Ramona Municipal Water District

Sewer System Management Plan

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Executive Summary

On May 2, 2006 the State Water Resources Control Board adopted Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Order No. 2006-0003-DWQ (WDR). The findings associated with the WDR state “To facilitate proper funding and management of sanitary sewer systems, each Enrollee must develop and implement a system-specific Sewer System Management Plan (SSMP).”

In accordance with Phase I of the SWRCB order No. 2006-0003, the final SSMP must be approved by the District’s Board of Directors at a public meeting. It also must be updated every five (5) years and must include any significant program changes. Any significant updates to the SSMP must be approved by the District’s Board of Directors.

SSMP update

A detailed outline of the information to be addressed in the SSMP is provided in the body of the WDR. These elements include:

1. SSMP Goals
2. Organization
3. Legal Authority
4. Operation and Maintenance Program
6. Overflow Emergency Response Plan
7. Fats, Oils, and Grease (FOG) Control Program
8. System Evaluation and Capacity Assurance Plan
9. Monitoring, Measurement, and Program Modifications
10. SSMP Program Audits
11. Communication Program

The initial step in the development of the Sanitary Sewer Maintenance Plan (SSMP), as mandated by the WDR, is to evaluate the impacts of developing the SSMP, determine the requirements as they pertained to the Ramona Municipal Water District (District), and develop a schedule which met the milestone dates as established by the WDR.

Much of the development work for the SSMP was already initiated by staff as part of the routine practices of the District. In-house staff is tasked with addressing aspects of the plan associated with those activities currently undertaken by District staff - those related to the operation and maintenance of the system, emergency response and spill reporting, staff training, mapping, design, system capacity assessment, and monitoring of the effort. Some elements of the SSMP have been developed with the assistance of external resources to more fully develop and implement an on-going program as required. Enhancements to the Grease Control Program and the associated Legal Authority were reviewed. In May of 2009, Legislative Code was adopted that permits the development and implementation of Rules and Regulations for management of Fats, Oils and Grease (FOG). The System Evaluation and Capacity Assurance Plan has been finalized and is in-place to meet the required deadline of August 2, 2009.

Compliance with the Statewide WDR means compliance with the components of this Plan, as presented and certified by the Ramona Municipal Water District’s Board of Directors. The Sanitary Sewer Management Plan is a living document, intended to be routinely updated and amended as required, for best management of the Collection System.
There is a requirement for a bi-annual audit of the activities of the District for compliance with the criteria set forth in the SSMP. There is also a requirement for updates of this SSMP, every five year which incorporate any significant program changes and re-certification by the governing board at that time.

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**SSMP Phase I**
*(Completed by November 2, 2007 Deadline)*

**SSMP Development Plan and Schedule**

The initial step in the development of the Sanitary Sewer Maintenance Plan (SSMP), as mandated by the WDR, was to evaluate the impacts of developing the SSMP, determine the requirements as they pertained to the Ramona Municipal Water District (District), and to develop a schedule which met the milestone dates as established by the WDR.

**Goals and Organization**

The goals and organizational structure for the Collection Division were well defined prior to the adoption of the new Waste Discharge Requirements; however, the Division reviewed the information available in light of this new WDR and prepared a synopsis of this information for inclusion in this SSMP. This element of the Plan was completed by the required November 2, 2007 deadline, but will be reviewed and updated as required, to keep the information current.

**Goals**

As stated in the WDR, “The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. This will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur.”

The use of specific Collection Division goals is intended to provide focus for the Collection organization on those aspects of the work which will ensure compliance with these requirements of
the WDR. The goals are based on Best Management Practices (BMPs) in the industry and focus on the needs of the system related to inspection, maintenance, reporting, and emergency response. All are critical elements of a well functioning system that minimize the potential for spills from the Collection System to the environment.

Goals related to cleaning, repair and replacement of infrastructure as well as equipment, spare parts, and tools; inspection of critical system components utilizing televising, and visual inspections methods, as well as appropriate technical and safety training, are incorporated here.

Collections Divisions Operations goals are as follows:

1. Provide a sanitary sewer system hydro-jetting program to maintain a free-flowing gravity system and to reduce sewer over flows.
2. Perform routine sanitary sewer lift station checks and maintenance.
3. Respond to service requests in an orderly and timely fashion.
4. Perform sanitary sewer mark outs as received by Dig-Alert in a timely fashion.
5. Maintain easement access as seasonal work to assure access.
6. Maintain an inventory of routine maintenance parts, and critical parts.
7. Maintain records of Division activities and performance.
8. Perform routine and special sanitary sewer closed circuit televising inspections.
9. Provide updated information for sanitary sewer mapping.
10. Maintain a Computerized Maintenance Management System for improved information sharing.
11. Complete monthly spill/no-spill reports as required by the State of California Water Resources Control Board.
12. Complete monthly reports of the Division’s activities.
13. Maintain an updated emergency contact list to include employees, emergency outside assistance and vendors.
14. Provide training to assure a safe work environment and safe work practices.
15. Incorporate monthly manhole inspection and record air quality records for confined space entries.
16. Provide annual staff training in Granite NET Televising System.

Performance measures have been developed over the past several years and maintained by the staff to ensure all compliance regulations are met, and continuing on an on-going basis to acquire data for use in assessing the District’s compliance with the WDR during the Bi-annual audit process required under the WDR.

Organizational Structure
The structure of the Collections Division is intended to provide clear lines of authority and responsibility for the completion of tasks necessary to the proper operation.

Duly Authorized Representative
The General Manager has identified the Water Operations Manager as the duly authorized representative of the District, as described in Section J of the Order, Report Declaration.

Contact Information
The District maintains an up-to-date phone list for all staff. The list contains contact numbers for daytime contacts, as well as multiple methods for contacting staff during nights, weekend, and holidays (Appendix B). Updated lists are routinely provided to every member of the RMWD staff for their use. In addition, the District contracts the services of an after-hours Answering Service. The Answering Service has 24-hour access to employee contact information and is tasked with ensuring response within a limited timeframe for any emergency calls received at the District office number.
The District was established to provide water, sewer, fire and park services to the public. 48.0 full time employees support the mission of the District. Staff is distributed throughout the District as shown in the organizational chart located in (Appendix A)

The General Manager has overall responsibility for the activities of the District. The Water Operations Manager is responsible for oversight of the Collections System, including response to Sanitary Sewer Overflows (SSO), and ensuring staff, budgets and equipment are available to properly maintain the system. The Collection System Supervisor has day-to-day responsibility for overseeing the maintenance activities of the crew, and providing the initial response for any SSOs, as they occur. The District Water Operation Manager and the Contract Engineer is responsible for managing the Capital Improvement Program (CIP) and Capital Replacement Program (CRP).

The Collection System Division consists of four dedicated RMWD full-time staff members. Additional technical support is provided, as needed, by an Electrical/Instrumentation Technician, a Waterworks Mechanic, and a Laboratory Analyst I. The duties expected of each position are clearly defined in the job descriptions which are available on the District’s website and are updated on a regular basis. Administrative activities of the Division are addressed by the Water Operations Manager, Collections System Supervisor and the Collections Worker III. The Supervisor, Collection Worker III and the Collection Workers I & II are responsible for daily maintenance of the system.

**SSO Reporting Chain of Command**

The District has an Emergency Response Plan that identifies the roles and responsibilities of each responder in the event of any emergency. While a sewer system overflow (SSO) is a specific type of event, the roles required are similar with other emergency situations which the District may encounter. As such, the defined roles will be the same.

The Collection Division staff responder to any emergency is tasked with assessing the nature of the emergency and contacting the necessary additional staff to respond to the situation at hand.

During work time hours, any emergency call is immediately routed to the Collection System Supervisor who takes an active role in the evaluation of any potential spills, ensures initial notification of regulatory agencies and provides guidance to the crews in the containment, clean-up and mitigation processes. The initial contacts with regulatory agencies are made within the required 2-hour timeframe for reporting an SSO. These regulating agencies include the San Diego Regional Water Quality Control Board, and the County Environmental Department of Public Health.

The Water Operations Manager assists the Collection System Supervisor in maintaining communication with regulatory agencies and obtaining any needed assistance via mutual agreement contracts, Cal-WARN/ statewide emergency preparedness, disaster response or other methods to assist in the management of the activities as needed.

In the case of a wastewater spill outside of normal working hours, the on-call duty person, a Collection System Operator will receive the initial call and respond to the site. This person will contact the Collections System Supervisor, and Collection Operator Lead or if he is unavailable, the Water Operations Manager.

A current copy of the District’s SSO Emergency Response Plan is maintained in every Collection System vehicle, as well as in the Office. The SSO Emergency Response Plan will be reviewed annually and modified as needed. This plan is discussed in more detail later in this document.
Legal Authority

Based on the WDR each Enrollee must demonstrate, through sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to: prevent illicit discharges, require that sewers and connections be properly designed and constructed, ensure access for maintenance, inspection or repairs, limit the discharge of fats, oils, and grease (FOG) or other debris, and enforce any violation of its sewer ordinances.

A review of existing codes, for compliance with the new WDR requirements, has been performed by District staff and the necessary legal authority is in place. Where ever a Code section exists under 7.52 – Santa Maria Sewer Service Area, a duplicate Code exists in section 7.54 – San Vicente Sewer Service Area, therefore, only the Code for the Santa Maria Sewer Service Area is identified in the discussion below and the reader can reference the duplicate code under section 7.54 as necessary.

Prevention of illicit discharges

Prevention of Illicit discharges is addressed in detail under the RMWD Legislative Code (Code) Sections:

- 7.52.060 Sewer System Use Rules and Regulations – Implementation and Purpose
- 7.52.070 Use of the public sewers – Restrictions
- 7.52.080 Hazardous discharge – District options
- 7.52.100 Industrial Permits

as well as other areas of the Code dedicated to specific topics such as recycled water use.

Design and construction of sewers

The District has adopted the Water Agency Standards Committee Standard Specifications (WAS Standards) for Potable Water, Recycled Water and Sewer Facilities. The Was-Standards address the design for new and existing construction of sewer facilities.

- 7.04.010 Standard specifications and drawings adopted

Additional code sections which address aspects of design and construction of sewers include:

- 7.52.031 Determination of mitigation fees
- 7.52.150 Sewer line extension policy
- 7.56 Local sewer service benefit areas
- 7.60 Service area expansion and annexation
- 7.72 Package treatment plants
- 7.80 Public water and sewer facilities by private parties

Access for maintenance, inspection or repairs

The requirement for customers to provide access for maintenance, inspection or repairs is addressed in Sections:

- 7.52.120 Entry upon private property to enforce provisions.

Limit the discharge of fats, oils, and grease (FOG) or other debris

A new FOG Ordinance, allowing for the development and implementation of FOG related Rules and Regulations, was approved in May 2009.

- 7.55 Fats Oils and Grease
In addition, previously enacted code limits the discharge of fats, oils, and grease (FOG) or other debris and is addressed under Code Sections:

7.52.070 Uses of public sewers – Restrictions

**Enforcement of violation sewer ordinances**

Enforcement of any violation of the District’s sewer ordinances is addressed in Code Sections:

- 7.52.210 Violation – Responsibility for loss or damage.
- 7.52.220 Enforcement measures in case of delinquency
- 7.52.230 Board of Directors enforcement
- 7.88.020 Billing for undocumented Sewer Connections

**Operation and Maintenance Program**

The Operation and Maintenance Program for the Wastewater Collection System is the primary mechanism for reducing sanitary sewer overflows on a routine basis. In order to accomplish this, several tools and procedures are in place.

**Sewer System Mapping**

The SSMP mandates the District to maintain up-to-date maps for the sanitary sewer system showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves. The District has been in the process of developing its Graphical Information System which will continue moving forward until the district is 100% built out.

Staff continues to review this existing data, adding/updating details with new information located in the field. This tool has already proven to be extremely valuable for the staff as they perform their routine cleaning, televising, mark-outs and other maintenance duties.

In addition to maintaining current maps of the District’s facilities, the GIS section of the Engineering Department has assisted importing data provided by others, such as the data from the Granite NET Televising System, and the County’s stormwater and flood control maps, which will improve the ability of Collection staff to maintain the system and respond to emergency overflows.
Updating the Graphical Information System is a routine portion of the system maintenance, and dates of corrections, additions, and updates will be maintained in the shape file of the mapping system directly.

**Preventive Maintenance Program**

Preventive maintenance activities are essential to ensure the collection system continues to provide reliable service to the community. District staff has a sustainable maintenance management system (MMS) that includes documentation of scheduled and conducted activities via a work order tracking system. The MMS is an enterprise system incorporating the use of existing computer systems and software such as a SQL Server and Oracle for relational database management and reporting, GIS data for mapping, Excel for data analysis, Granite NET for televising system software, as well as USA Imaging for Work Order Scheduling, GIS mapping functionality and Document Management. The MMS addresses the WDR’s requirement for the scheduling and documenting of: Approx. 74 miles gravity, plus 4.9 mi force main

- routine cleaning of each collection system includes San Vicente and Santa Maria Sewer Basin every two years
- high velocity water jetting of entire gravity sewer gravity system every two years
- enhanced cleaning / 55,000 feet every year
- CCTV inspection of entire 55,000-75,000 LF each year completing the entire gravity system every five to seven years
- manhole assessment and maintenance
- pump station maintenance
- air valve maintenance of Santa Maria Woodson force main

as well as other Collection System activities such as smoke testing, lateral mark-out tasks and customer requested investigations. All documentation of the work performed by the District related to the collection system is maintained electronically for a minimum of 5 years. This information can be produced upon request of the Regional Board or other regulators.

The MMS is the primary method used to assist the supervisor and manager in the:

- identification and prioritization of system deficiencies
- targeting of problem areas
- incorporation of a system for ranking the condition of sewer pipes
- development of both long term and short-term Rehabilitation and Replacement Plans

All components as identified in the SSMP are considered “Best Practices” in the industry and, as such, development has been underway by District staff for some time. It is anticipated that this portion of the Operations and Maintenance Plan will continue to be developed by in-house staff from the Collection Division in conjunction with current contract providers (primarily CUES and USA Imaging Software Solutions), and with assistance from the Engineering Department, as-needed, to develop the Rehabilitation and Replacement Plans. The MMS will also provide valuable data for incorporation in the System Evaluation and Capacity Assurance Plan, to be discussed later in this document.

**Rehabilitation and Replacement**

The District utilizes its CCTV inspection program to identify and prioritize system deficiencies. Deficiencies are scored using the PACP system. All CCTV inspections including manholes are
scored based on I&I, root intrusion and potential pipe failure as priority of concern regarding pipe and manhole rehabilitation. Also regular inspections of all five-lift stations are performed to assess future replacement and upgrades. Strategic monitoring of system with flow meters are used to compare dry and wet data for prioritizing I&I.

Review of CCTV videos and lift station inspections are the basis for the development of the District’s capital improvement program (CIP), which serves as the basis of its rehabilitation and replacement program. The District’s current CIP is kept at the District offices and is available upon request.

**Training**
A key focus of the SSMP is to ensure that Collection System staff is properly trained in all aspects of sanitary sewer system operations and maintenance of all lift stations including gravity lines for timely and effective emergency SSO response with containment, recovery, also to ensure that any contractors performing work for the District in this capacity having appropriate safety practice training. The Collection System Supervisor is tasked with maintaining and updating a list of training, in conjunction with Human Resources, to ensure that training is consistent with federal, state, and local requirements, as well as best practices within the industry. Training requirements have been identified, and staff is in the process of developing a written implementation plan which will meet the technical and organizational needs of the District, as well as the requirements of the WDR.

**Equipment and Replacement Part Inventories**
A complete inventory of equipment and replacement parts, including the identification of critical replacement parts, is required by the WDR. District staff has prepared an inventory list and updated the replacement parts lists, including the identification of critical replacement parts, as part of the development of the SSMP. The District maintains sufficient parts to make at least two repairs on each size and type of pipe in the District’s system.

All inventory is issued through the District Warehouse, and the stock and availability are managed as part of the purchasing process. The inventory of parts and equipment is maintained through the Purchasing Agent.

**Overflow Emergency Response Program**
The Overflow Emergency Response Program (Appendix E) is a documented procedure that is already in use by the Ramona Municipal Water District. The current emergency response plan contains the necessary components required by the SSMP. These components include:

- Notification procedures for responders to ensure a timely response,
- A Standard Operating Procedure (SOP) for response to overflows,
- Procedures to ensure prompt notification of appropriate regulators,
- Procedures for training appropriate personnel on the Emergency Response Plan,
- Procedures to control traffic, crowd and other emergency situations, and
- A program to contain, minimize and correct any Sanitary Sewer Overflows (SSO) that do occur.

Some form of this document has been in place since the implementation, by the San Diego Region of the California RWQCB, of Order No. 96-04 - General Waste Discharge Requirements Prohibiting Sanitary Sewer Overflows by Sewage Collection Agencies.
Staff routinely reviews this document to ensure that all information provided is up-to-date and reflects current practices. Recently, the San Diego Regional Water Quality control board provided a flow chart for notifications in the event of a spill (Appendix C). This chart has been incorporated into the Overflow Emergency Response Program Procedures.

**Fats, Oils and Grease Control Program**

Fats, oils and grease (FOG) along with roots, are the primary cause of wastewater spills for the industry. To comply with previous Order No. 96-04 in reducing and managing potential spills, District staff has identified the most serious locations which are affected by the accumulation of FOG and has implemented an Accelerated Maintenance cleaning program to address these locations.

There have been no FOG related spills recorded in the District therefore, the development of the FOG Program has continued with on-going accelerated maintenance, and routine assessment of the needs for a more robust FOG and Source Control program in the future. Assessment of this program will incorporate a more in-depth analysis of commercial establishments which may contribute FOG and other problematic constituents such as high Total Dissolved Solids (TDS), and petroleum products such as automotive grease and oils, to the wastewater stream.

In addition, the SSMP requires the FOG Control Program to include:

- a public education outreach program to promote the proper disposal of FOG,
- a plan and schedule for the disposal of FOG,
- the legal authority to prohibit discharges caused by FOG,
- requirements to install grease removal devices, design standards for these devices, maintenance requirements, Best Management Practices, record keeping, and reporting requirements associated with grease removal devices, and
- the development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each Accelerated Maintenance location identified.
Of the 1602 sewer mains in the District, 45 are included in our Accelerated Maintenance Plan. Thirty-two of these lines are included in the plan primarily due to roots. Of the 13 mains included due to FOG accumulation, nine locations located within residential areas and only four are associated with business/commercial properties. Staff recognizes that any location where FOG accumulates has a potential for spill. They closely monitor the condition of the pipes between maintenance periods, providing modifications as required. The primary method for managing FOG discharged to the system is increased line maintenance and public education.

**Public Outreach**

As no fog related spills have occurred in the District since the implementation of the accelerated maintenance program, the outreach to the public is currently focused on one-on-one discussions with those restaurants and apartment complexes where the accumulation of FOG is incurring extensive maintenance efforts. A door hanger has been developed, in both English and Spanish, to remind home owners not to dispose of grease and oil and other items into the sewer.

A Food Service Establishment (FSE) Best Management Practices Handbook, for restaurants and a similar handbook for automotive facilities, is under development and will be provided to customers when contact is initiated.

**Plan and schedule for the disposal of FOG**

The District does not endorse any one specific FOG disposal company, but the Collection System Supervisor has a list of companies maintained for the benefit of customers. Disposal of FOG from grease interceptors is required on a regular basis to ensure proper functioning of the equipment. This maintenance aspect is discussed further in the FSE Handbook.

**Legal Authority to prohibit discharges caused by FOG**

The District’s new Fats Oils and Grease Ordinance, Legislative Code Section 7.55, prohibits the discharges caused by FOG and provides staff with the necessary authorization to implement FOG control measures.

Additional sections of the code address FOG related design and construction requirements, as well as prohibition of discharges:

“Section 7.52.070
4. The following described substances, materials, waters or wastes if it appears likely in the opinion of the district that such wastes can harm either the sewers, sewage treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property, or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the general manager will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the sewage treatment process, capacity of the sewage treatment plant, degree of treatability of wastes in the sewage treatment plant, and other pertinent factors. The substances prohibited are, but not limited to:
b. Any water or waste containing fats, wax, grease or oils, whether emulsified or not with suspended solids in excess of one hundred mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two and one hundred fifty degrees F.

**Design and BMP Standards**

The requirement for the installation of grease interceptors is detailed in:
Section 7.52.090
Grease, oil and sand interceptors shall be provided when, in the opinion of the district, they are necessary for the proper handling of liquid wastes, sand or other harmful ingredients; except, that such interceptors shall not be required for private living quarters or dwelling units.”

The requirements for the design of these facilities is addressed by the Districts adoption of the WAS Standards, Section 7.04.010 Standard specifications and drawings adopted, as previously discussed in this SSMP.

The maintenance requirements, Best Management Practices, record keeping, and reporting requirements associated with grease removal devices have been developed as part of the FSE Best Management Practices Handbook and will be distributed as the program is further implemented.

**Develop and Implement Source Control Measures**

The permit requires the development of source control measures for each location identified in the Accelerated Maintenance locations. This work will be on-going during the coming year.

**SSMP Phase III**
*(Completed by August 2, 2009 Deadline)*

**Design and Performance**

The SSMP requires that the District have written “…design and construction standards and specifications for the installation of new sewer systems, pump stations 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, pumps, and other appurtenances and for rehabilitation and repair projects” are required.

All design is performed under the direction of the RMWD District Engineer. Design is performed by an engineer of record who is required to be a California Registered Professional Engineer. The Engineering Department plans, budgets, designs, constructs, construction manages and inspects the installation of new sewers, pumps, other appurtenances and the major rehabilitation and repair of these facilities. All designs are consistent with good engineering practices and conform to all national, state and regional standards and regulations.

RMWD actively participates in San Diego Regional Standards Committee (RSC) and the Water Agency Standards Committee (WAS) in the development of standard plans, standard specifications, design guidelines and approved material lists. The RMWD has adopted the Water Agency Standards (WAS) as the basis for design and construction standards and specifications (RMWD Legislative Code Section 7.04.010) and conforms to the “Greenbook” Standard Specifications for Public Works Construction. These Standards are the primary documents by which new construction and/or rehabilitation of existing systems is performed. Variances from these standards are at the discretion of the District Engineer.
All new sewer service requests are evaluated by the Engineering Department and conditions set to assure existing and new sewer facilities are adequate for current and future flows. Required onsite and offsite sewer facilities are designed by the developer’s engineer in accordance with the aforementioned standards and additional requirements established by the District Engineer. All plans and specifications are reviewed and approved by the District Engineer. Construction is inspected for compliance to the approved plans and specifications and the final project acceptance is by the District Engineer.

The authority of the District Engineer to assure proper conditions are set for new connections, design preparation, easement acquisition, and construction completion is noted in numerous sections of the RMWD Legislative Code.

**System Evaluation and Capacity Assurance Plan**

Per the WDR, “The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include an evaluation of any portion of the sanitary sewer system that is experiencing or contributing to an SSO discharge caused by hydraulic deficiency, assessment of current design criteria, and capacity enhancement measures.

**Scheduled 2019 CIP**

- Basin # pipe lining I/I
- SV manhole rehab
- Barona Mesa storage tank I/I
- Five lift station SCADA upgrade

The evaluation of the system must include:

- estimates of peak hydraulic flows,
- capacity of key system components,
- location of hydraulic deficiencies, and the
- identification of contributions to peak flows associated with overflow events.

For any identified hydraulic deficiencies, a short and long-term CIP must be established. From the WDR “The CIP may include increases in pipe size, Inflow and Infiltration reduction programs, increases and redundancy in pumping capacity, and storage facilities.”

The WDR goes on to state that the Enrollee shall identify sources of funding and shall develop a schedule of completion dates for all portions of the CIP developed by the evaluation above. This schedule shall be reviewed and updated every two years, consistent with the SSMP review.
**Long term evaluation**

To assure that the hydraulic capacity of key sewer system elements for dry weather peak flow conditions, as well as the appropriate design for storm or wet weather events, the RMWD Engineering Department analyzes the relevant information maintained by Wastewater Operations and incorporates this into master plans and the five-year capital improvement program (CIP) and capital replacement program (CRP).

The planning includes: estimates of peak hydraulic flows, capacity of key system components, location of hydraulic deficiencies, and the contributions to peak flows associated with overflow events (SSO). The process assesses current design criteria, and capacity enhancement measures, and includes increases in pipe size, Inflow and Infiltration reduction programs, increases and redundancy in pumping capacity, and storage facilities. The District currently has identified the hydraulic capacity of key elements of the collection system and those facilities that require upgrades or expansion, and updates these on a regular basis based on site specific system evaluations (as addressed in “short term evaluation”).

Every year as part to the budgeting processes, the five-year CIP and CRP are developed by integrating projected growth, based on the County of San Diego General Plan, master plan information, site specific sewer system evaluations (discussed in “short term evaluation”) and identified hydraulic deficiencies associated with both existing and new development. The CIP and CRP address each project with its own budget sheet and schedule, including an assessment of why the project is required and what the benefits are to the sewer system. Each year the sources of funding are identified and schedules for completion for all projects in the CIP and CRP are developed and monitored. As part of implementing and monitoring the schedule and budget for the above-mentioned CIP and CRP projects, project priorities are established, and the Engineering Department creates and maintains a critical path method scheduling system for all projects. Reports are prepared monthly and submitted to the RMWD Board on the status of the current Fiscal Year Budget items.

The San Vicente Sewer Service Area (SVSSA) is approximately 99% built out and no plans exist for future expansion of SVSSA collection system.

The Santa Maria Sewer Service Area (SMSSA) is approximately 50% built out and planning for ultimate build out has been completed. In April 2008 RMWD completed a preliminary design report (PDR) for SMSSA and identified the key treatment elements required to meet growth over the next 20-30 years. These facilities are identified in the current five-year CIP. Design of the facilities is in progress.

The aforementioned processes are used as part of the short-term evaluations associated with all requests for sewer service.

**Short term evaluation**

Every request for a sewer connection is evaluated to determine what, if any, impact the new development will have on the peak hydraulics, key system components, hydraulic deficiencies and contribute to peak flows associated with overflow events (SSO). The evaluations address all components from the sewer lateral, collectors, mains, pump stations, interceptors and treatment facilities. The Engineering Department runs a sewer system model to determine the long term and short-term impacts of the proposed new connection(s). In addition, alternative analyses are prepared that address different alignments and facilities improvements. A detailed report is prepared on each evaluation and the file is linked to the GIS system to assist in future evaluations.
and to assess the potential cumulative impacts. The resulting report is similar to a sub-area plan and is used to supplement the overall long-term evaluation and planning.

This process continuously assesses current design criteria, and capacity enhancement measures, and includes increases in pipe size, Inflow and Infiltration reduction programs, increases and redundancy in pumping capacity, storage facilities and treatment facilities. Financing and project funding are addressed in the report along with a potential schedule. However, developers are rarely sure of when their project will be built.

All above information is identified and tracked in order to allow for full and easy access so that information may be provided upon request, see below recent completed CIP projects.

**Monitoring, Measurement, and Program Modifications**

SSMP monitoring the implementation and, where appropriate, measuring the effectiveness of each element of the SSMP. Updating of the program, as identified by monitoring or performance evaluations, and documentation of spill related trends, including frequency, location and volume are required.

District staff has reviewed and maintained documentation on each aspect of the SSMP and has reviewed our response plan during wet or dry SSO event with proper reporting mechanisms to support improved system management, and to advise interested parties of the status of the SSMP implementation as well as the effectiveness of the program overall.

**SSMP Program Audits - Every two years**

At a minimum, bi-annual internal audit of the SSMP are required. As mandated in the WDR the audit will be documented in a formal written report, to be kept on file at the District’s office, and will focus on evaluating the effectiveness of the SSMP, the District’s compliance with the SSMP and the identification of any deficiencies in the SSMP with corrective action steps indicated.

An audit plan and reporting format has been prepared as part of the SSMP (Appendix D) and will be available for use by District staff during periodic audit reviews of the program.

**Communication Program**

Public communication regarding the development, implementation, and performance must be an element of the SSMP. As stated in the WDR, “The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.”

The renewal Development Plan was presented to the District Board on February 12, 2019. The Final 2019 SSMP was presented to the District Board prior to March 12, 2019. Some aspects of the SSMP, such as the FOG Control Program, additional public outreach has been deployed. Staff has provided information to the public such as the inclusion of information with the latest “SSMP” as required by the WDR, routine mailings, targeted mailings, door hangers and web pages on the District’s website, as well as other component specific outreach methods.

The WDR specifically identifies the need to develop a plan of communication for systems that are tributary or satellite to the District’s system. At this time, there are no such systems.

**Final SSMP**

*Board Approval Required by January 12, 2019*
The District is required to certify that the final SSMP and its constituent subparts are in compliance with the Sanitary Sewer Order within the time frames identified; therefore, the final Sanitary Sewer Management Plan will be presented to the Board on February 12, 2019, to ensure final approval by the Board no later than March 12, 2019.
Appendix A: RMWD Organizational Chart
Appendix B – RMWD Telephone List

RMWD 760-789-1330

Collection Systems Department 760 788-2288
Appendix C - RWQCB Spill Response Chart

San Diego Regional Board general guidelines for sewage collection overflows
- These general guidelines are for sewage collection agencies in the San Diego Region and do not supersede any requirements by other agencies (for example - OES and department of health). Please check with other agencies for any additional requirements.
- If a report is entered into CIWQS as a draft or certified report, then there is no need to fax or email a report to the San Diego Regional Board.

During business hours, the San Diego RWQCB contact is Joann Cofrancesco at 858-637-5589. After hours, the San Diego RWQCB number is 858-822-6344.
# Appendix D: Bi-Annual Audit Review Checklist

### Audit Assessment Checklist

<table>
<thead>
<tr>
<th>Goal</th>
<th>Reference:</th>
<th>Date:</th>
<th>Yes</th>
<th>No</th>
<th>Initials</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is there a hydro-setting program in place?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Santa Maria / Sea Vicente Basin every other year</td>
</tr>
<tr>
<td>Does the staff perform routine sanitary sewer lift station checks and maintenance?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Weekly daily inspections with maintenance as needed</td>
</tr>
<tr>
<td>Does the staff respond to service requests in an orderly and timely fashion?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>This process is operated in-house by our maintenance team</td>
</tr>
<tr>
<td>Are Spill-checks conducted daily in a timely fashion?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are all systems maintained?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are all records of activities maintained?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are daily inspections performed?</td>
<td>Granite XP</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is a method in place to provide updated information for sanitary sewer mapping?</td>
<td>Collections/Engineering Staff</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is a CMMS in place and utilized?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are monthly spill-response reports completed on time?</td>
<td>CMOS System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are monthly reports of Division’s activities maintained?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are emergency contact lists complete and up-to-date?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are the goals in the SSPM still appropriate?</td>
<td>9F-500 Database</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Confirmed site entry, self review, SCBA certified</td>
</tr>
<tr>
<td>Are the goals in the SSPM still appropriate?</td>
<td>Collections Management</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organization</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is an up-to-date organization chart available?</td>
<td>Appendix A</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Posted on District WM site</td>
</tr>
<tr>
<td>Has the chart been updated in the SSPM?</td>
<td>Appendix A</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does the SSPM present state?</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The name of the responsible or authorized representative as described in Section 4 of the Order?</td>
<td>Appendix B - see Wastewater Operations Manager</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Water Operations Manager - Joe Longo</td>
</tr>
<tr>
<td>The names and telephone numbers for Administrative and Maintenance positions</td>
<td>Appendix B</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Ed Corbett Collections Supervisor /760 788-2288</td>
</tr>
<tr>
<td>Legal Authority</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prevents illicit discharges?</td>
<td>752.000; 752.070; 752.080; 752.100</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Requires sewers and connections to be properly designed and constructed</td>
<td>7.04.030; 7.52.110; 7.30; 7.60; 7.72; 7.73</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ensures access for maintenance, inspection or repairs?</td>
<td>752.110</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Limits the discharge of fats, oils, grease and other debris?</td>
<td>752.070</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ensures any violation of its sewer ordinances?</td>
<td>752.080; 752.110; 752.220; 752.230; 788.020</td>
<td>✔️</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

### Audit Assessment Checklist

<table>
<thead>
<tr>
<th>Operations and Maintenance Program</th>
<th>Reference:</th>
<th>Date:</th>
<th>Yes</th>
<th>No</th>
<th>Initials</th>
<th>Comments</th>
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<tbody>
<tr>
<td>When was the Sewer System Map last updated?</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
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<td>2017</td>
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<tr>
<td>Is the map current?</td>
<td>USA DataWindow</td>
<td>✔️</td>
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<tr>
<td>Gravity Line Segments</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Force Main</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Manholes</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Pumping Facilities</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Pressure Pipes</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Valves</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Are up-to-date external elements/information included?</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>County Stormwater</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>County Flood Control</td>
<td>USA DataWindow</td>
<td>✔️</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Wastewater Flowers</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Granville SP Information</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parcel/UPA Data</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is routine cleaning of the collection system performed?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is the planned cycle for cleaning adhered to?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is routine testing of the collection system completed?</td>
<td>Granite XP</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are accelerated maintenance locations identified?</td>
<td>USA DataWindow</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>What is the planned frequency of manhole maintenance?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Every other year</td>
</tr>
<tr>
<td>What is the frequency of manhole maintenance?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>What is the planned frequency of pump station maintenance?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>Annual cleaning with root control and Pest control</td>
</tr>
<tr>
<td>What is the frequency of pump station maintenance?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>6 months</td>
</tr>
<tr>
<td>Are system deficiencies identified and prioritized?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>6 months</td>
</tr>
<tr>
<td>Are problem areas targeted for attention?</td>
<td>USA Work Order System</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td>6 months</td>
</tr>
<tr>
<td>Is a system of ranking the condition of the pipes incorporated?</td>
<td>Granite XP</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are long term and short term Rehab and Replacement Plans in place?</td>
<td>Budget Documents</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

Appendix D: Bi-Annual Audit Review Checklist (see following pages)
<table>
<thead>
<tr>
<th>Design and Performance</th>
<th></th>
<th>Date: 4/30/2018</th>
<th>Reference</th>
<th>Yes</th>
<th>No</th>
<th>Initials</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have peak hydraulic capacities been estimated?</td>
<td>Engineering documents</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have hydraulic deficiencies been identified?</td>
<td>Engineering documents</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Have capacities of key system components been documented?</td>
<td>Engineering documents</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Have peak flows associated with overflow events been identified?</td>
<td>Maping/CyWWS</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have short term CIPs been prepared?</td>
<td>Budget/Eng docs</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have long term CIPs been prepared?</td>
<td>Budget/Eng docs</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Monitoring, Measurement, Program Modifications | | | | | | |
| Have reporting mechanisms been developed to support system improvements? | Collections | | | | | X |
| Are trends of various data maintained? | USAI Work Order System | | | | | X |
| Are spill locations, frequencies and volumes recorded and evaluated? | CyWWS | | | | | |
| Are maintenance activities modified and updated? | Collections | | | | | X |

| Audit Program | | | | | | |
| When was the last audit performed? by who? | Collections | | | | | X |
| Is a written report of the last audit available on file with the District? | Collections | | | | | X |
| Have deficiencies identified in the previous audit been addressed? | Collections | | | | | X |
| Were appropriate corrective steps were taken? | Collections | | | | | X |

| Communication Program | | | | | | |
| What public communication regarding the implementation and performance under this SSMP has been provided? | Board Agenda, Collections | | | | | X |
| Are there any systems tributary or satellite to the District system? | Collections/Utili DataWindow | | | | | X |

<table>
<thead>
<tr>
<th>Audit Assessment Checklist</th>
<th></th>
<th>Date: 4/30/2018</th>
<th>Reference</th>
<th>Yes</th>
<th>No</th>
<th>Initials</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deficiencies:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>List any deficiencies identified during this audit below:</td>
<td>Audit Team</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td>Conflade space self rescue training</td>
<td></td>
</tr>
<tr>
<td>Staff - Prepare specific corrective action steps to address each deficiency identified</td>
<td>District Staff</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
<td>SCBA certified and self rescue</td>
<td></td>
</tr>
<tr>
<td>Prepare formal written report from the results of this audit focusing on the effectiveness of the SSMP, the compliance with the SSMP, identification of any deficiencies and corrective action steps. Retain this report for at least five years.</td>
<td>Collections Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Appendix E: SSO Response Plan

(see following pages)

SEWER OVERFLOW PREVENTION PLAN AND
SEWER OVERFLOW RESPONSE PLAN
FOR THE
RAMONA MUNICIPAL WATER DISTRICT

Prepared By: Ramona Municipal Water District
105 Earlham Street
Ramona, CA. 92065

Ed Corbett
Ramona Municipal Water District
Collections System Supervisor

October 2017
I. BACKGROUND

The Ramona Municipal Water District (RMWD) owns and maintains 85 miles of gravity sewer pipelines that discharge into the Santa Maria and San Vicente Treatment Facilities Sanitation District systems for treatment.

RMWD also owns and maintains six (6) sewer pump stations, which transport the sewage to the appropriate treatment disposal facility.

RMWD currently manages the operation, maintenance and repairs of two (2) sewerage treatment facilities.

RMWD performs all annual sewer line cleaning and emergency response to sewer line blockages and overflows. Additionally, RMWD has several local contractors that provide emergency services for pipeline repair and/or replacement.

II. SEWER OVERFLOW PREVENTION PLAN

To ensure the safe and reliable transmission of sewage within the public sewer system, the RMWD has instituted the following plan:

1. Design

All gravity sewer line systems within the RMWD are designed to meet regional standards for San Diego County. Pipe sizes are determined by the ultimate service area and available slope. All gravity sewer line plans are designed by registered civil engineers and reviewed and approved by RMWD prior to construction.

2. Construction

Qualified contractors, who must have a Class A general contractors license when working within the County road right-of-way, construct all gravity sewer line systems. The contractors work is inspected by the RMWD and tested for trench compaction and pipeline integrity in compliance with the Standard Specifications for Public Works Construction, as adopted by San Diego County. Connections to the gravity sewer system are not permitted until final approval by the RMWD, and recorded drawings have been filed.
3. **Connections**

All connections for private residences and commercial establishments are regulated by RMWD. Connections are not allowed until such time as a valid wastewater discharge permit has been issued by RMWD. Lateral connections to the gravity sewer system are made either by "hot taps" or installation of a "wye" on the main pipeline in the case of a new sewer.

4. **Inflow and Infiltration**

RMWD requires that gravity sewer systems constructed in areas subject to flooding are designed in such a manner that the manholes extend at least one foot above the 100-year flood line, to the extent that environmental restrictions or safety considerations allow.

In areas of excessive overland flow or high groundwater, the RMWD requires special design considerations such as one-piece fiberglass manholes and sealed manhole covers to prevent water intrusion.

RMWD has instituted an ongoing program for identification and correction of inflow and infiltration problems. This program is funded by sewer service charge revenue and is approved annually as part of the RMWD budget process.

5. **Maintenance**

RMWD currently performs all the annual maintenance of the gravity sewer system. Each year, specific sewer lines are identified for routine cleaning by RMWD. The RMWD’s policy dictates that all sewer lines will be cleaned at least once during any given 3-year period. Problematic sewer lines are cleaned more frequently based on past experience.

6. **Pump Stations**

RMWD currently owns and operates the following six (6) sewage pump stations within RMWD’s service areas.

1. Woodson Lift Station #1  
2. Woodson Lift Station #2  
3. Woodson Lift Station #3  
4. Barona Lift Station #1  
5. Barona Lift Station #2  
6. Park Lift Station
All of the pump stations utilize an emergency alarm system for monitoring power failure, high wet well and high dry well conditions. The alarm system is monitored 24 hours per day through a contract with Ramona Professional Answering Service. In the event of an alarm signal, the security company notifies one of the RMWD employees via a pager/phone system of the problem. The RMWD employees then respond to the emergency as required.

**III. SEWER OVERFLOW RESPONSE PLAN**

1. **Gravity Sewer Blockages**

The RMWD responds to emergency sewer line blockages. The public can notify RMWD of a sewer overflow condition by calling (760) 789-1330 (24-hrs/day) 7/week. The appropriate person will then be notified, and a field crew will be dispatched to the emergency location.

RMWD staff will determine whether or not a sewage spill occurred. If a spill did occur, RMWD will be responsible for initiating the proper cleanup procedures and filing the necessary reports with the Regional Water Quality Control Board.

If the sewage spill threatens to contaminate a lake, river, flowing stream, open storm drain, drinking water reservoir, or is near homes, schools, parks, or has the possibility of affecting the health and safety of the public, then the Department of Health Services will be notified immediately. Otherwise, spill reports will be made as follows:

1. Notify the State of California's Office of Emergency Services at (916) 262-1800.
3. Notify the County of San Diego Department of Health Services attention, Clay Clifton (619) 338-2386, fax (619) 338-2848. After hours or on weekends, the County's Communication Dispatch should be notified at 858-565-5255.
4. A 24-hour or 5-day notice of sanitary sewer overflows report will be made to the RWQCB for all spill's of 1000 gallons or more to surface waters.
5. The spill incident will also be reported in the quarterly sanitary sewer overflow report that will be submitted to the RWQCB in compliance with Order No. 96-04.

6. A written report will be made to the Department of Health Services for all sewage spills of 50 gallons or more. A copy of that report may be faxed to Clay Clifton at (619) 338-2386, Fax (619) 338-2848 for all spills less than 1,000 gallons.

2. **Gravity Sewer Breakages**

The above response deals with a sewer line blockage. In the event of a sewer line breakage, then a different response is initiated.

RMWD and/or its emergency contractor will meet at the site in order to assess the damage and take whatever precautions are necessary to contain the spill. This may involve the installation of portable pumps and high lines or may result in having to truck the sewage to a disposal site at the District’s treatment plant. The necessary repairs will be made subject to District inspection. RMWD will submit the required reports to the Regional Board and the County Health Department.

3. **Pump Station Failure**

After receiving the alarm, an RMWD employee will visits the pump station site, assesses the problem and take the necessary action to correct the problem. RMWD has two (2) pump stations (Woodson Lift Stations 1 & 3), that have automatic generators supplying emergency power to the pump stations in the event of a power failure.

Ramona Municipal Water District pump stations utilize a duty-standby pump system. This means each is sized to handle the entire design flow of the pump station. If one pump fails, the other will start automatically and run while repairs or maintenance is performed on the other pump.

RMWD has incorporated as many safeguards as it can into the operation of the public sewer system. It is the expressed goal of this agency to provide its customers with the most economical and efficient operation possible without compromising the safety of the environment.
IV. POSTING PLAN

Whenever there is a risk of contamination from a sewage spill to surface waters or an area of public contact, the District will initiate posting of the contaminated area with signs warning of the contamination. The Department of Health Services will be contacted in order to determine the duration of the posting and whether or not any closure or sampling of the area will be necessary. Upon notification by the Department of Health Services that the threat of contamination is over, the District will remove the posted signs.