

*Rosamond Community Services District
Regular Board Meeting – Agenda
Wednesday, April 24, 2024 @ 5:30 PM*

REGULAR MEETING OF THE BOARD OF DIRECTORS ROSAMOND COMMUNITY SERVICES DISTRICT

5:30 PM Closed Session
6:00 PM Regular Board Meeting
Wednesday, April 24, 2024
District Board Room
3179 35th Street West
Rosamond, CA 93560

Teleconference:
1-877-411-9748
Access Code: 5150560

Agenda

CALL TO ORDER Time: _____

ROLL CALL

Director Greg Washington
Director Alfred Wallis
Director Rick Webb
Vice President Ben Stewart
President Byron Glennan

General Manager (GM) Kim Domingo
Director of Public Works John Houghton
Director of Administration Sherri Timm
Legal Counsel, John Komar, Esq.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Motion: _____ Second: _____

PUBLIC COMMENTS

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

CLOSED SESSION Time: _____

Motion _____ 2nd _____

**CS 1. CONFERENCE WITH LEGAL COUNSEL - Anticipated Litigation
(Govt. Code, § 54956.9(d)(2)(3)).**

CS 2. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Representative: Kim Domingo

**Organization: American Federation of State, County and Municipal Employees
(AFSCME), Local 1902**

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

Time Out of Closed Session: _____

Motion _____ 2nd _____

____ No Reportable Action ____ Reportable Action by: _____

6:00 P.M. OPEN SESSION Time: _____

PUBLIC COMMENTS

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VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

CONSENT CALENDAR

CC 1. Review and approve the check/voucher register dated April 2, 2024 through April 15, 2024 | Payroll (Direct Deposit) dated April 10, 2024. | Payroll (Checks) dated April 10, 2024.

CC 2. Discuss and Receive Cash Balances – January 2024 report.

CC 3. Discuss and Receive Cash Balances – February 2024 report.

CC 4. Discuss and Receive Cash Balances – March 2024 report.

CC 5. Discuss and Receive 3rd Quarter Treasurer’s Report.

CC 6. Discuss and Receive Reserve Balances – March 2024 report

Motion: _____ Second: _____

MINUTES

M1. Approve April 10, 2024 Regular Board Meeting Minutes.

Motion: _____ Second: _____

PRESENTATIONS

P1. PureWater Project, presented by Scott Rogers, Engineering Manager, Palmdale Water District.

NEW BUSINESS

NB 1. Approval of Sewer System Management Plan (GM Kim Domingo, presenter, with presentation by Jim Fischer, Fischer Compliance)

Motion: _____ Second: _____

NB 2. Approval of Antelope Valley Regional Water Management Group, Integrated Regional Water Management Plan, Memorandum of Understanding. (GM Kim Domingo, presenter)

Motion: _____ Second: _____

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

GENERAL COUNSEL UPDATE

John Komar, Esq

GENERAL MANAGER UPDATE

Kim Domingo

DIRECTOR OF ADMINISTRATION UPDATE

Sherri Timm

PUBLIC WORKS UPDATE

John Houghton

ADJOURNMENT Time: _____

Motion: _____ Second: _____

Requirements Regarding Disabled Access: In accordance with Government Code §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-3411, Email: stimm@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35th Street West, Rosamond, CA 93560.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at 3179 35th Street West, Rosamond, CA 93560. In addition, any such writing may also be posted on the District's web site.

*Rosamond Community Services District
Regular Board Meeting – Minutes
Wednesday, April 10, 2024 @ 5:30 PM*

REGULAR MEETING OF THE BOARD OF DIRECTORS ROSAMOND COMMUNITY SERVICES DISTRICT

5:30 PM Closed Session
6:00 PM Regular Board Meeting
Wednesday, April 10, 2024
District Board Room
3179 35th Street West
Rosamond, CA 93560

Teleconference:
1-877-411-9748
Access Code: 5150560

Teleconference Address:
22755 SW 66th Ave.
Boca Raton, FL 33428

Minutes

CALL TO ORDER

The meeting was called to order at 5:30 PM by President Byron Glennan.

ROLL CALL

Director Greg Washington	Via Teleconference
Director Alfred Wallis	Present
Director Rick Webb	Present
Vice President Ben Stewart	Present
President Byron Glennan	Present

General Manager (GM) Kim Domingo	Present
Director of Public Works John Houghton	Absent
Director of Administration Sherri Timm	Present
Legal Counsel, John Komar, Esq.	Via Teleconference

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by VP Stewart and seconded by Director Webb.
Motion passed 5/0, all ayes.

PUBLIC COMMENTS

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

None.

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

None.

CLOSED SESSION

A motion to go into closed session at 5:33 pm was made by VP Stewart and seconded by Director Webb.
Motion passed 5/0, all ayes.

CS 1. CONFERENCE WITH LEGAL COUNSEL - Anticipated Litigation (Govt. Code, § 54956.9(d)(2)(3)).

CS 2. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Representative: Kim Domingo

Organization: American Federation of State, County and Municipal Employees (AFSCME), Local 1902

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

A motion to come out of closed session at 6:00 pm was made by VP Stewart and seconded by Director Wallis.
Motion passed 5/0, all ayes.

No Reportable Action.

6:00 P.M. OPEN SESSION

Open session began at 6:00 pm.

PUBLIC COMMENTS

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

Comments were made by Byron Glennan as a member of the public.

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

None.

CONSENT CALENDAR

CC 1. Review and approve the check/voucher register dated March 19, 2024 through April 1, 2024 | Payroll (Direct Deposit) dated March 27, 2024. | Payroll (Check) dated March 27, 2024.

A motion to approve CC 1 was made by Director Wallis and seconded by VP Stewart.

Motion passed 5/0, all ayes.

MINUTES

M1. Approve March 20, 2024 Special Board Meeting Minutes.

M2. Approve March 27, 2024 Regular Board Meeting Minutes.

A motion to approve M1 and M2 was made by Director Washington and seconded by Director Webb.

Motion passed 5/0, all ayes.

NEW BUSINESS

NB 1. Approval of Task Order 2024-3 with AECOM for the WWTP Concrete Slab Design. (GM Kim Domingo, presenter)

A motion to approve Task Order 2024-3 with AECOM for the WWTP concrete slab design was made by VP Stewart and seconded by Director Webb.

Motion passed 5/0, all ayes.

NB 2. Approval of Task Order 2024-4 with AECOM for the Sludge Dewatering Project Design. (GM Kim Domingo, presenter)

A motion to approve Task Order 2024-4 with AECOM for the Sludge Dewatering Project design was made by Director Washington and seconded by Director Wallis.

Motion passed 5/0, all ayes.

NB 3. Approval of Task Order 2024-5 with AECOM for the Grit Removal Expansion Design. (GM Kim Domingo, presenter)

A motion to approve Task Order 2024-5 with AECOM for the grit removal expansion design was made by Director Washington and seconded by VP Stewart.

Motion passed 5/0, all ayes.

NB 4. Approval of Letter of Intent with Chiquita Canyon LLC to Prepare Definitive Agreements Related to Treatment and Disposal of Industrial Wastewater.
(GM Kim Domingo, presenter)

A motion to approve the Letter of Intent with Chiquita Canyon LLC to prepare definitive agreements related to treatment and disposal of industrial wastewater was made by Director Wallis and seconded by VP Stewart.

Motion passed 5/0, all ayes.

NB 5. Approval of Trakel Tract Water Service Line Replacement Project and Authorize the Advertisement for Bids. (GM Kim Domingo, presenter)

A motion to approve the Trakel Tract Water Service Line Replacement Project and authorize the advertisement for bids was made by VP Stewart and seconded by Director Webb.

Motion passed 5/0, all ayes.

NB 6. Approval of Rosamond Boulevard Utility Covers Adjustment Project and Authorize the Advertisement for Bids. (GM Kim Domingo, presenter)

A motion to approve the Rosamond Boulevard Utility Covers Adjustment Project and Authorize the Advertisement for Bids was made by Director Wallis and seconded by VP Stewart.

Motion passed 5/0, all ayes.

NB 7. Request Cancellation of the May 8, 2024 Regular Board Meeting Due to Lack of Quorum. (Presenter Sherri Timm)

A quorum will be present, and a regular board meeting will take place on May 8, 2024. Item NB 7 died for lack of motion.

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

Director Washington reported on the EPA ruling regarding PFAS regulations.

VP Stewart received a text from an RCSD customer who expressed appreciation to the Public Works staff who cleaned out the sewer line in front of their home.

Director Webb recently listened to a PFAS presentation, succession planning and attended a webinar regarding AI and the impact on water districts.

GENERAL COUNSEL UPDATE

John Komar, Esq. No report.

GENERAL MANAGER UPDATE

Kim Domingo reported on the following items:

- 1) The tentative date for the RCSD board of directors tour of the Waste Water Treatment plant is May 23rd, 2024.
- 2) The Kern County Sheriff's Department reached out to inquire about finding space to use in our Administration Building. Mr. Domingo stated Kern County CAO will be calling as well.

DIRECTOR OF ADMINISTRATION UPDATE

Sherri Timm reported on the following items:

- 1) There were a total of five shutoffs for the month due to non-payment. Two of the shutoffs were on payment arrangements.
- 2) A reminder that the AVRCD workshop will be this Saturday, April 13th in the District board room. There will be two presentations, one at 9:00 am and one at 11:00 am.

PUBLIC WORKS UPDATE

GM Domingo presented information from the Public Works Field Report.

ADJOURNMENT

A motion to adjourn the meeting at 6:57 pm was made by VP Stewart and seconded by Director Webb.

Motion passed 5/0, all ayes.

*Rosamond Community Services District
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Respectfully submitted:

RCSD Board of Directors

Board of Directors

STAFF REPORT

Rosamond Community Services District

DATE: April 24, 2024
TO: Board of Directors
FROM: Kim Domingo, General Manager
Subject: Approval of Sewer System Management Plan

RECOMMENDATION:

Approve and Adopt the Sewer System Management Plan.

BACKGROUND:

Some time in August 2022, the District engaged Fischer Compliance (Fischer) to prepare the Sewer System Management Plan (SSMP) update in response to the State Water Resources Control Board General Order WQ-2022-0103-DWQ (Order), which became effective as of June 5, 2023. On May 24, 2023, the Board approved an agreement with Fischer to perform services related to the development of the SSMP. The SSMP for consideration is intended to meet the requirements of Attachment D of the Order.

The SSMP is intended to be a “living” document which is to be improved and modified over time as necessary. The SSMP also documents the District commitments to the management of the sewer system. A list of action items and schedule is included in the SSMP for compliance tracking. The General Manager and Public Works Director are each identified as Legally Responsible Officials for the implementation and execution of the SSMP.

Staff and Fischer have been actively engaged with the development of the SSMP as well as undergoing training for various aspects of SSMP components, such as conducting audits and implementation of the Spill Emergency Response Plan. The document has evolved from a plan based upon the regulation to a user-focused plan that meets the regulatory requirements. SSMP drafts have been vetted by staff and have been provided to the Sewer Committee periodically for input and information. In January, 2024, Fischer provided the version under consideration. Staff performed a tabletop exercise to test the document usefulness. It is staff’s recommendation that the Board adopt the SSMP, with the understanding that the document will change and evolve over time as it is implemented.

ANALYSIS:

The SSMP is a regulatory requirement which will result in improved sewer system operation and maintenance while also protecting public health.

FISCAL REVIEW:

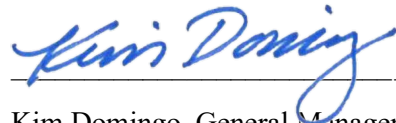
Staff has developed costs for SSMP implementation to be included in the FY 2024-2025 budget. It is required that the District fund the costs for implementation.

LEGAL REVIEW:

NA

CONCLUSION:

Approval is recommended.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

ATTACHMENTS:

2023 Sewer System Management Plan (w/o Appendices)



WDID = 6SS011165



SEWER SYSTEM MANAGEMENT PLAN

PREPARED BY



Includes
Implementation
Plans/Schedules



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Reviewed and Approved By:

Kim Domingo, General Manager

Date: _____

John Houghton, Public Works Director

Date: _____





3230 Arena Blvd, Suite #245
Sacramento, CA 95834
916.606.5275
FischerCompliance.com

December 27, 2023

Kim Domingo
General Manager
Rosamond Community Services District
3179 35th Street West
Rosamond, CA 93560

Dear Kim:

We are pleased to present the 2023 Sewer System Management Plan (SSMP) for the Rosamond Community Services District (Attachment 1).

The 2023 SSMP has been completely revised, incorporating valuable compliance insights obtained from the District SSMP Audit conducted by Fischer Compliance. This includes detailed findings and best practice recommendations for providing an advantage for helping the District reflect on specific approaches to further improve its ongoing SSMP compliance, implementation, and effectiveness for maximizing spill response readiness and reducing volumes discharged to the maximum extent feasible.

We look forward to further assisting the District with its implementation of the 2023 SSMP to meet and exceed requirements of the Reissued Waste Discharge Requirements (Reissued WDR).

Sincerely,



James Fischer, P.E.
Principal, Credentialed U.S. EPA NPDES Compliance Inspector

Attachment 1 (2023 District SSMP)

Executive Summary

Background

This Sewer System Management Plan (SSMP) has been prepared by the Rosamond Community Services District (District) with technical assistance from Fischer Compliance LLC for meeting and exceeding compliance with the State Water Resources Control Board 2022 Reissued Statewide Waste Discharge Requirements General Order for Sanitary Sewer Systems (Reissued WDR1). The Sewer SSMP has been fully customized throughout for practical use as a “living document,” specifically formatted for meeting the size, scale, and complexity of the District’s sanitary sewer collection system as required by the Reissued WDR (see Specifications 5.2 and Attachment D).

The SSMP has been formatted to meet the following key objectives:

- Reduce/eliminate future sewage spills and their potential impacts to public health and the environment
- Reduce/eliminate potential violations and noncompliance
- Facilitate practical use by the District Legally Responsible Official, managers, and line staff
- Measure/improve effectiveness
- Measure/improve resilience
- Expedite review by regulatory compliance inspectors

SSMP Requirements

The District’s original SSMP was written in 2010. Key information from the original SSMP was compiled and incorporated into this completely revised SSMP, along with incorporation of SSMP Audit findings and best practice recommendations necessary for further improving the SSMP. The SSMP must be certified by the District governing board and updated every six (6) years beginning on 8/2/2025.

The core requirements specific for SSMPs in the Reissued reviewed throughout this document are distilled in a compliance matrix presented in Table 1 below.

¹ See [Order No. 2022-0103-DWQ](#)

SSMP Organization

This SSMP is organized into the core elements following Attachment D of the Reissued WDRs, with inclusion of Specifications requirements in each and summarized in each applicable SSMP element (see Table of Contents for overview of content).

Each individual element in the SSMP includes the following technical contents.

1. Requirements – provides a concise overview description of applicable requirements
2. Compliance – demonstrates the District’s approach to complying with requirements
3. References – related key information for element
4. Effectiveness – references to customized Key Performance Indicators (KPIs) created in response to findings from the District’s last SSMP Audit for facilitating measuring and monitoring element effectiveness
5. Implementation Program – customized tasks along with a plan/schedule to address SSMP Audit findings for further improving element. (a Master SSMP Implementation Plan/Schedule is included in Appendix 2).

Table 1 – SSMP Compliance Matrix (Attachments, Specifications, Provision)

Element	Title	Attachments	Specifications	Title	Provisions (Enforcement)
1	Goal & Intro	D-1	5.2	Develop and Implement SSMP	--
			5.7	Necessary Resources	--
			--	Enforcement	6.1
			--	SSMP Availability	6.3
2	Organization	D-2	5.1	Designation of LO	--
3	Legal Authority	D-3	--	--	--
4	O/M	D-4	5.19	Proper O/M	--
5	Design/Performance	D-5	--	--	--
6	Spill Emergency Response Plan (SERP)	D-6	5.12	Spill Emergency Response Plan (SERP)	--
	Notif, Monitoring, Reporting, Records	E1	5.13	Notif, Monitoring, Reporting, Records	--
7	Pipe Blockage Control	D-7	--	--	--
8	System Evaluation, Capacity, Capital Improvements	D-8	5.6	System Resilience	--
			5.1	System Capacity	--
9	Monitoring, Measurement, Mod.	D-9	5.11	System Performance Analysis	--
10	Audits	D-10	--	--	--
11	Communication	D-11	--	--	--

District Historic Spill Performance

The District does not experience routine sewage spills as noted from review of the State Water Board’s online spill database (CIWQS²). Since 2006 when the original WDR was adopted by the State Water board, the District has only experienced a total of 1 spill (2,000 gallons reported) since inception of the original 2006 WDR. As shown in Figure 2 below, the District spill performance metrics for number and volume of spills is are significantly below both the State and Regional averages.

Figure 2 - Historic District Spill Performance Metrics

General Information									
Region	Place ID	Place Name	CS Category	Place Address	Place County				
6B	630945	Rosamond (Ponds) CS	Municipal (Public)	3179 35th Rosamond, CA, 93560	Kern				

Collection System Spill Summary									
Operational Indices: Rosamond (Ponds) CS									
Spill Rate Index (spills/100mi/yr)									
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Rosamond (Ponds) CS	0.0	N/A	0.0	0.0	N/A	0.0	0.0	N/A	0.0
State Municipal (Public) Average	7.65	N/A	6.02	8.55	N/A	54.45	10.14	N/A	5.15
Region Municipal Average	1.23	N/A	0.0	28.38	N/A	0.0	70.67	N/A	0.41

Net Volume Spills Index (gallons/1000 Capita/yr)									
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Rosamond (Ponds) CS	0.0	N/A	0.0	0.0	N/A	0.0	0.0	N/A	0.0
State Municipal (Public) Average	27364.27	N/A	3400.01	1400.4	N/A	43462.75	57.54	N/A	11.2
Region Municipal Average	17810.82	N/A	0.0	5375.2	N/A	0.0	26.6	N/A	0.0

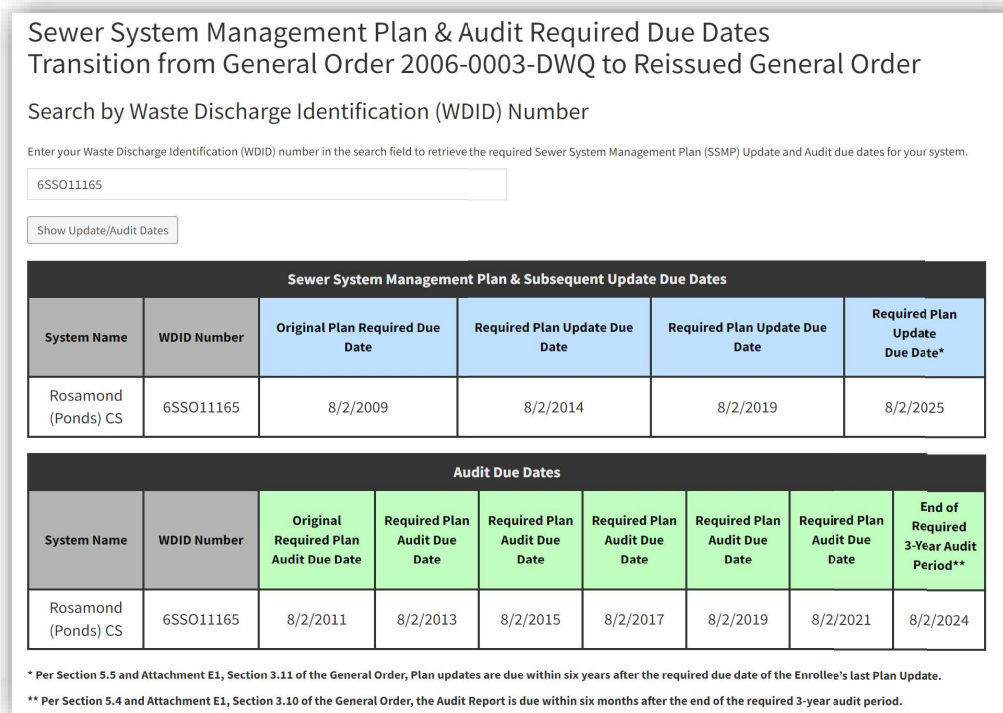
² California Integrated Water Quality System (CIWQS), publicly available at: https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso_main

District Compliance Approach

The District continues striving to proactively meet and exceed all compliance points specified in the Reissued WDR, with the goal of being one the first in the state to fully implement the new SSMP requirements specified in the Reissued WDR. To achieve this goal, significant changes, improvements, and efforts are planned throughout 2024 and into 2025 to be documented in the SSMP Change Log (Appendix 5) before the District’s next SSMP Audit (due 3/2/25) and SSMP Update (due 8/2/25).

For determining the actual SSMP Update and Audits deadlines applicable to the District, the State Water Board’s online lookup tool³ was utilized for generating a visual graphic depicting the associated deadlines for the District (see Figure 1 below).

Figure 1 - District SSMP Update and Audit Deadlines



³ See https://www.waterboards.ca.gov/water_issues/programs/sso/lookup/

Executive Summary Conclusions

Although the District does not routinely experience sewage spills, the District is taking a proactive stance with committing itself to being one of the first small collection systems in the state to meet and exceed all compliance points specified in the Reissued WDR, initiating full implementation nearly one year ahead of schedule. Significant new improvements necessary for further improving compliance, implementation, and effectiveness of its SSMP identified by the District and presented throughout this document, including but not limited to the following upgrades:

- Refining operations and maintenance practices, equipment, and strategies for proactively reducing spills
- Establishing new comprehensive inspection (CCTV) pipeline inspection program
- Establishing new Computerized Maintenance Management system (CMMS) with addition reporting/tracking capabilities for maintenance program
- Refining Capital Improvement projects and priorities
- Establishing new high frequency (“hot spot”) reduction program
- Improving standard operating procedures (SOPs) and training/drills for line staff for its newly revised Spill emergency Response Plan (SERP)
- Establishing new benchmarks with review of customized key performance indicators (KPIs)
- Utilizing the updated SSMP as a training tool for both management and line staff for preparing the District for its next required SSMP Audit (due by March 2, 2025)

Acronyms⁴

ASM	Administrative Services Manager
BMP	Best Management Practices
CCTV	Closed Circuit Television
CIP	Capital Improvement Program
CIPP	Cured in Place Pipe
CIWQS	California Integrated Water Quality System (State Water Board Online Spill Database)
CMMS	Computerized Maintenance Management System
EPA	US Environmental Protection Agency
FOG	Fats, Oils and Grease
FSE	Food Service Establishment
GCD	Grease Control Device
GIS	Geographic Information System
GM	General Manager
WDR	General Wastewater Discharge Requirements
HCFLS	High Cleaning Frequency Line Segments
I & I	Inflow and Infiltration
LRO	Legally Responsible Official
MRP	Monitoring and Reporting Program
NPDES	National Pollutant Discharge Elimination System
PLCO	Property Line Clean Out
RWQCB	Regional Water Quality Control Board (Lahontan Region)
SCADA	Supervisory Control and Data Acquisition
SERP	Overflow Emergency Response Plan
SOP	Standard Operating Procedure
RCS D	Rosamond Community Services District
SSMP	Sewer System Management Plan
Spill	Sanitary Sewer Overflow
WDR	Reissued Sanitary Sewer Systems General Wastewater Discharge Requirements Order issued by the State Water Board (No. 2022-0103-DWQ)
SWRCB	State Water Resources Control Board
WDID	Waste Discharge ID Number (CIWQS)

⁴ For a list of additional common acronyms for collection systems and related WDR terms, see the [Reissued WDR Attachment A \(page 32\)](#)

1.0 Goal and Introduction

Requirements
[Att. D-1 \(pgs. D-1/ D-2\)](#)

The District SSMP must be utilized as a “living planning document” for showcasing ongoing system management activities, procedures, and decision-making, scaled to the size/complexity of the District’s sewer system. The SSMP must outline specific activities and goals, including an Implementation Plan/Schedule for each element to demonstrate compliance and implementation for proper managing, operation, and maintenance of the sewer system to eliminate/reduce spills.

Compliance

The District has completely revised its previous 2010 SSMP to meet the above requirements. The District has also incorporated all of its most recent SSMP Audit findings and recommendations to establish the following specific goals for its SSMP:

1. Utilize the SSMP as a living document and training tool for its General Manager, LRO, line staff, and administrative personnel.
2. Utilize the SSMP as the means for reducing the potential risks and threats for future preventable sewage spills and mitigating their potential impacts to public health and the environment.
3. Incorporate customized tasks and plans/schedules for addressing all previous SSMP Audit findings to ensure proper management, operations, and maintenance of all parts of the District’s sanitary sewer system.
4. Incorporate resilience for helping the District withstand impacts from both environmental conditions causing spills and scrutiny by regulators.
5. Streamline presentation of the SSMP to facilitate transparency

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its 2021 SSMP Audit findings, the District has developed the following implementation plan/schedule for further improving this element.

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
1.1	Review goals, historic spill reports, Element 9 findings, and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit (due 3/2/2025)	12/6/2024	12/27/2024	X	X	

1.1 Regulatory Context

Requirements
[Att. D-1.1 \(pg. D-2\)](#)

The District SSMP must include an Introduction section providing a general description of the local sewer system management program and discuss Plan implementation and updates.

Compliance

Introduction: Leveraging its skilled internal resources, extensive maintenance equipment, and successful strategies employed for operation and maintenance of its potable water system, the District has taken a proactive stance with developing this SSMP to meet and exceed all the requirements of the Reissued WDR, over one-year ahead of schedule. Beginning with its last SSMP Audit completed in 2021, the District have identified several specific improvements for improving its sewer work programs to reduce spills or operational problems.

References

- [2006 WDR](#)
- [2022 Reissued WDR](#)
- Supplemental SSMP Guidance (Appendix 3)
- SSMP Audit Findings Summary (Appendix 4)

Effectiveness

The District utilizes customized Key Performance Indicators (KPIs) for evaluating effectiveness of this element (The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
1.1.1	Review previous SSMP Audit findings for preparing for next Audit; due to be completed/uploaded to CIWQS by LRO before 3/2/2025	10/4/2024	12/27/2024	X	X	
1.1.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

1.2 SSMP Update Schedule

Requirements
[Att. D-1.2 \(pg. D-3\)](#)

The District SSMP must have an introduction section that includes a schedule for updating the SSMP, including a schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing prevention of sewer spills.

Compliance

Introduction: To comply with this requirement, the District has compiled a basic narrative/overview describing its sewer system assets and service area configuration (see section 1.3 below).

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		No.	Description	Start	End	GM
1.2.1	Prepare for next SSMP Audit (due to be completed/uploaded by LRO to CIWQS by 3/2/2025); document all necessary improvements in SSMP Change Log; draft/finalize next SSMP Audit	10/4/2024	12/27/2024	X	X	
1.2.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	
1.2.3	Review all individual SSMP element contents for accuracy; incorporate next SSMP Audit findings; revise SSMP elements as necessary before next SSMP Update is due to be completed/board approved and uploaded by LRO to CIWQS by 8/2/2025	12/6/2024	12/27/2024	X	X	X

1.3 Sewer System Asset Overview

Requirements
[Att. D-1.3 \(pg. D-3\)](#)

Compliance

The District SSMP must have an Introduction section to provide a description of the District-owned assets and service area.

Introduction: The District’s sanitary sewer system is located within approximately 90 miles north of Los Angeles in Antelope Valley and 17 miles to the west of Edwards Air Force Base covering both Los Angeles and Kern Counties (see Figure 1 below). The population served by the sewer system is approximately 20,000. The District maintains only the mainline sewers and is not responsible for privately-owned sewer service laterals.



Figure 2 - District Service Area Location Map

Sewer System Attributes: The sewer system includes the following attributes:

Asset	Asset Info	Attributes
Gravity Mainlines	See GIS for attributes	74 miles
Pressurized (Force Mains)	See GIS for attributes	1 mile
Pump Stations	See GIS for attributes	1
Siphons	See GIS for attributes	2
Laterals (do not maintain)	See GIS for attributes	0
Stormwater diversions to sewer	N/A	N/A
Data Management System	Work Order Software	UMS
Ownership responsibilities	N/A	Mainlines only
% Residential, commercial, industrial flows	Estimated	97/3/2
Unique service boundary conditions	See GIS for attributes	Flat/high desert climate/extreme rain

Updated Sewer Map (see Element 4 below)

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
1.3.1	Review District-owned assets and element description; update element as necessary	12/6/2024	12/27/2024		X	X
1.3.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

1.4 Updated Sewer System Map

Requirements
[Att. D-1.4 \(pg. D-3\)](#)

The District SSMP Introduction section must provide reference to the Enrollee’s up to-date map of its sanitary sewer system, as required in section 4.1 (updated map of sanitary sewer system).

Compliance

Introduction: The District currently utilizes GIS and paper maps of as-built drawings for managing the preventive maintenance and emergency response efforts for the SSMP (see Element 4 and 6 below). The District is planning to incorporate additional capabilities for sewer maps for ensuring they are up-to-date (see Implementation Plan/Schedule below).

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Refer to Element 4 below.

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
1.4.1	Review existing maps for accuracy; edit maps as necessary; establish review/change SOP for ensuring all noted map corrections noted by field staff are changed in timely manner for keeping map up-to-date.	3/8/2024	6/14/2024		X	X
1.4.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

1.5 Develop and Implement SSMP

Requirements
[Spec. 5.2 \(pg. 18\)](#)

To facilitate adequate local funding and management of its sanitary sewer system(s), the District shall develop and implement an updated Sewer System Management Plan. The scale and complexity of the Sewer System Management Plan, and specific elements of The SSMP, must match the size, scale, and complexity of the Enrollee’s sanitary sewer system(s). The Sewer System Management Plan must address, at minimum, the required Plan elements in Attachment D (Sewer System Management Plan – Required Elements) of this General Order. To be effective, the Sewer System Management Plan must include procedures for the management, operation, and maintenance of the sanitary sewer system(s). The procedures must: (1) incorporate the prioritization of system repairs and maintenance to proactively prevent spills, and (2) address the implementation of current standard industry practices through available equipment, technologies, and strategies.

Compliance

The District has proactively developed and is implementing its SSMP Update as required. For more information specific to this requirement, refer to Element 1 above.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Sewer Masterplan/Rate Study Summary (Appendix 9)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
1.5.1	Review implementation for addressing all previous SSMP Audit findings and best practice recommendations/prepare for next Audit; update element descriptions as necessary	12/6/2024	12/27/2024	X	X	
1.5.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

1.6 Allocation of Resources

Requirements
[Spec. 5.7 \(pg. 22\)](#)

The District shall comply with the following requirements:

- #(1) Establish and maintain a means to manage all necessary revenues and expenditures related to the sanitary sewer system; and
- #(2) Allocate the necessary resources to its sewer system management program for: (a) compliance with this General Order, (b) full implementation of its updated SSMP, (c) system operation, maintenance, and repair, and (d) spill responses.

Compliance

Requirements #1/2 above: The District established revenues/expenditures for proper and effective operations and maintenance of the sewer system through the enterprise fund annual budgeting process. This includes a total of 7 professional dedicated field employees committed to all necessary operations and maintenance activities for the sewer collection system.

The District also is committed and recommends reviewing its ongoing rate structure every 5 years (see page 3 of the District Rate Study Report; see Appendix 9 for additional details).

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
1.6.1	Review District resources and responsibilities for all SSMP elements; update element as necessary	12/6/2024	12/27/2024	X	X	
1.6.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

1.7 Enforcement Provisions

Requirements
[Provisions 6.1 \(pg. 27\)](#)

Noncompliance with requirements of this General Order or discharging sewage without enrolling in this General Order constitutes a violation of the Water Code and a potential violation of the Clean Water Act and is grounds for an enforcement action by the State Water Board or the applicable Regional Water Board. Failure to comply with the notification, monitoring, inspection, entry, reporting, and recordkeeping requirements may subject the Enrollee to administrative civil liabilities of up to \$10,000 a day per violation pursuant to Water Code section 13385; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. Discharging waste not in compliance with the requirements of this General Order or the Clean Water Act may subject the Enrollee to administrative civil liabilities up to \$10,000 a day per violation and additional liability up to \$10 per gallon of discharge not cleaned up after the first 1,000 gallons of discharge; up to \$5,000 a day per violation pursuant to Water Code section 13350 or up to \$20 per gallon of waste discharged; or referral to the Attorney General for judicial civil enforcement.

Compliance

The District is well aware of the consequences for noncompliance including associated penalties for violations. The District maintains a proactive stance with full implementation of its SSMP.

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
1.7.1	Review enforcement actions within regional board area of influence to stay aware of priorities and actions; update element as necessary	12/6/2024	12/27/2024	X	X	
1.7.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

1.8 SSMP Availability

Requirements
[Provisions 6.3](#)

The District Sewer System Management Plan must be maintained for public inspection at the Enrollee’s offices and facilities and must be available to the public through CIWQS and/or on the Enrollee’s website, in accordance with section 3.8 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

Compliance

The District publishes its SSMP, available for public review [on its website](#) and also maintains a paper copy in its offices which can be made available for inspection during regular business hours.

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
1.8.1	Review online public accessibility of SSMP and content; update links as necessary	12/6/2024	12/27/2024	X	X	
1.8.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

2.0 Organization

2.1 Name of Legally Responsible Official

Requirements
[Att. D-2 \(pg. D-3\)](#)

Compliance

References

Effectiveness

Implementation
 Plan/Schedule

The District SSMP shall name of the Legally Responsible Official (LRO) as required in section 5.1 (Designation of a Legally Responsible Official) of the Reissued WDR.

The District General Manager has authorized Mr. John Houghton, Director of Public Works as the LRO and authorized representative in all wastewater collection system matters who is authorized to certify electronic spill reports submitted to CIWQS, and is authorized to submit spill reports to other appropriate government agencies as necessary.

For more details regarding Mr. Houghton’s training and qualifications as LRO, see Designation of LRO description below.

- Supplemental SSMP Guidance (Appendix 3)
- LRO Qualifications Summary and Training Certificate (Appendix 19)

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
2.1	Review LRO training and competency; adjust training as necessary	1/29/2024	3/1/2024	X	X	

2.2 Management, Administrative, Maintenance Positions

Requirements
[Att. D-2 \(pg. D-3\)](#)

The District SSMP must identify the names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation.

Compliance

The District’s current Executive Officer is the General Manager who has final authority over all elements of the SSMP including compliance and implementation. The District’s Public Works Director is the Legally Responsible Official (LRO) who is fully authorized by the General Manager to sign and certify all necessary documentation required by the Reissued WDR including but not limited to applications, reports, or information submitted to the CIWQS. To improve efficiency, the District has established one of its lead field operator as an authorized Data Submitter for entering data into CIWQS to assist the LRO.

All District employees responsible for the District’s SSMP program, including administrative, development, maintenance, and SMP implementation can be reached by calling (661) 256-3411. Additional details regarding the District’s lines of authority include the following.

District: 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 and responsible for overseeing implementing and maintenance of all elements of the SSMP. Prepares and controls department budget. Develops and oversees department programs, including sewer operations and Capital Improvement Plans. Supervises the Public Works Director.

Public Works Director: Plans, organizes, and supervises the maintenance and repair of District public works infrastructure including the sanitary sewer system. Reviews plans and specifications for sewer and other projects, and makes recommendations regarding maintenance, construction, and operating elements. Supervises and personally conducts cleaning and repair of sewer mains and lines and the location and raising of manholes. Oversees training for line staff members on specific tasks, as needed, including collection system preventive maintenance and spill response. Oversees contractors, engineers, and members of the public regarding construction and maintenance activities and procedures.

Line Staff: Cleans, inspects, maintains, and repairs sewer lines. Conducts inspection/maintenance on sewer lift station. Locates and raises manholes. Operates power equipment, including hydraulic cleaning trucks and other duties as necessary as directed by the Public Works Director.

District staff operate multiple pieces of District-owned sewer maintenance vehicles and equipment for maintaining the collection system and responding to spills.

At all times there is a line staff member on-call who acts as the initial responder for field problems or concerns.

Sewer collection lines are cleaned on a regular schedule for addressing known “hot spot” areas with previously identified issues of concern to help prevent blockages/operational problems or spills.

The District has established the following general responsibilities for the SSMP as follows (see Figure 3 below).

Figure 3 - District Team Member SSMP Responsibilities

Team Member	SSMP Responsibilities
General Manager	Oversees implementation of SSMP and ensuring adequacy of system capacity, including capacity/monitoring programming necessary capital improvements; measures effectiveness/reviews KPIs
LRO	Oversees implementation of SSMP and ensuring adequacy of system capacity, including capacity/monitoring programming necessary capital improvements; measures effectiveness/reviews KPIs; completes SSMP change log; certifies spill reports in CIWQS
Line Staff	Supports management as required with SSMP capacity-related issues; bringing attention to District management of problems/locations encountered where capacity flows were inadequate.

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
2.2.1	Review organizational structure/responsibilities, including staffing positions, names/contacts/phone/email addresses for each individual; update element as necessary	12/6/2024	12/27/2024		X	X
2.2.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

2.3 Organizational Lines of Authority

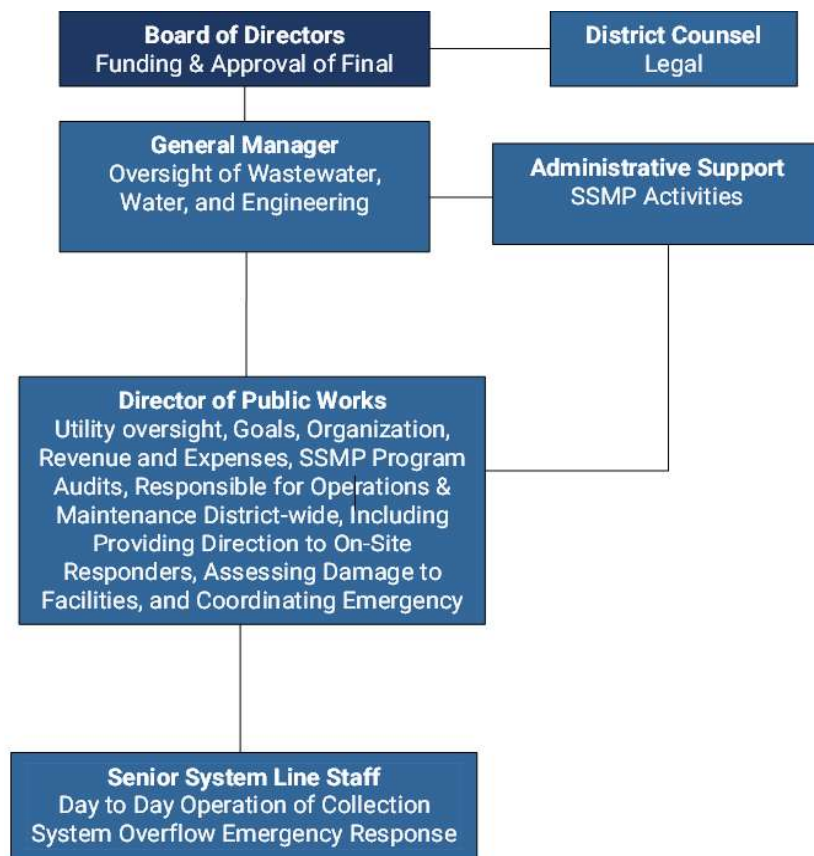
Requirements
[Att. D-2 \(pg. D-3\)](#)

Compliance

The District must include a narrative description of its organizational lines of authority.

The District utilizes the following chain of communication for responding to and reporting spills, both from observation of a potential spill in the field to reporting information to all appropriate regulatory agencies (see below). For more information, refer to Element 6 below.

The District operates with the following lines of authority in place for the SSMP.



References

- [District Webpage](#)
- Spill Emergency Response Plan, SERP (see Appendix 6)
- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
2.3.1	Review staffing positions, equipment information, contacts, and responsibilities; update element as necessary	12/6/2024	12/27/2024		X	X
2.3.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

2.4 Chain of Communication for Reporting Spills

Requirements
[Att. D-2 \(pg. D-3\)](#)

The District must provide the chain of communication for reporting spills from receipt of complaint or other information, including the person responsible for reporting spills to the State and Regional Water Boards and other agencies, as applicable.

Compliance

AUTHORIZED REPRESENTATIVES: All wastewater collection system matters are the responsibility of the Public Works Director. The Director acts as the primary District LRO, certifying electronic spill reports submitted to the SWRCB/CIWQS⁵ system, and is also authorized to submit spill reports to other outside appropriate government agencies.

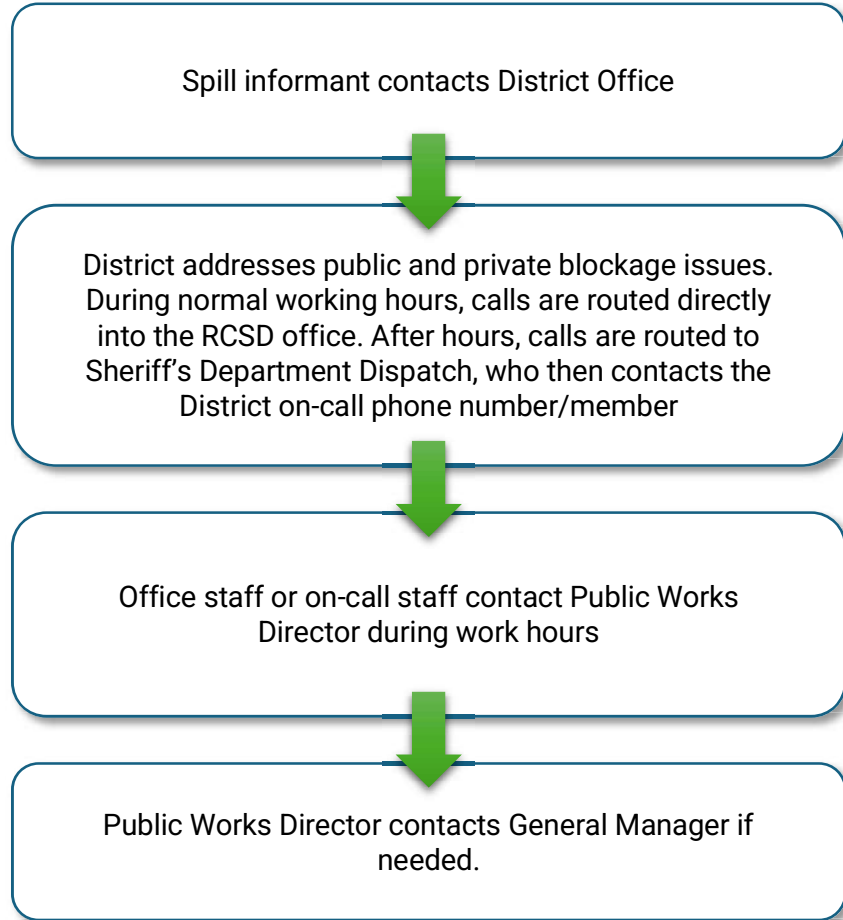
SPILL REPORTING CHAIN OF COMMUNICATION: The District maintains the following list of key contact phone numbers and implements the following workflow procedures for spills (see Table 2.2 and Figure 6 below).

Table 2.2 – Key District Phone Numbers for Spill Reporting

Location/Staff	Phone Number
RCSD Office	661-256-3411
RCSD On-Call Contact	661-816-5345
Sheriff's Department	661-256-9700
Public Works Director	661-816-5180

⁵ State Water Resources Control Board/California Integrated Water Quality System, CIWQS, publicly available at: https://www.waterboards.ca.gov/water_issues/programs/ciwqs/publicreports.html

Figure 4 - District Chain of Communication for Spills



References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

- The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
2.4.1	Review SERP/conduct drills to verify adequacy of all contacts (internal/external) and notification system, procedures, and details; adjust procedures and edit element as necessary	5/17/24	6/7/24	X	X	X
2.4.2	Review lines of authority and responsibilities; update element as necessary	12/6/2024	12/27/2024		X	X
2.4.3	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

2.6 Designation of Legally Responsible Official

Requirements
[Specifications 5.1](#)

The District shall designate a Legally Responsible Official that has authority to ensure the enrolled sanitary sewer system(s) complies with this Order, and is authorized to serve as a duly authorized representative. The Legally Responsible Official (LRO) must have responsibility over management of the Enrollee’s entire sanitary sewer system, and must be authorized to make managerial decisions that govern the operation of the sanitary sewer system, including having the explicit or implicit duty of making major capital improvement recommendations to ensure long-term environmental compliance. The Legally Responsible Official must have or have direct authority over individuals that:

- Possess a recognized degree or certificate related to operations and maintenance of sanitary sewer systems, and/or
- Have professional training and experience related to the management of sanitary sewer systems, demonstrated through extensive knowledge, training and experience.

Compliance

The District proactively re-enrolled under the Reissued WDR in early May 2023, well-ahead of schedule. The District’s LRO (Mr. John Houghton, Director of Public Works) has been the District’s LRO since early 2018, replacing Mr. Robert Derryberry. Mr. Houghton has the necessary authority over managerial decisions that govern the operation of the sanitary sewer system, including having the explicit or implicit duty of making major capital improvement recommendations in harmony with the District General Manager (Mr. Kim Domingo) for ensuring long-term environmental compliance. Mr. Houghton also possesses a wealth of professional training and experience and has received extensive training from Fischer Compliance LLC on all elements of the Reissued WDR.

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
2.5.1	Review for instances where LRO authority/training was inadequate	12/6/2024	12/27/2024		X	X
2.5.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

3.0 Legal Authority

3.1 Prevention of Illicit Discharges

Requirements
[Att. D-3 \(pg. D-4\)](#)

The District SSMP must include copies or an electronic link to the Enrollee’s current sewer system use ordinances, service agreements and/or other legally binding procedures to demonstrate the Enrollee possesses the necessary legal authority to prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages/operational problems.

Compliance

District Ordinance No. 92-6 (Title III, Sewer Service) governs all elements of use of public and private sewers including rules and regulations for private sewage disposal, building sewers, lateral sewers and connections, public sewer construction, sewerage system extensions, and use of public sewers.

Article 15 of the Ordinance states: “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.” Article 15 also prohibits additional discharges into the sewer system (see Appendix 15 for more information).

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		No.	Description	Start	End	GM
3.1.1	Review Ordinance to confirm all documents provide necessary required legal authority	12/6/2024	12/27/2024		X	X
3.1.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

3.2 Collaboration with Stormwater Agencies

Requirements
[Att. D-3 \(pg. D-4\)](#)

The District SSMP must include procedures for collaborating with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure.

Compliance

The District Spill Emergency Response Plan (SERP) specifies procedures for ensuring collaboration with storm sewer agencies. The District currently does not have all applicable system maps.

References

- District SERP (see Element 6 below)
- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
3.2.1	Obtain access to applicable stormwater system maps for supplementing emergency response operations.	3/8/2024	4/5/2024		X	
3.2.2	Review contact/available map information for storm sewer agencies; edit element as necessary	12/6/2024	12/27/2024		X	X
3.2.3	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

3.3 Proper Sewer Design and Construction

Requirements Att. D-3 (pg. D-4)	The District SSMP must require that sewer system components and connections be properly designed and constructed.
Compliance	District Ordinance No. 92-6 governs design and construction standards. Article 13 governs the design and construction standards, specifying 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.
References	<ul style="list-style-type: none"> • Supplemental SSMP Guidance (Appendix 3) • District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)
Effectiveness	The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).
Implementation Plan/Schedule	Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
3.3.1	Review Ordinance for any instances where authority for design/construction was inadequate; edit Ordinance as necessary; update element as required	12/6/2024	12/27/2024		X	X
3.3.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

3.4 Proper Sewer Access

Requirements
[Att. D-3 \(pg. D-4\)](#)

The District SSMP must ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the District.

Compliance

District Ordinance No. 92-6 (Article 13) governs rights of way including sewers constructed in rights of way including in easement locations for ensuring access.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
3.4.1	Review Ordinance for any instances where access authority was inadequate; edit Ordinance as necessary; update element as required	12/6/2024	12/27/2024		X	X
3.4.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X		X

3.5 Enforcement Authority

Requirements
[Att. D-3 \(pg. D-4\)](#)

The District SSMP must allow authority for enforcing any violation of its sewer ordinances, service agreements, or other legally binding procedures.

Compliance

District Ordinance No. 92-6 (Article 13, Article 18-1 for Water Conservation) specifies civil and criminal enforcement authority. The District currently does not have enforcement authority specified in the Ordinance for enforcing violations of the above requirements.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
3.5.1	Review Ordinance for inclusion of legal authority for enforcement as necessary to address noncompliance	3/1/2024	5/1/2024	X	X	
3.5.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

3.6 Easement Agreements

Requirements
[Att. D-3 \(pg. D-4\)](#)

The District SSMP must include easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable by the District.

Compliance

District Ordinance No. 92-6 (Article 13) governs rights of way including sewers constructed in rights of way including in easement locations for ensuring access.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
3.6.1	Review Ordinance, work orders, and spill reports for any instances where easement/access authority was inadequate; edit Ordinance as necessary; update element as required	12/6/2024	12/27/2024		X	X
3.6.2	Review goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X		X

4.0 Operation and Maintenance Program

4.1 Updated Map of Sewer System

Requirements
[Att. D-4 \(pg. D-4\)](#)

The District SSMP must include an up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s). The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries.

Compliance

The District maintains paper maps including District boundaries, Streets (Gravity sewer pipes), Sewer Manholes, Lift station, sewer easements/roads, and Food Service Establishments (FSEs).

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
4.1.1	Review existing sewer maps for instances where accuracy was inadequate; review available stormwater conveyance facilities within the District’s service area; edit maps as necessary; consult with line staff for creating new procedures for ensuring maps remain updated; adjust element as necessary	3/1/2024	12/27/2024		X	X
4.1.2	Review O/M and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	
4.1.3	Review existing sewer maps to note all locations of pipelines located within 1,000 feet of drinking water intake/facilities; update SERP upon completion of map review	3/1/2024	6/21/2024		X	X

4.2 Preventive Operation and Maintenance Activities

Requirements
[Att. D-4 \(pgs. D-4/D-5\)](#)

The District SSMP must incorporate a scheduling system and data collection system for preventive operation and maintenance activities conducted by staff and contractors.

Compliance

Scheduling System: The purpose of a work order system is to program and track all required inspection and maintenance activities within the collection system to help proactively prevent blockages/operational problems or spills. This includes documenting all inspection and maintenance activities, including higher-frequency inspection and maintenance areas with known problems (“hot spots”), documenting ongoing CCTV inspections and data for pipelines and manholes including areas prone to root intrusion that could cause blockages/operational problems or spills.

The District currently maintains a basic work order system (“UMS”) for scheduling and tracking routine and emergency maintenance activities, including tracking of work orders and repairs. The system is not a formal Computerized Maintenance Management System (CMMS) with the ability for running comprehensive insight reports and ascertaining detailed data for making effective and timely decisions. The District is planning to research and evaluate new CMMS software for further improving its existing UMS system in 2024.

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
4.2.1	Review existing work order data in UMS; research/test new CMMS; review “hot spot” and areas subject to root blockages/operational problems; assess root control program causes, issues; define/implement additional root control maintenance activities as necessary	3/1/2024	5/10/2024		X	X
4.2.2	Review O/M and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X		X

4.3 Training Program

Requirements
[Att. D-4 \(pg. D-5\)](#)

The District SSMP must incorporate in-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors covering the requirements of this General Order, Spill Emergency Response Plan procedures and practice drills, skilled estimation of spill volume for field operators, and electronic CIWQS reporting procedures to assist staff submitting data.

Compliance

The District utilizes its lead collection system staffer for conducting internal trainings and drills on its SERP to enhance staff understanding and competence with the Reissued WDR. The District also utilizes an outside consultant (Fischer Compliance LLC) to provide additional best practice trainings on the SERP and SSMP as necessary. The District is also planning to incorporate training on its SERP for outside contractors working on the sewer system.

and References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
4.3.1	Review SERP training for ensuring line staff are competent	3/1/2024	5/24/2024		X	X
4.3.2	Refine SERP training curriculum on SSMP and drills; conduct training on SERP prior to completion of annual SERP review due 6/5/2024.	4/5/2024	5/24/2024		X	X
4.3.3	Develop SSMP training curriculum and operator SOPs for elements 4 and 6	5/24/2024	12/27/2024	X	X	
4.3.4	Review training and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	X

4.4 Equipment Inventory

WDR Requirements
[Att. D-4 \(pg. D-5\)](#)

The District SSMP must incorporate an inventory of sewer system equipment, including the identification of critical replacement and spare parts.

Compliance

The list of the District critical spare parts, equipment, and inventory for District operation and maintenance of the sewer system is included in the SERP (see Element 6). As specified in the SERP, the District maintains supplemental outside vendor contracts for supporting its emergencies and equipment inventory as necessary to support ongoing operational needs.

References

- Supplemental SSMP Guidance (Appendix 3)
- Spill Emergency Response Plan, SERP (see Appendix 6)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
4.4.1	Review and renew (if necessary) all supplemental outside vendor contract(s)	3/1/2024	5/1/2024	X	X	
4.4.2	Review existing equipment inventory sheet in SERP; identify all specific critical spare parts; necessary; edit element, as necessary.	3/1/2024	5/1/2024		X	X

Proper Operations and Maintenance

Requirements

[Spec. 5.19 \(pg. 27\)](#)

The SSMP must include measures to prevent discharges to the environment by ensuring the District maintain in good working order, and operate as designed, any facility or treatment and control system designed to contain sewage and convey it to a treatment plant.

Compliance

The District has a total of 7 dedicated professional field employees assigned for the following activities:

Cleaning Program: The purpose of a sewer cleaning program is to clean line segments that need to be cleaned to help proactively prevent blockages/operational problems or spills. The District has not traditionally applied a systematic approach to cleaning the system but plans to modify its cleaning regime. Paper maps are maintained to keep track of line segments cleaned. The District cleans approximately 23% of the sewer system annually. The existing cleaning program is very basic, strictly driven on known problem areas including “hot spot” locations requiring the most attention. New improvements are planned for 2024 for implementing a much more comprehensive cleaning program covering the entire collection system. The District estimates it completes approximately 14 miles per year for its annual pipeline cleaning production including its “hot spot” locations.

Pipeline Inspection Program: The purpose of a sewer pipeline inspection program (CCTV) is to inspect gravity sewer pipelines within the sewer system on a routine basis for assessing and documenting pipe conditions to identify areas needing attention to help proactively prevent blockages/operational problems or spills. For its gravity assets, the District has only completed inspections for approximately 2% of its entire collection system and currently does not have all the necessary equipment needed for a comprehensive program. However, the District acquired a small CCTV inspection unit and is planning to purchase additional equipment necessary for expanding the inspection program during 2024 to ensure the entire system is evaluated, assessed, and routinely inspected to help reduce blockage and spills and address problems in a proactive manner. The District currently does not have a formal force main condition assessment/replacement program.

Manhole Inspection Program: The purpose of a manhole inspection program is to ensure viability of access to all collection system assets for preventive maintenance and emergency responses to proactively help prevent blockages/operational problems or spills. The District will be conducting manhole inspections in conjunction with pipeline inspections.

Lift Station Inspection Program: The purpose of a sewer lift station inspection program is to routinely inspect the District’s single lift station for ensuring ongoing reliability for continuously and effectively conveying sewage flows to the District’s wastewater treatment plant to help proactively prevent operational failures and spills. The District operates one lift station a serving a small subdivision. Weekly inspections are performed including analyzing the station for proper operations, documenting pump run times, and inspecting the site for any issues of concern noted by line staff.

	<p><u>Pipe Repair Program</u>: The purpose of the pipe repair program is to complete necessary spot repairs within the collection system to help proactively prevent blockages/operational problems or spills. The District conducts some small repairs on its own and contracts out larger jobs requiring more complex equipment and experience.</p>
	<p><u>Easement Maintenance Program</u>: The purpose of an easement maintenance program is to maintain year-round access to all sewer assets within easement areas for maintenance, repair, and access during emergencies. The District currently does not maintain a formal program for easement areas but plans to develop a program in 2024.</p>
	<p><u>Electronic System Monitoring</u>: To help prevent blockages/operational problems and spills, the District has purchased and has deployed a total of 5 individual “<u>Smart Covers</u>” for continuously monitoring flow levels in areas deemed necessary for monitoring the collection system levels to proactively prevent blockages/operational problems or spills.</p>
References	<ul style="list-style-type: none"> • Supplemental SSMP Guidance (Appendix 3)
Effectiveness	<p>The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).</p>
Implementation Plan/Schedule	<p>Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .</p>

Tasks		Implementation Plan/Schedule		Staffing		
Cleaning Program						
No.	Description	Start	End	GM	LRO	OPS
4.5.1	Enhance existing pipeline cleaning program	3/1/2024	12/27/2024	X	X	X
Pipeline Inspection Program						
4.5.2	Define, Develop, and implement gravity/force main pipeline inspection programs	3/1/2024	12/27/2024	X	X	X
Manhole Inspection Program						
4.5.3	Define, Develop, and implement manhole inspection program; coordinate with pipeline inspections when established	3/1/2024	12/27/2024	X	X	X
Lift Station Inspection Program						
4.5.4	Define, Develop, and implement a lift station inspection program	3/1/2024	12/27/2024	X	X	X
Easement Maintenance Program						
4.5.5	Define, Develop, and implement easement maintenance program	3/1/2024	12/27/2024	X	X	X
Other O/M Attributes						
4.5.6	Complete new narratives describing core O/M programs	10/4/2024	12/27/2024	X	X	
4.5.7	Provide verification that O/M programs are adhered by staff as specified	12/6/2024	12/27/2024	X	X	

5.0 Design and Performance Provisions

5.1 Updated Design Criteria/Construction Standards/Specifications

Requirements

[Att. D-1.1 \(pg. D-5\)](#)

The District SSMP must have updated design criteria, and construction standards and specifications, for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. If existing design criteria and construction standards are deficient to address the necessary component-specific hydraulic capacity as specified in section 8 (System Evaluation, Capacity Assurance and Capital Improvements) of this Attachment, the procedures must include component-specific evaluation of the design criteria.

Compliance

As reflected in Element 3 above, the District Ordinance No. 92-6 governs design and construction standards. Article 13 governs the design and construction standards, specifying 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 District utilizes [Greenbook Standard Specifications/Details](#).

The District also utilizes its own published Standard Water and Sewer Specifications (see reference below), available on its website for download.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/[District Water and Sewer Specifications](#) (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
5.1.1	Verify design standards and hydraulic model previously completed are adequate and consistent with current standards of practice	12/6/2024	12/27/2024		X	X
5.1.2	Review program goals and outcomes + KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

5.2 Procedures and Standards

Requirements
[Att. D-1.1 \(pg. D-5\)](#)

The District SSMP must have procedures, and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances.

Compliance

As reflected in Element 3 and 5.1 above, the District has established design and construction standards.

Article 12, section 12.07 contains limited inspection standards for building sewers.

The District has an established basic plan check process in place.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6 and [District Water and Sewer Specifications](#) (Appendix 15)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
5.2.1	Verify inspection procedures are adequate and consistent with current standards of practice	9/13/2024	12/27/2024		X	X
5.2.2	Review procedure goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

6.0 Spill Emergency Response Plan

Requirements

[Att. D-1.1 \(pg. D-6\)](#)

The District SSMP must include an up-to-date Spill Emergency Response Plan to ensure prompt detection and response to spills to reduce spill volumes and collect information for prevention of future spills. The Spill Emergency Response Plan must include procedures to: 1) Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner; 2) Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State; 3) Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders; 4) Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained; 5) Address emergency system operations, traffic control and other necessary response activities; 6) Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system; 7) Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State; 8) Remove sewage from the drainage conveyance system; 9) Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters; 10) Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery; 11) Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event; 12) Conduct post-spill assessments of spill response activities; 13) Document and report spill events as required in this General Order; and 14) Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update The SSMP as needed.

Compliance

The District has orderly and effective spill emergency response procedures in place, including training for its line staff (see District Spill Emergency Response Plan, SERP Appendix 12).

References

- Supplemental SSMP Guidance (Appendix 2)
- Spill Emergency Response Plan, SERP (see Appendix 6)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
6.1	Review SERP; review equipment inventory and identify specific critical spare parts (see SERP); edit/update SERP as necessary	3/1/2024	5/1/2024		X	X
6.2	Conduct training and drills on SERP to ensure conformity to established procedures; edit/update SERP as necessary; update SSMP Change Log	3/1/2024	12/27/2024		X	X
6.3	Review SERP goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	X

6.1 Spill Emergency Response Plan (SERP)

Requirements Spec. 5.12	<i>The District was required (within six (6) months of the Adoption Date of this General Order) shall updated and implemented its Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan).</i>
Compliance	The District met this requirement ahead of schedule and completed an updated Spill Emergency Response Plan (SERP), including online training on the SERP contents prior to the WDR implementation deadline (6/5/2023) The District has also subsequently conducted classroom and hands-on training/drills on its SERP.
References	<ul style="list-style-type: none"> • Supplemental SSMP Guidance (Appendix 2) • Spill Emergency Response Plan, SERP (see Appendix 6)
Effectiveness	The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).
Implementation Plan/Schedule	See element 6.2 above

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
6.1.1	Review SERP; edit as necessary to update prior to certifying Annual Report in CIWQS	3/1/2024	3/22/2024		X	X
6.1.2	Review historic coordination with Kern County for ensuring adequate emergency stormwater collaboration for spills	12/6/2024	12/27/2024	X	X	

6.2 Notification, Monitoring, Reporting, Recordkeeping

Requirements
[Spec. 5.13 \(pg. 24\)](#)

The Notification Requirements (section 1), Spill-specific Monitoring Requirements (section 2), Reporting Requirements (section 3) and Recordkeeping Requirements (section 4) in this Attachment are pursuant to Water Code section 13267 and section 13383, and are an enforceable component of this General Order.

Compliance

The District through implementation of its SERP complies with all of the above requirements.

References

- Supplemental SSMP Guidance (Appendix 2)
- Spill Emergency Response Plan, SERP (see Appendix 6)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
 Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
6.2.1	Review/prep required Category 4 spill data for accuracy/conformance to SERP; upload data to CIWQS	1/29/2024	2/1/2024		X	X
6.2.2	Review/prep required Annual Report data for accuracy/conformance to E1; upload data to CIWQS	3/1/2024	4/1/2024		X	X
6.2.3	Review spill reports for conformance and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024		X	X
6.2.4	Review/prep required Category 4 spill data for accuracy/conformance to SERP; upload data to CIWQS	12/6/2024	12/27/2024		X	X
6.2.5	Review/prep required Annual Report data for accuracy/conformance to E1; upload data to CIWQS	12/6/2024	12/27/2024		X	X

7.0 Sewer Pipe Blockage Program

Requirements
[Att. D-7 \(pg. D-7\)](#)

The District SSMP must include procedures for the evaluation of the Enrollee’s service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags, and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a program is not needed.

Compliance

The District has partially established procedures for evaluating its historic spills and issued related to pipe blockage controls. However, based on historic spill performance, the District has not experienced significant spills due to pipe blockages/operational problems. The District plans to further enhance its pipe blockage control program strategies in 2024 using a newly-implemented CMMS.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6 and [District Water and Sewer Specifications](#) (Appendix 15)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
7.1	Upon implementation of new CMMS program, review potential blockage areas and formulate necessary strategies accordingly; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	6/7/2024	12/27/2024	X	X	
7.2	Review blockage control program goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

7.1 Public Outreach

Requirements
[Att. D-7 \(pg. D-7\)](#)

The District SSMP must include procedures an implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;

Compliance

The District currently does not have a public education outreach program directed at residential customers and is planning to initiate a program in 2024.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
7.1.1	Explore additional outreach activities such as door hangars, newsletters, publishing information on District website, flyers for bills/events and other practices to further expand/improve outreach to help mitigate pipe blockage substances causing blockages/operational problems and spills	10/4/2024	12/27/2024	X	X	
7.1.2	Review blockage control program goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

7.2 Plan/Schedule (Disposal of Blockage Substances)

Requirements
[Att. D-7 \(pg. D-7\)](#)

The District SSMP must include procedures for a plan and schedule for the disposal of pipe-blocking substances (FOG, roots, etc.) 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 substances generated within a sanitary sewer system service area;

Compliance

The District currently does not currently have a specific plan and schedule for disposal of blockage substances but plans to incorporate this plan/schedule in 2024.

District line staff routinely remove FOG substances from sewer lines and the lift station during their routine maintenance activities. Blockage-producing substances removed from the sewer system are disposed of locally. Blockage-producing substances generated by food service establishments (FSEs) are routinely collected in grease control devices owned and maintained by FSEs which are privately disposed by waste haulers on contract.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
7.2.1	Review blockage control program goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

7.3 Legal Authority (Prohibit Discharges to Prevent Spills/Blockages/operational problems)

Requirements
[Att. D-7 \(pg. D-7\)](#)

The District SSMP must include the legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages/operational problems;

Compliance

The District has partially established legal standards for pipe blockage control. Ordinance No. 92-6 (Title III, Sewer Service) governs all elements of use of public and private sewers including rules and regulations for private sewage disposal, building sewers, lateral sewers and connections, public sewer construction, sewerage system extensions, and use of public sewers. Article 15 of the Ordinance prohibits limits discharges of FOG to 100 mg/l.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
		Start	End	GM	LRO	OPS
No.	Description					
7.3.1	Review existing Ordinance for ensuring appropriate legal authority before completion of next SSMP Audit	9/6/2024	12/27/2024	X	X	
7.3.2	Review authority and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	9/6/2024	12/27/2024	X	X	

7.4 Requirements (Installation of Grease Removal Devices)

Requirements
[Att. D-7 \(pg. D-7\)](#)

The District SSMP must include requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;

Compliance

The District has specific procedures that limit discharges of grease into the sewer. Ordinance No. 92-6 (Title III, Sewer Service), Article 15 (Use of Public Sewers, Section 15.07, Control Facilities Required), requires the following:

“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.”

The District Ordinance incorporates by reference in its Ordinance 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 District ordinance gives the District authority to inspect grease-producing facilities. The County Department of Public Health also regulates and inspects internal grease trap units.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
7.4.1	Review blockage control program installation authority and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	9/6/2024	12/27/2024	X	X	

7.5 Authority (Inspection of Grease Producing Facilities)

Requirements
[Att. D-7 \(pg. D-7\)](#)

The SSMP must include the authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;

Compliance

District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7), Article 11 contains inspection authority for construction and maintenance of approved private sewage systems but does not include inspection authority for grease producing facilities. The District will review its ordinance and authority in 2024.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing			
		No.	Description	Start	End	GM	LRO
7.5.1	Review District authority for inspection of grease producing facilities and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	9/6/2024	12/27/2024	X	X		

7.6 Identification (System Sections Subject to FOG)

Requirements
[Att. D-7 \(pg. D-7\)](#)

The SSMP must include identification of sanitary sewer system sections subject to fats, oils, and grease blockages/operational problems and establishment of a cleaning schedule for each section.

Compliance

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

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
7.7.1	Review blockage control program goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	9/6/2024	12/27/2024	X	X	

7.7 Implementation (Source Control Measures)

Requirements
[Att. D-7 \(pg. D-7\)](#)

The SSMP must include Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section.

Compliance

The District currently does not implement a specific source control program and utilizes its “hot spot” program (see list in Appendix 18) for proactively identifying specific sections within the sewer system subject to blockage-producing substances and conducting cleanings on an accelerated basis in these sections to prevent blockage and spills.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Ordinance No. 92-6/Water and Sewer Specifications (Appendix 7)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
7.8.1	Review FOG sources within service area and evaluate KPIs for instances where Hot Spot program was ineffective; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	9/6/2024	12/27/2024	X	X	

8.0 System Evaluation, Capacity Assurance, Capital Improvements

Requirements Att. D-8 (pgs. D-7/D-8)	The District SSMP must include procedures and activities for 1) Routine evaluation and assessment of system conditions; 2) Capacity assessment and design criteria; 3) Prioritization of corrective actions; and 4) A capital improvement plan.
Compliance	<p><u>Routine Evaluation</u> (See 8.1 below)</p> <p><u>Capacity Assessment/Design Criteria</u> (See 8.1 below and see page 20 of Master Plan for further discussion/details, Appendix 9)</p> <p><u>Prioritization of Corrective Actions</u> (See 8.1 below)</p> <p><u>Capital Improvement Plan (CIP)</u> The District’s annual capital improvement allocations for the sewer system are currently \$1M (see Appendix 8 for more information).</p>
References	<ul style="list-style-type: none"> • Supplemental SSMP Guidance (Appendix 3) • District Master Plan and Rate Study Summary (Appendix 9)
Effectiveness	The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).
Implementation Plan/Schedule	(refer to individual sections below in this Element for specific tasks, plans and schedules)

8.1 System Evaluation and Condition Assessment

Requirements

[Att. D-8 \(pgs. D-7/D-8\)](#)

The District SSMP must include procedures to:

- #1) Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;*
- #2) Identify and justify the amount (percentage) of its system for its condition to be assessed each year;*
- #3) Prioritize the condition assessment of system areas that: (a) hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies; (b) are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas; (c) are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List.*
- #4) Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;*
- #5) Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;*
- #6) Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and*
- #7) Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: (a) sea level rise, (b) flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; (c) wildfires; and (4) increased power disruptions.*

Compliance

Requirements #1-6 above: As stated earlier in Element 4 above, the District currently does not have a routine inspection/evaluation/assessment system in place for its sewer system but plans to incorporate new improvements for addressing these requirements in 2024 (see Implementation Plan/Schedule below).

Requirement #7 above: The District has established a matrix for identifying potential risks and threats for spills based on site-specific conditions and historic review of spill events and causes from its sewer system (see Figure 7 below).

References

- Supplemental SSMP Guidance (Appendix 3)
- District Master Plan and Rate Study Summary (Appendix 9)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks	Implementation Plan/Schedule	Staffing
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No.	Description	Start	End	GM	LRO	OPS
8.1.1	Review condition assessment program once new CCTV inspection program is initiated; review KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	9/6/2024	12/27/2024	X	X	
8.1.2	Assess system lift station vulnerabilities/consequences for failures including calculating hold times without power under dry/wet conditions; document assessment	9/6/2024	12/27/2024	X	X	X

8.2 Capacity Assessment and Design Criteria

Requirements

[Att. D-8 \(pgs. D-7/D-8\)](#)

The District SSMP must include procedures to:

#1) identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for: (a) Dry-weather peak flow conditions that cause or contributes to spill events; (b) The appropriate design storm(s) or wet weather events that causes or contributes to spill events; (c) The capacity of key system components; and (d) Identify the major sources that contribute to the peak flows associated with sewer spills.

2) The capacity assessment must consider: (a) Data from existing system condition assessments, system inspections, system audits, spill history, and other available information; (b) capacity of flood-prone systems subject to increased infiltration and inflow, under normal local and regional storm conditions; (c) capacity of systems subject to increased infiltration and inflow due to larger and/or higher-intensity storm events as a result of climate change; (d) increases of erosive forces in canyons and streams near underground and aboveground system components due to larger and/or higher-intensity storm events; (e) capacity of major system elements to accommodate dry weather peak flow conditions, and updated design storm and wet weather events; and (f) necessary redundancy in pumping and storage capacities.

Compliance

Requirement 1 above: Based on its historic spill performance since 2007, the District does not routinely experience capacity-related sewage spills during dry/wet weather not has historically identified specific wet weather events causing or contributing to spill events and will continue to monitor all collection system spill events for deficiencies adjust this element as necessary. No major capacity enhancement measures are programmed at this time.

Requirement 2 above: The District has established a matrix for identifying potential risks and threats for spills based on site-specific conditions and historic review of spill events and causes from its sewer system (see Figure 7 below).

System Resilience: The District has identified through its urban water management plan (2020) several potential Effects of Climate Change. In the 2013 during its update of the [DWR California Water Plan for the District](#) , the implications of future climate conditions are evaluated. These changing hydrological conditions could affect future planning efforts, which are typically based on historic conditions. The California Water Plan identifies the following probable impacts due to changes in temperature and precipitation, most of which will apply to RCSD:

- (a) More winter runoff and less spring/summer runoff due to warmer temperatures.
- (b) Greater extremes in flooding and droughts.
- (c) Greater water demand for irrigation and landscape water due to increased temperatures and their impacts on plant water needs.

- (d) Increased sea level rise, increased threat of coastal flooding, and saltwater intrusion into coastal groundwater aquifers. Other implications of future climate conditions are likely to include changes in temperature, precipitation, evaporative demand, and other variables:
- (e) Increases in both maximum and minimum temperatures and heat extremes.
- (f) More intense precipitation focused during the winter season.
- (g) Increased evapotranspiration. Rosamond Community Services District
- (h) Increased drought risk.
- (i) Potential for longer wildfire season with more ignitions as population growth continues.
- (j) Longer duration and more intense atmospheric rivers. Changes in temperature and precipitation due to climate change could have lasting effects on water demands in RCSD, particularly increased needs for irrigation and landscape water. Historically, dry, warm weather has been accompanied by increases in agricultural and urban water usage. However, RCSD's customers have limited irrigation and in recent years conservation efforts instituted during droughts have become permanent and limited rebound in demand even with higher temperatures has been observed. Therefore, it is expected additional reductions in demand during drought will be limited in the RCSD service area.

In addition, to help further reveal the District's basic potential vulnerabilities for sewage spills, an assessment matrix was completed (see Figure 3 below). This information provides an advantage to help managers proactively adjust maintenance activities and strategies for addressing known potential areas of vulnerability specific to the District's collection system attributes.

Figure 5 - District Potential Vulnerabilities

Potential Deficiency	Cause	Vulnerability [†]
Blockage #1	Fats, Oils and Grease (FOG)	5
Blockage #2	Tree roots	5
Blockage #3	Rags, wipes, etc.	4
Blockage #4	Sediment and debris	4
Damage/capacity/environmental/climate #1	Sea level rise/flooding	1
Damage/capacity/env./climate #2	Increased surface flows/rain	2
Damage/capacity/env./Climate #3	Flooding	2
Damage/capacity/env./climate #4	Wildfires	2
Damage/capacity/env./climate #5	Earthquake damage	1
Damage/capacity/env./climate #6	Landslides	1
Damage/capacity/env./climate #7	Subsidence	1
Infrastructure deficiency #1	Pump station mechanical failures	5
Infrastructure deficiency #2	System age	3
Infrastructure deficiency #3	Construction material failures	4
Infrastructure deficiency #4	Manhole cover failures	3
Infrastructure deficiency #5	Structural failures	4
Infrastructure deficiency #6	Lack of proper O/M	4
Insufficient capacity #1	Storm/groundwater I/I	4
Insufficient capacity #2	Population/new connections	3
Insufficient capacity #3	Stormwater capture projects	2
Community Impacts #1	Power outages	4
Community Impacts #2	Vandalism	5
Community Impacts #3	Contractor-caused damages	4

References

- Supplemental SSMP Guidance (Appendix 3)
- District Master Plan and Rate Study Summary (Appendix 9)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
8.2.1	Review capacity assessment n design criteria program; review KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	
8.2.2	Review flow data from WWTP to evaluate historic storms and peaking factors; review historic system problems, stoppages, spill reports; revise existing resilience vulnerability matrix as necessary; adjust element as necessary	10/4/2024	12/27/2024	X	X	

8.3 Prioritization of Corrective Action

Requirements
[Att. D-8 \(pgs. D-7/D-8\)](#)

The District SSMP must address findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.

Compliance

Based on its historic spill performance since 2007, the District does not routinely experience capacity-related sewage spills during dry/wet weather does not have historically identified specific wet weather events causing or contributing to spill events and will continue to monitor all collection system spill events for deficiencies adjust this element as necessary.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Master Plan and Rate Study Summary (Appendix 9)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
8.3.1	Review Capital Improvement Plan (CIP) following implementation of new condition assessment (CCTV) efforts to identify areas of concern; review CIP effectiveness; adjust necessary f	12/6/2024	12/27/2024	X	X	
8.3.2	Review program goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

8.4 Capital Improvement Plan

Requirements

[Att. D-8 \(pgs. D-7/D-8\)](#)

The capital improvement plan must include the following items:

- (a) Project schedules including completion dates for all portions of the capital improvement program;
- (b) Internal and external project funding sources for each project; and
- (c) Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.

Compliance

The District has an active Capital Improvement Program (CIP) that incorporates effective coordination between its engineering, operations/maintenance staff, and outside consultants, and interagency coordination as necessary.

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.

The District annually reviews its current rates, funding, budgets, and spending commitments for sewer system. The current District rate structure, in effect through FY 2025-2026, provides for \$1 million in annual capital expenditures exclusively for sewer system equipment upgrade and maintenance. If equipment is also used to maintain the water system, the water franchise also pays towards maintenance equipment, typically split equally between the two franchises.

The current District connection fees are based upon the 2015 Sewer Master Plan. A Draft Sewer Master Plan was prepared in 2019 but it was not adopted. A Sewer Master Plan Update and Connection Fee Study is planned for FY 2024-2025. The current District sewer rates are based upon the 2021 Rate Study. An update Rate Study is planned for FY 2025-2026 (see Appendix 9 for more details).

References

- Supplemental SSMP Guidance (Appendix 3)
- District Master Plan and Rate Study Summary (Appendix 9)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
8.4.1	Review existing Capital Improvement Plan (CIP) following implementation of new condition assessment (CCTV) program to identify areas of concern; adjust CIP as necessary inventory and identify specific critical spare parts (see SERP)	6/21/2024	12/27/2024	X	X	
8.4.2	Review CIP goals and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

8.5 System Capacity

Requirements

[Spec. 5.10 \(pg. 23\)](#)

The District shall maintain system capacity necessary to convey:

#(1) base flows during dry weather conditions, and

#(2) wet weather peak flows consistent with designated local historic storms.

Design storms must take-into-account system-specific stormwater contributions via inflow and infiltration, and location-specific depth of groundwater and storm frequencies.

The District shall implement capital improvements to provide adequate hydraulic capacity to: (a) meet or exceed the design criteria as defined in the Enrollee’s System Evaluation and Capacity Assurance element of its SSMP; and (b) prevent system capacity-related spills, and adverse impacts to the treatment efficiency of downstream wastewater treatment facilities.

Compliance

As stated in 8.3 above, based on its historic spill performance since 2007, the District does not routinely experience capacity-related sewage spills during dry/wet weather does not have historically identified specific wet weather events causing or contributing to spill events and will continue to monitor all collection system spill events for deficiencies adjust this element as necessary. No capacity enhancement measures programmed at this time.

References

- Supplemental SSMP Guidance (Appendix 3)
- District Master Plan and Rate Study Summary (Appendix 9)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

(see Element 8.2 above)

9.0 Monitoring, Measurement, and Program Modifications

Requirements

[Att. D-9 \(pg. D-9\)](#)

The District SSMP must include an Adaptive Management section that addresses Plan implementation effectiveness and the steps for necessary Plan improvement, including:

- #(1) Maintaining relevant information, including audit findings, to establish and prioritize appropriate SSMP activities;
- #(2) Monitoring the implementation and measuring the effectiveness of each element;
- #(3) Assessing the success of the preventive operation and maintenance activities;
- #(4) Updating SSMP procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and
- #(5) Identifying and illustrating spill trends, including spill frequency, locations, and estimated volumes.

Compliance

The District undertook an “adaptive management” approach beginning with completion of a comprehensive SSMP Audit in 2021-2022 with technical assistance from Fischer Compliance LLC utilizing stringent auditing protocols that go beyond the standards required by the WDR.

To improve effectiveness of the SSMP, the District has reviewed and incorporated all Audit findings and best practice recommendations from the Audit into this SSMP Update. This includes developing specific actions plans/tasks and schedules throughout each element in the SSMP to facilitate the improvements needed throughout CY 2024 and into CY 2025, prior to the next District SSMP Audit is due in Feb 2025.

The District maintains low spill rates and volumes based on historic performance compared with the State and Regional Board metrics (see Figure 9 below).

Figure 6 - District Spill Performance (2007-2023)

General Information									
Region	Place ID	Place Name	CS Category	Place Address			Place County		
6B	630945	Rosamond (Ponds) CS	Municipal (Public)	3179 35th Rosamond, CA, 93560			Kern		

Collection System Spill Summary									
Operational Indices: Rosamond (Ponds) CS									
Spill Rate Indice (spills/100mi/yr)									
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Rosamond (Ponds) CS	0.08	N/A	0.0	0.0	N/A	0.0	0.0	N/A	0.0
State Municipal (Public) Average	1.36	N/A	0.45	0.45	N/A	0.32	2.8	N/A	0.57
Region Municipal Average	0.59	N/A	0.04	0.47	N/A	0.09	2.84	N/A	0.43

Net Volume Spills Indice (gallons/1000 Capita/yr)									
	Category 1			Category 2			Category 3		
	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified	Mainlines	Laterals	Not Specified
Rosamond (Ponds) CS	1.52	N/A	0.0	0.0	N/A	0.0	0.0	N/A	0.0
State Municipal (Public) Average	1386.61	N/A	4059.25	206.7	N/A	198.35	20.36	N/A	7.09
Region Municipal Average	1821.36	N/A	152.16	405.27	N/A	14.04	21.15	N/A	0.89

References

- Supplemental SSMP Guidance (Appendix 3)
- District Spill Performance Report (Appendix 10)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
9.1	Identify trends, refine data collection efforts with new CMMS	4/5/2024	12/27/2024	X	X	
9.2	Establish monitoring performance indicators for each SSMP element (see Supplement SSMP Guidance)	9/6/2024	11/15/2024	X	X	
9.3	Update monitoring procedures for evaluating success of O/M program	3/8/2024	4/5/2024	X	X	
9.4	Establish, review short and long-term goals to further enhance O/M program with input from line staff;	3/8/2024	12/27/2024	X	X	X
9.5	Review historic spills/annual monitoring data	12/6/2024	12/27/2024	X	X	
9.6	Review KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

10.0 Internal Audits

Requirements

[Att. D-10 \(pg. D-10\)](#)

The District SSMP shall include internal audit procedures, appropriate to the size and performance of the system, for the Enrollee to comply with section 5.4 (Sewer System Management Plan Audits) of this General Order.

Compliance

The District completed a comprehensive SSMP Audit in 2021 with technical assistance from Fischer Compliance LLC.

The Audit incorporated compliance evaluation inspection procedures in use by U.S. EPA and the California Water Boards for generating findings and best practice recommendations to further assist the District in implementing additional strategies and projects to supports ongoing successes in reducing spills (see Appendix 4 for a summary of previous Audit findings).

The Audit Report shed light on many existing successful work programs in place by the District. When comparing the District spill metrics performance with other collection systems in the Lahontan Regional Water Board area and throughout the State, the District performs near the top.

Detailed document reviews incorporating review of the Water Board’s Pre-Inspection Questionnaire for collection systems, onsite meetings, onsite inspection, and field staff interviews were relied on for evaluating the District’s spill reduction efforts, SSMP strengths, effectiveness, and compliance with the WDRs.

The District incorporated many of the Audit findings and recommendations with plans to carry forward remaining identified recommendations into this SSMP until its next SSMP Audit is due (by Feb 2025).

The next District SSMP Audit (due to be completed/uploaded to CWIQS by Feb 2025) will be completed relying on procedures undertaken during the former Audit for evaluating compliance, effectiveness, and implementation. The Audit will showcase all improvements realized since 2021 for the District’s sewer program.

References

- [District 2010 SSMP](#)
- Supplemental SSMP Guidance (Appendix 3)
- SSMP Audit Findings Summary (Appendix 4)
- District Spill Performance Report (Appendix 10)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
10.1	Review Audit goals/follow planned audit, reporting, and update as necessary	10/4/2024	12/27/2024	X	X	
10.2	Review/update State Water Board Pre-Inspection Questionnaire	11/1/2024	12/27/2024	X	X	X
10.2	Review KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	12/6/2024	12/27/2024	X	X	

11.0 Communication Program

Requirements
[Att. D-11 \(pg. D-10\)](#)

The SSMP must include procedures for the Enrollee to communicate with:

#1) The public for: (a) spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and (b) the development, implementation, and update of its Plan, including opportunities for public input to Plan implementation and updates.

#2) Owners/operators of systems that connect into the Enrollee’s system, including satellite systems, for: (a) system operation, maintenance, and capital improvement-related activities.

Compliance

Requirement #1 above: The District actively participates in the Kern County Multi-Jurisdictional Hazard Mitigation Plan, which includes documentation of processes to implement the SSMP. The District has committed to participating as described in the June 29, 2023, Letter of Intent and is also a signatory to the Antelope Valley Mutual Response Agreement, which provides for resource sharing during emergency responses. Other members of the AVMRA include the City of Lancaster, City of Palmdale, Palmdale Water District, Quartz Hill Water District, Littlerock Creek Irrigation District, and the Antelope Valley-East Kern Water Agency. The group recently assembled a list of jurisdiction assets that would be available for mutual response.

Requirement #2 above: The District currently does not have any owners/operators of sewer systems connected to the District’s collection system.

References

- Supplemental SSMP Guidance (Appendix 3)

Effectiveness

The District has developed customized KPIs for measuring effectiveness of this element based on system-specific factors (see Appendix 1).

Implementation
Plan/Schedule

Based on its last SSMP Audit findings and Reissued WDR requirements, the District has developed the following implementation .

Tasks		Implementation Plan/Schedule		Staffing		
No.	Description	Start	End	GM	LRO	OPS
11.1	Review public communication efforts and KPIs for element; adjust element content and update SSMP Change Log as necessary prior to completion of next Audit	3/1/2024	5/1/2024	X	X	
11.2	Review/hold outside agency partner meeting to review ongoing mutual assistance protocols.	12/6/2024	12/27/2024	X	X	X

APPENDICES

- APPENDIX 1 District Key Performance Indicators (KPIs)
- APPENDIX 2 Master SSMP Implementation Plan/Schedule
- APPENDIX 3 Supplemental SSMP Guidance
- APPENDIX 4 SSMP Audit Findings Summary
- APPENDIX 5 SSMP Change Log
- APPENDIX 6 Spill Emergency Response Plan (SERP)
- APPENDIX 7 District Ordinance 92-6 and Specifications for Water/Sewer
- APPENDIX 8 District Budgets/Capital Improvements Summary
- APPENDIX 9 District Sewer Masterplan /Rate Study Summary
- APPENDIX 10 Spill Performance Report
- APPENDIX 11 Sewer Maps
- APPENDIX 12 Mutual Assistance Package

STAFF REPORT

Rosamond Community Services District

DATE: April 24, 2024
TO: Board of Directors
FROM: Kim Domingo, General Manager
Subject: Approval of Memorandum of Understanding for the Antelope Valley Regional Water Management Group Integrated Regional Water Management Plan

RECOMMENDATION:

Approve the Memorandum of Understanding as Amended and Restated, subject to final review by General Manager and Counsel and authorize General Manager to execute.

BACKGROUND:

On or about January 9, 2007, the District entered into a Memorandum of Understanding (MOU) to provide a budget and cost sharing allocation for the preparation of an Integrated Regional Water Management Plan (IRWMP) in response to the Integrated Regional Water Management Planning Act of 2002 (Act), which encouraged local agencies to work cooperatively to manage their available water supplies. The Act also provided for the allocation of grant proceeds through the priority projects established in the IRWMP.

On or about April 7, 2009, the District entered into an agreement on the Implementation of the Integrated Water Management Plan and established an Antelope Valley Regional Water Management Group (AVRWMG) to pursue the grant proceeds. The District has received grant proceeds through the IRWMP to pay for a portion of the Wastewater Treatment Plant Upgrade.

Since the development of the IRWMP, there has been necessity to amend and restate the MOU in response to the full development of the grant program, as well as to provide funds for the United States Geological Survey Groundwater Monitoring Program (USGS-GMP) for the Antelope Valley Groundwater Basin. The USGS-GMP is a requirement of the grant program and the AVRWMG is required to fund 25% of the total costs.

The funds collected through the MOU also provide for ongoing stakeholder meetings, IRWMP project updates, and grant support. The allocations among the parties have followed the original 2007 MOU, and the proposed MOU would be in effect until 2027.

The proposed amended and restated MOU, if approved by the District, will commit \$1,692 as the District's share toward the funding needs for compliance under the Act. The costs will be allocated to Capital Project No. 02199, WWTP Rehab Project.

ANALYSIS:

The District's associated costs required for the compliance of the grant program are a commitment that cannot be avoided because the received grant funds would be at risk for payback if the grant conditions were not met. The District's cost share of the requested total budget of \$110,000 is minimal.

FISCAL REVIEW:

The costs for this item is not in the current budget and costs will be tracked under Capital Project No. 02199. Unexpended funds in other Capital Project line items will be used to offset this expenditure.

LEGAL REVIEW:


Counsel has reviewed the current draft and has no comment.

CONCLUSION:

Approval is recommended, subject to General Manager and Counsel review of the final document provided by the AVRWMG.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

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ATTACHMENTS:

Draft Amended and Restated Memorandum of Understanding

**AMENDED AND RESTATED
MEMORANDUM OF UNDERSTANDING
(Antelope Valley Regional Water Management Group IRWMP Cost Sharing)**

This Amended and Restated Memorandum of Understanding (“**Amended and Restated MOU**”) is entered into as of _____, 2024 (the “**Effective Date**”) and is between the following parties:

Antelope Valley-East Kern Water Agency;
Palmdale Water District;
Quartz Hill Water District;
Littlerock Creek Irrigation District;
Antelope Valley State Water Contractors Association (the “**Association**”);
City of Palmdale;
City of Lancaster;
County Sanitation District No. 14 of Los Angeles County;
County Sanitation District No. 20 of Los Angeles County;
Rosamond Community Services District; and
Los Angeles County Waterworks District No. 40, Antelope Valley (“**Waterworks District 40**”).

Each of these parties is referred to individually as “**Party**” and together as the “**Parties**.”

A. The *Integrated Regional Water Management Planning Act of 2002* (the “**Act**”), California Water Code section 10530 and 10531, et seq., establishes the State of California’s policy to encourage local agencies to work cooperatively to manage their available local and imported water supplies to improve the quality, quantity, and reliability of those supplies.

B. On or about January 9, 2007, the Parties entered into a *Memorandum of Understanding* (“**2007 MOU**”) to provide for the preparation of an Integrated Regional Water Management Plan (“**IRWMP**” or “**Plan**”) pursuant to the Act.

C. On or about April 7, 2009, the Parties entered an *Agreement on the Implementation of the Integrated Regional Water Management Plan* (“**RWMG Agreement**”) and established a new Regional Water Management Group (“**RWMG**”) under the Act for the Antelope Valley Region (“**Region**”), to pursue grant funding and facilitate implementation of the IRWMP for the Region. The RWMG Agreement formally established the relationship between the Parties in order to qualify the Region to apply for state grant funds under the Department of Water Resources (“**DWR**”) California State Integrated Regional Water Management Grant Program (“**Grant Program**”).

D. The 2007 MOU by its own terms may be amended with the approval of all Parties to continue to update the IRWMP through January 8, 2027.

E. The DWR amended the Grant Program Guidelines in 2016 (“**2016 Guidelines**”); which included an update to the IRWM Plan Standards. In order to be eligible for the first round of 2018/2019 Proposition 1 funding, the RWMG had to update the Plan to comply with the 2016 Guidelines.

F. On or about December 2018 the Parties entered into an Amended and Restated Memorandum of Understanding (“**2018 Amended and Restated MOU**”) to prepare a full update to the

IRWMP (the “**Full Update**”). The Full Update identified Antelope Valley Region water management issues and updated the water supply and demand projections to comply with DWR guidelines for grant eligibility. The Association retained a consultant to prepare the Full Update on behalf of the RWMG.

G. The 2018 Amended and Restated MOU also collected funds from the RWMG to cover 25% of the United States Geological Survey Groundwater Monitoring Program (“**USGS Program**”) for the Antelope Valley Groundwater Basin. The funds collected from the RWMG funded 25% of the Program period from November 2017 through October 2020. The USGS Program provides the regular and systematic groundwater monitoring required to comply with Water Code 10920. Compliance with this code is a requirement of the Grant Program.

H. On or about April 2020 the Parties adopted by resolution the 2019 Update to the Integrated Regional Water Management Plan.

I. The 2021 Amended and Restated MOU was intended to set forth the amount of new funding to be provided by each Party for on-going Region stakeholder meetings, IRWMP project updates, and grant support. Each Party’s contribution is based on its share of expenses under the 2007 MOU. Each Party’s contribution is set forth in Exhibit 1, which is attached hereto and incorporated herein as though set forth in its entirety.

J. The 2021 Amended and Restated MOU also collected funds from the Parties to continue funding 25% of the (“**USGS Program**”) being administered by the Antelope Valley Watermaster for the period of November 2020 through September 2023.

K. This Amended and Restated MOU is intended to set forth the Parties continued funding contributions of 25% of the (“**USGS Program**”) being administered by the Antelope Valley Watermaster for the extended period of November 2023 through September 2026.

The Parties therefore agree as follows:

1. **Administration of Services.** The Association shall have primary responsibility for managing the RWMG funds collected under this MOU, including:

1. Administering a consultant contract for the on-going Region stakeholder meetings, IRWMP project updates, and grant support. This will include overseeing the consultant’s services. The Association shall retain the consultant by amendment to the current Professional Services Agreement.

2. Preparing a final accounting (the “**Accounting**”) of all final actual USGS Program and consultant costs upon completion.

3. Refunding excess funds to the Parties within 60 days after completion of the services if the funds deposited with the Association exceed the consultant's costs, based upon the Accounting. The excess funds will be refunded to the Parties in proportion to their contribution towards the consultant costs in Exhibit 1, which is attached hereto and incorporated herein as though set forth in its entirety.

2. **Joint Duties of the Parties.** Each of the Parties shall perform the duties set forth in this Section 2

A. Information Sharing: Each Party will make reasonable efforts to provide and share all necessary and relevant information, data, studies, and/or documentation for the Grant Program in that Party's possession as may be requested by the consultant within 30 calendar days after the consultant's request. The Parties acknowledge that if the information, data, studies, and/or documentation is not provided within 30 days after the consultant's request, then it may negatively impact their receipt of grant funds due to time constraints.

B. Cost Contribution: Each Party shall pay to the Association the amount set forth in Exhibit 1 for the consultant costs, subject to the provisions of Section 4.A. below.

C. Payment: Each Party shall deposit with the Association its contribution in the amount set forth in Exhibit 1 within 30 calendar days after execution of this Amended and Restated MOU.

D. Grant Applications: The Parties will recommend, evaluate, prepare, and review future grant applications.

3. **Waterworks District 40's Additional Duties**. Waterworks District 40 shall facilitate stakeholder meetings.

4. **Additional Costs**.

A. Additional Costs: If the consultant costs exceed the funds deposited with the Association, then the Parties will supplement this Amended and Restated MOU to fund the additional portion of the consultant costs in excess of the funds deposited with the Association in proportion to the Parties' original contributions towards the consultant costs.

5. **General Provisions**

A. Supersession. This Amended and Restated MOU supersedes and replaces the 2007 MOU, 2018 Amended and Restated MOU, and 2021 Amended and Restated MOU. This Amended and Restated MOU is intended to be read in conjunction with the RWMG Agreement, but to the extent of any conflict with the RWMG Agreement, this Amended and Restated MOU will govern.

B. MOU Amendments: This Amended and Restated MOU may be amended or modified only by mutual written consent of all Parties.

C. Expiration: This MOU is effective until January 1, 2027, unless otherwise amended or modified as set forth in Section 5.B.

D. Severability: If any provision of this Amended and Restated MOU is held, determined or adjudicated to be illegal, void, or unenforceable by a court of competent jurisdiction, the remainder of this Amended and Restated MOU shall be given effect to the fullest extent possible.

E. Notice:

1. Any correspondence, communication, or contact concerning this Amended and Restated MOU shall be directed to the contacts attached in Exhibit 2, which is attached hereto and incorporated herein as though set forth in its entirety.

2. Any Party may change its contact information by providing notice, in the manner set forth in Section 5.E.3, to all other Parties.

3. Notice will be deemed given upon personal delivery, five days after deposit in U.S. Mail (first class postage prepaid), or on the day of overnight delivery by a nationally-recognized carrier.

F. Authorized Agents: Each person signing this Amended and Restated MOU represents to have received from their representative governing body the necessary power and authority to bind the entity on behalf of which said person is signing, and each of the other Parties can rely on that representation.

G. Execution: This Amended and Restated MOU may be executed in counterparts, each counterpart being an integral part of this Amended and Restated MOU.

The Parties are each signing this Amended and Restated MOU as of the date set forth opposite the signature below.

DATE: _____

AGENCY: _____

By: _____

Print Name:

Title:

ATTEST:

Clerk/Secretary

APPROVED AS TO FORM:

By: _____
Agency Counsel

EXHIBIT 1

Integrated Regional Water Management Group Cost Allocation

Party	Percent Share by Party from the 2007 MOU	Contribution for IRWMP Updates
		Total
Antelope Valley-East Kern Water Agency	15.3846%	\$16,923
Palmdale Water District	18.4615%	\$20,308
Quartz Hill Water District	1.5385%	\$1,692
Littlerock Creek Irrigation District	1.5385%	\$1,692
Antelope Valley State Water Contractors Association*		\$0
City of Palmdale	15.3846%	\$16,923
City of Lancaster	13.8461%	\$15,231
County Sanitation District No. 14 of LA County	6.9231%	\$7,615
County Sanitation District No. 20 of LA County	6.9231%	\$7,615
Rosamond Community Services District	1.5385%	\$1,692
LA County Waterworks District No. 40	18.4615%	\$20,308
TOTAL	100%	\$110,000 **

* The Antelope Valley State Water Contractor's Association is a joint powers authority comprised of Antelope Valley-East Kern Water Agency, Littlerock Creek Irrigation District, and Palmdale Water District. Because the Association's members are also members of the RWMG, the Association will contribute \$0, and will have no share of any overage costs.

**This is a not to exceed total. Should the total contribution prove insufficient for the consultant work and or the USGS program funding, then a revised cost allocation will be developed and submitted to the parties for review and approval.

EXHIBIT 2
Integrated Regional Water Management Group Contacts

1) ANTELOPE VALLEY-EAST KERN WATER AGENCY:

Mr. Matthew Knudson
General Manager
6500 West Avenue N
Palmdale, CA 93551
mkundson@avek.org

2) PALMDALE WATER DISTRICT:

Mr. Dennis LaMoreaux
General Manager
2029 East Avenue Q
Palmdale, CA 93550
dlamoreaux@palmdalewater.org

3) QUARTZ HILL WATER DISTRICT:

Mr. Brent Byrne
General Manager
42141 50th Street West
Quartz Hill, CA 93536
brentb@qhwd.org

4) LITTLEROCK CREEK IRRIGATION DISTRICT:

Mr. James Chaisson
General Manager
35141 North 87th Street East
Littlerock, CA 93543
jchaisson@lrcid.com

5) ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION:

Mr. Robert Parris, Chairperson
c/o Antelope Valley-East Kern Water Agency
6500 West Avenue N
Palmdale, CA 93551
rparris@avek.org

6) CITY OF PALMDALE:

Ms. Lynn Glidden
Public Works Director
38250 Sierra Highway
Palmdale, CA 93550
lglidden@cityofpalmdale.org

7) CITY OF LANCASTER:

Ms. Marissa Diaz
Director of Public Works
44933 Fern Avenue
Lancaster, CA 93534
mdiaz@cityoflanasterca.gov

8) COUNTY SANITATION DISTRICT NO. 14 OF LOS ANGELES COUNTY:

Mr. Robert C. Ferrante
Chief Engineer and General Manager
County Sanitation Districts of Los Angeles County
1955 Workman Mill Road
Whittier, CA 90601
rferrante@lacs.org

9) COUNTY SANITATION DISTRICT NO. 20 OF LOS ANGELES COUNTY:

Mr. Robert C. Ferrante
Chief Engineer and General Manager
County Sanitation Districts of Los Angeles County
1955 Workman Mill Road
Whittier, CA 90601
rferrante@lacs.org

10) ROSAMOND COMMUNITY SERVICES DISTRICT:

Mr. Kim Domingo
General Manager
3179 35th Street
Rosamond, CA 93560
kdomingo@rosamondcsd.com

11) WATERWORKS DISTRICT 40:

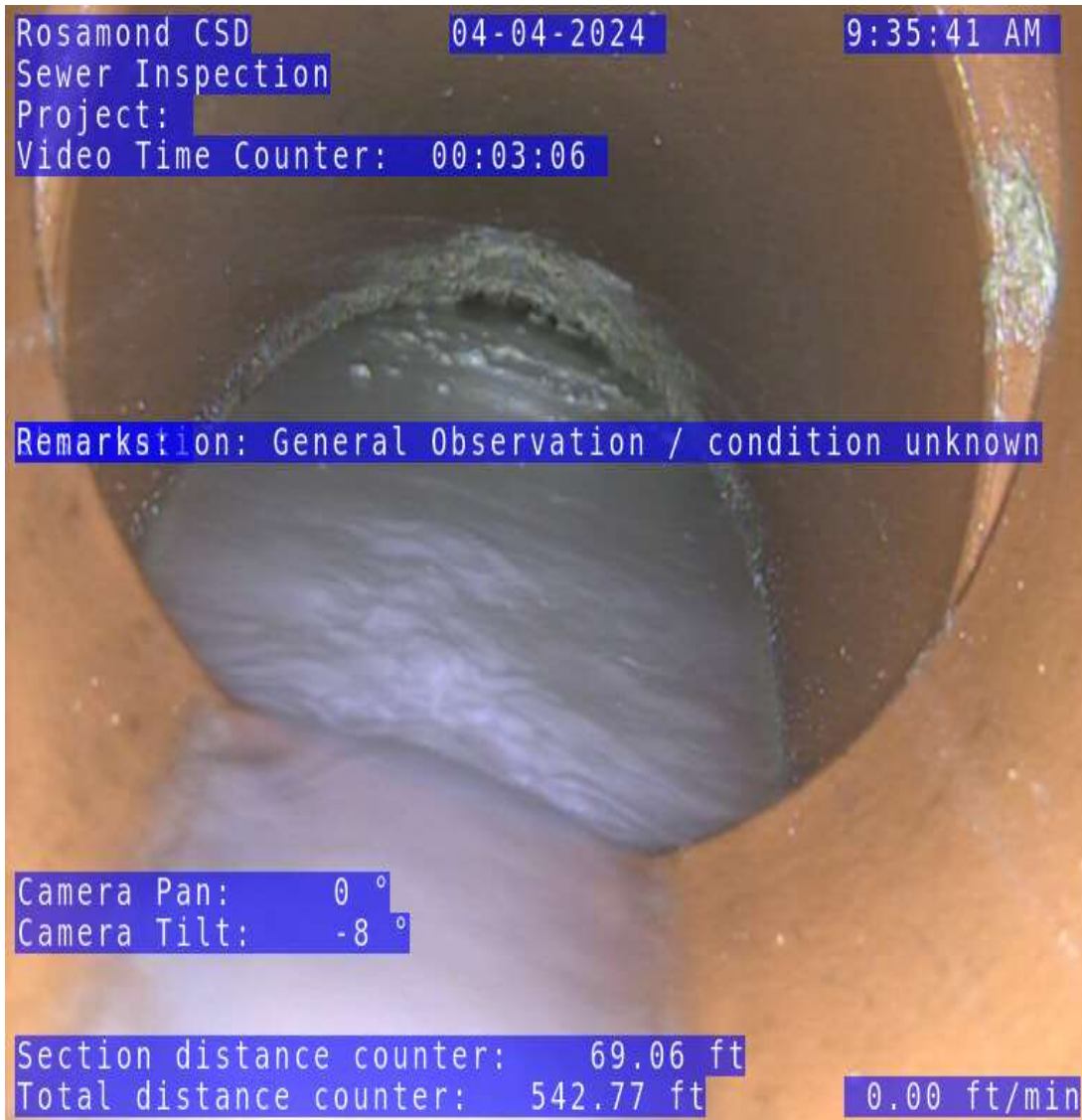
Mr. Adam Ariki
Deputy Director
County of Los Angeles - Department of Public Works
Waterworks Division
P.O. Box 1460
Alhambra, CA 91802-1460
aariki@dpw.lacounty.gov

Field Operations Report Sewer – April 17, 2024

FID	MH From	MH To	LENGTH	Date_clean	CLEAN_NOTE
210	50	48	184.61	4/10/2024	Clear
211	40	47	139.86	4/10/2024	Clear
213	42	46	58.12	4/10/2024	Clear
215	47	48	160.49	4/10/2024	Clear
224	80	30	198.81	4/10/2024	Clear
225	33	80	224.31	4/10/2024	Clear
228	55	86	149.81	4/10/2024	Clear
229	86	56	198.62	4/10/2024	Clear
230	32	55	303.02	4/10/2024	Clear
231	54	55	281.54	4/10/2024	Clear
232	85	84	249.34	4/10/2024	Clear
233	54	84	248.52	4/10/2024	Clear
203	37	72	331.12	4/9/2024	Clear
204	72	52	115.17	4/9/2024	Clear
205	52	51	236.77	4/9/2024	Clear
206	51	50	234.59	4/9/2024	Clear
207	38	73	213.03	4/9/2024	Clear
208	73	51	198.10	4/9/2024	Clear
209	49	50	279.33	4/9/2024	Clear
212	41	46	142.84	4/9/2024	Clear
214	46	47	260.48	4/9/2024	Clear
269	39	49	197.98	4/9/2024	Wipes in channel

Sewer Report: 4,605 feet cleaned Period 4/3 – 4/16

1. Repairs – 0
2. Calls from customers – 0
3. Sewer Camera footage – 395 ft
4. Illicit discharges -0
5. FOG inspections – 0
6. Pest Control measures – Boric acid
7. SSO 's – 0
8. Manhole inspections - 27
9. We are still communicating with Edison to have Apple blossom lift station power upgraded.



The Public Works crew has been finding multiple issues with our sewer system, specifically in the downtown area, that will need to be addressed in the near future. This is a belly in the sewer line where the line has sunk in a section. Other problem areas are Hillcrest Ave, B St, Diamond St, Desert St, Marie St and Orange St. This should be included in the C.I.P to budget for repairs.

Field Operations Report Water – April 17, 2024

LEAKS REPAIRED

ADDRESS	Date
2306 Newberry	4/3/2024
2274 Hay Market	4/4/2024
3401 Summerbreeze	4/5/2024
Sonya Ave and Howard St	4/6/2024
1108 Wrightwood	4/8/2024
Center St & Diamond St	4/9/2024
3131 Patti Rose	4/10/2024
2900 Trakell	4/13/2024
2025 Eastwind	4/13/2024
2900 Trakell	4/15/2024
2930 Trakell	4/16/2024
3024 Richland	4/16/2024

Number of Leaks Repaired: 12

1. Work Orders- 36
2. Meter Reading - 4/16
3. Lock Offs - 4/9
4. Door Tags - 4/18
5. USA Dig Alert - 17
6. Main Breaks - 0
7. System Flushing - None
8. Graffiti - 3 Locations
9. Asphalt Patching - 0
10. Lead and Copper Rule service line investigations - 515/515 addresses.
11. Rosamond Blvd. Project: 23/23 Sewer manholes, 33/33 Water valve cans lowered.



Fire Hydrant replacement by Public works. We have replaced 3 inoperable hydrants in the recent months.



Sink holes caused by heavy rain. We urge the public to report these if found so we can get them repaired.

Development and Construction

1. Hill View Homes is continuing tract 6306 next to our public works bldg. They have started the next phase of construction with 6 more homes that just had meters installed and passed sewer lateral inspection.
2. K. Hovanian is continuing development as planned on tract 7391. They just paid fees for 2 lots to have meters installed and passed sewer lateral inspections where they will be building their Monte Rosa model homes. They have also had 4 meters and sewer lateral inspections passed on Pamela Ave.
3. Legacy Homes is continuing tract 6455 development as planned. They are building new homes on lots 1-8 on Sonya Ave. They have completed the sewer mains and just ran water mains on Pamela and Christy Ave and have passed the hydrostatic pressure test and are currently disinfecting. There has recently been 8 meters installed on Andrew Ave.
4. Tropic Middle School is continuing development to the school addition. New portable buildings are being set. No new reportable action to our infrastructure.
5. The Crossings condominium park is currently expanding on Sedona and Rosamond Blvd. There is construction going on now and will soon be tying into our sewer and water system. They are adding 18 units. Gall bros construction has potholed our sewer main and is preparing to tie in and build the new manhole.
6. Rosamond school district is planning to tie into our water system at the High School as part of the Arsenic consolidation program. The Public Works staff has potholed our water main in multiple areas to determine size in preparation.
7. Bowman Asphalt has begun construction on the Rosamond blvd repaving project. They are removing and replacing sidewalk aprons to meet ADA requirements and will begin grinding the Blvd soon.



K Hovanian model homes under construction on Half Dome St.