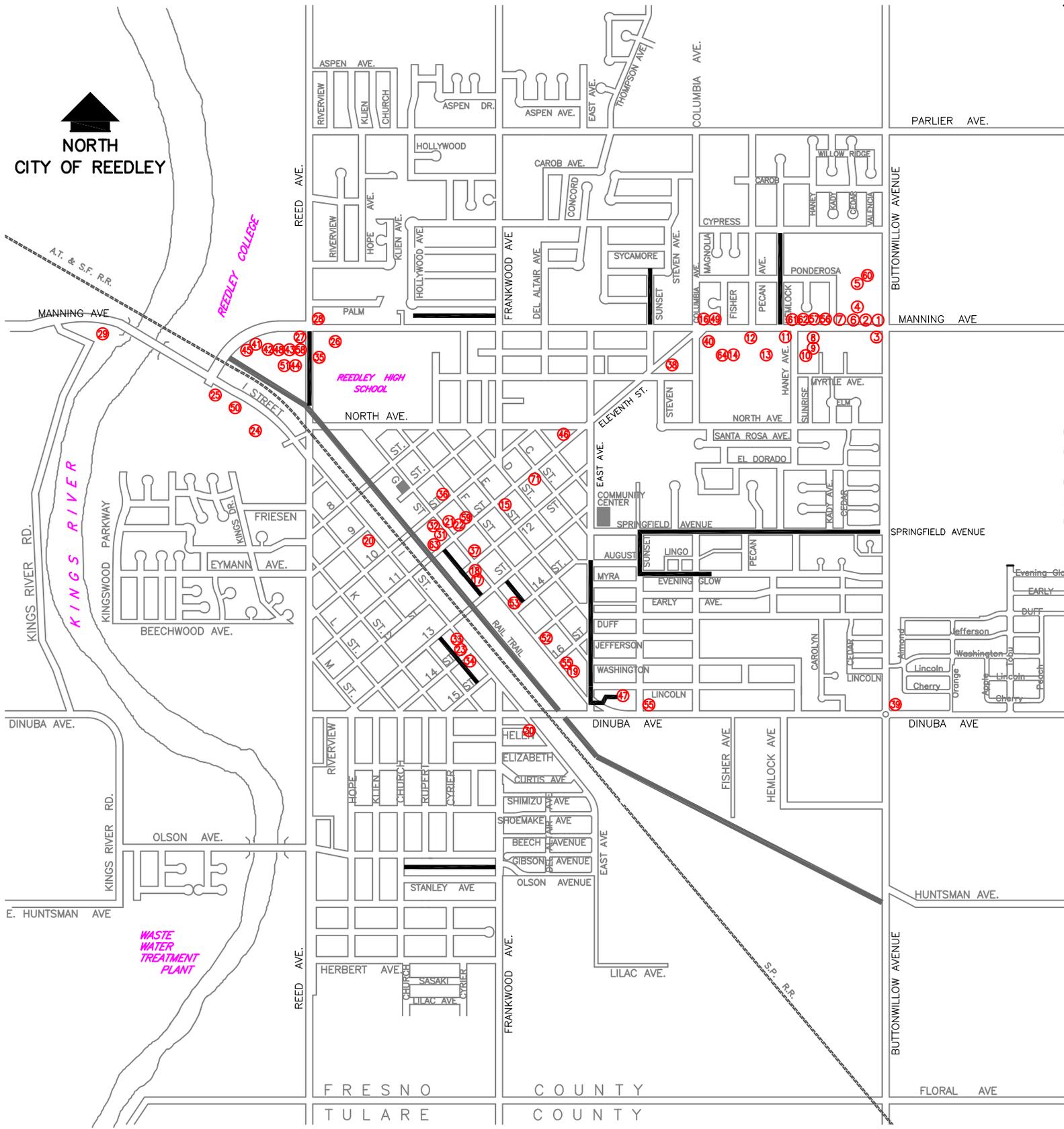
With regards to the Capital Improvement Program, engineering consultants and contractors may be consulted. Potential topics of interest may include design standards, capital program, consulting, and contracting opportunities.

11.3.3. Plumbers and Building Contractors

Plumbers and sewer contractors will have access to all available City of Reedley plans, specifications, and standard details to ensure that projects are properly designed and built to the City Standards.

Appendix A
POTENTIAL PROBLEM AREAS

**NORTH
CITY OF REEDLEY**



- | | | | | | |
|-------------------------|--------------------------|------------------------|----------------------------|------------------------|-----------------------|
| 1. TACO BELL | 12. ME 'N EDS | 23. NEW CHINA GARDEN | 34. ORTEGA'S TAQUERIA | 45. STARBUCKS | 55. FAMILY MARKET |
| 2. BROOKS RANCH | 13. SANSEI JAPANESE | 24. SUBWAY #2 | 35. CARL'S JR | 46. DONUTS TO GO | 56. HEALTHY FAMILY |
| 3. THE BEAR CLUB | 14. COSTA DORADA | 25. JACK IN THE BOX | 36. ESPIGA'S MEXICAN | 47. JIMENEZ CARNICERIA | 57. J MARKET |
| 4. SUN CHINA | 15. FOSTER'S FREEZE | 26. JUANITO'S | 37. McCALL RDLY SANDWICH | 48. YOI JAPANESE | 58. JAMBA JUICE |
| 5. PIRATE PIZZA | 16. LITTLE CAESARS PIZZA | 27. McDONALD'S | 38. PAPA MURPHY'S PIZZA | 49. 1 STOP | 59. PASTELERIA PLAZA |
| 6. EL RINCON | 17. EL MONTES | 28. KFC/GAL-CO FOODS | 39. THE OAKS QUICK MART | 50. BASKIN ROBBINS | 60. SAVE MART |
| 7. TACO'S TIJUANA | 18. UNCLE HARRY'S | 29. THE WAKE HOUSE | 40. MANNING CHINESE BUFFET | 51. BIG KAHUNA YOGURT | 61. SUPER SAVE MARKET |
| 8. CITY DONUT/SANDWICH | 19. LAS ESPUELAS | 30. TAQUERIA ZIHUATANE | 41. PORT OF SUBS | 52. DAVE'S OLD FASH. | 62. EL MUNDO DE SABOR |
| 9. SUBWAY | 20. MERCADO LA FLOR | 31. VALENTINO'S | 42. DANIEL'S MEXICAN GRILL | 53. EL NOPAL BAKERY | 63. TO BETTER HEALTH |
| 10. LA MICH. CARNICERIA | 21. MAINSTREET CAFE | 32. THE PUB | 43. CHINA GARDEN EXPRESS | 54. EL PUEBLO FOOD | 64. TOWN & COUNTRY |
| 11. SUPER BURGER | 22. JUST THE TIP | 33. PEREZ PUPUSERIA | 44. PIZZA PLANET | | |

SEWER POTENTIAL PROBLEM AREAS

Appendix B
EXAMPLE SEWER LOG

**CITY OF REEDLEY
COLLECTION SYSTEM MAINTENANCE SCHEDULE
SPECIFIC PROJECTS FOR 2016**

Site	Jan	Mar	July	Oct	Notes
Storm Drain Septor Clean-Out					
Centrifuge Drain Line Clean-Out					
River Ridge Lift Station					
Reedley College Line					
Storm Drain Clean-Outs:					
<i>Columbia & Jefferson</i>					
<i>15th & "I" Street</i>					
<i>Corner of "F" Street, East & 15th</i>					
<i>12th & East</i>					
<i>"B" & East</i>					
<i>"G" & 14th</i>					
Riverglen & Kings Drive.					
Palm & Frankwood					
Old Subdivision Manhole					Abandoned

**CITY OF REEDLEY
COLLECTION SYSTEM MAINTENANCE
STORM DRAIN SEPTOR
2016 CLEAN-OUT LOG**

Date:

Site	Type of Material Found	Amount of Material Found
Cottage Commons Subdivision		
Reedley College		
Hawthorne Heights Subdivision		
Quiring Subdivision		

Appendix C
FY 2015-2016 BUDGET

Budget Item	Annual Cost
Salary	
Collection Crew	\$ 378,295
Lab Personnel	
Supervisor	
Uniforms	\$5,000
Special Supplies	\$16,500
Tools	\$12,000
Safety Tools	\$5,000
Sewer Line/Collection Repair	\$50,000
Capital Improvement Sewer Repairs	\$200,000
TOTAL	\$666,795

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STANDARD SPECIFICATION TOC

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Appendix E
SAMPLE SSO REPORT FORMS

**CITY OF REEDLEY
WASTEWATER SYSTEMS
CALL-OUT REPORT**

Name of Employee: _____

Date: _____ Time: _____ Called-Out By Who: _____

Address or location of event: _____

Description of Problem:

Was someone called-out to assist you, if so who? _____

Did this call-out result in a Sanitary Sewer Overflow (SSO)? _____

How long did spillage occur? _____ How many gallons spilt? _____

What steps were taken to resolve the issue? _____

Was a supervisor informed? _____ Date: _____ Time: _____

Were the proper authorities informed, if so who and at what numbers? _____

Was the problem resolved? _____

Do any follow-up steps need to be followed? _____

Report submitted by: _____ Date: _____

CITY OF REEDLEY
Public Works Department
SEWER OVERFLOW REPORT

FOR OFFICE USE

DATE: _____ CALL RECEIVED: _____ AM/PM
RECEIVED BY: _____ CALLER'S NAME: _____
CALLER'S PHONE NO.: _____
CALLER'S ADDRESS: _____
LOCATION OF OVERFLOW: _____ CROSS ST: _____
TIME & NAMES OF CREW MEMBERS DISPATCHED: _____
DESCRIPTION OF COMPLAINT: _____

FIELD REPORT (FOR RESPONSE CREW USE)

TIME ARRIVED AT SITE: _____ CREW: _____
TIME OVERFLOW STARTED: _____ TIME OVERFLOW STOPPED: _____
OVERFLOW DURATION: _____ MINUTES OVERFLOW FLOW: _____ GAL/MIN
U/S MH # _____ D/S MH # _____
SIZE OF LINE: _____ LENGTH OF LINE: _____
FINDINGS: _____

(COMPLETE REMAINDER OF FORM IF AN OVERFLOW HAS OCCURRED)

DESCRIBE CAUSE OF OVERFLOW:

DESCRIBE CLEANUP METHOD

DESCRIBE HOW OVERFLOW QUANTITY WAS CALCULATED:

RECEIVING WATERS: YES NO LOCATION: _____

TYPE OF PROBLEM: _____

PICTURES TAKEN: YES NO

SAMPLES TAKEN BY: _____ LOCATION OF SAMPLES: _____

DESCRIBE PROPERTY DAMAGE AND AFFECTED AREA: _____

SIGNS POSTED: YES NO BARRICADED: YES NO NOTIFY NEIGHBORS: YES NO

REGULATORY AGENCIES NOTIFIED:

OES	YES <input type="checkbox"/> NO <input type="checkbox"/>	DATE/TIME _____	Spill # _____
RWQCB	YES <input type="checkbox"/> NO <input type="checkbox"/>	DATE/TIME _____	
COUNTY HEALTH	YES <input type="checkbox"/> NO <input type="checkbox"/>	DATE/TIME _____	
OTHER _____	YES <input type="checkbox"/> NO <input type="checkbox"/>	DATE/TIME _____	

CONTACTS/DETAILS: _____

FOLLOWUP MEASURES:

WORK ORDER NO: _____

FREQUENCY OF EXISTING PM PROGRAM: _____

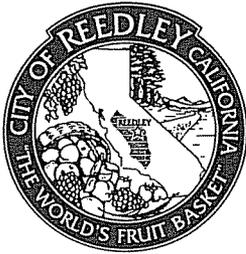
LAST DATE PM PERFORMED: _____

RECOMMENDATIONS ON HOW TO ELIMINATE FUTURE PROBLEMS: _____

REPORT COMPLETED BY: _____ DATE: _____

SKETCH OF AREA: (Include manholes, intersections, location of stoppage, etc.)

Appendix F
INDUSTRIAL DISCHARGE PERMIT APPLICATION



City of Reedley

Public Works Department
1733 Ninth Street
Reedley, CA 93654
(559) 637-4200
FAX 637-2139

Dear Food Service Facility:

Welcome to the City of Reedley and thank you for the interest in establishing your food establishment in our community. On October 14, 2003, the City adopted Sewer Ordinance No. 2003-05 establishing an Industrial Pretreatment Program of which the Fats, Oil & Grease Program (FOG Program) falls under. This program permits all food facilities within the City and it's intent is to assist establishments as yours to comply with State, Federal and Local regulations in respects to the handling and disposal of all fats, oils and greases. A pamphlet titled "*Fat Free Sewers*" has been enclosed for more information on the importance of said program.

As part of the permitting process, you are required to complete and submit the enclosed Food Service Facility Permit Application along with all required information and pay the initial application and inspection fee of \$80 (eighty dollars) within 30 days of obtaining your business license. Upon receiving payment you will be issued a FOG Permit. You will be contacted at a later date to set up an inspection of your facility to verify that everything is in order.

Again, on behalf of the City of Reedley and it's staff may I welcome you and let you know that we look forward to working with you. If you have any questions while completing your application or have any other concerns, please contact my office at (559) 637-4209 or feel free to e-mail me at martha.cardoso@reedley.com.

Sincerely,

Martha S. Cardoso
City of Reedley
Laboratory Director

**CITY OF REEDLEY
FOOD SERVICE FACILITY
PERMIT APPLICATION INSTRUCTIONS**

1. Complete the attached permit application. Attach additional sheets as needed.
2. Provide a schematic drawing of all indoor and outdoor plumbing systems, including grease interceptors or traps, facility sewer connections, sinks, floor drains, dishwashers, restrooms, etc. A very simple drawing is permitted, no architectural plans.
3. Provide a grease interceptor/trap maintenance plan that specifies the frequency of grease removal, inspection procedures, and methods to repair non-operational equipment.
4. Include a signed copy of your Yellow Grease recovery and your grease interceptor/trap maintenance contracts.
5. Mail the completed application and additional information requested to:

City of Reedley
FOG Program c/o Martha Cardoso
1733 9th Street
Reedley, CA 93654

**CITY OF REEDLEY
FOOD SERVICE FACILITY
GREASE INTERCEPTOR/GREASE TRAP PERMIT APPLICATION**

Establishment Information

Name of Establishment _____

Address _____

Phone No. _____ Fax No. _____

Website Address _____ E-mail _____

Authorized Representative Information

Name of Authorized Representative _____

Phone No. _____ Fax No. _____

Cell No. _____ E-mail _____

Owner Information

Name of Owner _____

Address _____

City _____ State _____ ZIP _____

Phone No. _____ Fax No. _____

Website Address _____ E-mail _____

Grease Interceptor/Trap Information

Location	Size (gallons)	Type (circle one)	Service Frequency
		Interceptor/Trap	

Grease Interceptor/Trap Hauler Information
(Will need to provide copy of service contract)

Name of Hauler _____

Address _____

City _____ State _____ Zip _____

Phone No. _____ Fax No. _____

Website Address _____ E-mail _____

Grease Disposal Information

Describe how used grease (yellow grease) is disposed of _____

If facility uses an outside source, complete the following *(Will need to provide copy of service contract)*:

Name of Hauler _____

Address _____

City _____ State _____ Zip _____

Phone No. _____ Fax No. _____

Website Address _____ E-mail _____

Confidential Business Information

Information and data on a user obtained from reports, questionnaires, permit applications, permits, monitoring programs and inspections shall be available to the public or other governmental agency without restriction unless the user specifically requests and is able to demonstrate to the satisfaction of the City that the release of such information would divulge information, processes or methods of production that are entitled to protection as trade secrets of the user. When requested by the person furnishing a report, the portions of the report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available upon request to governmental agencies. Information accepted by the Public Works Director as confidential shall not be transmitted to the general public by the Public Works Director until and unless a ten-day notification is given to the user. In order for the information to be considered confidential, the following criteria must be met:

- A separate sheet with the requested information shall be submitted for each question that you are asserting as confidential.
- The submittal shall be clearly marked as confidential.
- Submit with the application a separate statement for each question that you are requesting confidentiality indicating the reasons that you are asserting the information as confidential.

You will be notified if the Public Works Director does not feel that the information requested meets the criteria for confidentiality.

Authorized Representative Statement

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment for knowing violations.

Name (Printed)

Title

Signature

Date

What Restaurant and Building Owners Need to Know About Grease Traps or Interceptors

Restaurants, large buildings, such as apartment complexes; and other commercial establishments may have grease traps or interceptors that keep grease out of the sewer system. For a grease trap or interceptor to work correctly, it must be properly

- 1** Designed (sized and manufactured to handle the amount that is expected),
- 2** Installed (level, vented, etc.), and
- 3** Maintained (cleaned and serviced on a frequent basis).

Solids should never be put into grease traps or interceptors. Routine, often daily, maintenance of grease traps and interceptors is needed to ensure that they properly reduce or prevent blockages.

Be cautious of chemicals and additives (including soaps and detergents) that claim to dissolve grease. Some of these additives simply pass grease down pipes where it can clog the sewer lines in another area.

Fat-Free Sewers

This brochure was prepared under Cooperative Agreement Assistance #CX824505-01-0 between the Water Environment Federation (WEF) and the U.S. Environmental Protection Agency. For more information, contact your local sewer system authority or the

Water Environment Federation

601 Wythe Street
Alexandria, VA 22314-1004
Phone: 703/684-2400
Fax: 703/684-2492
Web site: <http://www.wef.org>

For additional copies of this brochure, contact WEF at 1-800-666-0206, 1-703-684-2452 or <http://www.wef.org>



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How to Prevent Fats, Oils, and Greases from Damaging Your Home and the Environment

Fats, Oils, and Greases aren't just bad for your arteries and your waistline; they're bad for sewers, too.

Sewer overflows and backups can cause health hazards, damage home interiors, and threaten the environment. An increasingly common cause of overflows is sewer pipes blocked by grease. Grease gets into the sewer from household drains as well as from poorly maintained grease traps in restaurants and other businesses.

Where does the grease come from?

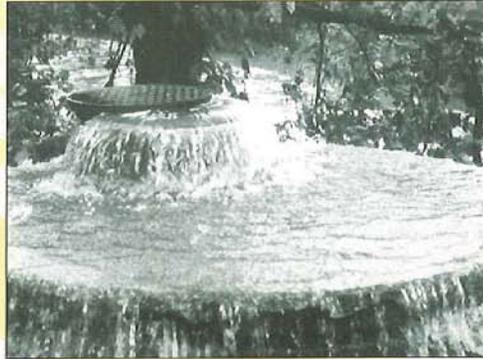
Most of us know grease as the byproduct of cooking. Grease is found in such things as:

- Meat fats
- Lard
- Cooking oil
- Shortening
- Butter and margarine
- Food scraps
- Baking goods
- Sauces
- Dairy products

Too often, grease is washed into the plumbing system, usually through the kitchen sink. Grease sticks to the insides of sewer pipes (both on your property and in the streets). Over time, the grease can build up and block the entire pipe.

Home garbage disposals do not keep grease out of the plumbing system. These units only shred solid material into smaller pieces and do not prevent grease from going down the drain.

Commercial additives, including detergents, that claim to dissolve grease may pass grease down the line and cause problems in other areas.



© James L. Graham, Jr., PE

The results can be:

- Raw sewage overflowing in your home or your neighbor's home;
- An expensive and unpleasant cleanup that often must be paid for by **you, the homeowner;**
- Raw sewage overflowing into parks, yards, and streets;
- Potential contact with disease-causing organisms; and
- An increase in operation and maintenance costs for local sewer departments, which causes higher sewer bills for customers.



© NYCDEP

What we can do to help

The easiest way to solve the grease problem and help prevent overflows of raw sewage is to keep this material out of the sewer system in the first place.

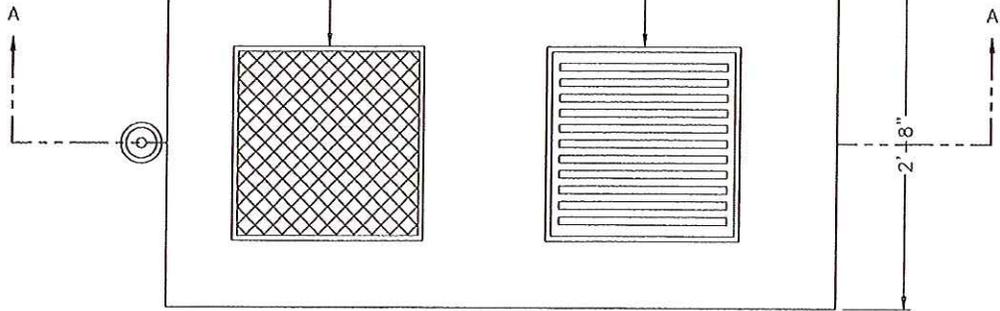
There are several ways to do this.

- 1) Never pour grease down sink drains or into toilets.
- 2) Scrape grease and food scraps from trays, plates, pots, pans, utensils, and grills and cooking surfaces into a can or the trash for disposal (or recycling where available).
- 3) Do not put grease down garbage disposals. Put baskets/strainers in sink drains to catch food scraps and other solids, and empty the drain baskets/strainers into the trash for disposal.
- 4) Speak with your friends and neighbors about the problem of grease in the sewer system and how to keep it out. Call your local sewer system authority if you have any questions.

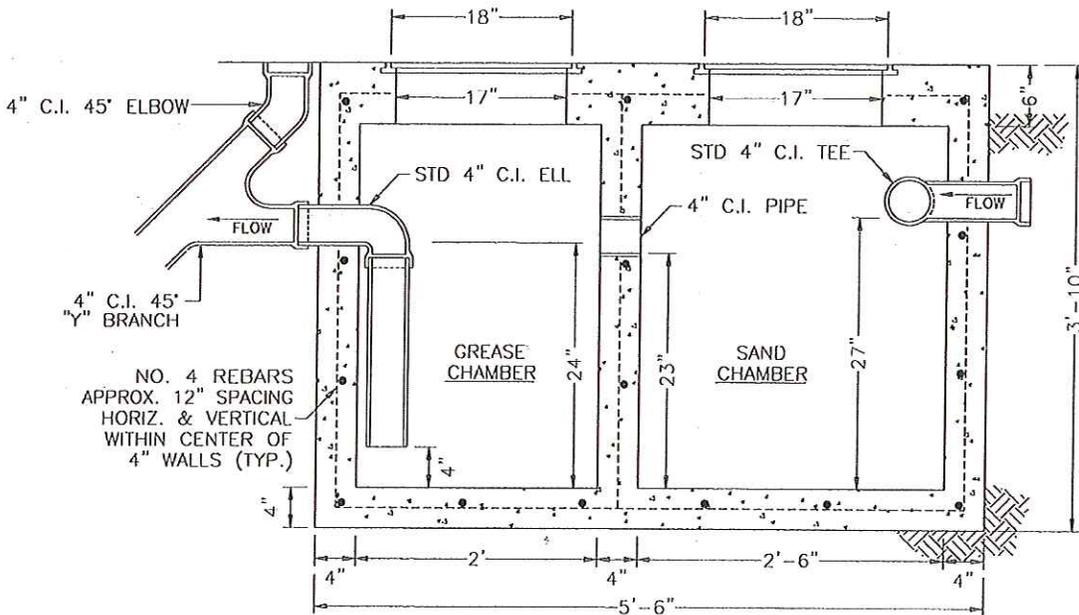
Appendix G
GREASE INTERCEPTOR STANDARD DRAWING

ALHAMBRA FDRY. COVER & FRAME. 18"x 18", NO. A2015, STANDARD COVER OR NO. A2017, TRAFFIC COVER, OR APPROVED EQUAL.

ALHAMBRA FDRY. GRATING & FRAME. 18"x 18", NO. A2010, STANDARD GRATING OR NO. A2012, TRAFFIC GRATING, OR APPROVED EQUAL.



PLAN



SECTION A-A

NOTES:

1. DIMENSIONS SHOWN ARE MINIMUM. PROPER SIZING TO BE DETERMINED BY CALCULATION, SUBJECT TO APPROVAL OF CITY ENGINEER
2. RESPONSIBILITY FOR CLEANING & MAINTENANCE BELONGS TO THE PROPERTY OWNER.
3. AN ALTERNATE GREASE INTERCEPTOR DEVICE OF STANDARD MANUFACTURE MAY BE SUBSTITUTED FOR THAT SHOWN BELOW, SUBJECT TO APPROVAL OF THE CITY ENGINEER AND CITY BUILDING OFFICIAL.

THIS STANDARD APPLIES TO:

- a. RESTAURANTS
- b. AUTOMOTIVE GARAGES
- c. CAR WASHES
- d. OTHER, AS DETERMINED BY THE CITY ENGINEER AND CITY BUILDING OFFICIAL.

NOT TO SCALE

SAND AND GREASE INTERCEPTOR

Andrew J. Bonelli
CITY ENGINEER
COMMUNITY DEVELOPMENT DEPARTMENT
ENGINEERING DIVISION

Dec 23, 1999
PLAN APPROVAL DATE

REVISIONS:
DEC. 1999

CITY OF REEDLEY

S-8

Appendix H
KEY PERFORMANCE INDICATOR CHECKLIST

City of Reedley SSMP Key Performance Indicators

	2016	2017	2018	2019	2020
Total number and volume of SSO's					
Number of repeat SSO's (same location as any previous SSO, regardless of year of occurrence)					
Total number of mainline blockages					
Number of pump station failures					
Cause of pump station failure					
Number of pipe failures					
Cause of pipe failures					
Length of pipe CCTV'd					
Percentage of total overflow volume contained or returned to sewer					
Number of blockages due to FOG					
Number of overflows due to FOG					
Number of FOG producing facilities inspected					
Percent of FOG producing facilities found to be in compliance					
Number of SSOs due to capacity limitations or wet weather					
Date of completion of most recent capacity evaluation					

Appendix I
2016 SSMP AUDIT

Sewer System Management Plan Annual Audit Checklist

Name of agency	City of Reedley
Date of audit	May 2016
Name of auditor	AM Consulting Engineers
System Overview	Sewer System
Miles of gravity sewer mains	70.3
Miles of force mains	1.3
Total Miles of all City sewer lines	71.6
Number of pump stations	4
Miles of private sewer laterals	40.1
Population served	25,488
Current average monthly single family residential sewer rate	\$49.35

1. GOALS

1. Are the goals stated in the SSMP still appropriate and accurate? YES / NO
2. If you answered NO to question 1, describe content and schedule for updates, or provide additional comments for YES response.

2. ORGANIZATION

Reference Material

- ❖ Organization Chart
- ❖ Phone list

3. Is the SSMP up-to-date with agency organization and staffing contact information? YES / NO
4. If you answered NO to question 3, describe content and schedule for updates, or provide additional comments for YES response.

3. LEGAL AUTHORITY

Reference Material

- ❖ Municipal Code
- ❖ Enforcement actions

5. Does the SSMP contain up-to-date information about the City's YES / NO

legal authority?

6. Does the City have sufficient legal authority to control sewer use and maintenance? **YES / NO**

7. If you answered NO to questions 5 or 6, describe content and schedule for necessary changes, or provide additional comments for a YES response.

4. OPERATIONS AND MAINTENANCE
A. COLLECTION SYSTEM MAPS

Reference Material

❖ Collection system map

8. Does the SSMP contain up-to-date information about the City's maps? **YES / NO**

9. Are the City's collection system maps complete, up-to-date, and sufficiently detailed? **YES / NO**

10. If you answered NO to questions 8 or 9, describe content and schedule for necessary changes, or provide additional comments for YES response.

B. RESOURCES AND BUDGET

Reference Material

❖ Current Capital Improvement Plan (CIP)

❖ Current operating budget

11. Does the SSMP contain up-to-date information about the City's resources and budget? **YES / NO**

12. Are the City's resources and budget sufficient to support effective sewer system management? **YES / NO**

13. Do the City's planning efforts support long-term goals? **YES / NO**

14. If you answered NO to questions 11, 12, and/or 13, describe content and schedule for necessary changes, or provide additional comments for YES response.

C. PRIORITIZED PREVENTATIVE MAINTENANCE

Reference Material

❖ Cleaning schedules

❖ List or map of potential problem area

❖ Work orders

❖ Incident reports

❖ Customer feedback

Table 1. Annual Preventative Maintenance Activities

Maintenance Activity Description	2009	2010	2011	2012	2013	2014	2015
Miles of Forced Mains & other Pressure Systems	1.3	1.3	1.3	1.3	1.3	1.3	1.3
Miles of Gravity Sewers	70.8	70.8	71.6	71.6	71.6	71.6	71.6
Number of Service Connections Inspected	6000	6000	5994	6015	5015	5015	5033
Miles of total Gravity Sewer System Cleaning	20	N/A	20	N/A	207	85	65
Miles of total Gravity Sewer System Inspection	0	N/A	1	N/A	1	1	1

15. Does the SSMP contain up-to-date information about the City’s preventative maintenance activities? **YES / NO**
16. If you answered NO to question 15, describe content and schedule for necessary improvements to preventative maintenance activities.

D. SCHEDULED INSPECTIONS AND CONDITION ASSESSEMNT

Reference Material

- ❖ Inspection reports
- ❖ Infiltration and Inflow (I/I) monitoring studies and reports
- ❖ Pipe and manhole condition data

17. Does the SSMP contain up-to-date information about the City’s inspection and condition assessment? **YES / NO**
18. Are the City’s scheduled inspections and condition assessment system effective in locating, identifying, and addressing deficiencies? **YES / NO**
19. If you answered NO to questions 17 and/or18, describe content and schedule for necessary changes, or provide additional comments for YES.

E. CONTINGENCY EQUIPMENT AND REPLACEMENT INVENTORIES

Reference Material

- ❖ Funds spent on equipment and materials
- ❖ Equipment and parts inventory

20. Does the SSMP contain up-to-date information about equipment and replacement inventories? **YES / NO**
21. Are contingency equipment and replacement parts sufficient to respond to emergencies and properly conduct regular maintenance? **YES / NO**
22. If you answered NO to questions 20 and/or 21, describe content and

schedule for necessary arrangements, or provide additional comments for YES response.

F. TRAINING

Reference Material

- ❖ Employee training records

23. Does the SSMP contain up-to-date information about the City’s training expectations and programs? YES / NO

24. Do supervisors believe that their staff is sufficiently trained? YES / NO

25. Are staff satisfied with the training opportunities and support offered to them? YES / NO

26. If you answered NO to questions 23, 24, and/or 25, describe content and schedule for necessary improvements, or provide additional comments for YES response.

Limited due to local availability.

G. OUTREACH TO BUILDING CONTRACTORS

Reference Material

- ❖ Fliers/mailings
- ❖ Mailing lists

27. Does the SSMP contain up-to-date information about the City’s outreach to plumbers and building contractors? YES / NO

28. Has the City conducted or participated in any outreach activities to plumbers and building contractors? YES / NO

29. If you answered NO to questions 27 and/or 28, describe content and schedule for future activities, or provide additional comments for YES response.

Table 2. Number of Permits issues to plumbers or contractors

Year	No. Permits
2009	102
2010	18
2011	9
2012	40
2013	42
2014	10
2015	20

*Specifically permits that could impact District facilities.

5. DESIGN AND CONSTRUCTION STANDARDS

Reference Material

- ❖ Design and construction standards
- ❖ Ordinance

30. Does the SSMP contain up-to-date information about the City's design and construction standards? **YES / NO**

31. Are design and construction standards, as well as standards for inspection and testing of new and rehabilitated facilities sufficiently comprehensive and up-to-date? **YES / NO**

32. If you answered NO to questions 30 and/or 31, describe content and schedule for necessary revisions, or provide additional comments.

6. OVERFLOW EMERGENCY RESPONSE PLAN

Reference Material

- ❖ Data submitted to CIWQS
- ❖ Service call data

Table 3. Annual SSO Statistics

Indicator	2009	2010	2011	2012	2013	2014	2015
Number of SSOs (total)							
Wet season SSOs	0	2	2	0	1	1	2
Dry season SSOs	2	3	0	2	0	0	0
Private Lateral	1	2	0	0	0	0	0
Total Number of SSO's	3	7	2	2	1	1	2
Number of SSOs by volume (gallons)							
<10	0	1	1	0	0	0	0
10 – 99	1	1	1	0	0	1	0
100 – 999	1	1	0	1	1	0	0
1000-9999	1	2	0	1	0	0	1
>10,000	0	0	0	0	0	0	1
Total SSO Volume	2,893	90,297	80	6,832	480	58	204,750
Volume reaching waters of the State	2,060	90,137	0	6,600	0	0	42,750
Volume not contained but not reaching waters of the State	833	150	80	232	0	0	81,000
Volume recovered	0	10	0	0	480	58	161,000
Net volume (total minus recovered)	2,893	90,287	80	6,832	0	0	43,750
Number of SSOs per 100 mile of sewer per year	0	0	0	0	0	0	0

Indicator	2009	2010	2011	2012	2013	2014	2015
Volume of SSOs per 100 mile of sewer per year	29	903	1	68	5	1	438
Total Volume conveyed to the plant (million gal)	817 ⁽¹⁾	744	648	654	652	637	565
Total volume SSO / Total volume conveyed (gal)	3.5	121.4	0.1	10.4	0.7	0.1	362.5
Number of SSOs (by Cause)							
Blockages:	0	0	1	0	0	0	0
Roots	1	4	0	0	1	1	0
Grease	0	1	0	1	0	0	0
Debris	0	0	0	0	0	0	0
Debris from Laterals	0	0	0	0	0	0	0
Animal Carcass	0	0	0	0	0	0	1
Construction Debris	1	0	0	1	0	0	0
Pump Failure	0	0	0	0	0	0	0
Multiple causes	0	0	1	0	0	0	1
Infrastructure failure	0	0	0	0	0	0	0
Inflow & Infiltration	0	0	0	0	0	0	0
Electrical Power Failure	0	0	0	0	0	0	0
Flow Capacity Deficiency	0	0	0	0	0	0	0
Natural Disaster	1	0	0	0	0	0	0
Bypass	0	0	0	0	0	0	0
Cause Unknown	0	0	0	0	0	0	0
Average Emergency Response Times, minutes							
Business Hours							
Notification to arrival on site (minutes)	6	23	5	13	13	0	0
Notification to complete clearance (minutes)	46	130	4	112	53	0	0
Non-business hours							
Notification to arrival on site (minutes)	2	0	15	0	0	29	22
Notification to complete clearance (minutes)	35	0	60	0	0	59	840
Number of locations with multiple SSOs	3	0	0	1	0	0	1
NOTE: ⁽¹⁾ Estimated Volume because of lost flows during plant construction. For 2009, average flows were taken.							

33. Does the SSMP contain an up-to-date version of the City's Overflow Emergency Response Plan? **YES / NO**
34. Considering the information in Table 3, is the Overflow Emergency Response Plan effective in handling SSO's **YES / NO**
35. If you answered No to questions 30 and/or 31, describe content and schedule for necessary revisions and implementation, or provide additional comments for YES response.

7. FATS, OILS, AND GREASE (FOG) CONTROL PLAN

Reference Material

- ❖ List or map of FOG sources in service area
- ❖ List or map of potential problem areas
- ❖ Cleaning schedules
- ❖ Restaurant inspection reports or summaries
- ❖ Data submitted to CIWQS
- ❖ Service call data

Table 4. FOG Control Statistics

	2009	2010	2011	2012	2013	2014	2015
Number of SSOs caused by FOG	1	4	0	0	1	1	0
Number of FOG inspections completed	0	0	0	10	34	38	30

36. Does the SSMP contain up-to-date information about the City's FOG program? YES / NO
37. Considering the information in Table 4, is the FOG program effective in documenting and controlling FOG sources? YES / NO
38. If you answered NO to questions 33 and/or 34, describe content and schedule for necessary changes, or provide additional comments for YES response.

8. CAPACITY MANAGEMENT

Reference Material

- ❖ Capacity assessment reports
- ❖ CIP
- ❖ SSO data

Table 5. SSOs Caused by Hydraulic Limitations

	2009	2010	2011	2012	2013	2014	2015
Number of SSOs caused by capacity limitations	0	0	0	0	0	0	0

39. Does the SSMP contain up-to-date information about the City's capacity assessment? YES / NO
40. Has the City completed a capacity assessment and identified and addressed any hydraulic deficiencies in the system? YES / NO
41. If you answered NO to questions 39 and/or 40, describe content and schedule for necessary activities, or provide additional comments for YES

response.

9. MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

42. Does the SSMP contain up-to-date information about the City's data collection and organization? **YES / NO**
43. Is the City's data collection and organization sufficient to evaluate the effectiveness of the SSMP? **YES / NO**
44. If you answered NO to questions 42 and 43, describe content and schedule for necessary improvements, or provide additional comments for a YES response.

10. SSMP AUDITS

45. Will this Audit be completed annually and filed with the SSMP report? **YES / NO**

11. COMMUNICATION PROGRAM

Reference Material

- ❖ Mailings and mailing lists
- ❖ Website
- ❖ Other communication records such as newspaper ads, site postings, or other outreach
- ❖ Customer feedback

46. Does the SSMP contain up-to-date information about the City's public outreach activities? **YES / NO**
47. Does the SSMP contain up-to-date information about the City's communications with satellite and tributary agencies? **YES / NO**
48. Has the City effectively communicated with the public and other agencies about the SSMP, and addressed feedback? **YES / NO**
49. If you answered NO to questions 46, 47, or 48, describe content and schedule for necessary improvements, or provide additional comments for YES response.

Appendix J
ADOPTING RESOLUTION

RESOLUTION NO. 2016-077

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY RECERTIFYING THE SEWER SYSTEM MANAGEMENT PLAN AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD ORDER NO. 2006-0003-STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS

WHEREAS, on May 2, 2006, the California State Water Resources Control Board adopted Order No. 2006-0003, Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems; and

WHEREAS, the purpose of the WDR is to develop a regulatory mechanism to provide a consistent statewide approach for reducing sanitary sewer overflows; and

WHEREAS, the WDR requires preparation of a Sewer System Management Plan (SSMP); and

WHEREAS, the SSMP is one of the required elements for WDR compliance; and

WHEREAS, by Resolution No. 2009-052 dated July 28, 2009, the City Council adopted the City's SSMP; and

WHEREAS, the City is required to recertify the SSMP at five (5) year intervals; and

WHEREAS, staff has reviewed the SSMP and is recommending its recertification by the City Council.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Reedley, using their independent judgement, hereby approves this Resolution based on the following

1. The above recitals are true and correct; and
2. The City Council hereby finds that the Sewer System Management Plan updated by AM Consulting Engineers in accordance with the California State Water Resources Control Board Statewide General Waste Discharge Requirements for Sanitary Sewer Systems and dated August, 2016 is approved and re-certified.
3. The Director of Public Works is hereby directed to implement and periodically update the approved Sewer System Management Plan as necessary to comply with current regulatory requirements and best practices.
4. This Resolution is effective immediately upon adoption.

This forgoing resolution is hereby approved at a regular meeting of the City Council of the City of Reedley held on the 23rd day of August, 2016, by the following vote:

AYES: Beck, Rodriguez, Fast, Betancourt.
NOES: None.
ABSTAIN: None.
ABSENT: Soleno.

ATTEST:


Sylvia B. Plata, City Clerk


Ray Soleno, Mayor

