



City of Salinas

Sewer System Management Plan Industrial System

Revision 1 – November 2022

WDID: 3SSO1152

Prepared By:



WALLACE GROUP®



City of Salinas

SEWER SYSTEM MANAGEMENT PLAN

Industrial Wastewater System

Revision 1

WDID: 3SSO11522

November 2022

The Sewer System Management Plan, Revision 1 was created with the assistance of the following City of Salinas and Wallace Group Staff:

City of Salinas Staff

Gary Gabriel, Wastewater Manager

Wallace Group Staff

Bill Callahan, Senior Environmental Compliance Specialist

CERTIFICATION STATEMENT

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Gary Gabriel
Wastewater Manager / LRO

SSMP – REVISION RECORD

City of Salinas Industrial System SSMP has undergone the following revisions:

Revision No.	Revision Date	Description of Revisions	Revision Completed By	Revision Approved By
0	2016	The City developed an initial Sewer System Management Plan (SSMP) to address the requirements of the 2006 Sanitary Sewer System (SSS) Orders issued by the State Water Resources Control Board (SWRCB).	1 st SSMP City Staff	City Wastewater Division Manager and City Council
1	November 2022	The SSMP was updated based on the findings of the 2022 SSMP Audit.	City Staff and Wallace Group	City Wastewater Division Manager and City Council

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ACRONYMS AND ABBREVIATIONS

BMP	Best Management Practices
CAP	Capacity Assessment Plan
Cal OES	California Office of Emergency Services
Cal/OSHA	California Division of Occupational Health and Safety
CCR	California Code of Regulations
CCTV	Closed Circuit Television
CDFW	California Department of Fish and Wildlife
CFR	Code of Federal Regulations
CIP	Capital Improvement Plan
CITY	City of Salinas
CIWQS	California Integrated Water Quality System
CWEA	California Water Environment Association
EHS	Environmental Health Services
ELAP	Environmental Laboratory Accreditation Program
EOP	Emergency Operating Procedure
EPA	Environmental Protection Agency
FOG	Fats, Oil, and Grease
FSE	Food Services Establishment
HMA	High Maintenance Area
I/I	Inflow & Infiltration
IIPP	Injury and Illness Prevention Program
IWF	Industrial Waste Facility
LRO	Legally Responsible Official
mgd	Million Gallons per Day
MRP	Monitoring and Reporting Program (Used in this SSMP to reference MRP Order No. WQ 2013-0058-EXEC, which is the MRP to WDR Order No. 2006-0003-DWQ.)
OERP	Overflow Emergency Response Plan
OES	Office of Emergency Services
O&M	Operation and Maintenance
OSHA	Occupational Safety and Health Administration

ACRONYMS AND ABBREVIATIONS

PLSD	Private Lateral Sewage Discharge
PM	Preventative Maintenance
PPE	Personal Protective Equipment
R&R	Rehabilitation and Replacement
RWQCB	Central Coast Regional Water Quality Control Board
SCADA	Supervisory Control and Data Acquisition
SECAP	Sewer Evaluation and Capacity Assessment Plan
SMP	Sewer Master Plan
SOP	Standard Operating Procedure
SSOR	Sewer System Overflow Report
SSMP	Sewer System Management Plan
SSO	Sanitary Sewer Overflow
SSS	Sanitary Sewer System
SWRCB	State Water Resources Control Board
WDR	Waste Discharge Requirements (Used in this SSMP to reference WDR Order No. 2006-0003-DWQ, the Statewide General WDR for SSSs.)

INTRODUCTION

This Sewer System Management Plan (SSMP) five (5) year update was performed in compliance with the requirements of the State Water Resources Control Board (SWRCB) Statewide General Waste Discharge Requirements (WDR), Order No. 2006-0003-DWQ, Amended Monitoring and Reporting Program (MRP) Order No. WQ 2013-0058-EXEC, and Order No. WQ 2013-0058-EXEC which are available at the City Wastewater Division Office and on the State Water Resources Control Board website:

https://www.waterboards.ca.gov/water_issues/programs/sso/#general.

0.1 Requirement Background

The WDRs require all public wastewater collection system agencies in California that own and operate sanitary sewer systems greater than one mile in length, which collect or convey untreated or partially treated wastewater to a publicly owned treatment facility, to develop, implement, and maintain a SSMP and report sanitary sewer overflows (SSOs) using the State's electronic reporting system, California Integrated Water Quality System (CIWQS).

The City of Salinas (City) SSMP includes the following eleven (11) Elements:

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

Each SSMP Element is prefaced with the associated WDR section and narrated with the City's policies and procedures, which address the respective SWRCB requirement.

City of Salinas Industrial Sewer Collection System Overview

The City of Salinas is incorporated as a charter City on March 4, 1874 and operates under the Council-Manager form of government. The City is governed by a six-member Council elected by districts for four-year alternating terms and a Mayor elected at large for a two-year term. The Council appoints the City Attorney and the City Manager who is responsible for day-to-day administration of the City under the policy direction of the Council.

The City strives to protect the environment to the greatest degree possible and ensure the collection system is protected and utilized properly. The responsibility includes preventing overflows, which may include restricting or prohibiting the volume, type, or concentration of wastes added to the system.

The City of Salinas operates a unique Industrial Wastewater Sewer Collection, Conveyance & Treatment System. While most municipalities maintain a Storm Sewer and a Sanitary Sewer System only, Salinas maintains a third collection system for a service area on the southern end of the City. The Industrial Wastewater Sewer receives industrial wastewater discharges from 24 industrial users via permitted connections; and conveys the discharge to a 200-acre treatment facility located along the Salinas River. The treatment facility and collection system are solely funded by user fees from the current roster of 24 industrial users. The industrial waste fund is adequate for the immediate operations and maintenance of the treatment facility and collection system.

The City industrial wastewater collection system consists of approximately 0.5 miles of force mains, 6 miles of gravity sewer lines, 90 manholes, and 1 lift station.

City Council meetings are held twice monthly on Tuesdays at 4:00 pm at City Hall located at 200 Lincoln Avenue, Salinas CA, 93901.

The City Council authority and responsibility includes the adoption and approval of the SSMP and any formal updates to the SSMP. The Board Meeting Minutes for the adoption of the 2022 SSMP, Rev.1 should be included with the SSMP on the City's website after recertification.

EXECUTIVE SUMMARY

The State Water Resources Control Board's (SWRCB's) Statewide General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems, Order No. 2006-0003-DWQ, Amended Monitoring and Reporting Program (MRP), Order No. WQ 2008-0002-EXEC, and Order No. WQ 2013-0058-EXEC require the City of Salinas (City) to have and maintain a Sewer System Management Plan (SSMP), which provides "a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system" in order to "help reduce and prevent sanitary sewer overflows (SSOs), as well as mitigate any SSOs that do occur" [Order No. 2006-0003-DWQ Section D.13 (i)].

The SSMP includes the following eleven (11) Elements:

Goal

City Industrial System goals, which are included in the SSMP, are:

- Properly manage, operate, and maintain the wastewater collection system;
- Maintain design construction standards and specifications for the installation of new wastewater systems;
- Verify the wastewater collection system has adequate capacity to convey industrial wastewater during peak flows;
- Minimize the frequency of system overflows;
- Respond to system overflows quickly and mitigate the impact of the overflow;
- Provide training on a regular basis for staff in collection maintenance and operations;
- Develop a closed-circuit televising (CCTV) program for the industrial sewer collection system;
- Identify and prioritize structural deficiencies and implement short-term and long-term maintenance and rehabilitation actions to address each deficiency;
- Meet all applicable regulatory notification and reporting requirements; and
- Provide excellent customer service.

Organization

The Organization Element of the SSMP identifies City and Contract Staff, who are responsible for implementing the SSMP, responding to SSOs, and meeting the SSO reporting requirements, and identifies the lines of authority of SSO responsibilities and chains of communication for SSO response and reporting. The Legally Responsible Officials (LRO) are also designated in this SSMP Element in order to meet the SWRCB requirements for completing and certifying SSO reports in the SWRCB's online regulatory information database and tracking system, California Integrated Water Quality System (CIWQS).

Legal Authority

This SSMP Element outlines the City Municipal Code Chapters & Ordinances that provide the City with the legal authority to:

- a. Prevent illicit discharges;
- b. Require that sewers and connections be properly design and constructed;
- c. Limit the discharge of fats, oils, and grease (FOG) and other debris that may cause blockages; and
- d. Enforce any violation of its sewer ordinances.

Operation and Maintenance Program

City operation and maintenance of its collection system ensures that the system is kept in good working condition, and this SSMP Element outlines the work that is conducted to accomplish the optimal operation and maintenance of the City industrial collection system. This SSMP Element details a:

- a. Sanitary sewer and storm drain system maps;
- b. Preventative Maintenance Program, which consists of activities such as cleaning of sewer lines and other regular inspections and maintenance;
- c. Rehabilitation and Replacement Plan, which focuses on sewer pipes at risk of collapse or prone to more frequent blockages due to pipe defects and includes a time schedule for funding and completing the capital improvement plan;
- d. A plan and schedule to develop a training program and procedures for City Staff and Contractor collection system operation and maintenance activities; and
- e. Equipment and replacement part inventory with critical replacement parts and equipment identified.

Design and Performance Provisions

The Design and Performance Provisions Element describes the standards and specifications for new construction, repair of the existing sanitary sewer system, and the inspection and testing of these items.

Overflow Emergency Response Plan

The Overflow Emergency Response Plan (OERP) contains the following information in order to protect public health and the environment in the event of a SSO:

- a. Notification directives for primary responders and regulatory agencies;
- b. Notification directives for regulatory agencies and other potentially affected entities for SSOs that potentially affect public health or reach the waters of the State;

- c. A plan and schedule to develop emergency operations procedures for response activities, such as sewer spill volume estimation, sewer spill mitigation, traffic and crowd control; and
- d. A plan and schedule to develop a SSO mitigation and impact assessment program.

FOG Control Program

The goal of the FOG Control Program is to reduce the amount of FOG discharged to the sanitary sewer system. The City has determined that FOG is not a problem within the Industrial Sewer Collection and Conveyance System and therefore is not required to meet additional regulatory requirements identified for this Element.

System Evaluation and Capacity Assurance Plan

The City has conducted several studies of the Industrial System between 2001 and 2008 to assess the existing, near term and long-term capacity needs to safely convey wastewater to the Industrial Wastewater Treatment Plant. These analyses indicate that there is adequate capacity under existing conditions for the collection and conveyance system. In the near term, when discharges reach 2 mgd (estimated in 2025), some improvements may be required, however additional analyses will be required to confirm capacity needs. Capacity needs for the long term will depend on the number and size of facilities connected in the future. The City has identified one area for capacity upgrades within the Industrial System. The Airport Boulevard Lift Station is currently undergoing an analysis to upgrade capacity to accommodate existing and future flow additions upstream.

Monitoring, Measurement, and Program Modifications

The City monitors the implementation of the SSMP Elements in order to measure the effectiveness of the City SSMP program in reducing SSOs. This SSMP Element outlines the manner in which each SSMP Element is monitored and evaluated and the schedule with which the City completes this monitoring and evaluation.

Sewer System Management Plan Program Audits

The SSMP Program Audits Element outlines the audit process and identifies City Staff responsible for conducting or participating in SSMP Program Audits and generating the required SSMP Program Audit Report. SSMP Program Audits must occur at a minimum of every two (2) years and are required to evaluate the City SSMP Program, identify program deficiencies, and provide an improvement schedule based on the audit findings.

Communication Program

This SSMP Element describes the manner in which the City communicates the development, implementation, and performance of its SSMP with the public in order to provide them with the opportunity to provide input as the SSMP program is developed and implemented.

ELEMENT 1 - GOAL

The City of Salinas (City) has the following goals for the management and maintenance of the industrial sanitary sewer collection system. These goals provide focus for City Staff to continue high-quality work to operate and maintain City facilities and to implement improvements for management of the collection system to prevent sanitary sewer overflows (SSOs). The role of the SSMP in supporting these goals is discussed below.

These goals will be evaluated annually in Element 9: Monitoring, Measurement and Program Modification to assess the City's success in implementing and meeting the objectives of these goals.

1.1 Regulatory Requirement

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

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

1.2 Sanitary Sewer System Goals [WDR D.13(i)]

The City seeks to provide high quality and reliable wastewater collection and conveyance for its residents and businesses.

City SSMP Goals:

- Properly manage, operate, and maintain the wastewater collection system;
- Maintain design construction standards and specifications for the installation of new wastewater systems;
- Verify the wastewater collection system has adequate capacity to convey industrial wastewater during peak flows;
- Minimize the frequency of system overflows;
- Respond to system overflows quickly and mitigate the impact of the overflow;
- Provide training on a regular basis for staff in collection maintenance and operations;
- Develop a closed-circuit televising (CCTV) program for the industrial sewer collection system;
- Identify and prioritize structural deficiencies and implement short-term and long-term maintenance and rehabilitation actions to address each deficiency;
- Meet all applicable regulatory notification and reporting requirements; and
- Provide excellent customer service.

ELEMENT 2 - ORGANIZATION

The Organization Element of the SSMP identifies City of Salinas (City) staff that are responsible for the management and implementation of this SSMP. This Element identifies staff's responsibilities responding to SSO events, and meeting SSO reporting requirements. The Legally Responsible Officials (LRO) are designated below to meet SWRCB requirements for completing and certifying SSO reports in the California Integrated Water Quality System (CIWQS).

This SSMP Element outlines the City organization, SSMP responsibilities of personnel, authorized representatives, and chains of communication for SSO response and reporting.

2.1 Regulatory Requirements

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

The SSMP must identify:

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

WDR Order No. 2006-0003-DWQ Section J states:

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

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

- (b) The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity.

2.2 Responsible and Authorized Representatives [WDR D.13(ii)(a)]

The name of the authorized representatives described in WDR Section J above is listed in Table 2-1:

Table 2-1: City of Salinas Authorized Representatives

Name	Title	CIWQS SSO Database
Gary Gabriel	Wastewater Manager	Legally Responsible Official
Ray Lerma	Wastewater Crew Supervisor	Legally Responsible Official

2.3 SSMP Program Implementation [WDR D.13(ii)(b)]

An organization table showing the lines of authority for the City is described below in Table 2-2 and updated City Organization Charts which show lines of authority can be found in **Appendix 2A & 2B**.

Table 2-2: City of Salinas Staff and Contract Staff with SSMP Responsibilities and Contact Information

Name and Title	SSMP Responsibilities	Contact Information
<u>City Council</u> Kimbley Craig <i>Mayor</i> Carla Viviana Gonzalez <i>Councilmember</i> Tony Barrera <i>Councilmember</i> Steve McShane <i>Councilmember</i> Orlando Osornio <i>Councilmember</i> Christie Cromeenes <i>Councilmember</i> Anthony Rocha <i>Councilmember</i>	The City Council provides funding for SSMP related tasks and approves updates to City SSMPs.	The Mayor and Council Members may be reached by calling the City Office at: Voice: (831) 758-7201
Steve Carrigan City Manager	The General Manager directs City Staff who manage all eleven (11) SSMP Elements.	Office: (831) 758-7201
Christopher A. Callihan City Attorney	The City's Attorney assists in the management of Element 3, Legal Authority.	Office: (831) 758-7256

Name and Title	SSMP Responsibilities	Contact Information
Gary Gabriel Wastewater Manager	The Wastewater Manager is responsible for the overall management of the SSMP and specifically directs the implementation of: • Element 1 – Goal; • Element 2 – Organization; • Element 3 – Legal Authority; • Element 4 - Operation and Maintenance Program; • Element 5 – Design and Performance Provisions; • Element 6 – Overflow Emergency Response Plan; • Element 7 – FOG Control Program; • Element 8 – System Evaluation and Capacity Assurance Plan; • Element 9 – Monitoring, Measurement, and Program Modifications; • Element 10 – SSMP Audits; and • Element 11 – Communication Program The Wastewater Manager is assisted by Sewer System Operators to manage and implement these Elements.	Gary Gabriel: (831) 758-7103 E-mail: garyg@ci.salinas.ca.us
David Jacobs, Public Works Director	Element 5 Design and Performance Provisions and Element 8 SECAP are also the responsibility of City Public Works and Engineering to determine adequate Design and Performance Measures are in place and that adequate Hydraulic Capacities are in place for City collection and conveyance systems.	David Jacobs, Public Works Director: (831) 758-7241

2.4 Chain of Communication for Responding to SSOs [WDR D.13(ii)(b)]

SSO reports typically begin with a call from an observer to the City Office or 911 dispatchers.

City of Salinas

Business Hours: (831) 758-7233 7am - 3:30pm Monday through Friday, except Legal Holidays

After Hours: 911

During the process of responding to a SSO, the following actions are taken as outlined in Figure 3-1 and described below to verify the report and ensure the safety of the public:

1. During business hours, Wastewater Operators receive the call from an observer, the Police Department or the Fire Department and obtains the location of concern and a description of the problem. The name and phone number of the caller is requested and documented if not anonymous for follow-up information.
2. After hours, the On-Call Staff proceeds to the location to verify the report.
3. If a SSO is verified, the On-Call Staff notifies the CPO and directed to the described location. The Overflow Emergency Response Plan (OERP) is initiated.
4. Operations staff will notify the CPO and Wastewater Manager both during and after business hours.
5. California Office of Emergency Services (CalOES) must be contacted within two (2) hours of a Category 1 SSO, when the SSO is over 1,000 gallons or the SSO reaches a drainage channel or surface water. The Central Coast Regional Water Quality Control Board (RWQCB) may also be notified if warranted.

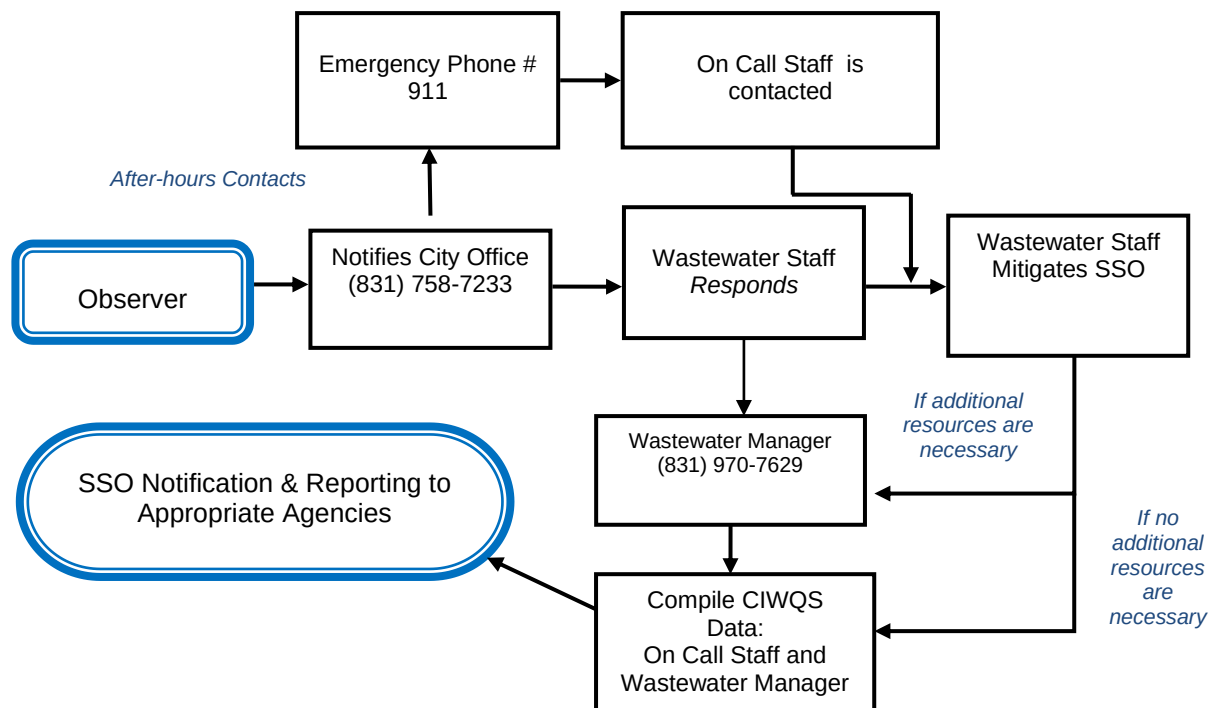


Figure 2-1: SSO Response Chain of Command

SSMP Element 6 – Overflow Emergency Response Plan contains a chain of communication for reporting SSOs for use in the field by the Operations Staff in Figure 6—1 which is the same as Figure 2-1 above.

SSO notification is outlined in the City’s – Overflow Emergency Response Plan. The contact information and notification requirements associated with notifying Cal OES and other applicable agencies, such as Monterey County Environmental Health Division, are included in that SSMP Element.

Upon completion of containment and clean-up, the Wastewater Manager initiates the Draft SSO Report in CIWQS.

ELEMENT 3 - LEGAL AUTHORITY

The City of Salinas (City) maintains the legal authority for the sanitary sewer system in the City Municipal Code sections listed below. These Codes are on file at the City Office and can also be located on the City Website:

https://library.municode.com/ca/salinas/codes/code_of_ordinances

3.1 Regulatory Requirements

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

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

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

3.2 SSMP Sanitary Sewer System Legal Authority [WDR D.13 (iii) (a) – (e)]

Table 3-1 below provides the mechanisms by which the City maintains the legal authorities required by WDR D.13 (iii) for public and private sewer systems.

Table 3-1: City Legal Authority References

WDR Requirement	City Code
D.13(iii)(a) Prevent illicit discharges into its sanitary sewer system (examples may include Inflow & Infiltration (I/I), storm water, chemical	City Municipal Code Chapter 36-21-1 Prohibitions on Industrial Discharges Website: https://library.municode.com/ca/salinas/codes/code_of_ordinances?nodeId=PTIITHCO_CH36INWAWACODI

WDR Requirement	City Code
dumping, unauthorized debris and cut roots, etc.).	
D.13(iii)(b) Require that sewers and connections be properly designed and constructed;	City of Salinas Standard Specifications, Design Standards and Standard Plans 2008 Edition & Municipal Code Chapter 2, Article IX, Section 2-52: Compliance Required Website: https://www.cityofsalinas.org/file/847/download
D.13(iii)(c) Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency;	Chapter 36, Section 36-34 Inspection of Premises and Access to Records Website: https://library.municode.com/ca/salinas/codes/code_of_ordinances?nodeId=PTIITHCO_CH36INWAWACODI
D.13(iii)(d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages;	Chapter 36, Section 36-23.3 Discharge of Oil and Grease Website: https://library.municode.com/ca/salinas/codes/code_of_ordinances?nodeId=PTIITHCO_CH36INWAWACODI

WDR Requirement	City Code
D.13(iii)(e) Enforce any violation of its sewer ordinances.	City Municipal Code Chapter 36 -12.2 Compliance with discharge requirements of MRWPCA. Website: https://library.municode.com/ca/salinas/codes/code_of_ordinances?nodeId=PTIITHCO_CH36INWAWACODI MRWPCA (Monterey One Water) Ordinance No. 2008-01 which establishes the regulation of wastewater. Website: https://www.montereyonewater.org/DocumentCenter/View/210/Ordinance-2008-01-PDF?bidId=

ELEMENT 4 - OPERATION AND MAINTENANCE PROGRAM

The City of Salinas (City) provides sanitary sewer collection and conveyance services and treatment for the Industrial System. The City service area consists of approximately 6 miles of wastewater collection and interceptor lines and 0.5 miles of force main lines. The City owns one (1) lift station with a corresponding force main in the Industrial System. The system includes sewer line sizes ranging from 12 – 36 inches in diameter. The system is comprised primarily of VCP, with sections of PVC pipe installed with newer construction. The majority of day-to-day operations and maintenance activities are conducted by City Staff. This SSMP Element 4 outlines the work that is conducted to accomplish the optimal operation and maintenance of the City's collection system. Table 4.1 illustrates the current age of sewer lines in the system.

Table 4-1: Age of Sewer Lines

Sewer Line Age	Percent of Sewer System
Year 2000 to Present	16%
1980 to 1999	11%
1960 to 1979	20%
1940 to 1959	53%
1920 to 1939	0%
1900 to 1919	0%

In addition to the sewer mains above, the City receives wastewater from approximately 24 sewer lateral connections of various age. Sewer laterals are owned and maintained by property owners.

A general overview of the City Sewer System is provided in Figure 4-1: Collection System Overview Map. Indexed pages to this map are located at City Wastewater Division Office, City Yard and in Service Trucks.



Figure 4-1: Collection System Overview Map

City owns and maintains one (1) wastewater lift station. Lift Station location is identified in the Sewer Atlas Map maintained at the City Wastewater Division Office. A System Overview for the entire City sewer system, which includes the Industrial System identified above is included on the City website: <https://www.cityofsalinas.org/our-city-services/public-works>.

4.1 Regulatory Requirements

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

The SSMP must include those elements listed below, which are appropriate and applicable to the Enrollee's system:

- (a) Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities;
- (b) Describe routine preventive operation and maintenance activities by Staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders;
- (c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan;
- (d) Provide training on a regular basis for Staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and
- (e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

4.2 Collection System Map [WDR D.13(iv)(a)]

4.2.1 Sewer Collection and Conveyance

The City maintains maps, which are based on record drawings, and are prepared into Zone Atlas Maps. Zone Atlas maps identify sewer line; location, size, material and year of installation. Zone Atlas Maps are distributed to field crew and engineering staff to map out and track field activities.

Corrections for Zone Atlas Maps are noted and submitted to Engineering Staff. Engineering Staff maintains a "Master" Zone Atlas Map and will show corrections here. Updated hard-copy

maps are re-distributed to maintenance staff and will display a date identifying the latest version of the Atlas Map. The City also maintains a GIS map layer of the sewer system.

A general overview of the sewer collection and conveyance system is shown in Figure 4-1.

The City Public Works Department maintains copies of all wastewater collection and conveyance plans upon completion of construction and acceptance by the City. A general overview map of the entire City sewer collection and conveyance system is included in **Appendix 4A**.

4.2.2 Storm Water Conveyance Map

The City owns and operates storm water conveyance facilities within the service area. Storm water maps are maintained at the City Wastewater Division Office as hard copy maps and as GIS layer. This map can be printed as hard copy maps to be utilized by City maintenance staff in the event of a Sanitary Sewer Overflow (SSO) to identify storm water inlets and outlets and isolate/capture wastewater that may enter the storm drain system. An overview map of the City MS4 System is available on the City website: <https://www.cityofsalinas.org/our-city-services/public-works>.

4.3 Preventative Maintenance Program [WDR D.13(iv)(b)]

The City's Maintenance Services Department, under the direction of the Environmental and Maintenance Services Director, is responsible for operation and maintenance of the City's industrial sanitary sewer collection and conveyance system. The City's Wastewater Manager is the lead person to plan and implement these responsibilities.

Current City staffing for operation and maintenance of the sewer collection systems includes 11.75 full time equivalent (FTE) employees. The employees may also perform other functions for the storm sewer and industrial waste systems. The position allocations and duties for the sanitary sewer system are as follows:

- Wastewater Manager (0.5 FTE) - Provide oversight of Division activities and manage budget.
- Wastewater Crew Supervisor (0.5 FTE) – Supervise work crew and maintenance activities.
- Public Service Maintenance Worker IV (0.5 FTE) – Lead worker, journey level position.
- Pump Mechanic (0.5 FTE) – Sanitary sewer lift station pump mechanic.
- Public Service Maintenance Worker III (5.0 FTEs) – Equipment operator.
- Public Service Maintenance Worker II (4.75 FTEs) – Journey level maintenance worker.

The City has adequate facilities and equipment to maintain the industrial waste collection system. The Maintenance Services Department operates from the City's Corporation Yard on Work Street at John Street, and the City's TP1 Site off Hitchcock Road (site of the former City wastewater treatment plant). Maintenance equipment is stored at both locations.

The O&M procedures outlined in this section are a summary of the City's wastewater-related O&M Program. A summary of Routine Preventative Operations & Maintenance includes, but is not limited to, the following:

4.3.1. CCTV Inspection

The City is planning to conduct contracted CCTV investigations of the entire system between in 2023. This information will be one of the primary methods to identify sewer line rehabilitation and replacement projects in the future. Prior CCTV investigations conducted in 2013 are currently being reviewed to identify areas requiring maintenance and rehabilitation and replacement.

When 2023 CCTV investigations are complete they will be analyzed to; identify, rank and prioritize areas of the sewer system that require rehabilitation and replacement. A summary of these CCTV investigations will be included in **Appendix 4E** when completed.

4.3.2 Line Cleaning

The City plans to clean the entire system to facilitate a CCTV project which will televise the entire City sewer system in 2023.

The City will be evaluating the frequency at which the entire system is cleaned based on the results of future sewer line cleaning and the results of CCTV data completed in conjunction with this contracted cleaning. The City will complete an analysis of this data and based on the results, develop a new schedule for system wide sewer cleaning which will be included in future revisions to the SSMP. An analysis of sewer line cleaning and CCTV data will be included in **Appendix 4A** when complete. Areas where SSOs have occurred in the past will monitored and cleaned as warranted based on observed flow conditions until the line cleaning and CCTV assessment is complete and a formal schedule can be determined.

4.3.3 Manhole Inspection

City Manholes will be inspected in conjunction with sewer line cleaning activities. The City utilizes the Manhole Inspection Form for routine documentation of manhole conditions. When significant issues are observed during these routine manhole inspections, a more detailed inspection and assessment is conducted by maintenance staff. Relevant information from these sheets is planned to be maintained for consideration in future rehabilitation and/or CIP. An example of the City Detailed Manhole Inspection Form is located in **Appendix 4B**.

4.3.4 High Maintenance Areas

The City will identify High Maintenance Areas (HMAs) through CCTV and Line Cleaning observations. HMAs will be added to the City's HMA list as they are identified. A list of HMAs will be included in **Appendix 4C** when completed. A cleaning interval for HMAs will be assigned as areas are identified within the Industrial System.

4.3.5 Lift Station Operation and Maintenance

As previously referenced in the introduction to this SSMP Element, the City operates one (1) lift station within the City Industrial service area. This station is provided with a triplex pumping system for redundancy and reliability. This redundant system allows for continued operation of a

lift station in the event of pump failure and includes a receptacle for operation by an emergency portable backup power supply if necessary. Stations are monitored remotely through a SCADA System which contacts “on-call” staff in the event of an emergency. Operational parameters and alarms for each station can be adjusted manually as necessary. Technical Information on this Lift Station is included in the City’s Industrial Waste Lift Station SSO Emergency Response Plan provided in **Appendix 6B**.

This lift station is inspected by City staff 5 days a week. Inspections consist of logging pump run times and performing a general inspection of major critical components of the station, such as pump operation, station controls, and alarms.

4.3.6 Customer Requests/Complaints

The City utilizes a work order (Industrial Waste System Work Order) to document customer requests and complaints and to address routine work requests within the system. Staff investigates and completes associated sewer related tasks as appropriate and generates a work order based on the nature of the investigation. Completed service request forms are kept on file at the City Office. If staff investigations result in significant discoveries in the field (ex: sewer line restriction or SSO) relevant data is reported to the Wastewater Division Manager for follow up. An example (template) of the City’s Work Order is provided in **Appendix 4D**.

4.4 Rehabilitation and Replacement Plan [WDR D.13(iv)(c)]

There are currently no active Rehabilitation and Replacement Projects being constructed in the Industrial System. The City is in the process of two Rehabilitation and Replacement investigations.

Industrial Lift Station Evaluation

The City is completing an evaluation of this lift station to assess pumping capacity and required equipment upgrades to meet existing and future system needs. This evaluation is anticipated to be complete in 2023 with Lift Station design, bidding and construction anticipated to occur between 2023 and 2025.

Industrial System Collection System Capacity Analysis and CCTV Review

The City is currently reviewing CCTV data completed in 2013 to develop projects for a Rehabilitation and Replacement Plan and to identify maintenance schedules for routine and HMA sewer line cleaning within the system. This analysis is anticipated to be completed in 2023. A list of projects, with and associated schedule and budgets will be included in **Appendix 4E** when complete.

Additional rehabilitation and replacement projects are planned to be identified through future CCTV investigations which are planned to be conducted in 2023. A list of prioritized projects will be developed based on the results of these CCTV investigations, once they are completed. If there are interim projects which are identified as critical, the City will integrate them into CIP as necessary.

4.5 Training [WDR D.13(iv)(d)]

Training programs include formal classroom, tailgate training and on-the-job training. Training is facilitated by both City Staff and outside training workshops. On-the-job cross training is pursued to ensure Staff has a proficient working knowledge of the sanitary sewer system and that critical tasks can be performed without interruption. Task proficiency is a requirement for all job positions and promotions. O&M related training is conducted on an ongoing and as needed

basis. Operations and Maintenance Staff are initially trained in the proper operation and maintenance of all new major mobile equipment and facilities by the respective contractor or manufacturer. Written operation and maintenance manuals are used as resource material for equipment start-up training and new staff training. Operations and Maintenance Staff are initially trained in the proper operation and maintenance of all new major mobile equipment and facilities by the respective contractor or manufacturer. Written operation and maintenance manuals are used as resource material for equipment start-up training and new staff training. In addition to these resource materials, the City has developed the following Operations and Maintenance Standard Operating Procedures applicable to the wastewater collection and conveyance system:

- SOP -01 Annual Collection System Cleaning
- SOP-02 Sewer Line Cleaning & Safety Guides for Vac-Con Truck
- SOP-03 Lift Stations
- SOP-08 Vac-Con 692 Hydro Truck
- SOP-11 Confined Space Written Program
- SOP-13 Generator Operation
- WATCH Traffic Control Manual

Training records are maintained by the Wastewater Division Manager at the Public Works Office.

4.6 Equipment and Replacement Parts Inventory [WDR D.13(iv)(e)]

Equipment and replacement parts inventories are provided as discussed below.

4.6.1 Critical Parts and Equipment

The City maintains an inventory of critical parts and equipment which are utilized for both routine and emergency operations. A critical parts and equipment list is maintained on the Wastewater Division Managers Computer. In the event of an emergency, local retailers and contractors are available to supply additional equipment and parts on short notice. Inventories for the Industrial System are included in **Appendix 4F**.

ELEMENT 5 - DESIGN AND PERFORMANCE PROVISIONS

The standards and specifications for new construction and repair of the existing sanitary sewer system described in this SSMP Element are utilized to ensure a high quality, well designed, and functioning sanitary sewer system.

5.1 Regulatory Requirements

WDR Order No. 2006-0003-DWQ Section D.13(v) states that the SSMP must identify:

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

5.2 Design and Construction Standards and Specifications [WDR D.13(v)(a)]

In 2008, the City adopted a set of Standards and Specifications for Sewer Mains to provide minimum standards for the design, methods of construction, kinds and uses of materials, and the preparation of plans for construction, sewerage, road repair and facilities within the City service area.

Where any portion of such improvement is to be offered to the City for operation and/or maintenance, 2008 Design Standards include:

- Part I Standard Specifications, Section 71 Sewers
This section cover provides requirements for:
 - acceptable materials,
 - acceptable conditions for installation,
 - repairs,
 - fittings & joints,
 - installation requirements,
 - field inspection,
 - field testing requirements,
 - acceptable sizing for pipelines and manholes
 - Lift Stations (Pumping Plant Equipment) are referenced in Section 74 and identified as utilizing State Standard Specifications. Staff reports that Lift Stations are designed by Licensed Professional Engineers to meet existing conditions in the field.
- Part II: Sanitary Sewer Design
 - A. Design: provides direction on acceptable peak flow rates and slopes
 - B. Depth of Sewers: provides direction on acceptable sewer depths for mains and laterals

- C. Connections to Sewers: provides direction on acceptable wye connections to sewer mains.
- Part III: Standard Plans
 - Standard Plan 16: Trench Backfill and Surface Restoration
 - Standard Plan 25: Type A & Type B Manholes
 - Standard Plan 26: Type C Manhole (Shallow Type)
 - Standard Plan 27: Manhole Frame and Cover
 - Standard Plan 28: Manhole Frame and Cover Adjustment
 - Standard Plan 29: Sewer Saddle Connection
 - Standard Plan 30: Flushing Inlet Frame and Cover Flushing Inlet
 - Standard Plan 31: Flushing Inlet
 - Standard Plan 32: Sewer Lateral (VCP)

All work must be completed based on the above standards. Any alterations to this must be approved by City Engineering staff.

The City 2008 Design Standards are located on the City Website:
<https://www.cityofsalinas.org/file/847/download>

A hard copy of City Design Standards is also on file at City offices.

5.3 Inspection and Testing Procedures and Standards [WDR D.13 (v)(b)]

Procedures and standards for the acceptance testing and inspection of new and repaired sewer mains are specified in:

- Part I Standard Specifications, Section 71 Sewers
This section cover provides requirements for:
 - acceptable materials,
 - acceptable conditions for installation,
 - repairs,
 - fittings & joints,
 - installation requirements,
 - field inspection,
 - field testing requirements,
 - acceptable sizing for pipelines and manholes

ELEMENT 6 - OVERFLOW EMERGENCY RESPONSE PLAN

Sanitary Sewer Overflows (SSOs), or spills, can occur due to unforeseen accidents, unusual equipment failures, or other events not controllable by the City. A SSO response plan is maintained by the City Wastewater Division for City maintenance personnel to use as guidance in responding to SSOs. The SSO response plan defines procedures to:

- protect public health and the environment
- comply with local, state, and federal regulatory agency requirements
- protect City personnel, the wastewater collection system, and private and public properties

The Overflow Emergency Response Plan (OERP) is summarized in this SSMP Element. The City has developed a comprehensive Overflow Emergency Response Plan to address emergency response and follow activities for SSOs experienced in the industrial gravity collection and conveyance system located in **Appendix 6A**. The City also maintains a separate Emergency Response Plan for the Industrial Waste Lift Station at 898 Airport Boulevard. This response plan is located in **Appendix 6B**. These two documents should be the primary references for staff to use during all SSOs.

6.1 Regulatory Requirements

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

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

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

resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

6.2 Initial SSO Notification Procedures [WDR D.13 (vi)(a)]

If a member from the public witnesses a SSO, they contact City On Call Staff by way of the City Office at (831) 758-7233 during normal business hours. Calls to the City after hours or on weekends and holidays are directed to the 911 and Monterey Dispatch which contacts staff responsible for “On-Call” duty.

6.2.1 The City Staff as the First Responder

If City Staff is contacted during normal business hours Monday through Friday, excluding legal holidays, administrative staff at the City Office, calls the Wastewater Crew Supervisor or the next available Wastewater Staff to investigate the situation utilizing the contact information found in the OERP. If City Staff needs assistance responding to the SSO, the first responder calls additional Senior Wastewater staff utilizing the information found in Table 6-1.

Table 6-1: Maintenance Staff Contact Information

Title	Contact	Number
Wastewater Division Manager	Gary Gabriel	(831) 970-7629
Maintenance Staff / On Call Responder	On Call Phone	(831) 970-7634
	Ray Lerma (Wastewater Crew Supervisor)	(831) 970-8287
	Matthew Bates (Wastewater Crew Supervisor)	(831) 737-3010
	Sal Vargas	(831) 759-2604
	Robert Reyna	(831) 970-7621

If City staff are contacted **after normal business hours**, on a holiday, or during the weekend, On-Call maintenance staff are contacted by dialing the City Office or 911. The call will be routed to Monterey Dispatch who contacts the City On-Call phone, and staff responds accordingly.

After normal operating hours, one member of the Wastewater Staff is on-call as a primary on-call wastewater emergency responder.

Figure 6-1 illustrates the chain of command, which must be observed and followed when a SSO occurs:

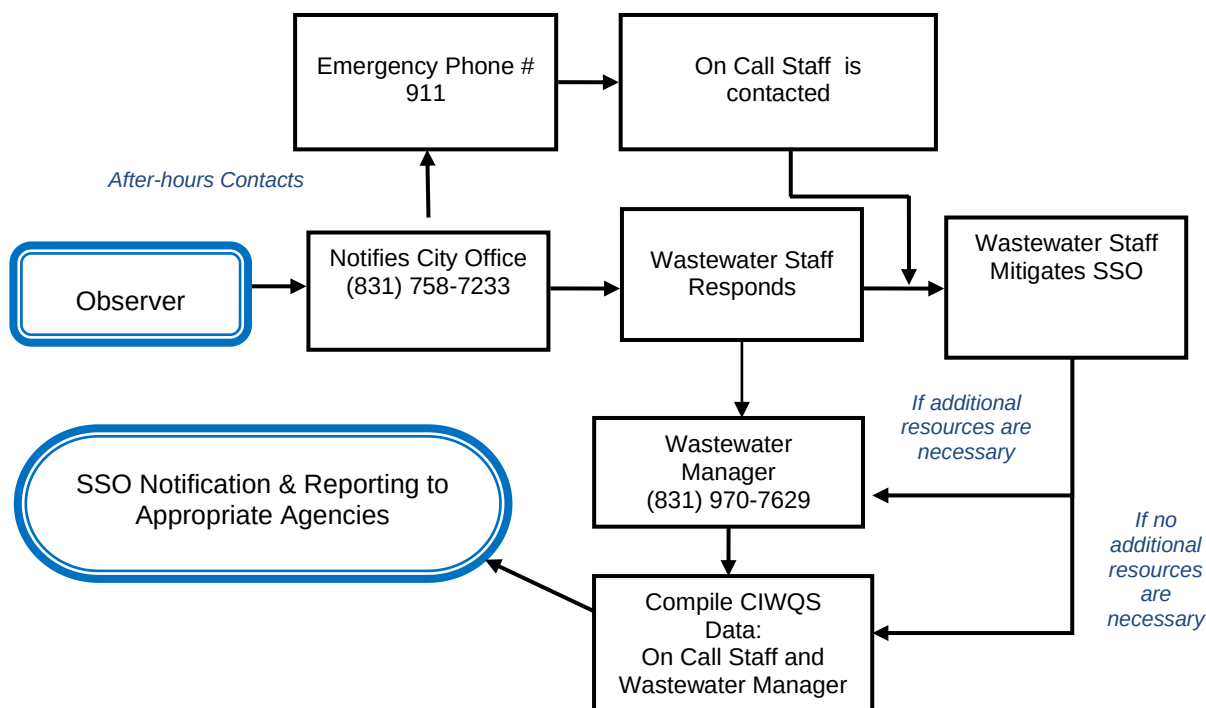


Figure 6-1: SSO Response Chain of Command

6.3 SSO Response Program [WDR D.13 (vi)(b)]

The City OERP documents found in Appendix 6A & 6B provide a comprehensive Emergency Response Program consisting of the following:

- SSO Detection and Notification
- SSO Response Procedures
- SSO Recovery and Cleanup
- Water Quality Monitoring/Sampling
- Private Property SSO Procedures
- Notification, Reporting and Record Keeping Requirements
- Post SSO Debriefing
- Failure Analysis Investigation
- SSO Response Training (training records maintained at City office)
- SSO Response Workbook
- Lift Station Emergency Response Procedure

6.4 SSO Notification and Reporting Procedures [WDR D.13(vi)(c)]

This section of the OERP ensures proper notification and reporting of SSOs, which occur in the City's sanitary sewer system, to protect public and environmental health.

An overview of the notification and reporting process is illustrated on the following page in Figure 6-2. This overview is not inclusive of all the notification and reporting requirements and procedures. The following section of this SSMP Element corresponding to each SSO category for notifications and reporting must be referenced and followed.

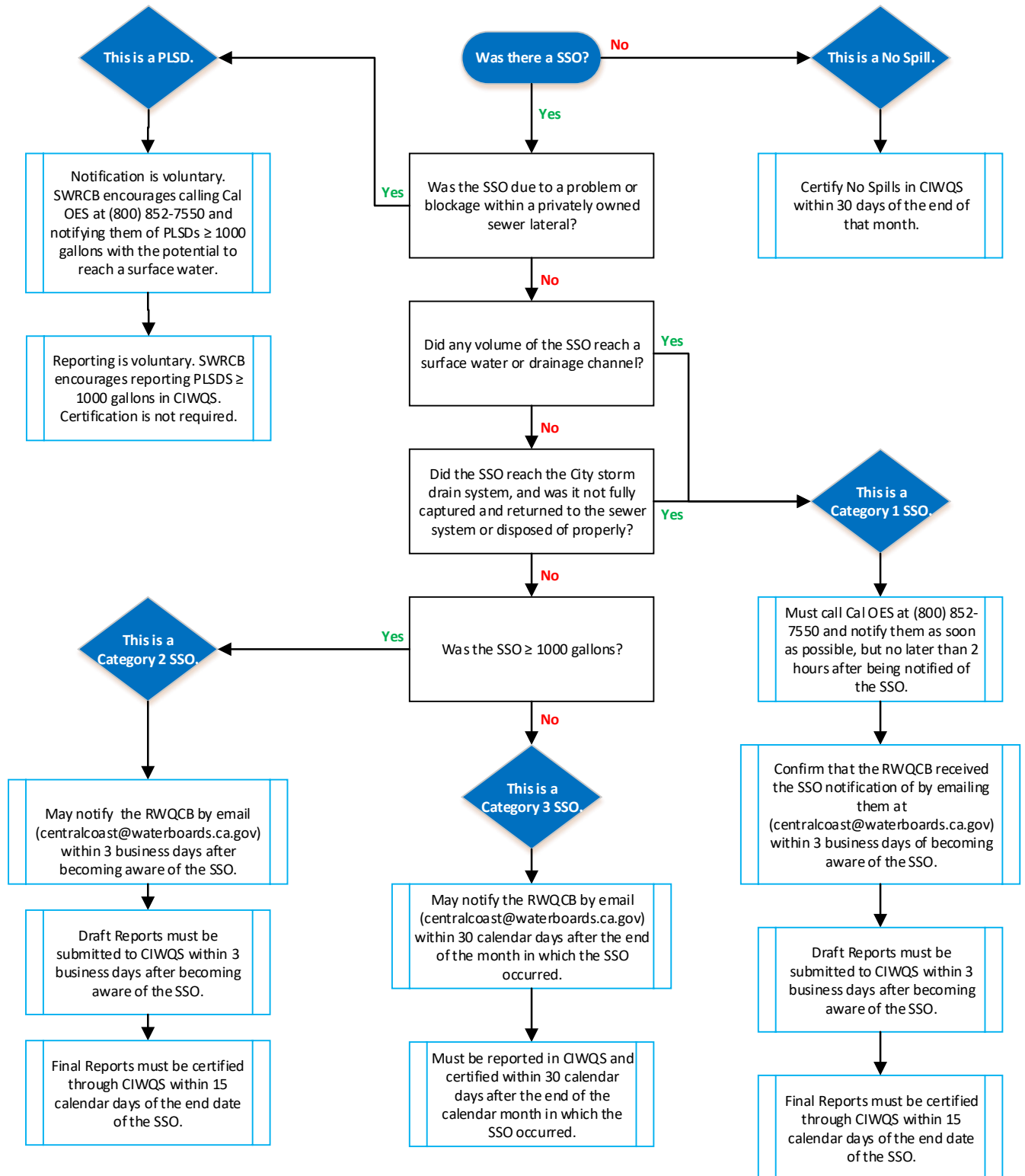


Figure 6-2: SSO Notification and Reporting Overview

6.4.1 SSO Regulatory Notification Procedure

SSO notification procedures vary based on whether the SSO is classified as a Category 1, Category 2, Category 3, or PLSD.

1. Category 1 SSOs

- a. **Any** discharges of sewage that results in a **discharge** to a **drainage channel** or a **surface water** or to the **storm drain system** and is not fully captured and returned to the sewer system or disposed of properly.
- b. The City shall, as soon as possible, but no later than two (2) hours after becoming aware of the discharge (**> or equal to 1000 gallons or spilled to location that may discharge to surface water**), notify the California Governor's Office of Emergency Services (**Cal OES**) at **1-800-852-7550**. The Regional Water Quality Control Board (**RWQCB**) may also be contacted at **(805) 549-3147**.

2. Category 2 SSOs

- a. For a SSO **1,000 gallons or greater** in volume that does **not discharge** to a **drainage channel or surface water**.
- b. Within twenty-four (**24**) hours of becoming aware of a Category 2 SSO, the City may notify the Regional Water Quality Control Board (**RWQCB**) at **(805) 549-3147**.

3. Category 3 SSOs

- a. If a SSO occurs due to a problem in the City's sanitary sewer collection system and **does not reach a drainage channel, surface water, the storm drain system, or is fully captured from the storm drain system** and returned to the sewer system or disposed of properly and **is less than 1000 gallons** in volume.
- b. Within twenty-four (**24**) hours of becoming aware of a **Category 3 SSO**, the City may notify the Regional Water Quality Control Board (**RWQCB**) at **(805) 549-3147**.

4. Private Sewer Lateral Discharges (PLSDs)

- a. The City may voluntarily notify regulatory agencies, such as the RWQCB, of a PLSD. SWRCB encourages notifying Cal OES of a PLSD if the PLSD is greater than or equal to 1,000 gallons with the potential to reach surface water.
- b. SWRCB also encourages notification of the appropriate regulatory agencies or notifying the responsible party that notification and reporting should be completed as required by Health and Safety Code Section 5410 et. seq. and Water Code Section 13271 if the PLSD is greater than or equal to 1,000

gallons regardless of the SSO destination or for any volume PLSD that reaches a surface water.

To satisfy notification requirements for each applicable SSO, the enrollee shall provide the information requested by Cal OES before receiving a control number. Spill information requested by Cal OES may include:

1. Name of person notifying Cal OES and direct return phone number.
2. Estimated SSO volume discharged (gallons).
3. If ongoing, estimated SSO discharge rate (gallons per minute).
4. SSO Incident Description:
 - a. Brief narrative.
 - b. On-scene point of contact for additional information (name and cell phone number).
 - c. Date and time enrollee became aware of the SSO.
 - d. Name of sanitary sewer system agency causing the SSO.
 - e. SSO cause (if known).
5. Indication of whether the SSO has been contained.
6. Indication of whether surface water is impacted.
7. Name of surface water impacted by the SSO, if applicable.
8. Indication of whether a drinking water supply is or may be impacted by the SSO.
9. Any other known SSO impacts.
10. SSO incident location (address, City, state, and zip code).

Additional information is required to finalize and certify a SSO Report for each Category of SSO. Refer to *SWRCB Guideline for SSO Reporting* which covers Mandatory SSO Information for Report Certification if additional information is required at the following website:

https://www.waterboards.ca.gov/water_issues/programs/ss/docs/discharger_workbook.pdf.

6.4.2 SSO Reporting

SSO reporting requirements vary based on whether the SSO is classified as a Category 1, Category 2, Category 3, or PLSD.

Category 1 SSOs

1. The **Draft Category 1 SSO Report** must be submitted in CIWQS within **three (3) business days** of City Staff becoming aware of the SSO.
2. **Certified Category 1 SSO Report**
 - a. A final Category 1 SSO report shall be certified through CIWQS within **15 calendar days** of the end date of the SSO.
3. If SSO is **50,000 gallons or greater** and spilled into surface waters, a **SSO Technical Report** will also have to be submitted to CIWQS within **45 calendar days** of the SSO end date.

4. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.
5. Upon certifying the SSO Report, document the SSO Identification Number and save a pdf and hard copy of the SSO Report. Records should be maintained for a five (5) year period.

Category 2 SSOs

1. The **Draft Category 2 SSO Report** must be submitted in CIWQS within **three (3) business days** of the City becoming aware of the SSO.
2. **Certified Category 2 SSO Report**
 - a. A final Category 2 SSO report shall be certified through CIWQS within **15 calendar days** of the end date of the SSO.
3. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.
4. Upon certifying the SSO Report, document the SSO Identification Number and save a pdf and hard copy of the SSO Report.

Category 3 SSOs

1. All Category 3 SSOs shall be reported to CIWQS and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30th).
2. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.
3. Upon certifying the SSO Report, document the SSO Identification Number and save a pdf and hard copy of the SSO Report.

Private Lateral Sewage Discharges (PLSDs)

1. Private Lateral Sewage Discharges (PLSDs) resulting from blockages or other problems within a privately-owned sewer lateral connected to the City's sanitary sewer system or from other private sanitary sewer system assets may be voluntarily reported to CIWQS

No Spill Certification

1. If there are no SSOs during a calendar month, the City must certify that there were no spills in CIWQS.
2. The “No Spill” Certification must be completed within thirty (30) calendar days after the end of the calendar month in which there were no SSOs.
3. If there are no SSOs during a calendar month but the City reported a PLSD, the City shall still certify a “No Spill” Certification statement for that month.
4. If CIWQS is not available, the aforementioned information must be faxed to RWQCB at (805) 543-0397.

Collection System Questionnaire

1. The “Collection System Questionnaire” must be updated in CIWQS a minimum of every twelve (12) months from the last update.
2. Each time the “Collection System Questionnaire” is updated, the due date for the next date changes to one year from the date of the new certified update.

6.5 OERP Training [WDR D.13(vi)(d)]

The City conducts annual training and additional training as necessary on the OERP. Training records are maintained at the City’s Wastewater Division office.

ELEMENT 7 – FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM

The City of Salinas does not have a significant number of Commercial Facilities that contribute Fats, Oils and Grease into the industrial sewer system. FOG has not been a contributing factor in any industrial system SSOs.

7.1 Regulatory Requirements

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

Each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed, the Enrollee must provide justification as to why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

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

7.2 City Determination that a FOG Program is not Required [WDR D.13(vii)(a-g)]

The City's industrial waste collection system has neither historically nor currently had Fats, oils or grease issues within its collection system. Most of the Industrial Waste Facility (IWF) users are fresh vegetable processors, packers, and coolers. Included in this group are the fresh-pack salad producers that continue to be the fastest growing segment of the City's users. Chlorinated effluent, ammonia refrigerant, solids, and hydraulic oil spills typify the potential concerns with their wastewater discharge. Two box companies comprise the next group of users. These companies manufacture corrugated cardboard containers using prefabricated rolled paper and use ink and waxes in the process of labeling and finishing the boxes. Control of heavy metals, hydraulic oil spills, wax and starch spills, high TDS, varying pH and slug discharges are potential concerns from this group.

Monterey Fish Company is the sole processor of seafood at one facility. Squid, herring, crab and shrimp are among the products prepared at this facility. From this seafood group, the City specifically monitors BOD, screening and sanitation. Although oils from fish processing present a potential concern, the oils, if any, do not present an issue for buildup in the collection system. Due to the small percentage of flow from this facility this user does not present a fats oils or grease source control problem for the collection system. There are no fats or grease discharged from the facility.

A FOG program is not indicated with the current industrial waste dischargers group.

ELEMENT 8 SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

8.1 Regulatory Requirements

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

The Enrollee shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

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

8.2 System Evaluation [WDR D.13(viii)(a)]

Overview and Background

The City of Salinas IWTF is located south of the City adjacent to the Salinas River. It treats industrial wastewater discharges from industrial customers located in the southeastern part of the City. The industrial wastewater is conveyed from customer sites to the industrial treatment facility by the City's industrial sewer system. This chapter addresses the industrial sewer system.

The industrial sewer system is completely separate from the sanitary (domestic) sewer system. All sanitary (domestic) wastewater is collected in a separate sanitary sewer system and conveyed to the M1W RTP located north of Marina. A separate Sanitary Sewer Management Plan addresses the sanitary sewer system.

The City has conducted several studies over the past years to evaluate capacity needs in the industrial sewer system. These studies include:

- “Relocation Feasibility Study for Industrial Wastewater Treatment Facility”, prepared for City of Salinas by CDM, December 2001.
- “Industrial Wastewater Main Line Capacity Analysis”, prepared for City of Salinas by C&D (Creegan & D’Angelo) Consulting Engineers, November 2003.
- “Recommended Capital Improvement Program for Industrial Wastewater Treatment Facility”, prepared for City of Salinas by CDM, June 2004.
- “Industrial Wastewater System – Conceptual Approach for System Expansion”, Summary Report prepared for City of Salinas by CDM, July 2008.
- “Industrial Waste Conveyance System Study”, prepared for the City of Salinas by Wood Rodgers, December 2008.

Existing Industrial Sewer System

The major industrial sewer conveyance system consists of approximately 24,000 feet of 20-, 27, 33, 36 and 42-inch reinforced concrete and HDPE pipe. The pipeline system conveys industrial flows from the customer locations to the industrial wastewater plant.

The 27-inch pipe originates where Sanborn Road crosses over the railroad tracks, passes through a 60-foot-long inverted siphon at the Abbott Street and East Blanco Road intersection, and then continues downstream for about 1600 feet where it intersects the east 27-inch trunk line. From there, it continues for an additional 2600 feet before it enters the 36-inch pipeline near the intersection of East Blanco Road and La Mesa Way.

The 36-inch pipeline then drains to and through the former Salinas wastewater treatment plant site (TP1 site). At that point, it discharges into a new 42-inch HDPE pipeline that flows southerly to the IWTF.

Industrial Wastewater Flow Projections

The industrial customers are primarily food processing and related businesses. Many customers conduct fresh vegetable packing operations. Some customers provide related services such as manufactured ice, refrigerated warehousing, and corrugated and solid fiber boxes.

The industrial wastewater facility operates year-round. However, different from a sanitary sewer system, the industrial sewer flows are lower in the winter because some customers, particularly fresh vegetable packing and cooling facilities, move their operations to warmer southern locations. Approximately ½ of the industries remain open year- round.

The industrial system must be able to accommodate the flows during the high use periods, which occur during the summer peak growing/harvesting season. The treatment facility must be able to treat the average monthly flow during the high use periods and have peaking ability to accommodate the high day flows. The conveyance system from customers to the treatment facility must accommodate the high day (peak) flow.

Table 1 summarizes the total projected flows for the existing, immediate, near-term (2021-2025), and ultimate timeframes. The City expects new customer locations will be added to the system in the future and is planning accordingly. Additional future flows will actually be phased in according to actual development schedules.

The average daily and peak daily flows are important for treatment facility design. The estimated instantaneous peak flows are short duration, e.g., 15-minute to hourly peaks, that are used in evaluating pipeline conveyance needs.

Table 1 Existing and Projected Total Industrial Wastewater Flows			
Timeframe <i>(approximate, will be based on actual development needs)</i>	Total Estimated Flows during High Use Periods (mgd)		
	Average Daily <i>(during high use periods)</i>	High (Peak) Day <i>(at 1.25 times Average Daily Flow) (1)</i>	Instantaneous Peak Flow <i>(at 1.5 times Average Daily Flow) (2)</i>
Existing	3.1	3.9	4.7
Immediate (by 2020)	4.3	5.4	6.5
Near-Term (anticipated to occur around 2021-2025)	6.0	7.5	9.0
Ultimate	8.0 – 10.0	10.0 – 12.5	12.0 – 15.0

(1) Average daily and peak daily flows are important for treatment facility design.

(2) Estimated instantaneous peak flows are short duration, e.g., 15-minute or hourly, peaks that may also impact conveyance system design.

Capacity Evaluation

Table 2 shows the maximum capacities of the major existing conveyance pipelines, according to the previous hydraulic analysis of the major industrial wastewater pipeline system. The three segments with the lowest capacity, about 5.6 - 5.9 mgd, are due to flat slope relative to the pipe diameter.

The instantaneous peak flow projections shown in Table 1 were compared with the design capacity of the existing system to determine requirements for additional facility capacity. Then, as discussed below under “Capacity Enhancement Measures”, recommendations were developed for future improvements to accommodate the projected flows.

Based on the hydraulic evaluation, the existing major conveyance system is adequate to meet estimated peak flows for immediate needs. Some additional capacity will be required for near-term and ultimate needs.

The reinforced concrete pipe (RCP) from its upstream end at Sanborn Road to the TP1 site is in good condition for its age. With one segment having been replaced with 36-inch HDPE along Blanco Road. While the 42-inch pipe that conveys flow from the TP1 site to the industrial treatment facility is new and replaced a badly deteriorated 33-inch line.

Table 2 Current Capacities of Existing Major Industrial Sewer Conveyance Facilities ⁽¹⁾			
Conveyance Reach (upstream to downstream)	Length of Segment (feet)	Diameter (inches)	Capacity (mgd)
Upstream end of 27-inch main line at Sanborn Road and railroad to Abbott Street (connection point for flows from tributary pipelines)	50	27	12.7
	70	27	5.9
Between railroad and Abbott Street	840	27	9.5
	500	27	7.0
	60 (siphon at Abbott)	27	7.0
Between Abbott Street and connection point for flows from tributary pipelines (East Blanco Dr near end of Blanco Circle)	1620	27	7.0
Between connection point for tributary pipeline on East Blanco Drive (near end of Blanco Circle) and start of 36-inch pipe in East Blanco Dr	840	24	8.1
	2300	36	Assumed greater than 5.7, Engineer's estimate needed
East Blanco Drive just east of La Mesa Way to Stephanie Drive	4955	36	15.7
Stephanie Drive	850	36	14.9
	500	36	15.7
Between Stephanie Drive and TP1 Site	5210	36	14.1
At TP1 Site	405	36	16.0
	1290	36	8.8
From TP1 Site to Hitchcock Road	2000	42	Assumed greater than 5.6, Engineer's estimate needed
From Hitchcock Road to Treatment Facility	7450	42	Assumed greater than 10.9, Engineer's estimate needed

(1) Pipeline capacity analysis information obtained from "Industrial Waste Main Line Capacity Analysis" prepared for City of Salinas by C&D (Creegan & DiAngelo) Consulting Engineers, November 2003.

8.3 Design Criteria

Chapter 36 “Industrial Waste, Wastewater Collection and Discharge” of the City’s Municipal Code specifies the requirements for discharge to the City’s industrial wastewater system. These requirements are applicable to existing and new customers of the industrial wastewater system.

As discussed above regarding the system evaluation, the existing IWWCS was evaluated for its adequacy to convey existing and future peak flows to the IWTF. The estimated instantaneous peak flows are short duration, e.g., 15–minute to hourly peaks, are used in evaluating and designing pipeline conveyance needs.

Unlike the sanitary sewer system, the peak flows for the industrial wastewater system occur during the summer peak growing season months. Winter rainfall (RDII) is not an issue for capacity of the IWWCS, as industrial wastewater flows are very low in the winter months. During the period with high industrial wastewater discharges, there is no or negligible rainfall.

The hydraulic criteria evaluated the pipes adequacy to handle the projected flows without surcharge, i.e., flowing full but no surcharge based on Manning’s equation. Those pipes without adequate capacity to meet the criteria have been identified for improvement.

The City’s Standard Specifications (current version) specify the requirements for sewer pipe materials, installation methods, and testing for new sewer improvements.

Capacity Enhancement Measures

The July 2008 Summary Report “*Conceptual Approach for Industrial Wastewater System Expansion*” lays out a plan of action for future steps to be undertaken by the City to assure adequate capacity in the industrial wastewater system for existing and future users. The Summary Report addresses the following three major issues at a conceptual planning or “feasibility” level:

- Conceptual plan for industrial waste system facilities – feasible overall approach to meet future capacity needs.
- Conceptual phasing for plan implementation, and conceptual “order-of-magnitude” cost estimates.
- Conceptual identification of potential alternative funding methods.

The Summary Report identifies near-term and ultimate needs while providing a feasible framework for meeting those needs. It is not intended to provide detailed information on specific designs to provide additional capacity. The City will conduct subsequent detailed evaluations to adequately select, design and implement the improvements, including environmental review.

Below is a summary of the recommended capacity enhancement measures. These measures are prioritized for implementation by the timeframe needed.

Immediate Needs to 2020

The City's industrial wastewater system will require some improvements in order to meet estimated needs. The Industrial Lift Station located at the south end of Airport Boulevard near Hansen Street will require increased capacity to accommodate any additional flows upstream. However, the major industrial pipeline system has adequate capacity for estimated peak flows. Some system redundancy is provided by the Industrial Wastewater Diversion Project which consists of a shunt/bypass to the M1W sanitary sewer system installed at the TP1 site. M1W's Salinas Area Pump Station (SAPS) is located at the TP1 site which conveys sanitary wastewater from the City to the RTP operated by M1W. The Industrial Wastewater Diversion Project was completed in 2016. This project also included construction of an emergency wastewater bypass system to allow mixed wastewaters to flow to the IWTF instead of to the Salinas River in the event of a catastrophic failure at the M1W Salinas Pump Station.

Near-Term Needs

The near-term timeframe is anticipated to occur sometime from 2021 to 2025, or longer, whenever discharge during high use months increase by 2 mgd on an average daily basis. Recommended near-term improvements were implemented to provide additional capacity for future flows from new customers. However additional studies may be necessary to determine if other improvements are required.

In the near-term timeframe, the majority of additional future flows from future customers are expected to enter the existing major conveyance system at the 36-inch tributary pipeline located at East Blanco Road and Blanco Circle. Upstream of this 36-inch tributary pipeline, the existing minimum capacity is 7 mgd with the exception of a short 70-foot hydraulic bottleneck at Sanborn Road and the railroad with a capacity of 5.9 mgd. It is anticipated that the existing capacity in the upstream portion will be adequate to handle future needs. If needed, the short hydraulic bottleneck could be improved.

The identification of required improvements assumes that some wastewater flows will be diverted to the RTP from the TP1 site.

In addition, there may be improvements needed to the industrial wastewater laterals that connect from the industry sites to the major conveyance pipeline. It is assumed that these improvements would be done by the individual developers as part of the development plans and may consist of both on-site and some off-site improvements depending on the specific connection locations.

Ultimate Needs

The improvements identified above for near-term implementation are sized to accommodate the anticipated buildout total instantaneous peak flows of 12 to 15 mgd reaching the TP1 site and treatment facility.

Ultimately, the need for additional pipeline improvements would depend on future additions of industrial customers, and the City's decisions in the near-term on the appropriate location for additional treatment capacity. This plan will be updated as needed consistent with future updates to the conceptual expansion plan.

8.4 Schedule and Funding for Capacity Improvements

Table 3 summarizes the timeframe and estimated capital costs for the conceptual improvements to provide additional capacity in the industrial wastewater system. These order of magnitude costs by timeframe are at a conceptual planning level and are based on previous studies. The costs will be updated and refined as part of subsequent detailed studies to refine and select specific improvement projects.

Table 3 <i>Timeframe for Implementation and Conceptual Planning Level (Order of Magnitude) Capital Costs for Industrial Sewer System - Conveyance Improvements</i>	
<i>Item</i>	<i>Estimated Capital Cost (\$ Million, in 2018 dollars)</i>
Immediate Measures (by 2023/24)	
New Industrial Lift Station at Airport Boulevard	\$2.26
Subtotal for Immediate Measures	\$2.26
GRAND TOTAL FOR ALL IMPROVEMENTS	\$2.26

The City currently funds the industrial wastewater system through a monthly user rate consisting of: a monthly service charge, total flow charge, and an average BOD charge. The rates cover operations and maintenance expenses, capital improvements and past debt service on any outstanding bonds that have been issued for capital improvements.

Capital improvements to provide capacity for future customers also benefit existing customers by improving the overall function of the IWWCS. the existing treatment facility. Potential funding methods to cover the costs of these capital improvements are identified below. The potential funding methods must be further evaluated to determine their applicability. While all the options are feasible, some may be more applicable or more desirable for the specific conditions. It is anticipated that a combination of options will be utilized.

As recommended in the conceptual expansion plan, the City is planning to conduct a detailed financing study to determine the preferred approach and appropriate methods for funding the required improvements for both pipeline conveyance (addressed in this chapter) and for treatment facility expansion. It is anticipated a combination of multiple funding sources will be used. Most of the methods are available only to municipalities or other government agencies; however, there are some that could be utilized by the individual industries.

Grant programs from the EDA Public Works and Economic Development Program, the State Water Resources Control Board and others are preferred funding sources for IWWCS upgrades. If grant funding proves to be unavailable other potential funding options may also include:

- User rates
- Connection fees
- Municipal bonds
- Special assessment districts
- Public/private partnerships
- California Infrastructure and Economic Development Bank: infrastructure state revolving fund program; industrial development bonds
- California State loans and grants: State Revolving Fund (SRF); direct state appropriations
- Federal grants and loans: EDA Public Works and Economic Development Program; direct federal appropriations

The schedule for implementation of future capacity improvements will depend on the available funding and the schedule for future additions and expansion of the IWWCS. As part of its annual budgeting and CIP process, City staff will refine the implementation schedule for specific projects.

As the City refines and implements the “*Conceptual Approach for Industrial Wastewater System Expansion*”, this plan will be updated accordingly.

ELEMENT 9 - MONITORING, MEASUREMENT & PROGRAM MODIFICATIONS

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

9.1 Regulatory Requirements

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

The Enrollee shall:

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

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

Table 9-1 outlines the relevant information maintained by the City to establish and prioritize appropriate sewer collection system activities and the title of staff in the City who are responsible for monitoring implementation and measuring the effectiveness of each element when appropriate.

Table 9-1: SSMP Implementation Management

SSMP Element	SSMP Relevant Information	Responsible Party
1. Goal	This SSMP Element contains the City's goals for the operation, maintenance, and management of the sanitary sewer collection system, which provide focus to reduce SSOs and mitigate SSOs that do occur.	Wastewater Division Manager
2. Organization	A table containing names, job titles, roles, responsibilities, and contact information is contained in this SSMP Element, which identifies the person most knowledgeable for each aspect of the SSMP Program. An organization chart shows lines of authority.	Wastewater Division Manager
3. Legal Authority	Appendices to this SSMP Element contain the sections of City Policies & Ordinances governing the sewer collection and conveyance system.	Wastewater Division Manager and City Legal Counsel
4. Operation and Maintenance Program	Appendices to this SSMP Element document the sanitary sewer system operation and maintenance activities, which are utilized to	Wastewater Division Manager

SSMP Element	SSMP Relevant Information	Responsible Party
	develop the City's Rehabilitation and Replacement Plan. Appendices include O&M forms, equipment and replacement part inventories, and the CIP and associated funding mechanisms.	
5. Design and Performance Provisions	City Website links in this SSMP Element include City Design Standards/Specifications and Testing requirements.	Wastewater Division Manager and Engineering Staff
6. Overflow Emergency Response Plan	The City developed emergency operations procedures in 2022 which include staff contact information, mandatory SSO reporting information, and response and mitigation programs.	Wastewater Division Manager
7. FOG Control Program	Monitor any changes in system that may mandate the development of a FOG Control Program.	Wastewater Division Manager
8. System Evaluation and Capacity Assurance Plan	The City will review and update this element as applicable to include any hydraulic capacity analysis completed and associated projects completed.	Wastewater Division Manager and Engineering Staff
9. Monitoring, Measurement, and Program Modifications	This SSMP Element will be updated annually with the number of SSOs that occur and their causes in a calendar year.	Wastewater Division Manager
10. SSMP Program Audits	SSMP Audit Reports will be appended to this SSMP Element when they are generated.	Wastewater Division Manager
11. Communication Program	Examples of public outreach materials and pertinent City website address, as well as meeting agendas, pertinent Council reports and minutes are found on the City Website and City office.	Wastewater Division Manager

9.3 Preventative Maintenance Program Assessment [WDR D.13(ix)(c)]

The City's Preventative Maintenance Program includes CCTV inspection, line cleaning, visual manhole inspection, Lift Station maintenance, and HMA identification and maintenance. The City will review these operation and maintenance practices annually and compare them with annual SSO records. A summary of performance metrics of monitoring and measurement to inform corrective actions for operations and maintenance will be developed annually using Table 9-2 below.

Table 9-2: Sanitary System Performance Metrics for Monitoring and Measurement

	Performance Measure	Source
System Statistics	Total Miles of Gravity Sewer	Atlas Maps
	Total Miles of Pressure Sewer	Atlas Maps
	Total Number of Manholes	Atlas Maps
	Total Number of Sewer Lift Stations	Atlas Maps
Measures Based on SSO Number	Number and Percentage of dry weather vs. wet weather SSOs	CIWQS
	Number of SSOs by cause (Operational, Capacity, System, Other)	CIWQS
	Number of SSOs per 100 miles per Year	CIWQS
	Total Volume of SSOs	CIWQS
	Average SSO Volume	CIWQS
	Total volume recovered and percentage of overall total SSO Volume	CIWQS
	Net volume of SSOs (total minus recovered) and percentage of overall total SSO volume	CIWQS
	Total volume reaching storm drainage channel and not recovered or reaching surface waters and percentage of overall total SSO volume.	CIWQS
SSO Response Time	Average response time during business hours	CIWQS
	Average response time outside of business hours.	CIWQS
Maintenance	Number of blockages in the past year by cause.	CIWQS
	Amount of “hot spot” cleaning performed (Linear Feet/month)	HMA List and Maintenance Records
	Amount of routine cleaning performed	Sewer Line Cleaning

	Performance Measure	Source
	(Linear Feet/month)	Reports
Condition Assessment, Rehabilitation, and I/I Control	Amount of CCTV inspection performed (Linear Feet)	CCTV Reports
	Number of manholes inspected	Manhole Inspection Form. Also in Line Cleaning Reports.
	Number of inflow sources detected and corrected.	Work Order Requests or Staff Field Notes

9.4 SSMP Updates [WDR D.13(ix)(d)]

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

At a minimum, the City will review and revise the SSMP annually. The Wastewater Division Manager is responsible for revising and maintaining the SSMP as warranted.

A revision record will be maintained to track changes.

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

The trends in the City SSOs for 2016 through 2021 are illustrated in Table 9-3. The cause categories identified in Table 9-3 are the causes available for use in the SSO Report provided in California Integrated Water Quality System (CIWQS). City Staff are responsible for determining which cause category is appropriate for each SSO when the SSO is reported in CIWQS.

Table 9-3 City of Salinas per Indicator per Year

Indicator		2016	2017	2018	2019	2020	2021	2022	Total
No. of SSOs		1	0	0	0	0	0		1
Locations with Multiple SSOs		1	0	0	0	0	0		1
Volume (gal)	Volume	3000	0	0	0	0	0		3000
	Volume Recovered	2400	0	0	0	0	0		2400
	Volume Reached Surface Water	600	0	0	0	0	0		600
Causes	Debris - Construction	0	0	0	0	0	0		0

Indicator		2016	2017	2018	2019	2020	2021	2022	Total
	Debris – General	0	0	0	0	0	0		0
	Debris – Rags	0	0	0	0	0	0		0
	Flow Exceeded Capacity	0	0	0	0	0	0		0
	FOG	0	0	0	0	0	0		0
	Operator Error	0	0	0	0	0	0		0
	Other	0	0	0	0	0	0		0
	Pipe Structural Problem/Failure	0	0	0	0	0	0		0
	Pump Station Failure	1	0	0	0	0	0		1
	Rainfall Exceeded Design	0	0	0	0	0	0		0
	Root Intrusion	0	0	0	0	0	0		0
	Vandalism	0	0	0	0	0	0		0

The City will continue to plan and adjust operation and maintenance practices so that the number of SSOs experienced on an annual basis remains low.

ELEMENT 10 - SEWER SYSTEM MANAGEMENT PLAN PROGRAM AUDITS

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

10.1 Regulatory Requirements

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

As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13), including identification of any deficiencies in the SSMP and steps to correct them.

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

The City Wastewater Division Manager (LRO) or their designee is responsible for assuring the next SSMP Audit is conducted and complete prior to the *regulatory deadline and continuously on a *two-year interval following this date. Audits should be conducted with cooperation of City Operations and Maintenance staff.

When conducting the SSMP Audit, City Staff must evaluate the effectiveness of each SSMP Element. A comprehensive, effective review of the District's SSMP must be documented in a SSMP Audit Report.

10.2.1 Summary of Procedure:

1. Gather appropriate SSMP supporting documents.
2. Write an Audit Report referencing all documents reviewed and used as evidence of compliance with the 2006 WDR and most current MRP. Create an implementation plan for updates and/or formal revisions to the SSMP based on changes in operational strategies or deficiencies found in the SSMP.
3. Evaluate the effectiveness of the City's SSMP and compliance with each WDR requirement using the ranking methodology outlined in Table 10-1.

Table 10-1: SSMP Audit Ranking Criteria

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

The next SSMP Audit Report must be signed and certified by a person designated as described in WDR Section J.1(i). 2006 WDR Section J states:

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

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

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

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

SSMP Audits must be conducted continuously on a *two-year interval.

**It should be noted that the SWRCB is in the process of updating the WDRs for Sanitary Sewer Systems. It is anticipated that these new regulations will be adopted by the SWRCB in December 2022. Based on a review of these DRAFT WDRs a different schedule for SSMP Updates (6-Years) and SSMP Audits (3-Years) is anticipated. The City must track the adoption of these new WDRs and adjust SSMP Audit and Update schedules according to final adopted WDRs when issued.*

To assist in the audit process, the City should consider annual reviews and line revisions (draw a line through what is changed, handwrite in the change, date and initials of person making changes) for minor revisions (ex: staffing) to specific SSMP Elements and associated supporting documents.

These reviews and revisions will ensure current operational practices and procedures are reflected in the SSMP and documentation of these activities is readily available during an audit by the Regional Water Quality Control Board or State Water Resources Control Board.

SSMP Audit Reports must be kept on file with the SSMP and available to regulators and the public upon request. In accordance with the 2013 MRP records are to be kept a minimum of five (5) years. In accordance with that requirement the 2022 City SSMP Audit Report is included in **Appendix 10A**.

ELEMENT 11 - COMMUNICATION PROGRAM

Communicating the objectives of the SSMP and the importance of sanitary sewer system management practices to the public is essential. An informed public can assist and support the City by reducing customer caused blockages, which will potentially decrease SSOs.

11.1 Regulatory Requirements

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

The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

11.2 Communication Program [WDR D.13(xi)]

The purpose of the City sanitary sewer system communication program is to educate stakeholders, which include residential and commercial users of the collection system, about the SSMP. Public awareness of different components of the SSMP is accomplished through different mediums and they may reach different audiences. The following are activities that the City practices to increase awareness and education about the importance of having a properly constructed, maintained, and operated collection system as new information is available.

Table 11-1: City Communication Program Overview

Activity	Frequency	Stakeholders	Year Implemented		
			2022	2023	2024
City Website: www.cityofsalinas.org	Year-round	All	X		
City Council Meetings	Tuesdays @ 4:00 pm	All	X		
Social Media – Facebook & Twitter	Year-round	All	X		
City Office	Year-round	All	X		

11.2.1 City Website

Information is posted on the City website, www.cityofsalinas.org and includes links, City meeting minutes and agendas, flyers, education material and public service announcements. The City SSMP for the Industrial System can also be found on this website.

Updates and revisions to the SSMP will be posted and maintained on the City website when completed.

11.2.2 City Council Meetings

City Council Meetings are held on the third Wednesday of each month at the City Office. Utility sewer operation, SSO Reports, SSMP updates, significant revisions, audits and SSMP status reports are presented at the Council meetings to receive input.

11.2.3 Social Media

The City uses Facebook and Twitter to post information about utility projects, public education and outreach, and highlight items on the Council agenda.

11.2.4 City Office

The City Office has copies of educational material, public service announcements, and staff that provide assistance and education to the public. Office hours are Monday- Friday from 8:00am to 5:00pm.

11.3 Satellite and Tributary Systems [WDR D.13(xi)]

The City has not identified any tributary or satellite systems for the Industrial System.