

October 15, 2007

Honorable Mayor and Members of
The Hermosa Beach City Council

Regular Meeting of
October 23, 2007

**APPROVAL OF SEWER SYSTEM MANAGEMENT PLAN
DEVELOPMENT SCHEDULE**

Recommendation:

It is recommended that the City Council: Approve the schedule for the development of a Sewer System Management Plan.

Background:

On May 2, 2006, the State Water Resources Control Board adopted the Statewide General Waste Discharge Requirements (WDR) and the Monitoring and Reporting Program by issuing Order No. 2006-0003. The regulations were born out of a growing concern about the water quality impacts of sanitary sewer overflows.

The WDR requires owners and operators of publicly owned collection sewer systems to have their governing body approve a schedule for developing a Sewer System Management Plan (SSMP). The WDR also requires that the schedule be approved by November 2, 2007. The final SSMP is required to be completed by August 2, 2009. On September 11, 2007 the City Council awarded a Professional Services Agreement to MBF Consulting, Inc. for the preparation of the SSMP.

Analysis:

The City of Hermosa Beach is required to comply with the WRD because it is the owner of the local sanitary sewer system. Therefore staff recommends that the City Council approve the attached schedule for the development of the City's Sewer System Management Plan.

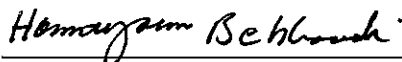
Fiscal Impact:

There is no fiscal impact to the city as a result of this Council Action.

Attachment: SSMP Development Schedule

Respectfully submitted,

Concur:

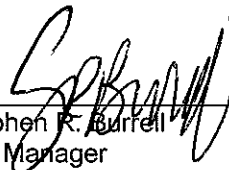


Homayoun Behboodi
Associate Engineer



Richard D. Morgan, P.E.
Director of Public Works/City Engineer

Concur:



Stephen R. Burrell
City Manager

CITY OF HERMOSA BEACH

Sewer System Management Plan (SSMP) Development Schedule

Sections	Description of Activities to Achieve Desired Goals	Required Completion Date	Target Date	Completion Date
SSMP Development Plan and Schedule	Prepare the SSMP development schedule	11/02/2007	10/08/2007	10/23/07
Section 1 - Goals	Define the goals of the SSMP	11/02/2007	10/15/2007	10/23/07
Section 2 - Organization Structure	<ol style="list-style-type: none"> 1) Identify the administrative and maintenance positions for implementations measures in the SSMP program, including lines of authority by organization chart. 2) Identify the chain of communication for reporting Sanitary Sewer Overflows, (SSOs) from receipt of a complaint or other information, to RWQCB, SWRCB, County Health Dept, State Office of Emergency Services (OES) etc. 	11/02/2007	10/15/2007	10/23/07
Section 3 - Legal Authority	Identify all legal authorities possessed by the Districts to : <ol style="list-style-type: none"> a) Prevent illegal connection to the sewer system; b) Require that sewers and connections be properly designed and constructed; c) Ensure access for maintenance, inspection, or repairs of mainline sewers; d) Limit the discharge of fats, oil, and grease (FOG) and other debris that may cause blockages, and e) Enforce any violation of its sewer ordinances. 	5/02/2009	02/02/2009	
Section 4 - Operation and Maintenance Program	Identify procedures in place or to be implemented and the person in the organization responsible for the following: <ol style="list-style-type: none"> a) Providing adequate operation and maintenance of facilities and equipment; b) Maintaining an up-to-date map of the sewer system; c) Maintaining relevant records to establish and prioritize appropriate SSMP activities and show trends in SSO; d) Providing preventative activities and tracking work orders; e) Identifying and prioritizing system deficiencies and implementing short and long term rehabilitation actions; f) Providing training to staff and monitoring contractors activities; g) Providing equipment and replacement part inventories; h) Establishing and implementing public education and outreach program that promotes proper disposal of FOG. 	5/02/2009	02/02/2009	
Section 5 - Design and Performance Provision	Identify procedures for the following: <ol style="list-style-type: none"> a) Ensuring that sewer systems are properly designed and constructed through establishment of design and construction standards for the systems. b) Ensuring proper inspection and testing for the installation, rehabilitation, or repairs of sewer project. 	08/02/2009	05/02/2009	
Section 6 - Overflow Emergency Response Plan	Develop or affirm the existence of an overflow response plan that includes the following: <ol style="list-style-type: none"> a) Proper and timely notification procedures of SSOs to primary responders; b) Procedure to ensure timely response and containment of SSOs; c) Procedures to ensure prompt notification of SSOs to appropriate authorities; d) Procedures to ensure that staff and contractors are aware of and follow the plan and are appropriately trained. e) Industry accepted response time for different categories of emergencies. 	5/02/2009	02/02/2009	
Section 7 - Fats, Oil, and Grease Control	Develop new or identify existing FOG control Program that includes: <ol style="list-style-type: none"> a) Legal authority to prohibit discharges to system and measures to prevent SSOs caused by FOG; b) Identify sections of the sewer systems subject to grease blockages and establish cleaning maintenance schedule for each section; and c) Source control measures for all sources of FOG discharge to the sewer systems. 	5/02/2009	02/02/2009	
Section 8 - System Evaluation and Capacity Assurance Plan	Develop or affirm the existence of a Capital Improvement Plan (CIP) that includes the following: <ol style="list-style-type: none"> a) Steps to evaluate portions of the sewer system which are experiencing or contributing to SSOs caused by hydraulic deficiencies. b) Short and long term CIP to address identified hydraulic deficiencies including prioritization, alternative analysis, and schedule. The CIP may include increases in pipe size, plastic lining of sewers, infiltration/inflow reduction, and upgrading of pumping systems for redundancy, reliability, and emergency storage. 	08/02/2009	05/02/2009	
Section 9 - Monitoring, Measurement, and Program Modification	Develop or identify existing system to do the following: <ol style="list-style-type: none"> a) Monitor the implementation and where appropriate, measure the effectiveness of each element of the SSMP; and b) Update program elements as appropriate, based on monitoring or performance evaluations. 	08/02/2009	05/02/2009	
Section 10 - SSMP Program Audits	Develop an internal SSMP periodic audit system that focuses on evaluating the effectiveness and deficiencies of the SSMP and steps to correct them.			
Section 11 - Communication Program	Develop or identify effective means of communicating with the public and stakeholders on the development, implementation, and performance of the SSMP. The communication system shall be open to public and stakeholders input in the development and implementation of the SSMP.	08/02/2009	05/02/2009	
Complete First Draft	Draft SSMP and circulate to stakeholders for review and comments.			
Complete Final SSMP	Prepare SSMP incorporating comments where appropriate, from stakeholders and submit to Administration for approval and to the SWRCB and RWQCB as required and distribute to stakeholders.	08/02/2009	05/02/2009	