

Sewer System Management Plan Annual Audit Report

Name of Agency	Arrowbear Park County Water District	
Date of Audit	3/5/2019	
Name of Auditor(s)	Norman Huff - GM	
System Overview		
Miles of Gravity Sewer Mains		12.0
Miles of Force Mains		.5
Total Miles of all Sewer Lines		12.5
Number of Pump Stations		1
Number of Private Sewer Mains, Excluding Laterals		0
Population Served		1396
Current Average Monthly Single-Family Residential Sewer Rate		\$41.00

I. GOALS

1. Are the goals stated in the SSMP still appropriate and accurate? **YES** / NO
2. If you answered NO to question 1, describe the content and schedule for updates.

Notes/Comments:

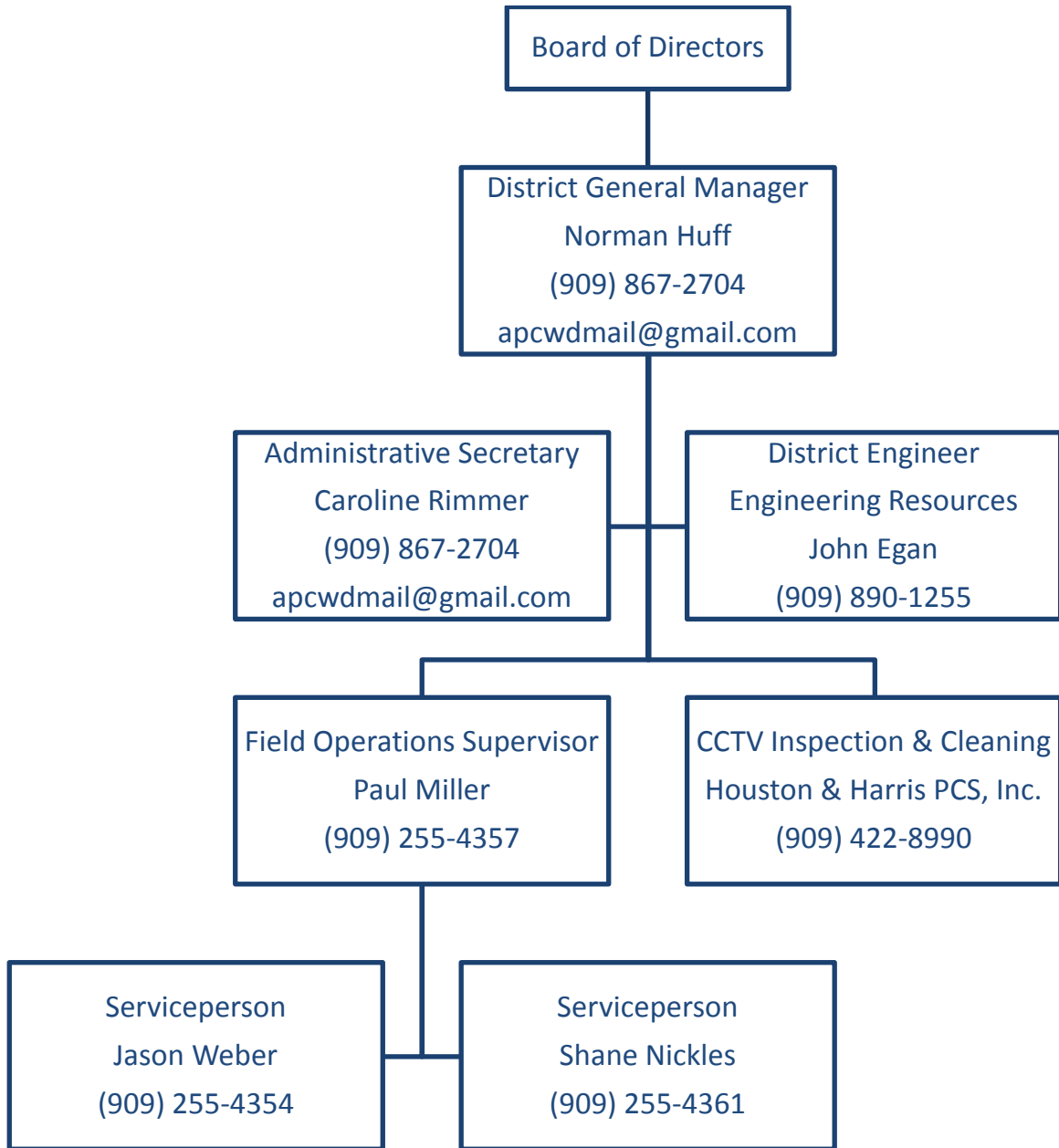
II. ORGANIZATION

Reference Material

- Organization Chart
 - Phone List
3. Is the SSMP up-to-date with agency organization and staffing contact information? **YES** / NO
 4. If you answered NO to question 3, describe content and schedule for updates.

Notes/Comments:

2/9/18, Updated org chart with new employee – Shane Nickles



III. **LEGAL AUTHORITY**

Reference Material

- Ordinances
- Enforcement Actions

5. Does the SSMP contain up-to-date information about your agency's legal authority? **YES** / NO
6. Does your agency have sufficient legal authority to control sewer use and maintenance? **YES** / NO
7. If you answered NO to questions 5 or 6, describe content and schedule for changes.

Notes/Comments:

IV. OPERATION AND MAINTENANCE

A. Collection System Maps

Reference Material

- Sanitary Sewer System Maps

8. Does the SSMP contain up-to-date information about your agency's maps? **YES** / NO
9. Are your agency's collection system maps complete, up-to-date, and sufficiently detailed? **YES** / NO
10. If you answered NO to questions 8 or 9, describe content and schedule for changes.

Notes/Comments:

B. Resources and Budget

Reference Material

- Current Capital Improvement Plan (CIP)
- Current Operating Budget

11. Does the SSMP contain up-to-date information about your agency's resources and budget? **YES** / NO
12. Are your agency's resources and budget sufficient to support effective sewer system management? **YES** / NO
13. Do your agency's planning efforts support long-term goals? **YES** / NO

14. If you answered NO to questions 11, 12 or 13, describe content and schedule for necessary changes.

Notes/Comments:

C. Preventative Maintenance

Reference Material

- Cleaning Schedule
- List or Map of Hot Spots
- Work Orders
- Service Call Data
- Customer Feedback

15. Does the SSMP contain up-to-date information about your agency's preventative maintenance program? **YES** / NO

16. Are you agency's preventative maintenance activities sufficient and effective in reducing and preventing SSOs and blockages? **YES** / NO

17. If you answered NO to questions 15 or 16, describe content and schedule for necessary changes.

Notes/Comments:

D. REHABILITATION AND REPLACEMENT PLAN

18. Does the SSMP contain up-to-date information about your agency's rehabilitation and replacement plan? **YES** / NO

19. Is your agency's rehabilitation and replacement plan effective in locating, identifying, and addressing deficiencies? **YES** / NO

20. If you answered NO to questions 18 or 19, describe content and schedule for necessary changes.

Notes/Comments:

E. EQUIPMENT AND REPLACEMENT PARTS INVENTORIES

21. Does the SSMP contain up-to-date information about equipment and replacement parts inventories? **YES** / NO
22. Are contingency equipment and replacement parts sufficient to respond to emergencies and properly conduct regular maintenance? **YES** / NO
23. If you answered NO to questions 21 or 22, describe content and schedule for necessary changes.

Notes/Comments:

F. TRAINING

24. Does the SSMP contain up-to-date information about your agency's training expectations and programs? **YES** / NO
25. Do supervisors believe that their staff is sufficiently trained? **YES** / NO
26. Are staff satisfied with the training opportunities and support offered to them? **YES** / NO
27. If you answered NO to questions 24, 25 or 26, describe content and schedule for necessary changes.

Notes/Comments:

V. DESIGN AND PERFORMANCE PROVISIONS

Reference Material

- Design and Construction Standards
- Ordinances

28. Does the SSMP contain up-to-date information about your agency's design and construction standards? **YES** / NO
29. Are design and construction standards, as well as standards for inspection and testing of new and rehabilitated facilities sufficiently comprehensive and up-to-date? **YES** / NO

30. If you answered NO to questions 28 or 29, describe content and schedule for necessary changes.

Notes/Comments:

VI. OVERFLOW EMERGENCY RESPONSE PLAN

Reference Material

- Data Submitted to CIWQS
- Service Call Data

31. Does the SSMP contain an up-to-date version of your agency's Overflow Emergency Response Plan? **YES** / NO

Considering the information in Table 1, is the Overflow Emergency Response Plan effective in handling SSOs? **YES** / NO

32. If you answered NO to questions 31 or 32, describe content and schedule for necessary changes.

Notes/Comments:

[See attached CIWQS Collection System Spill Summary \(0 spills\).](#)

Table 1. Annual SSO Statistics

Indicator	YR 2017	YR 2018	YR _____	YR _____
Number of SSOs (total)				
Wet season SSOs*	0	0		
Dry season SSOs*	0	0		
Number of SSOs (by volume range)	0	0		
< 10 gal	0	0		
10 – 99 gal	0	0		
100 – 999 gal	0	0		
1000 – 9,999 gal	0	0		
≥ 10,000 gal	0	0		
Total SSO volume				
Volume reaching waters of the State	N/A	N/A		
Volume not contained but not reaching waters of the State	N/A	N/A		
Volume recovered	N/A	N/A		
Net volume (total minus recovered)	N/A	N/A		
Number of SSOs per 100 miles of sewer per Year	N/A	N/A		
Volume of SSOs per 100 miles of sewer per Year	N/A	N/A		
Total volume conveyed to treatment facilities (million gallons)	N/A	N/A		
Total volume SSO / total volume conveyed, gallons / million gallons	N/A	N/A		
Number of SSOs (by cause)				
Blockages	0	0		
Roots	0	0		
Grease	0	0		
Debris	0	0		
Debris from laterals	0	0		
Animal carcass	0	0		
Construction debris	0	0		
Multiple causes	0	0		
Infrastructure failure	0	0		
Inflow & Infiltration	0	0		
Natural disaster	0	0		
Flow capacity deficiency	0	0		
Bypass	0	0		
Cause unknown	0	0		
Average emergency response time (minutes)	N/A	N/A		
Business hours	N/A	N/A		
Non-business hours	N/A	N/A		
Number of locations with multiple SSOs	0	0		

*Wet season is defined as November-April, dry season May-October. Seasonal categorization does not necessarily reflect weather conditions at time of SSO.

VII. FOG CONTROL PROGRAM

Reference Material

- List or Map of FOG Sources in Service Area
- List or Map of Hotspots
- Data Submitted to CIWQS
- Service Call Data

Table 2. FOG Control Statistics

	YR <u>2017</u>	YR <u>2018</u>	YR _____	YR _____
Number of SSOs caused by FOG	0	0		
Planned cleaning (LF)	13,000	14,000		
Unplanned cleaning (LF)	1,080	1,100		
Ratio of planned to unplanned cleaning	8.3%	7.8%		
Number of FOG inspections completed	96	92		

33. Does the SSMP contain up-to-date information about your agency's FOG control program? **YES** / NO

34. Considering the information in Table 2, is the current FOG program effective in documenting and controlling FOG sources? **YES** / NO

35. If you answered NO to questions 33 or 34, describe content and schedule for necessary changes.

Notes/Comments:

VIII. SYSTEM EVALUATION AND CAPACITY ASSURANCE PLANS

Reference Material

- CIP
- SSO Data

	YR <u>2017</u>	YR <u>2018</u>	YR _____	YR _____
Number of SSOs caused by capacity limitations	0	0		

36. Does the SSMP contain up-to-date information about your agency's capacity assessment? **YES** / NO

37. Has your agency completed a capacity assessment and identified and addressed any hydraulic deficiencies in the system? **YES** / NO

38. If you answered NO to questions 33 or 34, describe content and schedule for necessary changes.

Notes/Comments:

IX. MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

39. Does the SSMP contain up-to-date information about your agency's data collection and organization? **YES** / NO

40. Is your agency's data collection and organization sufficient to evaluate the effectiveness of your SSMP? **YES** / NO

41. If you answered NO to questions 39 or 40, describe content and schedule for necessary changes.

Notes/Comments:

X. SSMP PROGRAM AUDITS

42. Will this SSMP audit be submitted with the annual report to the Regional Water Board by March 15? **YES** / NO

XI. COMMUNICATION PROGRAM

Reference Material

- Website
- Other communication such as mailings, newspaper ads, or other outreach
- Customer Feedback

43. Does the SSMP contain up-to-date information about your agency's public outreach activities? **YES** / NO

44. Does the SSMP contain up-to-date information about your agency's communications with satellite and tributary agencies? **YES** / NO

45. Has your agency effectively communicated with the public and other agencies about the SSMP, and addressed feedback? **YES** / NO
46. If you answered NO to questions 43, 44 or 45, describe content and schedule for necessary changes.

Notes/Comments:

XII. MANAGEMENT NARRATIVE

Upon review of this audit, it is the management's opinion that due to having no spills in calendar year 2018 and successful cleaning and video inspection of a significant amount of the collections system this is evidence that the system and the management of the system is very good. In the last year a significant number (around 24) of manholes were located and raised to grade which enhanced the ability to clean, inspect, and quickly access the collections system in the event of a blockage. In addition, a new, 10 year agreement with Running Springs Water District for WWTP transportation and treatment was reached.