



# **Storm Water Management Program**

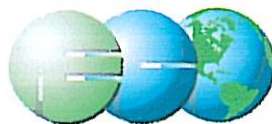
**for the**



**Rancho Murieta  
Community Services District**

**Submitted:**

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**ECORP Consulting, Inc.**  
ENVIRONMENTAL CONSULTANTS

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# Section 1: Introduction

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This document represents the Rancho Murieta Community Services District's Storm Water Management Program (SWMP). The SWMP outlines a comprehensive set of priorities, programs and activities, and strategies that constitute the District's Minimum Control Measures (MCMs), and Best Management Practices (BMPs), which are believed to achieve the goal of reducing pollutants in storm water to the Maximum Extent Practicable (MEP). The SWMP documents existing elements of the Rancho Murieta Community Services District's storm water quality program and provides a road map for the development of future program components.

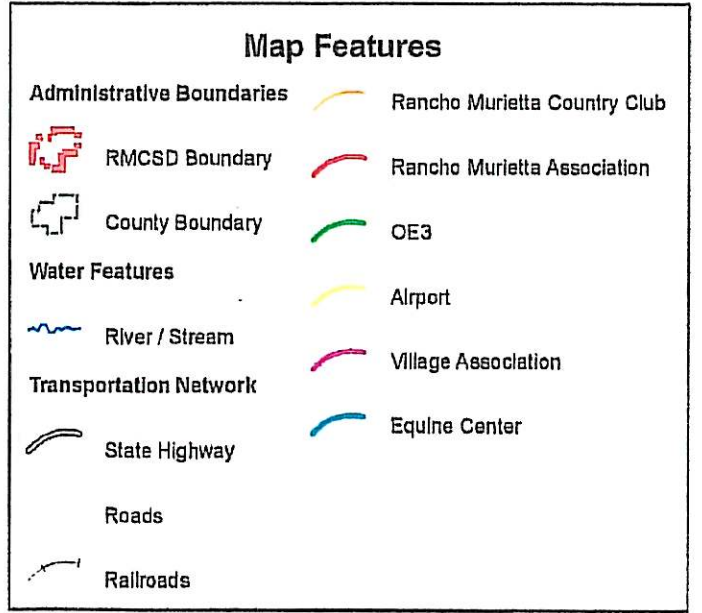
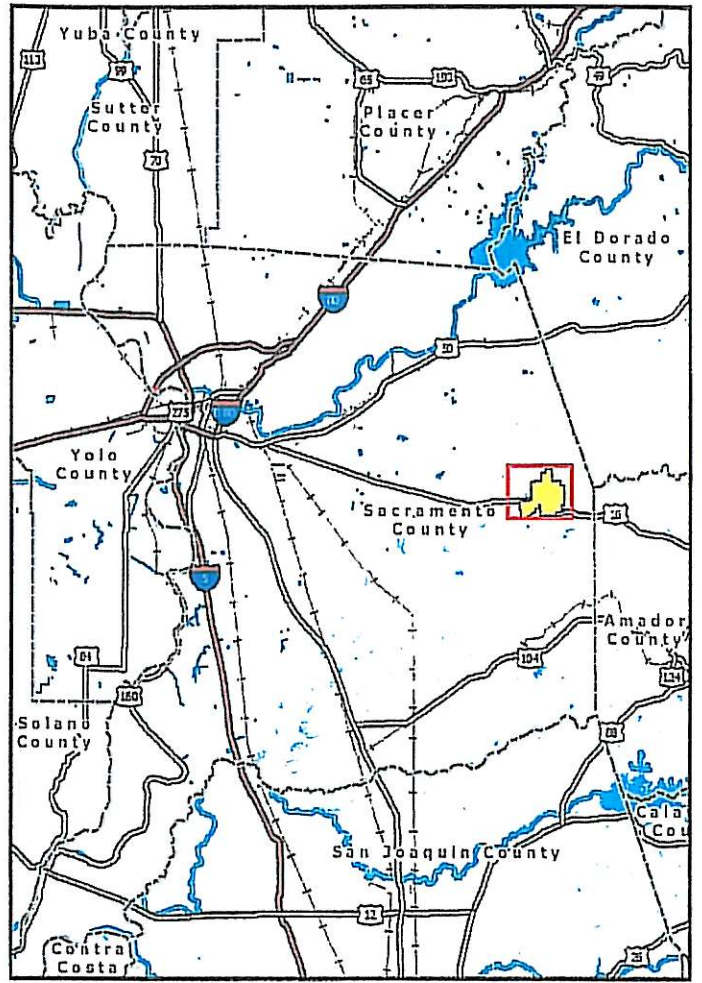
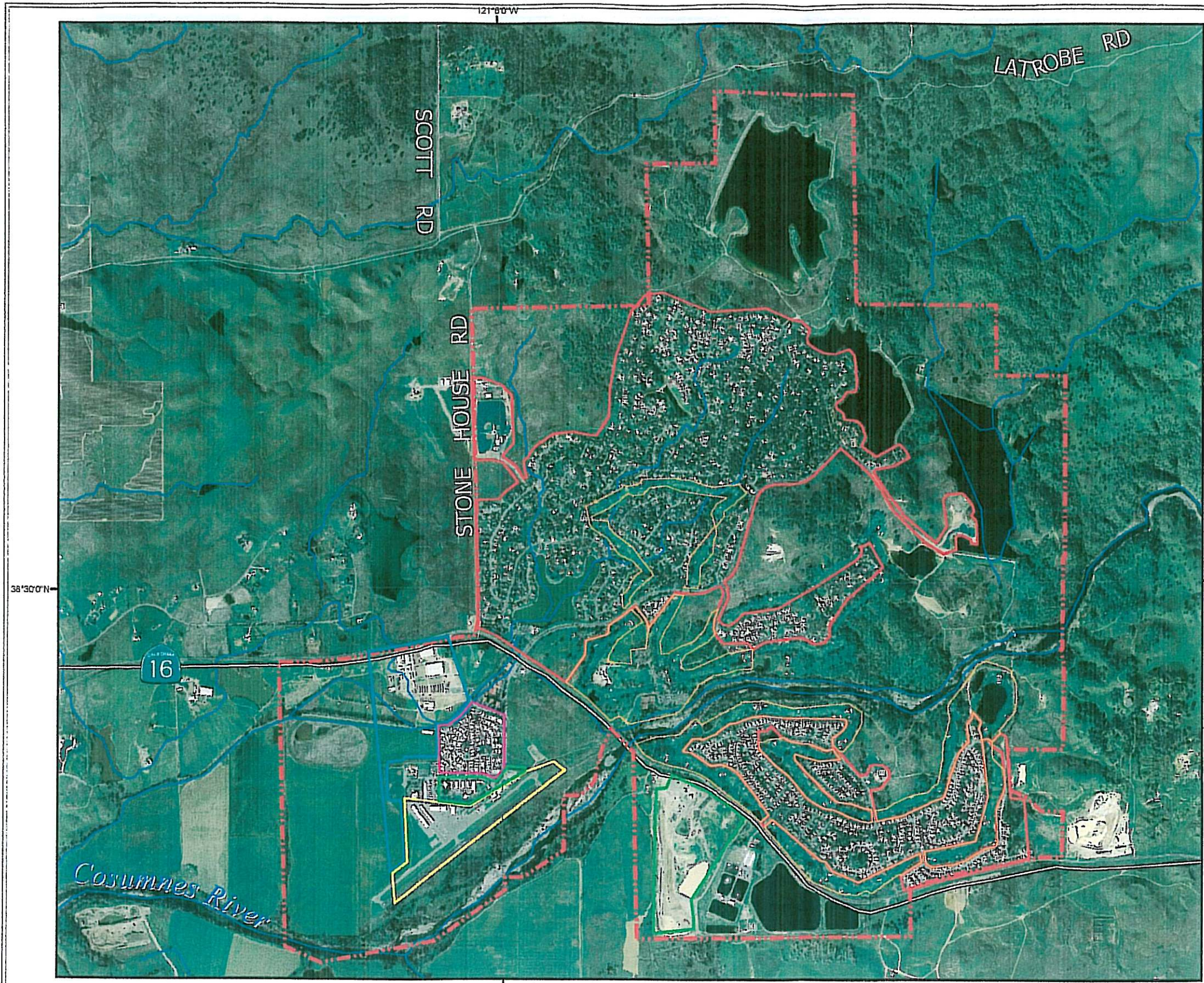
## 1.1 Rancho Murieta Background

### 1.1.1 RANCHO MURIETA COMMUNITY BACKGROUND

Rancho Murieta, a master-planned community located about 24 miles southeast of downtown Sacramento, was approved by the County in 1969 (Figure 1. *Rancho Murieta CSD Site and Vicinity*). The community's approved master plan allows for the construction of 5,189 dwelling units. However, more recent development plans suggests 4,100-4,400 dwelling-units. Today, the population of Rancho Murieta is over 6,000 and expected to reach nearly 10,000 in the coming years. Historically, the growth rate in the 1990's was 2-3%, whereas in the 2000's it has been 4-5% per year. This later growth rate would suggest a build-out horizon of 8-10 years.

The residential community is a blend of custom and production homes, townhouses, and mobile homes with parks, tennis courts, ball fields, tot lots, and picnic areas to support the residents. Meandering throughout the residential areas are two 18-hole championship golf courses. South of Highway 16 is a 100-acre equestrian center, retail complex, a local airport, post office, office space and a fire station.

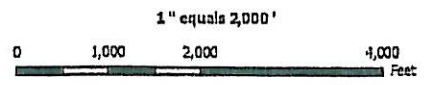
The Cosumnes River bisects the community north and south, while Highway 16 bisects the community east and west. Generally, the residential areas are north of the highway on both sides of the river and the commercial and other uses are south of the highway. South of the highway is an age restricted mobile home community.



File Location: J:\GIS\_Maps\2005-223\_Ranch\_Murieta\_CSD\Area\_Map\_e2.mxd

Map Projection: California StatePlane Zone II  
 Datum: North American Datum 1983 (NAD83)  
 Grid/Units: World Geodetic Survey 1984 (WGS84)  
 3° 00' Lat/Long

**FIGURE 1. Rancho Murieta CSD Site and Vicinity**  
 2005-223 Rancho Murieta CSD



### **1.1.2 RANCHO MURIETA COMMUNITY SERVICES DISTRICT BACKGROUND**

The Rancho Murieta Community Services District (District) was formed in 1982, by a vote of the residents, to provide essential services to an area of 3,500 acres (5½ square miles). The District began operations in 1983, replacing El Dorado Irrigation District in providing water, wastewater, and drainage services. Subsequently, in 1985, the District began to provide security services, including both manned entry gates and roving patrol, to the community.

The District functions as the local government, providing security, water, sewer, and drainage services to the entire District. Land use approvals are at the discretion of Sacramento County Board of Supervisors.

In 1988, the District assumed storm drainage maintenance responsibility from Sacramento County Maintenance District 5B. Generally, those responsibilities entail maintenance of drainage and flood control and improvements in the District. In 1988, the District adopted Chapter 16 of the District Code (Attachment A) detailing rules and responsibilities of the District concerning the installation and use of the District Storm drainage system. Within Chapter 16 (Section 1.03) are provisions for the District to assume responsibility for storm drainage water quality, drainage design standards, and construction oversight of the entire system, both publicly and privately owned. Actual maintenance of privately owned features without an easement or right-of-way is the responsibility of the owner, however, the District retains the overarching responsibility for water quality of drainage that enters the District's drainage system. The figure in Attachment B from the Storm Drainage and Flood Control Master Plan for the RMCS D illustrates limits of responsibility for maintenance of drainage channels and swales within the open space areas of the home owners associations. The District maintains easements over these features as well as over the water quality detention basins (with the exception of the detention basin owned by the Country Club, which is used to prevent recycled water overflows from Bass Lake).

### **1.1.3 OTHER RANCHO MURIETA BUSINESS ENTITIES**

Several other business entities, both public and private, provide a variety of services to the residents and community at large. The site and vicinity map in Figure 1 includes the boundaries for the separate entities. As part of the Storm Water Management Plan implementation, an overall map will be created detailing the separate agency boundaries/responsibilities within the District and the associated drainage system components within those boundaries.

**Rancho Murieta Association** – The Rancho Murieta Association (RMA) is a private homeowners association, representing about 2,300 homes. Separate, smaller homeowners associations representing townhomes are Murieta Townhomes, Inc, and Murieta Villas, Inc. All of these associations are within the residential community north of the highway.

RMA provides a variety of homeowner and townhome owner services such as maintenance of open space, landscape corridors, parks, private roads and surface drainage. In addition, RMA provides cable TV and broadband internet services. Landscape and architectural approval and compliance is considered one the RMA's primary functions.

Potential pollutants that may be associated with RMA activities are related to service vehicle maintenance and include diesel and regular fuel, oil and grease, transmission fluid and various auto shop materials, as well as landscaping products, herbicides, pesticides, and fertilizers.

**Murieta Village Association** – The Murieta Village Association is a private homeowners association representing an age-restricted community of approximately 200 mobile homes south of the highway. Like the RMA, it manages traditional residential services in private communities.

Potential pollutants associated with the maintenance activities undertaken by the Murieta Village Association include pool chemicals used by the pool service, pest control chemicals (as administered by Clark Pest Control), and fertilizers and herbicides for general landscape maintenance.

**Rancho Murieta Country Club** - The Rancho Murieta Country Club (RMCC) is a private golf club, supporting two 18-hole championship golf courses. The north course, north of the Cosumnes River, meanders throughout the north residential community. The south golf course is across the river and similarly meanders through the south residential community. The RMCC also includes a 50,000 square foot clubhouse, which houses a restaurant and banquet facilities. Outdoor tennis courts are also part of the country club.

Recycled water, fertilizers, herbicides, diesel, gas, oil and grease, and various auto maintenance materials are potential pollutants found at the RMCC.

**Operating Engineers Training Center** – International Union of Operating Engineers Local No. 3 (OE 3) has operated a training center since the late 1960's. The training center offers both classroom and field training to apprentices and journeyman alike. Most of the training involves earthwork related trades. Recent training additions include the largest crane training program in the western states.

Potential pollutant sources at OE3 Training Center are associated with the maintenance and fueling of vehicles and earthmoving equipment. Potential pollutants include diesel fuel, oil and grease, and transmission fluid.

**Murieta Equestrian Center** – The Equestrian Center is a horse event driven facility, comprised of two indoor arenas, three outdoor arenas, 500 plus stabling stalls, a cross country riding course, and cattle facilities, all on about 100 acres. It is home to over 40 events scheduled every year, including horse breed and riding shows, fund raisers, symposiums, and dog agility clinics.

Possible pollutants at the Equestrian Center mainly include animal wastes, fuels, pesticides and herbicides.

**Rancho Murieta Airport** – The airport is a private use airport, generally used by resident pilots. The airport consists of approximately 76 acres and includes one 3800 by 75 foot runway. The Rancho Murieta Airport contains nearly 100 covered hangers.

The main pollutant sources found at the Rancho Murieta Airport include aviation fuel and jet fuel, as well as lubricants, oils, and degreasers used in aircraft maintenance.

## **1.2 Regulation History**

Under the requirements of the Clean Water Act (CWA) of 1972, the District must apply for coverage under the National Pollutant Discharge Elimination System (NPDES) Phase II Permit. In 1972, CWA amendments prohibited discharges of pollutants from point sources and later, 1987 amendments defined stormwater as point sources. Thereafter, EPA promulgated regulations in two phases: Phase I in 1990 and Phase II in 1999. Under Phase I, municipalities with populations of 100,000 or more, which operate Municipal Separate Storm Sewer Systems (MS4s), were required to obtain storm water permits. The Phase II regulations apply to small municipal MS4s (between 10,000 and 100,000 in population) and other designated MS4s, such as the Rancho Murieta CSD.

The State of California has elected to implement the Phase II regulations through the issuance of a statewide general permit (Stormwater Discharges from Small Municipal Storm Sewer Systems General Permit).

Under the statewide general permit, the Central Valley Regional Water Quality Control Board (CVRWQCB) has the power to declare a small MS4 with a population less than 10,000 as a Non-Traditional MS4 if it poses a significant threat to water quality. On March 30, 2005, the CVRWQCB sent the RMCS D a notification letter designating the District as a Non-Traditional Small MS4. This



designation requires RMCS D to obtain coverage under the General Permit to discharge stormwater. The CVRWQCB identified a need for increased oversight of business establishments, construction activities, and industrial sites. Therefore, notification was given by the CVRWQCB to the RMCS D to obtain coverage under the General Permit by September 28, 2005.

### **1.3 Regulatory Requirements**

The requirements of the CWA, the conditions in the General Permit, and the RWQCB enforcement policy implementation comprise the regulatory requirements. The program standards will also be determined by the regulatory requirements. In accordance with the state Phase II General Permit, the "maximum extent practicable" standard will govern the program approach.

The CVRWQB has required that the District apply for coverage under the General Permit, by submitting a Notice of Intent (NOI) to comply with the permit. The District will apply for such coverage under the permit by September 28, 2005. As required by the General Permit, and concurrent with NOI submittal, the District will provide to the CVRWQCB for review, the SWMP.

The permit requires the District to address six Minimum Control Measures and describe the Best Management Practices to be implemented that address the MCMs in the SWMP. The permit requires that measurable goals for each BMP be established within the SWMP. The District, with five years to fully implement the SWMP, must also propose an implementation schedule for each program component.

Adoption of the SWMP by the Rancho Murieta Community Services District is exempt from CEQA under the Porter Cologne Water Quality Control Act.

### **1.4 Program Benefits**

Storm water quality refers to the amount of pollutants that are washed off the land and transferred in storm water runoff to lakes, streams, and wetlands. Concentrations of nutrients, heavy metals, and suspended solids typically found in urban runoff can significantly degrade downstream waterbodies by increasing turbidity, water temperature, and the growth of algae. Toxic substances in some urban runoff, such as trace metals and hydrocarbons, may affect the health and welfare of humans and wildlife that come into contact with these waterbodies. However, a significant portion of storm water pollutants can be effectively removed from runoff through the implementation of a SWMP.

Clean water is a benefit to the entire community, and is necessary to maintain recreational activities, habitat preservation, and community aesthetics, and to protect the value of local waters, such as the Cosumnes River. The SWMP serves to decrease storm water pollutants to the maximum extent practicable, thereby ensuring the continued beneficial uses of the community's waterways. Clean water enhances the quality of life through improved aesthetics and reduced health risks.

## Section 2: Program Overview

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District staff recognize that many individuals, organizations and agencies need to work closely with the District to help ensure full implementation of the SWMP. As part of the SWMP, the District will maintain communications with key decision-makers, cooperating agencies, stakeholders, and impacted audiences through a Storm Water Management Committee (SWMC). Various community members, such as residents, Rancho Murieta Airport representatives, homeowners' associations, community leaders, business owners and business associations, and educational institutions will be included. The District believes that the SWMC process will help highlight the benefits of this program, and define the roles of the multiple responsible parties.

### 2.1 Program Strategy

Many components of the RMCSO SWMP were in place prior to designation by the CVRWQCB. The BMPs that describe implementation of the Minimum Control Measures (MCMs) were developed and selected with consideration of existing RMCSO activities, and supplementary programs that could be developed over time. Each BMP was selected to reflect compliance with the General Permit requirements and to reflect the MEP standard for the District.

The SWMP describes BMPs already adopted by the CSD, for which the CSD is primarily responsible, BMPs which are currently implemented by cooperating agencies, and BMPs that will require a more long-term strategy and more time to implement. An effectiveness evaluation and annual report will be prepared, and BMPs will be modified or added as necessary to maintain the MEP standard for pollution reduction.

### 2.2 Program Scope

This program scope is characterized by the MCMs contained in the General Permit. Those MCMs include the following:

- Public education and outreach;
- Public involvement;
- Illicit discharge detection and elimination;
- Construction site storm water runoff control;
- Post-construction storm water management; and
- Pollution Prevention and good housekeeping for municipal operations.

## **2.2.1 MINIMUM CONTROL MEASURES**

### **2.2.1.1 Public Education and Outreach (PO)**

An informed and knowledgeable community is more likely to support and participate in a SWMP and comply with the provisions of the program. The District's Public Education and Outreach MCM will promote, publicize, and facilitate watershed education for the purposes of encouraging the public to reduce discharge of pollutants in storm water to the maximum extent practicable. The program will focus on the following general areas:

- Developing partnerships;
- Distributing educational materials; and
- Reaching diverse audiences.

In addition to existing District programs, the SWMP will draw on resources, programs, and materials available from Phase I Municipalities and other entities. The District will develop an informal collaboration with the County of Sacramento, and utilize public outreach facilities operated by community organizations. The District will take advantage of opportunities to use already available and proven educational materials and strategies. The following outreach strategies and materials will be used by the District and the District's storm water partners: a Storm Water Management Committee, a storm water hotline, webpage and links to partnering websites, quarterly newsletter and inserts in utility bills, various commercial media (TV, radio, billboards, newspaper, etc.), a storm drain stenciling program, participation in community events, and business/industrial/construction workshops and/or materials.

Diverse audiences, such as residents, children, businesses owners, construction professionals, community groups, and District personnel will be targeted. The target audience will be prioritized by relevancy to potential storm water quality improvement.

### **2.2.1.2 Public Involvement (PI)**

The public involvement program allows the District to address the unique location, characteristics, concerns, and opportunities within its program area. The Public Involvement MCM is important because it fosters public acceptance and ownership. Types of activities that establish an effective Public Involvement MCM for the District include the following:

- Public meetings and presentations;
- Stakeholder (industry, watershed, etc.) group communications;

- An interactive website; and
- Storm drain labeling.

This MCM is closely related to the Public Outreach and Education MCM, and similar to the PO MCM, existing programs and material will be utilized by the District and its storm water partners.

### **2.2.1.3 Illicit Discharge Detection and Elimination (IDDE)**

The District's Illicit Discharge Detection and Elimination (IDDE) MCM includes measures to control illicit discharges, prevent improper disposal of wastes, and contain and clean up spills that threaten storm water quality. Typical sources of illicit discharges that the program is designed to control include the following:

- Sanitary wastewater;
- Car wash discharges;
- Improper oil or toxic disposal;
- Radiator flushing;
- Unauthorized industrial discharges; and
- Chemical spills.

Elements included in the IDDE MCM to control these discharges include the following:

- A storm sewer system map;
- A prohibition on non-stormwater discharges;
- Plans to detect and address non-stormwater discharges; and
- Education on illegal discharges and improper disposal.

The MCM differentiates between authorized and unauthorized discharges.

The plan to detect and address non-stormwater discharges will be developed in consideration of the existing District and County programs and the specific needs of the program. In general, however, it will include elements to identify problems, locate sources, take corrective action, and provide documentation.

Due to the size of the community and limited number of likely points of illicit discharges, the District will prioritize certain activities and facilities.

### **2.2.1.4 Construction Site Storm Water Runoff Control (CSSWRC)**

The District will implement and enforce a program to reduce pollutants in stormwater runoff from construction sites greater than one acre. This MCM will

have a high priority given the level of construction activities occurring within the District. The MCM includes elements that provide for the following:

- A regulatory mechanism;
- Review of site/construction plans;
- Site inspection;
- Enforcement;
- Sanctions to ensure compliance; and
- Public information, follow-up, and response.

The District, through its collaboration with the County of Sacramento, will coordinate the Public Education and Outreach MCM with education and outreach efforts within the construction community, review plans submitted for permits, and develop a streamlined inspection, enforcement, and documentation strategy.

### **2.2.1.5 Post-Construction Storm Water Management (PCSWM)**

The District includes, as part of the overall program, a New Development and Redevelopment MCM for post-construction storm water quality controls. The MCM includes post-construction BMPs required by the County of Sacramento, in accordance with the *Stormwater Quality Design Manual for the Sacramento and South Placer Regions* (Design Manual) prepared in 2007. This MCM will be further developed as the Design Manual is updated and amended by the County. In addition, the District maintains the ability to place conditions of approval on new projects to ensure compliance with the District's SWMP. In general, the MCM elements will provide for the following:

- A regulatory mechanism;
- Structural and non-structural control strategies; and
- Long-term operation and maintenance of controls.

Non-structural BMPs will include those required in the Design Manual in addition to those required through the District SWMP. Development of structural BMPs will include consideration of storage strategies, infiltration practices, soil conditions, and vegetative features. The District will serve as the operator of many of the required structural controls, and as such, will hold easements and follow operations and management plans to ensure the long-term maintenance of the facilities.

### **2.2.1.6 Pollution Prevention and Good Housekeeping for Municipal Operations (GH)**

The District and its community storm water partners will implement programs with the goal of preventing or reducing pollutant from District-related operations.

The program will include staff training and the implementation of Standard Operating Procedures (SOPs). The MCMs include the following:

- Adoption of operation and maintenance programs and Standard Operating Procedures designed to reduced pollutants in stormwater runoff;
- Adoption of the County Integrated Pest Management (IPM) Policy;
- A District operations source-control program; and
- Provisions for employee training on pollution prevention and good housekeeping.

The program further develops these elements as facility activities are identified and includes appropriate controls to address the specific needs and characteristics of the District's operations.

The SOPs will provide BMPs that can be implemented within the District and District storm water partners' facilities to reduce pollutants in stormwater. The SOPs will be updated as BMPs change or improve.

### **2.2.2 MONITORING AND REPORTING**

The SWMP includes the District's Monitoring and Reporting Program (MRP). The MRP is designed to comply with the requirements of the Non-Traditional Small MS4 General Permit. The monitoring program will provide data to assist in measuring permit compliance, program implementation, appropriateness and effectiveness of BMPs, status of measurable goals, and will allow for targeted development of the SWMP.

### **2.2.3 PERSONS RESPONSIBLE**

The Permit requires the SWMP identify the persons/person responsible for implementing or coordinating each of the Minimum Control Measures. Paul Siebensohn (phone number (916) 354-3730), Director of Field Operations for the Rancho Murieta Community Services District, has the primary responsibility of overseeing the implementation of the District's SWMP.

## **Section 3: Program Description**

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### **3.1 Public Education and Outreach (PO)**

#### **3.1.1 DESCRIPTION**

The "public" includes all persons who potentially could affect the quality of storm water discharges, including but not limited to, residents, visitors to the area, businesses, commercial operations, and construction personnel. The goal of the Public Outreach and Education Program is to provide the public with information on the impacts of stormwater discharges on water bodies and provide ways that the public can become involved in the reduction of pollutants in stormwater runoff. The general public education and outreach program will be developed in two phases: first, by utilizing existing outreach programs and mediums; and second, by expanding the outreach based on the development of a long-range strategy.

#### **3.1.2 BEST MANAGEMENT PRACTICES**

##### **PO-1 Early Implementation**

An Early Implementation program identifies existing elements of the District's storm water quality outreach program and builds on the District's existing outreach activities by adding stormwater messages to those efforts. The RMCSO currently operates a website which contains information related to the District's storm water program and includes contact information for individuals responsible for implementing the program. The District's website will contain an emergency notification hotline and email for residents to report discharges of pollutants/contaminants to its storm water system. The District's website will also have a link to Sacramento County's website for additional education and resource information. The website will be updated following the approval of the SWMP. Information regarding storm water pollution will also be included in the District's existing quarterly newsletter, "The Pipeline," and inserts included with the utility bills. Educational materials will be made available to citizens at relevant RMCSO and storm water partner offices and during community events, and storm drain stencils will educate the public about illicit discharges.

##### **PO-2 Strategic Program**

Coordination with other existing public information programs is an essential element in any public education plan. The District will expand on its partnerships within and adjacent to the community and utilize previously developed materials



whenever possible. Specifically, coordination will occur with Sacramento County, to include resource sharing of public outreach, training, and education efforts. The Strategic Program will also address the need for targeted outreach, such as that toward business owners, home owners' associations, citizens, etc.

The District will establish a Storm Water Management Committee (SWMC) to provide suggestions and comments on the SWMP. The SWMC will meet once per year and initially include representatives from the District, Rancho Murieta Country Club, Rancho Murieta Association, Murieta Village Association, Operating Engineers Training Center, Murieta Equestrian Center, and Rancho Murieta Airport.

### **PO-3 Construction, New Development, and Redevelopment Outreach**

This BMP is intended to provide information to contractors, project designers, developers, and other interested parties during development of the SWMP programs, as well as provide technical assistance related to program and permit requirements. Outreach to the construction industry will commence upon plan reviews done by the District, and will be expanded through coordination with the Sacramento Stormwater Management Program (SSMP).

### **3.1.3 PUBLIC EDUCATION AND OUTREACH FACT SHEETS**

## Public Education and Outreach (PO)

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**Description:** The Public Education and Outreach MCM includes outreach activities related to urban runoff and the steps that the public can take to reduce pollutants. It includes early implementation activities, a long-term strategic outreach program, and outreach to those affected by the Construction Site Runoff Control, New Development and Redevelopment, and Illicit Discharge Detection and Elimination Programs.

### PO Best Management Practices

<p><b>1. Early Implementation Program</b> Add stormwater information to existing outreach programs, and provide information through existing mediums.</p> <p><b>2. Strategic Outreach Program</b> Develop new, targeted efforts for outreach based on partnering with SSMP and community organizations.</p>	<p><b>3. Construction, New Development, and Redevelopment Outreach</b> Conduct outreach to construction professionals and other interested parties regarding required Construction Site Runoff Controls and New Development/Redevelopment programs. Provide training to District staff and construction professionals on adopted program.</p>
<b><u>BMP</u></b>	<b><u>Implementing Entity</u></b>
<p>1. Early Implementation Program 2. Strategic Outreach Program 3. Construction, New Development, and Redevelopment Outreach</p>	<p>RMCS D RMCS D RMCS D</p>

### **FIVE YEAR IMPLEMENTATION SCHEDULE**

Public Education and Outreach	2009/10	2010/11	2011/12	2012/13	2013/14
PO-1 Early Implementation Program					
PO-2 Strategic Outreach Program					
PO-3 Construction, New Development, and Redevelopment Outreach					
Full Implementation					

<p><b>PO-1</b> <b>Early Implementation Program</b></p>							
<p><b><u>Detailed Description:</u></b>          Include stormwater information in appropriate existing outreach programs:          a. Include articles on stormwater impacts and new Phase II program in "The Pipeline" quarterly newsletter;          b. Make educational materials available to citizens at relevant CSD offices, community facilities, and during events;          c. Continue operating District web page. Update webpage following SWMP approval and add link to site from Sacramento Storm Water website; and          d. Continue requiring storm drain labeling for all new development projects through Construction Standards for new development.          e. Continue operating storm water telephone line, answered by RMCS D staff, where citizens can report suspected violations.          f. Inserts in monthly utility bills to be used intermittently as appropriate.</p>	<p><b><u>Goal:</u></b>          Distribute information efficiently and cost-effectively using existing programs.</p>						
	<p><b><u>Implementing Entities:</u></b>           RMCS D</p>						
	<p><b><u>Dependencies/Coordination:</u></b>          No other BMPs must be developed in order for PO-1 to be implemented. This BMP will be modified once PO-2 (Strategic Outreach Program) is completed.</p>						
<p><b><u>Measurable Goals</u></b></p> <table border="0"> <thead> <tr> <th><b><u>Milestones</u></b></th> <th><b><u>Ongoing</u></b></th> </tr> </thead> <tbody> <tr> <td>1. New stormwater content.</td> <td>1. 100% new storm drains labeled.</td> </tr> <tr> <td>2. Updated webpage.</td> <td>2. New articles in utilities newsletter.</td> </tr> </tbody> </table>		<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>	1. New stormwater content.	1. 100% new storm drains labeled.	2. Updated webpage.	2. New articles in utilities newsletter.
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>						
1. New stormwater content.	1. 100% new storm drains labeled.						
2. Updated webpage.	2. New articles in utilities newsletter.						
<p><b><u>Implementation:</u></b>          1. Develop new stormwater outreach materials and disseminate existing materials.          2. Update storm water content on website.          3. Require stamping of new storm drains.          4. Respond to "hotline" reports within two business days.</p>							

**PO-2  
Strategic Outreach Program**

**Detailed Description:**  
 Develop a focused, strategic program to educate the community on the impacts of stormwater and the steps people can take to reduce pollutants in stormwater. The program includes the following:  
 a. Develop informal collaboration with Sacramento County for resource sharing and information source;  
 b. Establish RMCS D Storm Water Management Committee (SWMC) and mission statement. Implement appropriate committee suggestions;  
 c. Conduct citizen outreach using media (e.g., TV, and radio commercials, billboards, newspaper advertisements) to distribute materials to other entities within the District in collaboration with Sacramento County;  
 d. Identifying priority list of businesses to target (e.g., auto shops, restaurants) and specific messages and appropriate mediums to reach those audiences; and  
 e. Identify groups that could implement a citizen’s storm drain stenciling program.  
 f. Updating the PO program to reflect the activities identified under b. and d.

**Goal:**  
 Develop a cost-effective outreach program that utilizes “piggybacking” and partnering to the greatest degree possible, supplemented by the expansion of existing RMCS D programs.

**Implementing Entities:**  
 RMCS D

**Dependencies/Coordination:**  
 No other BMPs must be developed in order for PO-2 to be implemented. PO-1 will be modified once this program is completed.

**Implementation:**  
 1. Investigate potential expansion of partnership with Sacramento County and community organizations.  
 2. Adopt a strategy that identifies key messages, target audiences, and mediums.  
 3. Update SWMP PO program.

**Measurable Goals**

- | <b><u>Milestones</u></b>                        | <b><u>Ongoing</u></b>                               |
|---|---|
| 1. Scoping meeting with adjacent jurisdictions. | 1. Follow-up meetings with adjacent jurisdictions;  |
| 2. SWMC meeting.                                | 2. Outreach activities to be specified in strategy; |
| 3. Target priority list.                        | measurable goals to be included in SWMP update.     |
| 4. Updated SWMP PO program.                     |   |

**PO-3**

**Construction, New Development, and Redevelopment Outreach**

**Detailed Description:**

- a. Develop a list of priority developers/builders in the community that should receive information on educational programs. Provide information on training opportunities in collaboration with Sacramento County training opportunities;
- b. Participate in annual training workshops for construction industry professionals on the storm water regulations and updated Construction Standards and Improvement Standards in collaboration with Sacramento County. Sacramento County storm water guidance documents/ordinances and California Storm Water Quality Association (CASQA) Storm Water Best Management Practice Handbook - Construction will be used for training and information.
- c. Provide technical assistance to these parties to assist in complying with requirements of adopted programs.

**Goal:**

Incorporate contractors, project designers, developers and other interested parties in Construction Site Storm Water Runoff Control (CSSWRC) and Post-Construction (PCSWM) program development.

**Implementing Entities:**

RMCS D

**Dependencies/Coordination:**

No other BMPs must be developed in order for PO-2 to be implemented. PO-1 will be modified once this program is completed.

**Implementation:**

- 1. Develop list of interested parties for training programs.
- 2. Post notices of workshops on website and mail/email notice to interested parties list.
- 3. Participate in SSMP training program.
- 4. Provide technical assistance through construction inspection program.

**Measurable Goals**

**Milestones**

- 1. Information provided to targeted developers/builders.
- 2. District participation in SSMP training program.

**Ongoing**

- 1. Participate in annual training workshops.
- 2. Conduct annual CSSWRC training workshop once program development is complete.

## **3.2 Public Involvement (PI)**

### **3.2.1 DESCRIPTION**

The Public Involvement Program is intended to engage the community of Rancho Murieta in storm water management. The District will use a variety of approaches to include the community in the development and implementation of its program, including a storm water website, a Storm Water Management Committee, and a storm drain labeling program.

### **3.2.2 BEST MANAGEMENT PRACTICES**

#### **PI-1 RMCS D Storm Water Management Committee**

The District will establish the Rancho Murieta Storm Water Management Committee (SWMC) by January of 2010. The SWMC will develop a mission statement, review the SWMP, discuss the effectiveness of the program elements, and develop a list of recommendations for furthering the goals of the program. The SWMC will meet on a quarterly basis and initially include representatives from the District, Rancho Murieta Country Club, Rancho Murieta Association, Murieta Village Association, Operating Engineers Training Center, Murieta Equestrian Center, and Rancho Murieta Airport.

The District will implement appropriate committee suggestions

#### **PI-2 Stormwater Webpage and Hotline**

The District currently operates a *drainage and storm water quality* page on the District's website. The webpage offers contact information for individuals responsible for implementing the SWMP. The District will place a link to the Sacramento Stormwater Management Program (SSMP) website for access to additional storm water quality information. The District is requesting placement of a link on the Sacramento Stormwater Management Program (SSMP) website to the District's storm water webpage to further solicit public involvement in the program. RMCS D will continue operating an existing phone line where citizens can report suspected violations. The stormwater website will contain the hotline number as well as email link to report illicit discharges. This will enable the RMCS D to track and follow-up on complaints.

#### **PI-3 Watershed Management Groups**

The District will identify and informally contact local watershed groups and environmental entities that may wish to participate in the SWMP. The District

will ascertain the level of interest in such groups and identify appropriate mechanisms for their participation.

**PI-4 Storm Drain Stenciling**

The District will label or stencil storm drains in areas of existing development using community groups, thus providing an opportunity for Rancho Murieta citizens to assist in public outreach on illicit discharge. The District will identify and contact groups that could implement a citizen's storm drain stenciling program. A link will be provided on RMCS D's webpage to information on Sacramento County's Paint-A-Drain Campaign and the Splash Program for kids and schools listed on the county's stormwater webpage.



### **3.2.3 PUBLIC INVOLVEMENT FACT SHEETS**

## Public Involvement (PI)

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**Description:** The Public Involvement Program is intended to engage the community of Rancho Murieta in storm water management. The District will use a variety of approaches to include the community in the development and implementation of its program, including a storm water website, a Storm Water Management Committee, and a storm drain labeling program.

### PI BEST MANAGEMENT PRACTICES

<p><b>1. RMCS D Storm Water Management Committee</b> Establish RMCS D Storm Water Management Committee and mission statement. Meet quarterly. Implement appropriate committee suggestions.</p> <p><b>2. Stormwater Webpage and Hotline</b> Continue operating the District’s website with contact information for individuals responsible for implementing the SWMP. Continue to provide and operate a Storm Drain Hotline available to the public to report illicit discharges.</p>	<p><b>3. Watershed Management Groups</b> Identify and informally contact local WMGs and identify appropriate mechanisms for their participation.</p> <p><b>4. Storm Drain Stenciling</b> Identify and contact groups that could implement a citizen’s storm drain stenciling program. Provided a link on RMCS D’s webpage to information on Sacramento County’s Paint-A-Drain Campaign and the Splash Program.</p>
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<u>BMP</u>	<u>Implementing Departments</u>	
1. Storm Water Management Committee 2. Storm water webpage and hotline 3. WMG Participation 4. Storm Drain Stenciling	RMCS D RMCS D RMCS D RMCS D	

#### **FIVE YEAR IMPLEMENTATION SCHEDULE**

Public Involvement/Participation	2009/10	2010/11	2011/12	2012/13	2013/14
PI-1 Storm Water Management Committee					
PI-2 Storm water Webpage/Hotline					
PI-3 Watershed Management Groups					
PI-4 Storm Drain Stenciling					
Full Implementation					

<b>PI-1</b> <b>RMCS D Storm Water Management Committee</b>							
<p><b><u>Detailed Description:</u></b>  The District will develop a Rancho Murieta Storm Water Management Committee which shall:</p> <ol style="list-style-type: none"> <li>Meet quarterly;</li> <li>Establish mission statement;</li> <li>Provide recommendation and comments to the District.</li> </ol> <p>The District will be responsible for:</p> <ol style="list-style-type: none"> <li>Implementation of appropriate committee suggestions.</li> </ol>	<p><b><u>Goal:</u></b>  Involve the community through the development of a Storm Water Management Committee.</p>						
	<p><b><u>Implementing Entities:</u></b>    RMCS D</p>						
	<p><b><u>Dependencies/Coordination:</u></b>  No other BMP is necessary for implementation of PI-1.</p>						
	<p><b><u>Implementation:</u></b>  1. Send notice of committee establishment to selected committee members.  2. Set a meeting schedule</p>						
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="text-align: center;"><b><u>Milestones</u></b></td> <td style="text-align: center;"><b><u>Ongoing</u></b></td> </tr> <tr> <td>1. Hold a SWMC meeting.</td> <td>1. Meet quarterly.</td> </tr> <tr> <td>2. Establish a mission statement.</td> <td>2. Implement appropriate committee suggestions.</td> </tr> </table>		<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>	1. Hold a SWMC meeting.	1. Meet quarterly.	2. Establish a mission statement.	2. Implement appropriate committee suggestions.
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>						
1. Hold a SWMC meeting.	1. Meet quarterly.						
2. Establish a mission statement.	2. Implement appropriate committee suggestions.						

**PI-2  
Stormwater Webpage and Hotline**

**Detailed Description:**

Operate RMCS D Stormwater webpage in order to perform the following:

- a. Post information on program development and ongoing implementation;
- b. Provide for submittal of e-mails concerning an aspect of the program, including reporting suspected violations of the storm water programs; and
- c. Provide technical assistance for compliance with the programs.

Also:

- d. Place link on Sacramento Stormwater Management Program (SSMP) web site to the RMCS D website;
- e. Operate a Storm Drain Hotline available to the public to report illicit discharges;
- f. Respond to complaints within two business days; and
- g. Track reports of violations and follow-up actions.

**Goal:**

Provide information to the public and opportunities to comment on program development and implementation and a means to report illicit discharges.

**Implementing Entities:**

RMCS D

**Dependencies/Coordination:**

PI-2 can be established immediately for program information and public reporting. Technical assistance materials will be posted as they are developed.

**Implementation:**

- 1. Update webpage following approval of SWMP.
- 2. Track and respond to reports of violations and illicit discharges.

**Measurable Goals**

**Milestones**

- 1. Updated webpage.
- 2. Tracking report.

**Ongoing**

- 1. Website updated two times per year or as needed.
- 2. Track and respond to reports of violations.

<b>PI-3</b> <b>Watershed Management Groups</b>					
<b>Detailed Description:</b> a. Identify local watershed groups and environmental entities that may wish to participate in the SWMP; b. Informally contact local WMGs and invite them to review the SWMP; c. Ascertain the level of interest in local WMGs and other environmental groups; and e. Identify appropriate mechanisms for participation of WMGs and other entities expressing an interest in participation.	<b>Goal:</b> Identify level of interest in SWMP in existing local watershed and environmental organizations.				
	<b>Implementing Entities:</b>  RMCS D				
	<b>Dependencies/Coordination:</b> No other BMP is necessary for implementation of PI-3.				
	<b>Implementation:</b> 1. Identify and contact watershed/environmental groups. 2. Provide access to SWMP to interested parties.				
<p style="text-align: center;"><b>Measurable Goals</b></p> <table border="0"> <tr> <td style="text-align: center;"><b><u>Milestones</u></b></td> <td style="text-align: center;"><b><u>Ongoing</u></b></td> </tr> <tr> <td>1. Contact of identified local WMGs.</td> <td>1. Participation of local WMGs.</td> </tr> </table>	<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>	1. Contact of identified local WMGs.	1. Participation of local WMGs.	
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>				
1. Contact of identified local WMGs.	1. Participation of local WMGs.				

<p><b>PI-4</b>  <b>Storm Drain Stenciling</b></p>			
<p><b>Detailed Description:</b>  The RMCS D will:</p> <ol style="list-style-type: none"> <li>Identify and contact local groups that could implement a citizen’s storm drain stenciling program;</li> <li>Facilitate labeling or stenciling of storm drains in areas of existing development using community groups, thus providing an opportunity for Rancho Murieta citizens to assist in public outreach on illicit discharge;</li> <li>Coordinate with, and participate in, Sacramento County programs such as the Paint-A-Drain Campaign designed to promote public involvement in storm drain pollution awareness and the Splash Program for kids and schools, which provides educational curricula and assistance to teach about local waterways ecosystems. A link will be provided on RMCS D’s webpage to information on Sacramento County’s Programs.</li> </ol>	<p><b>Goal:</b>  Provide an opportunity for Rancho Murieta citizens to assist in public outreach efforts related to storm water pollution prevention.</p>		
	<p><b>Implementing Entities:</b>   RMCS D</p>		
	<p><b>Dependencies/Coordination:</b>  PI-4 can be established immediately for RMCS D directed elements. Participation in Sacramento’s program may require completion of the MOU with the County of Sacramento.</p>		
<p><b>Measurable Goals</b></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p><b>Milestones</b></p> <ol style="list-style-type: none"> <li>Citizen stenciling events.</li> </ol> </td> <td style="vertical-align: top;"> <p><b>Ongoing</b></p> <ol style="list-style-type: none"> <li>Stenciling to continue until all existing drains have been labeled.</li> <li>Webpage updated quarterly.</li> </ol> </td> </tr> </table>	<p><b>Milestones</b></p> <ol style="list-style-type: none"> <li>Citizen stenciling events.</li> </ol>	<p><b>Ongoing</b></p> <ol style="list-style-type: none"> <li>Stenciling to continue until all existing drains have been labeled.</li> <li>Webpage updated quarterly.</li> </ol>	<p><b>Implementation:</b></p> <ol style="list-style-type: none"> <li>Contact local groups requesting participation in stenciling program.</li> <li>Provide resources to facilitate stenciling.</li> <li>Coordinate RMCS D program efforts with County.</li> <li>Establish link to County website.</li> </ol>
<p><b>Milestones</b></p> <ol style="list-style-type: none"> <li>Citizen stenciling events.</li> </ol>	<p><b>Ongoing</b></p> <ol style="list-style-type: none"> <li>Stenciling to continue until all existing drains have been labeled.</li> <li>Webpage updated quarterly.</li> </ol>		

### **3.3 Illicit Discharge Detection and Elimination (IDDE)**

#### **3.3.1 DESCRIPTION**

The Illicit Discharge Detection and Elimination (IDDE) MCM is intended to identify and eliminate illicit, or unapproved, discharges and connections to the District's storm sewer system that are not composed entirely of stormwater, except for discharges allowed under the National Pollutant Elimination System (NPDES) permit, fire fighter flows, or authorized non-stormwater discharges. The following categories of non-stormwater discharges are not significant contributors of pollutants to the District's Non-Traditional Small MS4:

- Water line flushing;
- Minor landscape irrigation, including such discharges comprised of uncontaminated ground water, potable water, recycled or reclaimed water, or any combination thereof;
- Diverted stream flows;
- Rising ground waters;
- Uncontaminated ground water infiltration (as defined at 40 CFR § 35.2005(20)) to separate storm sewers;
- Uncontaminated pumped ground water;
- Discharges from potable water sources;
- Foundation drains;
- Air conditioning condensation;
- Irrigation water, including such discharges comprised of uncontaminated ground water, potable water, recycled or reclaimed water, or any combination thereof;
- Springs;
- Water from crawl space pumps;
- Footing drains;
- Lawn watering;
- Individual residential car washing;
- Flows from riparian habitats and wetlands; and
- Dechlorinated swimming pool discharges.

An example of an illicit discharge is the connection of a septic sewer pipe to a storm drainage pipe or the improper disposal from a recreational practice. Intentional or accidental spills of wastes or stored materials, such as used oil or pesticides become illicit discharges when the spilled materials come into contact with storm water and runoff into the storm drainage system. These types of materials can be carried into local waterways.

An illicit connection is defined as a man-made conveyance that is connected directly to the storm drain system without a permit and through which non-

stormwater flows are discharged. Illicit connections may be intentional or unknown.

### **3.3.2 BEST MANAGEMENT PRACTICES**

#### **IDDE-1 Storm Sewer System Map**

The RMCS D storm sewer system map will provide detailed location information to District personnel implementing aspects of the IDDE program. The map will include the location of outfalls within and adjacent to the District system, the names and locations of waters of the U.S. that receive discharges from the outfalls, and the watershed area served by each outfall.

Mapping of the storm sewer system and outfalls that receive, or discharge, to waters of the U.S. will be an ongoing component of the program. As new developments are constructed, and as part of the as-built process, the storm sewer map will be updated.

#### **IDDE-2 Illicit Discharge Ordinance**

The District will use the existing storm water ordinance (District Code, Chapter 16) to address the regulatory programs required under Phase II of the NPDES Stormwater Program, including Illicit Discharges. The existing Rancho Murieta Storm Water Ordinance, states that it is unlawful to discharge any illicit waste, discharge, or garbage into any storm drain. The District coordinates with the Fire Department to respond to unauthorized discharges, spills, and connections. The existing Stormwater Ordinance effectively prohibits non-stormwater discharges into the District's storm sewer system by prohibiting discharges to storm drains other than stormwater or authorized non-stormwater, and allowing for right-of-access for inspections and monitoring of facilities suspected of illicit discharges and/or connections.

The RMCS D may amend the existing Stormwater Ordinance as needed to reflect the approval of the SWMP.

#### **IDDE-3 Illicit/Non-Stormwater Discharge Detection**

The District's illicit detection and enforcement activities will be targeted toward commercial and industrial facilities, businesses, residential, construction sites, and municipal facilities. The goal is to detect illicit/non-stormwater discharges through a range of activities by District personnel. Through education and access to SWMP contacts, the public will be encouraged to assist the District in identifying potential illicit discharges.



The District program will include several methods with which to monitor illicit connections and non-stormwater discharges. These will include industrial inspections, spill response programs, citizen reporting, site plan or building plan review, specific training related to discharge monitoring, dry weather monitoring, and septic programs.

**Industrial inspection:** The District will expand the existing storm water inspection program to include inspections aimed at detecting illicit discharges and/or connections. The District will develop a list of priority sites, which will be inspected at least annually. Other non-priority or "low risk" sites will be inspected periodically.

**Spill response:** The District will coordinate existing response programs with the storm water program to monitor the location, frequency, and number of spills.

**Citizen reporting:** The District website and storm water hotline enables citizens to report observed illicit discharges and connections, as well as any non-stormwater discharges and odors.

**Site Plan/Building Plan Review:** The District will review plans to detect any potential illicit connections.

**Train District Personnel to Observe and Report:** The District will provide training for field personnel to recognize illicit discharges/connections when performing normal duties in the field.

**Assess Dry Weather Flows:** The District will develop a dry-weather screening program, which will include the visual monitoring of outfalls within the service area. Screening locations will be identified during the development of the storm sewer system map. The District will conduct dry-weather screening on an annual basis.

**Septic Program:** Coordinate with Sacramento County any programs associated with septic programs.

District personnel may conduct interviews or collect samples and test suspect discharges during site inspections. If the discharged substance appears to be generated from a particular facility or activity, the District may require the facility or property owner to collect and analyze samples of the discharged material. Record keeping and documentation of the detection program will be conducted by the District.

District staff will be provided guidance with respect to making qualified decisions related to potential discharges. The Illicit Discharge Detection and Elimination Program will include escalating levels of enforcement actions to be taken by the District. These include: warning letter, Notice of Violation, Cease and Desist Order, administrative fines, and possible referral to the District Attorney.

#### **IDDE-4 Household Hazardous Waste Program**

In order to educate the public on proper household hazardous waste procedures, information on the disposal program will be included in "The Pipeline," the RMCS D quarterly newsletter sent to residents, and in inserts in utility bills. The program will provide information for the public to properly dispose of hazardous household materials in a designated Sacramento County facility. RMCS D staff will coordinate with Sacramento County regarding information to be printed in the quarterly newsletter.

#### **IDDE-5 Public Reporting**

To increase public awareness and education and provide a means for public reporting of illicit discharges and connections, the District maintains a stormwater webpage and hotline. The webpage will be updated to include information on recognizing and reporting an illicit discharge. District staff will respond to reports within two business days. Complaints that are registered

through the website and hotline will be logged and tracked, along with the response time and the results of the inspection.

### **IDDE-6 Industrial Program**

Through the use of SIC codes, the District will identify industries operating within the service area that will likely require coverage under the NPDES General Permit for Industrial Facilities. These establishments will be considered in the development of the inspection priority list, and may be identified on the storm sewer system map. Facilities requiring coverage under the Industrial Permit will be informed of the requirement to seek coverage and develop a Storm Water Pollution Prevention Plan (SWPPP). The facilities will be inspected by District personnel to ensure compliance with provisions of the Permit and the facilities' SWPPP, and to identify potential illicit discharges. The District will produce inspection reports and document any enforcement actions.

### **IDDE-7 Pollution Prevention at Non-Industrial Facilities**

Pollution prevention programs will be implemented by additional non-industrial entities identified by the District as having activities or facilities from which non-stormwater discharges may occur. The District has entered into partnerships with Rancho Murieta entities responsible for such activities and facilities. Evaluation of storm water partner facilities, and determination of the extent and nature of BMPs required for the facilities, will be conducted as part of the SWMP.

**3.3.3 ILLICIT DISCHARGE DETECTION AND ELIMINATION FACT SHEETS**

## Illicit Discharge Detection and Elimination (IDDE)

---

**Description:** The Illicit Discharge Detection and Elimination (IDDE) MCM is intended to identify and eliminate illicit, or unapproved, discharges and connections to the District's storm sewer system that are not composed entirely of stormwater, except for charges allowed under the National Pollutant Elimination System (NPDES) permit, authorized non-stormwater discharges, or fire fighter flows.

### IDDE BEST MANAGEMENT PRACTICES

#### **1. Storm sewer system map**

Map detailed location information for outfalls within and adjacent to the District system, the names and locations of waters of the U.S. that receive discharges from the outfalls, and the watershed area served by each outfall.

#### **2. Illicit discharge ordinance**

Implement existing Storm Water Ordinance. Update as necessary.

#### **3. Illicit/non-stormwater discharge detection**

Adopt several program elements with which to monitor illicit connections and non-stormwater discharges. These will include industrial inspections, spill response programs, citizen reporting, site plan or building plan review, specific training related to discharge monitoring, dry weather monitoring, and septic programs.

#### **4. Household hazardous waste program**

Provide information to the public regarding proper disposal of hazardous household materials in a designated Sacramento County facility. Coordinate with Sacramento County regarding information to be printed in the District's quarterly newsletter.

#### **5. Public reporting**

Increase public awareness and education, and provide a means for public reporting of illicit discharges and connections, through the District stormwater webpage and hotline. Respond to public reports within two business days.

#### **6. Industrial Program**

Identify industries requiring coverage under the NPDES General Permit for Industrial Facilities. Inform the facilities of the requirement to seek coverage under the permit and develop a Storm Water Pollution Prevention Plan (SWPPP). Conduct inspections of the facilities to detect potential illicit discharges.

#### **7. Pollution Prevention at Non-Industrial Facilities**

The District will require SOPs at targeted storm water partner facilities.

<b>BMP</b>	<b>Implementing Entities</b>	
	<b>Lead</b>	<b>Cooperating</b>
1. Storm sewer system map 2. Illicit discharge ordinance 3. Illicit/non-stormwater discharge detection 4. Household hazardous waste program 5. Public reporting 6. Industrial Program 7. Pollution Prevention at Non-Industrial Facilities	RMCS RMCS RMCS  RMCS RMCS RMCS RMCS	   SSMP   Multiple community entities

**FIVE YEAR IMPLEMENTATION SCHEDULE**

Public Involvement/Participation	2009/10	2010/11	2011/12	2012/13	2013/14
IDDE-1 Storm sewer system map					
IDDE-2 Illicit discharge ordinance					
IDDE-3 Illicit/non-stormwater discharge detection					
IDDE-4 Household hazardous waste program					
IDDE-5 Public reporting					
IDDE-6 Industrial program					
IDDE-7 Pollution Prevention at Non-Industrial Facilities					
Full Implementation					

<p><b>IDDE-1</b>  <b>Storm Sewer System Map</b></p>			
<p><b><u>Detailed Description:</u></b>  The District will use existing mapping data, data provided by the County of Sacramento, and information collected in the field to develop a storm sewer system map. The District will:</p> <ul style="list-style-type: none"> <li>a. Map the location of outfalls within and adjacent to the District system;</li> <li>b. Identify the names and locations of waters of the U.S. that receive discharges from the outfalls; and</li> <li>c. Identify the watershed area served by each outfall.</li> <li>d. Modify the map as an ongoing component of the program, and as new developments are constructed.</li> </ul>	<p><b><u>Goal:</u></b>  Prepare a map that can be used in finding the sources of illicit discharges and unauthorized connections.</p>		
	<p><b><u>Implementing Entities:</u></b>  RMCS D will perform stormwater system mapping.</p>		
	<p><b><u>Dependencies/Coordination:</u></b>  No other BMPs must be developed in order for IDDE-1 to be implemented.</p>		
	<p><b><u>Implementation:</u></b>  1. Coordinate mapping efforts with Sacramento County – Public Works.</p>		
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>Milestones</u></b></p> <ul style="list-style-type: none"> <li>1. Compile storm water system map.</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>Ongoing</u></b></p> <ul style="list-style-type: none"> <li>1. Update map as new system components are added.</li> </ul> </td> </tr> </table>		<p><b><u>Milestones</u></b></p> <ul style="list-style-type: none"> <li>1. Compile storm water system map.</li> </ul>	<p><b><u>Ongoing</u></b></p> <ul style="list-style-type: none"> <li>1. Update map as new system components are added.</li> </ul>
<p><b><u>Milestones</u></b></p> <ul style="list-style-type: none"> <li>1. Compile storm water system map.</li> </ul>	<p><b><u>Ongoing</u></b></p> <ul style="list-style-type: none"> <li>1. Update map as new system components are added.</li> </ul>		

**IDDE-2  
Illicit Discharge Ordinance**

**Detailed Description:**

Through implementation of the existing Stormwater Ordinance the District will:

- a. Coordinate with the Fire Department to respond to unauthorized discharges, spills, and connections;
- b. Prohibit non-stormwater discharges into the District's storm sewer system by prohibiting discharges to storm drains other than stormwater or authorized non-stormwater; and
- c. Obtain right-of-access for inspections and monitoring of facilities suspected of illicit discharges and/or connections.

**Goal:**

Effectively prohibit, through ordinance illicit discharges and non-stormwater discharges.

**Implementing Entities:**

RMCS D developed the ordinance. The Rancho Murieta Fire Department responds to calls.

**Dependencies/Coordination:**

No other BMPs must be developed in order for IDDE-2 to be implemented.

**Implementation:**

**Measurable Goals**

**Milestones**

1. Ordinance implemented.

**Ongoing**

1. Amend ordinance as necessary to meet the goals of the SWMP.



<p><b>IDDE-3</b>  <b>Illicit/Non-Stormwater Discharge Detection</b></p>	
<p><b>Detailed Description:</b>  The District will adopt several program elements with which to monitor and respond to illicit discharges, which will include the following:</p> <ul style="list-style-type: none"> <li>a. Expand the existing storm water inspection program to include inspections aimed at detecting illicit discharges and/or connections. The District will develop a list of priority sites, which will be inspected at least annually. Other non-priority or "low risk" sites will be inspected periodically;</li> <li>b. Coordinate existing spill response programs with the storm water program to monitor the location, frequency, and number of spills;</li> <li>c. Enable citizens to report observed illicit discharges and connections, as well as any non-stormwater discharges and odors, through the District website and storm water hotline;</li> <li>d. Review plans to detect any potential illicit connections;</li> <li>e. Provide training for field personnel to recognize illicit discharges/connections when performing normal duties in the field;</li> <li>f. Develop a dry-weather screening program, which will include the visual and/or chemical monitoring of outfalls within the service area. Screening locations will be identified during the development of the storm sewer system map. The District will conduct dry-weather screening on an annual basis;</li> <li>g. Coordinate with Sacramento County any programs associated with septic programs;</li> <li>a. Conduct interviews, perform site inspections and testing of suspect sources; and</li> <li>h. Establish different levels of enforcement actions: warning letter, NOV, Cease and Desist, administrative fines, and referral to the District Attorney.</li> </ul>	<p><b>Goal:</b>  Provide an investigation process and enforcement procedure in order to address illicit discharges and/or connections</p>
	<p><b>Implementing Entities:</b></p> <p>RMCS D</p>
	<p><b>Dependencies/Coordination:</b>  Requires PO-2 and IDDE-2, which are in place, and IDDE-1.</p>

<b>Measurable Goals</b>		<b>Implementation:</b>
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>	
1. Develop inspection and screening program	1. Industrial business, and residential inspections	1. Expand existing inspection program to include illicit discharge detection.
2. Inspector training	2. Dry weather flow monitoring	2. Develop District personnel training programs for illicit discharge recognition.
3. Coordinate spill response programs	3. Citizen reports	3. Track citizen reports.
4. District personnel training		

**IDDE-4  
Household Hazardous Waste Program**

**Detailed Description:**

The District will provide information on the household hazardous waste program in "The Pipeline," the quarterly newsletter sent to residents, and inserts in utility bills.

**Goal:**

Provide information for the public to encourage proper dispose of hazardous household materials in a designated Sacramento County facility.

**Implementing Entities:**

RMCS D staff will coordinate with the County to obtain information to be printed in the quarterly newsletter.

**Dependencies/Coordination:**

IDDE-4 will be developed concurrently with PO-1.

**Implementation:**

1. RMCS D to coordinate with Sacramento County on household hazardous waste disposal day(s) and location.
2. RMCS D to include information in "The Pipeline" quarterly newsletter.

**Measurable Goals**

**Milestones**

1. Information included in newsletter.

**Ongoing**

1. Quarterly newsletter included in utility bill.

**IDDE-5  
Public Reporting**

**Detailed Description:**

District maintains a website and hotline to enable citizens to report observed illicit discharges and connections, as well as any non-stormwater discharges and odors. The District will:

- a. Respond to reports within two business days.
- b. Log and track complaints registered through the website and hotline, along with the response time and the results of the inspection.

**Goal:**

Increase public awareness and education, and provide a means for public reporting of illicit discharges and connections.

**Implementing Departments:**

RMCS D

**Dependencies/Coordination:**

Requires PI-2, which is in place.

**Implementation:**

- 1. Respond to emails regarding site violations and illicit discharges.
- 2. Staff phone line and respond to reports of violations and illicit discharges.
- 3. Track and respond to reports of violations and illicit discharges.

**Measurable Goals**

**Milestones**

- 1. Documented response and tracking protocol.

**Ongoing**

- 1. 100% violation reports followed up.
- 2. Violation reports and follow-up actions will be included in annual reports.

**IDDE-6  
Industrial Program**

**Detailed Description:**

- a. Determine SIC codes of industries within the RMCS D service area and their permitting obligations;
- b. Inform facility operators of requirement to obtain coverage under the Industrial Permit and develop a Storm Water Pollution Prevention Plan (SWPPP);
- c. Identify areas for training and enforcement;
- d. Document high priority areas on Storm Sewer System map;
- e. Inspect industrial facilities to ensure compliance with provisions of the Permit and the facilities' SWPPP, and to identify potential illicit discharges;
- f. Produce inspection reports and document any enforcement actions.

**Goal:**

Prevent illicit discharges from industrial facilities and ensure facility compliance with other storm water permits.

**Implementing Departments:**

RMCS D

**Dependencies/Coordination:**

Requires IDDE-2, which is in place. IDDE-6 and IDDE-3 will be developed concurrently.

**Implementation:**

- 1. Determine SIC codes and permitting obligations.
- 2. Identify names and locations of high priority areas within the District on the storm sewer system map.
- 3. Inspect sites for compliance.
- 4. Produce inspection and enforcement reports.

**Measurable Goals**

<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>
1. Determine SIC codes and permitting obligations.	1. Update map as new system components are added.
2. Implement an Industrial Inspection Program	2. Inspection and enforcement action reports.

**IDDE-7****Pollution Prevention at Non-Industrial Facilities****Detailed Description:**

District has entered into partnerships with Rancho Murieta entities responsible for activities and facilities that do not fall under the General Industrial Permit.

a. Evaluation of storm water partner facilities, and determination of the extent and nature of BMPs required for the facilities, will be conducted as part of the SWMP.

**Goal:**

Develop SOPs for targeted facilities that do not fall under the General Industrial Permit.

**Implementing Entities:**

RMCS D, RMCC, and other community entities

**Dependencies/Coordination:**

No other BMP is required for implementation of IDDE-7.

**Implementation:**

1. Evaluate additional facilities, and determination of the extent and nature of BMPs required for the facilities.

**Measurable Goals****Milestones**

1. SOPs for additional facilities.

**Ongoing**

1. Adopted SOPs for new facilities.

### **3.4 Construction Site Storm Water Runoff Control (CSSWRC)**

#### **3.4.1 DESCRIPTION**

The Construction Site Runoff Control program is intended to reduce pollutants in stormwater runoff from construction activities that disturb one acre or more. The program also covers disturbances less than one acre if it is part of a larger common plan of development. The program includes an ordinance; a telephone line and webpage for public reporting; an inspection/enforcement program; and an outreach and training program. Implementation of additional components of the program occurs through the County of Sacramento, who is responsible for reviewing plans to ensure compliance with erosion, sediment, and materials/waste BMP Construction Standards; updating the Construction Standards; supplementary site inspections; and regional training programs.

#### **3.4.2 BEST MANAGEMENT PRACTICES**

##### **CSSWRC-1 Stormwater Ordinance**

The District will use the existing storm water ordinance (District Code, Chapter 16) to address the regulatory programs required under Phase II of the NPDES Stormwater Program, including Construction Site Runoff Control. The existing ordinance includes provisions to address both erosion and sediment controls, and construction site materials and wastes. The ordinance gives the District the authority to inspect construction sites and initiate enforcement actions when violations are identified.

##### **CSSWRC-2 RMCS D/Sacramento County Construction Standards**

Existing Sacramento County Construction Standards will apply to all RMCS D construction sites, and include standards for basic BMPs required for compliance with the General Permit. District site inspection staff are familiar with Sacramento County Standards, enforce compliance with the Construction Standards on all sites with one acre or more of disturbance, and ensure that such sites have obtained coverage under the NPDES General Permit for construction and maintain a Storm Water Pollution Prevention Plan (SWPPP) on site. The Construction Standards provide a regulatory basis on which to condition approval of projects and review improvement plans. The Sacramento County Department of Water Resources (SCDWR) is responsible for updating the standards.

### **CSSWRC-3 Plan Review**

The District will utilize Sacramento County Improvement and Construction Standards to require construction site runoff control measures and to guide in the design, installation and maintenance requirements for those measurements. Contractors will be required to prepare and submit to the County of Sacramento a SWPPP for sites or construction related activities that disturb one acre or more. The Sacramento County Department of Water Resources is responsible for the review of all improvement plans submitted for permitting, and provides comments related to compliance with the Construction Standards. The County will also require proof of coverage under the General permit. RMCS D will receive copies of all plans and County review comments.

Sacramento County is responsible for issuing guidance to County plan review personnel, and providing updates to personnel as the Construction Standards are modified or amended.

### **CSSWRC-4 Illicit Discharge Reporting Program**

The District has provided a telephone number and email contact that citizens can use to report suspected violations of the District's Construction Site Runoff Control program on its website under *Stormwater*. Referral, tracking, and follow-up procedures will be adopted to ensure that reports are investigated and resolved. Citizens may expect a response to complaints within two business days.

### **CSSWRC-5 Inspection and Enforcement Program**

The District is responsible for on-site inspection component of the CSSWRC program. The County will inspect various projects as needed. The County will not be responsible for enforcement action, but will alert RMCS D when violations are suspected. Sacramento County and the District will coordinate their efforts to train construction site inspectors in identifying violations.

In September of each year, the District delivers a letter to all construction site operators within the service area calling for compliance with the General Permit and requiring that all BMPs be in place before the beginning of the rainy season (October 15). This reminder letter is followed up by pre-season inspections in early October. If the required BMPs are still not in place, another reminder letter is sent, and the site is placed on a prioritized, pre-storm inspection list. Storm events are followed by a post-storm inspection to evaluate BMP effectiveness.



The RMCSO will perform ongoing development of a prioritized or tiered inspection schedule. Construction sites will be listed on the inspection schedule based on risk criteria (e.g., slopes, proximity to receiving waterways, previous violations). Every construction site one acre or greater will be inspected at least once per year. Follow-up inspections will occur on an as-needed basis where violations have been observed.

RMCSO has established a tiered system of enforcement actions to be used when site(s) are found in violation of the General Permit. Upon the first violation, the RMCSO inspector will warn the on-site contact person verbally and document the conversation. This will occur two times. After the second verbal warning, and if the site is still found in violation, a Letter of Non-Compliance will be delivered to the site operator. The operator will have 30 days or less (depending on violation and conditions) to come into compliance. If compliance is not achieved, the operator will receive a second Letter of Non-Compliance. The operator will have one chance to respond to this letter before a misdemeanor fine is levied, which includes 1) a letter of the official charges and a \$500 fine and a verbal warning that the District has also given notice of the violation to Sacramento County and the Central Valley Regional Water Quality Control Board, and/or 2) imprisonment in the County Jail, not to exceed six months per offense. Each day out of compliance is considered a separate offense.

#### **CSSWRC-6 Training/Information Distribution Program**

The District informs contractors regarding General Permit requirements and the provisions of the Construction Site Runoff Control program. District inspection staff personally contact construction site contractors by letter, include the inspector's contact information, and request to be present at any pre-construction meetings.

Site compliance training is available to contractors through Sacramento County programs. Training information and dates are listed via link on the RMCSO website to the Sacramento County website.

#### **CSSWRC-7 RMCSO Inspection Staff Training**

The District has provided and will continue to provide training for inspection and enforcement staff in order to address stormwater compliance issues. The District will implement new inspection procedures and update new enforcement actions, as the CSSWRC program evolves.

**3.4.3. CONSTRUCTION SITE STORM WATER RUNOFF CONTROL FACT SHEET**

# Construction Site Storm Water Runoff Control (CSSWRC)

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**Description:** The Construction Site Storm Water Runoff Control program is intended to reduce pollutants in stormwater runoff from construction activities that disturb one acre or more. The program also covers disturbances less than one acre if it is part of a larger common plan of development. The program includes an ordinance; a telephone line and webpage for public reporting; an inspection/enforcement program; and an outreach and training program. Implementation of additional components of the program occurs through the County of Sacramento, who is responsible for reviewing plans to ensure compliance with erosion, sediment and materials/waste BMPs Construction Standards; updating the Construction Standards; supplementary site inspections; and regional training programs.

## CSSWRC BEST MANAGEMENT PRACTICES

### **1. Stormwater Ordinance**

Existing ordinance includes provisions to address both erosion and sediment controls, and construction site materials and wastes. The ordinance gives the District the authority to inspect construction sites and take initiate enforcement actions when violations are identified.

### **2. RMCS D/Sacramento County Construction Standards**

Existing Sacramento County Construction Standards will apply to all RMCS D construction sites, and include standards for basic BMPs required for compliance with the General Permit.

### **3. Plan Review**

The Sacramento County is responsible for the review of all improvement plans submitted for permitting, and provides comments related to compliance with the Construction Standards.

### **4. Illicit Discharge Reporting Program**

The District has provided a telephone number and email contact that citizens can use to report suspected violations of the District's Construction Site Runoff Control program.

### **5. Inspection and Enforcement Program**

Existing inspection program includes prioritized or tiered inspection schedule and escalating enforcement procedures.

### **6. Training and Information Distribution Program**

Contractors are informed regarding General Permit requirements and the provisions of the Construction Site Runoff Control program. Site compliance training is available to contractors through Sacramento County programs.

### **7. RMCS D Inspection Staff Training**

Training provided to inspection and enforcement staff in order to address stormwater compliance issues.

<b>BMP</b>	<b>Implementing Entities</b>	
	<b>Lead</b>	<b>Cooperating</b>
1. Stormwater Ordinance	RMCS D	RMCS D
2. RMCS D/Sacramento County Construction Standards	SCDWR	
3. Plan Review	SCDWR	
4. Illicit Discharge Reporting Program	RMCS D	
5. Inspection and Enforcement Program	RMCS D	
6. Training and Information Distribution Program	RMCS D	
7. RMCS D Inspection Staff Training	RMCS D	

**FIVE YEAR IMPLEMENTATION SCHEDULE**

Public Involvement/Participation	2009/10	2010/11	2011/12	2012/13	2013/14
CSSWRC-1 Stormwater Ordinance	■	■	■	■	■
CSSWRC-2 RMCS D/County Inspection Standards	■	■	■	■	■
CSSWRC-3 Plan Review	■	■	■	■	■
CSSWRC-4 Illicit Discharge Reporting System	■	■	■	■	■
CSSWRC-5 Inspection and Enforcement Program	■	■	■	■	■
CSSWRC-6 Training and Information Distribution Program	□	■	■	■	■
CSSWRC-7 RMCS D Inspection Staff Training	□	■	■	■	■
Full Implementation	□	□	■	■	■

<b>CSSWRC-1 Stormwater Ordinance</b>			
<p><b><u>Detailed Description:</u></b> The District will use the existing ordinance to provide the authority to implement and require other components of the CSSWRC program.</p>	<p><b><u>Goal:</u></b> Use existing Stormwater Ordinance to prohibit unauthorized stormwater discharges.</p>		
	<p><b><u>Implementing Entities:</u></b>  RMCS D</p>		
	<p><b><u>Dependencies/Coordination:</u></b> The Stormwater Ordinance provides the regulatory basis for CSSWRC-5, the Inspection and Enforcement Program.</p>		
	<p><b><u>Implementation:</u></b> 1. Amend ordinance as needed to reflect the approval of the SWMP.</p>		
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>Milestones</u></b> 1. Ordinance implemented.</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>Ongoing</u></b> 1. Assess ordinance annually.</p> </td> </tr> </table>		<p><b><u>Milestones</u></b> 1. Ordinance implemented.</p>	<p><b><u>Ongoing</u></b> 1. Assess ordinance annually.</p>
<p><b><u>Milestones</u></b> 1. Ordinance implemented.</p>	<p><b><u>Ongoing</u></b> 1. Assess ordinance annually.</p>		

**CSSWRC-2  
RMCS D/Sacramento County Construction Standards**

**Detailed Description:**

Existing Sacramento County Construction Standards will apply to all RMCS D construction sites.

- a. County of Sacramento uses inspection standards in plan review process;
- b. RMCS D inspects and enforces compliance with Construction Standards; and
- c. Standards require that all construction sites containing one acre or more of disturbed soil are required to be covered under the NPDES General Permit for construction and have a SWPPP located on site.

**Goal:**

Provide technical guidelines for implementation of a construction storm water program.

**Implementing Entities:**

RMCS D will use existing Sacramento County Construction Standards for construction sites within the District. County is responsible for updating standards.

**Dependencies/Coordination:**

RMCS D will inspect construction sites on a prioritized basis and make enforcements as necessary using Sacramento County Construction Standards.

**Implementation:**

- 1. Provide Construction Standards to RMCS D staff.
- 2. Post link to County Standards on RMCS D website.

**Measurable Goals**

**Milestones**

**Ongoing**

- 1. Update standards as necessary to achieve program goals.

<p><b>CSSWRC-3 Plan Review</b></p>					
<p><b><u>Detailed Description:</u></b>  The District will utilize Sacramento County Improvement and Construction Standards to require construction site runoff control measures and to guide in the design, installation and maintenance requirements for those measurements.  a. Operators will be required to prepare a SWPPP for sites disturbing one acre or more;  b. Sacramento County Department of Water Resources will review the SWPPP and provide comments ensuring that every site has obtained permit coverage and holds a plan that complies with the construction Standards;  c. District will review SWPPPs on each construction site as part of the inspection program.</p>	<p><b><u>Goal:</u></b>  Utilize existing review program to ensure compliance with Construction Standards and reduce sediment and construction site materials in storm water runoff.</p>				
	<p><b><u>Implementing Departments:</u></b>  Sacramento County is responsible for approving SWPPPs submitted for review.   RMCS D reviews SWPPPs on site.</p>				
	<p><b><u>Dependencies/Coordination:</u></b>  CSSWRC-3 is dependent on CSSWRC-2 which is in place.</p>				
<p><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="vertical-align: top;"><b><u>Milestones</u></b></td> <td style="vertical-align: top;"><b><u>Ongoing</u></b></td> </tr> <tr> <td></td> <td>1. Plans reviewed as they are received.</td> </tr> </table>	<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>		1. Plans reviewed as they are received.	<p><b><u>Implementation:</u></b>  1. Provide Construction Standards to RMCS D staff.  2. Post link to County Standards on RMCS D website.</p>
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>				
	1. Plans reviewed as they are received.				

**CSSWRC-4  
Illicit Discharge Reporting Program**

**Detailed Description:**

The District has provided a telephone number and email contact that citizens can use to report suspected violations of the District's Construction Site Storm Water Runoff Control program.

- a. Information is listed on the RMCS D website under *Drainage / Stormwater Quality*;
- b. Referral, tracking, and follow-up procedures will be adopted to ensure that reports are investigated and resolved; and
- c. District will respond to reports within two business days.

**Goal:**

Provide a hotline and website to enable citizens to report observed illicit discharges from construction sites, respond to complaints, and track the reports and their follow-up actions.

**Implementing Departments:**

RMCS D

**Dependencies/Coordination:**

No other BMPs necessary to implement the existing Illicit Discharge Reporting System.

**Implementation:**

- 1. Respond to emails regarding site violations and illicit discharges.
- 2. Staff phone line and respond to reports of violations and illicit discharges.
- 4. Track and respond to reports of violations and illicit discharges.

**Measurable Goals**

**Milestones**

- 1. Documented response and tracking protocol.

**Ongoing**

- 1. 100% violation reports followed up.
- 2. Violation reports and follow-up actions will be included in annual reports.



<p><b>CSSWRC-5</b>  <b>Inspection and Enforcement Program</b></p>			
<p><b><u>Detailed Description:</u></b>  Implementation of the Inspection and Enforcement Program is two-fold:  1. County implementation:  a. Project inspection as needed but not enforcement action. Any observed violations will be reported to District staff.  2. District implementation:  a. Send out a BMP reminder letter to construction sites each September;  b. Visit construction sites in early October. If not compliant after first visit, a letter is sent and the site is placed on the prioritized inspection list (prioritized using risk criteria);  c. Inspect non-compliant sites post-storm to check for effectiveness;  d. Train construction site inspectors;  e. Inspect sites greater than or equal to one acre at least once per year, and follow-up inspections where violations occur; and  f. Tiered enforcement actions: give up to two verbal warnings and document conversation(s), up to two Letters of Non-Compliance, misdemeanor fine and/or imprisonment.</p>	<p><b><u>Goal:</u></b>  Ensure all construction sites comply with Sacramento County and RMCS D ordinances and standards.</p>		
	<p><b><u>Implementing Entities:</u></b>   RMCS D</p>		
	<p><b><u>Dependencies/Coordination:</u></b>  No other BMPs necessary to implement the existing Inspection and Enforcement Program.</p>		
	<p><b><u>Implementation:</u></b>  1. Set inspection criteria and prioritize inspection schedule based on risk criteria.  2. Create inspection checklist.  3. Provide training for inspectors and enforcement officials.  4. Implement tiered enforcement actions on non-compliant sites.  5. Record violations and track progress toward corrective actions.</p>		
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p><b><u>Milestones</u></b>  1. Documented inspection, response and tracking protocol.</p> </td> <td style="vertical-align: top;"> <p><b><u>Ongoing</u></b>  1. Inspect sites one acre or greater at least once per year.  2. Follow-up inspections where violations occur.</p> </td> </tr> </table>		<p><b><u>Milestones</u></b>  1. Documented inspection, response and tracking protocol.</p>	<p><b><u>Ongoing</u></b>  1. Inspect sites one acre or greater at least once per year.  2. Follow-up inspections where violations occur.</p>
<p><b><u>Milestones</u></b>  1. Documented inspection, response and tracking protocol.</p>	<p><b><u>Ongoing</u></b>  1. Inspect sites one acre or greater at least once per year.  2. Follow-up inspections where violations occur.</p>		

**CSSWRC-6  
Training and Information Distribution Program**

**Detailed Description:**

The District informs contractors regarding District requirements for the Construction Site Runoff control program by using the following methods:

- a. District inspection staff personally contact construction site contractor and/or operator by letter that includes the inspector's contact information and request to be present at any pre-construction meetings;
- b. Site compliance training is available to contractors through Sacramento County programs; and
- c. Training information and dates are listed via links on the RMCS D website to the Sacramento County website and California Stormwater Quality Association (CASQA) website.

**Goal:**

Inform contractors about RMCS D requirements for Construction Site Runoff Control Program.

**Implementing Entities:**

RMCS D staff will place links to available training sessions on the RMCS D website. Sacramento County will hold training sessions for contractors.

**Dependencies/Coordination:**

No other BMPs necessary to implement CSSWRC-6.

**Measurable Goals**

**Milestones**

1. Link to County training sessions on RMCS D website.
2. Link to CASQA website on RMCS D website.

**Ongoing**

1. RMCS D to contact all new project contractors.

**Implementation:**

1. Contact all new project contractors and provide information related to CSSWRC program.
2. Post information on training opportunities on RMCS D website and provide link to County website.

<p><b>CSSWRC-7</b>  <b>RMCSD Inspection Staff Training</b></p>					
<p><b><u>Detailed Description:</u></b>  The RMCSD has provided and will continue to provide training for inspection and enforcement staff in order to address stormwater compliance issues. The RMCSD will also implement new inspection procedures and update new enforcement actions.</p>	<p><b><u>Goal:</u></b>  Provide RMCSD staff with the most up-to-date information on stormwater compliance issues, such as inspection and enforcement requirements, and implementation of new procedures.</p>				
	<p><b><u>Implementing Entities:</u></b>   RMCSD</p>				
	<p><b><u>Dependencies/Coordination:</u></b>  No other BMPs necessary to implement CSSWRC-7.</p>				
	<p><b><u>Implementation:</u></b>  1. Provide training course information to District inspection staff.  2. Require inspection staff to obtain at least 16 hours of NPDES related training.</p>				
<p align="center"><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td align="center"><b><u>Milestones</u></b></td> <td align="center"><b><u>Ongoing</u></b></td> </tr> <tr> <td>1. All RMCSD inspection staff obtain at least 8 hours of NPDES related training.</td> <td>1. RMCSD inspection staff attend training session annually</td> </tr> </table>		<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>	1. All RMCSD inspection staff obtain at least 8 hours of NPDES related training.	1. RMCSD inspection staff attend training session annually
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>				
1. All RMCSD inspection staff obtain at least 8 hours of NPDES related training.	1. RMCSD inspection staff attend training session annually				

## **3.5 Post-Construction Storm Water Management (PCSWM)**

### **3.5.1 DESCRIPTION**

The goal of the District's Post-Construction Storm Water Management MCM is to provide for ongoing minimization of storm water pollutants in runoff from areas of new or redevelopment.

The following BMPs are included in the PCSWM MCM:

- Post-Construction Controls Ordinance
- Development Review Process
- Set Design Standards
- Operation and Maintenance of Controls

Post-construction storm water quality controls are structural and non-structural measures intended to prevent pollutants from entering storm water and/or treat storm water. Structural controls include treatment features such as basins and grass-line swales. Non-structural measures include policies and practices such as the requirement to stencil storm drains. The District PCSWM MCM will include the use of both structural and non-structural BMPs.

Through the existing storm water program, Sacramento County will maintain responsibility for developing post-construction design standards and implementation of the Development Review Process. The District has adopted a post-construction controls ordinance, and will be responsible for the operation and maintenance of controls.

### **3.5.2 BEST MANAGEMENT PRACTICES**

#### **PCSWM-1 Post-Construction Controls Ordinance**

The District has adopted a Stormwater Ordinance, which addresses stormwater runoff from new development and redevelopment. The ordinance allows the District to require post-construction controls on new development and redevelopment, and provides the authority to inspect and require maintenance on privately owned controls.

## **PCSWM-2 Development Review Process**

The District and the County condition projects to adopt post-construction storm water controls. The District has the ability to comment during the County discretionary land use approval process on the following, including but not limited to: residential, industrial, and commercial projects, tentative maps, and use permits. The CEQA process provides an additional means to comment on the requirement of project water quality controls.

All projects must comply with the County's Development Standards, and submit, if required, improvement plans that include storm water controls in accordance with the County storm water standards. The County is responsible for ensuring that submitted plans comply with County post-construction water quality design standards.

## **PCSWM-3 Design Standards**

The County of Sacramento is responsible for the development of standards to be used in the design of post-construction controls. The District SWMP Design Standard BMP will refer to the latest version of the design standards, currently, *Stormwater Quality Design Manual for the Sacramento and South Placer Regions* (2007). The manual serves as the main tool for ensuring that projects are required to include storm water quality controls. Specific sizing criteria are described for treatment measures, and required BMPs are identified according to project category.

## **PCSWM-4 Operations and Maintenance of Controls**

It is not uncommon for post-construction storm water facilities to be laden with trash and debris. This causes system back-up, inefficient water treatment, localized flooding, and potentially permanent damage to the Stormwater Facility. Therefore, it is important to ensure proper operation and maintenance of all post-construction BMPs in order to stay in compliance with the General Permit as well as the Stormwater Ordinance.

The District currently owns/holds the easements to water quality basins within the service area. In order to ensure the proper function of the water quality basins, the District has established Operation and Maintenance Plans (O and M Plan) for each of the basins. The O and M Plans include inspection schedules, inspection procedures and check-lists, and maintenance methods.

**3.5.3. POST-CONSTRUCTION STORM WATER MANAGEMENT FACT SHEETS**

## Post-Construction Storm Water Management (PCSWM)

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**Description:** The goal of the District’s Post-Construction Storm Water Management in New Development and Redevelopment MCM is to provide for ongoing minimization of storm water pollutants in runoff from areas of new or redevelopment.

### PCSWM BEST MANAGEMENT PRACTICES

<p><b>1. Post Construction Ordinance</b> Existing Ordinance provides the authority to inspect facilities and will be updated to allow the District to require post-construction controls on new development and redevelopment.</p> <p><b>2. Develop Review Process</b> Projects must comply with the County’s Development Standards and submit improvement plans that include storm water controls.</p>	<p><b>3. Design Standards</b> County of Sacramento has developed and may update, standards to be used in the design of post-construction controls.</p> <p><b>4. Operation and Maintenance of Controls</b> The District implements Operation and Maintenance Plans (O and M Plan) for storm water treatment facilities.</p>				
<b><u>BMP</u></b>	<b><u>Implementing Entities:</u></b>				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"><b><u>Lead</u></b></td> <td style="text-align: center;"><b><u>Cooperating</u></b></td> </tr> <tr> <td style="text-align: center;">RMCS SCDWR SSMP RMCS</td> <td style="text-align: center;">RMCS</td> </tr> </table>	<b><u>Lead</u></b>	<b><u>Cooperating</u></b>	RMCS SCDWR SSMP RMCS	RMCS
<b><u>Lead</u></b>	<b><u>Cooperating</u></b>				
RMCS SCDWR SSMP RMCS	RMCS				
<p>1. Post Construction Ordinance 2. Develop Review Process 3. Design Standards 4. Operation and Maintenance of Controls</p>					

### **FIVE YEAR IMPLEMENTATION SCHEDULE**

Public Involvement/Participation	2009/10	2010/11	2011/12	2012/13	2013/14
PCSWM-1 Post Construction Ordinance					
PCSWM-2 Develop Review Process					
PCSWM-3 Design Standards					
PCSWM-4 Operation and Maintenance of Controls					
Full Implementation					

<b>PCSWM-1 Post-Construction Ordinance</b>			
<p><b><u>Detailed Description:</u></b> The District will update and use the existing ordinance to provide the authority to implement and require other components of the PCSWM program.</p>	<p><b><u>Goal:</u></b> Use existing Stormwater Ordinance to require implementation of post-construction storm water quality controls.</p>		
	<p><b><u>Implementing Entities:</u></b>  RMCS D</p>		
	<p><b><u>Dependencies/Coordination:</u></b> PCSWM-1 provides the regulatory basis for PCSWM-2 and PCSWM-3.</p>		
	<p><b><u>Implementation:</u></b> 1. Ordinance will be amended as needed to reflect the approval of the SWMP.</p>		
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>Milestones</u></b> 1. Ordinance implemented.</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>Ongoing</u></b> 1. Assess annually.</p> </td> </tr> </table>		<p><b><u>Milestones</u></b> 1. Ordinance implemented.</p>	<p><b><u>Ongoing</u></b> 1. Assess annually.</p>
<p><b><u>Milestones</u></b> 1. Ordinance implemented.</p>	<p><b><u>Ongoing</u></b> 1. Assess annually.</p>		



**PCSWM-2  
Development Review Process**

**Detailed Description:**

The District and the County condition projects to adopt post-construction storm water controls.

- a. District comments during the County discretionary land use approval process on the following, including but not limited to: residential, industrial, and commercial projects, tentative maps, and use permits.
- b. Improvement plans are submitted to the County for review and to ensure compliance with County post-construction water quality design standards.

**Goal:**

Utilize existing review program to ensure compliance with Design Standards for post-construction storm water controls.

**Implementing Entities:**

RMCSO and SCDWR

**Dependencies/Coordination:**

Requires PCSWM-1 and PCSWM-3, which are in place.

**Implementation:**

- 1. Provide Design Standards to RMCSO staff.
- 2. Post link to County Standards on RMCSO website to current version of Design Standards Manual.

**Measurable Goals**

**Milestones**

**Ongoing**

- 1. Assess annually.

<p><b>PCSWM-3 Design Standards</b></p>			
<p><b><u>Detailed Description:</u></b>  The County of Sacramento is responsible for the development of standards to be used in the design of post-construction controls.  a. Refer project applicants to the latest version of the design standards, currently, which includes specific sizing criteria for treatment measures, and required BMPs identified according to project category.</p>	<p><b><u>Goal:</u></b>  Provide technical guidelines for the design of post-construction storm water controls.</p>		
	<p><b><u>Implementing Entities:</u></b>  SSMP</p>		
	<p><b><u>Dependencies/Coordination:</u></b>  PCSWM-3 is required for implementation of PCSWM-2.</p>		
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p><b><u>Milestones</u></b>  1. Updated design standards manual.</p> </td> <td style="vertical-align: top;"> <p><b><u>Ongoing</u></b>  1. Assess annually.</p> </td> </tr> </table>	<p><b><u>Milestones</u></b>  1. Updated design standards manual.</p>	<p><b><u>Ongoing</u></b>  1. Assess annually.</p>	<p><b><u>Implementation:</u></b>  1. Provide Design Standards to RMCS D staff.  2. Post link to County Standards on RMCS D website to current version of Design Standards Manual.</p>
<p><b><u>Milestones</u></b>  1. Updated design standards manual.</p>	<p><b><u>Ongoing</u></b>  1. Assess annually.</p>		

<p><b>PCSWM-4</b>  <b>Operation and Maintenance of Controls</b></p>					
<p><b><u>Detailed Description:</u></b>  The District operates a storm water facility maintenance program.  a. The District currently owns/holds easements on facilities within the service area, and will continue to accept easements on future facilities;  b. The District has established Operation and Maintenance Plans (O and M Plan) to ensure the proper function of the facilities. The O and M Plans include inspection schedules, inspection procedures and check-lists, and maintenance methods; and  c. The District will implement O and M Plans for all new facilities.</p>	<p><b><u>Goal:</u></b>  Provide for the on-going maintenance of storm water quality facilities.</p>				
	<p><b><u>Implementing Entities:</u></b>   RMCS D</p>				
	<p><b><u>Dependencies/Coordination:</u></b>  Requires PCSWM-1, which is in place.</p>				
	<p><b><u>Implementation:</u></b>  1. Condition new projects with requirement to produce and O and M Plan for any storm water treatment facility.</p>				
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="text-align: center;"><b><u>Milestones</u></b></td> <td style="text-align: center;"><b><u>Ongoing</u></b></td> </tr> <tr> <td>1. O and M Plans for new facilities.</td> <td>1. Assess program efficacy annually.</td> </tr> </table>		<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>	1. O and M Plans for new facilities.	1. Assess program efficacy annually.
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>				
1. O and M Plans for new facilities.	1. Assess program efficacy annually.				

## **3.6 Pollution Prevention and Good Housekeeping for Municipal Operations (GH)**

### **3.6.1 DESCRIPTION**

The purpose of the Pollution Prevention and Good Housekeeping for Municipal Operations MCM is to prevent or reduce polluted stormwater runoff from District operations and facilities, and facilities operating through cooperative agreements with the District. This program includes training and workshops for staff on pollution prevention measures and techniques. The following measures and techniques are included in the MCM:

- Pollution Prevention and Good Housekeeping Training
- Storm Sewer Maintenance
- Street Sweeping
- Parking Lot Cleaning at RMCS D Facilities
- Green Waste Program
- Integrated Pest Management Program

The RMCS D is responsible for the operation and maintenance of several public facilities throughout the District such as the storm drain system and the Tertiary Wastewater Treatment Facility.

The District and its community storm water partners will implement programs with the goal of preventing or reducing pollutant from District-related operations. The program will include staff training and the implementation of Standard Operating Procedures (SOPs), inspection programs, and maintenance programs for District facilities. The SOPs will provide BMPs that can be implemented within the District and District storm water partners' facilities to reduce pollutants in storm water.

The program further develops these elements as facility activities are identified and includes appropriate controls to address the specific needs and characteristics of the District's operations.

### **3.6.2 BEST MANAGEMENT PRACTICES**

#### **GH-1 Pollution Prevention and Good Housekeeping Training**

The purpose of GH-1 is to develop a District training program for staff working at District facilities. The training program will include information on proper use and implementation of standard facility BMPs, and identification of activities that may

introduce pollutants and non-stormwater discharges into storm drain systems. The training program will focus on topics related to stormwater management. These topics include but are not limited to the following: material storage, spill prevention and clean-up, preventative maintenance, and source control measures. District inspection personnel will receive additional training in monitoring and reporting requirements for the facilities.

### **GH-2 Storm Sewer Maintenance**

The District has developed and implemented a program to address maintenance and cleanout of storm sewer inlets, outlets, manholes, catch basins, pump stations, pipelines, detention basins, and any other source of storm sewer debris. The program will be further formalized and documented through the development of a schedule for maintenance of structures other than basins, and incorporation of the new drainage map. Various methods for the maintenance of different types of sewer components will be described in the maintenance plan.

### **GH-3 Street Sweeping**

The Street Sweeping MCM is a BMP designed to collect sediment and debris from roadways within the District service area. Currently, the Home Owners Associations are responsible for street sweeping within the residential developments. Through a cooperative agreement with the HOAs, street sweeping will become a required component of the SWMP, and street sweeping schedules will be formalized.

### **GH-4 Parking Lot Cleaning at RMCS D Facilities**

Parking lot sweeping occurs as a regular part of the District landscape maintenance program. Parking lots will be inspected regularly for spilled or improperly stored materials.

### **GH-5 Pollution Prevention at RMCS D Facilities**

The District will develop Standard Operating Procedures (SOPs) for use by District personnel. The District will survey facilities for activities that may contribute to pollutants to the storm system, and then identify problem areas needing to be addressed in the SOPs. The SOPs will be specific to the type of facility and associated activities, and may include, but will not be limited to, provisions for vehicle maintenance, material storage areas, landscaping and pest controls, secondary containment structures, maintenance of spill kits, spill response procedures, and covered activity areas.

## **GH-6 Green Waste Program**

Unmanaged green wastes can be carried into storm water runoff and into waterways. Green wastes typically contain contaminants such as fertilizers, pesticides, and sediment. The District currently has a program that includes the collection of residential green waste within the District service area on a bi-weekly basis. Covered containers are provided for containment of the green waste. An independent contractor, California Waste Recovery Systems, collects the green waste and transports it to Sierra Waste and Wood Grinding, where the green waste is processed into compost or fuel for a cogeneration plant. Green waste collection will become a required component of the SWMP.

## **GH-7 Integrated Pest Management Program**

In order to decrease the amount of pesticides into storm water runoff, the District will initiate a public education and outreach program that focuses on an environmentally friendly approach to handling pests. The District will coordinate with Sacramento County to use or request printed fliers or brochures for dissemination by the District. Brochures may include information regarding alternatives for safer pest management chemicals or practices to reduce the use of pesticides in pest management, thereby decreasing the levels of pesticides in storm water. The District will post a link on their website to the Sacramento County IPM Plan. As part of the SWMP, the District will require training and certification of herbicide and pesticide applicators associated with the RMCSO entities. The pest management public education and outreach program will become a required component of the SWMP.

**3.6.3 POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS FACT SHEETS**

# Pollution Prevention and Good Housekeeping for Municipal Operations (GH)

---

**Description:** The purpose of the Pollution Prevention and Good Housekeeping for Municipal Operations MCM is to prevent or reduce polluted stormwater runoff from District operations and facilities, and facilities operating through cooperative agreements with the District. This program includes training and workshops for staff on pollution prevention measures and techniques.

## **GH BEST MANAGEMENT PRACTICES**

### **1. Pollution Prevention and Good Housekeeping Training**

Provide training on proper use and implementation of standard facility BMPs, and identification of activities that may introduce pollutants and non-stormwater discharges into storm drain systems.

### **2. Storm Sewer Maintenance**

District will further formalize existing program to address maintenance and cleanout of storm sewer components.

### **3. Street Sweeping**

Street sweeping within the residential areas, which is the responsibility of the Home Owners Associations, will become a required component of the SWMP.

### **7. Integrated Pest Management Policy**

The District will coordinate with Sacramento County to use or request printed fliers or brochures that will be used for public outreach and education..

### **4. Parking Lot Cleaning at RMCS D Facilities**

Parking lot sweeping and maintenance occurs as a regular part of the District landscape maintenance program.

### **5. Pollution Prevention at RMCS D Facilities**

The District survey facilities for activities that may contribute to pollutants to the storm system and will develop Standard Operating Procedures (SOPs) for use by District personnel

### **6. Green Waste Program**

The bi-weekly collection of residential green waste, which is the responsibility of the District, will become a required component of the SWMP.



<b>BMP</b>	<b>Implementing Departments</b>	
	<b>Lead</b>	<b>Cooperating</b>
1. Pollution Prevention and Good Housekeeping Training 2. Storm Sewer Maintenance 3. Street Sweeping 4. Parking Lot Cleaning at RMCSD Facilities 5. Pollution Prevention at RMCSD Facilities 6. Green Waste Program 7. Integrated Pest Management Policy	RMCSD  RMCSD HOAs RMCSD RMCSD RMCSD RMCSD	RMCSD

**FIVE YEAR IMPLEMENTATION SCHEDULE**

Public Involvement/Participation	2009/10	2010/11	2011/12	2012/13	2013/14
GH-1 Pollution Prevention and Good Housekeeping Training					
GH-2 Storm Sewer Maintenance					
GH-3 Street Sweeping					
GH-4 Parking Lot Cleaning at RMCSD Facilities					
GH-5 Pollution Prevention at RMCSD Facilities					
GH-6 Green Waste Program					
GH-7 Integrated Pest Management Policy					
Full Implementation					

<p><b>GH-1</b>  <b>Pollution Prevention and Good Housekeeping Training</b></p>			
<p><b><u>Detailed Description:</u></b>  The District will develop a training program for staff working at District facilities.  a. The training program will include information on proper use and implementation of standard facility BMPs, and identification of activities that may introduce pollutants and non-stormwater discharges into storm drain systems. The training program will focus on topics related to stormwater management. These topics include but are not limited to the following: material storage, spill prevention and clean-up, preventative maintenance, and source control measures;  b. District inspection personnel will receive additional training in monitoring and reporting requirements for the facilities.</p>	<p><b><u>Goal:</u></b>  Increase awareness and active participation of District personnel related to storm water pollution prevention.</p>		
	<p><b><u>Implementing Entities:</u></b>   RMCS D</p>		
	<p><b><u>Dependencies/Coordination:</u></b>  No other BMP is required for implementation of GH-1, but training should follow development of GH-5.</p>		
<p><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p><b><u>Milestones</u></b>  1. Employee training manual.</p> </td> <td style="vertical-align: top;"> <p><b><u>Ongoing</u></b>  1. Revisions to the employee training manual.</p> </td> </tr> </table>	<p><b><u>Milestones</u></b>  1. Employee training manual.</p>	<p><b><u>Ongoing</u></b>  1. Revisions to the employee training manual.</p>	<p><b><u>Implementation:</u></b>  1. Develop an employee training manual that fulfills the requirements of the SWMP.  2. Conduct employee training sessions.</p>
<p><b><u>Milestones</u></b>  1. Employee training manual.</p>	<p><b><u>Ongoing</u></b>  1. Revisions to the employee training manual.</p>		

<b>GH-2</b> <b>Storm Sewer Maintenance</b>			
<p><b><u>Detailed Description:</u></b>  The District sewer maintenance program includes provisions to:</p> <p>a. Utilize existing program to address maintenance and cleanout of storm sewer inlets, outlets, manholes, catch basins, pump stations, pipelines, detention basins, and any other source of storm sewer debris; and</p> <p>b. Further formalized and document the program through the development of a schedule for maintenance of structures other than basins, and incorporation of the new drainage map. Various methods for the maintenance of different types of sewer components will be described in the maintenance plan.</p>	<p><b><u>Goal:</u></b>  Maintain storm water quality by removing debris and pollutants from the storm sewer system.</p>		
	<p><b><u>Implementing Entities:</u></b>   RMCS D</p>		
	<p><b><u>Dependencies/Coordination:</u></b>  IDDE-1 is required for implementation of a portion of GH-2.</p>		
	<p><b><u>Implementation:</u></b>  1. Develop a storm sewer maintenance plan and schedule.  2. Include storm sewer system map in maintenance plan.</p>		
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>Milestones</u></b>  1. Documented Sewer Maintenance Plan.</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>Ongoing</u></b>  1. Revised sewer maintenance plan as new components are added.</p> </td> </tr> </table>		<p><b><u>Milestones</u></b>  1. Documented Sewer Maintenance Plan.</p>	<p><b><u>Ongoing</u></b>  1. Revised sewer maintenance plan as new components are added.</p>
<p><b><u>Milestones</u></b>  1. Documented Sewer Maintenance Plan.</p>	<p><b><u>Ongoing</u></b>  1. Revised sewer maintenance plan as new components are added.</p>		

<b>GH-3 Street Sweeping</b>			
<p><b><u>Detailed Description:</u></b> Currently, the Home Owners Associations are responsible for street sweeping within the residential developments. a. Through a cooperative agreement with the HOAs, street sweeping will become a required component of the SWMP, and street sweeping schedules will be formalized.</p>	<p><b><u>Goal:</u></b> Remove potential pollutants from residential streets through a street sweeping program.</p>		
	<p><b><u>Implementing Entities:</u></b>  HOAs and RMCS D</p>		
	<p><b><u>Dependencies/Coordination:</u></b> No other BMP is required for implementation of GH-3.</p>		
	<p><b><u>Implementation:</u></b> 1. Work with the HOAs to develop street sweeping schedules and agreements. 2. Enter into agreements and establish schedules associated with new development projects.</p>		
<p style="text-align: center;"><b><u>Measurable Goals</u></b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>Milestones</u></b> 1. Street sweeping schedule.</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>Ongoing</u></b> 1. Street sweeping schedules for new development projects.</p> </td> </tr> </table>		<p><b><u>Milestones</u></b> 1. Street sweeping schedule.</p>	<p><b><u>Ongoing</u></b> 1. Street sweeping schedules for new development projects.</p>
<p><b><u>Milestones</u></b> 1. Street sweeping schedule.</p>	<p><b><u>Ongoing</u></b> 1. Street sweeping schedules for new development projects.</p>		

<b>GH-4</b> <b>Parking Lot Cleaning at RMCS D Facilities</b>	
<b><u>Detailed Description:</u></b> The District will operate a parking lot cleaning program, to include: a. Parking lot sweeping as a regular part of the District landscape maintenance program; and b. Parking lot inspections occurring regularly for spilled or improperly stored materials.	<b><u>Goal:</u></b> Remove potential pollutants from RMCS D facility parking lots through an inspection and pavement sweeping program.
	<b><u>Implementing Departments:</u></b>  RMCS D
	<b><u>Dependencies/Coordination:</u></b> No other BMP is required for implementation of GH-4.
	<b><u>Implementation:</u></b> 1. Regularly inspect parking lots for improperly stored or spilled materials.
<b><u>Measurable Goals</u></b>	
<b><u>Milestones</u></b> 1. Parking lot sweeping schedule.	<b><u>Ongoing</u></b> 1. Parking lot sweeping schedules for new development projects.

<b>GH-5</b> <b>Pollution Prevention at RMCS D Facilities</b>			
<b><u>Detailed Description:</u></b> Development of Standard Operating Procedures (SOPs) for use by District personnel will include; a. Survey of facilities for activities that may contribute to pollutants to the storm system; b. Identification of problem areas needing to be addressed in the SOPs; c. Development of SOPs specific to the type of facility and associated activities, including, but will not be limited to, provisions for vehicle maintenance, material storage areas, landscaping and pest controls, secondary containment structures, maintenance of spill kits, spill response procedures, and covered activity areas.	<b><u>Goal:</u></b> Minimize water quality impacts due to storm water runoff from District-owned facilities and operations.		
	<b><u>Implementing Departments:</u></b>  RMCS D		
	<b><u>Dependencies/Coordination:</u></b> No other BMP is required for implementation of GH-5.		
<b><u>Measurable Goals</u></b> <table border="0"> <tr> <td style="vertical-align: top;"> <b><u>Milestones</u></b>            1. Facility SOPs.         </td> <td style="vertical-align: top;"> <b><u>Ongoing</u></b>            1. SOPs for new facilities.         </td> </tr> </table>	<b><u>Milestones</u></b> 1. Facility SOPs.	<b><u>Ongoing</u></b> 1. SOPs for new facilities.	<b><u>Implementation:</u></b> 1. Conduct survey an evaluation of District facilities. 2. Develop SOPs for all facilities with potential storm water issues.
<b><u>Milestones</u></b> 1. Facility SOPs.	<b><u>Ongoing</u></b> 1. SOPs for new facilities.		

<b>GH-6 Green Waste Program</b>					
<p><b><u>Detailed Description:</u></b> The District currently has a program that includes the collection of residential green waste.</p> <p>a. Covered containers are provided for green waste disposal and collection.</p> <p>b. An independent waste management contractor collects green waste bi-weekly and delivers it to a green waste recycler.</p> <p>c. Green wastes are processed into compost and fuel for cogeneration.</p> <p>d. Green wastes collected are quantified by the contractor allowing for tracking of greens waste recycling.</p> <p>e. An annual Diversion Letter from the contractor is posted on the District webpage for residents to access.</p>	<p><b><u>Goal:</u></b> Remove potential pollutants from residential streets through a green waste collection program.</p>				
	<p><b><u>Implementing Departments:</u></b> RMCS D</p>				
	<p><b><u>Dependencies/Coordination:</u></b> No other BMP is required for implementation of GH-6.</p>				
<p><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="padding-right: 20px;"><b><u>Milestones</u></b></td> <td><b><u>Ongoing</u></b></td> </tr> <tr> <td>1. Green waste program implement as part of the SWMP</td> <td>Assess program annually.</td> </tr> </table>	<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>	1. Green waste program implement as part of the SWMP	Assess program annually.	<p><b><u>Implementation:</u></b> 1. Implement green waste removal program.</p>
<b><u>Milestones</u></b>	<b><u>Ongoing</u></b>				
1. Green waste program implement as part of the SWMP	Assess program annually.				

<p><b>GH-7</b>  <b>Integrated Pest Management Policy</b></p>			
<p><b><u>Detailed Description:</u></b>  The District will initiate a public education and outreach program that focuses on environmentally sound practices for pest management.</p> <p>a. The District will coordinate with Sacramento County to use or request printed fliers or brochures for dissemination by the District. to reduce the use of pesticides in pest management, thereby, decreasing the levels of pesticides in storm water runoff.</p> <p>b. The District will post a link to the Sacramento County IPM plan for additional IPM BMPs.</p> <p>c. The District will require training and certification (PAPA or CAPCA) for all pesticide applicators contracted through the RMCS D entities.</p>	<p><b><u>Goal:</u></b>  Maintain effective pest management through responsible pesticide use practices and the application of IPM to reduce risks associated with pesticide use.</p>		
	<p><b><u>Implementing Departments:</u></b></p> <p>RMCS D</p>		
	<p><b><u>Dependencies/Coordination:</u></b>  No other BMP is required for implementation of GH-7.</p>		
<p><b><u>Measurable Goals</u></b></p> <table border="0"> <tr> <td style="vertical-align: top;"> <p><b><u>Milestones</u></b></p> <p>1. Public education and outreach for environmentally sound pest management program start-up.</p> </td> <td style="vertical-align: top;"> <p><b><u>Ongoing</u></b></p> <p>1. Updates to the program as improved IPM techniques and materials are developed.</p> </td> </tr> </table>	<p><b><u>Milestones</u></b></p> <p>1. Public education and outreach for environmentally sound pest management program start-up.</p>	<p><b><u>Ongoing</u></b></p> <p>1. Updates to the program as improved IPM techniques and materials are developed.</p>	<p><b><u>Implementation:</u></b></p> <p>1. Implement new Integrated Pest Management Policy.</p>
<p><b><u>Milestones</u></b></p> <p>1. Public education and outreach for environmentally sound pest management program start-up.</p>	<p><b><u>Ongoing</u></b></p> <p>1. Updates to the program as improved IPM techniques and materials are developed.</p>		



## **Section 4: Monitoring and Reporting**

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The District will track and assess this SWMP to ensure BMP effectiveness and will conform to other monitoring requirement that may be imposed the the RWQCB. The District will prepare and submit an annual report to the Regional Water Quality Control Board by September 15<sup>th</sup> of each year. The annual report will evaluate compliance with permit conditions, evaluate and assess the appropriateness and effectiveness of its BMPs, provide the status of identified measurable goals, summarize the results of any monitoring performed, summarize the activities planned for the next reporting cycle, document any changes in personnel responsible for implementing the elements of the SWMP, and if necessary, propose changes and a justification for those changes to the Storm Water Management Program. The monitoring program will provide data and information to assist in the following: assessing compliance with the General Permit; measuring and improving the effectiveness of the SWMP; characterizing storm water discharges; Identifying sources of pollutants; and Assessing the overall health and evaluating long-term trends in the District's receiving waters.

## References

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40 CFR Parts 9, 122, 123 and 124, NPDES Regulations for Revision of the Water Pollution Control Program Addressing Storm Water Discharges; Final Rule, 8 December 1999.

RMCS D Storm Drainage and Flood Control Master Plan (Giberson & Associates)

Stormwater Quality Design Manual for the Sacramento and South Placer Regions  
May 2007

Guidance Manual for On-Site Stormwater Quality Control Measures. Sacramento Stormwater Management Program. January 2000.

National Pollutant Discharge Elimination System (NPDES) General Permit No. CAS000004: Waste Discharge Requirements (WDRs) for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems (MS4s), State Water Resources Control Board Water Quality Order No. 2003-005-DWQ. 2003.

## **LIST OF ATTACHMENTS**

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Attachment A – RMCS D Drainage Code – Chapter 16 and 16A

Attachment B – Storm Drainage and Flood Control Master Plan Figure

# ATTACHMENT A

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RMCS D Drainage Code – Chapter 16 and 16A

RANCHO MURIETA  
COMMUNITY SERVICES DISTRICT

"THE DRAINAGE CODE"

DISTRICT CODE  
CHAPTER 16

POLICIES REGULATING THE  
INSTALLATION AND USE OF THE  
DISTRICT STORM DRAINAGE SYSTEM

AMENDED JUNE 23, 2008  
Ordinance 2008-01

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DISTRICT CODE

CHAPTER 16

ESTABLISHING POLICIES AND REGULATIONS  
FOR THE INSTALLATION AND USE OF  
THE DISTRICT STORM DRAINAGE SYSTEM

SECTION ONE - CHAPTER 16 - DRAINAGE CODE

Section 1.00 General Provisions

- 1.01 Title: This ordinance shall be known as the "Drainage Ordinance" and may be cited as such.
- 1.02 Scope of Service: To receive all storm runoff water and convey it to areas that will accept it in such a manner so as to minimize the loss of life and property and to minimize inconvenience to the public that may result from flooding within or around the District.
- 1.03 Requirements for Service: The provisions of this ordinance shall apply to drainage and service in, upon or affecting the territory of the Rancho Murieta Community Services District, and the design, construction, alteration, use, and maintenance of waterways, including drainage channels, ditches, pipes, manholes, lakes, and all system appurtenances; the issuance of permits and the collection of fees therefore; fees to pay for the cost of checking plans, inspecting construction, and making record plans of the drainage facilities permitted hereunder; providing penalties for violation of any of the provisions hereof and all other necessary or related matters.
- 1.04 Intent: The purpose of this Drainage ordinance is to set forth-certain rules and regulations by which the District will provide an effective and efficient storm drainage system so as to protect the life and property of and to minimize inconvenience to District residents. (Added Ordinance 88-6)

Section 2.01 Definitions

For the purposes of this chapter, the following terms shall have the following meanings unless the context clearly indicates otherwise.

- 2.01 Applicant: Shall mean the owner, or the agent of the owner, of the property for which drainage service or other consideration is being requested.
- 2.02 Board: Shall mean the Board of Directors of the Rancho Murieta Community Services District.

- 2.03 District: Shall mean the Rancho Murieta Community Services District.
- 2.04 District Engineer: Shall mean the District Engineer of Rancho Murieta Community Services District, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties delegated to them.
- 2.05 District Drainage System: Shall mean any drainage system that is owned, operated and/or maintained by the District within a District right-of-way or easement, excluding surface drainage of private streets and roads.
- 2.06 Drainage System: Shall mean the system of waterways, ditches, channels, pipes, lakes, and appurtenances, which collect and convey storm runoff water to the point of discharge.
- 2.07 Flat Rate Service: Shall mean the provision of the drainage service either directly or indirectly from the property owner's property to the point of discharge at a fixed periodic charge.
- 2.08 Floodplain: The area adjoining a river, stream, or waterway, which is subject to periodic inundation by floodwaters.
- 2.09 Floodway: The main channel of a waterway, which is reasonably required to carry and discharge the storm flow.
- 2.10 Grading: Shall include the act or result of digging, excavating, transporting, spreading, depositing in an embankment or fill, compacting or settling, or shaping of surfaces and slopes in excavations and on embankments; back filling of trenches, pits, ditches, and other excavations or natural depressions; and other operations performed by or controlled by human activity involving the physical movement of rock or soil.
- 2.11 Levee: Shall mean an elongated mound of dirt or earth paralleling and adjacent to the outer edges of a waterway.
- 2.12 Manager: Shall mean the General Manager of the Rancho Murieta Community Services District.
- 2.13 Permits: Shall mean the District's written approval or authorization for an action. A permit may only be issued by the District upon completion of the appropriate District application form for the action sought, payment of all applicable fees, charges, and compliance with all applicable ordinances, rules and regulations, as well as local, state and federal laws.
- 2.14 Private Drainage Lines: Shall mean those lines owned by the property

- owner that is for his own use and no District funds were used to construct or maintain them.
- 2.15 Private Drainage System: Shall mean any drainage system on private land(s), including homeowner association common areas and streets, golf courses, and driving ranges, that solely provides drainage service from the private land(s) to the point of connection or discharge into a District drainage system.
- 2.16 Rubbish: Shall mean any substance, which is not readily soluble in water except naturally occurring grasses, weeds and riparian growth.
- 2.17 Structure: Shall mean anything constructed upon or attached permanently or temporarily to the land, or which has its foundation or means of support upon, under, or within the surface of the earth, including but not limited to any building, dam, wall, crib wall, bulkhead, pipe, conduit, pole, or fence.
- 2.18 Waterway: Shall mean a river, stream, creek, watercourse, or channel, having a defined bed and banks, and includes any conduit or pipe in which water does or may flow. A waterway includes any property in which the District owns a fee simple interest or easement therein for drainage purposes. Whenever a waterway consists of an ordinary channel and in addition thereto, an overflow channel, the waterway shall be deemed to include all property lying between the banks of the overflow channel.
- 2.19 100-Year Flood: Shall mean a flood having a one- percent statistical chance of being equaled or exceeded in any given year.

### Section 3.00 General Policy

- 3.01 General Policy of Operating System: The District shall operate and maintain the drainage system in an efficient and economical manner and supply a drainage service of acceptable quality as fairly and equitably as possible. The charges to be made for this service shall be set at rates necessary to enable the District to recover all costs of supplying drainage service to the complete area of the District including, but not limited to, the costs for the following:
- (a) Power costs
  - (b) Customer service
  - (c) Administration
  - (d) Operation and maintenance
  - (e) Overhead
  - (f) Debt service

- (g) Charges and assessments in-lieu of taxes
- (h) Engineering and legal expenses
- (i) All other necessary and appropriate expenses

3.02 District's Responsibility for System: The District shall be responsible for the operation and maintenance of the District drainage system, which shall include but not be limited to:

- (a) Culverts
- (b) Man made channels
- (c) Pipes
- (d) Catch basins below the grate on private streets
- (e) Manholes
- (f) Channels
- (g) Pump Stations
- (h) Floodways of waterways
- (i) All other appropriate facilities

3.03 Access to District Owned Property: The District shall have access to all District drainage facilities at any reasonable hour of the day or night to perform any duties that may be required to prevent damage or flooding.

3.04 Prohibited Obstructions: Without District approval no person shall cause any type of obstruction affecting any part of the drainage facilities. Any structure placed in, over, around, through, or under any drainage pipe, channel, ditch or lake must have the Rancho Murieta Community Services District's approval before any construction is allowed to begin. Upon written request by the Manager, any such obstruction will immediately be removed by the violator at no expense to the District or it will be removed by the District at the violator's expense and shall not be replaced.

3.05 Delegation of Authority: The General Manager shall have the authority to delegate the performance of any of the Manager's responsibilities to any District employee or independent contractor.

3.06 Street Work:

(a) When a person who opens, grades, excavates, fills or does other street construction, deems it necessary to expose, remove, raise, lower or otherwise affect any portion of the drainage system owned by the District, the person performing such street construction shall give at least seven (7) days advance notice in writing to the District of the person's intention to perform such construction and immediate notice upon exposure or contact with such system.

(b) At its option, the District may elect to perform the removal, raising, lowering or other construction on the District's drainage system that is necessitated by the street construction. Prior to the District performing the construction on its drainage system, the person requiring the street construction shall pay the District a reasonable deposit, as determined by the District, in an amount not to exceed the estimated cost of the District's construction. The costs shall include an administrative fee, which shall be ten per cent (10%) of the actual construction costs, up to a maximum of One Hundred Dollars (\$ 100). When the District completes its construction, the District shall refund that portion, if any, of the deposit, which exceeds the actual costs of construction and the person requiring the construction, shall pay the amount, if any, by which the actual costs of construction exceed the deposit.

(c) The person performing the street construction shall be liable for any damage to the District drainage system resulting from the street construction or from the person's construction on the District drainage system.

3.07 Standards: All procedures, design, work, materials, capacities, facilities and other improvements shall be based on the applicable provision of the latest revisions of State and Local regulations and generally accepted standards of drainage practice insofar as deemed appropriate by the District considering the conditions and where not in conflict with District standards. Such regulations and standards are included in but not necessarily limited to the following references:

Sacramento County Drainage Improvement and Construction Standards  
Uniform Plumbing Code  
Uniform Building Code

3.08 District Ownership and Control: The portion of the drainage system, which is located in the District's right of way or in easements, shall be under the exclusive control of the District and owned, managed, and/or operated under the direction of the General Manager. (Amended by Ordinance 88-6)

3.09 Private Drainage Systems: The owner shall be responsible for the proper operation and maintenance of the owner's private drainage facilities and for any damages to the District's drainage system or loss of property resulting from such operation and maintenance.

- 3.10 Inspection of Privately Owned Drainage System: An owner's private drainage system shall be open for inspection at all reasonable times to a representative of the District. However, except in cases of emergency, before a District representative enters an owner's premises for the purpose of inspecting non-District owned facilities, the District shall obtain the owner's or occupant's consent or the District shall give 24-hour advance notice, in writing, to the owner or occupant of the District's intention to enter and inspect the private drainage system.
- 3.11 Interference with District Employees: Except as provided in Section 3.10 hereof, it shall be unlawful for any persons to interfere, seek or cause to interfere with the inspection, installation, removal, maintenance, or other lawful activity by the General Manager or the General Manager's authorized representative, of any part of the drainage system owned by the District.
- 3.12 Contractors Hired by the District: Portions of this Chapter may be waived for persons hired by the District to construct any part of the District's drainage system.
- 3.13 Pre-existing Conditions: Non-conforming physical conditions existing as of the effective date of this Ordinance, which have the potential of creating a public hazard and/or nuisance, shall be deemed to be a violation of this Ordinance. The owner shall be allowed a grace period of three (3) months from the effective date of this ordinance within which to correct the violation or to obtain a District permit to allow the non-conforming violation to remain. If a permit is not issued or the non-conforming violation is not corrected within the grace period, the District may correct the violation at the owner's sole cost.
- 3.14 Variance: Notwithstanding Section 3.13 of this Ordinance, the District General Manager shall have the authority to extend the grace periods set forth in Section 3.13 and/or to authorize the nonconforming violation to remain. A District customer has the right to appeal the General Manager's granting or denial of a variance to the Board of Directors. (Added by Ordinance 88-6)

#### Section 4.00 Connection to and Construction of Drainage Facilities

- 4.01 In General: Nothing in this Chapter shall be construed as preventing or limiting the right of the District to require or undertake the preparation of engineering, economic, environmental or financing evaluations from any person requesting drainage service from the District, which service

necessitates the installation of drainage facilities, and thereafter to require the construction of such facilities as a condition of service, all without cost to the District.

4.02 Financial Responsibility for Installation of Drainage Facilities: An applicant who installs or causes to be installed any part of the District drainage facilities shall be financially liable for the costs of the installation and all incidents thereof.

4.03 Relocation of Drainage Facilities at Owner's Request: Upon an owner's written request, drainage facilities may be relocated by the District, provided that the relocation, in the opinion of the General Manager, is not detrimental to the District's drainage system. The cost of the relocation shall be borne by the owner and shall be payable in advance to the District. The cost of the relocation shall include the applicable costs and fees for all construction (if the construction is performed by persons hired by the District), design, installation, inspection, administration, overhead, and any other necessary, related expenses.

4.04 District's Studies: The District shall have the right to require or undertake the preparation of engineering, economic, environmental, or financial evaluations, at the applicant's sole cost, of any request for District drainage service when such service may necessitate the installation of drainage facilities or additions to the District drainage system.

4.05 Plans:  
(a) Each application for a permit for which installation of drainage facilities is necessary shall be accompanied by four sets of plans and specifications for the installation.

(b) The submitted plans and specifications shall remain the exclusive property of the District.

(c) The Manager shall determine the adequacy of the proposed drainage facilities as to size, type and quality of materials and as to the location of facilities to serve the proposed development including off-tract pipelines and other appurtenances. The District shall have the authority to require the applicant to submit revised plans consistent with District standards.

(d) When the District is satisfied that the work proposed by the plans is proper and the plans are sufficient, it shall authorize the issuance of a permit subsequent to the applicant's payment of all applicable fees, charges, and deposits. The Manager shall certify in writing that the plans and specifications submitted conform to District standards.

4.06 Easements and Right-of-Ways:

(a) Any applicant who installs or proposes to install District drainage facilities shall furnish the District all necessary easements and rights of-way for such facilities and the subsequent operation and maintenance thereof.

(b) If the applicant cannot furnish the necessary easements and right-of-ways, the District may, at its sole option, acquire such easements and right-of-ways, subsequent to the applicant's payment to the District of all funds necessary to cover the District's cost of such acquisition.

(c) Until the necessary easements and right-of-ways have been properly executed and recorded, the District shall not approve any plans for drainage facilities to be constructed across the property of another. The District shall not accept for District use any such drainage facilities and no person shall place into use any such facilities.

(d) If an easement is required for the extension of the drainage system or the making of connections, the applicant shall procure at its expense and have accepted by the Board a proper easement or grant of right-of-way having a minimum width of fifteen feet, sufficient to allow the laying and maintenance of such extension or connection.

4.07 Performance Bond: The applicant shall post a surety bond, cash, or other security satisfactory to the District to guarantee the faithful performance of any agreement for the applicant's construction of the drainage facilities. The surety bond, cash or security shall be in the sum of one hundred percent (100%) of the estimated cost of the work, or in such other reasonable sum as may be fixed by the District. The surety bond, cash or security shall, in addition to guaranteeing the faithful performance of the work; guarantee the maintenance of the portion of the drainage facilities constructed by the applicant for a period of one year following the District's written acceptance of the work.

4.08 Liability: The District and its officers, agents and employees shall not be liable for any injury or death of any person or damage to any property arising, during, or stemming from the performance of any work by an applicant. The applicant shall be answerable for, indemnify and hold harmless, the District and its officers, agents and employees, including all costs, expenses, attorney's fees and other fees and interest incurred in defending the same or in seeking to enforce this provision. The applicant shall be solely liable for any defects in the performance of the applicant's work or for any failure, damage, injury, claim or loss, which may develop therefrom.

4.09 Dedication Requirements: An offer of dedication of the drainage facilities, excluding any private drainage lines, shall be included in any application for a permit. The District shall not accept for dedication any



portion of the drainage facilities, which are not constructed in conformity with the requirements of the drainage facility agreement, if any, and of this Chapter.

4.10 As Built Plans: Two sets of blue-line prints and one set of reproducible drawings delineating as built drainage lines and appurtenances shall be filed with the District prior to, and as a condition of, the District's approval and acceptance of construction by an applicant. No certificate of final inspection shall be issued until such prints and drawings are filed.

4.11 Inspection:

(a) The District shall have the right to inspect all work during and subsequent to its construction. When the construction is completed, the work must be inspected and approved by the District before newly constructed drainage facilities may be connected to the District's drainage system.

(b) No construction shall be covered at any time unless it has been inspected and approved by the District. No facilities shall be connected to the District's drainage system unless the District has performed tests indicating the new construction is satisfactory and the facilities have been cleaned of all debris accumulated from construction operations.

(c) The applicant shall give the District at least forty-eight hours advance notice, Saturdays, Sundays, and holidays excluded, of when it wishes the District to perform an inspection. If work is inspected and deemed inadequate, the District shall so notify the applicant in writing and identify the deficiencies in the project.

4.12 Certificate of Final Inspection and Completion: When the District determines that all work done under the permit and drainage facility extension agreement, if any, has been constructed according to, and meets the requirements of all applicable provisions of this Chapter, the agreement and other District rules and regulations, and when all fees have been paid, the Manager, subject to any procedure, which may be adopted by the Board, shall authorize the issuance of a Certificate of Final Inspection and Completion.

4.13 Ownership Upon Dedication: When the Certificate of Final Inspection and Completion is issued, the District shall accept the Offer of Dedication and authorize the connection of the new drainage facilities. Upon connection to the District's drainage system, the new drainage facilities, excluding private drainage lines, shall become the exclusive property of the District.

4.14 Installation of Private Drainage System: The owner shall, at the owner's

own expense, install according to District standards, the owner's private drainage system. The private drainage system shall remain the sole property of the owner.

4.15 District Construction Standards: All work performed on installing any portion of the drainage system and all acts, including design and construction relating thereto, shall comply with the District standard specifications. Copies of the standards are on file with the District office.

4.16 Persons Authorized to Perform Work on District Drainage System:  
(a) Only validly licensed contractors are authorized to perform work on the District's drainage system, including connections thereto. All terms and conditions of the permit issued by the District to the applicant shall be binding on the applicant's contractor.

(b) At the District's option, system extensions and connections thereto shall be performed either by the District or persons hired thereby or under the supervision of District employees by licensed contractors retained by the applicant.

(c) When the District determines that any installation or connection shall be performed by the District, the applicant shall pay in advance an amount of funds as determined by the District to be equal to the approximate District cost of construction and other necessary expenses. Upon completion of construction, the District shall refund the excess, if any, of the funds paid by the applicant or, if applicable, the applicant shall pay the amount, if any, by which the actual cost exceeded the applicant's deposit.

4.17 Connection to District Drainage System: Connection into the drainage system shall be made in accordance with the District's standard drawings and specifications and at the applicant's expense. The connection to the drainage system shall be made in the presence of a District inspector and under the inspector's supervision and direction. Any damage to the drainage system shall be repaired in conformance with District standard specifications at the applicant's sole cost.

#### Section 5.00 Drainage Facility Extensions:

5.01 Drainage Facility Extension: Any person requesting drainage service from the District, which necessitates an extension of the District's drainage system, shall apply to the District for a drainage facility extension agreement on the forms prescribed by the District.

5.02 Formation of an Assessment District: At the District's sole option, the District may utilize any statutory or other procedures concerning assessment districts to finance construction of the drainage facility

extension and related appurtenances.

Section 6.00 Permits and Fees:

- 6.01 Permit Required: No persons other than those specifically permitted by this Chapter, shall uncover or cause to be uncovered, construct or cause to be constructed, use or cause to be used, alter or cause to be altered, or connect to or cause to be connected to, any District drainage facility or other portion of the drainage system owned by the District without first obtaining a permit from the District, paying the applicable fees, and complying with all other applicable provisions of this Chapter.
- 6.02 Application for Permit: Any person legally entitled to apply for and receive a permit shall make application for a permit on forms provided by the District for that purpose. Any applicant shall describe the proposed construction and location, ownership, occupancy, and use of the premises in connection therewith. The Manager may require, in addition to the information specified, any additional information from the applicant, which will enable the Manager to determine that the proposed connection complies with the provisions of this Chapter.
- 6.03 Payment of Fees and Charges: No permit shall be issued until all fees and charges as established by the Board in connection therewith are paid to the District.
- 6.04 Applicant's Agreement to Comply with Code: The applicant's signature on an application for a permit or the applicant's acceptance of any permit shall constitute an agreement by the applicant to comply with all the provisions, terms and requirements of the District's Drainage Code, with all other rules and regulations of the District, and with the plans and specifications the applicant has filed, together with such corrections or modifications, if any, as may be permitted or required by the District in writing. This agreement shall be binding upon the applicant and the applicant's successors in interest, and may be altered only by the District in writing upon the applicant's written request.
- 6.05 Time Limits on Permits: If work under a permit is not commenced within six (6) months from the date of issuance of the permit or if, after commencing, the work be discontinued for a period of one (1) year, the permit shall become void and no further work shall be undertaken until a new permit shall have been secured and a new fee paid therefore at applicable rates then in effect.
- 6.06 Permit Consistency: The District shall not grant a permit if the permit will authorize work or activity, which is inconsistent with the Storm Drainage and Flood Control Master Plan, which has been adopted by the District.

- 6.07 Compliance with Permit: After the District's approval of the application, as evidenced by the District's issuance of a permit, the applicant shall make no change in the location of the drainage facilities, the grade, materials, or other details from those described in the plans on which the permit is based or as shown in the plans and specifications for which the permit was issued, except with the prior written permission of the General Manager.
- 6.08 Unauthorized Usage of Permit:
- (a) Upon prior written approval of the District, a person to whom a permit has been issued may transfer a permit to another person solely for the same use and premises for which the permit was issued, subject to all terms and conditions under which the permit was issued. The transferee shall meet all requirements of the District relating to the transfer.
- (b) Usage of a permit for premises other than the premises for which the permit was issued shall be an unauthorized usage and shall render the permit void and invalid.
- (c) A person engaging in an unauthorized usage of the permit shall apply to the District for an appropriate permit. If the District issues the permit, the applicant shall pay the appropriate current fees and charges.
- 6.09 Person's Excluded From this Section: The provisions of this Section 6.00 may be waived by the District for contractors constructing drainage facilities or improvements under contract with the District, or under contract awarded by the District under proceedings pursuant to any of the special procedure statutes of the State providing for the construction of drainage facilities and the assessing of the expenses thereof against the lands benefited thereby.
- 6.10 Plan Checking: No permit shall be issued until the District has checked and approved the plans in accordance with the applicable provisions of this Chapter.
- 6.11 Additional Permits: The District's issuance of a permit does not relieve the applicant from the responsibility to obtain all other local, state, or federal approvals or permits, including encroachment permits and rights of entries from private entities, prior to initiating the work. The applicant shall have sole responsibility for determining the necessity for compliance with the regulations of all other regulatory agencies.

Section 7.00 Rates and Charges:

- 7.01 Drainage charges for operation and maintenance of the District's system shall be as set forth in Chapter 16A, Section 3.00. (Amended by Ordinance 2008-01)

Section 8.00 Prohibited Use of Drainage System.

- 8.01 Protection of Waterways: Every person, firm, corporation, or public agency through whose property a waterway exists, shall keep the same free from rubbish and temporary or permanent obstacles which will prevent, change, or retard the flow of the water, unless a permit to alter such waterway has been obtained pursuant to the terms of this Ordinance.
- 8.02 Wastes Prohibited into Drainage System: No person shall discharge or cause to be discharged any of the following wastes to any part of the drainage system:
- (a) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive solid, liquid or gas.
  - (b) Any waste containing toxic or poisonous solids, liquids, or gases in sufficient quantity either singly or by interaction with other wastes, to constitute a hazard to humans, or create a public nuisance.
  - (c) Any waste having a pH lower than 5.5 or having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the District or creating a hazard or public nuisance.
  - (d) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in the drainage system, or other interference with the proper operation of the drainage system, such as, but not limited to, rubbish, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, disposable diapers, feathers, tar, plastics, wood, un-ground garbage, paper dishes, cups, containers, etc.
- 8.03 Prohibition Against Certain Acts Without a Permit: It shall be unlawful for any person, firm, corporation, or public agency to do, or cause to be done, any of the following, without having first secured a permit from the District:
- (a) Construct, place or maintain any structure, obstruction or fill which will retard or obstruct the flow of water within a waterway, upon a levee, or upon or between the banks of a waterway; or construct, place, or maintain any structure, obstruction or fill over, upon or within any property in which the District owns an easement or fee simple interest.

- (b) Excavate upon a levee or a waterway.
- (c) Deposit rubbish upon a levee or a waterway.
- (d) Construct or place any outlet for discharging drainage waters to or within a waterway.
- (e) Plant or install any object or plant any form of flora (other than grasses or annual crops) within a waterway.
- (f) To trespass in any manner, whatsoever, including the driving of vehicles, on any property in which the District owns a fee simple interest or easement therein for drainage purposes.
- (g) To construct or place any building, structure, or other improvement, or place any trailer, mobile home, or similar vehicle, on any land subject to flooding.
- (h) Construct within the 100-year Floodplain any encroachment, fill, new construction, substantial improvements or other development, which increases the 100-year flood elevation.

8.04

**Grading and Soil Erosion:** No person shall cause or allow to be caused grading and soil erosion within the District, which results in the creation of an unlawful encroachment on other property, a public nuisance or hazard to vehicular traffic or to the safe operation of the drainage system. Excavation, grading, or the placement of fill material on or within any property so that dirt or debris may be washed, eroded, or moved from the property by natural or artificial means shall be prohibited.

Any grading or soil erosion activities that obstructs, impedes, or interferes with the natural flow of storm, flood, or surface waters, whether unconfined upon the surface of the land within land depressions or natural drainage ways, within unimproved channels or watercourses or within improved ditches, channels or conduits, shall be prohibited.

Grading activities within the District shall incorporate District approved temporary and permanent erosion control measures to minimize the potential for soil erosion that can result in encroachments, nuisances, and hazards.

The owner of the land on which the grading and soil erosion activities originate that result in an encroachment, nuisance, or hazard shall be responsible to abate the encroachment, nuisance, or hazard upon receipt of notice in writing from the District within the period specified in the notice. If the owner fails to abate the encroachment, nuisance,

or hazard within the specified period, the District will undertake the abatement at the sole cost of the owner.

- 8.05 Surface Drainage: No person shall obstruct, impede or retard the flow of water across the surface of the land in such a way as to create a nuisance or hazard on any public or private lands.

#### Section 9.00 Collection of Rates and Enforcement Provisions

- 9.01 Collection of Charges for Drainage and Other Services: The periodic charges imposed by this Chapter may be collected together with charges for any other utility service supplied by the District. If all or any part of the bill is not paid, the District may discontinue any or all of the services for which the bill is rendered in the manner herein provided.
- 9.02 Billing: All drainage service accounts may be billed periodically at bi-monthly (approximately sixty days) intervals except for mid-cycle starts.
- 9.03 Persons Billed: The District shall bill the property owner directly for all drainage services provided to the owner's premises.
- 9.04 Due Date: Bills for drainage service are due and payable when mailed.
- 9.05 Delinquency: A bill for service is delinquent if not paid and received at the Rancho Murieta Community Services District office by the 25<sup>th</sup> day of the month in which the bill was mailed. (Amended by Ordinance 98-3)
- 9.06 Delinquencies - Basic Penalty:  
(a) A one-time basic penalty of ten percent (10%) shall be added to each delinquent bill for the first month the bill is delinquent. (Amended by Ordinance # 96-3)  
  
(b) After levying the basic penalty provided in Section 9.06 (a), the District shall thereafter levy an additional penalty of one-half percent (.5%) per month to all delinquent charges and basic penalties remaining unpaid, until and unless the Board requests the County Auditor to include the amount of all delinquent rates, charges and penalties on the bills for taxes levied against the appropriate premises as set forth in Section 9.09. (Amended by Ordinance 96-3)
- 9.07 Payment of Part of Delinquency: Monies paid where any portion of an account is delinquent shall first be credited to the delinquent portion of the bill and then to the current billing.
- 9.08 Liens: Unpaid drainage service charges imposed by this Chapter, when

recorded as a lien with Sacramento County, shall constitute a lien upon the parcel of real property to which the drainage service was supplied. The District shall include a statement on its bills to the effect that any drainage service charges and penalties thereon remaining unpaid shall, when recorded, constitute a lien on the parcel to which the drainage service was supplied. The District may from time to time compile lists of such delinquent charges and record them with the County Recorder as liens, provided that the District shall first have given notice to the customer.

- 9.09 Collection of Delinquent Charges with Taxes: All rates, charges, penalties and interest, which remain delinquent, may be collected in the same manner as the general taxes for the District for the forthcoming year, provided that the District shall first have given the customer notice and an opportunity to be heard as provided by law. After delinquent amounts have been turned over to the County Auditor for collection, no payment shall be received by the District on the delinquent amounts except as collected by the County Tax Collector.
- 9.10 Adjustment of Bills: The District may adjust or grant rebates from the rates or fees provided in this Chapter in the event of a dispute relating to a charge to a customer; provided, however, that all parties affected shall have a right to appeal the District's determination to the Board within fifteen (15) days after receipt of the Manager's written decision. The decision of the Board thereon shall be final and binding on all parties.

#### Section 10.00 Enforcement, Disconnection and Restoration of Service

- 10.01 Enforcement: The General Manager shall enforce the provisions of this Chapter and, for such purpose, shall have the powers of a peace officer, if deputized or if authorized by law.
- 10.02 Violation of Chapter: In the event of a violation of any laws, ordinances, rules or regulations of the State of California, the County of Sacramento or the District, respecting the subject matter contained herein, the District shall notify in writing the person or persons causing, allowing, or committing such violation and the General Manager shall have the authority to disconnect any District service from the property served by District facilities, in the manner set forth herein.
- 10.03 Settling Disputes: The General Manager is hereby authorized to review disputes pertaining to any matters for which service may be disconnected and to adjust errors and settle disputes pertaining to such matters.
- 10.04 Restoration of Service: When service under this Chapter has been disconnected for any reason, the service shall not be restored until all



unpaid sums are paid in full, plus all District expenses for disconnecting and restoring the service, plus a Twenty-five Dollar (\$25) restoration fee.

- 10.05 Recovery of Costs: In the event that the District is required to bring legal action to enforce any provision of this Chapter, including but not limited to the collection of delinquent fees and charges, the District shall be entitled to recover its reasonable attorney's fees, interest, and other costs of suit.
- 10.06 Means of Enforcement Only: The District hereby declares that the foregoing procedures are established as a means of enforcement of the terms and conditions of its ordinances, rules and regulations, and not as a penalty.
- 10.07 Cumulative Remedies: All remedies set forth herein for the collection and enforcement of rates, charges, and penalties are cumulative and may be pursued alternatively, concurrently, or consecutively.
- 10.08 Misdemeanor: A violation of any provision of this Chapter is a misdemeanor, punishable by a fine not to exceed Five Hundred Dollars (\$500) or by imprisonment in the County Jail not to exceed six (6) months, or both. Each and every day, or part of a day that a violation of the Chapter continues, shall be deemed a separate offense hereunder and A& be punishable as such.
- 10.09 Waiver: Non-enforcement of any provisions of the Chapter by the District shall not constitute waiver by the District of any action, inaction, facility or similar matter, which is inconsistent with this Drainage ordinance. (Added by Ordinance 88-6)

#### Section 11.00 Severability

- 11.01 Severability: The Board hereby declares that it would have passed this ordinance and thereby adopted this Chapter, or any section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared to be unconstitutional.

If any section, subsection, sentence, clause or phrase of the ordinance or the application thereof to any person or circumstance is for any reason held unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Chapter or the application of such provisions to other persons or circumstances.

RANCHO MURIETA  
COMMUNITY SERVICES DISTRICT

"DRAINAGE SPECIAL TAX"

DISTRICT CODE  
CHAPTER 16 A

ADDED JANUARY 21, 1998  
APPROVED BY VOTERS JUNE 2, 1998  
AMENDED MAY 18, 2005 (Ordinance 2005-01)  
AMENDED JUNE 23, 2008 (Ordinance 2008-01)

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## DISTRICT CODE

### CHAPTER 16 A

#### Section 1.00 Findings

The Board of Directors of the District hereby finds and declares that the District's ability to continue to provide drainage services depends on the availability of funds to support these services. The drainage services are essential to the maintenance and use of the properties within the District. Adequate and properly maintained drainage facilities are necessary to the public health, safety and welfare of the property and people within the District. The special tax levied herein, will provide for a special and secure funding source to continue to provide drainage services.

#### Section 2.00 Authority

This special tax is levied under each of the following authorities:

Government Code section 61615 which provides the District with the power to tax for the purpose of carrying out the operations of the District, Government Code section 61615.1 which authorizes the District to impose special taxes pursuant to Government Code section 50075, et seq.; Government Code section 50075 through section 50077 which authorizes special districts, among others, to impose special taxes; Government Code section 61622 which authorizes the District to perform all acts necessary to carry out fully the provisions of the Community Services District law; and Article XIII of the California Constitution. This tax is based, to the extent practicable, upon the cost of providing drainage services to the properties within the District and is not an ad valorem property tax.

Section 3.00 Drainage Tax

Commencing July 1, 2008, property within the District shall be assessed a monthly drainage tax as follows. The maximum monthly tax rates shown reflect annual adjustments per Section 5.00.

		Monthly Special Tax Rates Rates Fiscal Year 2008-09	Monthly Special Tax Rates Rates Maximum Ceiling Rate Year 2008-09
<b>LAND USE</b>			
<b>DEVELOPED PROPERTY</b>			
Residential			
-Metered Developed	Per Lot	\$ 4.20	4.20
-Unmetered Developed	Per Lot	\$ 4.20	4.20
-The Villas	Per Lot	\$ 2.80	2.80
-Murieta Village	Per Lot	\$ 2.80	2.80
Non-Residential			
-Retail	Per Acre	\$ 20.993	20.993
-Industrial/Warehouse	"	\$ 22.305	22.305
-Light Industrial	"	\$ 17.056	17.056
-Office	"	\$ 19.680	19.680
-Landscaped Areas (golf course & park site)	"	\$ 3.936	3.936
-Equine Complex	"	\$ 1.518	1.518
-RMCC (club house & parking)	"	\$ 0.000	
-Airport	"	\$ 1.749	1.749
-Geyer Property	"	\$13.120	13.120
<b>UNDEVELOPED PROPERTY</b>			
<b>Uses Drainage System</b>			
-Residential and Non-Residential	Per Acre	\$ 2.481	2.481
<b>Does Not Use Drainage System</b>			
-Winncrest Lakeview	"	\$ 0.00	
-PTF N of Cosumnes	"	\$ 0.00	

Charges for property and/or units not identified herein shall be determined by the Board based upon the total actual cost of providing drainage services to that property or unit, not to exceed the maximum charge per lot, acre, or building square foot for property identified herein.

For the fiscal year beginning July 1, 1998 and annually thereafter, the District Board shall set the actual drainage tax for the applicable fiscal year. The actual drainage tax set by the Board shall not exceed the maximum tax rate set forth in this section as

adjusted pursuant to section 5.00 of this Ordinance. If necessary to meet expenses, the Board may adjust the actual tax rate during a fiscal year so long as the actual tax rate does not exceed the maximum allowable tax rate.

Section 4.00 Collection

The Drainage Tax shall be collected with other monthly District taxes, fees and/or charges and shall be subject to the same penalties for non-payment as other monthly District taxes, fees and/or charges.

Section 5.00 Annual Adjustment of Maximum Tax Rates

Commencing July 1, 1999 and each July 1 thereafter, the maximum tax rates specified in Section 3.00 shall be increased by two percent (2%) per year. The General Manager of the District shall maintain a current schedule of maximum tax rates based on the yearly increase specified herein and shall make the same available to any interested party upon request.

Section 6.00 Disposition of Revenue

Revenues collected under the provisions of this Ordinance shall be deposited in a special fund called the Drainage Tax Fund and shall be used only for the provision of drainage services within the District.

- (a) Drainage services include:
  - (1) Operation and maintenance of the drainage system, including but not limited to, culverts, constructed and natural channels, pipes, catch basins, including those below the grate on private streets, manholes, pump stations, floodways and all other appropriate facilities.
  - (2) Replacement, reconstruction, and expansion of the drainage system as necessary to serve or safeguard properties within the District.
- (b) Revenues may be used to defray any and all costs for the provision of drainage services within the District, including but not limited to:
  - 1. Power costs;
  - 2. Provision of Customer services;
  - 3. Administration;
  - 4. Employee costs;
  - 5. Overhead;
  - 6. Debt Service;
  - 7. Engineering expenses;
  - 8. Legal expenses;
  - 9. Charges and assessments in lieu of taxes; and
  - 10. Other incidental costs of providing the services listed above.

Section 7.00 Effective Date

This Ordinance shall take effect July 1, 1998.

Section 8.00 Suspension of Drainage Fee

Upon the effective date of the levying of the tax established by the ordinance, the District shall suspend the collection of the drainage fee established in and collected under District Code Chapter 16. To the extent that a property or property owner is or becomes legally exempt from payment of the tax established in this Ordinance, such property and/or property owner shall remain subject to and shall pay the drainage fee established in and collected under District Code Chapter 16; and, to the extent, that drainage fee shall remain in effect.

Section 9.00 Appeals

Any taxpayer aggrieved by the amount of this tax shall file a written appeal with the General Manager stating the grounds for the appeal. The General Manager shall meet with the taxpayer; they may agree to a resolution of the appeal or set the matter for determination by the Board. The Board may adopt rules for the timing, filing and hearing of appeals under this Ordinance.

Section 10.00 Severability

If any sentence, clause, article, section, subsection, phrase or portion of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of the District hereby declare that they would have adopted the remainder of this Ordinance, including each sentence, clause, article, section, subsection, phrase or portion of this Ordinance, irrespective of the invalidity of any other sentence, clause, article, section, subsection, phrase or portion of this Ordinance.

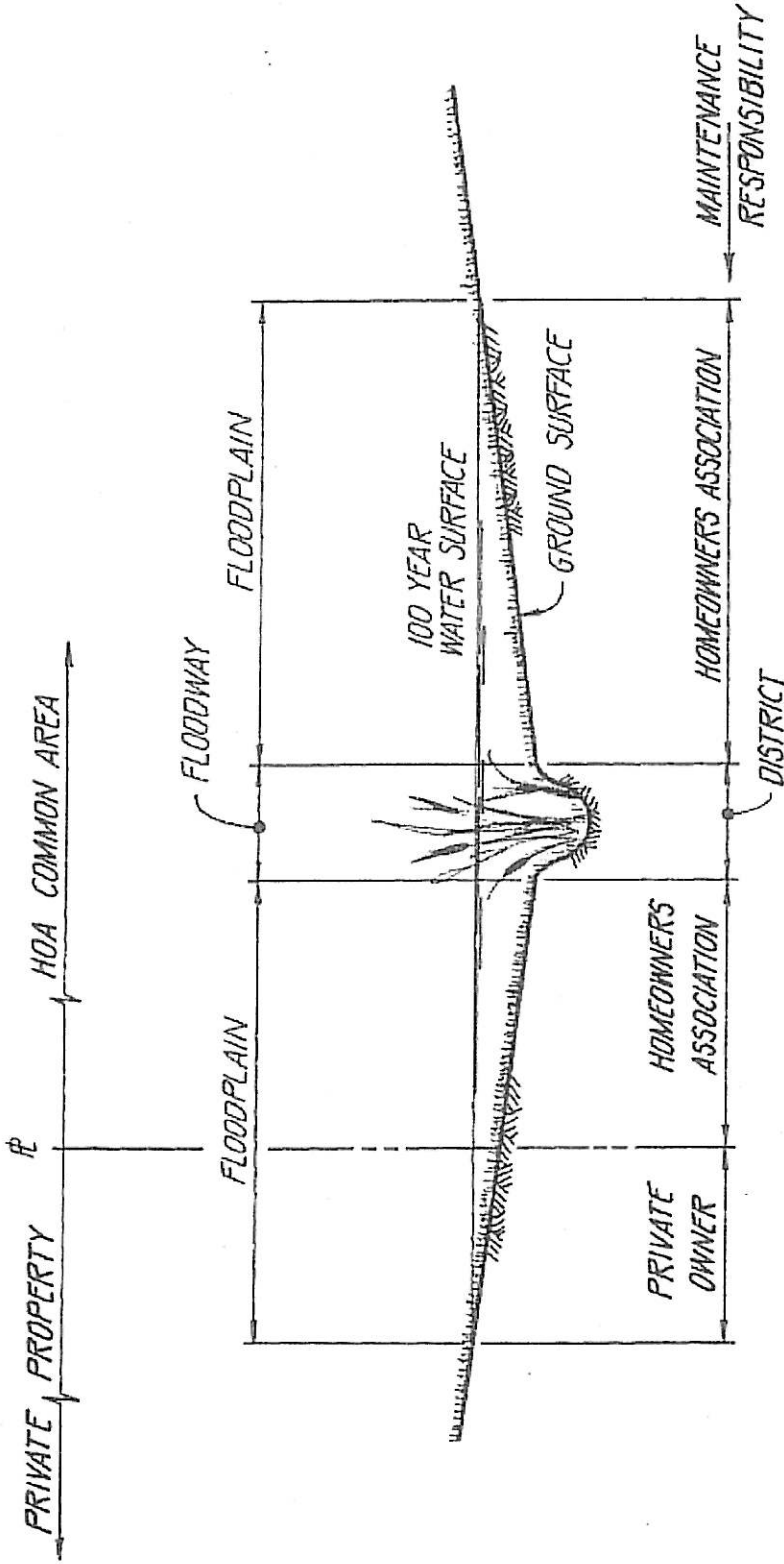
## ATTACHMENT B

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### Storm Drainage and Flood Control Master Plan Figure



FIGURE NO. 1



**PUBLIC / PRIVATE  
MAINTENANCE RESPONSIBILITY  
FOR  
DRAINAGE CHANNELS & SWALES**

## **LIST OF ATTACHMENTS**

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Attachment A – RMCS D Drainage Code – Chapter 16 and 16A

Attachment B – Storm Drainage and Flood Control Master Plan Figure

## **ATTACHMENT A**

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RMCS D Drainage Code – Chapter 16 and 16A

## **ATTACHMENT B**

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### Storm Drainage and Flood Control Master Plan Figure