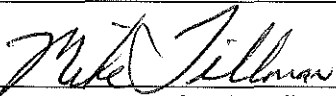
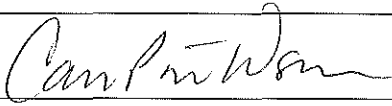


**Region 6 Compliance Assurance and Enforcement Division
INSPECTION REPORT**

Inspection Date(s):	06/08/2017		
Media:	Water		
Regulatory Program(s)	NPDES – Clean Water Act		
Company Name:	Farmers Branch, City of – Trinity River Authority (TRA) Member City		
Facility Name:	Farmers Branch Wastewater Collection System		
Facility Physical Location:	13000 William Dodson Parkway		
(city, state, zip code)	Farmers Branch, Texas 75234		
Mailing address:	13000 William Dodson Parkway		
(city, state, zip code)	Farmers Branch, Texas 75234		
County/Parish:	Dallas County		
Facility Contact:	Craig Hahn	Utilities Superintendent	
	craig.hahn@farmersbranchtx.gov		
FRS Number:	110010934445		
Identification/Permit Number:	TXU000151 [and served by TRA Central Regional WWS (TX0022802)]		
Media Number:	N/A		
NAICS:	22132		
SIC:	4952		
Personnel participating in inspection:			
Craig Hahn	City of Farmers Branch	Utilities Superintendent	972-919-2612
Ryan Sartor	City of Farmers Branch	Operations Mgr., Utilities Div.	972-919-8782
Katy Evans	City of Farmers Branch	Environmental Health Mgr.	972-919-2537
Louise Maranzana	City of Farmers Branch	Environmental Health Spclst.	972-919-2536
Shane Davis	City of Farmers Branch	Env. Svcs. and Solid Waste Mgr.	972-919-2614
Mike Tillman	EPA Region 6 (6EN-WM)	Environmental Scientist	214-665-7531
Damon McElroy	EPA Region 6 (6EN-WM)	Environmental Engineer	214-665-7159
EPA Lead Inspector Signature/Date	 {Inspector name} Mike Tillman		11/15/17 Date
Supervisor Signature/Date	 {Supervisor name} Carol Peters-Wagnon		11/15/17 Date

Section I – INTRODUCTION

PURPOSE OF THE INSPECTION

The purpose of the inspection was to examine the City of Farmers Branch's (or City) sanitary sewer collection system as an element of the EPA's National Sanitary Sewer Overflow (SSO) Initiative to prevent raw sewage from entering streets, rivers, reservoirs, front yards, etc. For further SSO initiative information you may reference the web link: <https://www.epa.gov/enforcement/national-enforcement-initiative-keeping-raw-sewage-and-contaminated-stormwater-out-our>. The scope of the inspection is to generally evaluate the municipalities that receive Trinity River Authority (TRA) wastewater treatment services in order to assist in stopping or mitigating unauthorized and unpermitted discharges or SSOs.

EPA Region 6 inspectors arrived at the City of Farmers Branch's Public Works Office at 8:50 am on June 8, 2017 for an announced Compliance Evaluation Inspection (CEI). We met with the City's Utilities Superintendent listed on the cover sheet above and illustrated by the inspection sign-in sheet (Appendix 2.) We presented our credentials and the purpose of the inspection was broadly explained as a collection system compliance evaluation of areas such as capacity, management, operations, and maintenance (CMOM) and associated SSO mitigation activities; as well as comprehensive SSO reporting according to Texas law. For further CMOM program guidance you may reference the web link: https://www3.epa.gov/npdes/pubs/cmom_guide_for_collection_systems.pdf.

The inspection was conducted in accordance with the Clean Water Act (CWA). The City's collection system is regulated under the:

- Texas Water Code (TWC)
- Texas Administrative Code (TAC)
- Texas Health and Safety Code
- Clean Water Act (CWA)
- Code of Federal Regulations (CFR)
- Associated Central Regional Wastewater System (CRWWS) National Pollutant Discharge Elimination System (NPDES) General Permit Conditions

Before leaving the facility, an exit briefing was conducted that explained observations, suggestions and areas of concern. This inspection report is based on information supplied by the City's representatives, observations made by the U.S. EPA inspectors, records and reports maintained by the City of Farmers Branch, the State of Texas, and the U.S. EPA. TCEQ was notified of the inspection, but did not to participate.

FACILITY DESCRIPTION

The City of Farmers Branch's collection system is approximately 67 years old. The Public Works Department is located at City Hall, 13000 William Dodson Parkway, Farmers Branch, Texas, 75234. The wastewater utility is comprised of a Utility Superintendent, Utility Operations Manager, Pump Station Supervisor, two (2) Pump Station Operators, four (4) Field Crew Leaders, two (2) Heavy Equipment Operators, and nine (9) Maintenance Crew members. The system covers roughly 13.7 square miles,

serves approximately 30,530 residential and 1,838 commercial connections, and maintains operations 24 hours a day, seven days a week. The collection system consists of five (5) lift stations, 2,057 manholes, and 172 miles of sewer main which is comprised of 60% vitrified clay (VC), .02% ductile iron (DI), 21.6% polyvinyl chloride (PVC), .23% cast iron (CI), 6.33% high density polyethylene (HDPE), 5% reinforced concrete cylinder pipe (RCCP), and 7% reinforced concrete pipe (RCP.) Farmers Branch has a supervisory control and data acquisition (SCADA) system to monitor all lift station activity (Appendix 1; photo # 1) and each lift station has a generator available for emergency backup power. Backup generators are tested once a month. Sanitary sewage is routed through the City's wastewater collection system to TRA trunk lines and metering stations for transportation to the TRA Central Regional Wastewater Treatment System (TX0022802) for contractual wastewater treatment services. Management indicated there are no septic systems within the community.

Section II - OBSERVATIONS

- A) Based on the inspection discussions, data analysis, and observations at the time of the inspection:
- Sewer calls that come in during business hours are received at the Customer Service Desk in the Utility Office (Appendix 1; photo # 2.) The call is then routed to a wastewater crew in the field and the Operations Manager for follow up. Customers determined as having problems on the private side are advised to contact a plumber.
 - Sewer calls that come in after hours are routed through a Unified Dispatch located in Houston, Texas. Unified Dispatch notifies the on-call wastewater crew, who in turn notifies the Operations Manager. Otherwise calls are handled in a similar fashion to that of daytime hours.
 - Any problematic overflows associated with private side lateral lines can be handled through the City's Environmental Health Division. The City of Farmers Branch has the legal authority to enforce provisions of its stormwater ordinance to rectify any ongoing problems.
 - City crews investigate initial SSO reports, resolve active stoppages, estimate the overflow quantity for reporting to TCEQ, and investigate the cause to determine if other actions are needed.
 - All overflows from City cleanouts, mains, manholes and lift stations are promptly reported to the Texas Commission on Environmental Quality (TCEQ) as required by Texas law.
 - SSOs are disinfected by removal of remaining solids and standing water followed by application of chlorine and flushing with dechlorinated water from a fire hydrant.
 - All customer calls are tracked in "My Gov", a work order tracking system. Management indicated the current system is inadequate to meet desired capabilities and is looking to upgrade to a more robust work order system.
 - The City of Farmers Branch indicated in a questionnaire that some manholes overflow during severe rain events. The City has not performed any recent inflow and infiltration (I/I) studies and at this time, there are no future plans to do so.
 - The City recently purchased a new closed circuit television (CCTV) van and jet-vac truck which allows for in house evaluations of the sanitary sewer collection system.
 - Available funds have been focused on televising and lining large trunk mains as well as rehabbing and building new lift stations, manhole rehabilitation, and pipe bursting.

- The City has a goal to CCTV a minimum of 75,000' and clean 120,000' of sanitary sewer every 2 (two) years.
- Hot spots are identified through review of work orders and the CCTV program. The City tries to clean hot spots in areas known to have heavy grease loading on a monthly basis. The City does not map out known hot spots.
- Farmers Branch implements a sewer use ordinance, a fats oil and grease (FOG) program, and a liquid wastehaulers program which are designed to help regulate discharges to the city's collection system.
- A major component of the FOG program is a city wide public education program. Additionally, the Environmental Services Division inspects grease traps (primarily restaurants) 2-3 times per year.
- Under the liquid wastehauler program, generators are required to use a permitted wastehauler to service its grease traps. The City inspects and permits liquid wastehaulers on a yearly basis.
- Discussions indicated that there is no inter-departmental communication strategy to facilitate the sharing of information between the Utilities and Environmental Health Divisions with regard to identifying causes, responding to, and prevention of SSOs. For example, the holding of regular inter-departmental SSO mitigation meetings.
- All lift stations are inspected weekly. Inspections are documented on a lift station inspection form. All lift stations are monitored by SCADA.
- The SCADA system monitors for Intruders, high wet well, low wet well, generator status, pump HOA status, pump run time, pump daily starts, pump load amps and wet well levels. City personnel respond to every SCADA alarm.
- SCADA alarms are texted and/or emailed to key personnel. Emergency cards are kept at each lift station with a list of vendors and contractors for emergency situations. Two (2) field workers and one (1) Pump Station/Lift Station worker are on call 24 hours a day, seven (7) days a week.
- If the SCADA system should go down, sites are actively monitored by personnel. The frequency of monitoring will depend on the normal pump run times of each station, weather, etc.
- The City has been participating in the TCEQ's Sanitary Sewer Overflow Initiative (SSOI) since 2007. The most recent annual report to the TCEQ is dated December 13, 2016 (Appendix 3.)
- It was noted that the City of Farmers Branch received several 'historic' rain events (i.e. roughly greater than a 50-year flood event) in the months of June and July in 2015, but they did not have a significant impact on the collection system.
- Any problems caused by such heavy rainfall events are usually associated with the TRA system trunk lines backing up the City's system at the point at which the two systems are tied together.
- SSO related training is handled in-house (Appendix 4) while safety training such as confined space and lockout-tagout is handled by an outside source such as United Rentals.
- Farmers Branch does not have written standard operating procedures (SOPs) for critical components of its wastewater operations. Such operations include dispatch, preventive maintenance of lines and manholes, manhole inspection and SSO response clean up and disinfection to name few.
- The City of Farmers Branch has a seven (7) year capital improvement plan (CIP.) The plan directs budgeting for maintenance, rehabilitation and reconstruction of sanitary sewer infrastructure.
- Discussions with management indicated current funding for wastewater operations, resources, and staffing is adequate. The current annual budget is \$323,000/year with an increase to \$2.1 million for FY18-19 to help recover from a recent TRA funding shortfall.
- There is no standing 'Emergency Fund', repairs are funded as needed. O&M and

rehabilitation funds are budgeted for and adjusted annually.

- All funds are utilized according to the CIP work program schedule. Future CIP projects are identified by televising sewer mains and manhole and lift station inspections.
- Farmers Branch does not have an automated asset management system.
- The City of Farmers Branch does not own or operate a wastewater treatment system. Wastewater treatment services are handled by the TRA Central Regional WWTP.

B) Capacity Management, Operations, and Maintenance Program (CMOM)

- Farmers Branch does not have a formal CMOM program in place. Management indicated the City normally does not have capacity issues within the collection system. Any time repairs are made, pipes are upsized as required. At times, problems can arise with heavy rains causing the TRA system to back up, further causing problems for Farmers Branch.

C) Relevant regulatory information:

- Failure to prevent unauthorized / unpermitted discharges or Sanitary Sewer Overflows is stipulated in TAC § 305.125(9); TWC § 26.121(a); Section 301 of the CWA; and 40 CFR § 122.1(b) corresponding to the "NPDES Permit" General Conditions.
- Failure to implement proper O&M of the collection system is stipulated in Title 30 of the TAC § 305.125(5) & 40 CFR § 122.41(e) corresponding to the "NPDES Permit" General Conditions.

Section III – AREAS OF CONCERN

- Site visits determined there was no security fencing at critical wastewater infrastructure such as the Farmers Branch Office Park (FBOP), Westside, and Hutton lift stations (Appendix 1; photo #'s 3, 6, and 10.)
- The site visit to the FBOP lift station determined that the backup generator and electrical panels are below ground level and subject to possible flooding (Appendix 1; photo # 4.)

Section IV – RECOMMENDATIONS

EPA generally recommends that the City of Farmers Branch:

1. Regularly review staffing, equipment, and funding levels to ensure wastewater utilities has adequate resources to properly implement an SSO prevention and mitigation program. Consider an increase in proactive activities as a major component of a "sustainability" program.
2. Finalize efforts to acquire and implement a more robust work order system and track all sewer calls, both city and private.
3. Consider adoption of a private-side sewer use ordinance for both residential and commercial connections.
4. The City has not performed a recent I/I study and has no plans to perform any. Periodic manhole overflows would indicate the City should reconsider having an up to date I/I study performed with episodic follow-up.

5. Update any GIS mapping efforts incorporating all identified assets and hot spots into the system and map all assets and hot spots on a physical map.
6. Periodic follow-up with generators and liquid waste haulers on their cleaning and disposal of grease / grit trap wastes.
7. Develop and institute an inter-departmental communication strategy to facilitate the sharing of information between the Utilities and Environmental Health Divisions with regard to identifying causes, responding to, and prevention of SSOs.
8. Develop written SOPs for the Call Center and all other critical components of wastewater operations, including all O&M procedures.
9. Develop and adopt an automated asset management program.
10. Develop and update as required, a spare parts inventory list.
11. During site visits, wet wells at the FBOP and Hutton lift stations appeared to be in need of cleaning. The frequency of scheduled maintenance may need to be increased (Appendix 1; photo #'s 5 and 12.)
12. Develop and implement a formal CMOM program.

Section V – FOLLOW UP

The following information was received by EPA after exiting the Facility on 6/8/17:

1. Mr. James Sartor, Utilities Operations Manager, City of Farmers Branch, transmitted the following via email:
 - September 21, 2017 – Addresses for lift stations visited during the compliance evaluation inspection.

Section VI – LIST OF APPENDICES

Appendix 1 - Photo log /12 photos taken 6/8/17
Appendix 2 - Opening conference sign-in sheet
Appendix 3 - Annual SSOi report to TCEQ - December 13, 2016
Appendix 4 - SSO Volume Estimation Guide
Appendix 5 - Mercer Lift Station Inspection Checklist, May 25, 2017
Appendix 6 - TCEQ SSO Report – Heavy Rains, May 29, 2015
Appendix 7 - TCEQ SSO Report – Unknown Reason, May 6, 2017
Appendix 8 - City of Farmers Branch SSO Inspection Checklist

Appendix 1

Photograph Log



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 1

Location: Public Works Dept., City Hall, 13000 William Dodson Parkway, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017		Time: 10:55 AM
Comments: SCADA System on laptop computer.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 2

Location: Public Works Dept., City Hall, 13000 William Dodson Parkway, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017		Time: 10:56 AM
Comments: Customer Call Center at City Hall.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

Photograph Log

Photo No. 3

Location: Farmers Branch Office Park (FBOP), Sheraton Hotel, 4801 LBJ Fwy., Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 12:34 PM	
Comments: FBOP lift station.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

Photograph Log

Photo No. 4

Location: Farmers Branch Office Park (FBOP), Sheraton Hotel, 4801 LBJ Fwy., Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 12:33 PM	
Comments: FBOP lift station backup generator and electrical panels below ground level, subject to possible flooding.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

Photograph Log

Photo No. 5

Location: Farmers Branch Office Park (FBOP), Sheraton Hotel, 4801 LBJ Fwy., Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 12:40 PM	
Comments: Wet well at FBOP lift station. Note heavy amounts of floating debris and apparent need of cleaning.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

Photograph Log

Photo No. 6

Location: Westside Lift Station, 11994 Luna Road, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 1:03 PM	
Comments: Westside lift station.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 7

Location: Westside Lift Station, 11994 Luna Road, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 1:04 PM	
Comments: Backup generator at the Westside lift station.		

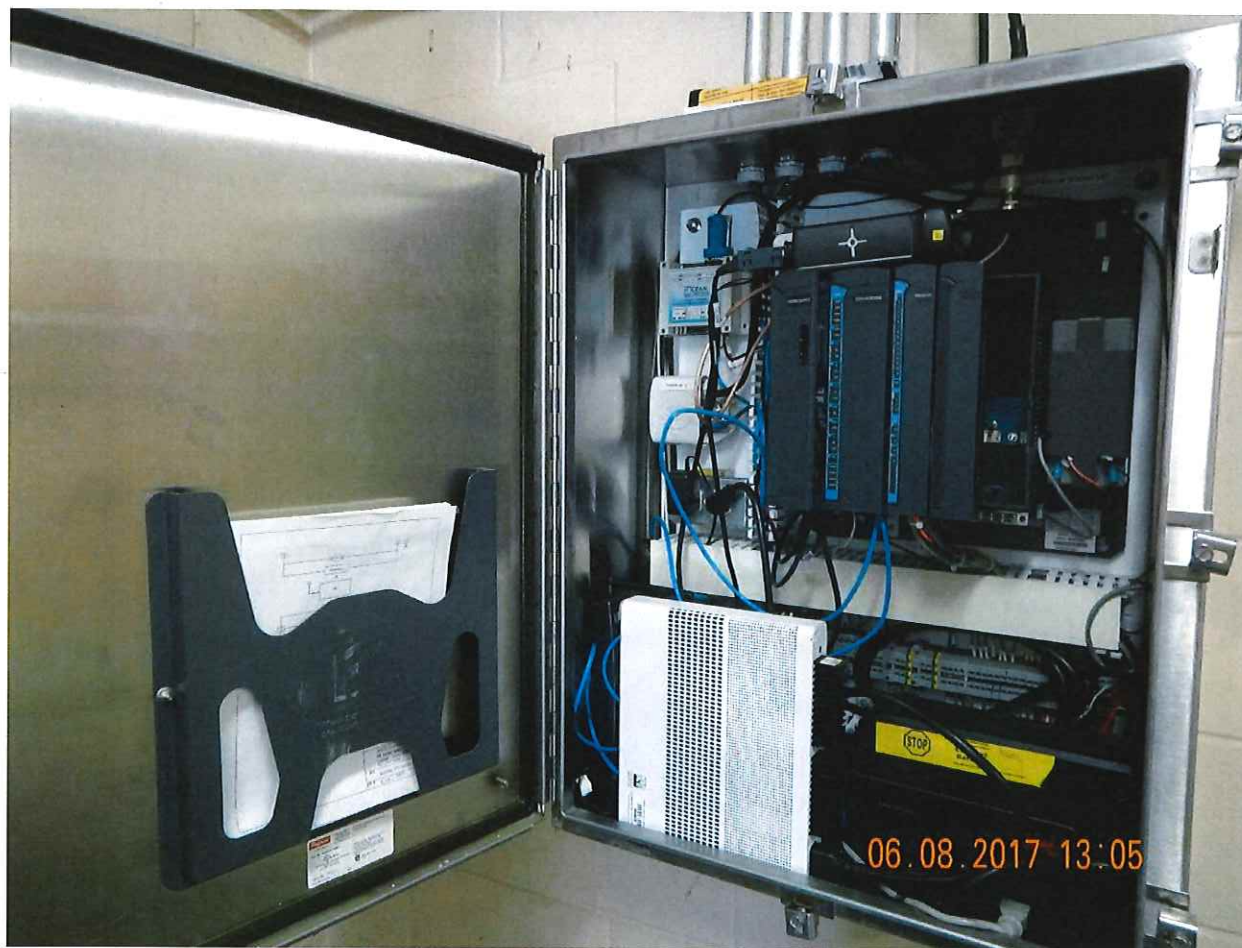




UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 8

Location: Westside Lift Station, 11994 Luna Road, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 1:05 PM	
Comments: SCADA System transmitter.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 9

Location: Westside Lift Station, 11994 Luna Road, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 1:09 PM	
Comments: Wet well at the Westside lift station.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 10

Location: Hutton Lift Station, 1905 Diplomat Drive, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017		Time: 1:24 PM
Comments: Hutton lift station with backup generator in the foreground.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 11

Location: Hutton Lift Station, 1905 Diplomat Drive, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017		Time: 1:25 PM
Comments: Electrical Panel at the Hutton lift station.		





UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
Photograph Log

Photo No. 12

Location: Hutton Lift Station, 1905 Diplomat Drive, Farmers Branch, TX 75234		
City: Farmers Branch	County/Parish: Dallas	State: Texas
Date: 06/08/2017	Time: 1:29 PM	
Comments: Wet well at the Hutton lift station. Note heavy amounts of floating debris and apparent need of cleaning.		



Appendix 2

Opening conference sign-in sheet

[illegible]

Appendix 3

Annual SSOi Report to the TCEQ
December 13, 2016



FARMERS BRANCH

City of Farmers Branch
13000 William Dodson Parkway
Farmers Branch, Texas 75234
972.247.3131

December 13, 2016

Order Compliance Team (MC 149A)
Enforcement Division
Texas Commission on Environmental Quality
P.O. Box 13087
Austin, Texas 78711-3087

Dear Sir or Madam:

The following information is provided in accordance with the City of Farmers Branch Compliance Agreement, Enforcement Case No. 34426. This is the 9th annual report due to the Commission. Subsequent reports will be due annually by December 24th.

The City shall replace the existing sanitary sewer lines in targeted neighborhoods with deteriorated infrastructure; see attachment "A" of the Agreement for specific locations.

- Attachment "A" continues to be the ongoing plan. Please see the attached updated project list.

The City shall update the Geographic Information System (GIS) map as new information becomes available.

- The City has completed mapping of the known wastewater system and continues mapping system improvements and new construction as they occur. The City has field verified all wastewater infrastructure over the past couple of years to verify accuracy and added as built plans and drawings to our new online mapping system. Our new online system allows workers to pull up all wastewater maps using the internet while working in the field. A new permanent position was added to our staff to help integrate and maintain the new mapping system.

The City shall inspect at least 25% of the total sanitary sewer manholes within the collection system each year (system total of 1,300 manholes). Contracted maintenance crews will rehabilitate manholes when necessary as they are identified during the inspection process.

- Maintenance crews have inspected 524 manholes or 162% of the required system total this year. Contracted maintenance crews will rehabilitate manholes when necessary as

they are identified during the inspection process. Inspection dates and other relevant information are on file at the City. See Attachment "A" for reconstructed, rehabilitated manhole information.

The City shall clean at least 20% of the collection system (system total of 607,000 feet) and maintenance crews will video at least 75,000 feet of the collection system over the next two years.

- Maintenance crews have cleaned a total of 386,346 feet over the last two years which is 319% of the two year required total. Cleaning records are on file at the City.
- Maintenance crews have televised 190,972 feet over the last two years which is 255% of the two year required total. CCTV inspection records are on file at the City.

The City shall utilize a chemical root control program in the collection system where needed and as further identified by CCTV inspection.

- The City completed a contract that treated 25,060 feet in January, 2016.
- The City is currently under contract to treat an additional 25,000 feet. Work is expected to begin early next year.

The City shall maintain an education program to all residential customers for the proper disposal of grease. This information will be included in a monthly newsletter and maintained on the City's website.

- An article on the proper disposal of fats, oils and grease was delivered to residents in November 7, 2016, November 14, 2016 and November 21, 2016.
- The information is maintained on the City's website on the Public Works page @ www.farmersbranchtx.gov.

Please forward any questions about this report to my attention. I can be reached by phone at 972-919-2597.

Sincerely,

Craig Hahn
Utilities Superintendent
972-919-2597
972-919-2585 Fax
craig.hahn@farmersbranchtx.gov

Copy: Water Section Manager, Dallas/Fort Worth Regional Office, TCEQ
2309 Gravel Drive
Fort Worth, Texas 76118-6951

ATTACHMENT "A"

PROJECT LIST

UPDATED: DECEMBER 13, 2016

Completed Projects

Project	Limits / Locations	Method	Length	Status
Sewer Spot Repairs	83 Various Locations	Various	N/A	Completed by Utility Maintenance Workers in 2016
Valley View Sanitary Sewer Replacement	Walgreen to Josey	Cut and Cover	400'	Complete
Rawhide Creek Trunk Main Clean and Televis	Coral Harbor to Marsh	N/A	3,550	Complete
Rawhide Creek Trunk Main Rehabilitation	14120 Rawhide to Webb Chapel	CIPP	680'	Under Construction
Farmers Branch Creek Clean and Televis Trunk Main	Josey to Denton and Woodhaven to Marsh	N/A	3,510	Complete

Future Projects

Project	Limits	Method	Length	Status
FBOP Lift Station	Complete lift station rehabilitation	N/A	N/A	In design phase. Construction moved to 2018/2019
Sewer Root Control	Various Locations	Chemical	25,000' (estimated)	Under Contract

Appendix 4

SSO Volume Estimation Guide

SAWS Sewer Overflow Response Plan (SORP) | 2013



City of San Diego
Metropolitan Wastewater Department



5 gpm



100 gpm



225 gpm

Reference Sheet for Estimating Sewer Spills
from Overflowing Sewer Manholes
All estimates are calculated in gallons per minute (gpm)



25 gpm



150 gpm



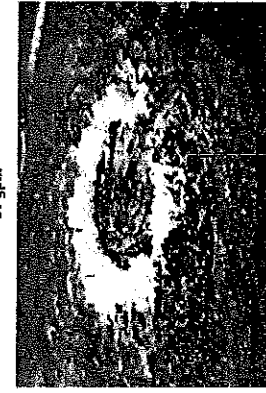
250 gpm



Wastewater Collection Division
(619) 654-4160



50 gpm



200 gpm



275 gpm

All photos were taken during a demonstration using metered water from a hydrant in cooperation with the City of San Diego's Water Department.

rev. 4/99

Appendix 5

Mercer Lift Station Inspection Checklist May 25, 2017

MERCER LIFT STATION INSPECTION

DATE 5-25-17 TIME 8:30 AM
INSPECTOR'S NAME Ron

EXTERIOR BUILDING

SCADA Antenna Damaged Y___ N X
Grounds Clean Y X N___ Action Taken _____
Doors Damaged Y___ N X Locked Y X N___
Bollards Damaged Y___ N X
Outside Light Fixtures Damaged Y___ N X
Outside Lights Working Y X N___
Wet Well Exhaust Pipe Condition Good X Bad ___ Odor Yes X No X

MCC ROOM

Pump #1 Total Hours 100.3
Pump #2 Total Hours 91.7
SCADA Radio Working Y X N___
Wet Well Level 5.24
Surge Protective Device Protected State Y X N___
Eaton Motor Insight Monitor State Y X N___
Eaton ATS Source 1 Available Y X N___
Exhaust Vents Clean Y X N___ Action Taken _____
Interior Lights Good Y X N___
Floor Clean Y X N___ Action Taken _____
Ceiling Clean Y X N___ Action Taken _____
Walls Clean Y X N___ Action Taken _____

PUMP/WET WELL VAULT

Wet Well Condition Good X Fair ___ Bad ___
Guide Rails Condition Good X Fair ___ Bad ___
Pump Chain Condition Good X Fair ___ Bad ___
Wet Well Scum Blanket Y X N X

Generator

Lock on Safety Switch Y X N___
Generator Hours 76.4
Fuel Level 75%
Generator Auto Position Y X N___

Check Valve Vault

Check Valve #1 Good X Bad ___
Check Valve #2 Good X Bad ___
Floor Clean Yes X No ___

ground water

Appendix 6

Example TCEQ SSO Report due to Heavy Rains
May 29, 2015

Water Quality Noncompliance Notification

See back of Form for Guidance for Completion

☒ Unauthorized Discharge

☐ Reportable Effluent Violation

☐ Other

General Information

Entity Name: City of Farmers Branch

Telephone No: (972) 247-3131

☒ Permittee

☐ Subscriber

TCEQ Region: DFW4

County: Dallas

*Permit Number: WQ001-0303-01

Noncompliance Summary

Description of Noncompliance (include location, discharge route, and estimated volume of unauthorized discharge):

Pennystone @ Crestpark: Wastewater overflowed from a city manhole in the middle of intersection. Discharge flowed into a nearby storm inlet on Crestpark. This overflow occurred during and after a major rain event. Flushed storm inlet with water. Amount of overflow was approximately 1500 Gallons.

Cause of Noncompliance: Heavy Rain Event

Duration: Start Date and Time: 5/29/2015 6:00 A.M.
End Date and Time: 5/29/2015 11:00 A.M.
Corrected:

Or Date Expected to be

Potential Danger to Human Health and Safety or the Environment:

Actions Taken

Monitoring Data: Data should be attached or submitted to TCEQ when available.

☐ Yes ☒ No Field Measurements
☐ Yes ☒ No Laboratory Samples
☐ Yes ☒ No Fish Kill If yes, estimated number killed:

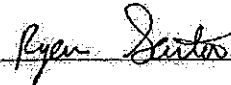
Actions Taken to Mitigate Adverse Effects: Washed down affected area and flushed with water.

Actions Taken to Correct the Problem and Prevent Recurrence: The system was finally able to catch up from the extreme rain event that occurred early this morning. Will schedule CCTV inspection of the main line.

Verification Information

Information Reported By (Name/Title): Ryan Sartor / Utilities Operations Manager

Date Reported: 5/29/2015

Signature: 

Note: If this form is being used for a 5-day written report, a copy of the form should be sent to the TCEQ Region Office, and the original to: TCEQ, Compliance Monitoring Team (MC224), Enforcement Division, P.O. Box 13087, Austin, TX 78711-3087.

* If the noncompliance is an unauthorized discharge from a wastewater collection system, use the permit number of the treatment plant to which the collection system is tied. If you are uncertain of this permit number, you may call the TCEQ Regional Office for assistance.

Appendix 7

Example TCEQ SSO Report – Unknown Reason
May 6, 2017

Water Quality Noncompliance Notification

☒ (x) Unauthorized Discharge

☐ () Reportable Effluent Violation

☐ () Other

General Information

Entity Name: City of Farmers Branch

Telephone No: (972) 247-3131

☐ () Permittee ☒ (x) Subscriber

TCEQ Region: DFW4

County: Dallas

Permit Number*:

Noncompliance Summary

Description of Noncompliance (include location, discharge route, and estimated volume if an unauthorized discharge):
Discharge came from city main line clean out located @ 2549 Brandywine. Discharge puddled in the alley and was approximately 100 gallons. Was able to unstop main using sewer truck.

Cause of Noncompliance: Unknown

Duration: Start Date and Time: 5-6-2017 3:00pm
End Date and Time: 5-6-2017 3:30pm
Or Date Expected to be corrected:

Potential Danger to Human Health and Safety or the Environment: N/A

Actions Taken

Monitoring Data: Data should be attached or submitted to TCEQ when available.

☐ () Yes ☒ (xx) No Field Measurements

☐ () Yes ☒ (xx) No Laboratory Samples

☐ () Yes ☒ (xx) No Fish Kill If yes, estimated number killed:

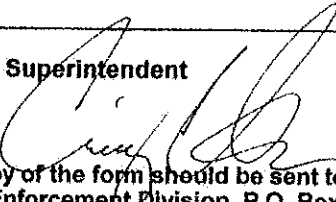
Actions Taken to Mitigate Adverse Effects: Cleaned up solids that came out of clean out.

Actions Taken to Correct the Problem and Prevent Recurrence: The Sanitary sewer main will be televised on 5/8/2017.

Verification Information

Information Reported By (Name/Title): Craig Hahn / Utilities Superintendent

Date Reported: 5/8/2017

Signature: 

Note: If this form is being used for a 5-day written report, a copy of the form should be sent to the TCEQ Region Office, and the original to: TCEQ, Compliance Monitoring Team (MC224), Enforcement Division, P.O. Box 13087, Austin, TX 78711-3087.

TCEQ-0501 (7/13/2001)

* If the noncompliance is an unauthorized discharge from a wastewater collection system, use the permit number of the treatment plant to which the collection system is tied.

Appendix 8

City of Farmers Branch SSO Checklist

**EPA
SSO Inspection Checklist**

Name of Municipality City of Farmers Branch

Collection System Description

1. Describe the collection system. The collection system is comprised of 5 lift stations, 2,057 manholes and 171.69 miles of sewer mains. All sanitary sewer is treated by the Trinity River Authority.
2. What is the population of the service area:
 - Number of residents 30,530
 - Commercial connections 1,838
 - Any septic systems? No If yes, how many? *N/A*
3. How many miles of sanitary sewer mains are in the collection system? 171.69
4. What is the age of collection system? 1950 to 2016

%VC " 59.72%	%HOPE " 6.33%
%DI " .02%	%RCCP " 4.96%
%PVC " 21.61%	%RCP " 7.12%
%CI " 0.23%	

5. Does the collection system experience problems during dry weather? No
Describe or provide documentation: _____

6. Does the collection system experience problems during wet weather? Yes
Describe or provide documentation: We have some manholes that overflow during severe rain events.
7. What is your sanitary sewer overflow (SSO) notification procedure? We investigate the initial report, resolve active stoppages, estimate the overflow quantity report to TCEQ and investigate the cause to determine if other actions are needed,

What is reported? All overflows from City cleanouts, mains, manholes and lift stations are reported. We report all information required on the TCEQ Water Quality Non Compliance Notification form.
8. Are all SSOs reported, regardless of size? Yes. If no, why not? _____

EPA SSO Inspection Checklist

Lift/Pump Stations

1. How many lift stations are in the system?
 - How many have backup power sources?
 - Describe: Valwood Lift Station: Replaced in 2008. Westside Lift Station: Built in 2005, Mercer Lift Station: Built in 2015, Hutton Lift Station: Complete rehabilitation in 2015, FBOP Lift Station: Scheduled for complete rehabilitation in FY2018/2019 budget year.
2. Describe how pump/lift stations are inspected and monitored? All lift stations are inspected weekly and lift station inspection forms are filled out. All lift stations are monitored by SCADA.
3. Is a SCADA system used? Yes If so, what parameters are monitored? Intruder, high wet well, low wet well, generator status, pump HOA status, pump run time, pump daily starts, pump load amps and wet well level.
4. What provisions have been made for emergencies? Emergency cards are kept in each lift station with a list of vendors/contractors for emergency situations. We have 2 field workers and 1 Pump Station/Lift Station worker on call 24 hours a day, 7 days a week.
 - Emergency Power? Generators
 - Critical Processes? List of vendors/contractors for emergency situations
 - SCADA? If SCADA is down, sites are monitored by personnel. The frequency of monitoring depends on the normal pump run times of each station, weather, etc...
 - Other?
5. Describe any automated emergency notification/response process. Personnel respond to every SCADA alarm. Alarms are texted and/or emailed to key personnel.

Satellite Systems

1. Does the collection system receive flow from satellite systems?
No If yes, continue with questions 2-4
2. Is flow from satellite systems monitored? N/A
If yes, how? _____

3. Describe any known problems with the satellite collection system (hydraulic flow, wastewater concentration, ordinances, etc.)? N/A
4. Who is responsible for satellite systems, enforcement, and response? N/A
 - Enforcement? N/A
 - Response? N/A

EPA
SSO Inspection Checklist

Performance Indicators

1. Summarize the Capacity, Management, Operations, and Maintenance (CMOM) components utilized by the facility and satellite systems, if applicable: I/A
2. Does the utility participate in the TCEQ Sanitary Sewer Overflow Initiative (SSOi)? Yes
 - If yes, please provide the latest SSOi Annual Rep011.
 - If no, why not? _____
3. What Standard Operational Procedures (SOP) are developed and used?

•x SCADA? •x Routine Inspections/Maintenance? •x Root Control? •x Lift/Pump Stations?	• Valve maintenance? • x Fleet Management? • x Clean-up? • Other? _____
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4. Has an infiltration & inflow (I/I) analyses or sanitary system evaluation survey been performed? Not Recently
 - If yes, describe (and provide a copy of any associated reports) _____

Smoke Testing?

•Dye Testing-----

x CCTV?

Peaking Factors?

 - If not, why not? Our available funds have been focused on televising and lining large trunk mains as well as rehabilitating and building new sanitary sewer lift stations, pipe bursting and manhole rehabilitation. We have also recently purchased a new camera van and vac truck which have allowed us to perform in house evaluations of our sanitary sewer collection system.
5. Describe the sewer cleaning and inspection goals. Clean a minimum of 120,000' of sanitary sewer every 2 years and televise 75 000' every 2 years.
 - X Hot Spots? We try to clean areas with high grease content monthly.
 - Annual Goals? _____
6. Describe any training for receiving, documenting, and responding to sewer calls.
 - Discharge Estimates? In house training using a picture chart.
 - Safety/Confined Space? All field employees are trained by United Rentals.
 - Lockout/tagout? Informal training somewhat covered in United Rentals training.
 - Reporting? In house training, all employees required to report overflows to supervisors.
 - Treatment/Clean-up? In house training
 - Other? _____

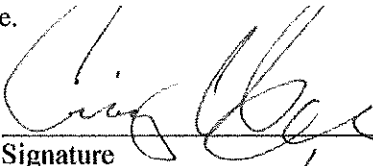
EPA
SSO Inspection Checklist

7. Describe any Asset Management process in place for the collection system. Preventive maintenance is performed on the collection system. CIP Work Program is utilized to plan and budget for maintenance, rehabilitation and reconstruction of sanitary sewer infrastructure.
8. Describe the funding status.
- Emergency Repairs: Funds are acquired as needed.
 - Operation & Maintenance: Budgeted for annually.
 - Rehabilitation: Budgeted for and adjusted annually. Funds utilized according to CIP Work Program schedule. CIP funds are on a 7 year plan.
 - Rates:
 - Other?
9. Describe any formal approach to target areas for Capital Improvement Projects. Televising sewer mains, manhole inspections, lift station inspections.
10. Please provide any other relevant information.

CERTIFICATION

I certify under penalty of law that I have examined and am familiar with the information provided and in any enclosed documents, including all attachments. Based on my inquiry of those individuals with primary responsibility for obtaining the information, I certify the statements and information are, to the best of my knowledge and belief, true, accurate, and complete.

Date 8/24/16


Signature
Craig Hahn / Utilities Superintendent
Print name and Title