

<b>SSMP TASK DEVELOPMENT PLAN AND SCHEDULE</b>					
<b>Main Task/Sub-Task</b>	<b>Comments</b>	<b>Due Date</b>	<b>Status</b>	<b>Date Completed</b>	<b>Responsible Party</b>
Application for coverage	Submit Notice of Intent (NOI) to the state identifying the agency's authorized representative including required permit fee.	11/02/06	Complete	7/16/06	M. Riddell
SSO electronic reporting program	Agency must report all SSOs to the statewide SSO database via the Internet.	9/02/07	Complete	Continuous	M. Riddell
SSMP Development Plan and Schedule	Initial plan on how the agency intends of developing and implementing their SSMP.	5/02/07	Complete	5/02/07	M. Riddell
Goal and Organizational Structure					
SSMP Goals	Stated goals for the SSMP	5/02/07	Complete	5/02/07	M. Riddell
Agency Organizational Structure	Names and staff positions responsible for developing and implementing the SSMP including the chain of communications for reporting SSOs.	5/02/07	Complete	5/02/07	M. Riddell
Overflow Emergency Response Plan	Written procedures defining how the agency responds to SSOs.	11/02/08	Plan Complete	11/02/08	M. Riddell
Legal Authority	Agency's legal authority to operate and maintain its sewage collection system.	11/02/08	Ordinance adopted Revisions needed	11/02/08	
Operation and Maintenance					
Mapping	Up to date mapping of the sewage collection system facilities including appropriate storm water systems.	11/02/08	Complete	Continuous - See attached map	M. Riddell

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Preventive maintenance program	Written description of the preventative maintenance activities the agency employs.	11/02/08	Description of existing operations included – Will need to be updated as components are improved	11/02/08	M. Riddell
Rehabilitation and replacement program	Short and long term plan for the rehabilitation or replacement due to system deficiencies including funding (CIP).	11/02/08	Description of existing program included – Will need to be updated as components are improved	11/02/08	M. Riddell
Inspection program	Program for the regular visual and CCTV inspection of the system.	11/02/08	Description of existing program included – Will need to be updated as components are improved	11/02/08	M. Riddell
Staff training	Staff O&M training and assurance that contractors are adequately trained.	11/02/08	Plan in place – Better documentation needed	11/02/08	M. Riddell
Equipment and parts inventory	Equipment and parts inventory including the identification of critical replacement parts.	11/02/08	Plan in place –Spare parts inventory and critical parts list needed	11/02/08	M. Riddell
Grease Control Program					
FOG ordinance	Legal authority to prevent the discharge of FOG into the system.	11/02/08	Existing ordinance needs revision	11/02/08	
December 08FOG program	Program to reduce or eliminate FOG related SSOs.	11/02/08	Description of existing program included – Will need to be updated as components are improved	11/02/08	M. Riddell
Design and Performance					
Design standards	Design standards for new and rehabilitated systems	8/02/09	Design standards in place Update needed		CCD
Inspection and testing standards	Inspection and testing standards for new and rehabilitated systems	8/02/09	Performance standards used for acceptance, inspection procedures update needed		CCD

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System Evaluation and Capacity Assurance Plan	Evaluate those portions of the system that are experiencing capacity related overflow. Establish steps to eliminate capacity related overflows including I&I program, and short and long term CIP for capacity issues.	8/02/09	Evaluation completed in 1996 as part of General Plan update and growth has generally followed the General Plan - Update Needed		CCD
Final SSMP	Final SSMP document after all elements have been developed and implemented.	8/02/09	In progress		M. Riddell

