

Appendix G

SSMP Update Log

Las Gallinas Valley Sanitary District - SSMP Update Log

Date	Approved By	Description
10/29/13	JM	<p>Completed revisions to comply with Amended Monitoring and Reporting Requirements Order WQ-2013-0058-EXEC and to incorporated other changes and updated information. Key changes from the original SSMP include:</p> <p>Introduction: Added Definitions and Abbreviations section (Note: the order of sections 3-7 were changed in 2016)</p> <p>Section 2: Revised District Org Chart</p> <p>Section 3: Revised District notification and response sections to conform with current practices (all SSO response by District staff); revised monitoring, notification, and reporting sections to conform with amended MRP (e.g. new category 3SSO, monitoring required for SSOs > 50,000 gallons, etc.); deleted obsolete RWQCB notification requirements;</p> <p>Section 5: Legal authority section, added cross reference between District Ordinances and new Ordinance Code (done in 2011)</p> <p>Section 6: Revised collection system map section to describe new GIS-based mapping system</p> <p>Section 10: Revised audit section to conform with current audit requirements</p> <p>Appendix A: Incorporated updated Sewer Overflow Response Manual, call list, field forms, SSO reporting checklist, and new SSO Monitoring Plan</p> <p>Appendix B: Incorporated more recent FOG inspection Status Report</p> <p>Appendix C: Deleted obsolete May 1, 2008 RWB letter; added October 3, 2012R RWB letter <i>Discontinuation of Requirements for Annual Reports of SSOs, and Annual SSMP Audits</i></p> <p>Appendix D: Added Amended MRP (Order WQ-2013-0058-EXEC), updated CIWQS Enrollee's Guide (cover and TOC only, with web link to full document); deleted several SSMP development documents/schedules; added Board resolution approving 2013 SSMP Update</p> <p>Appendix E: Incorporated more recent examples of maps, forms and printouts</p> <p>Appendix F: Added most recent (CY 2011) audit report</p> <p>Appendix G: Added Update log</p>
3/20/14	JM	<p>Appendix D: Replaced Marin County Environmental Health Services May 6, 2008 memorandum with February 2014 update <i>Sanitation Agency Response During a Sewage Discharge</i></p> <p>Appendix A: Replaced <i>Reporting of SSO's to State SOP</i> to reflect EHS reporting requirements, updated <i>Spill Containment and Cleanup Procedures</i> and eliminated <i>Sewer Overflows SOP</i>. Updated <i>Water Quality Samples for SSOs</i> and <i>Reporting of SSO's to State</i> to reflect the Amending Monitoring and Reporting Program from the Statewide Order.</p>

Date	Approved By	Description
4/28/14	JM	Appendix A: Updated SSO Spill Containment and Cleanup Procedures to include explicit reference to Incident Report. Incorporated into Appendix A (by reference) the 2013 SMART Sewer Overflow Volume Estimation Workbook. Appendix F: Added April 2014 SSMP audit.
6/2/16	GP	Main Body: Various minor wording updates / revisions. Rearranged SSMP Sections 3-7 to match the Statewide Order sequence (sections originally followed the sequence in the RWB/BACWA Development Guide). Changed some section headings to match Statewide Order (e.g., “Measures and Activities” changed to “Operation and Maintenance Program”). Added reference to Emergency Response Plan for Pump Stations (Section 6.0) and info on force main O&M activities (Section 4.2). Updated Table 8-2. Added reference to proposed PSL ordinance to Table 3.1. Appendix A: Updated SSO Spill Containment and Cleanup Procedures (checklist) and Sewer Overflow Response Manual with more recent versions. Moved Marin County <i>Sanitation Agency Response During a Sewage Discharge</i> from Appendix D letter to this appendix). Added example Emergency Response Plan for Pump Stations (Duckett) Appendix B: Updated List of FOG Hot Spots with more recent version. Appendix E: Updated several example printouts and reports with more recent versions. Added Pump Station Network Map and Permit Application Log. Appendix F: Added April 2016 SSMP Audit
August 2018	GP	Main Body: Various minor wording updates / revisions. Described new strategy for CCTV operations (Section 4.2) Appendix A: Updated and Sewer Overflow Response Manual with most recent (April 2018) revision. Appendix B: Updated “Hot Spot” list and example FOG database printout. Appendix E: Updated versions of Collections Reports, “Areas of Concern” printout, letter to plumbers, listing of plumber permits. Added lateral inspection form. Appendix F: Added April 2018 SSMP Audit
May 2020	GP	Main Body: Added several definitions. Added CIWQS agency identifiers (WDID etc) to p.1. Updated Org Chart. Updated Section 3 “Legal Authority” and Table 3-1 to include references to 2019 Sewer Lateral Ordinance 180. Updated information related to CMMS (Cityworks) implementation. Updated tables and charts of performance metrics. Appendix A: Split into Appendix A-1 and A-2, with Emergency Response Plans in A-2 and all other Emergency Response-related documents in A-1. Minor updating of SSMP Monitoring Plan – clarified requirements of Statewide Order versus Marin Co. EHS. Appendix B: Added several sewer lateral-related documents, including Ord. 153 (lateral loan program), Ord 180 (new lateral ordinance), and new Standard Specifications for Lateral Sewers. Appendix E: Added 2018 “Footage Summary” and July-Dec 2019 Collections Report. Added examples of Cityworks Hot Spot-Repairs-Cleaning Frequency map, Maintenance History map, Work Order, and Work Order History Report. Added updated letter to plumbers. Appendix F: Added April 2020 SSMP Audit
Oct 2020	--	May 2020 Update approved by District Board via Resolution 2020-2201

Date	Approved By	Description
June 2025	GP	<p>Some restructuring of document including additional subsections to conform with requirements of the new General Order. Added additional hyperlinks to external documents. Changes and updates to specific sections were as follows (changes to appendices are based on current numbering):</p> <ul style="list-style-type: none"> • Section 1: Added SSMP Plan Update Schedule, expanded asset overview description, added table for number of sewer connections by type (residential, commercial, etc.), information of storm sewer connections, updated information on CMMS, added definitions subsection. • Section 2: Updated Org Chart and contact information. • Section 3: Added discussion regarding collaboration with stormwater agencies. • Section 4: Added discussion of pump station SCADA and responsibility for maintenance of laterals., plus minor updating of text. • Section 5: Added information of update of District <i>Standard Specifications and Drawings</i>. • Section 6: Revised table of spill categories; added discussion of category 4 spills, SERPupdate, and post-spill assessment; updated Annual Report subsection and spill monitoring requirements. • Section 7: Minor updating of text. Expanded discussion to refer to all blockages instead of FOG only. • Section 8: Added information on status of 2008 Capacity Analysis and additional capacity and conditions assessments conducted since that time; expanded discussion of CIP project prioritization of corrective actions; updated information on District CIP program and budget; added subsection on resiliency considerations. • Section 9: Minor updates of text. • Section 10: Updated information on SSMP audit requirements. • Section 11: Added brief discussion regarding communication with satellite system owners • Appendix A-1: Updated SERP to May 2023 version • Appendix A-3: Deleted SOP for Reporting SSOs to State (no longer used); updated Emergency Call List and Spill Monitoring Plan. • Appendix B: Deleted copies of FOG-related Ordinances and replace with links to Ordinance Code sections • Appendix C: Replaced documents with links to Ordinance Code sections; added sewer lateral inspection application • Appendix D: Replaced copy of previous Statewide General Order with link to Order No. WQO-2022-0103-DWQ;; added link to August 2024 Guidance for Submitting and Certifying the Sewer System Management Plan (SSMP) in the California Integrated Water Quality System (CIWQS) • Appendix E: Updated several example documents with more current versions • Appendix F: Updated SSMP Audit with most recent (January 2025) version • Appendix G: Updated SSMP Update log