

**City of Hemet
Public Works Department**



SEWER SYSTEM MANAGEMENT PLAN

March 8, 2011

Developed to meet the requirements of the California Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (Order No. 2006-0003) adopted on May 2, 2006 by the State Water Resources Control Board



TABLE OF CONTENTS

INTRODUCTION	5
REGULATORY REQUIREMENTS.....	5
DEVELOPMENT PLAN AND SCHEDULE.....	5
SSMP COMPLETION AND CERTIFICATION.....	5
SECTION 1 – GOALS	6
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	6
MISSION STATEMENT.....	6
GOALS	6
SECTION 2 – ORGANIZATION	8
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	8
A. RESPONSIBLE/AUTHORIZED REPRESENTATIVE	8
B. NAMES, PHONE NUMBERS, AND LINES OF AUTHORITY.....	8
C. CHAIN OF COMMUNICATION FOR REPORTING SSOs	10
SECTION 3 – LEGAL AUTHORITY	12
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	12
DOCUMENTATION OF LEGAL AUTHORITY	12
SECTION 4 – OPERATIONS & MAINTENANCE PROGRAM	14
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	14
A. COLLECTION SYSTEM MAPS	14
B. ROUTINE PREVENTATIVE OPERATION AND MAINTENANCE ACTIVITIES.....	14
C. REHABILITATION AND REPLACEMENT PROGRAM	15
D. TRAINING.....	15
E. EQUIPMENT & REPLACEMENT PART INVENTORIES	15
SECTION 5 – DESIGN & PERFORMANCE PROVISIONS	16
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	16
A. STANDARDS FOR INSTALLATION, REHABILITATION AND REPAIR.....	16
SECTION 6 – OVERFLOW EMERGENCY RESPONSE PLAN	17
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	17
A. NOTIFICATION	17
B. RESPONSE.....	17
C. AGENCY NOTIFICATION & REPORTING.....	18
D. IMPACT MITIGATION	18
E. TRAINING.....	18
SECTION 7 – FATS, OILS AND GREASE CONTROL PROGRAM	19
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	19
A. FOG PROGRAM DESCRIPTION.....	19
SECTION 8 – SYSTEM EVALUATION & CAPACITY ASSURANCE PLAN	20
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	20
A. EVALUATION	20
B. DESIGN CRITERIA	21
C. CAPACITY ENHANCEMENT MEASURES	21
D. SCHEDULE.....	21
SECTION 9 –MONITORING, MEASUREMENT, & PROGRAM MODIFICATIONS	22

STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	22
A. PERFORMANCE INDICATORS	22
B. PERFORMANCE EVALUATIONS / UPDATING PROGRAM ELEMENTS	22
SECTION 10 – SSMP AUDITS 23	
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	23
A. INTERNAL AUDIT PROGRAM DESCRIPTION	23
SECTION 11 – COMMUNICATIONS PROGRAM 24	
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	24
A. SSMP COMMUNICATIONS PLAN	24
SECTION 12 – SSMP COMPLETION AND CERTIFICATION 25	
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS	25

ATTACHMENTS

Attachment A—

**City of Hemet Code of Ordinances – Chapter 82 – Utilities – Article II
– Sewer Service**

Attachment B—

**City of Hemet Code of Ordinances – Chapter 82 – Utilities – Article
IV – Underground Utilities**

Attachment C—

**Interagency Sewage Agreement between Eastern Municipal Water District
and the City of Hemet**

Attachment D—

City of Hemet Sewer Collection System Capital Improvement Plan Project List

Attachment E—

City of Hemet Sanitary Sewer Overflow Response Plan

Attachment F—

City of Hemet Sewer System Management Plan Audit Checklist

City of Hemet Sewer System Management Plan

INTRODUCTION

Regulatory Requirements

On May 2, 2006, the State Water Resources Control Board adopted Statewide General Waste Discharge Requirements for Sanitary Sewer Systems (Order No. 2006-0003). This Order applies to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines, which convey untreated wastewater to a publicly owned treatment facility. Under this Order, each agency was required to prepare a Sewer System Management Plan (SSMP). The SSMP is a document that describes the activities used to effectively manage the wastewater collection system. The required elements of the SSMP include the following major sections:

1. Collection system management goals
2. Organization of personnel, including the chain of command and communications Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation, and testing standards, and inspection requirements for new and rehabilitated sewers
3. Operations and maintenance activities to maintain the wastewater collection system
4. Design and performance provisions
5. Overflow emergency response plan
6. Fats, oils, and grease (FOG) control program
7. System evaluation and capacity assurance program
8. Monitoring, measurement, and modifications plan for SSMP program effectiveness
9. Periodic internal SSMP audits
10. SSMP communications program

Development Plan and Schedule

The first requirement of the Order was the preparation of a Plan and Schedule for completing and implementing the requirements of the SSMP, noting milestones and the persons responsible for completing them. The Hemet City Council approved the City of Hemet SSMP Development Plan and Schedule on January 29, 2008.

SSMP Completion and Certification

As each of the above sections of the SSMP was completed, the Water/Wastewater Superintendent (authorized representative) certified that section as complete. The Hemet City Council approved the completed SSMP on March 8, 2010. (See completed SSMP Development Plan Schedule on Page 27.)

SECTION 1 – GOALS

Statewide General Waste Discharge Requirements

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 occur.

The City of Hemet Wastewater Department has developed the following goals to properly manage, operate and maintain all parts of the wastewater collection system:

Mission Statement

To safely, efficiently and cost-effectively monitor, collect, and convey wastewater while protecting the health, safety and welfare of the public and the environment.

Goals

Customer Service

Goal #1—Provide and maintain wastewater service that efficiently meets the needs of all segments of the service area

Water Quality and Environmental Protection

Goal #2—Operate the wastewater collection service in compliance with all regulatory requirements to protect the quality of water resources and the quality of the environment

Wastewater Collection System Maintenance

Goal #3—Implement a proactive system for completing maintenance and repair of the wastewater collection system in order to provide reliable service now and into the future

Wastewater Infrastructure Investment

Goal #4—Implement Water Master Plan capital improvement plan to assure adequate sewer capacity in the future

Long Term Financial Stability

Goal #5—Operate the City’s wastewater collection system with rates and reserves which will allow for development and implementation of a capital improvement/infrastructure replacement plan

Workforce Planning and Development

Goal #6—Continue the wastewater division employee development program to improve qualifications and performance, and to assure all operations are performed in a safe manner to avoid personal injury and property damage

SECTION 2 – ORGANIZATION

Statewide General Waste Discharge Requirements

The collection system agency's SSMP must identify:

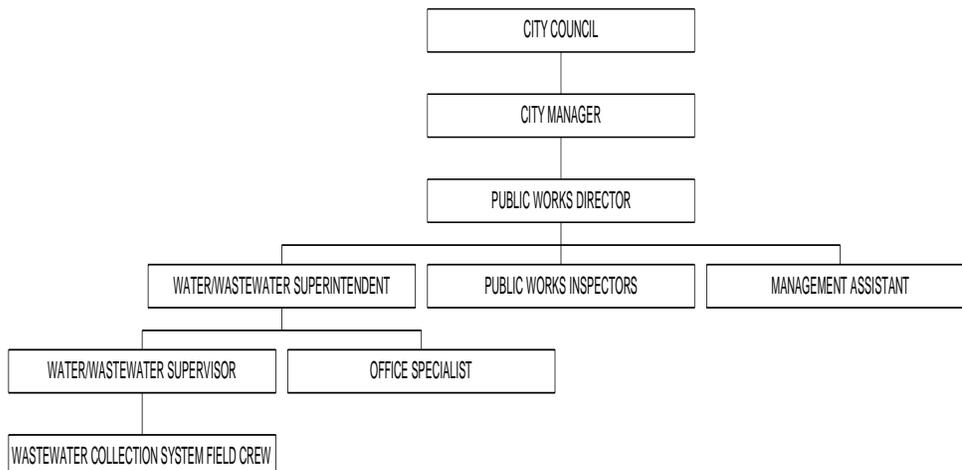
- A. The name of the responsible or authorized representative;
- B. The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. Include lines of authority as shown in an organization chart or similar document with a narrative explanation; and
- C. The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable (such as County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services (OES)).

A. Responsible/Authorized Representative

The City's authorized representative is the Water/Wastewater Superintendent, who was formally authorized by the Hemet City Council to sign and submit the City's application for the State GWDR on January 22, 2008. The Water/Wastewater Superintendent has the ultimate responsibility for the preparation and implementation of this plan.

B. Names, Phone Numbers, and Lines of Authority

The organization chart below shows the lines of authority in the City of Hemet Water / Wastewater Division and position titles responsible for implementing the SSMP.



Position Responsibilities for Implementation of SSMP

City Council—Establishes policy; allocates resources

City Manager—Plans strategy; delegates authority

Public Works Director—Leads staff; oversees water/wastewater division and capital improvement project delivery

Water/Wastewater Superintendent—Prepares wastewater collection system planning documents; provides relevant information to public works director; prepares and implements contingency plans; leads emergency response; reports SSOs

Public Works Inspector—Ensures new and rehabilitated assets meet City of Hemet standards, assists field crews with emergencies when contractors are involved; consults with public works director on enforcement actions

Management Assistant—Assists with preparation of wastewater collection system planning documents; works as needed on applicable permits, laws, and regulations; provides support to all parts of operation

Water/Wastewater Supervisor—Manages field operations and maintenance activities; trains field crews; assists with emergency response

Office Specialist—Provides clerical support related to implementation of the SSMP

Wastewater Collection System Field Crew—Conducts preventative and corrective maintenance activities; mobilizes and responds to notification of stoppages and SSOs

Staff Contact Information		
Position	Name	Telephone
City Council	Gerald Franchville, Mayor	951-765-2301
City Manager	Brian Nakamura	951-765-2301
Public Works Operations	Kristen Jensen	951-765-3823
Water / Wastewater Superintendent	Ron Proze	951-765-3826
Public Works Inspector	Smokey Pando	951-765-2361
Management Assistant	Linda Nixon	951-765-3880
Office Specialist	Melissa Jensen	951-765-3805
Wastewater Collection System Field Crew Members	Ruben Jimenez Mathew Osborn	951-765-3710 951-765-3710

SSO Reporting Contact Information	
Agency	Telephone
Governor's Office of Emergency Services (OES)	1-800-852-7550
County of Riverside, Department of Environmental Health	951-955-8980
Santa Ana Regional Water Quality Control Board	951-782-4130
Riverside County Flood Control District NPDES Section	951-955-1200

SECTION 3 – LEGAL AUTHORITY

Statewide General Waste Discharge Requirements

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, including I/I from satellite wastewater collection systems and laterals, stormwater, unauthorized debris, etc.
- B. Require proper design and construction of sewers and connections
- C. Ensure access for maintenance, inspection and repairs to publicly owned portions of laterals
- D. Limit the discharge of FOG and other debris that may cause blockages
- E. Enforce violations of its sewer ordinances

Documentation of Legal Authority

The City of Hemet possess the necessary legal authority to provide wastewater collection services to the public through the following ordinances and agreements, each of which provides a portion of the authority required per the provisions of SWRCB Order No. 2006-0003, Section D 13 (iii).

Ordinance No. 404, SEWER SERVICE, adopted by the Hemet City Council in 1984, provides specifications for connections to the sewer system. (City of Hemet Code of Ordinances, Chapter 82. Utilities, Article II Sewer Service) [See *Attachment A*]

Ordinance No. 884, also adopted by the Hemet City Council in 1984, gives the city council the authority to “adopt reasonable rules and regulations related to sewer construction, use, maintenance, discharges, and deposit or disposal of all wastewater, both directly and indirectly, within the city.” (City of Hemet Code of Ordinances, Chapter 82. Utilities, Article IV Underground Utilities) [See *Attachment A*]

Ordinance No. 579, also adopted by the Hemet City Council in 1984, establishes enforcement procedures for violations of any provision the City of Hemet Code of Ordinances. (City of Hemet Code of Ordinances, Chapter 82. Utilities, Article IV Underground Utilities, Sec. 82-175. Violation of article; penalty) [See *Attachment B*]

Eastern Municipal Water District (EMWD) provides transmission and treatment service for sewage originating inside the City of Hemet service area through an Inter-Agency Sewage Agreement and Regulations for Waste Discharge and Sewer Use:

Inter-Agency Sewage Agreement, dated September 2, 2001, by and between Eastern Municipal Water District and the City of Hemet, updates a 1963 agreement between EMWD and the City, and sets forth the terms under which the collection, transmission,

and treatment of sewage originating in the City of Hemet shall be handled. Since the City's boundaries and sphere of influence are located entirely within the boundaries of EMWD, this agreement establishes the rights and obligations of both the City and EMWD. Under this agreement, EMWD has the exclusive right to provide treatment service for sewage originating in the City of Hemet service area. This agreement also states that EMWD is the approved pretreatment program and implements programmatic functions as defined in Title 40 Code of Federal Regulations Part 403, including but not limited to: (i) update user survey; (ii) issue of permit to users; (iii) conduct inspections, sampling and analysis; (iv) take all appropriate enforcement actions; and (v) perform any other technical or administrative duties the parties deem appropriate. (See ***Attachment C***)

In addition to the Inter-Agency Sewage Agreement, the following EMWD Ordinances and Resolutions are applicable to the sewer collection system within the City of Hemet service area. Copies of these documents are available from the City of Hemet Water/Wastewater Superintendent or EMWD):

EMWD Ordinance No. 59.5 Regulations for Waste Discharge and Sewer Use addresses the following provisions of the Order No. 2006-0003, Section 13 (iii): prevents illicit discharges to the sanitary sewer system, requires proper design and construction of sewers and connections, ensures access publicly owned laterals for maintenance, inspection and repairs, limits FOG and other debris, and allows for enforcement of violations of sewer ordinances. [*Ordinance on file with Water/Wastewater Superintendent*]

EMWD Resolution 1643 regulates household sewer connections.

EMWD FOG Procedures control the amounts of Fats, Oils and Grease discharged to the sanitary sewer system.

SECTION 4 – OPERATIONS & MAINTENANCE PROGRAM

Statewide General Waste Discharge Requirements

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

- A. Each wastewater collection system shall maintain **up-to-date maps** of its wastewater collection system facilities, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater pumping and piping facilities.
- B. Describe **routine preventative 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 system for ranking conditions of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that area 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 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.
- E. Provide **equipment and replacement part inventories**, including identification of critical replacement parts.

A. Collection System Maps

The City of Hemet maintains an up-to-date GIS map of the entire sanitary sewer system showing the system boundaries, manholes and main line pipes by size. Field personnel record updates to a master printed sewer system atlas on a regular basis as facilities are repaired, rehabilitated or replaced or new facilities are added to the system. The notations on this atlas are submitted to the City's GIS Specialist annually to allow for updates to the electronic sanitary sewer system map, and printing of an updated atlas.

B. Routine Preventative Operation and Maintenance Activities

The City of Hemet has an estimated 140 miles of sanitary sewer collection mains and one pump station. The City wastewater crews routinely clean all main line pipes every two years. More frequent cleaning of "high maintenance areas" is scheduled as necessary (bi-weekly, weekly, and monthly) to maintain the reliability of the system and to prevent stoppages and SSOs. These areas may be treated with chemicals to prevent build up of fats, oils and grease (FOG), and/or receive more frequent jetting to clear debris and FOG. Personnel respond to service calls immediately and address problems including odor and blockages. CCTV is used to both routinely view and evaluate the City's cleaning efforts and to identify the nature of system problems (stoppages, structural damage). The system's single pump station is inspected daily and maintained as necessary.

Each worker maintains a daily work log documenting location and length of main line pipe cleaned and other maintenance activities performed. This information is entered into a computerized maintenance management system (Cartegraph). Maintenance workers also document their cleaning progress on maps to avoid duplicate coverage. Maintenance work performed on the pump station is documented monthly in an Equipment Service Report.

C. Rehabilitation and Replacement Program

The City has an informal rehabilitation and replacement program. Pipe segments not included in the Capital Improvement Program Project List are individually assessed for replacement on an ongoing basis through normal operations and maintenance activities. Reports of emergency repairs are documented in the Cartegraph maintenance management system. Public Works and Engineering Department staff routinely evaluates segments of the sewer collection system in need of rehabilitation or replacement, and plans improvement projects to address significant deficiencies in the system. Rehabilitation and replacement projects are prioritized based on the severity of the defect and/or the potential consequences of pipe failure.

The City's capital improvement plan for sewer system rehabilitation [See *Attachment D*] is based on a list of projects identified in the City of Hemet Sewer Master Plan (1991). This project list, compiled in 1990, is still valid as there are projects remaining to complete. Sewer system collection staff is currently in the process of videoing pipe segments identified on this CIP list to verify project completion, or to assess the current condition of the pipe and current need for repair/replacement. As need dictates and funds become available, outstanding projects will continue to be implemented.

D. Training

The City of Hemet sets aside funds each year for training and education of sewer collection system operators, who regularly attend seminars, classes, and trade shows to learn skills necessary to perform proper operations and maintenance work and to stay current on the use of new technology. All collection system staff members participate in bi-weekly safety meetings. Contractors are required to have appropriate training to ensure that work performed exceeds or is comparable to work performed by City staff members.

E. Equipment & Replacement Part Inventories

Critical spare parts have been identified, and an adequate inventory of replacement parts is on hand to help assure uninterrupted service in the event of an emergency. This inventory includes pipe and fittings of various sizes, high-pressure cleaning hoses, and spare motors and pumps for the lift station. These items are replaced immediately after use to assure the inventory contains critical parts needed for system operation and maintenance.

SECTION 5 – DESIGN & PERFORMANCE PROVISIONS

Statewide General Waste Discharge Requirements

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

- 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

A. Standards for Installation, Rehabilitation and Repair

Design and construction standards and specifications for the installation of new sanitary sewer systems and for the rehabilitation and repair of existing sanitary sewer system are included in the City of Hemet Standard Specifications for Public Works Construction, Section IV.4 Sewer System. These standards were last revised and adopted by the Hemet City Council in June 2009.

The following documents form a part of the City of Hemet Standard Specifications: Standard Specifications, and Standard Plans for Public Works Construction, latest edition, authored by the American Public Works Association, Southern California Chapter, and the Associated General Contractors of California, Southern California Districts as a Joint Cooperative Committee.

The Director of Public Works/City Engineer is authorized to make revisions to the Standard Specifications and Standard Drawings related to construction materials and construction methods without obtaining prior approval of the City Council. Any changes in policy or in design criteria must be approved by the City Council.

SECTION 6 – OVERFLOW EMERGENCY RESPONSE PLAN

Statewide General Waste Discharge Requirements

Each Enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this 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 WDR 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 Emergency Response Plan 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 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.

A. Notification

- The City of Hemet could be notified of an SSO through a complaint from the public, a report from an outside agency, or a report from a contractor or city field crew. During working hours the City of Hemet Wastewater Department would be contacted; the Hemet Police Department Dispatch takes after hours calls and forwards to the “Stand-By” employee on duty. In either case, the Water/Wastewater Superintendent would also be notified. If the SSO is located outside the City of Hemet sewer system service area, the responsible agency would be contacted immediately. If the SSO is within the City of Hemet sewer system service area, a city crew would be dispatched to the SSO location.

B. Response

- Upon arrival the crew determines the size of the spill, which in turn would dictate appropriate reporting and notification procedures, and takes all immediate measures necessary to contain the overflow and prevent and/or minimize the impacts to the storm drain system and any nearby bodies of water.

C. Agency Notification & Reporting

- Appropriate reporting and notification procedures are determined by the nature of the SSO, and are fully described in the City of Hemet Sewer Overflow Response Plan [See *Attachment E*]

D. Impact Mitigation

- In preparation for responding to potential system failures and overflows, the City of Hemet has developed a Sewer Response Flow Chart to guide sewer maintenance personnel in responding to overflow situations (See Page 11)

E. Training

City of Hemet sewer maintenance personnel participate in ongoing safety training related to implementing emergency response plans related to SSOs.

SECTION 7 – FATS, OILS AND GREASE CONTROL PROGRAM

Statewide General Waste Discharge Requirements

Each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If the collection system agency determines that a FOG program is not needed, the collection system agency must provide justification for why it is not needed. If FOG is found to be a problem, the collection system agency must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. The FOG source control program 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 grease removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;
- E. Authority to inspect grease producing facilities, enforcement authorities, and whether the District has sufficient staff to inspect and enforce the FOG ordinance;
- F. An identification of sewer system sections subject to FOG blockages and establish a cleaning maintenance schedule for each section; and
- G. Development and implementation of source control measures, for all sources of FOG discharged to the sewer system, for each sewer system section identified in (f) above.

A. FOG Program Description

Eastern Municipal Water District (EMWD) provides wastewater treatment services for the City of Hemet sewer collection system through an Inter-Agency Sewage Agreement. As a satellite agency of EMWD, the city relies on the EMWD FOG Procedures to control the amount of FOG discharged to the sanitary sewer system.

The EMWD FOG program includes legal authority to prohibit discharges to the sewer system, requirements to install grease removal devices, design standards for the removal of devices, maintenance requirements, and recordkeeping and reporting requirements. The EMWD Source Control Division has the authority to inspect grease producing facilities and to enforcement the program requirements. In addition, the EMWD FOG Program provides a public education outreach program that promotes the proper disposal of FOG.

City of Hemet sewer maintenance personnel examine main lines for evidence of FOG during routine cleaning and inspection of the sewer system. When evidence of FOG is encountered, sewer maintenance personnel video lines to identify the source, and clean the blockage to prevent an SSO. EMWD is notified when this occurs. EMWD is also notified when new restaurants open for business.

SECTION 8 – SYSTEM EVALUATION & CAPACITY ASSURANCE PLAN

Statewide General Waste Discharge Requirements

The Collection system agency shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system 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 from the system) associated with conditions similar to those causing overflow events, estimates of the capacity 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 shall include an implementation schedule and shall identify sources of funding.
- D. Schedule: The Collection system agency shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a)-(c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements.

A. Evaluation

The City of Hemet Sewer Master Plan was completed in January 1991. The sewer collection system was found to be “of adequate capacity to service the existing and the projected service area.” Results of the computer modeling indicated the majority of the interceptors and trunk sewers of the system were adequate in terms of flow capacity for 1990 conditions. Only four sewer line segments (totaling 4,355 feet) were found to be under capacity for projected 2010 conditions. Improvements were made on several of these lines. [See *Attachment D*]

Since 1990, the sewer collection system has remained virtually the same in terms of size of the service area, miles of lines, number of manholes, service connections, and number of people per dwelling unit. The service area was 80-percent built out in 1990 and was approximately 85-percent built out in 2010.

Year	Service Area	Main Lines	Manholes	Service Connections	Persons Per Connection
1990	17.33 sq miles	120 miles	2,400 (estimate)	12,000	3.0
2010	17.33 sq miles	140 miles	1,846	12,000	3.0

All documented SSOs occurring since 2004 have been caused by blockage and/or stoppage. None were caused as the result of hydraulic deficiency.

B. Design Criteria

Existing design criteria have been reviewed and deemed appropriate.

C. Capacity Enhancement Measures

Since no hydraulic deficiencies exist in the City of Hemet sewer system, no capacity enhancement measures are planned. However, a Capital Improvement Plan does exist to replace deteriorated pipe. (See schedule below).

D. Schedule

A schedule of projects and completion dates for the sewer system capital improvement project is provided as *Attachment D*.

SECTION 9 – MONITORING, MEASUREMENT, & PROGRAM MODIFICATIONS

Statewide General Waste Discharge Requirements

Each 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 preventive 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.

A. Performance Indicators

The City of Hemet uses the following performance indicators to monitor the implementation of the SSMP elements:

Electronic reporting of SSOs / No Spill reports to the California Integrated Water Quality System (CEWQS) are done on a monthly basis. Data collected for these reports include:

- Number of SSOs over the past twelve months
- Volume distribution of SSOs (e.g. number of SSOs < 100 gallons, 100-199 gallons, etc.)
- Volume of SSOs that was contained in relation to total volume of the SSOs
- SSOs by cause (e.g. roots, grease, debris, pipe failure, pump station failure, other).
- Number of stoppages over the past 12 months
- Average time to respond to an SSO
- List of repair, rehabilitation, and replacement projects
- Plans developed for, or implementation of, activities to target specific problems identified, such as roots, structural deficiencies, or fats, oil and grease (FOG)

B. Performance Evaluations / Updating Program Elements

The following steps will be taken to assure the SSMP remains current and useful over time:

- The Water/Wastewater Superintendent shall review the SSMP periodically to check effectiveness and timeliness.
- The Water/Wastewater Superintendent shall check in with collection systems staff at periodic intervals to review the effectiveness and identify potential areas for improvement, either individually or through meetings.
- Internal audits of the SSMP shall be completed every two years to document effectiveness, potential changes, and summarize program activities.
- City Council approval will be obtained to update the SSMP with specific revisions.

SECTION 10 – SSMP AUDITS

Statewide General Waste Discharge Requirements

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.

A. Internal Audit Program Description

The City of Hemet shall conduct internal audits of the SSMP programs every two years to evaluate the effectiveness of the SSMP, as well as the City's compliance with the General Waste Discharge Requirements. The audit shall identify any deficiencies in the City's SSMP programs and include steps to correct these issues. A report of findings and recommended program and/or procedure revisions shall be prepared, and kept on file.

A team consisting of City staff selected from the Public Works Department and the Water/Wastewater Division will conduct the audit. The audit team may also include members from other City departments, outside agencies, or contractors.

The scope of the audit will cover each of the major sections of the SSMP. An audit checklist, based on the requirements in the General Waste Discharge Requirements is included as *Attachment F*.

SECTION 11 – COMMUNICATIONS PROGRAM

Statewide General Waste Discharge Requirements

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.

A. SSMP Communications Plan

The City of Hemet shall communicate with the public on the development and implementation of the SSMP when the completed plan is presented to the Hemet City Council for approval at a public meeting. Members of the public will have an opportunity to provide comments and input on the program.

The approved SSMP will also be available to the public on the City of Hemet website:
www.cityofhemet.org.

SECTION 12 – SSMP COMPLETION AND CERTIFICATION

Statewide General Waste Discharge Requirements

Both the SSMP and the Enrollee's program to implement the SSMP must be certified by the Enrollee to be in compliance with the requirements set forth above and must be presented to the Enrollee's governing board for approval at a public meeting. The Enrollee shall certify that the SSMP, and subparts thereof, are in compliance with the general WDRs within the time frames identified in the time schedule provided in subsection D.15.

The City of Hemet has certified that all subparts of the SSMP are in compliance with the general WDRs as indicated on the time schedule below:

SSMP Section/Subpart	Action	Completed
SSMP Plan & Schedule	Approved by Hemet City Council	1-29-2008
	Certified as complete in SSO database	2-2-2008
1.0—Goals	Certified as complete in SSO database	2-2-2008
2.0—Organizational Structure	Certified as complete in SSO database	2-2-2008
3.0—Legal Authority	Certified as complete in SSO database	3-8-2011
4.0—Operation & Maintenance	Certified as complete in SSO database	3-8-2011
5.0—Design & Performance	Certified as complete in SSO database	3-8-2011
6.0—Overflow Emergency Response Plan	Certified as complete in SSO database	3-8-2011
7.0—Fats, Oils, & Grease Control Program	Certified as complete in SSO database	3-8-2011
8.0—System Evaluation & Capacity Assurance Plan	Certified as complete in SSO database	3-8-2011
9.0—Monitoring, Measurement, and Program Modifications	Certified as complete in SSO database	3-8-2011
10.0—SSMP Audits	Certified as complete in SSO database	3-8-2011
11.0—Communications Program	Certified as complete in SSO database	3-8-2011
Final SSMP	Approved by Hemet City Council	3-8-2011
	Certified as complete in SSO database	3-8-2011

ATTACHMENT A



City of Hemet Code of Ordinances

Chapter 82 – Utilities

Article II – Sewer Service

[Hemet, California, Code of Ordinances](#) >> [- CODE](#) >> [Chapter 82 - UTILITIES](#) >> [ARTICLE II. - SEWER SERVICE](#) >>

[ARTICLE II. - SEWER SERVICE](#)

[\[90\]](#)

- [Sec. 82-31. - Adoption of additional regulations.](#)
- [Sec. 82-32. - Specifications for connections.](#)
- [Sec. 82-33. - Contractor's responsibilities in making connections.](#)
- [Sec. 82-34. - Responsibility for payment of costs of extensions.](#)
- [Sec. 82-35. - Location of extensions.](#)
- [Sec. 82-36. - City participation in costs of extensions.](#)
- [Sec. 82-37. - Reimbursement agreement for costs of extensions—Generally.](#)
- [Sec. 82-38. - Same—Interest on reimbursed costs.](#)
- [Sec. 82-39. - Engineering for extensions.](#)
- [Sec. 82-40. - Deposit or performance bond for construction of extensions.](#)
- [Sec. 82-41. - Payment of connection fees.](#)
- [Sec. 82-42. - Disposition of connection fees.](#)
- [Secs. 82-43—82-70. - Reserved.](#)

[Sec. 82-31. - Adoption of additional regulations.](#)

The city council may, by resolution, adopt reasonable rules and regulations relating to sewer construction, use, maintenance, discharges, and deposit or disposal of all wastewater, both directly and indirectly, within the city. Such resolution may adopt rules and regulations by reference. The building official for the city is hereby authorized to enforce such rules and regulations when adopted.

(Ord. No. 884; Code 1984, § 14000)

[Sec. 82-32. - Specifications for connections.](#)

All connections to the sewer system of the city shall be made in accordance with the provisions thereto appertaining in the plumbing and building codes and engineering department specifications of the city.

(Ord. No. 404; Code 1984, § 14001)

[Sec. 82-33. - Contractor's responsibilities in making connections.](#)

- (a) The person making sewer connections shall be responsible for the procuring of all necessary permits, lighting and barricading of excavations, notification of the city for inspection of completed connections, backfill, compaction, and cleanup of the job. Compaction, backfill and repairing of pavement shall be performed to the specifications of the city engineer.
- (b) If such compaction, backfill and repaving does not meet the specifications of the city engineer, and is not corrected within ten days of service of notice by the city of such defects on the person making such connection by registered mail to his last known address, the city shall thereupon proceed to do any work necessary to bring such repair to city specifications, and the person responsible therefor shall reimburse the city for any and all expense incurred therein. Failure to correct any such deficiencies upon receipt of such notice shall be grounds for the revocation of the business license issued by the city to any general or plumbing contractor responsible therefor.

(Ord. No. 404; Code 1984, § 14002)

[Sec. 82-34. - Responsibility for payment of costs of extensions.](#)

Any property owner desiring sewer service shall pay the actual cost per lineal foot for the installation, including engineering, of new sewer main extensions necessary to connect and service property to the nearest available sewer.

Such sewer extensions shall be extended to the far property line of the property served so that any subsequent extension shall commence at unsewered property.

(Ord. No. 404; Code 1984, § 14003)

Sec. 82-35. - Location of extensions.

All sewer extensions shall be constructed in public streets, alleys or easements, and, when completed and approved, shall become the property of the city.

(Ord. No. 404; Code 1984, § 14004)

Sec. 82-36. - City participation in costs of extensions.

If, in the opinion of the city council, any of the provisions of this article shall create undue hardship or be unreasonable under certain circumstances, nothing contained in this article shall prevent the city council from authorizing the city to enter into an agreement, when the council determines that the health, welfare and safety of the city or its inhabitants will be served thereby, with any owner or developer for the city participation in the cost and expense of the extension of sewer mains and sewer system of the city.

(Ord. No. 404; Code 1984, § 14005)

Sec. 82-37. - Reimbursement agreement for costs of extensions—Generally.

- (a) On existing streets, the city may, but shall not be required to, enter into an agreement for repayment of not more than one-half the actual total cost of installation, including engineering, per lineal frontage foot of property served for the sewer main extension provided by the owner or developer which fronts the property being developed, and, in addition, a pro rata share of other works necessary for the operation of such main, and for not more than the actual cost of installation, including engineering, for the remaining sewer main extension.
- (b) Pursuant to any agreement described in this section where the sewer main extension has been paid for by an owner or developer, a charge of one-half of the actual cost of installation, including engineering, per front foot shall be made against the property owner or developer connecting to such main on a front footage basis, and shall be paid to the city prior to the connection being made to the sewer system. This one-half actual cost of installation per front foot shall be reimbursed to the original provider of such extension on demand, but in no case shall the payment be made to the original provider after a period of ten years from the acceptance date of the main by the city.

(Ord. No. 404; Code 1984, § 14006)

Sec. 82-38. - Same—Interest on reimbursed costs.

No interest payments or other charges shall enter into any of the negotiations authorized in section 82-37.

(Ord. No. 404; Code 1984, § 14007)

Sec. 82-39. - Engineering for extensions.

All engineering for sewer extensions shall be provided by the city, at the cost of the developer.

(Ord. No. 404; Code 1984, § 14008)

Sec. 82-40. - Deposit or performance bond for construction of extensions.

- (a) Prior to approval of the city for the construction of a sewer main extension under any of the provisions of this article, the owner or developer shall deposit with the city a sum of money in an amount to be not less than the city engineer's estimate of the cost of installing such sewer main extension and engineering costs, or, in lieu thereof, a good and sufficient bond, with surety approved by the city attorney, conditioned on the full and faithful performance of such work, in a sum not less than the city engineer's estimate for the cost of such work and engineering.
- (b)

In the event of failure of the owner or developer to complete such installation, the deposit or bond provided for in the section shall be forfeited to the city.

(Ord. No. 404; Code 1984, § 14009)

Sec. 82-41. - Payment of connection fees.

There shall be paid to the city fees for connection to the city sewer system prior to any connection being made to the city sewer system. The amount of such fees shall be set from time to time by the council, and a schedule of such fees is on file in the city clerk's office.

(Ord. No. 1094; Code 1984, § 14010)

Sec. 82-42. - Disposition of connection fees.

All sewer connection fees referred to in section 82-41 shall be maintained in a special fund to be known as the sewer improvement fund, and shall be used only for the purpose of improving, enlarging, maintaining or financing the sewer system of the city.

(Ord. No. 404; Code 1984, § 14011)

Secs. 82-43—82-70. - Reserved.

FOOTNOTE(S):

⁽⁹⁰⁾ **Cross reference**— Health and sanitation, ch. 34; running wastewater on street, § 66-3. [\(Back\)](#)

ATTACHMENT B



City of Hemet Code of Ordinances
Chapter 82 – Utilities
Article IV – Underground Utilities

Hemet, California, Code of Ordinances >> - CODE >> Chapter 82 - UTILITIES >> ARTICLE IV. - UNDERGROUND UTILITIES >>

ARTICLE IV. - UNDERGROUND UTILITIES

[93]

- [Sec. 82-161. - Definitions.](#)
- [Sec. 82-162. - Public hearings.](#)
- [Sec. 82-163. - Designation of underground utility districts.](#)
- [Sec. 82-164. - Removal of overhead facilities required in designated districts.](#)
- [Sec. 82-165. - Exceptions for emergency or unusual circumstances.](#)
- [Sec. 82-166. - Authorization of other exceptions.](#)
- [Sec. 82-167. - Notice to property owners and utility companies.](#)
- [Sec. 82-168. - Responsibilities of utility companies.](#)
- [Sec. 82-169. - Responsibilities of property owners.](#)
- [Sec. 82-170. - Responsibilities of city.](#)
- [Sec. 82-171. - Extension of time for compliance.](#)
- [Sec. 82-172. - Utility lines.](#)
- [Sec. 82-173. - Adoption of regulations for sewer construction and use.](#)
- [Sec. 82-174. - Compliance with sewer regulations.](#)
- [Sec. 82-175. - Violation of article: penalty.](#)

Sec. 82-161. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Commission means the public utilities commission of the state.

Poles, overhead wires and associated overhead structures means poles, towers, supports, wires, conductors, guys, stubs, platforms, crossarms, braces, transformers, insulators, cutouts, switches, communication circuits, appliances, attachments and appurtenances located above ground within a district and used or useful in supplying electric, communication or similar or associated service.

Underground utility district and *district* mean that area in the city within which poles, overhead wires and associated overhead structures are prohibited, as such area is described in a resolution adopted pursuant to the provisions of section 82-163.

Utility means all persons supplying electric, communication or similar or associated service by means of electrical materials or devices.

(Ord. No. 579; Code 1984, § 14100)

Cross reference— Definitions and rules of construction generally, § 1-2.

Sec. 82-162. - Public hearings.

- (a) The council may from time to time call public hearings to ascertain whether the public necessity, health, safety or welfare requires the removal of poles, overhead wires and associated overhead structures within designated areas of the city and the underground installation of wires and facilities for supplying electric, communication, or similar or associated service. The city clerk shall notify all affected property owners, as shown on the last equalized assessment roll, and utilities concerned, by mail, of the time and place of such hearings, at least ten days prior to the date thereof. Each such hearing shall be open to the public and may be continued from time to time. At each such hearing, all persons interested shall be given an opportunity to be heard. The decision of the council shall be final and conclusive.
- (b) Prior to holding such hearing, the department of public works shall consult with all affected utilities and shall prepare a report for submission at such hearing containing, among other information, the extent of such utilities' participation and estimates of the total costs to the city and affected property owners. Such report shall also contain an estimate of the time required to complete such underground installation and removal of overhead facilities.

(Ord. No. 579; Code 1984, § 14101)

Sec. 82-163. - Designation of underground utility districts.

If, after any public hearing as provided for in section 82-162, the council finds that the public necessity, health, safety or welfare requires such removal and such underground installation within a designated area, the council shall, by resolution, declare such designated area an underground utility district and order such removal and underground installation. Such resolution shall include a description of the area comprising such district and shall fix the time within which such removal and underground installation shall be accomplished and within which affected property owners must be ready to receive underground service. A reasonable time shall be allowed for such removal and underground installation, having due regard for the availability of labor, materials and equipment necessary for such removal and for the installation of such underground facilities as may be occasioned thereby.

(Ord. No. 579; Code 1984, § 14102)

Sec. 82-164. - Removal of overhead facilities required in designated districts.

Whenever the council creates an underground utility district and orders the removal of poles, overhead wires and associated overhead structures therein as provided in section 82-163, it is unlawful for any person or utility to erect, construct, place, keep, maintain, continue, employ or operate poles, overhead wires and associated overhead structures in the district after the date when such overhead facilities are required to be removed by such resolution, except as such overhead facilities may be required to furnish service to an owner or occupant of property prior to the performance by such owner or occupant of the underground work necessary for such owner or occupant to continue to receive utility service as provided in section 82-169, and for such reasonable time required to remove such facilities after such work has been performed, and except as otherwise provided in this article.

(Ord. No. 579; Code 1984, § 14103)

Sec. 82-165. - Exceptions for emergency or unusual circumstances.

Notwithstanding the provisions of this article, overhead facilities may be installed and maintained for a period not to exceed ten days without authority of the council in order to provide emergency service. The director of public works may grant special permission, on such terms as the director may deem appropriate, in cases of unusual circumstances, without discrimination as to any person or utility, to erect, construct, install, maintain, use or operate poles, overhead wires and associated overhead structures.

(Ord. No. 579; Code 1984, § 14104)

Sec. 82-166. - Authorization of other exceptions.

In any resolution adopted pursuant to section 82-163, the city may authorize any or all of the following exceptions:

- (1) Any municipal facilities or equipment installed under the supervision and to the satisfaction of the city engineer.
- (2) Poles or electroliers used exclusively for street lighting.
- (3) Overhead wires, exclusive of supporting structures, crossing any portion of a district within which overhead wires have been prohibited, or connecting to buildings on the perimeter of a district, when such wires originate in an area from which poles, overhead wires and associated overhead structures are not prohibited.
- (4) Poles, overhead wires and associated overhead structures used for the transmission of electric energy at nominal voltages in excess of 34,500 volts.
- (5) Overhead wires attached to the exterior surface of a building by means of a bracket or other fixture and extending from one location on the building to another location on the same building or to an adjacent building without crossing any public street.
- (6) Antennas, associated equipment and supporting structures used by a utility for furnishing communication services.
- (7) Equipment appurtenant to underground facilities, such as surface-mounted transformers, pedestal-mounted terminal boxes and meter cabinets and concealed ducts.
- (8) Temporary poles, overhead wires and associated overhead structures used or to be used in conjunction with construction projects.

(Ord. No. 579; Code 1984, § 14105)

Sec. 82-167. - Notice to property owners and utility companies.

- (a) Within ten days after the effective date of a resolution adopted pursuant to section 82-163, the city clerk shall notify all affected utilities and all persons owning real property within the district created by such resolution of the adoption thereof. The city clerk shall further notify such affected property owners of the necessity that, if they or any person occupying such property desires to continue to receive electric, communication or similar or associated service, they or such occupant shall provide all necessary facility changes on their premises so as to receive such service from the lines of the supplying utilities at a new location.
- (b) Notification by the city clerk shall be made by mailing a copy of the resolution adopted pursuant to section 82-163, together with a copy of this article, to affected property owners, as such owners are shown on the last equalized assessment roll, and to the affected utilities.

(Ord. No. 579; Code 1984, § 14106)

Sec. 82-168. - Responsibilities of utility companies.

If underground construction is necessary to provide utility service within a district created by any resolution adopted pursuant to section 82-163, the supplying utility shall furnish that portion of the conduits, conductors and associated equipment required to be furnished by it under its applicable rules, regulations and tariffs on file with the commission.

(Ord. No. 579; Code 1984, § 14107)

Sec. 82-169. - Responsibilities of property owners.

- (a) Every person owning, operating, leasing, occupying or renting a building or structure within a district shall construct and provide that portion of the service connection on the property between the facilities referred to in section 82-168 and the termination facility on or within such building or structure being served.
- (b) If any person owning, operating, leasing, occupying or renting such property does not comply with the provisions of this section within the time provided for in the resolution enacted pursuant to section 82-163, the city engineer shall post written notice on the property being served, and 30 days thereafter may authorize the disconnection and removal of any and all overhead service wires and associated facilities supplying utility service to such property.

(Ord. No. 579; Code 1984, § 14108)

Sec. 82-170. - Responsibilities of city.

The city shall remove, at its own expense, all city-owned equipment from all poles required to be removed under this article, in ample time to enable the owner or user of such poles to remove the poles within the time specified in the resolution enacted pursuant to section 18-163.

(Ord. No. 579; Code 1984, § 14109)

Sec. 82-171. - Extension of time for compliance.

If any act required by this article or by a resolution adopted pursuant to section 18-163 cannot be performed within the time provided on account of shortage of materials, war, restraint by public authorities, strikes, labor disturbances, civil disobedience or any other circumstances beyond the control of the actor, then the time within which such act will be accomplished shall be extended for a period equivalent to the time of such limitation.

(Ord. No. 579; Code 1984, § 14110)

Sec. 82-172. - Utility lines.

All existing and proposed utility lines and poles, including but not limited to electrical, communications, street lighting, and cable television lines, which will provide direct service or are within adjacent right of way to the property being developed, shall be relocated underground or installed underground. The developer is responsible for complying with the requirements of this section, and shall make the necessary arrangements with the utility companies for the relocation or installation of such facilities, including all expenses. For the purpose of this section, appurtenances and associated equipment (other than poles), such as, but not limited to surface-mounted transformers and pedestal-mounted meter boxes, may be placed on the ground surface, subject to city guidelines for screening of such facilities.

Existing commercial, office, business park, hotel, and recreational uses shall install new utility lines underground at the time a change of occupancy of the building occurs, as defined by section 502 of the Uniform Building Code, 1997 edition.

Temporary power poles are permitted for the purpose of, and only during the duration of, construction. Temporary power poles and all appurtenances must be removed as a condition of receipt of a certificate of occupancy.

Existing dwelling units that have service from existing overhead utility lines may bring their wiring up to code without installing underground utility lines. In addition, residential developments served by existing overhead utility lines that meet any one or more of the following criteria shall be exempt from the requirements of this section 82-172:

- (1) The project is considered an urban in-fill project of four dwelling units or less;
- (2) The project has frontage along existing overhead utilities of 200 feet or less; or
- (3) The public works director determines that the project would not result in a net reduction of utility poles.

The city council may, upon the recommendation of the public works director, waive the requirements of this section in the case of topographical, soil, or any other conditions which make such underground installations unreasonable or impractical.

(Ord. No. 821; Code 1984, § 14111; Ord. No. 1745, § 1)

Sec. 82-173. - Adoption of regulations for sewer construction and use.

The city council may, by resolution, adopt reasonable rules and regulations relating to sewer construction, use and maintenance, and discharge, deposit or disposal of all wastewater, both directly and indirectly, within the city. Such resolution may adopt rules and regulations by reference.

(Ord. No. 884; Code 1984, § 14112)

Sec. 82-174. - Compliance with sewer regulations.

The building official for the city is hereby authorized to enforce the rules and regulations referred to in section 82-173 when adopted.

(Ord. No. 884; Code 1984, § 14113)

Sec. 82-175. - Violation of article; penalty.

It is unlawful for any person to violate any provision or to fail to comply with any of the requirements of this article. Any person violating any provision of this article or failing to comply with any of its requirements shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punished in accordance with section 1-8.

(Ord. No. 579; Code 1984, § 14114)

FOOTNOTE(S):

⁽⁹³⁾ **Cross reference**— Design and construction of cable television systems, § 22-19. ([Back](#))

ATTACHMENT C



**Interagency Sewage Agreement
Between Eastern Municipal Water District
And the City of Hemet**

INTER-AGENCY SEWAGE AGREEMENT

This Inter-Agency Sewage Agreement ("Agreement") is entered into as of September 1, 2001, by and between Eastern Municipal Water District ("EMWD") and the City of Hemet ("CITY").

RECITALS

A. EMWD is a municipal water district, organized and existing under the Municipal Water District Act of 1911, as amended.

B. CITY is a municipal corporation, organized and existing under the general laws of the State of California. CITY's boundaries and sphere of influence, as may be amended from time to time, are currently located entirely within the boundaries of EMWD, and are depicted in Exhibit "A" attached hereto and incorporated herein by reference.

C. EMWD and CITY both have the power to acquire, construct, and operate facilities for the collection, treatment, and disposal of sewage of their respective areas and inhabitants.

D. On or about June 14, 1963, EMWD and CITY entered into an Inter-Agency Sewage Agreement ("1963 Agreement") to set forth the terms under which the collection, transmission, treatment, disposal, and reclamation of sewage originating within the CITY was to be handled. By its terms, the 1963 Agreement expires in 2003.

E. EMWD currently provides sewer collection service for approximately 6,050 equivalent dwelling units ("EDU's") within the CITY's boundaries and sphere of influence.

F. CITY currently provides sewer collection service for approximately 17,405 EDU's within its boundaries and sphere of influence.

G. A dispute has arisen between the parties regarding interpretation of the 1963 Agreement with respect to sewer collection service in areas annexed by CITY after 1963, and on or about November 19, 1998, CITY initiated an action entitled City of Hemet v. Eastern Municipal Water District, Riverside Superior Court Case No. RIC 320617 ("Lawsuit").

H. The parties now wish to resolve their differences regarding interpretation of the 1963 Agreement and to set forth new terms under which the collection, transmission, and treatment of sewage originating within the CITY shall be handled currently and beyond the expiration of the 1963 Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the terms and conditions set forth in this Agreement, the parties agree as follows:

1. **INCORPORATION OF RECITALS.** The Recitals set forth above are incorporated into and are a part of this Agreement.

2. **TERM.** This Agreement shall be effective as of the date first written above, and shall remain in effect for thirty (30) years thereafter.

3. **CITY'S RIGHTS AND OBLIGATIONS.**

a. CITY shall have the exclusive right to provide sewer collection service within the area depicted in Exhibit "B-1" and described in Exhibit "B-2" attached hereto and incorporated herein by reference ("CITY Service Area").

b. Notwithstanding Section 3.a above, EMWD may install and operate collection systems or individual sewer connections for locations within the CITY Service Area if CITY refuses to provide collection service to such locations pursuant to its generally applicable rules and regulations.

c. CITY shall transfer to EMWD all sewer collection accounts, and title to any related collection facilities, located within the areas described in Exhibit "C" and depicted in Exhibit "B-1" attached hereto and incorporated herein by reference.

4. **EMWD'S RIGHTS AND OBLIGATIONS.**

a. EMWD shall have the exclusive right to provide sewer collection service outside the CITY Service Area.

b. EMWD shall have the exclusive right to provide transmission and treatment service for sewage originating both inside and outside the CITY Service Area.

c. Notwithstanding Sections 4.a and 4.b above, CITY may install and operate collection systems or individual sewer connections for locations outside the CITY Service Area, and may provide for the transmission and/or treatment of sewage collected from such collection systems or individual sewer connections, if EMWD refuses to provide collection, transmission, or treatment service to such locations pursuant to its generally applicable rules and regulations.

d. EMWD shall transfer to CITY all sewer collection accounts, and title to any related collection facilities, located within the areas described in Exhibit "D" and depicted in Exhibit "B-1" attached hereto and incorporated herein by reference.

5. **IMPACT FEE.**

a. The parties recognize that there is currently a disparity in the sewer service charges imposed upon customers receiving sewer collection service from EMWD within CITY's boundaries and sphere of influence and customers receiving sewer collection service from CITY. This disparity includes charges for impacts on CITY's infrastructure.

b. In order to address this disparity and attempt to equalize sewer service charges for all EMWD and CITY customers, CITY may adopt and impose an impact fee ("Impact

Fee") upon all EMWD sewer collection customers located within the CITY boundaries and sphere of influence. Upon any future annexations by CITY, the Impact Fee would apply to EMWD sewer collection customers located in the newly annexed areas.

c. The amount of the Impact Fee shall not at any time exceed twenty percent (20%) of the collection, transmission, and treatment charges imposed by EMWD upon customers located within the CITY boundaries and sphere of influence.

d. EMWD shall collect the Impact Fee as part of its regular billing and collection procedures, and shall remit the Impact Fees collected to CITY on a monthly basis.

6. **1963 AGREEMENT SUPERCEDED.** This Agreement is intended to supercede the 1963 Agreement, including any and all amendments thereto, in its entirety. Upon execution of this Agreement, the 1963 Agreement, including any and all amendments thereto, shall terminate and be of no further force or effect.

7. **MUTUAL RELEASE AND DISMISSAL OF LAWSUIT.**

a. Each party agrees to and does hereby forever release, acquit, and discharge each other party from any and all actions, causes of action, claims, demands, damages, costs, expenses, and compensation of any kind whatsoever arising out of or related to the 1963 Agreement and any matters which were raised, or could have been raised, in the Lawsuit. The parties further agree that all rights under California Civil Code section 1542 and any similar law of any state or territory of the United States are hereby expressly waived. Section 1542 reads as follows:

A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor.

b. Notwithstanding Section 7.a above, if the Impact Fee is declared by a court of competent jurisdiction to be in violation of article XIII D of the California Constitution, added by the 1996 initiative measure Proposition 218, or if this Agreement is declared by a court of competent jurisdiction to be null and void for any reason, then this Agreement shall immediately terminate and each party shall be restored to its legal position existing as of the day before the effective date of this Agreement, including all rights, claims, and defenses existing as of that date.

c. CITY shall promptly dismiss the Lawsuit, and each party shall bear its own costs and attorneys' fees.

8. **COORDINATION OF EFFORTS.** The parties agree to coordinate and jointly approve all public relations efforts, including press releases, in connection with the implementation of this Agreement and the adoption of the Impact Fee.

9. **INSPECTION OF RECORDS.** Each party shall have the right, at reasonable times and upon reasonable notice, to inspect the records and books maintained by the other insofar as the same are relevant to operations under this Agreement.

10. **PRETREATMENT PROGRAM.** EMWD is the approved pretreatment program and implements programmatic functions as defined in Title 40 Code of Federal Regulations Part 403, including but not limited to: (i) update user survey; (ii) issue permit to users; (iii) conduct inspections, sampling, and analysis; (iv) take all appropriate enforcement actions; and (v) perform any other technical or administrative duties the parties deem appropriate. CITY agrees to receive approval from EMWD before allowing any new connection to CITY's sewer collection system. CITY may impose stricter requirements or undertake additional programmatic functions upon executing a reasonable document between the parties to this Agreement.

11. **GENERAL PROVISIONS.**

a. The parties hereby agree to take such other actions and execute such other reasonable documents as are consistent with this Agreement and as are reasonably necessary to effectuate this Agreement.

b. Neither party's failure to insist on strict performance of any of the terms or conditions of this Agreement, or to exercise any right, remedy, or privilege, or any waiver of any breach hereunder, shall thereafter be deemed a subsequent waiver of any other terms, conditions, or rights, remedies, or privileges, whether of the same or similar type. No party will be deemed to have waived any rights under this Agreement unless the waiver is made in writing and signed by the waiving party or that party's duly authorized representative. All rights and remedies provided for under this Agreement are cumulative.

c. This Agreement contains the final and complete agreement between the parties with respect to the matters herein discussed and supersedes all previous communications and agreements between them, either oral or written, to the extent such prior communications and agreements are not consistent with this Agreement.

d. Any notice to be given or to be served upon either party hereto in connection with this Agreement must be in writing and shall be deemed to have been given and received: (i) when delivered in person to the recipient named below; (ii) three (3) days after it is sent by certified or registered mail, return receipt requested, or two (2) days after it is sent by Federal Express or similar overnight courier, postage prepaid and addressed to the party for whom it is intended, at that party's address specified below; or (iii) on the date of delivery by facsimile transmission to the recipient named below. All notices shall be addressed as follows:

If to EMWD:

General Manager
Eastern Municipal Water District
P.O. Box 8300
Perris, CA 92572-8300
facsimile: 909/929-0257

With a copy to:

Redwine and Sherrill
1950 Market Street
Riverside, CA 92501
facsimile: 909/684-9583

If to CITY:

City Manager
City of Hemet
445 East Florida Avenue
Hemet, CA 92543
facsimile: 909/765-3785

With a copy to:

Burke, Williams & Sorensen, LLP
3403 Tenth Street, Suite 300
Riverside, CA 92501
facsimile: 909/788-5785

Either party may, by notice given at any time, require subsequent notices to be given to another person or entity, whether a party or an officer or representative of a party, or to a different address, or both. Notices given before actual receipt of notice of change shall not be invalidated by the change.

e. This Agreement and its provisions shall in all respects be interpreted, construed, enforced, and governed by and under the laws of the State of California, without regard to its conflict of laws principles.

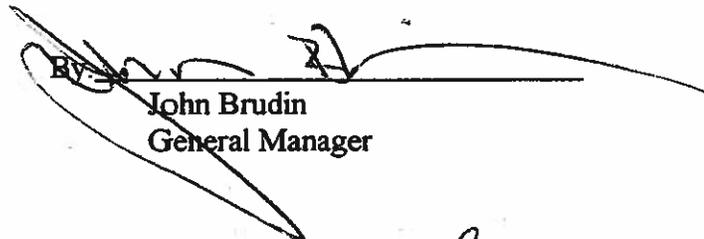
f. This Agreement may be modified only by another written instrument duly authorized and executed by both parties.

g. The language in all parts of this Agreement shall in all respects be construed as a whole according to its fair meaning, and not strictly for or against either party. This Agreement is the product of mutual negotiation and drafting efforts. Accordingly, the judicial rule of construction that ambiguities in a document are to be construed against the drafter of that document shall have no application to the interpretation or enforcement of this Agreement.

h. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same instrument. The signature page of any counterpart may be detached without impairing the legal effect of the signatures thereon, provided such signature page is attached to any other counterpart identical to the first counterpart except having signature pages executed by other parties to this Agreement attached thereto.

i. Each individual executing this Agreement hereby represents and warrants that he or she has the full power and authority to execute this Agreement on behalf of the named parties.

EASTERN MUNICIPAL WATER DISTRICT

By: 
John Brudin
General Manager

By: 
Mary C. White
Secretary

CITY OF HEMET

By: 
Steve Temple
City Manager

ATTEST:

By: 
Clerk

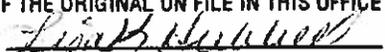
THE FOREGOING INSTRUMENT IS A CORRECT
COPY OF THE ORIGINAL ON FILE IN THIS OFFICE
ATTEST 
CITY CLERK, CITY OF HEMET, CALIFORNIA
Sept 28 20 01

EXHIBIT "A"
City of Hemet Boundaries and Sphere of Influence

ATTACHMENT D



City of Hemet
Sewer Collection System
Capital Improvement Plan Project List

**City of Hemet Sewer Collection System
CAPITAL IMPROVEMENT PROGRAM PROJECT LIST**

Street	Segment	Improvement	Length	Existing Diameter	Recommended Diameter	Year Completed
Gilbert	Line T at Devonshire & Gilbert Link No. 95, 96, 97, 98, 99, 100	Trunk sewer requiring improvement	1,320'	12" – 15"	18"	1990
Palm	Line Y at Stetson & Palm Link No. 6, 7, 8, 9, 10, 11,12	Trunk sewer requiring improvement	1,300'	10"	18"	1990
Ribbonwood	Line L at Stetson & Ribbonwood Link No. 14, 15	Trunk sewer requiring improvement	350'	8"	18"	1990
Devonshire	Line G at Devonshire & Gilmore Link No. 12, 13, 14, 15, 16, 17	Trunk sewer requiring improvement	1,382'	8"	10"	1990
Alessandro	From Acacia to Kimball Inspection Run # 93	Deteriorated sewer; under capacity	495'	6"	8"	1990-1995
Alessandro	From Latham to 147 Alessandro Inspection Run #112	Deteriorated sewer; under capacity	290'	6"	8"	1990-1995
Alessandro	From 147 Alessandro to Florida Inspection Run # 113	Deteriorated sewer; under capacity	233'	6"	8"	1990-1995
Buena Vista	From Central to Mayberry Inspection Run # 102	Deteriorated sewer; under capacity	500'	6"	8"	1990-1995
Central	From Taylor & Franklin to Central & Buena Vista Inspection Run # 65	Deteriorated sewer; under capacity	336'	6"	8"	1990-1995
Harvard	From Devonshire to MH by railroad track Inspection Run # 116	Deteriorated sewer; under capacity	330'	6"	8"	1990-1995
Inez	From Acacia to Inez & Kimball Inspection Run # 56	Deteriorated sewer; under capacity	509'	6"	8"	1990-1995
Juanita	From Juanita & Acacia to Middle MH on Juanita toward Central Inspection Run # 60	Deteriorated sewer; under capacity	330'	6"	8"	1990-1995
Ramona	From Central to 315 Ramona Inspection Run # 54	Deteriorated sewer; under capacity	503'	6"	8"	1990-1995

**City of Hemet Sewer Collection System
CAPITAL IMPROVEMENT PROGRAM PROJECT LIST**

Street	Segment	Improvement	Length	Existing Diameter	Recommended Diameter	Year Completed
Ramona	From 133 Ramona to Florida Inspection Run # 108	Deteriorated sewer; under capacity	232'	6"	8"	1990-1995
Thompson	From Florida to first MH between Florida & Kimball Inspection Run # 85	Deteriorated sewer; under capacity	327'	6"	8"	1990-1995
Gilbert	From Latham to MH south of Devonshire Inspection Run # 103	Deteriorated sewer; under capacity	325'	15"	?	1990-1995
Gilbert	From MH 1 south of Devonshire to Devonshire Inspection Run # 104	Deteriorated sewer; under capacity	314'	15"	?	1990-1995
Gilbert	From 144 Gilbert to Latham Inspection Run # 106	Deteriorated sewer; under capacity	172'	15"	?	1990-1995
Gilbert	From first MH on Gilbert to 122 N. Gilbert Inspection Run # 125	Deteriorated sewer; under capacity	167'	15"	?	1990-1995
Acacia	From first MH west of Thompson to Franklin Inspection Run # 28	Deteriorated sewer	310'	8"	8"	1995-2005
Acacia	From Franklin to Buena Vista Inspection Run # 29	Deteriorated sewer	302'	8"	8"	1995-2005
Acacia	From Buena Vista to Juanita Inspection Run # 30	Deteriorated sewer	330'	8"	8"	1995-2005
Acacia	From Juanita to Carmalita Inspection Run # 31	Deteriorated sewer	328'	8"	8"	1995-2005
Acacia	From Carmalita to Harvard Inspection Run # 32	Deteriorated sewer	327'	8"	8"	1995-2005
Acacia	From Inez to Alessandro Inspection Run # 33	Deteriorated sewer	324'	8"	8"	1995-2005

**City of Hemet Sewer Collection System
CAPITAL IMPROVEMENT PROGRAM PROJECT LIST**

Street	Segment	Improvement	Length	Existing Diameter	Recommended Diameter	Year Completed
Acacia	From Alessandro to Gilbert Inspection Run # 126	Deteriorated sewer	652'	8"	8"	1995-2005
Brentwood	From MH 10 at Peach Tree to MH 9 at Live Oak Inspection Run # 62	Deteriorated sewer	240'	8"	8"	1995-2005
Buena Vista	From Central to MH between Central & Acacia Inspection Run # 2	Deteriorated sewer	295'	8"	8"	1995-2005
Buena Vista	From MH between Central & Acacia to Acacia Inspection Run # 3	Deteriorated sewer	320'	8"	8"	1995-2005
Buena Vista	From Acacia to MH between Acacia & Kimball Inspection Run # 4	Deteriorated sewer	316'	8"	8"	1995-2005
Buena Vista	From MH between Central & Acacia to MH at Kimball & Buena Vista Inspection Run # 5	Deteriorated sewer	311'	8"	8"	1995-2005
Buena Vista	From Fire Station at Calhoun to Buena Vista & next MH Inspection Run # 19	Deteriorated sewer	321'	8"	8"	1995-2005
Buena Vista	From next MH down from Fire Station to Devonshire & Buena Vista Inspection Run # 20	Deteriorated sewer	322'	8"	8"	1995-2005
Calhoun	From Franklin intersection with Calhoun to Buena Vista and Calhoun Inspection Run # 13	Deteriorated sewer	330'	8"	8"	1995-2005
Central	From Taylor to MH before Franklin Inspection Run # 64	Deteriorated sewer	99'	8"	8"	1995-2005

**City of Hemet Sewer Collection System
CAPITAL IMPROVEMENT PROGRAM PROJECT LIST**

Street	Segment	Improvement	Length	Existing Diameter	Recommended Diameter	Year Completed
Central	From Buena Vista to Juanita Inspection Run # 66	Deteriorated sewer	331'	8"	8"	1995-2005
Central	From Juanita to next MH Inspection Run # 68	Deteriorated sewer	162'	8"	8"	1995-2005
Central	From MH from Run 80 to next MH toward State Inspection Run # 81	Deteriorated sewer	158'	8"	8"	1995-2005
Central	From MH at end of Run 81 to next MH at State & Central Inspection Run # 82	Deteriorated sewer	176'	8"	8"	1995-2005
Central	From Alessandro to Ramona Inspection Run # 91	Deteriorated sewer	324'	8"	8"	1995-2005
Central	From Ramona to Gilbert Inspection Run # 92	Deteriorated sewer	328'	10"	10"	1995-2005
Devonshire	(On school easement) From Santa Fe to Thompson & Devonshire Inspection Run # 14	Deteriorated sewer	645'	8"	8"	1995-2005
Devonshire	From Thompson intersection to drop MH at 621 Devonshire Inspection Run # 15	Deteriorated sewer	162'	8"	8"	1995-2005
Devonshire	From Buena Vista to MH before RR tracks Inspection Run # 21	Deteriorated sewer	320'	10"	10"	1995-2005
Devonshire	From MH before RR tracks past Buena Vista to MH just before RR tracks Inspection Run # 22	Deteriorated sewer	329'	10"	10"	1995-2005
Devonshire	From Carmalita West to Harvard Inspection Run # 23	Deteriorated sewer	321'	10"	10"	1995-2005
Devonshire	From Harvard to State Inspection Run # 24	Deteriorated sewer	323'	10"	10"	1995-2005

**City of Hemet Sewer Collection System
CAPITAL IMPROVEMENT PROGRAM PROJECT LIST**

Street	Segment	Improvement	Length	Existing Diameter	Recommended Diameter	Year Completed
Elmwood	From State to middle MH before Gilbert Inspection Run # 36	Deteriorated sewer	359'	8"	8"	1995-2005
Elmwood	From middle MH between State & Gilbert to Gilbert Inspection Run # 38	Deteriorated sewer	298'	8"	8"	1995-2005
Florida	From Inez to Alessandro Inspection Run # 120	Deteriorated sewer	337'	12"	12"	1995-2005
Florida	From Alessandro to Ramona Inspection Run # 121	Deteriorated sewer	332'	12"	12"	1995-2005
Franklin	From Middle MH on Franklin to Franklin & Central Inspection Run # 45	Deteriorated sewer	330'	8"	8"	1995-2005
Harvard	From head of line to Harvard & Acacia Inspection Run # 50	Deteriorated sewer	498'	8"	8"	1995-2005
Seven Hills	From MH 54 to MH 53 Inspection Run # 86	Deteriorated sewer	282'	8"	8"	1995-2005
Inez	From 348 Inez to Inez & Acacia Inspection Run # 53	Deteriorated sewer	397'	8"	8"	1995-2005
Juanita	From 320 Juanita to Kimball Inspection Run # 59	Deteriorated sewer	316'	8"	8"	1995-2005
Kimball	From Inez to Ramona Inspection Run # 101	Deteriorated sewer	656'	8"	8"	1995-2005
Kimball	From MH before Gilbert to Gilbert Inspection Run # 39	Deteriorated sewer	337'	8"	8"	1995-2005
Kimball	From State to Inez Inspection Run # 40	Deteriorated sewer	330'	8"	8"	1995-2005
Latham	From west of Santa Fe to Taylor Inspection Run # 6	Deteriorated sewer	244'	8"	8"	1995-2005

**City of Hemet Sewer Collection System
CAPITAL IMPROVEMENT PROGRAM PROJECT LIST**

Street	Segment	Improvement	Length	Existing Diameter	Recommended Diameter	Year Completed
Latham	From Taylor to Thompson Inspection Run # 8	Deteriorated sewer	326'	8"	8"	1995-2005
Latham	From Thompson to next MH toward Buena Vista Inspection Run # 9	Deteriorated sewer	643'	8"	8"	1995-2005
Peach Tree	From MH 13 to MH 10 Inspection Run # 60	Deteriorated sewer	369'	8"	8"	1995-2005
Ramona	From Kimball to 255 Ramona- Head of Line Inspection Run # 55	Deteriorated sewer	441'	8"	8"	1995-2005
Ramona	From Florida to RR tracks Inspection Run # 122	Deteriorated sewer	340'	8"	8"	1995-2005
Santa Fe	From MH 1 north of Acacia to MH 2 north of Acacia Inspection Run # 96	Deteriorated sewer	27'	8"	8"	1995-2005
Santa Fe	From MH 2 north of Acacia to Kimball Inspection Run # 98	Deteriorated sewer	496'	8"	8"	1995-2005
State	From Florida to first MH down from Florida Inspection Run # 119	Deteriorated sewer	230'	8"	8"	1995-2005
Palm	From Stetson to Thornton	Under capacity for projected 2010 conditions	1,300'		8"	2010
Devonshire	From Lyon to Gilmore	Under capacity for projected 2010 conditions	1,385'		8"	2010
Ribbonwood Court	From Chamise to end of cul-de-sac	Under capacity for projected 2010 conditions	350'		8"	2010

ATTACHMENT E



City of Hemet Sanitary Sewer Overflow Response Plan

City of Hemet Wastewater Department
SANITARY SEWER OVERFLOW RESPONSE PLAN

Updated February 2011

The purpose of the Sanitary Sewer Overflow Response Plan is to minimize the impact of sanitary sewer overflows on the public and on the environment. Spill containment and protection of public health shall be the highest priority.

This plan shall be reviewed on a regular basis (at least annually) and shall be updated as needed.

Upon determination that a sanitary sewer overflow (SSO) has occurred, the following procedures will be implemented:

A. SPILL RESPONSE PROCEDURES

Also see Sewer Overflow Response Flow Chart on page 5.

1. **Notify Water/Wastewater Superintendent immediately** for all overflows both during work hours and after hours.
2. **Notify appropriate agencies.** (See B. Notification Procedures)
3. **Contain the overflow.** Prevent the overflow from reaching or entering the storm drain by using blankets or sandbags at storm drain openings and/or diverting the flow with soil/sand. If reasonable, keep the flow contained on the street.
4. **Stop the overflow.** Clear the blockage and relay pump to the nearest manhole.
5. **Emergency support.** Contact approved emergency contractors or request traffic control assistance. (See C. Approved Emergency Contractors / D. Emergency Traffic Control)
6. **Recover sewage.** Vactor up all liquids and solids after containment and return to sewer system. Clear surround area of toilet paper, solids, and any other signs of the spill.
7. **Restore affected area.** Clean affected area with water and vactor wash water for disposal in the sewer system. Do not release water to the storm drain system. Remove and replace contaminated soil. Replace vegetation, grass, concrete or fencing damaged by repair crew.
8. **Keep good records.** (See attached Sewer Overflow Report Form) Documentation shall include the following information:
 - Time call received
 - Time crew arrived at site
 - Beginning and ending time of spill

City of Hemet Wastewater Department
SANITARY SEWER OVERFLOW RESPONSE PLAN

Updated February 2011

- Location of overflow and final destination of spill
- Estimated flow rate (gpm)
- Amount of spill (gallons)
- Amount of spill recovered (gallons)
- Did the spill reach the storm drain or surface water?
- Amount of spill released to storm drain (gallons)
- Condition(s) causing spill
- Damage caused and repaired
- Photographs of the overflowing structure and effected area(s)

B. NOTIFICATION & REPORTING PROCEDURES

Notification will be given to the proper authorities according to the Category of the sewage overflow.

Category 1—discharge of sewage that:

- A. Equals or exceeds 1,000 gallons, or
- B. Results in a discharge to a drainage channel and/or surface water; or
- C. Discharge to a storm drain pipe that was not fully captured and returned to the sanitary sewer system

Notification Requirements:

- ***Riverside County Environmental Health***
Jim Gillis – Phone: 951-955-8928 or 951-955-8980; FAX 951-955-8903
 - Contact immediately upon becoming aware of circumstances
- ***Governor’s Office of Emergency Services (OES)***
1-800-852-7550
 - Report by phone within 24 hours of becoming aware of circumstances
- ***Santa Ana Regional Water Quality Control Board***
Najah Amin – Phone: 951-320-6362; After Hours: 951-782-4130;
FAX 951-781-6288
 - Report by phone or email within 24 hours of becoming aware of circumstances
- ***Riverside County Flood Control District NPDES Section***
951-955-1200

City of Hemet Wastewater Department SANITARY SEWER OVERFLOW RESPONSE PLAN

Updated February 2011

- Contact immediately upon becoming aware of circumstances
- **City of Hemet Stormwater Program Coordinator**
Linda Nixon – Phone: 951-765-3880
 - Contact immediately upon becoming aware of circumstances
- **SWRCB Online SSO System:** Report as soon as possible but no later than 3 business days after incident

Reporting Requirements:

- **SWRCB Online SSO System:** Final certified report must be completed within 15 calendar days of conclusion of SSO response and remediation.
- **Riverside County Environmental Health:** Submit written report within five (5) days.
- **Governor's Office of Emergency Services (OES):** Submit written report as directed by OES
- **Santa Ana Regional Water Quality Control Board:** Wastewater personnel will submit report to Regional Board contact within five (5) days
- **Santa Ana Regional Water Quality Control Board:** City Stormwater Coordinator will provide a written report to Executive Officer within ten (10) calendar days of becoming aware of the circumstances

Category 2—All other discharges of sewage (under 1,000 gallons) resulting from a failure in the sanitary sewer system.

Notification Requirements:

- **City of Hemet Stormwater Program Coordinator**
Linda Nixon – Phone: 951-765-3880
 - Send copy of completed Sewer Overflow Report.

Reporting Requirements:

- **SWRCB Online SSO System:** Report within 30 days after the end of the calendar month in which the SSO occurs
- **Santa Ana Regional Water Quality Control Board:** The Stormwater Permit Program Coordinator shall submit a report of all sewer overflows with the annual Stormwater Program Permit report.

City of Hemet Wastewater Department
SANITARY SEWER OVERFLOW RESPONSE PLAN

Updated February 2011

C. APPROVED EMERGENCY CONTRACTORS

In the event emergency contractor support is needed to repair the sewer system, the following approved contractors may be contacted:

- **Genesis Construction** [line repair and related service] – Bruce Perry – 951-652-6977
- **Roto Rooter** [pumping services] – Gary Ramos – 951-658-8541
- **Wright Septic** [pumping services] – 951-654-3823
- **Rain for Rent** [pumping and storage] – Art Hunter – 951-653-2171
- **Jimini Systems, Inc.** [pumps/controls] – Tony Gomez – 949-770-7654
- **Houston and Harris** [video/mainline work] – Larry Houston – 909-721-1756

D. EMERGENCY TRAFFIC CONTROL

In the event traffic control assistance is needed the following contacts shall be made:

City of Hemet

- Ron Proze – Utilities Superintendent – Office: 951-765-3826; Cell: 951-634-3103
- Ernie Cluck – Street Department Supervisor – Office: 951-765-3712; Cell: 951-757-8089
Public Works Department After Hours – 951-765-2400
- Hemet Police Department – 951-658-2202

City of San Jacinto

- Barry Mulcock – Street Department Supervisor – Office: 951-487-7386; Cell: 951-232-7247
- Dan Mudrovich – Water/Wastewater Supervisors – Office: 951-487-7381; Cell: 951-

Eastern Municipal Water District

- Mark Chamberlin – Wastewater Collection Manager – Office: 951-928-3777 Ext. 6290
- EMWD After Hours – 800-698-0400

**CITY OF HEMET
PUBLIC WORKS DEPARTMENT
SEWER OVERFLOW REPORT**

FOR OFFICE USE:

DATE: _____ CALL RECEIVED: _____ AM/PM
RECEIVED BY: _____ CALLER'S NAME: _____
CALLER'S PHONE #: _____ CALLER'S ADDRESS: _____
LOCATION OF OVERFLOW: _____ CROSS ST: _____
TIME CREW DISPATCHED: _____ AM/PM
NAMES OF CREW MEMBERS: _____
DESCRIPTION OF COMPLAINT: _____

FIELD REPORT (FOR RESPONSE CREW USE)

TIME ARRIVED AT SITE: _____ AM/PM CREW: _____
TIME OVERFLOW STOPPED: _____ AM/PM DURATION OF OVERFLOW: _____
EST. OVERFLOW _____ U/S MH # _____ D/S MH # _____
SIZE OF LINE: _____ LENGTH OF LINE: _____ ESMT: YES ___ NO ___
FINDINGS: _____

(COMPLETE REMAINDER OF FORM IF AN OVERFLOW HAS OCCURRED)

DESCRIBE CAUSE OF OVERFLOW: _____

DESCRIBE CLEANUP METHOD: _____

DESCRIBE HOW OVERFLOW QUANTITY WAS CALCULATED: _____

RECEIVING WATERS: YES ___ NO ___ LOCATION: _____
TYPE OF PROBLEM: _____
PICTURES TAKEN: YES ___ NO ___
SAMPLES TAKEN BY: _____ LOCATION OF SAMPLES: _____

DESCRIBE PROPERTY DAMAGE AND AFFECTED AREA: _____

SIGNS POSTED: YES ____ NO ____ BARRICADED: YES ____ NO ____ NOTIFY NEIGHBORS: YES ____ NO ____

REGULATORY AGENCIES NOTIFIED:

OES YES ____ NO ____ DATE/TIME _____ SPILL # _____

RWQCB YES ____ NO ____ DATE/TIME _____

COUNTY HEALTH YES ____ NO ____ DATE/TIME _____

CONTACTS/DETAILS: _____

FOLLOW UP MEASURES: _____

WORK ORDER #: _____

FREQUENCY OF EXISTING PM PROGRAM: _____

LAST DATE PM PERFORMED: _____

RECOMMENDATIONS ON HOW TO ELIMINATE FUTURE PROBLEMS: _____

REPORT COMPLETED BY: _____ DATE: _____

SKETCH OF AREA: (Include manholes, intersections, location of stoppage, etc.)

ATTACHMENT F



City of Hemet
Sewer System Management Plan
Audit Checklist

Sewer System Management Plan Program Audit Checklist

SECTION	TITLE	REQUIREMENT	SSMP CURRENT?	IMPLEMENTED?
I	Goals	Reduce, prevent, mitigate SSOs		
II	Organization	Designate LRO		
		Names and phone numbers for key management personnel		
		Names and phone numbers for key administrative personnel		
		Names and phone numbers for key maintenance personnel		
		Chain of communication for reporting SSOs		
III	Legal Authority	Prevent illicit discharges to sanitary sewer system		
		Require sewers and connections be properly designed and constructed		
		Ensure access for inspection, maintenance, and repairs (includes public portion of lateral)		
		Limit discharge of FOG and debris that may cause blockages		
		Require the installation of grease removal devices		
		Ability to inspect FOG producing facilities		
		Enforce violations of the City's sewer ordinances		
IV	Operations & Maintenance Program	Maintain up-to-date maps of the sanitary sewer system		
		Describe routine preventative maintenance program		
		Document completed preventive maintenance using system such as work orders		
		Rehabilitation and replacement plan that identifies and prioritizes sanitary sewer system defects		
		Provide regular technical training for City sewer system staff		
		Require contractors to provide training for their workers who work in the city's sewer system facilities		
		Maintain equipment inventory		
		Maintain critical space part inventory		

Sewer System Management Plan Program Audit Checklist

SECTION	TITLE	REQUIREMENT	SSMP CURRENT?	IMPLEMENTED?
V	Design & Performance Provisions	Design and construction standards for new sewer system facilities		
		Design and construction standards for repair and rehabilitation of existing sewer system facilities		
		Procedures for the inspection and acceptance of new sewer system facilities		
		Procedures for the inspection and acceptance of repaired and rehabilitated sewer system facilities		
VI	Overflow Emergency Response Plan	Procedures for the notification of primary responders		
		Procedures for the notification of regulatory agencies		
		Program to ensure appropriate response to all SSOs		
		Proper reporting of all SSOs		
		Procedure to ensure city staff are aware of and follow the Sewer Overflow Response Plan		
		Procedure to ensure city staff are trained in the Sewer Overflow Response Plan procedures		
		Procedure to ensure contractor personnel are aware of and follow Sewer Overflow Response Plan		
		Procedure to ensure contractor personnel are trained in the Sewer Overflow Response Plan procedures		
		Procedures to address emergency operations such as traffic and crowd control		
		Program to prevent the discharge of sewage to surface waters		
		Program to minimize or correct the impacts of SSOs that occur		
VII	FOG Control Program	EMWD FOG Procedures used to control the amount of FOG discharged to the sewer system		

Sewer System Management Plan Program Audit Checklist

SECTION	TITLE	REQUIREMENT	SSMP CURRENT?	IMPLEMENTED?
VIII	System Evaluation & Capacity Assurance Plan	Identification of elements of the sewer system that experience or contribute to SSOs caused by hydraulic deficiencies		
		Established design criteria that provides adequate capacity		
		Capital Improvement Plan to address known hydraulic deficiencies		
IX	Monitoring, Measurement, & Program Modifications	Maintain relevant information to establish, evaluate, and prioritize SSMP activities		
		Monitor implement for the SSMP		
		Measure, where appropriate, performance of the elements of the SSMP		
		Assess success of the preventive maintenance program		
		Update SSMP program elements based on monitoring or performance		
		Identify and illustrate SSO trends		
X	SSMP Program Audits	Conduct program audit every two years		
		Record the results of the audit in a report		
		Record the changes made and/or corrective actions taken		
XI	Communications Program	Communicate with the public regarding the performance of the SSMP		

Audit Completed by: _____

Date Completed: _____