



S A W P A

SANTA ANA WATERSHED PROJECT AUTHORITY

11615 Sterling Avenue, Riverside, California 92503 • (951) 354-4220

PURSUANT TO THE PROVISIONS OF AB 361, THIS MEETING WILL BE CONDUCTED VIRTUALLY WITH THE OPPORTUNITY FOR PUBLIC COMMENT. ALL VOTES TAKEN WILL BE AN ORAL ROLL CALL.

This meeting will be accessible as follows:

Meeting Access Via Computer (Zoom)*:	Meeting Access Via Telephone*:
<ul style="list-style-type: none"> https://sawpa.zoom.us/j/88071790367 Meeting ID: 880 7179 0367 	<ul style="list-style-type: none"> 1 (669) 900-6833 Meeting ID: 880 7179 0367
* Participation in the meeting via the Zoom app (a free download) is strongly encouraged.	

AGENDA

TUESDAY, DECEMBER 7, 2021 – 10:00 A.M.

(or immediately following the 9:30 a.m. SAWPA Commission meeting)

REGULAR MEETING OF THE PROJECT AGREEMENT 24 COMMITTEE

Inland Empire Brine Line

Committee Members

Eastern Municipal Water District	Inland Empire Utilities Agency
Joe Mouawad, General Manager	Director Jasmin A. Hall
Director David J. Slawson (Alt)	Shivaji Deshmukh, General Manager (Alt)
San Bernardino Valley Municipal Water District	Western Municipal Water District
Director T. Milford Harrison, Chair	Director Mike Gardner, Vice Chair
Director Gil Botello (Alt)	Craig Miller, General Manager (Alt)

1. CALL TO ORDER | PLEDGE OF ALLEGIANCE (T. Milford Harrison, Chair)

2. PUBLIC COMMENTS

Members of the public may address the Committee on items within the jurisdiction of the Committee; however, no action may be taken on an item not appearing on the agenda unless the action is otherwise authorized by Government Code §54954.2(b).

3. ITEMS TO BE ADDED OR DELETED

Pursuant to Government Code §54954.2(b), items may be added on which there is a need to take immediate action and the need for action came to the attention of the Santa Ana Watershed Project Authority subsequent to the posting of the agenda.

4. **APPROVAL OF MEETING MINUTES: NOVEMBER 2, 2021** 5
Recommendation: Approve as posted.
5. **COMMITTEE DISCUSSION/ACTION ITEMS**
 - A. **SEWER SYSTEM MANAGEMENT PLAN INTERNAL AUDIT (PA24#2021.19)** 7
Presenter: David Ruhl
Recommendation: Receive and file.
6. **INFORMATIONAL REPORTS**
Recommendation: Receive for information.
 - A. **BRINE LINE FINANCIAL REPORT – SEPTEMBER 2021** 33
Presenter: Karen Williams
7. **REQUEST FOR FUTURE AGENDA ITEMS**
8. **CLOSED SESSION**
 - A. **CONFERENCE WITH LEGAL COUNSEL – EXPOSURE TO LITIGATION – PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)**
Number of Potential Cases: One
9. **CLOSED SESSION REPORT**
10. **ADJOURNMENT**

PLEASE NOTE:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (951) 354-4220. Notification at least 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to this meeting.

Materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available for public inspection during normal business hours at the SAWPA office, 11615 Sterling Avenue, Riverside, and available at www.sawpa.org, subject to staff's ability to post documents prior to the meeting.

Declaration of Posting

I, Sara Villa, Clerk of the Board of the Santa Ana Watershed Project Authority declare that on November 30, 2021, a copy of this agenda has been uploaded to the SAWPA website at www.sawpa.org and posted at SAWPA's office, 11615 Sterling Avenue, Riverside, California.

2021 Project Agreement 24 Committee Regular Meetings

Inland Empire Brine Line

First Tuesday of Every Month

(Note: All meetings begin at 10:00 a.m., or immediately following the 9:30 a.m. SAWPA Commission meeting, whichever is earlier, unless otherwise noticed, and are held at SAWPA.)

January		February	
1/5/21	Regular Committee Meeting [cancelled]	2/2/21	Regular Committee Meeting
March		April	
3/2/21	Regular Committee Meeting	4/6/21	Regular Committee Meeting
May		June	
5/4/21	Regular Committee Meeting	6/1/21	Regular Committee Meeting
July		August	
7/6/21	Regular Committee Meeting [cancelled]	8/3/21	Regular Committee Meeting
September		October	
9/7/21	Regular Committee Meeting	10/5/21	Regular Committee Meeting
November		December	
11/2/21	Regular Committee Meeting	12/7/21	Regular Committee Meeting

2022 Project Agreement 24 Committee Regular Meetings

Inland Empire Brine Line

First Tuesday of Every Month

(Note: All meetings begin at 10:00 a.m., or immediately following the 9:30 a.m. SAWPA Commission meeting, whichever is earlier, unless otherwise noticed, and are held at SAWPA.)

January		February	
1/4/22	Regular Committee Meeting	2/1/22	Regular Committee Meeting
March		April	
3/1/22	Regular Committee Meeting	4/5/22	Regular Committee Meeting
May		June	
5/3/22	Regular Committee Meeting	6/7/22	Regular Committee Meeting
July		August	
7/5/22	Regular Committee Meeting	8/2/22	Regular Committee Meeting
September		October	
9/6/22	Regular Committee Meeting	10/4/22	Regular Committee Meeting
November		December	
11/1/22	Regular Committee Meeting	12/6/22	Regular Committee Meeting

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PROJECT AGREEMENT 24 COMMITTEE
Inland Empire Brine Line
REGULAR MEETING MINUTES
November 2, 2021

COMMITTEE MEMBERS PRESENT

T. Milford Harrison, Chair, San Bernardino Valley Municipal Water District Governing Board
Mike Gardner, Vice Chair, Western Municipal Water District Governing Board
Joe Mouawad, Eastern Municipal Water District General Manager
Jasmin A. Hall, Inland Empire Utilities Agency Governing Board

ALTERNATE COMMITTEE MEMBERS PRESENT [Non-Voting]

David Slawson, Alternate, Eastern Municipal Water District Governing Board
Shivaji Deshmukh, Alternate, Inland Empire Utilities Agency
Gil Botello, Alternate, San Bernardino Valley Municipal Water District Governing Board
Craig Miller, Alternate, Western Municipal Water District

STAFF PRESENT

Jeff Mosher, Karen Williams, David Ruhl, Dean Unger, Marie Jauregui, Sara Villa

OTHERS PRESENT

Andrew D. Turner, Lagerlof, LLP; Nick Kanetis, Eastern Municipal Water District; Ken Tam, Inland Empire Utilities Agency; Bob Tincher, San Bernardino Valley Municipal Water District; Derek Kawaii, Western Municipal Water District; Brenda Dennstedt, Western Municipal Water District; Rebekka Hosken, Raftelis Financial Consultants

1. CALL TO ORDER| PLEDGE OF ALLEGIANCE

The regular meeting of the PA 24 Committee was called to order at 10:00 a.m. by Chair Harrison on behalf of the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California. Pursuant to the provisions of AB 361, this meeting was conducted virtually. All votes taken during this meeting were conducted via oral roll call.

2. PUBLIC COMMENTS

There were no public comments; there were no public comments received via email.

3. ITEMS TO BE ADDED OR DELETED

There were no added or deleted items.

4. APPROVAL OF MEETING MINUTES: OCTOBER 5, 2021

Chair Harrison called for a motion to approve the October 5, 2021; meeting minutes as posted.

MOVED, approve the October 5, 2021, meeting minutes.

Result:	Adopted by Roll Call Vote (Unanimously)
Motion/Second:	Gardner/Mouawad
Ayes	Gardner, Hall, Harrison, Mouawad
Nays:	None
Abstentions:	None
Absent:	None

5. COMMITTEE DISCUSSION/ACTION ITEMS

A. INLAND EMPIRE BRINE LINE RESERVE POLICY (PA24#2021.18)

David Ruhl provided a presentation on the Inland Empire Brine Line Reserve Policy, contained in the agenda packet on pages 11-18. A Request for Proposal (RFP) for professional services for the Inland Empire Brine Line Reserve Policy was released September 2021. Two (2) proposals were received from Fieldman Rolapp & Associates and Raftelis Financial Consultants. A selection committee consisting of representatives from Western Municipal Water District and SAWPA staff reviewed the proposals and interviewed the two (2) proposing firms on October 25, 2021. The firms were scored on criteria outlined in the RFP, and Raftelis received the highest total score and unanimous consensus from the selection committee as the most qualified firm to perform the work. Upon selection of Raftelis as the top qualified firm, a conference call was conducted with Raftelis to discuss the scope of work, schedule, allocation of billing hours, billing rates and assumptions made in the proposal. Based on the discussions, a revised scope and work and fee estimate was submitted in the amount of \$50,895 that includes additional hours and costs for preparation and attendance for an additional in-person meeting.

MOVED, Authorize the General Manager to execute a General Services Agreement and Task Order No. RFC240-02 with Raftelis Financial Consultants in an amount not to exceed \$50,895.00 to provide professional services for the Inland Empire Brine Line Reserve Policy.

Result:	Adopted by Roll Call Vote (Unanimously)
Motion/Second:	Mouawad/Hall
Ayes	Gardner, Hall, Harrison, Mouawad
Nays:	None
Abstentions:	None
Absent:	None

6. INFORMATIONAL REPORTS

Recommendation: Receive and file the following oral/written reports/updates.

A. BRINE LINE FINANCIAL REPORT – AUGUST 2021

7. REQUEST FOR FUTURE AGENDA ITEMS

There were no requests for future Agenda items.

8. CLOSED SESSION

There was no Closed Session.

9. ADJOURNMENT

There being no further business for review, Chair Harrison adjourned the meeting at 10:12 a.m.

Approved at a Regular Meeting of the Project Agreement 24 Committee on December 7, 2021.

T. Milford Harrison, Chair

Attest:

Sara Villa, Clerk of the Board

PA 24 COMMITTEE MEMORANDUM NO. 2021.19

DATE: December 7, 2021

TO: Project Agreement 24 Committee
(Inland Empire Brine Line)

SUBJECT: Sewer System Management Plan Internal Audit

PREPARED BY: David Ruhl, Engineering Manager

RECOMMENDATION

That the Project Agreement 24 Committee receive and file the Sewer System Management Plan Internal Audit Report.

DISCUSSION

The Sewer System Management Plan (SSMP) was last updated and adopted on August 20, 2019, and requires a bi-annual audit to ensure all its components are successfully implemented.

The SSMP provides important tools to prevent Sanitary Sewer Overflows (SSOs). The document is organized by sections and includes all supporting documentation. The document formalizes many of the Brine Line activities planned or currently being performed by SAWPA.

The SSMP includes the following sections:

- a. Plan and Schedule
- b. Goals
- c. Organization
- d. Emergency Response Plan
- e. Legal Authority
- f. Operation and Maintenance Plan
- g. Fats, Oils, and Grease Control Program
- h. Design and Performance Standards
- i. System Capacity Plan
- j. Monitoring and Program Modifications
- k. Program Audits
- l. Communications Program
- m. Final SSMP and Certification

The current internal audit is based on a staff review of each section and whether it complies with the State Water Resources Control Board (SWRCB) Order No. 2006-003, General Waste Discharge Requirements. Previous audits were based on the SWRCB Sewer Collection System Pre-Inspection Questionnaire, the EPA Capacity, Management, Operations and Maintenance (CMOM) Checklist, and an outside consultant.

The Audit report summarizes findings and recommendations. The main areas of focus are (1) complete the Ordinance No. 9 update upon concurrence from Orange County Sanitation District, (2) improve the dig alert database function to allow upload of photo documentation directly from a mobile device or tablet; and (3) increase ability to search past work orders and service requests for Brine Line assets to assist with asset management.

Overall, the current audit found that SAWPA's Sewer System Management Plan has been successfully implemented, updated and followed. A copy of the 2021 audit is attached. The next audit is scheduled for the year 2023 and a formal update to the SSMP is required by the year 2024.

RESOURCE IMPACTS

Funds to cover Staff time related to preparation of the SSMP internal audit is budgeted under the Fiscal Year 2022 Budget Fund 240.

Attachments:

1. PowerPoint Presentation
2. SSMP Internal Audit Report



Inland Empire Brine Line Sewer System Management Plan Internal Audit

David Ruhl, Engineering Manager
Project Agreement 24 Committee
December 7, 2021 | Item No. 5.A

Sewer System Management Plan (SSMP) Internal Audit

Recommendation:

- That the PA 24 Committee receive and file the Sewer System Management Plan Internal Audit Report

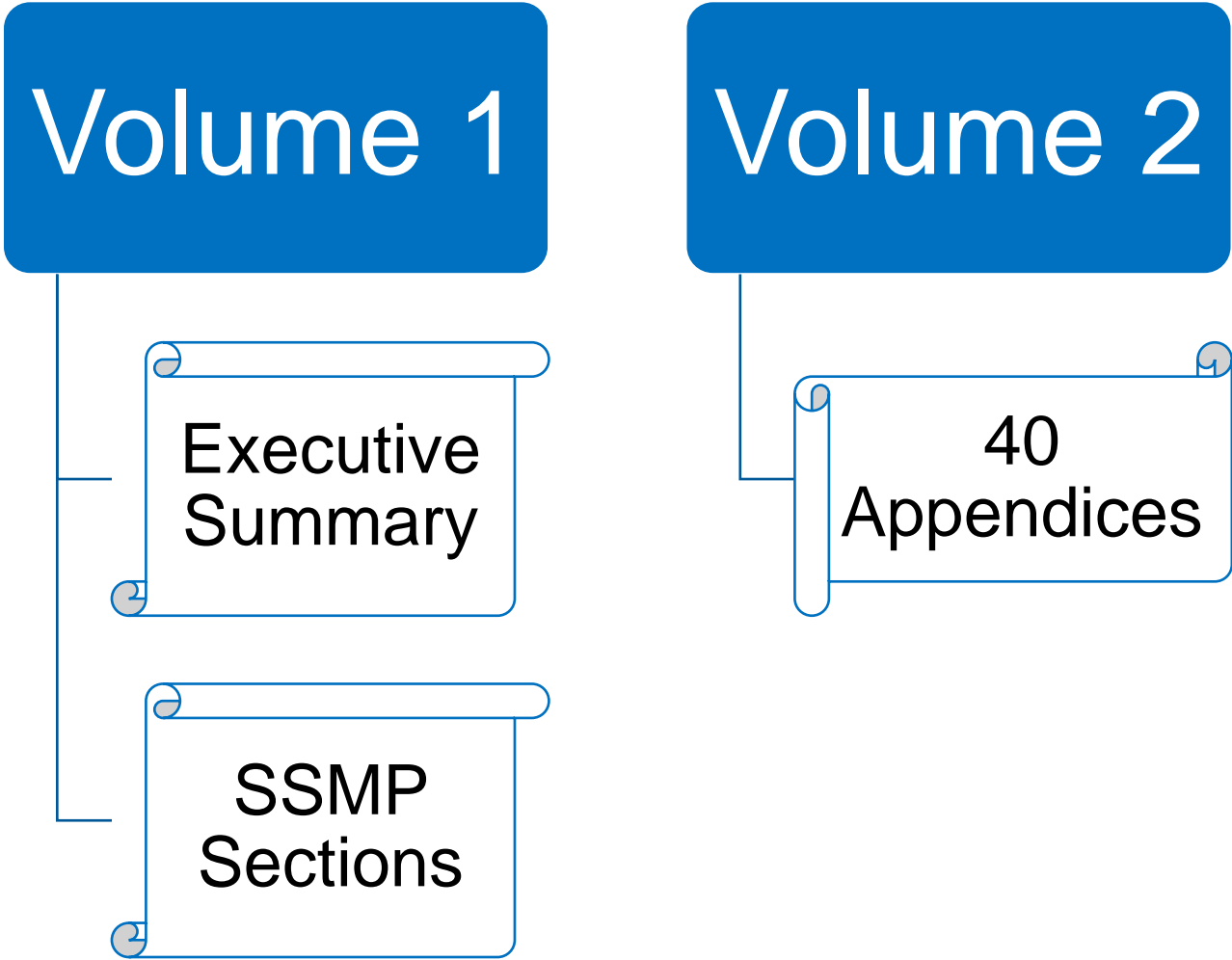
SSMP

- 5-year update required as part of SWRCB General Waste Discharge Requirements (Order No. 2006-003) 2009, 2014, 2019
- Bi-annual audits to ensure all components are successfully implemented
- Provides system management tools to reduce SSOs
- Standardizes many of the Brine Line system operations
- Establishes training requirements
- Available at SAWPA's website

SSMP

SSMP Sections	
Plan and Schedule	Fog Control Program
Goals and Organizational Structure	System Evaluation and Capacity Assurance Plan
Legal Authority	Monitoring, Measurement and Program Modifications
O&M Program	Program Audits
Design and Performance Standards	Communication Program
Overflow Emergency Response Plan	Certification

SSMP Organization

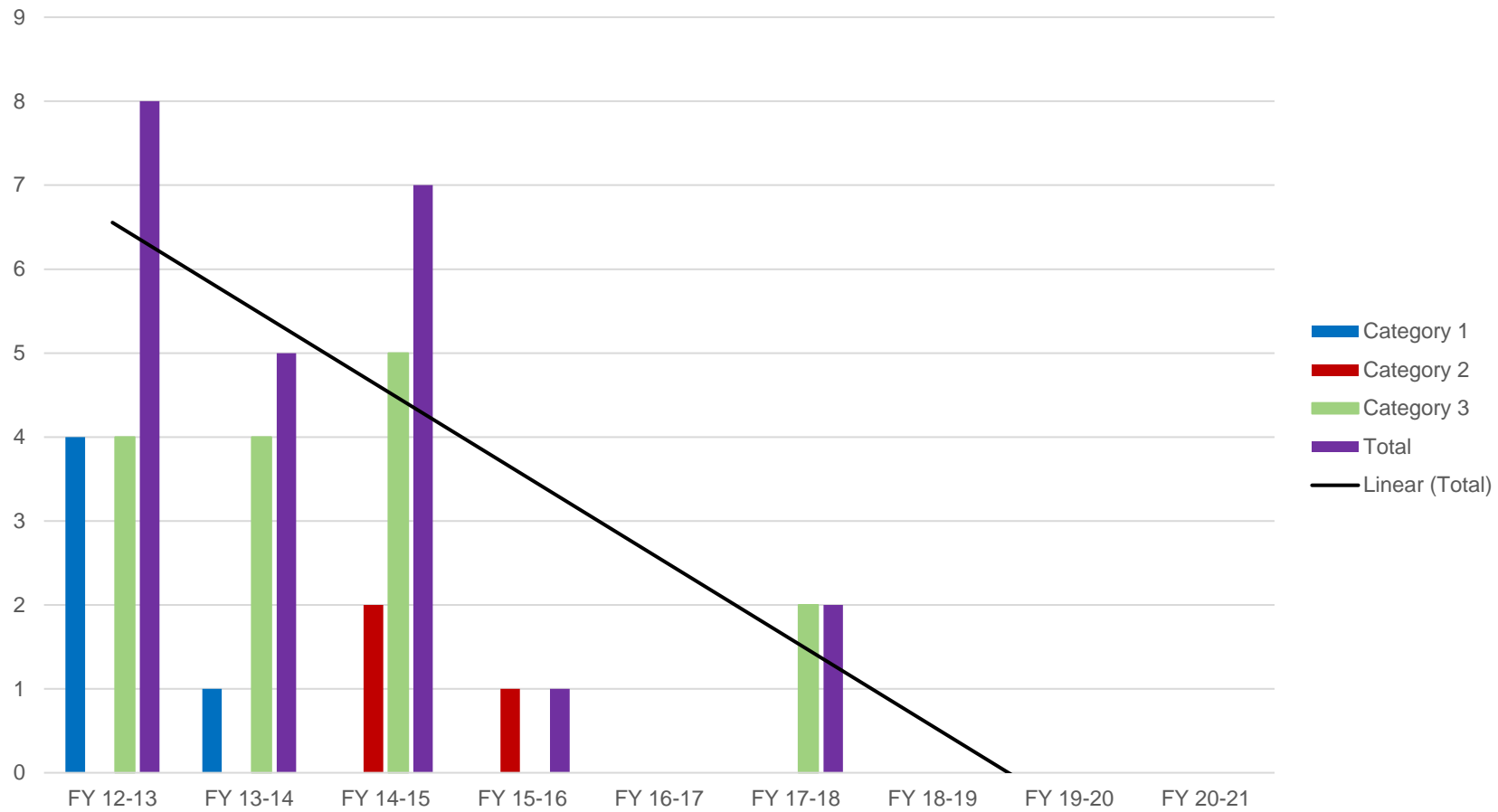


SSMP Internal Audit

- Based on review of the SSMP sections
- Findings (3)
 - Focuses on completing the Ordinance No. 9 update upon concurrence from OC San
 - Focuses on improving the dig alert database function to allow upload of photo documentation directly from a mobile device or tablet
 - Focuses on increasing the ability to search past work orders and service requests for Brine Line assets to assist with asset management
- Next audit is schedule for 2023



SSO Summary



GIS Tools –Dig Alerts

The screenshot shows a web browser window displaying a GIS application. The main map area shows a utility line with several points labeled AV-0850, BO-0845, AV-0840, AV-0830, AV-0810, BO-0795, AV-0770, and BO-0775. A yellow box highlights a specific ticket ID, A192271195, on the map. The 'Mark Ticket' dialog box is open, showing fields for ID, Ticket, Date Rcvd, Type, Action Required, Mark Type, Dig Alert Ticket (email), Input System Information, and Input Marking Information.

Mark Ticket

ID	Ticket	Date Rcvd	Type
39777	A192271195	08/15/19	NEW

Action Required: YES - Mark in Field or No Conflict
Mark Type: Marked in Field No Conflict Cancel

Dig Alert Ticket (email)

Input System Information

Select Reach: Lateral: Yes No
Select LineType: Diam (in): Length (ft):
MAS:
AV:
BIO:

Input Marking Information

Complete and Submit

UnMarked Tickets

CO	Priority	Type	ID	Ticket	Address	Date Rcvd	Respond By	Company
NORM	RNEW	39773	A192041265	Address/ EUCALYPTUS AVE	08/15/2019 10:04 AM	08/15/2019 10:04 AM	MSL ELECTRIC	
NORM	NEW	39774	A192270899	Address/ W RINCON ST	08/15/2019 12:49 PM	08/15/2019 5:01 PM	BERT W SALAS, INC	
NORM	NEW	39775	B192270514	Address/ 1835 COLLIER AVE	08/15/2019 2:16 PM	08/15/2019 5:01 PM	SOUTHERN CALIFORNIA GAS	
NORM	NEW	39770	A192271105	Address/ W FAIRWAY DR	08/15/2019 3:54 PM	08/15/2019 5:01 PM	NFL	
NORM	NEW	39777	A192271195	Address/ 3940 TEMESCAL CANYON RD	08/15/2019 4:12 PM	08/15/2019 5:01 PM	HOI INC	
NORM	NEW	39778	B192270777	Address/ EUCALYPTUS AVE	08/15/2019 4:44 PM	08/15/2019 5:01 PM	DOWNING CONSTRUCT INC	
NORM	NEW	39779	B192270778	Address/ EUCALYPTUS AVE	08/15/2019 4:45 PM	08/15/2019 5:01 PM	DOWNING CONSTRUCT INC	
NORM	NEW	39780	A192280019	Address/	08/16/2019	08/20/2019	INLAND	

No Tickets: 21 No Update Tickets: 4 Clear Update/RNEW Tickets

FollowUp Tickets

GIS Tools - Inspections

The screenshot shows a web browser window displaying a GIS application. The browser address bar shows `www.sawpa.net/sari/sari.htm`. The application interface includes a left-hand navigation menu with categories like "Brine Line Tools", "LandUse", "Service Area", "Charts", "Record Drawings", "DigAlert", "Mark", "Find", "ReOpen", "Summary", "Work Hours", "Inspections", and "MAS". The "MAS" category is expanded, showing sub-items like "MAS View", "AV", "AV View", "BO", "BO View", "Reach", "Reach View", "Work Hours", "Status", "Open/Close", "Service Requests", "Equipment", "Easements", and "SSO".

The main map area displays a road network with several inspection points marked with green dots and labeled with MAS IDs: 4-0020, 4-0030, 4-0040, 4-0050, 4-0060, 4-0070, 4-0080, 4-0090, 4-0100, and 4-0110. A legend in the top-left corner indicates the "Priority MAS Last Inspection (Months)" with color-coded boxes: yellow for "12 - 24", red for "> 24", and black for "Never". The MAS 4-0060 point is highlighted with a yellow box.

A pop-up window titled "MAS: 4-0060" is open, displaying the following information:

- 1: General Information**
- MAS ID: 4-0060
- Inspection Date: 8/16/2019
- Input By: Carlos Quintero
- Inspect By: Matt Stewart
- Traffic Control: Yes No
- Traffic Permit: Yes No
- 2: General Inspection**
- 3: Structural Inspection**
- 4: Hydraulic Inspection**
- 5: System Information**
- 6: Finish**

The bottom of the screen shows a Windows taskbar with various application icons and a system tray displaying the time as 9:52 AM on 8/16/2019.

Brine Line Activities



Reach IVA MAS inspections / repairs / corrosion protection



Reach IV line locating / ROW clearing – below Prado



Reach IVA / IVB ROW clearing - Prado



Reach IVA line cleaning / debris disposal



Reach V / IVB contractor coordination



Coronal lateral MAS repair - Prado

Sewer System Management Plan (SSMP) Internal Audit

Recommendation:

- That the PA 24 Committee receive and file the Sewer System Management Plan Internal Audit Report

Questions?

2021 Sewer System Management Plan Audit Report Inland Empire Brine Line



Prepared by:

Santa Ana Watershed Project Authority
December 2021

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Summary

Order No. 2006-0003 was adopted by the State Water Resources Control Board establishing General Waste Discharge Requirements for Sanitary Sewer Systems. As part of the SWRCB Order, all publicly owned sanitary sewer collection systems with more than one (1) mile of sewer pipe were required to develop a Sewer System Management Plan.

The Santa Ana Watershed Project Authority adopted the Sewer System Management Plan (SSMP) on April 21, 2009 and requires re-certification every 5 years and audits every 2 years. The SSMP was recertified by the SAWPA Commission on April 15, 2014 and August 20, 2019.

Audits were conducted in the years 2010, 2013, 2016, 2018.

A detailed review of the 11 SSMP programs found that they are considered to be in compliance. However, there were certain areas of improvement identified. These specific recommendations apply to Section 3 (Legal Authority) and Section 4 (Operation and Maintenance Program).

Introduction

The SAWPA Commission adopted the Sewer System Management Plan on April 21, 2009, in compliance with the State Water Resources Control Board Order No. 2006-0003. The SWRCB Order requires that the owner of a wastewater collection system with more than one (1) mile of pipeline establishes a Sewer System Management Plan as a way to reduce the number and severity of Sanitary Sewer Overflows (SSOs). The SWRCB Order also requires recertification of the SSMP once every 5 years and a bi-annual audit.

Subsequent SWRCB Orders include No. 2008-0002-EXEC which rectified early notification deficiencies and Order No. 2013-0058-EXEC, which amended the Order by adding a Category 3 SSO.

The three spill categories are summarized below:

Category 1 – Discharges of untreated or partially treated wastewater of any volume resulting from SAWPA's Brine Line failure or flow condition that:

- a. Reach surface water and/or reach a drainage channel tributary to a surface water; or
- b. Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basins (e.g. infiltration pit, percolation pond).

Category 2 – Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from SAWPA's Brine Line failure or flow condition that do not reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

Category 3 – All other discharges of sewage resulting from a failure in the Brine Line sewer system.

Private Lateral Sewage Discharge (PLSD) reporting is voluntary.

The SAWPA SSMP was adopted by the SAWPA Commission on April 21, 2009. The SAWPA SSMP was updated and adopted by the SAWPA Commission on April 15, 2014 and on August 20, 2019. The SSMP includes eleven (11) Sections as summarized below:

Section	Title
1	Goals
2	Organization
3	Legal Authority
4	Operation and Maintenance Program
5	Design and Performance Standards
6	Overflow Emergency Response Plan
7	FOG (fats, oils, and grease) Control Plan
8	System Evaluation and Capacity Assurance Plan
9	Monitoring, Measurement and Program Modifications
10	SSMP Program Audits
11	Communication Program

The bi-annual audit is focused on the 11 sections listed, as required by the Order.

The 2010 audit was performed by an outside consultant. The 2013 audit was performed by SAWPA staff, based on the EPA CMOM questionnaire, the 2016 audit was performed by SAWPA staff, based on the SWRCB pre-inspection questionnaire, the 2018 audit was performed by SAWPA staff, based on a staff review of each element and whether it complies with the SWRCB Order.

Sewer System Management Plan Update

1. Goals

The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. This will help reduce and prevent SSOs, as well as mitigate any SSOs that do occur.

SAWPA maintains the following strategic goals as the owner and operator of the Brine Line:

1. Facilitate water supply through groundwater desalting and protecting watershed resources
2. Manage and operate the Brine Line system in an environmentally and sustainable way
3. Provide adequate capacity for existing and projected future customers
4. Continue to improve Brine Line system planning and operations

Immediate goals for the Brine Line include:

1. Track all SSO's by size, cause, and location in GIS.
2. Reduce number and volume of SSO's in the Brine Line.
3. Update and train on the Overflow Emergency Response Plan yearly.
4. Review the Pretreatment Ordinance and successors yearly for compliance with WDR updates.
5. Legally secure all of the easements required for the operation and maintenance of the Brine Line.
6. Clean 100% of known Fats, Oils, and Grease (FOG) problem areas according to a schedule that maintains Brine Line capacity.
7. Identify new dischargers that may contribute FOG and ensure implementation of FOG control devices and/or measures.
8. Place new FOG problem areas created by new dischargers or discovered by system reconnaissance on the known problem areas list.
9. Utilize standard drawings and specifications for all improvements on the Brine Line, and create new standards where necessary.
10. Complete development Operations and Maintenance (O&M) Standard Operating Procedures (SOP's) that have been identified.
11. Clean Problem Areas list as specified in SAWPA's line cleaning program.
12. Clean laterals as specified in SAWPA's line cleaning program.
13. Clean siphons as specified in SAWPA's line cleaning program.
14. Perform Brine Line Reconnaissance at specified locations in order to determine system cleaning requirements.
15. Perform cleaning as required.
16. Update Capital Replacement Program yearly as projects are completed.
17. Complete Brine Line-Specific Training Protocols that have been identified.
18. Have all Brine Line O&M staff complete Brine Line-Specific Training Protocols yearly.
19. Update hydraulic model with existing and potential future users yearly.
20. Measure compliance with stated goals and make necessary modifications and adjustments on a yearly basis.
21. Focus on preventive maintenance, including but not limited to, regular inspection of blow-off valves, air release valves, and maintenance access structures.
22. Establish a GIS-based system to keep track of all inspections (GIS asset management).
23. Establish priority indices for structures inspected (based on NASSCO guidelines for sewer lines)
24. Create a Brine Line file and photograph database.
25. Establish procedures to follow-up with DigAlert requests.

All of these goals identified when the SSMP was developed have been met. The goals identified are adequate. No recommendations are made regarding Section 1. Goals.

2. Organization

The SSMP must identify: (a) The name of the responsible or authorized representative as described in Section J of this State Water Resources Control Board Waste Discharge Requirements. (b) The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and (c) The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable (such as County Health Officer, County Environmental Health Agency, Regional Water Board, and/or State Office of Emergency Services (OES)).

SAWPA updates the organizational chart once per year. The Overflow Emergency Response Plan (OERP) [See Section 6] describes the chain of command during a response to a Sewer System Overflow (SSO), as well as contact information for SAWPA staff and information for all the Brine Line dischargers.

Review of Section 2 of the SSMP determines that the information provided is adequate.

3. Legal Authority

SAWPA must demonstrate, through sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to: (a) Prevent illicit discharges into its sanitary sewer system (examples may include I/I, stormwater, chemical dumping, unauthorized debris and cut roots, etc.); (b) Require that sewers and connections be properly designed and constructed; (c) Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency; (d) Limit the discharge of fats, oils, and grease and other debris that may cause blockages, and (e) Enforce any violation of its sewer ordinances.

SAWPA, through Ordinance No. 8, has the authority to control discharges to the Inland Empire Brine Line. Additionally, SAWPA and the Member Agencies, including discharging agencies such as the Jurupa Community Services District, Yucaipa Valley Water District and City of Beaumont, have signed multi-jurisdictional pretreatment agreements.

SAWPA must update Ordinance No. 8 to maintain Legal Authority to operate and maintain the Brine Line. SAWPA has submitted a draft Ordinance No. 9 to Orange County Sanitation District (OC San), most recently on November 16, 2020 for review and concurrence.

The recommendation is for SAWPA to complete the Ordinance No. 9 update process upon concurrence from OC San.

4. Operation and Maintenance Program

The SSMP must include those elements listed below that are appropriate and applicable to SAWPA's system: (a) 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 stormwater conveyance facilities; (b) Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with

more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders; (c) Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and a system for ranking the condition of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan; (d) Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained; and (e) Provide equipment and replacement part inventories, including identification of critical replacement parts.

SAWPA uses a variety of spreadsheets and a GIS based system as the primary tools to keep track of scheduling, completion, and planning on maintenance activities.

Some activities are recurring on an annual basis, such as air release and vacuum valve maintenance, valve exercising, and maintenance access structure inspection.

The GIS based system was developed by SAWPA staff and has several modules:

Record Drawings – Gives access to as-built plans to field staff to assist identifying Brine Line assets and pipeline location in response to USA Dig alert notifications.

Dig Alerts – Provides a mechanism to keep track of all USA Dig alert notifications received, allows input from field staff and the ability to attach photographs. This module also has a search feature which allows the retrieval of completed reports.

Inspections – Creates records for inspections of Brine Line maintenance access structures (MAS), air release and vacuum valves (AVs), blow-off (BO) valves, and reaches (4, 4A, 4B, 4D, 4E, and 5).

Open/Close – Keeps track of the status (open/close) of sealed maintenance access structures.

Service Requests – Helps create service request for activities required.

Equipment – Keeps track of inventory kept at various locations (SAWPA vehicles, Brine Line Operations Center, WMWD yard).

Easements – Keeps track of existing easements, right-of-way agreements, license agreements for the Brine Line.

SSOs – Provides a summary of Brine Line SSOs, by category.

Facility Status – Provides an at-a-glance summary of all Brine Line activity.

The main recommendations are to improve the dig alert function to allow upload of photo documentation directly from a mobile device and to update the search capability for work orders and service requests for each asset to assist with asset management.

5. Design and Performance Standards

(a) Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and (b) Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

There has been no change to SAWPA Design and Performance Standards since they were originally developed. All new design standards are incorporated to the appropriate section of the SSMP.

No recommendation is made at this point to modify SAWPA Design and Performance Standards.

6. Overflow Emergency Response Plan

SAWPA shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this plan must include the following: (a) Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner; (b) A program to ensure an appropriate response to all overflows; (c) Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach the waters of the State in accordance with the MRP. All SSOs shall be reported in accordance with this MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification; (d) Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained; (e) Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and (f) A program to ensure that all reasonable steps are taken to contain 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.

The Overflow Emergency Response Plan (OERP) is updated annually to reflect any changes in procedures, contact information for various agencies, incorporate lessons learned if there is a spill, and vendor contact information.

Annual training is provided to SAWPA staff responsible for responding to a spill and SAWPA member agencies.

No recommendations are made regarding the Overflow Emergency Response Plan at this time.

7. Fats, Oils, and Grease Control Plan

SAWPA shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed, the Enrollee must provide justification for why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate: (a) An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG; (b) A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area; (c) The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG; (d) Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements; (e) Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance; (f) An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and (g) 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.

SAWPA does not have a FOG issue on the Brine Line.

SAWPA relies on the Member Agencies to implement any FOG programs required to regulate dischargers from individual dischargers.

SAWPA will continue collecting and analyzing control authority samples to ensure that fats, oils, and grease do not present a risk to the Brine Line.

No recommendations are made at this time to make any changes to SAWPA's FOG Control Plan.

8. System Evaluation and Capacity Assurance Plan

SAWPA shall prepare and implement a capital improvement plan (CIP) that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event.

A system evaluation and capacity analysis was performed recently as a result of a request from the City of Beaumont to transfer capacity from Reach 4B of the Brine Line to Reach 4E/4D/4A. SAWPA found that the additional discharge from the City of Beaumont will require sealing 5 maintenance access structures along Euclid Avenue to prevent any surcharged conditions. The sealing of 5 maintenance access structure along Euclid Avenue was completed in March 2021.

No recommendations are made at this time to make any changes to the System Evaluation and Capacity Assurance Plan.

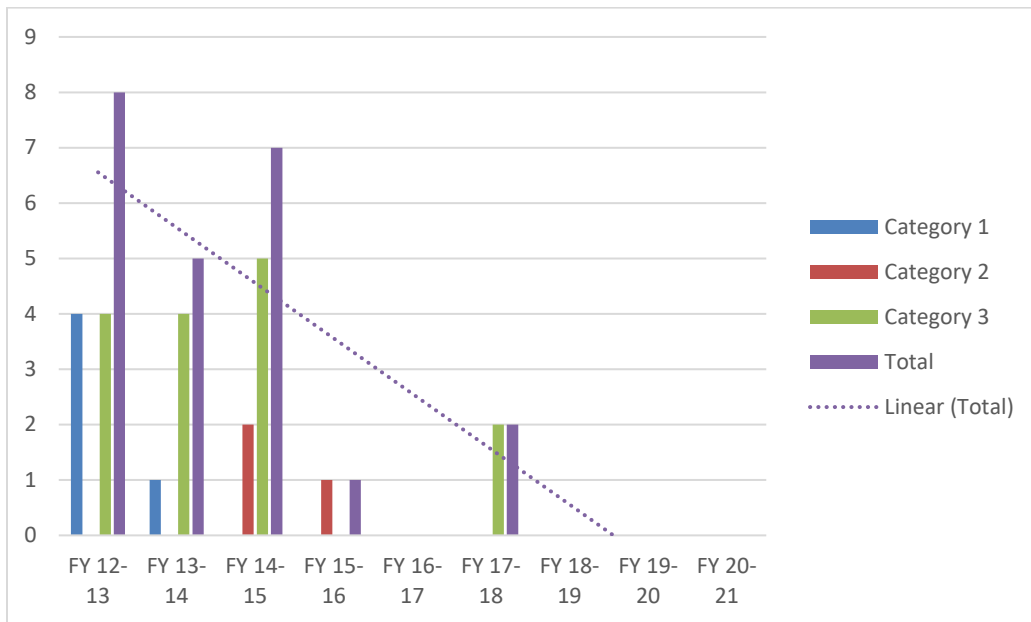
9. Monitoring, Measurement, and Program Modifications

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

Review the SSMP to determine if it complies with the SWRCB Order by maintaining relevant information that can be used to establish and prioritize appropriate SSMP activities; monitoring 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 and performance evaluations; and, identifying and illustrating SSO trends, including frequencies, locations and volume.

SSMP activities are established and prioritized based on results from field observations and inspections. SSOs have been greatly reduced, especially at air release and vacuum valves as a result of more frequent maintenance.

Summary and trend of Brine Line SSOs:



No recommendations are made for changes to the monitoring, measurement, and program modification section.

10. SSMP Program Audits

As part of the SSMP, SAWPA 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 SAWPA's compliance with the SSMP requirements identified in this subsection D.13 of the Waste Discharge Requirements, including identification of any deficiencies in the SSMP and steps to correct them.

The SSMP requires an audit once every 2 years, a report must be prepared and kept on file. The audits need to focus on the effectiveness of the SSMP and identify any deficiencies and steps to correct them.

Since the last update and adoption of the SSMP in 2019, there have been zero (0) SSOs in the Brine Line.

No changes are recommended in the audit approach and reporting.

11. Communications Program

SAWPA 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 SAWPA as the program is developed and implemented.

The SSMP is available to the public through the SAWPA Webpage. Additionally, the SSMP is shared with the SAWPA Member Agencies.

No recommendations are made to the SAWPA Communications Program at this point.

Conclusions/Summary of Recommendations

After review of the SSMP and its effectiveness in reducing SSOs, the main recommendations made as part of this audit relate to the Operation and Maintenance program:

1. Complete Ordinance No. 9 update upon concurrence from Orange County Sanitation District.
2. Improve the dig alert database function to allow upload of photo documentation directly from a mobile device or tablet, and
3. Increase ability to search past work orders and service requests for Brine Line assets to assist with asset management.

Per the SWRCB requirements, the next audit of the SSMP will be during 2023.

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**Santa Ana Watershed Project Authority
PA24 - Brine Line - Financial Report
September 2021**

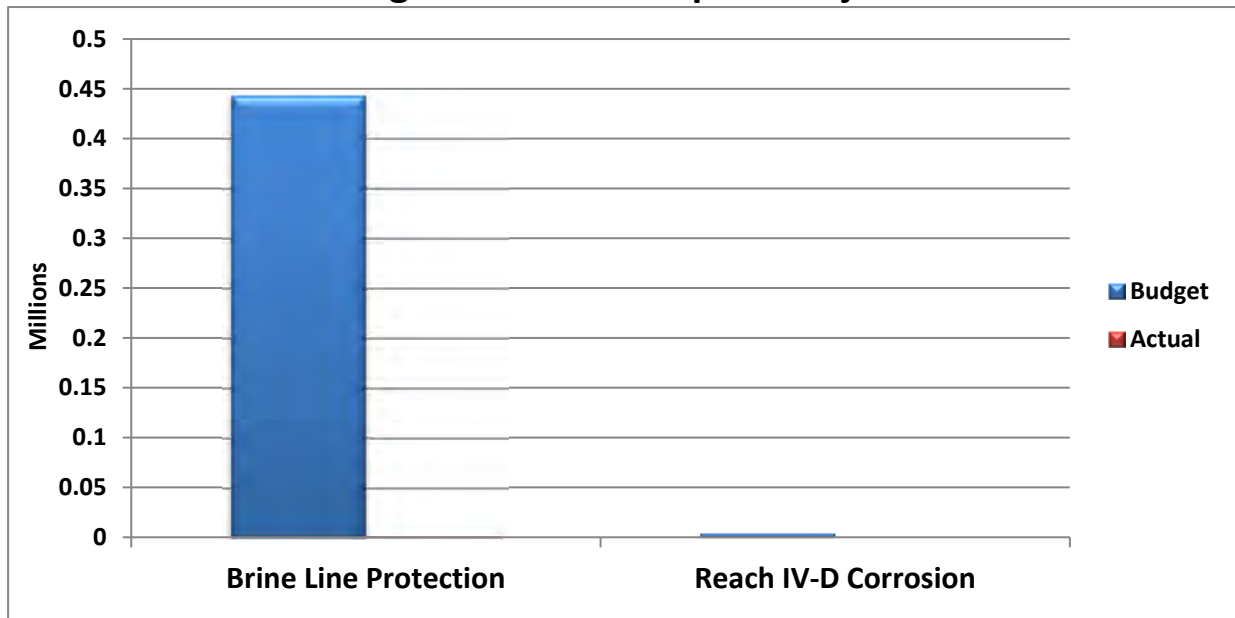
Staff comments provided on the last page are an integral part of this report.

Overview	This report highlights the Brine Line’s key financial indicators for the Fiscal Year-to-Date (FYTD) through September 2021 unless otherwise noted.
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Brine Line - Capital Projects

Budget to Actual – Capital Projects ⚠				Behind
	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
Brine Line Protection	\$1,772,064	\$443,016	\$1,514	\$441,502
Reach IV-D Corrosion	14,818	3,705	-	3,705
Total Capital Costs	\$1,786,882	\$446,721	\$1,514	\$445,207

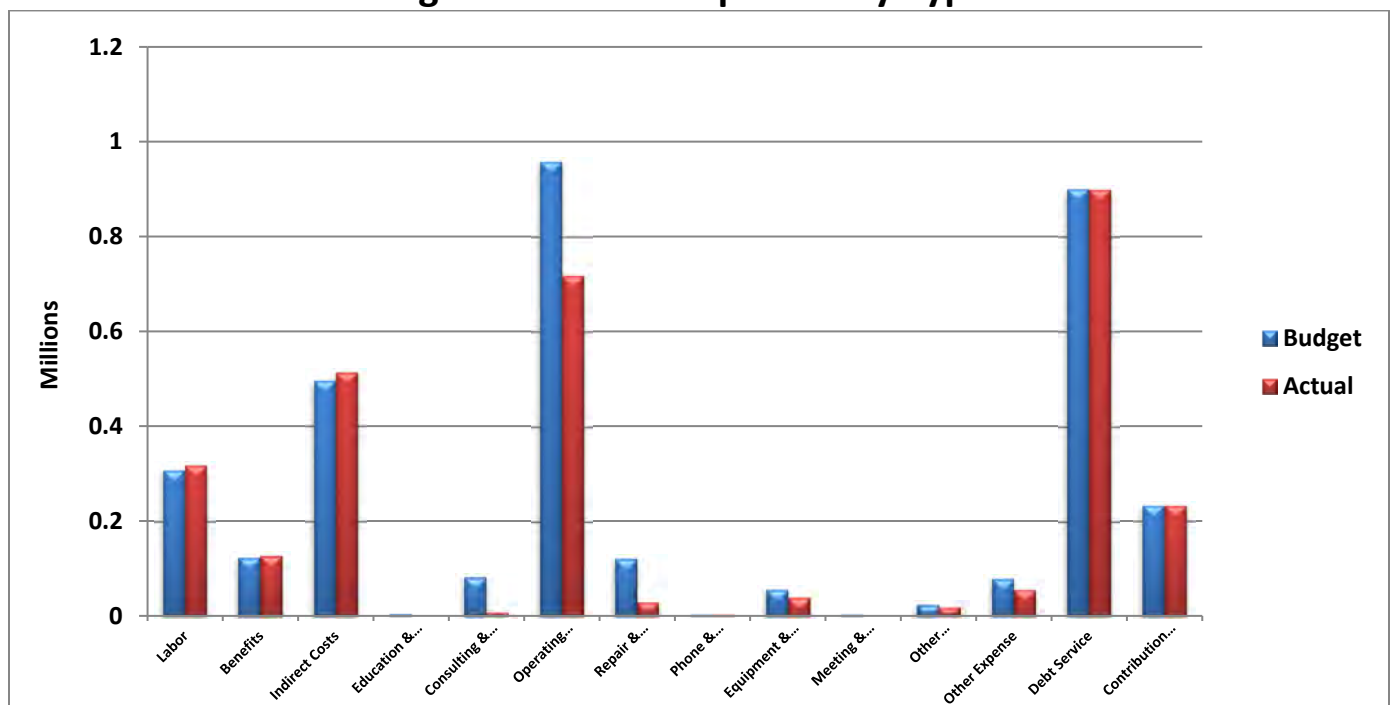
Budget to Actual - Capital Projects



Brine Line – Operating

Budget to Actual - Expenses by Type				 Favorable
	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
Labor	\$1,227,239	\$306,810	\$317,469	(\$10,659)
Benefits	485,743	121,436	125,718	(4,283)
Indirect Costs	1,979,458	494,865	512,078	(17,213)
Education & Training	14,500	3,625	89	3,536
Consulting & Prof Svcs	322,000	80,500	7,892	72,609
Operating Costs	3,833,540	958,385	717,738	240,646
Repair & Maintenance	480,000	120,000	30,283	89,717
Phone & Utilities	10,200	2,550	3,011	(461)
Equip & Computers	218,000	54,500	37,836	16,663
Meeting & Travel	10,000	2,500	-	2,500
Other Admin Costs	90,900	22,725	18,308	4,417
Other Expense	308,472	77,118	54,721	22,397
Debt Service	2,608,439	899,989	898,963	1,026
Contribution to Reserves	928,781	232,195	232,195	-
Total	\$12,517,272	\$3,377,198	\$2,956,301	\$420,897

Budget to Actual - Expenses by Type



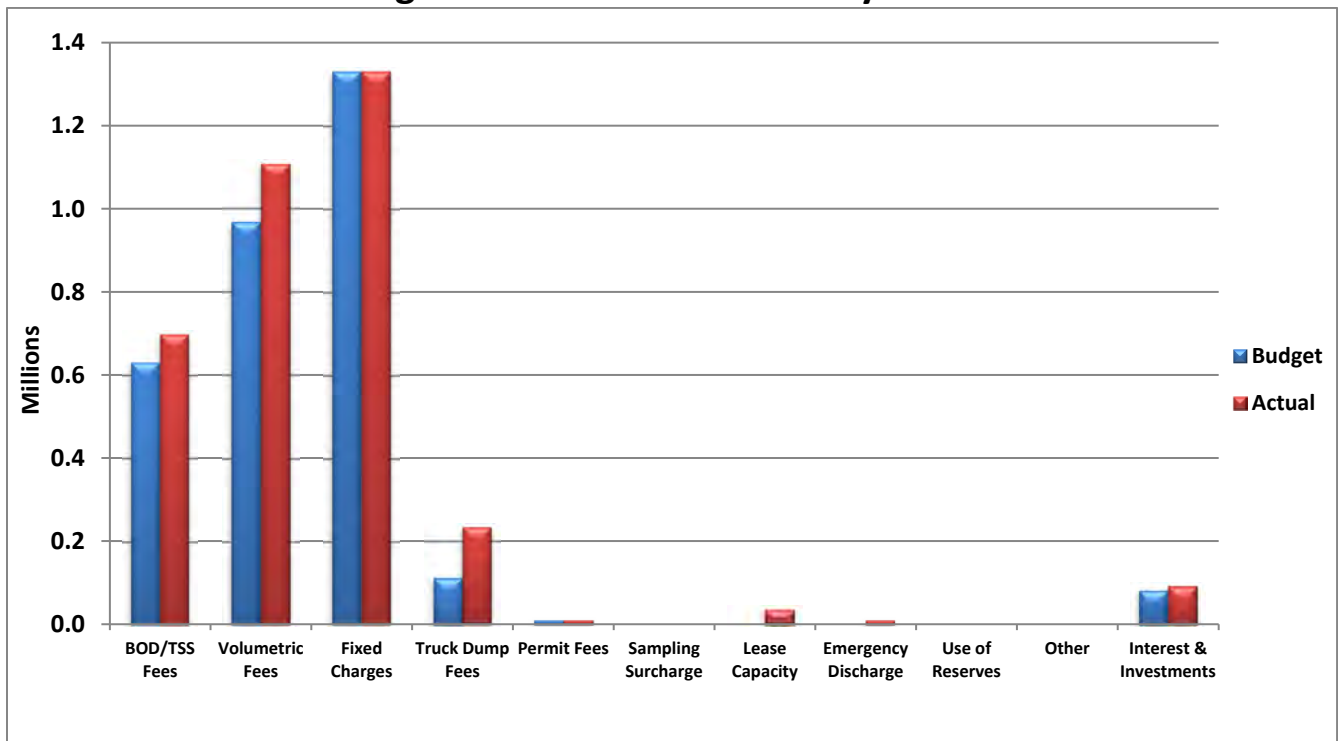
Budget to Actual - Revenues by Source



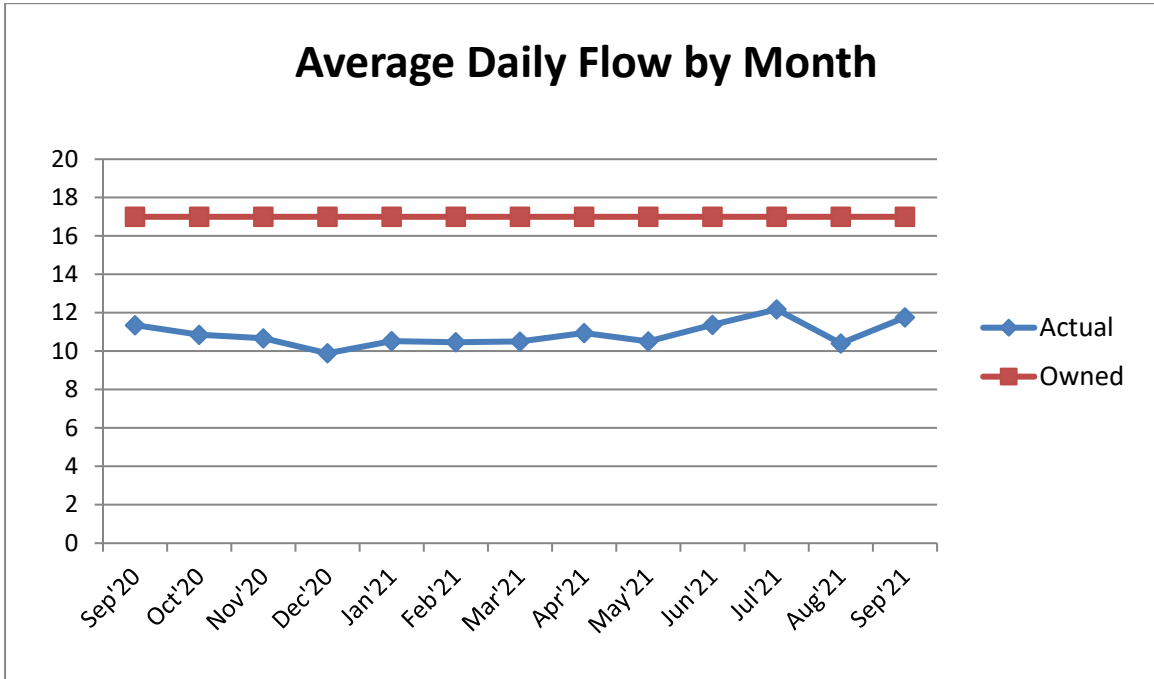
On Track

	Annual Budget	FYTD Budget	FYTD Actual	Favorable (Unfavorable) Variance
BOD/TSS Fees	\$2,520,700	\$630,175	\$697,700	\$67,525
Volumetric Fees	3,868,400	967,100	1,107,052	139,952
Fixed Charges	5,323,422	1,330,855	1,330,855	-
Truck Dump Fees	451,500	112,875	232,889	120,014
Permit Fees	28,250	8,000	7,950	(50)
Sampling Surcharge	-	-	-	-
Lease Capacity Revenue	-	-	35,588	35,588
Emergency Discharge Fees	-	-	9,528	9,528
Use of Reserves	-	-	-	-
Other Revenue	-	-	234	234
Interest & Investments	325,000	81,250	91,276	10,026
Total	\$12,517,272	\$3,130,256	\$3,513,072	\$382,815

Budget to Actual - Revenues by Source



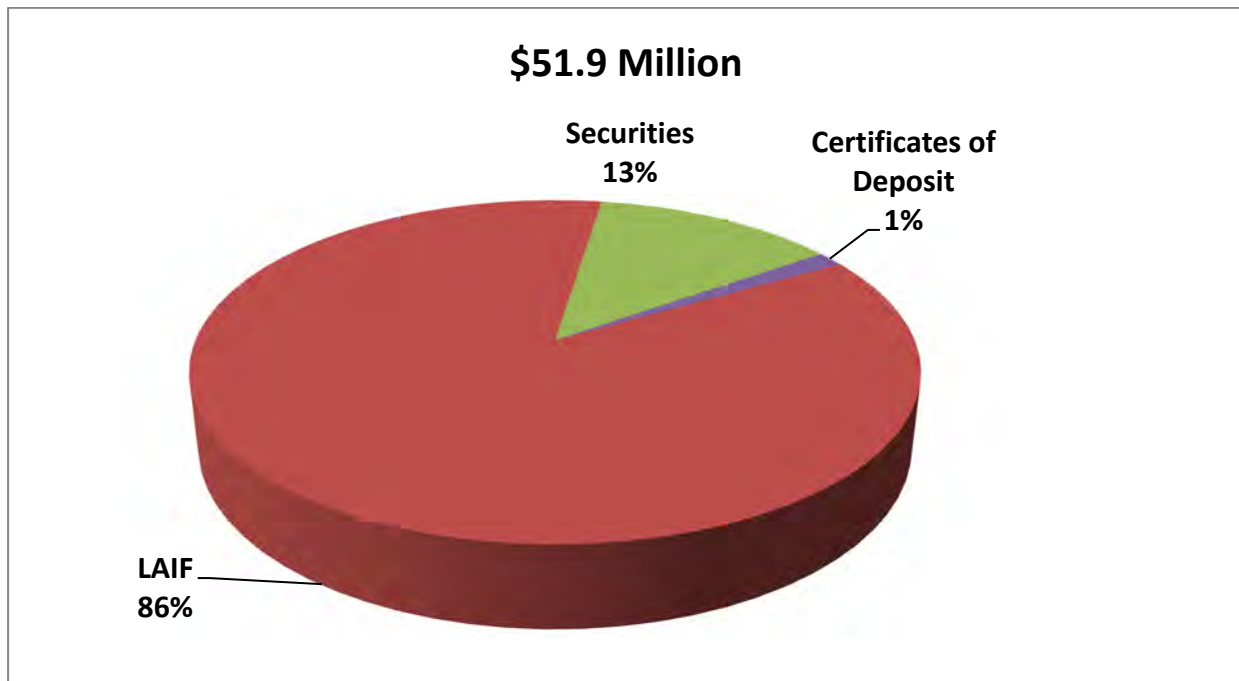
Average Daily Flow by Month



Total Discharge by Agency (in million gallons)

Discharger	Jul '21	Aug'21	Sep'21	Total
Chino Desalter Authority	117.5422	96.8761	101.6842	316.1025
Eastern Municipal Water District	80.8025	70.5889	73.3217	224.7131
Inland Empire Utilities Agency	14.7045	14.2407	13.9934	42.9386
San Bernardino Valley MWD	38.6734	36.0184	34.3989	109.0907
Western Municipal Water District	146.1551	121.6238	124.9316	392.7105
Truck Discharge	3.6981	3.9032	4.2652	11.8665
Total	401.5758	343.2511	352.5950	1,097.4219





Total Cash & Investments - September



Reserve Fund Balance – September

	Amount
Self Insurance	\$4,500,118
Debt Retirement	2,817,994
Pipeline Replacement	22,119,764
OC San Rehabilitation	2,380,866
Capacity Management	11,989,412
Future Capacity	1,835,618
Rate Stabilization	1,028,630
Flow Imbalance	83,789
Brine Line Operating	5,115,225
Total Reserves	\$51,871,416

Legend

		<u>Compared to Budget</u>
	Ahead or Favorable	Above +5% Favorable Revenue or Expense Variance
	On Track	+5% to -2% Variance
	Behind	-3% to -5% Variance
	Concern	Below -5% Variance

Staff Comments

For this month's report, the item(s) explained below are either "behind", a "concern", or have changed significantly from the prior month.

Capital Projects are 99.7% below budget. It is expected that the projects will be on budget by the end of the year.
