



CITY OF LODI COUNCIL COMMUNICATION

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AGENDA TITLE: Adopt Resolution Approving Work Plan and Schedule for the City of Lodi's Sewer System Management Plan (SSMP)

MEETING DATE: November 7, 2007

PREPARED BY: Public Works Director

RECOMMENDED ACTION: Adopt a resolution approving the attached work plan and schedule for the City of Lodi's Sewer System Management Plan (SSMP).

BACKGROUND INFORMATION: The State Water Resources Control Board adopted the Statewide General Waste Discharge Requirement Order No. 2006-0003 (Order) on May 2, 2006. The Order requires that all public collection systems comprised of more than one mile of pipeline be regulated. The purpose of the Order is to protect the State's water from wastewater discharges associated with periodic system failures. The Order requires that each operator of a publicly-owned collection system develop and implement a system specific SSMP. According to the Order, the purpose of the plan is to facilitate proper funding and management of sanitary sewer systems statewide. Compliance with the Order is also a provision of the City's Proposed Discharge Permit for the White Slough Water Pollution Control Facility adopted in September 2007. The SSMP work plan and schedule is the first required deliverable to comply with the Order.

The SSMP is comprised of eleven elements: Collection System Management Goals; Organization of Personnel; Legal Authority for Permitting Flows to the System; Operations and Maintenance Activities; Design and Performance Provisions; Overflow Emergency Response Plan; Fats, Oils and Grease Program; System Capacity Assurance; System Monitoring and Measurement Plan; Internal SSMP Audits; and SSMP Public Communications Program. The SSMP work plan and schedule is the first task outlined in the State's implementation schedule. The Order requires that this element be completed in November 2007.

FISCAL IMPACT: No fiscal impact to the City is anticipated for this element of the Order, however, upon completion of the work plan, an estimated **cost** for complying with the Order will be addressed as part of the budget process

FUNDING AVAILABLE: Not applicable.


Richard C. Prima, Jr.
Public Works Director

Prepared by Kevin Gaither, Water Services Technician

RCP/CES/pmf

Attachment

APPROVED: 
Blair King, City Manager

City of Lodi SSMP Work Plan and Schedule

The Sewer System Management Plan, also called an SSMP, work plan and schedule is developed to support the City’s SSMP goals and strategies. The work plan is a detailed tactical action plan with activities, schedules, and resources to implement the SSMP. The SSMP work plan and schedule is also the first required deliverable to comply with the Statewide General Waste Discharge Requirements (GWDRs) for Sanitary Sewer Systems, Water Quality Order No. 2006-0003 (Sanitary Sewer Order) adopted by State Water Resources Control Board (SWRCB) on May 2, 2006.

Goals

Table 1 presents the plan for meeting the GWDR requirements for the SSMP Goals.

Table 1 - Goals

Activities	Due	Responsible
Formally adopt SSMP goals to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system to help reduce and prevent SSOs as well as mitigate any SSOs that do occur	11/02/07 Completed	K. Gaither

Organization

Table 2 presents the plan for meeting the GWDR requirements for the Organization.

The Public Works Department has the primary responsibility for compliance with the State order. The Public Works Director is Richard Prima; the tasks associated with the compliance are shared between the Water Services Division and the Engineering Division. The manager for the Water Services Division is Charles E. Swimley, Jr.; the Manager for the Engineering Division is F. Wally Sandelin; the superintendent for the Water Services Division is Frank Beeler. Kevin Gaither is the Water Services Technician and is assigned as the project manager for the development of the Sanitary Sewer Management Plan (SSMP).

Table 2 - Organization

Activities	Due	Responsible
Identify the name of the responsible or authorized representative	11/02/07 Completed	K. Gaither
Identify the names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program	11/02/07 Completed	K. Gaither
Identify the chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies	11/02/07 Completed	K. Gaither

Legal Authority

Table 3 presents the plan for meeting the GWDR requirements for the Legal Authority.

Table 3 – Legal Authority

Activities	Due	Responsible
Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to prevent illicit discharges into its sanitary sewer system	5/02/09	K. Gaither
Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to require that sewers and connections be properly designed and constructed	5/02/09	K. Gaither
Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency	5/02/09	K. Gaither
Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to limit the discharge of fats, oils, grease and other debris that may cause blockages	5/02/09	K. Gaither
Demonstrate through the municipal ordinance that the City possesses the necessary legal authority to enforce any violation of its sewer ordinances	5/02/09	K. Gaither

Operation and Maintenance Program

Table 4 presents the plan for meeting the GWDR requirements for the Operation and Maintenance Program.

Table 4 – Operation and Maintenance Program

Activities	Due	Responsible
Include an up-to-date map of the sanitary sewer system	5/02/09	W. Sandelin
Describe routine preventive operation and maintenance activities by staff and contractors	5/02/09	K. Gaither
Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency, including regular visual and TV inspections of manholes and sewer pipes	5/02/09	K. Gaither
Provide training on a regular basis for staff in sanitary sewer system operations and maintenance	5/02/09	K. Gaither
Provide equipment and replacement part inventories	5/02/09	K. Gaither

Design and Performance Provisions

Table 5 presents the plan for meeting the GWDR requirements for the Design and Performance Provisions.

Table 5 – Design and Performance Provisions

Activities	Due	Responsible
Document design and construction standards and specifications for the installation of new sanitary sewer systems	8/02/09	W. Sandelin
Document procedures and standards for inspecting and testing the installation of new sewers	8/02/09	W. Sandelin

Overflow Emergency Response Plan (OERP)

Table 6 presents the plan for meeting the GWDR requirements for the Overflow Emergency Response Plan.

Table 6 – Overflow Emergency Response Plan

Activities	Due	Responsible
Document that the Overflow Emergency Response Plan (OERP) contains proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner	5/02/09	K. Gaither
Document that the OERP contains a program to ensure an appropriate response to all overflows	5/02/09	K. Gaither
Document that the OERP contains procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities of all SSOs that potentially affect public health or reach the waters of the State in accordance with the GWDR Monitoring and Reporting Program (MRP). Document that the OERP identifies the officials who will receive immediate notification.	5/02/09	K. Gaither
Document that the OERP contains procedures to ensure that appropriate staff and contractor personnel are aware of and follow the OERP and are appropriately trained	5/02/09	K. Gaither
Document that the OERP contains procedures to address emergency operations, such as traffic and crowd control	5/02/09	K. Gaither
Document that the OERP contains a program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge	5/02/09	K. Gaither

Fats, Oils, and Grease (FOG) Control Program

Table 7 presents the plan for meeting the GWDR requirements for the FOG Control Program.

Table 7 – FOG Control Program

Activities	Due	Responsible
Evaluate the City's service area to determine whether a FOG control program is needed. If FOG is found to be a problem, prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate	5/02/09	K. Gaither
<ul style="list-style-type: none"> • An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG 	5/02/09	K. Gaither
<ul style="list-style-type: none"> • A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area 	5/02/09	K. Gaither
<ul style="list-style-type: none"> • The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG 	5/02/09	K. Gaither
<ul style="list-style-type: none"> • Requirements to install grease removal devices, design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements 	5/02/09	K. Gaither
<ul style="list-style-type: none"> • Authority to inspect grease producing facilities, enforcement authorities and sufficient staff to inspect and enforce the FOG ordinance 	5/02/09	K. Gaither
<ul style="list-style-type: none"> • Identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section 	5/02/09	K. Gaither
<ul style="list-style-type: none"> • Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system 	5/02/09	K. Gaither

System Evaluation and Capacity Assurance Plan

Table 8 presents the plan for meeting the GWDR requirements for the System Evaluation and Capacity Assurance Plan.

Table 8 – System Evaluation and Capacity Assurance Plan

Activities	Due	Responsible
Prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary 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:	8/02/09	W. Sandelin
<ul style="list-style-type: none"> • Evaluation: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency 	8/02/09	W. Sandelin
<ul style="list-style-type: none"> • Design Criteria: Where design criteria do not exist or are deficient, undertake the evaluation identified above to establish appropriate design criteria 	8/02/09	W. Sandelin
<ul style="list-style-type: none"> • Capacity Enhancement Measures: Establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP shall include an implementation schedule and shall identify sources of funding. 	8/02/09	W. Sandelin
<ul style="list-style-type: none"> • Schedule: Develop a schedule of completion dates for all portions of the capital improvement program. 	8/02/09	W. Sandelin

Monitoring, Measurement, and Program Modifications

Table 9 presents the plan for meeting the GWDR requirements for the Monitoring, Measurement, and Program Modifications.

Table 9 – Monitoring, Measurement, and Program Modifications

Activities	Due	Responsible
Develop and maintain relevant information that can be used to establish and prioritize appropriate SSMP activities	8/02/09	K. Gaither
Develop and monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP	8/02/09	K. Gaither
Assess the success of the preventative maintenance program	8/02/09	K. Gaither
Update program elements, as appropriate, based on monitoring or performance evaluations	8/02/09	K. Gaither
Identify and illustrate SSO trends, including frequency, location, and volume	8/02/09	K. Gaither

Program Audits

Table 10 presents the plan for meeting the GWDR requirements for the SSMP Program Audits.

Table 10 - Program Audits

Activities	Due	Responsible
Conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file.	8/02/09	K. Gaither

Communication Program

Table 11 presents the plan for meeting the GWDR requirements for the Communication Program.

Table 11 - Communication Program

Activities	Due	Responsible
Communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input as the program is developed and implemented. Also create a plan of communication with systems that are tributary and/or satellite to the City's sanitary sewer system	8/02/09	K. Gaither

RESOLUTION NO. 2007-217

A RESOLUTION OF THE LODI CITY COUNCIL APPROVING
WORK PLAN AND SCHEDULE FOR THE CITY OF LODI'S
SEWER SYSTEM MANAGEMENT PLAN

WHEREAS, the State Water Resources Control Board adopted the Statewide General Waste Discharge Requirement (Order No. 2006-0003) on May 2, 2006; and

WHEREAS, the Order requires that all public collection systems comprised of more than one mile of pipeline be regulated to protect the State's water from wastewater discharges associated with periodic system failures; and

WHEREAS, the Order requires that each operator of a publicly-owned collection system develop and implement a system-specific Sewer System Management Plan (SSMP) to facilitate proper funding and management of sanitary sewer systems statewide; and

WHEREAS, compliance with the Order is also a provision of the City's National Pollutant Discharge Elimination System Discharge Permit for the White Slough Water Pollution Control Facility adopted in September 2007; and

WHEREAS, the SSMP Work Plan and Schedule is the first task outlined in the State Order and is complete as of the November 2, 2007, deadline.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve the Work Plan and Schedule for the City's proposed SSMP; and

BE IT FURTHER RESOLVED that there is no fiscal impact to the City for this element of the Order; however, upon completion of the work plan, an estimated cost for complying with the Order will be addressed as part of the budget process.

Dated: November 7, 2007

I hereby certify that Resolution No. 2007-217 was passed and adopted by the Lodi City Council in a regular meeting held November 7, 2007, by the following votes:

AYES: COUNCIL MEMBERS – Hansen, Hitchcock, Katzakian, Mounce, and Mayor Johnson

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


JENNIFER M. PERRIN
Deputy City Clerk