

Element 9:

MONITORING, MEASUREMENT, & PROGRAM MODIFICATIONS

This section of the SSMP discusses parameters the District tracks to monitor the success of the SSMP and how the District plans to keep the SSMP current. This section fulfills the Monitoring, Measurement, and Program Modifications requirement for the SWRCB (Element 9) SSMP requirements.

9.1 Regulatory Requirements for Monitoring, Measurement, & Program Modifications

The requirements for the Monitoring, Measurement, and Program Modifications element of the SSMP are summarized below:

SWRCB Requirement:

The District shall:

- 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; and
- Identify and illustrate SSO trends, including: frequency, location, and volume.

9.2 Element 9 Attachments

Supporting information for Element 9 is included in Attachments E9. This attachment includes the following documents:

Attachment E9-A: SSMP Change Log

9.3 Monitoring and Measurement Discussion

The District already documents several performance measures through logs and reports, including but not limited to number, cause and location of stoppages; number, cause, location, and volume of SSOs; stoppage response time; number and reason for customer complaints; length of pipe cleaned, and type of debris found. The District plans to continue tracking all performance measures that are currently tracked.

In order to monitor the effectiveness of the SSMP, however, the District has selected certain, specific parameters that can be documented and compared on an annual basis in a simple format.

These parameters were selected because they are straightforward, quantitative, and focused on results. Although the parameters may not track everything associated with SSMP implementation, changes in these parameters over time will indicate the overall success of the SSMP or, conversely, underlying problems that can then be investigated further.

Table 9-1 lists each SSMP element, the overall purpose of the SSMP element, and the specific parameters that the District plans to track that will help in evaluating the effectiveness of the SSMP. Appendix H includes a tracking sheet listing each of these parameters, which the District will fill out annually in conjunction with completing the SSMP audit (Element 10).

Table 9-1. SSMP Monitoring Parameters, by SSMP Element

SSMP Element	Summary of Element Purpose	Parameters for Tracking Effectiveness (Annual)
Goals	Establish priorities of District and provide focus for District staff	None needed
Organization	Document organization of District staff and chain of communication for SSO response	None needed
Overflow Emergency Response	Provide timely and effective response to SSO emergencies and comply with regulatory reporting requirements	<ul style="list-style-type: none"> ▪ Average and maximum response time ▪ Percent of total overflow volume contained or returned to sewer
Fats, Oils, & Grease Control	Minimize blockages and overflows due to FOG	<ul style="list-style-type: none"> ▪ Number of SSOs due to FOG ▪ Number of FOG Inspections ▪ Number of FOG Enforcement Actions
Legal Authority	Ensure the District has sufficient legal authority to properly maintain the system	None needed

SSMP Element	Summary of Element Purpose	Parameters for Tracking Effectiveness (Annual)
Measures and Activities	Minimize blockages and SSOs by properly maintaining the system and keeping the system in good condition	<ul style="list-style-type: none"> ▪ Total number and volume of SSOs ▪ Number of repeat SSOs (same location as any previous SSO, regardless of year of occurrence) ▪ Total number of mainline blockages ▪ Number of pump station failures ▪ Number of pipe failures ▪ Length of pipe CCTV'd ▪ 3-yr backlog for rehabilitation and repair projects
Design & Construction Standards	Ensure new facilities are properly designed and constructed	None needed
Capacity Management	Minimize SSOs due to insufficient capacity by evaluating system capacity and implementing necessary projects	<ul style="list-style-type: none"> ▪ Number of SSOs due to capacity limitations or wet weather ▪ Date of completion of most recent capacity evaluation ▪ 3-year backlog for capacity improvement projects
Monitoring, Measurement, & Program Modifications	Evaluate effectiveness of SSMP, keep SSMP up-to-date, and identify necessary changes	None needed
Program Audits	Formally identify SSMP effectiveness, limitations, and necessary changes on an annual basis	<ul style="list-style-type: none"> ▪ Date of completion of last annual audit
Communication Plan	Communicate with the public and satellite agencies.	None needed

The District will use the specific tracked parameters listed in Table 9-1 and documented on the tracking sheet included in Appendix H to assist in completion of the annual SSMP Audit described in Element 10. As noted above, the District will also continue to collect data for all performance measures currently tracked. This additional information that the District collects, such as customer complaints and length of pipe cleaned, will be used to support or further evaluate the successes and limitations of the SSMP as needed.

9.4 SSMP Modifications

The SSMP needs to be updated periodically to maintain current information, and programs need to be enhanced or modified if they are determined to be less effective than needed. The District will review the successes and needed improvements of the SSMP as part of the SSMP annual audit, described in Element 10.

District staff will update critical information, such as contact numbers and the SSO response chain of communication, as needed. A comprehensive SSMP update will occur every 5 years, as required by the SWRCB. The District will schedule this SSMP update to occur in conjunction with the Sanitary Sewer Master Plan Update. The changes made to the SSMP will be recorded by electronic “tracked changes” copy of the SSMP Word Document and summarized on the SSMP Tracked Changes Log (Attachment E9-A). Minor revisions may be authorized by staff. Major revisions are authorized by the District’s Board of Directors.

Attachment E9-A: SSMP Change Log

**Jurupa Community Services District
Sewer System Management Plan Change Log**

Date	SSMP Element	Description of Change/Revision	Change Authorized
7/1/2014	Cover Page / TOC	Added WDID and Approval Date to Cover, Reorganized and Updated Table of Contents	7/28/2014
7/1/2014	Intro	5 Year Major Review, Expanded Sewer System Description, Updated Attachments	7/28/2014
7/1/2014	Element 1 Goals	Added Goal for employee and contractor training.	7/28/2014
7/1/2014	Element 2 Organization	Updated organizational chart with new positions, responsibilities, and contact information.	7/28/2014
7/1/2014	Element 3 Legal Authority	Formerly Element 5, Added Ordinance 380, Updated per Gap Analysis	7/28/2014
7/1/2014	Element 4 O&M Program	Formerly Element 6, Updated Attachments, video inspection info, GIS System, Positions, and Gap Analysis Updates	7/28/2014
7/1/2014	Element 5 Design & Performance	Formerly Element 7, Updated Standards Manual, Added CIPP Standards, Updated Contractor SSO Training	7/28/2014
7/1/2014	Element 6 OERP	Formerly Element 3, Incorporated New OERP (Adopted May 2014) into SSMP	7/28/2014
7/1/2014	Element 7 FOG Program	Formerly Element 4, Updated FOG Facilities List, Incorporated Ordinance 380, Moved FOG Hotspot Discussion to Element 4 O&M	7/28/2014
7/1/2014	Element 8 SE&CAP	Updated 5 Year and 20 Year Sewer CIP List and Status, Updated Master Plan Information, Committed to Update Future I&I Calculations	7/28/2014
7/1/2014	Element 9 MM&PM	Updated Attachments, Added SSMP Change Log, Added 5 Year SSMP Performance Log Summary	7/28/2014
7/1/2014	Element 10 SSMP Audits	Changed to Bi-Annual Audits per WDR, Added JCSD Board Approval of Audits and Website Posting, Updated Audit Form	7/28/2014
7/1/2014	Element 11 Communications	Removed Partners Mailing List Attachment, Updated SSMP Approval Communication Description	7/28/2014
6/4/2019	Cover Page / TOC	Updated Approval Date to Cover, Updated Table of Contents	7/22/2019
6/4/2019	Intro	5 Year Major Review, Updated Attachments, Updated Sewer System Description	7/22/2019

**Jurupa Community Services District
Sewer System Management Plan Change Log**

Date	SSMP Element	Description of Change/Revision	Change Authorized
6/4/2019	Element 1 Goals	Made changes to reflect the new JCSD Strategic Plan as it relates to Sewer System and SSMP	7/22/2019
6/4/2019	Element 2 Organization	Updated organizational chart with new positions, responsibilities, and contact information.	7/22/2019
6/4/2019	Element 3 Legal Authority	Updated Element with all the changes made to new Pretreatment Ordinances and Resolutions Adopted in last 5 Years	7/22/2019
6/4/2019	Element 4 O&M Program	Updated Attachments, Video Inspection Info, GIS System, Granite Net and City Works Systems	7/22/2019
6/4/2019	Element 5 Design & Performance	Updated Master Sewer Plan Updates in Progress, Updated Standards Manual in Progress	7/22/2019
6/4/2019	Element 6 OERP	Incorporated New OERP (Adopted July 2019) into SSMP	7/22/2019
6/4/2019	Element 7 FOG Program	Updated FOG Facilities List, Incorporated Ordinance 413	7/22/2019
6/4/2019	Element 8 System Evaluation & Capacity Assurance	Updated 5 Year and 20 Year Sewer CIP List and Status, Updated Master Plan Information, Updated CIP Completion Schedule	7/22/2019
6/4/2019	Element 9 MM&PM	Corrected typographical errors. Updated change log.	7/22/2019
6/4/2019	Element 10 SSMP Audits	Updated Audit Forms	7/22/2019
6/4/2019	Element 11 Communications	No Changes Necessary	7/22/2019