



Staff Report

RESOLUTION APPROVING DEVELOPMENT AND IMPLEMENTATION OF THE STATE SEWER SYSTEM MANAGEMENT PLAN (SSMP) AS PART OF THE GENERAL WASTE DISCHARGE REQUIREMENTS (GWDR) FOR COLLECTION SYSTEMS

Honorable Mayor and Council Members:

Summary

Staff requests that City Council approve the State Sewer System Management Plan (SSMP) Development and Schedule Implementation as part of the General Waste Discharge Requirements (GWDR) for Collection Systems.

Background

The California Water Board has notified the City that it must submit a Sewer System Management Plan (SSMP) for the operation and maintenance of the City's sanitary sewer collection system to comply with the General Waste Discharge Requirements (GWDR). The SSMP will serve as a work plan for a new sewer system regulatory program similar to the NPDES program for the municipal storm drainage system. The State has provided guidelines for the plan, which must cover the City's program goals, organization, overflow emergency response, fats oils and grease control, legal authority, operation and maintenance plan, design and performance standards, system capacity plan, monitoring and program modifications, program audits and communications program. The SSMP will have three elements. The first of the SSMP plan elements is due to the State in November 2007, the second and third parts of the SSMP are due in 2009.

The SSMP represents the State's assertion of its authority to regulate satellite or independent sewer collection systems as a potential threat to water quality. The practical outcome is that cities and sewer districts will need to increase their level of effort in monitoring, documenting, and reporting sewer operations and maintenance. There may also be formal standards for staff training and committee participation. Cities with defective systems will ultimately need to invest money into rehabilitation.

Discussion

The first requirement of the General Waste Discharge Requirements (GWDR) for Collection Systems is to develop a plan and schedule for completing the requirements of the GWDR (developing SSMP). The plan and schedule should note the milestones and the persons

responsible for completing them and requires approval of the City’s governing board.

SEWER SYSTEM MANAGEMENT PLAN DEVELOPMENT SCHEDULE			
Main Task/ Sub-Task	Comments	Due Date	Responsible Party
1. Goal		11/02/07	Public Works Director
SSMP Goals	State goals for the SSMP		City Engineer, Associate Engineer
2. Organizational Structure		11/02/07	Public Works Director
Agency Organizational Structure	Names and staff positions responsible for developing and implementing the SSMP including the chain of communications for reporting SSOs.		Public Works Services Manager, City Engineer, Associate Engineer
3. Legal Authority	Agency’s legal authority to operate and maintain its sewage collection system.	5/02/09	Public Works Director, City Engineer, Public Works Services Manager, Associate Engineer
4. Operation & Maintenance		5/02/09	Public Works Director
Mapping	Up to date mapping of the sewage collections system facilities including appropriate storm water systems.		Engineering Technician, Sr. Sewer Maintenance Worker, Associate Engineer
Preventive Maintenance Program	Written description of the preventative maintenance activities the agency employs.		Public Works Services Manager, Sr. Sewer Maintenance Worker
Rehabilitation & Replacement Program	Short and long term plan for the rehabilitation or replacement due to system deficiencies including funding (CIP).		City Engineer, Associate Engineer
Inspection Program	Program for the regular visual and CCTV inspection of the system.		Associate Engineer, Public Works Services Manager, CCTV operator
Staff Training	Staff O&M training and assurance that contractors are adequately trained.		Public Works Services Manager
Equipment & Parts Inventory	Equipment and parts inventory including the identification of critical replacement parts.		Sr. Mechanic, Public Works Services Manager

SEWER SYSTEM MANAGEMENT PLAN DEVELOPMENT SCHEDULE			
Main Task/ Sub-Task	Comments	Due Date	Responsible Party
5. Design and Performance		8/02/09	Public Works Director
Design Standards	Design standards for new and rehabilitated systems.		City Engineer, Sr. Engineer, Public Works Services Manager, Associate Engineer, Construction Inspector, Engineering Technician, Sr. Sewer Maintenance Worker, CCTV Operator
Inspection and Testing Standards	Inspection and testing standards for new and rehabilitated systems		Same as above
6. Overflow Emergency Response Plan	Written procedures defining how the agency responds to SSOs.	5/02/09	Public Works Director, Public Works Services Manager, Sr. Sewer Maintenance Worker
7. Fats, Oils & Grease Control Program		5/02/09	Public Works Director, City Engineer, Public Works Services Manager, Associate Engineer
8. System Evaluation & Capacity Assurance Plan	Evaluate those portions of the system that are experiencing capacity related overflows. Establish steps to eliminate capacity related overflows including I&I program, and short and long term CIP for capacity issues.	8/02/09	Public Works Director, City Engineer, Associate Engineer, Public Works Services Manager, Sr. Sewer Maintenance Worker
9. Monitoring, Measurement, & Program Modifications	Maintain records, monitor and assess the effectiveness of the program and update as necessary.	8/02/09	Public Works Director, Associate Engineer, Public Works Services Manager
10. SSMP Audits	Conduct periodic audits, at least every two years, on the SSMP.	8/02/09	Public Works Director, City Engineer, Associate Engineer

SEWER SYSTEM MANAGEMENT PLAN DEVELOPMENT SCHEDULE			
Main Task/ Sub-Task	Comments	Due Date	Responsible Party
11. Communications Program		8/02/09	Public Works Director
Communications with the Public	Develop a public communication program with customers and potential customers that include the opportunity to provide input during the development, implementation, and performance of its SSMP.		City Engineer, Associate Engineer, Public Works Services Manager, Sr. Sewer Maintenance Worker, Engineering Technician, Administrative Assistant
Final SSMP	Final the SSMP document after all elements have been developed and implemented.	8/02/09	Public Works Director

General Plan/Vision Statement

No impact.

Fiscal Impact

No Fiscal Impact.

Public Contact

The Council agenda was posted.

Recommendation

Staff recommends that City Council approve State Sewer System Management Plan (SSMP) Development and Schedule Implementation as part of the General Waste Discharge Requirements (GWDR) for Collection Systems.

Alternatives

1. Take no action.
2. Refer back to staff for further information.
3. Deny approval.

Attachments

A. Resolution

Respectfully submitted,

Bozhena Palatnik, P.E.
Associate Civil Engineer

Raymond E. Davis III, PE PTOE
Director of Public Works

Jack R. Crist
City Manager

Staff Contact:

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RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT APPROVING
DEVELOPMENT AND IMPLEMENTATION OF THE STATE SEWER SYSTEM
MANAGEMENT PLAN (SSMP) AS PART OF THE GENERAL WASTE DISCHARGE
REQUIREMENTS (GWDR) FOR COLLECTION SYSTEMS**

WHEREAS, the California Water Board has notified the City that it must submit a Sewer System Management Plan (SSMP) for the operation and maintenance of the City's sanitary sewer collection system to comply with General Waste Discharge Requirements; and,

WHEREAS, the first requirement of the General Waste Discharge Requirements (GWDR) for Collection Systems is to develop and implement a plan and schedule for SSMP development; and,

WHEREAS, the plan and schedule should note the milestones and the persons responsible for completing them and requires approval of the City's governing board; and,

WHEREAS, staff recommends that the City Council approve State Sewer System Management Plan (SSMP) Development and Schedule Implementation as part of the General Waste Discharge Requirements (GWDR) for Collection Systems.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Belmont approves the Development and Implementation of the State Sewer System Management Plan (SSMP) as part of the General Waste Discharge Requirements (GWDR) for Collection Systems.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on October 9, 2007 by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS: _____

ABSTAIN, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS: _____

CLERK of the City of Belmont

APPROVED:

MAYOR of the City of Belmont