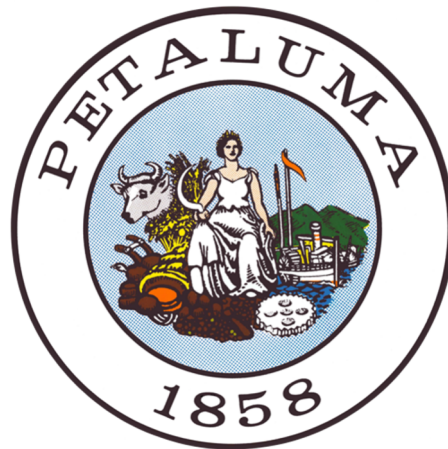


City of Petaluma

13383 Technical Report Order Short- and Long-Term Improvement Actions Listing

December 2023



**CITY OF PETALUMA
Department of Public Works & Utilities
202 North McDowell Blvd.
Petaluma, CA 94954**

City of Petaluma
13383 Technical Report Order
Short- and Long-Term Improvement Actions Listing

Section A: Fiscal Year Operational Improvement Tasks

1. Fiscal 2023-2024

- a) City Council adoption of Sewer System Management Plan Update
- b) Complete condition assessment for all remaining lines in the 1000-foot project area not yet inspected.
- c) Develop prioritization procedure for cleaning program of pipes in the 13383 - project area.
- d) Develop mapping layer improvements to support 13383 project response and make it available by hyperlink from the sewer webpage.
 - 1. Complete map of sewer assets within 1000 feet of the Petaluma River and major tributaries and post to City sewer program webpage and include a hyperlink in Element 1 of the Sewer System Management plan.
 - 2. Develop mapping layer of spill events.
 - 3. Develop mapping layer for sewer lines crossing or near storm system assets.
 - 4. Prepare a layer of all Smart Covers in the sewer system.
 - 5. Prepare a layer of trunk sewer in the 13383-project area.
- e) Purchase and install additional Smart Covers – 4 each.
- f) Define manhole inspection program procedures and priorities.
- g) Develop and implement public outreach program for customers in the 13383-project area.
- h) Evaluate need for additional monitoring wells in the 13383-project area.
- i) Evaluate the need for a sewer program planner/schedule
- j) Identify and prioritize actions to assure all 13383 project area pipe crossings for risk and consequences of spill events.
- k) Complete and implement nine Lift Station Emergency Response Plans.
- l) Develop RWQCB 13383 Report Template

2. Fiscal 2024-25

- a) Complete condition assessment for all remaining lines not yet inspected in the current assessment round.
- b) Complete project construction scheduling for repair/rehabilitation program within the project 1000-foot area,
- c) Complete assessment of all extraterritorial services to the City sanitary sewer system including agreements and authority provisions.
- d) Complete pressure pipeline condition assessments policy and procedure
- e) Begin condition assessment of pressure pipelines.
- f) Develop smoke testing program to identify sources of infiltration and inflow.

- g) Develop groundwater elevations in the 13383-project area
- h) Begin implementation of the manhole inspection program
- i) Develop prioritization procedure for lateral replacement program in the 13383-project area.
- j) Potentially recruit and hire the sewer program planner/scheduler.
- k) Define pressure main operations and maintenance program
- l) Submit and certify Service Area map in CIWQS System in acceptable format by December 31st

3. Fiscal 2025-2026

- a) Prepare siphon standard operating procedure
- b) Complete condition assessment of the remaining pressure pipelines
- c) Incorporate groundwater elevations into rehabilitation/replacement program as an evaluation tool for prioritization.
- d) Begin smoke testing program.
- e) Continue manhole inspection program. Incorporate program results into rehabilitation replacement program.

4. Fiscal 2026-2027

- a) Implement siphon cleaning and condition assessment program.
- b) Continue smoke testing program
- c) Continue manhole inspection program
- d) Incorporate manhole and smoke testing program results into rehabilitation and replacement program.

5. Fiscal 2027-2028

- a) Complete siphon condition assessment program
- b) Complete manhole inspection program
- c) Complete smoke testing program

Section B: Regular Recurring Activities

1. Annual Activities

- a. Complete Category 4 and owner owned/operated lateral spill reporting - February 1st
- b. Review and assess effectiveness of the Spill Emergency Response Plan – April 1st
- c. Prepare, submit and certify Sewer Program Annual Report to CIWQS – April 1st
- d. Update and submit capital improvement action items list including project funding for Council consideration and adoption by June 1st
- e. Conduct annual employee training
 - i. Conduct WDR and SSMP classroom training
 - ii. Conduct annual LRO and DS CIWQS classroom training
 - iii. Conduct WDR, SERP and volume estimation classroom training
 - iv. Conduct spill sampling and monitoring procedures.

- f. Complete Annual 13383 Technical Report for RWQCB – October 15th
 - i. Complete Annual Spill Report
 - ii. Annual Sewer Program Performance Goals
 - 1. Gravity Line Cleaning
 - a. Inside Project area: 100,000 linear feet
 - b. Outside Project area: 50,000 linear feet
 - 2. Condition Assessment
 - a. Inside Project area: 65,000 linear feet
 - b. Outside Project area: 35,000 linear feet
 - 3. Siphon Cleaning: 100 linear feet
 - 4. Manhole inspections: 50 each
 - 5. Capital Sewer Program Completions
 - a. Number of CIP Sewer Projects Completed: 1 each.
 - b. Capital Program Projects completed: 25%
 - c. Total sewer program FY expenditures: \$1.5 million
- 2. Other Regularly Scheduled Compliance Activities
 - a. Complete, submit SSMP Internal Audit Report – every 3 years by February 2nd from 2025
 - b. Prepare Revised Sewer Mater Plan – every five years from 2024
 - c. Prepare, submit and Implement Sewer Program Rate Study – every 5 years from 2024
 - d. Update, Council adoption and LRO Certification and upload revised SSMP – every 6 years from August 2025