



## ELEMENT 7 - FATS, OILS, AND GREASE CONTROL PROGRAM

The Seaside County Sanitation District has over one hundred seventy (170) food service establishments (FSEs) within its jurisdiction. The breakdown of types of FSEs is graphically portrayed below in Figure 7-1. The District implemented a Grease Source Control Program in 1997; nine years before the adoption of the WDR. The management and implementation of the Grease Source Control Program, which is also known as the Fats, Oils, and Grease (FOG) Control Program, was implemented with the Monterey Regional Water Pollution Control Agency (MRWPCA) in 1997, but since 2000 has been managed by District staff.

The metrics that the District uses to monitor the effectiveness of the FOG Control Program are presented in Element 9 – Monitoring, Measurement, and Program Modifications.

The primary goal of the Seaside County Sanitation District's FOG Control Program is to decrease the amount of FOG entering the sanitary sewer system to minimize the risk of SSOs.

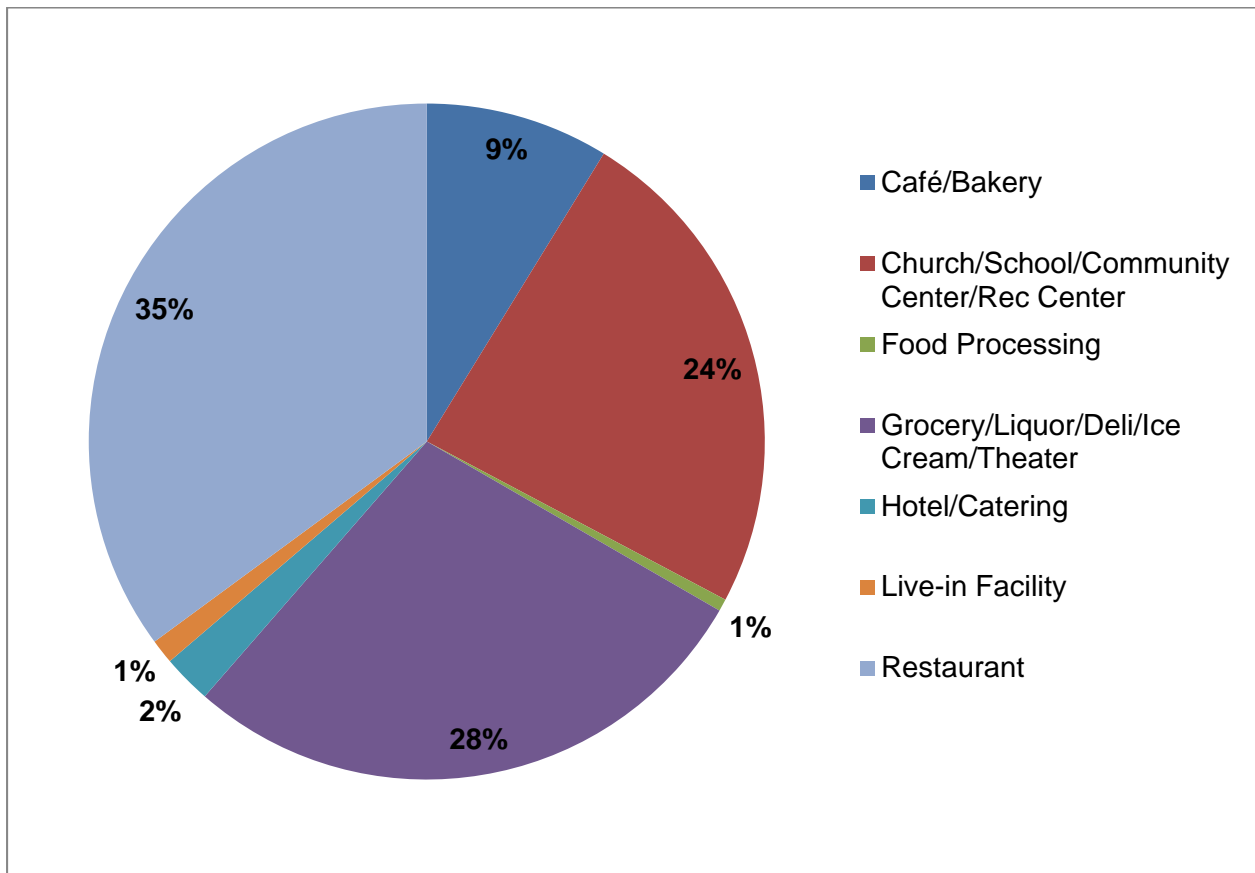


Figure 7-1: Types of FSEs Enrolled in the SCSD FOG Control Program in 2014

### 7.1 Regulatory Requirements

WDR Order No. 2006-0003-DWQ Section D.13(vii) states:

Each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed, the

Enrollee must provide justification as to why it is not needed. If FOG is found to be a problem, the Enrollee must 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:

- (a). An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- (b). A plan and schedule 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;
- (c). The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- (d). Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;
- (e). Authority to inspect grease producing facilities, enforcement authorities, and whether the Agency has sufficient staff to inspect and enforce the FOG ordinance;
- (f). An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and
- (g). Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.

## **7.2 FOG Control Program Public Education and Outreach [WDR D.13(vii)(a)]**

The District is part of the Southern Monterey Bay Dischargers Group (SMBDG), which is comprised of the following members:

1. City of Salinas
2. Seaside County Sanitation District
3. Marina Coast Water District
4. City of Monterey
5. Seaside County Sanitation District
6. Castroville Community Services District
7. California American Water
8. Pebble Beach Community Services District
9. Carmel Area Wastewater District
10. County of Monterey

Each member within the SMBDG began contracting with MRWPCA in 2000 to implement a FOG public education outreach program. The public education campaign has historically consisted of eight months of outreach, which has included and continues to include television,

local newspaper, and on-line advertisements, a Facebook page, and a dedicated website, [www.ClogBusters.org](http://www.ClogBusters.org).

The contract and WDR Grease Public Outreach Plan is re-negotiated by the District with MRWPCA each fiscal year and adopted by the District. A copy of the 2013/14 memorandum of understanding and 2013/14 WDR Grease Public Outreach Plans are included in Appendix 7A.

### **7.3 FOG Disposal Facilities [WDR D.13(vii)(b)]**

The District does not own or operate a FOG disposal facility; however, FOG is received for disposal at the MRWPCA plant.

FOG generated by the FSEs is required to be appropriately disposed of periodically at a frequency that meets the District Ordinance No. 15, Section 5(k)(1). This section of the code specifically requires that no collected grease be introduced into any public or private drainage piping. This entire District Ordinance No. 15, entitled “An Ordinance Setting Forth Policies, Procedures, and Requirements for Food Service Establishments Governing Grease Traps, Grease Interceptors or Other Comparable Devices for Oil/Grease Removal, and to Establish Procedures Regarding Implementation and Enforcement,” is available in Appendix 7B.

One seasonal source of FOG is turkey fryer grease during the Thanksgiving and Christmas holidays. MRWPCA distributes flyers and communicates on the Clog Busters website and Facebook the locations that will receive the turkey fryer grease for proper handling and disposal. An image of these and other Clogbusters webpages is included in Appendix 7C.

A list of pumping and/or waste hauling contractors in Monterey County that haul FOG to facilities' such as MRWPCA for disposal is available from the California FOG Tri-Technical Advisory Committee (TAC) Workgroup webpage ([www.calfog.org/Hauler.html](http://www.calfog.org/Hauler.html)), is also included in Appendix 7C.

### **7.4 Discharge Prohibition Legal Authority and SSO Prevention Measures [WDR D.13(vii)(c)]**

The legal authority to prohibit discharges to the collection system and identify measures to prevent FOG-caused SSOs is a joint effort between the District Ordinances and the MRWPCA Ordinances.

The District developed and adopted a separate Ordinance in 2004. The purpose of Ordinance No. 15, is to establish requirements which govern the installation, maintenance, and use of grease interception devices for FSEs in the District.

The District's Ordinance No. 1, Section 30 MRWPCA, incorporated MRWPCA Ordinance 82-02. This MRWPCA Ordinance is amended time to time by MRWPCA, most recently amended and codified as MRWPCA 2008-01, and governs the discharge of any process and/or industrial waste in any part of the District.

During the 2013 SSMP Audit, SCSD staff, and MRWPCA's Gary Weier could not find documentation demonstrating that the SCSD Ordinances incorporate the MRWPCA 2008-01 Ordinance by reference. Legal incorporation of the MRWPCA 2008-01 Ordinance was requested by Mr. Greg Antosz of MRWPCA in a letter to Mr. Tim O'Halloran of SCSD on August 28, 2008. A note on the letter indicates that this incorporation was to be an agenda item for the

SCSD Board on October 14, 2008; a review of this agenda and the agenda's following by the Assistant Engineer, Leslie Llantero, did not turn up a new SCSD Ordinance amending SCSD Ordinance No. 1 to incorporate MRWPCA 2008-01.

In the past five (5) years SCSD has incorporated the MRWPCA Sewer Use Ordinance 2008-01 "in practice;" therefore references to it are included in this SSMP update.

The District plans to amend SCSD Ordinance No. 1 to incorporate MRWPCA 2008-01 by the end of 2014.

For reference, Appendix 7B contains a copy of Ordinance No. 15 in its entirety. Appendix 7E contains a copy of MRWPCA Ordinance No. 2008-01, which is not titled but states that it is an Ordinance establishing regulations for the interception, treatment, and disposal of sewage and wastewater, etc. in its entirety.

Table 7-1 summarizes where the District and MRWPCA have jointly established the legal authorities to prohibit FOG discharges and where measures are identified to prevent SSOs and blockages caused by FOG.

**Table 7-1: Seaside County Sanitation District and MRWPCA FOG Legal Authority**

WDR Requirement	SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
Prohibit FOG discharges to collection system	SCSD Ordinance No. 1 – Section 30	<p>No person shall place, deposit or discharge, or cause, suffer or permit to be placed, deposited or discharged either directly or indirectly into any public sewer of this district or into any lateral connected therewith, or on or upon any street, alley or public place, or on or upon any private property or any other place in such a manner that the same will be permitted to run into any such sewer or lateral, any of the following substances:</p> <ol style="list-style-type: none"> <li>1. Any oil, petroleum, naphtha, liquid asphaltum or petroleum product, or other such specifically objectionable matter such as large rags, sand, earth, stone, dust, stone dust, pieces of concrete, etc.</li> <li>2. Any refuse or industrial waste that will cause or tend to cause obstructions in the sewer system or the sewage treatment plant or interfere or tend to interfere with the efficient and successful operation of said system or said plant.</li> <li>3. Any chemicals or waste destructive of masonry.</li> </ol>

WDR Requirement	SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
		<p>4. Grease except in quantities commonly contained in domestic sewage.</p> <p>5. Any waste matter in such quantity as to adversely affect the efficient operation of sewer lines, pumping facilities or waste treatment facilities.</p>
Prohibit FOG discharges to collection system	SCSD Ordinance No. 15 – Section 5(k)(1)	FOG General Regulations and Procedures. Maintenance. Traps and interceptors shall be maintained in efficient operating condition by periodic removal of the accumulated grease. No collected grease shall be introduced into any public or private drainage piping.
Prohibit FOG discharges to collection system	MRWPCA – 2.10.2(f)	No person shall discharge any wastewater containing oil and grease of animal, vegetable, petroleum or mineral origin in such quantities to cause or to contribute significantly to: 1) disruptions in sewer lines and other collection system components; 2) interference with treatment plant operations; or 3) exceedances for plant NPDES permit limitations. Significant dischargers of oil and grease shall implement best practicable technologies for reducing the oil and grease content of their discharges.
Prohibit FOG discharges to collection system	MRWPCA – 2.01.2.8	The following pollutants shall not be introduced to the Treatment Works or community sewer: any trucked or hauled pollutants (residential septage, chemical toilet wastes, dilute oily wastes, and salt brine solutions are accepted at the Treatment Plant and are jointly regulated under MRWPCA Liquid Waste Ordinance 88-3 [as amended by Ordinance 93-1] and this Ordinance).
Require the installation of grease control devices such as a trap or interceptor	SCSD Ordinance No. 15 – Section 4(a)	Requirement for grease trap, grease interceptor, or other device. A food service establishment or any other business discharging grease, oil, or other similar material shall have an operable grease trap, grease interceptor or other comparable device(s) as determined by MRWPCA and SCSD to be an adequate substitute for a grease trap or grease interceptor.

WDR Requirement	SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
Design standards for grease removal devices	SCSD Ordinance No. 15 – Section 5. (a) – (j)	See Appendix 7B for complete language of Ordinance. Section 5(e)(4): If Grease Traps, and Grease Interceptors are not deigned in accordance with the Uniform Plumbing Code (UPC) Section 711 and/or Appendix H, they must be designed by a professional engineer, must be consistent with the standards of this Ordinance, and must be approved by the MRWPCA.
Require the maintenance of grease control devices, the implementation of Best Management Practices, and records and reporting.	SCSD Ordinance No. 15 – Section 5(k)(1) – (5)	General Regulations and Procedures Related to Grease Traps or Grease Interceptors. See Legal Authority, Appendix 7B, for SCSD Ordinance 15.  At that time, the requirement to follow FOG Best Management Practices are not included in Ordinance 15 as it was not considered to be appropriate.
Authority to inspect grease producing facilities	SCSD Ordinance No. 15 – Section 5(k)(4)	The District or its designee may perform grease trap and grease interceptor inspections bi-annually, or more often at the discretion of the District should maintenance reports not be received or should a grease trap or interceptor fail to operate properly as indicated by a mainline stoppage within 100 feet of said business.
Authority to enforce grease program requirements.	SCSD Ordinance No. 15 – Section 5(l)	Suspension or termination of Health Permit. The District shall have the discretion to request the Monterey County Health Department (District’s Health Officer) to terminate or cause to be terminated the health permit of any user if any violation of any provision of this Ordinance is found to cause a condition of contamination, pollution, nuisance, or other threat to public health or safety.
Identify measures to prevent SSOs and blockages caused by FOG	MRWPCA – 2.01.2.3	Specific Prohibitions: 3. The following pollutants shall not be introduced into the Treatment Works or community sewer: solid or viscous pollutants in amounts which will cause obstruction to the flow in the Treatment Works resulting in interference.
Identify measures to	MRWPCA –	No person shall discharge any wastewater:

WDR Requirement	SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
prevent SSOs and blockages caused by FOG	2.10.2.f	containing oil and grease of animal, vegetable, petroleum or mineral origin in such quantities to cause or to contribute significantly to: 1) disruptions of sewer lines and other collection system components; 2) interference with treatment plant operations; or 3) exceedances of plant NPDES discharge limitations. Significant dischargers of oil and grease shall implement best practicable technologies for reducing the oil and grease content of their discharges.

**7.5 Grease Removal Devices Design, Installation, and Maintenance Requirements [WDR D.13(vii)(d)]**

The table below summarizes where the District and MRWPCA have jointly established the legal authorities to meet the above FOG Program requirements.

**Table 7-2: Grease Removal Device Design, Installation, and Maintenance Requirements [WDR D.13(vii)(d)]**

WDR Requirement	District Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
Require the installation of grease control devices such as a trap or interceptor	SCSD Ordinance No. 15 – Section 4(a)	Requirement for grease trap, grease interceptor, or other device. A food service establishment or any other business discharging grease, oil, or other similar material shall have an operable grease trap, grease interceptor or other comparable device(s) as determined by MRWPCA and SCSD to be an adequate substitute for a grease trap or grease interceptor.
Design standards for grease removal devices	SCSD Ordinance No. 15 – Section 5. (a) – (j)	See Appendix 7B for complete language of Ordinance. Section 5(e)(4): If Grease Traps, and Grease Interceptors are not deigned in accordance with the Uniform Plumbing Code (UPC) Section 711 and/or Appendix H, they must be designed by a professional engineer, must be consistent with the standards of this Ordinance, and must be approved by the MRWPCA.
Require the	SCSD Ordinance	General Regulations and Procedures Related to

WDR Requirement	District Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
maintenance of grease control devices, the implementation of Best Management Practices, and records and reporting.	No. 15 – Section 5(k)(1) – (5)	Grease Traps or Grease Interceptors. See Legal Authority, Appendix 7B, for SCSD Ordinance 15.  At that time, the requirement to follow FOG Best Management Practices are not included in Ordinance 15 as it was not considered to be appropriate.

**7.6 FOG Control Program Inspection, Enforcement, and Staffing [WDR D.13(vii)(e)]**

The Seaside County Sanitation District’s FOG Control Program Inspection and Enforcement legal authorities are described in Section 7.6.1 below and FOG Control Program staffing is described in Section 7.6.2 below.

*7.6.1 FOG Control Program Inspection and Enforcement*

Table 7-3 summarizes where the District and MRWPCA have jointly established the legal authorities to inspect grease producing facilities. The District is responsible for enforcement as outlined by District Ordinance No. 15.

**Table 7-3: FOG Control Program Inspection and Enforcement Legal Authorities**

WDR Requirement	District Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
Authority to inspect grease producing facilities	SCSD Ordinance No. 15 – Section 5(k)(4)  MRWPCA – 4.07	The District or its designee may perform grease trap and grease interceptor inspections bi-annually, or more often at the discretion of the District should maintenance reports not be received or should a grease trap or interceptor fail to operate properly as indicated by a mainline stoppage within 100 feet of said business.  4.07 - <i>Inspection and Sampling</i> – The Agency shall inspect the facilities of any user to ascertain whether the purpose of this Ordinance is being met and all requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the Agency's representative ready access at all reasonable times to all parts of the premises for the



WDR Requirement	District Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
		<p>purposes of inspection or sampling or in the performance of any of their duties. The Agency shall have the right to set up on the user's property such devices as are necessary to conduct sampling or metering operations. Where a user has security measures in force which would require proper identification and clearance before entry into their premises, the user shall make necessary arrangements with their security guards, that upon presentation of suitable identification, personnel from the Agency will be permitted to enter without delay for the purpose of performing their specific responsibilities.</p>
<p>Authority to enforce grease program requirements.</p>	<p>SCSD Ordinance No. 15 – Section 5(l)</p>	<p>Suspension or termination of Health Permit. The District shall have the discretion to request the Monterey County Health Department (District's Health Officer) to terminate or cause to be terminated the health permit of any user if any violation of any provision of this Ordinance is found to cause a condition of contamination, pollution, nuisance, or other threat to public health or safety.</p>

7.6.2 FOG Control Program Staffing

Table 7-4 names the District and MRWPCA Staff involved in the District's FOG Control Program and outlines their FOG Program roles and responsibilities.

**Table 7-4: Seaside County Sanitation District FOG Program Staffing**

Name and Title	FOG Program Responsibilities	Contact Information
John Dunn  District Manager  <i>Seaside County Sanitation District</i>	The District Manager directs the management of all eleven (11) SSMP Elements.	(831) 899-6203 Office  E-mail: JDunn@ci.seaside.ca.us
Scott Ottmar, PE  Junior Engineer  <i>Seaside County Sanitation District</i>	The Junior Engineer is responsible for requesting by a letter from the District the Annual FOG Maintenance Records from the FSEs.  FSEs that do not annually submit their FOG maintenance record are subject to enforcement.	(831) 899-68885 Office  E-Mail: SOttmar@ci.seaside.ca.us
Position Vacant  Community Relations Specialist  <i>Monterey Regional Water Pollution Control Agency – Contract with District</i>	The MRWPCA Community Relations Specialist conducts residential and commercial outreach via newspaper articles, television, radio ads, and management of the Clogbusters website.	(831) 645-4604 Office  E-mail:

### **7.7 Grease Problem Area Identification and Sewer Cleaning [WDR D.13(vii)(f)]**

The District's primary control of FOG is through the identification of trouble spots or sewer lines that are likely prone to grease accumulation and targeted cleaning of these areas. The District identifies potential grease problem areas by tracking locations and causes of dry weather blockages and SSOs. Element 4, Operation and Maintenance Program, Appendix 4C lists the hot spots for grease that are treated with grease liquefier throughout the District. Hot spot areas are areas with a history of FOG blockages.

In addition to cleaning all the District lines annually, the forty-eight (48) hot spots identified in Appendix 4C receive extra attention. A product known as "Sewer Compound XXX" is inserted into manholes once a month where hot spots exist and the area flushed using heat and turbulence created by this product. It dissolves and liquefies all organic clogs including animal and vegetable fats and oils. The District also uses a product called "Jet Power II" on a semi-annual basis. It is mixed with water and inserted into the problem line by means of the District's high pressure vehicles. It is a non-corrosive, biodegradable, non-acidic, non-caustic chemical that is treatment plant friendly.

### **7.8 Source Control Measure Development and Implementation [WDR D.13(vii)(g)]**

As of this SSMP update, the District has determined that additional source control measure development and implementation is not needed.

## **APPENDIX 7A**

---

MOU with MRWPCA for Conducting a FOG Public Education Program for FY 2013/14



# SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVENUE \* SEASIDE, CALIFORNIA 93955

Telephone (831) 899-6825 Fax (831) 899-6211

## BOARD MEMBERS

**Ralph Rubio**  
**Chair**  
City of Seaside  
440 Harcourt Ave  
Seaside, CA 93955  
(831) 899-6825

**Jeff Cecilio**  
**First Vice Chair**  
City of Del Rey Oaks  
650 Canyon Del Rey  
Del Rey Oaks, CA 93940  
(831) 394-8511

**David Pendergrass**  
**Second Vice Chair**  
City of Sand City  
1 Sylvan Park  
Sand City, CA 93955  
(831) 394-3054

## DISTRICT STAFF

**John Dunn**  
District Manager  
440 Harcourt Avenue  
Seaside, CA 93955  
(831)899-6203

**Diana Ingersoll**  
District Engineer  
440 Harcourt Avenue  
Seaside, CA 93955  
(831) 899-6825

**Patrick McGreal**  
Legal Counsel  
Office of the County Counsel  
168 West Alisal Street  
Third Floor  
Salinas, CA 93901  
(831) 755-5313

District Clerk  
440 Harcourt Avenue  
Seaside, CA 93955  
(831) 899-6707

## A G E N D A

Board of Directors

Tuesday, October 8, 2013, 9:30 a.m.  
Seaside City Hall Conference Room

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ORAL COMMUNICATIONS COMMENTS**

*Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. To be able to properly identify those making comments in the meeting minutes, it would be helpful if speakers state their names. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time the Board considers that matter. Each person's presentation is limited to a maximum of three (3) minutes.*

4. **CONSENT AGENDA**

*All items on the Consent Agenda will be approved by one motion and there will be no discussion on individual items unless a Board member or member of the public requests a specific item be pulled from the calendar for separate discussion*

### **A. APPROVAL OF MINUTES - PAGE**

**PURPOSE:** For the Board to Approve Minutes from the September 10, 2013, Meeting

**RECOMMENDATION:** Approve Minutes.

### **B. APPROVAL OF EXPENDITURES FOR THE MONTH OF SEPTEMBER 2013 – PAGE**

**PURPOSE:** Approval of expenditures for the month of September 2013 - \$67,475.41

**RECOMMENDATION:** Approve expenditures for the month of September 2013. Total expenditures = \$67,475.41

5. **NEW BUSINESS**

### **A. SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR THE MONTH OF SEPTEMBER 2013 – PAGE 64**

**PURPOSE:** Receive monthly report for sewer maintenance and mainline stoppages for September 2013.

**RECOMMENDATION:** Accept Reports. Information only.

**B. APPROVE PARTICIPATION IN THE PUBLIC EDUCATION PROGRAM WITH MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY – PAGE 64**

**PURPOSE:** The purpose of this item is to have the District Board consider participating in the Public Education Program administered by the Monterey Regional Water Pollution Control Agency (MRWPCA).

**RECOMMENDATION:** It is recommended that the Board adopt a resolution to approve a Memorandum of Understanding (MOU) with the Monterey Regional Water Pollution Control Agency for conducting a Public Education Program for the Southern Monterey Bay Dischargers Group and authorize the District Manager to execute MOU.

**6. STAFF REPORTS**

*Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.*

- A. District Manager
- B. District Engineer
- C. District Counsel

**7. BOARD MEMBERS COMMENTS**

*Board Member may comment on a matter within the jurisdiction of the District. No discussion or action is appropriate other than referral to staff or setting a matter as a future Agenda item.*

- D. Chairman
- E. Vice-Chairman
- F. Second Vice Chairman

**7. ADJOURNMENT**

**Next Regularly Scheduled Meeting**

Tuesday, November 12, 2013

9:30 a.m. [Regular Meeting]

*In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. SCSD's meetings are held at an accessible facility. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at [cityclerk@ci.seaside.ca.us](mailto:cityclerk@ci.seaside.ca.us) 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. A portable microphone as well as assisted listening devices are also available upon request. Agenda related writings or documents provided to the SCSD Board of Directors are available for public inspection during the meeting or may be requested from the office of the District Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956. Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.*

**SEASIDE COUNTY SANITATION DISTRICT  
STAFF REPORT**

**TO:** Chair and District Board

**FROM:** John Dunn, Interim District Manager

**BY:** Diana Ingersoll, District Engineer

**DATE:** October 8, 2012

**ITEM:** **PARTICIPATION IN THE PUBLIC EDUCATION PROGRAM WITH MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY**

---

**PURPOSE:**

The purpose of this item is to have the District Board consider participating in the Public Education Program administered by the Monterey Regional Water Pollution Control Agency (MRWPCA).

**RECOMMENDATION:**

It is recommended that the Board adopt a resolution to approve a Memorandum of Understanding (MOU) with the Monterey Regional Water Pollution Control Agency for conducting a Public Education Program for the Southern Monterey Bay Dischargers Group and authorize the District Manager to execute MOU.

**BACKGROUND:**

On May 2, 2006, the Seaside County Sanitation District (the District) was issued Water Quality Order No. 2006-0003-DWQ from the State Water Resources Control Board. This order adopted statewide general waste discharge requirements for sanitary sewer systems. In 2008, the monitoring and reporting program (MRP) portion of this Order was revised as Order No. 2008-0002-EXEC. Water Quality Orders No. 2006-0003-DWQ and 2008-0002-EXEC are referred to as the Sanitary Sewer System Waste Discharge Requirements (SSS WDRs or WDRs).

The purpose of the WDRs is to set specific sewer collection system operation and maintenance requirements, regulate the collection systems, and uphold State water quality standards. Section 13(vvi) of Order 2006-0003-DWQ, states "If [Fats, Oil and Grease] (FOG) is found to be a problem, the Enrollee must prepare and implement a FOG

source control program to reduce the amount of these substances discharged to the sanitary sewer system.” In order to comply with the WDRs, the District developed a Sewer System Management Plan (SSMP), which includes a FOG Control Program (also known as the Grease Program). The two main elements of the Grease Program implemented by the District are the Public Education Outreach Program and the requirement to install grease removal devices at food serving establishments.

**Public Education Program:**

The District is a part of the Southern Monterey Bay Dischargers Group administered under contract by the MRWPCA. The group’s goal is to facilitate WDR compliance for all MRWPCA member entities. The Southern Monterey Bay Dischargers Group consists of the cities of Pacific Grove, Monterey, Salinas, Carmel Area Wastewater District, Castroville Community Services District, Marina Coast Water District, County of Monterey, Pebble Beach Community Services District, California American Water and the Seaside County Sanitation District.

As in the previous years, MRWPCA has offered their assistance with implementation of a Public Education Outreach Program (the Program). The Program promotes the proper disposal of FOG by educating the public. The proposed program consists of mass media advertising in television, print media, internet website, and internet advertisements. The Fiscal Year 2013/2014 Grease Public Outreach Plan attached as Attachment A outlines the type of media outlets and the number of advertisements over the course of the year.

The District supplements the Program with its own public education outreach events. The District staffs a booth at various community functions to educate the public on the dangers of disposing FOG down the drain. Grease scrapers and refrigerator magnets are given to the public alerting them to the dangers and consequences of grease in the sewer system. District personnel also advise the public how to properly dispose of unwanted grease.

To increase the cost-effectiveness of the Program, all costs are shared based upon the population served by the member agencies. For the upcoming Program, the cost would be broken down based on 2010 Census information and the total number of entities electing to continue participation. All members of the Southern Monterey Bay Dischargers Group agreed to contribute to the cost to implement the program for fiscal year 2013/2014. For fiscal year 2013/14, the Program cost is \$18,000 and the District’s cost-share is \$2,208, see Attachment B.

**ENVIRONMENTAL COMPLIANCE:**

In accordance with Title 14, California Code of Regulations, Chapter 3, Article 20, “Definitions,” Section 15378, “Project,” the proposed public outreach program does not have a potential for resulting in either a direct physical change in the environment, or a

reasonably foreseeable indirect physical change in the environment and therefore is not a project and is exempt from CEQA.

**COST/FUNDING SOURCE:**

Assuming all members of the Southern Monterey Bay Dischargers Group contribute, District cost to fund its portion of the Program is \$2,208 for fiscal year 2013/14, to be allocated from the District Grease Program Operations and Maintenance fund (951-0-8820-2074).

**ATTACHMENTS**

- A. Draft Grease Public Outreach Plan
- B. Shared Costs for Public Education Program
- C. Resolution authorizing the District Manager to execute a Memorandum of Understanding with the Monterey Regional Water Pollution Control Agency to participate in the Public Education Program for Fiscal Year 2013-2014.

---

Reviewed for Submission to the  
Seaside County Sanitation District:



---

John Dunn, District Manager

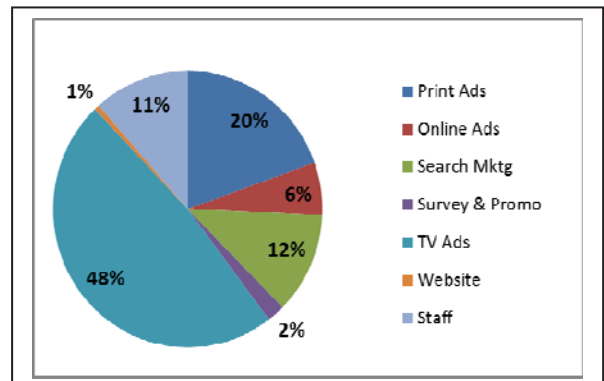
## Attachment A

# WDR Grease Public Outreach Plan FY 13/14

Media Type	Budget Detail Summary
<b>TV</b>  KSBW TV, Channel 8 KSMS TV, Channel 67 (Univision)	<b>(48%)</b>  7 weeks, 145 ads*, 0:15 & 0:30 8 weeks, 72 ads, 0:15 (217 total ads)
<b>Print</b>  Carmel Pine Cone, Fri Monterey County Weekly, Thu	<b>(20%)</b>  2 ads* (1/5 pg, b/w) 9 ads (1/6 page, color)
<b>Survey</b> KSMS Spanish survey, raffle incentive with gift certificate to Northridge Mall.	<b>(2%)</b>  1 time email to 7500 recipients
<b>Internet Website – ClogBusters.org and Facebook</b> Hosting, backups, archiving, 2 website updates, FB posts	<b>(1%)</b>  12 months
<b>Online Ads &amp; Search Marketing</b>  KSBW TV Channel 8 2 months  KSMS TV Channel 67 (Univision) 2 months  YELP Plumbing List Page Ads 6 months	<b>(18%)</b>  40,000 impressions/mo  Unlimited impressions/mo  500 ads/mo. local plumbing lists
<b>Staff/Misc.</b>  Program management; Facebook	<b>(11%)</b>
<b>Total Budget</b>	<b>\$18,000 Group</b>

Note: expense percentage for each media type is percentage of \$18,000 shared group budget.

\* CAWD and PBCSD contributing \$3,168 to run 16 additional biweekly ads through June 30, 2014 (18 ads total).



## Attachment B

### Southern Monterey Bay Dischargers Grease Outreach Partnership

#### SHARED COSTS FOR FY 13/14 PUBLIC EDUCATION PROGRAM ON GREASE DISPOSAL PRACTICES

**PUBLIC EDUCATION PROGRAM BUDGET = \$18,000**

ENTITY	POPULATION WITHIN AREA TO BE COVERED BY REGIONAL WDR PROGRAM	PERCENTAGE OF BUDGET TO BE PAID BY THIS ENTITY	CONTRIBUTION TOWARD FY 2013/2014 BUDGET
	150,441	52.756%	\$9,495.60
San Jose District <sup>(1)</sup>	34,983	12.268%	\$2,208.00
San Jose District <sup>(2)</sup>	33,364	11.700%	\$2,106.00
	27,810	9.752%	\$1,755.60
	15,041	5.275%	\$ 949.20
San Jose Services District <sup>(3)</sup>	7,000	2.455%	\$ 441.60
San Jose Center <sup>(4)</sup>	6,380	2.237%	\$ 403.20
San Jose City Service District	4,509	1.581%	\$ 284.40*
San Jose Center District	3,722	1.305%	\$ 235.20*
	1,914	0.671%	\$ 121.20
	285,164	100.00%	\$18,000.00

San Jose population of Seaside, Sand City, and Del Rey Oaks.

San Jose population of City of Marina and Ord Community population provided by MCWD

San Jose population of Castroville and Moro Cojo area population reported by Castroville Community Service

San Jose population of Oak Hills, Indian Springs, Las Palmas, Spreckels, Pasadera, White Oaks, Village Green, Carmel  
provided by Cal-Am September 2011.

San Jose population of Boronda CDP and Moss Landing.

San Jose contribution would increase if additional Carmel Pine Cone ads are run through June 30, 2014.

**RESOLUTION NO. 13-\_\_\_**

**RESOLUTION OF THE SEASIDE COUNTY SANITATION DISTRICT  
AUTHORIZING THE DISTRICT MANAGER TO EXECUTE A  
MEMORANDUM OF UNDERSTANDING WITH THE MONTEREY REGIONAL  
WATER POLLUTION CONTROL AGENCY FOR THEIR PARTICIPATION IN  
THE PUBLIC EDUCATION PROGRAM FOR FISCAL YEAR 2013-2014.**

**WHEREAS**, the California Regional Water Quality Control Board issued a Waste Discharge Requirement (WDR) Order No. R3-2002-0078 on November 6, 2002; and

**WHEREAS**, Monterey Regional Water Pollution Control Agency (MRWPCA) has lead a steering committee, called Southern Monterey Bay Dischargers Group, for all entities tributary to the Regional Plant to facilitate compliance by each permittee; and

**WHEREAS**, one of the requirements of the WDR is to conduct a Public Education Program to promote the proper disposal of grease and fats; and

**WHEREAS**, this program will be cost-shared among the groups entering into a Memorandum of Understanding with the MRWPCA; and

**WHEREAS**, this cost has been broken down by each entities population based on 2000 Census data and the January 2002 corrections certified by the U.S. Census Bureau; and

**WHEREAS**, the Seaside County Sanitation District portion of this program is not to exceed Two Thousand Dollars (\$2,000).

**NOW THEREFORE, BE IT RESOLVED** that the Seaside County Sanitation District's Board of Directors authorizes the District Manager to execute the Memorandum of Understanding with the Monterey Regional Water Pollution Control Agency to participate in the Public Education Program for fiscal year 2013-2014.

**PASSED AND ADOPTED** at a regular meeting of the Seaside County Sanitation District duly held this \_\_\_\_ day of \_\_\_\_\_ 20\_\_ by the following votes:

AYES:	BOARD MEMBERS
NOES:	BOARD MEMBERS
ABSENT:	BOARD MEMBERS
ABSTAIN:	BOARD MEMBERS

\_\_\_\_\_  
Ralph Rubio, Chair

ATTEST:

\_\_\_\_\_  
Lesley Milton, Board Clerk

**MEMORANDUM OF UNDERSTANDING**  
**for**  
**Conducting a Public Education Program**  
**for the**  
**Southern Monterey Bay Dischargers Group**

**THIS MEMORANDUM OF UNDERSTANDING** is made and entered into on \_\_\_\_\_, 2013, between the **MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY** (the "Agency"), and the **SEASIDE COUNTY SANITATION DISTRICT** (the Discharger"), as follows:

**Recitals**

1. The Discharger has been issued Waste Discharge Requirements (WDR) by the California Regional Water Quality Control Board. One of the WDR requirements is for the Discharger to conduct a public education program to promote the proper disposal of grease and fats.
2. The Agency has the staff and resources to conduct a public education program as described in Attachment A to this Agreement.
3. The Discharger desires to have the Agency conduct this public education program.

**Terms and Conditions**

In consideration of the mutual promises contained herein, the Agency and the Discharger hereby agree to the following terms and conditions:

1. Over the remainder of fiscal year 2013-2014 on behalf of the Southern Monterey Bay Dischargers Group the Agency will conduct the public education program described in Attachment A.
2. The Discharger will compensate the Agency the amount shown in Attachment B as its share of the overall cost of conducting this public education program.
3. The Agency will invoice the Discharger for its share of these costs, and the Discharger will pay the Agency this amount within ninety (90) days of receipt of the invoice.

MONTEREY REGIONAL WATER  
POLLUTION CONTROL AGENCY

SEASIDE COUNTY  
SANITATION DISTRICT

By \_\_\_\_\_  
Keith Israel, General Manager  
Print Name/Title

By \_\_\_\_\_  
John Dunn, District Manager  
Print Name/Title

## **APPENDIX 7B**

---

Seaside County Sanitation District Ordinance No. 15

*Grease Traps*

ORDINANCE NO. 15

AN ORDINANCE SETTING FORTH POLICIES, PROCEDURES, AND REQUIREMENTS FOR FOOD SERVICE ESTABLISHMENTS GOVERNING GREASE TRAPS, GREASE INTERCEPTORS OR OTHER COMPARABLE DEVICES FOR OIL/GREASE REMOVAL, AND TO ESTABLISH PROCEDURES REGARDING IMPLEMENTATION AND ENFORCEMENT

District Counsel Summary

*This ordinance adds District Ordinance No. 15 setting forth policies, procedures and requirements for food service establishments governing the installation, maintenance, and use of grease traps, grease interceptors or other comparable devices which represent the best practicable control technology for oil/grease removal, and to establish procedures regarding implementation and enforcement of the regulations set forth in this Ordinance.*

THE BOARD OF DIRECTORS OF THE SEASIDE COUNTY SANITATION DISTRICT DOES ORDAIN AS FOLLOWS:

SECTION A. Ordinance No. 15 is added to read as follows:

Section 1. Purpose.

The purpose of this chapter is to set forth policies, procedures, and requirements for food service establishments governing the installation, maintenance, and use of grease traps, grease interceptors or other comparable devices which represent the best practicable control technology for oil/grease removal, and to establish procedures regarding implementation and enforcement of the regulations set forth in this Ordinance.

Section 2. Conflict between these provisions and Uniform Plumbing Code

In the event of any conflict between the provisions of this Ordinance and the Uniform Plumbing Code, to the extent that the provisions of this Ordinance are more restrictive than the Uniform Plumbing Code, the provisions of this Ordinance shall prevail. In the event that the provisions of the Uniform Plumbing Code are more restrictive than the provisions of this Ordinance, then the provisions of the Uniform Plumbing Code shall prevail.

Section 3. Definitions.

(a) "Food service establishment" means an establishment that prepares and/or sells food for consumption either on or off the premises, including, but not limited to, restaurants, sandwich shops, delicatessens, bakeries, cafeterias, markets, bed and breakfast inns, motels, hotels, meeting halls, caterers, retirement and nursing homes or pizzerias. The term, as used in this Ordinance, does not refer to food stores or establishments that do not prepare food on premises or process food in a manner so as to contribute grease to the sewer system.

(b) "Grease interceptor" means a device designed and installed to separate and retain deleterious, hazardous, or undesirable matter from normal wastes and to permit normal sewage or liquid wastes to discharge into the disposal terminal by gravity.

- (c) "Grease trap" means a device designed to retain grease from one to a maximum of four fixtures.
- (d) "MRWPCA" means the Monterey Regional Water Pollution Control Agency.
- (e) "SCSD" and "District" means the Seaside County Sanitation District

**Section 4. Requirement for grease trap, grease interceptor, or other device**

- (a) A food service establishment or any other business discharging grease, oil or other similar material shall have an operable grease trap, grease interceptor or other comparable device(s) as determined by MRWPCA and SCSD to be an adequate substitute for a grease trap or grease interceptor. A properly sized interceptor or trap shall be considered first, in conformity with the sizing chart as determined by the MRWPCA Regional Grease Program. Should space limitations or other exceptional circumstances prevent their installation, MRWPCA may grant exceptions to the requirement of grease traps or grease interceptors in this section.
- (b) All drains from food preparation and clean up areas including, but not limited to, pre-wash sinks, floor drains, food waste disposal units, pot and pan sinks, scullery sinks, and garbage can wash areas shall be connected to such trap or interceptor.
- (c) Sizing Formula. The size of a grease trap or grease interceptor shall be as determined by the MRWPCA. Notwithstanding the foregoing, grease traps required by this Ordinance shall be no smaller than an 80-gallon capacity trap with a 75-gallon per minute flow rate.
- (d) Existing grease traps, grease interceptors or similar devices.
  - (1) Any food service establishment or other business that, on or after July 1, 1997, installed grease traps, grease interceptors, or other grease pre-treatment equipment to comply with the requirements of the MRWPCA Regional Grease Program, shall not be required to upgrade such Equipment. Replacement as stated in this Ordinance will be required should one or a combination of the following occur:
    - i) Improper maintenance or non maintenance of the equipment based on inspections by the District.
    - ii) Replacement of a non-operational equipment.
    - iii) Sewer mainline stoppage within 100 feet downstream of business sewer lateral location.
    - iv) Failure to submit required annual report.
  - (2) Any food service establishment shall upgrade their grease traps, grease interceptors or similar devices to meet the standards set forth in this Ordinance upon the change of ownership of the business in which the equipment is located, or upon the remodeling of the business facility in which the equipment is located. Remodeling of the business facility not requiring a building permit shall be exempted from the upgrade requirement. The remodeling shall not be separated into phases for the purpose of avoiding the requirement of a building permit.

**Section 5. General regulations and procedures**

- (a) When waste treatment is required pursuant to this Ordinance, an approved grease trap or grease interceptor complying with the provision of this Ordinance shall be installed in the waste line leading from sinks, drains, and other fixtures or equipment.
- (b) A plumbing permit shall be obtained from the chief building official of the governing jurisdiction prior to the installation of a grease trap or grease interceptor.
- (c) Each trap, interceptor, or comparable device required by this Ordinance shall have an approved volume not less than required by this Ordinance.
- (d) Toilets, lavatories, and other sanitary fixtures shall not be connected to any grease trap, grease interceptor, or comparable device.
- (e) Location of Grease Traps, and Grease Interceptors.
  - (1) Grease Traps, and Grease Interceptors shall be located outside buildings, unless a finding is made by the chief building official that the location of the building on the site or some other aspect of the use prevents an outside location and that placement within a building is not hazardous to public health and safety;
  - (2) Grease Traps, and Grease Interceptors shall be located and maintained at all times so as to prevent the entrance of foreign materials, shall be easily accessible for cleaning, inspection and removal of intercepted grease, and shall pose no hazard to public health or safety;
  - (3) Grease Traps, and Grease Interceptors shall be located on private property. If this is found to be impossible, the owner must apply for approval from the Department of Public Works for an encroachment within the public right-of-way.
  - (4) If Grease Traps, and Grease Interceptors are not designed in accordance with Uniform Plumbing Code (UPC) Section 711 and/or Appendix H, they must be designed by a professional engineer, must be consistent with the standards of this Ordinance, and must be approved by MRWPCA.
- (f) Related Equipment.
  - (1) Grease Traps, and Grease Interceptors shall be fitted with a standard service access cover or manholes. If manholes are required, it shall be brought to grade and finished with standard manhole cover and rings;
  - (g) All discharging fixtures shall be individually trapped and vented in accordance with the UPC.
  - (h) Grease Traps, and Grease Interceptors shall be constructed of durable materials and shall have a full-size gas-tight cover which can easily be removed.
  - (i) Grease Traps, and Grease Interceptors shall not be installed until the type and/or model has been subjected to, and has fully complied with, tests acceptable to the District. Where an existing grease trap or grease interceptor is found acceptable by the District, such equipment will be allowed to remain in use. Whenever a grease trap or grease interceptor does not comply with the provisions of this Ordinance, the District shall require corrective measures.
- (j) Prohibited and/or Restricted Equipment.

- (1) The installation and use of garbage grinders (disposals) in commercial-food establishments is prohibited, except where a 1000 gallon-plus interceptor is in use;
  - (2) The connection of high-temperature/high-flow dishwashers to a grease trap is prohibited;
  - (3) The use of enzymes or bacterial cultures designed to disperse grease is prohibited unless specifically approved in writing by the Monterey County Health Department and the MRWPCA.
- (k) Maintenance.
- (1) Traps and interceptors shall be maintained in efficient operating condition by periodic removal of the accumulated grease. No collected grease shall be introduced into any public or private drainage piping.
  - (2) Any grease trap or grease interceptor required by this Ordinance shall be readily accessible for inspection and properly maintained to assure that accumulations of grease or oil do not impair its efficiency or transport grease or oil into the sewer system.
  - (3) All food service establishments or businesses required under this Ordinance to install and maintain a grease trap or grease interceptor shall maintain a maintenance record for the grease trap or grease interceptor, which shall be transmitted to the Seaside County Sanitation District on an annual basis. This record shall include the date, the name of the person who performed the cleaning, and the disposal site of the waste. The record shall be posted in a conspicuous location and be available for review by the District's inspector at each routine inspection and at such other time as necessary for the District to determine whether a particular establishment may be performing maintenance contrary to the provisions of this Ordinance.
  - (4) The District or its designee may perform grease trap and grease interceptor inspections bi-annually, or more often at the discretion of the District should maintenance reports not be received or should a grease trap or grease interceptor fail to operate properly as indicated by a mainline stoppage within 100 feet downstream of said business.
  - (5) In the event the District determines that a food service establishment or business required to install and maintain a grease trap either fails to maintain the maintenance record required by this section, or fails to maintain the grease trap as required by this section, the District may require the immediate installation of a grease interceptor.
- (l) Suspension or Termination of Health Permit. The District shall have the discretion to request the Monterey County Health Department (the District's health officer) to terminate or cause to be terminated the health permit of any user if a violation of any provision of this Ordinance is found to cause a condition of contamination, pollution, nuisance, or other threat to public health or safety.
  - (m) Request for Ruling. If an applicant for a permit or the owner of a grease trap or grease interceptor disputes the interpretation or application of this

Ordinance, he/she may request a written ruling by the District Manager. The decision of the District Manager shall be final for all purposes.

Section 6. Severability.

It is hereby declared to be the intention of the Board of Directors that the sections, sentences, clauses and phrases of this ordinance are severable, and if any section, sentence, clause or phrase is held to be unconstitutional by valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect the remaining sections, sentences, clauses or phrases of this ordinance.

Section 7. Effective Date and Publication.

This Ordinance shall be published once after its passage and adoption in a newspaper of general circulation and shall be in force and take effect thirty (30) days from and after its passage and adoption.

**SECTION B.**

INTRODUCED at a regular meeting of the Board of Directors of the Seaside County Sanitation District duly held on the 12<sup>th</sup> of October, 2004 and subsequently, PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Seaside County Sanitation District duly held on the 9<sup>th</sup> of November, 2004 by the following vote:

AYES:

NOES:

ABSENT:

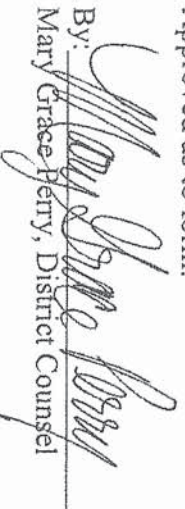
  
\_\_\_\_\_  
DAVID PENDERGRASS, Chair, Board of Directors  
SEASIDE COUNTY SANITATION DISTRICT

Attest:

JERRY C. SMITH, 2<sup>nd</sup> Vice Chair

BY:   
\_\_\_\_\_

Approved as to form:

BY:   
\_\_\_\_\_  
Mary Grace Perry, District Counsel

## **APPENDIX 7C**

---

SCSD Website – Fats Oils and Grease Information and link to Clogbuster

California Tri-TAC FOG Website list of Monterey County FOG Haulers

Clog Busters Outreach

*About Clogbusters*

*National Marine Sanctuary Good Cleaning Practices Flyer*

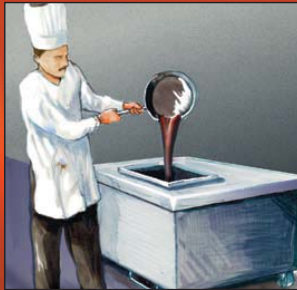
*Emergency Phone Numbers for Southern Monterey Bay*

*Turkey Fry Oil*

*Southern Monterey Bay list of Plumbing Partners in Sewage Spill Prevention*

# GOOD CLEANING PRACTICES

## FOOD AND RESTAURANT INDUSTRY



Recycle grease and oil. Don't pour it into sinks, floor drains or onto a parking lot or street. Keep grease bins covered and contained.

Recicla la grasa y el aceite. No los tires en los lavaderos, las coladeras, el estacionamiento o en la calle. Mantén los recipientes de grasa cubiertos y guardados.



Keep dumpster area clean and lid closed. Don't fill it with liquid waste or hose it out.

Mantén el área del basurero limpia y la tapa cerrada. No lo llenes con desechos líquidos ni utilices la manguera para lavarlo.



Clean floor mats, filters and garbage cans in a mop sink, washrack or floor drain connected to the sewer through a grease trap. Don't wash them in a parking lot, alley, sidewalk or street. Limpia los tapetes de piso, los filtros y los botes de basura en el contenedor para trapeadores, lavavo, o en la coladera apropiado que llegue al drenaje. No los laves en el estacionamiento, los callejones, en la banqueta o en la calle.



Use dry methods for spill cleanup (sweeping, cat litter, etc.) Don't hose down spills.

Usa métodos secos para limpiar los derrames barriendo, tierra para desechos de gato, etc.). No uses la manguera para limpiar los derrames.



Pour washwater into a janitorial or mop sink. Don't pour it out onto a parking lot, alley, sidewalk or street. Arroja el agua de lavado al contenedor para trapeadores. No la arrojes en el estacionamiento, los callejones, en la banqueta o en la calle.



Cities of  
Carmel-by-the-Sea  
Del Rey Oaks  
Marina  
Monterey  
Pacific Grove  
Sand City  
Seaside

County of Monterey  
Pebble Beach Company  
Unified School Districts of  
Carmel  
Monterey  
Pacific Grove



NATIONAL MARINE  
SANCTUARIES  
MONTEREY BAY



## EMERGENCY SEWER PHONE NUMBERS

Please use these phone numbers to report sewer incidents.

<b>Area</b>	<b>Number</b>
Carmel	624-1248
	After hours 373-9124
	Cell 521-1475
Castroville	786-7655
	After hours 633-2560
Monterey	646-3927
	After hours 646-3914
Monterey County	647-7654
	After hours 754-7391
Marina	384-6131
Pacific Grove	648-5722
	After hours 648-3143
Pebble Beach	373-1274
Salinas	758-7233
	After hours 911
Seaside, Del Rey Oaks, Sand City	899-6825
	After hours 394-6811



## Clog Busters is on Facebook.

To connect with Clog Busters, sign up for Facebook today.

[Sign Up](#)

[Log In](#)

## Clog Busters

23 likes

Government Organization

Grease is the leading cause of sewage overflows for most cities. Help us keep our sewers fat and clog-free.



23



1

About

Photos

Likes

Map

Videos

Posts by Page

**Clog Busters**

December 29, 2011

Did you fry your holiday turkey and now have a big vat of used oil to deal with? Recycle it!

Take cooking oil to your household hazardous waste collection facility at the landfill at 14201 Del Monte Blvd. in Marina (384-5313) or at the Salinas Valley Solid Waste Authority center located at 139 Sun St., Salinas (424-5520).



**Clog Busters** shared a link.

December 7, 2011

When do plumbing back ups usually occur? When company is over! Check out Clog's new ClogBlog for tips to keep your Holidays flowing smoothly.

<http://www.elocalplumbers.com/blog/>

**eLocalPlumbers Blog: Get Plumbing Advice, News, & Articles**

[www.elocalplumbers.com](http://www.elocalplumbers.com)

Read the #1 source for plumbing advice, news, and articles. From DIY to humor, the eLocalPlumbers Blog has it all.

Like · Comment · Share

**Clog Busters** shared a video.

December 6, 2011

Don't let the Clog spoil your Holidays. Put a Lid on It!

**Grease - a Leading Cause of Sewage Overflows**

City Public Works crews and the Monterey Bay National Marine Sanctuary agree, grease is a leading cause of sewage overflows.

February 24, 2014

En Español

Report a Spill

Additional Resources

About Clog Busters

Contact Us

Visit the Stop  
the Clog Blog

Find us on  
Facebook

Find us on Facebook

gBusters. Clog Busters

Stop the Clog Like 23

gBusters. Clog Busters

Stop the Clog Did you fry your holiday turkey and now have a big vat of used oil to deal with? Recycle it! Take cooking oil to your household hazardous waste collection facility at the landfill at

Facebook social plugin

**GREASE** Put a Lid on It!

Protect the Monterey Bay from sewer spills.

Pour grease and cooking oil into a can and dispose in your garbage.

Ponga la grasa y aceite para cocinar usado en una lata y tirela a la basura

Monterey Regional Water Pollution Control Agency  
Your regional provider of wastewater treatment and water recycling services.

## STOP THE CLOG

- Do you have frequent sewer line backups?
- Do you call the plumber more than twice a month?
- Do roots grow in your sewer line?

If so, you could be a victim of "The Clog."



Cooking fat, oil and grease (FOG) is a leading cause of sewer pipe clogs. FOGs cool and congeal on the inner walls of sewer lines and on tree roots that grow in them, much like arterial sclerosis in our bodies. The resulting clog restricts sewage flow, which can back up in your home or property, or even in the street. In fact, kitchen grease is a leading cause of sewer spills into the Monterey Bay.

To ensure the success of their sewer spill prevention plans, the [Southern Monterey Bay Dischargers Group](#) developed a recipe for fat-free and clog-free sewers. This recipe is part of the public outreach program for residential dischargers to a municipal sewer collection system.

### HOW DO SEWER CLOGS CAUSE SPILLS & BEACH CLOSURES?

Most storm drains flow to the Monterey Bay National Marine

Sanctuary. ... [read more](#)

### HOW CAN I HELP?

Six tips for clean drains ... [read more](#)

### GOT A CLOG?

On plumbers, snakes, and other clog removal methods ... [read more](#)

### WHAT ELSE IS BEING DONE?

Businesses play an important role, too ... [read more](#)

### WATCH THE LATEST TV ANNOUNCEMENT



### Where's the grease?

Although we eat much healthier these days and don't fry foods like we used to, many food items contain clog-inducing fats, oils and grease. A few you may not have considered are listed below:

- Roasted chicken or turkey drippings
- Pie and cookie dough
- Sauces and gravy
- Sauté oil and butter
- BBQ'd steak juices remaining on the dinner plate

Wipe the above food remains from the plate or pan and into the can.



**GREASE**

*Put a Lid on It!*

Protect the Monterey Bay from sewer spills.

**Pour grease and cooking oil into a can and dispose in your garbage.**

**Ponga la grasa y aceite para cocinar usado en una lata y tirela a la basura**

Program Sponsored by:  
The Southern Monterey Bay Dischargers Group  
For more information call (831) 645-4604 or 422-1001

### Recycle Turkey Fryer Oil

Many residents fry their turkeys. After the Big Day, what are you supposed to do with all the used oil? Here is the environmentally sound solution: Residents may take up to 10 gallons to their local landfill's household hazardous waste collection facility — **FREE** of charge. The oil is reused for animal feed, so do not mix with motor oil.

**Monterey Regional Waste Management District**  
14201 Del Monte Blvd., Marina  
Mon – Fri, 8 AM – 5 PM, Sat, 8 AM – 4:30 PM  
384-5313

**Salinas Valley Solid Waste Authority**  
139 Sun St., Salinas  
Mon - Sat, 9 AM – 4 PM  
424-5520

# FATS, OIL & GREASE

[Departments](#) » [Seaside County Sanitation District](#)

## Fats, Oil & Grease

When cooking fats, oils and grease are poured down the drain, they collect and stick to household plumbing and sewer lines. Over time blockages occur that lead to sewer backups, sometimes causing sewage to overflow from plumbing fixtures or sewer system manholes. Overflows are a dangerous situation and not taken lightly. Improper disposal of fats, oils and grease are a costly problem, so please dispose properly!



The following items should never be poured down the drain, instead they should be disposed of in the trash:

- Kitchen Grease
- Cooking Oils
- Paint
- Fats
- Grinds (Coffee, Egg Shells, Peelings, etc.)
- Kitty Litter
- Paper Towels and other Paper Products
- Disposable Diapers

For mor information visit [Clogbuster](#)

## Cleaning Schedule

Every main line in the Seaside County Sanitation District (SCSD) is cleaned every year. A jet truck flushes the lines with high powered water to clean the lines of any stuck or stagnant debris.

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



## Monterey

Monterey	All Valley Environmental, Inc.	(559) 498-8378
Monterey	Ameriguard Maintenance Services	(800) 347-7876 xt 14
Monterey	Bay Pumping	(831) 320 5229
Monterey	Greenline/Tom's Septic Tank Service	(831) 422-2298
Monterey	One More Time	(800) 624-5504
Monterey	P.S.T.S (Peninsula Septic Tank Service)	(831) 659-2465
Monterey	Pioneer Liquid Transport	(800) 804-7327
Monterey	Salinas Tallow	(800) 621-9000
Monterey	Salinas Tallow Co.	(831) 422-6436
Monterey	<a href="#">Trap Recyclers Inc</a>	(408) 892-3824
Monterey	<a href="#">Trap Recyclers Inc</a>	(800) 994-7867

## Southern Monterey Bay Dischargers Group

]

### Plumbing Partners in Sewage Spill Prevention

The following plumbing businesses have participated in Spill Prevention Partnering Workshops funded by the City of Pacific Grove and/or the Monterey Bay National Marine Sanctuary. The workshops provided best management practices for plumbers to prevent sewage main line backups and ways to work cooperatively with local public works departments and sewage collection system jurisdictions.

Placement on this list is not an endorsement by the Southern Monterey Bay Dischargers Group.

- ◆ A & R Plumbing, Inc.
- ◆ Acme Plumbing
- ◆ All Service Plumbing
- ◆ Ben Franklin Plumbing (formerly Etter Plumbing)
- ◆ Burgos Plumbing
- ◆ Chris Wilson Plumbing & Heating/Rooter King
- ◆ Crazy Drains
- ◆ Disaster Kleen-up
- ◆ Discount Service Plumbing
- ◆ Domanic Plumbing
- ◆ Emergency Maintenance & Drain Cleaners
- ◆ Everclear Hydro Jetting
- ◆ Green Line
- ◆ Marina Plumbing and Heating
- ◆ Mark's Sewer and Drain Cleaning Service
- ◆ Mr. Rooter Plumbing
- ◆ Peninsula Plumbing
- ◆ Peninsula Septic Tank Service
- ◆ Petty's Plumbing
- ◆ Rain for Rent
- ◆ Ramirez (Esquivel's) Plumbing
- ◆ Roto-Rooter (Monterey and Salinas)
- ◆ R. K. Wilson Plumbing
- ◆ Val's Plumbing
- ◆ West Coast Water Heaters
- ◆ Wilson's Plumbing
- ◆ Wilson's Plumbing and Heating

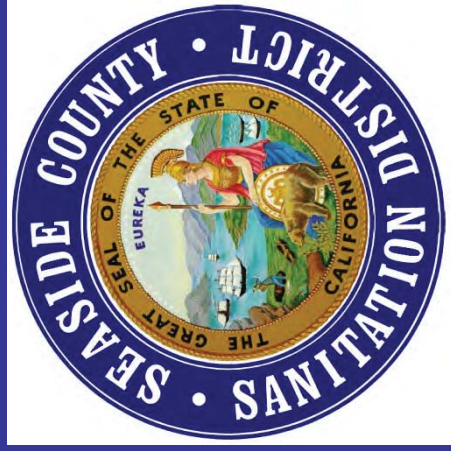
## **APPENDIX 7D**

---

### 2011 MRWPCA FOG Program Summary Presentation Report to SCSD Board

Southern Monterey Bay Dischargers Group  
Grease Outreach Partnership

PROGRAM SUMMARY REPORT



Prepared For:  
Seaside County Sanitation District  
Board of Directors  
September 13, 2011

Presented by:  
Karen Harris, Community Relations Specialist  
Monterey Regional Water Pollution Control Agency



# CA Waste Discharge Requirements (WDRs) – General Permit

- **State Water Board Order 2006-0003, 5/2/06, CA Water Code Section 13263, requires:**

- **Sanitary Sewer Management Plan (SSMP):**

- FOG Control Program (Section D 13 (vii)):
  - An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG.
  - Preventative measures monitoring and measuring for program effectiveness



Wet Wells clogged with FOG  
Lover's Point, Pacific Grove CA  
(photo by MRWPCA 3/30/99)

# Southern Monterey Bay Dischargers Group

- Began 03/04 After WDR Issuance
- Pooled Funds - \$15,000 Total
- Cost Based on Population Served
- Partners (10):

- Salinas
- SCSD
- Monterey
- MCWD
- City of Pacific Grove
- CAWD
- CCSD
- Cal-Am
- PBCSD
- County of Monterey

Southern Monterey Bay Dischargers Group  
Mass Media Campaign FY 10/11

- **Integrated Components**
- **Targets Residential Dischargers**
- **Varied Demographics**
- **Focus on Holidays**
- **Annual Evaluation**



Southern Monterey Bay Dischargers Group  
Mass Media Campaign FY 10/11

*Grease - Put a Lid on It!*

- **TV Commercials**
- **Print & Online Ads**
- **ClogBusters.org**
- **Search Marketing**
- **Social Media**
- **MRWPCA Support**



# **WDR Grease Outreach** **TV Commercials**

- **43% of Media Consumption**
- **43% of Media Purchases Nation Wide**
- **Greater Visibility & Reach**
- **Co-Ad Online**
- **KSBW**
  - Highest Rating
  - Covers Group Demographics, High Latino Viewership, Geographics



WDR Grease Outreach  
**TV Commercials**



KSBW 11/7/10 – Jan 2011

WDR Grease Outreach

# Traditional Print Ads

- Monterey County Herald
- Salinas Valley Weekly
- La Ganga (Weekly)
- Carmel Pine Cone



# Print Ads

## New Year's resolution...

**Protect your environment**

**Keep cooking fats, oil and grease out of the drain**

**Put a lid on it.**

Place grease and oil in a resealable container and dispose in the trash.

**ClogBusters.org**  
**645-4604 or 422-1001**



**Don't let the clog spoil the New Year**

Funded by Southern Monterey Bay Dischargers Group

## be a turkey

**Keep cooking oils, fats and grease out of the drain to prevent sewer backups at your home.**

If frying your turkey, residents must dispose turkey fryer oil at your local household hazardous waste collection facility.

For locations and more info:

**ClogBusters.org**  
**645-4604/422-1001**



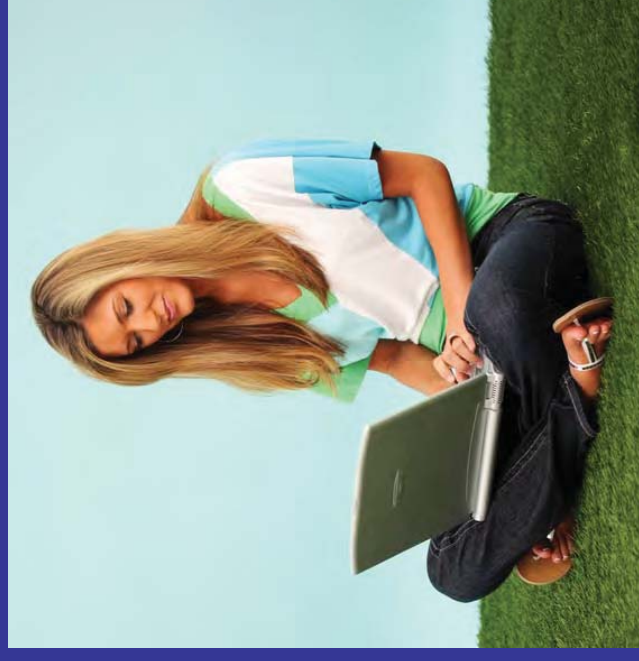
**ECLOG SPOIL YOUR HOLIDAY**  
Carmel Pine Cone

Monterey Bay Dischargers Group

WDR Grease Outreach

# Online Advertising

- **More People Getting News Online**
- **Tracking:**
  - **Traffic Reports**
  - **Click Throughs**
- **WDR Campaign FY 10/11**
  - **TV** KSBW, 4 months, 25,000 impressions/mo
  - **Newspapers**
    - **Monterey County Herald**  
(4 months, 2 with Yahoo! zip code targeting at 50,000 impressions/mo)



WDR Grease Outreach

# Online Ads

## Herald, Nov. 2010

are installing solar power to offset the city's big rate increases, more so than getting innovative products.

Karen Harris, community relations specialist for the Monterey Regional Water Pollution Control Agency, was busy telling visitors to her booth that "we're the sewer agency," and not the water or garbage company.

She was urging people

Advertisement

For locations and more info:  
**ClogBusters.org**  
**645-4604/422-1001**

CLICK HERE

Funded by  
 Southern Monterey Bay  
 Dischargers Group

**DON'T LET THE CLOG  
 SPOIL YOUR HOLIDAY**

not to put grease down the drain, which leads to "arterial sclerosis of the sewer." She was asking people to put Baby Wipes and other such items in the garbage, not into the sewer.

Tuesday's event was the third green trade show in Monterey County in a week. The Green Building Expo was Nov. 10 at the conference center, and the Sustainable Ag Expo was held Monday and Tuesday at Embassy Suites Hotel Monterey Bay in Seaside.

Hansen said the chamber will consider changing the date of next year's event to avoid conflict. This year's event had 60 exhibitors, about a quarter less than last year, when the Salinas Valley and Monterey chambers had a combined event.

This year the Salinas chamber did not participate; it has its own expo in the spring.

Lane Wallace can be reached at 646-4478 or [mhbusiness@montereyherald.com](mailto:mhbusiness@montereyherald.com).

RePrint | BookMark | Print | Email | Font | Resize | Return to Top

**NEW YEAR'S RESOLUTION**  
 Protect your environment. Keep cooking fats, oil and grease out of the drain. Put a lid on it. Place grease and oil in a resealable container and dispose in the trash.

ClogBusters.org  
 645-4604  
 422-1001

**DON'T LET THE CLOG SPOIL THE NEW YEAR**  
 Funded by Southern Monterey Bay Dischargers Group

## KSBW Jan. 2011



## KSBW Online Ad, June 2011

# ClogBusters.Org Website



## ClogBusters.org

Southern Monterey Bay  
Dischargers Group

August 15, 2011

[En Español](#)

[Report a Spill](#)

[Additional Resources](#)

[About Clog Busters](#)

[Contact Us](#)



**ClogBusters.org**

### GOT CLOGS?

Do you have frequent sewer line backups?  
Do you call a plumber more than twice a month?  
Do roots grow in your sewer line?

If so, you could be a victim of  
**THE CLOG.**

### STOP THE CLOG

Do you have frequent sewer line backups?



**Tip: Be Grease Aware ...** Families these days are eating healthier diets with less fried foods and fatty meats. Yet many people don't realize we must remain diligent in preventing fats, oils and grease discharges down our drains. [Find out how. \(PDF\)](#)

**HOW DO SEWER CLOGS CAUSE SPILLS & BEACH CLOSURES?**

# WDR Grease Outreach Search Marketing

- Target People with Clogged Pipes
- Traffic Reports
- Inexpensive
- Popular Sites Selected
- eLocal Plumbers.com



- #1 ranked site on Google for a search for 'plumbers'
- 1 year, Incl Clog Blog

## – TheCityOf.com (Monterey, Plumbers)

- 6 mo.
- +6 mo. free



# Search Marketing

CityOfMonterey.com/plumbers

Lists plumbers in the area

2,205 views in 8 months

**CityOf.com**  
New leads. All day.

**Plumbers**  
in THECITYOFMonterey.com

**Emergency 24 Hours / Days & Week**

**ROOFER KING**

- Drain Cleaning, Sewer Work,
- Hydrojetting
- Peacock, Deposition, Sinks,
- Water Heaters
- Sewer, Water, Gas Line,
- Copper, Re-pipe

30014 RILEY  
PO Box 174  
Seaside, CA 93955  
Monterey: 831-394-3315  
National: 831-757-4903

**Wilson's Plumbing & Heating**

- Sewer & Drain Cleaning
- 24 Hour / Day Emergency Service
- Lic # 3118805

2025003 SHILOH & JEWELL  
357 Grand Ave  
Pacific Grove, CA 93950  
Monterey / Pacific Grove / Pebble Beach  
831-375-4381  
Fax: 831-375-2429  
www.wilsonplumbing.com

**Chris Wilson**  
PLUMBING & HEATING REPAIR

- Lowest "Turn Key" Sewer & Plumbing Repair & Replace Cost
- Highest Quality Heating Products
- Reasonability Priced

1111 Poplar Avenue  
Seaside, CA 93955  
831-393-9321

**Need a Plumber?**

Search the Nation's #1 Directory of Plumbers

**LocalPlumbers.com**  
www.localplumbers.com

Find plumbers by zip code or city. Free plumbing tips and advice.

Get a Plumbing Quote Today!

**1-877-92-ELOCAL**  
(1-877-923-5620)

**Find Monterey Plumbers**  
Search **Plumbers** BY Zip Code

**Don't Pay Too Much!**  
Leak & Job Inspection

**HICCI'S PLUMBING**

- Service Calls
- Emergency Work
- Remodels - New Building
- Lic # 788597

20206 JEWELL  
1st Bay Circle, CA 93940  
831-480-4821

**Got Clogs?**

Do roots grow in your sewer line?  
Do you have frequent sewer line backups?  
Do you call a plumber more than twice a month?

If so, you could be a victim of "The Clog"

**Tips For Preventing Clogs:**

1. Keep Cooking Fats, Oils & Grease Out Of The Drain.
2. Don't Use Toxic Copper Roots Killers Or Caustic Drain Cleaners.
3. Inspect, Maintain & Repair Your Sewer Lateral On A Regular Basis.

Go to [ClogBusters.org](http://ClogBusters.org) or call **831-645-4604** for more information

Funded by the Monterey Bay Dischargers Group

# Search Marketing eLocalPlumbers.com

Plumbers and Plumbing Contractors Directory

**eLocalPlumbers**  
The Nation's #1 Directory of Plumbers

Home About Us Contact Us Update/Add Listing Advertising

GET A PLUMBING QUOTE Find a Plumber - Enter Zip SEARCH

**Green Resources**  
Your Source for Plumbing Resources

**eLocalPlumbers**  
Featured Links

<b>PuriTeam</b> Green Plumber USA Green Plumbing Books Green Home Building Online Solar Training	<b>Green Mechanical Council</b> Green Plumbers Training Green Builder Solar Energy Products	<b>ClogBusters.org</b> Green Habitat Design Golden Group International Green Jobs Ready
--	--	--

**2010 Page Views: 670**  
**YTD Page Views (8/16/11): 265**

**ClogBusters.org**  
Stop the Clog  
Protect the Environment  
Click here to learn more

**Sponsors**

**PuriTeam**  
Pure Performance  
Residential Water Filter Systems  
Factory-Direct Prices

**GREEN MECHANICAL CONTRACTORS**

Terms and Conditions Privacy Policy Contact Us Advertising

©2011 eLocalPlumbers.com, a subsidiary of eLocal USA LLC. All rights reserved.

# Clog Blog eLocalPlumbers.com



Resources  Supplies 

Tips & Advice  Articles & Advice 

Home About Us Contact Us Update/Add Listing Advertising

Find a Plumber: Enter Zip Code/City, State **SEARCH**

Have a Plumber Contact You: **GET A PLUMBING QUOTE**



## « The Basics of Effective Electronic Communication

Why a New Water Meter Won't Save You Money »

### Clog Prevention Tip: Be Grease Aware



Families these days are eating healthier diets with less fried foods and fatty meats.

Yet many people don't realize we must remain diligent in preventing fats, oils and grease discharges down our drains.

Cooking fats, oil and grease (**FOG**) are leading causes of clogged drains, back-ups, and sewage spills.

Keeping **FOG** out of your drains will keep the plumber away, save you money, prevent embarrassing backups, and inconvenient messy cleanups.

Search This Blog  **GO**

 Follow us on Twitter

 Subscribe to our RSS Feed

**Recent Posts**

- 4 Steps for Finding the Right Plumber

# WDR Grease Outreach Social Media

**Clog Busters**  
Lives in Monterey, California

Share:

Write something...

**Thanks for Your Help**  
Thanks for your feedback. You can Undo this action or Report it as abusive.

**Clog Busters**  
Check out our latest Clog Blog!

**Clog Prevention Tip: Be Grease Aware**  
[www.elocalplumbers.com](http://www.elocalplumbers.com)  
Families these days are eating healthier diets with less fried foods and fatty meats. Yet many people don't realize we must remain diligent.

August 10 at 8:50am · Like · Comment

**Clog Busters**  
Are you the victim of The Clog? If so [www.clogbusters.org](http://www.clogbusters.org) for more tips.

**Friends (21)**

- Dan Cort
- Arlene M. Tavani
- Wally Wastenot Svswa
- Ross Mack

**Sign**

**ClogBusters.org Stop the Clog**

- Wall
- Info
- Photos
- Discussions
- Reviews
- Video
- Notes
- Links

About  
Grease is the sewage over Help us k...

**GOT CLOG?**

Wall Photos

**Visit the Stop the Clog Blog**

# MRWPCA Support

- Turkey Fryer Oil Disposal PSA's
- Customer Newsletters
- Website
- Community Presentations
- School Outreach
  - 5<sup>th</sup> graders
  - Pre- and post-surveys
- Exhibit Surveys



MRWPCA FY 10/11 Outreach

# SCSD Residents

- **Schools visited: (219 students)**
  - Marshall (3 classes)
  - Del Rey Woods (assembly)
  - Int'l School of Monterey (2 classes)
- **Tours:**
  - The Village Project's Water/Wastewater Course
- **Exhibits/Talks:**
  - Earth Day MPC
  - Earth Day NPGS
  - Monterey County Fair
  - Water Awareness Day Celebration, Del Monte Center
  - Community Day, Monterey Bay Aquarium
  - Monterey County Science Fair Special Awards
  - Sustainable Seaside talk



# Surveys



Monterey Regional Water Pollution Control Agency

Student Survey on

Water • Wastewater • Water Recycling

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_ Before  After

School: \_\_\_\_\_ Teacher: \_\_\_\_\_

- The water cycle has 3 main steps. What are they? (circle the 3 steps)  
 Earth Gravity Condensation Evaporation Concrete Ice Precipitation Sunshine  
 Pressure
- How much of Earth's water is fresh, liquid water (not salty and not frozen)? (circle the answer)  
 a. 97% b. 75% c. 3% d. less than 1%
- Most of Monterey County's water supply comes from: (circle the answer)  
 a. Recycled water  
 b. Ocean  
 c. Rivers  
 d. Groundwater aquifers
- What uses the most water at typical home? (circle the answer)  
 a. Taking baths and showers  
 b. Flushing toilets  
 c. Drinking  
 d. Watering the garden and lawn  
 e. Washing clothes
- True or False? Seawater intrusion is a problem in Monterey County. \_\_\_\_\_
- When you flush the toilet, does it flow out to Monterey Bay? Yes \_\_\_ No \_\_\_
- When water flows down the storm drain in your neighborhood, where does it go?  
 a. A sewage treatment plant  
 b. The Monterey Bay  
 c. To the creek and then to the Monterey Bay  
 d. To farms for watering the fields
- True or False? MRWPCA uses natural biological processes to clean wastewater. \_\_\_\_\_
- MRWPCA makes 3 things when it cleans wastewater. They are: (circle the 3 things)  
 a. Clean water  
 b. Paper  
 c. Fertilizer (biosolids)  
 d. Electricity  
 e. Cans and bottles
- Where does the recycled water go that MRWPCA produces? \_\_\_\_\_
- What color are pipes that carry recycled water? \_\_\_\_\_
- Is it OK to dump motor oil down the street drain or sink? Yes \_\_\_ No \_\_\_

May 09



- Your age range \_\_\_\_\_
- Your Zip Code \_\_\_\_\_
- Home owner
- Is grease a lead \_\_\_\_\_
- Did you know MRWPCA has a seawater intrusion problem? \_\_\_\_\_
- How strongly do you agree with the statement: "Recycled water is safe to drink." \_\_\_\_\_  
 no opinion

61 or over

winning the drawing)

irrigation to slow

supplies.

gly agree

# EVALUATION

## Is It Working?

- **Exhibit Surveys (MRWPCA area)**

- Proper grease disposal awareness increased from 63% to 91% (since 2000)



- **Student Surveys FY 10/11**

(know where neighborhood stormdrains flow)

- 65% of all students reached (n=865)
- SCSD Schools (3): Pre- and Post Presentation:
  - increased from 59% to 72%

# EVALUATION

## Is It Working? (con.)

- **Online & Web Reports**
  - Highest Entrance Sources from:
    - eLocalPlumbers and direct
    - MRWPCA and Google search
- **Fewer Beach Closures**
  - Reduced from 10 in 2002 to 0 since 2004
- **Facebook**
  - Please Friend The Clog



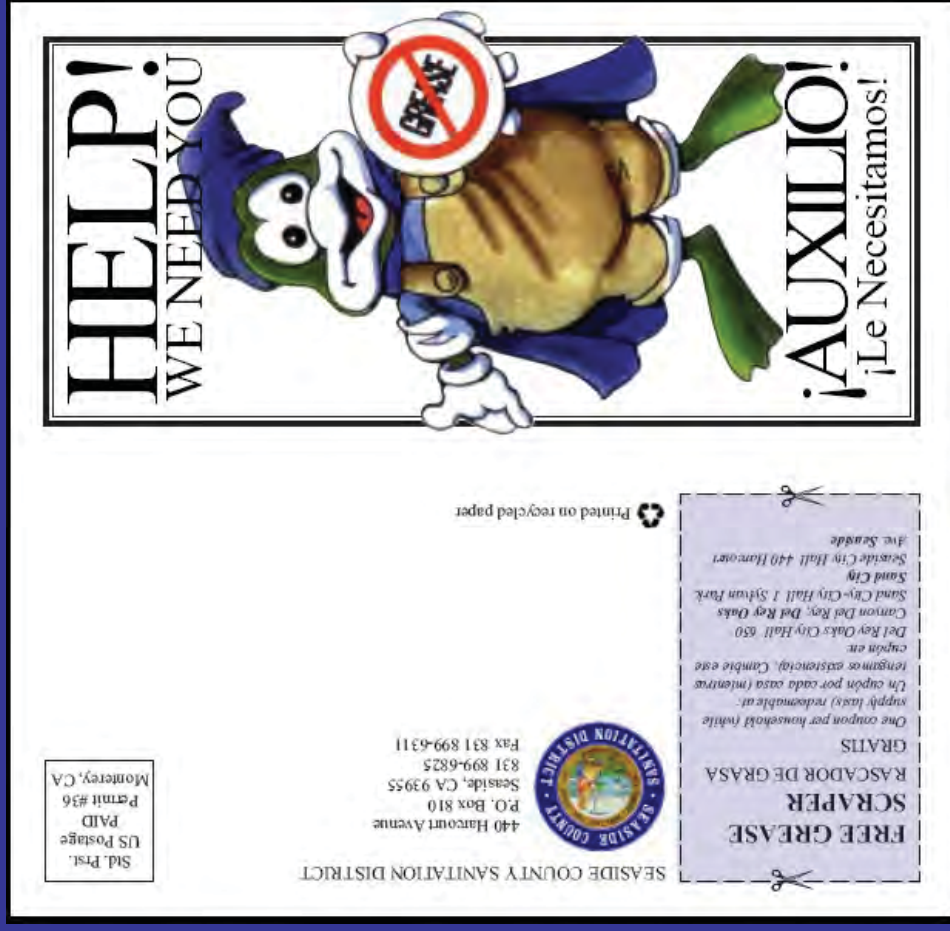
# ADDITIONAL OPTIONS

- **Mailers**

- Letters
- Brochures
- Flyers
- adWorks

- **Ads**

- Print/Online
- Shopping carts
- Buses

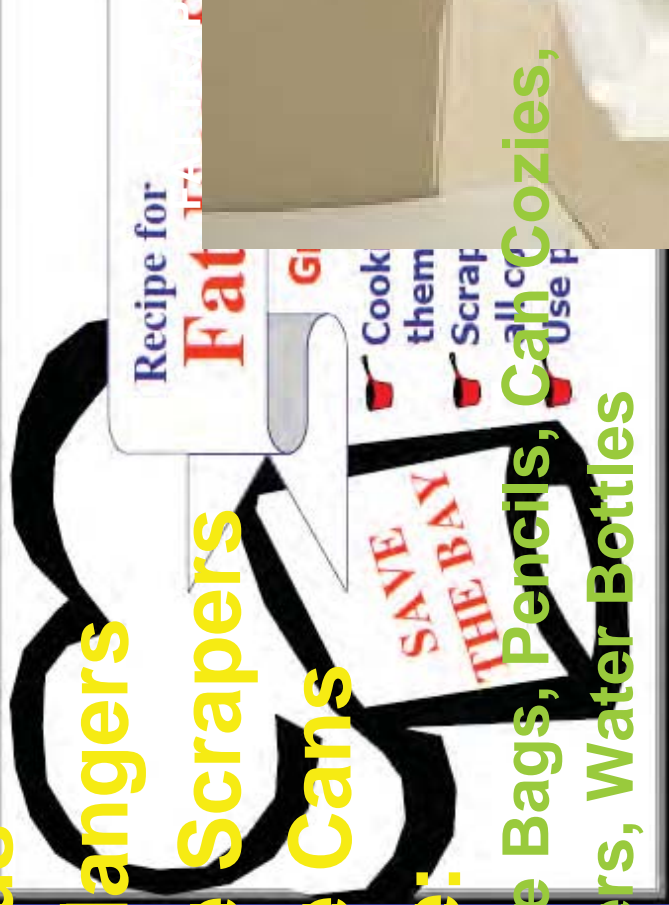


SCSD – bilingual mailer with coupon for grease scraper (2002)

# ADDITIONAL OPTIONS

## Give Aways

- Magnets
- Can Lids
- Door Hangers
- Grease Scrapers
- Grease Cans
- & More!
- Goodie Bags, Pencils, Can Cozies, Stickers, Water Bottles



Thank You!  
Seaside County Sanitation  
Del Rey Oaks • Sand City



Castroville Community  
Services District

### ¡Aviso Acerca Taponamientos De Drenajes En La Vecindad!

**Ha habido drenajes bloqueadas en su vecindario.**

Drenajes se tapan por varias razones. Por favor tome un momento para aprender como prevenir taponamientos del drenaje que se pueden desbordar en las calles y hasta en las viviendas, causando daños a la propiedad y al medio ambiente.

### Ayude a parar taponamientos:

- **Mantenga grasas y aceites fuera del drenaje.** El triturador de basura no remueve grasas ni aceites.
- **Raspe** grasas de las ollas, sartenes y platos a la basura antes de lavarlos.
- **¡Pongale una tapadera!** Después de que se enfríe, vacíe los aceites y las grasas en una lata. Cuando el recipiente esté lleno tapelo y envuelvalo en una bolsa de plástico y tirelo a la basura.
- **Use coladores para el fregadero** para recoger los desperdicios de comida.
- **No tire** pañales, productos higienicos femeninos ni toallas de papel en el drenaje. Muchos productos que se anuncian como "desechables por drenaje" actualmente no pertenecen en el drenaje.
- **Llame un plomero** o use una "culebra" para remover las raíces de la tubería - no use productos toxicos compuestos de cobre.



\* Residentes pueden irse hanerse de volúmenes grandes de aceite en el centro de desperdicios caseros peligrosos, gratis.

✂ CUPÓN ✂

Redima este cupón para recibir un raspador de grasa GRATIS.  
Pare por la oficina del Distrito 11499 Geil St. L-V, 8 AM - 5 PM.  
O llame á (831) 633-2560

Dirección: \_\_\_\_\_



# Questions and Comments?

*“Changing Wastewater To Safe Water”*

Karen Harris  
Community Relations Specialist  
(831) 645-4604  
[karenh@mrwpca.com](mailto:karenh@mrwpca.com)

## **APPENDIX 7E**

---

MRWPCA Waste Discharge Ordinance, Ordinance No. 2008-01



# Monterey Regional Water Pollution Control Agency

"Dedicated to meeting the wastewater and recycled water needs of our member agencies, while protecting the environment."

August 28, 2008

Tim O'Halloran  
Seaside County Sanitation District  
440 Harcourt Ave.  
Seaside, CA 93955

Administration Office:  
5 Harris Court, Bldg. D, Monterey, CA 93940-5756  
(831) 372-3367 or 422-1001, FAX: (831) 372-6178  
Website: [www.mrwPCA.org](http://www.mrwPCA.org)

RECEIVED  
CITY OF SEASIDE

AUG 29 2008

RESOURCE MANAGEMENT  
SERVICES

Re: New MRWPCA Sewer Use Ordinance

Dear Mr. O'Halloran:

The Monterey Regional Water Pollution Control Agency (MRWPCA) recently adopted a new Sewer Use Ordinance at the regular Board of Directors' meeting held on July 28, 2008. The updating of the previous Ordinances #92-02 and 93-03 became necessary due to new requirements and regulatory language changes issued by the U.S Environmental Protection Agency and the Regional Water Quality Control Board. This new Ordinance, Sewer Use Ordinance #2008-01, had a mandatory waiting period of 30 days from the time of adoption until it could be put into force. Therefore, effective August 28, 2008, Sewer Use Ordinance #2008-01 has replaced all preceding Sewer Use Ordinances and all old Sewer Use Ordinances are repealed.

The purpose of this letter is to notify you of this new Sewer Use Ordinance and to request that you incorporate this new Ordinance into your local regulatory mechanism, such as your City Code, County Ordinance or Public Works Code, at the earliest possible opportunity. As the "umbrella" authority and the administrator of the Pretreatment Program for all of its member entities, the MRWPCA will be required to show that each member entity has formally incorporated this new Ordinance and will also be required to hold on file a copy of each member entity document that shows that this incorporation has taken place.

Please find enclosed a copy of the new MRWPCA Sewer Use Ordinance #2008-01 for your review and use. As soon as this new Ordinance has been incorporated you can forward a copy of the applicable document to the MRWPCA Source Control Division.

If you have any questions regarding this matter, please contact me at (831) 883-1118 or 424-1108. Your assistance with this requirement is greatly appreciated.

Sincerely,

Greg Antosz  
MRWPCA Environmental Services Manager

Agenda item for SCSD

14 OCT 08

enclosure

ORDINANCE NO. 2008-01  
AN ORDINANCE ESTABLISHING REGULATIONS  
FOR THE INTERCEPTION, TREATMENT AND  
DISPOSAL OF SEWAGE AND WASTEWATER;  
PROVIDING FOR AND REQUIRING CHARGES AND FEES  
THEREFORE; AND FIXING PENALTIES FOR THE  
VIOLATION OF SAID REGULATIONS

o0o

THE BOARD OF DIRECTORS OF THE MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY DOES ORDAIN AS FOLLOWS:

ARTICLE 1 – GENERAL PROVISIONS

§1.01 Short Title. This Ordinance shall be known as, and may be cited as, the Wastewater Discharge Ordinance of the Monterey Regional Water Pollution Control Agency.

§1.02 Purpose and Policy. This Wastewater Discharge Ordinance (sometimes hereinafter "Ordinance" or "this Ordinance") is the legal authority which sets uniform requirements for discharges into the wastewater collection and treatment system of the Agency and all tributary collection systems and enables the Agency to comply with the administrative provisions of the Clean Water Grant Regulations, and specifically incorporates and enforces National Categorical Pretreatment Standards as defined in 40 CFR 403 "General Pretreatment Regulations for Existing and New Sources of Pollution." This Ordinance also enables the Agency to comply with the water quality requirements set by the Regional Water Quality Control Board of the State of California and all applicable effluent limitations, national standards of performance, toxic and pretreatment effluent standards, and any other discharge criteria which are required or authorized by state or federal law, and to derive the maximum public benefit by regulating the quality and quantity of wastewater discharged into the Agency sewer system. This Ordinance provides a means for determining wastewater volumes, constituents and characteristics, and setting of charges and fees, and the issuance of permits to certain users. Revenues derived from the application of this Ordinance shall be used to defray the Agency's cost of operating and maintaining adequate wastewater collection and treatment systems, enforcing Categorical Pretreatment Standards, implementation of source control and waste minimization programs and to provide improvements and depreciation.

§1.03 Definitions. Unless otherwise defined herein, terms and definitions shall be as adopted in the latest edition of "Standard Methods for the Examination of Water and Wastewater," published by the American Public Health Association, the American Water Works Association, and the Water Environment Federation. Waste constituents and characteristics shall be measured in accordance with said Standard Methods unless expressly stated otherwise, or as established by the MRWPCA, Federal or State regulatory

agencies. For the purposes of this Ordinance, unless the context specifically indicates otherwise, the meaning of terms used herein shall be as follows:

1. Agency – the Monterey Regional Water Pollution Control Agency (MRWPCA).
2. Building Sewer – a sewer conveying wastewater from the premises of a user to a community sewer.
3. Beneficial Uses – uses of the water of the state that may be protected against quality degradation, including domestic, municipal, agricultural and industrial supply, power generation, recreation, aesthetic enjoyment, navigation and the preservation and enhancement of fish, wildlife and other aquatic resources or reserves, and other uses, both tangible or intangible as specified by Federal or State law.
4. Community Sewer – a sewer owned and operated by the Agency or any public entity member of the Agency which is tributary to the treatment facility operated by the Agency.
5. Compatible Pollutant – biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus additional pollutants identified in the Agency's National Pollutant Discharge Elimination System (NPDES) permit if the Agency's treatment works was designed to treat such pollutants, and in fact, does remove such pollutants to a substantial degree.
6. Contamination – an impairment of the quality of the waters of the State by waste to a degree which creates a hazard to the public health through poisoning or through the spread of disease. Contamination shall include any equivalent effect resulting from the disposal of wastewater, whether or not waters of the State are affected.
7. Environmental Protection Agency, or EPA – the U.S. Environmental Protection Agency, or where appropriate, the term may also be used as a designation for the Administrator or other duly authorized official of said Agency.
8. Federal Act – the Federal Water Pollution Control Act, PL 92-500, and any amendments thereto; as well as any guidelines, limitations, and standards promulgated by the Environmental Protection Agency pursuant to such Act.
9. Holding Tank Waste – any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum pump tank trucks.
10. Incompatible Pollutant – any pollutant which is not a "compatible pollutant" as defined in this Section.
11. Indirect Discharge – the discharge or the introduction of non-domestic pollutants into the POTW from any source regulated under section 307(b) or (c) of the Federal Act (33 U.S.C. 1317), including holding tank waste discharge.

12. Industrial User – a source of indirect discharge.
13. Interference – the term “Interference” means a discharge which, alone or in conjunction with a discharge or discharges from other sources, both:
  - a. inhibits or disrupts the Treatment Works, its treatment processes or operations, or its sludge processes, use or disposal; and
  - b. therefore is a cause of a violation of any requirement of the Treatment Works’ NPDES permit [including an increase in the magnitude or duration of a violation] or of the prevention of sewage sludge use or disposal in compliance with the following statutory provisions and regulations or permits issued thereunder [or more stringent State or local regulations]: Section 405 of the Clean Water Act, the Solid Waste Disposal Act (SWDA) [including Title II, more commonly referred to as the Resource Conservation and Recovery Act (RCRA), and including State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the SWDA], the Clean Air Act, the Toxic Substances Control Act, and the Marine Protection, Research and Sanctuaries Act.
14. Manager – the Manager of the Agency or his designated representative.
15. Mass Emission Rate – the weight of material discharged to the community sewer system during a given time interval. Unless otherwise specified, the mass emission rate shall mean pounds per day of a particular constituent or combination of constituents.
16. National Categorical Pretreatment Standards – any regulation containing pollutant discharge limits promulgated by EPA in accordance with section 307(b), (c), and 402(b) (8) of the Federal Act (33 U.S.C. 1347) and 40 CFR 403 “General Pretreatment Regulations for Existing and New Sources of Pollution” which applies to a specific category of industrial users.
17. National Pollution Discharge Elimination System or NPDES Permit – a permit issued pursuant to section 403 of the Federal Act (33 U.S.C. 1342).
18. National Pretreatment Standard, Pretreatment Standard, or Standard – any regulation containing pollutant discharge limits promulgated by EPA in accordance with section 307(b), (c) and 402(b)(8) of the Federal Act (33 U.S.C. 1347) incorporated in 40 CFR 403 “General Pretreatment Regulations for Existing and New Sources of Pollution” which applies to industrial users. This term includes prohibitive discharge limits established pursuant to 40 CFR 403.5.
19. New Source – any building, structure, facility or installation from which there is or may be a discharge of pollutants, the construction of which commenced after the

publication of proposed Pretreatment Standards under section 307(c) of the Act which will be applicable to such source if such Standards are thereafter promulgated in accordance with that section. This term includes provisions established pursuant to 40 CFR 403.3.

20. Pass Through – the term “Pass Through” means a discharge which exits the Treatment Works into waters of the United States in quantities of concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the Treatment Works’ NPDES permit, including an increase in the magnitude or duration of a violation.
21. Person – any individual, firm, company, partnership, association, the responsible corporate officer of any private, public, or municipal corporation, the United States of America, the State of California, districts and all political subdivisions, governmental agencies and mandatories thereof.
22. Pollution – an alteration of the quality of the waters of the State by waste to a degree which unreasonably affects such waters for beneficial use or affects the facilities which serve such beneficial uses. Pollution may include contamination.
23. POTW – Publicly Owned Treatment Works (see Treatment Works).
24. Premises – a parcel of real estate or portion thereof, including any improvements thereon, which is determined by the Agency to be a single user for purposes of receiving, using, and paying for service.
25. Pretreatment – the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the Treatment Works. The reduction or alteration can be by physical or process changes, except as prohibited by 40 CFR 403.6(d).
26. Pretreatment Requirements – any substantive or procedural requirement related to pretreatment, other than a National Pretreatment Standard imposed on an industrial user.
27. Reclaimed Water – water which, as a result of treatment of waste, is suitable for direct beneficial use or a controlled use that would not otherwise occur.
28. Shall is mandatory; May is permissive.
29. Significant Industrial User – the term Significant Industrial User or Significant Industry means:
  - a. all industrial users subject to Categorical Pretreatment Standards under 40 CFR 403.6 and 40 CFR Chapter I, Subchapter N; and

- b. any other industrial user that: Discharges an average of 25,000 gallons per day or more of process wastewater to the Treatment Works (excluding sanitary, non-contact cooling and boiler blowdown wastewater); contributes a process wastestream which makes up 5 percent or more of the average dry weather hydraulic or organic capacity of the Treatment Works; or is designated as such by the Agency as defined in 40 CFR 403.12(a) on the basis that the industrial user has a reasonable potential for adversely affecting the operation of the Treatment Works or for violating any pretreatment standard or requirement [in accordance with 40 CFR 403.8(f)(6)].
30. Significant Non Compliance – any user that violates the discharge, administrative, or submittal provisions contained in 40 CFR 403.8(f)(2)(viii) shall be considered in Significant Non Compliance (SNC) and will be subject to the appropriate enforcement action by the Agency.
31. Standard Industrial Classification (SIC) – a classification pursuant to the Standard Industrial Classification Manual issued by the Executive Office of the President, Office of Management and Budget, 1987.
32. Slug Discharge – is any discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the Agency's regulations, local limits or Permit Conditions.
33. Toxic Pollutant – any pollutant or combination of pollutants listed as toxic in regulations promulgated by the Administrator of the Environmental Protection Agency under the provision of the Clean Water Act 307(a) or other Acts.
34. Treatment Works – any devices and systems in the storage, treatment, recycling, and reclamation of municipal sewage or industrial wastes of a liquid nature or necessary to recycle or reuse water at the most economical cost over the useful life of the works, including interceptor sewers, outfall sewers, sewage collection systems, pumping, power, and other equipment and appurtenances; extensions, improvements, remodeling, additions and alterations thereof; elements essential to provide a reliable recycled supply such as standby treatment units and clear well facilities; and any works, including site acquisition of the land, that will be an integral part of the treatment process or is used for ultimate disposal of residues resulting from such treatment; or any other method or system for preventing, abating, reducing, storing, treating, separating or disposing of municipal waste, including storm water and sanitary sewer systems.
35. Unpolluted Water – water to which no constituent has been added, either intentionally or accidentally, which would render such water unacceptable to the

Agency having jurisdiction thereof for disposal to storm or natural drainages or directly to surface waters.

36. User – any person who discharges, causes or permits the discharge of wastewater into a community sewer.
37. User Classification – a classification of user based on the 1987 edition of the Standard Industrial Classification Manual prepared by the Executive Office of the President, Office of Management and Budget.
38. Waste – includes sewage and any and all other waste substances, liquid, solid, gaseous, or radioactive, associated with human habitation, or of human habitation, or of human or animal origin, or from any producing, manufacturing, or processing operations of whatever nature prior to, and for purposes of, disposal.
39. Wastewater – waste and water, whether treated or untreated, discharged into or permitted to enter a community sewer.
40. Wastewater Constituents and Characteristics – the individual chemical, physical, bacteriological and radiological parameters, including volume and flow rate and such other parameters that serve to define, classify or measure the contents, quality, quantity and strength of wastewater.
41. Waters of the State – any water, surface or underground, including saline waters, within the boundaries of the State of California.

## ARTICLE 2 – REGULATIONS

### §2.01 Prohibitions on Discharges

§2.01.1 General Prohibitions. No user shall discharge into the Treatment Works or community sewer any pollutant(s) which cause Pass Through or Interference. These general prohibitions and the specific prohibitions in paragraph §2.01.2 of this section apply to each user introducing pollutants into the Treatment Works, whether or not the user is subject to National Pretreatment Standards or any Federal, State, or local pretreatment requirements.

§2.01.2 Specific Prohibitions. The following pollutants shall not be introduced into the Treatment Works or community sewer:

- (1) pollutants which create a fire or explosion hazard in the Treatment Works, including, but not limited to, wastestreams with a closed cup flashpoint of less than 140 degrees Fahrenheit or 50 degrees Centigrade using the test methods specified in 40 CFR 261.21;

- (2) pollutants which will cause corrosive structural damage to the Treatment Works, but in no case discharges with a pH lower than 6.0;
- (3) solid or viscous pollutants in amounts which will cause obstruction to the flow in the Treatment Works resulting in interference;
- (4) any pollutant, including oxygen demanding and compatible pollutants (BOD, Suspended Solids, etc.) released in a discharge at a flow rate and/or pollutant concentration which will cause Interference with the Treatment Works.
- (5) heat in amounts which will inhibit biological activity in the Treatment Works resulting in Interference, but in no case, heat in such quantities that the temperature at the Treatment Plant exceeds 40°C(104°F);
- (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 Treatment Works in a quantity that may cause acute worker health and safety problems; and
- (8) any trucked or hauled pollutants (residential septage, chemical toilet wastes, dilute oily wastes and salt brine solutions are accepted at the Treatment Plant and are jointly regulated under MRWPCA Liquid Waste Ordinance 88-3 [as amended by Ordinance 93-1] and this Ordinance).

§2.02 Prohibitions on Toxic Pollutants – Any wastewater containing toxic pollutants in sufficient quantity, either singly or by interaction with other pollutants, that injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving waters of the treatment works, or exceed the limitation set forth in a National Categorical Pretreatment Standard. A toxic pollutant shall include, but not be limited to, any pollutant identified pursuant to Section 307(a) of the Federal Act.

§2.03 Prohibitions on Storm Drainage and Ground Water – Storm water, ground water, rain water, street drainage or yard drainage shall not be discharged through direct or indirect connections to a community sewer unless a permit is issued by the Agency. The Agency may approve the discharge of such water only when no reasonable alternative method of disposal is available.

If a permit is granted for the discharge of such water into a community sewer, the user shall pay the applicable charges and fees and meet such other conditions as required by the Agency.

§2.04 Prohibitions on Unpolluted Water – Unpolluted water shall not be discharged through direct or indirect connection to a community sewer unless a permit is issued by the Agency. The Agency may approve the discharge of such water only when no reasonable alternative method of disposal is available.

If a permit is granted for the discharge of such water into a community sewer, the user shall pay the applicable charges and fees and shall meet such other conditions as required by the Agency.

§2.05 Prohibitions on Dilution as Substitute for Treatment – Except where expressly authorized to do so by an applicable Categorical Pretreatment Standard, no industrial user shall ever increase the use of process water or, in any other way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a Pretreatment Standard.

§2.06 Limitations of Radioactive Wastes – No person shall discharge or cause to be discharged any radioactive waste into a community sewer except:

- a. when the person is authorized to use radioactive materials by the State Department of Health or other governmental agency empowered to regulate the use of radioactive materials, and
- b. when the waste is discharged in strict conformity with current California Radiation Control Regulations (California Administrative Code, Title 17) and the Nuclear Regulatory Commission regulations and recommendations for safe disposal, and
- c. when the person is in compliance with all rules and regulations of the other applicable regulatory agencies.

§2.07 Limitations on the Use of Garbage Grinders – Waste from garbage grinders shall not be discharged into a community sewer except:

- a. wastes generated in preparation of food normally consumed on the premises, or
- b. where the user has obtained a permit for the specific use from the Agency, and agrees to undertake whatever self-monitoring is required to enable the Agency to equitably determine the charges and fees based on the waste constituents and characteristics.

~~Such grinders must shred the waste to a degree that all particles will be carried freely under normal flow conditions prevailing in the community sewer. Garbage grinders shall not be used for grinding plastic, paper products, inert materials, or garden refuse.~~

§2.08 Limitations on Point of Discharge – No person shall discharge any substances directly into a manhole or other opening in a community sewer other than through an

approved building sewer unless he has been issued a permit by the Agency. If a permit is issued for such direct discharge, the user shall pay the applicable charges and fees and shall meet such other conditions as required by the Agency.

§2.09 Holding Tank Waste – No person shall discharge any holding tank waste into a community sewer unless he has been issued a permit by the Agency. Unless otherwise allowed by the Agency under their terms and conditions of the permit a separate permit must be secured for each separate discharge. This permit will state the specific location of discharge, the time of day the discharge is to occur, the volume of the discharge and the wastewater constituents and characteristics. If a permit is granted for discharge of such waste into a community sewer, the user shall pay the applicable charges and fees and shall meet such other conditions as required by the Agency. An exception to the above is that no permit will be required for discharge of domestic wastes from motor home holding tanks, provided that such discharges are made into an Agency-approved facility designed to receive such wastes.

§2.10 Limitation on Wastewater Strength

§2.10.1 No person shall discharge wastewater containing in excess of:

0.42 mg/l arsenic	0.018 mg/l mercury
3.4 mg/l cadmium	3.5 mg/l nickel
4.3 mg/l copper	2.3 mg/l silver
0.73 mg/l cyanide	2.7 mg/l total chromium
3.0 mg/l lead	2.6 mg/l zinc

§2.10.2 No person shall discharge any wastewater:

- a. Having a temperature higher than 150°F (65.5°C)
  - b. Having a pH lower than 6.0 or higher than 10.5
  - c. Containing in excess of 8.1 mg/l phenolic compounds
  - d. Containing toxic inorganic pollutants in such quantities to cause or to contribute significantly to: 1) impairment of treatment plant worker safety; 2) disruptions of treatment plant operations; 3) exceedances of plant NPDES discharge limitations, or 4) violations of plant sludge disposal restrictions. Significant dischargers of toxic inorganics shall implement best practicable technologies for reducing the toxic organics content of their discharges.
- 
- e. Containing toxic organic chemicals in such quantities to cause or to contribute significantly to: 1) impairment of treatment plant worker safety; 2) disruptions of treatment plant operations; 3) exceedances of plant NPDES discharge limitations; 4) violations of plant sludge disposal restrictions; or 5) violations or air toxics regulations. Significant dischargers of toxic organics shall

implement best practicable technologies for reducing the toxic organics content of their discharges.

- f. Containing oil and grease of animal, vegetable, petroleum or mineral origin in such quantities to cause or to contribute significantly to: 1) disruptions of sewer lines and other collection system components; 2) interference with treatment plant operations; or 3) exceedances for plant NPDES discharge limitations. Significant dischargers of oil and grease shall implement best practicable technologies for reducing the oil and grease content of their discharges.
- g. Containing ammonia in such quantities to cause or to contribute significantly to: 1) impairment of treatment plant worker safety; 2) disruptions of treatment plant operations; 3) exceedances of plant NPDES discharge limitations; or 4) violations of plant sludge disposal restrictions. Significant dischargers of ammonia shall implement best practicable technologies for reducing the ammonia content of their discharges.
- h. Containing BOD and/or TSS in such quantities to cause or to contribute significantly to: 1) disruptions of treatment plant operations; or 2) exceedances of plant NPDES discharge limitations for BOD/or TSS. Significant dischargers of BOD and TSS shall implement best practicable technologies for reducing the BOD/TSS content of their discharges.

§2.10.3 All National Categorical Pretreatment Standards upon their promulgation, shall apply in any instance where they are more stringent than those in this Ordinance. Limitations on wastewater strength in Sections 2.10.1 and 2.10.2 of this Ordinance may be supplemented with more stringent limitations pursuant to Section 4.05 Wastewater Discharge Permits herein below:

- a. If the Agency determines that the limitations in Section 2.10.1 and 2.10.2 may not be sufficient to protect the operation of the Agency's Treatment Works; or
- b. If the Agency determines that the limitations in Sections 2.10.1 and 2.10.2 may not be sufficient to enable the Agency's Treatment Works to comply with water quality standards or effluent limitations specified in the Agency's National Pollutant Discharge Elimination System (NPDES) Permit.

§2.10.4 Disposal of Unacceptable Waste – Wastes not permitted to be discharged into the community sewer must be transported to a state-approved disposal site. To protect the Treatment Works against illegal discharges, the Agency may require the discharger to submit a copy of the official hauling manifest or "Waste Haulers Report" within 30 days.

§2.10.5 Denial of New or Increased Pollutant Contributions - The Agency may deny or condition new or increased contributions of pollutants, or changes in the nature of

pollutants, to the Treatment Works by Industrial Users where such contributions do not meet applicable Pretreatment Standards and Requirements or where such contributions would cause the Treatment Works to violate its NPDES Permit.

§2.10.6 Slug Discharge Evaluations - The Agency shall evaluate whether each Significant Industrial User needs a plan or other action to control Slug Discharges to the Treatment Works as per 40 CFR 403.8(2)(vi). The Agency will also include any slug control requirements issued to an Industrial User in that User's Industrial Wastewater Discharge Permit.

§2.11 Sewerage Design Requirements – All new sewers and connections to the community sewer shall meet all design requirements of the public entity member of the Agency having area jurisdiction in question, pursuant to the applicable Uniform Plumbing Code adopted by said member, and shall also meet all design requirements as may be established from time to time by the Agency.

### ARTICLE 3 – WASTEWATER VOLUME DETERMINATION

§3.01 Determination of Volume – The volume of wastewater which a user discharges to a community sewer shall be determined by the Agency by use of one of the alternative methods described in this Article, with the method for each user or group of users to be selected by the Agency. Selection of such method will be based upon the principal activities of the user as they relate to wastewater flows, fluctuation of flows, practicality of obtaining flow measurements and other pertinent factors. The volume of the wastewater being discharged shall be one of the factors used in establishing charges and may require certain users to obtain Wastewater Discharge Permits in conjunction with the determination of their wastewater volume.

§3.02 Metered Water Supply and Water Diversions – When charges and fees are to be based upon the water usage, such charges and fees shall be applied against the total amount of water used from all sources unless in the opinion of the Agency, significant portions of water received are not discharged to a community sewer. The total amount of water used from public and private sources will be determined by means of public meters or private meters, installed and maintained at the expense of the user and approved by the Agency. When charges and fees are to be based upon water usage, and where, in the opinion of the Agency, a significant portion of the water received from any metered source does not flow into the community sewer because of the principal activity of the user or removal by other means, the charges and fees will be applied against the volume of water discharged from such premises into the community sewer. Written notification and proof of the diversion of water must be provided by the user, and approved by the Agency, if the user is to avoid the application of the charges and fees against the total amount of water used from all sources. If acceptable to the Agency, the user may install a meter of a type and at a location approved by the Agency and at the user's expense. Such meters shall measure the amount of water diverted. Such meters shall be maintained at the expense of

the user and be tested for accuracy when deemed necessary by the Agency, at the expense of the user.

§3.03 Metered Wastewater Volume – When charges and fees are to be based upon the metered volume of wastewater being discharged to a community sewer, the user shall install a meter of a type and at a location approved by the Agency, at the user's expense. Such meter shall measure the amount of wastewater being discharged and shall be maintained and tested for accuracy when deemed necessary by the Agency, at the expense of the user.

§3.04 Estimated Wastewater Volume – For users where, in the opinion of the Agency, it is unnecessary or impractical to install meters, the charges and fees may be based upon an estimate of the volume to be discharged as calculated by the Agency. A rational method will be used to estimate the quantity of wastewater discharged and may consider such factors as the number of fixtures, seating capacity, population equivalent, annual production of goods and services, or such other determination of water use necessary to estimate the wastewater volume discharged.

#### ARTICLE 4 – DISCHARGE REPORTS, WASTEWATER DISCHARGE PERMITS, NOTIFICATION, REPORTING REQUIREMENTS AND ADMINISTRATION

##### §4.01 Notification of Hazardous Wastes Discharged to the Treatment Works

§4.01.1 All industrial users shall notify the Agency, the EPA Regional Waste Management Division Director, and state hazardous waste authorities in writing of any discharge into the Treatment Works of a substance, which, if otherwise disposed of, would be a hazardous waste under 40 CFR 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the industrial user discharges more than 100 kilograms of such waste per calendar month to the Treatment Works, the notification shall also contain the following information: An identification of the hazardous constituents contained in the wastes, an estimation of the mass and concentration of such constituents in the wastestream discharged during that calendar month, and an estimation of the mass of constituents in the wastestream expected to be discharged during the following twelve months. All industrial users shall provide notification no later than 180 days after the discharge of the listed or characteristic hazardous waste.

§4.01.2 Discharges are exempt from the requirements of paragraph 4.01.1 of this section during a calendar month in which they discharge no more than fifteen kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specified in 40 CFR part 261.30(d) and 261.33(3). Discharge of more than fifteen kilograms of non-acute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(3), requires notification.

§4.01.3 In the case of any new regulations under Section 3001 of the Resource Conservation and Recovery Act (RCRA), identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the industrial user must notify the Agency, the EPA Regional Waste Management Division Director, and State hazardous waste authorities of the discharge of such substance within 90 days of the effective date of such regulations.

§4.01.4 In the case of any notification made under Section 4.01, the industrial user shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical.

§4.02 Notification of Potential Problems – All industrial and commercial users shall notify the Agency immediately of all discharges that could cause problems at the Treatment Works, including any slug discharges of compatible or incompatible pollutants.

§4.03 Notification of Changes in Discharge – All industrial and commercial users shall promptly notify the Agency in advance of any substantial change in the volume or character of pollutants in their discharge, including the listed or characteristic hazardous wastes for which the industrial/commercial user has submitted initial notification under 40 CFR 403.12(p) and paragraph §4.01 of this Ordinance.

#### §4.04 Discharge Reports

§4.04.1 General Discharge Report – The Agency may require that any person discharging or proposing to discharge wastewater into a community sewer, file a periodic Discharge Report. The Discharge Report, at the discretion of the Agency, may include but not be limited to, nature or process, volume, rates of flow, mass emissions rate, production quantities, hours of operation, number and classification of employees, or other information which relates to the generation of waste including wastewater discharge. Such reports may also include the chemical constituents and quantity of liquid or gaseous materials stored on site even though they are not normally discharged. In addition to Discharge Reports, the Agency may require information in the form of Wastewater Discharge Permit Applications and Self-Monitoring Reports.

§4.04.2 Baseline Monitoring Report - Industrial Users subject to Federal Categorical Pretreatment standards that are currently discharging to or are scheduled to discharge to the Agency's Treatment Works shall submit to the Agency a Baseline Monitoring Report that meets all requirements and time guidelines set forth in 40 CFR 403.12(b) and any other such requirements as deemed appropriate by the Agency.

§4.04.3 Pretreatment Compliance Report - Industrial Users subject to Federal Categorical Pretreatment Standards shall submit to the Agency a report on their compliance status with any Categorical Pretreatment Standard deadline. This report must be received within 90 days following the date for final compliance with the applicable Categorical Pretreatment Standards, or in the case of a new source within 90 days

following the commencement of introduction of wastewater to the Treatment Works. This report shall contain the information described in 40 CFR 403.12(d).

§4.04.4 Periodic Compliance Reports - All Categorical and Significant Non-Categorical dischargers to the Agency's Treatment Works shall submit Compliance Reports on a semi-annual basis (usually by June 30 and December 31 of each calendar year) to the Agency that contain the information described in 40 CFR 403.12(e) and 40 CFR 403.12(h).

§4.04.5 Report Certification Statement - All semi-annual Compliance Reports shall contain a Certification Statement signed by a qualified professional indicating whether Pretreatment Standards are being met on a consistent basis, and, if not, whether additional operation and maintenance and/or additional Pretreatment is required for the Industrial User to meet the applicable Pretreatment Standards and Requirements. This statement shall contain the information described in 40 CFR 403.12(b)(6).

§4.04.6 Report Accuracy Statement - All reports and self-monitoring data submissions to the Agency by Industrial Users shall contain the following accuracy statement and must be signed as per the requirements contained in 40 CFR 403.12(l):

"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 and imprisonment for knowing violations".

#### §4.05 Wastewater Discharge Permits

§4.05.1 Mandatory Permits – Each Significant Industry as defined in Section 1.03, as well as other users with a discharge equivalent to that of a Significant Industrial User, must obtain a Wastewater Discharge Permit before connecting to or discharging into a community sewer. All existing Significant Industrial Users, as well as existing industries with an equivalent discharge, shall obtain a Wastewater Discharge Permit within 180 days after the effective date of this Ordinance.

§4.05.2 Optional Permits – The Manager may issue a Wastewater Permit to any user, upon application, in accordance with the terms of this section in the following categories:

- a. a user who request charges and fees to be based on metered water supply and water diversions, or metered wastewater volume, or

- b. any user whose wastewater strength is less than the normal range for user classification to which he is assigned because of pretreatment, process changes or other reason, or
- c. any user who wishes to discharge wastewater on a temporary basis, such as ground water clean up or storage tank rinsings.

§4.05.3 Permit Application – Users seeking a Wastewater Discharge Permit shall complete and file with the Manager a permit application, accompanied by the applicable fees. The applicant may be required to submit, in units and terms appropriate for evaluation, the following information:

- a. name, address, and SIC number of applicant;
- b. volume of wastewater to be discharged;
- c. wastewater constituents and characteristics including, but not limited to, those mentioned in Sections 2.10 as determined by a laboratory approved by the Agency;
- d. time and duration of discharge;
- e. average and 30 minute peak wastewater flow rates, including daily, monthly and seasonal variations, if any;
- f. site plan, floor plans, mechanical and plumbing plans and details to show all sewer and appurtenances by size, location and elevation;
- g. description of activities, facilities and plant processes on the premises, including all materials, processes and types of materials which are or could be discharged;
- h. each product produced by type, amount and rate of production;
- i. where known, the nature and concentration of any pollutants in the discharge which are limited by any Agency, State, or Federal Pretreatment Standards, and a statement regarding whether or not the Pretreatment Standards are being met on a consistent basis and if not, whether additional Operations and Maintenance (O&M) and/or additional pretreatment is required for the user to meet applicable Pretreatment Standards;
- j. If additional pretreatment and/or O&M will be required to meet the Pretreatment Standards; the shortest schedule by which the user will provide such additional pretreatment. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard.

The following conditions shall apply to this schedule:

- 1) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable Pretreatment Standards (e.g., hiring an engineer, completing preliminary plans, completing final plans, executing contract for major components, commencing construction, completing construction, etc.)
  - 2) No increment referred to in paragraph 1) shall exceed nine (9) months.
  - 3) Not later than 14 days following each date in the schedule and the final date for compliance, the user shall submit a progress report to the Manager including, at a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with the increment of progress, the reason for delay, and the steps being taken by the user to return the construction to the schedule established. In no event shall more than nine (9) months elapse between such progress reports to the Manager.
- k. number and type of employees, and hours of work;
- l. any other information as may be deemed by the Manager to be necessary to evaluate the permit application.

The Manager will evaluate the data furnished by the user and may require additional information. After evaluation and approval of all the data required, the Manager may issue a Wastewater Discharge Permit subject to terms and conditions provided herein.

§4.05.4 Permit Conditions – Wastewater Discharge Permits shall be expressly subject to all provisions of this Ordinance and all other ordinances, regulations, and charges and fees established by the Agency. The conditions of Wastewater Discharge Permits shall be uniformly enforced by the Manager in accordance with this Ordinance and applicable state and federal regulations. Permits may contain the following:

- a. the unit charge or schedule of charges and fees for the wastewater to be discharged to the community sewer;
- b. the average and maximum wastewater constituents and characteristics;
- c. limits on rate and time of discharge or requirements for flow regulations and equalization;
- d. requirements for installation of inspection and sampling facilities;

- e. pretreatment requirements;
- f. requirements for controlling slug discharges of any wastewater or substance that has the potential to cause problems in the wastewater collection system or Interference or Pass Through at the Treatment Works;
- g. specifications for monitoring programs, which may include sampling locations, frequency and method of sampling, number, types and standards for test and reporting schedules;
- h. requirements for submission of technical reports or self-monitoring discharge reports (see Section §405.9);
- i. requirements for maintaining plant records relating to wastewater discharge as specified by the Agency and affording Agency access thereto;
- j. mean and maximum mass emissions rates, or other appropriate limits when incompatible pollutants (as defined by Sections 2.10.1 and 2.10.2) are proposed or present in the user's wastewater discharge; and
- k. other conditions as deemed appropriate by the Agency to ensure compliance with this Ordinance or any regulations affecting the operation of the Agency facilities.

§4.05.5 Duration of Permits – Wastewater Discharge Permits shall be issued for a specified time period, not to exceed five (5) years. A permit may be issued for a period less than a year or may be stated to expire on a specific date. The terms and conditions of the permit may be subject to modification and change by the Agency during the life of the permit as limitations or requirements are modified and changed. Any changes or new conditions in the permit shall include a reasonable time schedule for compliance.

§4.05.6 Permit Modification – Within nine (9) months of the promulgation of a National Categorical Pretreatment Standard, the Wastewater Discharge Permit of Industrial Users subject to such standards shall be revised to require compliance with such standard within the time frame prescribed by such standard. Where an industrial user, subject to a National Categorical Pretreatment Standard, has not previously submitted an application for a Wastewater Discharge Permit they must do so within 180 days after the promulgation of the applicable National Categorical Pretreatment Standard. In addition, the industrial user with an existing Wastewater Discharge Permit shall submit to the Manager within 180 days after the promulgation of an applicable Pretreatment Standard the information required by paragraphs (i) and (j) of Section §4.05.3.

§4.05.7 Transfer of a Permit – Wastewater Discharge Permits are issued to a specific user for a specific operation. A Wastewater Discharge Permit shall not be

reassigned, transferred or sold to a new owner, new user, different premises, or a new or changed operation.

§4.05.8 Revocation of Permit – Any user who violates the conditions of the Wastewater Discharge Permit, applicable state and federal regulations, or any provisions of this Ordinance including the following, is subject to having this permit revoked:

- a. failure of a user to furnish correct factual data in the permit application;
- b. failure of a user to factually report the wastewater constituents and characteristics of the discharge;
- c. failure of the user to report significant changes in operations, or wastewater constituents and characteristics; or,
- d. refusal of reasonable access to the user's premises for the purpose of inspection or monitoring.

§4.05.9 Industrial Self-Monitoring

- a. Monitoring and Analysis to Demonstrate Continued Compliance – The self-monitoring reports required in this section shall contain the results of sampling and analysis of the industrial user's discharge, including the flow and the nature and concentration, or production and mass where requested by the Agency, of pollutants contained therein which are limited by the applicable national, state and local Pretreatment Standards and Industrial Discharge Permit Requirements and which meet all sampling/monitoring requirements contained in 40 CFR 403.12(g).
- b. Notification of Industrial Self-Monitoring Violations and Repeat Sampling and Analysis Requirements – If sampling performed by an industrial user indicates a violation, the user shall notify the Agency within 24 hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Agency within 30 days after becoming aware of the violation. In addition, the Agency will conduct a re-sampling within, but not to exceed, 30 days from the date of becoming aware of the violation as per 40 CFR 403.12(g)(2) in order to confirm discharge compliance.
- c. Industrial Self-Monitoring Reports – The reports required in this section shall be based upon all data obtained through Agency approved self-monitoring sampling and analysis which is performed by the industry during the period covered by the report (all monitoring results must be reported). The Agency shall specify the frequency and type of monitoring necessary to assess and assure compliance by industrial users with applicable national, state and local Pretreatment Standards and Requirements.

- d. Industrial Self-Monitoring Sampling and Analysis – All self-monitoring analyses shall be performed in accordance with procedures established by the Agency pursuant to Section 304(h) of the Act and contained in 40 CFR 136 and amendments thereto, or with any other test procedures approved by the Agency. Sampling shall be performed in accordance with the techniques approved by the Agency. Where 40 CFR 136 does not include sampling or analytical techniques for the pollutants in question, or where the Agency determines that Section 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analyses shall be performed using validated analytical methods or any other sampling and analytical procedures, including procedures suggested by the Agency.
- e. Reporting of Industrial Self-Monitoring Analysis Performed More Frequently Than Required – If an industrial user is subject to self-monitoring reporting requirement(s), any pollutant monitored more frequently than required by the Agency, shall include the results of this monitoring in the self-monitoring report.

§4.05.10 Record-Keeping Requirements – Any industrial user subject to the reporting requirements established in Article 4 of this Ordinance shall maintain records of all information resulting from any monitoring activities required. Such records shall include for all samples:

- a. the date, exact location, method and time of sampling and the name(s) of the person or persons taking the samples;
- b. the dates analyses were performed;
- c. who performed the analyses;
- d. the analytical techniques/methods used; and
- e. the results of such analyses.

Any industrial user subject to reporting requirements shall be required to retain for a minimum of 3 years any records of monitoring activities and results and shall make such records available for inspection and copying by the Agency. This period of retention shall be extended during the course of any unresolved litigation regarding the industrial user when requested by the Agency.

§4.06 Monitoring Facilities – Users who propose to discharge, or who in the judgment of the Agency could discharge now or in the future, wastewater with constituents and characteristics different from that produced by a domestic premise (see Section 5.04 herein) may be required to install a monitoring facility.

When more than one user discharges into a common building sewer, the Agency may require installation of a separate monitoring facility for each user. Also when, in the judgment of the Agency, there is a significant difference in wastewater constituents and characteristics produced by different operations of a single user, the Agency may require that separate monitoring facilities be installed for each separate discharge.

Monitoring facilities that are required to be installed shall be constructed, operated and maintained at the user's expense. The purpose of a facility is to enable inspection, sampling and flow measurement of wastewaters produced by a user. If sampling or metering equipment is also required by the Agency, it shall be provided, installed and operated at the user's expense. The monitoring facility will normally be required to be located on the user's premises outside of the building. The Agency may, however, when such a location would be impractical or cause undue hardship on the user, allow the facility to be constructed in the public street or sidewalk area with the approval of the public agency having jurisdiction over that street or sidewalk, and located so that it will not be obstructed by landscaping or parked vehicles.

If the monitoring facility is inside the user's fence, there shall be accommodations to allow safe and immediate access for Agency personnel, such as a gate secured with an Agency lock. There shall be ample room in or near such facility to allow accurate sampling and compositing of samples for analysis. The entire facility and the sampling and measuring equipment shall be maintained at all times in a safe and proper operating condition by and at the expense of the user.

When, in the judgment of the Agency, an existing user requires a monitoring facility, the user will be so notified in writing. Construction must be completed within 90 days following written notification unless a time extension is otherwise granted by the Agency.

§4.07 Inspection and Sampling – The Agency shall inspect the facilities of any user to ascertain whether the purpose of this Ordinance is being met and all requirements are being complied with. Persons or occupants of premises where wastewater is created or discharged shall allow the Agency's representative ready access at all reasonable times to all parts of the premises for the purposes of inspection or sampling or in the performance of any of their duties. The Agency shall have the right to set up on the user's property such devices as are necessary to conduct sampling or metering operations. Where a user has security measures in force which would require proper identification and clearance before entry into their premises, the user shall make necessary arrangements with their security guards, that upon presentation of suitable identification, personnel from the Agency will be permitted to enter without delay for the purpose of performing their specific responsibilities.

§4.08 Pretreatment – Users shall make wastewater acceptable under the limitations established herein before discharging into any community sewer. Any facilities required to pretreat wastewater to a level acceptable to the Agency shall be provided and maintained at user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the Agency for review, and shall be approved by the Agency before construction of the facility. The review and approval of such plans and

agreements shall not, however, exempt the user from complying with any National Categorical Pretreatment Standard.

## ARTICLE 5 – WASTEWATER CHARGES AND FEES

§5.01 Schedule of Charges and Fees – A schedule of charges and fees shall be adopted by the Agency, by ordinance or resolution, as permitted by law, which will enable it to comply with the revenue requirements of the State Clean Water Grant Program, and such charges and fees shall be determined in a manner consistent with regulations of the grant program.

§5.02 Classification of Users – All users are to be classified by the Agency either by assigning each one to a “user category” according to the principal activity conducted on the user’s premises, by individual user analysis or by a combination thereof. The purpose of such collective and/or individual classification is to facilitate the regulation of wastewater discharges based on wastewater constituents and characteristics, to provide an effective means of source control, and to establish a system of charges and fees which will ensure an equitable recovery of the Agency’s costs.

§5.03 Types of Charges and Fees – The charges and fees as established in the Agency’s schedules of charges and fees, may include, but not be limited to:

- a. user category charges;
- b. fees for connection to sewer system;
- c. fees for monitoring;
- d. fees for permit applications;
- e. appeal fees
- f. charges and fees based on wastewater constituents and characteristics to include industrial cost recovery provisions of the Federal Act; and
- g. annexation fees.

§5.05 Basis for Determination of Charges – The charges and fees established for all users or categories of users shall be based upon the measured or estimated constituents and characteristics of the wastewater discharge of that user or user category which may include, but not be limited to, BOD, Suspended Solids and volume. The constituents and characteristics may be either measured or estimated, as determined by the Agency. The volume subject to charge shall be determined in accordance with Article 3 of this Ordinance.

§5.06 Basic Minimum Charge – Notwithstanding the provisions of Section 5.04, in any event the basic charge so determined for users in the residential category shall constitute

the basic minimum charge for all users, and no user shall be charged less than this amount.

## ARTICLE 6 – ENFORCEMENT

### §6.01 Accidental Discharges

§6.01.1 Notification of Potential Problems – Users shall notify the Agency immediately upon accidentally discharging wastes which could cause problems to the Treatment Works or wastes in violation of this Ordinance, including any slug discharges, to enable countermeasures to be taken by the Agency to minimize damage to the community sewer, treatment facility, treatment processes and the receiving waters.

The notification shall be followed, within 15 days of the date of occurrence, by a detailed written statement describing the causes of the accidental discharge and the measures(s) being taken to prevent future occurrence.

Such notification will not relieve users of liability for any expense, loss or damage to the sewer system, treatment plan, or treatment process, or for any fines imposed on the Agency on account thereof under Section 13340 of California Water Code or for violations of Section 5650 of the California Fish and Game Code.

§6.01.2 Notices to Employees – In order that employees of users be informed of Agency requirements, users shall make available to their employees copies of this Ordinance together with such other wastewater information and notices which may be furnished by the Agency from time to time directed toward more effective water pollution control. A notice shall be furnished and permanently posted on the user's bulletin board advising employees whom to call in case of an accidental discharge in violation of this Ordinance.

§6.01.3 Preventive Measures – Any direct or indirect connection or entry point for persistent or deleterious wastes to the user's plumbing or drainage system should be eliminated. Where such action is impractical or unreasonable, the user shall appropriately label such entry points to warn against discharge of such wastes in violation of this Ordinance.

§6.02 Issuance of Cease and Desist Orders – When the Agency finds that a discharge of wastewater has taken place, in violation of prohibitions or limitations of this Ordinance, or the provisions of a Wastewater Discharge Permit, the Manager may issue an order to cease and desist, and direct those persons not complying with such prohibitions, limits, requirements, or provisions to:

- a. comply forthwith;
- b. comply in accordance with a time schedule set forth by the Agency; or

- c. take appropriate remedial or preventive action in the event of a threatened violation.

§6.03 Harmful Contributions – The Agency may immediately suspend the wastewater treatment service and/or Wastewater Discharge Permit when such suspension is necessary, in the opinion of the Agency, in order to stop an actual or threatened discharge which presents or may present an imminent or substantial endangerment to the health or welfare of persons, to the environment, causes interference to the POTW or causes the Agency to violate any condition of its NPDES Permit.

Any person notified of a suspension of the wastewater treatment service and/or the Wastewater Discharge Permit shall immediately stop or eliminate the contribution. In the event of a failure of the person to comply voluntarily with the suspension order, the Agency shall take such steps as deemed necessary including immediate severance of the sewer connection, to prevent or minimize damage to the Treatment Works or endangerment to any individuals. The Agency shall reinstate the Wastewater Discharge Permit and/or the wastewater treatment service upon proof of the elimination of the non-complying user describing the causes of the harmful contribution and the measures taken to prevent any future occurrence. This shall be submitted to the Agency within 15 days of the date of occurrence.

§6.04 Submission of Time Schedule – When the Agency finds that a discharge of wastewater has been taking place, in violation of prohibitions or limitations prescribed in this Ordinance, or wastewater source control requirement, effluent limitations or pretreatment standards, or the provisions of a Wastewater Discharge Permit, the Agency may require the user to submit for approval, with such modification as it deems necessary, a detailed time schedule of specific actions which the user shall take in order to prevent or correct a violation of requirements.

§6.05 Appeals – Any user, permit applicant, or permit holder affected by any decision, action, or determination, including Cease and Desist Orders, made by the Manager, interpreting or implementing the provisions of this Ordinance or in any permit issued herein, may file with the Manager a written request for reconsideration within 10 days of such decision, action, or determination, setting forth in detail the facts supporting the user's request for reconsideration.

If the ruling made by the Manager is unsatisfactory to the person requesting reconsideration, he may within 10 days after notification of Agency action, file a written appeal to the Agency's Board of Directors. The written appeal shall be heard by the Board within 30 days from the date of filing. The Board shall make a final ruling on the appeal within 15 days of the close of the meeting. The Manager's decision, action, or determination shall remain in effect during such period of reconsideration.

§6.06 Enforcement Response Plan – The Manager is authorized and directed to prescribe regulations necessary to implement this Article and a Pretreatment Enforcement and Response Plan ("ERP") as required by and in compliance with state and federal law and

regulations. The ERP and any changes thereto shall be effective upon approval by resolution of the Board of Directors. Any enforcement measure or procedure contained in this Article and the ERP shall be considered to be complimentary and cumulative and not exclusive of any other enforcement measure or procedure and the Agency may pursue any one or all of such measures or any other remedy or relief which may be provided for by law.

§6.07 Publishing of Dischargers in Significant Noncompliance – The Agency will provide annual public notification in a newspaper(s) of general circulation that provides meaningful public notice within the jurisdiction(s) served by the Agency of Industrial Users which at any time during the previous 12 months were in significant noncompliance (SNC) with applicable Pretreatment requirements as defined in 40 CFR 403.8(f)(2)(viii).

## ARTICLE 7 – ABATEMENT

§7.01 Public Nuisance – Discharge of wastewater in any manner in violation of this Ordinance or of any order issued by the Manager as authorized by this Ordinance, is hereby declared a public nuisance and shall be corrected or abated as directed by the Manager. Any person creating a public nuisance shall be subject to provisions of Agency codes or ordinances governing such nuisance.

§7.02 Injunction – Whenever a discharge of wastewater is in violation of the provisions of this Ordinance or otherwise causes or threatens to cause a condition of contamination, pollution or nuisance, the Agency may petition the Superior Court for the issuance of a preliminary or permanent injunction, or both, as may be appropriate in restraining the continuance of such discharge.

§7.03 Damage to Facilities – When a discharge of wastes causes an obstruction, damage, or any other impairment to Agency facilities, the Agency may assess a charge against the user for the work required to clean or repair the facility and add such charge to the user's sewer service charge.

§7.04 Correction of Violations; Collection of Costs; Injunction – In order to enforce the provision of this Ordinance, the Agency may correct any violation hereof. The cost of such correction may be added to any sewer service charge payable by the person violating the Ordinance or the owner or tenant of the property upon which the violation occurred, and the Agency shall have such remedies for the collection of such costs as it has for the collections of sewer service charges. The Agency may also petition the Superior Court for the issuance of a preliminary or permanent injunction, or both, as may be appropriate, restraining any person from the continued violation of this Ordinance.

§7.05 Civil Liabilities and Penalties – Any person who intentionally or negligently violates any provision of this Ordinance, requirements, or conditions set forth in a permit duly issued, or who discharges wastewater which causes pollution, or violates any cease and desist order, prohibition, effluent limitation, national standard of performance, pretreatment or toxicity standard, including non-discharge pretreatment standards, shall be liable to injunctive relief for non-compliance imposed by the Agency against which the violation

occurs. Said civil liability may be in a sum of not to exceed six thousand dollars (\$6,000.00) a day for each violation in which such violation occurs.

The Agency may petition the Superior Court to impose, assess and recover such sums. In determining such amount the court shall take into consideration all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the nature and persistence of the violation, the length or time over which the violations occurs, and corrective action, if any.

§7.06 Falsifying of Information – Any person who knowingly makes any false statements, representation record, report, plan or other document filed with the Agency, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this Ordinance, is hereby declared to be in violation of this Ordinance, and subject to the civil liabilities imposed under Section 7.05 of this Ordinance.

§7.07 Termination of Service – In order to effect its powers, the Agency may enter upon private property for the purpose of inspection and maintenance of sanitary and waste disposal facilities and may terminate service to property in which a violation of any rule, regulation, or this Ordinance is found to exist.

Prior to termination of service, however, the Agency Board shall notify, in writing, the owner and tenant, if any, of such property that service is intended to be so terminated and conduct a hearing thereon as herein provided. Such notice shall be mailed to the owner at the address shown on the records of the Assessor of the County, or as known to the Agency, and a copy shall be delivered to the tenant or posted conspicuously on the property. The notice shall state the date of proposed termination of service and the reasons therefore and the date the Agency Board shall hold a hearing upon such intended termination. Such a hearing shall not be held less than ten (10) days subsequent to the giving of the notice as herein required.

## ARTICLE 8 – MISCELLANEOUS PROVISIONS

§8.01 Severability – If any provision, section, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof, or the application thereof to any person or circumstance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance, or any part thereof, or its application to other persons or circumstances. The Board of Directors hereby declares that it would have passed and adopted each provision, section, paragraph, subparagraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, paragraphs, subparagraphs, sentences, clauses or phrases, or the application thereof to any person or circumstance, be declared invalid or unconstitutional.

§8.02 Repeal of Conflicting Ordinances – Ordinances No. 92-02, 93-03, and 2000-01 hereby are repealed. Further, in the event of conflict between this Ordinance and other ordinances, rules and regulations of the Agency adopted prior to this Ordinance, the provisions of this Ordinance shall prevail.

§8.03 Publication of Ordinance – Within fifteen (15) days after the passage of this Ordinance, the Agency Manager/Secretary shall cause it to be published at least once in a newspaper of general circulation published and circulated within Monterey County.

The foregoing Ordinance was introduced at a regular meeting of the Board of Directors of the Monterey Regional Water Pollution Control Agency and was passed and adopted on July 28, 2008 by the following vote:

Effective Date – This Ordinance shall take effect and be in force thirty (30) days from and after the final passage and adoption hereof.


AYES: Stefani, Calcagno, Russell, Nishi, Dayton, Pendergrass and Bloomer

NOES: None

ABSENT: Cortez, Cort, De La Rosa and Haferman

  
Joseph Russell, Chair  
Board of Directors

ATTEST:

  
Keith Israel, General Manager  
Secretary to Board of Directors

Z:\Board Agenda Packets\Resolutions and Ordinances\RESOLUTIONS and ORDINANCES\2008\ORD 2008-01 Wastewater Discharge revised 6-19-08.doc

**This Page Intentionally Left Blank**



## **ELEMENT 8 - SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN**

---

The Seaside County Sanitation District authorized Wallace Group in January 2009 to develop a Sewer Master Plan (SMP), which evaluated the collection system's hydraulic capacity and developed a Capital Improvement Plan (CIP) and implementation schedule in order to respond to deficient areas identified in these evaluations. The 2011 SMP was completed on May 10, 2011.

There are no appendices to this element, to avoid duplication. The list of District CIP is in Element 4, Operation and Maintenance Program, Appendix 4F City of Seaside Capital Improvement Program 2008/09 to 2013/14 and Appendix 4G SCSD Capital Improvement Plan 2013/14 to 2018/19.

### **8.1 Regulatory Requirements**

WDR Order No. 2006-0003-DWQ Section D.13(viii) states:

The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer 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:

- (a). **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. The evaluation must provide estimates of peak flows (including flows from SSOs that escape the system) associated with conditions similar to those causing overflow events, estimates of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;
- (b). **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria; and
- (c). **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP may include an implementation schedule and may identify sources of funding.
- (d). **Schedule:** The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule may be reviewed and updated consistent with the SSMP requirements as described in [WDR Order 2006-0003-DWQ] Section D.14.

### **8.2 Evaluation**

The 2011 SMP contains the following studies which gathered and evaluated the following information to develop the Fiscal Year 2011/12 and future SCSD CIP and implementation schedule:

### **8.2.1 Chapter 2: Land Use and Population**

The 2011 SMP researched and gathered data from existing and future land use and population forecasts for SCSD to improve understanding of existing and future wastewater flow characteristics. The two sources of data utilized were the General Plan and Housing Element for each of the three member agency cities. The second source was the Association of Monterey Bay Area Government (AMBAG) 2008 Regional Forecast.

### **8.2.2 Chapter 3: Collection System Overview**

Information was gathered from utilities and maintenance staff regarding the condition of manholes, sewer line problem areas, and the four (4) SCSD lift stations which are maintained by MRWPCA.

The information gathered was used to determine the priority of CIP projects which are contained in Element 4, Operation and Maintenance Program, Appendix 4F City of Seaside Capital Improvement Program 2008/09 to 2013/14 and Appendix 4G SCSD Capital Improvement Plan 2013/14 to 2018/19.

### **8.2.3 Chapter 4: Wastewater Flows**

In-line flow monitoring was conducted at eight (8) different locations on main trunk lines throughout SCSD from February 10, 2009 to March 26, 2006:

- (i) **27-inch:** Located on Bay Avenue at Seaside Lift Station
- (ii) **Amador:** Located on Canyon Del Rey @ Amador Avenue
- (iii) **Rosita:** Located on Rosita Road @ Angelus Way
- (iv) **Contra Costa:** Located on Contra Costa Street @ Palm Avenue
- (v) **Victory Toyota:** Located on Del Monte Boulevard @ Victory Toyota
- (vi) **Broadway:** Located on Broadway Avenue, just east of Fremont Blvd
- (vii) **Cypress Ford:** Located on The Mall @ Cypress Ford
- (viii) **Love Chevrolet:** Located on The Mall @ Love Chevrolet

From the in-line flow monitoring, Seaside Lift Station wastewater flow data from MRWPCA from January 2002 through May 2009, and data from Metcalf and Eddy, Wastewater Engineering Treatment and Reuse, 4<sup>th</sup> Addition, the wastewater generation characteristics of various existing development types within SCSD were developed, and a peaking factor analysis was conducted and presented in Chapter 4.

### **8.2.4 Chapter 5: Inflow and Infiltration**

Data collected during the in-flow monitoring allowed for the analysis of the impact that Inflow and Infiltration (I/I) has on the SCSD collection system and the identification of CIP projects.

### **8.2.5 Chapter 6: Lift Station Evaluation**

A physical, hydraulic, and emergency response time performance evaluation was conducted at each of the four (4) SCSD lift stations.

The hydraulic performance evaluation reviewed the sufficiency of each lift station wet well capacity to operate under a Worst Case Scenario (volume of flow coming into the lift station is exactly half the flow rate of the pump), Average Daily Flows, Peak Hour Dry Weather Flow.

From this evaluation it was determined that one of the four lift stations (the Del Monte Lift Station) requires redesign to address present and future hydraulic constraints.

The emergency response time for an operator to respond to a total pump failure due to power outage or other anomaly was also evaluated. The amount of time between the high water alarm and overflow was estimated and resulted in further recommendations for each lift station described below:

- (i) **Station #19 Del Monte Lift Station:** Emergency generator or additional wet well volume storage should be added; emergency response time to respond to a sewage overflow is inadequate (sixteen (16) minutes in best case scenario, one (1) minute in worst case scenario).
- (ii) **Station #20 Rosita Lift Station:** Remove or plug bypass line to for additional response time (one hour more) to respond to a sewage spill.
- (iii) **Station #21 – Military Lift Station:** Physically this lift station is in poor condition with extensive evidence of corrosion and requires replacement.
- (iv) **Station #22 – Tioga Lift Station:** No recommendations. Response time adequate.

### **8.2.6 Chapter 7: Collection System Analysis**

A hydraulic model of the sewer collection system was developed with the MWHSoft® InfoSWMM sewer modeling program, Suite 7.0 Service Pack1 Update 9. InfoSWMM utilizes Manning's Equation for open channel flow (gravity pipes), Dynamic Wave analysis for flow routing through the collection system, and the Hazen-Williams Equation for pressurized flow conditions (force mains or surcharged pipes). Model results were evaluated for pipeline capacity, flow velocity, and maximum d/D ratio under various flow conditions.

Under existing flow conditions the following sewer line segments were found to be deficient:

- (i) Luzern Street Manhole D7-5 to Manhole C8-108;
- (ii) La Salle Avenue Manhole C8-108 to Manhole C8-33;
- (iii) Del Monte Boulevard Manhole B8-81 to Manhole B9-28;
- (iv) Birch Avenue Manhol C9-6 to Manhole B9-86 and Manhole C8-19 to Manhole C9-6;
- (v) Fremont Boulevard Manhole B9-75 to Manhole B9-21, Manhole B9-21 to Manhole B9-28, and Manhole B9-58 to Manhole B9-60

The following locations had marginal system capacity, which is defined as sewer pipe having flow close to design standards:

- (i) Ortiz Avenue Manhole B9-23 to Manhole A9-51
- (ii) Sierra Avenue to Hilby Avenue anhole C11-98 to Manhole C11-87
- (iii) Broadway Avenue Manhole C8-33 to Manhole C8-24 and Manhole C8-3 to Manhole B8-81
- (iv) LaSalle Avenue Manhole C8-33 to Manhole C8-24 and Manhole C8-3 to Manhole B8-81

Pipes with low pipe velocity (less than two feet per second under SCSD minimum specifications), and excessive pipe travel time (exceeding thirty minutes manhole to manhole) were identified and highlighted for maintenance and utility staff to increase maintenance (flushing and vacuuming).

Lastly, future flow impacts to the collection system were analyzed, discussed, and project upgrades to segments of sewer line and lift stations were identified.

### **8.2.7 Chapter 8: Region D1 Analysis**

Region D1 is owned by the City of Monterey, an analysis was conducted to determine if it is feasible and cost effective for SCSD to provide sewer service to this Region.

### **8.2.8 Chapter 9: Capital Improvement Projects (CIP)**

This Chapter presented the proposed Capital Improvement Projects (CIP), with a brief description of the proposed projects and a preliminary cost estimate for each proposed improvement for Seaside County Sanitation District (SCSD). Also included in the CIP recommendations are general timelines and scheduling for the needed improvements, and general guidelines for cost allocations relative to existing and future developments.

The near term capital improvement projects were ranked to determine what priority the existing recommended projects should be constructed. The 2011 SMR evaluated each of the projects in five categories: overflow to a water body of the state, hydraulic capacity (d/D), community impact, maintenance hot spots, and cost. Each category was provided a weighted importance factor based on what factors are more important than others. The importance factor is multiplied by the score the project received and then summed together to determine its final score.

*Although the projects are ranked as described above, it should be noted that **all** projects identified in the Near-Term CIPs are a result of deficiencies in the existing collection system due to existing needs and are therefore all important to be constructed within the next 1 to 6 years for the first 11 projects and within the next 15 years for projects 12 through 18. It is also recommended that SCSD review these projects periodically to determine if any substantial changes have occurred that may re-prioritize a project to a higher ranking.*

The CIP 2011 SMP costs are based on engineering judgment, confirmed bid prices for similar work in the Central Coast area, consultation with vendors and contractors, established budgetary unit prices for the work, and other reliable sources. The cost estimates are approximate and should be used for planning purposes only. Actual project costs will vary depending upon economic conditions at the time of construction. As noted previously, these costs are based on Year 2009 dollars (McGraw-Hill ENR Construction Cost Index of 8592) and need to be escalated to the year or years scheduled for the work.

The 2011 CIP additionally provided a summary of the future recommended CIPs, or Long Term Projects, and their estimated costs. These projects are not ranked. The costs are based on engineering judgment, confirmed bid prices for similar work in the Central Coast area, consultation with vendors and contractors, established budgetary unit prices for the work, and other reliable sources. The cost estimates are approximate and should be used for planning

purposes only. Actual project costs will vary depending upon economic conditions at the time of construction. As noted previously, these costs are based on Year 2009 dollars (McGraw-Hill ENR Construction Cost Index of 8592) and need to be escalated to the year or years scheduled for the work.

Following the tables in the 2011 SMP, project description sheets are provided for each project noted. The project description sheets provide the following information:

- (i) Project name
- (ii) Project trigger
- (iii) Project benefit
- (iv) Project need
- (v) Project cost
- (vi) Project schedule
- (vii) Project description
- (viii) Project map

These description sheets are currently in use by SCSD in the planning for each project, and for inclusion in fiscal year budget requests.

### **8.2.9 Chapter 10: Rate Study**

This Chapter presents the sewer rate study prepared by David Taussig & Associates with support from District staff, District Board and Wallace Group.

The District intends to use sewer rates to fund the following projects from the 2011 SMP which in Element 4, Operation and Maintenance Program, Appendix 4F City of Seaside Capital Improvement Program 2008/09 to 2013/14 and Appendix 4G SCSD Capital Improvement Plan 2013/14 to 2018/19.

While certain costs have been allocated to new development outside the District's current service boundary, the proposed rate structure assumes that existing development will have to carry the full cost of the three (3) Long Term Projects until sufficient capacity fee revenues become available.

This is because the facilities are needed to serve future development within the existing service boundary and the District may not be able to wait to accumulate sufficient funds from new development to construct the facilities. As discussed above, the estimated capacity fee revenues will partially offset the costs of facilities needed to serve both existing and future development over the fifteen (15) year term.

### **8.3 Design Criteria**

The District uses Standard Plans for the Public Works Construction, 2009, by Public Works Standards, Inc. which is included as Appendix 5A to Element 5, Design and Performance Provisions to this SSMP.

Element 5 also specifies design criteria for improvement plans, gravity sewer mains, gravity sewer laterals, pump lift stations and other appurtenances (must be designed by a Professional Engineer licensed in California).

#### **8.4 Capacity Enhancement Measures**

The District's 2011 SMP included a list of recommended short- and long-term CIPs in Chapter 9 as described above in Section 8.2, which addresses and identifies hydraulic deficiencies, including prioritization, alternatives analysis, and schedules.

The SCSD CIP list was revised in July 2013 to schedule projects out from FY 2013/14 to FY 2018/19.

The CIP list is in Element 4, Operation and Maintenance Program, Appendix 4F City of Seaside Capital Improvement Program 2008/09 to 2013/14 and Appendix 4G SCSD Capital Improvement Plan 2013/14 to 2018/19.

#### **8.5 Schedule**

The SCSD CIP list was revised in July 2013 to schedule projects out from FY 2013/14 to FY 2018/19 and is available in Appendix 4G SCSD Capital Improvement Plan 2013/14 to 2018/19.

**This Page Intentionally Left Blank**

## **ELEMENT 9 – REVISION RECORD**

The Seaside County Sanitation District’s SSMP Element 9 – Monitoring, Measurement, and Program Modifications has undergone the following revisions:

<b>Revision No.</b>	<b>Revision Date</b>	<b>Description of Revisions</b>	<b>Revision Completed By</b>	<b>Revision Approved By</b>
0	August 11, 2009	The District developed and adopted a Sewer System Management Plan (SSMP) as required by the 2006 Sanitary Sewer System (SSS) Orders issued by the State Water Resources Control Board (SWRCB).	SCSD Staff	District Board
1	September 2013	The SSMP was revised as a result of the 2011 and 2013 SSMP Audits.	SCSD Staff	-
2	September 9, 2014	The SSMP was revised in accordance with the findings and recommendations of the May 16, 2013 SSMP Audit. This revision also served as the five (5) year update and was approved by the District Board.	SCSD Staff and Wallace Group	District Board



## **ELEMENT 9 - MONITORING, MEASUREMENT & PROGRAM MODIFICATIONS**

The District monitors the implementation of the SSMP elements in order to measure the effectiveness of the District’s SSMP program in reducing SSOs. The manner in which each SSMP element is monitored and evaluated and the schedule with which the District completes this monitoring and evaluation is described in this SSMP Element.

### **9.1 Regulatory Requirements**

WDR Order No. 2006-0003-DWQ Section D.13(ix) states:

The Enrollee shall:

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

### **9.2 Establishing and Prioritizing SSMP Activities [WDR D.13(ix)(a)]**

Table 9-1 outlines the relevant information maintained by the District to establish and prioritize appropriate SSMP activities:

**Table 9-1: SSMP Implementation Management**

<b>SSMP Element</b>	<b>SSMP Information</b>
1. Goal	This SSMP Element contains the District’s goals for the operation, maintenance, and management of the sanitary sewer collection system, which provide focus to help reduce SSOs and mitigate SSOs that do occur.
2. Organization	A table containing names, job titles, roles, responsibilities, and contact information is contained in this SSMP Element, which allows the public, staff, and regulators to directly contact the person most knowledgeable for each aspect of the SSMP Program. An organization chart shows lines of authority.
3. Legal Authority	Appendices to this SSMP Element contain the complete District Ordinances and MRWPCA Ordinance cited.

SSMP Element	SSMP Information
4. Operation and Maintenance Program	Appendices to this SSMP Element thoroughly document the sanitary sewer system operation and maintenance activities, which are utilized to develop the District's Rehabilitation and Replacement Plan. Appendices include maps, equipment and replacement part inventories, and the CIP and associated funding mechanisms.
5. Design and Performance Provisions	Appendices to this SSMP Element include the in use Design Standards and Specifications.
6. Overflow Emergency Response Plan	Appendices to this SSMP Element include notification, response, and emergency operations procedures, training records, and response and mitigation programs.
7. FOG Control Program	A summary report documenting the annual FOG Record check will be included in the appendix to this element starting in 2014.
8. System Evaluation and Capacity Assurance Plan	This SSMP Element contains the 2011 SMP which conducted a thorough hydraulic analyses and evaluation of the District's collection system and provides the 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.
9. Monitoring, Measurement, and Program Modifications	This SSMP Element will be updated annually with the number of SSOs that occur and their causes in a calendar year. This is the most important trend to document and the reason for the SSMP.
10. SSMP Program Audits	SSMP Audit Reports will be appended to this SSMP Element when they are generated, the next audit is due on or before August 2, 2015.
11. Communication Program	Appendices to this SSMP Element contain examples of public outreach articles, flyers and pertinent Seaside County Sanitation District and MRWPCA website addresses, as well as meeting agendas and minutes from meetings with stakeholders.

### **9.3 SSMP Implementation Monitoring [WDR D.13(ix)(b)]**

The District Manager and District Engineer are responsible for:

#### **9.3.1 Element 1 – Goals**

The District Manager is responsible for monitoring the implementation of this SSMP Element. The District's sanitary sewer system goals will be evaluated and progress toward meeting these goals will be measured on an annual basis by the Associate District Engineer, who will submit a staff report to the District Board in February of each year, which communicates the District's progress toward achieving these goals and implementing the SSMP. Copies of these reports will be included in Appendix 9A.

#### **9.3.2 Element 2 – Organization**

The Associate District Engineer is responsible for monitoring the implementation of this SSMP Element. The organization charts will be reviewed and revised annually in February of each year. The SSO response and notification process will be reviewed and revised to increase its effectiveness annually in February of each year.

#### **9.3.3 Element 3 – Legal Authority**

The Associate District Engineer will receive input from the Maintenance and Utility Superintendent, and MRWPCA Source Control Supervisor on the effectiveness of the District and MRWPCA legal authorities in preventing SSOs annually in February of each year. Information gathered from this Staff will annually be sent in a memo to the District Legal Council and MRWPCA legal counsel for consideration in updates to the District Ordinances and MRWPCA Ordinance.

As of this revision to the SSMP, Revision 02, the District maintains the Legal Authorities stated by WDR Section D.13(iii) with the exception of the right to operate and maintain sewer laterals. The District does not currently own any laterals except to District-owned properties and, therefore, does not require the legal authorities to operate and maintain laterals to private properties.

#### **9.3.4 Element 4 – Operation and Maintenance Program**

The District's Maintenance and Utility Superintendent is responsible for monitoring the implementation of this SSMP Element, which is to be reviewed and revised annually.

The District plans to include interactive links incorporated into the District's existing GIS database to provide immediate access to sanitary sewer collection system photos, closed circuit television (CCTV) inspection videos, and the trunk system's as-built plans and construction drawings over the course of the next two years. As-built plans and construction drawings are maintained as the collection system is improved through each CIP, and this data will also be routinely integrated back into the collection system GIS database as this system is upgraded.

SSMP Element 4 – Operation and Maintenance Program includes funding and identification of historical and current fiscal year capital projects. Progress towards funding and completion of the short and long term capital projects beyond Fiscal Year 2013/14 and beyond will be tracked in this Element.

By the end of 2014, the District will develop a formal training program that incorporates future and existing operation, maintenance, and safety procedures. Annual training on all procedures and SSMP Element 4 – Operation and Maintenance Program will be conducted with District Staff and any contractors implementing portions of SSMP Element 4 – Operation and Maintenance Program. Training will be documented and tracked by the District.

#### 9.3.5 Element 5 – Design and Performance Provisions

The Associate District Engineer is responsible for monitoring the implementation of this SSMP Element. The Seaside County Sanitation District has contracted CIP project design services to Wallace Group. Currently, Wallace Group creates design and construction standards and specifications specific to the projects the District undertakes, such as the individual standards and specifications created and utilized for the District's CIP.

For routine repair work the District uses Standard Plans for the Public Works Construction, 2009, by Public Works Standards, Inc. which is included as Appendix 5A to this element.

#### 9.3.6 Element 6 – Overflow Emergency Response Plan

The Associate District Engineer is responsible for monitoring the implementation of this SSMP Element. The District's OERP, which includes emergency response procedures, will be reviewed and revised on an annual basis by the Associate District Engineer and Maintenance and Utilities Superintendent.

If a SSO occurs, the District's Associate District Engineer will evaluate the effectiveness of the OERP to determine whether any modifications need to be made to the procedures and protocol contained in the OERP and make the revisions needed to improve the effectiveness of the District's SSO response and notification processes.

#### 9.3.7 Element 7 – FOG Control Program

The Junior Engineer is responsible for monitoring the implementation of this SSMP Element and its effectiveness at reducing SSOs on an annual basis.

FOG Program changes necessitated by an increase in SSOs caused by FOG or an increase in number of FSE's in violation will be developed by the Junior Engineer with the Associate District Engineer and decided upon by the District Engineer and District Manager.

#### 9.3.8 Element 8 – System Evaluation and Capacity Assurance Plan

The Associate District Engineer is responsible for the implementation of this SSMP Element, which is to be reviewed and revised annually with the status of CIP projects identified in the 2011 SMP.

#### 9.3.9 Element 9 – Monitoring, Measurement, and Program Modifications

The Associate District Engineer is responsible for the implementation of this SSMP Element, which is to be reviewed and revised annually. The review and revisions are to be documented on the revision record, which is the first page of each element. The metrics contained in this SSMP Element are important tools in the determination of what tasks and projects contained in each element are a priority from fiscal year to fiscal year.

#### 9.3.10 Element 10 – SSMP Program Audits

The Associate District Engineer or their designee is responsible for assuring the SSMP Audit is conducted and complete prior to the August 2, 2015 deadline and continuously on a two year interval following this date.

SSMP Audits should be conducted with cooperation of all of the management, administrative, maintenance, and contract positions responsible for implementing specific measures in the SSMP program. When conducting the SSMP Audit, District Staff must evaluate the effectiveness of each element of the District's SSMP. A comprehensive, effective review of the District's SSMP must be documented in a SSMP Audit Report.

Upon the completion of the third SSMP Audit, which is due August 2, 2015, the District must evaluate the effectiveness of the SSMP Audit and the manner in which it was performed in this SSMP Element.

#### 9.3.11 Element 11 – Communication Program

The Associate District Engineer is responsible for the implementation of this SSMP Element, which is to be reviewed and revised annually. Revisions must include examples of public outreach articles, flyers and pertinent Seaside County Sanitation District and MRWPCA website addresses, as well as meeting agendas and minutes from meetings with stakeholders.

The Seaside County Sanitation District is a member of the MRWPCA Technical Advisory Committee, which is comprised of MRWPCA and its tributary agencies: Pacific Grove, Monterey, Del Rey Oaks, Seaside, Sand District, Fort Ord, Marina, Castroville, Moss Landing, Boronda, Salinas, and some unincorporated areas in northern Monterey County. This committee is designed to be a venue for communication and coordination between these agencies, but meetings have not occurred in several years. However, the District plans to work with MRWPCA to reinstate these meetings or to create a new quarterly meeting between District Staff and MRWPCA Staff in order to increase coordination and communication between these agencies starting at the end of 2014

### **9.4 Preventative Maintenance Program Assessment [WDR D.13(ix)(b)]**

The District's Preventative Maintenance Program includes CCTV inspection starting in 2014, cleaning, visual manhole inspection, and HMA identification and maintenance and has been successful at decreasing the amount of SSOs, which occur on an annual basis, as identified and described below in Section 9.6: SSO Trends. The improvements the District is making to its Preventative Maintenance Program are described in SSMP Element 4 – Operation and Maintenance Program and above in Section 9.3.4: Element 4 – Operation and Maintenance Program.

### **9.5 SSMP Updates [WDR D.13(ix)(d)]**

The intention of the District is to use the SSMP for training, planning and regular maintenance of the collection system. As the document is utilized, any deficiencies or discrepancies will be corrected. Program elements will be updated based on performance evaluations, organizational, operational, and maintenance changes, new regulatory requirements, and repairs, replacements, and upgrades made to the collection system.

At a minimum, the District will review and revise the SSMP annually. The Associate District Engineer is responsible for revising and maintaining the SSMP. A revision record will be maintained to track changes.

### 9.6 SSO Trends [WDR D.13(ix)(e)]

The trends in the Seaside County Sanitation District's SSOs for 2009 through 2014 are illustrated in Figure 9-1 and 9-2 and identified in Table 9-2. The cause categories identified in Table 9-2 are the causes available for use in the SSO Report in California Integrated Water Quality System (CIWQS). District Staff is responsible for determining which cause category is appropriate for each SSO when the SSO is reported in CIWQS.

Figure 9-1: Annual SSO Volume 2009 - 2013

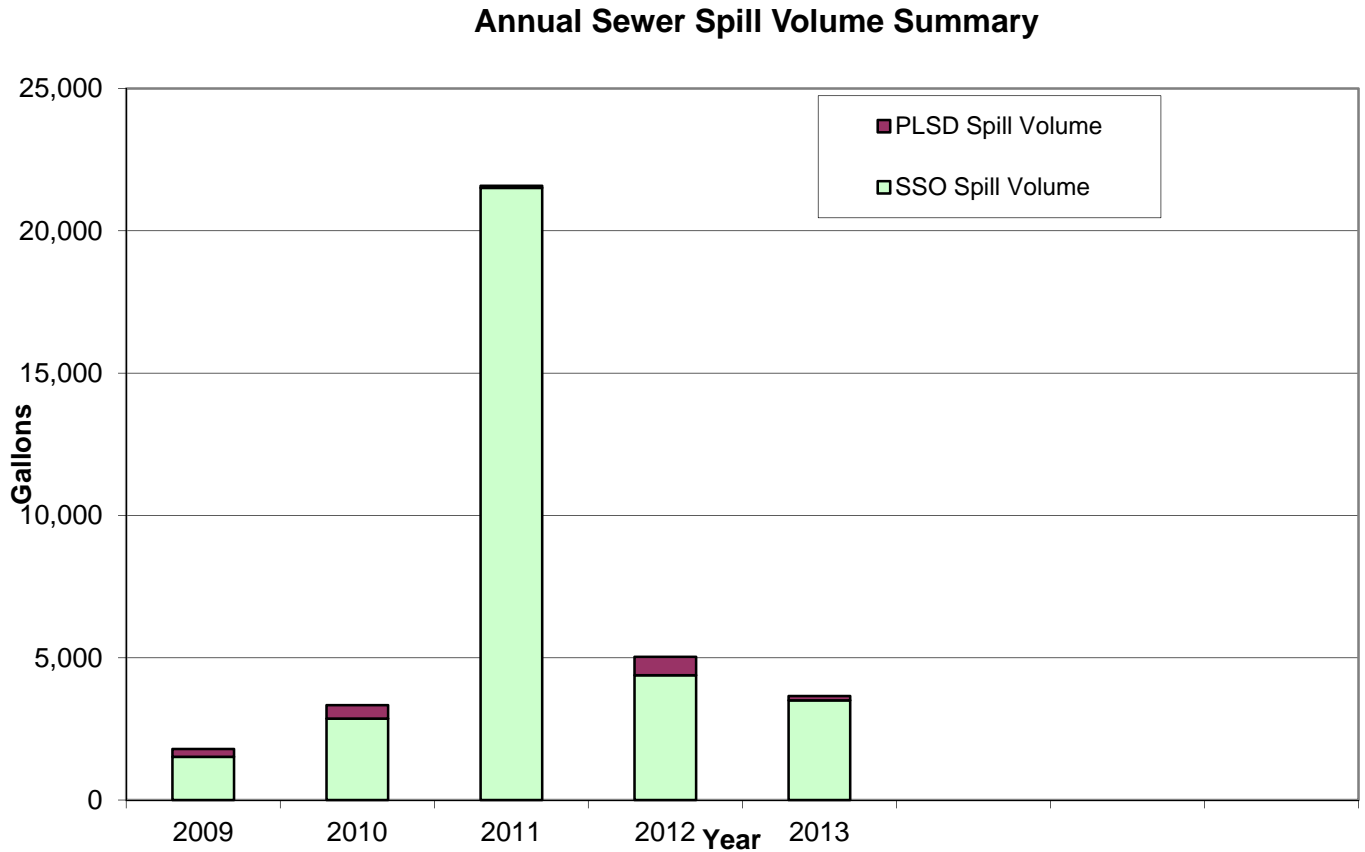


Figure 9-2: SSO Category 1, 2 and 3 SSO's 2009 – 2013

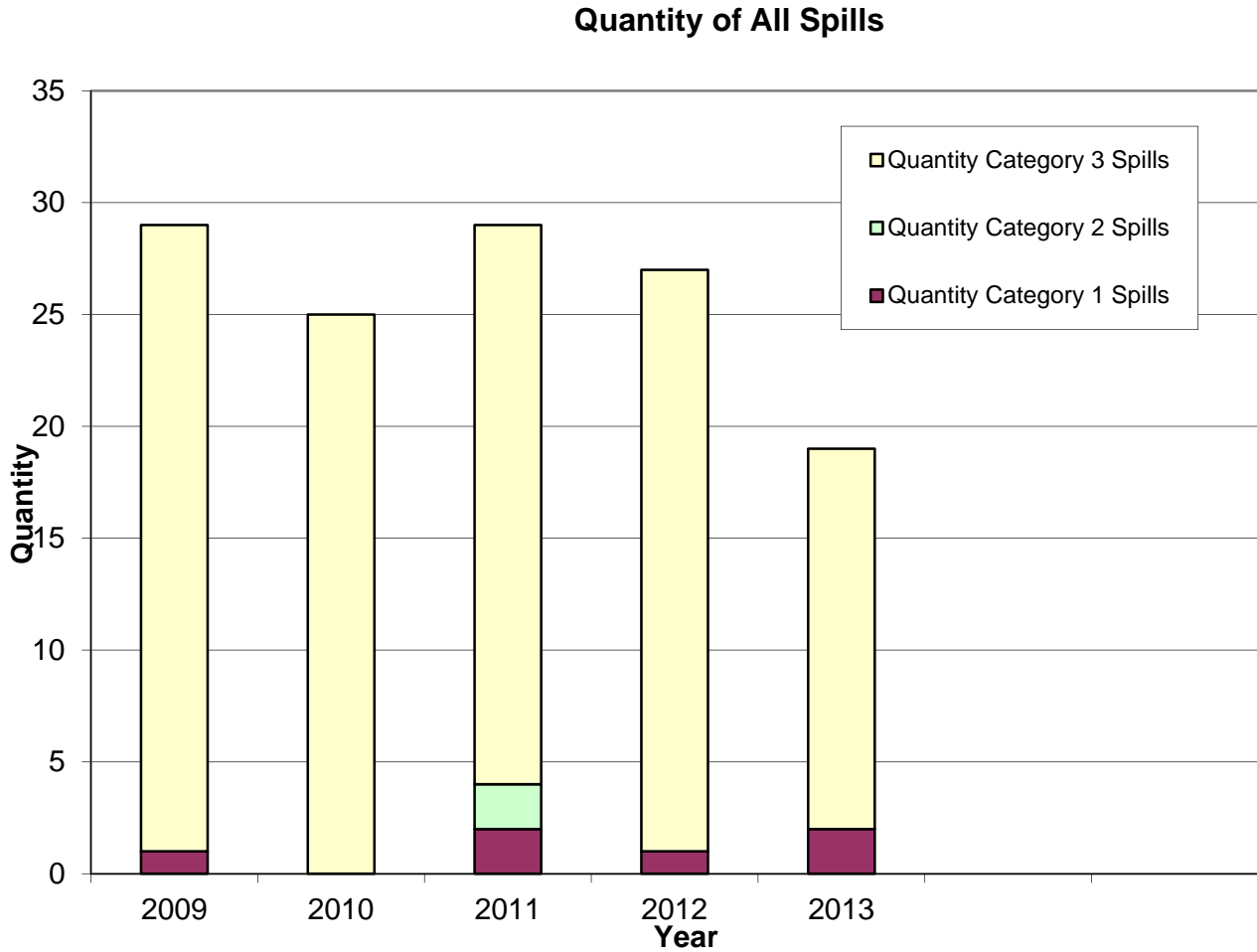


Table 9-2: Number of SCSD SSOs per Indicator per Year

Indicator		2010	2011	2012	2013	2014	Total
<b>No. of SSOs</b>		25	25	26	19	0	<b>95</b>
<b>Locations with Multiple SSOs</b>		1	0	0	0	0	<b>0</b>
<b>Volume (gal)</b>	<b>Volume</b>	1,521	21,510	4,385	3,506	0	<b>32,266</b>
	<b>Volume Recovered<sup>1</sup></b>	0	0	0	0	0	<b>0</b>
	<b>Volume Reached Surface Water</b>	0	51	0	0	0	<b>904</b>
<b>Causes</b>	<b>Debris</b>	1	0	0	1	0	<b>1</b>

Indicator	2010	2011	2012	2013	2014	Total
<b>Debris – General</b>	2	1	2	0	0	<b>5</b>
<b>Debris – Rags</b>	1	1	1	0	0	<b>5</b>
<b>Flow Exceeded Capacity</b>	0	0	0	0	0	<b>0</b>
<b>FOG</b>	10	15	18	6	0	<b>3</b>
<b>Operator Error</b>	0	0	0	0	0	<b>2</b>
<b>Other</b>	1	0	1	2	0	<b>6</b>
<b>Pipe Structural Problem/Failure</b>	0	0	0	0	0	<b>0</b>
<b>Pump Station Failure</b>	0	0	0	0	0	<b>0</b>
<b>Rainfall Exceeded Design</b>	0	0	0	0	0	<b>0</b>
<b>Root Intrusion</b>	5	5	8	9	0	<b>7</b>
<b>Vandalism</b>	0	0	1	0	0	<b>1</b>

<sup>1</sup>Several of SSO Reports in CIWQS include a comment under spill response activities, which state that all or a portion of the SSO was contained when the reported volume recovered was zero gallons.

Appendix 9A contains the CIWQS report of the SSO history from January 2009 to February 2014 and the Collection System Operation Report for the same time frame.

SCSD expects to continue to work towards reducing the number of SSOs.

**This Page Intentionally Left Blank**

## **APPENDIX 9A**

---

CIWQS SCSD SSO History January 2009 – February 2014

CIWQS SSO Collection System Operation Report February 2014



California Integrated Water Quality System Project (CIWQS)

**COLLECTION SYSTEM OPERATIONAL REPORT**

Please see the [Glossary of Terms](#) for explanations of the search results column headings. [More information about the report is found at the bottom of this page.](#)

[VIEW PRINTER FRIENDLY VERSION](#)

**SEARCH CRITERIA:** [REFINE SEARCH](#) | [NEW SEARCH](#) | [GLOSSARY](#) Facility Name (king city), County (Monterey)  
Date Range: Start\_Date (01/01/2006) End\_Date (02/13/2014)

**DRILLDOWN HISTORY:** [GO BACK TO LISTING OF COLLECTION SYSTEMS](#)

Seaside Co Sd CS  
Agency: SEASIDE CO SD

**General Information**

Region	Place ID	Place Name	CS Category	Place Address	Place County
3	631797	Seaside Co Sd CS	Municipal (Public)	610 Olympia Seaside, CA, 93955	Monterey

**Collection System Spill Summary**

Operational Indices: Seaside Co Sd CS

	Spill Rate Index (#spills/100mi/yr)								
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Seaside Co Sd CS	0.99	N/A	0.0	0.33	N/A	0.0	18.56	N/A	0.17
State Municipal (Public) Average	<a href="#">1.49</a>	N/A	<a href="#">0.85</a>	<a href="#">0.63</a>	N/A	<a href="#">1.39</a>	<a href="#">3.32</a>	N/A	<a href="#">1.54</a>
Region Municipal Average	<a href="#">1.08</a>	N/A	<a href="#">2.15</a>	<a href="#">0.69</a>	N/A	<a href="#">0.29</a>	<a href="#">4.04</a>	N/A	<a href="#">1.2</a>

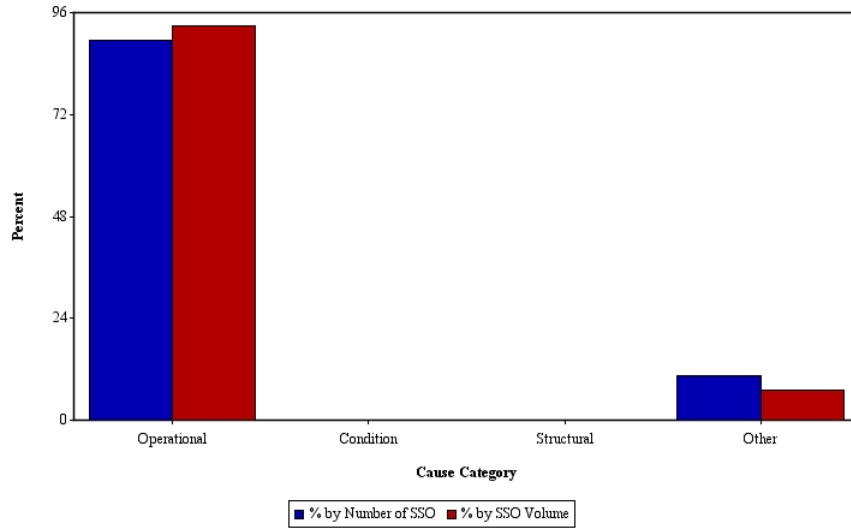
	Net Volume Spills Index (Net Vol in gallons/1000 Capita/yr)								
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Seaside Co Sd CS	3.69	N/A	0.0	32.01	N/A	0.0	31.46	N/A	0.0
State Municipal (Public) Average	<a href="#">771.52</a>	N/A	<a href="#">2010.22</a>	<a href="#">668.37</a>	N/A	<a href="#">358.73</a>	<a href="#">14.45</a>	N/A	<a href="#">13.59</a>
Region Municipal Average	<a href="#">38.59</a>	N/A	<a href="#">212.33</a>	<a href="#">5277.29</a>	N/A	<a href="#">2.05</a>	<a href="#">15.5</a>	N/A	<a href="#">7.62</a>

**Note:** Click on hyperlinks to get comparison charts for CS, Region, and State grouped by 'Miles Of Pipe'.

- (1) The number of Category 1, 2 and 3 SSOs resulting from a failure in the Enrollee sewer system per 100 miles sewer system owned by the Enrollee per year.
- (2) Net Volume (volume spilled minus volume recovered) of SSOs, for which the reporting Enrollee is responsible, per capita (i.e. the population served by your agency's sanitary sewer system), per year.
- (3) Value calculated using miles of force mains and other pressure systems and miles of gravity sewers the agency is responsible for.
- (4) Value calculated using miles of laterals the agency is responsible for (Lower Only, Upper/Lower). For collection systems with no lateral responsibility a N/A is shown.
- (5) Value Calculated using total miles of collection system pipe the agency is responsible for.
- (6) Comparison made between similar collection systems type (e.g. municipal) and lateral responsibility for the entire state over the selected time period. Comparison indices are calculated for all similar collection systems and averaged for comparison.
- (7) Comparison made between similar collection systems type (e.g. Municipal) and lateral responsibility for collection systems in same region (e.g. Region 5S). Collection system indices are calculated for all similar collection systems and averaged for comparison. For airport, hospital, marinas, military, park, port, prison, school, and other collection systems facilities, only state comparison is shown.
- (8) For Criteria used and term definitions refer to the SSO Glossary of Terms.

**Percentage of total Number and Volume of SSOs by Spill Cause**

Collection System: Seaside Co Sd CS

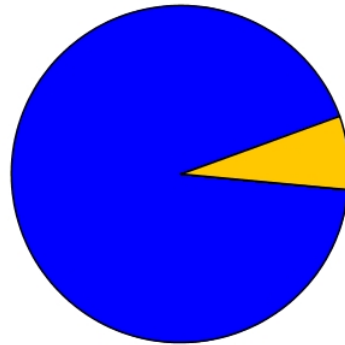


**Percentage of total Volume of SSOs by Spill Cause**

**Operational:** Debris from Construction, Debris from Lateral, Debris-General, Debris-Rags, Grease Deposition (FOG), Root Intrusion, Non - Dispersible Wipes  
**Condition:** Flow Exceeded Capacity (Separate CS Only), Natural Disaster, Rainfall Exceeded Design, I&I (Separate CS Only)  
**Structural:** Air Relief Valve (ARV)/Blow-Off Valve (BOV) Failure , Pipe Structural Problem/Failure, Pipe Structural Problem/Failure - Installation, Pump Station Failure-Controls, Pump Station Failure-Mechanical, Pump Station Failure-Power, Siphon Failure



Seaside Co Sd CS



■ 93% Operational ■ 0% Condition ■ 0% Structural ■ 7% Other



Region 3



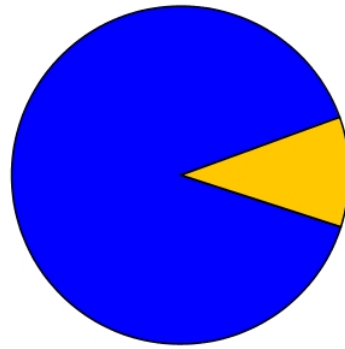
State of California

**Percentage of total Number of SSOs by Spill Cause**

**Operational:** Debris from Construction, Debris from Lateral, Debris-General, Debris-Rags, Grease Deposition (FOG), Root Intrusion, Non - Dispersible Wipes  
**Condition:** Flow Exceeded Capacity (Separate CS Only), Natural Disaster, Rainfall Exceeded Design, I&I (Separate CS Only)  
**Structural:** Air Relief Valve (ARV)/Blow-Off Valve (BOV) Failure , Pipe Structural Problem/Failure, Pipe Structural Problem/Failure - Installation, Pump Station Failure-Controls, Pump Station Failure-Mechanical, Pump Station Failure-Power, Siphon Failure



Seaside Co Sd CS



■ 89.5% Operational ■ 0% Condition ■ 0% Structural ■ 10.5% Other



Region 3



State of California



### Collection System Questionnaire Data(\*)

Collection System Information: Seaside Co Sd CS

Status	Active
Last Updated On	2013-11-21 08:15:55.0
Population Served	35,000
Miles of Force Main	0.5
Miles of Gravity Sewer	73.8
Miles of Laterals	40
Portion of Laterals Responsible	none
Miles of Laterals Responsible	0
Number of Service Lateral Connection	7231
Sewer Constructed 2000 Current	0
Sewer Constructed 1980 1999	1
Sewer Constructed 1960 1979	4
Sewer Constructed 1940 1959	95
Sewer Constructed 1920 1939	0
Sewer Constructed 1900 1919	0
Sewer Constructed Before 1900	0
Inaccessible Sewer (Miles)	0.2
Sewer Clean Production (Miles/Yr)	73.6
Gravity Sewer Inspection (Miles/Yr)	0.7

(\*) The information presented above was provided by the Enrollee in the Collection System Questionnaire. Enrollees are required to update the questionnaire information at least once a year; therefore, the information presented above may not be the most current.



### Sewer System Management Plan (SSMP) Completion (\*)

SSMP Information: Seaside Co Sd CS

Task and Associated Section	Completed
Development Plan and Schedule	Yes
Section I - Goal	Yes
Section II - Organization	Yes
Section III - Legal Authority	Yes
Section IV - Operation & Maintenance Program	Yes
Section V - Design & Performance Provisions	Yes
Section VI - Overflow Emergency Response Plan	Yes
Section VII - FOG Control Program	Yes
Section VIII - System Evaluation & Capacity Assurance Plan	Yes
Section IX - Monitoring, Measurement, and Program Modifications	Yes
Section X - SSMP Program Audits	Yes
Section XI - Communication Program	Yes
Complete SSMP Implementation	Yes

(\*) Under the Statewide General WDRs for Sanitary Sewer Systems, WQO No. 2006-0003, enrollees are required to develop and implement a written Sewer system Management Plan (SSMP) and must make it publicly available. The SSMP must be approved by the deadlines in the SSMP Time Schedule presented in the Sanitary Sewer Systems WDR.

#### Additional Information:

- Data used for the Operational report is reported by the enrollees through the CIWQS (California Integrated Water Quality System) SSO module.
- Indices are calculated for the date range specified ( default is past 4 months ) and using data available since reporting was required for all enrollees as specified in the Sanitary Sewer Systems WDR. Reporting was required to begin for Regions 4,8,9 on 1/2/2007, Regions 1,2,3 on 5/2/2007, and, Regions 5,6,7 on 9/2/2007.

- Comparisons are made between similar collection systems type (e.g. Municipal), and lateral responsibility for the entire state and region. Indices are calculated for all similar collection systems and averaged for comparison.
- Category 1 and 2 spills are required to be fully certified 15 calendar days after SSO response conclusion and Category 3 spills are required to be fully certified 30 Calendar days after end of calendar month which SSO occurred. Therefore, spill records for the past approximately 60 days may be incomplete.
- Average Number of Spills per 100 miles: Measures the number of sewer overflows per 100 miles of sewer lines. Notice that these indices are strongly influenced by the length of collection system owned by the enrollee.
  - For instance, an enrollee that owns and operates a collection system of one (1) mile in length having only one (1) spill (analyzing data for ONE year) will have a Operational indice of 100.0 spills/100mi/yr. On the other hand, an enrollee that owns and operates a collection system of one hundred (100) miles in length having only one (1) spill (analyzing data for ONE year) will have a Operational indice of 1.0 spills/100mi/yr.
- Average Net Volume (volume spilled minus volume recovered) of Spills per Capita: Measures the volume in gallons of SSOs, for which the reporting Enrollee is responsible, per capita ( the population served by your agency's sanitary sewer system). Where the volume recovered is greater than the volume spilled, the net volume will be considered to be zero.
- The "agency" or Enrollee listed on a SSO report is responsible for the data presented in this report and should be contacted directly for questions related to their Data.
- More information on the Sanitary Sewer Overflow Reduction program is available at:  
[http://www.waterboards.ca.gov/water\\_issues/programs/sso/index.shtml](http://www.waterboards.ca.gov/water_issues/programs/sso/index.shtml)
- The Sanitary Sewer Overflows Incident Map is available at:  
[http://www.waterboards.ca.gov/water\\_issues/programs/sso/sso\\_map/sso\\_pub.shtml](http://www.waterboards.ca.gov/water_issues/programs/sso/sso_map/sso_pub.shtml)
- The Interactive SSO report: [https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso\\_main](https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso_main)

The current report was generated with data as of: Wednesday, February 12, 2014  
Regional Boards are in the process of entering backlogged data.  
As a result, data may be incomplete.

[Back to Main Page](#) | [Back to Top of Page](#)

[Conditions of Use](#) | [Privacy Policy](#)  
Copyright © 2012 State of California

The Board is one of six boards, departments, and offices under the umbrella of the California Environmental Protection Agency.  
[Cal/EPA](#) | [ARB](#) | [DPR](#) | [DTSC](#) | [OEHHA](#) | [SWRCB](#)

## COLLECTION SYSTEM OPERATIONAL REPORT

Please see the [Glossary of Terms](#) for explanations of the search results column headings. [More information about the report is found at the bottom of this page.](#)

General Information 

Region	Place ID	Place Name	CS Category	Place Address	Place County
3	631797	Seaside Co Sd CS	Municipal (Public)	610 Olympia Seaside, CA, 93955	Monterey



## Collection System Spill Summary

Operational Indices: Seaside Co Sd CS

	Spill Rate Index (#spills/100mi/yr)								
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Seaside Co Sd CS	0.99	N/A	0.0	0.33	N/A	0.0	18.56	N/A	0.17
State Municipal (Public) Average	<a href="#">1.49</a>	N/A	<a href="#">0.85</a>	<a href="#">0.63</a>	N/A	<a href="#">1.39</a>	<a href="#">3.32</a>	N/A	<a href="#">1.54</a>
Region Municipal Average	<a href="#">1.08</a>	N/A	<a href="#">2.15</a>	<a href="#">0.69</a>	N/A	<a href="#">0.29</a>	<a href="#">4.04</a>	N/A	<a href="#">1.2</a>

	Net Volume Spills Index (Net Vol in gallons/1000 Capita/yr)								
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Seaside Co Sd CS	3.69	N/A	0.0	32.01	N/A	0.0	31.46	N/A	0.0
State Municipal (Public) Average	<a href="#">771.52</a>	N/A	<a href="#">2010.22</a>	<a href="#">668.37</a>	N/A	<a href="#">358.73</a>	<a href="#">14.45</a>	N/A	<a href="#">13.59</a>
Region Municipal Average	<a href="#">38.59</a>	N/A	<a href="#">212.33</a>	<a href="#">5277.29</a>	N/A	<a href="#">2.05</a>	<a href="#">15.5</a>	N/A	<a href="#">7.62</a>

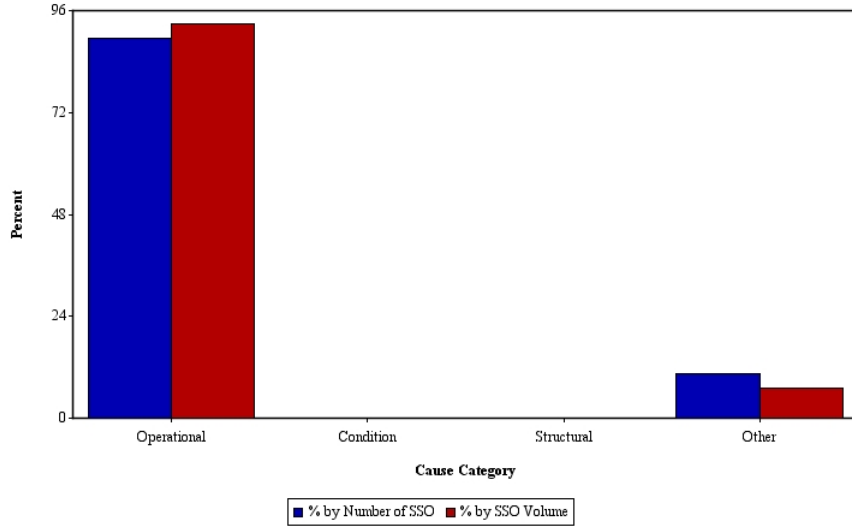
**Note:** Click on hyperlinks to get comparison charts for CS, Region, and State grouped by 'Miles Of Pipe'.

- (1) The number of Category 1, 2 and 3 SSOs resulting from a failure in the Enrollee sewer system per 100 miles sewer system owned by the Enrollee per year.
- (2) Net Volume (volume spilled minus volume recovered) of SSOs, for which the reporting Enrollee is responsible, per capita (i.e. the population served by your agency's sanitary sewer system), per year.
- (3) Value calculated using miles of force mains and other pressure systems and miles of gravity sewers the agency is responsible for.
- (4) Value calculated using miles of laterals the agency is responsible for (Lower Only, Upper/Lower). For collection systems with no lateral responsibility a N/A is shown.
- (5) Value Calculated using total miles of collection system pipe the agency is responsible for.
- (6) Comparison made between similar collection systems type (e.g. municipal) and lateral responsibility for the entire state over the selected time period. Comparison indices are calculated for all similar collection systems and averaged for comparison.
- (7) Comparison made between similar collection systems type (e.g. Municipal) and lateral responsibility for collection systems in same region (e.g. Region 5S). Collection system indices are calculated for all similar collection systems and averaged for comparison. For airport, hospital, marinas, military, park, port, prison, school, and other collection systems facilities, only state comparison is shown.
- (8) For Criteria used and term definitions refer to the SSO Glossary of Terms.



## Percentage of total Number and Volume of SSOs by Spill Cause

Collection System: Seaside Co Sd CS



### Percentage of total Volume of SSOs by Spill Cause

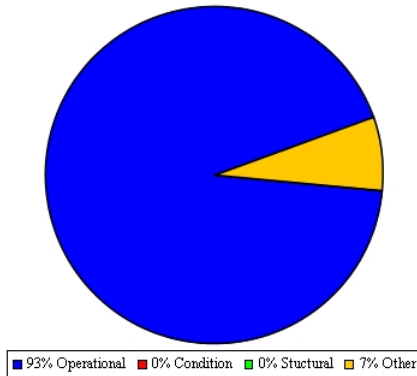
**Operational:** Debris from Construction, Debris from Lateral, Debris-General, Debris-Rags, Grease Deposition (FOG), Root Intrusion, Non - Dispersible Wipes

**Condition:** Flow Exceeded Capacity (Separate CS Only), Natural Disaster, Rainfall Exceeded Design, I&I (Separate CS Only)

**Structural:** Air Relief Valve (ARV)/Blow-Off Valve (BOV) Failure , Pipe Structural Problem/Failure, Pipe Structural Problem/Failure - Installation, Pump Station Failure-Controls, Pump Station Failure-Mechanical, Pump Station Failure-Power, Siphon Failure



Seaside Co Sd CS



Region 3



State of California

### Percentage of total Number of SSOs by Spill Cause

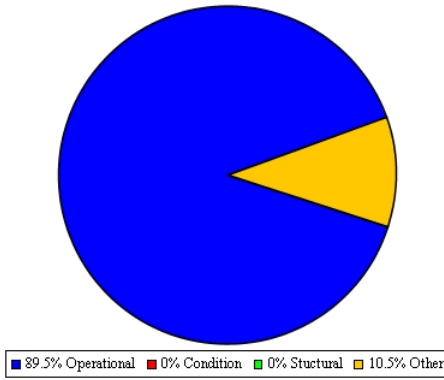
**Operational:** Debris from Construction, Debris from Lateral, Debris-General, Debris-Rags, Grease Deposition (FOG), Root Intrusion, Non - Dispersible Wipes

**Condition:** Flow Exceeded Capacity (Separate CS Only), Natural Disaster, Rainfall Exceeded Design, I&I (Separate CS Only)

**Structural:** Air Relief Valve (ARV)/Blow-Off Valve (BOV) Failure , Pipe Structural Problem/Failure, Pipe Structural Problem/Failure - Installation, Pump Station Failure-Controls, Pump Station Failure-Mechanical, Pump Station Failure-Power, Siphon Failure



Seaside Co Sd CS



Region 3



State of California



### Collection System Questionnaire Data(\*)

Collection System Information: Seaside Co Sd CS

Status	Active
Last Updated On	2013-11-21 08:15:55.0
Population Served	35,000
Miles of Force Main	0.5
Miles of Gravity Sewer	73.8
Miles of Laterals	40
Portion of Laterals Responsible	none
Miles of Laterals Responsible	0
Number of Service Lateral Connection	7231
Sewer Constructed 2000 Current	0
Sewer Constructed 1980 1999	1
Sewer Constructed 1960 1979	4
Sewer Constructed 1940 1959	95
Sewer Constructed 1920 1939	0
Sewer Constructed 1900 1919	0
Sewer Constructed Before 1900	0
Inaccessible Sewer (Miles)	0.2
Sewer Clean Production (Miles/Yr)	73.6
Gravity Sewer Inspection (Miles/Yr)	0.7

(\*) The information presented above was provided by the Enrollee in the Collection System Questionnaire. Enrollees are required to update the questionnaire information at least once a year; therefore, the information presented above may not be the most current.



### Sewer System Management Plan (SSMP) Completion (\*)

SSMP Information: Seaside Co Sd CS

Task and Associated Section	Completed
Development Plan and Schedule	Yes
Section I - Goal	Yes
Section II - Organization	Yes
Section III - Legal Authority	Yes
Section IV - Operation & Maintenance Program	Yes
Section V - Design & Performance Provisions	Yes
Section VI - Overflow Emergency Response Plan	Yes
Section VII - FOG Control Program	Yes
Section VIII - System Evaluation & Capacity Assurance Plan	Yes
Section IX - Monitoring, Measurement, and Program Modifications	Yes
Section X - SSMP Program Audits	Yes
Section XI - Communication Program	Yes
Complete SSMP Implementation	Yes

(\*) Under the Statewide General WDRs for Sanitary Sewer Systems, WQO No. 2006-0003, enrollees are required to develop and implement a written Sewer system Management Plan (SSMP) and must make it publicly available. The SSMP must be approved by the deadlines in the SSMP Time Schedule presented in the Sanitary Sewer Systems WDR.

#### Additional Information:

- Data used for the Operational report is reported by the enrollees through the CIWQS (California Integrated Water Quality System) SSO module.
- Indices are calculated for the date range specified ( default is past 4 months ) and using data available since reporting was required for all enrollees as specified in the Sanitary Sewer Systems WDR. Reporting was required to begin for Regions 4,8,9 on 1/2/2007, Regions 1,2,3 on 5/2/2007, and, Regions 5,6,7 on 9/2/2007.

- Comparisons are made between similar collection systems type (e.g. Municipal), and lateral responsibility for the entire state and region. Indices are calculated for all similar collection systems and averaged for comparison.
- Category 1 and 2 spills are required to be fully certified 15 calendar days after SSO response conclusion and Category 3 spills are required to be fully certified 30 Calendar days after end of calendar month which SSO occurred. Therefore, spill records for the past approximately 60 days may be incomplete.
- Average Number of Spills per 100 miles: Measures the number of sewer overflows per 100 miles of sewer lines. Notice that these indices are strongly influenced by the length of collection system owned by the enrollee.
  - For instance, an enrollee that owns and operates a collection system of one (1) mile in length having only one (1) spill (analyzing data for ONE year) will have a Operational indice of 100.0 spills/100mi/yr. On the other hand, an enrollee that owns and operates a collection system of one hundred (100) miles in length having only one (1) spill (analyzing data for ONE year) will have a Operational indice of 1.0 spills/100mi/yr.
- Average Net Volume (volume spilled minus volume recovered) of Spills per Capita: Measures the volume in gallons of SSOs, for which the reporting Enrollee is responsible, per capita ( the population served by your agency's sanitary sewer system). Where the volume recovered is greater than the volume spilled, the net volume will be considered to be zero.
- The "agency" or Enrollee listed on a SSO report is responsible for the data presented in this report and should be contacted directly for questions related to their Data.
- More information on the Sanitary Sewer Overflow Reduction program is available at:  
[http://www.waterboards.ca.gov/water\\_issues/programs/sso/index.shtml](http://www.waterboards.ca.gov/water_issues/programs/sso/index.shtml)
- The Sanitary Sewer Overflows Incident Map is available at:  
[http://www.waterboards.ca.gov/water\\_issues/programs/sso/sso\\_map/sso\\_pub.shtml](http://www.waterboards.ca.gov/water_issues/programs/sso/sso_map/sso_pub.shtml)
- The Interactive SSO report: [https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso\\_main](https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso_main)

The current report was generated with data as of: Wednesday, February 12, 2014



California Integrated Water Quality System Project (CIWQS)

Spill Public Report – Summary Page

Here is the summary page with the results of your spill public report search. These results correspond to the following search criteria:

SEARCH CRITERIA: [\[REFINE SEARCH\]](#)

- County (Monterey)
- Region (3)
- Spill Type (sso\_cat1\_2\_3)
- Start Date (01/01/2006)
- End Date (02/13/2014)

Please see the [Glossary of Terms](#) for explanations of the search results column headings. [More information about the report is found at the bottom of this page.](#)

**Note: For the "Collection System Performance Report" column, the Performance report will only show the most recent 12 months of data if in the original SSO Interactive Report search the date range was not specified.**

[\[VIEW PRINTER FRIENDLY VERSION\]](#)      [\[EXPORT THIS REPORT TO EXCEL\]](#)      [\[EXPORT ALL SPILL DETAILS TO EXCEL\]](#)

Region	Responsible Agency	Collection System	Total Number of SSO locations	Total Vol of SSOs (gal)	Total Vol Recover (gal)	Total Vol Reach Surface Water	Percent Recover	Percent Reach Surface Water	Miles Pressure Sewer	Miles Gravity Sewer	Miles of Laterals	WDID	Collection System Performance Report
3	CALIFORNIA UTILITIES SERVICE	<a href="#">California Utilities Service CS</a>	<a href="#">2</a>	1,300	1,100	0	84	0	0.5	15.3	0.0	3SSO11512	<a href="#">Operational Performance</a>
3	CARMEL AREA WWD	<a href="#">Carmel Area Wastewater Dist CS</a>	<a href="#">43</a>	17,405	1,355	3,400	7	19	4.0	82.0	0.0	3SSO10244	<a href="#">Operational Performance</a>
3	Ca Dept of Corrections	<a href="#">Soledad Correctional Training Facility CS</a>	<a href="#">23</a>	50,859	36,680	2,950	72	5	2.8	6.0	0.0	3SSO11191	<a href="#">Operational Performance</a>
3	Ca Dept of Corrections	<a href="#">Soledad Valley State Prison CS</a>	<a href="#">2</a>	290	5	235	1	81	0.0	4.0	2.0	3SSO11472	<a href="#">Operational Performance</a>
3	Castroville Water District	<a href="#">Castroville Water District CS</a>	<a href="#">1</a>	311	200	0	64	0	7.5	21.0	0.0	3SSO11443	<a href="#">Operational Performance</a>
3	GONZALES, CITY OF	<a href="#">Gonzales City CS</a>	<a href="#">4</a>	27,940	27,255	1,000	97	3	1.3	21.0	0.0	3SSO10248	<a href="#">Operational Performance</a>
3	GREENFIELD, CITY OF	<a href="#">Greenfield, City Of CS</a>	<a href="#">25</a>	6,335	891	4,000	14	63	0.8	21.0	0.0	3SSO10272	<a href="#">Operational Performance</a>
3	King City	<a href="#">King City Domestic CS</a>	<a href="#">3</a>	5,400	5,000	0	92	0	0.0	21.0	0.0	3SSO10278	<a href="#">Operational Performance</a>
3	LITTLE BEAR WATER CO., INC.	<a href="#">Little Bear Domestic Wastewater CS</a>	<a href="#">1</a>	900	700	0	77	0	3.6	4.7	0.0	3SSO11526	<a href="#">Operational Performance</a>
3	MARINA COAST WD	<a href="#">Marina Coast Wd CS</a>	<a href="#">46</a>	980,200	21,510	570	2	0	10.0	144.0	0.0	3SSO10287	<a href="#">Operational Performance</a>
3	MONTEREY CSA - CHUALAR	<a href="#">Monterey Csa - Chualar CS</a>	<a href="#">3</a>	320	120	200	37	62	2.0	5.7	0.0	3SSO10293	<a href="#">Operational Performance</a>
3	MONTEREY, CITY OF	<a href="#">Monterey City CS</a>	<a href="#">86</a>	27,852	12,298	12,990	44	46	1.2	103.2	0.0	3SSO11524	<a href="#">Operational Performance</a>
	Monterey County Public Works	<a href="#">Boronda Sanitation</a>											<a href="#">Operational</a>

3	Department Monterey County Public Works	<a href="#">District CS</a>	<a href="#">4</a>	1,003	502	500	50	49	0.3	5.4	0.0	3SSO18092	<a href="#">Performance</a>
3	Department Works	<a href="#">Moss Landing CS</a>	<a href="#">4</a>	670	580	0	86	0	2.2	3.1	0.0	3SSO11532	<a href="#">Operational Performance</a>
3	Monterey Regional WPCA	<a href="#">Mrwpc Reg Trtmt &amp; Outfall Sys CS</a>	<a href="#">3</a>	1,010	0	1,000	0	99	30.7	3.5	0.0	3SSO10296	<a href="#">Operational Performance</a>
3	PAJARO CO SANITATION DISTRICT	<a href="#">Pajaro CSD CS</a>	<a href="#">2</a>	1,010	760	250	75	24	4.4	20.0	0.0	3SSO18097	<a href="#">Operational Performance</a>
3	Pacific Grove City	<a href="#">Pacific Grove City CS</a>	<a href="#">48</a>	8,979	3,344	919	37	10	0.9	58.5	0.0	3SSO11609	<a href="#">Operational Performance</a>
3	Pebble Beach Community Service District	<a href="#">Pebble Beach CSD CS</a>	<a href="#">41</a>	3,337	550	625	16	18	3.0	75.0	0.0	3SSO11422	<a href="#">Operational Performance</a>
3	SEASIDE CO SD	<a href="#">Seaside Co Sd CS</a>	<a href="#">124</a>	36,162	16,868	1,200	46	3	0.5	73.8	0.0	3SSO10334	<a href="#">Operational Performance</a>
3	Salinas City	<a href="#">Salinas City CS</a>	<a href="#">19</a>	5,900	5,670	5,230	96	88	1.9	270.0	0.0	3SSO10314	<a href="#">Operational Performance</a>
3	Salinas City	<a href="#">Salinas Industrial Wastewater CS</a>	<a href="#">1</a>	15	15	0	100	0	0.5	6.5	0.0	3SSO11522	<a href="#">Operational Performance</a>
3	Santa Lucia CSD	<a href="#">Santa Lucia Csd CS</a>	<a href="#">1</a>	5,000	0	5,000	0	100	1.0	13.0	0.0	3SSO10329	<a href="#">Operational Performance</a>
3	Soledad City	<a href="#">Sewage Treatment Plant CS</a>	<a href="#">5</a>	560	210	50	37	8	4.2	38.8	20.0	3SSO10335	<a href="#">Operational Performance</a>
				491	1,182,758	135,613	40,119		83.3	1,016.4	22.0		

Each individual SSO report contains the data related to one specific location where sewage discharged from the sanitary sewer system due to a failure (e.g., sewer pipe blockage or pump failure). A single failure within a sanitary sewer system can result in multiple sewage discharge locations and, thus, multiple SSO reports. For example, a lift station power failure can result in sewage being discharged from numerous manholes. In this example, a SSO report would be submitted for each manhole that discharged sewage with all reports sharing the same failure or cause data.

It is important to review SSO reports in detail to determine if individual sewage discharge locations share a common underlying failure or cause when assessing the performance of Enrollees and their sanitary sewer systems through SSO events. This is because it is the failures that are the ultimate problem which the Enrollees should be making all reasonable efforts to prevent.

The search results below present summary data for all sewage discharge locations, as submitted through individual SSO reports, which meet the search criteria selected. To determine if SSO reports relate to a common failure within the sanitary sewer system, the SSO reports should be reviewed in detail by selecting the specific "agency" or "collection sys" name from the table below.

The "agency", or Enrollee, listed on a SSO report is responsible for the sewage discharge described and should be contacted directly for questions related to that incident.

The current report was generated with real-time data entered by Enrollees.

[Back to Main Page](#) | [Back to Top of Page](#)

© 2006 State of California.



California Integrated Water Quality System Project (CIWQS)

**FACILITY AT-A GLANCE REPORT**

[\[VIEW PRINTER FRIENDLY VERSION\]](#)[\[EXPORT THIS REPORT TO EXCEL\]](#)

**SEARCH CRITERIA:** [\[REFINE SEARCH\]](#)

Display Type Facility Name (**seaside**)

**DRILLDOWN HISTORY:** [\[GO BACK TO FACILITIES AT A GLANCE LIST\]](#)

PLACE ID: **631797**

General Information						
Region	Place ID	Place Name	Place Type	Place Address		Place County
3	631797	Seaside Co Sd CS	Collection_System	610 Olympia Seaside, CA, 93955		Monterey

Related Parties						
Party	Party Type	Party Name	Role	Classification	Relationship Start Date	Relationship End Date
538508	Person	<a href="#">Diane Ray</a>	Is A Data Submitter For		02/04/2013	
520074	Person	<a href="#">Rick Riedl</a>	Is Onsite Manager For		09/29/2009	
455928	Person	<a href="#">Roy Tilly</a>	Is A Data Submitter For		01/25/2008	
455918	Person	<a href="#">Dave Fortune</a>	Is A Data Submitter For		01/25/2008	
364129	Person	<a href="#">Tim OHalloran</a>	Is Onsite Manager For		01/14/2008	
219277	Person	<a href="#">Bjorn Lundegard</a>	Is Onsite Manager For		01/14/2008	04/24/2013
88917	Person	<a href="#">Diana Ingersoll</a>	Is Onsite Manager For		11/19/2007	
40354	Organization	<a href="#">SEASIDE CO SD</a>	Owner	County Agency	04/06/2006	
60849	Person	<a href="#">DIANA INGERSOLL</a>	Is Onsite Manager For		04/06/2006	

Total Related Parties:9

Regulatory Measures									
Reg Measure ID	Reg Measure Type	Region	Program	Order No.	WDID	Effective Date	Expiration Date	Status	Amended?
299993	Enrollee	3	SSOMUNILRG	2006-0003-DWQ	3SSO10334	12/05/2007		Active	N

Total Reg Measures:1

Violations								
Violation ID	Occurred Date	Violation Type	(+) Violation Description	Corrective Action	Status	Classification	Source	
955699	09/08/2013	SSOS	Debris-Rags;Sticks, rags, grease, and roots are probable cause. caused 50 gallon	Cleaned-Up;Mitigated Effects of Spill.	Violation	3	SSO	
955696	09/07/2013	SSOS	Grease Deposition (FOG) caused 400 gallons of sewage to spill from Gravity Mainl	Cleaned-Up;Contained all or portion of spill.	Violation	3	SSO	
941838	01/06/2013	SSOS	Grease deposition (FOG);Roots and Grease caused 200 gallons of sewage to spill f	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO	
941836	12/29/2012	SSOS	Root intrusion;Roots and Grease caused 300.0 gallons of sewage to spill from Gra	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO	
941837	12/27/2012	SSOS	Debri-Rags;Roots and Rags caused 50 gallons of sewage to spill from Manhole at 2	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO	
940978	12/20/2012	SSOS	Grease deposition (FOG) caused 150 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO	
940679	12/11/2012	SSOS	Debri-Rags;Rags and Roots caused 300 gallons of sewage to spill from Gravity sew	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO	
940675	12/07/2012	SSOS			Violation	3	SSO	

			Grease deposition (FOG) caused 100 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.			
940443	11/28/2012	SSOS	Root intrusion caused 200 gallons of sewage to spill from Gravity sewer; Manhole	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
939245	11/04/2012	SSOS	Root intrusion;Roots and Grease caused 300.0 gallons of sewage to spill from Bui	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Inspected sewer using CCTV to determine cause;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
937191	09/27/2012	SSOS	Other (specify below);Unknown caused 950 gallons of sewage to spill from Gravity	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
931837	07/11/2012	SSOS	Root intrusion;Roots, Rocks, Paper, Grease caused 50 gallons of sewage to spill	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
929549	06/28/2012	SSOS	Root intrusion caused 25 gallons of sewage to spill from Building or structure;C	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
924346	04/22/2012	SSOS	Root intrusion caused 300 gallons of sewage to spill from Gravity sewer;Manhole	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
924345	04/19/2012	SSOS	Root intrusion caused 300.0 gallons of sewage to spill from Gravity sewer;Manhol	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
922905	04/01/2012	SSOS	Debri-Rags caused 50.0 gallons of sewage to spill from Building or structure;Gra	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
922279	03/20/2012	SSOS	Root intrusion caused 45 gallons of sewage to spill from Gravity sewer;Manhole a	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
922274	03/14/2012	SSOS	Root intrusion caused 15 gallons of sewage to spill from Building or structure;L	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
921160	03/03/2012	SSOS	Grease deposition (FOG) caused 20.0 gallons of sewage to spill from Gravity sewe	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Returned all or portion of spill to sanitary sewer system. Spill ended prior to arrival on site.	Violation	3	SSO
922967	02/28/2012	SSOS	Grease deposition (FOG) caused 150 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
922968	02/28/2012	SSOS	Grease deposition (FOG) caused 25 gallons of sewage to spill from Building or st	Restored flow.	Violation	3	SSO
922966	02/26/2012	SSOS	Debri-General;Paper caused 400 gallons of sewage to spill from Gravity sewer;Man	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
922963	02/25/2012	SSOS	Grease deposition (FOG) caused 50 gallons of sewage to spill from Building or st	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
922964	02/25/2012	SSOS	Root intrusion caused 200 gallons of sewage to spill from Building or structure;	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
919870	02/20/2012	SSOS	Grease deposition (FOG) caused 100 gallons of sewage to spill from Building or s	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
919869	01/19/2012	SSOS	Grease deposition (FOG);Roots and Grease caused 200 gallons of sewage to spill f	Restored flow.	Violation	3	SSO
919868	01/17/2012	SSOS	Grease deposition (FOG);Roots and Grease caused 80 gallons of sewage to spill fr	Restored flow;Other (specify below). Rinse yards	Violation	3	SSO
924138	01/04/2012	SSOS	Root intrusion caused 75 gallons of sewage to spill from Gravity sewer;Manhole a	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
916609	12/27/2011	SSOS	Debri-Rags caused 150 gallons of sewage to spill from Gravity sewer;Manhole at 1	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
916608	12/26/2011	SSOS	Grease deposition (FOG) caused 500.0 gallons of sewage to spill from Gravity sew	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	U	SSO
916607	12/24/2011	SSOS	Root intrusion caused 20 gallons of sewage to spill from Gravity sewer at Stowe	Restored flow.	Violation	3	SSO
916606	11/14/2011	SSOS	Grease deposition (FOG) caused 100.0 gallons of sewage to spill from Gravity sew	Restored flow.	Violation	3	SSO

913964	11/13/2011	SSOS	Grease deposition (FOG) caused 7500 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
911572	10/18/2011	SSOS	Grease deposition (FOG) caused 150 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
910658	10/09/2011	SSOS	Grease deposition (FOG) caused 100 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Other (specify below). Inspected FSE adjacent to spill. Found grease interceptor properly maintained.	Violation	3	SSO
909678	09/13/2011	SSOS	Other (specify below);Unknown caused 50 gallons of sewage to spill from Building	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow.	Violation	3	SSO
909679	09/13/2011	SSOS	Root intrusion caused 50 gallons of sewage to spill from Gravity sewer;Manhole a	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
909675	09/11/2011	SSOS	Debri-General;Lots of paper caused 100 gallons of sewage to spill from Building	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
904955	07/14/2011	SSOS	Root intrusion;Tennis Ball in roots caused 400 gallons of sewage to spill from G	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
903981	06/26/2011	SSOS	Debri-Rags caused 300 gallons of sewage to spill from Gravity sewer;Manhole at F	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
902607	05/14/2011	SSOS	Root intrusion caused 30 gallons of sewage to spill from Gravity sewer;Manhole a	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
902606	05/13/2011	SSOS	Debri-Rags caused 150 gallons of sewage to spill from Gravity sewer;Manhole at B	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
902596	05/09/2011	SSOS	Root intrusion caused 200.0 gallons of sewage to spill from Gravity sewer;Manhol	Restored flow.	Violation	3	SSO
899413	05/08/2011	SSOS	Grease deposition (FOG);Grease and Roots caused 80 gallons of sewage to spill fr	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
899412	04/28/2011	SSOS	Grease deposition (FOG) caused 30 gallons of sewage to spill from Gravity sewer;	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
899411	04/28/2011	SSOS	Root intrusion caused 150.0 gallons of sewage to spill from Gravity sewer at Ros	Cleaned-up (mitigated effects of spill).	Violation	3	SSO
896833	04/11/2011	SSOS	Grease deposition (FOG) caused 100 gallons of sewage to spill from Other sewer s	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
896832	04/07/2011	SSOS	Debri-Rags caused 400 gallons of sewage to spill from Gravity sewer;Manhole at 1	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
896830	03/14/2011	SSOS	Grease deposition (FOG) caused 300 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
893381	03/09/2011	SSOS	Debri-Rags caused 30 gallons of sewage to spill from Gravity sewer;Manhole at 17	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
893380	03/08/2011	SSOS	Grease deposition (FOG) caused 10 gallons of sewage to spill from Gravity sewer;	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
888622	01/04/2011	SSOS	Root intrusion caused 10.0 gallons of sewage to spill from Gravity sewer;Other s	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	U	SSO
888307	12/27/2010	SSOS	Grease deposition (FOG);Grease and Rags caused 50 gallons of sewage to spill fro	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
888304	12/05/2010	SSOS	Grease deposition (FOG) caused 50 gallons of sewage to spill from Gravity sewer;	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
883477	10/20/2010	SSOS	Root intrusion caused 400 gallons of sewage to spill from Gravity sewer;Manhole	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
883011	10/13/2010	SSOS	Root intrusion caused 80 gallons of sewage to spill from Gravity sewer;Other (sp	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	3	SSO
883010	10/09/2010	SSOS	Grease deposition (FOG) caused 5 gallons of sewage to spill from Gravity sewer;M	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
883473	09/29/2010	SSOS			Violation	3	SSO

			Grease deposition (FOG) caused 300 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.			
883472	09/25/2010	SSOS	Root intrusion caused 100 gallons of sewage to spill from Gravity sewer;Manhole	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	3	SSO
880906	09/12/2010	SSOS	Root intrusion;Paper towels caused 200 gallons of sewage to spill from Gravity s	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow.	Violation	3	SSO
870292	05/09/2010	SSOS	Root intrusion caused 200 gallons of sewage to spill from gravity sewer; manhole	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
870655	05/09/2010	SSOS	Root intrusion caused 600 gallons of sewage to spill from gravity sewer; manhole	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
870291	05/07/2010	SSOS	Root intrusion caused 300 gallons of sewage to spill from gravity sewer; manhole	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
869251	05/03/2010	SSOS	Root intrusion; grease too caused 60 gallons of sewage to spill from manhole at	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
865522	03/26/2010	SSOS	Root intrusion caused 300 gallons of sewage to spill from gravity sewer; manhole	Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
861272	02/11/2010	SSOS	Grease deposition (FOG) caused 100 gallons of sewage to spill from gravity sewer	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
861271	02/09/2010	SSOS	Other (specify below); unknown caused 50 gallons of sewage to spill from gravity	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
863320	02/04/2010	SSOS	Root intrusion caused 50 gallons of sewage to spill from gravity sewer; manhole	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
849753	12/02/2009	SSOS	Grease deposition (FOG) caused 40 gallons of sewage to spill from building or st	Cleaned-up (mitigated effects of spill);Restored flow.	Violation	N	SSO
847701	11/09/2009	SSOS	Root intrusion caused 30.0 gallons of sewage to spill from gravity sewer;Other s	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
849750	11/02/2009	SSOS	caused 100.0 gallons of sewage to spill from	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
844929	10/25/2009	SSOS	Root intrusion caused 5 gallons of sewage to spill from Gravity sewer;Manhole a	Restored flow.	Violation	N	SSO
843513	10/15/2009	SSOS	Root intrusion;Roots and grease caused 125.0 gallons of sewage to spill from Gra	Cleaned-up (mitigated effects of spill);Restored flow;Other (specify below). Jet main line	Violation	U	SSO
842042	10/04/2009	SSOS	Root intrusion, Roots and grease caused 200 gallons of sewage to spill from Grav	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
842033	10/03/2009	SSOS	Grease deposition (FOG) caused 80 gallons of sewage to spill from Gravity sewer;	Restored flow.	Violation	N	SSO
842031	10/01/2009	SSOS	Root intrusion;roots and grease caused 150.0 gallons of sewage to spill from Gra	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	U	SSO
840998	09/25/2009	SSOS	Unknown caused 100 gallons of sewage to spill from Gravity sewer;Manhole at ""	Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
839849	08/11/2009	SSOS	Grease deposition (FOG) caused 50 gallons of sewage to spill from Gravity sewer	Cleaned-up (mitigated effects of spill);Restored flow;Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
832805	07/13/2009	SSOS	Root intrusion blockage caused a 30 gallon sewage blockage at Canyon Del rey Bou	Cleaned-up (mitigated effects of spill). Disinfected and rinsed road.	Violation	N	SSO
826567	06/07/2009	SSOS	Root intrusion blockage caused a 20 gallon sewage spill at 1141 Kimberly from t	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow;Returned all or portion of spill to sanitary sewer system. Jetted mainline. clean once a month for 3 months.	Violation	N	SSO
826564	06/04/2009	SSOS	Grease deposition blockage caused an 8 gallon sewage spill at 1751 Judson in the	Cleaned-up (mitigated effects of spill). Rinsed and disinfected yard	Violation	N	SSO
821458	05/24/2009	SSOS	Debris (rags) blockage caused a 3 gallon sewage spill at Del Rey Oaks Easement f	Cleaned-up (mitigated effects of spill);Contained all or portion of spill.	Violation	N	SSO
821451	05/23/2009	SSOS	Root intrusion blockage caused a 100 gallon sewage spill at 1700 La Honda Ct fro	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Returned all or portion of spill to sanitary sewer system. Rinse gutter with 100gallons fresh water and vacuumed.	Violation	N	SSO

821447	05/07/2009	SSOS	Grease deposition blockage caused a 5 gallon sewage spill at 449 ortiz Ave from	Cleaned-up (mitigated effects of spill);Returned all or portion of spill to sanitary sewer system.	Violation	N	SSO
809621	02/09/2009	SSOS	Grease deposition blockage caused a 75 gallon sewage spill at Fremont & Kimball	Cleaned-up (mitigated effects of spill);Contained all or portion of spill;Restored flow. Vacuumed, disinfected and rinsed area. Jett once a month for three months.	Violation	N	SSO
804834	01/29/2009	SSOS	Grease deposition blockage caused a 50 gallon sewage spill at 1017 Hamilton from	Cleaned-up (mitigated effects of spill);Contained all or portion of spill. Disinfect and rinse area. Jet once a month for three months.	Violation	N	SSO

Report displays most recent five years of violations. Refer to the [Interactive Violation Report](#) for more data.

Total Violations: 86

Priority Violations: 0

\*Click the "(+/-) Violation Description" link to expand and contract the violation description.

\*As of 5/20/2010, the Water Board's Enforcement Policy requires that all violations be classified as 1, 2 or 3, with class 1 being the highest. Prior to this, violations were simply classified as Yes or No. If a 123 classification has been assigned to a violation that occurred before this date, that classification data will be displayed instead of the Yes/No data.

**Violation Types**

SSOS = Sanitary Sewer Overflow/Spill/



**Enforcement Actions**

[Enf Id](#)      [Enf Type](#)      [Enf Order No.](#)      [Effective Date](#)      [Status](#)

Total Enf Actions:0



**Inspections**

[Inspection ID](#)      [Inspection Type](#)      [Lead Inspector](#)      [Actual End Date](#)      [Planned](#)      [Violations](#)

Total Inspections:0

Last Inspection:None

The current report was generated with data as of: Tuesday, January 28, 2014  
 Regional Boards are in the process of entering backlogged data.  
 As a result, data may be incomplete.

[Back to Main Page](#) | [Back to Top of Page](#)

[Conditions of Use](#) | [Privacy Policy](#)  
 Copyright © 2012 State of California

The Board is one of six boards, departments, and offices under the umbrella of the California Environmental Protection Agency.  
[Cal/EPA](#) | [ARB](#) | [DPR](#) | [DTSC](#) | [OEHHA](#) | [SWRCB](#)

## ELEMENT 10 – REVISION RECORD

The Seaside County Sanitation District’s SSMP Element 10 – Sewer System Management Plan Program Audits has undergone the following revisions:

Revision No.	Revision Date	Description of Revisions	Revision Completed By	Revision Approved By
0	August 11, 2009	The District developed and adopted a Sewer System Management Plan (SSMP) as required by the 2006 Sanitary Sewer System (SSS) Orders issued by the State Water Resources Control Board (SWRCB).	SCSD Staff	District Board
1	September 2013	No Revisions	SCSD Staff	-
2	September 9, 2014	This Element was revised to include a Summary Audit Procedure, Audit Ranking System, and Audit Schedule through August 2019.	SCSD Staff and Wallace Group	District Board



## **ELEMENT 10 - SEWER SYSTEM MANAGEMENT PLAN PROGRAM AUDITS**

---

SSMP Audits are required to identify and correct deficiencies in the most current revision of the District's SSMP and provide a schedule to correct identified deficiencies. This SSMP Element outlines the audit process and identifies District Staff responsible for conducting or participating in SSMP Audits and generating the required SSMP Audit Report.

### **10.1 Regulatory Requirements**

WDR Order No. 2006-0003-DWQ Section D.13(x) requires:

As part of the SSMP, the Enrollee shall 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. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.

### **10.2 SSMP Program Audits [WDR D.13(x)]**

The Associate Civil Engineer or their designee is responsible for assuring the SSMP Audit is conducted and complete prior to the August 2, 2015 deadline and continuously on a two year interval following this date. Audits should be conducted with cooperation of the Maintenance and Utilities Superintendent and other applicable District Staff. When conducting the SSMP Audit, District Staff must evaluate the effectiveness of each SSMP Element. A comprehensive, effective review of the District's SSMP must be documented in a SSMP Audit Report.

#### **10.2.1 Summary of Procedure:**

1. Gather appropriate documents using the SSMP Data & Records Request, which is provided in Appendix 10A.
2. Write Audit Report and attach all documents reviewed and used as evidence of compliance with the WDR. Create a plan and schedule for revisions to the SSMP based on changes in operational strategies or deficiencies found in the SSMP.
3. Evaluate the effectiveness of the District's SSMP and compliance with each WDR requirement using the ranking methodology outlined in Table 10-1.

**Table 10-1: SSMP Audit Ranking Criteria**

<b>Ranking</b>	<b>Ranking Basis</b>
In Compliance	All requirements specified in the element are met.
Substantial Compliance	The majority of requirements in the element are met.
Partial Compliance	Half of the requirements in the element are met.
Marginal Compliance	Less than half of the requirements in the element are met.
Out of Compliance	None of the requirements in the element are met.

The first SSMP Audit Report must be signed and certified by a person designated as described in WDR Section J.1.(i) before August 2, 2015. WDR Section J states:

All applications, reports, or information shall be signed and certified as follows:

- (i) All reports required by this Order and other information required by the State or Regional Water Board shall be signed and certified by a person designated, for a municipality, state, federal or other public agency, as either a principal executive officer or ranking elected official, or by a duly authorized representative of that person, as described in paragraph (ii) of this provision. (For purposes of electronic reporting, an electronic signature and accompanying certification, which is in compliance with the Online SSO database procedures, meet this certification requirement.)
- (ii) An individual is a duly authorized representative only if:
  - (a) The authorization is made in writing by a person described in paragraph (i) of this provision; and
  - (b) The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity.

The SSMP Audit Report must be hand signed and certified using the language provided below:

“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 and imprisonment for knowing violations.”

Subsequent SSMP Audits must be conducted continuously on a two year interval following the schedule outlined in Table 10-2 below.

**Table 10-2: SSMP Audit Schedule**

<b>SSMP Audit Due Date</b>	<b>Date District SSMP Audit Completed</b>
1. August 2, 2011	November 2011
2. August 2, 2013	May 16, 2013
3. August 2, 2015	
4. August 2, 2017	
5. August 2, 2019	

To assist in the audit process, the District should consider quarterly or semiannual reviews and revisions to specific SSMP Elements and associated supporting documents. These reviews and revisions will help ensure current operational practices and procedures are reflected in the SSMP and documentation of these activities is readily available during an audit by the Regional Water Quality Control Board, State Water Resources Control Board, or United States Environmental Protection Agency.

SSMP Audit Reports must be kept on file with the SSMP and available to regulators and the public upon request. The first two District SSMP Audit Reports, which are dated November 2011 and May 16, 2013, are included in Appendix 10B.

## **APPENDIX 10A**

---

Seaside County Sanitation District

*SSMP Data & Records Request*

## SSMP DATA & RECORDS REQUEST

### A. SSMP ADMINISTRATIVE

### COMMENTS

LOCATED WHERE?

NO

N/A

	YES	NO	N/A	COMMENTS
A1 a. Has your agency enrolled in the State-wide GWDR and designated the responsible or authorized representative (LRO)?				
b. Provide a copy of the SSMP Certification in CIWQS.				
c. Provide a copy of the CIWQS print-out for all LROs and Data Submitters.				
d. Provide a copy of your Operational Report from CIWQS.				
A2 a. Has your agency adopted a SSMP?				
b. Provide a copy of the SSMP.				
c. Provide a copy of the Meeting Minutes for the agency governing body's meeting during which the SSMP was adopted.				
A3 a. Does your agency have a copy of the GWDRs available to agency staff? Where is it kept?				

### B. GOALS

### COMMENTS

LOCATED WHERE?

NO

N/A

	YES	NO	N/A	COMMENTS
B1 a. Has your agency developed SSMP and SSO reduction goals?				
b. Provide documentation that your agency has made progress toward meeting these goals.				

### C. ORGANIZATION

### COMMENTS

LOCATED WHERE?

NO

N/A

	YES	NO	N/A	COMMENTS
C1 a. Does your SSMP clearly identify the names and job titles the LROs?				
C2 a. Does your SSMP have an organizational chart or table showing individual roles and responsibilities for implementation of the SSMP?				
b. Are names, titles, and telephone numbers provided in this chart or table?				
C3 a. Is the chain of communication for reporting SSOs included in the SSMP?				
b. Are names, titles, and telephone numbers provided in this chain of communication?				

## SSMP DATA & RECORDS REQUEST

D. LEGAL AUTHORITY		LOCATED WHERE?	NO	N/A	COMMENTS
YES	NO	N/A			
Provide the sanitary sewer system use ordinances, service agreements, or other legally binding procedures or documents, which demonstrates the agency's legal authority:					
D1 a.	Prohibit illicit discharges				
b.	Require that sewers and connections be properly designed and constructed				
c.	Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency				
d.	Limit the discharge of fats, oils, and grease and other debris that may cause blockages				
e.	Enforce any violation of its sewer ordinances				
<b>E. OPERATIONS AND MAINTENANCE (O&amp;M)</b>					
YES	NO	N/A			
LOCATED WHERE?	NO	N/A			
E1 a.	Provide the following documents:				
b.	An updated map of the agency's sanitary sewer system				
c.	A schedule for maintenance and cleaning of the sanitary sewer system.				
d.	Documentation for maintenance and cleaning of the sanitary sewer system.				
e.	Documentation for scheduled and conducted activities, such as work orders and/or reports and invoices from contractors.				
f.	The O&M contract if the agency's collection system is operated and maintained by a contract operations firm.				
g.	The agency's Rehabilitation and Replacement Plan				
h.	» Summary of the agency's CCTV program and schedule. Include samples of inspections and summary of findings.				
i.	» List of current and planned projects				
j.	» Time schedule for planned projects				
k.	» Schedule for developing the funds needed for the capital improvement plan				
l.	Training records for staff operations and maintenance activities and contractor operations and maintenance activities.				
m.	» All applicable licenses and certifications required for agency or contract staff. Provide documents stating this requirement.				

## SSMP DATA & RECORDS REQUEST

### E. OPERATIONS AND MAINTENANCE (O&M) [CONTINUED]

		LOCATED WHERE?	YES	NO	N/A	COMMENTS
n.	Equipment and replacement part inventories, including identification of critical replacement parts.					
o.	» If critical replacement parts are not kept in stock, identify and provide method in which these parts are acquired when needed.					
p.	» If critical replacement parts are not kept in stock, provide applicable mutual aid agreements.					

### F. DESIGN & PERFORMANCE STANDARDS

		LOCATED WHERE?	YES	NO	N/A	COMMENTS
F1 a.	Provide the following documents:					
b.	Design and construction standards and specifications for:					
c.	» the installation of new sanitary sewer systems					
d.	» pump stations and other appurtenances specific to the agency's collection and conveyance system					
e.	» the rehabilitation and repair of existing sanitary sewer systems					
f.	Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances specific to the agency's collection and conveyance system and for rehabilitation and repair projects.					

### G. OVERFLOW EMERGENCY RESPONSE PLAN

		LOCATED WHERE?	YES	NO	N/A	COMMENTS
G1 a.	Provide the agency's Overflow Emergency Response Plan					
b.	Notification procedures ensuring that the primary responders and regulatory agencies are informed of all SSOs in accordance with the Monitoring and Reporting Program, Order No. 2008-0002-EXEC.					
c.	A program to ensure an appropriate response to all overflows.					
d.	Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained.					
e.	Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities.					
f.	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.					
g.	A program to ensure that all reasonable steps are taken 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.					

## SSMP DATA & RECORDS REQUEST

### H. FOG CONTROL PROGRAM

		LOCATED WHERE?	NO	N/A	COMMENTS
	YES	NO	NO	N/A	COMMENTS
H1 a.	Provide the agency's Fats, Oils, and Grease (FOG) Control Program.				
b.	Justification for why the agency does not have a FOG Control Program, because one is not needed.				
c.	Evidence of the agency's public education outreach program that promotes proper disposal of FOG.				
d.	List of acceptable FOG disposal facilities.				
e.	Ordinance demonstrating the agency's legal authority to prohibit FOG discharges to the system and inspect FOG producing facilities.				
f.	Evidence of FOG Control Program inspection and enforcement activities.				
g.	Documentation of hot spots in the collection system, which are caused by FOG.				

### I. SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

	LOCATED WHERE?	NO	N/A	COMMENTS
	YES	NO	N/A	COMMENTS
I1 a.	Provide the agency's System Evaluation and Capacity Assurance Plan (SECAP).			
b.	Evaluation determining whether the SECAP is necessary.			
c.	The agency's 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.			
d.	Program for the evaluation of system hydraulic deficiencies.			
e.	Evidence of design criteria utilized to address hydraulic deficiencies.			
f.	Short- and long-term CIP schedule necessary to address hydraulic deficiencies.			

**SSMP DATA & RECORDS REQUEST**

**J. MONITORING, MEASUREMENT & PROGRAM MODIFICATIONS**

		YES	LOCATED WHERE?	NO	N/A	COMMENTS
J1 a.	Provide the following documentation, which demonstrates the following:					
b.	Prioritization of appropriate SSMP activities.					
c.	Efforts to monitor implementation and measure the effectiveness of the SSMP.					
d.	Assessment of the preventative maintenance program.					
e.	Updates to program elements.					
f.	Identification of SSO trends.					
g.	Evidence of mandatory information required by the Monitoring and Reporting Program, Order No. 2008-0002-EXEC, such as the CIWQS SSO supporting documentation.					

**K. SSMP PROGRAM AUDITS**

	YES	LOCATED WHERE?	NO	N/A	COMMENTS
K1 a.	Provide historical SSMP Program Audit Reports.				

**L. COMMUNICATION PROGRAM**

	YES	LOCATED WHERE?	NO	N/A	COMMENTS
L1 a.	Provide the agency's Communication Program and evidence of its implementation.				

## **APPENDIX 10B**

---

Seaside County Sanitation District

*SSMP Audit Checklist – November 2011*

*SSMP Audit Report – May 16, 2013*



SEASIDE  
COUNTY SANITATION  
DISTRICT

2013 Sewer System  
Management Plan  
Audit Report

May 16, 2013

PREPARED BY



WALLACE GROUP®



## CERTIFICATION

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 and imprisonment for knowing violations.

---

Rick Riedl, PE

*Associate Civil Engineer*

*Seaside County Sanitation District*

# Seaside County Sanitation District

## **TABLE OF CONTENTS**

1. May 16, 2013 SCSD SSMP Audit Certification
2. May 16, 2013 SCSD SSMP Audit Report
  - a. Scope and Purpose
  - b. Audit Format
  - c. SSMP Audit Participants and Schedule
  - d. SCSD 2013 SSMP Audit Results
    - 1.0 Goals
    - 2.0 Organization
    - 3.0 Legal Authority
    - 4.0 Operation and Maintenance
    - 5.0 Design and Performance Provisions
    - 6.0 Overflow Emergency Response Plan
    - 7.0 Fats, Oils, and Grease Control Program
    - 8.0 System Evaluation and Capacity Assurance Plan
    - 9.0 Monitoring, Measurement, and Program Modifications
    - 10.0 SSMP Program Audits
    - 11.0 Communication Program
  - e. Records List by SSMP Section
3. November 2011 SCSD SSMP and SCSD Board Meeting Minutes
4. SSMP Audit Kick Off Meeting Agenda, Minutes, Records Request
5. State Water Resources Control Board CIWQS Reports SCSD
6. SCSD Ordinances No. 1 – 17; MRWPCA Sewer Use Ordinance 2008-01
7. SSMP Audit Documents Reviewed by SSMP Section

## **LIST OF FIGURES**

Table 1: SSMP Audit Ranking Criteria

Table 2: SCSD SSMP Audit Key Dates

Table 3: SCSD SSMP November 2011, Revision 1 Audit Results

## **TABLE OF ACRONYMS**

CIWQS: California Integrated Water Quality System

CIP: Capital Improvement Program

FOG: Fats, Oils, and Grease

FSE: Food Service Establishment

GIS: Geographical Information System

HMA: High Maintenance Area (aka Hot Spots)

I/I: Infiltration and Inflow

LRO: Legally Responsible Official

MOU: Memorandum of Understanding

MRWPCA: Monterey Regional Water Pollution Control Agency

O&M: Operation and Maintenance

RWQCB: Central Coast Regional Water Quality Control Board

SCSD: Seaside County Sanitation District

SECAP: System Evaluation and Capacity Assurance Plan

SMP: Sewer Master Plan

SSMP: Sewer System Management Plan

SSO: Sanitary Sewer Overflow

SSSWDR: Sanitary Sewer System Waste Discharge Requirements

SWRCB: State Water Resources Control Board

## SCOPE AND PURPOSE

The State Water Resources Control Board (SWRCB) Sanitary Sewer System Waste Discharge Requirements Order No. 2006-0003-DWQ as amended by WQ 2008-0002-EXEC (herein SSSWDR Orders) require the Seaside County Sanitation District (District or SCSD) to implement and maintain a Sewer System Management Plan (SSMP).

The District has contracted with Wallace Group to complete an Audit of the District's current SSMP in order to evaluate the effectiveness of the SSMP and its implementation. The SSMP Audit measures compliance with section D.13 of the SSSWDR Orders and the effectiveness of the District's implementation of the current certified SSMP; Revision 1 dated November 2011:

- 1.0 [SSSWDR, Section D.13.i]: Goals
- 2.0 [SSSWDR, Section D.13.ii]: Organization
- 3.0 [SSSWDR, Section D.13.iii]: Legal Authority
- 4.0 [SSSWDR, Section D.13.iv]: Operation and Maintenance Program
- 5.0 [SSSWDR, Section D.13.v]: Design and Performance Provisions
- 6.0 [SSSWDR, Section D.13.vi]: Overflow Emergency Response Plan
- 7.0 [SSSWDR, Section D.13.vii]: Fats, Oils, and Grease Control Program
- 8.0 [SSSWDR, Section D.13.viii]: System Evaluation and Capacity Assurance Plan
- 9.0 [SSSWDR, Section D.13.ix]: Monitoring, Measurement, and Program Modifications
- 10.0 [SSSWDR, Section D.13.x]: Sewer System Management Plan Program Audits
- 11.0 [SSSWDR, Section D.13.xi]: Communication Program

## AUDIT FORMAT

The SSMP Audit separately evaluates each SSMP Section using the following format:

- Applicable SSSWDR Section
- Audit Finding
- Sufficiency Ranking
- Reference Information
- Deficiencies
- Recommendation of steps and schedule to correct Deficiencies

The ranking criteria utilized in the Audit are provided in Table 1 below:

**Table 1: SSMP Audit Ranking Criteria**

<b>Ranking</b>	<b>Ranking Basis</b>
In Compliance	All requirements specified in the section are met.
Substantial Compliance	The majority of requirements in the section are met.
Partial Compliance	Half of the requirements in the section are met
Marginal Compliance	Less than half of the requirements in the section are met.
Out of Compliance	None of the requirements in the section are met.

## SSMP AUDIT PARTICIPANTS AND SCHEDULE

The SSMP Audit assesses the effectiveness of the District’s SSMP Revision 1, dated November 2011, and compliance with the SSSWDR Section D.13 requirements. The purpose of the Audit is to identify deficiencies, if any, in the SSMP and identify corrective actions and a schedule to complete them. The Audit was conducted by the following Wallace Group Staff:

- Heather Billing  
*Senior Environmental Compliance Specialist*
- Bill Callahan  
*Senior Environmental Compliance Specialist*
- Kari Wagner  
*Senior Civil Engineer*

Seaside County Sanitation District Staff participating in the SSMP Audit were:

- Rick Riedl, P.E.  
*Associate Civil Engineer - SCSD*
- Scott Ottmar, P.E.  
*Junior Engineer – City of Seaside, SCSD, and Project Engineer City of Pacific Grove*
- Leslie Llantero  
*Assistant Engineer – City of Seaside and SCSD*
- Dave Fortune  
*Maintenance and Utilities Superintendent – SCSD*

The SSMP Audit was conducted in April and May of 2013, the following table summarizes key dates and locations:

**Table 2: SCSD SSMP Audit Key Dates**

<b>Date</b>	<b>Location</b>	<b>Topic</b>	<b>Staff</b>
March 26, 2013	SCSD Office	SSMP Audit Kick Off Meeting; SSMP Data and Records Request presented	R. Riedl, L. Llantero, D. Fortune, K. Wagner, H. Billing
April 23 – 25, 2013	SCSD Office	SSMP Audit	R. Riedl, L. Llantero, D. Fortune, S. Ottmar, B. Callahan, H. Billing
May 13, 2013	WG Office and SCSD Office	SSMP Audit Report Review	R. Riedl, D. Fortune, B. Callahan, H. Billing, K. Wagner

## SCSD 2013 SSMP AUDIT RESULTS

The SSMP Audit results in a finding that the SCSD SSMP dated November 2011 is not completely in compliance with eight out of eleven subsections of SSSWDR Section D.13 and has been partially effective in implementation of the SSMP. A summary of these results is presented in Table 2 below:

**Table 3: SCSD SSMP November 2011, Revision 1 Audit Results**

SSSWDR Section D.13	SSMP Compliance with Required Subsection	SCSD Effectiveness in the Implementation of SSMP Subsections	Schedule
1.0 Goals [SSSWDR D.13(i)]	In Compliance	<p>The District was effective in maintaining this section.</p> <p>SCSD provides six (6) goals which are specific, measurable and pertain to SCSD and its SSMP implementation.</p>	Revise the Goal Section in the FY 2013/14 SSMP Update
2.0 Organization [SSSWDR D.13(ii)]	Partial Compliance	<p>The District was partially effective in maintaining this section.</p> <p>SCSD is required to keep the organization information and Legally Responsible Official contact information current and complete and to provide an organization chart identifying SCSD and Contractor staff SSMP roles, responsibilities, and lines of authority.</p>	Revise the Organization Section as soon as possible.
3.0 Legal Authority [SSSWDR D.13(iii)]	Substantial Compliance	<p>SCSD was substantially effective in implementing this section.</p> <p>The SSMP requires updating to specify which SCSD Sections and Ordinances meet each requirement. SCSD needs to reference or develop design standards for public sewers in a Resolution or separate Ordinance. SCSD additionally needs to formally adopt the MRWPCA Sewer</p>	Revise the Legal Authority Section in the FY 2013/14 SSMP Update

SSSWDR Section D.13	SSMP Compliance with Required Subsection	SCSD Effectiveness in the Implementation of SSMP Subsections	Schedule
		Use Ordinance 2008-01 as requested by MRWPCA in 2008.	
<b>4.0 Operation and Maintenance Program</b> <b>[SSSWDR D.13(iv)]</b>	<b>Partial Compliance</b>	SCSD was partially effective in implementing this section.  Updates are required to incorporate a formal plan and schedule for sewer line cleaning, manhole inspections, CCTV inspections, staff training, and rehabilitation and repair activities. A Capital Improvement Plan (CIP) and critical parts inventories are required to be developed and included in this section.	Update the Operations and Maintenance Program Section in the FY 2013/14 SSMP Update
<b>5.0 Design and Performance Provisions</b> <b>[SSSWDR D.13(v)]</b>	<b>In Compliance</b>	SCSD is effective in the implementation of this section.  Design and construction standards through APWA are in place along with inspection and testing requirements for the majority of sewer system assets. Lift station design standards are developed on a case by case basis by a licensed Professional Engineer (PE).	Update the Design and Performance Section in the FY 2013/14 SSMP Update
<b>6.0 Overflow Emergency Response Plan</b> <b>[SSSWDR D.13(vi)]</b>	<b>Marginal Compliance</b>	The District was not effective in the implementation of this requirement. Written, formal procedures need to be created and the notification and reporting information in the SSMP needs to be corrected and include more detail.	Update the Overflow Emergency Response Plan Section in the FY 2013/14 SSMP Update
<b>7.0 Fats, Oils and Grease (FOG) Control Program</b>	<b>Marginal Compliance</b>	SCSD was partially effective in the implementation of this requirement.	Update the FOG Control Program Section in the

SSSWDR Section D.13	SSMP Compliance with Required Subsection	SCSD Effectiveness in the Implementation of SSMP Subsections	Schedule
[SSSWDR D.13(vii)]		SCSD has experienced a higher number of Class II SSOs on a calendar year on average compared to other municipalities in the State. The main cause of the SSOs is a combination of FOG and roots. The SCSD FOG Program effectiveness needs to be re-evaluated and updated.	FY 2013/14 SSMP Update
<b>8.0 System Evaluation and Capacity Assurance Plan (SECAP)</b> [SSSWDR D.13(viii)]	<b>Substantial Compliance</b>	SCSD was substantially effective in in implementing this requirement.  A Sewer Master Plan (SMP) containing a SECAP was initiated in 2009 and completed in May 2011. The SMP recommended capital improvement projects which are in the process of implementation. Updates to the SCSD Board Capital Improvement Plan (CIP) need to be included in the SSMP.	Include or reference 2011 SMP in Section in the FY 2013/14 SSMP Update
<b>9.0 Monitoring, Measurement, and Program Modifications</b> [SSSWDR D.13(ix)]	<b>Marginal Compliance</b>	SCSD was marginally effective in implementing this requirement.  A plan and schedule needs to be created to develop and implement all of the required SSMP section monitoring, measurements, and program modifications.	Update Monitoring, Measurement, and Program Modification Section in the FY 2013/14 SSMP Update
<b>10.0 SSMP Program Audits</b> [SSSWDR D.13(x)]	<b>In Compliance</b>	SCSD completed the first required SSMP Audit and Audit Report in 2011 and completed the second required audit April 23-25, 2013 and Audit Report on May 14, 2013.	Update SSMP Program Audits Section in the FY 2013/14 SSMP Update

SSSWDR Section D.13	SSMP Compliance with Required Subsection	SCSD Effectiveness in the Implementation of SSMP Subsections	Schedule
<p><b>11.0 Communication Program [SSSWDR D.13(xi)]</b></p>	<p><b>Marginal Compliance</b></p>	<p>SCSD was marginally effective in implementing this requirement.</p> <p>The SSMP and SSS WDRs are not completely available on the City of Seaside webpage which is the host for SCSD information.</p> <p>A formal SSMP Communication Program, which also includes communication and coordination with MRWPCA, needs to be created, implemented, and included in the SSMP.</p>	<p>Update Communication Program in the FY 2013/14 SSMP Update Section.</p>

The following sections of this report describe these deficiencies in detail and address future additions and updates the District is required to make to its SSMP. The above list of updates is a summary and is not intended to replace the detailed Deficiencies identified in the SSMP Audit Report. The entire SSMP Audit Report recommendations are recommended to be implemented in a reasonable time frame, which should be in the next Fiscal Year 2013/14, to ensure compliance with the SSSWDR Orders.

## 1.0 Goal [SSSWDR D.13(i)]

SSSWDR D.13(i) states:

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.

*Section D.13(i)*: The November 2011 Seaside County Sanitation District (SCSD or District) SSMP includes six (6) goals which are specific and measurable.

1. Maintain or improve the condition of the collection system infrastructure in order to provide reliable service now and into the future;
2. Cost effectively minimize infiltration/inflow (I/I) and provide adequate sewer capacity to accommodate potential I/I; and
3. Minimize the number and potential negative impacts of Sanitary Sewer Overflows (SSOs) that occur.

It also contains three additional handwritten goals from Associate Engineer, Rick Riedl, which are:

4. Reduce SSOs to less than ten (10) per calendar year;
  - a. Purchase a new jetter truck
  - b. Purchase a new root cutter
5. SCSD staff SSO response time goal is 45 minutes or less; and
6. Change to Geographical Information System (GIS) based management system by August 2014.

### **Sufficiency: In Compliance**

**Reference:** SCSD November 2011 SSMP, p. 3

**Deficiencies:** None. SCSD has six (6) specific and measurable goals, which pertain to SCSD and its SSMP implementation.

**Recommendation:** None.

## 2.0 Organization [SSSWDR D.13(ii)]

SSSWDR D.13(ii) states:

The SSMP must identify:

- (a). The name of the responsible or authorized representative as described in Section J of this Order;
- (b). The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and
- (c). 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 if applicable (such as County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services).

*Section D.13 (ii)(a):* The names of all District staff who are responsible or authorized as the Legally Responsible Official (LRO) are not included in the SSMP. Diane Ingersoll, District Engineer, is the sole LRO named and her phone number is given.

The following District staff not named in the November 2011 SSMP who are named in the California Integrated Water Quality System (CIWQS) database (see Tab 5 for the CIWQS report) are:

- Rick Riedl
- Tim O'Halloran
- Bjorn Lundegard (relationship ended w/SCSD by call to CIWQS by R. Riedl 4/24/13)

**The section above is in partial compliance with the above requirement. See recommendations below.**

*Section D.13(ii)(b):* The names and telephone numbers of the District Engineer, and two District maintenance positions are included in Appendix A, however their areas of responsibility are not identified.

District Staff who are responsible for implementing sections of the SSMP (Associate Engineer, Junior Engineer, and Assistant Engineer) are not named, their contact information is not given, and their SSMP areas of responsibility are not identified.

Contract Staff, such as Monterey Regional Water Pollution Control Agency (MRWPCA), Greenline, etc. are also required to be named with contact information and SSMP areas of responsibility identified.

Lines of authority are presented on page 5, but include more position titles (District Manager, City Engineer, etc.) than those identified in Appendix A.

**The section above is in marginal compliance with the above requirement. See recommendations below.**

*Section D.13(ii)(c):* A chain of communication for reporting sanitary sewer overflows (SSOs) is provided on Page 8 and entitled SSO Chain of Communication. The November 2011 SSMP attempted to revise this figure. However, the chain of communication is missing an arrow showing that after a Class I SSO the Associate Civil Engineer is required to notify the Regional Water Quality Control Board (RWQCB), Monterey County Environmental Health, etc.

A second figure on Page 9 follows the notification process from an observer to the Public Works Superintendent and/or District Engineer who are also responsible for reporting SSOs to the appropriate agencies.

**The section above is in partial compliance with the above requirement. See recommendations below.**

#### **Sufficiency: Partial Compliance**

**Reference:** SCSD November 2011 SSMP, pages 4 - 9; CIWQS Facility At-A-Glance Report (April 22, 2013)

**Deficiencies:** The Organization Section requires updating to correctly identify the names and titles of SCSD's legally authorized representatives and to include all of SCSD's legally authorized representatives. An SCSD organization table and chart showing lines of authority need to be included. The purpose of the organization table is to provide the names and telephone numbers of all management, administrative, and maintenance positions responsible for implementing specific measures of the SSMP Program and to describe which section(s) of the SSMP they are responsible for implementing.

The titles and responsibilities of the individuals included in the Emergency Call List and the contact information for the agencies, which must be notified of SSOs, need to be given.

**Recommendation:** Create an organization table and flowchart with all SCSD and Contract Staff identified with their names, titles, and contact information, and their SSMP and SSO response responsibilities described. This section should be updated as soon as possible and the update reviewed with SCSD Staff.

### 3.0 Legal Authority [SSSWDR D.13(iii)]

SSSWDR D.13(iii) states:

Each Enrollee must demonstrate, through sanitary system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:

- (a). Prevent illicit discharges into its sanitary sewer system (examples include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc.);
- (b). Require that sewers and connections be properly designed and constructed;
- (c). Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;
- (d). Limit the discharge of fats, oils, and grease and other debris that may cause blockages; and
- (e). Enforce any violation of its sewer ordinances.

This section was reviewed against the following SCSD and MRWPCA ordinances which are included in Appendix 6 to this Audit Report:

- SCSD Ordinances:
  - Ordinance No. 1, Articles 1-6
  - Section 22 of Ordinance No. 1 as amended by Ordinance No. 2
  - Section 20 of Ordinance No. 1 as amended by Ordinance No. 4
  - Section 30 of Ordinance No. 1 as amended by Ordinance No. 5
  - Section 22 of Ordinance No. 1 as amended by Ordinance No. 7
  - Ordinance No. 9
  - Section 1, 21 and 22 of Ordinance No. 1 as amended by Ordinance No. 10
  - Section 20 of Ordinance No. 1 as amended by Ordinance No. 13
  - Ordinance 14
  - Ordinance 15
  - Ordinance 16
  - Ordinance 17
- MRWPCA Ordinance No. 2008-01

The auditors, SCSD staff, and MRWPCA's Gary Weier could not find documentation demonstrating that the SCSD Ordinances incorporate the MRWPCA 2008-01 Ordinance by reference. Legal incorporation of the MRWPCA 2008-01 Ordinance was requested by Mr. Greg Antosz of MRWPCA in a letter to Mr. Tim O'Halloran of SCSD on August 28, 2008. A note on the letter indicates that this incorporation was to be an agenda item for the SCSD Board on October 14, 2008; a review of this agenda and the agenda's following by the Assistant

Engineer, Leslie Llantero, did not turn up a new SCSD Ordinance amending SCSD Ordinance No. 1 to incorporate MRWPCA 2008-01.

In the past five (5) years SCSD has incorporated the MRWPCA Sewer Use Ordinance 2008-01 “in practice;” therefore references to it are included in this SSMP Audit Reports. These references should and could be used by SCSD not only as part of one of the reasons why it is important to legally formalize adoption of the MRWPCA Ordinance, but also in the five (5) year update and re-certification of the SSMP which is due by August 2, 2014.

*Section D.13(iii)(a)*: Illicit discharges such as stormwater, debris, chemicals, waste, concrete, debris that obstruct, etc. are addressed in the following District Ordinances:

- SCSD Ordinance No. 1 Sections:
  - Section 7: Storm Waters
  - Section 30: Industrial Wastes In General
  - Section 31: Industrial Wastes Exception, Permit Required
  - Section 30: MRWPCA Ordinance No. 82-02 incorporated
- SCSD Ordinance No. 5 Amended Section 30
- SCSD Ordinance No. 10 Amended Section 30 and 31

Illicit discharges are also addressed by the following MRWPCA Ordinance No. 2008-01 Sections:

- MRWPCA Ordinance No. 2008-01:
  - Section 2.01: Prohibitions on Discharges
  - Section 2.02: Prohibitions on Toxic Pollutants
  - Section 2.03: Prohibitions on Storm Drainage to Groundwater
  - Section 2.04: Prohibitions on Unpolluted Water
  - Section 2.05: Prohibitions on Dilution as Substitute for Treatment
  - Section 2.06: Limitations of Radioactive Wastes
  - Section 2.07: Limitations on the Use of Garbage Grinders
  - Section 2.08: Limitations on Point of Discharge
  - Section 2.09: Holding Tank Waste
  - Section 2.10: Limitation on Wastewater Strength

**The section above is in substantial compliance with the above requirement. See recommendations below.**

*Section D.13(iii)(b)*: Proper design and construction of private connections are addressed in the following District documents, and MRWPCA Ordinance 2008-01 Section:

- SCSD Ordinance No. 1 Sections:
  - Section 20: Specifications - Lateral and House Sewers

- Section 21: Specifications - Sewer Pipe
  - Section 22: Specifications - Installation
  - Section 40: Permits – Applications and Fees
  - Section 30: Industrial Wastes - MRWPCA Ordinance No. 82-02
- SCSD Ordinance No. 2 Amended Section 22
  - SCSD Ordinance No. 7 Amended Section 22
  - SCSD Ordinance No. 10 Amended Section 21, 22, and 30
- MRWPCA Section 2.11: Sewerage Design Requirements

Design and construction standards for public sewers are not incorporated into the SCSD Ordinances; but are incorporated into contracts for rehabilitation and replacement of public sewers.

**The section above is in substantial compliance with the above requirement. See recommendations section below.**

*Section D.13(iii)(c):* SCSD currently does not own and therefore does not require access to maintain or repair any portion of a Lateral Sewer, House Sewer or House Drain.

SCSD ensures access for inspection for portions of the lateral owned or maintained by a “Person” in:

- SCSD Ordinance No. 1 Sections:
  - Section 1: Definitions
  - Section 6: Powers of Inspector and Engineer
  - Section 30: Industrial Wastes - MRWPCA Ordinance No. 82-02
- MRWPCA Section 4.07: Inspection and Sampling

**The section above is in compliance with the above requirement. See recommendations section below.**

*Section D.13(iii)(d):* SCSD has the authority to limit the discharge of FOG and other debris that may cause blockages into the system in the Ordinances specified below:

- SCSD Ordinance No. 1 Sections:
  - Section 30: Industrial Wastes
- SCSD Ordinance No. 5 Amended Section 30
- SCSD Ordinance No. 10 Amended Section 30 and 31
- MRWPCA Section 2.10.2(f): Limitations on Wastewater Strength

**The section above is in compliance with the above requirement. See recommendations section below.**

*Section D.13(iii)(e)*: SCSD has the authority to enforce any violation of its sewer ordinances in the sections of the Ordinances specified below:

- SCSD Ordinance No. 1 Sections:
  - Section 41: Inspections, Revocations, Transfers
  - Section 60: Penalties
  
- MRWPCA Section 7.07: Termination of Service

**The section above is in compliance with the above requirement. See recommendations section below.**

**Sufficiency: Substantial Compliance**

**Reference:**

SCSD Ordinances:

- Ordinance No. 1, Articles 1-6
- Section 22 of Ordinance No. 1 as amended by Ordinance No. 2
- Section 20 of Ordinance No. 1 as amended by Ordinance No. 4
- Section 30 of Ordinance No. 1 as amended by Ordinance No. 5
- Section 22 of Ordinance No. 1 as amended by Ordinance No. 7
- Ordinance No. 9
- Section 1, 21 and 22 of Ordinance No. 1 as amended by Ordinance No. 10
- Section 20 of Ordinance No. 1 as amended by Ordinance No. 13
- Ordinance 14
- Ordinance 15
- Ordinance 16
- Ordinance 17

MRWPCA Ordinance No. 2008-01

**Deficiencies:** SCSD's November 2011 does not specify where the legal authorities required by the section are located and does not include a copy of the SCSD Ordinances and MRWPCA 2008-01 Sewer Use Ordinance. Design and construction standards for public sewers are not incorporated into the SCSD Ordinances; but are incorporated into contracts for rehabilitation and replacement of public sewers.

**Recommendation:** SCSD Ordinances should be revised to create an updated Sewer Use Ordinance that incorporates design and construction standards for public sewers and incorporates the MRWPCA SUO 2008-01 and future revisions to it by reference. The Legal Authority SSMP Section is recommended to be updated with specific ordinance and code references for each requirement. Tab 6 contains a summary table with the language from each ordinance section which could be used in this update.

## 4.0 Operation and Maintenance Program [SSSWDR D.13(iv)]

SSSWDR D.13(iv) states:

The SSMP must include those sections listed below that are appropriate and applicable to the Enrollee's system:

- (a). Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities;
- (b). Describe routine preventive and operation and 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 (PM) Program should have a system to document scheduled and conducted activities, such as work orders;
- (c). 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. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition 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 to the capital improvement plan;
- (d). Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and
- (e). Provide equipment and replacement part inventories, including identification of critical replacement parts.

*Section D. 13(iv)(a):* All sewer assets and appurtenances are identified in the GIS map referenced in the SCSD November 2011 SSMP. Two separate map atlas and map books are maintained by the District identifying sewer assets and storm water conveyance facilities that could be impacted by a SSO. A description of where the maps are located and/or examples of the maps should be included with this section of the SSMP.

**The section above is in compliance with the above requirements. See recommendations section below.**

*Section D. 13(iv)(b):* The November 2011 SCSD SSMP summarizes goals and Routine Preventative Operation and Maintenance (O&M) activities in this section. O&M relating to sewer line; cleaning, inspection, and minor sewer line repairs are performed by the Seaside County Sanitation District (SCSD) staff.

O&M for the four (4) District Lift Stations are conducted by the Monterey Regional Water Pollution Control Agency (MRWPCA) maintenance staff under an Operations and Maintenance Agreement which has been in place since 1977. The fact that MRWPCA staff performs O&M of Lift Stations is not discussed in this section of the November 2011 SSMP and should be incorporated in future SSMP revisions.

SCSD's contract and associated contract amendment with MRWPCA for O&M Services was reviewed along with two quarterly Lift Station MRWPCA invoices from 2011. Lift Station logs were requested by the auditors and submitted by Mr. Brett Boatman at MRWPCA, who sent an e-mail explaining the O&M activities conducted.

Sewer line cleaning activities are recorded on a District sewer atlas and cleaning activities are reported to the SCSD Board of Directors in a Monthly O&M Report. While a formal preventative maintenance program and schedule does not exist for routine cleaning of the sewer system, the entire system is cleaned annually and tracked on the District sewer atlas and in the monthly reports to the SCSD Board.

Areas needing more frequent cleaning (High Maintenance Areas (HMA)) are identified in the November 2011 SSMP and scheduled for monthly inspection. These areas are cleaned based on the results of these scheduled inspections. When problems are found during sewer line cleaning activities that cannot be diagnosed by District staff, a CCTV inspection is conducted by contracted staff (Greenline) to determine the conditions of the line. CCTV reports are reviewed and when sewer line defects are observed, they are repaired by District staff or scheduled as a future CIP.

Manholes receive an informal inspection during routine sewer line cleaning. Manhole inspection forms are not generated as a result of the informal manhole inspections; serious conditions are communicated verbally to the Seaside Engineers. *It should be noted that all District manholes were formally inspected and assessed and documentation is included in the 2011 Sewer Master Plan with deficient manholes recommended for rehabilitation or replacement.*

A formal schedule should be developed for future sewer line cleaning and manhole inspections. Manhole inspection forms should be developed and incorporated into the inspection process to track flow conditions and the physical condition of each manhole. Examples of; sewer line cleaning, sewer line repairs, and manhole inspection records should be included in the SSMP.

**The section above is in partial compliance with the above requirements. See recommendations section below.**

*Section D. 13(iv)(c):* The November 2011 SSMP states that the District has embarked on an aggressive program to identify system deficiencies and prioritize them in a six year Capital Improvement Program (CIP). The process to identify system deficiencies in the sewer system

includes: video assessments, lift station upgrades, and mainline and manhole cleaning and replacement.

The District conducted a Sewer System Master Plan which addresses the majority of the requirements in this section, completed in May 2011. This Master Plan provides an assessment of the Districts sewer system; Lift Stations, Force Mains, Manholes, and Sewer Line (capacities). A short- and long-term CIP and associated schedule was developed based on the results of this report through Fiscal Year (FY) 2016/17.

CCTV inspections were not conducted as part of the assessments referenced in the 2011 Master Plan however CCTV inspections are identified as O&M activities that should be conducted. The District has budgeted for CCTV inspections to be conducted in the previously mentioned years.

A formal plan and schedule to conduct CCTV inspections and assess sewer line deficiencies was not available at the time of this audit.

A Revenue Rate Program was also included as part of the 2011 Sewer Master Plan which provides funding for the associated improvements. The rate structure was formalized into District Ordinance No. 17 and adopted by the District Board on August 14, 2011. It provides for a 2.15% tiered annual increase for sewer users through FY 2015/16.

The SSMP needs to be updated to include reference to specific sections of the 2011 Sewer Master Plan and Rate Study that meet the requirements of this section. A plan and schedule to conduct CCTV inspections and a system for ranking the condition of sewer pipes and scheduling rehabilitation and replacement needs to be developed and included in the SSMP.

**The section above is in substantial compliance with the above requirements. See recommendations section below.**

*Section D.13(iv)(d):* The November 2011 SSMP states that Staff receive extensive training in system operations and maintenance. SCSD Staff are all certified under the California Water Environmental Association (CWEA) Certification Program for the Operation and Maintenance of Sewer Collection Systems. Staff rotates through selected seminars and training courses provided by CWEA for training in Collection System Maintenance, SSO Response/Spill Prevention/Control, Traffic Control, Vector Training, and Safety. Certifications for staff's participation in this training were reviewed.

District staff also conducts internal safety and collection system training; however records documenting this training were not available at the time of this audit. Training procedures for collection system operations, maintenance, and monitoring were not available at the time of this audit. Procedures should be developed for O&M activities that are specific to the SCSD and training should be conducted annually at a minimum or when conditions require more frequent training. The District should provide evidence that contractors are trained for specific O&M activities they perform for the District and that they are aware of District collection system O&M Procedures.

**The section above is in marginal compliance with the above requirements. See recommendations section below.**

*Section D.13(iv)(e):* A list of current collection system critical parts and equipment was provided for maintaining District sewer lines and manholes. A list of vendors for items and equipment not kept in stock was not available. A list of critical parts and equipment necessary for the operation and maintenance of District Lift Stations was not available.

The District should develop a comprehensive list of critical parts and equipment for all assets and equipment used in the sewer system and create a vendor list with contact information for parts and equipment that are not easily or reasonably stocked. Include these items in the next update to this SSMP.

**The section above is in partial compliance with the above requirements. See recommendations section below.**

### **Sufficiency: Partial Compliance**

**Reference:** SCSD SSMP: November 2011, District Training Certifications: 2010-2012, Greenline CCTV Reports: 2012-2013, MRWPCA Lift Station Service Agreement: Amended August 2008, MRWPCA Quarterly Invoices: 2011, MRWPCA Lift Station Logs, SCSD Sewer System Master Plan (SMP) and Rate Study: 2011, SCSD Critical Parts and Equipment List, SCSD List of Hot Spots, Dukes Root Control Invoices: 2012, SCSD FY 2013 Budget: Exhibit A-Capital Improvement Program, SCSD Ordinance No.17: 2011.

**Deficiencies:** The preventative maintenance program does not include a specific plan and schedule for sewer line cleaning. There is no formal process for manhole inspections and these activities are not documented. Lift Station O&M activities and preventative maintenance schedules are not presented in the District SSMP. Funding is allocated for CCTV inspections, however the CCTV schedule, how the pipeline segments are assessed, and the plan for rehabilitation and/or repair of those pipeline segments found to be in need is not discussed in the SSMP. Sections of the 2011 Sewer Master Plan (SMP) and Rate Study that can be used to meet the requirements of the Rehabilitation & Replacement Program should be referenced and included in the SSMP. The critical parts and equipment list is not representative of all District owned assets such as Lift Stations and should be improved to identify parts needed to repair critical equipment. Additionally, the District does not have a formal list of vendors and associated contact information for critical parts and equipment not normally kept in stock. A training program and training records are not available reflecting the District's current staff training efforts.

**Recommendation:** Deficient sections of the O&M Program to be created and documented in the next SSMP revision include:

- Create a formal plan and schedule that outlines sewer line cleaning and manhole inspections in routine and high maintenance areas.
- Develop a manhole inspection form to conduct these inspections.
- Identify and incorporate the Preventative Maintenance plan and schedule used by MRWPCA for District Lift Stations and include in future updates to the SSMP. Request and maintain detailed quarterly Lift Station invoices/reports from MRWPCA that identify

specific O&M activities performed each quarter. (Records are required to be maintained for 5 years for compliance with the SSWDR 2008 Monitoring and Reporting Program).

- Develop a formal Rehabilitation and Replacement (R&R) plan that incorporates CCTV sewer line condition assessments and future manhole inspection data. Include the proposed short- and long-term CIP completion schedule from the 2011 SMP and document in a table which projects were initiated and/or completed in FY 2011/12 and FY 2012/13.
- Identify critical parts and equipment necessary for the operation and maintenance of District assets and document them. If parts and equipment are not planned to be stocked by the District, document the vendors for these items and contact information. If equipment is available through mutual aid agreements with neighboring agencies or through contract services, document/reference these agreements in the SSMP.
- Develop training procedures specific to SCSD O&M activities and train on these procedures annually. Maintain documentation of this training.
- Develop a plan to incorporate and train new staff as current staff nears retirement to insure SCSD “institutional knowledge” is maintained and there is adequate staffing to maintain compliance with requirements found in the SSWDRs.

## 5.0 Design and Performance Provisions [SSSWDR D.13(v)]

SSSWDR D.13(v) states:

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

*Section D.13(v)(a)*: The District utilizes the 1997 American Public Works Association Public, Southern California Chapter, Public Works Standards as its design and construction standards and specifications for new sanitary sewer systems, private pump stations, and other appurtenances and for the rehabilitation and repair of existing sewer systems. The design of pump stations and other appurtenances must be performed by a qualified professional engineer registered in the State of California.

**The section above is in compliance with the above requirements.**

*Section D.13(v)(b)*: Procedures and standards for the acceptance testing and inspection of new and repaired sewer main and appurtenances are specified on page nineteen in the SSMP. ASTM standards are specified for manhole, sewer, etc. and results are required to be sent to the District Engineer for approval.

**The section above is in compliance with the above requirements.**

### **Sufficiency: In Compliance**

**Reference:** SCSD November 2011 SSMP, p. 16 – 19. Appendix D of SSMP; 1997 APWA Public Works Standards.

**Deficiencies:** The District is in compliance with this section. Design Standards and Specifications with Testing Procedures and Requirements were reviewed during the Audit.

**Recommendation:** None.

## 6.0 Overflow Emergency Response Plan [SSSWDR D.13(vi)]

SSSWDR D.13(vi) states:

Each Enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, the plan must include the following:

- (a). Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner;
- (b). A program to ensure appropriate response to all overflows;
- (c). Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers,, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP identifies the officials who will receive immediate notification;
- (d). Procedures to ensure that appropriate staff and contract personnel are aware of and follow the Emergency Response Plan and are appropriately trained;
- (e). Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and
- (f). A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated or partially treated wastewater to waters of the United States and 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.

*Section D.13 (vi):* The District SSMP gives a general summary of SCSDs Overflow Emergency Response Program (OERP). The physical OERP is found in Appendix “E” of the SSMP.

*Section D.13 (vi)(a):* Section 2 of the SCSD OERP includes the Districts Notification Procedure. This procedure discusses how the District is notified of a SSO and how staff is dispatched to a SSO through the Police Dispatch Center via cell phone or hand held radio. There is no discussion of how regulatory agencies are informed of a SSO in a timely manner. A formal chain of communication showing how first responders and regulatory agencies are notified was not identified at the time of this audit.

*Section D.13 (vi)(b):* A program and associated organizational flow chart or summary showing key positions and their responsibility to ensure appropriate response to all overflows was not available at the time of this audit and was not found in the SSMP.

*Section D.13 (vi)(c):* Procedures to ensure prompt notification are discussed in Section 4: Overflow Correction, Containment, and Cleanup and in Section 5: Reporting; of the SCSD OERP. Initial reporting contact information is provided for associated regulatory agencies, along with reporting timeframes for specific SSO Categories. A comprehensive procedure to address all of the requirements of this section was not available at the time of this audit. Staff responsible for reporting SSOs and officials who receive immediate notification were not found in this OERP. The Monterey County Health Department Emergency Call List was also provided with the SCSD OERP, but it is dated May 6, 2011 and is likely not usable as it names staff who are on call week to week for the months of May, June, July, and August 2011.

*Section D.13 (vi)(d):* Procedures to ensure appropriate staff and contractor personnel are aware of, follow, and are trained on the Overflow Emergency Response Plan were not available at the time of this audit. No training documentation for SSO response was available during the audit.

*Section D.13 (vi)(e):* Procedures to address emergency operations, such as emergency traffic and crowd control and other necessary response activities were not available at the time of this audit.

*Section D.13 (vi)(e):* The SCSD OERP does summarize how staff should contain a SSO and some surface water quality monitoring information is referenced. A comprehensive program with specific procedures to contain, prevent, and monitor untreated and partially treated wastewater to waters of the State was not available at the time of this audit.

**The sections above are in marginal compliance with the above requirements. See recommendations below.**

**Sufficiency: Marginal Compliance**

**Reference:** SCSD November 2011 SSMP, SCSD 2011 OERP

**Deficiencies:** The titles and responsibilities of the individuals included in an Emergency Call List and the contact information for the agencies, which must be notified of SSOs, need to be given. Update the SSMP to include the Notification List for SSOs. If the Monterey County Health Department Emergency Call List is utilized by SCSD, the SSMP also needs to be updated to explain how the list is utilized.

Formal, written procedures required above were not provided during the Audit or are included in the SSMP. Evidence of a program to inform and train District Staff and contractors on how to contain and prevent a SSO and conduct follow-up water quality monitoring and an impact assessment was also not provided during the Audit or included in the MRP.

**Recommendation:** This SSMP Section is recommended to be updated with a schedule to create the necessary SSO emergency response programs, procedures, forms, training program, and impact mitigation and assessment program. The SSMP Section must also be updated to include a Notification List for SSOs and forms such as spill volume estimation, water quality monitoring, SSO compliant resolution, etc. that SCSD Staff should be utilizing to document and report SSOs.

## 7.0 Fats, Oils, and Grease Control Program [SSSWDR D.13(vii)]

SSSWDR D.13(vii) states:

Each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed, the Enrollee must provide justification for why it is not needed. If FOG is found to be a problem, the Enrollee must 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:

- (a). An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- (b). A plan and schedule 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;
- (c). The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;
- (d). Requirements to install grease removal devices (such as traps or interceptors) and the development of design standards for such devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;
- (e). Authority to inspect grease producing facilities, enforcement authorities, and whether the District has sufficient staff to inspect and enforce the FOG ordinance;
- (f). An identification of sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and
- (g). Development and implementation of source control measures for all sources of FOG discharged to the sewer system for each section identified in (f) above.

After the issuance of the SSS WDR in 2006, SCSD determined that FOG is an on-going problem in the sewer collection system and a FOG Program was needed. SCSD has over one hundred and fifty (150) Food Service Establishments in its service area.

In this Audit, the FOG Plan presented in the November 2011 SSMP was evaluated against the Section D.13(vii) requirements above. The effectiveness of the FOG Program was evaluated at the end of this section.

*Section D.13(vii)(a):* SCSD is part of the Southern Monterey Bay Dischargers Group, which has a Memorandum of Understanding (MOU) for Conducting a Public Education Program with the Monterey Regional Water Pollution Control Agency (MRWPCA). The Fiscal Year (FY) 2012/13 MOU was reviewed during the Audit and contains a FOG public education outreach program implementation plan and schedule for newsprint, radio, and television ads. A copy of the

Carmel Valley Pine Cone, dated April 19-25 2013 was obtained locally by the auditors. It contains an ad promoting the proper disposal of FOG by the Southern Monterey Bay Dischargers Group which SCSD is a member of.

The SSMP states that SCSD staff participates in community events and hand out flyers and magnets to promote the proper disposal of FOG. SCSD Staff verbally indicated that this is done annually during Public Works week every May and that a table is setup at the Seaside City Council Hall with FOG disposal promotional material.

**The section above is in compliance with the above requirement. See recommendations below.**

*Section D.13(vii)(b):* The November 2011 SSMP states that information concerning how to dispose of FOG generated within the District's service area is disseminated under the public FOG education program administered by MRWPCA.

The SSMP does not state what companies food service establishments (FSEs) may utilize for the collection and disposal of FOG; however this information is available on the MRWPCA Clogbusters webpage located at [www.clogbusters.org](http://www.clogbusters.org). This SSMP Section needs to be updated to include this information.

**The section above is in substantial compliance with the above requirement. See recommendations below.**

*Section D.13(vii)(c) – (e):* The legal authority to prohibit discharges to the collection system and identify measures to prevent FOG-caused SSOs is a joint effort between the SCSD Ordinances and the MRWPCA Sewer Use Ordinance. The November 2011 SSMP gives a brief description these Ordinances achieve the required legal authorities, Table 3 was generated as part of this Audit to confirm that SCSD and MRWPCA have the jointly established the legal authorities required.

**Table 3: SCSD and MRWPCA FOG Legal Authority**

WDR Requirement	SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
Prohibit FOG discharges to collection system	SCSD Ordinance No. 1 – Section 30	No person shall place, deposit or discharge, or cause, suffer or permit to be placed, deposited or discharged either directly or indirectly into any public sewer of this district or into any lateral connected therewith, or on or upon any street, alley or public place, or on or upon any private property or any other place in such a manner that the same will be permitted to run into any such sewer or lateral, any of the following

<b>WDR Requirement</b>	<b>SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section</b>	<b>Specific Language</b>
		substances: 1. Any oil, petroleum, naphtha, liquid asphaltum or petroleum product, or other such specifically objectionable matter such as large rags, sand, earth, stone, dust, stone dust, pieces of concrete, etc. 2. Any refuse or industrial waste that will cause or tend to cause obstructions in the sewer system or the sewage treatment plant or interfere or tend to interfere with the efficient and successful operation of said system or said plant. 3. Any chemicals or waste destructive of masonry. 4. Grease except in quantities commonly contained in domestic sewage. 5. Any waste matter in such quantity as to adversely affect the efficient operation of sewer lines, pumping facilities or waste treatment facilities.
Prohibit FOG discharges to collection system	SCSD Ordinance No. 15 – Section 5(k)(1)	FOG General Regulations and Procedures. Maintenance. Traps and interceptors shall be maintained in efficient operating condition by periodic removal of the accumulated grease. No collected grease shall be introduced into any public or private drainage piping.
Prohibit FOG discharges to collection system	MRWPCA – 2.10.2(f)	No person shall discharge any wastewater containing oil and grease of animal, vegetable, petroleum or mineral origin in such quantities to cause or to contribute significantly to: 1) disruptions in sewer lines and other collection system components; 2) interference with treatment plant operations; or 3) exceedances for plant NPDES permit limitations. Significant dischargers of oil and grease shall implement best practicable technologies for reducing the oil and grease content of their discharges.
Prohibit FOG discharges to collection system	MRWPCA – 2.01.2.8	The following pollutants shall not be introduced to the Treatment Works or community sewer: any trucked or hauled pollutants (residential

WDR Requirement	SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
		septage, chemical toilet wastes, dilute oily wastes, and salt brine solutions are accepted at the Treatment Plant and are jointly regulated under MRWPCA Liquid Waste Ordinance 88-3 [as amended by Ordinance 93-1] and this Ordinance).
Require the installation of grease control devices such as a trap or interceptor	SCSD Ordinance No. 15 – Section 4(a)	Requirement for grease trap, grease interceptor, or other device. A food service establishment or any other business discharging grease, oil, or other similar material shall have an operable grease trap, grease interceptor or other comparable device(s) as determined by MRWPCA and SCSD to be an adequate substitute for a grease trap or grease interceptor.
Design standards for grease removal devices	SCSD Ordinance No. 15 – Section 5. (a) – (j)	See Appendix 6 for complete language of Ordinance. Section 5.(e)(4): If Grease Traps, and Grease Interceptors are not designed in accordance with the Uniform Plumbing Code (UPC) Section 711 and/or Appendix H, they must be designed by a professional engineer, must be consistent with the standards of this Ordinance, and must be approved by the MRWPCA.
Require the maintenance of grease control devices, the implementation of Best Management Practices, and records and reporting.	SCSD Ordinance No. 15 – Section 5(k)(1) – (5)	General Regulations and Procedures Related to Grease Traps or Grease Interceptors. See Legal Authority, Appendix 6, for SCSD Ordinance 15.  At that time, the requirement to follow FOG Best Management Practices are not included in Ordinance 15 as it was not considered to be appropriate.
Authority to inspect grease producing facilities	SCSD Ordinance No. 15 – Section 5(k)(4)	The District or its designee may perform grease trap and grease interceptor inspections bi-annually, or more often at the discretion of the District should maintenance reports not be received or should a grease trap or interceptor fail to operate properly as indicated by a mainline stoppage within 100 feet of said business.

WDR Requirement	SCSD Ordinance Section or MRWPCA 2008-01 Ordinance Section	Specific Language
Authority to enforce grease program requirements.	SCSD Ordinance No. 15 – Section 5(l)	Suspension or termination of Health Permit. The District shall have the discretion to request the Monterey County Health Department (District’s Health Officer) to terminate or cause to be terminated the health permit of any user if any violation of any provision of this Ordinance is found to cause a condition of contamination, pollution, nuisance, or other threat to public health or safety.
Identify measures to prevent SSOs and blockages caused by FOG	MRWPCA – 2.01.2.3	Specific Prohibitions: 3. The following pollutants shall not be introduced into the Treatment Works or community sewer: solid or viscous pollutants in amounts which will cause obstruction to the flow in the Treatment Works resulting in interference.
Identify measures to prevent SSOs and blockages caused by FOG	MRWPCA – 2.10.2.f	No person shall discharge any wastewater: containing oil and grease of animal, vegetable, petroleum or mineral origin in such quantities to cause or to contribute significantly to: 1) disruptions of sewer lines and other collection system components; 2) interference with treatment plant operations; or 3) exceedances of plant NPDES discharge limitations. Significant dischargers of oil and grease shall implement best practicable technologies for reducing the oil and grease content of their discharges.

*Section D.13(vii)(e):* In 2007 and 2008, SCSD initially contracted the management and implementation of their FOG Control Program to MRWPCA. Management and implementation historically and currently does not include the issuance of a permit (control mechanism) to each FSE informing them of their requirements to manage their FOG as required by SCSD Ordinance No. 15 and MRWPCA 2008-01.

On page 25 of the November 2011 SSMP, the City of Seaside continues to contract with MRWPCA to inspect all grease producing establishments on behalf of SCSD and report its findings to them. According to SCSD staff and the FOG files reviewed, which are organized by address, the last round of inspections was performed by MRWPCA in 2007.

FOG Files reviewed included:

- 1646 Fremont Blvd (Red’s Donuts)
- 1090 Fremont Blvd (Burger King)
- 2040 California Ave (Target)



The files include a blank inspection report page with the SCSD Logo, maintenance records logs if they were sent in (SCSD Ordinance No. 15 requires that maintenance records be sent to SCSD annually), and a written letter to the business at the address by MRWPCA in 2007 documenting the results of the first inspection.

SCSD Staff explained that efforts have occurred since 2007 to inspect the over one hundred fifty (150) Food Service Establishments (FSE) in the service area but have fallen short due to lack of staff available to complete bi-annual inspections described in SCSD Ordinance No. 15 and document the results.

Sanitary Sewer Overflow (SSO) records for SCSD submitted to the State Database CIWQS since the SSMP Program inception in 2008 show that FOG is the number one cause of SSOs in SCSD (36%). Debris-Rags are the second cause (34%) and Roots are the third cause (21%).

The CIWQS spill rate indices compares SCSD to other State Agencies; other State Agencies experience 2.65 Class II SSOs per one hundred miles of sewer system on average while SCSD is experiencing 15.14 Class II SSOs per one hundred miles of sewer system on average.

This Class II rate is five (5) times higher than the State average; the conclusion drawn from this audit is that SCSD does not have an effective FOG Control Program.

**The sections above are in partial compliance with the above requirements. See recommendations below.**

*Section D.13(vii)(f):* The District SSMP identifies sections of the collection system, which are subject to grease blockages and contains a cleaning maintenance and chemical maintenance schedule for these high maintenance areas (HMAs).

**The section above is in compliance with the above requirement. See recommendations below.**

*Section D.13(vii)(g):* The District SSMP does not provide information regarding the development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each FOG induced HMA or provide an explanation for not including this information.

**The section above is out of compliance with the above requirement.**

FOG Program Effectiveness: As SCSD is experiencing a higher rate of Class II SSOs than the State average; changes to the FOG Program are needed to bring the rate and number of SSOs down.

**Sufficiency: Marginal Compliance**

**Reference:**

- SCSD November 2011 SSMP, p. 23-25;
- SCSD Ordinance No. 15;
- MRWPCA Ordinance No. 2008-01;
- SCSD Grease Program Outline (no date);
- SCSD Grease Source Control Lists for 2010, 2011, and 2012;
- CIWQS SCSD Operation Report History dated April 22, 2013;
- FOG Files – Red’s Donuts, Burger King, and Target;
- Carmel Pine Cone Dated April 19-25, 2013; and
- SCSD Letters to Business/Residents after FOG SSO.

**Deficiencies:** The November 2011 SSMP does not include the following:

- SCSD’s MOU with MRWPCA to conduct public education;
- Examples of public outreach conducted by MRWPCA;
- The “Clogbusters” list of companies FSEs could hire to collect and dispose of FOG;
- The list of FSEs who are required to send in their grease trap/interceptor maintenance records annually;
- A summary of FSE maintenance record results;
- A summary of FSE inspection results;
- Information regarding the development and implementation of source control measures for all sources of FOG discharged into the sewer system for each FOG induced HMA;
- SCSD Ordinances do not formally incorporate the current MRWPCA Waste Discharge Ordinance, No. 2008-01

**Recommendation:** It is recommended that this SSMP Section be updated to include:

- MOU with MRWPCA for a Public Education Program;
- Examples of public outreach;
- A list of companies FSEs could hire to collect and dispose of FOG;
- Specific references to SCSD and MRWPCA Sewer Use Ordinances, which provide the required FOG legal authorities (see Table 3 above which can be inserted into the next update of the SSMP);
- Copies of applicable codes and ordinances as attachments;
- A discussion of SCSD’s existing FOG Control Program which includes how the program is managed and implemented and measures the effectiveness of the current program;
- A plan and schedule to implement a FSE on-site inspection program; and
- A plan and schedule to implement a video inspection program for FOG related SSOs.

SCSD’s Ordinances should also be updated to reference the current MRWPCA Sewer Use Ordinance, No. 2008-01.

## 8.0 System Evaluation and Capacity Assurance Plan [SSSWDR D.13(viii)]

SSSWDR D.13(viii) states:

The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system sections for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

- (a). **Evaluation:** Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to a SSO discharge deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;
- (b). **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria; and
- (c). **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.
- (d). **Schedule:** The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D.14.

*Section D. 13(viii)(a):* The SCSD SSMP refers to the May 2011 Sewer System Master Plan (2011 SMP) that evaluated physical and hydraulic conditions of the District sewer system. The 2011 SMP provided hydraulic evaluations of SCSD: Lift Stations, Force Mains, and Gravity Sewer Lines. Hydraulic evaluations were conducted to model existing dry and wet weather conditions and future dry and wet weather conditions which represent “worst case scenario” flow conditions. A review of District records shows the major contributing factor(s) that cause District SSOs are Fats, Oils, and Grease (FOG), debris and rags, and roots.

**The section above is in compliance with the above requirements. See recommendations below.**

*Section D. 13(viii)(b):* Design criteria were identified in the 2011 SMP and used in system modeling to assess the hydraulic conditions existing in the system. These criteria were used to make recommendations for hydraulic upgrades in District Lift Stations, Force Mains, and Gravity Sewer Lines.

**The section above is in compliance with the above requirements. See recommendations below.**

*Section D.13(viii)(c) – (d):* The 2011 SMP included a 2011 Rate Study which identified assets that were recommended for hydraulic and structural upgrade and revenue strategies to fund capital projects and Operations and Maintenance. The District subsequently adopted a rate structure which was formalized into District Ordinance No.17 and adopted by the District Board on August 14, 2011. This rate structure provides for a 2.15% tiered annual increase for sewer users through FY 2015/16 to fund the capital projects identified in the 2011 SMP.

The 2011 SMP and an summary of the capital projects identified with the schedule (Capital Improvement Plan (CIP) for each FY until 2026) need to be included in the next update of the SSMP.

**The sections above are in substantial compliance with the above requirements. See recommendations below.**

**Sufficiency: Substantial Compliance**

**Reference:** SCSD November 2011SSMP; SCSD 2011 SMP; SCSD Capital Improvement Program: 2013 – Exhibit “A.”

**Deficiencies:** The District has not presented in the SSMP a plan and schedule for the completion of capital improvement projects identified in the 2011 SMP.

**Recommendation:** Incorporate the project plan and schedule into annual updates to the SSMP. Present the plan to fund the capital improvement projects by the 2011 adopted rate structure in the updated SSMP.

## 9.0 Monitoring, Measurement, and Program Modifications [SSSWDR D.13(ix)]

SSSWDR D.13(ix) states:

The Enrollee shall:

- (a). Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;
- (b). Monitoring the implementation and, where appropriate, measure the effectiveness of each section of the SSMP;
- (c). Assess the success of the preventative maintenance program;
- (d). Update program sections, as appropriate, based on monitoring or performance evaluations; and
- (e). Identify and illustrate SSO trends, including: frequency, location and volume.

*Section D. 13(ix)(a):* SCSD does not have a comprehensive summary of necessary or prioritized SSMP activities in the SSMP. SCSD does maintain records associated with some O&M activities, such as O&M Monthly Reports and sewer cleaning records, which are discussed in this SSMP Audit in the Operations and Maintenance Program [SSSWDR D.13(iv)] section. These monthly reports to the SCSD Board are not referenced or discussed in this Section of the SCSD SSMP.

The District SSMP does identify eight (8) performance indicators that will be used to measure the implementation and effectiveness of the SCSD SSMP. Documents were not provided during the audit to show that these performance indicators were used to evaluate the implementation or effectiveness of the Districts SSMP.

**The section above is out of compliance with the above requirement. See recommendations below.**

*Section D. 13(ix)(b) and (c):* SCSD does not formally evaluate the implementation or effectiveness of each section of the SSMP or preventative maintenance activities. A formal preventative maintenance program is not in place and therefore cannot be evaluated.

**The section above is out of compliance with the above requirement. See recommendations below.**

*Section D. 13 (ix)(d):* The SCSD November 2011 SSMP was revised since its original certification by the Board on August 11, 2009, but the revisions were not based on a formal SSMP section monitoring or performance evaluation.

**The section above is in partial compliance with the above requirement. See recommendations below.**

*Section D.13(ix)(e):* The SCSD November 2011 SSMP does track the frequency, location, cause, and volume of SSOs in Table 9A, 9B, and CIWQS SSO Reports in Appendix “H” however information for Calendar Year 2012 is not included in this Appendix. SSO Trends are not discussed in this section.

**The section above is in partial compliance with the above requirement. See recommendations below.**

**Sufficiency: Marginal Compliance**

**Reference:** SCSD November 2011 SSMP

**Deficiencies:** SCSD does not have a written plan to formally evaluate the implementation or effectiveness of each SSMP Section.

**Recommendation:** Create a written program to schedule, track, and evaluate the effectiveness of preventative maintenance for the sanitary sewer system. Create a plan and schedule to review and assess the effectiveness of each SSMP section. Create a written record of SSO trend evaluation and identification. Complete these plans and records and incorporate them into the update of this SSMP Section.

## 10.0 Sewer System Management Plan Program Audit [SSSWDR D.13(x)]

SSSWDR D.13(x) states:

As part of the SSMP, the Enrollee shall 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. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.

### **Sufficiency: In Compliance**

**Reference:** SCSD November 2011 SSMP, p. 31

**Deficiencies:** SSMP audits are required to be performed a minimum of every two years from the date of required adoption, August 11, 2009. The first SSMP Audit was performed before August 11, 2011, and an Audit Report was generated using the checklist contained in the August 11, 2009 SSMP.

**Recommendation:** Schedule future SSMP Audits and revise the SSMP with the dates of future audits which are to be conducted by, at a minimum:

- August 2, 2013 (this May 14, 2013 Audit satisfies this requirement):
- August 2, 2015;
- August 2, 2017; etc.

Revise the November 2011 SSMP to include the May 14, 2013 SSMP Audit Report which must be signed and certified by the Legally Responsible Official.

## 11.0 Communication Program [SSSWDR D.13(xi)]

SSSWDR D.13(i) states:

The Enrollee shall 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 to the Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communications with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

*Section D.13 (xi):* The District SSMP states that copies of the draft SSMP will be made available at all member entities City Halls before final approval and certification. Copies of the draft SSMP and current SSMP were not available for public review and the current 2011 version of the SSMP is not available to the public for review and input. The SSMP also indicates that staff will report to the Board every two years on the performance of SSMP implementation and its effectiveness. The SSMP does not include evidence that the Board and public received progress reports in 2011 or as of April 2013.

The SCSD sewer system is a tributary to the MRWPCA sewer system. SCSD Board Members hold positions on the MRWPCA as Directors. MRWPCA Board Meetings are held monthly ensuring regular communications between all systems that are satellite to MRWPCA. SCSD Staff communicates regularly with MRWPCA staff regarding the O&M of District Lift Stations and the nature of wastewater being processed through these stations (Ex: FOG entering Lift Stations is communicated by MRWPCA staff to SCSD staff who then follow up with public outreach in areas contributing to the Lift Station being impacted by FOG.) The SSMP does not include examples of these communications however meeting agendas were reviewed for content and appear to provide a forum for regular communication between agencies.

SCSD's SSMP does not include any information regarding regular staff communication or coordination with MRWPCA. This communication is required since SCSD is tributary to MRWPCA.

### **Sufficiency: Marginal Compliance**

**Reference:** SCSD SSMP: 2011, MRWPCA Meeting Minutes: November 2012, January 2012, and February 2013

**Deficiencies:** SCSD has not communicated with the public regarding the development, current contents, and performance of the SSMP. SCSD has not created a forum for public participation to provide input on the SSMP.

**Recommendation:** Establish a formal SSMP Communication Program with the public and MRWPCA staff. Provide a forum for the public regarding further development, implementation, and performance of the SSMP and document this program in the SSMP. Keep a record of all outreach and coordination in the Communication Program Section of the SSMP.

## Records List by SSMP Section

- 1.0 Goals – See Records under Sections 3 - 11**
- 2.0 Organization – No Records**
- 3.0 Legal Authority**
  - a. See Tab 6 for SCSD Ordinances No. 1 – 17 and MRWPCA SUO 2008-01
- 4.0 Operation and Maintenance Program**
  - a. February and March 2013 Operation and Maintenance Reports to SCSD Board
  - b. February and March 2013 Monthly Cleaning Map Report to SCSD Board
  - c. 2012 Sewer Line Cleaning Records
  - d. 2013 Sewer Hot Spot Lists
  - e. 2011 Sewer Master Plan, Sewer Maintenance Overview Map
  - f. 2012 Duke’s Root Control Invoices
  - g. 2012 and 2013 Greenline CCTV Inspection Reports
  - h. 2008 SCSD Resolution 8-32 and 2008 MRWPCA Lift Station Maintenance Agreement
  - i. 2011 and 2012 MRWPCA Quarterly Lift Station Invoices
  - j. 2010 – 2013 Public Works Crew Training Certifications and CWEA Licenses
  - k. 2013 – Critical Parts and Equipment Lists
  - l. 2012 and 2013 – Short and Long-Range Capital Improvement Project List
- 5.0 Design and Performance Standards – No Records**
- 6.0 Overflow Emergency Response Plan (OERP)**
  - a. 2010 – 2012 SCSD Letters to Customers both commercial and residential communicating that sewage spill occurred due to FOG in the line;
  - b. 2011, 2012, and 2013 SCSD Sewer Spill Report
- 7.0 Fats, Oils, and Grease Program**
  - a. 2011 MRWPCA Presentation to SCSD Board re: FOG Public Outreach
  - b. 2012/13 MRWPCA MOU to conduct FOG Public Education w/plan and schedule
  - c. 2013 Carmel Pine Cone FOG Ad
  - d. 2013 Letter to Residents on Tioga and Metz Rd. re: Excessive FOG Found
  - e. 2007 List of Plumbers and Grease Trap Information
  - f. 2013 List of Food Service Establishments
  - g. 2007 MRWPCA Inspection Reports and 2011 and 2012 Maintenance Records for Burger King, Target, and Red’s Donuts
  - h. SCSD FOG Inspection Report Form
  - i. 2009 FOG Procedure
  - j. 2010 FOG Cleaning Record Request – Wendy’s
- 8.0 System Evaluation and Capacity Assurance Plan (SECAP)**
  - a. SCSD 2008 – 2014 CIP List
- 9.0 Monitoring, Measurement, and Program Modifications**
  - a. See Tab 5 for SWRCB CIWQS Facility at a Glance and SCSD Operational Report
- 10.0 SSMP Audits**
  - a. 2011 SCSD SSMP Audit: 3 page checklist and OERP flowchart
- 11.0 Communication Program**
  - a. 2012 and 2013 MRWPCA Meeting Minutes – Includes SCSD Board Member
  - b. City of Seaside Webpage ([www.ci.seaside.ca.us](http://www.ci.seaside.ca.us)) SSMP Information; also Sand City and Del Ray Oaks webpage information

**This Page Intentionally Left Blank**



## ELEMENT 11 - COMMUNICATION PROGRAM

Communicating the objectives of the SSMP and the importance of sanitary sewer system management practices to the public is essential. An informed public can assist and support the District by reducing customer caused blockages, which will potentially decrease SSOs.

### 11.1 Regulatory Requirements

WDR Order No. 2006-0003-DWQ Section D.13(xi) states:

The Enrollee shall 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 to the Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

### 11.2 Communication Program [WDR D.13(xi)]

The purpose of the District sanitary sewer system communication program is to educate stakeholders, which include residential, industrial, and commercial users of the collection system, about the SSMP. Appendix 11A contains examples from 2014 of the outreach conducted. Public awareness of different components of the SSMP is accomplished through different mediums and they may reach different audiences. The following are activities that the District practices to increase awareness and education about the importance of having a properly constructed, maintained, and operated collection system.

**Table 11-1: District Communication Program Overview**

Activity	Frequency	Stakeholders	Year Implemented	
			2013	2014
District Website: www.ci.seaside.ca.us	Year-round	All	X	X
District Board Meetings	Monthly	All	X	X
FOG Control Program – Maintenance Record Check	Annually	FSEs	X	X
Public Works Office	Year-round	All	X	X
MRWPCA Pretreatment Program	Annually	Industrial Users	X	X

#### 11.2.1 District Website

Information posted on the City of Seaside website, [www.ci.seaside.ca.us](http://www.ci.seaside.ca.us), about the District, includes links to the SSMP, FOG information, District meeting minutes and agendas, flyers, education material, public service announcements, the 2011 SMP, and the past and current District CIP.

### **11.2.2 District Board Meetings**

District Board Meetings are held on the second Tuesdays of each month in the council chambers. SSMP updates and audits are presented to the public during a council meeting to receive input on the document from the public.

### **11.2.3 FOG Control Program**

Since 2000, FSEs are required to submit their FOG grease trap/interceptor cleaning records to the District.

### **11.2.4 Public Works Office**

The Public Works Office has copies of educational material, public service announcements, and Staff that provide assistance and education to the public.

### **11.2.5 MRWPCA Pretreatment Program**

MRWPCA Source Control/Pretreatment staff permits and manage industrial users within the District service area.

## **11.3 Satellite Communication Program [WDR D.13(xi)]**

The District is itself a satellite agency and as such is a member of the MRWPCA Technical Advisory Committee, which is comprised of MRWPCA and its tributary agencies:

1. City of Pacific Grove,
2. City of Monterey,
3. City of Del Rey Oaks,
4. Seaside County Sanitation District,
5. Sand City,
6. Fort Ord,
7. City of Marina,
8. Castroville Community Services District,
9. Moss Landing,
10. Boronda,
11. City of Salinas, and
12. Monterey County.

This Committee is designed to be a venue for communication and coordination between these agencies. Currently, meetings have not occurred in several years; however, the District plans to work with MRWPCA to reinstate these meetings or to create a new quarterly meeting between District Staff and MRWPCA Staff in order to increase coordination and communication between these agencies by the end of 2014.

**This Page Intentionally Left Blank**

## **APPENDIX 11A**

---

Information about SCSD on City of Seaside Webpage

[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#)

## [Click here for information about revised sewer service fees](#)

The Seaside County Sanitation District (SCSD) is a special district responsible for the maintenance and operation of the sanitary sewer collection system serving the Cities of Del Rey Oaks, Sand City and Seaside. The District's sanitary sewer collection system serves an area of approximately 2,400 acres with a population of about 30,000. The sewer system consists of approximately 70 miles of pipeline with 930 manholes, 475 rod holes, and 4 lift stations. The wastewater is ultimately pumped to the Monterey Regional Water Pollution Control Agency (MRWPCA) regional treatment plant. All billing for SCSD comes from MRWPCA. For information on the current rates, click [here](#).



The district maintains the sewer main line through jetting and chemical cleaning. However, the lateral line that connects the individual home or business to the main line is the responsibility of the property owner. If you suspect a stoppage, you may call Public Works Department personnel who can check the main sewer line. If the main line is clear, then you must contact a licensed plumber to inspect your sewer lateral.

If you smell a strong sewer odor in the street, try to locate its source and give us a call. There could be a blockage or a leak. Also, if you plan on having your sewer line flushed or cleaned out, please contact us first so our crews can be aware of the situation. It is possible that the extra flow from your lateral could block up the main line and cause an overflow. To prevent this from happening, please give us a call 24 to 48 hours in advance of the work being done. You can reach us at (831) 899-6825, our office hours are Monday through Friday 8:00 AM to 5:00 PM.

If you believe that the Seaside County Sanitation District or its employee(s) caused damage to your person, personal property or real property, you may complete and file a [Claim for Damages](#). Please follow the instructions on the claim form and attach any documentation that you feel may support your claim (e.g. photographs, reports, witness statements or estimates). You may mail or personally deliver to: Seaside County Sanitation District, 440 Harcourt Avenue, Seaside CA 93955.

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# MEETING AGENDAS



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

[March 13, 2012 AGENDA](#)

[February 14, 2012 AGENDA](#)

[January 10, 2012 AGENDA](#)

[January 10, 2012 Minutes](#)

[December 13, 2011 AGENDA](#)

[December 13, 2011 Minutes](#)

[November 21, 2011 AGENDA](#)

[November 21, 2011 Minutes](#)

[November 8, 2011 AGENDA](#)

[November 8, 2011 Minutes](#)

[October 11, 2011 AGENDA](#)

[October 11, 2011 Minutes](#)

[September 13, 2011 AGENDA](#)

[September 13, 2011 MINUTES](#)

## EVENTS

Seaside County Sanitation  
District

11/12/2013 9:30 AM

Traffic Advisory Committee

11/19/2013 5:00 PM

Seaside County Sanitation  
District

12/10/2013 9:30 AM

Traffic Advisory Committee

12/17/2013 5:00 PM

Seaside County Sanitation  
District

1/14/2014 9:30 AM

[MORE](#) ➔

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# BOARD & STAFF



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

## District Meetings

The Seaside County Sanitation District (SCSD) meets the second Tuesday of every month at 9:30 am in the City Hall Conference Room located at 440 Harcourt Avenue in Seaside.

## District Board

- Chair: David Pendergrass representing Sand City
- Vice Chair: Felix Bachofner representing Seaside
- 2nd Vice Chair: Jeff Cecilio representing Del Rey Oaks

## District Staff

- Diana Ingersoll, Acting District Manager
- Daphne Hodgson, District Administrative Services Director
- Patrick McGreal, Legal Counsel
- Toula Hubbard, District Clerk



# CAPITAL IMPROVEMENT PROGRAM



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

## SCSD Capital Improvement Program

The Seaside County Sanitation District (SCSD) has recently updated the Master Plan. Through this updated document, the District can create and implement a prioritized [Capital Improvement Program](#).

The [Master Plan](#) (PDF, 11MB) identifies and prioritizes necessary capital improvements to keep the system functioning efficiently. Maps are available for a quick overview of the [near term](#) (PDF, 3MB) and [long term](#) (PDF, 3MB) projects.



Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# CONTACT US



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [General](#)

## PUBLIC WORKS

Diana Ingersoll, P.E.	Deputy City Manager - Resource Management Services	899-6825	<a href="mailto:DIngersoll@ci.seaside.ca.us">DIngersoll@ci.seaside.ca.us</a>
Tim O'Halloran, P.E.	City Engineer/ Public Works Services Manager	899-6825	<a href="mailto:TO'Halloran@ci.seaside.ca.us">TO'Halloran@ci.seaside.ca.us</a>

## ENGINEERING

Rick Riedl, P.E.	Associate Civil Engineer	899-6825	<a href="mailto:RRiedl@ci.seaside.ca.us">RRiedl@ci.seaside.ca.us</a>
Leslie Llantero	Assistant Engineer	899-6832	<a href="mailto:LLlantero@ci.seaside.ca.us">LLlantero@ci.seaside.ca.us</a>
Scott Ottmar	Junior Engineer	899-6885	<a href="mailto:SOttmar@ci.seaside.ca.us">SOttmar@ci.seaside.ca.us</a>

## MAINTENANCE

Dave Fortune	Maintenance and Operations Supervisor	899-6829	<a href="mailto:DFortune@ci.seaside.ca.us">DFortune@ci.seaside.ca.us</a>
Mark Parker	Parks Maintenance Supervisor	899-6825	<a href="mailto:MParker@ci.seaside.ca.us">MParker@ci.seaside.ca.us</a>

The City operates a **Non-Emergency 24-hour Public Works Hotline - (831) 899-6828.**

This is a unified place for the public to report city-wide damage to public areas.

[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [General](#)

**Q: The sanitary sewer in front of our house is overflowing, whom do I call?**

**Q: I notices graffiti along a fence, who should I call?**

**Q: The sidewalks are cracked or uneven and need repair, who do I call?**

**Q: There is a dangerous pothole in the street, who should I call?**

A: All of the above can be taken care of by calling the Public Works Department at 899-6825 from 7:30 a.m. to 5:30 p.m., Monday through Thursday. All other times please call 394-6811 for immediate concerns, such as, sewer spills, fallen trees, or limbs, nonworking traffic signals, clogged or over flowing sewer lines, after normal business hours, the call will be answered by an emergency dispatcher.

**Q: Where can I make a park reservation?**

A: Park reservations are on a first serve basis. The Public Works Department located at 610 Olympia Avenue, makes reservations. For more information see the Parks Reservations (URL: Pg. "202") Page.

**Q: Does the City provide electricity at the park?**

A: The City does not provide electricity for park patrons.

**Q: How do I report a streetlight that is not working?**

A: Report any streetlight outages to Pacific Gas & Electric Company by calling 1-800-743-5000

**Q: Do I need a permit to trim my tree?**

A: Yes, a tree-trimming permit is needed to trim, remove, or plant a tree within the City. Tree permits are processed at the Public Works Department located at 440 Harcourt Avenue. The fee is \$50.00.

**Q: Whom can I call to pick up my garbage or have complaints related to my trash pickup?**

A: Waste Management is the company who pick up garbage within the City. If you should have any problems please contact them at 384-5000.

**Q: Do I need a permit to place a dumpster in the street?**

A: An encroachment permit is required for placement of a dumpster in the city's right-of-way. An encroachment permit can be obtained at the Public Works Department. The fee is \$180.25.

**Q: Do I need a permit when work is to be performed in the sidewalk or in the street?**

A: Yes, an encroachment permit is required for any work within the right-of-way. An encroachment permit can be obtained at the Public Works Department. For more information regarding and encroachment permit please call 899-6825.

# FATS, OIL & GREASE

[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

## Fats, Oil & Grease

When cooking fats, oils and grease are poured down the drain, they collect and stick to household plumbing and sewer lines. Over time blockages occur that lead to sewer backups, sometimes causing sewage to overflow from plumbing fixtures or sewer system manholes. Overflows are a dangerous situation and not taken lightly. Improper disposal of fats, oils and grease are a costly problem, so please dispose properly!



The following items should never be poured down the drain, instead they should be disposed of in the trash:

- Kitchen Grease
- Cooking Oils
- Paint
- Fats
- Grinds (Coffee, Egg Shells, Peelings, etc.)
- Kitty Litter
- Paper Towels and other Paper Products
- Disposable Diapers

For mor information visit [Clogbuster](#)

## Resturant Best Management Practice

Resturants within the Seaside County Sanitation District are prohibited from discharging fats, oils, and grease into the sanitary sewer system. This is accomplished by proper disposal of grease in covered bins and maintenance of the grease trap or grease interceptor. Click [here](#) for food and restaurant industry good cleaning practices.

## Cleaning Schedule

Every main line in the Seaside County Sanitation District (SCSD) is cleaned every year. A jet truck flushes the lines with high powered water to clean the lines of any stuck or stagnant debris.

[Departments](#) » [Resource Management Services](#) » [Public Works](#)



The Public Works Department is made up of the Engineering and Maintenance Divisions and is primarily responsible for design, construction, operation and maintenance of all public facilities and public rights-of-way. The Public Works Department can be reached at 831-899-6825.

The **Engineering Division**, located at 440 Harcourt Avenue:

- administers and implements the Capital Improvement Program,
- manages development of the [Storm Water](#) and [Sanitary Sewer](#) Master Plans,
- issues and inspects [encroachment permits](#),
- conducts residential and commercial development reviews,
- provides construction project management from design to project completion,
- assure City and Caltrans Standards are followed accurately,
- conducts meetings of the Traffic Advisory and Water Allocation Committees.



The **Maintenance Division**, located at 610 Olympia Avenue is responsible for the maintenance and operations of City facilities and parks including:

- the Seaside County Sanitation District (SCSD),
- the Seaside Municipal Water System,
- streets,
- storm drains,
- government buildings,
- 25 local and regional parks,
- keeping the city streets clean and clear of debris.



# SOUTHERN MONTEREY BAY DISCHARGERS GROUP



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

[SCSD GreaseProg Rpt 9-13-11 final](#)

[Clogbusters.org](#)

<a href="#">ORDINANCE 16</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/11/2005
<a href="#">ORDINANCE 17</a>	AN ORDINANCE AMENDING DISTRICT ORDINANCE NO. 16 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	06/12/2011

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SCSD ORDINANCES

[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

ORDINANCE NUMBER	TITLE	DATE
<a href="#">ORDINANCE 1</a>	GENERAL PROVISIONS	09/04/1957
<a href="#">ORDINANCE 1 AND AMENDMENTS</a>	GENERAL PROVISIONS	02/08/1983
<a href="#">ORDINANCE 2</a>	AMENDING ARTICLE 2, SECTION 22, SUBDIVISION (H), OF ORDINANCE 1	03/04/1958
<a href="#">ORDINANCE 3</a>	AMENDING ARTICLE V, SECTION 52 AND 53 OF ORDINANCE 1	04/01/1958
<a href="#">ORDINANCE 4</a>	AMENDING ARTICLE 2, SECTION 20, SUBSECTION (B) OF ORDINANCE 1	10/25/1967
<a href="#">ORDINANCE 5</a>	AMENDING ORDINANCE 1	04/17/1968
<a href="#">ORDINANCE 6</a>	AMENDING ARTICLE 4, SECTION 40, SUBSECTION (B) OF ORDINANCE 1	12/06/1970
<a href="#">ORDINANCE 7</a>	AMENDING ARTICLE 2, SECTION 22, SUBSECTION (B) OF ORDINANCE 1	06/16/1971
<a href="#">ORDINANCE 8</a>	ENVIRONMENTAL ORDINANCE POLICY AND PURPOSES	09/20/1977
<a href="#">ORDINANCE 9</a>	AMENDING SUBSECTION (B) OF SECTION 40, OF ARTICLE 4 OF ORDINANCE 1	09/21/1982
<a href="#">SEWER CONNECTION FEES LETTER</a>	PER ORDINANCE 9	09/21/1982
<a href="#">ORDINANCE 10</a>	AMENDING SECTION 1 OF ARTICLE 1 OF ORDINANCE ; SECTION 21 OF ARTICLE 2, OF ORDINANCE 1; SUBSECTION (H) OF SECTION 22, ARTICLE 2 OF ORDINANCE 1; SECTION 30 OF ARTICLE 3 OF ORDINANCE 1; SUBSECTION (B) OF SECTION 31, ARTICLE 3; SUBSECTION (B) OF SECTION 40, ARTICLE 3; SUBSECTION (B) OF SECTION 51, ARTICLE 5; SUBSECTION 60 OF ARTICLE 6	01/11/1983
<a href="#">ORDINANCE 11</a>	ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/23/1984
<a href="#">ORDINANCE 12</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE BY ADDING SECTION 2.5 EXEMPTING SUPPLEMENTAL SECURITY INCOME (SSI) RECIPIENTS FROM SAID FEE	03/08/1988
<a href="#">ORDINANCE 13</a>	AMENDING SECTION 20(A) OF ARTICLE 2 OF ORDINANCE 1 AMENDING SECTION 20(B) OF ARTICLE 2	11/09/1993
<a href="#">ORDINANCE 14</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT AND PROVIDING FOR FUTURE INCREASES	08/05/2003
<a href="#">ORDINANCE 15</a>	AN ORDINANCE SETTING FORTH POLICIES, PROCEDURES, AND REQUIREMENTS FOR FOOD SERVICE ESTABLISHMENTS GOVERNING GREASE TRAPS, GREASE INTERCEPTORS OR OTHER COMPARABLE DEVICES FOR OIL/GREASE REMOVAL, AND TO ESTABLISH PROCEDURES REGARDING IMPLEMENTATION AND ENFORCEMENT	10/12/2004

[Departments](#) » [Resource Management Services](#) » [Public Works](#)

## [Water](#)

There are three different water service providers who serve residents and businesses in the City of Seaside. These include Seaside Municipal Water System, Marina Coast Water District, and California American Water. To find out further information and to see a map of the water system boundaries [click here](#).

## [Sanitation](#)

Most homes in the City of Seaside are connected to the sanitary sewer system. The sewer system is operated by [Seaside County Sanitation District](#) (SCSD) but billing occurs through Monterey Regional Water Pollution Control Agency (MRWPCA). If you have questions regarding service changes or billing, please contact [MRWPCA](#) at (831) 372-2385. If you need to report a stoppage, overflow, or questions about sewer main locations, please contact SCSD at (831) 899-6825.

## [Storm Water](#)

Storm water run-off during rain storms due to residential and commercial development creates a need for an efficient storm drain system to reduce flooding and environmental impacts. The City of Seaside's storm drain system collects water from over 3,000 acres of land and brings it to the Monterey Bay. Everything that washes down the storm drain including debris, oil, grease and chemicals goes directly to the ocean without the benefit of any treatment, so please be cautious.

## [Trash & Recycling](#)

The City is committed to cleanliness by facilitating trash and recycling collection. To uphold this commitment, the City contracts with Waste Management, a private hauler who provides our residents and commercial businesses with trash, recycling and yard waste collection. If you have questions regarding collection dates, bin replacement, what to recycle or service changes, please contact [Waste Management](#) at (831) 384-5313.

## [Cable TV](#)

For cable television service, residents and business owners can contact [Comcast](#) at 1 (800) 945-2288.

## [Gas & Electricity](#)

For gas and electric service, residents and business owners can contact [Pacific Gas & Electric](#) at 1 (800) 743-5000.

Click [street light outages](#) to report to Pacific Gas & Electric via their website.



Meeting Agendas

## MEETING AGENDAS



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

[March 13, 2012 AGENDA](#)

[February 14, 2012 AGENDA](#)

[January 10, 2012 AGENDA](#)

[January 10, 2012 Minutes](#)

[December 13, 2011 AGENDA](#)

[December 13, 2011 Minutes](#)

[November 21, 2011 AGENDA](#)

[November 21, 2011 Minutes](#)

[November 8, 2011 AGENDA](#)

[November 8, 2011 Minutes](#)

[October 11, 2011 AGENDA](#)

[October 11, 2011 Minutes](#)

[September 13, 2011 AGENDA](#)

[September 13, 2011 MINUTES](#)

### NEWS

[Unhitched Trailers Prohibited](#)

[MORE](#)

### EVENTS

Seaside County Sanitation District

2/11/2014 9:30 AM

Traffic Advisory Committee

2/18/2014 5:00 PM

Seaside County Sanitation District

3/11/2014 9:30 AM

Traffic Advisory Committee

3/18/2014 5:00 PM

Seaside County Sanitation District

4/8/2014 9:30 AM

[MORE](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



Discover the Spirit of Seaside

# CAPITAL IMPROVEMENT PROGRAM



[Departments](#) » [Seaside County Sanitation District](#)

## SCSD Capital Improvement Program

The Seaside County Sanitation District (SCSD) has recently updated the Master Plan. Through this updated document, the District can create and implement a prioritized [Capital Improvement Program](#).

The [Master Plan](#) (PDF, 11MB) identifies and prioritizes necessary capital improvements to keep the system functioning efficiently. Maps are available for a quick overview of the [near term](#) (PDF, 3MB) and [long term](#) (PDF, 3MB) projects.



Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# BOARD & STAFF

[Departments](#) » [Seaside County Sanitation District](#)

## District Meetings

The Seaside County Sanitation District (SCSD) meets the second Tuesday of every month at 9:30 am in the City Hall Conference Room located at 440 Harcourt Avenue in Seaside.



## District Board

- Chair: David Pendergrass representing Sand City
- Vice Chair: Ralph Rubio representing Seaside
- 2nd Vice Chair: Jeff Cecilio representing Del Rey Oaks

## District Staff

- John Dunn, District Manager
- Daphne Hodgson, District Administrative Services Director
- Patrick McGreal, Legal Counsel
- Ann Camel, District Clerk

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SCSD ORDINANCES

[Departments](#) » [Seaside County Sanitation District](#)

ORDINANCE NUMBER	TITLE	DATE
<a href="#">ORDINANCE 1</a>	GENERAL PROVISIONS	09/04/1957
<a href="#">ORDINANCE 1 AND AMENDMENTS</a>	GENERAL PROVISIONS	02/08/1983
<a href="#">ORDINANCE 2</a>	AMENDING ARTICLE 2, SECTION 22, SUBDIVISION (H), OF ORDINANCE 1	03/04/1958
<a href="#">ORDINANCE 3</a>	AMENDING ARTICLE V, SECTION 52 AND 53 OF ORDINANCE 1	04/01/1958
<a href="#">ORDINANCE 4</a>	AMENDING ARTICLE 2, SECTION 20, SUBSECTION (B) OF ORDINANCE 1	10/25/1967
<a href="#">ORDINANCE 5</a>	AMENDING ORDINANCE 1	04/17/1968
<a href="#">ORDINANCE 6</a>	AMENDING ARTICLE 4, SECTION 40, SUBSECTION (B) OF ORDINANCE 1	12/06/1970
<a href="#">ORDINANCE 7</a>	AMENDING ARTICLE 2, SECTION 22, SUBSECTION (B) OF ORDINANCE 1	06/16/1971
<a href="#">ORDINANCE 8</a>	ENVIRONMENTAL ORDINANCE POLICY AND PURPOSES	09/20/1977
<a href="#">ORDINANCE 9</a>	AMENDING SUBSECTION (B) OF SECTION 40, OF ARTICLE 4 OF ORDINANCE 1	09/21/1982
<a href="#">SEWER CONNECTION FEES LETTER</a>	PER ORDINANCE 9	09/21/1982
<a href="#">ORDINANCE 10</a>	AMENDING SECTION 1 OF ARTICLE 1 OF ORDINANCE ; SECTION 21 OF ARTICLE 2, OF ORDINANCE 1; SUBSECTION (H) OF SECTION 22, ARTICLE 2 OF ORDINANCE 1; SECTION 30 OF ARTICLE 3 OF ORDINANCE 1; SUBSECTION (B) OF SECTION 31, ARTICLE 3; SUBSECTION (B) OF SECTION 40, ARTICLE 3; SUBSECTION (B) OF SECTION 51, ARTICLE 5; SUBSECTION 60 OF ARTICLE 6	01/11/1983
<a href="#">ORDINANCE 11</a>	ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/23/1984
<a href="#">ORDINANCE 12</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE BY ADDING SECTION 2.5 EXEMPTING SUPPLEMENTAL SECURITY INCOME (SSI) RECIPIENTS FROM SAID FEE	03/08/1988
<a href="#">ORDINANCE 13</a>	AMENDING SECTION 20(A) OF ARTICLE 2 OF ORDINANCE 1 AMENDING SECTION 20(B) OF ARTICLE 2	11/09/1993
<a href="#">ORDINANCE 14</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT AND PROVIDING FOR FUTURE INCREASES	08/05/2003
<a href="#">ORDINANCE 15</a>	AN ORDINANCE SETTING FORTH POLICIES, PROCEDURES, AND REQUIREMENTS FOR FOOD SERVICE ESTABLISHMENTS GOVERNING GREASE TRAPS, GREASE INTERCEPTORS OR OTHER COMPARABLE DEVICES FOR OIL/GREASE REMOVAL, AND TO ESTABLISH PROCEDURES REGARDING IMPLEMENTATION AND ENFORCEMENT	10/12/2004

<a href="#">ORDINANCE 16</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/11/2005
<a href="#">ORDINANCE 17</a>	AN ORDINANCE AMENDING DISTRICT ORDINANCE NO. 16 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	06/12/2011

[How do I start a new business in Seaside?](#)

**Q: How do I start a new business in Seaside?**

**A:** First, feel free to download the informational handout on [Establishing and Operating a Business in the City of Seaside](#) for a quick overview.

The City of Seaside supports a range of businesses from national brands to locally-owned businesses. If you are planning to start a new business, there are a few steps to take before opening your doors for the first time. The Planning Division is the place to start to make sure your business is a permitted land use on a particular property. Contact the Planning Division at (831) 899-6737 or visit us at City Hall at 440 Harcourt Avenue to find out about any planning permits you may need.

After checking in with the Planning Division, and receiving any required Planning permits, the [Building Division](#) and [Finance Division](#) will be able to accept your application for a Certificate of Occupancy and Business License.

If you are planning to cook or sell any food products, you may need to contact the [Monterey County Health Department](#) and [Monterey Regional Pollution Control Agency](#). Additionally, the [Monterey Peninsula Water Management District](#) regulates the allocation of water credits that may be needed for your business. Please contact the [Planning Division](#) if you have questions about any of these additional agency approvals.

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



[Departments](#) » [Resource Management Services](#) » [Public Works](#)

The Public Works Department is responsible for design and construction of the City's infrastructure including streets, water system, sewer system, storm drain system, park facilities, City buildings, and transportation/traffic systems. We are also responsible for the design, implementation and administration of the annual Capital Improvement Program. Some recent highlights from our Capital Improvement Program Include:



### [General Jim Moore Blvd Access](#)

A study of access to General Jim Moore Boulevard from Seaside neighborhoods.



### **Auto Center**

Complete public right-of-way renovation completed in 2008 including new streets, improved circulation, improved landscaping, new traffic signals and utility upgrades.



### [Citywide Parking Survey](#)

A citywide study of parking availability for residential and commercial areas in an effort to yield more efficient parking results for the entire City.



### **Water Rate Study**

Completed project consists of a rate structure study to fully incorporate operating and maintenance costs as well as capital improvement costs for the Seaside Municipal Water System.



### [Fremont/Trinity Lighted Crosswalk](#)

A lighted pedestrian crosswalk for increased safety completed in 2008.



### [Wheeler Street Tennis Courts](#)

Complete resurfacing of four new tennis courts at Wheeler Street and Carson Street, completed in June 2008.



### **Coe Avenue Bikeway**

Design in progress for a Class II bikeway extending the existing bikeway from Seaside Highlands to General Jim Moore, project includes new sidewalk for increased pedestrian access to begin construction in 2011.



### **Stormwater Master Plan**

A nearly complete plan to locate and address necessary capital improvements to Seaside's storm drain system to reduce flooding and negative impacts to the environment.



### **Sewer Master Plan**

Plan to locate and address necessary capital improvements to Seaside County Sanitation District's sewer system to reduce stoppages and overflows.

To see the entire Capital Improvement Program [click here](#).



▼ Resource Management Services

Building & Code Enforcement

Green Seaside

Planning

▼ Public Works

▼ General

FAQ

Traffic Advisory Committee

Insurance Requirements

Contact Us

Projects

Utilities

Maintenance

Parks

Get a Permit

Redevelopment

## GENERAL



[Departments](#) » [Resource Management Services](#) » [Public Works](#)



The Public Works Department is made up of the Engineering and Maintenance Divisions and is primarily responsible for design, construction, operation and maintenance of all public facilities and public rights-of-way. The Public Works Department can be reached at 831-899-6825.

The **Engineering Division**, located at 440 Harcourt Avenue:

- administers and implements the Capital Improvement Program,
- manages development of the [Storm Water](#) and [Sanitary Sewer](#) Master Plans,
- issues and inspects [encroachment permits](#),
- conducts residential and commercial development reviews,
- provides construction project management from design to project completion,
- assure City and Caltrans Standards are followed accurately,
- conducts meetings of the Traffic Advisory and Water Allocation Committees.



The **Maintenance Division**, located at 610 Olympia Avenue is responsible for the maintenance and operations of City facilities and parks including:

- the Seaside County Sanitation District (SCSD),
- the Seaside Municipal Water System,
- streets,
- storm drains,
- government buildings,
- 25 local and regional parks,
- keeping the city streets clean and clear of debris.





▼ Resource Management Services

Building & Code Enforcement

Green Seaside

Planning

▼ Public Works

General

Projects

Utilities

▼ Maintenance

City Streets

Sweeping schedule

Parks

Get a Permit

Redevelopment

## MAINTENANCE



[Departments](#) » [Resource Management Services](#) » [Public Works](#)

The Public Works Maintenance Division is responsible for on-going maintenance programs throughout the City.

The Maintenance and Operations Division is responsible for:

- Street and right-of-way improvements
- Traffic control devices and signage
- Drainage, flood control, [storm water](#) and [street sweeping](#)
- [Seaside County Sanitation District \(SCSD\)](#)
- [Seaside Municipal Water System](#)
- Building maintenance on City owned facilities

The Parks and Vehicle Maintenance Division is responsible for:

- Medians
- [Parks](#) and street plantings
- City fleet vehicle maintenance

The Seaside Public Works Department makes every effort to respond in a timely fashion to repairs and maintenance concerns within the City. If you notice problems such as:

- potholes in the streets
- debris accumulation
- graffiti or other vandalism
- raised sidewalks that are a trip hazard
- malfunctioning or broken traffic signals and signs
- rights-of-way that are encroached by bushes, trees or other obstructions

Please utilize the **Non-Emergency 24-hour Public Works Hotline - (831) 899-6828** to report the problem. Messages will be checked and responded to Monday through Thursday.

▼ Resource Management Services

Building & Code Enforcement

Green Seaside

Planning

▼ Public Works

General

Projects

Utilities

Maintenance

Parks

Get a Permit

Redevelopment

## PUBLIC WORKS



[Departments](#) » [Resource Management Services](#)



[Projects](#)



[Water](#)



[Sanitation](#)



[Storm Water](#)



[Maintenance](#)



[Parks](#)



[General Information](#)



[Contact Us](#)

### Hours of Operation

8:00 am to 5:00 pm

Monday through Friday

Main Phone: (831) 899-6825

Main Fax: (831) 899-6233

Non Emergency 24-Hour Public Works Hotline: (831) 899-6828

Diana Ingersoll, P.E. - Deputy City Manager, Resource Management Services

(831) 899-6825

[DIngersoll@ci.seaside.ca.us](mailto:DIngersoll@ci.seaside.ca.us)

Tim O'Halloran, P.E. - City Engineer / Public Works Services Manager

(831) 899-6825

[TO'Halloran@ci.seaside.ca.us](mailto:TO'Halloran@ci.seaside.ca.us)

# SOUTHERN MONTEREY BAY DISCHARGERS GROUP



[Departments](#) » [Seaside County Sanitation District](#)

[SCSD GreaseProg Rpt 9-13-11 final](#)

[Clogbusters.org](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SEWER SYSTEM MANAGEMENT PLAN (SSMP)

[Departments](#) » [Seaside County Sanitation District](#)

Following the SWRCB's adoption of the Statewide General Waste Discharge Requirement (GWDR) on May 2, 2006, collection systems became the last major component of the wastewater management system to be regulated. Treatment plants, including pretreatment programs, have been regulated for some time. The GWDR applies to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines that convey untreated wastewater to a publicly owned treatment facility, and requires each agency to prepare a SSMP.



## SSMP Organization

The SSMP is a document that describes the activities of an agency to effectively manage its wastewater collection system. It includes eleven elements as listed below.

### Collection system management goals

1. Organization of personnel, including the chain of command and communications
2. Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation and testing standards, and inspection requirements for new and rehabilitated sewers
3. Operations and maintenance activities to maintain the wastewater collection system
4. Design and performance provisions
5. Overflow emergency response plan
6. Fats, oils and grease (FOG) control program
7. System evaluation and capacity assurance program
8. Monitoring, measurement and modifications plans for SSMP program effectiveness
9. Periodic internal SSMP audits
10. SSMP communication program

Supporting information for each element is included in an appendix associated with that section, as applicable. In general, information expected to require relatively frequent updates (such as names and phone numbers of staff) are included in appendices, as well as other supporting information, such as forms or schedules.

### Documents

- [Element 5-Design and Performance Provisions](#)
- [Appendix D-Standards for Sewers and Sanitation](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SEWER SYSTEM MANAGEMENT PLAN (SSMP)



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

Following the SWRCB's adoption of the Statewide General Waste Discharge Requirement (GWDR) on May 2, 2006, collection systems became the last major component of the wastewater management system to be regulated. Treatment plants, including pretreatment programs, have been regulated for some time. The GWDR applies to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines that convey untreated wastewater to a publicly owned treatment facility, and requires each agency to prepare a SSMP.

## SSMP Organization

The SSMP is a document that describes the activities of an agency to effectively manage its wastewater collection system. It includes eleven elements as listed below.

### Collection system management goals

1. Organization of personnel, including the chain of command and communications
2. Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation and testing standards, and inspection requirements for new and rehabilitated sewers
3. Operations and maintenance activities to maintain the wastewater collection system
4. Design and performance provisions
5. Overflow emergency response plan
6. Fats, oils and grease (FOG) control program
7. System evaluation and capacity assurance program
8. Monitoring, measurement and modifications plans for SSMP program effectiveness
9. Periodic internal SSMP audits
10. SSMP communication program

Supporting information for each element is included in an appendix associated with that section, as applicable. In general, information expected to require relatively frequent updates (such as names and phone numbers of staff) are included in appendices, as well as other supporting information, such as forms or schedules.

### Documents

- [Element 5-Design and Performance Provisions](#)
- [Appendix D-Standards for Sewers and Sanitation](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#)

## [Click here for information about revised sewer service fees](#)

The Seaside County Sanitation District (SCSD) is a special district responsible for the maintenance and operation of the sanitary sewer collection system serving the Cities of Del Rey Oaks, Sand City and Seaside. The District's sanitary sewer collection system serves an area of approximately 2,400 acres with a population of about 30,000. The sewer system consists of approximately 70 miles of pipeline with 930 manholes, 475 rod holes, and 4 lift stations. The wastewater is ultimately pumped to the Monterey Regional Water Pollution Control Agency (MRWPCA) regional treatment plant. All billing for SCSD comes from MRWPCA. For information on the current rates, click [here](#).



The district maintains the sewer main line through jetting and chemical cleaning. However, the lateral line that connects the individual home or business to the main line is the responsibility of the property owner. If you suspect a stoppage, you may call Public Works Department personnel who can check the main sewer line. If the main line is clear, then you must contact a licensed plumber to inspect your sewer lateral.

If you smell a strong sewer odor in the street, try to locate its source and give us a call. There could be a blockage or a leak. Also, if you plan on having your sewer line flushed or cleaned out, please contact us first so our crews can be aware of the situation. It is possible that the extra flow from your lateral could block up the main line and cause an overflow. To prevent this from happening, please give us a call 24 to 48 hours in advance of the work being done. You can reach us at (831) 899-6825, our office hours are Monday through Friday 8:00 AM to 5:00 PM.

If you believe that the Seaside County Sanitation District or its employee(s) caused damage to your person, personal property or real property, you may complete and file a [Claim for Damages](#). Please follow the instructions on the claim form and attach any documentation that you feel may support your claim (e.g. photographs, reports, witness statements or estimates). You may mail or personally deliver to: Seaside County Sanitation District, 440 Harcourt Avenue, Seaside CA 93955.

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# MEETING AGENDAS



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

[March 13, 2012 AGENDA](#)

[February 14, 2012 AGENDA](#)

[January 10, 2012 AGENDA](#)

[January 10, 2012 Minutes](#)

[December 13, 2011 AGENDA](#)

[December 13, 2011 Minutes](#)

[November 21, 2011 AGENDA](#)

[November 21, 2011 Minutes](#)

[November 8, 2011 AGENDA](#)

[November 8, 2011 Minutes](#)

[October 11, 2011 AGENDA](#)

[October 11, 2011 Minutes](#)

[September 13, 2011 AGENDA](#)

[September 13, 2011 MINUTES](#)

## EVENTS

Seaside County Sanitation  
District

11/12/2013 9:30 AM

Traffic Advisory Committee

11/19/2013 5:00 PM

Seaside County Sanitation  
District

12/10/2013 9:30 AM

Traffic Advisory Committee

12/17/2013 5:00 PM

Seaside County Sanitation  
District

1/14/2014 9:30 AM

[MORE](#) ➔

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# BOARD & STAFF



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

## District Meetings

The Seaside County Sanitation District (SCSD) meets the second Tuesday of every month at 9:30 am in the City Hall Conference Room located at 440 Harcourt Avenue in Seaside.

## District Board

- Chair: David Pendergrass representing Sand City
- Vice Chair: Felix Bachofner representing Seaside
- 2nd Vice Chair: Jeff Cecilio representing Del Rey Oaks

## District Staff

- Diana Ingersoll, Acting District Manager
- Daphne Hodgson, District Administrative Services Director
- Patrick McGreal, Legal Counsel
- Toula Hubbard, District Clerk



# CAPITAL IMPROVEMENT PROGRAM



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

## SCSD Capital Improvement Program

The Seaside County Sanitation District (SCSD) has recently updated the Master Plan. Through this updated document, the District can create and implement a prioritized [Capital Improvement Program](#).

The [Master Plan](#) (PDF, 11MB) identifies and prioritizes necessary capital improvements to keep the system functioning efficiently. Maps are available for a quick overview of the [near term](#) (PDF, 3MB) and [long term](#) (PDF, 3MB) projects.



Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# CONTACT US



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [General](#)

## PUBLIC WORKS

Diana Ingersoll, P.E.	Deputy City Manager - Resource Management Services	899-6825	<a href="mailto:DIngersoll@ci.seaside.ca.us">DIngersoll@ci.seaside.ca.us</a>
Tim O'Halloran, P.E.	City Engineer/ Public Works Services Manager	899-6825	<a href="mailto:TO'Halloran@ci.seaside.ca.us">TO'Halloran@ci.seaside.ca.us</a>

## ENGINEERING

Rick Riedl, P.E.	Associate Civil Engineer	899-6825	<a href="mailto:RRiedl@ci.seaside.ca.us">RRiedl@ci.seaside.ca.us</a>
Leslie Llantero	Assistant Engineer	899-6832	<a href="mailto:LLlantero@ci.seaside.ca.us">LLlantero@ci.seaside.ca.us</a>
Scott Ottmar	Junior Engineer	899-6885	<a href="mailto:SOttmar@ci.seaside.ca.us">SOttmar@ci.seaside.ca.us</a>

## MAINTENANCE

Dave Fortune	Maintenance and Operations Supervisor	899-6829	<a href="mailto:DFortune@ci.seaside.ca.us">DFortune@ci.seaside.ca.us</a>
Mark Parker	Parks Maintenance Supervisor	899-6825	<a href="mailto:MParker@ci.seaside.ca.us">MParker@ci.seaside.ca.us</a>

The City operates a **Non-Emergency 24-hour Public Works Hotline - (831) 899-6828.**

This is a unified place for the public to report city-wide damage to public areas.

[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [General](#)

**Q: The sanitary sewer in front of our house is overflowing, whom do I call?**

**Q: I notices graffiti along a fence, who should I call?**

**Q: The sidewalks are cracked or uneven and need repair, who do I call?**

**Q: There is a dangerous pothole in the street, who should I call?**

A: All of the above can be taken care of by calling the Public Works Department at 899-6825 from 7:30 a.m. to 5:30 p.m., Monday through Thursday. All other times please call 394-6811 for immediate concerns, such as, sewer spills, fallen trees, or limbs, nonworking traffic signals, clogged or over flowing sewer lines, after normal business hours, the call will be answered by an emergency dispatcher.

**Q: Where can I make a park reservation?**

A: Park reservations are on a first serve basis. The Public Works Department located at 610 Olympia Avenue, makes reservations. For more information see the Parks Reservations (URL: Pg. "202") Page.

**Q: Does the City provide electricity at the park?**

A: The City does not provide electricity for park patrons.

**Q: How do I report a streetlight that is not working?**

A: Report any streetlight outages to Pacific Gas & Electric Company by calling 1-800-743-5000

**Q: Do I need a permit to trim my tree?**

A: Yes, a tree-trimming permit is needed to trim, remove, or plant a tree within the City. Tree permits are processed at the Public Works Department located at 440 Harcourt Avenue. The fee is \$50.00.

**Q: Whom can I call to pick up my garbage or have complaints related to my trash pickup?**

A: Waste Management is the company who pick up garbage within the City. If you should have any problems please contact them at 384-5000.

**Q: Do I need a permit to place a dumpster in the street?**

A: An encroachment permit is required for placement of a dumpster in the city's right-of-way. An encroachment permit can be obtained at the Public Works Department. The fee is \$180.25.

**Q: Do I need a permit when work is to be performed in the sidewalk or in the street?**

A: Yes, an encroachment permit is required for any work within the right-of-way. An encroachment permit can be obtained at the Public Works Department. For more information regarding and encroachment permit please call 899-6825.

# FATS, OIL & GREASE

[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

## Fats, Oil & Grease

When cooking fats, oils and grease are poured down the drain, they collect and stick to household plumbing and sewer lines. Over time blockages occur that lead to sewer backups, sometimes causing sewage to overflow from plumbing fixtures or sewer system manholes. Overflows are a dangerous situation and not taken lightly. Improper disposal of fats, oils and grease are a costly problem, so please dispose properly!



The following items should never be poured down the drain, instead they should be disposed of in the trash:

- Kitchen Grease
- Cooking Oils
- Paint
- Fats
- Grinds (Coffee, Egg Shells, Peelings, etc.)
- Kitty Litter
- Paper Towels and other Paper Products
- Disposable Diapers

For mor information visit [Clogbuster](#)

## Resturant Best Management Practice

Resturants within the Seaside County Sanitation District are prohibited from discharging fats, oils, and grease into the sanitary sewer system. This is accomplished by proper disposal of grease in covered bins and maintenance of the grease trap or grease interceptor. Click [here](#) for food and restaurant industry good cleaning practices.

## Cleaning Schedule

Every main line in the Seaside County Sanitation District (SCSD) is cleaned every year. A jet truck flushes the lines with high powered water to clean the lines of any stuck or stagnant debris.

[Departments](#) » [Resource Management Services](#) » [Public Works](#)



The Public Works Department is made up of the Engineering and Maintenance Divisions and is primarily responsible for design, construction, operation and maintenance of all public facilities and public rights-of-way. The Public Works Department can be reached at 831-899-6825.

The **Engineering Division**, located at 440 Harcourt Avenue:

- administers and implements the Capital Improvement Program,
- manages development of the [Storm Water](#) and [Sanitary Sewer](#) Master Plans,
- issues and inspects [encroachment permits](#),
- conducts residential and commercial development reviews,
- provides construction project management from design to project completion,
- assure City and Caltrans Standards are followed accurately,
- conducts meetings of the Traffic Advisory and Water Allocation Committees.



The **Maintenance Division**, located at 610 Olympia Avenue is responsible for the maintenance and operations of City facilities and parks including:

- the Seaside County Sanitation District (SCSD),
- the Seaside Municipal Water System,
- streets,
- storm drains,
- government buildings,
- 25 local and regional parks,
- keeping the city streets clean and clear of debris.



# SOUTHERN MONTEREY BAY DISCHARGERS GROUP



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

[SCSD GreaseProg Rpt 9-13-11 final](#)

[Clogbusters.org](#)

<a href="#">ORDINANCE 16</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/11/2005
<a href="#">ORDINANCE 17</a>	AN ORDINANCE AMENDING DISTRICT ORDINANCE NO. 16 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	06/12/2011

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SCSD ORDINANCES

[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

ORDINANCE NUMBER	TITLE	DATE
<a href="#">ORDINANCE 1</a>	GENERAL PROVISIONS	09/04/1957
<a href="#">ORDINANCE 1 AND AMENDMENTS</a>	GENERAL PROVISIONS	02/08/1983
<a href="#">ORDINANCE 2</a>	AMENDING ARTICLE 2, SECTION 22, SUBDIVISION (H), OF ORDINANCE 1	03/04/1958
<a href="#">ORDINANCE 3</a>	AMENDING ARTICLE V, SECTION 52 AND 53 OF ORDINANCE 1	04/01/1958
<a href="#">ORDINANCE 4</a>	AMENDING ARTICLE 2, SECTION 20, SUBSECTION (B) OF ORDINANCE 1	10/25/1967
<a href="#">ORDINANCE 5</a>	AMENDING ORDINANCE 1	04/17/1968
<a href="#">ORDINANCE 6</a>	AMENDING ARTICLE 4, SECTION 40, SUBSECTION (B) OF ORDINANCE 1	12/06/1970
<a href="#">ORDINANCE 7</a>	AMENDING ARTICLE 2, SECTION 22, SUBSECTION (B) OF ORDINANCE 1	06/16/1971
<a href="#">ORDINANCE 8</a>	ENVIRONMENTAL ORDINANCE POLICY AND PURPOSES	09/20/1977
<a href="#">ORDINANCE 9</a>	AMENDING SUBSECTION (B) OF SECTION 40, OF ARTICLE 4 OF ORDINANCE 1	09/21/1982
<a href="#">SEWER CONNECTION FEES LETTER</a>	PER ORDINANCE 9	09/21/1982
<a href="#">ORDINANCE 10</a>	AMENDING SECTION 1 OF ARTICLE 1 OF ORDINANCE ; SECTION 21 OF ARTICLE 2, OF ORDINANCE 1; SUBSECTION (H) OF SECTION 22, ARTICLE 2 OF ORDINANCE 1; SECTION 30 OF ARTICLE 3 OF ORDINANCE 1; SUBSECTION (B) OF SECTION 31, ARTICLE 3; SUBSECTION (B) OF SECTION 40, ARTICLE 3; SUBSECTION (B) OF SECTION 51, ARTICLE 5; SUBSECTION 60 OF ARTICLE 6	01/11/1983
<a href="#">ORDINANCE 11</a>	ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/23/1984
<a href="#">ORDINANCE 12</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE BY ADDING SECTION 2.5 EXEMPTING SUPPLEMENTAL SECURITY INCOME (SSI) RECIPIENTS FROM SAID FEE	03/08/1988
<a href="#">ORDINANCE 13</a>	AMENDING SECTION 20(A) OF ARTICLE 2 OF ORDINANCE 1 AMENDING SECTION 20(B) OF ARTICLE 2	11/09/1993
<a href="#">ORDINANCE 14</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT AND PROVIDING FOR FUTURE INCREASES	08/05/2003
<a href="#">ORDINANCE 15</a>	AN ORDINANCE SETTING FORTH POLICIES, PROCEDURES, AND REQUIREMENTS FOR FOOD SERVICE ESTABLISHMENTS GOVERNING GREASE TRAPS, GREASE INTERCEPTORS OR OTHER COMPARABLE DEVICES FOR OIL/GREASE REMOVAL, AND TO ESTABLISH PROCEDURES REGARDING IMPLEMENTATION AND ENFORCEMENT	10/12/2004

[Departments](#) » [Resource Management Services](#) » [Public Works](#)

## [Water](#)

There are three different water service providers who serve residents and businesses in the City of Seaside. These include Seaside Municipal Water System, Marina Coast Water District, and California American Water. To find out further information and to see a map of the water system boundaries [click here](#).

## [Sanitation](#)

Most homes in the City of Seaside are connected to the sanitary sewer system. The sewer system is operated by [Seaside County Sanitation District](#) (SCSD) but billing occurs through Monterey Regional Water Pollution Control Agency (MRWPCA). If you have questions regarding service changes or billing, please contact [MRWPCA](#) at (831) 372-2385. If you need to report a stoppage, overflow, or questions about sewer main locations, please contact SCSD at (831) 899-6825.

## [Storm Water](#)

Storm water run-off during rain storms due to residential and commercial development creates a need for an efficient storm drain system to reduce flooding and environmental impacts. The City of Seaside's storm drain system collects water from over 3,000 acres of land and brings it to the Monterey Bay. Everything that washes down the storm drain including debris, oil, grease and chemicals goes directly to the ocean without the benefit of any treatment, so please be cautious.

## [Trash & Recycling](#)

The City is committed to cleanliness by facilitating trash and recycling collection. To uphold this commitment, the City contracts with Waste Management, a private hauler who provides our residents and commercial businesses with trash, recycling and yard waste collection. If you have questions regarding collection dates, bin replacement, what to recycle or service changes, please contact [Waste Management](#) at (831) 384-5313.

## [Cable TV](#)

For cable television service, residents and business owners can contact [Comcast](#) at 1 (800) 945-2288.

## [Gas & Electricity](#)

For gas and electric service, residents and business owners can contact [Pacific Gas & Electric](#) at 1 (800) 743-5000.

Click [street light outages](#) to report to Pacific Gas & Electric via their website.



Meeting Agendas

## MEETING AGENDAS



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

[March 13, 2012 AGENDA](#)

[February 14, 2012 AGENDA](#)

[January 10, 2012 AGENDA](#)

[January 10, 2012 Minutes](#)

[December 13, 2011 AGENDA](#)

[December 13, 2011 Minutes](#)

[November 21, 2011 AGENDA](#)

[November 21, 2011 Minutes](#)

[November 8, 2011 AGENDA](#)

[November 8, 2011 Minutes](#)

[October 11, 2011 AGENDA](#)

[October 11, 2011 Minutes](#)

[September 13, 2011 AGENDA](#)

[September 13, 2011 MINUTES](#)

### NEWS

Unhitched Trailers Prohibited

[MORE](#)

### EVENTS

Seaside County Sanitation District

2/11/2014 9:30 AM

Traffic Advisory Committee

2/18/2014 5:00 PM

Seaside County Sanitation District

3/11/2014 9:30 AM

Traffic Advisory Committee

3/18/2014 5:00 PM

Seaside County Sanitation District

4/8/2014 9:30 AM

[MORE](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



Discover the Spirit of Seaside

# CAPITAL IMPROVEMENT PROGRAM



[Departments](#) » [Seaside County Sanitation District](#)

## SCSD Capital Improvement Program

The Seaside County Sanitation District (SCSD) has recently updated the Master Plan. Through this updated document, the District can create and implement a prioritized [Capital Improvement Program](#).

The [Master Plan](#) (PDF, 11MB) identifies and prioritizes necessary capital improvements to keep the system functioning efficiently. Maps are available for a quick overview of the [near term](#) (PDF, 3MB) and [long term](#) (PDF, 3MB) projects.



Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# BOARD & STAFF

[Departments](#) » [Seaside County Sanitation District](#)

## District Meetings

The Seaside County Sanitation District (SCSD) meets the second Tuesday of every month at 9:30 am in the City Hall Conference Room located at 440 Harcourt Avenue in Seaside.



## District Board

- Chair: David Pendergrass representing Sand City
- Vice Chair: Ralph Rubio representing Seaside
- 2nd Vice Chair: Jeff Cecilio representing Del Rey Oaks

## District Staff

- John Dunn, District Manager
- Daphne Hodgson, District Administrative Services Director
- Patrick McGreal, Legal Counsel
- Ann Camel, District Clerk

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SCSD ORDINANCES

[Departments](#) » [Seaside County Sanitation District](#)

ORDINANCE NUMBER	TITLE	DATE
<a href="#">ORDINANCE 1</a>	GENERAL PROVISIONS	09/04/1957
<a href="#">ORDINANCE 1 AND AMENDMENTS</a>	GENERAL PROVISIONS	02/08/1983
<a href="#">ORDINANCE 2</a>	AMENDING ARTICLE 2, SECTION 22, SUBDIVISION (H), OF ORDINANCE 1	03/04/1958
<a href="#">ORDINANCE 3</a>	AMENDING ARTICLE V, SECTION 52 AND 53 OF ORDINANCE 1	04/01/1958
<a href="#">ORDINANCE 4</a>	AMENDING ARTICLE 2, SECTION 20, SUBSECTION (B) OF ORDINANCE 1	10/25/1967
<a href="#">ORDINANCE 5</a>	AMENDING ORDINANCE 1	04/17/1968
<a href="#">ORDINANCE 6</a>	AMENDING ARTICLE 4, SECTION 40, SUBSECTION (B) OF ORDINANCE 1	12/06/1970
<a href="#">ORDINANCE 7</a>	AMENDING ARTICLE 2, SECTION 22, SUBSECTION (B) OF ORDINANCE 1	06/16/1971
<a href="#">ORDINANCE 8</a>	ENVIRONMENTAL ORDINANCE POLICY AND PURPOSES	09/20/1977
<a href="#">ORDINANCE 9</a>	AMENDING SUBSECTION (B) OF SECTION 40, OF ARTICLE 4 OF ORDINANCE 1	09/21/1982
<a href="#">SEWER CONNECTION FEES LETTER</a>	PER ORDINANCE 9	09/21/1982
<a href="#">ORDINANCE 10</a>	AMENDING SECTION 1 OF ARTICLE 1 OF ORDINANCE ; SECTION 21 OF ARTICLE 2, OF ORDINANCE 1; SUBSECTION (H) OF SECTION 22, ARTICLE 2 OF ORDINANCE 1; SECTION 30 OF ARTICLE 3 OF ORDINANCE 1; SUBSECTION (B) OF SECTION 31, ARTICLE 3; SUBSECTION (B) OF SECTION 40, ARTICLE 3; SUBSECTION (B) OF SECTION 51, ARTICLE 5; SUBSECTION 60 OF ARTICLE 6	01/11/1983
<a href="#">ORDINANCE 11</a>	ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/23/1984
<a href="#">ORDINANCE 12</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE BY ADDING SECTION 2.5 EXEMPTING SUPPLEMENTAL SECURITY INCOME (SSI) RECIPIENTS FROM SAID FEE	03/08/1988
<a href="#">ORDINANCE 13</a>	AMENDING SECTION 20(A) OF ARTICLE 2 OF ORDINANCE 1 AMENDING SECTION 20(B) OF ARTICLE 2	11/09/1993
<a href="#">ORDINANCE 14</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT AND PROVIDING FOR FUTURE INCREASES	08/05/2003
<a href="#">ORDINANCE 15</a>	AN ORDINANCE SETTING FORTH POLICIES, PROCEDURES, AND REQUIREMENTS FOR FOOD SERVICE ESTABLISHMENTS GOVERNING GREASE TRAPS, GREASE INTERCEPTORS OR OTHER COMPARABLE DEVICES FOR OIL/GREASE REMOVAL, AND TO ESTABLISH PROCEDURES REGARDING IMPLEMENTATION AND ENFORCEMENT	10/12/2004

<a href="#">ORDINANCE 16</a>	AMENDING ORDINANCE 11 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	10/11/2005
<a href="#">ORDINANCE 17</a>	AN ORDINANCE AMENDING DISTRICT ORDINANCE NO. 16 ESTABLISHING A SEWER USER FEE, ESTABLISHING THE RATES THEREFORE, PROVIDING FOR A METHOD OF COLLECTION AND PENALTIES FOR LATE PAYMENT, AND PROVIDING FOR FUTURE INCREASES	06/12/2011

[How do I start a new business in Seaside?](#)

**Q: How do I start a new business in Seaside?**

**A:** First, feel free to download the informational handout on [Establishing and Operating a Business in the City of Seaside](#) for a quick overview.

The City of Seaside supports a range of businesses from national brands to locally-owned businesses. If you are planning to start a new business, there are a few steps to take before opening your doors for the first time. The Planning Division is the place to start to make sure your business is a permitted land use on a particular property. Contact the Planning Division at (831) 899-6737 or visit us at City Hall at 440 Harcourt Avenue to find out about any planning permits you may need.

After checking in with the Planning Division, and receiving any required Planning permits, the [Building Division](#) and [Finance Division](#) will be able to accept your application for a Certificate of Occupancy and Business License.

If you are planning to cook or sell any food products, you may need to contact the [Monterey County Health Department](#) and [Monterey Regional Pollution Control Agency](#). Additionally, the [Monterey Peninsula Water Management District](#) regulates the allocation of water credits that may be needed for your business. Please contact the [Planning Division](#) if you have questions about any of these additional agency approvals.

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



[Departments](#) » [Resource Management Services](#) » [Public Works](#)

The Public Works Department is responsible for design and construction of the City's infrastructure including streets, water system, sewer system, storm drain system, park facilities, City buildings, and transportation/traffic systems. We are also responsible for the design, implementation and administration of the annual Capital Improvement Program. Some recent highlights from our Capital Improvement Program Include:



### [General Jim Moore Blvd Access](#)

A study of access to General Jim Moore Boulevard from Seaside neighborhoods.



### **Auto Center**

Complete public right-of-way renovation completed in 2008 including new streets, improved circulation, improved landscaping, new traffic signals and utility upgrades.



### [Citywide Parking Survey](#)

A citywide study of parking availability for residential and commercial areas in an effort to yield more efficient parking results for the entire City.



### **Water Rate Study**

Completed project consists of a rate structure study to fully incorporate operating and maintenance costs as well as capital improvement costs for the Seaside Municipal Water System.



### [Fremont/Trinity Lighted Crosswalk](#)

A lighted pedestrian crosswalk for increased safety completed in 2008.



### [Wheeler Street Tennis Courts](#)

Complete resurfacing of four new tennis courts at Wheeler Street and Carson Street, completed in June 2008.



### **Coe Avenue Bikeway**

Design in progress for a Class II bikeway extending the existing bikeway from Seaside Highlands to General Jim Moore, project includes new sidewalk for increased pedestrian access to begin construction in 2011.



### **Stormwater Master Plan**

A nearly complete plan to locate and address necessary capital improvements to Seaside's storm drain system to reduce flooding and negative impacts to the environment.



### **Sewer Master Plan**

Plan to locate and address necessary capital improvements to Seaside County Sanitation District's sewer system to reduce stoppages and overflows.

To see the entire Capital Improvement Program [click here](#).

▼ Resource Management Services

Building & Code Enforcement

Green Seaside

Planning

▼ Public Works

▼ General

FAQ

Traffic Advisory Committee

Insurance Requirements

Contact Us

Projects

Utilities

Maintenance

Parks

Get a Permit

Redevelopment

## GENERAL



[Departments](#) » [Resource Management Services](#) » [Public Works](#)



The Public Works Department is made up of the Engineering and Maintenance Divisions and is primarily responsible for design, construction, operation and maintenance of all public facilities and public rights-of-way. The Public Works Department can be reached at 831-899-6825.

The **Engineering Division**, located at 440 Harcourt Avenue:

- administers and implements the Capital Improvement Program,
- manages development of the [Storm Water](#) and [Sanitary Sewer](#) Master Plans,
- issues and inspects [encroachment permits](#),
- conducts residential and commercial development reviews,
- provides construction project management from design to project completion,
- assure City and Caltrans Standards are followed accurately,
- conducts meetings of the Traffic Advisory and Water Allocation Committees.



The **Maintenance Division**, located at 610 Olympia Avenue is responsible for the maintenance and operations of City facilities and parks including:

- the Seaside County Sanitation District (SCSD),
- the Seaside Municipal Water System,
- streets,
- storm drains,
- government buildings,
- 25 local and regional parks,
- keeping the city streets clean and clear of debris.





▼ Resource Management Services

Building & Code Enforcement

Green Seaside

Planning

▼ Public Works

General

Projects

Utilities

▼ Maintenance

City Streets

Sweeping schedule

Parks

Get a Permit

Redevelopment

## MAINTENANCE



[Departments](#) » [Resource Management Services](#) » [Public Works](#)

The Public Works Maintenance Division is responsible for on-going maintenance programs throughout the City.

The Maintenance and Operations Division is responsible for:

- Street and right-of-way improvements
- Traffic control devices and signage
- Drainage, flood control, [storm water](#) and [street sweeping](#)
- [Seaside County Sanitation District \(SCSD\)](#)
- [Seaside Municipal Water System](#)
- Building maintenance on City owned facilities

The Parks and Vehicle Maintenance Division is responsible for:

- Medians
- [Parks](#) and street plantings
- City fleet vehicle maintenance

The Seaside Public Works Department makes every effort to respond in a timely fashion to repairs and maintenance concerns within the City. If you notice problems such as:

- potholes in the streets
- debris accumulation
- graffiti or other vandalism
- raised sidewalks that are a trip hazard
- malfunctioning or broken traffic signals and signs
- rights-of-way that are encroached by bushes, trees or other obstructions

Please utilize the **Non-Emergency 24-hour Public Works Hotline - (831) 899-6828** to report the problem. Messages will be checked and responded to Monday through Thursday.

▼ Resource Management Services

Building & Code Enforcement

Green Seaside

Planning

▼ Public Works

General

Projects

Utilities

Maintenance

Parks

Get a Permit

Redevelopment

## PUBLIC WORKS



[Departments](#) » [Resource Management Services](#)



[Projects](#)



[Water](#)



[Sanitation](#)



[Storm Water](#)



[Maintenance](#)



[Parks](#)



[General Information](#)



[Contact Us](#)

### Hours of Operation

8:00 am to 5:00 pm

Monday through Friday

Main Phone: (831) 899-6825

Main Fax: (831) 899-6233

Non Emergency 24-Hour Public Works Hotline: (831) 899-6828

Diana Ingersoll, P.E. - Deputy City Manager, Resource Management Services

(831) 899-6825

[DIngersoll@ci.seaside.ca.us](mailto:DIngersoll@ci.seaside.ca.us)

Tim O'Halloran, P.E. - City Engineer / Public Works Services Manager

(831) 899-6825

[TO'Halloran@ci.seaside.ca.us](mailto:TO'Halloran@ci.seaside.ca.us)

# SOUTHERN MONTEREY BAY DISCHARGERS GROUP



[Departments](#) » [Seaside County Sanitation District](#)

[SCSD GreaseProg Rpt 9-13-11 final](#)

[Clogbusters.org](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SEWER SYSTEM MANAGEMENT PLAN (SSMP)

[Departments](#) » [Seaside County Sanitation District](#)

Following the SWRCB's adoption of the Statewide General Waste Discharge Requirement (GWDR) on May 2, 2006, collection systems became the last major component of the wastewater management system to be regulated. Treatment plants, including pretreatment programs, have been regulated for some time. The GWDR applies to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines that convey untreated wastewater to a publicly owned treatment facility, and requires each agency to prepare a SSMP.



## SSMP Organization

The SSMP is a document that describes the activities of an agency to effectively manage its wastewater collection system. It includes eleven elements as listed below.

### Collection system management goals

1. Organization of personnel, including the chain of command and communications
2. Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation and testing standards, and inspection requirements for new and rehabilitated sewers
3. Operations and maintenance activities to maintain the wastewater collection system
4. Design and performance provisions
5. Overflow emergency response plan
6. Fats, oils and grease (FOG) control program
7. System evaluation and capacity assurance program
8. Monitoring, measurement and modifications plans for SSMP program effectiveness
9. Periodic internal SSMP audits
10. SSMP communication program

Supporting information for each element is included in an appendix associated with that section, as applicable. In general, information expected to require relatively frequent updates (such as names and phone numbers of staff) are included in appendices, as well as other supporting information, such as forms or schedules.

### Documents

- [Element 5-Design and Performance Provisions](#)
- [Appendix D-Standards for Sewers and Sanitation](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.



# SEWER SYSTEM MANAGEMENT PLAN (SSMP)



[Departments](#) » [Resource Management Services](#) » [Public Works](#) » [Utilities](#) » [Sanitation](#)

Following the SWRCB's adoption of the Statewide General Waste Discharge Requirement (GWDR) on May 2, 2006, collection systems became the last major component of the wastewater management system to be regulated. Treatment plants, including pretreatment programs, have been regulated for some time. The GWDR applies to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines that convey untreated wastewater to a publicly owned treatment facility, and requires each agency to prepare a SSMP.

## SSMP Organization

The SSMP is a document that describes the activities of an agency to effectively manage its wastewater collection system. It includes eleven elements as listed below.

### Collection system management goals

1. Organization of personnel, including the chain of command and communications
2. Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation and testing standards, and inspection requirements for new and rehabilitated sewers
3. Operations and maintenance activities to maintain the wastewater collection system
4. Design and performance provisions
5. Overflow emergency response plan
6. Fats, oils and grease (FOG) control program
7. System evaluation and capacity assurance program
8. Monitoring, measurement and modifications plans for SSMP program effectiveness
9. Periodic internal SSMP audits
10. SSMP communication program

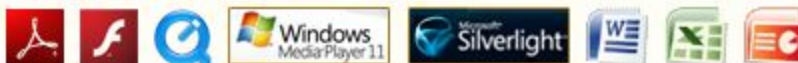
Supporting information for each element is included in an appendix associated with that section, as applicable. In general, information expected to require relatively frequent updates (such as names and phone numbers of staff) are included in appendices, as well as other supporting information, such as forms or schedules.

### Documents

- [Element 5-Design and Performance Provisions](#)
- [Appendix D-Standards for Sewers and Sanitation](#)

Free viewers are required for some of the attached documents.

They can be downloaded by clicking on the icons below.





**NOTICE OF CLAIM  
AGAINST THE  
SEASIDE COUNTY SANITATION DISTRICT, CALIFORNIA**  
(Government Code § 910, 910.2)

**INSTRUCTIONS** (Please read carefully): Claims related to injury to person or damage to personal property must be presented to the City within six (6) months from the date of loss. Claims related to any other loss must be presented not later than one (1) year from the date of loss. Answer all items fully and to the best of your knowledge and information. Failure to do so may result in your claim being found insufficient. If more space is needed to provide requested information, please attach additional pages identifying paragraph(s) being answered.

**TO: SEASIDE COUNTY SANITATION BOARD**

\_\_\_\_\_  
Date Claim Filed  
[District Use Only]

\_\_\_\_\_  
Claim Received By  
[District Use Only]

1. Claimant's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Daytime Phone: ( ) \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

2. Claimant's Mailing Address:

\_\_\_\_\_  
Street Number – Street – Apt. No. – City – State - Zip

3. Date of Loss: \_\_\_\_\_ Time of Loss: \_\_\_\_\_

4. Location of Loss (Specify in as much detail as possible. Example: 5 feet east of west corner of Elmira Road and Peabody:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Description of incident/accident which caused you to make this claim:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. What specific injury, damages or other losses did you incur?

---

---

---

7. What amount of money are you seeking to recover? (Check one of the boxes below):

The amount claimed totals less than \$10,000. Enter amount claimed here: \$\_\_\_\_\_

The amount claimed is more than \$10,000 but not over \$25,000; jurisdiction rests in Municipal Court.

The amount claimed is more than \$25,000; jurisdiction rests in Superior Court.

8. How was this amount calculated? (Itemize and attach bills, repair estimates, receipts, etc.; if claim is for vehicle damage, obtain and attach two (2) repair estimates):

---

---

---

9. What is your basis for claiming that the District or District employee(s) are the cause of your injury, damages or loss?

---

---

---

10. What are the name(s) of the District employee(s) whom you allege caused your injury, damages or loss, if known?

---

---

11. Name, address and phone number of any witness who can substantiate your claim:

---

---

---

12. Any additional information that you believe might be helpful to the District in considering this claim:

---

---

---

**SCSD – Notice of Claim**

**Page 3**

13. All notices and communications with regard to this claim will be directed to the Claimant shown in lines 1 and 2 above unless you complete the following to identify to whom further communication should be directed:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Daytime Phone: (\_\_\_\_\_) \_\_\_\_\_ Home Phone: (\_\_\_\_\_) \_\_\_\_\_

I/We, the undersigned, declare under penalty of perjury that I/We have read the foregoing claim for damages and know the contents thereof, that the same is true of My/Our own knowledge and belief, save and except as to those matters wherein stated on information and belief, and as to them I/We believe to be true.

---

Claimant Printed Name	Claimant Signature	Date Signed
-----------------------	--------------------	-------------

(Note: If someone files the claim on behalf of the claimant, the person making the claim on behalf of the claimant should sign above.)

---

Claimant Printed Name	Claimant Signature	Date Signed
-----------------------	--------------------	-------------

**WARNING: PRESENTATION FOR ALLOWANCE OR PAYMENT OF A FALSE OR FRAUDULENT CLAIM, WITH INTENT TO DEFRAUD, IS A CRIME PUNISHABLE AS A FELONY UNDER CALIFORNIA PENAL CODE, SECTION 72, AND INSURANCE CODE, SECTION 1871.1.**