



**MT. VIEW SANITARY DISTRICT**

# **SEWER SYSTEM MANAGEMENT PLAN**

**October 10, 2024**

## **TABLE OF CONTENTS**

Element 1 – SSMP Goal and Introduction	1
Element 2 – Organization	3
Element 3 – Legal Authority	6
Element 4 – Operation and Maintenance Program	7
Element 5 – Design and Performance Provisions	9
Element 6 – Spill Emergency Response Plan	10
Element 7 – Sewer Pipe Blockage Control Program	13
Element 8 – System Evaluation, Capacity Assurance, and Capital Improvements	15
Element 9 – Monitoring, Measurement, and Program Modifications	19
Element 10 – Internal Audits	26
Element 11 – Communication Program	27
Appendix A – SSMP Change Log	30
Appendix B – Spill Emergency Response Plan (SERP)	31
Appendix C – 2024 SSMP Audit Report	32
Appendix D – Capital Improvement Program	33

## **LIST OF FIGURES**

Figure 1	Mt. View Sanitary District Organization Chart	5
Figure 2	Mt. View Sanitary District SSMP Implementation, Contact Information, Organizational Lines of Authority, and Chain of Communication	11
Figure 3	SSMP / Spill Relationship Diagram	12
Figure 4	Spill Category Distribution	21
Figure 5	Number of Spills by Cause	21
Figure 6	Preventive Maintenance Activities	23
Figure 7	Sewer Service Calls	24
Figure 8	Spill Response Time (Minutes)	25

## **LIST OF TABLES**

Table 1	Spills Reported: Wet / Dry Weather	20
Table 2	Spills by Volume (Gallons)	20
Table 3	Spill Events Per Year that Reached Surface Waters	22
Table 4	Preventive Maintenance Activates	23

## **LIST OF MAPS**

Map 1	Spill Distribution	22
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## **ELEMENT 1 – SSMP GOALS AND INTRODUCTION**

### *Sewer System Management Plan Goals*

The District's Sewer System Management Plan (SSMP) is a living planning document that documents ongoing local sewer system management program activities, procedures, and decision-making, and which aims to achieve the following three goals:

1. To effectively manage, operate, and maintain all parts of the sanitary sewer system,
2. To reduce and prevent spills, and
3. To contain and mitigate spills.

The information and data presented in this SSMP demonstrates its continued effectiveness to meet or exceed these goals, thus providing a cost effective, proactive management tool for the District's collection system.

### *Regulatory Context*

Sanitary sewer overflows, or spills, are a critical water quality issue in the State of California and the San Francisco Bay Area in particular. On May 2, 2006, under Order No. 2006-0003-DWQ, the State Water Resources Control Board (SWRCB) issued the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. On December 6, 2022, under Order No. WQ 2022-0103-DWQ, the SWRCB issued the Statewide Waste Discharge Requirements General Order for Sanitary Sewer Systems, which became effective on June 5, 2023.

Order No. WQ 2022-0103-DWQ requires special districts that own and/or operate a sanitary sewer system greater than one mile in length to develop and implement a Sewer System Management Plan. The District Board of Directors first adopted an SSMP on July 9, 2009, in response to Order No. 2006-0003-DWQ, and the District has kept it updated and internally audited as required since then.

### *Sewer System Management Plan Update Schedule*

In accordance with Order No. WQ 2022-0103-DWQ, the District's SSMP is updated and re-certified by its Board of Directors at least every six years; this was last completed on October 10, 2019, and will be completed again in 2025. Also, in accordance with Order No. WQ 2022-0103-DWQ, internal audits are performed at least every three years; this was last performed in 2021 and is presently occurring again in 2024.

## *Introduction / Sewer System Asset Overview*

Mt. View Sanitary District (District) is situated in the rolling hills east of downtown Martinez in Contra Costa County. The District provides wastewater collection, treatment, and disposal services for a portion of the City of Martinez and a portion of unincorporated area in Contra Costa County. The District serves an estimated population of 20,415 with well over 8,300 residential connections and approximately 280 commercial connections in its 4.7 square mile service area. A map of the service area and its boundary is available on the District's website <https://www.mvsd.org/service-area>.

The District owns and maintains a 73-mile gravity collection system with pipelines ranging from 6 to 24 inches, as well as four pump stations and just over 2 miles of pressurized force mains, all of which convey wastewater to an advanced secondary treatment plant (plant). Treated effluent from the plant is discharged to a 21-acre constructed wetland (Moorhen Marsh) which provides drought-resistant wildlife habitat and continued nutrient removal. Wetland effluent is discharged to Peyton Slough which ultimately discharges to Suisun Bay.

The District does not own or maintain side sewers. Side sewers are owned and maintained by the private property owner, and are defined as beginning at the point of connection to the sewer main and terminating at the point of connection to the building plumbing system two (2) feet outside the foundation line or building wall. Side sewers are separated into two distinct portions – the building sewer (commonly known as the upper lateral) and the lateral sewer (commonly known as the lower lateral). The District does not accept stormwater into its wastewater collection system or plant.

The District utilizes geographical information system (GIS) mapping to integrate mapping features and engineering data for digital display of a comprehensive database of collection system assets. The District also maintains a preventive maintenance program database on its Mobile Maintenance System (MMS), enabling it to track sewer service calls, spills, and prioritize preventive maintenance activities.

## **ELEMENT 2 – ORGANIZATION**

The District's Organization Chart is presented on page 5, and more specific information, including contact information, organizational lines of authority, and chain of communication, regarding the key positions below is provided on Figure 2 in Element 6 – Spill Emergency Response Plan. Key positions and District roles for administration and implementation of the District's SSMP include:

**Board Of Directors** – The Board of Directors (BOD) establishes District policy and authorizes annual budgets.

**General Manager** – The General Manager implements District policy, plans strategy, leads staff, allocates resources, delegates responsibility, authorizes outside contractors to perform services, and serves as public information officer. This position also manages the full operations of the District, including the collection system and pump stations, and is the primary Legally Responsible Official (LRO) of the District.

**Deputy General Manager / Environmental Services Manager** – The Deputy General Manager / Environmental Services Manager acts in a backup capacity to all the General Manager's functions described above, including being the Legally Responsible Official (LRO) of the District. This position also manages the plant laboratory and oversees the Lab Analyst position.

**Wastewater Operations Manager / Chief Plant Operator** – The Wastewater Operations Manager / Chief Plant Operator (CPO) manages field operations and maintenance activities, provides relevant information to District management, prepares and implements contingency plans, oversees emergency spill responses, investigates and reports spills as a Legally Responsible Official (LRO), and trains field crews. The Wastewater Operations Manager / CPO also provides oversight that new and rehabilitated assets meet District standards, works with field crews to handle emergencies when contractors are involved, and provides information to the District Engineer.

**Wastewater Plant Supervisor** – The Plant Supervisor serves as the daily direct supervisor for the Operations team. This position assists the Collections Maintenance Lead with the District work order system to plan and record District maintenance activities in the collection system. It also assists in scheduling CCTV, cleaning, root foaming, and other maintenance activities. Furthermore, it coordinates with the Collections Maintenance Lead in setting regular schedules for collection system maintenance and keeps the Wastewater Operations Manager / CPO informed of upcoming and completed work. Finally, it oversees emergency spill responses, and investigates and reports spills as a Data Submitter and in some cases a Legally Responsible Official (LRO).

**Collections Maintenance Lead** – The Collections Maintenance Lead administers the District work order system to plan and record District maintenance activities in the collection system. This position maintains accurate records in relation to the SSMP, and also develops schedules for CCTV, cleaning, root foaming, and other maintenance activities. It also coordinates with the Wastewater Plant Supervisor in setting weekly schedules for collection system maintenance. It investigates and reports spills as a Data Submitter and in some cases as a Legally Responsible Official (LRO). The Collections Maintenance Lead ensures that new and rehabilitated assets meet District standards.

**Operators** – District Operators perform collections system cleaning assignments set forth by the Scheduler / Planner and directed by the Lead Operator. District Operators assist outside contractors as needed with root foaming, CCTV, and mainline sewer repairs. Operators are first responders for spills and serve as the main contact after normal business hours. Under direct supervision of the Collections Maintenance Lead, with assistance from the Wastewater Plant Supervisor, Operators create comprehensive spill reports and perform spill investigations.

**Utility Laborer** – The Utility Laborer provides general assistance to all the Operator functions.

**Administration** – The District's administrative staff receive, record, and distribute sewer service calls to the Operations staff.

**Laboratory Analyst** – The Lab Analyst performs required monitoring and analytical testing.

**District Engineer** – With assistance from consulting engineers as necessary, the District Engineer prepares wastewater collection system and pump station planning documents; manages capital improvement projects; documents new and rehabilitated assets; and assists with development and implementation of the SSMP.

# MT. VIEW SANITARY DISTRICT ORGANIZATION CHART

3/2/2023

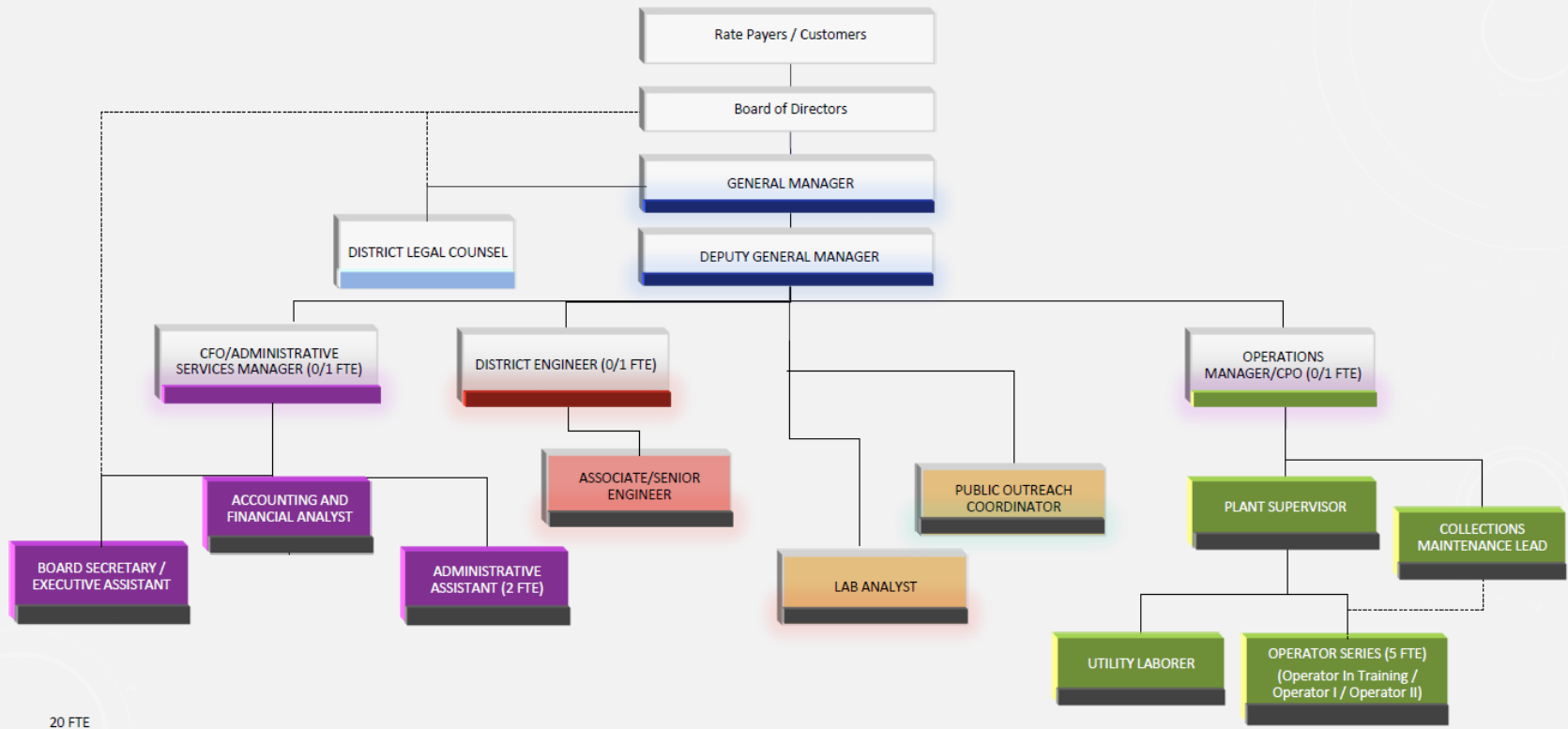


Figure 1 – Mt. View Sanitary District Organization Chart



### **ELEMENT 3 – LEGAL AUTHORITY**

The District's legal authority is contained in the Mt. View Sanitary District Code, originally adopted by the District's Board of Directors in September 2010, and amended at various times thereafter. The Code also contains all the rules, regulations, and ordinances of the District, assembled and organized into a single document for easy access by District officials, District staff, and members of the public.

Chapter 3 of the Code sets forth the rules, regulations, restrictions, and requirements for discharge into the District's wastewater collection system. Chapter 4 of the Code regulates the design and construction of public and private sanitary sewers. Chapter 5 establishes conditions and requirements for permits. Chapter 6 establishes standards and requirements for easements. Chapter 7 covers fees, rates, charges, and other financial matters. Chapter 10 discusses enforcement including provisions for civil and criminal penalties for violations.

The District Code is posted and accessible on the District's website [www.mvsd.org/district-code](http://www.mvsd.org/district-code) and also in hard copy at the District office.

## **ELEMENT 4 – OPERATION AND MAINTENANCE PROGRAM**

### *A. Updated Map of Sanitary Sewer System*

The District utilizes geographical information system (GIS) mapping of its collection system assets to integrate mapping features and engineering data for digital display. Informational layers have been developed to make a comprehensive database of collection system assets which include District service area boundaries, gravity pipelines, manholes and other sewer structures, pump stations, force mains, easements, and more. The GIS is routinely updated to reflect capital projects, new development, or other changes when they occur. If necessary, GIS access for regulatory agencies' staff is available upon request.

### *B. Preventive Operation and Maintenance Activities*

The District has a preventive maintenance program based on its experience with spills and sewer service calls. This program also identifies problem sewer mains that cause accumulation of debris and grease. The District also has a root foaming program to control root intrusion.

Based on past blockage history and overflow frequency, the District has identified approximately 119 priority locations that receive more frequent cleaning and maintenance. The District's Operations staff clean these priority locations anywhere from once per year to once every three months. The remaining sewer mains are scheduled for cleaning approximately once every three years.

The District maintains a preventive maintenance program database on its Mobile Maintenance System (MMS). This enables the District to track sewer service calls and spills and prioritize preventive maintenance activities.

### *C. Training*

All spill response personnel are regularly trained in emergency response as outlined by the District Injury Illness Protection Plan (IIPP).

Periodic tailgate meetings are held to review maintenance activities and emergency response standard operating procedures. The District has also established mentoring to enable more experienced staff to teach less-experienced staff.

District staff attends collection system workshops, seminars, conferences, and safety trainings sponsored by professional groups such as Bay Area Clean Water Agencies (BACWA), California Water Environment Association (CWEA), California

Association of Sanitation Agencies (CASA), California Sanitation Risk Management Association (CSRMA), California Special Districts Association (CSDA), National Safety Council, and Water Environment Foundation (WEF).

#### *D. Equipment Inventory*

The District maintains emergency response plans, equipment, and replacement parts for its collection system and four pump stations. The following is a list of specific equipment kept ready at the treatment plant for collection system or pump station emergencies:

- One (1) 6-inch portable pump, capable of pumping 1,400 gallons per minute (gpm).
- Two (2) 3-inch portable pumps, capable of pumping 416 gpm.
- Suction and discharge hoses for all pumps.
- Trailer containing confined space entry equipment and all associated personal protection equipment (PPE).
- Emergency generator and floodlights.
- One (1) hydro-vac unit.
- Replacement pump station pumps.

Additionally, the District maintains instrumentation within the collections system to provide advance warning of potential spill incidents:

- Eight (8) SmartCovers at key locations in the collections system.
- Four(4) SmartCovers at pump stations as redundant high water alarms independent of pump station controls.
- One (1) SmartCover monitoring the storm drain system at Pump Station No. 4 for monitoring the wet weather creek level.

## **ELEMENT 5 – DESIGN AND PERFORMANCE PROVISIONS**

### *A. Updated Design Criteria and Construction Standards and Specifications*

On August 13, 1987, the District Board of Directors first adopted the Central Contra Costa Sanitary District (Central San) Standard Specifications for Design and Construction of Wastewater Collection Facilities (Standard Specifications). The Standard Specifications also include Standard Drawings and an Approved Materials List. These specifications were mostly recently updated and re-issued by Central San in 2022.

The Central San Standard Specifications continue to govern the design, construction, testing, and inspection of all new public and private sewer mains, sewer manholes, and side sewers in the District, as well as pipeline repairs, rehabilitations, and replacements. Central San's Standard Specifications are posted and accessible at their website <https://www.centernalsan.org/standard-specifications-and-approved-materials> and also in hard copy at the District office. Digital and hard copies of the Standard Specifications have been provided to Engineering, Operations, and Administration staff who may need to reference them in the course of performing their job duties.

### *B. Procedures and Standards*

District Code Section 4.0, which references the District's Standard Specifications described above, further governs the proper design, construction, testing, and inspection of all public and private collection system facilities. Plans, profiles, and specifications conforming to the District's Standard Specifications are required for all public sewer construction and private sewer construction exceeding 100 feet in length, and must be prepared by a registered professional engineer or licensed architect. These documents are subject to review and approval by the District Engineer or their designee(s) prior to obtaining a sewer permit. District Code Section 5.0 covers permitting for all public and private sewer construction and connection activities in the District's collection system. All new facilities are inspected by the General Manager or their designee(s) prior to acceptance by the District.

## **ELEMENT 6 – SPILL EMERGENCY RESPONSE PLAN**

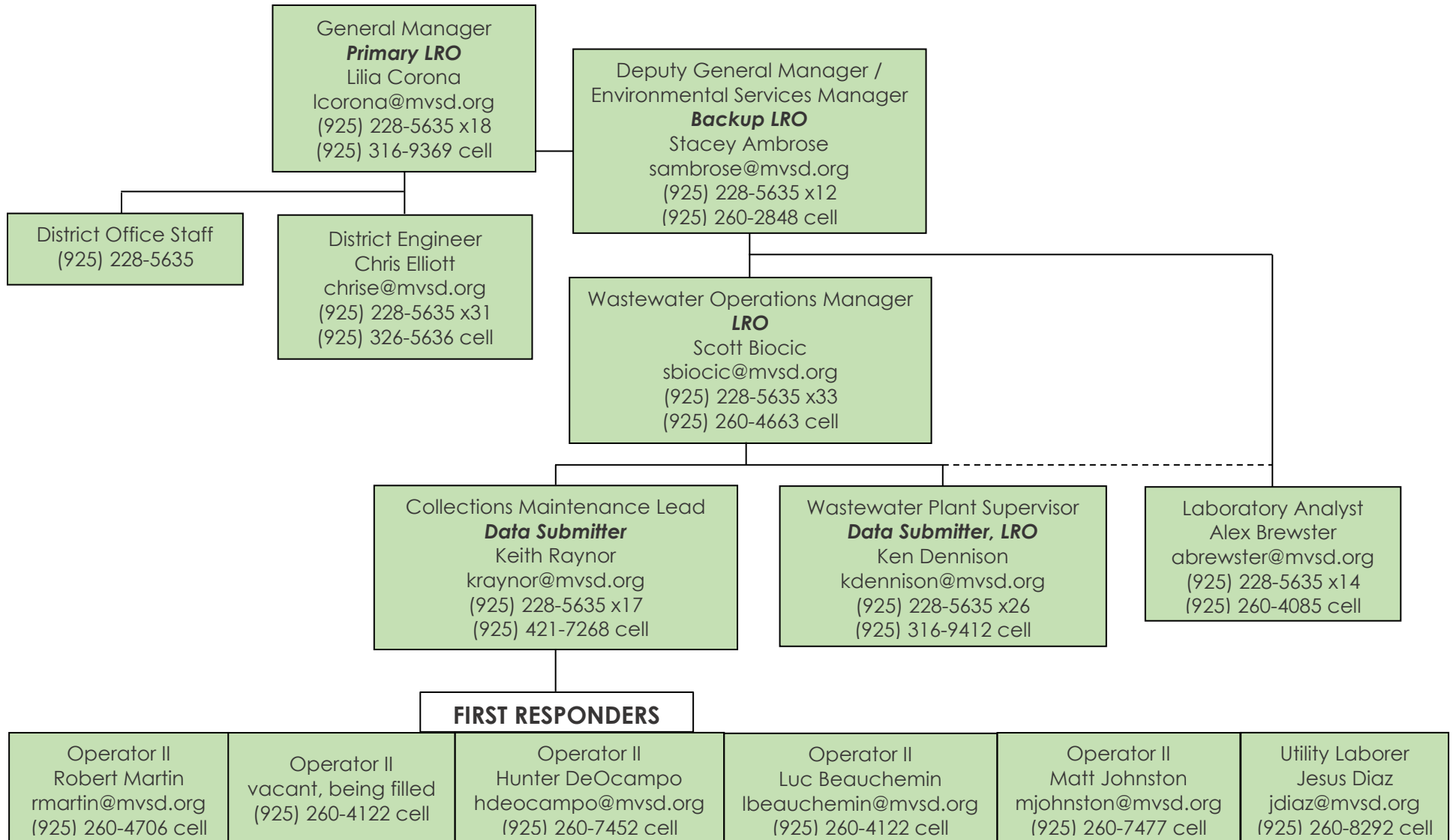
The District updated its Spill Emergency Response Plan (SERP) in 2023 to comply with SWRCB Order WQ 2022-0103-DWQ. A copy of the updated SERP is provided in Appendix B, and it contains procedures for the following:

- *Spill Notification:* The SERP includes information on how the District may be notified of a spill through a complaint or a report from outside or within the District, and also the internal District chain of communication leading up to the response to the overflow. Internal communication responsibilities during and after the overflow are also included.
- *Response:* The SERP for responding to spills describes staff duties and provides details associated with mobilizing for the response. Expected response time for spills is addressed separately in District policy.
- *Reporting:* The SERP includes the procedure for evaluating whether an overflow event triggers the 2-hour reporting requirement. The plan also includes the staff expected to do the reporting, and identifies the external agencies to receive the reports.
- *Water Quality Monitoring Requirements:* The SERP includes procedures for spills greater than 50,000 gallons that reach surface waters. It contains protocols for water quality monitoring, accounting for surface water travel times, ammonia and bacterial indicators to be performed, and instrumentation to be used.
- *Impact Mitigation:* The SERP identifies the actions required to contain wastewater, prevent overflows from reaching surface waters, and minimize or correct any adverse impacts from spills.

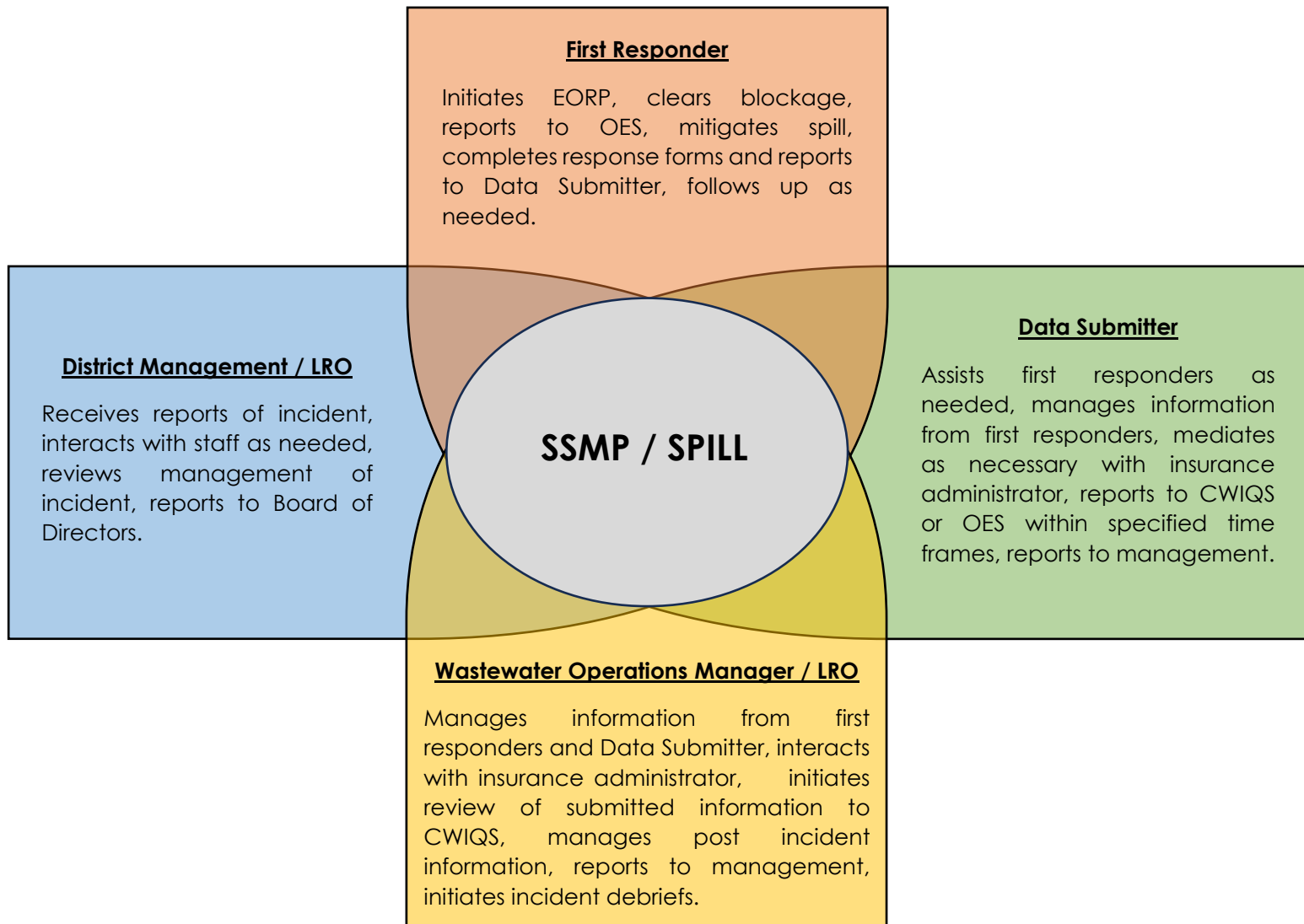
Equipment necessary for emergency response is stored at the wastewater treatment plant. Field crew vehicles contain copies of the response plan for their reference and use. The response plan is a living document; it is updated as necessary to reflect any changes in staffing or notification requirements, including contact numbers.

The District is also a member of the California Water / Wastewater Agency Response Network (WARN). Through this Intrastate Mutual Aid and Assistance Program, members coordinate response activities and share resources during emergencies. The WARN agreement sets forth the procedures and standards for administration of the Intrastate Mutual Aid and Assistance Program.

**FIGURE 2 – MT. VIEW SANITARY DISTRICT SSMP IMPLEMENTATION, CONTACT INFORMATION, ORGANIZATIONAL LINES OF AUTHORITY, AND CHAIN OF COMMUNICATION**



**FIGURE 3 – SSMP / SPILL RELATIONSHIP DIAGRAM**



## **ELEMENT 7 – SEWER PIPE BLOCKAGE CONTROL PROGRAM**

The purpose of the District's Fats, Oils, and Grease (FOG) Control Program is to eliminate or minimize the discharge of fats, oils, and greases to the sewer system in order to prevent the formation of blockages in the main sewer lines, which may cause spills.

The District's FOG Control Program consists of a source control program and a prioritized preventive maintenance program.

### *Source Control Program – Restaurants and other Food Handling Establishments*

District Code 3.16 requires FHEs to install and maintain a grease removal device such as a grease trap or grease interceptor. Grease traps and interceptors must be installed according to the District Standard Specifications and the Uniform Plumbing Code and must be approved by the District Engineer. The District's contract pre-treatment inspector and / or District staff inspect each facility once every two to five years to ensure that these FHEs are using best management practices (BMPs) and are properly cleaning and maintaining their grease trap or interceptor. The inspector also conducts educational outreach to the restaurant manager about the BMPs. If a code violation is found, a notice of violation is issued requiring corrective action(s).

### *Source Control Program – Residents*

The District conducts educational outreach to District residents concerning proper handling and disposal of their kitchen food wastes via: (1) the District's quarterly newsletter, the Mt. View Monitor, (2) the District's website, [www.mvsd.org](http://www.mvsd.org), (3) billboard advertisements, (4) public outreach during community events with visual aids, (5) social media, and (6) door hangers displaying FOG messages. A door hanger conveying a message to properly handle kitchen grease is left on a resident's door handle after the District's maintenance crew responds to a sewer service call. The District's Spill Emergency Response Plan (SERP) contains instructions on door hangers, and the spill response vehicles have a supply of the door hangers.

### *Prioritized Preventive Maintenance Program*

Based on past history of blockage and overflow frequency, the District has identified priority locations within the District's collection system for preventive cleaning and maintenance. The District's maintenance crew hydro-cleans



these priority locations approximately once every four months. The remaining sewer sections are scheduled for cleaning approximately once every three years.

## **ELEMENT 8 – SYSTEM EVALUATION, CAPACITY ASSURANCE, AND CAPITAL IMPROVEMENTS**

### *A. System Evaluation and Condition Assessment*

Beginning in 2019, the District embarked upon a comprehensive condition assessment program to clean and televise each and every pipeline in its collection system. The cleaning is a necessary preparation for the television inspection, and is separate from the prioritized preventive maintenance cleaning described elsewhere in this SSMP. The television inspection records pipeline condition data pursuant to the National Association of Sewer Service Companies (NASSCO) standard rating system. The program includes manhole condition assessment inspections as well, also conducted pursuant to NASSCO. The program's first complete cycle through the District's entire collection system is occurring in three phases spread across six years, and is currently estimated to cost approximately \$1,800,000.

The condition assessment data gathered and the NASSCO ratings generated during the program are uploaded to the District's GIS and MMS, where it remains available to District Operations staff to guide and inform prioritized preventive maintenance activities.

Moreover, the data is fed into a computerized risk model which integrates the pipeline television inspection data with other factors that define each pipeline's likelihood and consequence of failure. These factors might include flow or pipe diameter; proximity to creeks, storm drainage, or other waterways; proximity to public facilities (e.g. hospitals, schools, police and fire stations); and major crossings (e.g. freeways, railroad tracks). By doing this, the risk model calculates a relative score for each pipeline. That score, when compared to the rest of the collection system, determines each pipeline's overall risk of failure. Once compiled, the risk of failure data is used to prioritize defective pipelines, to scope out repair / rehabilitation / replacement projects, and to support preparation of the District's Capital Improvement Program (CIP) updates.

Phase 1 was completed in early 2022, and Phase 2 was completed in late 2023. Together, Phases 1 and 2 comprised about 71% of the collection system, or roughly 56 miles of pipeline and manhole inspections. Phase 3 is presently in design, with field activities anticipated to occur from late 2024 through mid-2025. The first program cycle through the District's entire collection system is anticipated to be complete by the end of 2025.

The District also completed a pump stations condition assessment in 2023 which conducted assessments for each of the District's four pump stations and their associated force mains. The effort included evaluations of each pump station's

civil, mechanical, and electrical components; corrosion testing for exposed piping and appurtenances; and limited televising of the force mains along with visual inspection of force main appurtenances. The assessment ultimately provided prioritized recommendations for pump station improvements to be integrated into CIP projects.

### *B. Capacity Assessment and Design Criteria*

Development-driven capacity assessments were historically conducted in 1985 and 1998. As a result of those assessments, the collection system was expanded and upsized as necessary to accommodate ongoing development. The District completed another capacity assessment in 2013 and found that, in general, the collection system had sufficient capacity to convey service area build-out design flows. The 2013 assessment identified certain inflow and infiltration issues, and listed two locations for capacity improvements. The District's original hydraulic model was also developed under the 2013 assessment.

The District continues to conduct periodic capacity assessments, with the latest being completed in 2022. The 2022 assessment included hydraulic model updates, a flow monitoring program, hydraulic analysis against design storms, evaluation of potential surcharge locations, updated capacity assessments for each of the District's four pump stations, confirmation of the capacity improvement locations listed in the 2013 assessment, and identification of any new capacity-related projects for inclusion in the District's CIP.

In-fill development projects and subdivisions may trigger future capacity issues. The hydraulic model mentioned above will continue to be instrumental in identifying potential capacity deficiencies precipitated by those proposed developments, and will help determine the required upgrades. In these cases, developers will be required through conditions of approval to design and construct those capacity upgrades at their own expense prior to the development.

Inflow and infiltration (I&I) is another critical issue affecting collection system capacity as it may directly cause or significantly contribute to spills. The District's CIP includes work to identify I&I defects and sources in its publicly owned and maintained sewer mains through continued condition and capacity assessments, both of which are described herein under Element 8. Those defects and sources may then be addressed through CIP projects. More notable, however, is the substantial amount of I&I that comes from side sewers, which are defined by the District Code as beginning at the point of connection to the sewer main and terminating at the point of connection to the building plumbing system two (2) feet outside the foundation line or building wall. Side sewers are separated into two distinct portions – the building sewer (commonly known as the upper lateral)

and the lateral sewer (commonly known as the lower lateral). The District Code mandates that both are owned and maintained by the private property owner, and the District's Standard Specifications govern the design, construction, testing, and inspection of all new side sewers in the District, as well as the repair, rehabilitation, or replacement of existing ones.

The District does not accept stormwater into its wastewater collection system. The District Code prohibits storm drainage connections such as roof downspouts, foundation drains, area drains, and other sources of surface runoff or groundwater that intentionally introduce inflow into the collection system. The District may use specialized inspections such as smoke testing to identify illicit connections, and issues corrective action notices as the first step of enforcement to eliminate such inflow sources from the collection system.

### *C. Prioritization of Corrective Action*

As described above, the condition assessment program computerized risk model produces overall risk of failure data that is used to prioritize defective pipelines, to scope out repair / rehabilitation / replacement projects, and to support preparation of CIP updates; the 2023 pump stations condition assessment provided prioritized recommendations for pump station improvements to be integrated into CIP projects; and the 2022 capacity assessment included identification of capacity-related projects for inclusion in the CIP. During the District's CIP update and planning process, condition and capacity-driven pipeline / manhole projects are cross checked for overlap and evaluated for opportunities to improve CIP efficiency and economics. Moreover, the CIP update and planning process involves rigorous discussion and vetting efforts which carefully evaluate, uniformly score, and comprehensively document decision-making regarding CIP project prioritization by incorporating input from the District Management Team, Operations Department staff (includes both operations and maintenance staff), and also the Board of Directors Planning Committee.

### *D. Capital Improvement Plan*

The District's Capital Improvement Program encompasses all engineered studies and projects related to improvements, repairs, rehabilitation, and replacement of the District's plant, collection system (includes pump stations and force mains), and constructed wetland assets. The CIP is funded by revenues from a combination of sources including sewer service charges (primarily), ad valorem property taxes, development capacity fees, low interest loans, and possibly grants. The District periodically increases sewer service charges to help fund the capital improvement program.

The 10-year CIP update is a planning tool that manifests proactive asset management, facilitates financial planning (sewer service charges and cash flow), promotes organizational balance (staff's ability to manage and support the workload), and informs the Board and the public about the District's infrastructure needs, upcoming projects, and proposed capital expenditures. Each 10-year CIP update includes a list of planned projects, provides estimates of total project costs, and proposes a project completion schedule. The last 10-year CIP update was approved and adopted by the Board of Directors on June 9, 2022, and a copy is provided in Appendix D. The CIP update and planning process is described further above. The District is presently engaged in that process which will ultimately culminate in a new 10-year CIP that will be presented to the Board of Directors for review, direction, approval, and adoption sometime in 2025.

Collection system CIP projects routinely involve close coordination between Engineering staff, Operations Department staff, engineering design consultants, construction management and inspection consultants, contractors, other public agencies and utility companies, private property owners, businesses, and other stakeholders throughout all project stages including planning / pre-design, design, and construction.

## **ELEMENT 9 – MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS**

This section of the SSMP discusses how the District monitors SSMP implementation and measures SSMP effectiveness in reducing spills and meeting the District's SSMP goals.

### *Performance Indicators*

The District evaluates the following performance indicators on an annual basis:

- Number of spills
- Volumes and categories of spills
- Causes of spills
- Number of spills that reached surface waters
- Footage of preventive maintenance activities
- Number of sewer service calls
- Average spill response time

Using the above criteria, the District has compiled the following tables and figures from 2019 to 2023 indicating performance levels and effectiveness:

- Table 1 – Spills Reported: Wet / Dry Weather
- Table 2 – Spills by Volume (Gallons)
- Figure 4 – Spill Category Distribution
- Figure 5 – Number of Spills by Cause
- Table 3 – Spill Events Per Year that Reached Surface Waters
- Map 1 – Spill Distribution
- Table 4 – Preventive Maintenance Activities
- Figure 6 – Preventive Maintenance Activities
- Figure 7 – Sewer Service Calls
- Figure 8 – Spill Response Time (Minutes)

	2019	2020	2021	2022	2023	Total
<b>Number of Spills</b>	6	6	6	2	3	23
<b>No. of Wet Weather Spills</b>	0	0	1	2	0	3
<b>No. of Dry Weather Spills</b>	6	6	5	0	3	20

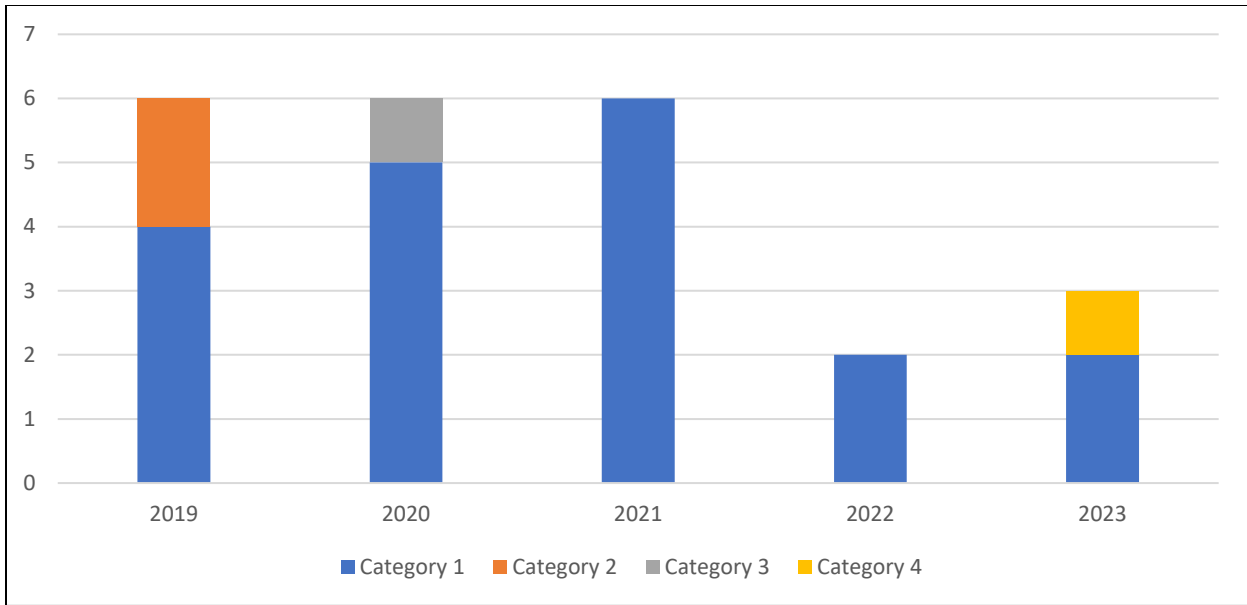
**Table 1 – Spills Reported: Wet / Dry Weather**

Table 1 indicates that 23 reportable spills (all categories) occurred from 2019 to 2023. Table 1 also distinguishes between spills occurring during the wet weather and dry weather seasons. The last two years showed a significant decrease in the number of spills.

Spill Volume	2019	2020	2021	2022	2023	Total
<b>0-100</b>	1	1	0	0	1	3
<b>100-999</b>	1	2	2	0	2	7
<b>&gt;1,000</b>	4	3	4	1	0	12
<b>&gt;50,000</b>	0	0	0	1	0	1

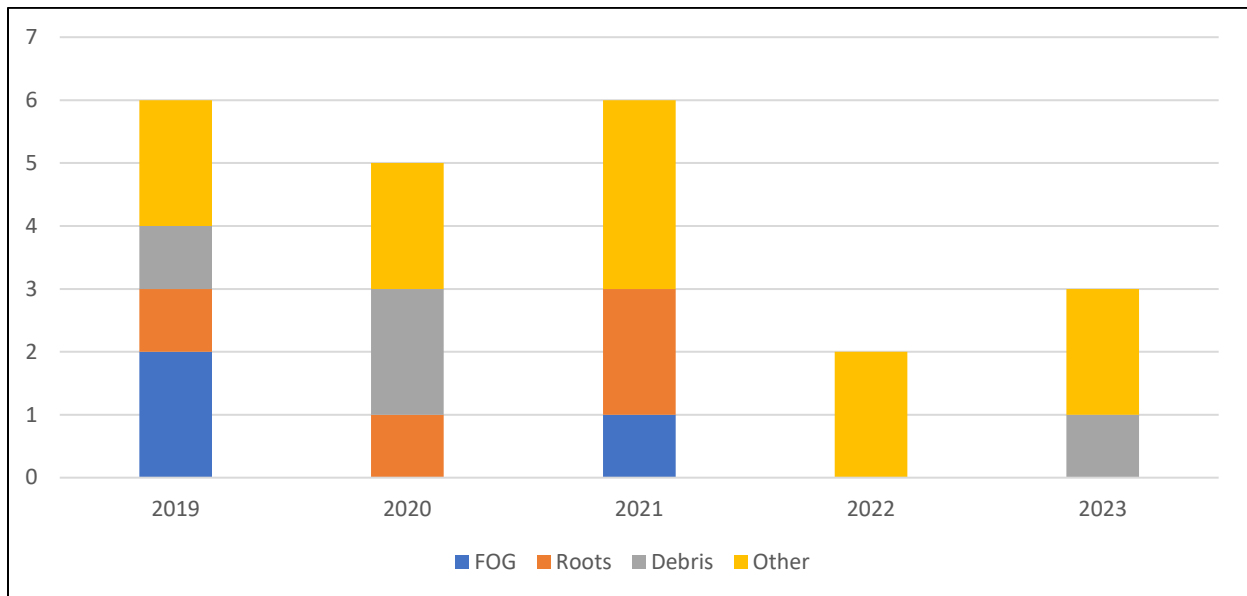
**Table 2 – Spills by Volume (Gallons)**

Table 2 shows the range of distribution by volume (gallons) spilled during the five-year evaluation period. The majority of spills during this time, twelve (12), were between 1,000 and 50,000 gallons. Spills from 100 to 999 gallons totaled seven (7). There were three (3) spills under 100 gallons. Only one (1) spill greater than 50,000 gallons occurred during this timeframe.



**Figure 4 – Spill Category Distribution**

Figure 4 illustrates the total number of spills is down in recent years, especially for Category 1 spills. Despite the average spill response time (see Figure 8 below), many spills reach a storm drain inlet within minutes of starting, resulting in a high number of Category 1 spills.



**Figure 5 – Number of Spills by Cause**

Figure 5 indicates that during the previous five-year period, 'Other' was the most frequent cause of reportable spills with eleven (11) each. Debris and roots were

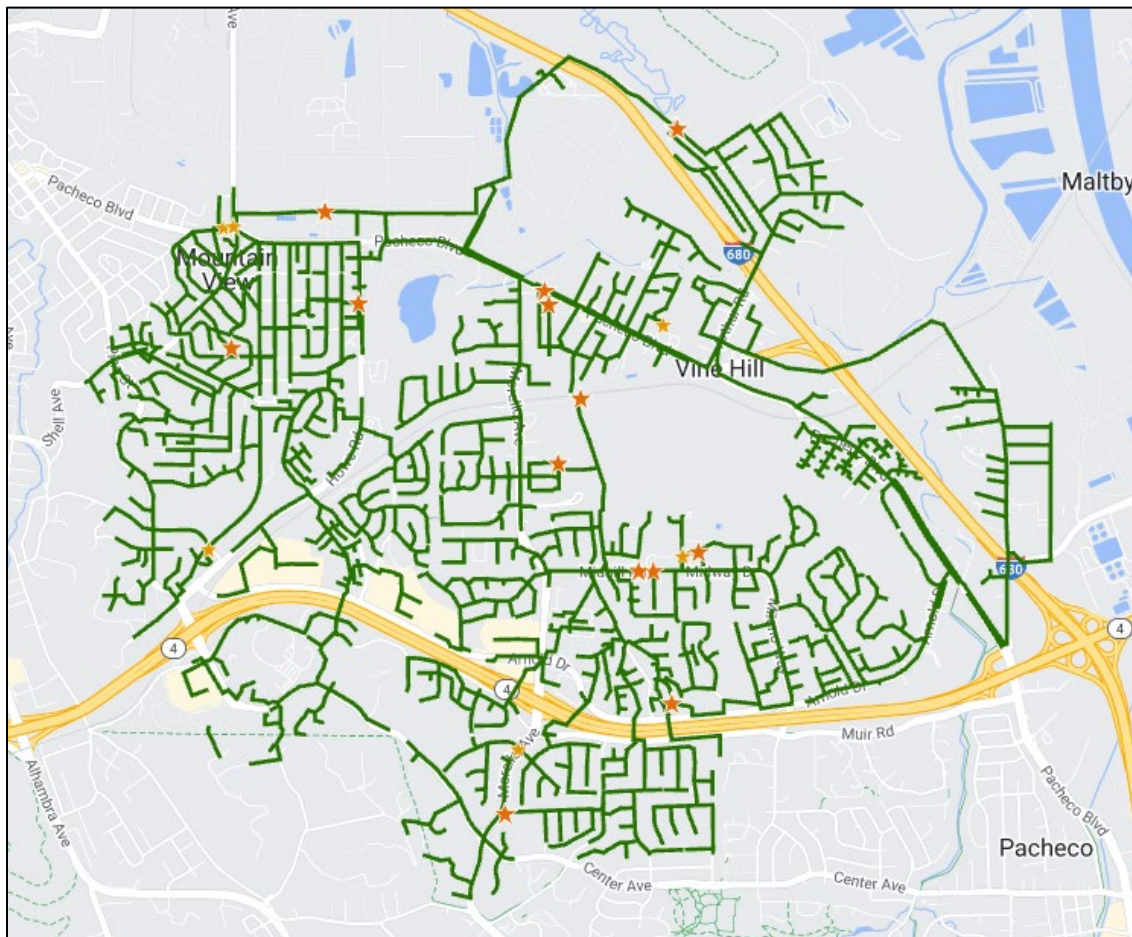


the next most common, with four (4) occurrences each. New construction accounted for two spills, and vandalism accounted for one spill.

	2019	2020	2021	2022	2023
<b>Number</b>	4	5	6	2	2
<b>Gallons</b>	9,068	10,061	20,049	91,939	514

**Table 3 – Spill Events Per Year that Reached Surface Waters**

Table 3 indicates that the number of spills that reached surface water remains high. Here again, this is due to both the hilly terrain and number of storm drain inlets in the District’s service area. Despite the average spill response time (see Figure 8 below), many spills reach a storm drain inlet within minutes of starting, resulting in a high number of spills that reach surface water. Note that the number of spills that reached surface water does not necessarily correlate with the total gallons that reached surface water.

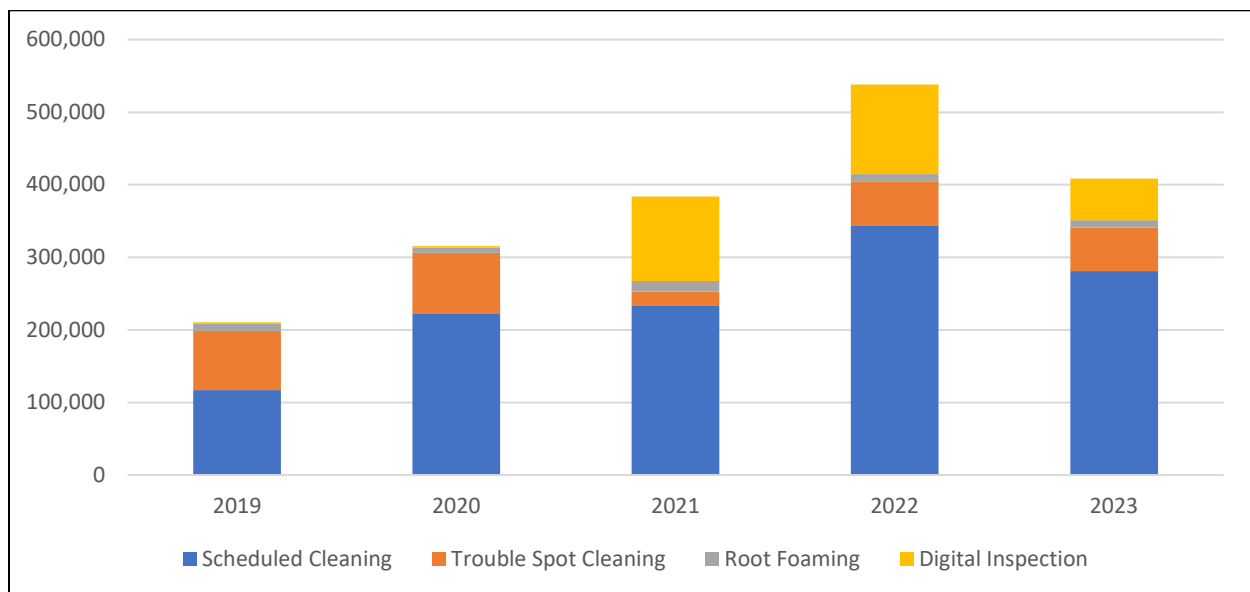


**Map 1 – Spill Distribution**

Map 1 displays an orange star for each Category 1 spill within the District's boundary in the previous five-year period.

	2019	2020	2021	2022	2023	TOTAL
<b>Scheduled Cleaning</b>	116,982	222,714	232,989	343,286	281,208	1,197,179
<b>Trouble Spot Cleaning</b>	81,827	83,298	19,708	60,671	60,043	305,547
<b>Root Foam</b>	9372	7,044	14,669	10,852	9,918	51,855
<b>Digital Inspection *</b>	2,500	2,500	116,628	123,196	57,338	302,162
<b>TOTAL</b>	210,681	315,076	269,387	416,831	353,192	1,554,581
* Years 2019 and 2020 digital inspection work was 2,500 feet or less						

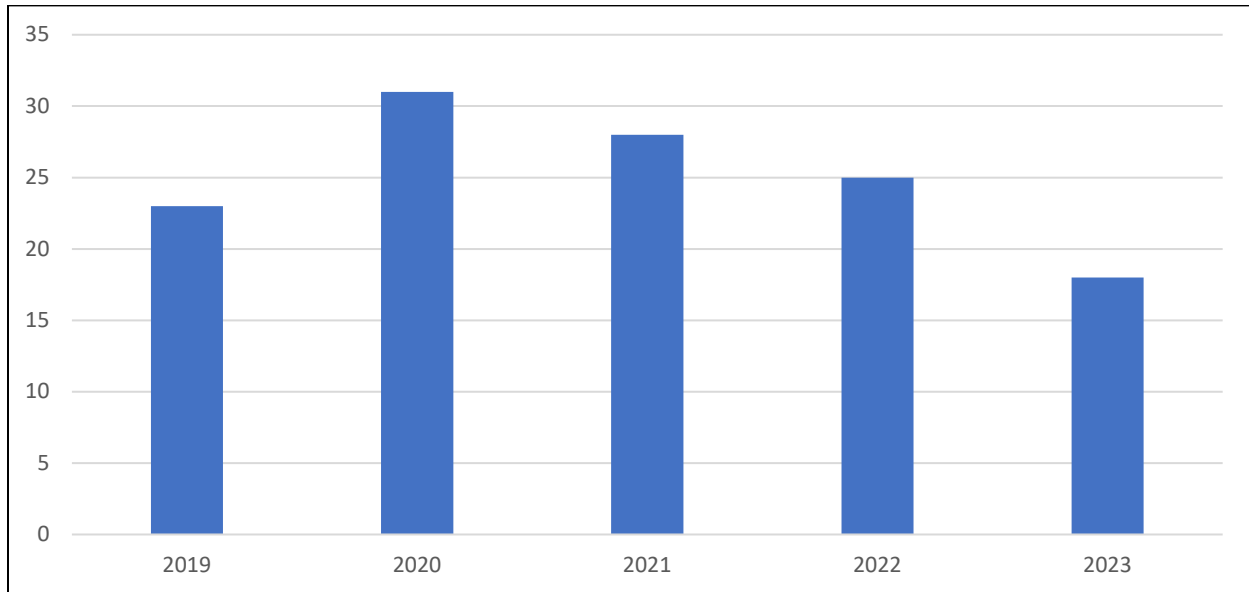
**Table 4 – Preventive Maintenance Activities**



**Figure 6 – Preventive Maintenance Activities**

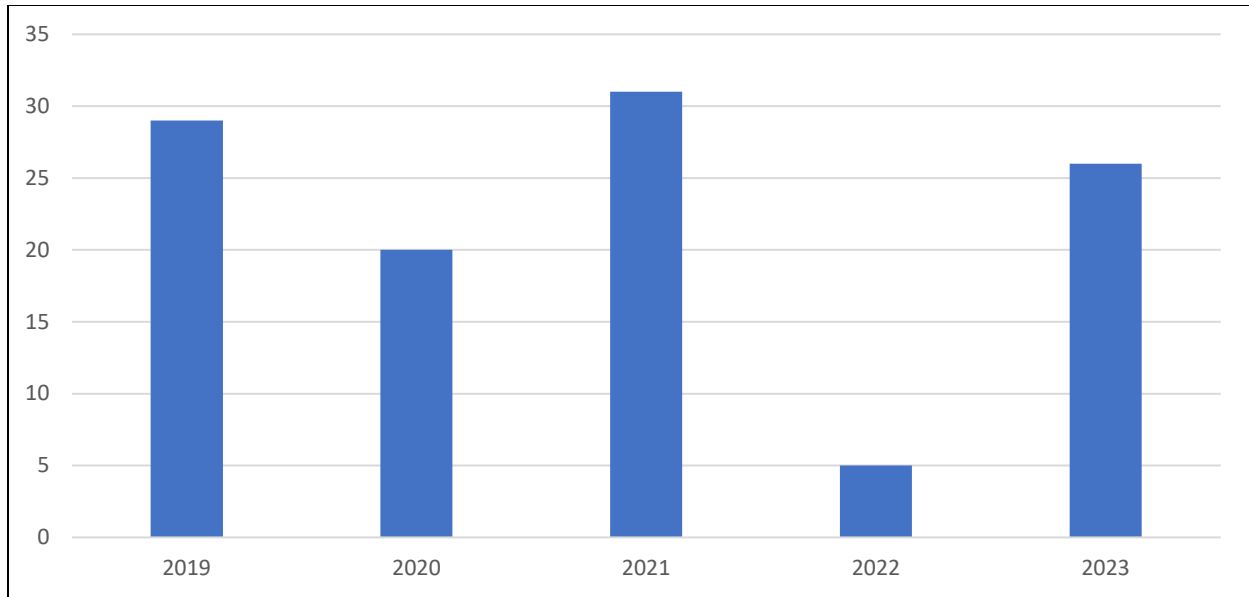
Table 4 and Figure 6 demonstrate that the District's proactive maintenance activities are helping attain the District's SSMP goals annually. These activities include the following: scheduled District-wide line maintenance once every three years, trouble spot cleaning (identified by past history where spills or repeated Sewer Service Calls (SSCs) have occurred), and root foaming / root control activities where staff or video inspection have identified evidence of root intrusion into the collection system. Root control also includes trouble spot or scheduled maintenance; the footage above is for chemical treatment root foaming performed by a contractor.

The last three years show the first two parts of a three-phase digital inspection project to video and classify the entire sewer system per NASSCO standards. The District has performed and will continue to perform television inspections based on spills as well as field activities and notes. More information on the three-phase cleaning and television inspection program may be found in SSMP Element 8-A.



**Figure 7 – Sewer Service Calls**

Figure 7 indicates that there are typically 20-30 sanitary sewer calls per year. This statistic may show a downward trend attributed to high-frequency cleaning of trouble spots.



**Figure 8 – Spill Response Time (Minutes)**

Figure 8 indicates that the average spill response time for the previous five-year period is approximately 20 to 30 minutes. This response time is derived from the time the District is notified to the time that District staff arrive at a spill location.

*Summary of Performance Indicators*

The District will continue to assess and modify the SSMP as appropriate based upon the multi-year self-evaluations described above. The data demonstrates that the District continues to meet its numeric targets by effectively implementing its SSMP, and that the District's Element 1 goals continue to be met or exceeded. Proactive planning, management, and maintenance of the collection system have achieved excellent results. The District will continue to review the performance indicators it has selected and adjust them based on the information reviewed and available budget.

## **ELEMENT 10 – INTERNAL AUDITS**

The District conducts an internal SSMP audit at least every three years to evaluate the plan's implementation and effectiveness in preventing spills, to evaluate the District's compliance with SWRCB Order No. WQ 2022-0103-DWQ, to identify SSMP deficiencies in addressing ongoing spills and discharges to waters of the State, and to identify necessary modifications to the SSMP to correct those deficiencies.

An audit report, designed to meet the requirements of Order No. WQ 2022-0103-DWQ, is prepared for each audit. The report documents audit findings and recommended corrective actions, and provides a schedule to address identified deficiencies. Sewer system operators' input on the audit findings is considered throughout the District's SSMP preparation and update process. Documentation of SSMP audits are kept on file at Mt. View Sanitary District, and audit reports are also uploaded to the California Integrated Water Quality System (CIWQS) database. The most recent audit report is provided in Appendix C.

The triennial internal SSMP audit helps to discern long-term collection system data trends, to sustain a progressive understanding of the collection system, and to inform and focus engineering and maintenance planning and activities. The audit process includes reviewing SSMP implementation activities and their effectiveness; reviewing SSMP compliance with Order No. WQ 2022-0103-DWQ; updating data and information collected under Element 9 Monitoring, Measurement, And Program Modifications; reviewing and analyzing performance indicators of the District's success in meeting its targets; reviewing and updating each and every SSMP element wherever necessary; and preparing the audit report. The audit process also identifies any SSMP deficiencies and delineates the necessary steps and timeframe to correct them.

## **ELEMENT 11 – COMMUNICATION PROGRAM**

The SSMP communication program includes the District's Communication Plan that provides objectives, identifies stakeholders, defines messaging, provides strategies for media usage, and determines how the public communicates to the District.

The Communication Plan objectives focus on building awareness, increasing engagement, and conveying knowledge that reflects the District's mission, vision, and values.

Messaging is tailored to the stakeholders identified in the Communication Plan and is designed to be specific, clear, and concise in presenting a variety of categories including emergencies and/or spills that result in the closure of a public area.

Media used to convey this messaging includes:

- **District's newsletter** - The District newsletter "Mt. View Monitor" is mailed and emailed to subscribers on a quarterly basis. The newsletter generally contains sections for a feature/capital improvement project update, pollution prevention, employee highlight, and critter of the quarter. Other sections are added as needed to address any currently relevant areas of concern or focus.
- **Billboards** - A highly visible billboard adjacent to the treatment plant along the I-680 freeway is available to the District for eight weeks annually (May & September). The billboard messages and designs are created by the District's Public Outreach Coordinator to meet required billboard specifications, and they generally have a pollution prevention focus.
- **District's website** - The District's website, [www.mvvsd.org](http://www.mvvsd.org), is a central hub for all District-related information. Messaging provided in other media platforms includes links that direct readers to the District's website to encourage the public to gather additional information on the topic presented. Information is reviewed regularly and updated as needed.
- **Social media platforms** - The District maintains a presence on social media through Facebook, Instagram, and NextDoor. An average of about 3-4 posts per week are scheduled on Facebook and Instagram. The same messages are posted on both platforms. Topics include important notices about planned sewer work, current topics of concern, tips for preventing sewer blockages or damage, introductions to District staff, pollution prevention, upcoming community events, celebration of holidays, resources available to the public, and best practices to protect the environment. NextDoor is used to convey messages that include important notices about planned sewer

work, District plan and/or rate updates, and other current topics of concern. Messages in NextDoor are posted as needed.

- **District's public education program** - The District conducts a public education program which includes tours of its environmental interpretive center, wetlands, and treatment plant. All tours and field trips are free of charge.
- **Public events** - District staff participate in public events that provide opportunities to increase the public presence of the District and allow for sharing of information and educational materials pertaining to District functions, the local environment, or concerns that may impact ratepayers.
- **Collaborative groups** - The District collaborates with other agencies, volunteer groups, and committees to share information and leverage opportunities or tools to effectively communicate with the public. These groups include Bay Area Pollution Prevention Group (BAPPG), Contra Costa Conservation Resource District (CCRCD), Alhambra Watershed Council, Contra Costa County, California Association of Sanitation Agencies (CASA), California Public Information Officials (CAPIO), and Central Contra Costa Sanitation District (Central San).
- **Mt. Diablo Wetlands Fund** – This is a non-profit organization managed by the District for the purpose of funding the public education programs, and is also a means of soliciting grants to fund environmental projects that may improve the District's marshes to better the experience for the community who utilize these areas.
- **District's Community Advisory Group** – The District hosts a meeting once per quarter with the members of this group that includes District staff and ratepayers. The goal of the group is to provide input on capital improvement, policies, goals, performance, strategic plans, rates, and other current relevant topics.
- **Door hangers** - Door hangers are a means of providing a focused message of an urgent nature that may only impact specific areas of the community. These include educational information on pollution prevention and are placed as needed at homes in areas that have experienced clogged sewer lines as a result of fats, oils, and grease (FOG).
- **Bill inserts** – Messages are placed with the bi-monthly bill for the solid waste services provided by Republic Services within the District service area. These messages provide tips to the public on composting, recycling, household hazardous waste disposal, and pollution prevention topics such as FOG, leaves/nutrients in waterways, and pesticide/herbicide alternatives.
- **Mailers** - Mailers are used as an additional means to communicate critical topics, such as sewer rate increases and notices of safety or urgency to the

public. The messages provided in the mailers are also provided via social media and the District's website.

Ways in which the public can communicate with the District can be found on the District's website and within outreach messages, where applicable.

The Communication Plan will be updated annually with notices to the public delivered via social media, the District's website, and through participation in the Community Advisory Group.



## **APPENDIX A**

### **SSMP CHANGE LOG**

<b>Date</b>	<b>SSMP Element / Section</b>	<b>Description of Change / Revision Made</b> (the most recent revisions are shown at the top of the table)	<b>Change Authorized By:</b>
October 10, 2024	Entire SSMP	The 2024 SSMP audit was conducted, and edits were made throughout the entire SSMP in accordance with the audit process, and to also comply with SWRCB Order WQ 2022-0103-DWQ. Various figures, tables, and graphs were updated. The updated SERP, 2024 audit report, and current capital improvement program were added as Appendices.	Chris Elliott Scott Biocic Keith Raynor
October 21, 2021	Entire SSMP	The 2021 SSMP audit was conducted, and edits were made throughout the entire SSMP in accordance with the audit process. Various figures, tables, and graphs were updated. The 2021 audit report was added as an appendix.	Chris Elliott Jeff Greer
October 10, 2019	Entire SSMP	The entire SSMP was updated, with portions revised and other portions completely re-written. All maps, figures, and tables were updated.	Lilia Corona Chris Elliott Jeff Greer

**APPENDIX B**  
**SPILL EMERGENCY RESPONSE PLAN (SERP)**

**APPENDIX C**  
**2024 SSMP AUDIT REPORT**

**APPENDIX D**  
**CAPITAL IMPROVEMENT PROGRAM**