

## Sewer System Management Plan Annual Audit Report

|   |   |                |
|---|---|----------------|
| <b>Name of Agency</b>   | <b>Arrowbear Park County Water District</b> |                |
| <b>Date of Audit</b>  | <b>2/9/2021</b>                             |                |
| <b>Name of Auditor(s)</b>   | <b>Norman Huff - GM</b>                     |                |
| <b>System Overview</b>  |   |                |
| <b>Miles of Gravity Sewer Mains</b>                                 |   | <b>12.0</b>    |
| <b>Miles of Force Mains</b>   |   | <b>.5</b>      |
| <b>Total Miles of all Sewer Lines</b>                               |   | <b>12.5</b>    |
| <b>Number of Pump Stations</b>                                      |   | <b>1</b>       |
| <b>Number of Private Sewer Mains, Excluding Laterals</b>            |   | <b>0</b>       |
| <b>Population Served</b>  |   | <b>1396</b>    |
| <b>Current Average Monthly Single-Family Residential Sewer Rate</b> |   | <b>\$41.00</b> |

### 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:

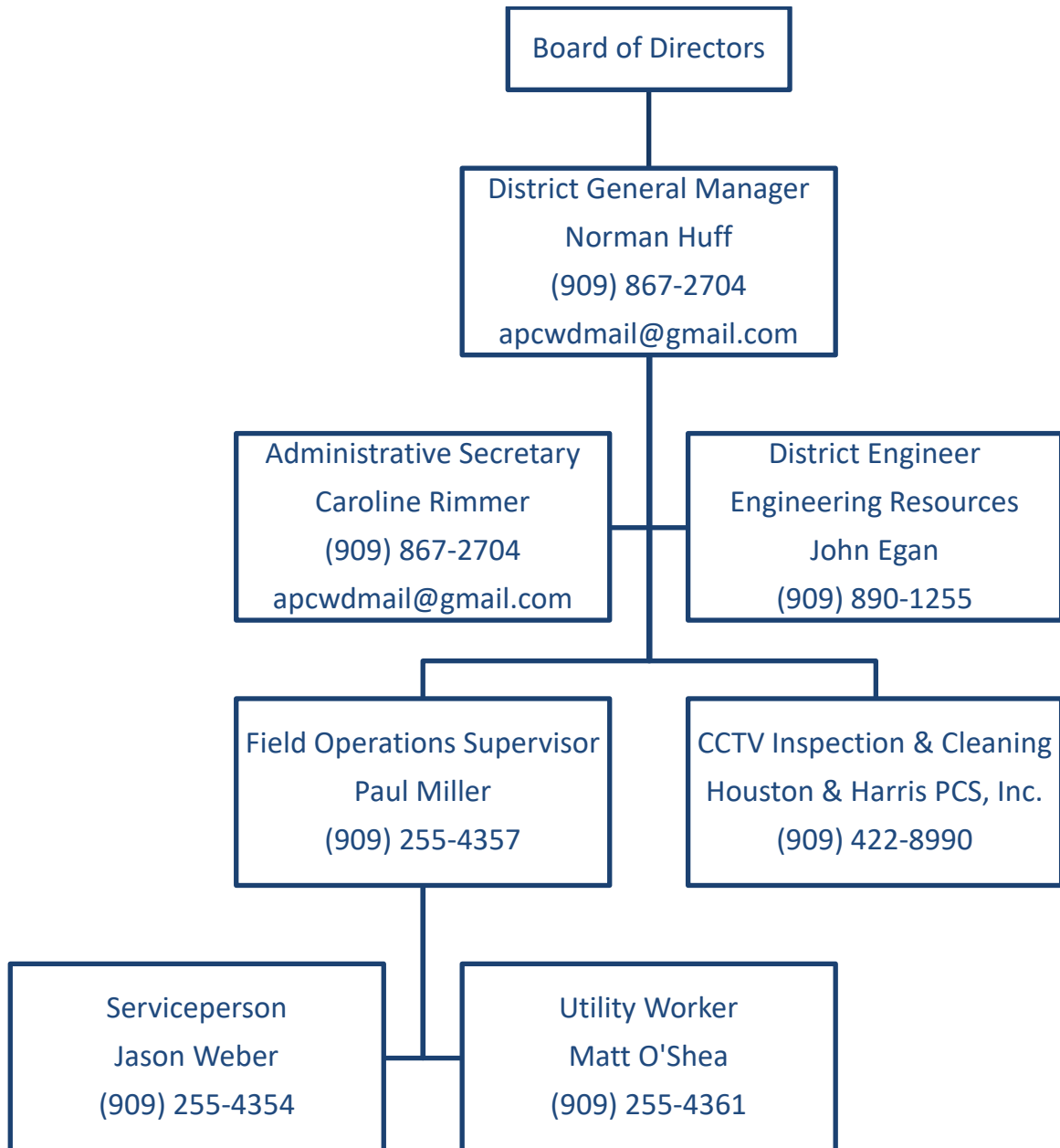
### II. ORGANIZATION

#### 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:

- 2/9/2021, Updated org chart with new employee – Matt O'Shea



**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:

**Table 1. Annual SSO Statistics**

| <b>Indicator</b>  | <b>YR 2017</b> | <b>YR 2018</b> | <b>YR 2019</b> | <b>YR 2020</b> |
|---|----------------|----------------|----------------|----------------|
| Number of SSOs (total)  |                |                |                |                |
| Wet season SSOs*  | 0              | 0              | 0              | 0              |
| Dry season SSOs*  | 0              | 0              | 1              | 0              |
| Number of SSOs (by volume range)                                    |                |                |                |                |
| < 10 gal  | 0              | 0              | 0              | 0              |
| 10 – 99 gal   | 0              | 0              | 0              | 0              |
| 100 – 999 gal   | 0              | 0              | 0              | 0              |
| 1000 – 9,999 gal  | 0              | 0              | 1              | 0              |
| ≥ 10,000 gal  | 0              | 0              | 0              | 0              |
| Total SSO volume  |                |                |                |                |
| Volume reaching waters of the State                                 | N/A            | N/A            | 1400           | N/A            |
| Volume not contained but not reaching waters of the State           | N/A            | N/A            | 1396           | N/A            |
| Volume recovered  | N/A            | N/A            | 0              | N/A            |
| Net volume (total minus recovered)                                  | N/A            | N/A            | 2796           | N/A            |
| Number of SSOs per 100 miles of sewer per Year                      | N/A            | N/A            | 1              | N/A            |
| Volume of SSOs per 100 miles of sewer per Year                      | N/A            | N/A            | 2796           | N/A            |
| Total volume conveyed to treatment facilities (million gallons)     | 23.55          | 21.55          | 25.12          | 25.07          |
| Total volume SSO / total volume conveyed, gallons / million gallons | N/A            | N/A            | < .00001       | N/A            |
| Number of SSOs (by cause)   |                |                |                |                |
| Blockages   | 0              | 0              | 0              | 0              |
| Roots   | 0              | 0              | 0              | 0              |
| Grease  | 0              | 0              | 0              | 0              |
| Debris  | 0              | 0              | 0              | 0              |
| Debris from laterals  | 0              | 0              | 0              | 0              |
| Animal carcass  | 0              | 0              | 0              | 0              |
| Construction debris   | 0              | 0              | 0              | 0              |
| Multiple causes   | 0              | 0              | 0              | 0              |
| Infrastructure failure  | 0              | 0              | 1              | 0              |
| Inflow & Infiltration   | 0              | 0              | 0              | 0              |
| Natural disaster  | 0              | 0              | 0              | 0              |
| Flow capacity deficiency  | 0              | 0              | 0              | 0              |
| Bypass  | 0              | 0              | 0              | 0              |
| Cause unknown   | 0              | 0              | 0              | 0              |
| Average emergency response time (minutes)                           | N/A            | N/A            | 5              | N/A            |
| Business hours  | N/A            | N/A            | 0              | N/A            |
| Non-business hours  | N/A            | N/A            | 1              | N/A            |
| Number of locations with multiple SSOs                              | 0              | 0              | 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 2017 | YR 2018 | YR 2019 | YR 2020 |
|--|---------|---------|---------|---------|
| Number of SSOs caused by FOG           | 0       | 0       | 0       | 0       |
| Planned cleaning (LF)                  | 13,000  | 14,000  | 15,000  | 13,700  |
| Unplanned cleaning (LF)                | 1,080   | 1,100   | 960     | 1200    |
| Ratio of planned to unplanned cleaning | 8.3%    | 7.8%    | 6.4%    | 8.7%    |
| Number of FOG inspections completed    | 96      | 92      | 94      | 90      |

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 2017 | YR 2018 | YR 2019 | YR 2020 |
|---|---------|---------|---------|---------|
| Number of SSOs caused by capacity limitations | 0       | 0       | 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**

2018 - 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.

2019 - Upon review of this audit, it is the management's opinion that the 8/8/2019 SSO that resulted in the overflow of approx. 2796 gallons, due to lift station control failure, highlighted the need for additional redundancy which was accomplished with lift station control replacement that was completed in Jan. 2020. However, continued ongoing successful annual cleaning and video inspection of a significant amount of the collections system is evidence that the system and the management of the system is still very good. In the last year a significant number (around 35) of manholes were located and raised to grade which continues to enhance the ability to clean, inspect, and quickly access the collections system in the event of a blockage.

2020 - Upon review of this audit, it is the management's opinion that due to lift station control replacement completed in Jan. 2020, vigilant regular inspections, and ongoing annual cleaning and video inspection of a significant amount of the collections system the result was a year without any SSO's. In addition, completion of the District's manhole locating and raising project in 2020, prior to the paving of the community's streets, will provide an enhanced ability to clean, inspect, and quickly access the collections system in the event of a blockage.