

Acknowledgement of Approval, City of Loyalton

The City of Loyalton acknowledges approval of the below listed Transfer(s) of Funds.

Transfer From	Transfer To	Date	Amount
General Fund	Enterprise Loan MM 0559	02/02/18	1,500.00
	Water		4,500.00
General Fund	Enterprise Loan MM 0559	02/09/18	1,500.00
	Water		4,500.00
General Fund	Enterprise Loan MM 0559	02/16/18	1,500.00
	Water		4,500.00
General Fund	Enterprise Loan MM 0559	02/23/18	1,500.00
	Water		4,500.00

THIS TOTAL

\$24,000.00

This authorization took place at the council meeting held on 01/16/2018 and will be further reflected in the council minutes of this meeting.

Authorized Signature Nancy Rogers, Mayor, Dated 01/16/2018

**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1**

The Effective Date of this Amendment is: 12/28/2017

Background Data

Effective Date of Owner-Engineer Agreement: *12/11/17*

Owner: *City of Loyalton*

Engineer: *Farr West Engineering*

Project: *Church St Sewer Rehabilitation and CCTV Survey*

Nature of Amendment:

Addition of work as Task 10 for the GIS Development of the City's Utility Infrastructure

Description of Modifications:

Refer to Exhibit A for the Scope of Work

Agreement Summary:

Original agreement amount:	\$ 152,320.00
Net change for prior amendments:	\$ 00.00
This amendment amount:	\$ 40,600.00
Adjusted Agreement amount:	\$ 192,920.00

Change in time for services (days or date, as applicable):

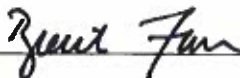
Refer to Exhibit B for the Schedule. The Final Completion date is unchanged.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER: CITY OF LOYALTON

ENGINEER: FARR WEST ENGINEERING

By: _____


By: Brent Farr, P.E.

Title: _____

Title: President

Date Signed: _____

Date Signed: 12.28.17

Address for giving notices:

Address for giving notices:

605 School Street

5510 Longley Lane

Loyalton, CA 96118

Reno, NV 89511

EXHIBIT A – SCOPE OF WORK

City of Loyaltan

Church St Sewer Replacement and CCTV Survey – AMENDMENT #1

INTRODUCTION

The overall Church St Sewer Rehabilitation and CCTV Survey Project (Project) focuses on the use of approximately \$600,000 in USDA grant funds allocated to the City of Loyaltan (City) to assist in assessment or repair of their sanitary sewer system before June 30, 2018 on related activities. Farr West Engineering (Farr West) has several projects already underway to assist the City. This newly amended task includes work to build and maintain a Geographic Information System (GIS) database, provide paper map books, and build and maintain an electronic web-based interface with which the City may view their utility infrastructure. The GIS system will also create links to the CCTV surveyed reports (that will be collected during a different task of this Project). Farr West will service and maintain the GIS system for two years from the date of completion.

The task addition to the Project is designated as follows:

Task 10 – GIS Development of City Utility Infrastructure

Additional information on the specific services, the schedule, and associated fees is provided as follows.

Task 10 – GIS Development of City Utility Infrastructure

Objective

To create a GIS of the City of Loyaltan's utility infrastructure.

Approach

Activities under this task will include the following elements:

- Initial GIS creation. This process will include obtaining any information about the current location of utility assets and their attributes such as pipe diameters, materials, inverts, install dates, etc. This information could be record drawings, older GIS information, or existing CAD files. This information will be put into the GIS database. The base map created from this effort will be the foundation upon which all other tasks will be based.
- Paper field map book creation. The map books will be used by field staff to help locate approximate utility assets in the field.
- Field data collection. Staff will collect locations using Global Positioning System (GPS) technology to more accurately locate utility assets in the field. Data will be quality checked and reshoots may be obtained to validate any erroneous data.
- GPS data processing. Field data will be processed (i.e., downloaded and quality checked) in the software to produce the GIS database.
- Web viewer creation. A GIS data viewer will be generated for the client using Map Optix technology. This will allow the client staff to utilize the GIS without purchasing expensive GIS software. The viewer along with updated map books will be provided to the City staff to assist in quality checking of the data.
- CCTV data migration. The CCTV data that is collected in the field by a separate contractor will be integrated into the GIS viewer application so the client can see their CCTV inspection reports.

Deliverables

The following deliverables will be submitted under this task:

- An ESRI ArcGIS File Geodatabase containing the GIS for the City of Loyalton's utility systems and the CCTV GIS layer (that will be created after the inspection process). This will also include any supporting GIS layer files.
- Access to a GIS web viewer that will allow the client to use the GIS information.
- 2 printed copies and 1 PDF copy of the final map books representing the utility systems.

Assumptions

The following assumptions apply:

- Farr West will receive CCTV reports by June 1, 2018.
- Farr West assumes that the City of Loyalton will give Farr West access to any record information pertaining to their utility systems.
- City staff will review the GIS data (both the map books and electronically) to help ensure completeness and accuracy.
- Any institutional knowledge of the utility systems should be conveyed to Farr West as best as possible by City staff.
- Factors that could impede on the timeliness of the final delivery might be due to weather conditions during field data collection, quantity and quality of existing utility information, and ability of City staff to review GIS data.
- After a two-year period from time of delivery, Farr West will re-negotiate the Map Optix contract with the City.
- At any time, Farr West reserves the right to renegotiate their contact obligations with the City, if Farr West's contract with Alaskan Data (vendor of Map Optix) changes.
- Farr West reserves the right to select the GIS schema.
- City of Loyalton will receive a single user login for Map Optix but can have an unlimited number of concurrent users.

EXHIBIT B – SCHEDULE

The following is a *proposed* schedule for the GIS Development which should be used as a general guideline only.

Execution of Agreement:	January 16, 2018
Initial Database and Field Map Books Developed:	February 9, 2018
Field Data Collection Completed and GIS Updated:	March 30, 2018
Web Viewer Built and Final Map Books Produced:	April 6, 2018
CCTV Report Integration and Final Delivery:	June 22, 2018

EXHIBIT C – BUDGET

The City shall pay Farr West on a time and expenses budget, including travel, not to exceed Forty Thousand and Six Hundred dollars (\$40,600) for this task. Hourly rates and other expenses shall be in accordance with the original contract. A breakdown of the individual task budget is as follows:

Task 10	GIS Development	\$ 40,600
	TOTAL:	\$ 40,600

CEQA INITIAL STUDY

1. **Project title: Loyalton Utilities Church Street Sewer Rehabilitation**
2. **Lead agency name and address:**
City of Loyalton
605 School Street/P.O. Box 128
Loyalton, CA 96118
3. **Contact person and phone number:** Nancy Rogers, Public Works Dir./Mayor, 530-993-6750

Project location: Within the right-of-way (ROW) of Church Street between Beckwith Road and 4th Street in the City of Loyalton, in Sierra County, CA (Section 13, Township 21 North, Range 15 East, MDB&M Loyalton 7.5 Quadrangle)

5. **Project sponsor's name and address:** City of Loyalton, 605 School Street, P.O. Box 128, Loyalton, CA 96118
6. **General Plan designation:** City right-of-way
7. **Zoning:** City right-of-way
8. **Description of project:** The Project is the replacement of a deteriorated and undersized 8-inch vitrified clay sewer main in Church Street from Beckwith Road to 4th Street (See Figures 3 and 4). This action includes replacement of the main line, installation of three manholes, and replacement of 12 lateral connections to existing residences. The existing 8-inch line will be replaced with approximately 700 lineal feet of new 10-inch PVC mainline. Trench width for the main would be approximately 10 feet wide. Three new 48-inch diameter manholes would be installed at the existing mainline connections at Zollinger Street and 4th Street, and at the bend in Church Street between Zollinger and 4th Streets. Twelve 4-inch lateral service connections to the existing residences along Church Street, either to the right-of-way (ROW) limit or to the connection at the dwelling if the landowner grants access, would also be installed totaling approximately 240 feet. Lateral trenches would measure approximately 5 feet in width.

The 2001 Sewer Master Plan and the PER prepared in 2007 indicated the 8-inch vitrified clay pipes are deteriorating and are not sized to adequately meet current demand. Installation of the 10-inch PVC pipe will address both issues of pipe deterioration and current capacity inadequacies. The tie-in manhole in Beckwith Road and the downstream piping that flows north to the treatment plant are currently 12-inch diameter pipeline. Increasing the diameter of this section of Church Street sewer line would maintain pipe conveyance and capacity throughout the system and would remediate the existing capacity inadequacies due to undersized pipe diameter.

The main would be located within the center of Church Street, beneath existing pavement. This is a disturbed area and no significant environmental impacts would occur. No staging areas or tree removal is proposed. Since the pipeline replaces an existing line and would serve only existing customers, no expansion of use or service would occur, merely maintenance of existing infrastructure in order to maintain adequate service for existing customers.

The Project includes erosion and dust controls, construction hour limits, surface restoration, traffic controls, and onsite safety measures. Work would be conducted between 7:00 AM and 7:00 PM Monday through Friday.

9. **Surrounding land uses and setting:** The Project is located in the roadway ROW. A residential neighborhood with residential units and roadway ROW surround the Project area.
10. **Other public agencies whose approval is required (e.g., permits, financing approval, or participation agreement.)**
State Water Resources Control Board – Central Valley
City of Loyalton
US Dept. of Agriculture Rural Development (funding)
11. **Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to Public Resources Code Section 21080.3.1? If so, has consultation begun?** No consultation has been requested.

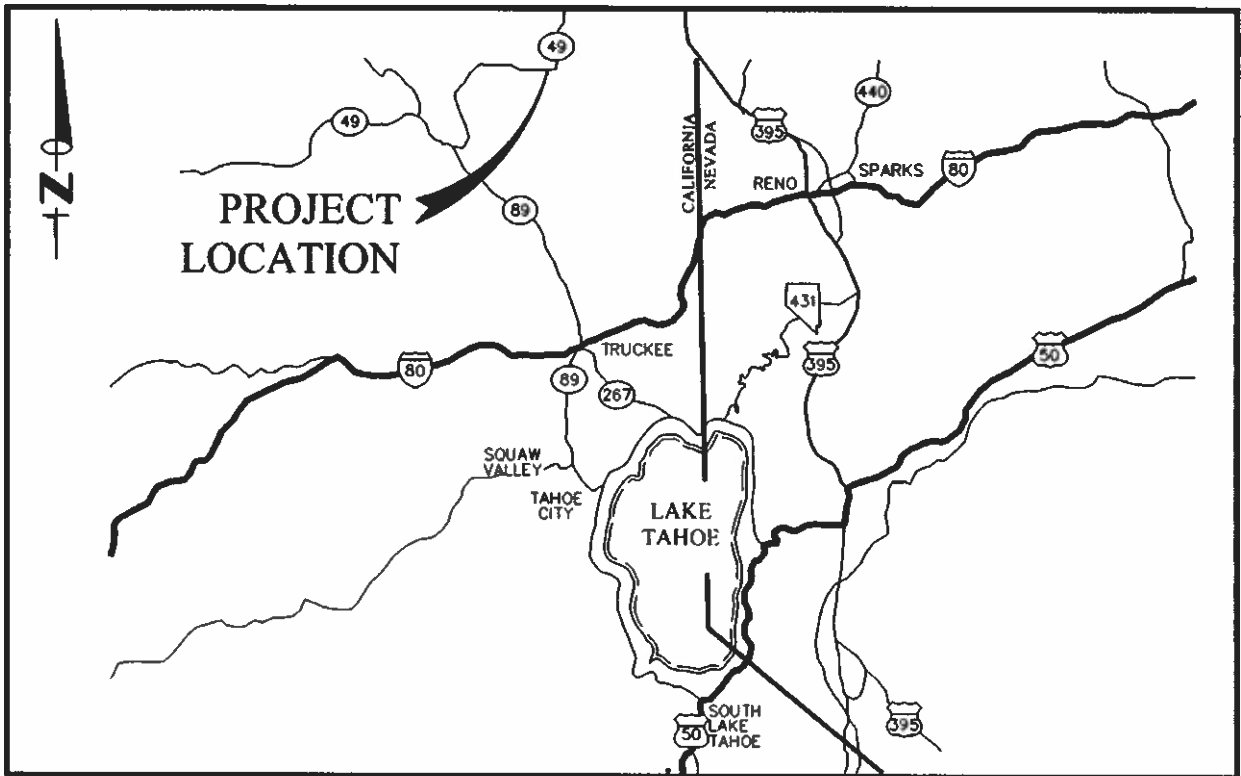


Figure 1: Location Map



Figure 2: Aerial Map

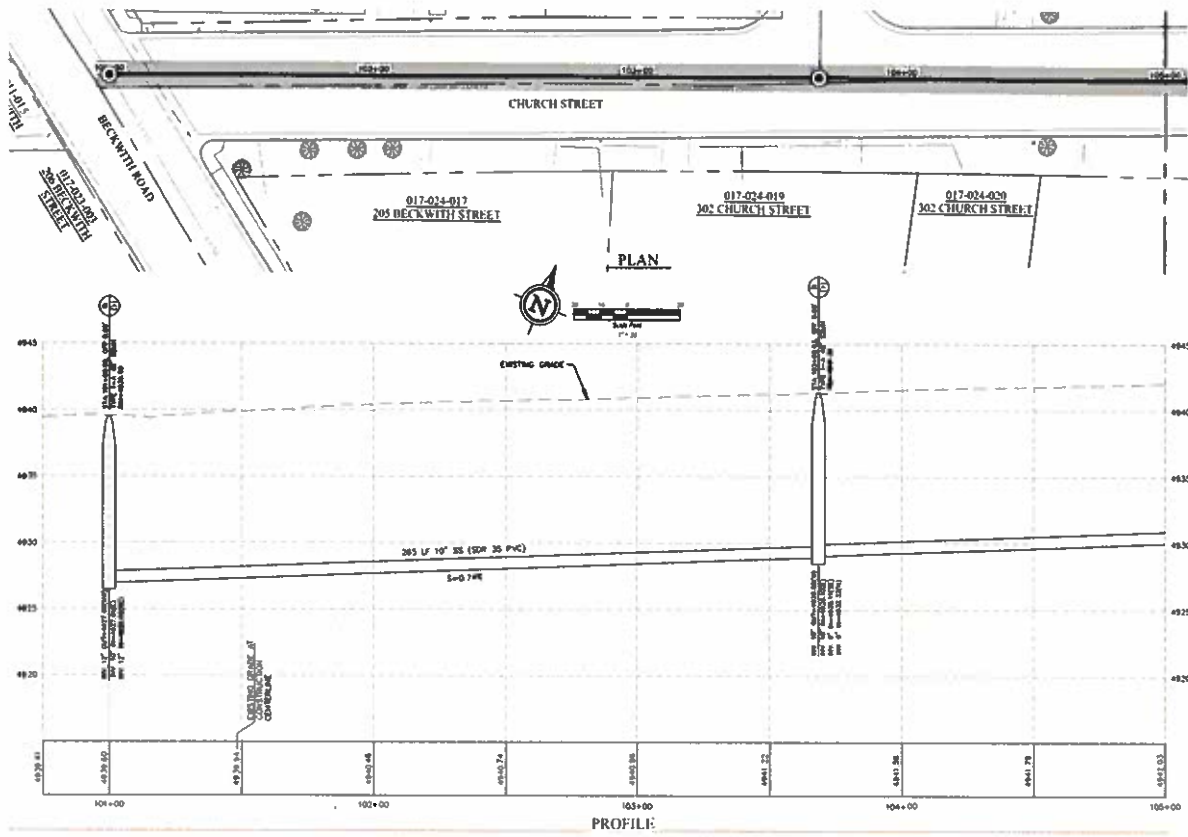


Figure 3: Preliminary Design Section 1

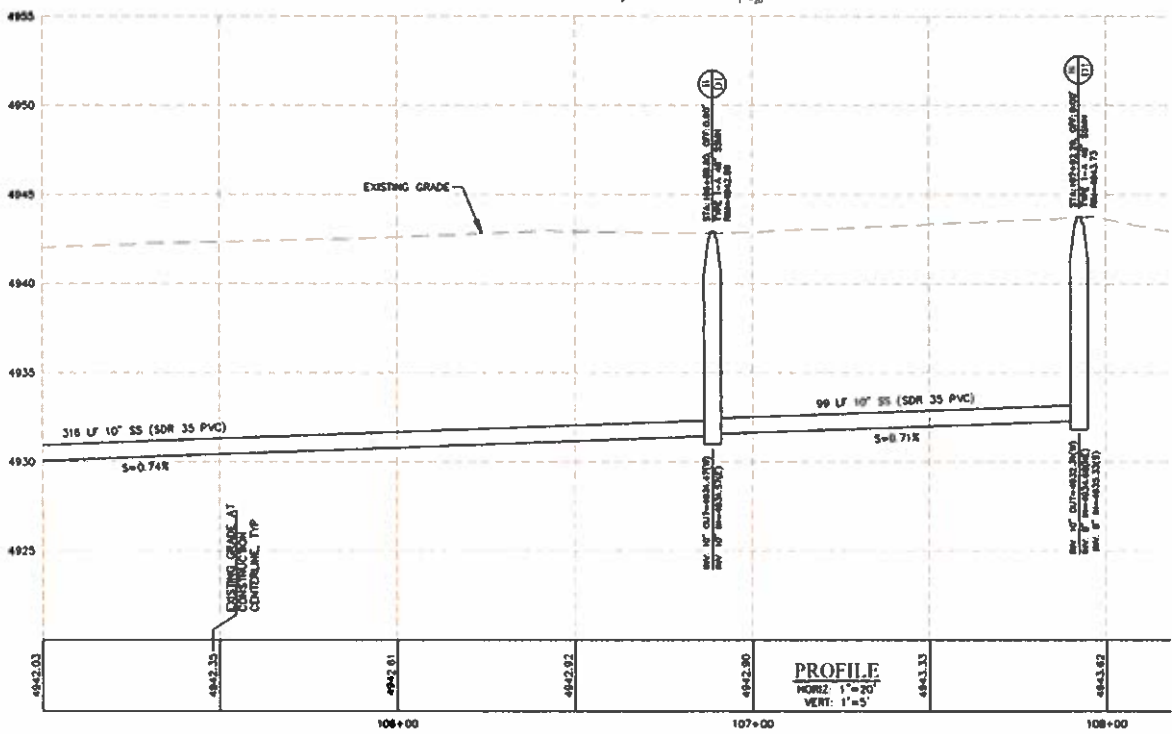
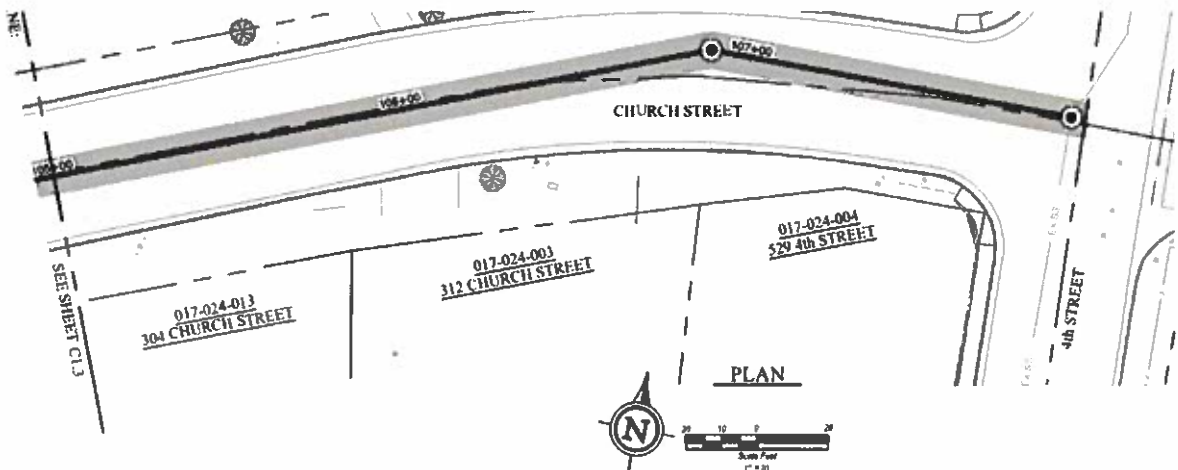


Figure 4: Preliminary Design Section 2

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

	Aesthetics		Agriculture and Forestry Resources		Air Quality
	Biological Resources		Cultural Resources		Geology /Soils
	Greenhouse Gas Emissions		Hazards & Hazardous Materials		Hydrology / Water Quality
	Land Use / Planning		Mineral Resources		Noise
	Population / Housing		Public Services		Recreation
	Transportation/Traffic		Tribal Cultural Resources		Utilities / Service Systems
Mandatory Findings of Significance					

DETERMINATION: (To be completed by the Lead Agency)

On the basis of this initial evaluation:

X	I find that the proposed project COULD NOT have a significant effect on the environment, and a CLASS 2 CATEGORICAL EXEMPTION will be prepared.
	I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
	I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
	I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
	I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION , including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Date: January 18, 2018

EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- 4) "Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from Section XVII, "Earlier Analyses," may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a) the significance criteria or threshold, if any, used to evaluate each question; and
 - b) the mitigation measure identified, if any, to reduce the impact to less than significance

Specific Environmental Issues:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
I. AESTHETICS -- Would the project:				
a) Have a substantial adverse effect on a scenic vista?				X
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?				X
c) Substantially degrade the existing visual character or quality of the site and its surroundings?				X
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?				X

Impacts:

None. The Project is the replacement of an underground sewer line beneath the roadway pavement of Church Street. Manholes would be replaced, but no visual change would occur. No lighting or use of reflective material is proposed.

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
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II. AGRICULTURE AND FORESTRY RESOURCES:

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:

- | | |
|--|----------|
| a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use? | X |
| b) Conflict with existing zoning for agricultural use, or a Williamson Act contract? | X |
| c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in PRC Section 12220(g)), timberland (as defined by PRC section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))? | X |
| d) Result in the loss of forest land or conversion of forest land to non-forest use? | X |
| e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use? | X |

Impacts:

None. The Project is located within existing roadway ROW and serves existing residential units.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
III. AIR QUALITY -- Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:				
a) Conflict with or obstruct implementation of the applicable air quality plan?			X	
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?			X	
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?				X
d) Expose sensitive receptors to substantial pollutant concentrations?				X
e) Create objectionable odors affecting a substantial number of people?				X

Impacts:

Short-term air pollution in the form of particulate matter (fugitive dust) may be caused by construction activity including truck and equipment movement, earthwork, and paving. Adherence to the Northern Sierra AQMD rules and regulations will control these effects. Project specifications indicate exposed dirt would be watered, streets would be regularly swept, and materials would be covered with a tarp or other enclosure.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
IV. BIOLOGICAL RESOURCES -- Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?				X
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or US Fish and Wildlife Service?				X
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				X
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?				X
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?				X
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?				X

Impacts:

None. Work would occur directly beneath the pavement and no vegetation removal other than residential landscaping would occur. No impacts to wetlands or protected species would occur. No tree removal is proposed.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
V. CULTURAL RESOURCES -- Would the project:				
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?				X
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?				X
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				X
d) Disturb any human remains, including those interred outside of formal cemeteries?				X

Impacts:

None. Work would occur directly beneath the existing pavement, replacing an existing sewer line. Since the area has been previously disturbed and has no cultural resource value, no impact would occur.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
VI. GEOLOGY AND SOILS -- Would the project:				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.				X
ii) Strong seismic ground shaking?				X
iii) Seismic-related ground failure, including liquefaction?				X
iv) Landslides?				X

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
VI. GEOLOGY AND SOILS -- Would the project:				
b) Result in substantial soil erosion or the loss of topsoil?			X	
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?				X
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?				X
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?				X

Impacts:

The sewer line would be installed below ground to current Code and replaces an existing sewer line in the roadway. No septic tanks are proposed. Erosion control measures would be utilized to prevent erosion of stockpiled soils and soils within the excavated trenches.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
VII. Greenhouse Gas Emissions -- Would the project:				
a) Greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?				X
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?				X

Impacts:

Short-term GHG emissions would be generated by construction activity including truck and equipment use; however, no significant levels of GHG emissions would occur.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
VIII. HAZARDS AND HAZARDOUS MATERIALS -- Would the project:				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?				X
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?				X
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?				X
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				X
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				X
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				X
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?				X
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?				X

Impacts:

None. The Project prevents potential hazards posed by the existing aging pipeline. The Project would not emit hazardous materials, is not located on a hazardous site, is not near an airport/ airstrip, and would not expose people to wildfire. Traffic controls during construction ensure adequate emergency access.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
IX. HYDROLOGY AND WATER QUALITY --				
Would the project:				
a) Violate any water quality standards or waste discharge requirements?			X	
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?				X
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?				X
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?				X
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?			X	
f) Otherwise substantially degrade water quality?				X
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				X
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?				X
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?				X
j) Inundation by seiche, tsunami, or mudflow?				X

Impacts:

The Project replaces the existing, aging and undersized sanitary sewer line in Church Street with a new PVC main line and residential connections. No change in water quality or quantity would occur. Replacement of the pipe improves system reliability to protect water resources. No flooding hazard would occur. During construction, erosion controls would be used to ensure erosion and siltation or polluted runoff do not occur. The project is installation of a replacement pipe beneath existing pavement and no changes to the drainage pattern would result.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
X. LAND USE AND PLANNING - Would the project:				
a) Physically divide an established community?				X
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?				X
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?				X

Impacts:

None. The Project is a sewer utility replacement beneath the pavement of an existing road and within existing ROW in a residential neighborhood and would serve those existing residences along Church Street.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
XI. MINERAL RESOURCES -- Would the project:				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				X
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?				X

Impacts:

None. The Project is a sewer utility replacement beneath the pavement of an existing road and within existing ROW in a residential neighborhood. No mineral resources would be affected.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
XII. NOISE – Would the project result in:				
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?				X
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?				X
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?				X
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?			X	
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				X
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				X

Impacts:

Construction activity will generate a temporary (short-term) increase in ambient noise levels on and around the project site. Noise generated by construction equipment, including excavators, material handlers and electrical generators can reach high levels (79 to 90 decibels, A-scale measured at 50 feet). Construction noise levels are exempt from standard noise limits. Equipment would be properly muffled and contractors would be limited to the working hours of 7:00 AM to 7:00 PM Monday through Friday.

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
--------------------------------	---	------------------------------	-----------

XIII. POPULATION AND HOUSING --

Would the project:

- | | | | | |
|---|--|--|--|----------|
| a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)? | | | | X |
| b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere? | | | | X |
| c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere? | | | | X |

Impacts:

None. The Project is a sewer utility replacement beneath the pavement of an existing road and within existing ROW in an existing residential neighborhood. No housing or population increase or displacement would occur.

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
--------------------------------	---	------------------------------	-----------

XIV. PUBLIC SERVICES

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

- | | | | | |
|--------------------------|--|--|--|----------|
| Fire protection? | | | | X |
| Police protection? | | | | X |
| Schools? | | | | X |
| Parks? | | | | X |
| Other public facilities? | | | | X |

Impacts:

None. The Project replaces existing sewer line in a residential area roadway. No population or service demand increase would occur.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
XV. RECREATION --				
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				X
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				X

Impacts:

None. The Project replaces existing sewer line in a residential area roadway. No population or recreation facility demand increase would occur.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
XV. TRANSPORTATION/TRAFFIC -- Would the project:				
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass-transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?				X
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?				X
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?				X

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
XV. TRANSPORTATION/TRAFFIC -- Would the project:				
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?				X
e) Result in inadequate emergency access?				X
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?				X

Impacts:

None. The Project replaces existing sewer line in a residential area roadway. No population or traffic increase would occur. No change to the street system would occur. Traffic controls will be enforced during construction to maintain traffic flow and safety.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
XVII. Tribal Cultural Resources – Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in PRC section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:				
a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in PRC section 5020.1(k)?				X
b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of PRC section 5024.1? (In applying the criteria set forth in subdivision (c) of PRC section 5024.1, the lead agency shall consider the significance of the resource to a California Native American Tribe)?				X

Impacts:

None. The Project replaces existing sewer line in a residential area roadway. No resources are in this location, which has already been substantially disturbed by residential and roadway development.

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
XVIII. UTILITIES AND SERVICE SYSTEMS				
-Would the project:				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?				X
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?				X
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?				X
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?				X
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?				X
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?				X
g) Comply with federal, state, and local statutes and regulations related to solid waste?				X

Impacts:

None. The Project replaces existing sewer line in a residential area roadway resulting in a beneficial utility impact. The Project does not lead to an increase in solid waste disposal or water demand. The pipeline would be beneath existing pavement, resulting in no impact to existing storm drainage. The increase in sewer main diameter addresses the current undersized pipe, so the increase would serve existing development and would not require further expansion of the system.

Potentially Significant Impact	Less Than Significant with Mitigation Incorporation	Less Than Significant Impact	No Impact
--------------------------------------	--	------------------------------------	--------------

XVIV. MANDATORY FINDINGS OF SIGNIFICANCE --

- | | | | |
|--|--|--|----------|
| a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory? | | | X |
| b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)? | | | X |
| c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly? | | | X |

Impacts:

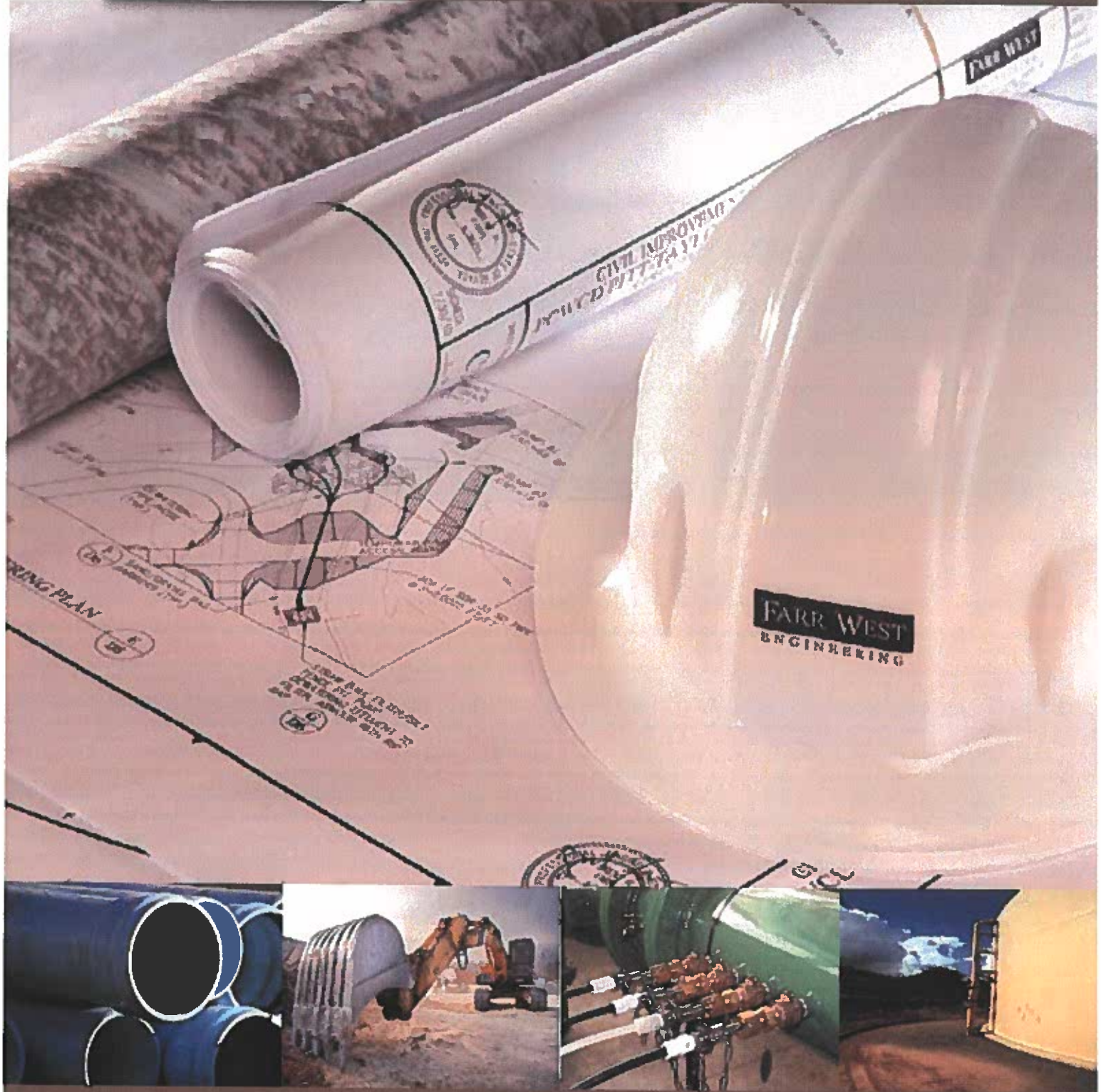
The Project results in an overall beneficial impact by improving an aging utility line that serves existing residences. No biological or cultural resources would be affected. Cumulative impacts would be beneficial as the City's sanitary sewer system would remain in proper working order and the project does not expand system capacity to induce growth. No adverse effects on humans would occur.

* * * *

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Sewer System Management Plan

Prepared for the City of Loyalton

January 2018

City of Loyalton

Sewer System Management Plan

January 2018 Update

Prepared for:

**City of Loyalton
605 School Street
Loyalton, CA 96118**

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Approved by:

Matt Brecke, P.E.

Date Reviewed and Approved by Council: _____

Nancy Rogers, Mayor

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SEWER SYSTEM MANAGEMENT PLAN

1. INTRODUCTION

In 2006, the State Water Resources Control Board (SWRCB) issued statewide general waste discharge requirements (WDRs) for all publicly owned sanitary sewer systems greater than one mile in length. Guidelines and requirements for the WDRs are described in the SWRCB Order No. 2006-0003 'Statewide General Waste Discharge Requirements for Sanitary Sewer Systems' (referred to herein as 'WDR 2006-0003'). A requirement of WDR 2006-0003 was the completion and updating (on a five-year cycle) of a Sewer System Management Plan (SSMP).

The City of Loyalton (City) currently operates the City's Wastewater Treatment Facility under SWRCB WDR R5-2009-0108. The requirements for an SSMP are also outlined in WDR R5-2009-0108 referring back to WDR 2006-0003.

2. ELEMENTS OF AN SSMP

This SSMP for the City is based off *A Guide for Developing and Updating of Sewer System Management Plans*, dated September 2015. The SSMP has 11 components (called 'Elements'):

1. Goals
2. Organization
3. Legal Authority
4. Operation and Maintenance Program
5. Design and Performance Provisions
6. Overflow Emergency Response Plan
7. Fats, Oils, and Grease Control Program
8. System Evaluation and Capacity Assurance Plan
9. Monitoring, Measurement, and Program Modifications
10. SSMP Program Audits
11. Communication Program

A summary of the 11 SSMP Elements is discussed in the next section and includes a brief explanation of each element and their minimum requirements as outlined in the WDR 2006-0003.

3. DISCUSSION

3.1. Goals

Program goals are an important aspect of the SSMP because they provide focus for the City's staff to continue or implement improvements in their management of the sewer collection system. The goals will determine steps that must be undertaken to establish and define the purpose and anticipated results of the program. Goals should reflect performance, safety, customer service, resource use, compliance, and other considerations, including the Sanitary Sewer Overflow (SSO) policy goals of reducing and mitigating the impacts of SSOs.

3.2. Organization

An organizational chart should be developed that identifies administrative and management positions responsible for implementing the SSMP program. The organizational chart should also include operations and maintenance personnel that will be involved in developing and implementing the program. The employees involved with the SSMP program should be provided with the necessary training required to perform their assigned SSMP duties.

A chain of communication for reporting SSO events will also be required. The chain of communication encompasses all those affected by the SSO event, including the initial receipt of a complaint to the notification of permitting authorities, other agencies, and the public.

3.3. Legal Authority

Sufficient legal authority must be provided to implement an effective SSMP program. Legal authority can be provided through sewer use ordinances, service agreements, discharge permits, or other legally binding documents.

3.4. Operations and Maintenance Program

A sewer collection system needs to be properly operated and maintained. The SSMP requires that the following elements (and person or position responsible) of the City's Operations and Maintenance (O&M) program be addressed:

- Maintain an up-to-date map of the sewer collection system.
- Perform routine O&M activities, including regularly scheduled maintenance and cleaning with more frequent maintenance and cleaning in known problem areas. The O&M activities should be listed within a system that tracks work orders and can assess the effectiveness of the program.
- Develop and implement short and long-term rehabilitation and replacement plans.
- Provide training on a regular basis for O&M staff.
- Keep an inventory of general and critical equipment and replacement parts.

3.5. Design and Performance Provisions

The design and performance provisions should identify minimum design and construction standards and specifications for the installation of new sewer systems, and for rehabilitation and repair of existing sewers. An effective program that ensures new sewers are properly designed and installed can minimize system deficiencies that could create or contribute to future overflows and/or operations and maintenance problems. Design criteria should include specifications such as pipe materials; minimum sizes; minimum cover; minimum slope; trench and backfill; structure standards; flow factors; and other relevant parameters as necessary. Also, procedures and standards are required for inspecting and testing the installation of new sewers, pump stations, and other facilities and for rehabilitation and repair projects.

3.6. Overflow Emergency Response Plan

An Overflow Emergency Response Plan (OERP) provides a standardized course of action to be followed by sewer collection system personnel during an SSO event. An up-to-date OERP is necessary to ensure that a municipality is adequately prepared to respond to an SSO event. The OERP should describe protocols for the response, remediation, and notification of an SSO event under varying scenarios.

The OERP should identify measures to protect the public health and the environment from a broad range of potential sewer collection system failures that could lead to an SSO. The OERP should also include procedures to mitigate the effects of an SSO, when they do occur.

Lastly, to ensure successful implementation of the OERP during an SSO, appropriate staff and contractors should have adequate training.

3.7. Fats, Oils, and Grease Control Program

A robust Fats, Oils, and Grease (FOG) Source Control Program is required for the SSMP. The FOG control program needs to include legal authority to prohibit and enforce grease discharges (as from restaurants), require installation of grease removal devices, provide design standards and maintenance requirements for the grease removal devices, establish Best Management Practice (BMP) requirements, and establish record keeping and reporting requirements for grease producing facilities.

The FOG Source Control Program also needs to establish legal authority to inspect and enforce the requirements of the program, as well as provide sufficient staff to perform these tasks.

Finally, the FOG Source Control Program needs to develop an outreach program to educate the public on proper disposal of fats, oils, and grease.

3.8. System Evaluation and Capacity Assurance Plan

The sewer collection system should be evaluated to determine where hydraulic deficiencies exist. Based on the hydraulic deficiencies, a capital improvement program should be developed and implemented to ensure adequate capacity for dry and wet weather flow conditions.

Capacity enhancement measures should establish short and/or long-term actions to correct each identified hydraulic deficiency. Short and long-term actions should include alternative analyses, a prioritization of recommended projects, an implementation schedule, and a source of funding.

3.9. Monitoring, Measurement, and Program Modifications

During implementation of the SSMP, the program elements should be monitored for their effectiveness. If the elements are not effective, the program elements should be modified or updated to increase their effectiveness.

3.10. Program Audits

Internal audits should be performed at a frequency of every two years or less, as appropriate. The internal audits will assess the effectiveness of the SSMP. It is also intended to identify and correct any deficiencies within the SSMP.

3.11. Communication Program

As part of developing and implementing the SSMP, a public outreach program should be established to inform the public of the process. The public outreach program will provide a means of incorporating public input into the SSMP development.

ELEMENT 1 – GOALS

1. INTRODUCTION

The SSMP identifies program goals the City has set for the management, operation, and maintenance of the sewer system. Program goals are an important aspect of the SSMP because they provide focus for the City's staff to continue or implement improvements in their management of the sewer collection system. The goals will determine steps that must be undertaken to establish and define the purpose and anticipated results of the program. Goals should reflect performance, safety, customer service, resource use, compliance, and other considerations, including the SSO policy goals of reducing and mitigating such impacts. This section fulfills the Goal requirements of WDR 2006-0003.

2. SWRCB REGULATORY REQUIREMENTS

The sewer collection system agency must develop goals to properly manage, operate, and maintain all parts of its sewer collection system to reduce and prevent SSOs, as well as to mitigate any SSOs that occur.

3. DISCUSSION

Providing safe, responsive, and reliable sewer service is the key component to fulfilling the City's commitment to its residents. In support of this commitment, the City has created the following goals for the operation and maintenance of its sewer collection system.

- Proper maintenance, operations, and management of all parts of the sewer collection system.
- Minimize the frequency of SSOs.
- Prevent public health hazards.
- Provide adequate capacity to convey peak flows.
- Perform all operations in a safe manner to avoid personal injury and property damage.

The SSMP supplements and supports the City's existing O&M Program. The goals specifically provide high-level, consolidated guidelines and procedures for all aspects of the City's sewer system management. The SSMP will contribute to the proper management of the sewer collection system and assist the City in minimizing the frequency and impacts of SSOs by providing guidance for appropriate maintenance, capacity management, and emergency response.

ELEMENT 2 – ORGANIZATION

1. INTRODUCTION

An organizational chart, developed within the guidelines of WDR 2006-0003, identifies administrative and management positions responsible for implementing the SSMP. The organizational chart also includes operations and maintenance personnel that will be involved in developing and implementing the program. In addition to an organizational chart, a chain of communication for reporting SSO events is also required. The chain of communication encompasses all those affected by the SSO event, including the initial receipt of a complaint to the notification of permitting authorities, other agencies, and the public.

2. SWRCB REGULATORY REQUIREMENTS

The sewer collection system agency's SSMP must identify the following:

- The name of the responsible or authorized representative.
- 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.
- The chain of communication for reporting SSOs, complaints, or other information. This chain of communication should include the person responsible for reporting SSOs to the State and Regional Water Board and other applicable agencies (such as, County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services (OES)).

3. DISCUSSION

This section discusses the organization and roles of the sewer collection system staff, the authorized representative to the SWRCB, and key staff responsible for implementing and maintaining the SSMP.

3.1. Department Organization and Description of General Responsibilities

The organization chart for the management, operation, and maintenance of the City's sewer collection system is shown in Figure 1 and a description of their general responsibilities is shown in Table 1.

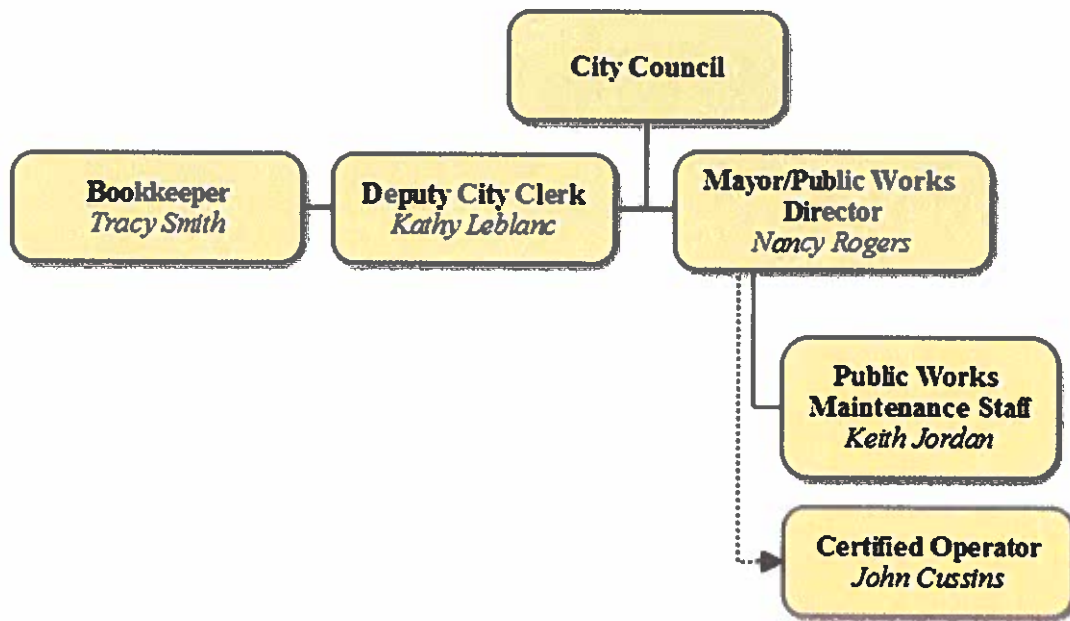


Figure 1: Organizational Chart for the Management, Operation, and Maintenance of the City of Loyaltown’s Sewer Collection System

Table 1: General Responsibilities of Key Staff Implementing SSMP

Title	General Responsibilities
City Council	Establishes policy and select members sit on hiring panel committee.
Mayor	Supervises the City's personnel and is the link between the union workers and the City Council.
Bookkeeper	Prepares the City's Financial Statements.
Deputy City Clerk	Provides informational updates to City Council and arranges for meetings.
Public Works Director	Manages field operations and maintenance activities, leads emergency response, investigates and reports SSOs, and trains field crews. In addition, this position coordinates development and implementation of SSMP.
Maintenance Staff	Individuals that, together with the Public Works Director, conduct preventive and corrective maintenance activities, and mobilize and respond to notification of stoppages and SSOs.
Certified Operator	Provides technical support and guidance in proper maintenance and operation of the public utility system.

3.2. Authorized Representative

The City's authorized representative in all sewer collection system matters is the Public Works Director; other staff maybe authorized, as necessary, by the City Council. The Public Works Director or designee is required to electronically certify spill reports submitted to the SWRCB. Currently, the Deputy City Clerk is designated to electronically certify spill reports.

3.3. Responsibility for SSMP Implementation

The Public Works Director is responsible for implementing and maintaining all elements of this SSMP.

3.4. SSO Reporting Chain of Communication

Figure 2 contains a flowchart depicting the chain of communication for responding to SSOs. The SSO Reporting process is described in more detail in the Overflow Emergency Response Plan.

Table 2 lists contact phone numbers for the parties included in the chain of communication.

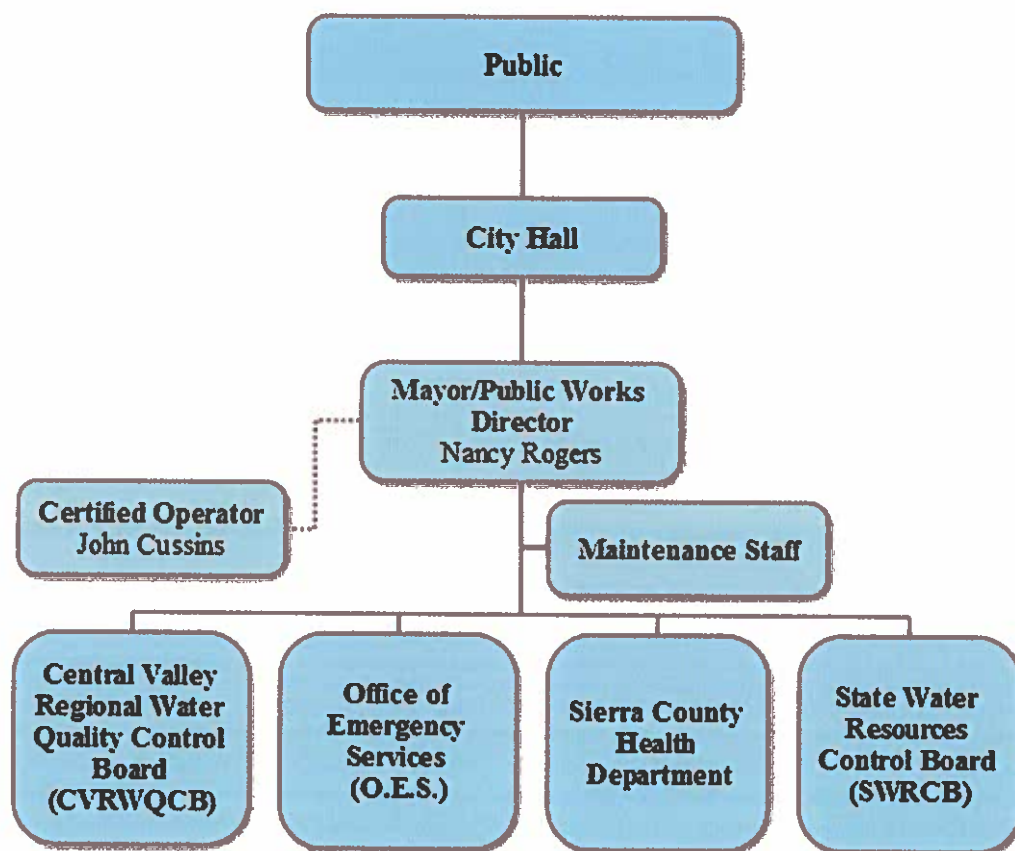


Figure 2: SSO Reporting Chain of Communication

Table 2: Contact Numbers for SSO Chain of Communication

Contact Name	Contact Information
City Hall	(530) 993-6750
Nancy Rogers	(530) 993-6750 (925) 408-3645 (cell)
Sierra County Health Department Public Health Services	(530) 993-6700
CVRWQCB (Central Valley Regional Water Quality Control Board)	(916) 464-3291
O.E.S. (Office of Emergency Services)	(800) 852-7550
SWRCB (State Water Resources Control Board)	http://www/ciwqs/waterboards/ca/gov

ELEMENT 3 – LEGAL AUTHORITY

1. INTRODUCTION

Sufficient legal authority must be provided to implement an effective SSMP program. Legal authority can be provided through sewer use ordinances, service agreements, discharge permits, or other legally binding documents. The specific requirements of WDR 2006-0003 with regard to the Legal Authority are described below. The City of Loyaltan's Legal Authority is defined in the City's Sewer Ordinance Chapter 11.08 found in Appendix A.

2. SWRCB REGULATORY REQUIREMENTS

The City's SSMP must demonstrate that it possesses the necessary legal authority to do the following:

- Prevent illicit discharges into the sewer collections system.
- Require that sewers and connections be properly designed and constructed.
- Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the City.
- Limit the discharge of fats, oils, and grease and other debris that may cause blockages.
- Enforce any violation of its sewer ordinances.

3. DISCUSSION

3.1. Prevent Illicit Discharges

Illicit discharges into the City's sanitary sewer system are outlined in Chapter 11.08.150 of the City of Loyaltan's Sewer Ordinance.

3.2. Proper Design and Construction of Sewer System

Proper design and construction of the City's sewer system and connections are discussed in Chapter 11.08.110 of the City of Loyaltan's Sewer Ordinance.

3.3. Ensure Access

The City of Loyaltan's Sewer Ordinance Chapter 11.08.120, specifies access to any portion of the City's system. The City does not specify access to laterals because the City does not own or maintain any portion of the lateral. The City owns the mainline sewers only.

3.4. Limit Discharge of FOG

The discharge of FOG is limited by the City of Loyaltan's Sewer Ordinance, Chapter 11.08.140.

3.5. Enforcing Ordinances

Enforcement of the City of Loyaltan's Sewer Ordinance is outlined in Chapter 11.08.120.

ELEMENT 4 – OPERATION AND MAINTENANCE PROGRAM

1. INTRODUCTION

A sewer collection system needs to be properly operated and maintained. The SSMP requires that the following elements (and person or position responsible) of the City's O&M program be addressed:

2. SWRCB REGULATORY REQUIREMENTS

The sewer collection system agency's SSMP must address all necessary components of operating and maintaining a collection system through the following:

- Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities.
- Perform routine O&M activities, including regularly scheduled maintenance and cleaning with more frequent maintenance and cleaning in known problem areas. The O&M activities should be listed within a system that tracks work orders and can assess the effectiveness of the program.
- Develop and implement short and long-term rehabilitation and replacement plans.
- Provide training on a regular basis for O&M staff.
- Keep an inventory of general and critical equipment and replacement parts.

The specific requirements of WDR 2006-0003 with regard to the O&M program are described below.

3. DISCUSSION

3.1. Up-to-Date City of Loyalton's Sewer Map

The City currently has a hardcopy map showing the sewer collection system. Each O&M staff member has a copy of the map in their maintenance vehicle. The City is working on developing a GIS database of the sanitary sewer infrastructure. This database would allow the City to easily maintain an up-to-date map of the sewer system showing manholes, gravity sewers, and siphons. Maps are typically updated whenever the City does any maintenance or repairs to the system. A copy of the updated sewer collection system map atlas is attached as Appendix B.

3.2. City of Loyalton's Routine Preventative Operation and Maintenance Activities

As described further in this Section, the City's staff perform annual inspections of their entire sewer collection system. In addition, they perform daily and weekly inspections of manholes in the older sections of the system and "hot spot" areas that have been identified by maintenance records and input from residents.

3.3. Rehabilitation and Replacement Plan

Previous studies and reports have been completed in the past to evaluate the City's sanitary sewer system. This work resulted in two reports, a Water and Wastewater Master Plan completed in 2008,

and an Inflow and Infiltration (I&I) Report completed in 2005, which identified critical deficiency areas within their sewer collection system. The data compiled in the reports resulted in the creation of several sewer rehabilitation and replacement projects within the City's sewer collection system. While some of the projects have been completed to date, there remain several identified projects needing to be completed and listed on the City's Capital Improvement Plan (CIP) further discussed in this Section.

3.4. City's Operator Training Program

The City has a modest training budget for its wastewater operations. The City will continue to seek out training opportunities for their operators and send staff to such training as funding allows.

3.5. City's Equipment Inventory

The City owns and maintains an inventory of equipment sufficient to perform preventative maintenance and to respond to reasonable emergencies. Included in the vehicles and equipment inventory are pickup trucks assigned to the Utilities Department for maintenance of the sewer system, a dump truck, a John Deere 304J Front-End Loader, a John Deere 5200 Tractor, mini excavator, backhoe, 1/4-inch sewer rodder/snake, and Hydroflush trailer.

The City maintains sufficient parts to complete minor repairs or replacement of all sizes of sewer main, including at least one stick of PVC and ABS sewer pipe from 4-inch to 12-inch, an assortment of 4-inch through 10-inch sewer plugs, a pipe locator, and liquid dye.

4. ROUTINE PREVENTATIVE OPERATION AND MAINTENANCE ACTIVITIES

This section of the SSMP describes the City's routine preventive O&M activities performed by staff and/or outside contractors.

4.1. General Sewer Collection System Summary

The City owns, operates, and maintains a small sewer collection system that feeds the Wastewater Treatment Plant (WWTP) by gravity. The elements that require periodic inspection include the system's manholes and the influent pump station located at the wastewater treatment facility. The sewer collection system consists of lines that are 6-inch diameter, with a "backbone" of 8-inch, 10-inch, and 12-inch pipes. The majority of the sewer pipelines were constructed of vitrified clay in the early 1940s. The 12-inch interceptor to the treatment plant pipe was installed in the mid-1990s and the mainline upgrades in Beckwith Street and Taylor Avenue, and Smithneck Creek crossing at Willow Avenue were installed with the 2009 Wastewater Improvements Project. A rough approximation of the City's sewer collection system piping is shown in Table 3 below.

Table 3: City Sewer Collection System Piping

Diameter	Material	Line Lengths (LF)
4-inch	HDPE	155
6-inch	Vitrified Clay	15,220
6-inch	Asbestos Cement	3,200
6-inch	HDPE	155
8-inch	Vitrified Clay	3,500
8-inch	Asbestos Cement	500
10-inch	Vitrified Clay	290
10-inch	PVC	2,000
12-inch	PVC	4,500
System Total		29,520

4.2. Operations Staff

As covered under Element Two of the SSMP, the City has one Public Works Director and one Maintenance Staff that operate and maintain the sewer collection system. The City staff performs the following operations and maintenance activities for their facilities including: cleaning and repairs to sewer piping and appurtenances; repair, replacement or inspection of manholes, cleanouts, and sewer mains, and sewer meters. In addition, the Maintenance Staff can operate backhoes, loaders, and dump trucks, sewer cleaners, sewer pumps and related equipment. At this time, the City receives technical assistance from the certified operator, John Cussins.

One of the City representatives assumes responsibility for the City's Wastewater operations 24-hours a day, including during off-duty hours and on weekends as the "Weekend Patrol/On Call Duty". The City crews currently have a work week of Monday through Friday from 6:30 am to 3 pm.

4.3. Computer Maintenance Management System

The City does not utilize a Computer Maintenance Management System (CMMS). Rather at this time they continue to keep maintenance records and scheduling information on file in paper format at City Hall.

4.4. Preventative Maintenance Approach

The City does not use a formalized scheduling system for routine O&M activities. City staff performs monthly inspections of the influent pump station and annual inspections of all their manholes in the sewer collection system. In addition, they perform daily inspections of manholes in the older portions of the City and "hot spot" areas identified in Table 4 below. During these inspections, each manhole lid is removed and the staff observe the flow rate, water level and structural condition of the manhole. If the flow rate is restricted or the water level is raising, the staff investigate conditions downstream for possible blockages. If a blockage is found, staff immediately flush the line and inspect additional manholes downstream ensuring the blockage has been removed.

Table 4: City's Hot Spot List

Location Description	Upstream Manhole	Downstream Manhole	Pipe Section	Line Size (inches)
North of the Mill St & Allegheny St Intersection	MH 44	MH 43	B12	6
North of the Lewis St & Allegheny St Intersection	MH 43	MH 42	B11	6
Alley East of Taylor Ave	MH 46B	MH 46	n/a	6
Alley between Gulling Ave & Hill St	MH 47	MH 47A	C6	6
Alley between Gulling Ave & Hill St	MH 47A	MH 76	C7	6
Intersection of Hills St & Patterson Ave	MH 78	MH 77	C11	6
East of the Meeker St & First St Intersection	CO	MH 62	n/a	6
Alley between First St & Second St	MH 61	MH 60A	D17	6
Alley between Third St & Fourth St	MH 59	MH 56A	D14	6
Alley between Third St & Fourth St	MH 56A	MH 56	D13	6

5. REHABILITATION AND REPLACEMENT PLAN

This section of the SSMP describes the City's plan for system rehabilitation and replacement.

5.1. Methodologies and Approaches

In 2002, ECO:LOGIC Engineering prepared a Water and Wastewater Master Plan for the City (2002 Master Plan). As part of that work, computer modeling performed on the wastewater system showed surcharges on the sewer collection system that could be present during flood events, and indicated that wet weather events contributed to significant sources of systemwide I&I. The 2002 Master Plan recommended several rehabilitation and replacement scenarios based on the surcharged system but also recommended an updated I&I Study to more clearly identify sources of excessive flows to the treatment facility.

In 2005, ECO:LOGIC prepared an updated I&I Study that examined historical wastewater flows in the City, as well as identified specific sources of I&I into the sewer collection system. The 1989 Closed Circuit Television Video (CCTV) survey was the basis of the updated 2005 I&I Study. The data compiled from the 1989 CCTV survey, 2002 Master Plan, 2005 I&I Study, and observations made by the City's maintenance crews resulted in the list of sewer rehabilitation and replacement projects listed in the 2010 SSMP. Two of the major projects listed in the 2010 SSMP have been completed. However, the rest of the projects remain as top priority as rehabilitation and replacement projects for the City as shown in the Section below.

5.2. System Deficiencies

The criteria for selecting which mains need replacement is based on how deteriorated the mains appeared in the CCTV survey, together with the potential the mains have for future I&I. Based on these criteria the following two previously identified projects remain on the system deficiencies list.

- Replacement of an 8-inch vitrified clay pipe that runs along Church Street, from Fourth Street to Beckwith Road. This main has significant I&I from both laterals and deteriorated mains. The length of replacement is approximately 700 feet.
- Replacement of a 6-inch vitrified clay pipe north of the intersection of Mills Street and First Street from MH 27 to MH 23. This section of main has both main and lateral I&I sources. The stretch will be replaced with approximately 720 feet of 8-inch PVC.

Once an updated CCTV survey is conducted, new deficiencies may become evident and added to this list.

5.3. Rehabilitation and Replacement Projects

The system deficiencies, and other previously identified needs in the 2010 SSMP have been designated as the rehabilitation and replacement projects for the City. The projects have been divided into two categories, near-term and long-term. Near-term projects (shown in Table 5) are expected to be completed by the end of 2018. Long-term projects (shown in Table 6) are defined as projects not scheduled to be completed within the year. These projects were broken down primarily according to funding availability and previous the 2010 SSMP rankings. No new projects were added to this list as no new information was available. However, the long-term list may change once the updated CCTV survey is completed..

Table 5: Near-Term Sewer Mainline Replacement to be Completed during 2018

Location Description	Upstream Manhole	Downstream Manhole	Pipe Section	Current Line Size (inches)	New Line Size (inches)
Church St. between 4 th St. & Zollinger St.	MH 52	MH 51	D3	8	10
Church St. between 4 th St. & Zollinger St.	MH 51	MH 50	D2	8	10
Church St. between Zollinger St. & Beckwith Rd.	MH 50	New MH	D1	8	10

Table 6: Long-Term List for Future Sewer Replacement

Location Description	Upstream Manhole	Downstream Manhole	Pipe Section	Current Line Size (inches)	New Line Size (inches)
Alley between Gulling Ave. & Hill St.	MH 47A	MH 47	C6	6	12
Alley between Gulling Ave. & Hill St.	MH 76	MH 47A	C7	6	12
Hill St. between Cemetery Rd. & Patterson Ave.	MH 78	MH 77	C11	6	12
East of Meeker St. & 1 st St. Intersection	CO	MH 62	n/a	6	10
Alley between 1 st St. & 2 nd St.	MH 61	MH 60A	D17	6	10
Alley between 3 rd & 4 th St.	MH 59	MH 56A	D14	6	10
Alley between 3 rd & 4 th St.	MH 56A	MH 56	D13	6	10
North of Mill St. & Allegheny St. Intersection	MH 44	MH 43	B12	6	10
North of Lewis St. & Allegheny St. Intersection	MH 43	MH 42	B11	6	10

ELEMENT 5 – DESIGN AND PERFORMANCE PROVISIONS

1. INTRODUCTION

Design, construction, inspection, and testing standards represent a critical part of the O&M of a sewer system. Properly designed and constructed sewers are less likely to fail and cause an SSO that could endanger the public and the environment. Design and construction standards for sewer systems need to be verified through plan checking, inspections, and testing to ensure that all new and rehabilitated sewer projects are designed and built to standard specifications. These specifications should include all collection system infrastructure elements, including pipelines, manholes, pump stations, siphons, air relief valves, etc.

2. SWRCB REGULATORY REQUIREMENTS

The City's SSMP should include design and performance provisions including:

- 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.
- Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

3. DISCUSSION

The City currently has no design standards. The City intends to rely upon State of California and Sierra County design standards and regulations, Federal guidance documents, and their contracted engineering firm for system design, review, or analysis (when necessary).

ELEMENT 6 – OVERFLOW EMERGENCY RESPONSE PLAN

1. INTRODUCTION

An OERP provides a standardized course of action to be followed by sewer collection system personnel during an SSO event. An up-to-date OERP is necessary to ensure that a municipality is adequately prepared to respond to an SSO event. The OERP should describe protocols for the response, remediation, and notification of an SSO event under varying scenarios.

The OERP should identify measures to protect the public health and the environment from a broad range of potential sewer collection system failures that could lead to an SSO. The OERP should also include procedures to mitigate the effects of an SSO, when they do occur.

Lastly, to ensure successful implementation of the OERP during an SSO, appropriate staff and contractors should have adequate training.

The specific OERP element requirements within WDR 2006-0003 are described below.

2. SWRCB REGULATORY REQUIREMENTS

The City's SSMP overflow emergency response plan identifies measures to protect public health and the environment by including the following:

- Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner.
- A program to ensure an appropriate response to all SSOs.
- 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 SSMP. All SSOs shall be reported in accordance with this SSMP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or National Pollution Discharge Elimination System (NPDES) permit requirements. The SSMP should identify the officials who will receive immediate notification.
- Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained.
- Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities.
- A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to 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.

3. DISCUSSION

All of the SWRCB regulatory requirements required items have been incorporated into the City's OERP developed in 2010 as part of the SSMP as described below.

4. OVERFLOW EMERGENCY RESPONSE PLAN

4.1. Identification of Historical Problem Areas

The City does not currently have any a known history of reoccurring SSOs areas. They work diligently to monitor and maintain the "hot spot" areas identified in Element 4 to prevent SSOs from occurring.

4.2. Maintenance Activities to Prevent Overflows

- Annual inspections of all manholes in sewer collection system.
- Monthly inspection of the influent pump station.
- Scheduled cleaning of sewer lines that show signs of plugging.

4.3. Procedures for Responding to Sanitary Sewer Overflows

An SSO in the City's sewer collection system could occur for a variety of reasons, including root intrusion, flooding, pipe failure, grease blockage, or vandalism. Personnel responding to a publicly notified SSO should consider the following:

- When a caller verifies the SSO to be in public right of way, additional personnel may be needed to conduct work safely. Attempt to mobilize help as soon as possible and notify a supervisor.
- At the site, assess the severity of the problem and evaluate whether damage to the pipe has occurred and/or whether an SSO is evident and causing a public health or safety situation.
- Evaluate what action is necessary to protect City facilities, conduct safe operations, and what additional personnel and equipment are required.
- Evaluate actions required to protect water quality (surface and ground) and the environment.
- Evaluate the need to conduct traffic control and formulate a traffic control plan.

4.4. Steps to Identify, Respond, and Report Sewer Overflows

- Consider the need for mutual aid or hiring an outside contractor.
- Consider notification of upstream users to curtail or limit flow to the SSO.
- Consider emergency bypass measures if the SSO cannot be rectified in a reasonable time frame.
- Build impound structures (sandbag dike) if feasible to contain raw sewage.

- Sprinkle calcium hypochlorite powder on any surface spills to minimize health risk. Take any step necessary to limit public health and safety hazards without endangering any City personnel. Consider public access by both vehicles and pedestrians and isolate the affected area if necessary.
- Personnel safety is of the utmost importance. It is preferable to allow the SSO to occur rather than risk the safety of City staff and mutual aid responders.
- Evaluate the need to conduct bypass operations. Consider pumping around the impacted area or trucking wastewater.
- Consider the need to activate the Office of Emergency Services at (800) 852-7550.
- Notify appropriate regulatory agencies according to severity of the spill. Per the SWRCB, there are three SSO Categories:
 - A. **Category 1:** All discharges of sewage resulting from a failure in the sanitary sewer system that:
 - i. Equals or exceeds 1,000 gallons, or
 - ii. Results in a discharge to a drainage channel and/or surface water; or
 - iii. Discharges to a storm drainpipe that was not fully captured and returned to the sanitary sewer system.

Within 2 hours of a Category 1 spill the City must notify the State Office of Emergency Services, the local health officer or directors of environmental health with jurisdiction over affected water bodies, and the appropriate Regional Water Quality Control Board (RWQCB) and Office of Emergency Services (800) 852-7550.

Additionally, within 24 hours after becoming aware of a discharge to a drainage channel or surface water, the City shall submit to the RWQCB a certification that the State Office of Emergency Services and the local health officer or directors of environmental health with jurisdiction over the affected water bodies have been notified of the discharge.

- B. **Category 2:** All other discharges of sewage resulting from a failure in the City's sanitary sewer system.

If a Category 2 spill occurs, the City must report to the Online SSO Database within 30 days after the end of the calendar month in which the SSO occurs.

- C. **Category 3:** Private Lateral Sewage Discharges - Sewage discharges that are caused by blockages or other problems within a privately-owned lateral.

All sewage discharges that meet the above criteria for Private Lateral sewage discharges may be voluntarily reported to the Online SSO Database based upon the City's discretion.

- The preceding guidelines are not all inclusive. Each situation is unique and requires personal judgment and skilled response personnel. It is recommended that the City conduct annual training to include, review, and update emergency procedures and field exercises. Ongoing documentation of response procedures and updated catalogue of potential problem areas will help to reduce or eliminate the potential for SSOs.

4.5. Public Notification Plan

In the event of an SSO, the City must determine the need to post notices of polluted surface water bodies or ground surfaces in order to protect public health. Notices may only warn of potential public health risks due to sewage contamination, but do not necessarily prohibit the use of the affected land or water for recreation, unless otherwise stated. The postings must be displayed for five days.

Public notification may include signs, hangers on the front doors of potentially affected residences and businesses, or news releases to the printed or electronic news media for immediate publication or airing on local radio and/or television stations as appropriate.

ELEMENT 7 – FATS, OILS, AND GREASE CONTROL PROGRAM

1. INTRODUCTION

If determined necessary, a robust FOG Source Control Program is required for the SSMP. The FOG Source Control Program is required to include legal authority to prohibit and enforce grease discharges (as from restaurants), require installation of grease removal devices, provide design standards and maintenance requirements for the grease removal devices, establish BMP requirements, and establish record keeping and reporting requirements for grease producing facilities. The FOG Source Control Program is also required to establish legal authority to inspect and enforce the requirements of the program, as well as provide sufficient staff to perform these tasks. Finally, the FOG Source Control Program shall develop an outreach program to educate the public on proper disposal of fats, oils and grease.

2. SWRCB REGULATORY REQUIREMENTS

The City's SSMP must address all necessary components of a FOG Source Control Program by providing the following:

- An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG.
- 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.
- The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG.
- Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements.
- Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance.
- An identification of sanitary sewer system sections subject to FOG blockages and establish a cleaning maintenance schedule for each section; and
- Development and implementation of source control measures, for all sources of FOG discharged to the sanitary sewer system, for each section identified in (f) above.

3. DISCUSSION

All items applicable to the City have been incorporated into the City's 'Fats, Oils, and Grease (FOG) Control Program' Plan as described in the following section and detailed in Section 11.08.040 E of the Wastewater Ordinance included as Attachment A.

4. FATS, OILS, AND GREASE CONTROL PROGRAM

4.1. Food Service Establishment Permit Requirement

All permitted food service establishments discharging wastewater to the City of Loyaltan Wastewater System are subject to the following requirements:

4.1.1. Grease Interceptors Requirements

All permitted food service establishments are required to install, operate, and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance with the objectives of the Ordinance. All grease interceptors must meet the requirements of the Uniform Plumbing Code and the California Plumbing Code.

4.1.2. Grease Inceptor Implementation

All new food service establishment facilities are subject to grease interceptor requirements. All such facilities must obtain prior approval from the City for grease interceptor sizing prior to submitting plans for a building permit. All grease interceptors shall be readily and easily accessible for cleaning and inspection.

Existing facilities with planned modifications in plumbing improvements, with a building permit valuation of \$20,000 or more, will be required to include plans to comply with the grease interceptor requirements. All other existing food service establishments may be required to install a grease interceptor if they are determined by the City to be causing a grease problem within the sewer collection system. Any such users will be notified of their obligation to install a grease interceptor in a reasonable time by a certified notification letter.

4.1.3. Variance from Grease Interceptor Requirements

Grease interceptors required under the Ordinance shall be installed unless the City authorizes the installation of an indoor grease trap or other alternative pretreatment technology, and determines that the installation of a grease interceptor would not be feasible. The food service establishment shall bear the burden of demonstrating that the installation of a grease interceptor is not feasible. The City may authorize the installation of an indoor grease trap where the installation of a grease interceptor is not feasible due to space constraints or other considerations. If an establishment believes the installation of a grease interceptor is infeasible because of documented space constraints, the request for an alternate grease removal device shall contain the following information:

- Location of sewer main and easement(s) in relation to available exterior space outside building.
- Existing plumbing at or in a site that uses common plumbing for all services at that site.
- Alternative pretreatment technology includes, but is not limited to, devices that are used to trap, separate, and hold grease from wastewater and prevent it from being discharged

into the sewer collection system. All alternative pretreatment technology must be appropriately sized and approved by the City.

4.1.4. Wastewater Discharge Limitations

No User shall allow wastewater discharge concentrations from subject grease interceptor, grease trap or alternative pretreatment technology to exceed 600 milligrams per liter, as defined by method EPA test method 1664. However, if the City identifies excessive quantities of grease in the downstream sewer, it may require the user to lower their discharge concentration in order to prevent impacting the sewer as necessary.

4.1.5. Grease Interceptor Requirements

- Grease interceptor sizing and installation shall conform to the current edition of the Uniform Plumbing Code and the California Plumbing Code.
- Grease interceptors shall be constructed in accordance with a design approved by the City, and shall have a minimum of two compartments with fittings designed for grease retention.
- A grease interceptor shall be installed at a location where it shall be easily accessible for inspection, cleaning, and removal of intercepted grease. The grease interceptor may not be installed in any part of the building where food is handled. Location of the grease interceptor must meet the approval of the City.
- All such grease interceptors shall be serviced and emptied of accumulated waste content as required in order to maintain Minimum Design Capability or effective volume. These devices shall be inspected by the Owner at least monthly, Users who are required to maintain a grease interceptor shall:
 - Provide for a minimum hydraulic retention time in accordance with the Uniform Plumbing Code and California Plumbing Code.
 - Remove any accumulated grease cap and sludge pocket as required. Grease interceptors shall be kept free of inorganic solid materials such as grit, rocks, gravel, sand, eating utensils, cigarettes, shells, towels, rags, etc., which could settle into this pocket and thereby reduce the effective volume of the device.
- The User shall maintain a written record of inspection and maintenance for 5 years. All such records will be made available for on-site inspection by representatives of the City of Loyalton during all operating hours.
- Sanitary sewer wastes are not allowed to be connected to sewer lines intended for grease interceptor service.
- Access manholes, with a minimum diameter of 24-inches, shall be provided over each grease interceptor chamber and sanitary tee. The access manholes shall extend at least to finished grade and be designed and maintained to prevent water inflow or infiltration.

The manholes shall also have readily removable covers to facilitate inspection, grease removal, and wastewater sampling activities.

4.1.6. Grease Trap Requirements

- When specifically approved by the City, a grease trap complying with the provisions of this section must be installed in the waste line leading from sinks, drains, and other fixtures or equipment in food service establishments where grease may be introduced into the drainage or sewage system in quantities that can cause line stoppage or hinder sewage treatment or private sewage disposal.
- Grease traps sizing and installation shall conform to the Uniform Plumbing Code and the California Plumbing Code.
- No grease trap shall be installed which has a stated rate flow of more than fifty-five (55) gallons per minute, nor less than twenty (20) gallons per minute.
- Grease traps shall be maintained in efficient operating conditions by periodic removal of the accumulated grease. No such collected grease shall be introduced into any drainage piping, or public or private sewer.
- No food waste disposal unit or dishwasher shall be connected to or discharge into any grease trap.
- Wastewater in excess of one hundred-forty (140) degrees F/ (60 degrees C) shall not be discharged into a grease trap.

ELEMENT 8 – SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

1. INTRODUCTION

The collection system must have adequate hydraulic capacity to convey dry and peak wet weather flows through the system to the ultimate disposal point without upset or discharge to the environment or private property.

2. SWRCB REGULATORY REQUIREMENTS

At a minimum, the City's SSMP must include a system evaluation and capacity assurance plan with the following:

- **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.
- **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation using methods identified above to establish appropriate design criteria.
- **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term capital improvement plan (CIP) to address identified hydraulic deficiencies including prioritization, alternatives analysis, and schedules.
- **Schedule:** The City shall develop a schedule of completion dates for all portions of the capital improvement program.

3. DISCUSSION

City staff perform monthly inspections of the influent pump station and annual inspections of all their manholes in the sewer collection system. In addition, they perform daily inspections of manholes in the older portions of the City and "hot spot" areas. Data from these inspections and compiled from the 1989 CCTV survey, 2002 Master Plan, and 2005 I&I Study resulted in the list of sewer rehabilitation and replacement projects listed in the 2010 SSMP. As previously mentioned, two of the four major rehabilitation projects have been completed and the remaining two are a top priority for the City, in addition to continuing to identify areas of concern. A water balance was completed in 2008 assessing system capacity and the City plans to renew capacity assurance when updating their SSMP every five years.

ELEMENT 9 – MONITORING, MEASUREMENT, AND PROGRAM MODIFICATIONS

1. INTRODUCTION

The implementation of a successful SSMP maintains relevant information and data related to SSMP activities, monitors the implementation of SSMP Elements, and measures the effectiveness of its SSMP Elements. A system for assessing preventive maintenance (PM) program effectiveness and potential modifications to program elements should be developed and identified. Meaningful data needs to be identified, obtained, and displayed to support the opinion of program effectiveness and the need to revise, or maintain, PM practices and SSMP program elements. Relevant performance indicators that indicate the success or failure to meet established goals are selected and tracked on a regular basis.

2. SWRCB REGULATORY REQUIREMENTS

The City's SSMP will include monitoring, measurement, and program modifications as outlined below:

- Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities.
- Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP.
- Assess the success of the preventative maintenance program.
- Update program elements, as appropriate, based on monitoring or performance evaluations.
- Identify and illustrate SSO trends, including: frequency, location, and volume.

3. DISCUSSION

The City maintains records and data regarding the improvement, maintenance, and performance of the sewer collection system. This data is used to assess the success of the SSMP and to work to eliminate SSOs.

ELEMENT 10 – PROGRAM AUDITS

1. INTRODUCTION

The City is required under the WDR 2006-0003 to conduct periodic internal SSMP audits at least every two (2) years starting from the original date of adoption of the SSMP by the City's governing board.

2. SWRCB REGULATORY 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 subsection D.13 of the SSS WDR including identification of any deficiencies in the SSMP and steps to correct them.

3. DISCUSSION

Due to the minimal size of the system and the infrequency of SSOs, the City does not currently perform program audits at two-year intervals. Alternatively, every five years upon updating the SSMP an audit is performed.

ELEMENT 11 – COMMUNICATION PLAN

1. INTRODUCTION

WDR 2006-0003 requires that regular communication regarding development, implementation, and performance is disseminated to the public and systems tributary and/or satellite to the sewer collection system.

2. SWRCB REGULATORY REQUIREMENTS

The City 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 City as the program is developed and implemented.

The City shall also create a plan of communication with systems that are tributary and/or satellite to the City's sanitary sewer system.

3. DISCUSSION

The City does not currently have a communication plan implemented. The SSMP is a public record and on file at City Hall. Additionally, it is presented to the City Council in a public meeting for comment and approval.

APPENDIX A
City of Loyalton
Wastewater Ordinance
Chapter 11.08

CITY OF LOYALTON
WASTEWATER ORDINANCE
Including
RATES AND CONNECTION CHARGES

September, 2008

9/9/2008

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CHAPTER 11.08
SEWER

11.08.010 GENERAL PROVISIONS

A Enabling Statutes

This chapter is adopted pursuant to Article IV, Division 5, Part 3, Chapter 6 of the Health and Safety Code, and in accordance with Section 11 of Article XI of the Constitution of the State of California.

B Enterprise

The City will furnish a system, plant, works, and undertaking used for and useful in the collection, treatment, and disposal of sanitary sewage and industrial waste for the City, including all parts of the enterprise, all appurtenances thereto, and lands, easements, rights in lands, contract rights, and franchises.

C Powers and Authority of Inspectors.

The officers, inspectors, managers, and any duly authorized employees of the City shall be permitted to enter any and all buildings, industrial facilities and properties for the purposes of inspection, re-inspection, observation, measurement, sampling, testing or otherwise performing such duties as may be necessary in the enforcement of the provisions of the ordinances, rules and regulations of the City.

11.08.020 PREVIOUS ORDINANCE RESCINDED

The previous Sewer Ordinance, consisting of Sections 11.08.010 through 11.08.060, is hereby rescinded in its entirety along with any prior negotiated deals the City made with any customers.

11.08.030 PURPOSE

The purpose of this Ordinance is to establish rules and regulations pertaining to the connection to, use of, and maintenance of the community sanitary Wastewater System constructed by the City of Loyalton (hereinafter the "City"). This ordinance has been adopted to protect the health, safety and general welfare of the inhabitants of the City.

11.08.040 DEFINITIONS

A Applicant

"Applicant" shall mean a person who has applied to the City for sewer service.

B Bathroom

"Bathroom" shall mean a room containing a toilet.

C Building

"Building" shall mean any structure used for human habitation or a place of business, recreation, or other purposes, and containing sanitary facilities.

D Equivalent Dwelling Unit

"Equivalent Dwelling Unit" (EDU). The number of EDU's at a property shall be defined as the equivalent number of single family residences that would be required to discharge the same amount of sewage, on an average basis, as the property. Each single family residence shall be assigned a sewer use of one EDU, regardless of the size of the residence. For uses other than single family residences, EDU's shall be determined in accordance with **Appendix D**. Equivalent Dwelling Units (EDUs) shall be used as the basis for calculating sewer connection and use charges for all services.

E Fats, Oils, and Greases

Fats, Oils, and Greases include organic polar compounds derived from animal and/ or plant sources that contain multiple carbon chain triglyceride molecules. These substances are detectable and measurable using analytical test procedures established in the United States Code of Federal Regulations 40 CFR 136, as may be amended from time to time. All are sometimes referred to herein as "grease" or "greases".

F Food Service Establishments.

Those establishments primarily engaged in activities of preparing, serving, or otherwise making food available for consumption by the public, such as restaurants, commercial kitchens, caterers, hotels, schools, hospitals, prisons, correctional facilities, and care institutions. These establishments use one or more of the following preparation activities: cooking by frying (all methods), baking (all methods), grilling, sautéing, rotisserie cooking, broiling (all methods), boiling, blanching, roasting, toasting, or poaching. Also included are infrared heating, searing, barbecuing, and any other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing.

G Grease Interceptor

A structure or device designed for the purpose of removing and preventing fats, oils, and grease from entering the sanitary sewer collection system. These devices are often below-ground units in outside areas and are built as two or three chamber baffled tanks.

H Grease Interceptor Minimum Design Capability

The design capacity of a grease interceptor and its ability or volume required to effectively intercept and retain greases from grease-laden wastewaters discharged to the public sanitary sewer, as determined by the manufacturer. Grease interceptors shall be sized based on 20 gallons for every bar and/or restaurant seat, but not less than 500 gallons.

I Grease Trap

A device for separating and retaining waterborne greases and grease complexes prior to the wastewater exiting the trap and entering the sanitary sewer collection and treatment system. Such traps are typically compact under-the-sink units that are near food preparation areas.

J Permit

"Permit" shall mean any written authorization required pursuant to this or any other regulation of the City for the installation of any sewage works.

K Person

"Person" shall mean any human being, individual, firm, company, partnership, association and private or public or municipal corporation, the United States of America, the State of California, a district and any political subdivision, governmental agency, and or agency thereof.

L Report

"Report" shall mean the report referred to in section 5473 of the California Health and Safety Code.

M User

"User" shall include any person, including those located outside the jurisdictional limits of the City of Loyalton, who contributes, causes, or permits the contribution or discharge of wastewater into the Wastewater System, including persons who contribute such wastewater from mobile sources, such as those who discharge hauled wastewater.

N Wastewater System

"Wastewater System", where used herein, shall refer to the wastewater collection and treatment system of the City of Loyalton. The "Wastewater System" includes the wastewater collection system, consisting of the sewer mains, manholes, pump stations, valve vaults, and all other portions of the collection system. The "Wastewater System"

also includes the treatment works, including facilities for treating the wastewater as well as facilities for disposal of the treated wastewater, known as "effluent".

11.08.050 SERVICE AREA ESTABLISHED

The Service Area for the Wastewater System shall include the City Limits of the City of Loyaltown, as well as such additional areas adjacent to and outside the City Limits as specifically approved by the City Council to receive service.

11.08.060 USE OF PUBLIC SEWERS REQUIRED

A Mandatory Connection

All property which generates wastewater or sewage of any nature that is within the above referenced Service Area shall be required to connect all residences and other buildings from which sewage may be generated to the City's Wastewater System. Exceptions may be allowed by the City Council, upon application of the property owner, for locations where the facility generating the wastewater is located more than five hundred feet (500') horizontally from the nearest City-owned sewer main.

B Notice of Connection

Upon notice from the City of sewer availability, connection shall be made to the system within Ninety (90) days. Notice shall be provided to the property owner and/or any tenant of any such property requiring connection to the Wastewater System. It shall be unlawful for any property owner or any other person using the property to discharge any waste, wastewater or other effluent into a leach field or any other medium leading to the groundwater. This shall include, without limitation, sanitary sewage as well as waste commonly referred to as "gray water", consisting of wash water discharges, shower discharges, sink discharges, etc.

C Septic Abandonment

Within 90 days after connection to the sewer, all existing septic tanks, cesspools, seepage pits, and leach lines on property within the service area shall be abandoned in accordance with County and State regulations.

11.08.070 CONNECTIONS TO THE SYSTEM AND CONSTRUCTION PERMITS

A Application Required

No person shall uncover, make any connections to or openings into, use, alter, or disturb the City's Wastewater System or appurtenances thereof, without first filing an application and obtaining a permit from the City. Prior to issuance of the permit, the applicant shall pay all applicable fees to the City as set forth herein, or as may from time to time be established by the City Council. The City shall specify the form and content of the application for connection to the Wastewater System and/or the installation of

service laterals. Applications can be obtained from and shall be submitted to the City's offices located at 210 Front Street, City of Loyalton, CA 96118.

B Sewer Connection Permits

No connection shall be made to the Wastewater System and no service laterals may be installed until a connection permit is issued by the City (hereinafter referred to as a "Sewer Connection Permit") authorizing such connection.

C Property Owner Responsible for Damage During Construction

The property owner shall be responsible for any damage to the Wastewater System resulting from the connection or testing of sewer laterals or lines, including without limitation work performed by the property owner's contractor or agents.

D Property Owner Responsible Damage Due to Illegal Discharges

The property owner shall be responsible for any damage to the Wastewater System caused by the inappropriate or illegal use of the system and/or the discharge of harmful and inappropriate materials or substances into the system.

11.08.080 CONNECTION FEES

A Sewer Connection Permit Fees

A fee shall be charged by the City to property owners for issuance of a new sewer connection permit. The fee shall be based on the following items:

1. Application Fee

The application fee shall cover the cost to the City of preparing, processing, reviewing, and issuing the necessary permit for construction.

2. Facility Charge

The "Facility Charge" shall represent the value of an allocated portion of the existing Wastewater System which will be necessary to serve the new applicant. Recognizing the difficulty in determining this value, the City Council shall determine and include this value as a portion of the Connection Fee. The facility charge shall be different for residents of the Service Area and for non-residents of the Service Area, since the residents have historically paid a portion of the cost of the Wastewater System through user fees and property taxes. The facility charge shall not be charged for properties that already have an existing service. When an existing service is significantly expanded, an additional facility charge shall be due based on the increased number of fixture units.

3. Connection Charge.

The Connection Charge shall represent the actual costs incurred by the City to provide and install the service lateral to the property and to inspect the improvements of

the Property Owner during the connection installation. The Connection Charge shall cover the cost of all materials, installation, equipment, equipment rentals, inspections, testing and other work of the City in installing and overseeing the connection to the Wastewater System. The connection charge will vary based on the nature of the work required by the City and the portions of the connection being made by the property owner. Where the City requires that the physical work of connecting the property to the system is to be made by the City, the fees shall also provide for recovery by the City of all expenses incurred, including without limitation costs of City staff, administration, and contractors. The City shall require the property owner to make a cash deposit with the City to cover the estimated cost prior to the installation.

4. Total Fees:

The Sewer Connection permit fees shall be as shown on **Appendix A**.

5. Commercial Services

Commercial, industrial, and any other non-residential users shall pay a connection fee based on the number of EDU's at the facility. The number of EDU's shall be determined by a count of the sewer fixture units at the facility in accordance with the table in **Appendix D**. The connection charge for commercial services shall be the connection charge for one EDU times the number of EDU's at the facility.

The above connection fee shall be limited to extensions for four or less EDU's. For service requirements in excess of 4 EDU's, the cost of service shall be negotiated and approved by the City Council based on the total impact to the Wastewater System.

B Connection Fees for Service Outside of Service Area

1. Service Subject to Approval of Council

The Council may extend sewer service to consumers located outside the Service Area as described above. However, the Council is under no obligation to offer sewer service to consumers outside the City Limits. Any person desiring such service shall apply in writing to the Council for such services and shall present any request therefore at a regular meeting of the Council.

2. Service Subject to Additional Approvals

Service outside the City Limits may require additional approvals, including a modification of the service area, and approval by the Local Agency Formation Commission (LAFCO). The property owner shall be responsible for obtaining all additional approvals required for service at his sole cost.

3. Connection Fees for Service Outside the Service Area

In addition to the Sewer Connection Permit Fees listed above, any property outside the current Service Area wishing to connect to the Wastewater System shall pay an additional facility charge at the time that the property owner seeks to connect to the system. This additional facility charge shall be based on the value of the Wastewater System that has been supported by funds other than user fees, and which were not paid

by properties outside the City Limits. This additional facility fee shall be due and payable at the time the property owner submits an application for a connection permit and no permit applications shall be accepted without payment of the full fee. The additional facility fee shall be as shown in **Appendix A**.

The additional facility fee shown in **Appendix A** applies only to projects with four or less Equivalent Dwelling Units at one time. For facilities requiring more connections, or for subdivisions, the City reserves the right to negotiate an appropriate facility charge, taking into account the available capacity within the Wastewater System and the facilities needed to accommodate the additional service. All improvements required to provide service to the user shall be paid by the additional facility charge. At the property owner's option, and with City approval, a portion or all of the needed improvements may be constructed by the property owner. In such cases, the additional facility charge shall be revised to reflect the amount of work performed by the property owner.

11.08.090 USER FEES

User fees are calculated differently for single family residential services and non-single family residential services. Non single family residential services include multiple unit apartment buildings, trailer parks, industrial services, and all commercial services. The User Fees Shall be as listed in **Appendix B**.

A Single Family Residential Services

Each single family residential sewer service shall pay the flat rate sewer user fee for one Equivalent Dwelling Unit, as shown in **Appendix D**.

B Non-Single Family Services

1. Multi-unit Residential

Each multi-unit residential building shall pay a user fee based on the total number of EDU's within the complex or building. The total number of EDU's shall be calculated in according to **Appendix D**. This charge does *not* include the use of washer/dryer laundry facilities. Laundry facilities will be billed separately as described in this ordinance. The number of EDU's at the site shall be rounded to the nearest 0.1 EDU.

2. Trailer Parks

Each trailer park shall be charged based on the number of EDU's, calculated in accordance with **Appendix D**. A sewer charge shall be made for each space equipped with a sewer service, regardless of whether or not the space is occupied. This charge does *not* include the use of washer/dryer laundry facilities. Laundry facilities will be billed separately as described in this ordinance. The number of EDU's at the site shall be rounded to the nearest 0.1 EDU.

3. Commercial Services

Commercial services may be billed on either of two methods, at the option of the property owner: EDU count-based, or a charge based on the water usage. The property owner shall not change the method of billing more often than once per year.

a. Fixture Unit Based EDU Count Method

Commercial services may be billed a flat rate per month based on the number of EDU's at the site. The number of EDU's shall be calculated in accordance with **Appendix D**. **Appendix D** calls for the calculation of EDU's to be based on the number of the fixture units at the facility, which are determined by performing a physical inspection of the premises and listing all equipment discharging to the sewer. The minimum charge for any commercial site, regardless of fixture units, shall be 1 EDU. The number of EDU's at the site shall be rounded to the nearest 0.1 EDU.

b. Water Usage Method

At the property owner's option, the facility may be billed based upon the metered water usage. The user fee shall be combination of a base rate plus a flat rate per 1,000 gallons of water used, as measured on the City's water meter. The base rate and the price per 1,000 gallons shall be as indicated in **Appendix B**. Where the water usage data is not available for a limited time, such as in winter, the usage may be estimated and adjusted when the meter can be read.

In the event that water meter readings are not available for a commercial site for whatever reason, the sewer fee shall be based on the fixture unit count method as described above.

In the event of extraordinary water usage, such as a service line leak, the user may request an adjustment in the sewer billing. Such request shall be in writing, and shall provide a justification for the adjustment and an estimate of the quantity of water involved in the extraordinary usage. The City Council will review the request, and shall make such adjustments as it deems appropriate.

No special credit shall be made to allow for water not discharged to the sewer, such as irrigation usage. In the event that the user wishes to separate out the irrigation usage, he shall request and pay for a separate irrigation water meter in accordance with the City's Water Ordinance. All necessary piping modifications shall be made by the user at his sole cost.

C Surcharge for Properties Outside City Limits

The user fees for all services not within the City Limits shall be calculated as described above, and multiplied times 1.1, representing a 10% surcharge. At such time as the facility is annexed into the City, the surcharge shall cease.

11.08.100 BILLING AND PAYMENT

A User Fee Billing

The owners of real property connected to the Wastewater System shall be billed monthly for the use of the Wastewater System. The User Fee shall be calculated as described above, and as shown in **Appendix B**. All real property connected to the Wastewater System shall be deemed to be using the Wastewater System. Payment is required for each connection regardless of use. Any change in the amount of the sewer user fees shall be made by a revision of the sewer use ordinance by the City Council.

1. The User Fees shall be billed for services rendered once monthly. Billing shall be mailed within fifteen (15) days of the last day of the calendar month during which services were rendered.

2. For services where sewer was only in service for part of the month, the User Fee shall be pro-rated for actual number of days service is available.

3. All User Fees shall be billed to and be the responsibility of the owner of the real property, whether or not the owner is the occupant. For the purposes of this Ordinance, lot or parcel ownership shall be established as of the last day of the month preceding the billing period, and shall be based upon the latest available records of the City and County Auditor. It shall be the responsibility of any person or entity purchasing real property that is connected to the Wastewater System to notify the City of the change in ownership in order for the City to be able to bill the proper party. If the new property owner's failure to provide the proper ownership information results in the City's sending the sewer bill to the wrong person, and results in the failure to pay on time, the new property owner shall be responsible for the late payment penalties.

4. Any amount paid in excess of the actual computed charge shall be credited against the charge for the succeeding billing or refunded during the current year. Any deficiency between the amount paid and the actual charge shall be billed on a special billing from the City to the property owner.

5. The User Fee may increase annually by a fixed amount, if so listed in **Appendix B**.

B Other Charges

1. The owner of the real property connected to the Wastewater System shall be responsible for any unusual expenses and costs incurred by the City involving sewer service to the property, including without limitation, testing, inspections of the private sewer laterals or lines, expenses arising from any blockage or damage to the Wastewater System resulting from the use of private property and the cost of investigation and repairing or fixing any blockage attributable to the property. Any such charges will be billed on a time and materials basis as incurred by the City. This may include the use of a private contractor.

C Provisions Applicable to All Fees and Charges

1. Unpaid sewer user fees shall become delinquent 30 days after the mailing of the bill. A penalty of ten percent (10%) of the delinquent amount shall be added to the billing. Any unpaid user fees exceeding 60 days after billing shall be subject to collection by any lawful means available to the City. In addition, interest shall accrue on the unpaid balance at the rate of one percent (1%) per month.

2. Both water service and sewer service to any consumer whose sewer user account remains delinquent for a period of thirty (30) days may be discontinued at the discretion of the Council. Ten (10) days prior to the discontinuance of such service, a certified letter, return receipt requested, shall be mailed providing notice of such discontinuance to the user whose account is delinquent.

3. As an alternative or in addition to any of the procedures herein described, the City may bring an action against the person or persons who occupied the premises when the service was rendered for collection on the amount of delinquent rate and all penalties and cost of the collection, including a reasonable attorney fees.

4. Disconnection

Premises as to which charges have become delinquent may be disconnected. The sewer superintendent shall estimate the cost of disconnection of such premises from the Wastewater System and the cost of reconnection thereto, and such user shall deposit the cost as estimated of disconnection and reconnection before such premises are reconnected to the sewer system. The amount of the cost of disconnection and reconnection over the deposit shall constitute a user charge and be collected as such. The amount of the deposit not used shall be repaid or applied to the account.

5. Abatement

During the period of non-connection or disconnection from the sewer, habitation on such premises by human beings shall constitute a public nuisance, whereupon the Council shall cause proceedings to be brought for abatement of occupancy of said premises by human beings. In such event, a reasonable attorney's fees shall also be included in the charges for disconnection and reconnection.

11.08.110 MATERIALS AND MANNER OF CONSTRUCTION

A General Requirements

All service laterals must comply with the standards set forth in the Uniform Plumbing Code (UPC) and the California Plumbing Code (CPC), latest edition.

B Materials

All materials shall comply with the UPC and California Plumbing Code. All new sewer laterals shall be PVC, ABS, or cast iron. Existing laterals which must be replaced

or repaired, which are not composed of PVC or ABS or cast iron, shall be replaced by the owner at the owner's expense.

C Property Line Cleanout

Each new sewer service lateral, and each reconstructed service lateral, shall be equipped with a two-way sewer cleanout at the property line.

D Inspection

All sewer laterals shall be inspected by the City prior to backfilling. All lateral connections to the sewer main shall be installed by the City, and the entire lateral pipeline, including the portion within the city streets, shall be installed by the property owner or his contractor.

E Testing

All sewer service laterals shall be air tested prior to connection to the main sewer. Any lateral that fails the air test shall be repaired or replaced by the owner prior to putting the lateral into service.

F Additional Materials

The City may, from time to time, as new materials are developed, revise the materials standards to allow other materials of construction.

11.08.120 CITY RESPONSIBILITY

A City Responsibility

The City shall own, operate and maintain all sewer mains. The City will exercise reasonable diligence and care to provide continuous operation of its sewerage disposal facilities and to avoid, so far as practicable, interruptions in service. The City, its officers, employees or agents shall not be liable either for interruption, curtailment or stoppage of sewer service to any property, or for any loss or damage occasioned thereby.

B City's Right to Suspend Service

In addition to any and all other rights that the City has to establish reasonable regulations and requirements pertaining to the use of the Wastewater System, and not as a limitation as to any such right, whenever it is necessary for the purpose of making repairs or performing any other work on the Wastewater System or to prevent damage to the Wastewater System, the City reserves the right to temporarily suspend sewer service to any property, and it shall not be liable for any loss or damage occasioned thereby.

C City Responsibility Limited to City Property

The City will not be responsible for the maintenance and operation of any sewer line or other facility that is not owned by the City. Such lines or facilities will not be considered as part of the City's Wastewater System. The City will not be responsible for sewer lines on private property, except within an easement dedicated to and accepted by the City, and properly recorded at the County Recorder's Office.

D City Repairs

The City is *only* responsible for maintaining and repairing the mainline sewers. The City will not be responsible for any portion of the sewer lateral from the mainline to the resident's property.

11.08.130 PROPERTY OWNER'S RESPONSIBILITY

A Owner's Responsibility

Property Owners shall be responsible for the condition of the entire service lateral and any lines that are not on City property. All such service laterals and lines shall be maintained so as to allow for the unobstructed passage of sewage and in a condition so that the lines or laterals pass any testing and inspections required by the City. Cleanouts shall be maintained by the owner in a functional capacity and shall be kept free of obstructions and accessible.

B City Not Responsible for Blockages

The City shall not be responsible for blockages in any part of the service lateral, unless the blockage is caused by a physical defect in the City's sewer line. The intrusion of roots, and any blockage caused by roots from trees growing on the Property Owner's property, will not be the responsibility of the City and will be the responsibility of the owner.

11.08.140 FATS, OILS, AND GREASE (FOG) CONTROL PROGRAM

A Food Service Establishment Permit Requirement

All permitted food service establishments discharging wastewater to the City of Loyalton Wastewater System are subject to the following requirements:

1. Grease Interceptor Requirements: All permitted food service establishments are required to install, operate, and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance with the objectives of this Ordinance. All grease interceptors must meet the requirements of the Uniform Plumbing Code and the California Plumbing Code.

2. Implementation:

a. All new food service establishment facilities are subject to grease interceptor requirements. All such facilities must obtain prior approval from the City for grease interceptor sizing prior to submitting plans for a building permit. All grease interceptors shall be readily and easily accessible for cleaning and inspection.

b. Existing facilities with planned modifications in plumbing improvements, with a building permit valuation of \$20,000 or more, will be required to include plans to comply with the grease interceptor requirements. All other existing food service establishments may be required to install a grease interceptor if they are determined by the City to be causing a grease problem within the collection system. Any such users will be notified of their obligation to install a grease interceptor in a reasonable time by a certified notification letter.

3. Variance from Grease Interceptor Requirements: Grease interceptors required under this Ordinance shall be installed unless the City authorizes the installation of an indoor grease trap or other alternative pretreatment technology, and determines that the installation of a grease interceptor would not be feasible. The food service establishment shall bear the burden of demonstrating that the installation of a grease interceptor is not feasible. The City may authorize the installation of an indoor grease trap where the installation of a grease interceptor is not feasible due to space constraints or other considerations. If an establishment believes the installation of a grease interceptor is infeasible because of documented space constraints, the request for an alternate grease removal device shall contain the following information:

a. Location of sewer main and easement(s) in relation to available exterior space outside building.

b. Existing plumbing at or in a site that uses common plumbing for all services at that site.

c. Alternative pretreatment technology includes, but is not limited to, devices that are used to trap, separate and hold grease from wastewater and prevent it from being discharged into the sanitary sewer collection system. All alternative pretreatment technology must be appropriately sized and approved by the City.

B Wastewater Discharge Limitations

1. No User shall allow wastewater discharge concentrations from subject grease interceptor, grease trap or alternative pretreatment technology to exceed 600 milligrams per liter, as defined by method EPA test method 1664. However, if the City identifies excessive quantities of grease in the downstream sewer, it may require the user to lower their discharge concentration in order to prevent impacting the sewer as necessary.

C Grease Interceptor Requirements

1. Grease interceptor sizing and installation shall conform to the current edition of the Uniform Plumbing Code and the California Plumbing Code.
2. Grease interceptors shall be constructed in accordance with a design approved by the City, and shall have a minimum of two compartments with fittings designed for grease retention.
3. A grease interceptor shall be installed at a location where it shall be easily accessible for inspection, cleaning, and removal of intercepted grease. The grease interceptor may not be installed in any part of the building where food is handled. Location of the grease interceptor must meet the approval of the City.
4. All such grease interceptors shall be serviced and emptied of accumulated waste content as required in order to maintain Minimum Design Capability or effective volume. These devices shall be inspected by the Owner at least monthly. Users who are required to maintain a grease interceptor shall:
 - a. Provide for a minimum hydraulic retention time in accordance with the Uniform Plumbing Code and California Plumbing Code.
 - b. Remove any accumulated grease cap and sludge pocket as required. Grease interceptors shall be kept free of inorganic solid materials such as grit, rocks, gravel, sand, eating utensils, cigarettes, shells, towels, rags, etc., which could settle into this pocket and thereby reduce the effective volume of the device.
5. The User shall maintain a written record of inspection and maintenance for 5 years. All such records will be made available for on-site inspection by representatives of the City of Loyaltan during all operating hours.
6. Sanitary sewer wastes are not allowed to be connected to sewer lines intended for grease interceptor service.
7. Access manholes, with a minimum diameter of 24 inches, shall be provided over each grease interceptor chamber and sanitary tee. The access manholes shall extend at least to finished grade and be designed and maintained to prevent water inflow or infiltration. The manholes shall also have readily removable covers to facilitate inspection, grease removal, and wastewater sampling activities.

D Grease Trap Requirements

1. When specifically approved by the City, a grease trap complying with the provisions of this section must be installed in the waste line leading from sinks, drains, and other fixtures or equipment in food service establishments where grease may be introduced into the drainage or sewage system in quantities that can cause line stoppage or hinder sewage treatment or private sewage disposal.
2. Grease traps sizing and installation shall conform to the Uniform Plumbing Code and the California Plumbing Code.

3. No grease trap shall be installed which has a stated rate flow of more than fifty-five (55) gallons per minute, nor less than twenty (20) gallons per minute.

4. Grease traps shall be maintained in efficient operating conditions by periodic removal of the accumulated grease. No such collected grease shall be introduced into any drainage piping, or public or private sewer.

5. No food waste disposal unit or dishwasher shall be connected to or discharge into any grease trap.

6. Wastewater in excess of one hundred-forty (140) degrees F/ (60 degrees C) shall not be discharged into a grease trap.

11.08.150 PROHIBITIONS

A General

In order to protect the Wastewater System and preserve the public health, safety and general welfare, the City may prohibit or place restrictions on the quantity and quality of all materials and waste discharged into the Wastewater System.

B Discharge of Storm Water Prohibited

It shall be unlawful to connect roof gutters, yard drains, or other storm water drains or drainage systems to the Wastewater System, or to otherwise allow precipitation or surface waters from any property to enter the Wastewater System.

C Discharge of Groundwater Prohibited

It shall be unlawful to connect basement drains or sump pump discharges or other groundwater sources to the Wastewater System. Upon appeal by the property owner, the City Council may authorize such discharges on a case-by-case basis for temporary discharges, such as construction dewatering, or for difficult circumstances. In such cases, the Applicant shall pay such additional fees for the discharge as are set by the Council.

D Other Prohibited Discharges

1. No person shall discharge or cause to be discharged into the public sewer the following:

a. Any liquid or vapor having a temperature higher than one hundred fifty (150) degrees Fahrenheit.

b. Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures below 60 degrees F.

c. Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas.

- d. Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, manure, or any other solid or viscous substance capable of causing obstruction to the flow in sewers or other interference with the proper operation of the Wastewater System.
- e. Any garbage from a residential unit that has not been properly shredded. Garbage discharge is prohibited from a commercial property.
- f. Any water containing synthetic detergents in excessive quantity.
- g. Any water or wastes containing excessive suspended solids or excessive dissolved solids.
- h. Any noxious or malodorous gas or substance capable of creating a public nuisance.
- i. Any water or wastes containing acid iron pickling wastes, or concentrated plating solutions, whether neutralized or not
- j. Any water or wastes containing iron, chromium, copper, zinc, silver, and similar objectionable or toxic substances, or wastes exerting an excessive chlorine requirement.
- k. Any waste water containing cyanides in excess of two milligrams per liter (2 mg/l).
- l. Any waters or wastes having a pH lower than 5.0 or higher than 9.5 or having any other corrosive property capable of causing damage to, or posing a hazard to structures, equipment and personnel operating the Wastewater System.
- m. Any water or wastes containing phenols or other taste or odor producing substances in high concentrations.
- n. Any radioactive wastes or isotopes.
- o. Any water or wastes having pH in excess of 9.5.
- p. Any wastewater flow or concentration of wastes constituting "sludge".
- q. Any wastewater with a BOD₅ or chemical oxygen demand in excess of 500 mg/l.
- r. Any substance prohibited by Proposition 65, the Safe Drinking Water and Toxic Enforcement Act of 1986.
- s. Any water or wastes which contain substances or possess characteristics which, in the judgment of the City, may have a deleterious effect upon the sewage treatment works or collection system.
- t. The use of diluting waters to meet the requirement standards for the waste discharge is prohibited.

u. Any septage or other material having been removed from septic tanks.

v. Any drug paraphernalia, such as chemicals, syringes, needles, rubber gloves, etc.

w. Any other waste or material that is determined by the City to be harmful to the Sewer Wastewater System.

2. Conditional Acceptance

During the application process, if any water or wastes containing items above are proposed to be discharged to the public sewers, the City reserves the right to:

a. Reject the wastes, or

b. Require pretreatment to an acceptable condition for discharge to the public sewers, or

c. Require control over the quantities and rates of discharge, and/or

d. Require additional payment to cover the added cost of handling the wastes not covered by charges under the provisions of the Ordinance.

11.08.160 VIOLATIONS

It shall be unlawful to discharge any waste or other material into the City's Wastewater System or any private sewer line or lateral connection thereto, except in strict compliance with the provisions of this ordinance and any regulations or requirements as may be imposed as a condition to the use of the Wastewater System and/or any connection permit. The City may order the immediate discontinuance of the use of the Wastewater System in violation of the provisions of this ordinance or otherwise damages the Wastewater System.

A Violation as Misdemeanor

Violations of the provisions of this ordinance shall constitute a misdemeanor. Each day in which any such violation shall continue shall be deemed a separate offence.

B Civil Liability for Violations

A person violating any of the provisions of this Ordinance shall be liable to the City of any expense, loss, or damage occasioned the City by reason of such violation.

11.08.170 APPEALS

A Appeals of City Actions

Any property owner may appeal to the City Council any actions, decisions or interpretations by the City of this Ordinance that adversely affect the property owner, in accordance with provisions of this Section.

B Relief On Own Motion

The City Council may, on its own motion, find that by reason of special circumstances any provisions of this chapter should be suspended, or modified, as applied to a particular premises and may, by resolution, order such suspension or modification for such premises during the period of such special circumstances, or any part thereof.

C Appeal Procedures

A written Notice of Appeal shall be prepared by the property initiated and delivered to the City within thirty (30) days of the action, decision or interpretation of this Ordinance that adversely affects the property owner. The Notice of Appeal shall describe the action, decision or interpretation for which the appeal is being filed including times, dates and persons involved, and the contentions of the person filing the appeal.

1. The City Council shall review the Notice of Appeal. Upon receipt of such a request a hearing shall be set a regular meeting of the City Council within 45 days of receipt of the request. The time for the hearing may be extended for good cause, upon request of the plaintiff, or based on the operational needs of the City.

2. The Council shall conduct a hearing on the appeal. The plaintiff shall have thirty minutes in which to present his or her appeal to the Council. The plaintiff shall be entitled to submit any evidence, document, or other written material that is relevant to the appeal. City staff shall have a right to review and to respond to all documents or other material submitted by the appellant.

3. The Council shall render a decision in writing following the hearing. The decision shall contain findings of fact and determination of the issues and shall provide notice to the plaintiff that the time within which judicial reviews must be sought is governed by Section 1094.5 of the Code of Civil Procedure.

11.08.180 SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence clause or phrase of this Ordinance or any part thereof is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof which provisions shall remain in effect; and to this end the provisions of this Ordinance are hereby declared to be severable. The Council hereby declares that it

would have passed such section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared invalid.

This ordinance shall take effect thirty (30) days after its passage.

**APPENDIX A
SEWER CONNECTION PERMIT FEE**

Sewer Connection Fee:

The Sewer Connection Fee per EDU is the sum of three components:

1.	Application Fee:	\$150
2.	Facility Fee (in Service Area):	\$1,000
3.	Connection Fee ¹ :	\$500

Total In-Service-Area Sewer Connection Fee **\$1,650/EDU**

¹The above connection fee shall be limited to extensions for four or less EDU's. For service requirements in excess of 4 EDU's, the cost of service shall be negotiated and approved by the City Council based on the total impact to the Wastewater System.

Out of Service Area Sewer Connection Permit Fee

For out of service area connections, the property owner shall pay an alternate out of service area facility fee. The out of service area facility fee per EDU shall be:

2a.	Facility Fee (out of Service Area):	\$3,000
-----	-------------------------------------	---------

Total Out-of-Service-Area Sewer Connection Fee **\$3,650/EDU**

In addition to the connection fee, for services outside of the service area, the owner shall also be responsible for the cost of extending the City service mains to the property.

The above connection fee shall be limited to extensions for four or less EDU's. For service requirements in excess of 4 EDU's, the cost of service shall be negotiated and approved by the City Council based on the total impact to the Wastewater System.

**APPENDIX B
SEWER USER FEES**

One equivalent Dwelling Unit (EDU) will be charged the City's current monthly rate per EDU. As of August, 2008, the sewer rate is \$50.00 per month per EDU.

Residential Service Charges

The table below indicates the rates that the City hereby adopts per EDU. This table may be revised by the City Council through appropriate legal action.

Fiscal Year	City's Rate Monthly Rate per EDU
2008-09	\$50 (current rate)
2009-10 ¹	\$62.50
2010-11 ²	\$75.00
2011-12 ³	\$76.50
2012-13 ³	\$78.03

The rates for all years after 2012-2013 shall increase by 2% annually to help cover additional costs of operation and maintenance.

The new rates shall become effective for the month of July each year and the months thereafter.

Commercial Charges

A. EDU Based Billing.

Commercial Properties being billed on an EDU basis shall pay the above rates per EDU.

B. Water Meter Based Billing

Commercial Properties being billing based on the actual metered water usage shall be billed at the following rates:

Fiscal Year	City's Monthly Sewer User Rate
2008-09	\$50 plus \$1.00 per 1,000 gallons of water used.
2009-10 ¹	\$62.50 plus \$1.25 per 1,000 gallons of water used
2010-11 ²	\$75 plus \$1.50 per 1,000 gallons of water used.
2011-12 ³	\$76.50 plus \$1.53 per 1,000 gallons of water used
2012-13 ³	\$78.03 plus \$1.56 per 1,000 gallons of water used

The rates for all years after 2012-2013 shall increase by 2% annually to help cover additional costs of operation and maintenance.

The new rates shall become effective for the month of July each year and the months thereafter.

Services Outside the City Limits

All services outside the City Limits shall pay a 10% surcharge. The user fees shall be as described above, multiplied times 1.1.

APPENDIX C CONSTRUCTION STANDARDS

Connection Policy

Connection to the City's collection system shall not be made until the improvements have been inspected, pressure tested and approved, and meet or exceed the criteria as set forth in the most current version of the California Plumbing Code.

Responsibility for Building Lateral Installation

It shall be the responsibility of the property owner to install all building lateral pipelines and appurtenances from within the premises of the property to the main line lateral tap provided by the City.

Materials of Construction

All materials shall be standard commercial materials designed for use in sanitary sewer applications. Laterals shall be constructed of ABS, PVC, or HDPE. Vitrified Clay, asbestos cement, and Orangeburg pipe are specifically prohibited. Cleanouts shall be provided with a concrete or cast iron box labeled "sewer".

Installation of Cleanouts

The owner shall install a two-way cleanout in each building lateral at the property line of the premises. The cleanout shall be located on the public right-of-way, within five feet of the property or easement line.

**APPENDIX D
EQUIVALENT DWELLING UNIT DETERMINATION**

The Sewer Connection and User Fees shall be based on the number of Equivalent Dwelling Units (EDU's) for the facilities connected to the sewer. The number of EDU's shall be determined per the following Table D-1:

**Table D-1
Equivalent Dwelling Unit Determination**

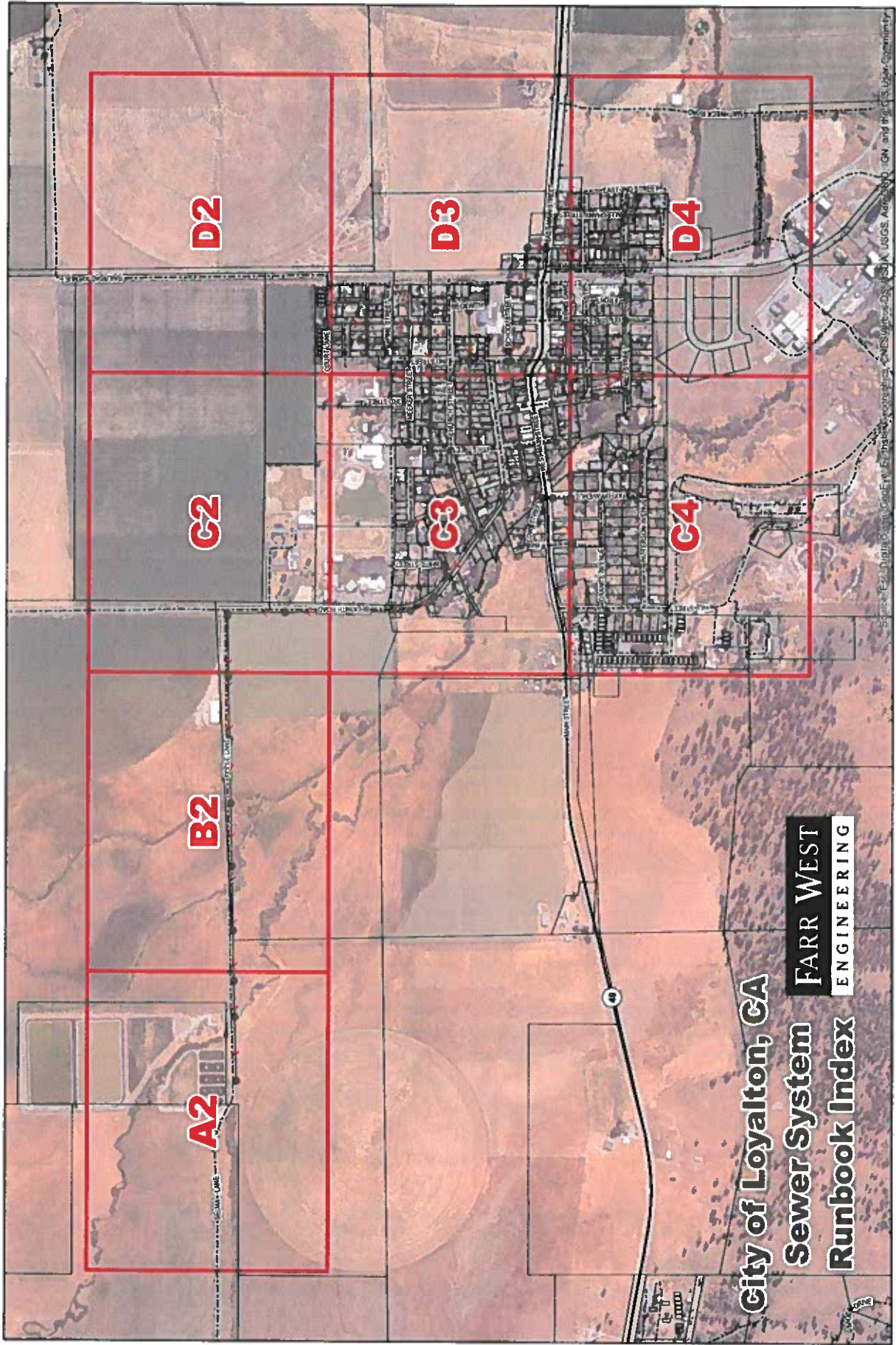
Type of Use	Number of Equivalent Dwelling Units (EDU)
Single-Family residence	1.0
Duplex (each living unit)	1.0
Apartment (each living unit)	1.0
Mobile Home - individual lot	1.0
Mobile or Recreational Vehicle Park (each pad)	1.0
Commercial	1 EDU per 20 fixture units, per Table D-2 below

**Table D-2
Fixture Unit Table**

DRAINAGE FIXTURE UNITS FOR FIXTURES AND GROUPS	
FIXTURE TYPE	DRAINAGE FIXTURE UNIT VALUE AS LOAD FACTORS
Automatic Clothes washers, commercial	3
Automatic clothes washers, residential	2
Bathtub (with or without overhead shower or whirlpool attachments)	2
Bidet	1
Combination sink and tray	2
Dental lavatory	1
Dental unit or cuspidor	1
Dishwashing machine, domestic	2
Dishwashing machine, commercial	3
Drinking fountain	0.5
Emergency floor drain	0
Floor drains	1
Kitchen sink, domestic	2
Kitchen sink, domestic with food water grinder	3
Lavatory	1
Shower stall, per head	2
Service sink Sink	2
Urinal	4
Toilet (private)	4
Toilet (public)	6

For discharges not listed in Table D-2, one fixture unit shall be assigned for each 0.5 gpm of discharge.

APPENDIX B
City of Loyalton
Sewer Collection System Map



City of Loyaltyton, CA
Sewer System
Runbook Index

FARR WEST
ENGINEERING

Source: Esri, DigitalGlobe, GeoEye, Earthstar, CNES/Airbus DS, USDA, AeroGRID, IGN, and the GIS User Community

120° 15' 24" W 39° 41' 10" N

120° 15' 24" W 39° 41' 10" N



120° 15' 24" W 39° 41' 10" N

120° 15' 24" W 39° 41' 10" N



FARR WEST
ENGINEERING

City of Loyalton, CA
Sanitary Sewer System
Run Book

1" = 200'

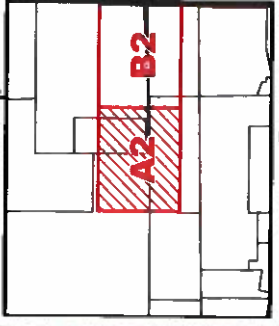
Legend

- Sewer Manhole
- Gravity Main
- Parcel Boundary

Notes:

Background Imagery Data pulled from ESRI Online & Street Data pulled from Open Street Maps

Index Map





FARR WEST
ENGINEERING

1" = 200'
City of Loyalton, CA
Sanitary Sewer System
Run Book



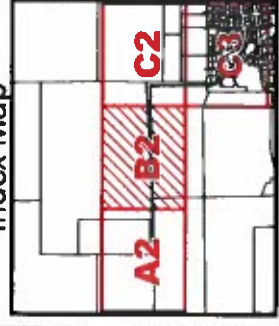
Legend

- Sewer Manhole
- Gravity Main
- Parcel Boundary

Notes:

Background Imagery Data pulled from ESRI Online & Street Data pulled from Open Street Maps

Index Map





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120° 14' 35" W 30° 41' 57" N

120° 14' 35" W 30° 40' 48" N

120° 14' 35" W 30° 40' 48" N



FARR WEST
ENGINEERING

1" = 200'

City of Loyalton, CA
Sanitary Sewer System
Run Book

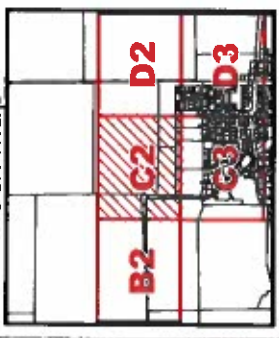
Legend

- Sewer Manhole
- Gravity Main
- Parcel Boundary

Notes:

Background Imagery Data pulled from ESRI Online & Street Data pulled from Open Street Maps

Index Map



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FARR WEST
ENGINEERING

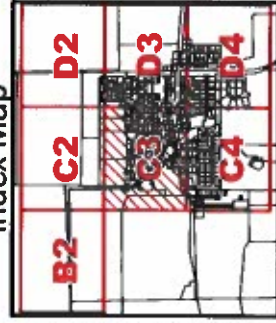
**City of Loyalton, CA
Sanitary Sewer System
Run Book**

Legend

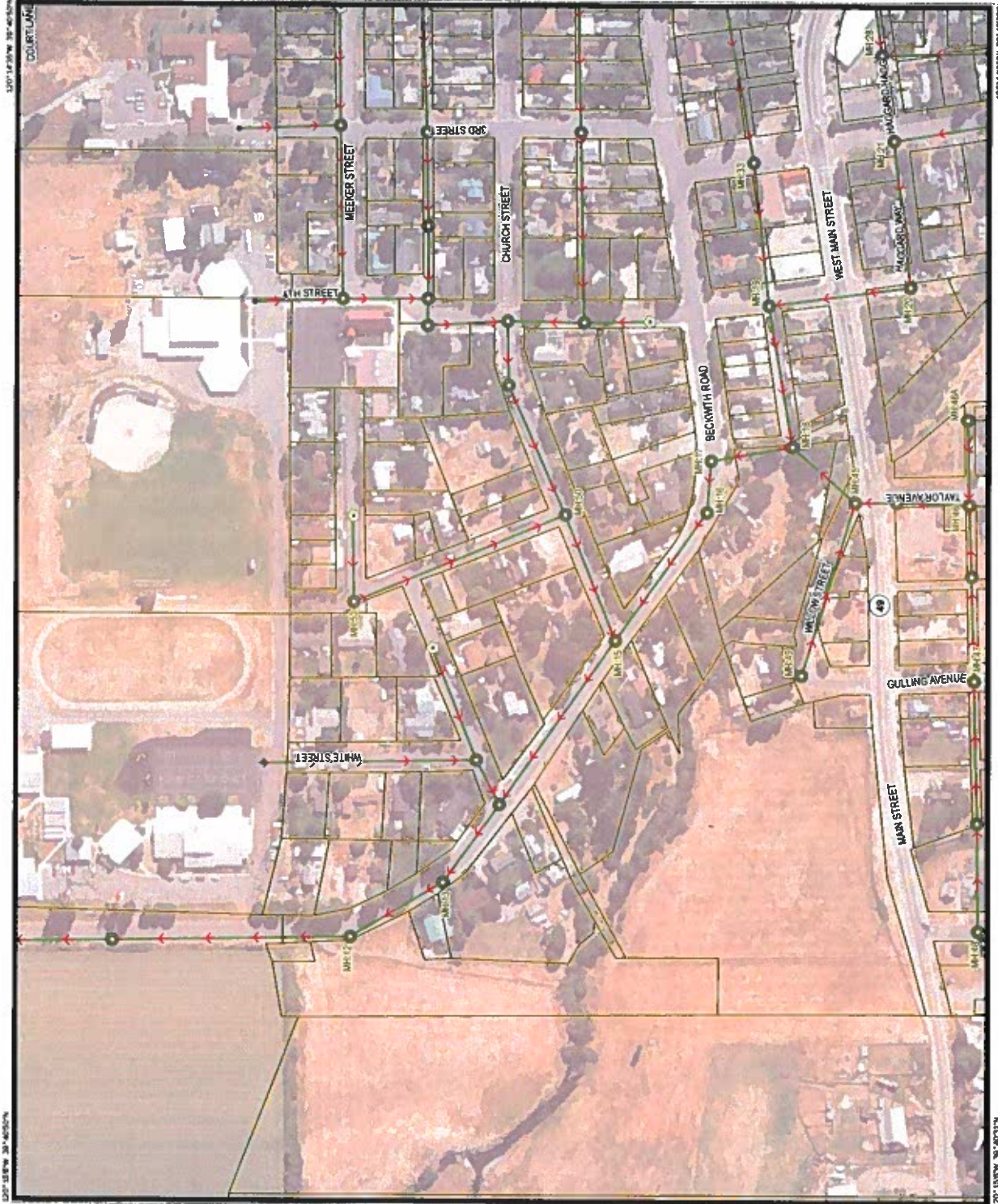
- Sewer Manhole
- Main Line Cleanout
- Sewer Fitting
- Gravity Main
- Parcel Boundary

Notes:
Background Imagery Data
pulled from ESRI Online &
Street Data pulled from
Open Street Maps

Index Map



Page: C3



Project Location: City of Loyalton, CA. Date: 10/23/2017. Scale: 1" = 200'. Drawing: Sanitary Sewer System Run Book. Page: C3



FARR WEST
ENGINEERING

1" = 200'

City of Loyalton, CA Sanitary Sewer System Run Book

Legend

- Sewer Manhole
- Main Line Cleanout
- Gravity Main
- Parcel Boundary

Notes:
Background Imagery Data
pulled from ESRI Online &
Street Data pulled from
Open Street Maps

Index Map



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FARR WEST
ENGINEERING

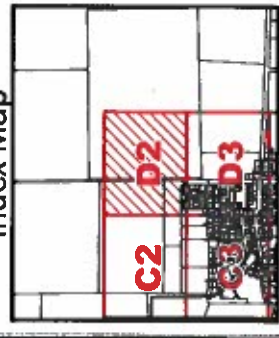
1" = 200'

City of Loyalton, CA Sanitary Sewer System Run Book

- Legend**
- Sewer Manhole
 - Main Line Cleanout
 - Gravity Main
 - Parcel Boundary

Notes:
Background Imagery Data pulled from ESRI Online & Street Data pulled from Open Street Maps

Index Map



120° 14' 54" W 39° 41' 18" N

120° 14' 52" W 39° 41' 18" N

120° 14' 54" W 39° 40' 18" N

120° 14' 52" W 39° 40' 18" N

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FARR WEST
ENGINEERING

1" = 200'

City of Loyalton, CA Sanitary Sewer System Run Book

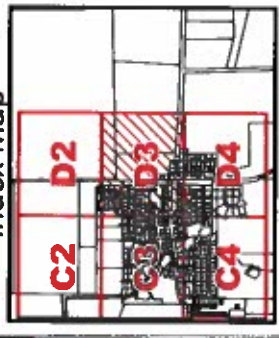
Legend

- Sewer Manhole
- Main Line Cleanout
- Gravity Main
- Parcel Boundary

Notes:

Background Imagery Data pulled from ESRI Online & Street Data pulled from Open Street Maps

Index Map



City of Loyalton, CA Engineering, Sanitary Sewer System Run Book, 11/11/2013, Author: [Name], 10/23/2013



FARR WEST
ENGINEERING

1" = 200'

City of Loyalton, CA Sanitary Sewer System Run Book

Legend

- Sewer Manhole
- Main Line Cleanout
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Notes:
Background Imagery Data
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Street Data pulled from
Open Street Maps

Index Map



Page: D4



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