



SEWER SYSTEM MANAGEMENT PLAN

In Accordance With
STATE WASTE RESOURCES CONTROL BOARD
ORDER NO. 2006-0003-DWQ
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS
FOR
SANITARY SEWER SYSTEMS

WDID 6 SSO 11165

R.C.S.D. POPULATION 12,000-15,000

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INTRODUCTION

The Lahontan Region of the State Water Quality Control Board oversees the water quality in the waters of the State of California within the Rosamond California area. The Rosamond Community Services District wastewater treatment facilities and collection system are regulated by Waste Discharge requirement Board order R6V-2002-050; WDID #6B369805001 (appendix A).

Currently the Rosamond Community Services District Wastewater treatment Facility does NOT discharge its flow-stream outside of the facility as we are exclusively a clay lined pond system relying upon evaporation.

Along with the recommendation to the C.S.D. Board to adopt the SSMP, Sewer Department staff are also directed to continually update the plan and report back annually to the District Board regarding the District's SSMP status.

SSMP REQUIREMENT BACKGROUND

The SSMP has been prepared in compliance with requirements of the State Water Resources Control Board Order No 2006-0003-DWQ. The State Water Resources Control Board (SWRCB) acted at its meeting on May 2, 2006, to require all public wastewater collection system agencies in California with greater than one (1) mile of sewers to be regulated under General Waste Discharge Requirements (GWDR). The SWRCB action also mandates the development of an SSMP and the reporting of Sanitary Sewer Overflow's (SSOs) using the State's electronic reporting system (CIWQS)>

The R.C.S.D. SSMP Development Plan and Schedule follows the GWDR SSMP. Each section of the Development Plan follows the GWDR requirements, and is referenced with the GWDR language applicable to each SSMP section. The Table of Contents for the SSMP is based on each major element of the SSMP requirements.

Document Organization

This SSMP is intended to meet the requirements of the Statewide DWDR. The organization of this document is consistent with the SWRCB guidelines, including eleven (11) elements as listed below. Each of these elements forms a section of this document.

SSMP ELEMENTS

1. Goal
2. Organization
3. Legal Authority
4. Operation and Maintenance Program
5. Design and Performance Provisions
6. Overflow Emergency Response Plan
7. Fats, Oils and Grease Control Plan
8. System Evaluation and District Assurance Plan
9. Monitoring, Measurement and Program Modifications
10. SSMP Program Audits
11. Communication Program

Each element section is organized into sub-sections, as follows:

1. Description of the SWRCB requirement for that element.
2. Identification of associated appendix and list of supporting information included in the appendix.
3. Discussion of the element. The discussion may be split into multiple sub-sections depending on the length and complexity

Supporting information 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 and/or schedules.

About The District

In 1966 the citizens of Rosamond voted to create the Rosamond Community Services District (RCSD) for the purpose of providing water for domestic, irrigation and fire flow use, collection and treatment of waste and storm waters and for the maintenance of street lights. In 1998 the voters added two additional powers, [graffiti abatement](#) and [parks and recreation](#) to those originally approved in 1966. At the time the original district was approved, a bond issue was authorized by the voters. A portion of the funds from that bond issue were used to build a waste collection and treatment system and two evaporation ponds. Additional monies from that bond were used to purchase a local private water company and make needed improvements to the water system. Repayment of the bonds was completed in 2003.

Growth in the Rosamond area was minimal from the mid-sixties through the early part of the eighties. As the California economy started expanding in the early eighties, Rosamond started to feel a similar growth with connections to the water system increasing from 600 to 750. In the ten year period from 1982 to 1992, the total connections increased to over 3,000. At the present time the District manages almost 5,000 accounts. Prior to 1982 the District's activities were handled by four full-time and one part-time employee. Today about 30 employees handle over 5,000 customers and the two additional functions added in 1998.

The District currently maintains nine wells, a waste water treatment facility, two parks, graffiti removal, 16 evaporation ponds, water banking, and over 550 street lights.

In 2005, RCSD participated in the formation of a water bank called, The Semitropic-Rosamond Water Bank Authority (SRWBA) which merged with Semitropic Water Storage District (Semitropic) Stored Water Recovery Unit (SWRU) and the Antelope Valley Water Bank (AVWB) which provides water bank customers with a diversity of assets, operational flexibility, and unparalleled reliability. The unique combination of the AVWB and SWRU, which are located in different geographic areas within Kern County, provides customers with the ability to acquire, exchange and deliver water throughout California providing reliable, cost effective water supplies. RCSD is looking to further secure Rosamond's water resources through [water banking](#) and ground water pumping.

And then recently in 2007, the Board of the RCSD founded the Rosamond Foundation, a non-profit organization, to support the Parks and Recreation Departments goals of developing and maintaining community programs and facilities.

1.0 GOAL

This section identifies goals the District has set for the Management, Operation and Maintenance of the sewer system, and discusses the role of the SSMP in supporting these goals. These goals provide focus for District staff to continue high-quality work and to implement improvements in the management of the District's wastewater collection system.

1.1 Regulatory Requirements for Goal Element

The summarized requirements for the Goal element of the SSMP are as follows:

"The goal of the SSMP is to provide a plan and schedule to properly manage, operate and maintain all parts of its wastewater collection system in order to reduce and prevent SSOs, as well as to mitigate any SSOs that occur."

1.2 Goal Discussion

It is the mission of the RCSD, in partnership with the community, to continue to develop and maintain the aesthetic beauty and appeal of the area, fostering a safe family oriented environment. The District is committed to providing excellent customer service, effectively managing the operation and maintenance of facilities, and matching expanding needs with a viable financial plan to ensure the continued success of the District.

1.3 SSMP Goal

The goal of the SSMP is to provide a plan and schedule to properly manage, operate and maintain all parts of the Rosamond sanitary sewer system. This will help reduce and prevent Sanitary Sewer Overflows (SSOs), as well as mitigate any SSOs that do occur. The main goal of the Rosamond SSMP is to minimize and prevent SSOs, and to provide a complete plan and schedule by December 1, 2010. Additionally, the SSMP will help with the following:

1. Prevent public health hazards.
2. Minimize inconveniences by responsibly handling interruptions in service.
3. Protect the large investment in collections systems by maintaining adequate capacities and extending useful life.
4. Prevent unnecessary damage to public and private property.
5. Use funds available for sewer operations in the most efficient manner.
6. Convey wastewater to treatment facilities with a minimum of infiltration, inflow and exfiltration.

2.0 Organization

CSD BOARD: Approves the Sewer Department budgets and gives general direction to the General Manager relative to the department's operations and representation of the CSD.

GENERAL MANAGER: Works under the broad policy guidance and direction of the CSD Board. Prepares and controls department budget. Develops and oversees department programs, including sewer operations and Capital Improvement Plans. Supervises the Sewer Superintendent.

SEWER SUPERINTENDENT: Plans, organizes and supervises the maintenance and repair of District public works infrastructure; including the WWTF and sanitary sewer system. Reviews plans and specifications for sewer and other projects, and makes recommendations regarding maintenance, construction and operating aspects. Supervises and personally conducts cleaning and repair of sewer mains and lines and the location and raising of manholes. Trains crew members in specific tasks, as needed, including collection system preventative maintenance and SSO response. Checks work of assigned crew. Lays out and schedules work for crew. Confers with contractors, engineers and members of the general public on construction and maintenance problems and procedures.

MAINTENANCE OPERATOR: Works as a member of a field maintenance crew. Cleans, inspects, unplugs and repairs sewer lines. Locates and raises manholes. Operates power equipment, including hydraulic cleaning trucks.

The Sewer Superintendent and maintenance staff; operate one of three District owned sewer maintenance vehicles; (Jet Rodder trailer, Vector truck and Gap-Vacs Truck) in order to maintain the collection system. At all times there is a member of District staff on-call and acts as the initial responder. Typically sewer collection lines are cleaned on a regular schedule to include 60 and 90 day "Hot-Spots".

2.1 Authorized Representative

The District's authorized representative in all wastewater collection system matters is the Sewer Superintendent. The Superintendent is authorized to certify electronic spill reports submitted to the SWRCB, and is authorized to submit SSO reports to the appropriate government agencies.

2.2 Responsibility for SSMP Implementation

The General Manager of RCSD is responsible for implementing and maintaining all elements of this SSMP.

2.3 SSO Reporting Chain of Communication

Figure 2.2 contains a typical flowchart depicting the chain of communication for responding to and reporting SSOs, from observation of an SSO to reporting to the appropriate regulatory agencies. Figure 2.1 lists contact phone numbers for the parties included in the chain of communication. The SSO Reporting process is described in more detail in Section 6: Overflow Emergency Response Plan.

FIGURE 2.1 Contact Numbers for SSO Chain of Communication

1. RCSD Office	661-256-3411
2. RCSD on-call	661-256-3411
3. Sheriff's Department	661-256-9700
4. Kern Co Fire Department	661-256-2401
5. Sewer Superintendent	661-816-6198
	760-221-3715
6. Sewer On-call	661-816-5184
	661-435-2038

3.0 Legal Authority

This section describes the legal authority to implement the SSMP plans and procedures.

3.1 Regulatory Requirements for Legal Authority Element

The summarized requirements for the organization element of the SSMP are as follows:

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

- a) Prevent illicit discharges into its sanitary sewer system, including I/I from satellite wastewater collection systems and lateral, storm water, unauthorized debris, etc.*
- b) Require proper design and construction of sewers and connections.*
- c) Ensure access for maintenance, inspection and repairs to publicly owned portions of laterals.*
- d) Limits the discharge of fats, oils and grease (FOG) and other debris that may cause blockages.*
- e) Enforce violations of its sewer ordinances.*

3.2 Element 3 Appendix

Supporting information for element 3 is included in appendix 3

3.3 Legal Authority

The RCSD was formed by a vote of the public in 1966 thus providing RCSD the legal authority to operate and maintain the sanitary sewer collection system.

4.0 OPERATION AND MAINTENANCE PROGRAM

This section describes the District's program to operate and maintain the sewer system, manage engineering data and capacity, and provide training programs.

4.1 Regulatory Requirements for Operating & Maintenance Element

The summarize requirements for the Operation & Maintenance element of the SSMP are as follows:

- 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 storm water conveyance facilities.
- b) Describe routine preventative 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 CCTV 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-term and long-term plans plus a schedule for developing the funds needed for 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.

- e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

4.2 Element 4 Appendix

Supporting information for element 4 is included in *appendix D*. This appendix includes the following documents:

- I. Work Order example
- II. Sanitary Sewer System map

4.3 Operation and Maintenance Program

The District is charged with providing adequate operation and maintenance of sewer system facilities and equipment. The District has developed basic procedures to respond to various incidents such as interior plumbing issues, sewer back-ups, odors, lift station problems and spill response.

A. Sewer System Map

The District maintains a Sewer Map that includes detailed graphical data of all manholes, clean-outs, pipelines, force mains, lift stations and private systems.

B. Routine Maintenance

The routine cleaning of the District's sewer is logged in the daily activity log, and documented in the work order system. Approximately 17-20 miles of sewer are cleaned each year; resulting in a three (3) year cycle to clean the entire system (excluding 24" or greater trunk lines).

More frequent cleaning and maintenance is targeted at know problem areas, called "HOT-SPOTS" in the Districts Operations and Maintenance program.

As part of the preventative maintenance program, observations related to grease build-up, sags and other problems are tracked by the District. The Sewer Department then conducts further investigations as warranted to determine the cause of the identified problem. Enforcement and other actions relating to correcting problems are coordinated with the general manager.

C. Staff Training

District staff participate in the certification program for operators, Grades I through IV. The District provides routine technical, job skills and safety training for its staff.

Contractor's staff are also required to provide evidence of appropriate training or licensure.

The District has developed an SSO Response Training Program for all collection system maintenance workers, and has also developed training programs and standard operating procedures for line cleaning, vector truck operation, sewer grit removal and dumping, lift station operation and maintenance as well as other related topics within sanitary sewer system operation and maintenance.

D. Facilities and Equipment Management

The District utilizes work order software for on-going preventative and corrective maintenance. Sewer System assets that have scheduled or emergency maintenance activities are tracked to ensure that adequate operations are maintained. Work orders and repairs are also tracked within that system.

Available Operations and Maintenance manuals for the District's lift station are located at the WWTF office. The Sewer Superintendent is responsible for these documents, and has been assigned management of the daily operations.

5.0 DESIGN AND PERFORMANCE PROVISIONS

This section describes the design and construction standards that the District utilizes for new sanitary sewer infrastructure, and the procedures and standards for inspection and testing of facilities. These provisions also apply to system repair and rehabilitation.

5.1 Regulatory Requirements for Design & Performance Standards element

The summarized requirements for the Design and Performance Provisions element of the SSMP are as follows:

- A) Design and construction standards and specifications for the installation of new sanitary sewer systems, lift 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 sanitary sewers, lift stations and other appurtenances and for the rehabilitation and repair projects.*

5.2 Element 5 Appendix

Supporting information for element 5 is included in **Appendix D**. This appendix includes the following documents:

- 1) RCSD Standard Details and Notes (from codes manual)

5.3 Design & Performance Standards

The District utilizes the Green book Standard Specifications and Details to regulate sewer design and construction. The District will also continue to utilize in-place provisions included within RCSD ordinances.

6.0 OVERFLOW EMERGENCY RESPONSE PLAN

This section summarizes the response plan and procedures followed by District staff in the event of a sanitary sewer overflow or other emergency related to the sewer system as a whole.

6.1 Regulatory Requirements for Overflow Emergency Response Element

The summarized requirements for the Overflow Emergency Response Plan element of the SSMP are as follows:

Each enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this 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 an appropriate response to overflows.*
- c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water board, water suppliers, etc.) of all SSOs that potentially affect public health or reach 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 Laws and other applicable Regional Water Board WDR's or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification.*
- 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 responsive 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 and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.*

6.2 Element 6 Appendix

Supporting information for Element 6 is included in **Appendix E**. This appendix includes the following documents:

- 1) *Overflow Response Forms*

6.3 Overflow Emergency Response Plan

Notification Procedure

The Chain of Communication shown in **figure 2.2** indicates the notification procedures to notify primary responders of any and all SSOs in a timely manner. The notification includes the State and local agencies that need to be informed of events.

The District maintains an “on-call program” (see **Appendix C**) for timely response to spills and other emergencies. Collections system staff are trained in this plan and are able to respond to a spill in less than one (1) hour from the initial call.

Response Procedures

The District maintains procedures to investigate and assist in mitigation of various types of potential SSO discharges from the District owned and operated system, as well as special circumstances including but not limited to the following:

- Originating on private property
- Potentially reaching storm drains or channels
- Those potentially impacting public health and/or environment

Standard department procedures provide for rapid, mobilization, diagnosis, containment, reporting and relief of the SSO cause. As needed, department staff and contractors utilize standard procedures to provide emergency operations such as traffic and crowd control and other emergency response activities as necessary.

Spill Prevention

The Operations and Maintenance Program followed by the District effectively prevents SSOs that could reasonably be anticipated. Physical situations in the collection system that become apparent

after an SSO event are repaired and rectified as soon as possible. Also after the situation has been rectified it is determined if that area needs additional maintenance support and included within the “Hot-Spot program”.

7.0 FATS, OILS and GREASE CONTROL PLAN

This section discusses the Fats,, Oils and Grease (FOG) control program administered by the District to prevent discharges from the sanitary sewer system and to provide alternative methods of disposal.

7.1 Regulatory Requirements for FOG Control Program Element

The summarized requirements for the FOG Control Program element of the SSMP are as follows:

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 and outreach program that promotes proper disposal of FOG.*
- B) A plan and schedule for 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 the 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 grease 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 Enrollee has sufficient staff to inspect and enforce FOG ordinance.*
- F) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section.*
- 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 Element 7 Appendix

Supporting documentation for Element 7 is included in **Appendix F**. This appendix includes the following:

- 1) Fats, Oils and Grease Program (County of Kern Regulations)

7.3 FOG Control Program

The District controls FOG through the Operations and Maintenance Program, with special attention to area of concern for FOG build-up and are included within the “Hot-Spots”.

The District has the legal authority to prohibit discharges to the system, and as documented in the Operations and maintenance Program the District implements measures to prevent SSOs caused by Fats, Oils and Grease blockages.

The District sewer ordinance includes specific requirements as per the County of Kern Code requiring specific installation of grease removal devices (traps or interceptors), the design requirements, and record keeping and reporting requirements. The ordinance gives the District authority to inspect grease-producing facilities. The County Department of Public Health also regulates and inspects internal grease trap units.

The “Hot-Spot” program identifies sections of the sewer system subject to grease blockages, and establishes a cleaning and maintenance schedule for each of those reaches. Recurring conditions that can be attributed to FOG are investigated and mitigated.

8.0 SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

This section summarizes the steps the District takes to routinely evaluate the sewer system and capacity, and plan for needed upgrades and/or repairs.

8.1 Regulatory Requirements for System Evaluation & Capacity Assurance Plan Element

The summarized requirements for the System Evaluation & Capacity Assurance Plan element of the SSMP are as follows:

The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design for storm or wet weather events. 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 discharged caused by hydraulic 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 SSMP review and update requirements.*

8.2 System Evaluation & Capacity Assurance Plan

The physical repair and rehabilitation needs of the District sanitary sewer system are periodically determined through the CCTV inspection and associated condition assessment of selected pipelines.

The CIP developed by the District includes line items, based on improvement needs identified in the CCTV program, to be constructed by contractors. Significant repairs or facility upgrade needs that are identified during cleaning and maintenance activities are included as separate line items. “Hot-Spot” repairs and similar activities are funded in the annual O&M budget.

9.0 MONITORING, MEASURING AND PROGRAM MODIFICATIONS

This section discusses the Districts ongoing monitoring activities to maintain information needed to regulate SSMP activities, and measure the effectiveness of the programs. Appropriate program modifications will be identified

9.1 Regulatory requirements for Monitoring, Measurement & Program Modification Element

The summarized requirements for the Monitoring, Measurement & Program Modifications element of the SSMP are as follows:

- 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 Monitoring, Measurement & Program Modifications

The District maintains complete records of all SSO's, "Hot-Spots" and other sewer system maintenance and repair activities, as described in sections 4 & 6. The District maintains preventative maintenance records in the work order system.

The District conducts an annual cleaning program that covers the entire system on a three (3) year rotation. This program in conjunction with routine "Hot-Spot" cleaning and maintenance procedures allow the District to continuously monitor and update records on the conditions of the sewers.

10.0 SSMP PROGRAM AUDITS

This section discusses the methods that the District will employ to audit the SSMP Program on a regular basis.

10.1 Regulatory Requirements for SSMP Program Audits Element

The summarized requirements for the Program Audits element of the SSMP are as follows:

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 (2) 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, including identification of any deficiencies in the SSMP and steps to correct them.

10.2 SSMP Program Audits

The sewer Department and General Manager will conduct an annual audit of the SSMP Program, prior to the annual update report to the District Board. It is anticipated that this meeting will be in January of each year, so that the District is prepared for the upcoming budgetary cycle.

The annual audit will focus on the effectiveness of the sewer system operations and compliance status, and include the following:

- *Any revisions made to the SSMP since the last audit*
- *Sewer System construction completed during the past 12 months*
- *Summary of SSOs reported*
- *Observed sewer system or SSMP deficiencies*
- *Strategies to correct deficiencies*
- *Description of proposed capital improvements planned for the upcoming budget*

11.0 COMMUNICATION PROGRAM

This section discusses the District's communication program in an attempt to keep the public, Board and other District departments apprised of SSMP status.

11.1 Regulatory Requirements for Communication Program Element

The summarized requirements for the communications program element of the SSMP are as follows:

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 Plan

An annual update report will be provided to the District Board in public forum by the General Manager. Public input received at District Board meetings will be addressed, and the SSMP revised as needed.

The sewer department communicates on a regular basis with the General Manager regarding sewer system topics, as they arise.

APPENDICE A

WASTE DISCHARGE REQUIREMENTS

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION

BOARD ORDER NO. 6-95-107
WDID NO. 6B150112001

REVISED WASTE DISCHARGE REQUIREMENTS

FOR

ROSAMOND COMMUNITY SERVICES DISTRICT
WASTEWATER TREATMENT FACILITY

Kern County

The California Regional Water Quality Control Board, Lahontan Region (Regional Board) finds:

1. Discharger

The Rosamond Community Services District (CSD) submitted a complete revised Report of Waste Discharge for the Rosamond CSD Wastewater Treatment Facility on March 23, 1995. For the purposes of this Order, the Rosamond CSD is referred to as the "Discharger."

2. Facility

The Rosamond CSD Wastewater Treatment Facility is the facility from which the discharge occurs. For the purposes of this Order, the Rosamond CSD Wastewater Treatment Facility is referred to as the "Facility". The Facility discharges domestic wastewater.

3. History of Previous Regulation by the Regional Board

The Regional Board previously established Waste Discharge Requirements (WDRs) for the Facility under Board Order No. 6-90-06, which was adopted on January 11, 1990. Board Order No. 6-90-06A1 was adopted on March 9, 1995, and amended the WDRs to include a fourteenth oxidation/percolation pond.

4. Reason for Action

The Regional Board is revising WDRs to reflect changes in the design flow of the Facility. The purpose of this Order is to establish WDRs which reflect recent modifications to the Discharger's treatment processes, and to incorporate recent changes in sludge regulatory policies.

5. Facility Location

The Facility is located approximately one mile southeast of the Community of Rosamond, Kern County within Section 27, T9N, R12W, SBB&M, as shown on Attachment "A", which is made part of this Order.

6. Description of Facility and Discharge

The Discharger currently discharges wastewater to thirteen existing clay-lined evaporation/oxidation ponds. The Discharger is constructing a fourteenth clay-lined pond which is proposed to receive wastewater overflow from evaporation/oxidation pond No. 11. Wastewater is conveyed to the Facility by a gravity interceptor sewer. An influent pump station, having a hydraulic capacity of 2.0 million gallons per day (mgd), expandable to 4.0 mgd, lifts the wastewater into clay lined evaporation/oxidation ponds. The Facility is designed to collect, treat and dispose of 2.0 mgd. The wastewater treatment pond layout and flow schematic is shown in Attachment "B".

7. Sludge Treatment and Disposal

The sludge is removed from the ponds every eight to ten years and disposed of on site. The sludge is spread evenly on the ground and wheel rolled within the area shown on Attachment "B".

8. Authorized Disposal Site

The fourteen evaporation/oxidation ponds are the only authorized disposal sites for wastewater. The land at the Facility is the only authorized disposal site for sludge. The authorized disposal sites are located on land owned by the Rosamond CSD.

9. Site Geology

A soils investigation by Buena Engineers Inc. conducted during August 1986 and amended in June 1989, found that soils underlying the Facility from a depth of 0-40 feet consist of sandy clays and clayey silt/sands. Permeability of these soils is very low and significant percolation of wastewater to underlying ground waters is not likely to occur.

10. Site Hydrogeology

Depth to ground water below the Facility was reported to be 21 feet in 1958 and 65 feet in 1989. The average ground water depth is expected to be 35 feet. Ground water is of excellent quality for most beneficial uses.

11. Receiving Waters

The receiving waters are the ground waters of the Antelope Valley Basin (Department of Water Resources Basin No. 6-44).

12. Lahontan Basin Plan

The Regional Board adopted a Water Quality Control Plan for the Lahontan Basin (Basin Plan) which became effective on March 31, 1995, and this Order implements the Basin Plan.

13. Beneficial Uses of Ground Water

The beneficial uses of the ground waters of the Antelope Valley Basin as set forth and defined in the Basin Plan are:

- a. municipal and domestic supply;
- b. agricultural supply;
- c. industrial service supply; and
- d. freshwater replenishment.

14. California Environmental Quality Act Compliance

A Negative Declaration was certified by the Rosamond CSD on February 22, 1995 under the California Environmental Quality Act, in accordance with Title 14 of the California Code of Regulations for the additional pond addressed in the amended WDR. No negative impacts to water quality are expected to occur as the result of the additional disposal site.

15. Notification of Interested Parties

The Regional Board has notified the Discharger and interested parties of its intent to revise WDRs for the discharge.

16. Consideration of Public Comments

The Regional Board, in a public meeting, heard and considered all comments pertaining to the discharge.

IT IS HEREBY ORDERED that the Discharger shall comply with the following:

I. DISCHARGE SPECIFICATIONS

A. Discharge/Effluent Limitations

The total flow of wastewater to the treatment and disposal facilities during a 24-hour period shall not exceed 2.0 million gallons.

B. Receiving Water Limitations

The discharge of waste shall not cause the presence of the following substances or conditions in ground waters of the Antelope Valley Basin:

1. Any perceptible color, odor, taste or foaming.
2. Coliform organisms attributable to human wastes.

3. Toxic substances in concentrations that individually, collectively, or cumulatively cause detrimental physiological responses in human, plants, animals, or aquatic life.
4. Identifiable chlorinated hydrocarbons, organophosphates, carbamates, and other pesticide and herbicide groups, in summations, in excess of the lowest detectable levels.
5. Concentrations of chemical constituents in excess of the maximum contaminant levels or secondary maximum contaminant levels based upon drinking water standards specified by the more restrictive of the California Code of Regulations, Title 22, Division 4, Chapter 15, or 40 CFR, Part 141.

C. General Requirements and Prohibitions

1. There shall be no discharge, bypass, or diversion of raw or partially treated sewage, sewage sludge, grease, or oils from the collection, transport, treatment, or disposal facilities to adjacent land areas or surface waters.
2. Surface flow or visible discharge of sewage or sewage effluent at, or from, the authorized disposal site to adjacent land areas or surface waters is prohibited.
3. The vertical distance between the liquid surface elevation and the lowest point of a pond dike or the invert of an overflow structure shall not be less than two (2) feet.
4. The discharge shall not cause a pollution as defined in Section 13050 of the California Water Code, or a threatened pollution.
5. Neither the treatment nor the discharge shall cause a nuisance as defined in Section 13050 of the California Water Code.
6. The discharge of wastewater except to the authorized disposal site is prohibited.
7. The integrity of any pond liners shall be maintained throughout the life of the ponds and shall not be diminished as the result of any maintenance or cleaning operation.

II. PROVISIONS

A. Rescission of Waste Discharge Requirements

Board Order Nos. 6-90-06 and 6-90-06A1 are hereby rescinded.

B. Standard Provisions

The Discharger shall comply with the "Standard Provisions for Waste Discharge Requirements," dated September 1, 1994, in Attachment "C", which is made part of this Order.

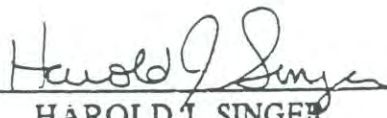
C. Monitoring and Reporting

1. Pursuant to Section 13267(b) of the California Water Code, the Discharger shall comply with the Monitoring and Reporting Program No. 95-107 as specified by the Executive Officer.
2. The Discharger shall comply with the "General Provisions for Monitoring and Reporting," dated September 1, 1994, which is attached to and made part of the Monitoring and Reporting Program.

D. Operator Certification

The Discharger's wastewater treatment plant shall be supervised by personnel possessing a wastewater treatment plant operator certificate of appropriate grade pursuant to *Regulations for Wastewater Treatment Plant Operator Certification and Plant Classification*, Title 23, California Code of Regulations, Division 4, Chapter 14, Section 3670 et. seq.

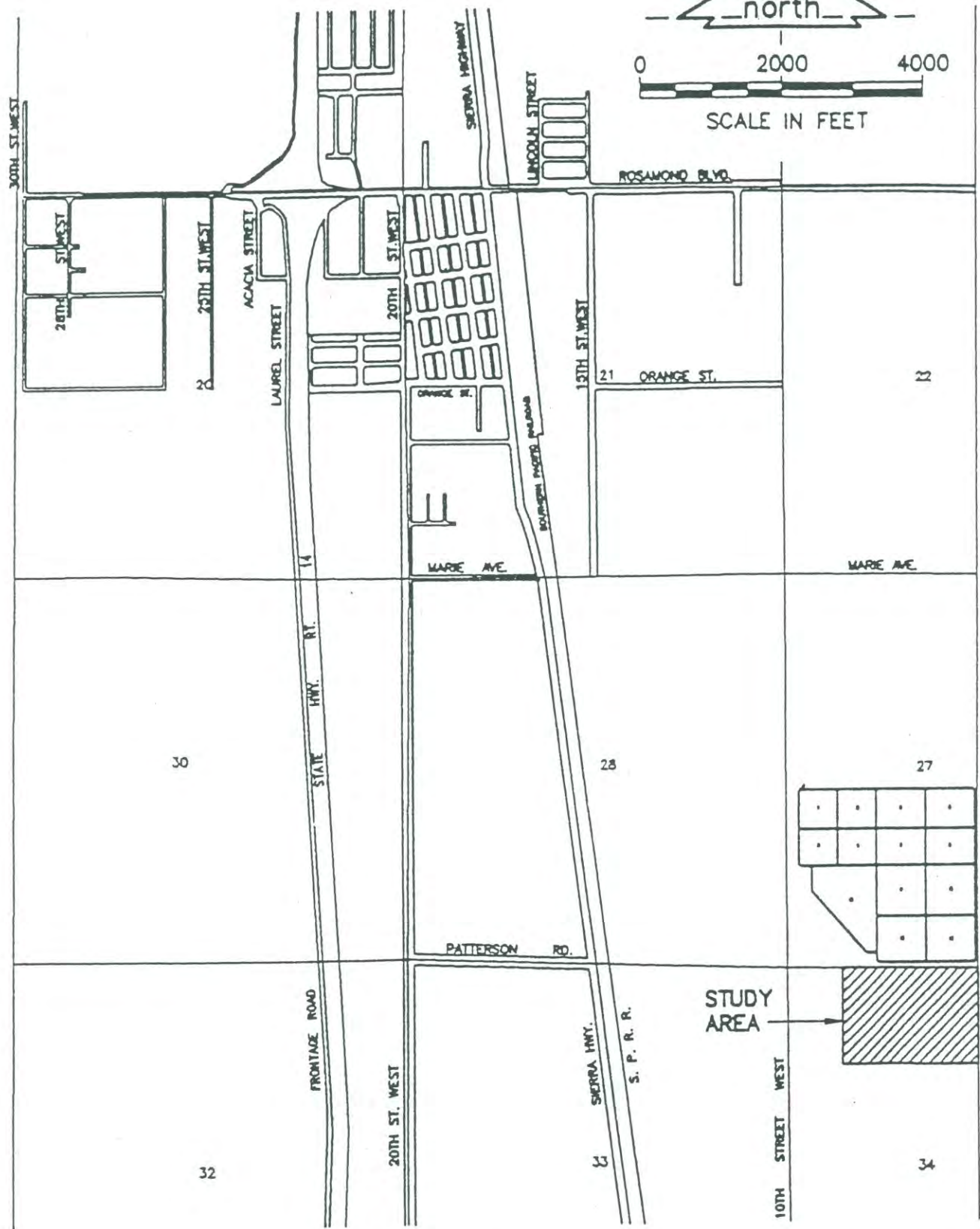
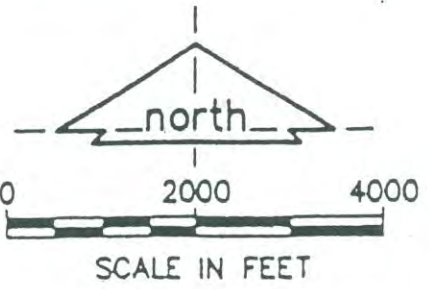
I, Harold J. Singer, Executive Officer, do hereby certify that the foregoing is a full, true, and correct copy of an Order adopted by the California Regional Water Quality Control Board, Lahontan Region, on September 14, 1995.



HAROLD J. SINGER
EXECUTIVE OFFICER

- Attachments:
- A. Location Map
 - B. WTF Pond Flow Schematic
 - C. Standard Provisions for Waste Discharge Requirements

Attachment "A"



ROSAMOND COMMUNITY SERVICES DISTRICT
 WASTEWATER TREATMENT PLANT EXPANSION
 STUDY AREA LOCATION MAP

**STANDARD PROVISIONS
FOR WASTE DISCHARGE REQUIREMENTS**

Inspection and Entry

The Discharger shall permit Regional Board staff:

- a. to enter upon premises in which an effluent source is located or in which any required records are kept;
- b. to copy any records relating to the discharge or relating to compliance with the Waste Discharge Requirements;
- c. to inspect monitoring equipment or records; and
- d. to sample any discharge.

2. Reporting Requirements

- a. Pursuant to California Water Code 13267(b), the Discharger shall immediately notify the Regional Board by telephone whenever an adverse condition occurred as a result of this discharge; written confirmation shall follow within two weeks. An adverse condition includes, but is not limited to, spills of petroleum products or toxic chemicals, or damage to control facilities that could affect compliance.
- b. Pursuant to California Water Code Section 13260(c), any proposed material change in the character of the waste, manner or method of treatment or disposal, increase of discharge, or location of discharge, shall be reported to the Regional Board at least 120 days in advance of implementation of any such proposal. This shall include, but not limited to, all significant soil disturbances.
- c. The Owners/Discharger of property subject to Waste Discharge Requirements shall be considered to have a continuing responsibility for ensuring compliance with applicable Waste Discharge Requirements in the operations or use of the owned property. Pursuant to California Water Code Section 13260(c), any change in the ownership and/or operation of property subject to the Waste Discharge Requirements shall be reported to the Regional Board. Notification of applicable Waste Discharge Requirements shall be furnished in writing to the new owners and/or operators and a copy of such notification shall be sent to the Regional Board.
- d. If a Discharger becomes aware that any information submitted to the Regional Board is incorrect, the Discharger shall immediately notify the Regional Board, in writing and correct that information.
- e. Reports required by the Waste Discharge Requirements, and other information requested by the Regional Board, must be signed by a duly authorized representative of the Discharger. Under Section 13268 of the California Water Code, any person failing or refusing to furnish technical or monitoring reports, or falsifying any information provided therein, is guilty of a misdemeanor and may be liable civilly in an amount of up to one thousand dollars (\$1,000) for each day of violation.

- f. If the Discharger becomes aware that their Waste Discharge Requirements (or permit) is no longer needed (because the project will not be built or the discharge will cease) the Discharger shall notify the Regional Board in writing and request that their Waste Discharge Requirements (or permit) be rescinded.

3. Right to Revise Waste Discharge Requirements

The Regional Board reserves the privilege of changing all or any portion of the Waste Discharge Requirements upon legal notice to and after opportunity to be heard is given to all concerned parties.

4. Duty to Comply

Failure to comply with the Waste Discharge Requirements may constitute a violation of the California Water Code and is grounds for enforcement action or for permit termination, revocation and reissuance, or modification.

5. Duty to Mitigate

The Discharger shall take all reasonable steps to minimize or prevent any discharge in violation of the Waste Discharge Requirements which has a reasonable likelihood of adversely affecting human health or the environment.

6. Proper Operation and Maintenance

The Discharger shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) that are installed or used by the Discharger to achieve compliance with the Waste Discharge Requirements. Proper operation and maintenance includes adequate laboratory control, where appropriate, and appropriate quality assurance procedures. This provision requires the operation of backup or auxiliary facilities or similar systems that are installed by the Discharger, when necessary to achieve compliance with the conditions of the Waste Discharge Requirements.

7. Waste Discharge Requirement Actions

The Waste Discharge Requirements may be modified, revoked and reissued, or terminated for cause. The filing of a request by the Discharger for waste discharge requirement modification, revocation and reissuance, termination, or a notification of planned changes or anticipated noncompliance, does not stay any of the Waste Discharge Requirements conditions.

8. Property Rights

The Waste Discharge Requirements do not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state or local laws or regulations.

9. Enforcement

The California Water Code provides for civil liability and criminal penalties for violations or threatened violations of the Waste Discharge Requirements including imposition of civil liability or referral to the Attorney General.

10. Availability

A copy of the Waste Discharge Requirements shall kept and maintained by the Discharger and be available at all times to operating personnel.

11. Severability

Provisions of the Waste Discharge Requirements are severable. If any provision of the requirements is found invalid, the remainder of the requirements shall not be affected.

12. Public Access

General public access shall be effectively excluded from disposal/treatment facilities.

13. Transfers

Providing there is no material change in the operation of the facility, this Order may be transferred to a new owner or operator. The owner/operator must request the transfer in writing and receive written approval from the Regional Board's Executive Officer.

14. Definitions

- a. "Surface waters" as used in this Order, include, but are not limited to, live streams, either perennial or ephemeral, which flow in natural or artificial water courses and natural lakes and artificial impoundments of waters. "Surface waters" does not include artificial water courses or impoundments used exclusively for wastewater disposal.
- b. "Ground waters" as used in this Order, include, but are not limited to, all subsurface waters being above atmospheric pressure and the capillary fringe of these waters.

15. Storm Protection

- a. All facilities used for collection, transport, treatment, storage, or disposal of waste shall be adequately protected against overflow, washout, inundation, structural damage or a significant reduction in efficiency resulting from a storm or flood having a recurrence interval of once in 100 years.

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION

MONITORING AND REPORTING PROGRAM NO. 95-107
WDID NO. 6B150112001

FOR

ROSAMOND COMMUNITY SERVICES DISTRICT
WASTEWATER TREATMENT FACILITY

Kern County

MONITORING

A. Flow Monitoring

The Discharger shall monitor the following:

1. The total volume, in million gallons, of wastewater flow to the treatment facility for each day.
2. The average flow rate, in million gallons per day (mgd), of wastewater to the treatment facility calculated for each month.
3. The freeboard (distance from the top of the lowest part of the dike to the wastewater surface in the pond) measured each month in each pond. If a pond does not contain wastewater, indicate that it is empty.

B. Plant Influent Monitoring

Beginning immediately, grab samples of the influent shall be collected and analyzed to determine the magnitude of the following parameters:

<u>Parameter</u>	<u>Units</u>	<u>Frequency</u>
✓ Biochemical Oxygen Demand	mg/l	Semi-annually
✓ Chemical Oxygen Demand	mg/l	Semi-annually
✓ Methylene Blue Active Substances	mg/l	Semi-annually
✓ Kjeldahl Nitrogen	mg/l as N	Semi-annually
✓ Nitrate Nitrogen	mg/l as N	Semi-annually
✓ Ammonia Nitrogen	mg/l as N	Semi-annually
Purgeable Organics*	mg/l	Annually
Base/Neutral Extractable Organics*	mg/l	Annually
Acid Extractable Organics*	mg/l	Annually
Heavy Metals*	mg/l	Annually

* Analysis shall be conducted for those substances included on the EPA list of priority pollutants and all other toxic substances known to be discharged to the Discharger's system.

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C. Ground Water Monitoring

1. Grab samples from the entire thickness or the upper 20 feet, whichever is less, of the uppermost ground water bearing zone shall be collected, in accordance with the prescribed frequencies, from the four (4) monitoring wells, as shown on Attachment "B" of the Waste Discharge Requirements (WDRs), and analyzed to determine the magnitude of the following parameters:

<u>Parameter</u>	<u>Units</u>	<u>Frequency</u>
✓Methylene Blue Active Substances	mg/l	Annually
✓Chloride	mg/l	Annually
✓Total Dissolved Solids	mg/l	Annually
✓Kjeldahl Nitrogen	mg/l	Annually
✓Ammonia Nitrogen	mg/l as N	Annually
✓Nitrate Nitrogen	mg/l as N	Annually
Purgeable Organics*	µg/l	Annually
Base/Neutral Extractable Organics*	µg/l	Annually
Acid Extractable Organics*	µg/l	Annually
Heavy Metals*	mg/l	Annually
Total Coliform	MPN/100 ml	Annually

* Analysis shall be conducted for those substances included on the EPA list of priority pollutants and all other toxic substances known to be discharged to the Discharger's system.

- a. Each time a monitoring well is sampled, and prior to well purging as specified below, the elevation (mean sea level) and depth (below ground surface) of ground water in each well shall be measured, and reported with the results of ground water analyses.
- b. Well Purging
 - (1) Ground water samples shall be collected only after at least three volumes of water in the well casing have been removed and temperature, electrical conductivity, and pH measurements of the water in the well have stabilized to approximately $\pm 10\%$ for each successive well volume removed.
 - (2) The measurements of temperature, electrical conductivity and pH during purging shall be reported with the results of ground water analyses. Parameter values shall be reported in the following units:

<u>Parameter</u>	<u>Units</u>
Temperature	°C or °F
Electrical Conductivity	mmhos/cm or dS/m
pH	pH units

(3) The well casing diameter, well depth, and total volume purged prior to sampling shall be reported with the results of ground water analyses.

c. The velocity and direction of ground water flow under the facility site shall be determined at least annually unless it can be shown that no changes have occurred.

D. Sludge Monitoring

1. The Discharger shall submit a Sludge Management Plan Report by January 1, 1996.
2. The Discharger shall provide information on any deviations from the Sludge Management Plan.
3. Total quantity of sludge generated (cleaned from any ponds) during the monitoring period.
4. Date and quantity of any sludge landfilled or moved offsite, recipient (including name and address), location of receiving area, and sludge disposal method (including crops grown, if applicable).
5. Cumulative total quantity of sludge currently stockpiled onsite, including the quantity of sludge added to the stockpile during the monitoring period.
6. For sewage sludge removed from ponds, stockpiled onsite, or discharged offsite during the previous month, a representative composite sample shall be collected and analyzed for the following constituents:
 - a. total Kjeldahl nitrogen as N
 - b. ammonia nitrogen as N
 - c. nitrate nitrogen as N
 - d. total phosphate as P
 - e. heavy metals

7. At least 90 days prior to sample collection and analysis, a sludge sampling protocol shall be submitted to the Executive Officer for approval.

I. REPORTING

A. General Provisions

The Discharger shall comply with the "General Provisions for Monitoring and Reporting," dated September 1, 1994, which is attached to and made part of this Monitoring and Reporting Program.

B. Submittal Periods

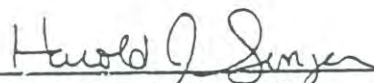
By not later than the 15th day of the month following the adoption of this Order, the Discharger shall submit a monitoring report including the preceding information to the Regional Board. Subsequent monitoring reports shall be submitted to the Regional Board by the 15th day following each quarter.

C. Annual Report

By January 15 of each year, the Discharger shall submit an annual report to the Regional Board with the following information:

1. The compliance record, and corrective actions taken or planned which may be needed to bring the discharge into full compliance with the WDRs.
2. Graphical and tabular presentation of the monitoring data obtained for the previous year.

Ordered by:



HAROLD I. SINGER
EXECUTIVE OFFICER

Dated: September 14, 1995

Attachment: General Provisions for Monitoring and Reporting

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION

GENERAL PROVISIONS
FOR MONITORING AND REPORTING

1. SAMPLING AND ANALYSIS

- a. All analyses shall be performed in accordance with the current edition(s) of the following documents:
 - i. Standard Methods for the Examination of Water and Wastewater
 - ii. Methods for Chemical Analysis of Water and Wastes, EPA
- b. All analyses shall be performed in a laboratory certified to perform such analyses by the California State Department of Health Services or a laboratory approved by the Regional Board Executive Officer. Specific methods of analysis must be identified on each laboratory report.
- c. Any modifications to the above methods to eliminate known interferences shall be reported with the sample results. The methods used shall also be reported. If methods other than EPA-approved methods or Standard Methods are used, the exact methodology must be submitted for review and must be approved by the Regional Board Executive Officer prior to use.
- d. The discharger shall establish chain-of-custody procedures to insure that specific individuals are responsible for sample integrity from commencement of sample collection through delivery to an approved laboratory. Sample collection, storage, and analysis shall be conducted in accordance with an approved Sampling and Analysis Plan (SAP). The most recent version of the approved SAP shall be kept at the facility.
- e. The discharger shall calibrate and perform maintenance procedures on all monitoring instruments and equipment to ensure accuracy of measurements, or shall insure that both activities will be conducted. The calibration of any wastewater flow measuring device shall be recorded and maintained in the permanent log book described in 2.b, below.
- f. A grab sample is defined as an individual sample collected in fewer than 15 minutes.
- g. A composite sample is defined as a combination of no fewer than eight individual samples obtained over the specified sampling period at equal intervals. The volume of each individual sample shall be proportional to the discharge flow rate at the time of sampling. The sampling period shall equal the discharge period, or 24 hours, whichever period is shorter.

2. OPERATIONAL REQUIREMENTS

a. Sample Results

Pursuant to California Water Code Section 13267(b), the discharger shall maintain all sampling and analytical results including: strip charts; date, exact place, and time of sampling; date analyses were performed; sample collector's name; analyst's name; analytical techniques used; and results of all analyses. Such records shall be retained for a minimum of three years. This period of retention shall be extended during the course of any unresolved litigation regarding this discharge, or when requested by the Regional Board.

b. Operational Log

Pursuant to California Water Code Section 13267(b), an operation and maintenance log shall be maintained at the facility. All monitoring and reporting data shall be recorded in a permanent log book.

3. REPORTING

- a. For every item where the requirements are not met, the discharger shall submit a statement of the actions undertaken or proposed which will bring the discharge into full compliance with requirements at the earliest time, and shall submit a timetable for correction.
- b. Pursuant to California Water Code Section 13267(b), all sampling and analytical results shall be made available to the Regional Board upon request. Results shall be retained for a minimum of three years. This period of retention shall be extended during the course of any unresolved litigation regarding this discharge, or when requested by the Regional Board.
- c. The discharger shall provide a brief summary of any operational problems and maintenance activities to the Board with each monitoring report. Any modifications or additions to, or any major maintenance conducted on, or any major problems occurring to the wastewater conveyance system, treatment facilities, or disposal facilities shall be included in this summary.
- d. Monitoring reports shall be signed by:
 - i. In the case of a corporation, by a principal executive officer at least of the level of vice-president or his duly authorized representative, if such representative is responsible for the overall operation of the facility from which the discharge originates;
 - ii. In the case of a partnership, by a general partner;
 - iii. In the case of a sole proprietorship, by the proprietor; or

- iii. In the case of a sole proprietorship, by the proprietor;
 - iv. In the case of a municipal, state or other public facility, by either a principal executive officer, ranking elected official, or other duly authorized employee.
- e. Monitoring reports are to include the following:
- i. Name and telephone number of individual who can answer questions about the report.
 - ii. The Monitoring and Reporting Program Number.
 - iii. WDID Number.
- f. Modifications

This Monitoring and Reporting Program may be modified at the discretion of the Regional Board Executive Officer.

4. NONCOMPLIANCE

Under Section 13268 of the Water Code, any person failing or refusing to furnish technical or monitoring reports or falsifying any information provided therein, is guilty of a misdemeanor and may be liable civilly in an amount of up to one thousand dollars (\$1,000) for each day of violation under Section 13268 of the Water Code.

APPENDICE B

STAFF CONTACT LIST

APPENDICE C

WORK ORDER EXAMPLE

Work Order Form#:
0000016493

Title:
3007 ONTARIO CT T/ON & UNLOCK

Brief Description.:
Customer Id : BER0031 Name:BERNAL, JOSE DANIEL
Route/Service:0810011
UNLOCK - TURN ON AND READ METER
2:11

Work Site.:
3007 ONTARIO CT // //ROSAMOND
H20 Meter 0049446972
/377 LAURIE MEADOW DR #324//SAN MATEOCAPUNAO, CYNTHIA /Wr ()
1776 1/2 MOZART///LOS

Entered : 11/16/10 **Date Due : 11/16/10** **Action/Completed Date : / /**

Sender..... : CATHY
Responsible.... : Patti

CROSS REFERENCES :
Location...: 0003849
Schedule.: 0000000003
Customer.: BER0031

APPENDICE D

SEWER MAP BOOK

APPENDICE E

ORDINANCE 92-6, ESTABLISHING RULES AND REGULATIONS FOR THE
UTILITY SYSTEM OF ROSAMOND COMMUNITY SERVICES DISTRICT

ROSAMOND COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 92-6

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR THE UTILITY SYSTEM OF THE ROSAMOND COMMUNITY SERVICES DISTRICT BEING THE WATER SYSTEM AND SEWER SYSTEM THEREOF; PRESCRIBING RATES AND CHARGES FOR WATER SERVICE AND SEWER SERVICE; AMENDING, ADJUSTING, AND RESTATING SUCH RULES AND REGULATIONS THERETOFORE FIXED FOR SUCH SERVICE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND MAKING CERTAIN FINDINGS AND DETERMINANTIONS IN CONNECTION THEREWITH.

**ROSAMOND COMMUNITY SERVICES DISTRICT
ORDINANCE NO. 92-6**

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ROSAMOND COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 92-6

AN ORDINANCE ESTABLISHING RULES AND REGULATIONS FOR THE UTILITY SYSTEM OF THE ROSAMOND COMMUNITY SERVICES DISTRICT BEING THE WATER SYSTEM AND SEWER SYSTEM THEREOF; PRESCRIBING RATES AND CHARGES FOR WATER SERVICE AND SEWER SERVICE; AMENDING, ADJUSTING, AND RESTATING SUCH RULES AND REGULATIONS THERETOFORE FIXED FOR SUCH SERVICE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; AND MAKING CERTAIN FINDINGS AND DETERMINATIONS IN CONNECTION THEREWITH

WHEREAS, the Rosamond Community Services District ("District") is a district duly organized and existing under and pursuant to the Community Services District Law, Section 61,000 *et seq.* of the Government Code of California; and

WHEREAS, the District is authorized and empowered to own, operate, maintain, acquire, construct, finance, improve and extend a public water system and a public sewer system, and a street lighting; and

WHEREAS, the District does own, operate and maintain a Water System and a Sewer System and a street lighting system;

WHEREAS, the District is authorized to impose, adopt, revise, amend, rescind, increase, and decrease a system of rates and charges for its systems; and

WHEREAS, the Board of Directors of the District ("Board") has, by the enactment of Ordinance No. 0-78-3, as amended, adopted a system of rates and charges for water service from the Water System, and, by the enactment of Ordinance No. 0-92-5, adopted a system of water conservation fees; and

WHEREAS, the Board has, by the enactment of Ordinance No. 0-73-2, as amended, adopted a system of rates and charges for sewer service from the Sewer System; and

WHEREAS, certain of the rates and changes have not been reviewed and modified for several years; and

WHEREAS, it is the policy of the Board to set the rates and charges at such levels so as to return to the District money which is equal to the cost of the sale of the product or the rendition of the service to which such rate or charge applies; and

WHEREAS, the Board is in receipt of a report of the General Manager setting forth the costs to the District of making certain products or services available, and recommending certain adjustments in certain rates and charges as a result thereof; and

WHEREAS, the Board has duly called and held a public hearing in the manner required by law on said rates and charges; and

WHEREAS, it is in the best interest of the District, its taxpayers, and the customers of the Water System and the Sewer System, that said rates and charges be adjusted in the manner set forth in such report; and

WHEREAS, in order to more efficiently collect and enforce such rates and charges it is in the interest of the District to set forth the rates and charges for the Water System with those of the Sewer System in a single combined ordinance;

NOW, THEREFORE, be it hereby ordained by the Board of Directors of Rosamond Community Services District as follows:

**TITLE I
GENERAL PROVISIONS**

ARTICLE 1. SHORT TITLE, DEFINITIONS AND GENERAL PROVISIONS

Section 1.01. Short Title. This ordinance may be cited as the Rosamond Water and Sewer Utility Ordinance ("Ordinance").

Section 1.02. Separability. If a section, subsection, sentence, clause or phrase of this Ordinance is held to be unconstitutional, or contrary to the general or special laws of the United States or the State of California, the invalidity of such section, subsection, sentence, clause or phrase shall not affect the remaining portions of this Ordinance.

Section 1.03. Applicability. This Ordinance shall apply to all facilities constructed by the District or otherwise made a part of its water system or sewer system, whether within or without the boundaries of the District and to all persons who use or perform work upon said facilities.

Section 1.04. Definitions. Unless the context specifically indicates otherwise, the following terms shall for purposes of this Ordinance have the meaning indicated as follows:

A. "BOD" (denoting biochemical oxygen demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in 5 days at 20 C, expressed in milligrams per liter.

B. "Building Sewer" is that portion of any sewer beginning at the plumbing or drainage outlet of any building or industrial facility and running to the property line or to a private sewerage disposal system.

C. "Capacity Access Charge" means the charge payable as a condition for connecting to a water main or sewer installed by an applicant in accordance with Section 8.04 or 14.06 hereof.

D. "County Health Department" means the Department of Public Health of the County of Kern, acting through its Director.

E. "Customer" means a person who receives or takes water service, sewer service, or both, from the District.

F. "Demand" is the rate of delivery of water for a specified period of time.

G. "District" means the Rosamond Community Services District and/or its authorized representatives.

H. "District Office" means the business office of the Rosamond

Community Services District.

- I. "Fire Chief" means the chief officer of the fire protection agency with jurisdiction over the District.
- J. "Industrial Wastes" means the liquid wastes from industrial processes as distinct from sanitary sewage.
- K. "LAFCO" means the Local Agency Formation Commission of the County of Kern.
- L. "Local Water Distribution Facilities" means pipelines of 12 inches and smaller diameter, hydrants, water service connections and appurtenances required to service the premises adjacent to these facilities.
- M. "Main Sewer" is a Public Sewer designed to accommodate more than one sewer.
- N. "Manager" means the General Manager of the Rosamond Community Services District or his/her designated subordinate.
- O. "Major Water Distribution Facilities" means pumping, storage, control works, appurtenances and water pipelines larger than 12 inches in diameter whose functions affect water service to a major portion of a pressure zone, or to an area of at least several square blocks.
- P. "Non-residential Water Service" means water service to Customers other than homes, multi-unit residential structures, and mobile home parks.
- Q. "Old Building Sewer" is a Building Sewer providing service to an existing building, which may be used to provide service to a new building to be constructed on the Premises formerly occupied by the building to which service was previously provided.
- R. "On-site Sewerage System" means the sewerage system constructed within a subdivision by the developer of such subdivision.
- S. "On-site Water System" means the water system constructed within a subdivision by the developer of such subdivision.
- T. "Permit" means any written authorization required pursuant to this Ordinance or any other regulation of the District for the installation of any sewerage works, fire hydrant, or other facility described herein for which a permit is required.
- U. "Person" means any human being, individual, firm, company, partnership, association, private, public or municipal corporation, the United States of America, the State of California, districts and all political subdivisions,

governmental agencies and mandatories thereof.

V. "pH" means the logarithm of the reciprocal of the concentration of hydrogen ions in grams per liter of solution.

W. "Premises" is a separate identifiable and transferable lot or parcel of real property, including the improvements, except that portions having well-defined boundaries such as walls, fences, or hedges, which prevent the common use of the property by all occupants for the purpose of this Ordinance, shall be determined separate premises.

X. "Public Sewer" is a sewer, which carries sewage and to which ground, surface and storm water are not intentionally admitted.

Y. "Residential Water Service" means water service to homes, multi-unit residential structures and mobile home parks.

Z. "Sewage" is a sewer, which carries sewage, and to which ground, surface and storm water are not intentionally admitted.

AA. "Sewage Treatment Plant" means any arrangement of devices and structures used for treating and disposing of sewage.

BB. "Sewer" is a pipe or conduit for carrying sewage.

CC. "Sewer Lateral" is the portion of a sewer lying within a public street or easement connecting a Building Sewer to the Main Sewer.

DD. "Sewer Service" means the collection, treatment and disposal of sewage utilizing the sewerage system of the District.

EE. "Sewer Standby Charge" means the charge paid to the District by owners of property abutting on the original District sewerage system which is not connected thereto and which entitles the owner of such property to connect same to such system without being required to pay a system connection charge.

FF. "Sewerage System Extension" means the extension of the District public sewerage facilities to service an area to which service is not available from existing sewerage collection facilities, but the term does not include an On-site Sewerage System.

GG. "Shall" is mandatory; "may" is permissive.

HH. "Side Sewer" is the sewer line beginning at the foundation wall of any building and terminating at the Main Sewer and includes the Building Sewer and Lateral Sewer together.

- II. "Single Family Unit" is defined to mean and refer to the place of residence for a single family. Property improved for multi-family purposes shall be described in terms of the number of units that the facilities thereon provide for single-family usage.
- JJ. "Storm Sewer" or "Storm Drain" is a sewer, which carries storm and surface or ground waters and drainage, but excludes Sewage and polluted industrial wastes.
- KK. "Street" means any public highway, road, street, avenue, alleyway, public place, public easement or right of way.
- LL. "Suspended Solids" means solids that either float on the surface of, or in suspension in water, sewage, or other liquid, and which are removable by laboratory filtering.
- MM. "Termination Notice" means the written notice from the District by which Water Service, Sewer Service or Utility Service to a Premises is discontinued as a result of a failure of the owner or occupant thereof to pay fees and charges for such service.
- NN. "Utility Service" means, collectively, Water Service and Sewer service provided by the District in accordance with the terms of this Ordinance, and the rules and regulations of the District adopted hereunder.
- OO. "Water Main" is a transmission or distribution pipeline of the water system.
- PP. "Water Service" means the delivery or receipt or both of water.
- QQ. "Water Service Installations" is the service connection including service pipes, meters and appurtenances through which regular water delivery is made.
- RR. "Water Supply Facilities" means source of supply, pumping, transmission, treatment and other water supply works whose functions affect water supply to a major portion of the total Utility Service area.
- SS. "Water System" means the physical plant of the water system, including but not limited to real property, wells, reservoirs, treatment plants, pumping stations, transmission and distribution facilities and appurtenances thereto.
- TT. "Water System Extension" means the extension of the District existing water system facilities to serve an area to which service is not available from existing distribution facilities, but the term does not include an On-Site Water System and areas to which service is not available from existing distribution facilities.

UU. "Zone of Benefit" means property adjacent to or in the vicinity of an assessment district formed by the District and which may receive water service, sewer service or utility service from facilities financed in whole or in part from assessment district funding for such facilities.

VV. "Zone of Benefit Fee" means the fee payable at the times, in the amounts, and in the manner set forth in Title VIII hereof as a condition to obtaining water service, sewer service or both, to property which is included in a Zone of Benefit.

Section 1.05. Special Agreements. Any person who wishes the Board to approve any special agreement not covered by the District's Ordinance shall pay the full amount of the cost of developing said agreement. The deposit shall be in the amount as specified in Exhibit A Paragraph 1.05

Section 2. The original Section 1.05 shall become Section 1.06, Section 1.06 shall become Section 1.07 and so on.

Section 3. Paragraph 1.05 will be added to Exhibit A of Ordinance 92-6 as follows.

Section 1.06. Additional Definitions. For the purpose of this Ordinance, additional terms shall have the meaning indicated in Chapter 1 of the Uniform Plumbing Code of the International Association of Plumbing and Mechanical Officials, Current Edition.

Section 1.07. Violation of Ordinance. Any person found to be violating any provision of this Ordinance shall be served by the Manager with written notice stating the nature of the violation and providing a reasonable time for the satisfactory correction thereof. Said time limit shall not be less than one nor more than ten working days. The offender shall within the period of time stated cease all violations and correct the conditions causing violation of this Ordinance. Violation of this Ordinance is hereby declared to be a misdemeanor punishable by fine not to exceed \$1,000; imprisonment not to exceed six months or both. Each and every connection or occupancy in violation of this Ordinance shall be deemed a separate violation. Each and every day or part of a day a violation of this Ordinance continues will be deemed a separate offense hereunder, and shall be punishable as such.

Section 1.08. Damage to District Water System or Sewer System. Any person damaging any Water System or Sewer System property or violating any of the provisions of this Ordinance shall become liable to the District for any expense, loss or damage occasioned by reason of such damage or such violation.

Section 1.09. Administration of Ordinance. It shall be the responsibility of the Manager to conduct the operation of the Water System and the Sewer

System in accordance with provisions of this Ordinance and to enforce all its provisions. The Manager shall take all actions necessary to carry out the specific requirements and intent of this Ordinance. Failure on the part of the Board of Directors, Manager or any other District personnel to enforce this Ordinance or any provision thereof, shall create no liability on the part of the District, or any personnel of the District, to any third persons.

TITLE II WATER SERVICE

ARTICLE 2. DESCRIPTION OF GENERAL WATER SERVICE

Section 2.01. Ownership of Water Facilities. All Water System and service installation facilities including meters and meter boxes on customer services constructed with monies advanced or contributed by applicants for service and for Water System Extensions shall, upon completion and acceptance by the District, be the property of the District. Lines and facilities connecting the water service installation to the customer water system shall be installed by, and be the property of the customer, and all costs of maintenance of such lines and facilities shall be the responsibility of the Customer.

Section 2.02. Water Supply. The water served will be water from various sources including wells and water purchased from Antelope Valley-East Kern Water Agency. Mineral quality of the water will vary from time to time and place to place depending upon the sources being used. Information on the average mineral quality will be available at the District Office.

Section 2.03. Pressure. In general, water will be delivered from the distribution system at gauge pressure ranging from 20 to 120 pounds per square inch. However, the District does not guarantee to maintain any specific pressure or range of pressure. The District will not be responsible for any inconvenience, loss or damage resulting from variations of pressure. Service to areas where normal pressure is less than 20 pounds per square inch will be considered special service and each such service shall be covered by a service agreement between the District and each customer of such service.

Section 2.04. Continuity of Service. The District will exercise reasonable diligence and care to deliver a continuous supply of water. However, the District will not be liable for interruptions, shortage or insufficiencies of supply or for any loss, inconvenience or damage occasioned thereby.

Section 2.05. Types of Service. Water Service from the District Water System shall be general water service or special water service described in Article 5.

Section 2.06. Resale of Water. Water purchased from the District shall not, without specific authorization, be resold or re-metered for purposes of sale or proration of water.

Section 2.07. Refusal and Limitation of Service. The Manager may refuse to furnish water or may discontinue Water Service to any premises for the following reasons:

- A. To protect the District or the Water System or both from fraud and

abuse.

B. The requested Water Service Demand may be detrimental or injurious to the Water Service of other customers.

C. The distribution facilities are inadequate to supply the requested Water Service Demand.

The Manager may limit the total quantity of water furnished to premises or may establish the times and the Demand rates at which water may be taken or will be furnished to premises, even though a limit or maximum use may or may not appear on the application or Permit for the Water Service.

Section 2.08. Water Used Without Application. A person who takes possession of premises and uses water without applying for Water Service is liable for all the costs of the water delivered from the date of the last recorded meter reading. If proper application for service is not made within five calendar days after notification to do so by the Manager or if accumulated bills for Water Service are not paid upon presentation, Water Service shall be discontinued without further notice.

Section 2.09. Application for Service. An applicant for Water and/or Sewer service shall apply for service at the District office. The applicant shall fill in and sign the application form provided for this purpose. The District is not obligated to provide Water and/or Sewer service until the applicant has satisfied the requirements of Paragraph 2.10 and 2.11 of the Ordinance and the application has been approved by the Manager. The Application shall be on a form provided by the District.

Section 2.10. Request for a Will-Serve Letter. An applicant for Water Service from the District who for any reason requests a "will-serve" letter for a development, tract or parcel map must pay the amount set forth in Paragraph 2.10 of Exhibit A as a non-refundable fee at the time the request is made. All such requests must be in writing and shall identify the property for which the request is made by legal description, street address, or such other means as is acceptable to the General Manager. The Will Serve Letter will expire after 1 year.

Section 2.11. Deposit and Refund of Deposit. Credit checks will be requested on all new customers. Customers with satisfactory credit will not be required to pay a deposit. Customers with credit check results showing unsatisfactory credit will be required to pay a deposit of One Hundred Dollars (\$100) per account. The deposit will be refunded to the customer at the end of one year, if the customer has not incurred any late charges, returned checks or turn-off notices.

Complete Application Form with the following information will be required form each customer requesting service:

1. Customer's Name
2. Customer's Address
3. Customer's Previous Address
4. Customer's Social Security Number
5. Customer's Signature approving credit check

No service will be provided if all of the above information is not provided.

Credit worthiness will be based on the Empirica Information (FICA) Scoring System or whatever system the Rosamond Community Services District has contracted with to do credit checks.

Out of Town Customers

Applications can be mailed or sent via FAX to customers. Customers must return the signed application approving the credit check and the request for service together with a copy of a picture I.D. (i.e. current drivers license, state identification card, military I.D. etc.), a copy of their Social Security Card and the Application Fee. If the information is returned by FAX the original must be mailed. No service will be started until the Application Fee has been paid and the Credit Check has been completed.

Property Management Firms

Accounts will be in property owner's name and bills sent in care of the property management firm. No Tax ID Numbers will be allowed for credit checks.

Real Estate for Sale

Accounts will be in property owner's name and bills sent in care of the agent. No Tax ID Numbers will be used for credit checks.

Name Changes

If a customer is changing the name on the account due to a change in marital status, there will be no additional charge. The customer must complete and application and supply their Social Security Number.

Clean and Show

No credit check will be required for a clean and show. The maximum time a Clean and Show will be left on is three (3) working days. (See Clean and Show Policy; Paragraph 2.13 of Exhibit A). Current Administration Fee will apply to Clean and Show customers.

Returning Customers

Each returning customer who left without payment his or her bill will be required to pay all unpaid bills, together with penalties and put up a cash deposit of at least One Hundred Dollars (\$100). Should the service request be for a property where it is reasonable to assume that the monthly bill will average more than One Hundred Dollars (\$100) per month, the Manager may fix a larger amount.

Multiple Account Customers

Customers who open more than one (1) account each year may request a copy of their credit check and it will be effective for one (1) year from that date. The customer must bring the original credit check with them each time that they open a new account; otherwise a new credit check will be required. The District will not keep this information on file.

Section 2.12. Account Set Up Fee. Each account which requires that a monthly bill be sent will be considered as a new account and will be charged the "Account Set Up Fee" as set forth in Paragraph 2.12 of Exhibit A.

Section 3. Paragraph 2.12 of Exhibit A of Ordinance 92-6 is hereby deleted and replaced with the following:

ARTICLE 3. BILLS FOR WATER SERVICE

Section 3.01. Billing Periods. Bills for general Water Service will be rendered monthly at the option of the District. Bills for special Water Services may be rendered monthly or at any lesser frequency which the District may choose. Meters will be read at approximately equal intervals, with meter reading frequency the same as billing frequency. Special meter readings will be made for opening or closing billing purposes.

Section 3.02. Billing of Separate Meters. Each meter on a Customer's Premises shall be billed separately and the reading of two or more meters will not be combined unless the District shall, for operating convenience or necessity, install two or more meters in place of one.

Section 3.03. Back Billing. If a Customer uses water for which no bills have been issued, the District shall install a meter and determine an average bill for a period of 12 months last past or for as much of the past 12 months as the Customer has been occupying or in possession of the Premises without paying bills.

Section 3.04. Opening and Closing Bills. If the total period of service is less than 30 days and the quantity of water consumed is less than that of the periodic minimum set forth in Article 19, then the charge for such periodic minimum shall be applied to the account. If the total period of service is less than 30 days and the quantity of water consumed is greater than that of the periodic minimum set forth in Article 19, then the charges shall be calculated on the basis of the actual

water consumption.

Section 3.05. Payment. Payment shall be made by delivery or receipt of payments mailed to the District Office or such other places as are designated by the District.

Section 3.06. Delinquent Accounts. All unpaid water bills become delinquent 19 days after the billing date. A late charge as set forth in Paragraph 4.01 of Exhibit A will be added to the bill at that time. If the bill is still delinquent when the next bill is sent out, the District shall follow the procedures set forth in Section 4.05 hereof.

Section 3.07. Delinquency Shut Off. When Water Service is discontinued because of delinquency in payment of a bill, the service shall not be restored until the Customer has paid the amounts set forth in Paragraph 3.07 of Exhibit A.

Section 3.08. Unauthorized Turn On. If, after a service is discontinued for delinquency in payment, service is resumed without authorization, the meter may be removed, and a charge equal in amount to twice the restoration charge is made for restoring service. This charge is in addition to all other charges and deposits.

Section 3.09. Disputed Bills. In case of dispute as to payment of a bill previously delivered, the Customer shall present the receipted bill, canceled check or other satisfactory evidence of payment before the District will make an adjustment or correction.

When the amount of a bill is disputed for any reason by a Customer, he should contact the District Office. If the bill is disputed, the Customer must deposit, at the District Office, the full amount of the disputed bill before the disconnect date, to avoid discontinuance of service, together with a letter setting forth the basis for the dispute and requesting a review by the Manager, whose findings and decisions will be final and binding. If the Customer's complaint deals with the meter he may request that his meter be tested pursuant to the provisions of Section 6.06. If the meter is found to be over-reading (reading greater than the actual quantity of water consumed), the meter testing fee required under Section 6.06 will be returned and an adjustment to the disputed bill will be made based on the percent of error found. However, if the meter is registering accurately or is under-reading, the meter testing fee is forfeited.

Section 3.10. Inspections for Excessive Use. After the District makes an inspection of a Customer's Premises upon the request of the Customer, or for other reasons, no further inspections shall be required for a period of six months. However, the Manager may order an inspection at any time if in the Manager's opinion conditions warrant it.

ARTICLE 4. DISCONTINUANCE AND RESTORATION OF SERVICE

Section 4.01. Discontinuance of Residential Water Service for Failure to Pay Bills; Restoration of Service. Bills for Residential Water Service are due upon presentation. Bills become delinquent if not paid on or before the 19th day of the month following the month in which service reflected on the bill was provided. When a bill becomes delinquent a late charge in amount set forth in Paragraph 4.01 of Exhibit A will be added. If the time comes for sending out the next bill and the account is still delinquent the District shall follow the procedures set forth in Section 4.05 hereof.

When Residential Water Service is discontinued because of delinquency in payment of a bill, the service shall not be restored until the charges set forth in Paragraph 3.07 of Exhibit A are paid.

Section 4.02. Termination of Service to Multi-unit Residential Structures or Mobile home Parks as to Residential Units on a Master Meter. Residential Water Service provided through a master meter, through individually metered services in a multifamily residential structure or mobile home park when the owner or manager is listed by the District as the Customer shall not be discontinued until such time as the District has followed the procedure set forth below.

A. The District shall make a good faith effort to inform the actual users of the service that the account is in arrears, and that service will be terminated in 48 hour. The means by which the District informs such users shall be by notice delivered to or posted at the place of residence of the users in a public place, prominently displayed.

B. The District is not required to make service available to the actual users unless each actual user agrees to the terms and conditions of service as set forth in this Ordinance, and meets the requirements hereof. However, if one or more actual users are willing and able to assume responsibility for the entire account to the satisfaction of the District, or selectively terminating service to those actual users who have not met the requirements of this Ordinance, the District shall make service available to the actual users who have met those requirements.

C. In order to establish credit with the District, an actual user may offer evidence of prompt payment of rent at his place of residence for the time required for the establishment of credit for other District customers.

Section 4.03. Conditions and Restrictions on Termination of Residential Water Service. The District shall not terminate Residential Water Service for nonpayment of a delinquent account unless it first gives notice of delinquency and pending termination in the manner provided for in Section 4.05. The District will not terminate Residential Water Service for nonpayment of bills for Water Service in any of the following situations:

A. During the pendency of an investigation by the District of a Customer

dispute or complaint;

B. When a Customer has been granted an extension of the period for payment of a bill; or

C. On the certification of a licensed physician and surgeon that termination of Water Service will be life-threatening to the Customer or to a person living in the residence of the Customer on a permanent basis and the Customer is financially unable to pay for service within the normal payment period and is willing to enter into an amortization agreement with the District by the terms of which the Customer will be permitted to amortize, over a period of not to exceed 12 months, the unpaid balance of any bill asserted to be beyond the means of the Customer to pay within the normal period of payment.

Section 4.04. Customer Complaints. Any residential Customer who has initiated a complaint or requested an investigation within 5 days of receiving the disputed bill, or who has, within 13 days of the mailing of the notice described in Section 4.05 hereof, made a request for extension of the payment for the period of a bill asserted to be beyond the means of the Customer to pay in full during the normal period of payment, shall be given an opportunity for review of the complaint, investigation or request by the Manager. The review shall include consideration of whether the Customer shall be permitted to amortize the unpaid balance of the account over a reasonable period of time, not to exceed 12 months. No termination of Residential Water Service shall be effected for any Customer complying with an amortization agreement if the Customer also keeps the account current as charges accrue in each subsequent billing period. Any Customer whose complaint or request for an investigation has resulted in an adverse determination by the Manager may appeal such determination by written appeal to the Board.

Section 4.05. Form of Notice of Termination; Time and Method of Giving Notice; Form of Termination Order; Failure to Comply with Amortization Agreement; Effect of Wrongful Termination.

A. In the event of nonpayment of a delinquent account, the District shall first give notice to the Customer of the delinquency and impending termination, at least 10 days prior to the date of the proposed termination, by means of a notice mailed, postage prepaid, to the Customer to whom the service is billed, such notice to comply with the requirements of subsection (C) hereof. The 10-day notice period shall not commence until 5 days after the actual mailing of the notice. If the Customer is a tenant, a copy of the notice shall be mailed to the owner of the Premises at the same time the notice is mailed to the Customer.

B. The District shall make a reasonable, good faith effort to contact an adult person residing at the Premises of the Customer by telephone or in person at least 48 hours prior to the date of termination of Residential Water Service to the Premises. The District employee contacting or attempting to contact such adult person shall make a written record of the time of such call and whether such adult

person was reached.

C. The notice of termination of Residential Water Service pursuant to subparagraph (A) shall include the following:

- (1) name and address of the delinquent Customer,
- (2) the amount of delinquency,
- (3) the date by which payment or arrangements for payment is required to avoid termination,
- (4) the procedure by which the Customer may initiate a complaint or request an investigation concerning services and charges,
- (5) the procedure by which the Customer may request amortization of unpaid charges,
- (6) the telephone number of a representative of the District who can provide additional information or institute arrangement for payment.

The notice of termination of Residential Water Service pursuant to subparagraph (B) shall include the items of information in paragraphs (1), (2), (3), and (6).

D. If a residential Customer fails to comply with an amortization agreement, the District shall not terminate Residential Water Service without giving notice at least 48 hours prior to termination of the conditions the Customer is required to meet to avoid termination, but the notice does not entitle the Customer to further investigation by the District.

E. No termination of Residential Water Service may be effected without compliance with this Section 4.05, and any service wrongfully terminated shall be restored without charge for the restoration of service.

F. The District shall not, by reason of delinquency in payment for Residential Water Service, cause cessation of service on any Saturday, Sunday, legal holiday, or any time when the District's business office is not open to the public.

Section 4.06. Discontinuance of Non-Residential Water Service for Failure to Pay Bills; Restoration of Service. Bills for Non-residential Water Service are due upon presentation. Such bills become delinquent if not paid on or before the 19th day of the month following the month in which service reflected on the bill was provided. When such bill becomes delinquent, a late charge in amount set forth in Paragraph 4.01 of Exhibit A will be added. If the bill is still delinquent when the next bill is sent out, a termination notice will be sent with the bill stating

the District's intention to terminate service if the bill has not been paid within 15 days. If the bill is still delinquent at the end of 15 days, the District shall deliver a notice of discontinuance to the Premises billed, stating that unless the bill is brought current within 48 hours, service will be discontinued.

Section 4.07. Discontinuance of Water Service of any Type as a Result of Tampering, Misuse of Water Supply Facilities, or Obtaining Service Through Fraudulent Means; Restoration of Service. Water Service of any type may be discontinued without notice to any premises where evidence of tampering or misuse of Water Supply Facilities is found and where apparatus, appliances, or conditions are, in the opinion of the Manager or public health agencies, found to be dangerous or injurious to the Customer or others. Such Water Service which has been discontinued may be restored upon correction, to the satisfaction of the Manager, of the condition causing discontinuance of service, and upon payment of all applicable costs including the charges set forth in Paragraph 3.07 of Exhibit A.

Water Service of any type may be discontinued to any Customer without notice when service has been obtained by fraudulent means or water has been used through an unauthorized connection. Such Water Service may not be restored until the requirements of the District are complied with and the charges set forth in Paragraph 3.07 of Exhibit A are paid.

Section 4.08. Discontinuance of Water Service of any Type at the Request of the Customer; Restoration of Service. Water Service of any type may be discontinued at the request of the Customer, the effective date to be not less than two days after receipt by the District of the Customer's request for discontinuance. Restoration of such Water Service shall be treated as a request for new service, and shall require all such deposits and payments as are required under Paragraph 3.07 of Exhibit A.

ARTICLE 5. SPECIAL WATER SERVICE

Section 5.01. Conditions General applicants for special water service, as hereinafter described, shall be subject to all requirements of applicants for general Water Service and to all special requirements set forth herein.

Section 5.02. Public Fire Hydrants. Fire hydrants of specified size and type and at locations designated by fire protection agencies or other public authorities with the approval of the Manager shall be installed. Hydrants shall be installed in public rights-of-way or in easements obtained by or on behalf of the District. Such hydrants shall be considered a part of local distribution facilities, and their construction shall be governed by all requirements applicable thereto. Use of fire hydrants shall be limited to fire fighting purposes, including fire protection

agency practice drills and testing, authorized use by public agencies and for temporary service as provided in Section 5.05.

Public fire hydrants shall be opened or used only by persons authorized to do so. Hydrants shall be operated only with an approved spanner wrench or special tool. Hydrant outlets shall be capped when not in use.

A person who desires the removal or relocation of a fire hydrant must obtain the consent of both the Manager and the Fire Chief for such removal or relocation by submitting a written request to the Manager and Fire Chief. Such request shall set forth all the relevant facts and circumstances regarding the requested removal or relocation of the fire hydrant. If the Manager and Fire Chief consent to the proposed removal or relocation, then the District will perform the removal or relocation at the expense of the person requesting such change.

Section 5.03. Private Use of Public Fire Hydrants. Private Use of public fire hydrants may be permitted for temporary service within the provisions of Section 5.05.

A permit for such service shall be obtained from the District Office. The Permit shall be exhibited upon the work site while water is taken. The Permit shall state the period during which water may be taken, and the location of hydrants which may be used.

Water taken from hydrants shall be metered, unless otherwise permitted by the Manager. Water used from hydrants shall be billed and paid for at the same rates as for regular Water Service. If un-metered hydrant use is permitted, monthly minimum charges shall be the same as those applicable to a 3-inch meter.

Section 5.04. Automatic Fire Sprinkler Systems. An Applicant for service to automatic fire sprinkler systems shall make application on the form provided for this purpose and shall advance to the District the estimated cost of the service. Upon completion of the work, the advance will be adjusted to actual cost.

Sprinkler connections shall be of at least 2-inch diameter. Each sprinkler connection shall have an approved detector check valve and by-pass meter.

Water furnished through a fire sprinkler connection shall be used only for fire fighting purposed and for authorized testing of fire protection facilities. Fire system testing shall be conducted during normal business hours, and the District shall be notified at least one day prior to any such testing. No charge will be made for water through the detector check valve and used for extinguishing accidental fires. All other water taken through a connection by-pass meter shall be charged for at double the regular metered rates applicable to a meter of the size of the by-pass meter.

Monthly charges for normal use of fire sprinkler connections shall be as set forth in Section 19.03.

Section 5.05. Temporary Service. An Applicant for temporary service shall

make application on the form provided for this purpose. If, in the opinion of the Manager, the service will not result in any undue hardship to existing Customers, temporary service will be granted after the applicant has:

- 1) advanced to the District the estimated net cost of installing the facilities necessary to furnish the service; and
- 2) deposited a sum of money equal to the estimated bill when the duration of service is to be for a period of one month or less, subject to adjustment and refund or repayment in accordance with the actual bill due upon discontinuance of service; or
- 3) established credit in the same manner as is prescribed for regular service when the duration of service is to exceed one month.

Adjustment of any difference between the estimated net cost advanced and the actual cost of installing and removing the facilities necessary to furnish the temporary service, including costs for depreciation and consumption of such facilities, will be made within 10 days after the District has ascertained such actual cost. The actual cost thus advanced is not subject to refund except as hereinafter provided.

Rates, charges and conditions for temporary service will be the same as those prescribed for general service except as herein otherwise provided.

Section 5.06. Low Pressure Service. Premises located where normal distribution system pressure, corrected to the highest elevation of regular water use, is less than 20 pounds per square inch cannot be adequately serviced, and such services are considered low pressure services. Low pressure service will be provided only upon agreement by the applicant: (1) to accept substandard service; (2) to make no protest of assessment district or other proceedings whose objective is improvement of the Water System; and (3) to make any reapplication or alterations of equipment necessary to utilize an alternative Water Service connection upon request by the Manager.

Section 5.07. Special Contract Service. The District may provide special Water Service under any conditions advantageous to the District. When any special service cannot appropriately be provided under the terms of one of the foregoing sections, it may be provided as a special contract service. Contracts for special contract service shall be prepared by the District, and upon approval by the Manager shall be submitted to the Board of Directors for approval.

ARTICLE 6. METER INSTALLATION AND METERING

Section 6.01. Meter Sizing, Location and Maintenance. All meters shall be provided and installed by the District. Determination of the correct size and layout of metering installation will be made by the Manager. Minimum size meter is 5/8 inch, with 3/4 inch piping connections. The minimum size meter will normally be used for Single Family Units. For each Premises for which application is made for Water Service, the Manager shall determine the minimum size of the service pipe and meter to be installed. This determination shall be based on the applicable sections of plumbing and building codes, and other criteria deemed applicable. If applicant requests a larger sized meter than determined to be the minimum, the Manager may provide it.

Wherever possible, meters will be located on public right-of-way adjacent to the boundary of the Premises being served. Where this is not feasible, the meter will be located within the parcel being served. The customer shall, as a condition of service, keep the metering installation uncovered and reasonably accessible for reading and maintenance. In the event the District utilizes automated meter reading procedures, the Customer shall provide any easement required for cables or other equipment required for such procedures. It is the responsibility of the Customer to keep the meter free from vandalism, damage from negligence or neglect or unauthorized use or tampering.

Section 6.02. Change of Meter Size. A person receiving Water Service may request change of meter size. The request will be considered by the Manager on the same basis as sizing of a meter for a new service. If the request for the meter change is granted, the change will be made by the District upon payment by the customer the amounts set forth in Paragraph 6.02 of Exhibit A.

Section 6.03. Change of Meter Location. When a customer requests relocation of an existing meter or service connection for the customer's convenience, the relocation is at the customer's expense on the basis of the actual cost of relocation as set forth in Paragraph 6.03 of Exhibit A.

Section 6.04. Multiple Dwelling Structures; Individual Meters Required; Exceptions. Separate multiple dwelling structures shall be served with separate meters; however, exceptions may be permitted where the following conditions exist:

- 1) Where one multiple dwelling structure is located immediately behind another dwelling structure on the same parcel of land so that it is necessary to run the Water Service line by one structure in order to serve the second structure.
- 2) Where the arrangement of the buildings in an apartment complex would result in awkward meter locations or easements in hard-to-reach locations.
- 3) Where "cluster" metering or master metering of an apartment complex would be advantageous to the District.

Section 6.05. Multiple Meters. Multiple meters on a single service, installed by the District for its own convenience, shall, for billing purposes, be considered a single meter of a size equivalent in capacity to the sum of the capacities of the individual meters. Multiple meters, installed at the request of the customer, to meet his needs shall be considered as individual meters for billing purposes.

Section 6.06. Meter Testing. Meters will be tested by the District upon request of the customer and payment of a fee as set forth in Paragraph 6.06 of Exhibit A. Meters will be removed for testing within 10 working days after receipt of request and payment of the fee. In the event it is determined that the meter was over-reading (reading greater than the actual quantity of water consumed), the fee shall be refunded to the customer. No portion of the fee shall be refunded in the event it is determined that the meter was reading accurately or under-reading.

Payment of the fee will not be required in cases in which the District elects to replace the meter in lieu of testing such meter as requested.

Section 6.07. Erroneous Meter. When the District shall find a meter to be stuck or under registering, the customer shall be charged on the basis of minimum water used by the customer during any equal period of time during the preceding year.

Section 6.08. Electrical Discontinuity. The District will not provide a continuous circuit through meters or service piping. Customers are advised not to rely on any Water Supply Facilities for electrical grounding. The District may hold the customer liable for any damage to the Water System resulting from use of the system as a grounding circuit, whether intentional or otherwise.

ARTICLE 7. WATER SYSTEM CONSTRUCTION

Section 7.01. Supervision. All construction work performed on the Water System shall be the responsibility of, and shall be under the general supervision of the Manager.

Section 7.02. Standards and Specifications. The Manager shall cause the preparation of appropriate standards and specifications to govern construction of Water Supply Facilities. Such specifications shall include provisions governing materials, workmanship, testing and warranty of Water Supply facilities. Any changes to such standards and specifications shall be subject to approval of the Board before being put into effect.

Section 7.03. Inspection and Approval; Payment of Inspection Fees. The Manager shall provide for the adequate inspection and control of construction work performed on the Water System. Work to be accepted by the District must meet the provisions of applicable regulations of public agencies having jurisdictional

authority as well as District regulations. For other work to be accepted by the District, the Manager shall make written approval and acceptance of the work. All inspections shall be performed only after receipt of the inspection fee therefore as established by Section 6.06.

Section 7.04 As-Built Drawings. As a condition of final acceptance by the District, three sets of "as-built" drawings showing the actual locations, identifications, and descriptions of all water pipelines, valves and appurtenances and other changes to the construction drawings, shall be filed with the District. Additionally, one CD copy of the final designs of all drawings and designs approved by Kern County and all utilities (i.e.: Southern California Edison Company. Southern California Gas Company. Cable communications companies) shall be submitted for the District's use in Auto CAD 2000 (or more current version) format.

7.05 Pipe Encasement All water pipes with inside diameters of 4-inches or larger that will be passing under existing improved streets, roads, and public right-of-way features shall be encased as defined by RCSD Improvement Standards or Kern County Improvement Standards, whichever requirement is more stringent. Encasements shall be placed by jacking and boring or by using other engineering and construction techniques acceptable to the District. Jacking and boring in Kern County's decision of not requiring jacking and boring after reviewing the public right-of-way conditions.

ARTICLE 8. WATER SYSTEM EXTENSIONS

Section 8.01. Water System Extensions to Serve Individual Single Family Units. An applicant for Water System Extension to serve an individual Single Family Unit shall make application to the District on a form provided for this purpose. Upon acceptance of the application by the Manager and prior to construction, the applicant shall advance to the District an amount equal to the estimated cost of extending the required pipeline size according to the District's future plans, but not less than an 8-inch pipe from the nearest practical point of connection to the water system along the full frontage of the property to be serviced. At the time payment is made for the extension, applicant shall also (1) apply for a Water Service installation, (2) pay the service installation charge under Section 20.01, the meter charge under Section 20.02 and the system connection charge under Article 21, (3) apply for Water Service and (4) establish credit and (5) pay any other fees due.

Section 8.02. Water System Extensions and/or On-site Water Systems to Serve Tracts and Other Developments - Installation by Applicant. Applicants desiring to install Water System Extensions and/or On-site Water Systems to serve residential subdivisions or industrial or commercial complexes shall make application to the District on a form provided for this purpose and shall submit plans and specifications of the project. Upon approval of the plans and specifications by the Manager, the applicant shall pay the water inspection fee as established by Paragraph 7.03 of Exhibit A and shall provide to District proof that

the District is included as an additional insured on a liability insurance policy for \$500,000 or more as deemed necessary by the Manager for whatever length of time that the District be involved with the development. Furthermore, the insurance will include the provision that the District shall receive advance notice from the insurance company if for any reason the applicant's insurance is canceled.

Upon completion of the work, applicant shall notify the Manager that the project is ready to be transferred to the District. Prior to acceptance by the District, applicant shall (1) submit "as built" drawings of the project, (2) submit a statement of the project cost prepared in sufficient detail to be recorded in the water system plant accounts, (3) pay a system connection charge for each service Single Family Unit installation, (4) pay a meter installation charge for each service installation, and (5) execute a written warranty in the form prescribed by the District by which the applicant shall warrant the project against defects in materials and workmanship for a period of one year from the date the project is transferred to the District. Upon completion and acceptance of the work, the amount advanced for District inspection will be adjusted to actual cost.

Applications desiring to install Water System Extensions and/or On-site Water Systems to serve residential subdivisions or industrial or commercial complexes shall make application to the District on a form provided for this purpose and shall submit plans and specifications of the project. "Minimum water main pipe sizing on all section lines shall be 12-inch diameter. Minimum water pipe sizing on all midsection areas shall be 10-inch diameter. The District may require larger piping based on future District plans. All engineered designs shall be in accordance with the District's Improvement Standards.

Section 8.03. Water System Extensions for Fire Protection Purposes.

Applications for Water System Extensions for fire protection purposes only or for the purpose of adding extraordinary fire protection capacity to facilities to be constructed in conjunction with Water System Extensions shall be processed under the provisions of Section 8.02.

Section 8.04. Refund Procedure for Water Main Extensions Where Off-site Construction is required.

A. Where distribution water main extensions are required to serve areas not previously served they will be made at the expense of the person requesting service. The water mains will be sized in accordance with the District's needs and future plans. Property owners whose property is immediately adjacent to these main line extensions will pay to connect to these lines if connection is made within 20 years following the completion of construction of the line and if there is capacity in said line. Until the total of such payments, including turnout fees, equals 80.000% of the original construction cost, pay-back will be made in accordance with Paragraph 8.04 of Exhibit A and the following formula: In order to pay the costs as required by the reimbursement agreement, the District may:

1. Collect from, persons, including public agencies, using such improvements for the benefit of real property not within the subdivision, a reasonable charge for such use as a proportion of the original cost as calculated below:

2. The original total engineering and construction costs of the improvement (i.e.; utility pipeline, curb and gutter) will have an economic reimbursable life, for purposes of this ordinance, of twenty (20) years. The new developer, who will use all or a portion of the existing improvement (0 to 100%) shall reimburse the original developer the money amount calculated by the following equations. There will be no payback after twenty (20) years have elapsed.

a. $\text{Payback Base (\$)} = \frac{20 - (\text{Year of Payback} - \text{Year of Improvement}) \times (\text{Construction Cost})}{20 \text{ Years}}$

b. $\text{Prorated Length Usage} = \frac{\text{Length of New User Developer (ft)}}{\text{Total Old Improvement Length (ft)}} = 0.01 \text{ to } 0.99$

c. $\text{Final Payback (\$)} = a \times b.$

d. The District shall calculate the amount of payback that the new developer will owe the original developer based upon the above formula and collect the money from the new developer before the new developer connects to the main line.

e. The payback amount will be sent to the original developer at the last address on file with the District. If the check is returned because of an incorrect address and the original developer is a corporation the District will check with the Secretary of State for a current address. If the original developer is an individual or if there is no new address for the corporation listed with the Secretary of State, the check will be deposited into the District's treasury and if it is not claimed within three years the District will follow their Escheat Property Policy to place the money into the District's general fund.

Section 8.05. Plan Check Fees for Water System Extension. Any person required by this Ordinance to have plans checked shall pay to the District the fee or fees for the service as set forth in Paragraph 8.05 of Exhibit A.

ARTICLE 9. CONTROL OF BACKFLOW AND CROSS-CONNECTIONS

Section 9.01. Control Requirements. In making connections to the District Water System the customer is required to comply with the regulations of the California State Department of Public Health. Such regulations fall under the jurisdiction of Kern County, and enforcement of the provisions of this Article 9 by the District shall only occur in the event that the District acquires jurisdiction over the matters described in this Article 9. Such regulations prohibit unprotected cross-connections between a public supply where there is a possibility of contaminated water back flowing into a public water system.

Accordingly, the District requires installation of approved double check valves or other protective devices by, and at the expense of, the customer before granting or continuing service where (1) another source of water, whether cross-connected

or not, is in use or is available for use; or (2) contaminating liquid substances of any kind are used, produced or processed in such a manner that there is a possibility of back flow.

When check valves or other protective devices are used as a protection to the Consumer's plumbing system, a suitable pressure relief valve must be installed and maintained by him at his expense at a location on the customer's side of the protective device.

Water Service to any Customer may be discontinued by the District at the written direction of Kern County without notice when a customer's cross-connections are not protected by check valves or other protective devices and, in the opinion of the Manager or any public health agency, there is a possibility of contaminated water back flowing into a public water system. In special cases, the District may require the customer to eliminate certain plumbing or piping connections as an additional precaution to prevent backflow.

Section 9.02. Acceptability of Control Devices. Kern County shall determine the type, design and layout of backflow control devices required at each Premises and shall notify the District of same. The control devices shall be inspected, tested and approved by Kern County as a condition of service to the Premises. It is the responsibility of the Owner of the Premises to provide evidence to the District of such inspection and testing having been carried out satisfactorily.

Section 9.03. Inspection of Control Devices. Regulations of the California State Department of Public Health require the owner of any premises, on or for which check valves or other protective devices are installed, to inspect these devices for water tightness and reliability at least once per year.

Double-check valves and other protective devices may, in addition, be inspected and tested for water tightness by the District at any time. If the inspection cannot be made without undue difficulty because of an obstruction or other interference, the Customer will be notified and requested either to correct the condition or have the inspection made at his own expense and witnessed by the District. Any defects found in any backflow control device shall be corrected by the customer within three days. Failure to correct such defects is cause for discontinuance of Water Service.

TITLE III SEWER SERVICE

ARTICLE 10. USE OF PUBLIC SEWERS REQUIRED

Section 10.01. Application for Service. An Applicant for Sewer Service shall apply for service at the District office. The applicant or his authorized agent shall fill in and sign the application form provided for this purpose. The District is not obligated to provide sewer service until the applicant has satisfied the

requirements of Section 10.02 and 10.03 of this Ordinance and the application has been approved by the Manager. The application shall be on a form provided by the District.

Section 10.02. Request for a Will-Serve Letter. An applicant for Sewer Service who for any reason requests a "will-Serve" letter for a development, tract or parcel map must pay the amount set forth in Paragraph 25 of Exhibit A as a non-refundable fee at the time the request is made. All such requests must be in writing and shall identify the property for which the request is made by legal description, street address, or such other means as it is acceptable to the Manager. Each will serve letter issued by the District shall expire one year from its date, unless the District grants a renewal in writing to such applicant at such applicant's request and upon payment of a renewal fee as set forth in Paragraph 2.10.

Section 10.03. Deposit and Refund of Deposit. New applicants for Sewer Service and returning Customers whose credit record with the District is good will not be required to make a deposit as a condition for service. A deposit will be required for each returning Customer who left without paying his or her bill. Such a Customer will be required to pay all unpaid bills, together with penalties, and put up a cash deposit as set forth in Paragraph 2.11 of Exhibit A. If, during six consecutive billing periods during which service is continuous, bills have been paid within 19 days from the date of billing, the deposit shall be refunded or credited to the account without interest. When service is discontinued, the deposit for that Customer account shall be refunded after first deducting from the deposit any charges then unpaid. Applicants for service who rent or lease must provide to the District an Owners Responsibility Form signed by the owner of the property for which service is being requested.

Section 10.04. Disposal of Wastes. It shall be unlawful for any person to place, deposit, or permit to be deposited in an unsanitary manner upon public or private property within the District or in any area under the jurisdiction of said District, any human or animal excrement, garbage, or other objectionable waste.

Section 10.05. Treatment of Wastes Required. It shall be unlawful to discharge on land, or to any stream or watercourse any Sewerage, Industrial Wastes, or other polluted water, except where suitable treatment has been provided in accordance with provisions of this Ordinance.

Section 10.06. Unlawful Disposal. Except as herein provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, seepage pit, or other facility intended or used for the disposal of Sewage.

Section 10.07. Occupancy Prohibited. No building, industrial facility or other structure shall be occupied until the owner of the Premises has complied with all rules and regulations of the District.

Section 10.08. Sewer Required. The owner of any building situated

within the District is hereby required at his expense to connect said building to the proper Public Sewer in accordance with the provisions of this Ordinance within 90 days after notice by the Manager to do so, provided that a public sewer is within 450 feet of any boundary accessible by owner or District, of a Premises upon which such building is located.

Section 10.09 Sewer Manhole Dish/Inserts All new manholes shall be equipped with new Manhole Dish-type inserts to prevent runoff water from entering the Manholes. All inserts shall comply with District Improvement Standards.

ARTICLE 11. PRIVATE SEWAGE DISPOSAL

Section 11.01. Public Sewer Not Available. Where a Public Sewer is not available within the proximity limits set forth in Section 10.08, the applicant may elect to construct and maintain an approved private sewage disposal system.

Section 11.02. Requirement. A building Permit shall be obtained from the appropriate agency prior to construction, reconstruction or alteration of a private sewage disposal system, or part thereof. Each applicant for a building Permit for construction of a private sewage disposal system shall, (1) execute an agreement with the District to make no protest of assessment district proceedings or other legal proceedings undertaken for improvement of the public Sewerage System; and (2) obtain a permit for construction of private sewage disposal system from the Kern County Department of Public Health. All design criteria and permit provisions of the County Health Department shall be complied with.

No Premises to be served by a private sewage disposal system shall be occupied until final inspection and approval of the system has been made by the County Health Department and the Manager.

Section 11.03. Abandonment of Facilities. At such time as a Public Sewer becomes available within the proximity limits set forth in Section 10.08 of this Ordinance to a property served by a private public sewage disposal system, and upon failure of a septic tank, cesspool or similar private sewage disposal facility a direct connection shall be made to the Public Sewer in compliance with this Ordinance, and the rules and regulations of the District, and any septic tanks, cesspools and similar private sewage disposal facilities shall be abandoned and filled with suitable material as determined by the Manager.

Section 11.04. Maintenance by Owner. The owner shall operate and maintain each private sewage disposal facility in a safe and sanitary manner at all times, at no expense to the District. If the Manager determines that any private sewage disposal facility has failed or is not being operated and maintained in a safe and sanitary manner, then such private sewage disposal facility shall be abandoned and filled with suitable material as determined by the Manager.

Section 11.05. Additional Requirements. No statement contained in this

Ordinance shall be construed to interfere with any additional requirements that may be imposed by any law, ordinance, rule or regulation or by the County Health Department.

ARTICLE 12. BUILDING SEWERS, LATERAL SEWERS AND CONNECTIONS

Section 12.01. Permit Required. No person shall construct a Building Sewer, Lateral Sewer or make a connection with any Public Sewer without first obtaining a written Permit and paying all required fees and charges.

Section 12.02. Design and Construction Requirements. Design and construction of Building Sewers and Lateral Sewers shall be in accordance with the requirements of the plumbing code and in accordance with District standard specifications.

Section 12.03. Separate Side Sewers. Separate multiple dwelling structures shall be served by separate laterals. However, exceptions may be permitted where all of the following conditions exist:

- (1) Where one multiple dwelling structure is located immediately behind another dwelling on the same parcel of land so that it is necessary to run the sewer lateral by one structure in order to serve the second structure.
- (2) Where the total number of units in the two structures does not exceed twelve.
- (3) Where neither the length of the lateral nor the elevation of the sewer main prevents a full 1/4" per foot slope on the sewer lateral.

Section 12.04. Old Building Sewers. Old Building Sewers may be used in connection with new buildings only when they are found, upon examination and test by the District, to meet all requirements of the District.

Section 12.05. Cleanouts. Cleanouts in Building Sewers shall be provided in accordance with the plumbing code and District standard specifications. All cleanouts shall be maintained watertight.

Section 12.06. Sewer Too Low. In all buildings in which any Building Sewer is too low to permit gravity flow to the Public Sewer, sanitary Sewage carried by such Building Sewer shall be lifted by artificial means approved by the Board and discharged to the Public Sewer at the expense of the owner. A variance may be required by the Board before any such building is connected to the Public Sewer.

Section 12.07. Connection to Public Sewer. Each connection of a Lateral Sewer into the Public Sewer shall be made in accordance with District standard specifications by the District, at the applicant's expense.

Section 12.08. Testing. All Building Sewers and lateral sewers shall be tested in accordance with the District standard specifications.

Section 12.09. Maintenance of Side Sewers. Building Sewers and all other sewerage facility located on private property shall be maintained by the owner of the property served thereby. Lateral sewers will not be maintained by the District, but by the property owners or their authorized representatives.

Section 12.10 Pipe Encasement. All sewer pipes with inside diameters of 4-inches or larger that will be passing under existing improved streets, roads, and public right-of-way features shall be encased as defined by RCSD Improvement Standards or Kern County Improvement Standards, whichever requirement is more stringent. Encasements shall be placed by jacking and boring or by using other engineering and construction techniques acceptable to the District. Jacking and boring in kern County rights-of-way may require an Encroachment Permit from the County. RCSD may defer to Kern County's decision of not requiring jacking and boring after reviewing the public right-of-way conditions."

ARTICLE 13. PUBLIC SEWER CONSTRUCTION

Section 13.01. Permit Required. No Person shall construct, extend, or connect to any Public Sewer without first obtaining a written Permit from the District and paying all fees and connection charges and furnishing bonds as required therein. The provisions of this section requiring Permits shall not be construed to apply to contractors constructing Sewers and appurtenances under contracts awarded and entered into by the District.

Section 13.02. Design and Construction Standards. Minimum standards for the design and construction of sewers within the District shall be in accordance with District standard specifications as set forth by the Manager. The Manager may permit minor modifications or may require higher standards where unusual conditions are encountered.

Section 13.03. Subdivisions. The requirements of any ordinance of the District enacting rules and regulations covering subdivisions, insofar as they relate to Public Sewer construction, are incorporated herein and become a part hereof and shall be complied with by any person constructing, extending or connecting to any Public Sewer. All sewers constructed in rights of way or easements shall be conveyed to and owned by the District.

Section 13.04. As-Built Drawings. As a condition of final acceptance by the District, three sets of "as-built" drawings showing the actual locations of all mains, structures, wyes, laterals and other changes to the construction drawings, shall be filed with the District.

Section 13.05. Completion of Sewerage Works Required. Before

acceptance of any sewerage works by the District and prior to the admission of any sewerage into the system, the sewerage works shall be tested and shall be completed in full compliance with all requirements of the specifications and to the satisfaction of the Manager.

Additionally, on CD copy of the final designs of all drawings and designs approved by Kern County and all utilities (i.e.: Southern California Edison Company, Southern California Gas Company, cable communications companies) shall be submitted for the District's use in Auto CAD 2000 (or more current version) format.

ARTICLE 14. SEWERAGE SYSTEM EXTENSIONS

Section 14.01. Sewer System Extensions to Serve Single Family Units - Installation by District. An applicant for a Sewerage System Extension to serve an individual Single Family Unit shall make application to the District on a form provided for this purpose. Upon acceptance of the application by the Manager and prior to construction, applicant shall advance to the District, an amount equal to the estimated cost of the minimum size sewer required from the nearest practical point of connection to the Sewerage System along the full frontage of the property to be serviced, said minimum size to be not less than 8-inch pipe. At the time payment is made for the extension, applicant shall also (1) apply for a Sewer Lateral installation, (2) pay the applicable Sewer Lateral installation charge, (3) pay the system connection charge applicable to the service requested and (4) establish credit.

Section 14.02. Sewer System Extensions to Serve Tracts and Other Developments - Installation by District. Applicants for Sewerage System extensions to serve residential subdivisions or industrial or commercial complexes shall make application to the District on a form provided for this purpose and shall submit such a detailed information as may be required to size the specific facilities to be constructed. Upon acceptance of the application by the Board and prior to construction, applicant shall advance to the District (1) the estimated cost of on-site sewers and Sewer Laterals, (2) the estimated cost of special facilities required specifically and exclusively for the service, and (3) the system connection charge applicable to the service requested. Upon completion of the construction work the amounts advanced for estimated cost items shall be adjusted to actual cost.

Section 14.03. Sewerage System Extensions and/or On-Site Sewerage Systems to Serve Tracts and Other Developments - Installation by Applicant. Applicants desiring to install Sewerage System Extensions and/or On-Site Sewerage Systems to serve residential subdivisions or industrial or commercial complexes shall make application to the District on a form provided for this purpose and shall submit plans and specifications of the project. Upon approval of the plans and specifications by the Manager, applicant shall advance the estimated cost of District inspection of the work and shall provide to the District proof that the District is included as an additional insured on a liability insurance policy for \$500,000 or more, as deemed necessary by the Manager, for

whatever length of time that the District will be involved with the development. Furthermore, the insurance will include the provision that the District shall receive advance notice from the insurance company if for any reason the applicant's insurance is canceled. Upon completion of the work, applicant shall notify the Manager that the project is ready to be transferred to the District. Prior to acceptance by the District, applicant shall (1) submit "as-built" drawings of the project, (2) submit a statement of the project cost prepared in sufficient detail to be recorded in the Sewerage System plant accounts, (3) pay a system connection charge for each Sewer Lateral connection, (4) pay a conservation fee for each Sewer Lateral connection, and (5) execute a written Warranty in the form prescribed by the District by which the applicant shall warrant the project against defects in materials and workmanship for a period of one year from the date the project is transferred to the District. Upon completion and acceptance of the work, the amount advanced for District inspection shall be adjusted to actual cost. Except for projects that require the installation of over-sized main lines (as provided in Section 13.06), the applicant shall not be reimbursed for any portion of the cost of the project.

Section 14.04. Length of Mainline Extensions. When making the mainline sewer extensions, developers shall be required to extend the mainline sewer along the full frontage of all lots within a residential subdivision to be served. Said sewer mainline extensions shall be designed to comply with District regulations.

Section 14.05. Plan Check Fees for Sewer Tract Extension. Any person required by this Ordinance to have plans checked shall pay to the District the fee or fees for the service as set forth in Paragraph 14.05 of Exhibit A.

Section 14.06. Refund Procedure for Sewer Main Extensions Where Off-site Construction is required.

A. Where distribution sewer main extensions are required to serve areas not previously served they will be made at the expense of the person requesting service. The sewer mains will be sized in accordance with the District's needs and future plans. Property owners whose property is immediately adjacent to these main line extensions will pay to connect to these lines if connection is made within 20 years following the completion of construction of the line and if there is capacity in said line. Until the total of such payments, including turnout fees, equals 80.000% of the original construction cost, pay-back will be made in accordance with Paragraph 14.06 of Exhibit A and the following formula: In order to pay the costs as required by the reimbursement agreement, the District may:

1. Collect from, persons, including public agencies, using such improvements for the benefit of real property not within the subdivision, a reasonable charge for such use as a proportion of the original cost as calculated below:

2. The original total engineering and construction costs of the

improvement (i.e.; utility pipeline, curb and gutter) will have an economic reimbursable life, for purposes of this ordinance, of twenty (20) years. The new developer, who will use all or a portion of the existing improvement (0 to 100%) shall reimburse the original developer the money amount calculated by the following equations. There will be no payback after twenty (20) years have elapsed.

a. $\text{Payback Base (\$)} = \frac{20 - (\text{Year of Payback} - \text{Year of Improvement}) \times (\text{Construction Cost})}{20 \text{ Years}}$

b. $\text{Prorated Length Usage} = \frac{\text{Length of New User Developer (ft)}}{\text{Total Old Improvement Length (ft)}} = 0.01 \text{ to } 0.99$

c. $\text{Final Payback (\$)} = a \times b.$

d. The District shall calculate the amount of payback that the new developer will owe the original developer based upon the above formula and collect the money from the new developer before the new developer connects to the main line.

e. The payback amount will be sent to the original developer at the last address on file with the District. If the check is returned because of an incorrect address and the original developer is a corporation the District will check with the Secretary of State for a current address. If the original developer is an individual or if there is no new address for the corporation listed with the Secretary of State, the check will be deposited into the District's treasury and if it is not claimed within three years the District will follow their Escheat Property Policy to place the money into the District's general fund.

9. Except as otherwise specifically set forth in this Ordinance, Ordinance 92-6 shall remain in full force and effect.

Section 14.07. Waiver of System Connection Charge For Those Paying Sewer Standby Charge. Property owners applying for connection to the District sewer system who have been paying a sewer standby charge to the District shall be exempted from payment of the System Connection Charge as a condition for receiving such service.

ARTICLE 15. USE OF PUBLIC SEWERS

Section 15.01. Drainage into Sanitary Sewers Prohibited. No leaders from roofs, surface drains for rainwater or Storm Sewers shall be connected to any Sanitary Sewer. No surface or storm water, seepage, cooling water or industrial process water shall be permitted to enter any Sanitary Sewer by any device or method whatsoever.

Section 15.02. Wastes Prohibited in Public Sewers. No person shall discharge or cause to be discharged any of the following wastes to any Public Sewer:

(a) Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive solid, liquid or gas.

(b) Any waste containing toxic or poisonous solids, liquids or gases in sufficient quantity either singly or by interaction with other wastes to injure or interfere with any sewage treatment process, constitute a hazard to humans or create a public nuisance.

(c) Any waste having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel.

(d) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the sewerage works, such as, but not limited to ashes, cinders, sand, mud, straw, shavings, paper dishes, cups, containers, etc., either whole or ground by garbage grinders.

(e) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits set by the Manager or as may exceed limits imposed by State or Federal regulations; or

(f) Wastes containing substances which are not amenable to treatment by the sewage treatment process employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot practicably meet the requirements of the Regional Water Quality Control Board.

Section 15.03. Wastes Which May Be Prohibited. No person shall discharge or cause to be discharged the following described substances, materials, or wastes if it appears likely in the opinion of the Manager that such wastes may harm either the sewers, sewage treatment process, or equipment, or can endanger personnel or property or create a public nuisance. In forming his/her opinion as to the acceptability of these wastes, the Manager will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers to which they discharge, sewer material, treatment process, treatment plant capacity and other pertinent factors. The substances so subject to prohibition include, but are not limited to:

(a) Any liquid or vapor having a temperature higher than 150°F.

(b) Any water or waste which may contain more than 100 milligrams per liter of fat, oil or grease.

(c) Any garbage that has not been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in Public Sewers, with no particle greater than one-half inch in any dimension.

(d) Any waters or wastes having a pH higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structure, equipment or personnel.

(e) Any waters or wastes containing Suspended Solids of such character or quantity that unusual attention or expense is required to handle such materials in the Sewerage System.

(f) Any septic tank sludge or other digested sludge.

(g) Any wastes containing phenols or other taste or odor producing substances, in concentrations exceeding limits which may be established by the Manager.

(h) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits set by the Manager or as may exceed limits imposed by State or Federal regulations.

(i) Materials which cause excessive discoloration.

(j) Materials which exert BOD in excess of 350 milligrams per liter, or unusual chemical oxygen demand, or chlorine requirements in such quantities as to constitute an extraordinary load on the sewage treatment plant.

(k) Unusual rates of flow or slugs. As used herein, slug means any discharge of water, sewage or waste which in concentration of any given constituent or of quantity of flow exceeds, for any period of duration longer than 15 minutes, more than six times the average hour concentration or flow during normal operation.

(l) Wastes containing substances which are not amenable to treatment by the sewage treatment process employed, or are amenable to treatment only to such degree that the sewage treatment plant effluent cannot practicably meet the requirements of the Regional Water Quality Control Board.

Section 15.04. Acceptance of Deleterious Wastes. Upon application to discharge any wastes having any of the characteristics listed in Section 14.03 and which in the judgment of the Manager will have deleterious effect upon the sewerage works, process, equipment or receiving water, the Manager may do one or more of the following:

(a) Require preparation of a detailed report on expected waste characteristics. The report shall cover physical, chemical and hydraulic

characteristics and shall include a projection of future waste characteristics. The report shall be prepared by a registered Civil Engineer or Chemical Engineer, retained and paid by applicant.

(b) Require pretreatment to an acceptable condition prior to discharging to a Public Sewer.

(c) Require control over the quantities and rate of discharge.

(d) Require payment to cover the added cost of testing, handling and treating the wastes.

(e) Refuse to accept the waste into the Public Sewer system.

If the Manager requires pretreatment or equalization of flow, the design and installation of the required plant and equipment shall be subject to the review and approval of the Manager and no construction of such facilities shall commence until approval of construction plans and specifications is obtained in writing.

Section 15.05. Maintenance of Pretreatment Facilities. Where pretreatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense and to the satisfaction of the Manager.

Section 15.06. Control Manholes. When required by the Manager the owner of any property served by a Side Sewer carrying Industrial Wastes shall install a suitable control manhole in the Side Sewer to facilitate observation, sampling and measurement of wastes. Such manholes shall be accessibly and safely located, and shall be constructed in accordance with plans approved by the Manager. The Manager may require that a separate Side Sewer be provided for discharge of sanitary sewage, and may require that a control manhole be installed on each Side Sewer. The manholes shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

Section 15.07. Control Facilities Required. Grease, oil and sand interceptor, pH neutralizing chambers, screens, or other control facilities shall be provided when, in the opinion of the Manager, they are necessary for the proper handling of liquid wastes containing harmful ingredients. All interceptors shall be of type and capacity approved by the Manager, and shall be so located as to be readily and easily accessible for cleaning and inspection. All control facilities shall be maintained by the owner, at his expense, in continuous and efficient operation at all times. No sanitary sewage shall be discharged into control facilities provided for industrial wastes.

Section 15.08. Measurements and Tests. All measurements, tests and analyses of the characteristics of waters and wastes to which reference is made in this Ordinance shall be determined in accordance with the latest edition of

"Standard Methods for the Examination of Water and Wastewater", published by the American Public Health Association, and shall be determined at the control manhole provided for in Section 14.06, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the Public Sewer to the point at which the Side Sewer is connected.

Section 15.09. Special Agreements. No statement contained in this Article shall be construed as preventing any special agreement or arrangement between the District and any person whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment therefore and subject to such terms and conditions as might be required by the District and set forth in a resolution of the Board of Directors.

Section 15.10. Swimming Pools. It shall be unlawful for any Person to discharge the contents of a swimming pool into a sanitary sewer except in a manner approved by the Manager and upon payment of the applicable fee therefore

ARTICLE 16. RENDERING AND PAYMENT OF BILLS.

Section 16.01. Billing Periods. Bills for general Sewer Service will be rendered monthly or bi-monthly at the option of the District. Bills for Sewer Service rendered under special contract may be rendered monthly or at any lesser frequency which the District may choose.

Section 16.02. Billing of Separate Services. Each Sewer connection to a Customer's Premises shall be billed separately unless the District shall, for its own operating convenience or necessity, install two or more laterals in place of one.

Section 16.03. Payment. Bills are due and payable on presentation. Payment shall be made by mailing or delivery to the office of the District.

ARTICLE 17. DISCONTINUANCE AND RESTORATION OF SERVICE

Section 17.01. Delinquent Accounts - Discontinuance of Service All unpaid sewer bills become delinquent 19 days after the billing date. A late charge in the amount set forth in Paragraph 4.01 of Exhibit A will be added to all such bills.

If the bill is still delinquent when the next bill is sent out, the District will follow the procedures for the discontinuance of Water Service as set forth in Article 4 hereof in terminating Sewer Service to the Premises as to which the delinquency pertains.

Section 17.02. Delinquency Shut Off. When service is discontinued because of delinquency in payment of a bill, the service shall not be restored until all the charges for labor and costs incurred by the District have been paid. In addition, the service shall not be restored until the Customer has paid the amounts set forth in Paragraph 3.07 of Exhibit A.

Section 17.03. Unauthorized Turn On. If, after a service is discontinued for delinquency in payment, service is resumed without authorization, the service connection facilities may be removed, and a charge equal in amount to the restoration charge plus actual cost for restoring service shall be made. This charge is in addition to all other charges and deposits.

Section 17.04. Disputed Bills. In case of dispute as to payment of a bill previously delivered, the Customer shall present the receipted bill, canceled check or other satisfactory evidence of payment before the District may make an adjustment of correction.

Section 17.05. Opening and Closing Bills. If the total period of service is less than 15 days, a charge equal to one-half of the monthly charge set forth in Article 22 shall be applied to the account. If the total period of service is 15 days or more, the full monthly charge set forth in Article 22 shall be applied to the account.

ARTICLE 18. COMBINED BILLS FOR UTILITY SERVICE

Section 18.01. Combined Billing. Premises to which Utility Service is provided may be billed for such service by a single bill on which charges for Water Service and Sewer Service are set forth. In such cases, the Customer to whom a combined bill is sent shall be required to pay all charges appearing on such bill. The District will not accept a payment for only one type of service shown on such bill.

Section 18.02. Delinquency in Payment of a Combined Billing. The provisions of Articles 4 and 17 apply to any delinquency in payment of a bill for Utility Service.

TITLE IV WATER RATES AND CHARGES

ARTICLE 19. RATE SCHEDULES FOR WATER SERVICE

Section 19.01. General Metered Rates - Rates and charges for Water Service are as set forth in Paragraph 19.01 of Exhibit A.

Section 19.02. Fire Hydrant Rates. Rates for fire hydrants within the District boundaries are as set forth in Paragraph 19.02 of Exhibit A.

Section 19.03. Automatic Fire Sprinkler Rates. Rates for automatic fire sprinkler systems are as set forth in Paragraph 19.03 of Exhibit A.

ARTICLE 20. SERVICE INSTALLATION CHARGES

Section 20.01. Charges for Service Installation Constructed by the District. For service installations constructed by the District, application shall be

made by applicant on the form prescribed by the District. Services larger than 3/4" require the approval of the Manager prior to the acceptance of the application. Charges for these services installations (not including meter or meter installation costs) are as set forth in Paragraph 20.01 of Exhibit A.

Section 20.02. Charges for Service Installations Constructed in Conjunction with Water System Extensions or On-Site Water Systems.

Service installations constructed as part of Water System Extensions or On-Site Water Systems will be paid for as provided in Article 8. Meter and installation charges applicable to such service installation are as set forth in Paragraph 20.02 of Exhibit A.

Section 20.03. Distribution Main Installation Charges. Every applicant for domestic Water Service, who had not either in person or through his predecessor in interest paid a distribution main installation charge or the equivalent thereof with respect to the property to be served, shall before such application will be acted on, or water furnished pursuant thereto, pay to the District the charges as set forth in Paragraph 20.03 of Exhibit A.

Section 20.04. Special Assessment District Proceedings. To the extent that any of the service installations described in Sections 20.01, 20.02 or 20.03 are financed pursuant to any special assessment district proceedings (or any similar proceeding), or are included in a Zone of Benefit established in connection with special assessment district proceedings which require payment of a Zone of Benefit charge as a condition for obtaining water service, the service installation charges set forth in Section 20.01, 20.02 or 20.03, as the case may be, shall not be imposed upon any applicant for domestic Water Service whose property is subject to such special assessment district proceeding.

Section 20.05. Outside District Fees and Charges. Rates and charges for connection to and service from the Water System by Persons and property outside the District shall be as set forth in Section 20.05 of Exhibit A.

ARTICLE 21. WATER SYSTEM CONNECTION CHARGES

Water Service applicants proposing to connect to the water distribution system shall be required to pay system connection charges as set forth in Paragraph 21 of Exhibit A.

**TITLE V
SEWER RATES AND CHARGES**

ARTICLE 22. SEWERAGE SERVICE CHARGES

Rates and charges for use and service of the Sewerage System of the District by Persons and property within the District shall be as set forth in Paragraph 22 of Exhibit A.

ARTICLE 23. SEWER SYSTEM CONNECTION CHARGES

An applicant for a Lateral Sewer or a Sewer System Extension which includes a Sewer Lateral shall be required to pay a system connection charge for each unit connected to the sewer. The system connection charges shall be as set forth in Paragraph 23 of Exhibit A.

ARTICLE 24. SEWER LATERAL INSTALLATION CHARGES

Section 24.01. Charges for Service Installation Constructed by the District. For service installation constructed by the District, application shall be made by applicant on a form prescribed by the District. An applicant for sewer service not tributary to an existing Sewer Lateral shall pay an installation charge as set forth in Paragraph 24.01 of Exhibit A.

Section 24.02 Charges for Service Installations Constructed in Conjunction with Sewerage System Extensions or On-Site Sewerage Systems. Service installations constructed as part of Sewerage System Extensions or On-Site Sewerage Systems will be paid for as provided in Article 14.

Section 24.03. Special Assessment District Proceedings. To the extent that the service installations described in Section 24.01 are financed pursuant to any special assessment district proceeding (or any similar proceeding), or are included in a Zone of Benefit established in connection with special assessment district proceedings which require payment of a Zone of Benefit charge as a condition for obtaining sewerage service, the service installation charges set forth in Section 24.01 shall not be imposed upon any applicant for sewerage service (not tributary to an existing Lateral Sewer) whose property is subject to such special assessment district or Zone of Benefit proceeding.

ARTICLE 25. APPLICATION FOR WILL-SERVE LETTER

An applicant for Sewer service from the District who for any reason requests a "will-serve" letter for their development, their tract or their parcel map must pay the charges as set forth in Paragraph 25 of Exhibit A for the service.

ARTICLE 26. OUTSIDE DISTRICT FEES AND CHARGES

Rates and charges for connection to and the use and service of the sewer system of the District by persons and property outside the District shall be as set forth in Paragraph 26 of Exhibit A.

**TITLE VI
ANNEXATION**

ARTICLE 27. ANNEXATION FOR WATER SERVICE OR SEWER SERVICE

Section 27.01. Conditions of Annexation. When, for the purpose of receiving Water Service or Sewer Service or both from the District, the owner of property located adjacent to, but outside the District, desires the annexation of that property into the District, he shall submit a letter of request to initiate the annexation action. That letter shall state the reason for requesting annexation. It shall include the legal description of the property and shall be signed by the legal owner of the property. Such a letter, when received by the District, will be placed on the agenda as an action item for the Board of Directors. If the request is approved, the District will initiate a response letter to the owner setting forth step-by-step the procedures required to complete the annexation. The required steps are as follows:

1. **Feasibility Study** - A Feasibility Study made by the District Engineer at the cost of the owner of the property to be annexed is a requirement for every annexation unless the Board of Directors by special action approves a variance to the procedure. The Feasibility Study must be comprehensive enough to pinpoint any problems that might occur as a result of the annexation. It must specify the location, size, and length of any lines required to serve the area and it must provide the estimated cost of providing any required facilities.

2. **Terms and Conditions** - A set of Terms and Conditions will be prepared by the District using information from the Feasibility Study. These Terms and Conditions will set forth the actions required to provide adequate service in the areas being annexed and will state the amount of the acreage fee to be paid by the owner of the property when agreement has been reached on the Terms and Conditions for Annexation. The amount of this acreage fee will be calculated following the completion of the Feasibility Study in accordance with Paragraph 27.01 of Exhibit A. The fee may vary depending upon the nature of the development plan for the area being annexed and the cost of providing facilities for the area.

3. **Processing Through LAFCO** - When agreement on Terms and Conditions has been reached and the acreage fees are paid or arrangements for payment of acreage fees had been reached and included in terms and conditions, the attorney for the District prepares all other necessary documents for the submission of the annexation to LAFCO. This service is provided at the expense of the property owner.

Should a request for the annexation of a particular property be disapproved, a letter shall be sent to the property owner notifying him of the Board's action and setting forth the reason for disapproval.

TITLE VII WATER CONSERVATION

ARTICLE 28. CONSERVATION OF POTABLE AND RECLAIMED WATER

Section 28.01. General. The District shall implement specific water conservation measures to reduce the use and eliminate waste of potable water and encourage appropriate uses of reclaimed water. The District shall educate its customers in the efficient use of water to help conserve water delivered within the District, and will furnish customers such information at such time and in such manner as the Board approves.

Section 28.02. Conservation Requirements. Customers shall conserve water supplied by the District by the prevention and elimination of waste or leakage of water. For the benefit of the public, and to further the cause of water conservation in landscaping, one home in each model home display must be landscaped with water efficient (xeriscape) plant material and irrigated with appropriate water-conserving irrigation systems, in accordance with the following requirements:

(a) The landscaping for the xeriscape model shall be designed to be drought-tolerant. The use of irrigation-intensive plantings shall be discouraged;

(b) All turf area shall be no more than 30% of the area landscaped; and

(c) The model home display shall draw attention to the specific landscape materials and irrigation techniques utilized.

Section 28.03. Reclaimed Water Use. To conserve the District's potable water supply, reclaimed water shall be used as follows:

(a) Where reclaimed water is available and appropriate as determined by the Manager, the use of potable water for irrigation purposes shall be considered a waste of potable water. Upon written notice from the Manager that reclaimed water is available and appropriate for use, the customer shall have 60 days to commence the use of such reclaimed water.

(b) Potable water shall not be used for construction activities such as compaction and dust control when reclaimed water is available and appropriate.

As used in this Section, "appropriate" means that the proposed use is acceptable to the Department of Health Services and the Regional Water Quality Board.

Section 28.04. Violations. Violation of this Title VII may result in termination of Water Service if any violation is not corrected within five business days following the Manager's written notice to the party responsible for such violation.

Section 28.05. Water Conservation Fees. In order to provide some of

the funds necessary to plan, design, construct and operate a reclaimed water system, water conservation fees based upon sewer connection type are as set forth in Paragraph 28.05 of Exhibit A:

Section 28.06. Reclaimed Water Fees. The District shall provide reclaimed water to reclaimed water customers at rates established by the Board by resolution.

Section 28.07. Private Fire Protection Fees. In addition to the other fees and charges set forth herein, applicants for private fire protection service shall pay the total actual cost of installation of such service from the distribution main of the District to the applicant's property line, including the costs of a suitable meter device. With the approval of the fire department, temporary service may be provided through an existing, metered fire hydrant. When a fire hydrant is not available for temporary service, a connection may be made to an existing District main at a location acceptable to the Manager. The applicant shall deposit the estimated cost of the equipment and service being furnished, and an amount sufficient to guarantee the payment of the periodic water bills.

ARTICLE 28-1 WATER CONSERVATION (NO WASTE) PROGRAM

Section 28-1.01, Rules and Regulations on Water Use. It is hereby resolved by the Board of Directors that in order to conserve the District's water supply for the greatest public benefit and to reduce the quantity of water used by the District's customers, that wasteful use of water should be eliminated; Customers of the District shall observe the following regulations and restrictions on water use.

- A. No customer shall waste water. As used herein, the "waste" means:
- (1) Use of potable water to irrigate in such a manner as to result in runoff for more than five (5) minutes.
 - (2) Use of potable water to wash sidewalks, walkways, driveways, parking lots, open ground or other hard surfaced areas except where necessary for public health or safety.
 - (3) Allowing potable water to escape from breaks within the customer's plumbing system for more than twenty-four (24) hours after the customer is notified or discovers the break;
 - (4) Washing cars, boats trailers, aircraft or other vehicles by hose without a shutoff nozzle and bucket except to wash such vehicles at commercial or fleet vehicle washing facilities using water recycling equipment.

- (5) Use of potable water to clean, fill or maintain decorative fountains, lakes or ponds unless such item is re-circulating.
- B. The following restrictions are effective during a declared Water Shortage Emergency.
- (1) No restaurant, hotel, café, cafeteria or other public place where food is sold, served or offered for sale, shall serve drinking water to any customer unless expressly requested.
 - (2) Use of potable water for construction, compaction, dust control, street or parking lot sweeping or building wash down where non-potable water is sufficient.
 - (3) Use of potable water for sewer system maintenance or fire protection training without prior approval by the General manager.
 - (4) Use of potable water for any purpose in excess of the amounts allocated or each class of service.
- C. Other restrictions may be necessary during a declared Water Shortage Emergency to safeguard the adequacy of the water supply for domestic, sanitation, fire protection and environmental requirements.

Section 28-1.02. Civil Enforcement. The District's customers shall be responsible for ensuring that their water service is not used in a manner which violates this Article. Any customer who violates or causes or permits a violation with his or her service of the provisions of this Article shall receive a written warning for the first such violation. Upon a second violation, the customer shall receive a written warning and the District may cause a flow-restrictor to be installed in the customer's service. If a flow-restrictor is placed, the cost of installation and removal shall be paid by the customer. Upon a third or any subsequent violation, the customer be fined \$100. Under a declared Stage 2 or higher Water Shortage Emergency, the District may also disconnect the customer's water service upon a third or any subsequent violation of this Article. If water service is disconnected, it shall be restored only upon payment of the turn-on charge fixed by the Board of Directors and any outstanding fines owed for violations of this Article, as well as the Customer's written agreement, in a form acceptable to the District, to comply with any additional conditions imposed by the Board in its reasonable discretion to serve the bests interests of the District.

Section 28-1.03 Criminal Enforcement. During a declared Stage 2 or higher Water Shortage Emergency, any person, firm, partnership, association, corporation or political entity who violates or causes or permits the violation of any of the provisions of this Article, or who provides false information to the District in response to the District's requests for information needed by the District to

calculate consumer water allotments, shall be guilty of a misdemeanor. Any person, firm, partnership, association, corporation or political entity who obstructs, impedes or interferes with any representative of the District when such representative is lawfully engaged in proceedings involving the enforcement of this Article shall also be guilty of a misdemeanor. Misdemeanor convictions under this Article shall be punishable by imprisonment in the county jail for not more than thirty (30) days, or by a fine not exceeding one thousand (\$1,000) dollars or both.

Section 28-1.04. Violations. Each separate day or portion thereof in which any violation occurs or continues without a good faith effort by the responsible party to correct the violation shall constitute a separate offense and, upon conviction thereof, shall be separately punishable either civilly or criminally.

Section 28-1.05. Appeals. Variances from the requirements of this Section or appeals of civil enforcement actions may be considered by the Board of Directors only after denial of a variance or appeal request by the General Manager. Appeals and variance requests shall be made in writing to the Secretary of the Board not more than seven (7) calendar days following the denial by the General Manager. Upon granting any appeal or variance, the Board of Directors may impose any conditions it determines to be just, proper and in the best interests of the District. Variances granted by the Board shall be prepared in writing, then furnished to the applicant. The Board of Directors may require it to be recorded at the applicant's expense.

Section 28-1.06. Remedies/Cumulative. The remedies available to the District to enforce this Article are in addition to any other remedies available under the District's code or any state or federal laws, statutes or regulations, and do not replace or supplant any other remedy, but are cumulative."

Section 2

This Ordinance shall be published once in the Rosamond News, a newspaper of general circulation in the District.

Section 3

The effective date of the Ordinance shall be thirty (30) days from the date of adoption by the Board of Directors.

Section 4

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board hereby declares that it would have passed

this Ordinance, and each and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to whether an portion of the Ordinance would be subsequently declared invalid or unconstitutional.

TITLE VIII ZONE OF BENEFIT FEES

ARTICLE 29. GENERAL.

Section 29.01. General. As a means for extending the Water System, Sewer System, or both, the District may provide for such extensions and the funding therefore by the formation of assessment districts pursuant to the Municipal Improvement Action of 1913, Division 12 of the Streets and Highways Code, or a similar law, and by the issuance and sale of bonds pursuant to the Improvement Bond Act of 1915, or a similar law. In such cases, property which is within the District and which will be specially benefited by such extensions of such systems will be included within such assessment districts and will be assessed an amount determined by the District to represent such special benefits afforded such property as a result of such extensions. In some such cases, extensions of the Water System, Sewer System, or both are installed in accordance with the District Master Plans for such extensions and the result is that such extensions are built to sizes which are larger than those required to serve the property in the assessment district. In such cases, the District shall establish Zone of Benefit Fees in the manner set forth herein.

ARTICLE 30. PROCEDURE FOR ESTABLISHMENT OF ZONE OF BENEFIT AND FIXING ZONE OF BENEFIT FEES.

Section 30.01. Resolution of Intention. At such time as the Board determines to create a Zone of Benefit in conjunction with the carrying out of assessment district proceedings, but not earlier than the date on which assessments are confirmed, the Board may direct the District Engineer to make a written report and recommendation to the Board containing the following:

1. Identification of improvements being constructed or acquired as a result of such assessment district proceedings which contain capacity which would be available to serve areas outside the assessment district.
2. A map of properties which could be connected up to such improvements in the future and which are recommended to be included within a Zone of Benefit.
3. Allocation of cost of facilities having excess capacity between property within the assessment district and property without on a percentage basis.
4. Recommendation of Zone of Benefit charges to be imposed on property within the proposed Zone of Benefit as a condition of obtaining Water

Service, Sewer Service, or both.

Section 30.02. Resolution Calling Public Meeting on Report. Upon such report being filed with the Secretary by the District Engineer, the Secretary shall present same to the Board. If, upon preliminary review by the Board, it appears that the establishment of a Zone of Benefit will benefit the owners of property in the assessment district for whom the Zone of Benefit would be established, and will represent a fair and equitable allocation of cost of facilities to which property in the Zone of Benefit could connect, and will also represent a fee which does not exceed the reasonable cost of providing the services for which the fee is charged, the Board may adopt a resolution giving preliminary approval to such report and fixing a time and place for the holding of a public meeting on such report, such public meeting to be held in accordance with notice being given as hereinafter provided.

Section 30.03. Notice of Public Meeting. Notice of the time and place of the public meeting, including a general explanation of the matters to be considered, including a brief description of the Engineer's Report, and a statement that the Engineer's Report is available for review at the District office, shall be mailed at least 14 days prior to the public meeting to:

1. Any interested party who has filed a written request with the District for mailed notice of any meeting on new or increased fees or service charges; and
2. All persons owning property in the proposed Zone of Benefit, as shown on the last equalized assessment roll of Kern County or as otherwise known to the Secretary.

Such notice shall also contain a statement to the effect that owners of properties within the Zone of Benefit shall be exempted from payment of service installation charges for Water Service or Sewer Service or both at the time such properties apply for connection to the Water System, Sewer System, or both. Such notice shall also contain a statement that owners of property within the proposed Zone of Benefit may file a written request, not later than the hour set for the public meeting, for exclusion from the Zone of Benefit, and that the District Board will act on each such request individually. The notice shall also list the name, address and telephone number of the District Engineer, together with a statement that requests for information may be directed to the District Engineer.

Section 30.04. Resolution Establishing Zone of Benefit. At the conclusion of the public meeting, the Board may exclude property from the proposed Zone of Benefit. In the event that the Board elects to form a Zone of Benefit and establish Zone of Benefit Fees, it shall do so by resolution adopted by the affirmative vote of not less than three members of the Board. The effective date of such resolution shall be 60 days after its adoption.

Section 30.05. Notice of Formation of Zone of Benefit. Within 20 days from the date of adoption of the resolution referred to in Section 30.04 hereof, the

Secretary shall serve a notice to all owners of property within the Zone of Benefit. Such notice shall set for the date of adoption and number of such resolution, the amount of basis of the Zone of Benefit Fees, and the conditions requiring payment of the Fee, i.e., application for connection to the Water System, Sewer System, or both, of the District.

**TITLE IX
MISCELLANEOUS**

ARTICLE 31. MISCELLANEOUS PROVISIONS.

Section 31.01. Further Action. That the Board of Directors of the District be, and they hereby are, authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Ordinance.

Section 31.02. Repeal of Inconsistent Ordinances and Resolutions. That all ordinances or resolutions, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any ordinance or resolution, or part thereof, heretofore repealed.

Section 31.03. Publication. This Ordinance shall be in effect after its publication in full, together with the names of the Directors of the District voting for or against its passage, in the **Rosamond Weekly News**, a newspaper of general circulation in the District by one publication.

APPENDICE F

OVERFLOW RESPONSE FORMS

NOV 3 2009
BB 11/3/09
MC

11/21

Enclosure A

**REPORT OF UNAUTHORIZED WASTE DISCHARGE
INFORMATION FORM**

LAHONTAN REGIONAL WATER QUALITY CONTROL BOARD

Discharger

Company: Rosamond Community Services District
 Contact Person: Robert Derryberry
 Physical Address: 3179 35th Street West
 Mailing Address: Rosamond, Ca 93560
 Telephone No.: Local 8116 6198

Date and Time of Occurrence:

12 October 2009 1530

Location of Discharge "Use one or more of the following locator methods as appropriate":

Address: 35th Street West 3 Mt. Lassen
 Section/Township/Range: NA
 Assessor's Parcel Number: NA

Map showing general site location attached? (Yes ___ or No)

Map showing aerial and vertical extent of affected soil and water, including sampling locations, attached? (Yes ___ or No)

Person Reporting Discharge

Name: Robert Derryberry
 Agency Name: Rosamond Community Services District
 Address: 3179 35th Street West Rosamond Ca
 Telephone No.: Local 8116 6198

SA 8/10/09
-118.19332

Report Of Unauthorized Waste Discharge
Information Form

Initial Verbal Notification to Regional Board

Person Notified: Mike Cron

Date: 13 October 2009

Time: Morning

Person who made notification: Robert Derryberry

Other Agencies Notified:

Indicate agencies, dates, times, and persons notified;

DES

Kern County Environmental Health, Ms. McLean

Material Discharged:

Description: sanitary sewer flow

Hazardous discharge? (Yes ___ or No *)

Volume of discharge: 500 gallons

Discharged To:

Ground/Soil? (Yes * or No ___) Depth to water: NA

How determined: _____

Ground Water? (Yes ___, No * or Unknown ___)

Surface Water?: (Yes ___, No * or Unknown ___)

Name of water body: NA

Other?: (Describe) Discharge came from manhole located
in storm catch basin.

Report Of Unauthorized Waste Discharge
Information Form

Description of Incident:

Equipment involved: Manhole

Description of events: Vandalism

Cause: Operator error: (Yes _____ / No X)
Equipment failure: (Yes _____ / No X)
Inadequate design: (Yes _____ / No X)

Observed Effects of Incident or Release (Provide details for any Yes responses)

Any injuries or human exposure? (Yes _____ or No X)

Evacuations required? (Yes _____ or No X)

Any water system(s) shut down? (Yes _____ or No X)

Any fish or wildlife killed, or adversely affect? (Yes _____ or No X -- include estimated number killed.)

Any odors or gases (Yes _____ or No X):

Any vegetation damaged? (Yes _____ or No X)

Any other adverse effects on the environment, e.g., discolored water, oil sheen, explosion, etc.? (Yes _____ or No X -- describe)

Any photographs taken? (Yes X or No _____ - if yes, indicate number, and attach copies or indicate where copies can be inspected.)

Photos were e-mailed to Mike Coony on 16 October

Report Of Unauthorized Waste Discharge Information Form

Samples

Samples collected? (Yes _____ or No X)

If Yes, provide details on type(s) of samples, sampling locations, dates collected, etc.

Sampling locations shown on attached map? (Yes _____ or No _____)

Chain-of-Custody forms for samples attached? (Yes _____ or No _____)

Samples analyzed by a California certified laboratory? (Yes _____ or No _____)

Samples tested to appropriate detection levels? (Yes _____ or No _____)

Sample Identification Nos.: _____

Parameters Analyzed: _____

Copies of all laboratory reports attached? (Yes _____ or No _____)

Discharge Stoppage

Describe how and when discharge was stopped.

1545 spill stopped by district usage of Vector

Containment

How?

within storm water catch basin

When?

immediate

Where?

What material?

None

Report Of Unauthorized Waste Discharge
Information Form

Remedial Actions (Completed and Proposed)

Decontamination/Disinfection details:

Vacuumed remaining water & spread lime

Equipment and facility repairs:

Soil and water cleanup:

spread lime

Other corrective action:

None

Temporary Storage of Removed Material

Where?

None

For how long?

N/A

How stored?

N/A

Permanent Disposal

Site location:

N/A

When?

N/A

Report Of Unauthorized Waste Discharge
Information Form

Preventing Incident Recurrence

Changes proposed:

None; spill was caused by vandalism

Time Schedule for Completing Above-Describe Work:

Other Comments (Attach additional sheets as needed)

Robert A. Derryberry
Signature

15 Oct 2009
Date

California Emergency Management Agency Hazardous Materials Spill Report

DATE: 10/14/2009 TIME: 0844	RECEIVED BY: Cal EMA - Bob Merga OSPR -	CONTROL#: Cal EMA - 09-6942 NRC -
----------------------------------------------	------------------------------------------------------	------------------------------------------------

1.a. PERSON NOTIFYING Cal EMA:

1. NAME: Rob Denybery	2. AGENCY: Rosamond Community Services Dist.	3. PHONE#: 661-256-3601	4. Ext:	5. PAG/CELL: 8166618
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1.b. PERSON REPORTING SPILL (If different from above):

1. NAME:	2. AGENCY:	3. PHONE#:	4. Ext:	5. PAG/CELL:
-----------------	-------------------	-------------------	----------------	---------------------

2. SUBSTANCE TYPE:

1. a. SUBSTANCE:	b. QTY: >=<	Amount	Measure	c. TYPE:	d. OTHER:
1. Sewage	=	2000	Gal(s)	SEWAGE	
2.	=				
3.	=				

e. Vandal's dumped rocks and debris in to a manhole which caused the spill.
DESCRIPTION:

f. CONTAINED: Yes	g. WATER INVOLVED: No	h. WATERWAY:	i. DRINKING WATER IMPACTED: No
j. KNOWN IMPACT: None			

3. a. INCIDENT LOCATION: 35th St. W at Mount Lassen
b. CITY: Rosamond **c. COUNTY:** Kern County **d. ZIP:**

4. INCIDENT DESCRIPTION:

a. DATE: 10/13/2009	b. TIME (Military): 1530	c. SITE: Other	d. CAUSE: Blockage
e. INJURIES#: 0	f. FATALS #: 0	g. EVACS #: 0	h. CLEANUP BY: Reporting Party

Same as #1. "PERSON NOTIFYING Cal EMA"

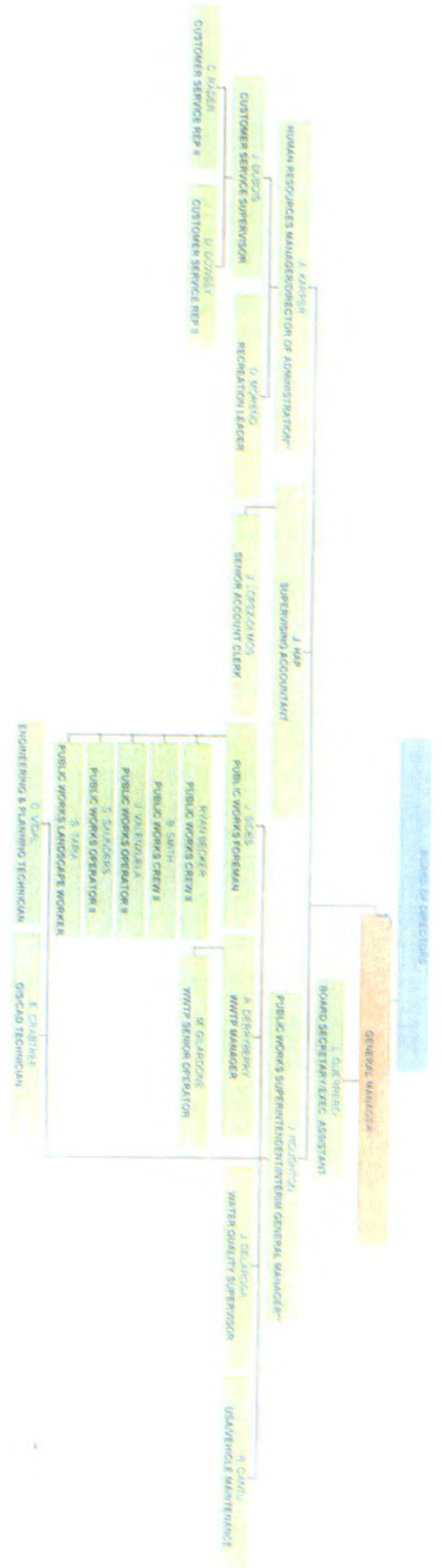
5. SUSPECTED RESPONSIBLE PARTY:

a. NAME:	b. AGENCY:	c. PHONE#:	d. EXT.:
e. MAIL ADDRESS:		f. CITY:	g. STATE: h. ZIP:
			CA

6. NOTIFICATION INFORMATION:

a. ON SCENE:	b. OTHER ON SCENE:	c. OTHER NOTIFIED: County Inv. Services
d. ADMIN. AGENCY: Kern Co. Environmental Health Services Department	e. SEC. AGENCY:	
f. ADDITIONAL COUNTY:	g. ADMIN. AGENCY:	
h. NOTIFICATION LIST:		

DOG Unit:	RWQCB Unit: GB	
<input checked="" type="checkbox"/> AA/TPA <input checked="" type="checkbox"/> DR0/OSPR <input checked="" type="checkbox"/> DTRC <input checked="" type="checkbox"/> RWQCB <input checked="" type="checkbox"/> US EPA	<input checked="" type="checkbox"/> USFWS <input type="checkbox"/> AIR RESOURCES DIV <input type="checkbox"/> CALTRANS <input type="checkbox"/> CDF <input type="checkbox"/> COASTAL COM	<input type="checkbox"/> CDFP-D O <input type="checkbox"/> DOG <input type="checkbox"/> DPR <input type="checkbox"/> EB PARTS <input type="checkbox"/> EMSA
<input type="checkbox"/> FEMA <input type="checkbox"/> FOOD & AG <input type="checkbox"/> TANDR <input type="checkbox"/> Cal EMA HAZMAT UNIT <input type="checkbox"/> Cal EMA PLANS UNIT	<input type="checkbox"/> Cal EMA REC <input type="checkbox"/> OSHA <input type="checkbox"/> PARKER A. REC <input type="checkbox"/> PUC <input type="checkbox"/> RPM	<input type="checkbox"/> OTHER <input type="checkbox"/> USDO <input type="checkbox"/> CALWD <input type="checkbox"/> CalFish <input type="checkbox"/> OWS-FRH



BOARD OF DIRECTORS
 CURRENT POSITIONS
 OPEN POSITIONS
 ** TEMPORARY POSITION