AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS
LA PUENTE VALLEY COUNTY WATER DISTRICT
112 N. FIRST STREET, LA PUENTE, CALIFORNIA
MONDAY, JUNE 23, 2025, AT 4:30 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD OF DIRECTORS

President Escalera____ Vice President Barajas____ Director Argudo____

Director Hernandez____ Director Rojas____

4. PUBLIC COMMENT

Anyone wishing to discuss items on the agenda or pertaining to the District may do so now. The Board may allow additional input during the meeting. A five-minute limit on remarks is requested.

5. ADOPTION OF AGENDA

Each item on the Agenda shall be deemed to include an appropriate motion, resolution or ordinance to take action on any item. Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at the address listed above.

6. APPROVAL OF CONSENT CALENDAR

There will be no separate discussion of Consent Calendar items as they are considered to be routine by the Board of Directors and will be adopted by one motion. If a member of the Board, staff, or public requests discussion on a particular item, that item will be removed from the Consent Calendar and considered separately.

A. Approval of Minutes of the Regular Meeting of the Board of Directors held on June 16, 2025.

7. FINANCIAL REPORTS

A. Summary of the District's Cash and Investments as of May 31, 2025.

Recommendation: Receive and File

B. Statement of District's Revenue and Expenses as of May 31, 2025.

Recommendation: Receive and File

C. Statement of the Industry Public Utilities Water Operations Revenue and Expenses as of May 31, 2025.

Recommendation: Receive and File

8. ACTION / DISCUSSION ITEMS

A. Ratification of General Manager's Emergency Purchasing Procurement to Purchase and Remove and Replace the Air Stripper Blower and Fan at the BPOU Treatment Facility.

Recommendation: Ratify General Manager's Emergency Purchasing Procurement

B. District's Updated Cross Connection Control Plan.

Recommendation: Receive and File

C. CIWS's Updated Cross Connection Control Plan.

Recommendation: Receive and File

D. Consideration of Investments of the District's Reserve Funds.

Recommendation: Authorize the General Manager to Transfer $1,000,000 from the District's Checking Account to the District's CLASS Account.

9. GENERAL MANAGER'S REPORT

10. OTHER ITEMS

A. Upcoming Events

B. Information Items

11. ATTORNEY'S COMMENTS

12. BOARD MEMBER COMMENTS

A. Report on Events Attended

B. Other Comments

13. FUTURE AGENDA ITEMS

14. ADJOURNMENT

POSTED: Wednesday, June 18, 2025.

President John P. Escalera, Presiding

Any qualified person with a disability may request a disability-related accommodation as needed to participate fully in this public meeting. In order to make such a request, please contact Mr. Roy Frausto, Board Secretary, at (626) 330-2126 in sufficient time prior to the meeting to make the necessary arrangements.

Note: Agenda materials are available for public inspection at the District office or visit the District's website at www.lapuentewater.com.

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS
LA PUENTE VALLEY COUNTY WATER DISTRICT
112 N. FIRST STREET, LA PUENTE, CALIFORNIA
MONDAY, JUNE 16, 2025, AT 4:30 PM

1. CALL TO ORDER

President Escalera called the meeting to order at 4:30 pm

2. PLEDGE OF ALLEGIANCE

President Escalera led the Pledge of Allegiance.

3. ROLL CALL OF BOARD OF DIRECTORS

President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Present	Present	Absent	Present	Absent

Director Argudo was not present during roll call and arrived to the meeting at 4:33pm.

4. PUBLIC COMMENT

Resident, Georgene Navarrete, was in attendance but did not make any comments.

5. ADOPTION OF AGENDA

Motion: Adopt Agenda

1st: President Escalera
2nd: Director Hernandez

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Absent	Yes	Absent

Motion carried by a vote of: 3 Yes, 0 No, 0 Abstain, 2 Absent.

6. APPROVAL OF CONSENT CALENDAR

Ms. Padilla gave a brief summary of the revision of the minutes that are listed on the consent calendar.
Motion: Adopt Consent Calendar

1st: Vice President Barajas
2nd: President Escalera

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

7. FINANCIAL REPORTS

A. **Summary of the District's Cash and Investments as of April 30, 2025.**

Mr. Frausto provided a summary of the balances in each account and was available for any questions**.**

Motion: Receive and File
1st: Director Argudo
2nd: Director Hernandez

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

B. **Statement of District's Revenue and Expenses as of April 30, 2025.**

Ms. Maldonado provided a summary of the District's revenues and expenses and was available for any questions.

Motion: Receive and File
1st: Director Argudo
2nd: Director Hernandez

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

C. **Statement of the Industry Public Utilities Water Operations Revenue and Expenses as of April 30, 2025.**

Ms. Maldonado provided a summary of Industry Public Utilities Water Operations revenues and expenses and was available for any questions.

Motion: Receive and File
1st: Director Argudo
2nd: Director Hernandez

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

8. ACTION / DISCUSSION ITEMS

A. **PVOU-IZ Monthly Operations Reports for March and April of 2025.**

Mr. Frausto gave a brief summary on his report and notified the Board that moving forward this item will be on the consent calendar to be received and filed. He was available for any questions.

Motion: Receive and File
1st: Director Argudo
2nd: Director Hernandez

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

B. **PVOU-SZ Monthly Operations Reports for March and April of 2025.**

Mr. Frausto gave a brief summary on his report and notified the Board that moving forward this item will be on the consent calendar to be received and filed. He was available for any questions.

Motion: Receive and File
1st: President Escalera
2nd: Director Argudo

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

C. **Consideration of the District's 2024 Consumer Confidence Report (CCR).**

Mr. Frausto presented the District's CCR to the Board for approval and was available for any questions.

Motion: Approve the District's 2024 CCR for Distribution
1st: President Escalera
2nd: Director Argudo

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

D. **Consideration of City of Industry Waterworks System's 2024 Consumer Confidence Report (CCR).**

Mr. Frausto presented the City of Industry Waterworks System's CCR to the Board for approval and was available for any questions.

Motion: Approve the CIWS 2024 CCR for Distribution
1st: Director Hernandez
2nd: Vice President Barajas

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

9. OPERATIONS AND TREATMENT REPORT

Mr. Ortiz presented the staff report for this item and provided a brief overview, highlighting key points. He was available to answer any questions.

Motion: Receive and File.
1st: Director Argudo
2nd: Director Hernandez

	President Escalera	Vice President Barajas	Director Argudo	Director Hernandez	Director Rojas
Vote	Yes	Yes	Yes	Yes	Absent

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

10. ADMINISTRATIVE REPORT

Ms. Padilla went over her report and was available for any questions.

11. GENERAL MANAGER'S REPORT

Mr. Frausto went over his report and was available for any questions.

12. OTHER ITEMS

A. Upcoming Events.

Ms. Padilla went over upcoming events with the Board.

B. Information Items.

13. ATTORNEY'S COMMENTS

Mr. Ciampa gave a legislative update to the Board and was available for any questions.

14. BOARD MEMBER COMMENTS

A. **Report on Events Attended.**

President Escalera and Director Hernandez reported on their attendance to the San Gabriel Valley Water Association Quarterly Breakfast.

B. **Other Comments**

None.

15. FUTURE AGENDA ITEMS

None.

16. ADJOURNMENT

President John P. Escalera adjourned the meeting at 5:13 pm.

Attest:

John P. Escalera, Board President

Roy Frausto, Board Secretary

Summary of Cash and Investments
May 2025

La Puente Valley County Water District

Investments	Interest Rate (Apportionment Rate)	Beginning Balance	Receipts/ Change in Value	Disbursements/ Change in Value	Ending Balance
Local Agency Investment Fund	4.480%	$ 8,486.89	$ -	$ -	$ 8,486.89
California CLASS	4.3524%	$ 5,697,870.26	$ 21,062.78	$ -	$ 5,718,933.04
Checking Account		.			
Well Fargo Checking Account (per General Ledger)		$ 1,131,056.97	$ 861,152.79	$ 514,805.58	$ 1,477,404.18
				District's Total Cash and Investments:	**$ 7,204,824.11**

Industry Public Utilities

Checking Account	Beginning Balance	Receipts	Disbursements	Ending Balance
Well Fargo Checking Account (per General Ledger)	$ 1,640,229.71	$ 180,208.58	$ 339,417.27	$ 1,481,021.02
			IPU's Total Cash and Investments:	**$ 1,481,021.02**

Puente Valley Operable Unit

Checking Account	Beginning Balance	Receipts	Disbursements	Ending Balance
Well Fargo Checking Account (per General Ledger)	$ 1,206,112.48	$ -	$ 122,434.59	$ 1,083,677.89
			PVOU's Total Cash and Investments:	**$ 1,083,677.89**

I certify that; (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy as set forth in Resolution No. 237 and, (2) the District will meet its expenditure obligations for the next six (6) months.

_____ **, General Manager** **Date:** 06/13/2025

Roy Frausto

La Puente Valley County Water District
Budget v. Actual Summary (Combined)
For The Period Ending May 31, 2025

	LPVCWD YTD Actual 2025	BPOU YTD Actual 2025	Total YTD Actual 2025	Total Adopted Budget 2025	Total YTD 41.7%	Total Prior YTD Actual 2024
Revenues						
Rate Revenue	$ 1,306,127	$ -	$ 1,306,127	$ 3,409,400	38.3%	$ 3,211,115
Non-Rate Revenue	1,011,947	713,167	1,725,114	4,193,997	41.1%	4,138,480
Non-Operating Revenue	367,552	-	367,552	701,500	52.4%	1,221,028
Total Revenue	**2,685,627**	**713,167**	**3,398,794**	**8,304,897**	**40.9%**	**8,570,623**
Expense						
Supply & Treatment	420,430	495,415	915,845	2,625,482	34.9%	2,664,427
Salaries & Benefits	1,073,937	142,225	1,216,162	3,215,000	37.8%	2,811,702
Other Operating Expenses	93,209	72,236	165,445	539,300	30.7%	482,689
General & Administrative	116,207	3,290	119,497	504,000	23.7%	558,251
Total Expense	**1,703,783**	**713,167**	**2,416,950**	**6,883,782**	**35.1%**	**6,517,069**
Net Income / (Loss) Before Other Items	**981,844**	**-**	**981,844**	**1,421,115**	**69.1%**	**2,053,555**
Capital Expenses	(86,521)	-	(86,521)	(2,191,000)	3.9%	(540,130)
Capital Reimbursements	-	-	-	601,000	0.0%	84,463
Loan Payments - Interest	(35,957)	-	(35,957)	(77,900)	46.2%	(74,264)
Loan Payments - Principal	(63,411)	-	(63,411)	(120,600)	52.6%	-
Prepaid Inventory Purchases	-	-	-	(40,000)	0.0%	-
Change in Cash	**795,954**	**-**	**795,954**	**(407,385)**	**-195.4%**	**1,523,623**
Non-Cash Items						
Depreciation Expense	(187,500)	(64,754)	(252,254)	(555,000)	45.5%	(663,929)
Loss on Asset Disposals	-	-	-	-	NA	(121,475)
Pension Expense	-	-	-	-	NA	-
Other Post-Employment Benefits Exp.	-	-	-	-	NA	-
Total Non-Cash Items	**(187,500)**	**(64,754)**	**(252,254)**	**(555,000)**	**45.5%**	**(785,404)**
Add Back Capitalized Items						
Line 13 Capital Expenses	86,521	-	86,521	2,191,000	3.9%	540,130
Line 16 Loan Payments - Principal	63,411	-	63,411	120,600	52.6%	-
Line 17 Prepaid Inventory Purchases	-	-	-	40,000	0.0%	-
Total Add Back Capitalized Items	**149,932**	**-**	**149,932**	**2,351,600**	**6.4%**	**540,130**
Net Income / (Loss)	**$ 758,387**	**$ (64,754)**	**$ 693,632**	**$ 1,389,215**		**$ 1,278,348**

No assurance is provided on the financial statements. A statement of cash flows and disclosures generally required by GAAP are not included. These statements represent preliminary, unaudited financial results.

La Puente Valley County Water District
Budget v. Actual
For The Period Ending May 31, 2025

	May 2025 Actual	YTD Actual 2025	Adopted Budget 2025	YTD 41.7%	Prior YTD Actual 2024
Rate Revenue					
Water Sales	126,909	725,438	1,953,900	37.1%	1,876,135
Service Charges	87,921	471,284	1,170,000	40.3%	1,053,593
Surplus Sales	5,706	29,347	70,000	41.9%	67,969
Customer Charges	3,381	15,660	40,000	39.2%	41,405
Fire Service	2,107	64,026	175,000	36.6%	170,899
Other Miscellaneous Charges	-	372	500	74.4%	1,116
Total Rate Revenue	**226,024**	**1,306,127**	**3,409,400**	**38.3%**	**3,211,115**
Non-Rate Revenue					
Management Fees	-	152,663	352,197	43.3%	380,147
IPU Service Fees (Labor)	101,396	499,510	1,149,000	43.5%	1,055,417
BPOU Service Fees (Labor)	26,578	142,225	353,600	40.2%	356,549
PVOU IZ Service Fees (Labor)	31,236	134,663	500,000	26.9%	396,462
PVOU SZ Service Fees (Labor)	23,684	115,112	225,000	51.2%	176,731
Other O&M Fees	110,000	110,000	115,000	95.7%	100,177
Total Non-Rate Revenue	**292,894**	**1,154,173**	**2,694,797**	**42.8%**	**2,465,483**
Total Operating Revenue	**518,918**	**2,460,300**	**6,104,197**	**40.3%**	**5,676,599**
Non-Operating Revenue					
Taxes & Assessments	43,925	170,057	322,200	52.8%	415,241
Rental Revenue	3,721	17,962	44,300	40.5%	42,085
Interest Revenue	21,063	46,019	150,000	30.7%	230,688
Market Value Adjustment	-	-	-	N/A	3,971
PVOU Revenue	12,560	53,966	130,000	41.5%	268,214
IPU Vehicle & Equipment Revenue	3,859	19,294	47,500	40.6%	37,853
Miscellaneous Income	290	(397)	7,500	-5.3%	196,308
Developer Fees	-	60,651	-	N/A	26,669
Total Non-Operating Revenue	**85,417**	**367,552**	**701,500**	**52.4%**	**1,221,028**
Total Revenue	**604,335**	**2,827,852**	**6,805,697**	**41.6%**	**6,897,627**
Supply & Treatment					
Purchased & Leased Water	(276,771)	324,085	635,697	51.0%	584,530
Power	18,173	81,259	212,000	38.3%	211,498
Assessments	-	-	349,885	0.0%	328,343
Treatment	1,021	15,025	80,000	18.8%	55,991
Well & Pump Maintenance	-	62	60,000	0.1%	26,213
Total Supply & Treatment	**(257,576)**	**420,430**	**1,337,582**	**31.4%**	**$ 1,206,574**
Salaries & Benefits					
Total District Wide Labor	139,523	812,275	2,060,000	39.4%	1,851,818
Directors Fees & Benefits	8,073	40,082	115,000	34.9%	97,718
Benefits	31,220	157,090	415,000	37.9%	360,220
OPEB Payments	9,955	49,775	110,000	45.2%	112,039
OPEB Trust Contributions	-	15,000	60,000	25.0%	-
Payroll Taxes	10,931	65,324	150,000	43.5%	133,094

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La Puente Valley County Water District
Budget v. Actual
For The Period Ending May 31, 2025

	May 2025 Actual	YTD Actual 2025	Adopted Budget 2025	YTD 41.7%	Prior YTD Actual 2024
CalPERS Retirement (Normal Costs)	13,317	76,617	210,000	36.5%	170,990
CalPERS Unfunded Accrued Liability	-	-	95,000	0.0%	85,821
Total Salaries & Benefits	**213,019**	**1,216,162**	**3,215,000**	**37.8%**	**2,811,702**
Net District-Paid Salaries & Benefits Analysis:					
Total Salaries & Benefits	*213,019*	*1,216,162*	*3,215,000*	*37.8%*	*2,811,702*
Less: Labor Service Revenue	*(182,894)*	*(891,510)*	*(2,227,600)*	*40.0%*	*(1,985,159)*
Net District-Paid Salaries & Benefits	***30,125***	***324,652***	***987,400***	***32.9%***	***826,542***
Other Operating Expenses					
General Plant	2,192	8,987	60,000	15.0%	34,229
Transmission & Distribution	4,862	36,698	120,000	30.6%	115,173
Vehicles & Equipment	4,196	20,984	65,000	32.3%	64,879
Field Support & Other Expenses	2,866	20,984	60,000	35.0%	44,494
Regulatory Compliance	2,476	5,556	45,000	12.3%	37,980
Total Other Operating Expenses	**16,592**	**93,209**	**350,000**	**26.6%**	**296,756**
General & Administrative					
District Office Expenses	3,486	25,946	55,000	47.2%	42,595
Customer Accounts	2,403	13,179	32,000	41.2%	33,027
Insurance	-	7,730	130,000	5.9%	116,889
Professional Services	7,311	41,456	115,000	36.0%	167,765
Training & Certification	3,814	12,481	40,000	31.2%	35,270
Public Outreach & Conservation	770	3,685	30,000	12.3%	66,606
Other Administrative Expenses	1,082	11,729	80,000	14.7%	66,793
Total General & Administrative	**18,865**	**116,207**	**482,000**	**24.1%**	**528,946**
Total Expense	**(9,100)**	**1,846,009**	**5,384,582**	**34.3%**	**4,843,977**
Net Income / (Loss) before Other Items	**613,435**	**981,844**	**1,421,115**	**69.1%**	**2,053,650**
Capital Expenses					
Nitrate Treatment System	(9,314)	(28,998)	(20,000)	145.0%	(48,032)
Recycled Water System	-	(6,708)	(70,000)	9.6%	(55,399)
Hudson Ave Pumping Improvements	-	-	(536,000)	0.0%	-
SCADA Improvements	-	-	(60,000)	0.0%	-
Service Line Replacements	-	(16,967)	(50,000)	33.9%	(28,521)
Valve Replacements	-	-	(25,000)	0.0%	(17,986)
Fire Hydrant Repair/Replacements	-	(33,848)	(25,000)	135.4%	(17,046)
LP CIWS Interconnection (Ind. Hills)	-	-	(65,000)	0.0%	-
Well 2 Rehabilitation	-	-	-	N/A	(272,250)
Fleet Trucks	-	-	(90,000)	0.0%	(8,040)
Other Field Equipment	-	-	(75,000)	0.0%	(22,473)
Ferrero/Rorimer St. Project	-	-	-	N/A	(43,039)
IT Hardware - Server Replacement	-	-	-	N/A	(27,344)
New Admin Building	-	-	(1,000,000)	0.0%	-
Main St. VFD	-	-	(80,000)	0.0%	-
Dalesford & Bamboo Project	-	-	(80,000)	0.0%	-

No assurance is provided on the financial statements. A statement of cash flows and disclosures generally required by GAAP are not included. These statements represent preliminary, unaudited financial results.

La Puente Valley County Water District
Budget v. Actual
For The Period Ending May 31, 2025

	May 2025 Actual	YTD Actual 2025	Adopted Budget 2025	YTD 41.7%	Prior YTD Actual 2024
IT Hardware - Firewall	-	-	(15,000)	0.0%	-
Total Capital Expenses	**(9,314)**	**(86,521)**	**(2,191,000)**	**3.9%**	**(540,130)**
				N/A	
Capital Reimbursements					
Capital Reimbursement (PVOU Projects)	-	-	601,000	0.0%	-
Grant Revenues	-	-	-	N/A	49,867
Capital Contributions	-	-	-	N/A	34,595
Total Capital Reimbursements	**-**	**-**	**601,000**	**0.0%**	**84,463**
Debt Service Payments					
Loan Payment - Interest	-	(35,957)	(77,900)	46.2%	(74,264)
Loan Payment - Principal	-	(63,411)	(120,600)	52.6%	-
Total Debt Service Payments	**-**	**(99,368)**	**(198,500)**	**50.1%**	**(74,264)**
Prepaid Inventory Purchases	-	-	(40,000)	0.0%	-
Change in Cash	**604,121**	**795,954**	**(407,385)**	**-195.4%**	**1,523,718**
Non-Cash Items					
Depreciation Expense	(37,500)	(187,500)	(450,000)	41.7%	(508,519)
Loss on Asset Disposal	-	-	-	N/A	(121,475)
Pension Expense	-	-	-	N/A	-
OPEB Expense	-	-	-	N/A	-
Total Non-Cash Items	**(37,500)**	**(187,500)**	**(450,000)**	**41.7%**	**(629,994)**
Add Back Capitalized Items					
Line 86 Total Capital Expenses	9,314	86,521	2,191,000	3.9%	540,130
Line 94 Loan Payment - Principal	-	63,411	120,600	52.6%	-
Line 96 Prepaid Inventory Purchases	-	-	40,000	0.0%	-
Total Add Back Capitalized Items	**9,314**	**149,932**	**2,351,600**	**6.4%**	**540,130**
Net Income / (Loss)	**575,935**	**758,387**	**1,494,215**		**1,433,853**

No assurance is provided on the financial statements. A statement of cash flows and disclosures generally required by GAAP are not included. These statements represent preliminary, unaudited financial results.

LPVCWD BPOU Treatment Plant
Budget v. Actual
For The Period Ending May 31, 2025

	May 2025 Actual	YTD Actual 2025	Adopted Budget 2025	YTD 41.7%	Prior YTD Actual 2024
Reimbursement Revenue					
Reimbursements from CR's	87,377	713,167	1,852,800	38.5%	2,029,546
Total Reimbursement Revenue	**87,377**	**713,167**	**1,852,800**	**38.5%**	**2,029,546**
BPOU Treatment Plant Labor (1)	26,578	142,225	353,600	40.2%	356,549
Supply & Treatment					
NDMA, 1,4-Dioxane Treatment	8,016	59,803	240,700	24.8%	297,969
VOC Treatment	-	35,702	32,900	108.5%	5,130
Perchlorate Treatment	4,867	151,455	481,800	31.4%	478,043
Other Chemicals	8,893	33,733	104,300	32.3%	107,942
BPOU Plant Power	29,686	136,532	380,200	35.9%	413,183
BPOU Plant Maintenance	2,272	32,625	48,000	68.0%	155,121
Well & Pump Maintenance	-	45,566	-	N/A	465
Total Supply & Treatment	**53,734**	**495,415**	**1,287,900**	**38.5%**	**1,457,853**
Other Operating Expenses					
Contract Labor	-	-	20,000	0.0%	-
General Plant	1,669	17,043	25,000	68.2%	31,202
Transmission & Distribution	-	66	-	N/A	95
Vehicles & Equipment	1,022	4,773	14,300	33.4%	10,239
Regulatory Compliance	4,375	50,353	130,000	38.7%	144,398
Total Other Operating Expenses	**7,065**	**72,236**	**189,300**	**38.2%**	**185,933**
General & Administrative					
District Office Expenses	-	-	2,500	0.0%	-
Insurance	-	-	12,000	0.0%	21,080
Professional Services	-	3,290	7,500	43.9%	8,225
Total General & Administrative	**-**	**3,290**	**22,000**	**15.0%**	**29,305**
Total Expense	**87,377**	**713,167**	**1,852,800**	**38.5%**	**2,029,641**
Change in Cash	**-**	**-**	**-**	**N/A**	**(95)**
Non-Cash Items					
Depreciation Expense	(12,951)	(64,754)	(105,000)	61.7%	(155,410)
Total Non-Cash Items	**(12,951)**	**(64,754)**	**(105,000)**	**61.7%**	**(155,410)**
Net Income / (Loss)	**$ (12,951)**	**$ (64,754)**	**$ (105,000)**		**$ (155,505)**

(1) The cost of labor on line 4 is billed to the Baldwin Park Operating Unit by La Puente Valley County Water District and recognized as a revenue to the District. The cost of labor on this schedule matches line 12 BPOU Service Fees (Labor) revenue in the La Puente Valley County Water District Budget v. Actual report.

No assurance is provided on the financial statements. A statement of cash flows and disclosures generally required by GAAP are not included. These statements represent preliminary, unaudited financial results.

INDUSTRY PUBLIC UTILITIES - WATER OPERATIONS

Budget v. Actual Summary

For the Period Ending May 31, 2025

(Unaudited)

	May 2025	FISCAL YTD 2024/25	BUDGET 2024/25	92% OF BUDGET	YEAR END 2023/24
REVENUE					
Operational Revenue	$ 299,982	$ 2,695,821	$ 2,701,000	100%	$ 2,553,674
Non-Operational Revenue	-	47,330	94,400	50%	87,155
TOTAL REVENUES	**299,982**	**2,743,151**	**2,795,400**	**98%**	**2,640,829**
EXPENSE					
Salaries & Benefits	101,396	1,061,462	1,149,000	92%	826,138
Supply & Treatment	297,938	543,666	881,500	62%	798,539
Other Operating Expense	10,831	223,441	268,000	83%	255,851
General & Administrative	26,693	165,489	194,100	85%	321,261
System Improvements & Miscellaneous	2,996	32,673	124,000	26%	38,340
TOTAL EXPENSE	**439,853**	**2,026,731**	**2,616,600**	**77%**	**2,240,129**
NET INCOME / (LOSS)	**(139,871)**	**716,420**	**178,800**		**400,700**

INDUSTRY PUBLIC UTILITIES - WATER OPERATIONS

Statement of Revenue and Expenses

For the Period Ending May 31, 2025

(Unaudited)

	May 2025	FISCAL YTD 2024/25	BUDGET 2024/25	92% OF BUDGET	YEAR END 2023/24
Water Sales	$ 183,763	$ 1,617,712	$ 1,643,344	98%	$ 1,483,964
Service Charges	85,992	837,400	837,800	100%	832,021
Customer Charges	3,293	36,768	40,300	91%	42,444
Fire Service	25,665	190,115	179,600	106%	182,255
Developer Fees	-	10,513	-	N/A	7,313
Water Capacity Fee	-	-	-	N/A	5,678
Misc Income	1,269	3,313	-	N/A	-
Total Operational Revenues	**299,982**	**2,695,821**	**2,701,000**	**100%**	**2,553,674**
Contamination Reimbursement	-	47,330	94,400	50%	87,155
Total Non-Operational Revenues	**-**	**47,330**	**94,400**	**50%**	**87,155**
TOTAL REVENUES	**299,982**	**2,743,151**	**2,795,400**	**98%**	**2,640,829**
Administrative Salaries	33,173	361,314	370,000	98%	287,985
Field Salaries	33,203	335,240	334,000	100%	270,408
Employee Benefits	17,054	180,289	255,000	71%	137,260
Pension Plan	13,054	130,399	132,000	99%	85,486
Payroll Taxes	4,912	49,120	50,000	98%	38,332
Workers Compensation	-	5,100	8,000	64%	6,668
Total Salaries & Benefits	**101,396**	**1,061,462**	**1,149,000**	**92%**	**826,138**
Purchased Water - Leased	277,095	277,095	302,900	91%	316,484
Cycic Water Storage	-	-	-	N/A	-
Cyclic Water Capitalized	-	-	-	N/A	-
Cyclic Water Storage	-	-	-	N/A	-
Purchased Water - Other	1,937	18,757	20,000	94%	15,090
Power	18,906	240,345	240,000	100%	207,313
Assessments	-	6,618	286,600	2%	251,704
Treatment	-	-	7,000	0%	6,976
Well & Pump Maintenance	-	851	25,000	3%	972
Total Supply & Treatment	**297,938**	**543,666**	**881,500**	**62%**	**798,539**
General Plant	1,556	6,284	45,000	14%	7,891
Transmission & Distribution	2,180	105,949	95,000	112%	123,876
Vehicles & Equipment	3,872	42,339	45,000	94%	49,827
Field Support & Other Expenses	1,726	32,861	45,000	73%	40,912

INDUSTRY PUBLIC UTILITIES - WATER OPERATIONS

Statement of Revenue and Expenses

For the Period Ending May 31, 2025

(Unaudited)

	May 2025	FISCAL YTD 2024/25	BUDGET 2024/25	92% OF BUDGET	YEAR END 2023/24
Regulatory Compliance	1,497	36,006	38,000	95%	33,345
Total Other Operating Expenses	**10,831**	**223,441**	**268,000**	**83%**	**255,851**
Management Fee	-	-	-	N/A	137,377
Office Expenses	2,763	30,215	35,000	86%	59,114
Insurance	-	26,526	26,600	100%	20,756
Professional Services	21,475	71,274	80,000	89%	64,504
Customer Accounts	2,340	33,078	34,000	97%	31,155
Public Outreach & Conservation	60	460	12,000	4%	5,255
Other Administrative Expenses	55	3,936	6,500	61%	3,100
Total General & Administrative	**26,693**	**165,489**	**194,100**	**85%**	**321,261**
Fire Hydrant Repair/Replace	-	17,306	28,000	62%	3,226
Service Line Replacements	-	9,171	36,000	25%	24,055
Valve Replacements & Installations	2,996	6,196	35,000	18%	9,910
SCADA Improvements	-	-	25,000	0%	1,149
Groundwater Treatment Facility Feas. Study	-	-	-	N/A	-
Fence at the Plant	-	-	-	N/A	-
Total Other & System Improvements	**2,996**	**32,673**	**124,000**	**26%**	**38,340**
TOTAL EXPENSES	**439,853**	**2,026,731**	**2,616,600**	**77%**	**2,240,129**
NET INCOME / (LOSS)	**(139,871)**	**716,420**	**178,800**		**400,700**

STAFF Report

Date: June 23, 2025

To: Honorable Board of Directors

Subject: BPOU Air Stripper No. 1 Blower Replacement

Purpose: *To ratify General Manager's emergency purchasing procurement to purchase and secure the services for the removal of the old blower motor and fan and re-installation of the new blower motor and fan from RC Foster and Hartzell Air Movement.*

Recommendation: *Ratify General Manager's emergency purchasing procurement for the removal and installation of the new blower motor and fan in the amount of $37,748.80, and approval of the Hartzell Air Movement quote for the purchase of the new blower motor and fan for the amount of $15,696.00 plus taxes and freight/shipping cost.*

Fiscal Impact: *The 2025 BPOU Treatment Plant Budget appropriates $30,000.00 for Repair and Replacement. The 2025 year to date total for Repair and Replacement is $45,176.50. The total approximate cost of $53,444.80, which includes the proposal from RC Foster ($37,748.80) and quote from Hartzell Co. ($15,696.00) is above the 2025 budget appropriation. The cost for the Air Stripper No. 1 Blower Replacement is a BPOU Project expense and shall be 100% reimbursed by the Cooperating Respondents.*

BACKGROUND

The District treats groundwater for VOC contamination through the operation of two air stripping towers. As VOC contamination is removed from the water by this technology, the VOCs must then be removed from the air that passes through the air strippers, before being released into the atmosphere. This is accomplished by the use of adsorber vessels that utilize granular activated vapor phase carbon to treat this air flow. The blower motor and fan create the air movement throughout the air stripper vessels and out through to the carbon vessels. The blower motor and fan are a vital component of the air stripping system.

SUMMARY

Staff acquired a quote from Hartzell Air Movement, the manufacturer of the original blower motor and fan on site, for an amount of $15,696.00 for the blower motor and fan package, this does not include shipping/freight and taxes. Staff also acquired a proposal from RC Foster for the removal and re-installation of the new equipment, for an amount of $37,748.80. RC Foster's proposed work includes the following:

- Removal of the sound building/enclosure and ducting
- Removal of the current blower motor and fan
- Installation of the new blower motor and fan
- Re-installation of the sound building/enclosure and ducting

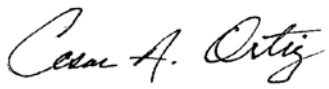
FISCAL IMPACT

The 2025 BPOU Treatment Plant Budget appropriates $30,000.00 for Repair and Replacement. The 2025 year to date total for Repair and Replacement is $45,176.50. The total approximate cost of $53,444.80, which includes the proposal from RC Foster ($37,748.80) and quote from Hartzell Co. ($15,696.00) is above the 2025 budget appropriation. The cost for the Air Stripper No. 1 Blower Replacement is a BPOU Project expense and shall be 100% reimbursed by the Cooperating Respondents.

RECOMMENDATION

Ratify General Manager's emergency purchasing procurement for the removal and installation of the new blower motor and fan in the amount of $37,748.80, and approval of the Hartzell Air Movement quote for the purchase of the new blower motor and fan for the amount of $15,696.00 plus taxes and freight/shipping cost.

Respectfully Submitted,



Cesar A. Ortiz

Operations & Treatment Superintendent

ENCLOSURES

- RC Foster proposal
- Hartzell Air Movement quote

GENERAL ENGINEERING CONTRACTOR
License # 569693
P.O. Box 77055, Corona, CA 92877

PHONE (951) 738-8211
FAX (951) 738-8215

June 16, 2025

La Puente Valley County Water District
112 North First Street
La Puente, CA, 91744

Attn: Cesar Ortiz

Ref: BPOU Plant

Subject: QUOTE – Remove and Replace Air Stripper Blower

Dear Mr. Cesar Ortiz,

The following Quote has been prepared, as requested by La Puente Valley Water District, for the following scope of supply:

- Remove sound building and ducting
- Install New Blower
- Reinstall sound building and duction

Exclusions:

Purchase of new air stripper blower and electrical

The Total Cost of the equipment described above is ***$37,748.80***

Thank you for your consideration of our proposal. If you have any questions, please feel free to contact me.

Sincerely,

Bryan Beals
R C Foster Corporation

Hartzell Proposal Number: AM-128615-1
Rep Proposal Number: H060925-2JM
Rep Code: 52PH
R0

PROPOSAL NAME	DATE OF INQUIRY	DATE OF PROPOSAL	DATE PROPOSAL EXPIRES
Replacement of 76776	6/9/2025	6/9/2025	7/9/2025

THIS PROPOSAL VALID FOR 30 DAYS UNLESS OTHERWISE NOTED

TO La Puenta Valley County Water District
ATTN: Santiago Loera

Phone:
Fax:
e-Mail:

PROPOSAL

Item #	Item Name	Qty	Proposed Price
Item #1	**Fan Selection:** A05-0-332AH100STFCS3 05 - Industrial Exhausters Fan, Single Width **Tag:** **Performance** Volume Flow Rate: 6025.0 cfm SP: 18.25 in. w.g. / TP: 18.83 in. w.g. RPM: 1721.0 Density: 0.075 lbs/ft^3 Operating Temp: 70 °F OPwr: 24.016 hp / SPwr: 24.016 hp **Motor** HP: S - 40 HP RPM/Volt/Hz/Phase: 3 - 1750, 230/460, 60, 3 Enclosure: FC - TEFC, 1.15 S.F. Frame Size: 324T Operating Voltage: 460 Vendor: TBD Hartzell Motor P/N: 3116-0005, Mfct P/N: Factory Selected **Fan** Arrangement: 10 Rotation and Discharge: Bottom Horizontal (Clockwise) Motor Position: Standard Mounting Location: Floor Material: Steel Fan Coating: Standard Blue Paint Prop/Wheel: AH - Air Handling Centrifugal Wheel - Steel Prop/Wheel Coating: Standard Blue Paint **Standard Accessories (Included)** Neoprene Shaft Seal (w/ 2 Shaft Plates) **Additional Accessories** Access Door Bolted, Steel Drain Kit with PVC Plug, Steel	1	$15,696.00

All prices listed are quoted in US Dollar.

Extended Lube Lines to Fan & Motor Bearings, Nylon
Drilled Inlet Flange, Steel
Drilled Outlet Flange, Steel
Weather Cover, Steel - Standard Blue Paint
*****Extended Lube Lines to Motor Bearings apply only to relubricable motors.**
Total Weight (approx.): 1681 lbs. (Each) (quoted items are not included in the weight.)
Weight Note: The weight of the motor is not included.

Proposal Total $15,696.00

Freight Comment:

IMPORTANT NOTICE PLEASE READ

The safe application and use of equipment supplied by Hartzell Air Movement. is the responsibility of the installer, user, owner, and employer. To evaluate the safe application of this equipment, the following should be considered: the location of the installation, accessibility of employees and other persons to the equipment, and adjacent equipment, applicable building and safety codes, and requirements of OSHA.

****

Since the application and use of its equipment can vary greatly, Hartzell Air Movement. offers various product types, optional safety accessories, and sound performance data per laboratory tests. An industry publication: Recommended Safety Practices for Users and Installers of Industrial and Commercial Fans is available from Hartzell upon request.

****

Payment Terms: Net 30 Days with Approved Credit
Hartzell Air Movement Terms and Conditions.
Hartzell accepts the following payment types: Check, ACH, Wire, and Credit Card. Please note if paying via credit card you will be subject to a processing fee up to 3% depending on state and local regulations.

****

Pricing may be subject to escalation due to ongoing market volatility affecting key raw materials and tariffs. This includes, but is not limited to, steel, stainless steel, aluminum, other metals, FRP materials, resins, and other purchased components. Quoted prices are based on current costs and prices may be subject to escalation at the time purchase orders are issued to our suppliers. Final pricing will be confirmed upon order acceptance.

This proposal prepared by and any resulting
purchase orders are to be sent to:

Hartzell Air Movement in care of:

J.E. Phillips Co

Jenny Marshall

J.E. Phillips Co
24930 Washington Avenue #743
Murrieta, CA 92564

Phone: 310-837-6173 x 105

Fax: 310-837-6177

e-Mail: jmarshall@jephillipsco.com

Thank You

J.E. Phillips Co
Jenny Marshall

Estimated Lead Time: TBD Weeks ARO (SUBJECT TO CONFIRMATION AT TIME OF ACCEPTANCE)
Ex.Works
Payment Terms: Net 30 Days with Approved Credit

CROSS-CONNECTION CONTROL PLAN

Effective: July 1, 2025

La Puente Valley County Water District

PWSID: CA 190060

Table of Contents

Exhibits

A. Cross-Connection Control Ordinance 2024-01
B. Hazard Assessment Report
C. Letter of Correction
D. High Hazard Cross-Connection Control Premises List (Appendix D of the CCCPH)
E. Customer Survey – Residential
F. Customer Survey – Commercial
G. Tester Code of Conduct Form

Overview

Public Water System Overview

Formed in 1924, La Puente Valley County Water District (the District) is a county water district, that owns and operates a water supply, treatment, and distribution system that serves portions of the City of La Puente, the City of Industry, as well as unincorporated portions of Los Angeles County. The District encompasses 2.5 square miles, including distribution infrastructure comprised of 33 miles of water mainline piping. The District serves an approximate population of about 10,000 customers, with a total number of 2,500 service connections. A summary of District information and identification is provided below in ***Table 1***.

Table 1 – Water System Summary Table

System Overview Summary	
System Name	La Puente Valley County Water District
System ID Number	CA 1910060
Water System Classification	Community
Population Served	~ 10,000
Service Connections	
Total Service Connections	2,500
Single-Family Residential	2,046
Multi-Family Residential	55
Commercial/Institutional	303
Industrial	7
Landscape Irrigation	89
Backflow Prevention Assemblies	
Number of backflow devices (meter service protection)	209

*These values are from December 2024.

Program Objective

A cross-connection control program consists of the administrative procedures and protective devices implemented and managed by the water supplier to protect the public water system (PWS) from contamination as a result from cross-connections. This program authorizes the water supplier to implement standardized policies to identify and mitigate risks from actual or potential cross-connections.

The District is dedicated to delivering a safe and dependable water supply for now and in the future. To address the risk of backflow and backsiphonage, the District has developed a comprehensive program to identify, monitor, and mitigate potential sources of contamination. This program also provides the District with the authority and tools required to enforce protective measures and maintain the integrity of the public water system.

Cross-Connection Control Plan Overview

The District's cross-connection control plan in accordance with the State Water Board Cross-Connection Control Plan Handbook as described in section 3.1.4. This plan will include descriptions and explanations of the following:

1. Legal Authority
2. Cross-Connection Control Personnel
3. Hazard Assessments
4. User Supervisor
5. BPA/AG Inspection and Testing
6. BPA Selection and Installation Requirements
7. Non-testable BPAs
8. Backflow Tester Certification
9. Backflow Incident Response
10. Recordkeeping
11. Outreach and Education
12. Local Entity Coordination
13. Compliance and Enforcement

1. Legal Authority

This Program is being implemented pursuant to California Code of Regulations Title 17, Sections 7583-7605, entitled "Regulations Relating to Cross-Connections". In addition, the contents of this Plan are in accordance with the Cross-Connection Control Policy Handbook (CCCPH) that was developed by the State Water Resource Control Board, in which, compliance with this CCCPH is mandatory for all California public water agencies.

The District adopted Ordinance NO. 2024-01 (**Exhibit A**) in 2024, granting the District the authority to implement and enforce a Cross-Connection Control Program (Program). This Ordinance provides the District legal authority to take corrective actions to protect the integrity of the water distribution system from actual or potential cross-connections. This includes instances when a customer fails to comply in a timely manner with the District's requirements regarding corrective actions or the installation, inspection, field testing, or proper maintenance of backflow protection assemblies (BPAs).

2. Cross-Connection Control Personnel

2.1. Cross-Connection Control Specialist

The District employs at least one certified cross-connection control specialist (Specialist), per CCCPH Article 4, who has the ability and knowledge to identify degrees of hazard at user premises. As an alternative, or when no staff or employees are properly qualified, the District may retain a certified Specialist on contract to provide the necessary expertise and services.

The Specialist is responsible for:

- Conducting hazard assessments or reviewing and approving submitted hazard assessment forms.
- Issuing Letters of Correction

- Supporting Backflow Testers by shutoffs or restorations during repairs/replacement
- Staying current with cross-connection control policies and regulatory updates issued by the State Water Resources Control Board and the District

The following identifies the current Specialist employed by the District:

Name of Specialist	Miguel Molina
Position	Distribution Supervisor
Telephone Number	(626) 890-0022
Email Address	mmolina@lapuentewater.com
CCCS Certification Number	02951
Certifying Agency	AWWA

The District's Operations & Treatment Superintendent is additionally responsible for implementing the cross-connection control program. The Operations & Treatment Superintendent's information is as follows:

Name of Specialist	Cesar A. Ortiz
Position	Operations & Treatment Superintendent
Telephone Number	(626) 330-2126
Email Address	cortiz@lapuentewater.com
CCCS Certification Number	02134
Certifying Agency	AWWA

2.2. Cross-Connection Control Coordinator

The District must designate at least one individual as the Cross-Connection Control Program Coordinator (Coordinator). This individual is not required to hold a certification as a cross-connection control specialist as the District is below the threshold of 3,000 service connections.

The District's Coordinator is responsible for:

- Developing and implementing the Program
- Creating Program outreach materials
- Reporting, tracking, and other administrative duties

As the State Water Board updates their CCCPH, the Coordinator will remain informed of these changes and update District policies and Program procedures to remain in compliance and utilize best practices to protect the water supply.

The following identifies the current Coordinator employed by the District:

Name of Coordinator	Alyssa Arana
Position	Compliance/Project Engineer
Telephone Number	(661) 859-8897
Email Address	aarana@lapuentewater.com

3.

3. Hazard Assessments

3.1. Hazard Assessment Process

A core component of the Program is the evaluation of customer premises to identify actual or potential cross-connections and determine the appropriate hazard classification. Each site will be categorized as either no hazard, low hazard, or high hazard. These classifications guide the District and the customer in implementing necessary corrective actions to safeguard the PWS.

Various methods will be used to conduct hazard assessments, which include, but are not limited to:

- On-site evaluations
- Customer completed surveys (**Exhibit E** and **Exhibit F**)
- Phone/E-mail conducted surveys

All on-site hazard assessments will be performed by the Specialist or another District employee/designee. District employees will perform all on-site hazard assessments in full compliance with the methods and procedures outlined in the most current edition of the Manual of Cross-Connection Control, prepared by the Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California.

The Hazard Assessment Report (**Exhibit B**) will be completed to document the findings of each assessment. A Letter of Correction (**Exhibit C**) is provided to customers after a hazard assessment is performed for the property. The Letter of Correction states any needed retrofitting to the user premises and allows 30 days for the work to be completed. Depending on the level of hazard, the District may also terminate service, perform corrections immediately, or report the potential hazard to relevant agencies.

The District will utilize Nobel, an online mapping and data retaining software, to track completed and outstanding hazard assessments. This software also has the capability to retain records.

3.2. Initial and Ongoing Hazard Assessments

The Specialist will prioritize performing initial evaluations of high hazard locations that are listed on **Appendix D** of the CCCPH (**Exhibit D**) and high hazard locations identified by the Specialist using the minimum criteria listed below:

(1) The existence of cross-connections;
(2) The type and use of materials handled and present, or likely to be, on the user premises;
(3) The degree of piping system complexity and accessibility;
(4) Access to auxiliary water supplies, pumping systems, or pressure systems;
(5) Distribution system conditions that increase the likelihood of a backflow event (e.g., hydraulic gradient differences impacted by main breaks and high water-demand situations, multiple service connections that may result in flow-through conditions, etc.);
(6) User premises accessibility;
(7) Any previous backflow incidents on the user premises; and
(8) The requirements and information provided in the CCCPH.

Once initial assessments for all known high hazard locations are completed, all remaining user premises will receive an initial assessment. After all initial assessments have been completed, ongoing assessments will be performed of the entire service area.

3.3. Triggers for Hazard Assessments

Separate from initial and ongoing hazard assessments, a user premises can be subject to a hazard assessment at any time under the following criteria:

- A user premises changes account holder (excluding single-family residences);
- A user premises is newly or re-connected to the District's water system;
- Evidence exists of changes in the activities or materials on a customer's premises;
- Backflow from a user's premises occurs;
- The SWRCB requests a hazard assessment of a customer's premises;
- The District concludes an existing hazard assessment may no longer accurately represent the degree of hazard; and
- Periodically (pursuant to CCCPH section 3.1.4.).

3.4. Hazard Assessment Timeframes

The timeframe in which the District will complete initial and ongoing hazard assessments for the entire service area consisting of 2,500 service connections is provided in ***Table 2*** below.

Table 2 – Hazard Assessment Timeframes

Connection type	Initial Assessment	Periodic Assessments
New Connections	Prior to Initiating Water Service	Recycled Water Services: Annually
		Low Hazard Locations: Every 10 Years
		High Hazard Locations: Every 5 Years
Non-Residential	Within 10 Years of Effective Date	Every 5 Years at Minimum
Residential	Within 10 Years of Effective Date	Every 10 Years at Minimum
Recycled Water	Within 1 Year of Effective Date	Annually

The timeframes above reflect the District's desire to ensure all requirements are met in a timely matter regardless of the small staff size and the many duties of staff members. If the District finds that hazard assessments can be completed within a shorter timeframe, the Program will be updated.

4. User Supervisor

Per the CCCPH, the SWRBC and District may, at their discretion, require a customer to designate a User Supervisor when the user premises has a multi-piping system that conveys various types of fluids and where changes in the piping system are frequently made.

The District requires customers to designate a User Supervisor, also known as Site Supervisor, for all recycled water locations per the District's Recycled Water Rules and Regulations. All Site Supervisors must receive the Recycled Water Site Supervisor Certification from the Los Angeles County Sanitation District before recycled water can be provided to the user premise. This certification does not require any reoccurring training.

Site Supervisors must:

- Oversee the operation, maintenance, and prevention of potential cross connections to the potable water system
- Must be present at all hazard assessments and cross-connection control surveys
- Must inform the District of any cross-connection incidents
- Know the provisions contained in the SWRBC's CCCPH
- Know the basic concepts of backflow and cross-connection prevention, and emergency response procedures
- Train personnel at the site on the proper protection of the potable water system

5. BPA/AG Inspection and Testing

5.1. BPA Testing and Tracking Procedures

All backflow prevention assemblies (BPAs) are required to be field tested every calendar year. They must be inspected and field tested by certified backflow testers on an annual basis. Customers are responsible for testing their backflow device(s) in accordance with the CCCPH and District standards.

Inspection and testing of backflow preventers will be conducted:

- At the time of installation;
- Annually after installation;
- After repair, reinstallation, permanent relocation, or re-plumbing;
- Any time the assembly is found to not be in good repair; and
- After a backflow incident

Test results must be submitted electronically, via e-mail, within five calendar days of the test date. If a backflow test fails, the District must be notified within 24 hours of the test date. Repairs or full replacement of the BPA must be performed within 30 days of notification of the failed test. The District shall determine the level of risk the failed assembly presents to the water supply and, if necessary, discontinue water service.

Only Original Equipment Manufacturer (OEM) parts shall be used to repair backflow prevention assemblies. If OEM replacement parts are not available, then the existing assembly must be replaced with an RP.

The District will utilize the online tracking system, Nobel, to track and retain a history of records for each BPA.

5.2. BPA Tester Certification

The District will verify the certification status of all backflow testers and maintain an approved list of certified testers authorized to perform work within the District's service area. Each tester must complete and submit a Tester Code of Conduct Form (**Exhibit G**), along with all backflow test reports, confirming their agreement to comply with all applicable standards set by SWRCB and the District.

The Tester Code of Conduct will include the backflow tester's certification number and date of the latest calibration performed for their field test kit and/or gage equipment. If the District finds that the backflow tester is not working in compliance with the agreed terms, they will be removed from the approved list of backflow testers for the District.

This list of District verified BPA testers will be reviewed annually, or more frequently, as needed.

5.3. AG Inspection and Tracking Procedures

Air gap separations (AG) located throughout the District's service area, on the user premises and District facilities, must be inspected, monitored, and tracked for the items within Article 3 of the CCCPH.

All District facilities are routinely inspected and monitored weekly, at minimum. This includes visually inspecting all AGs throughout the system such as reservoir tanks and chemical skids.

AGs located on user premises will be identified while performing hazard assessments and tracked using the District's online tracking system, Nobel. The identified AGs will be noted on the Hazard Assessments Form and maintained in Nobel for recordkeeping purposes.

After the completion of hazard assessments for the entire service area, AGs within the system will be inspected on an annual basis.

6. BPA/AG Selection and Installation Requirements

6.1. Standards for BPA/AG Selection

Upon application of a new water service, the District will perform a hazard assessment and determine the type of BPA/AG required based on the degree of hazard and in accordance with CCCPH Article 2.

The customer must make the selection of which specific BPA to install; however, the District will ensure that each replaced or newly installed PVB, SVB, DC, and RP for protection of the PWS is approved through both laboratory and field evaluation tests performed in accordance with at least one of the following:

- Standards found in Chapter 10 of the *Manual of Cross-Connection Control, Tenth Edition*, published by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research; or

- Certification requirements for BPAs in the Standards of ASSE International current as of 2022 that include ASSE 1015-2021 for the DC, ASSE 1048-2021 for the DCDA & DCDA-II, ASSE 1013-2021 for the RP, and ASSE 1047-2021 for the RPDA & RPDA-II and must have the 1YT mark.

All high-hazard connections, as specified in **Appendix D** of the CCCPH (**Exhibit D**), must be isolated using an RP or AG device. Under special circumstances, the District may grant an exception allowing the use of a Double Check Valve (DC) device, provided it offers protection equivalent to the degree of hazard. A written exception letter must be obtained from the District. If a DC device fails testing, it must be replaced with an RP device.

The District recognizes the Fire Department's authority over fire protection systems and will not override its decisions unless a customer's fire protection system is specifically designed to accommodate the pressure drop associated with an RP device. Since fire protection systems are approved and regulated by the Fire Department, any modifications to these systems fall outside the District's jurisdiction. However, in the interest of public health and water quality protection, the District strongly advises customers against adding chemicals to their fire protection systems.

Backflow testers must notify the District if they become aware of a BPA that does not meet the standards of the SWRCB or the District within 24 hours.

All AGs used for backflow protection must meet the requirements in Table 1, Minimum Air Gaps for Generally used Plumbing Fixtures, page 4 of the American Society of Mechanical Engineers (ASME) A112.1.2-2012(R2017) (provided in **Exhibit B** of the CCCPH).

6.2. BPA/AG Installation Criteria

The AG installation requirements include, but are not limited to, the following:

- The receiving water container must be located on the water user's premises at the water user's service connection (unless an alternate location has been approved by the District)
- All piping between the water user's service connection and the discharge location of the receiving water container must be above finished grade and be accessible for visual inspection unless an alternative piping configuration is approved by the District
- The AG is installed in accordance with **Exhibit B** of the CCCPH, ASME A112.1.2-2012 (R2017) Table 1
- Any new air gap installation at a user's service connection must be reviewed and approved by the State Water Board prior to installation

The BPA installation requirements include, but are not limited to, the following:

- RPs must be installed such that the lowest point of an assembly is a minimum of twelve inches above grade, and a maximum of thirty-six inches above the finished grade, unless an alternative is approved by the PWS.
- DCs installed or replaced after the adoption of the CCCPH must be installed according to CCCPH section 3.3.2 (b). Below ground installation can be considered if approved by the PWS where it determines no alternative options are available.
- The backflow prevention assembly must be purchased and installed by the customer (at the customer's expense) immediately downstream of the water meter, in full compliance with the District's standards.

7.Non-testable BPAs

There exist locations within the District's service area that contain non-testable fire protection devices (in vaults). These locations will be properly located and identified by utilizing the online mapping and tracking system, Nobel. This will allow the District to first create a list of all non-testable devices, then return to those locations to retrofit the system.

The anticipated timeframe for the District to locate and create a list of all locations in about 2 years. The non-testable locations will be retrofitted within ten years effective after the locations are determined.

8.Backflow Incident Response

8.1. Backflow Incident Response

The District's Backflow Incident Response Plan is incorporated into the District's Emergency Response Program, in which the District has developed a plan for how to respond to actual or potential contamination of the PWS. The Emergency Response Plan (ERP) has detailed steps for who must be notified, and the forms to complete if there is potential or actual contamination.

Customer complaints and negative meter readings will be responded by the District immediately. District staff can respond to potential or actual backflow cases at all hours of the day as the district has a 24/7 call center for emergency situations.

If it is found that a backflow event has occurred, the District will sample any portion of the service area necessary to understand the extent of the contamination and create a plan to remedy the contamination. If needed, the District will implement the sampling and/or chlorination plan included in the ERP to remedy the contamination and take confirmation samples to ensure it was effective.

8.2. Backflow Incident Notification

As soon as possible, the District will notify customers not to consume or use water. The District will start the notification with the customers nearest in location to the assumed source of contamination. Where a customer cannot be contacted immediately, the District will place a written notice on the front door handle.

The District's Coordinator shall notify the SWRCB of any known incident of backflow within 24 hours of the determination. If required by the SWRCB, the District shall issue a Tier 1 public notification pursuant to CCR, Title 22, Section 64463.1.

If required by the SWRCB, the District shall submit, by a date specified by the SWRCB, a written incident report describing the details and affected area of the backflow incident, the actions taken by the District in response to the backflow incident, and the follow up actions to prevent future backflow incidents. The written report shall contain, at a minimum, the information requested in CCCPH **Appendix F**.

8.2. Backflow Incident Reporting

The District will maintain all records of events that pertain to the actual or potential backflow incident. This includes information from the time the District was made aware of the potential or actual backflow event until the situation was resolved.

9. Recordkeeping

The District will maintain all Program-related records in its online tracking and mapping system, Nobel. Nobel includes two components: one for managing the BPA inventory, including the location and type of each assembly, and another for tracking hazard assessments, identifying outstanding assessments, and supporting recordkeeping.

Each online system allows the District to produce reporting documentation (completed hazard assessments, backflow testing forms, outstanding retrofitted locations, etc.) for the purposes of submittal documentation, as requested, and maintain internal documentation in the event the online system is no longer available.

The District, at minimum, will retain the following records required by the CCCPH:

- Two (2) most recent premises Hazard Assessments specifying required backflow preventer(s)
- The most current Shutdown Test conducted at recycled water locations
- Current contact information for the user supervisor and water user, and any applicable training and qualifications as described by CCCPH section 3.2.2(f)
- Descriptions and follow-up actions related to all backflow incidents
- A copy of the current contract or agreement if any part of the cross-connection control program is carried out under contract or agreement
- The current Cross-Connection Control Plan
- Any public outreach or education materials issued for the previous three (3) calendar years
- Backflow preventer inventory and information including:
    - The associated hazard or application and the location, owner, inspection dates, inspection results, person conducting inspection and as-built plans of each AG installation being used as premises containment
    - Backflow assembly hazard, location, assembly description (type, manufacturer, make, model, size, and serial number), installation, inspection and test dates, test results and data, and person performing test
    - Results of all backflow assembly field testing and AG inspections for the previous three (3) calendar years, including the name, test date, repair date, and certification number of the backflow prevention assembly tester for each backflow assembly field test and AG
    - Repairs made to, or replacement or relocation of, backflow assemblies for the previous three (3) calendar years.

10. Outreach and Education

10.1. Customer Outreach & Education

The District will regularly distribute educational brochures to educate its customers about the dangers of cross-connections and how to eliminate them on their properties. These brochures will be available at all public events and distributed to all customers signing up for a new water service. Other potential channels include providing education content along with water bills, mass-mailing, etc.

Educational content will highlight cross-connection hazards within homes and recommend appropriate assemblies or devices that homeowners should install to mitigate risks to the public water system. The education program will emphasize the customer's responsibility in preventing contamination of the public water supply.

The information distributed by the District will include, but not be limited to, the following subjects:

- General cross-connection hazards
- Irrigation system hazards and corrective actions

- Fire sprinkler cross-connection hazards
- Importance of annual inspection and/or testing of backflow preventers
- Thermal expansion in hot water systems when backflow preventers are installed

10.2. Public Outreach & Education

The District will place cross-connection educational content on the District website for anyone wanting to learn about cross-connections. The general public will also be able to receive educational brochures at public events. The Consumer Confidence Report (CCR) created and distributed by the District contains content dedicated to cross-connection education.

10.3. Employee Outreach & Education

A presentation will be provided by the Coordinator to District employees that will emphasize the importance of implementing the Program and how to discuss the Program with customers.

11. Local Entity Coordination

The District will coordinate with the Los Angeles County Department of Public Health (LACDPH) regarding any instances of required enforcement for high hazard locations that pose an imminent threat to the PWS. The LACDPH has the authority to inspect a user premise for cross-connections and enforce the installation of protection devices where necessary on the premise. The District will coordinate with the Los Angeles County Fire Department for any instances of assistance with BPAs that protect fire services.

12. Compliance and Enforcement

12.1. Temporary Water Connections

The District will not supply water through temporary connections, such as those used for construction projects or main disinfection, except through a backflow preventer arrangement installed by the District.

12.2. Operational Planning

The District will evaluate the impact of the Program on its planning and operational requirements. This includes, but is not limited to, ensuring:

- Effective communication between cross-connection personnel and other District staff;
- Proper training for all staff to identify potential cross-connection control issues;
- Consideration of cross-connection concerns during water quality investigations;
- Cross-connection control personnel are consulted in the design of water treatment facilities;
- Operations, both under normal and abnormal conditions, prevent excessive pressure losses;
- The water distribution system is designed to accommodate expected head losses from backflow assemblies; and
- Sufficient financial and administrative resources are available to implement the cross-connection control program.

12.3. Customer Compliance

If a customer fails to provide the required information for a Hazard Assessment or does not submit a completed Customer Survey, the District may take corrective actions to protect the public water system. This may include requiring the installation of a Reduced Pressure Principle (RP) device or an Air Gap (AG) for premises containment, in accordance with established policies. Additionally, the District reserves the right to implement other appropriate measures as necessary to ensure compliance. Any costs associated with these actions will be billed to the customer.

If the customer fails to comply with the District's installation and maintenance requirements, or any other requirement the District deems to be implemented for the safety of the PWS, the District may proceed with the corrective action provisions stipulated in the Ordinance. Included in the Ordinance is the District's ability to discontinue water service or issue fines to noncompliant customers until compliance measures are met.

As an alternative to the above requirements for a hazard assessment or survey, the customer may agree to install an approved AG or RP for premises containment as a condition of service.

The District shall not be responsible for the abatement of cross-connections which may exist within a user's premises.

13.Program Review and Updates

The District shall review periodically and update the Cross-Connection Control Plan as necessary to remain compliant with regulatory changes and improve program effectiveness. Associated Forms and Questionaries may be provided in alternative formats and revised as necessary to ensure program effectiveness.

14.Cross-Connection Control Program Plan Certification Page

I certify that the information submitted in this plan is accurate and will comply with the Cross-Connection Control Policy Handbook (effective date July 1, 2024).

Operations & Treatment Superintendent Name: Cesar A. Ortiz   Signature: Date:

Designated Certified Cross-Connection Specialist Name: Miguel Molina Title: Distribution Supervisor   Signature: Date:

EXHIBIT A

CROSS-CONNECTION CONTROL

ORDINANCE 2024-01

ORDINANCE NO. 2024-01

AN ORDINANCE OF THE LA PUENTE VALLEY COUNTY WATER DISTRICT BOARD OF DIRECTORS THAT SUPERSEDES ORDINANCE NO. 82-2 INSTITUTING A CROSS-CONNECTION CONTROL AND BACKFLOW PREVENTION PROGRAM TO PROTECT THE PUBLIC WATER SYSTEM

WHEREAS, the La Puente Valley County Water District ("District") has conducted a review of Ordinance No. 82-2 Instituting a Cross-Connection Control Program to Protect Public Health and desires to supersede this Ordinance with Ordinance No. 2024-01 to make certain revisions to reflect new policies and procedures;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the La Puente Valley County Water District hereby ordain the following:

Section 1. Purpose

This ordinance is adopted pursuant to Title 17, Section 7583 – 7605, inclusive, of the California Code of Regulations, entitled "Regulations Relating to Cross-Connections". The District is responsible for protecting its water supply from contamination by implementation of a Cross-Connection control program. The purpose of the Cross-Connection control program is:

(1) to protect the District's water supply against actual or potential cross-connection by isolating any contamination that may occur because of some undiscovered or unauthorized cross-connection on a water user's premises;

(2) to eliminate existing connections between drinking water systems and other sources of water that are not approved as safe and potable for human consumption;

(3) to eliminate Cross-Connections between drinking water systems and sources of contamination; and

(4) to prevent the occurrence of Cross-Connections in the future.

Section 2. Responsibility

The District shall be responsible for implementing and enforcing the cross-connection control program. An appropriate backflow prevention assembly shall be installed by and at the expense of the water user at each user connection where required to prevent backflow from the water user's premises to the District's water system. Premises that require a backflow prevention assembly will be subject to site inspections at all reasonable times by authorized District, County or State representatives to determine compliance with the requirements of this Ordinance. If the District determines that an approved backflow prevention assembly is required at the water user's premise, under this Ordinance the District or its designated agent(s) shall give notice in writing to

the water user to install an approved backflow prevention assembly(s) at a specific location(s) in accordance with the District's standard drawings and specifications, at the water user's own expense; and, failure, refusal or inability on the part of the water user to install, test and maintain the assembly(s), shall constitute grounds for discontinuing water service to the premises until all requirements have been satisfactorily met. The approved assembly(s) must be installed and tested within sixty (60) calendar days for all assemblies measuring less than or equal to 2.5" in size, and within one-hundred eighty (180) calendar days for all assemblies measuring 3" or larger in size.

Section 3. Definitions

Air-Gap Separation (AG): "Air-gap Separation (AG)" is a physical vertical separation of at least two (2) times the effective pipe diameter between the free-flowing discharge end of a potable water supply pipeline and the flood level of an open or non-pressurized receiving vessel, and in no case less than one (1) inch.

Auxiliary Water Supply: "Auxiliary Water Supply" is any water supply other than that received from the District's water system.

Backflow: "Backflow" is an undesired or unintended reversal of flow of water and/or other liquids, gases, or other substances into the District's distribution system or approved water supply.

Backflow Prevention Assembly (BPA): "Backflow prevention assembly" means a mechanical assembly designed and constructed to prevent backflow, such that while in-line it can be repaired and its ability to prevent backflow, as designed, can be tested or, for an AG, inspected and evaluated.

Contamination: "Contamination" means the degradation of quality in the District's water supply by any foreign substance which creates a hazard to public health or which may impair the best use or quality of the water.

Cross-Connection: "Cross-Connection" means any actual or potential connection or structural arrangement between a public water system, including a piping system connected to the public water system and located on the premises of a water user or available to the water user, and any source or distribution system containing liquid, gas, or other substances not from an approved water supply.

Cross-Connection Control Specialist: "Cross-Connection Control Specialist" means a person who is certified as a cross-connection control specialist.

Degree of Hazard: Either a pollutant (non-health hazard) or contaminant (health hazard), derived from the assessment of the materials, which may come in contact with the distribution system through a cross-connection.

Double check valve backflow prevention assembly (DC): "Double check valve backflow prevention assembly" or "DC" means an assembly consisting of two independently-acting internally-loaded check valves, with tightly closing shut-off valves located at each end of the assembly (upstream and downstream of the two check valves) and fitted with test cocks that enable accurate field testing of the assembly. This type of assembly may only be used to isolate low hazard cross-connections.

High Hazard Cross Connection: "High hazard cross-connection" means a cross-connection that poses a threat to the potability or safety of the public water supply. Materials entering the public water supply through a high hazard cross-connection are contaminants or health hazards.

Low Hazard Cross Connection: "Low hazard cross-connection" means a cross-connection that has been found to not pose a threat to the potability or safety of the public water supply but may adversely affect the aesthetic quality of the potable water supply. Materials entering the public water supply through a low hazard cross-connection are pollutants or non-health hazards.

Premises: "Premises" means the property under the ownership or control of a water user and is served, or is readily capable of being served, with water via a service connection with a public water system.

Protected: The term "Protected" means protection of a public water system's distribution system from backflow from a water user's premises through the installation of one or more air gaps or BPAs, installed as close as practical to the user's service connection, in a manner that isolates the water user's water supply from the public water system's distribution system.

Public Water System (PWS): "Public Water System" has the same meaning as defined in section 116275(h) of the CHSC.

Reduced Pressure Principle Backflow Prevention Assembly (RP): "Reduced Pressure Principle Backflow Prevention Assembly" means an assembly with two independently acting internally-loaded check valves, with a hydraulically operating mechanically independent differential-pressure relief valve located between the check valves and below the upstream check valve. The assembly shall have shut-off valves located upstream and downstream of the two check-valves, and test cocks to enable accurate field testing of the assembly.

Service Connection: "Service Connection" means either the point where a water user's piping is connected to a water system or the point in a water system where the approved water supply can be protected from backflow using an air gap or backflow prevention assembly.

Water Supplier: "Water Supplier" means La Puente Valley County Water District or any of its designated agent(s) who operate the public water system.

Water User: "Water User" means a person or entity who is authorized by the La Puente Valley County Water District to receive water.

Section 4. Public Water System (PWS) Requirements

4.1 A PWS must have operating rules, ordinances, by-laws or a resolution to implement the cross-connection program.

4.2 A PWS must designate at least one individual involved in the development of and be responsible for the reporting, tracking, and other administration duties of its cross-connection control program.

4.3 A PWS must survey its service area and conduct hazard assessments per Article 2 of the 2023 Cross Connection Control Policy Handbook (CCCPH) that identifies actual or potential cross-connection hazards, degree of hazard, and any backflow protection needed.

4.4 A PWS must ensure that actual and potential cross-connections are eliminated when possible or controlled by the installation of approved BPAs or AG's consistent with the requirements of Article 3 of the CCCPH.

4.5 A PWS must ensure all BPA testers and cross-connection control specialists used are certified per Article 4 of the CCCPH.

4.6 A PWS must develop and implement a procedure for ensuring all BPAs are field tested, inspected, and maintained and AG's are inspected and maintained in accordance with

CCCPH section 3.3.3.

4.7 A PWS must develop and implement a recordkeeping system in accordance with CCCPH section 3.5.1.

4.8 A PWS must develop and implement procedures for investigating and responding to suspected or actual backflow incidents in accordance with Article 5 of the CCCPH.

4.9 A PWS must implement a cross-connection control public outreach and education program element that includes educating staff, customers, and the community about backflow protection and cross-connection control. The PWS may implement this requirement through a variety of methods which may include providing information on cross-connection control and backflow protection in periodic water bill inserts, pamphlet distribution, new customer documentation, email, and consumer confidence reports.

4.10 A PWS must coordinate with applicable local entities that are involved in either cross-connection control or public health protection to ensure hazard assessments can be performed, appropriate backflow protection is provided, and provide assistance in the investigation of backflow incidents. Local entities may include but are not limited to plumbing, permitting, or health officials, law enforcement, fire departments, public works departments and other public and private entities.

Section 5. Policy

5.1 General Provisions

5.1.1 No new or existing water service connection to any premises shall be installed or maintained by the District unless the water supply is protected as required by Title 17-Public Health, California Code of Regulations and this Ordinance. Service of water to any premises shall be discontinued by the District if a backflow prevention assembly required by this Ordinance is not installed, tested and maintained, or if it is found that a BPA has been removed, bypassed, or if an unprotected cross-connection exists on the premises. Service will not be restored until such conditions or defects are corrected.

5.1.2 Whenever backflow protection has been found necessary (including but not limited to commercial properties, landscape nurseries, manufacturing facilities, hospitals, nursing homes and facilities, including any and all property having fire sprinkler systems or private fire hydrants), the District will require the water user to install a District-approved BPA at the water user's sole expense for continued services or before new service will be rendered. These costs shall include all labor and material necessary to construct or modify the service connection connecting to the District's water main, install the backflow device itself, construct or modify any piping work to be completed on the Water User's side of the backflow device, and the removal of any interfering vaults.

5.1.3 The water user must allow inspection by the District or its authorized representatives at all reasonable times to determine whether unprotected cross-connections or other structural or sanitary hazards, including violations of these regulations, exist. When such a condition becomes known, the District shall deny or immediately discontinue service to the premises by providing for a physical break in the service line until the water user has corrected the condition(s) in conformance with the applicable Title 17-Public Health, California Code of Regulations provisions.

5.1.4 Wherever backflow protection has been found necessary on a water supply line entering a water user's premises, then any and all water supply lines from the District's mains entering such premises, buildings, or structures shall be protected by a District approved BPA near the property line or meter before the first branch line leading off the

service line wherever the following conditions specified in this Section 5.1 exist. The water user shall only install "lead free" BPA's that have been approved by the District.

5.1.5 Each service connection from the District water system to premises having an Auxiliary Water Supply shall be protected against backflow of water from the premises into the District's water system by installing a District approved BPA.

5.1.6 BPA's shall be installed on the service connection to any premises having (a) internal Cross-Connections that cannot be permanently corrected and controlled to the satisfaction of the District, or (b) intricate plumbing and piping arrangements, or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impracticable or impossible to ascertain whether or not cross-connections exist.

5.1.7 At any premises on which any industrial fluids or any other objectionable substance, as determined by the District in its sole discretion, is handled in such a fashion as to create an actual or potential hazard to the District's water supply, the District shall be protected against backflow from the premises by requiring the water user to install an approved BPA in the service line commensurate with the degree of hazard. This shall include the handling of process waters and waters originating from the District's system which have been subject to deterioration in quality.

5.1.8 Any property having two or more services supplying water from different water distribution mains to the same building, structure, or premises through which an interstreet main flow may occur, shall have BPA on each water service to be located adjacent to and on the property side of the respective meters.

5.1.9 BPA's shall be installed in accordance with the District's standard drawings which may be updated periodically by the District. The standard drawings will also delineate the limit of the District and water user's responsibility for maintaining the backflow service connection.

5.1.10 Any BPA required herein shall be a make, model and size approved by the California State Water Resources Control Division of Drinking Water (DDW). The term "District Approved" shall mean an assembly that has been manufactured in full conformance with the standards established by the American Water Works Association entitled: AWWA/ANSI C510-17 Standard for Double Check Valve Backflow Prevention Assemblies; AWWA/ANSI C511-17 Standard for Reduced Pressure Principle Backflow Prevention Assemblies; and, have met completely the laboratory and field performance standards of the Foundation for Cross-Connection Control and Hydraulic Research of the University of Southern California (USC FCCCHR) established in: Standards of Backflow Prevention Assemblies Chapter 10 of the most current edition of the Manual of Cross-Connection Control. Said AWWA and USC FCCCHR standards have been adopted by DDW. Final approval shall be evidenced by a "Certificate of Compliance" for the AWWA standards; or the appearance of the specific model and size on the List of Approved Backflow Prevention Assemblies published by the USC FCCCHR along with a "Certificate of Approval" for the USC FCCCHR Standards issued by an approved testing laboratory.

5.1.11 Any industrial or commercial building planning or engaging in the remodel or improvement of the existing water facilities served by the District will be required to comply with current cross-connection control requirements.

5.2 Water User Notification for Testing and Maintenance

5.2.1 It shall be the duty of the water user at any premise(s) where BPAs are installed to have a field test performed by a certified backflow prevention assembly tester within thirty (30) calendar days of installation and at least once per calendar year thereafter. In those

instances where the District deems the hazard to be great enough, the District may require field tests at more frequent intervals.

5.2.2 The District will notify affected water users by mail or electronic mail when annual testing of their device is required and provide water users with the necessary documentation regarding BPA information. The water user will be notified not less than thirty (30) calendar days before the date that the assembly(s) is due for testing.

5.2.3 After the initial 30-day period has expired, a "Past Due" notice will be sent to any water user who has failed to have its assembly(s) tested by the due date. This second notice will provide the water user an additional two-week period to have their backflow prevention device tested and to submit an acceptable test certification via website data entry or email to the District, or allow the water user to request termination of service. If the water user fails to supply the District with either an acceptable test certification or a request for termination of service within that two (2)-week period, the District may suspend or terminate water service to the water user until the required test is completed and any termination and/or reconnection fees have been paid in full.

5.2.4 Should the backflow prevention device not pass the backflow test, the District will terminate or suspend water service to the affected water user until the subject device is repaired, retested, and shown to be operating properly. These tests shall be at the expense of the water user and shall be performed by a certified tester. The water user shall retain a certified tester possessing a valid Certified Backflow Prevention Tester Certificate issued by the Los Angeles County Department of Public Health. These assemblies shall be repaired, overhauled, or replaced at the expense of the water user whenever the assemblies are found to be defective. Records of all tests, repairs and overhaul shall be kept and made available to the District. Test reports that are not completed by a given due date will be subject to termination fees and possible discontinuance of water service. All annual tests must be submitted to the District electronically via website data entry or email.

5.3 Water Service Termination

5.3.1 When the District encounters water uses that present a clear and immediate hazard to the District's potable water supply that cannot be immediately abated, the District shall institute the procedure for discontinuing water service to such premises.

5.3.2 Conditions or water uses that create a basis for water service termination shall include, but are not limited to, the following items:

5.3.2.1 Refusal to install or upgrade to a required "lead free" backflow prevention device.

5.3.2.2 Refusal to test a backflow prevention device.

5.3.2.3 Refusal to repair a failing backflow prevention device.

5.3.2.4 Refusal to replace a failing backflow prevention device.

5.3.2.5 Direct or indirect connection between the public water system and a sewer line.

5.3.2.6 Unprotected direct or indirect connection between the public water system or equipment containing contaminants.

5.3.2.7 Unprotected direct or indirect connection between the public water system and an auxiliary water system.

5.3.2.8 A situation which presents an immediate health hazard to the public water system or public health.

5.4 Water Service Termination Procedures

5.4.1 For conditions listed under Section 5.3.2. 1, 2, 3, or 4, the District will terminate service to a water user's premise after two (2) written notices have been sent to the water user specifying the corrective action needed and the time period in which it must be completed. If no action is taken within the specified period of time, water service may be terminated, and a termination fee will be incurred.

5.4.2 For conditions listed under Section 5.3.2. 5, 6, 7, or 8, the District will take the following steps:

a. Make reasonable effort to contact and advise the water user of record of the intent to terminate water service within forty-eight (48) hours of written notice from the District.

b. Terminate water supply and lock service valve. The water service will remain inactive until the District has approved correction of violations.

Section 6. Severability and Future Amendment or Replacement

6.1.1 If any section, subsection, clause, phrase, or portion of this Ordinance, or any part thereof, is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of remaining portions of this Ordinance or any part thereof. The District hereby declares that it would have adopted this Ordinance irrespective of whether any portion is declared invalid.

6.1.2 Any future amendments to or replacement of this Ordinance may be accomplished by adoption of a resolution of the District's Board of Directors setting forth the terms to be amended or provisions to replace and supersede this Ordinance.

Said Ordinance was adopted, on roll call vote, at the regular meeting of the Board of Directors held on January 22, 2024, by the following vote:

Ayes: Argudo, Barajas, Escalera, Hernandez, Rojas
Noes:
Absent:
Abstain:

I certify that the foregoing is a true and correct copy of Ordinance No. 2024-01, adopted by the Board of Directors of the La Puente Valley County Water District at its regular meeting held on January 22, 2024.

President
Board of Directors
La Puente Valley County Water District

ATTEST:

Roy Frausto, Board Secretary

EXHIBIT B

HAZARD ASSESSMENT REPORT

HAZARD ASSESSMENT REPORT

Date: _____

Assessment Reason: _____

Last Assessment Date: _____

CUSTOMER INFORMATION

Customer Name: _____ Phone #: _____

Property Address: _____

Point of Contact: _____ Phone #: _____

Email: _____

Type of Premises (Residential, Commercial, etc.): _____

Service Type	Account Number	Meter Number	Transmitter Number	Service Size
☐ Domestic				
☐ Fire				
☐ Irrigation				
☐ Other				

Notes/Comments:

_____

_____

_____

_____

BACKFLOW ASSEMBLY INFORMATION

Assembly #1

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #2

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #3

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #4

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #5

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

IDENTIFIED HAZARDS

Location & Description of Actual/Potential Hazard	Hazard Level: Low/High

Highest Threat Potential Hazard: High Hazard ☐ Low Hazard ☐ No Hazard ☐

Is the location in compliance: Yes ☐ No ☐

If no, reason:

_____

_____

_____

ASSESSMENT SUMMARY

I certify that this cross-connection hazard assessment accurately reflects the overall risk posed by the customer's plumbing system to LPVCWD's water system. Based on the assessment, I certify that:

1. I found the following type(s) of premises isolation backflow preventer(s):

   Air Gap _____ RP/RPDA _____ DC/DCDA _____ PVB _____

2. The existing backflow preventer(s) is/are properly installed:

   Yes _____ No _____ N/A _____

3. The existing backflow preventer(s) commensurate with the degree of hazard:

   Yes _____ No _____ N/A _____

4. Since no backflow preventer is installed for premises isolation, the premises owner must install a premises isolation backflow preventer of the following type:

   Air Gap _____ RP/RPDA _____ N/A _____

5. The premises owner should replace the existing premises isolation backflow preventer(s) with the following:

   Air Gap _____ RP/RPDA _____ N/A _____

LPVCWD Surveyor Name & Signature: _____

Date: _____

As the owner or authorized agent of the premises, I certify that I am aware of the findings indicated in this Cross-Connection Hazard Assessment Report:

Name & Signature: _____

Date: _____

The Cross-Connection Control Program Specialist will review and approve the findings of this hazard assessment report and provide the customer or authorized agent of this premise with a Letter of Correction. The Letter of Correction will list necessary actions, if any, required of the customer to comply with LPVCWD's Cross-Connection Control Program.

If you have any further questions, please contact the Cross-Connection Control Program Specialist, Miguel Molina, at (626) 330-2126.

Additional information on the Cross-Connection Control Program can be found at lapuentewater.com.

EXHIBIT C

CORRECTION LETTER TEMPLATE

Date:

John Doe
Title
Company Name
Address
City, CA ZIP

Subject: CROSS-CONNECTION CONTROL NOTICE OF CORRECTION

Dear Mr./Ms. Doe,

You are herewith informed that you must install on (certain designated) water lines within your premises either an air gap or an approved backflow prevention assembly. Name the type of device. This action is taken in accordance with the State of California and District Cross-Connection Control rules and regulations. Under these regulations, the District has the primary responsibility of protecting the public potable water from backflow of dangerous substances which would endanger the public health or physically damage the public water system.

On (date), as part of our program to see that the rules and regulations are complied with, (name of program specialist) conducted a survey of your plumbing system. This survey revealed potential/actual cross-connection of the following conditions:

- Condition 1
- Condition 2
- Condition 3

The above conditions present backflow hazards to the on-site water supply and domestic water supply for all customers. To correct these conditions the District requires the following:

1. Requirement 1
2. Requirement 2
3. Requirement 3

This letter addresses protection of certain cross-connections detected in our survey. We do not however, accept responsibility to guarantee that all cross-connections will be protected or for cross-connections that may be created in the future, due to repair or alterations made in your water system.

It is necessary to shut off the flow of water through a backflow prevention assembly during the time it is being field tested and/or repaired. If the complete interruption of water is critical to your operation, we recommend yo install backflow prevention assemblies in parallel. This will allow one assembly to continue serving water while the other is being field tested or repaired. A check should be made with your engineer or plumber to be sure that assemblies are properly selected for desired flows.

Note that installation of a backflow prevention assembly will prevent release of downstream pressure to the on-site plumbing system. Therefore, it is important that a temperature/pressure relief valve and/or thermal expansion tank be properly installed to relieve any excessive increase in on-site pressure due to hot water heating systems or other actives.

Attached is a list of backflow prevention assemblies that have been evaluated and approved by the Foundation for Cross-connection Control and Hydraulic Research of the University of Southern California. The assemblies listed thereon have been adopted by the District as the only assemblies approved for use on the water lines under our jurisdiction.

You will be allowed 30 days from the date of this letter to provide the corrective measures previously outlined.

For additional information regarding this matter, you may either write to (name of person) at (address) or telephone (phone number) between the hours of (specify times). Please contact (name) as soon as the work is done or if for any reason you cannot comply with the 30 day installation period or for clarification of any cross-connection control requirements discussed in this letter.

Sincerely,

Miguel Molina
Distribution Supervisor

EXHIBIT D

HIGH HAZARD CROSS-CONNECTION CONTROL PREMISES

(APPENDIX D OF THE CCCPH)

APPENDIX D

HIGH HAZARD CROSS-CONNECTION CONTROL PREMISES

The list below identifies premises that require backflow protection provided by an air gap or a reduced pressure principle backflow prevention assembly, unless noted otherwise. The list below is not intended to be all-inclusive. A PWS, State Water Board, or local health agency may require an AG, RP, or both to protect a PWS from other hazards not listed below and identified in premises through the hazard assessment completed in CCCPH Chapter 3, section 3.2.1. A PWS may reduce or increase the minimum protection required for a previously hazard-assessed user premise following a hazard reassessment as described in CCCPH Chapter 3, section 3.2.1.

1. Sewage handling facilities
2. Wastewater lift stations and pumping stations
3. Wastewater treatment processes, handling, or pumping equipment that is interconnected to a piping system connected to a PWS (+)
4. Petroleum processing or storage plants
5. Radioactive material storage, processing plants or nuclear reactors
6. Mortuaries
7. Cemeteries
8. Sites with an auxiliary water supply interconnected with PWS (+)
9. Sites with an auxiliary water supply not interconnected with PWS
10. Premises with more than one connection to the PWS (++++)
11. Recycled water (++)(+++)
12. Recycled water interconnected to piping system that contains water received from a PWS (+)
13. Graywater systems, as defined in California Water Code Section 14876, that are interconnected to a piping system that is connected to a PWS
14. Medical facilities
15. Kidney dialysis facilities
16. Dental office with water-connected equipment
17. Veterinarian facilities
18. Chemical plants
19. Laboratories
20. Biotech facilities
21. Electronics manufacture
22. Dry cleaner facilities
23. Industrial or commercial laundry facilities
24. Metal-plating facilities
25. Business park with a single meter serving multiple businesses
26. Marine-port facilities
27. Car wash facilities
28. Mobile home park, RV park, or campgrounds with RV hookups

29. Hotels/motels
30. Gas stations
31. Fire stations
32. Solid waste disposal facilities
33. Pet groomers
34. Agricultural premises
35. Hazard assessment access denied or restricted
36. Railroad maintenance facilities
37. Incarceration facilities (e.g. prisons)
38. Temporary connections to fire hydrants for miscellaneous uses, including construction
39. Private water distribution mains
40. Drinking water storage tank overflow connected to a sump or storm drain (+)
41. Airports

(+) Premise isolated by air gap only except as allowed through CCCPH Section 3.2.2(c)

(++) Dual-plumbed use areas established per CCR Title 22, Section 60313 through 60316.

(+++) Residences using recycled water for landscape irrigation as part of an approved dual plumbed use area established pursuant to CCR Title 22, sections 60313 through 60316 shall use, at a minimum, a DC. If the water supplier is also the supplier of the recycled water, then the recycled water supplier may obtain approval of the local public water supplier or the State Water Board, to utilize an alternative backflow protection plan that includes an annual inspection of both the recycled water and potable water systems and an annual cross-connection test of the recycled water and potable water systems pursuant to subsection 60316(a) in lieu of any BPA.

(++++) All connections must receive at least the same level of protection excluding fire protection when connected to the PWS distribution system (e.g. if one connection requires an RP then all connections must have RPs installed).

EXHIBIT E

CROSS-CONNECTION CONTROL

CUSTOMER SURVEY - RESIDENTIAL

LA PUENTE VALLEY COUNTY WATER DISTRICT

Cross-Connection Control Program

CUSTOMER SURVEY - RESIDENTIAL

Customer Name _____ **Date** _____

Service Address _____ **City** _____

Property Contact Name (if different from above) _____ **Phone Number** _____

Mailing Address _____

E-mail Address _____

May we e-mail annual testing and backflow related notices? ☐ **Yes** ☐ **No**

RESIDENTIAL WATER USAGE

Please indicate if your Residence has any of the following (Check all that apply):

☐ Home Based Business – Type of Business: _____

☐ Landscape Irrigation System / In-ground Sprinkler System

Can you add chemicals to the system? ☐ **Yes** ☐ **No**

☐ Fire Sprinkler System

Can you add chemicals to the system? ☐ **Yes** ☐ **No**

☐ Home Dialysis Machine and/or Medical Equipment Connected to Water

☐ Solar System

Heat exchangers or boilers? ☐ **Yes** ☐ **No**

☐ Livestock Watering

Hose filled automated? ☐ **Yes** ☐ **No**

☐ Water Treatment Equipment (i.e. Water Softener)

Is backwash/cleaning cycle air gapped? ☐ **Yes** ☐ **No**

☐ Swimming Pool, Hot Tub, or Decorative Pond

If you fill it with a hose, does a hose bib vacuum breaker protect it? ☐ **Yes** ☐ **No**

If you fill it by direct water line, is it protected by a RP backflow preventer? ☐ **Yes** ☐ **No**

☐ Alternate Water Source

☐ On-site Sewage (Septic) Pump Station

(This is pumping equipment that pumps raw sewage to a municipal sewer or pumps effluent from a septic tank to a drain field.)

☐ Currently have air vacuum breakers or check valves on your outside faucets?

☐ NONE OF THE ABOVE

☐ Do you currently have a back flow prevention device installed? ☐ **Yes** ☐ **No** If yes, please provide the following:

Make _____ **Model** _____ **Serial #** _____ **Size** _____

Location of Assembly _____

Date of last test _____ Please attach a copy of the latest test form and return with this survey.

I confirm that the information provided above is true and correct, and that I have the authority to respond as the customer of record.

Signature _____ Print Name _____ Date _____

Submit the completed survey via e-mail to backflow@lapuentewater.com

EXHIBIT F

CROSS-CONNECTION CONTROL

CUSTOMER SURVEY - COMMERCIAL

LA PUENTE VALLEY COUNTY WATER DISTRICT

Cross-Connection Control Program

PRE-HAZARD ASSESSMENT - COMMERCIAL

Customer Name _____ **Date** _____

Service Address _____ **City** _____

Property Contact Name (if different from above) _____ **Phone Number** _____

Mailing Address _____

E-mail Address _____

May we e-mail annual testing and backflow related notices? ☐ **Yes** ☐ **No**

PROPERTY INFORMATION (Please check one)

What type of property is this? ☐ **Commercial** ☐ **Industrial** ☐ **Institutional**

Please describe the type of business activity conducted on this property: _____

☐ Is there an irrigation system (sprinklers on the property)?

☐ Is there a boiler on the property?

☐ Is there a cooling tower on the property?

☐ Are there four or more stories in the building? If yes, how many? _____

☐ Is there fire protection (sprinklers) and/or private hydrant(s) on the property?

☐ Is there a well, non-potable or recycled water, grey or rainwater recovery?

☐ Do you store hazardous chemicals on-site?

If yes, what? _____

☐ Is there equipment that requires the use of water?

If yes, what? _____

☐ Is there existing backflow protection on the property?

I confirm that the information provided above is true and correct, and that I have the authority to respond as the customer of record.

Signature _____ Print Name _____ Date _____

OFFICE USE ONLY

Account # _____ **Meter #** _____ **Size** _____

# of Service Lines _____ **Additional Service Lines:** ☐ **Irrigation** ☐ **Fire Protection**

Reviewed By (Print) _____ **Signature** _____ **Date** _____

Backflow Protection Required? ☐ **Yes** ☐ **No** **Type** _____

EXHIBIT G

TESTER CODE OF CONDUCT

LA PUENTE VALLEY COUNTY WATER DISTRICT

Cross-Connection Control Program

TESTER CODE OF CONDUCT

Backflow Test Submittals - 2025 Requirement

Effective July 1, 2025, all certified backflow testers working within the La Puente Valley County Water District (District) service area must sign and submit the District's *Tester Code of Conduct* form as part of the District's updated Cross-Connection Control Program established on July 1, 2025. The District is implementing measures to ensure all testers agree and adhere to the guidelines outlined in the State Water Resources Control Board's Cross Connection Control Policy Handbook (CCCPH) and comply with all District requirements.

Testers working within the District's service area must sign and return this *Tester Code of Conduct* form along with the backflow test(s) via e-mail to backflow@lapuentewater.com. *Backflow test results will not be considered valid unless the tester has submitted a completed form and recieved District approval for this year and annually thereafter.*

Approved Tester List - Effecive January 1, 2026

Beginning January 1, 2026, La Puente Valley County Water District (District) will maintain a list of certified backflow testers, pre-approved by the District the year prior, to conduct backflow assembly testing within the District's service area. This list will be reviewed and revised annually, or more frequently if necessary, and will be provided to customers alongside their annual testing notices.

Compliance and Enforcement

The District's Cross Connection Control Coordinator may suspend or revoke approval of any individual backflow tester and/or company from the list of approved testers if the individual or company fails or refuses to comply with the District's Cross-Connection Control Program, State Policies and Regulations, engages in dishonest business practices, fails to maintain a valid backflow tester certification, and/or installs, repairs or tests backflow assemblies in a negligent manner. Failure to abide by any of these requirements may be grounds for exclusion from the approved testers list.

DISTRICT CONTACTS

Email: backflow@lapuentewater.com

MIGUEL MOLINA
626-890-0022
Shut off/restore water service during testing or repairs/replacement

ALYSSA ARANA
626-330-2126
District's Cross-Connection Control Program Questions

SUBMISSION

The *Tester Code of Conduct* form will be submitted along with the backflow tests completed by the tester. All documents will be submitted via e-mail to backflow@lapuentewater.com.

The *Tester Code of Conduct* form must be submitted at least once each calendar year. Backflow testing forms will not be accepted by the District until the *Tester Code of Conduct* form has been received from that tester for the calendar year.

TESTER CODE OF CONDUCT

La Puente Valley County Water District's (District) Code of Conduct requires backflow assembly testers to act honestly, competently, and with integrity and to use their knowledge and skill for the enhancement of public health and the protection of the public water system. The District requires that the following Code of Conduct is followed by all backflow prevention assembly testers approved to conduct tests with the District's jurisdiction:

1. Testers must notify the Distrist as soon as possible, within 24 hours if a backflow incident or an unprotected cross-connection is observed during field testing.
2. Maintain valid certification from a certifying organization pursuant to Article 4 of the CCCPH
3. Testers are strictly prohibited from knowingly falsifying field results
4. Testers must not remove or relocate a backflow assembly without obtaining explicit approval from the District
5. Passing backflow test reports must be submitted via e-mail within 5 calendar days.
    a. Failing test results must be submitted within 24 hours of the test date.
6. Any assembly that fails routine testing shall be repaired within 30 days of the initial test date.
    a. Only Original Equipment Manufacturer parts shall be used to repair devices
    b. If the failing device is anything other than a RP device, it must be replaced with an RP
        i. DC's can continue to be used in fire protection if no chemicals are present
7. Any backflow prevention device or assembly installed shall be manufactured in full conformance with the standards established by at least one of the following:
    a. Standards found in Chapter 10 of the Manual of Cross-Connection Control, Tenth Edition, published by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research
    b. Certification requirements for BPAs in the Standards of ASSE International
8. Testers are responsible for informing the District of any changes in their contact information, including address, emails or phone numbers.
9. Not misuse the certificate, logo, and marks of the District.
10. Uphold and follow all policies and procedures required by the District to remain in good standing.
11. Not participate in any interest, activity, or influence purely for personal gain and not in the interest of public health and environmental safety.

By signing this document, I hereby certify that I have thoroughly read and understand this agreement to fully conform to the provisions of this agreement:

Tester Name		**Certification #**	
Certifying Agency		**Latest Calibration Date of Equipment**	
Tester Signature		**Date**	
Company Name			
Company Address			
E-mail			
Phone Number			

CROSS-CONNECTION CONTROL PLAN

Effective: July 1, 2025

City of Industry Waterworks System

PWSID: CA 1910029

Table of Contents

Exhibits

A. Industry Municipal Code – Title 13
B. Cross-Connection Control Program Ordinance Number 557
C. Hazard Assessment Report
D. Letter of Correction
E. High Hazard Cross-Connection Control Premises List (Appendix D of the CCCPH)
F. Customer Survey – Residential
G. Customer Survey – Commercial
H. Tester Code of Conduct Form

Overview

Public Water System Overview

The City of Industry Waterworks System (CIWS), owned by the City of Industry, provides water service to portions of the City of La Puente, the City of Industry, and unincorporated areas of Los Angeles County. Encompassing a service area of approximately two square miles, the CIWS includes a distribution infrastructure consisting of 32 miles of water mainline piping and serves a population of about 7,000 customers through 1,860 service connections. The La Puente Valley County Water District (District) is contracted to operate, manage, and maintain the system, ensuring safe and reliable water service throughout the CIWS service area. A summary of CIWS's information and identification is provided below in ***Table 1***.

Table 1 – Water System Summary Table

System Overview Summary	
System Name	City of Industry Waterworks System
System ID Number	CA1910029
Water System Classification	Community
Population Served	~ 7,000
Service Connections	
Total Service Connections	1,860
Single-Family Residential	1,504
Multi-Family Residential	2
Commercial/Institutional	330
Industrial	1
Landscape Irrigation	23
Backflow Prevention Assemblies	
Number of backflow devices (meter service protection)	228

*These values are from December 2024.

Program Objective

A cross-connection control program consists of the administrative procedures and protective devices implemented and managed by the water supplier to protect the public water system (PWS) from contamination as a result from cross-connections. This program authorizes the water supplier to implement standardized policies to identify and mitigate risks from actual or potential cross-connections.

CIWS is dedicated to delivering a safe and dependable water supply for now and in the future. To address the risk of backflow and backsiphonage, CIWS has developed a comprehensive program to identify, monitor, and mitigate potential sources of contamination. This program also grants CIWS the authority and tools required to enforce protective measures and maintain the integrity of the PWS.

Cross-Connection Control Plan Overview

CIWS's cross-connection control plan in accordance with the State Water Board Cross-Connection Control Plan Handbook as described in section 3.1.4. This plan will include descriptions and explanations of the following:

1. Legal Authority
2. Cross-Connection Control Personnel
3. Hazard Assessments
4. User Supervisor
5. BPA/AG Inspection and Testing
6. BPA Selection and Installation Requirements
7. Non-testable BPAs
8. Backflow Tester Certification
9. Backflow Incident Response
10. Recordkeeping
11. Outreach and Education
12. Local Entity Coordination
13. Compliance and Enforcement

1. Legal Authority

This Program is being implemented pursuant to California Code of Regulations Title 17, Sections 7583-7605, entitled "Regulations Relating to Cross-Connections". In addition, the contents of this Plan are in accordance with the Cross-Connection Control Policy Handbook (CCCPH) that was developed by the State Water Resource Control Board, in which, compliance with this CCCPH is mandatory for all California public water agencies.

CIWS adopted Industry Municipal Code Title 13 (**Exhibit A**) and Ordinance Number 557 (**Exhibit B**), granting CIWS the authority to implement and enforce a Cross-Connection Control Program (Program). This municipal code provides CIWS legal authority to take corrective actions to protect the integrity of the water distribution system from actual or potential cross-connections. This includes instances when a customer fails to comply in a timely manner with CIWS's requirements regarding corrective actions or the installation, inspection, field testing, or proper maintenance of backflow protection assemblies (BPAs).

2. Cross-Connection Control Personnel

2.1. Cross-Connection Control Specialist

CIWS employs at least one certified cross-connection control specialist (Specialist), per CCCPH Article 4, who has the ability and knowledge to identify degrees of hazard at user premises. As an alternative, or when no staff or employees are properly qualified, CIWS may retain a certified Specialist on contract to provide the necessary expertise and services.

The Specialist is responsible for:

- Conducting hazard assessments or reviewing and approving submitted hazard assessment forms.
- Issuing Letters of Correction

- Supporting Backflow Testers by shutoffs or restorations during repairs/replacement
- Staying current with cross-connection control policies and regulatory updates issued by the State Water Resources Control Board and CIWS

The following identifies the current Specialist employed by CIWS:

Name of Specialist	Miguel Molina
Position	Distribution Supervisor
Telephone Number	(626) 890-0022
Email Address	mmolina@lapuentewater.com
CCCS Certification Number	02951

CIWS's Operations & Treatment Superintendent is additionally responsible for implementing the cross-connection control program. The Operations & Treatment Superintendent's information is as follows:

Name of Specialist	Cesar A. Ortiz
Position	Operations & Treatment Superintendent
Telephone Number	(626) 330-2126
Email Address	cortiz@lapuentewater.com
CCCS Certification Number	02134
Certifying Agency	AWWA

2.2. Cross-Connection Control Coordinator

CIWS must designate at least one individual as the Cross-Connection Control Program Coordinator (Coordinator). This individual is not required to hold a certification as a cross-connection control specialist as CIWS is below the threshold of 3,000 service connections.

CIWS's Coordinator is responsible for:

- Developing and implementing the Program
- Creating Program outreach materials
- Reporting, tracking, and other administrative duties

As the State Water Board updates their CCCPH, the Coordinator will remain informed of these changes and update CIWS policies and Program procedures to remain in compliance and utilize best practices to protect the water supply.

The following identifies the current Coordinator employed by CIWS:

Name of Coordinator	Alyssa Arana
Position	Compliance/Project Engineer
Telephone Number	(661) 859-8897
Email Address	aarana@lapuentewater.com

3.

3. Hazard Assessments

3.1. Hazard Assessment Process

A core component of the Program is the evaluation of customer premises to identify actual or potential cross-connections and determine the appropriate hazard classification. Each site will be categorized as either no hazard, low hazard, or high hazard. These classifications guide CIWS and the customer in implementing necessary corrective actions to safeguard the PWS.

Various methods will be used to conduct hazard assessments, which include, but are not limited to:

- On-site evaluations
- Customer completed surveys (**Exhibit F** and **Exhibit G**)
- Phone/E-mail conducted surveys

All on-site hazard assessments will be performed by the Specialist or another CIWS employee/designee. CIWS employees will perform all on-site hazard assessments in full compliance with the methods and procedures outlined in the most current edition of the Manual of Cross-Connection Control, prepared by the Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California.

The Hazard Assessment Report (**Exhibit C**) will be completed to document the findings of each assessment. A Letter of Correction (**Exhibit D**) is provided to customers after a hazard assessment is performed for the property. The Letter of Correction states any needed retrofitting to the user premises and allows 30 days for the work to be completed. Depending on the level of hazard, CIWS may also terminate service, perform corrections immediately, or report the potential hazard to relevant agencies.

CIWS will utilize Nobel, an online mapping and data retaining software, to track completed and outstanding hazard assessments. This software also has the capability to retain records.

3.2. Initial and Ongoing Hazard Assessments

The Specialist will prioritize performing initial evaluations of high hazard locations that are listed on **Appendix D** of the CCCPH (**Exhibit E**) and high hazard locations identified by the Specialist using the minimum criteria listed below:

(1) The existence of cross-connections;
(2) The type and use of materials handled and present, or likely to be, on the user premises;
(3) The degree of piping system complexity and accessibility;
(4) Access to auxiliary water supplies, pumping systems, or pressure systems;
(5) Distribution system conditions that increase the likelihood of a backflow event (e.g., hydraulic gradient differences impacted by main breaks and high water-demand situations, multiple service connections that may result in flow-through conditions, etc.);
(6) User premises accessibility;
(7) Any previous backflow incidents on the user premises; and
(8) The requirements and information provided in the CCCPH.

Once initial assessments for all known high hazard locations are completed, all remaining user premises will receive an initial assessment. After all initial assessments have been completed, ongoing assessments will be performed of the entire service area.

3.3. Triggers for Hazard Assessments

Separate from initial and ongoing hazard assessments, a user premises can be subject to a hazard assessment at any time under the following criteria:

- a user premises changes account holder (excluding single-family residences);
- a user premises is newly or re-connected to CIWS's water system;
- evidence exists of changes in the activities or materials on a customer's premises;
- backflow from a user's premises occurs;
- the State Water Board requests a hazard assessment of a customer's premises;
- CIWS concludes an existing hazard assessment may no longer accurately represent the degree of hazard; and
- periodically (pursuant to CCCPH section 3.1.4.).

3.4. Hazard Assessment Timeframes

The timeframe in which CIWS will complete initial and ongoing hazard assessments for the entire service area consisting of 2,500 service connections is provided in ***Table 2*** below.

Table 2 – Hazard Assessment Timeframes

Connection type	Initial Assessment	Periodic Assessments
New Connections	Prior to Initiating Water Service	Recycled Water Services: Annually
		Low Hazard Locations: Every 10 Years
		High Hazard Locations: Every 5 Years
Non-Residential	Within 10 Years of Effective Date	Every 5 Years at Minimum
Residential	Within 10 Years of Effective Date	Every 10 Years at Minimum
Recycled Water	Within 1 Year of Effective Date	Annually

The timeframes above reflect CIWS's desire to ensure all requirements are met in a timely matter regardless of the small staff size and the many duties of staff members. If CIWS finds that hazard assessments can be completed within a shorter timeframe, the Program will be updated.

4. User Supervisor

Per the CCCPH, the SWRBC and CIWS may, at their discretion, require a customer to designate a User Supervisor when the user premises has a multi-piping system that conveys various types of fluids and where changes in the piping system are frequently made.

User Supervisors must:

- Oversee the operation, maintenance, and prevention of potential cross connections to the potable water system
- Must be present at all hazard assessments and cross-connection control surveys
- Must inform CIWS of any cross-connection incidents

- Know the provisions contained in the SWRBC's CCCPH
- Know the basic concepts of backflow and cross-connection prevention, and emergency response procedures
- Train personnel at the site on the proper protection of the potable water system

5. BPA/AG Inspection and Testing

5.1. BPA Testing and Tracking Procedures

All backflow prevention assemblies (BPAs) are required to be field tested every calendar year. They must be inspected and field tested by certified backflow testers on an annual basis. Customers are responsible for testing their backflow device(s) in accordance with the CCCPH and CIWS standards.

Inspection and testing of backflow preventers will be conducted:

- At the time of installation;
- Annually after installation;
- After repair, reinstallation, permanent relocation, or re-plumbing;
- Any time the assembly is found to not be in good repair; and
- After a backflow incident

Test results must be submitted electronically, via e-mail, within five calendar days of the test date. If a backflow test fails, CIWS must be notified within 24 hours of the test date. Repairs or full replacement of the BPA must be performed within 30 days of notification of the failed test. CIWS shall determine the level of risk the failed assembly presents to the water supply and, if necessary, discontinue water service.

Only Original Equipment Manufacturer (OEM) parts shall be used to repair backflow prevention assemblies. If OEM replacement parts are not available, then the existing assembly must be replaced with an RP.

CIWS will utilize the online tracking system, Nobel, to track and retain a history of records for each BPA.

5.2. BPA Tester Certification

CIWS will verify the certification status of all backflow testers and maintain an approved list of certified testers authorized to perform work within CIWS's service area. Each tester must complete and submit a Tester Code of Conduct Form (**Exhibit H**), along with all backflow test reports, confirming their agreement to comply with all applicable standards set by SWRCB and CIWS.

The Tester Code of Conduct will include the backflow tester's certification number and date of the latest calibration performed for their field test kit and/or gage equipment. If CIWS finds that the backflow tester is not working in compliance with the agreed terms, they will be removed from the approved list of backflow testers for CIWS.

This list of CIWS verified BPA testers will be reviewed annually, or more frequently, as needed.

5.3. AG Inspection and Tracking Procedures

Air gap separations (AG) located throughout CIWS's service area, on the user premises and CIWS facilities, must be inspected, monitored, and tracked for the items within Article 3 of the CCCPH.

All CIWS facilities are routinely inspected and monitored weekly, at minimum. This includes visually inspecting all AGs throughout the system such as reservoir tanks and chemical skids.

AGs located on user premises will be identified while performing hazard assessments and tracked using CIWS's online tracking system, Nobel. The identified AGs will be noted on the Hazard Assessments Form and maintained in Nobel for recordkeeping purposes.

After the completion of hazard assessments for the entire service area, AGs within the system will be inspected on an annual basis.

6. BPA/AG Selection and Installation Requirements

6.1. Standards for BPA/AG Selection

Upon application of a new water service, CIWS will perform a hazard assessment and determine the type of BPA/AG required based on the degree of hazard and in accordance with CCCPH Article 2.

The customer must make the selection of which specific BPA to install; however, CIWS will ensure that each replaced or newly installed PVB, SVB, DC, and RP for protection of the PWS is approved through both laboratory and field evaluation tests performed in accordance with at least one of the following:

- Standards found in Chapter 10 of the *Manual of Cross-Connection Control, Tenth Edition*, published by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research; or
- certification requirements for BPAs in the Standards of ASSE International current as of 2022 that include ASSE 1015-2021 for the DC, ASSE 1048-2021 for the DCDA & DCDA-II, ASSE 1013-2021 for the RP, and ASSE 1047-2021 for the RPDA & RPDA-II and must have the 1YT mark.

All high-hazard connections, as specified in **Appendix D** of CCCPH (**Exhibit E**), must be isolated using an RP or AG device. Under special circumstances, CIWS may grant an exception allowing the use of a Double Check Valve (DC) device, provided it offers protection equivalent to the degree of hazard. A written exception letter must be obtained from CIWS. If a DC device fails testing, it must be replaced with an RP device.

CIWS recognizes the Fire Department's authority over fire protection systems and will not override its decisions unless a customer's fire protection system is specifically designed to accommodate the pressure drop associated with an RP device. Since fire protection systems are approved and regulated by the Fire Department, any modifications to these systems fall outside CIWS's jurisdiction. However, in the interest of public health and water quality protection, CIWS strongly advises customers against adding chemicals to their fire protection systems.

Backflow testers must notify CIWS if they become aware of a BPA that does not meet the standards of the SWRCB or CIWS within 24 hours.

All AGs used for backflow protection must meet the requirements in Table 1, Minimum Air Gaps for Generally used Plumbing Fixtures, page 4 of the American Society of Mechanical Engineers (ASME) A112.1.2-2012(R2017) (provided in **Appendix B** of the CCCPH).

6.2. BPA/AG Installation Criteria

The AG installation requirements include, but are not limited to, the following:

- The receiving water container must be located on the water user's premises at the water user's service connection (unless an alternate location has been approved by CIWS)
- All piping between the water user's service connection and the discharge location of the receiving water container must be above finished grade and be accessible for visual inspection unless an alternative piping configuration is approved by CIWS
- The AG is installed in accordance with **Appendix B** of the CCCPH, ASME A112.1.2-2012 (R2017) Table 1
- Any new air gap installation at a user's service connection must be reviewed and approved by the State Water Board prior to installation

The BPA installation requirements include, but are not limited to, the following:

- RPs must be installed such that the lowest point of an assembly is a minimum of twelve inches above grade, and a maximum of thirty-six inches above the finished grade, unless an alternative is approved by the PWS.
- DCs installed or replaced after the adoption of the CCCPH must be installed according to CCCPH section 3.3.2 (b). Below ground installation can be considered if approved by the PWS where it determines no alternative options are available.
- The backflow prevention assembly must be purchased and installed by the customer (at the customer's expense) immediately downstream of the water meter, in full compliance with CIWS's standards.

7.Non-testable BPAs

There exist locations within CIWS's service area that contain non-testable fire protection devices (in vaults). These locations will be properly located and identified by utilizing the online mapping and tracking system, Nobel. This will allow CIWS to first create a list of all non-testable devices, then return to those locations to retrofit the system.

The anticipated timeframe for CIWS to locate and create a list of all locations in about 2 years. The non-testable locations will be retrofitted within ten years, effective after the locations are determined.

8.Backflow Incident Response

8.1. Backflow Incident Response

CIWS's Backflow Incident Response Plan is incorporated into CIWS's Emergency Response Program, in which CIWS has developed a plan for how to respond to actual or potential contamination of the PWS. The Emergency Response Plan (ERP) has detailed steps for who must be notified, and the forms to complete if there is potential or actual contamination.

Customer complaints and negative meter readings will be responded to by CIWS immediately. CIWS staff can respond to potential or actual backflow cases at all hours of the day as CIWS has a 24/7 call center for emergency situations.

If it is found that a backflow event has occurred, CIWS will sample any portion of the service area necessary to understand the extent of the contamination and create a plan to remedy the contamination. If needed, CIWS will implement the sampling and/or chlorination plan included in the ERP to remedy the contamination and take confirmation samples to ensure it was effective.

8.2. Backflow Incident Notification

As soon as possible, CIWS will notify customers not to consume or use water. CIWS will start the notification with the customers nearest in location to the assumed source of contamination. Where a customer cannot be contacted immediately, CIWS will place a written notice on the front door handle.

CIWS's Coordinator shall notify the SWRCB of any known incident of backflow within 24 hours of the determination. If required by the SWRCB, CIWS shall issue a Tier 1 public notification pursuant to CCR, Title 22, Section 64463.1.

If required by the SWRCB, CIWS shall submit, by a date specified by the SWRCB, a written incident report describing the details and affected area of the backflow incident, the actions taken by CIWS in response to the backflow incident, and the follow up actions to prevent future backflow incidents. The written report shall contain, at a minimum, the information requested in CCCPH **Appendix F**.

8.2. Backflow Incident Reporting

CIWS will maintain all records of events that pertain to the actual or potential backflow incident. This includes information from the time CIWS was made aware of the potential or actual backflow event until the situation was resolved.

9. Recordkeeping

CIWS will maintain all Program-related records in its online tracking and mapping system, Nobel. Nobel includes two components: one for managing the BPA inventory, including the location and type of each assembly, and another for tracking hazard assessments, identifying outstanding assessments, and recordkeeping.

Each online system allows CIWS to produce reporting documentation (completed hazard assessments, backflow testing forms, outstanding retrofitted locations, etc.) for the purposes of submittal documentation, as requested, and maintain internal documentation in the event the online system is no longer available.

CIWS, at minimum, will retain the following records required by the CCCPH:

- Two (2) most recent premises Hazard Assessments specifying required backflow preventer(s)
- The most current Shutdown Test conducted at recycled water locations
- Current contact information for the user supervisor and water user, and any applicable training and qualifications as described by CCCPH section 3.2.2(f)
- Descriptions and follow-up actions related to all backflow incidents
- A copy of the current contract or agreement if any part of the cross-connection control program is carried out under contract or agreement
- The current Cross-Connection Control Plan
- Any public outreach or education materials issued for the previous three (3) calendar years
- Backflow preventer inventory and information including:
    - The associated hazard or application and the location, owner, inspection dates, inspection results, person conducting inspection and as-built plans of each AG installation being used as premises containment
    - Backflow assembly hazard, location, assembly description (type, manufacturer, make, model, size, and serial number), installation, inspection and test dates, test results and data, and person performing test
    - Results of all backflow assembly field testing and AG inspections for the previous three (3) calendar years, including the name, test date, repair date, and certification number of the backflow prevention assembly tester for each backflow assembly field test and AG
    - Repairs made to, or replacement or relocation of, backflow assemblies for the previous three (3) calendar years.

10. Outreach and Education

10.1. Customer Outreach & Education

CIWS will regularly distribute educational brochures to educate its customers about the dangers of cross-connections and how to eliminate them on their properties. These brochures will be available at all public events and distributed to all customers signing up for a new water service. Other potential channels include providing education content along with water bills, mass-mailing, etc.

Educational content will highlight cross-connection hazards within homes and recommend appropriate assemblies or devices that homeowners should install to mitigate risks to the public water system. The education program will emphasize the customer's responsibility in preventing contamination of the public water supply.

The information distributed by CIWS will include, but not be limited to, the following subjects:

- General cross-connection hazards
- Irrigation system hazards and corrective actions
- Fire sprinkler cross-connection hazards
- Importance of annual inspection and/or testing of backflow preventers
- Thermal expansion in hot water systems when backflow preventers are installed

10.2. Public Outreach & Education

CIWS will place cross-connection educational content on the CIWS's website for anyone wanting to learn about cross-connections. The general public will also be able to receive educational brochures at public events. The Consumer Confidence Report (CCR) created and distributed by CIWS contains content dedicated to cross-connection education.

10.3. Employee Outreach & Education

A presentation will be provided by the Coordinator to CIWS employees that will emphasize the importance of implementing the Program and how to discuss the Program with customers.

11. Local Entity Coordination

CIWS will coordinate with the Los Angeles County Department of Public Health (LACDPH) regarding any instances of required enforcement for high hazard locations that pose an imminent threat to the PWS. The LACDPH has the authority to inspect a user premise for cross-connections and enforce the installation of protection devices where necessary on the premise. CIWS will coordinate with the Los Angeles County Fire Department for any instances of assistance with BPAs that are protected fire services.

12. Compliance and Enforcement

12.1. Temporary Water Connections

CIWS will not supply water through temporary connections, such as those used for construction projects or main disinfection, except through a backflow preventer arrangement installed by CIWS.

12.2. Operational Planning

CIWS will evaluate the impact of the Program on its planning and operational requirements. This includes, but is not limited to, ensuring:

- Effective communication between cross-connection personnel and other CIWS staff;
- Proper training for all staff to identify potential cross-connection control issues;
- Consideration of cross-connection concerns during water quality investigations;
- Cross-connection control personnel are consulted in the design of water treatment facilities;
- Operations, both under normal and abnormal conditions, prevent excessive pressure losses;
- The water distribution system is designed to accommodate expected head losses from backflow assemblies; and
- Sufficient financial and administrative resources are available to implement the cross-connection control program.

12.3. Customer Compliance

If a customer fails to provide the required information for a Hazard Assessment or does not submit a completed Customer Survey, CIWS may take corrective actions to protect the public water system. This may include requiring the installation of a Reduced Pressure Principle (RP) device or an Air Gap (AG) for premises containment, in accordance with established policies. Additionally,

CIWS reserves the right to implement other appropriate measures as necessary to ensure compliance. Any costs associated with these actions will be billed to the customer.

If the customer fails to comply with the CIWS's installation and maintenance requirements, or any other requirement CIWS deems to be implemented for the safety of the PWS, CIWS may proceed with the corrective action provisions stipulated in the municipal code. Included in the municipal code is the CIWS's ability to discontinue water service or issue fines to noncompliant customers until compliance measures are met.

As an alternative to the above requirements for a hazard assessment or survey, the customer may agree to install an approved AG or RP for premises containment as a condition of service.

CIWS shall not be responsible for the abatement of cross-connections which may exist within a user's premises.

13.Program Review and Updates

CIWS shall review periodically and update the Cross-Connection Control Plan as necessary to remain compliant with regulatory changes and improve program effectiveness. Associated Forms and Questionaries may be provided in alternative formats and revised as necessary to ensure program effectiveness.

14.Cross-Connection Control Program Plan Certification Page

I certify that the information submitted in this plan is accurate and will comply with the Cross-Connection Control Policy Handbook (effective date July 1, 2024).

Operations & Treatment Superintendent	
Name: Cesar A. Ortiz	
Signature:	Date:

Designated Certified Cross-Connection Specialist	
Name: Miguel Molina	Title: Distribution Supervisor
Signature:	Date:

EXHIBIT A

INDUSTRY MUNICIPAL CODE

TITLE 13

INDUSTRY MUNICIPAL CODE

TITLE 13 WATER AND SEWERS

Table of Contents

http://www.qcode.us/codes/industry/

**This code is current through Ordinance 818 and the May 2022 code supplement.*

Chapter 13.01 WATERWORKS SYSTEM ADMINISTRATION

13.01.010 Waterworks system.

The waterworks system of the city shall consist of the entire waterworks system of said city whether, located within said city or beyond the boundaries of said city which has been acquired, constructed and financed by said city together with all improvements and extensions to said system later constructed or acquired. (Ord. 400 § 2, 1977)

13.01.020 Management and operation.

The management and operation of the waterworks system shall be vested in the waterworks management board, which shall be composed of three members appointed by the mayor and serving at the pleasure of the city council. The membership of the waterworks management board may include members of the city council or other qualified persons as determined by the city council. The waterworks management board shall fix the level and type of service to be supplied to consumers, provide for the collection of charges for the same, provide rules and regulations in respect to the use of said service not inconsistent with this title, determine and fix water rates, and do all things necessary and proper to maintain and preserve the waterworks system in good repair and working order. The city council may carry out its duties as provided in this section by contract with any person, firm, corporation, nonprofit association or corporation for the maintenance, operation and management of the waterworks system. The waterworks management board shall adopt bylaws and regulations for the conduct of its meetings, which are subject to the provisions of Chapter 9, Part 1, Division 2, Title 5 of the California Government Code, and shall adopt such other rules and regulations necessary or convenient to carry into effect the powers and purposes of this title. (Ord. 419 § 1, 1978; Ord. 400 § 2, 1977)

13.01.030 Bonds.

The city council may by resolution determine and provide for the issuance of bonds for funds to acquire, construct, improve or finance the waterworks system including any and all expenses incidental thereto in accordance with the Revenue Bond Law of 1941, except that the city council may by resolution authorize the issuance of such bonds without first submitting the proposition of issuing such bonds to the qualified voters of the city. (Ord. 400 § 2, 1977)

13.01.040 Demands.

The waterworks management board shall have the authority to pay demands against the city for the operation and maintenance of the water system, pursuant to procedures established by the board. Said demands shall be audited by the board who shall determine whether each demand is proper. No warrant shall be issued without two signatures, at least one of which shall be a member of the board. (Ord. 434 § 1, 1979)

Chapter 13.02 WATER CODE DEFINITIONS

13.02.010 Definitions.

The definitions set forth in Sections 13.02.020 through 13.02.380 shall govern the construction of the provisions of this chapter and Chapters 13.01, 13.03 and 13.04 unless otherwise apparent from the context. (Ord. 400 § 2, 1977)

13.02.020 Applicant.

"Applicant" means the person or persons, firm, association, corporation, or governmental agency of record applying for water service. (Ord. 400 § 2, 1977)

13.02.030 Approved water supply.

"Approved water supply" means a potable water supply of safe, sanitary quality which is approved for human consumption by the authorities having jurisdiction thereof. (Ord. 400 § 2, 1977)

13.02.040 Billing period.

"Billing period" means the time interval between two consecutive meter-reading dates used for billing purposes. (Ord. 400 § 2, 1977)

13.02.050 Commercial service.

"Commercial service" means water service for premises devoted primarily to business or professional activities. (Ord. 400 § 2, 1977)

13.02.060 Cost.

"Cost" means the actual cost to the city including all labor, material, supplies, equipment, and miscellaneous items, together with any applicable indirect overhead and general charges, in accordance with the accounting practices of the department. (Ord. 400 § 2, 1977)

13.02.070 Cross-connection.

“Cross-connection” means any actual or potential connection arrangement or installation of piping, structures or devices whereby it is possible for any used, unclean, polluted or contaminated water, mixture, gas or substance to enter any portion of any approved water supply. (Ord. 400 § 2, 1977)

13.02.080 Customer.

“Customer” means any person, persons, firms, associations, corporations or governmental agencies of record supplied or entitled to be supplied with water service by the city in accordance with established rates and charges of the city. (Ord. 400 § 2, 1977)

13.02.090 Date of presentation.

“Date of presentation” means the date on which a bill or notice is mailed or delivered by the department to the customer. (Ord. 400 § 2, 1977)

13.02.100 Department.

“Department” means the water department of the city responsible for operating the city’s water system. (Ord. 400 § 2, 1977)

13.02.110 Distribution mains.

“Distribution mains” means distribution pipelines located in streets, highways, public ways or private rights-of-way, exclusive of service connections, which are used to serve the general public with water. (Ord. 400 § 2, 1977)

13.02.120 Distribution system.

“Distribution system” means the network of conduits used for the delivery of water by the city to the customer’s connection. (Ord. 400 § 2, 1977)

13.02.130 Domestic service.

“Domestic service” means single or multiple family dwellings predominantly for residential household and related purposes as distinguished from commercial and industrial purposes. (Ord. 400 § 2, 1977)

13.02.140 Easement.

“Easement” means the right-of-way in which the water service has the right to install and maintain watermains or waterworks or both. (Ord. 400 § 2, 1977)

13.02.150 Employee.

“Employee” means any person designated by the city to perform work and labor for provision of water service by the city. (Ord. 400 § 2, 1977)

13.02.160 Flat rate service.

“Flat rate service” means unmetered service for which the charges are based on the type of service or number of units served. (Ord. 400 § 2, 1977)

13.02.170 Highway.

“Highway” means any public highway, street, road, alley, lane, court or walk or other public easement, and above and below the same which now exists or which may hereafter exist in any incorporated territory of the city. (Ord. 400 § 2, 1977)

13.02.180 Improve.

“Improve” means reconstruct, replace, extend, repair, better, equip, develop, embellish or otherwise improve. (Ord. 400 § 2, 1977)

13.02.190 Industrial service.

“Industrial service” means water service for premises where the use is primarily in manufacturing or processing activities. (Ord. 400 § 2 1977)

13.02.200 Main extension.

“Main extension” means the extension of water mains beyond existing facilities, exclusive of service connections. (Ord. 400 § 2, 1977)

13.02.210 Main line valve.

“Main line valve” means any valve used to control the flow of water in a distribution water main or to a fire hydrant, but does not include the value to a service connection. (Ord. 400 § 2, 1977)

13.02.220 Manager.

The term “manager” means the city manager of the city of Industry, or the individual designated by the city council to manage the waterworks system. (Ord. 400 § 2, 1977)

13.02.230 Metered service.

“Metered service” means water service for which charges are based on measured quantities of water. (Ord. 400 § 2, 1977)

13.02.240 Metered service connection.

“Metered service connection” means service connection including meter and meter box. (Ord. 400 § 2, 1977)

13.02.250 Minimum charge.

“Minimum charge” means a charge for all types and classes of meters. (Ord. 400 § 2, 1977)

13.02.260 Person.

“Person” means any individual, person, firm, partnership or public or private corporation. (Ord. 400 § 2, 1977)

13.02.270 Potable.

“Potable” means suitable water for drinking purposes. (Ord. 400 § 2, 1977)

13.02.280 Premises.

“Premises” means integrated land area including improvements thereon undivided by public thoroughfares or water distribution mains of the department and where all parts of the premises are operated under the same management and for the same purpose. (Ord. 400 § 2, 1977)

13.02.290 Private fire protection service.

“Private fire protection service” means water service to premises solely for fire protection service. (Ord. 400 § 2, 1977)

13.02.300 Quantitative charge.

“Quantitative charge” means a charge based on the amount of water used, measured in cubic feet. (Ord. 400 § 2, 1977)

13.02.310 Rates.

“Rates” means the rates or amount established by resolution to be charged for water service supplied to customers. (Ord. 400 § 2, 1977)

13.02.320 Service connection.

“Service connection” means the pipeline or conduit including valves and other equipment installed in place, necessary for conducting water from the city’s water main to the meter or meter location installed on or near the property line, but does not include the meter or meter box. (Ord. 400 § 2, 1977)

13.02.330 Temporary service.

“Temporary service” means water service for construction work and other uses where service is required only for a limited time, generally not to exceed six months. (Ord. 400 § 2, 1977)

13.02.340 Transmission water mains.

“Transmission water mains” means those lines from source facilities to distribution facility and may be either pressure or gravity mains. (Ord. 400 § 2, 1977)

13.02.350 Water mains.

“Water mains” means any pipeline or conduit laid along or approximately parallel with and in any highway, easement or within the grantee’s property, for the transmission or distribution of water, but does not include service connections or service laterals. (Ord. 400 § 2, 1977)

13.02.360 Water service.

“Water service” means the availability of water to a premises through facilities of the city and any water supplied through such facilities. (Ord. 400 § 2, 1977)

13.02.370 Water utility.

“Water utility” means any person, firm, private, quasipublic or public agency of record, supplying or purporting to supply other than at wholesale, water for any purpose other than irrigation or water replenishment to more than one retail customer or stockholder. The term “water utility” includes a corporation, delivering water only to its stockholders, whether such corporation or such stockholders own the water delivered. This division does not apply to the supply of water at wholesale, to water utilities or, for underground water replenishment or for underground water conservation. (Ord. 400 § 2, 1977)

13.02.380 Waterworks system.

“Waterworks system” means the improvements, buildings, systems, plants, works, facilities, or undertakings, used for or useful for the obtaining, conserving, treating and supplying of water for domestic use, irrigation, sanitation, industrial use, fire protection, recreation, or any other public or private uses and includes, but is not limited to, lands, easements, rights in land, water rights, contract rights and franchises, approaches, dams, reservoirs, trunk, connecting and other water mains, filtration works, pumping stations, water supply, storage and distribution facilities and equipment and all appurtenances thereto. (Ord. 400 § 2, 1977)

Chapter 13.03 RULES AND REGULATIONS

13.03.010 Rules and regulations.

It is unlawful for any person to violate any of the provisions of this chapter or any of the provisions of rules and regulations herein set forth, as well as any of the provisions of any rules and regulations hereinafter adopted or amended by resolution. Any person, firm or corporation applying for the service of the waterworks system shall agree in writing to comply with the terms and provisions of this chapter, the rules and regulations herein enacted as well as any rules and regulations hereinafter enacted by resolution, as well as with any amendment or addition to any of the foregoing. Said rules and regulations are as set forth in Sections 13.03.020 through 13.03.170. (Ord. 400 § 2, 1977)

13.03.020 Noncompliance with rules and regulations.

If any person fails to comply with any of the foregoing, the manager shall be advised of such failure. If said person thereafter does not correct said noncompliance within a reasonable time after notification from the manager to do so, the manager shall have the right, after giving notice, to discontinue service to said person. Except in case of emergency the manager shall not discontinue the service of the persons except on written five-day notice thereof advising said person in what particular there has been a violation or noncompliance for which service will be discontinued if said violation or noncompliance has not been remedied. This notice, however, may be dispensed with by the manager in his or her discretion in the event of an emergency demanding immediate curtailment of said service in order to protect public life or property. (Ord. 400 § 2, 1977)

13.03.030 Unsafe practices.

Every consumer shall at his or her own risk and expense furnish, install and maintain in good and safe condition all apparatus and appliances which may be required for receiving, controlling, applying and utilizing water furnished by the city. Where any part of the consumer’s installation is found to be unsafe or hazardous, or where the consumer wilfully wastes water in any manner, the water may be shut off without notice until such unsafe or hazardous or wasteful practices have been discontinued or until such repairs or modifications have been made to the satisfaction of the city. Any damage. occurring to the meters or other pipes or appliances owned by the city which is caused by carelessness, neglect or unsafe apparatus of the consumer shall be paid for by the consumer on presentation of a bill therefor. The city does not assume the responsibility of inspection of the consumer’s installation and assumes no liability, nor shall the city be responsible for any damage occurring on the premises or elsewhere by

unsafe condition or apparatus at or after the service is turned on, nor for any damage resulting from the turning off of water service. (Ord. 400 § 2, 1977)

13.03.040 Service detrimental to public health or property.

The manager shall direct that the continuance of service to any consumer having apparatus or appliances the operation of which in the judgment of the manager would be detrimental to the water service being furnished by the city to its other consumers in the immediate vicinity or detrimental to the public health, safety and welfare, be terminated. (Ord. 400 § 2, 1977)

13.03.050 Ownership of the system.

All portions and part of the waterworks system used in supplying water to the consumer shall remain the property of the city and may only be repaired, replaced or removed as the city shall so direct. Property herein mentioned includes all meters and appliances, service pipes, lines and mains installed by the city whether on public property or property of the consumer. (Ord. 400 § 2, 1977)

13.03.060 Tampering with equipment.

It is unlawful for any person other than those designated and authorized by proper authority to tap, open, connect with, operate or otherwise tamper with any main, pipe, valve, meter or fire hydrant or any other equipment which forms a part of the waterworks system. (Ord. 400 § 2, 1977)

13.03.070 Meters.

All meters shall be installed by the city and shall be only removed, repaired or replaced by the city. No rent or other charge whatsoever shall be made by the consumer for the placing of any meter or appliance upon the consumer’s premises. No person shall move, repair, tamper with, injure or destroy any of said meters or appliances other than a representative of the city. The city shall have the right to remove any and all of its facilities installed on a consumer’s premises at the termination of service. Meters, wherever practicable, shall be placed in a meter box in the roadside area and if not so practicable shall be placed in some other convenient place upon the consumer’s premises so that the same at all times are accessible for inspection, reading and testing. No person, other than a representative of the city, shall make or maintain any bypass or other connection between the meter and the main and shall not tamper with the meter in any way. (Ord. 400 § 2, 1977)

13.03.080 Resale of water.

No person may resell any of the water received by him or her from the city to any other person, or for any other purpose or on other premises than specified in his or her application for service. (Ord. 400 § 2, 1977)

13.03.090 Prohibitions against water waste.

No person may waste or permit the waste of water as follows:

A. Washing of hard or paved surfaces, including sidewalks, walkways, driveways, parking areas, tennis courts, patios or alleys, is prohibited except when necessary to alleviate safety or sanitary hazards or as surface preparation for the application of any architectural coating or painting. All such permitted washing must be done by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off device, a low-volume, high-pressure cleaning machine, or a low-volume high-pressure water broom.

B. Watering in a manner that results in overspray or excessive runoff onto hard or paved surfaces is prohibited. However, at the discretion of the city, exceptions may be made if the hard or paved surfaces adjacent to a landscape area are designed and constructed to drain entirely to landscaping.

C. Leaks in distribution, irrigation, or plumbing systems must be promptly corrected after discovery, and in no event more than seventy-two hours after receiving notice from the city.

D. Water fountains and decorative water features must have a water recirculation system.

E. Except for testing an irrigation system for a reasonable period of time, watering is prohibited between the hours of nine a.m. and five p.m., and irrigation systems are limited to no more than fifteen minutes of watering per day per station. These restrictions do not apply to the use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, an irrigation system that uses stream rotor sprinklers that meet a seventy percent efficiency standard, to very low-flow drip type irrigation systems where no emitter produces more than two gallons of water per hour, or to commercial nurseries and growers. Irrigation for the purpose of maintaining recreational fields is also exempt. In addition, irrigation for the purpose of installing and germinating new lawns or landscaping is exempt from these restrictions for a period not to exceed three weeks, unless the city gives written permission to a water user for an extension beyond three weeks due to a longer installation and germination period. (Ord. 758 § 5, 2010; Ord. 400 § 2, 1977)

13.03.100 Illegal connection to water system.

No person shall install or maintain, or permit to be installed or maintained, any connection or cross-connection between the water supply system of the city and any other source of water supply whatsoever, without the approval of the manager. Water service may be discontinued to any premises upon which there is found to be another source of water supply or a possible cross-connection. Said service shall not be restored until such cross-connection has been eliminated or backflow devices satisfactory to the city have been installed. The expense and maintenance of backflow devices and the cost of eliminating cross-connections shall be paid by the consumer or owner of the premises. (Ord. 400 § 2, 1977)

13.03.110 Protection of public water supply.

No water service connection to any premises shall be installed or maintained by this department unless the public water supply is protected as required by state regulations and this title. It is unlawful for any person, firm or corporation at any time to make or maintain or cause to be made or maintain, temporarily or permanently, for any period of time whatsoever, any cross-connection between plumbing pipes or water fixtures being served with water by the department and any other source of water supplied or to maintain any sanitary fixture or other appurtenances or fixtures which by reason of their construction may cause or allow backflow of water or other substances into the water works system and/or the service of water pipes or fixtures of any customer. In addition to the regulations contained in this chapter, all cross-connections shall be subject to the cross connection control program as established by Chapter 13.12 of this title and any violation of said Chapter 13.12 shall constitute a violation of this section. (Ord. 557 § 1, 1988; Ord. 400 § 2, 1977)

13.03.120 Right of ingress and egress.

The city or its duly authorized agents or contractual agent shall at all times have the right of ingress to and egress from the consumer’s premises at all reasonable hours for any purpose reasonably connected with the furnishing of water and the exercise of any and all rights secured to it by law or the rules and regulations enacted under this chapter. A customer shall provide and maintain reasonable access for city representatives to all service connections, meters, backflow prevention devices, or other facilities pertinent to water service installed on consumer’s premises. (Ord. 400 § 2, 1977)

13.03.130 Obstruction of meter boxes, etc.

It is unlawful to damage or interfere with or to place any object, materials, dirt or debris, garbage or rubbish cans or accumulation of any kind upon or about any fire hydrant, gate valve, manhole, meter or meter box, shutoff valve, or valve box so as to prevent free and immediate access to same at all times. (Ord. 400 § 2, 1977)

13.03.140 Employees—Identification.

An official identification card shall be carried or worn by all employees who, in line of duty, may be required to enter upon private premises. Every employee, upon ceasing to be employed in the department, shall surrender and deliver to the proper official all identification cards and credentials of the department. (Ord. 400 § 2, 1977)

13.03.150 Refusing admittance.

No person, as owner or occupant of any premises supplied with city water, shall refuse admittance to, or hinder or prevent inspection by an authorized employee of the department when on official business, and if any person, as owner or occupant of such premises, does so refuse, hinder, or prevent, the water to such premises may be shut off. (Ord. 400 § 2, 1977)

13.03.160 Fraud.

The city may refuse water service or may discontinue service at any time if found necessary in order to protect the city against abuse or fraud. (Ord. 400 § 2, 1977)

13.03.170 Additional rules and regulations.

The city council may from time to time amend, alter or add additional rules and regulations pertaining to the maintenance and operation and use of the waterworks system. In addition, the city council may, by resolution, adopt such additional rules and regulations pertaining to the maintenance and operation and use of the waterworks system as it deems necessary including, as well, charges for the use of said service, which said rules and regulations may be amended, altered, repealed or added to by the city council from time to time as it deems necessary in its discretion. Such resolution shall be adopted in the form and manner that any other resolution of the city council would be adopted with the exception that any resolution creating or establishing a charge for the use of the service of the waterworks system or repealing or amending any charge for said use shall only be adopted after two readings, at least five days apart and after a public hearing on the adoption of said resolution. The manager, with the advice and the assistance of the city attorney, is given power and authority to interpret and apply said rules and regulations. Any person aggrieved by the decision of said

manager may appeal said decision to the city council and the decision of the city council shall be final and conclusive thereon. (Ord. 400 § 2, 1977)

Chapter 13.04 WATER SERVICE

I. Character of Service

13.04.010 Supply.

The city will endeavor to deliver a dependable supply of potable water from available sources, in quantities adequate to meet the reasonable needs of its customers. The delivery of such supply will be at the service connection. The city may suspend temporarily the delivery of water for the purpose of making repairs or improvements to its system. Such repairs or improvements will be made as rapidly as practicable. Customers dependent on a continuous water supply should provide adequate storage for emergencies. During any emergency, the city may apportion the available water supply among its customers in the manner that appears most equitable under the circumstances prevailing and with due consideration for public health and safety. (Ord. 400 § 2, 1977)

13.04.020 Customers consent to service subject to regulations and all conditions of pressure and supply.

Service provided by the city shall at all times be subject to the regulations promulgated by the city council. All persons applying for or receiving water service shall be required to accept and shall be deemed to have consented to accept water service subject to such regulations, conditions of pressure and service as may be provided from time to time by the distribution system at the location served and to hold the city harmless from any damage arising from low pressure or high pressure, fluctuations of pressure, interruptions of service, shortage, insufficiency of supply or condition not within the city's control. (Ord. 400 § 2, 1977)

13.04.030 Impairment of service to other customers.

Where the use of water is unusually intermittent or is subject to violent fluctuations of a character that may impair service to other customers, the city may require that the customer provide, at his or her own expense, suitable equipment to reasonably limit fluctuations in use and pressure caused by the customer's equipment or operations. (Ord. 400 § 2, 1977)

13.04.040 Water pressure.

The city will endeavor, to maintain such pressure as recommended by the National Board of Fire Underwriters. In the event any consumer deems that pressures are inadequate, the consumer shall furnish at his or her own expense whatever devices are

necessary to boost the pressure for his or her own premises. In the event water pressures are in excess of any consumer's normal requirements, it shall be the responsibility of such water consumer to install such devices on his or her own premises to protect his or her plumbing and/or to reduce the pressure for his or her normal needs. The consumer shall obtain approval of any devices installed to insure protection of public water supply. (Ord. 400 § 2, 1977)

II. Service Connections, Meters and Customer's Facilities

13.04.050 General provisions.

A. Applicability. Service connections will be installed by the city subject to the provisions of this section, except as otherwise provided in subsection E of Section 13.04.060, subsection F of Section 13.04.070, and Sections 13.04.230 and 13.04.240.

B. Size and Location of Service Connections. The city may determine the size and number of the service connections and their locations in relation to boundaries of the premises to be served and the point of connection to the customer's facilities. The city shall determine in all cases the adequacy of the then existing water system to supply any proposed service. Should the city determine that the system is inadequate for said service, application shall not be approved until the applicant, has provided additional facilities, at his or her cost, in accordance with the regulations for distribution system extensions. The customer's piping to the service connection location should not be laid until the service connection is installed; in the event the customer's pipe is installed and its location does not correspond to that of the service connection, the customer must provide for connecting to the service connection.

C. Ownership and Absence of Rental Obligation. All service connections, meters and valves and housings installed by the city or conveyed to the city, however provided for, shall be the sole property of the city under the control of the city and will be maintained at the city's expense except as otherwise provided in these regulations. No rent or charge will be paid by the city where such facilities are located on a customer's premises. The city may relocate its facilities as required by operating conditions and may remove any and all of its facilities from the customer's premises at the termination of service. In the event the property is vacant or the city's equipment installed is no longer needed, such equipment may be removed at any time upon order of the manager.

D. Responsibility For Loss or Damage. The customer will be held responsible for loss or damage to the city's meters or other facilities resulting from the use or operation of appliances and facilities on the customer's premises, including but not limited to damage caused by steam, hot water, or chemicals. The city's control and responsibility

ends at its shutoff valve or meter, and the city will in no case be liable for loss or damage on the premises. served, or elsewhere caused, by, or in any way arising out of, the running or escape of water from open faucets, burst pipes, or faulty fixtures or appliances on the premises. Each customer shall be responsible for the cost of any water lost through leaks or defective lines between the meter and the point of use. Shutoff valves on the inlet side of the meter shall be operated only by the city. For convenience and safety, the consumer shall install a valve between the meter and the building or first outlet. Damages resulting from violations of this rule shall be charged to the customer. (Ord. 400 § 2, 1977)

13.04.060 Service connections—Type of service and applications.

A. Application for Service Connection.

1. An application for a service connection shall be made on a form furnished or approved by the city. This application shall specify the size of the service connection desired, the property to be served and the purpose for which the water is to be used. The information supplied by the applicant shall be considered as authoritative and final. The city shall install the service connection at such location as the applicant requests, subject to the approval by the manager. The service shall be installed from the nearest water distribution main to a point as close to the property line as is reasonable, depending upon all applicable conditions, whether such nearest water distribution main is located in a public street, utility right-of-way or easement. If any error in such application shall cause the installation of a service connection that is improper either in type, size or location, the cost of all changes required shall be paid by the applicant. Applicant shall make proper application for service, in accordance with Section 13.04.070 and make payment of fees or deposits as set forth in resolution of the city council before water service connection will be provided. If such application has been made and the applicant requests the water turned on, the billing for water service shall begin when the service connection is installed and the meter is set.

2. The rates set forth by resolution are for normal connections where there is a main adjacent to the property. For all extensions required between the nearest distribution main and the curbline or property line for installations over two inches, or on long runs, where the actual cost is charged, a deposit in the amount of the estimated cost shall be made with the city prior to any installation.

B. Domestic, Commercial and Industrial Service Connections.

1. Each house or building under separate ownership shall be supplied through a separate service connection or service connections. Two or more houses or buildings under one ownership and on the same lot or parcel of land may be supplied through one service connection, or a separate service connection may be installed for each building.

2. The city may limit the number of houses or buildings or the area of the land under one ownership to be supplied by one service connection.

3. The city may limit the number of service connections to any residential or other structure whether under separate or multiple ownership.

4. When property provided with a service connection is subdivided, the service connection shall be considered as supplying the lot or parcel of land which it directly enters.

5. A service connection to a premises shall not be used to supply the premises of the same owner for which proper application for service connection was not made.

6. Whenever any service connection is authorized to be abandoned or removed, any re-establishment of service shall be considered a new service connection.

7. Where conditions require that the service connection be extended through a basement wall, the applicant shall, at his or her own expense, provide and seal the entrance for such pipe and shall assume all responsibility for damage by leakage through such entranceway or by leaking pipes, fittings or meters.

C. Private Fire Protection Service Connections.

1. Whenever a service is installed for private fire protection, a charge shall be made for installation of a fire detector check valve and meter and appurtenances. Such service may be used only in case of fire or for other purposes in this chapter expressly provided. Use of fire protection service for any other purpose than in this chapter provided shall be prohibited.

2. Should it be necessary to use water through a fire detector check meter for the purpose of testing or maintaining a private fire suppression system or fire department apparatus, the city shall authorize such use upon the receipt of a written request stating:

a. Date and time of use;

b. Purpose;

c. Estimated quantity of water to be used;

d. Estimated maximum flow.

3. The city may restrict such nonemergency flows which may be detrimental to or tend to dewater the system.

D. Installation of Public Fire Hydrants. The fire chief having jurisdiction shall designate the size and location of all public fire hydrants to be installed. The cost of all public fire hydrant installations or changes shall be paid by the applicant.

E. Temporary Service Connections.

1. Establishment of Temporary Service. The city shall, if no hardship will result to its existing customers, furnish temporary service for construction and miscellaneous uses when the applicant has requested service on this basis or where the city reasonably expects the service to be temporary. A temporary service may be disconnected at any time after expiration of the period for which applicant stated it was required or when in the opinion of the manager, the service is no longer temporary in nature or when the use of such temporary service is detrimental. Applicants shall make in advance the payments provided in subparagraphs 2 and 5

2. Temporary Service from Existing Connections. An existing inactive connection which is not being used may be used for temporary service, but if it is required at any time to serve the property which it enters, its use for temporary service shall be discontinued. A charge as set forth by resolution of the city council will be made for arranging such temporary use.

3. Installation of Temporary Service Connections. Where installation of a temporary service connection is required, applicant shall pay the estimated cost to the city.

4. Meter May Be Required. The city may require that a meter be installed on any temporary service connection and charge the applicable rate for the service provided. The charge for a meter shall be provided in Sections 13.04.050 through 13.04.230.

5. Service Connection Installation Charges. The charges for installation of the several kinds and sizes of service connections shall be as set forth by resolution of city council. (Ord. 400 § 2, 1977)

13.04.070 Application for service.

A. 1. The department may require a prospective customer to sign as applicant, or his or her agent to sign as such, an application for the service desired and also to establish his or her credit. Application may be made to the business office of the department or to a duly authorized employee.

2. The department's requirements for the type of service desired must be met before an application will be approved. If mains, service connections and meters required for service to the premises have not been installed, the applicant will be informed of the terms and conditions which must be met before an application for service will be approved.

3. When an application for service is made by a former customer who has failed to pay charges owned by him or her to the department, service may be refused until such charges are paid.

B. Use of Water without Application for Service. Any person who takes possession of a premises where water supply has been shut off by the department and uses water without making application for water service shall be responsible for all charges for water service. The amount of such charges shall be at a rate to be determined by the department whether by meter readings or on the basis of the estimated consumption for the time water was used. When water is being used without application for service, the service may be disconnected without notice.

C. Applications for Water Service. Each new user, owner, or tenant of any premises served by the city shall make a written application for water service on forms furnished by the city; provided, however, if an existing service user seeks a change of service address within the city system, such application may be made by telephone with the applicable fees deposited by mail or transferred on the accounts of the city. The application shall include the name and address of the applicant, the legal description or street number of the property, and an agreement by the applicant to pay the stipulated rate at the time and in the manner provided by any applicable resolution or provisions of this chapter and to abide by all the service rules and regulations of the department. Concurrently with the filing of the application there shall be deposited with the city a deposit as provided for in Section 13.04.120. The council may adopt by resolution rules and procedures for the refund of such fees prior to the termination of services.

D. Consumer to Furnish Current Information.

1. The consumer shall notify the city of any change in the status of or the information shown on the application for service and shall be responsible for the water service furnished until the city is notified to discontinue service.

2. The city shall make no adjustments or waive any charges or penalties resulting from the consumer’s failure to provide current information.

3. All conditions of service contained herein, together with the current water rates and charges, shall apply to each and every service regardless of whether the premises served is occupied or vacant, excepting if the water has been turned off by the city upon request of the consumer or the owner of the property, any fixed or minimum charges shall not apply.

E. Temporary Service for Contractors and Miscellaneous Uses.

1. Water for construction and miscellaneous uses normally shall be furnished through a temporary service connection. The applicant shall designate the period of time and purpose for which the water is to be used. The department may discontinue

the supply and remove its equipment at the expiration of the period so designated. Water supply shall be subject to limitations as to the rate of flow and time of use.

2. The department initially will install all the equipment necessary to furnish a temporary water supply and, upon payment of the charges provided for in this section, will move equipment for any subsequent changes in location as requested by the applicant except when the applicant is being furnished water on a flat rate basis and is supplying his or her own eddy valve.

F. Temporary Supply from Fire Hydrants.

1. Temporary supply of water for purposes other than extinguishing fires may be secured from existing fire hydrants on application in accordance with the provision of this section. Applicant shall designate the period of time and purpose for which water is to be used. The city may discontinue the supply and remove its equipment at the expiration of the period so designated or if the supply is used for any purpose other than designated by applicant. The supply is subject to limitations as to rate of flow of water and on time of use. The city may require that a meter be installed and charge the applicable rate for the service provided as set forth by resolution of the city council.

2. The city will install all equipment necessary to furnish a temporary water supply and no water shall be used until such equipment is installed and arrangements have been made for payment of water to be used. A backflow prevention device may be required.

3. If the equipment furnished by the department is damaged through the carelessness or abuse of an applicant, the cost of repairing it shall be charged to the applicant. If any such equipment is removed from the fire hydrant by others and not recovered by the department, the value thereof shall be charged to the applicant.

4. Applicant shall deposit with the city money or surety bond in an amount sufficient to secure payment of the department’s charges for furnishing, installation, removal, inspection and rental of the equipment installed on a fire hydrant for such securing of water and charges for the water used.

5. No permit for temporary supply from fire hydrant shall be issued to any person who has violated any of the provisions of this chapter or whose indebtedness to the city for water used or damage to hydrants is delinquent. Only approved spanner wrenches may be used when operating fire hydrants. Applicant shall not operate the main fire hydrant valve except in an emergency. (Ord. 400 § 2, 1977)

13.04.080 Deposits.

A. Amount of Deposits. Where the applicant is required to make a deposit or guaranty either for guaranteeing payment of charges for service, or for reestablishment

of credit, the amount thereof shall be a sum equal to two times the maximum bimonthly bill for comparable service, but shall be no less than ten dollars.

B. When the department holds a deposit guaranteeing payment for water service that has been discontinued, such deposit will be refunded without interest, with the following exceptions: any unpaid final charges or any other indebtedness to the department shall be deducted from the deposit and any remaining portion of the deposit returned. (Ord. 400 § 2, 1977)

13.04.090 Application for a meter installation.

A. All applications for a new water service shall be made on the forms furnished by the city and shall show the true name of the applicant, the address of the property to be served, a true and accurate description of the area to be served and the size of the service requested.

B. Each application shall be accompanied by an installation fee in the amount set forth by resolution.

C. Charges collected for installation of services and meters shall constitute a service fee, and the service pipe, water meter and appurtenances installed shall remain at all times the property of the city.

D. Said facilities shall be maintained, repaired and renewed by the city when rendered unservicable through ordinary wear and tear, provided that where replacements, repairs or adjustments are rendered necessary by an act, negligence or carelessness of the consumer or his or her representative, any expense caused to the city thereby shall be charged against and be collected from the consumer.

E. Except as otherwise specifically provided herein, all water delivered by the city shall be delivered through approved meters installed by the city. Meters installed or new services shall be no smaller in size than three-fourths-inch by three-fourths-inch.

F. Service pipes will be installed from the main to a point inside the curbline where a meter and appurtenances will be installed. However, all service pipes from main location in easements will have meters and appurtenances located adjacent to said mains except where other arrangements are provided by customer. Installation and maintenance of all pipes on the property on the customer side of the meter shall be the responsibility of the customer. (Ord. 400 § 2, 1977)

13.04.100 Discontinuance of service.

A. Discontinuance of Service at Customer’s Request.

1. A customer may have service discontinued by giving not less than forty-eight hours advance notice thereof to the city. Charges for service may be required to be paid until the requested date of discontinuance or such later date as will provide not less than the required two days advance notice.

2. When such notice is not given, the customer will be required to pay for service until one day after the city has knowledge that the customer has vacated the premises or otherwise had discontinued water service.

B. Discontinuance of Service by City.

1. The Industry Public Utilities Commission, shall, by resolution, adopt a policy for discontinuance of residential water service, and a service discontinuation processing charge for both residential and non-residential class customers.

2. Water charges shall be due and payable, and become delinquent, as follows:

a. Residential Class Customers. Charges are due and payable upon presentation, and shall become delinquent and service subject to discontinuation if charges are not paid within sixty days from the date of the bill, as set forth in the Policy on Discontinuation of Residential Water Service for Non-Payment, adopted by the Industry Public Utilities Commission.

b. Non-Residential Class Customers. Charges are due and payable upon presentation, and shall become delinquent fifteen days after the date of the bill. If the account becomes delinquent, the city may discontinue services to the premises. A late charge, established by the city, shall apply to all delinquent accounts.

3. If any fire service account becomes delinquent, the city may shut off and discontinue the domestic water service to the premises. Water service shall not be restored until all provisions have been complied with.

4. Vacant Premises. In case any premises become vacant, the regular minimum rates shall be charged, and no refund or discount shall be made unless the water has been shut off by the department upon the written request of the one in whose name the water service is rendered or written request of the owner. (Ord. 811-U § 2, 2020; Ord. 810 § 2, 2020; Ord. 400 § 2, 1977)

13.04.110 Removal and reinstallation of meters.

A. Meters will be removed and service discontinued upon request of the owner of the property served, or if any inactive service is unlikely to be used in the reasonably near future, as determined by the city, the meter may be removed.

B. Services one and one-half inches in diameter and smaller may be reactivated and the meter reinstalled upon proper application and payment of a reinstallation charge

as set forth by resolution, provided that the service pipe is of proper size and is good and in a usable condition. Services of two inches diameter and larger may be reinstalled upon proper application and payment of a reinstallation charge as determined by the city.

C. Non-residential class service which has been discontinued as a result of a violation of any rule and regulation or for delinquent payment of charges or penalties shall not be reactivated until such violation has been remedied and all charges and penalties have been paid, including a security deposit and reconnection fee, established by the city. The city shall make the reconnection no later than the end of the next regular working day following the customer's request and payment of all the aforementioned fees. Restoration of residential class service shall be made as set forth by resolution adopted by the Industry Public Utilities Commission.

D. Any inactive or discontinued service which the city determines is unlikely to be used or is found to interfere with use of the public right-of-way or the facilities therein may, at the discretion of the city, be disconnected at the main and the service abandoned. Unusable and abandoned service lines shall not be reactivated and upon any application for same, the full charges and conditions for a new installation shall apply. (Ord. 811-U § 3, 2020; Ord. 810 § 3, 2020; Ord. 400 § 2, 1977)

13.04.120 Change of meter location or size.

Any customer desiring to change the location or size of a service that has already been installed shall make application to the city and upon payment in advance of the cost as determined by the city, the city may cause said charge to be made. No such change shall be made if in the opinion of the city the same is not required or in the best interest of the city. (Ord. 400 § 2, 1977)

13.04.130 Rendering and payment of bill.

A. Meter Reading and Billing.

1. Regular bills shall be rendered at intervals of one month or multiple thereof, as may be established from time to time by the council. Except as provided in the water rate schedule, the quantitative charge for water will be based upon delivery as indicated upon the meter register.

2. Combined meter readings shall not be used for billing purposes in those cases where a customer is served by more than one meter.

3. Insofar as is practicable, meters will be read as nearly as possible at regular intervals for the preparation of regular bills, and meters will be read as required for the preparation of opening, closing, and special bills.

4. If for any reason service is unmetered except as provided in the water rate schedule or if the meter is inaccessible and cannot be read, or if the meter fails to register correctly, the water consumption will be estimated by the city as follows:

a. Previous consumption by metered service to the premises, for a like period of time; or

b. The average consumption of similar metered services of the area during the period in question; or

c. By giving consideration to the nature of use, volume of business, seasonal demand, and any other factors that may assist in determining such consumption.

B. Proration of Bills. Rate schedules stated on a monthly basis are related to a thirty-day consumption interval as a standard month. Whenever actual meter-read intervals differ from the standard thirty-day period, bills related thereto computed from monthly schedules are subject to proration on a thirty-day basis. However, at the discretion of the department, in computing and rendering regular bills minor variances between actual read intervals and any established regular read interval need not be considered, in accordance with the following:

1. Where bills are regularly rendered monthly, computation from monthly rate schedules may be made directly whenever actual read intervals do not vary by more than three days (greater or lesser) from the standard thirty-day interval;

2. Where bills are regularly rendered for multiples of a month, computation from monthly rate schedules may be made on the basis of similar multiples of the stated rate schedules whenever actual read intervals do not vary by more than six days (greater or lesser) from the established regular read interval.

C. Returned checks and disconnection for non-payment for non-residential class service. If a check is returned as non-negotiable, the city will charge a returned check fee, and will consider the account delinquent if payment in the form of cash or ce1iified funds is not received within fifteen days of the date of the bill. For non-residential class service, if the returned check was payment to restore service to an account that had been disconnected for non-payment, the city may discontinue said water service. The consumer’s account may only be reinstated by receipt of outstanding charges in the form of cash or certified funds.

D. Notices. Except for emergencies, and as established by resolution adopted by the Industry Public Utilities Commission, notices from the city to a customer shall be given in writing, either delivered to him or her or mailed to him or her at his or her last known address in the manner prescribed by this code. Notice from any customer to the city pursuant to adopted regulations may be given in person or by his or her authorized agent at the city office or by written notice enclosed in a sealed envelope and

addressed to the city, deposited in the United States mail, postage prepaid. (Ord. 811-U § 5, 2020; Ord. 810 § 5, 2020; Ord. 400 § 2, 1977)

13.04.140 Independent consumers on same premises.

In all cases in which water is being served to premises occupied by two or more different and independent consumers of water, which premises are held under the same ownership, the owner of such premises shall provide independent service to the service connection for each such independent consumer; provided, however, if the owner of such premises so served with water shall agree in writing to be responsible for and pay all money due for water used upon such premises, such independent service shall not be required. Should the owner fail or refuse to assume responsibility for money due for water used upon such premises, the city shall, after thirty days' notice to the consumer so served and to the owner of such premises or the person in charge thereof, cut off water from such premises until the independent services herein required are installed or, the agreement assuming responsibility for. the money due for water served to the premises is made as herein provided. (Ord. 400 § 2, 1977)

13.04.150 Disputed or erroneous bills.

The process for disputing a bill for water service shall be established by resolution of the Industry Public Utilities Commission. (Ord. 811-U § 6, 2020; Ord. 810 § 6, 2020; Ord. 400 § 2, 1977)

13.04.160 Meter test.

A. When the accuracy of a water meter is questioned by a customer the city will, upon request, cause an official test to be made. A customer shall have the right too require the city to conduct the test in his or her presence, or if he so desires, in. the presence of an expert or other representative appointed by him. A customer requiring such a test shall first deposit with the city a sum based on the size of the meter as stated in the resolution adopted by the city council. Should the meter be found by test to be more than two percent fast, the city shall refund the customer's deposit; otherwise, the deposit shall be forfeited to compensate for the cost of such testing.

B. Adjustment of Bills for Meter Errors.

1. Fast Meters. When, as a result of any test, a meter is found to be more than two percent fast, the department will render a corrected bill for the current period and the meter shall be adjusted or replaced.

2. Slow Meters. When, as a result of any test, a meter is found to be more than five percent slow, the city will render a corrected bill for the period in which the meter was in use, not exceeding four months, unless it can be shown that the error occurred

on a date which can be fixed, in which case the billing may be corrected to that date. (Ord. 400 § 2, 1977)

13.04.170 Rates.

A. Schedule I General Water Service.

1. Applicability. Applicable to domestic, commercial and industrial water service and to water service for any other purposes;

2. Territory. All areas to which water is served in by the city;

3. Monthly Rates. As established by adopted resolution.

a. Minimum Charge. Rate established by adopted resolution of city council.

b. Quantitative Charge. The quantitative rate for all water delivered shall be as established by adopted resolution.

c. Minimum Charge Entitlement. The minimum charge will entitle the customer to the quantity of water which that minimum charge will purchase at the quantitative rate as set forth in resolution.

B. Schedule II Private Fire Protection Service.

1. Applicability. Applicable to water service solely for private fire protection purposes;

2. Territory. All areas to which water is served by the city;

3. Monthly Rates. Minimum charge, rate established by adopted resolution of city council;

4. Service under this schedule shall be discontinued by the department if water supplied under this schedule is used for any purpose other than fire extinguishing and for filling or refilling the facilities of the customer which have been drained in connection with tests and repairs.

Service shall thereafter be restored only after a meter satisfactory to the city has been installed and thereafter service shall be supplied at rates applicable to such service as metered.

C. Schedule III Public Fire Hydrant Service.

1. Applicability. Applicable to public fire hydrant service;

2. Territory. All areas to which water is served by the city;

3. Rates. Amount per hydrant per month, as established by resolution. (Ord. 400 § 2, 1977)

13.04.180 Changes to or adjustment of water facilities caused by others.

Any person, firm, agency, or corporation, public or private, requesting or otherwise necessitating adjustments to any water system facilities or any other service, shall pay the city the costs of making such changes or adjustments. (Ord. 400 § 2, 1977)

13.04.190 Deferred payment of charges.

A. Deferred Payments. Payments may be deferred when required installations, adjustments, replacements or enlargements of water facilities are to be performed at a future time. Such deferred payment shall be secured by a corporate surety bond or cash deposit at discretion of city. The city's charges for these facilities shall be paid prior to any investment by the city for any such installation, adjustment, replacement or enlargement.

B. General Provisions.

1. The form of all bonds, contracts, and notes shall be subject to the approval of the city attorney.

2. All bonds shall be executed by the applicant as principal and a surety company acceptable to the city, authorized to write surety bonds in the state of California as surety, and shall provide for full force and effect to continue until the terms are performed. (Ord. 400 § 2, 1977)

13.04.200 Use of average cost.

Where these regulations provide that the charge to be made by the city is the cost to the city, such charge may be an average determined by the manager from time to time based on cost experienced by the city for the size and type of facility to be installed or changed and according to conditions of installation of change. (Ord. 400 § 2, 1977)

13.04.210 Customer's responsibility.

The customer shall, at his or her own risk and expense, furnish, install and keep in good and safe condition all apparatus and appliances which may be required for receiving, controlling, applying and utilizing such water and the city shall not be responsible for any loss or damage caused by the improper installation of such

apparatus and appliances, negligence, want of proper care or wrongful act of the customer or any of his or her agents, employees or licensees in the installation, maintenance, use or operation of such apparatus or appliance. A customer making any material change in the size, character or extent of the equipment of operations for which the department's service is utilized shall immediately give the department written notice of the extent and nature of the change. Each customer shall at all times maintain in good repair all water pipes, faucets, plumbing fixtures and other water appliances to prevent the waste of water. Where any customer wilfully wastes water in any manner, the water may be shut off until wasteful practices have been discontinued or until repairs have been made to the satisfaction of the city. (Ord. 400 § 2, 1977)

13.04.220 Action for unpaid deposits and charges.

In accordance with the provisions of Sections 54353 through 54357 of the Government Code, the city's rights hereunder are cumulative and the city may, in addition to discontinuing services and imposing the other penalties herein provided, bring action in any court of competent jurisdiction against the person or persons who occupy the property when the service was rendered or the deposit became due or against the person guaranteeing payment of the bill or against any or all of said person for the collection of the amount of the deposit or the collection of the delinquent charges and penalties thereon and may take such other steps to enforce its rights in accordance with Sections 54353 through 54357 of the Government Code or other provisions of the general laws of the state of California. (Ord. 400 § 2, 1977)

III. Distribution System Extensions

13.04.230 General provisions.

A. Applicability of Regulation. All extensions of the waterworks system or distribution system from the city's existing distribution system required for water service to an applicant shall be made in accordance with the provisions set forth in this section.

B. Where Facilities Will be Constructed. The city generally will install distribution system facilities only in public streets, alleys, roads, and highways and on other public and private property where satisfactory rights-of-way can be obtained essentially without involving direct purchase or lease of land by the city.

C. Installations in Nondedicated Streets. The city will install a water main in a private street or thoroughfare only under the following conditions:

1. Approval by the city council;

2. The street or thoroughfare conforms to applicable ordinances of the city or other applicable laws;

3. Rights-of-way are provided which are satisfactory to the city;

4. Applicant or applicants shall pay the full cost of the installation;

5. The city shall have no obligation for maintenance or repair of the surface of such street or thoroughfare, except for the repair or replacement of surfacing required to be cut or removed by the city for the purposes of maintaining repairing, replacing or removing such mains or attachments.

D. 1. Conditions of Streets as Prerequisite to Construction of Mains and Related Facilities. In order to expedite the installation of mains, service connections and fire hydrants, each applicant for extension of the distribution system shall provide the city with street plans approved by the city engineer showing established sewers, paving, curbs and other features. It is preferable to install water mains, fire hydrants, water service and related facilities after curbs have been constructed. If curbs are not to be constructed at the time or in the near future, applicant must obtain from the city engineer's office and furnish to the city the approved location of curbs.

2. The city will not install mains, service connections and fire hydrants or related services in new tracts unless streets are well defined by lot stakes, curb stakes or visible centerline stakes properly set at applicant's expense.

3. Such streets must be down to a subgrade approved by the city engineer before mains, services, fire hydrants or related services are installed. If such facilities are installed and thereafter have to be raised or lowered or otherwise relocated because of failure of applicant to supply correct information as to location or grade of curbs, property lines, etc., all costs of making such changes must be paid by the applicant.

4. If an applicant permits streets to be paved before mains, fire hydrants, service connections, or related facilities are installed, he or she shall pay the costs of cutting and replacing pavement necessitated by installation of such facilities.

E. All Extensions to be Property of City. All extensions of the city's water distribution system, however provided for, shall become property of the city and under control of the city. Title to any facilities constructed by others shall be transferred to the city upon acceptance of such facilities by the city.

F. Special Facilities. When facilities in addition to those required for extension under the city's normal design standards are required especially to provide capacity, pressure or storage exclusively for the requested service, the applicant shall pay the added cost of such facilities in addition to other regularly applicable charges under these regulations.

G. Enlargement for Special Requirements. When service required by an applicant requires replacing an existing main with one of larger size, the applicant may be required to pay the full cost of such replacement.

H. Payment of Charges to Cover Extensions or Enlargements. All charges provided by these regulations applicable to an extension or enlargements are made by the city except where arrangements for payments have otherwise been made with the city. If, upon completion of such installation, the actual cost is greater than the amount deposited, the applicant shall pay the difference to the city. If, however, the actual cost is less than the amount deposited, the difference shall be refunded by the city to the applicant.

I. Size of Facilities. If the city should elect to construct facilities of greater capacity than required by the service requested, the city shall assume any additional cost involved as determined by the manager. (Ord. 400 § 2, 1977)

13.04.240 Main extensions.

The following charges for main extensions shall be paid in addition to all other applicable charges under the regulations of the city, including charges for service connections, meter installation, etc.:

A. Extensions to Serve Individual Customers. An applicant for a main extension, other than in a new subdivision or development, from an existing main to a premises to be served, shall pay the current cost to the city of a main of a size determined by the city to be adequate to serve the premises.

B. Extensions to Serve New Subdivisions or Developments Applicants for main extensions to serve a new subdivision or development shall pay the full installed cost of mains of adequate size to serve the subdivision or development as determined by the city and in addition may be required to pay the full cost of any extension from the nearest main of adequate size of the city's distribution system. Any and all service connections, including fire hydrant connections installed or required to be installed, within the new subdivision shall be installed only in the manner, under the circumstances, and upon the payment of any charges therefor as provided in these regulations.

C. Water Facilities Installed Under Private Contract. An applicant for service requiring main extensions may have the extensions and service connections installed by him or her under private contract, where authorized by the city. Such facilities installed by an applicant must be installed in accordance with the terms and conditions of an agreement between the applicant and the city. All costs of the city in connection with such facilities installed under private contract shall be paid by the applicant. The material installed and the work performed must comply with the plans and specifications furnished by the city and shall be subject, to the city inspection at all times. The applicant shall pay in advance the charges for engineering and inspection services, materials, and general and administrative expenses and other costs in accordance with the accounting practices of the city. Upon completion of the installation in accordance with the agreement, title to the facilities shall be transferred to the city by the applicant upon acceptance of such facilities by the city.

D. Refund Agreement. When, by reason of remoteness from the city's water distribution system, an. applicant is requested by the city to pay an amount of money in excess of that required to cover water main installation charges. or connection charges for the applicant property, the city may enter into a refund agreement providing for the refund of that money which the city may collect as water main connection charges from subsequent consumers connecting to the water main. Such refund agreement shall be in effect for a period of ten years from the date the main is placed in service after which time the city shall be released of any further obligation to make refunds to the applicant.

E. Connection Charges. Before approving an application for water service connection to any water main which has been constructed at no cost to the property to be served thereby, the manager shall require payment of the connection charge or fees established by the city council for the lot or parcel to be connected. If the shape of the lot or parcel is other than the usual rectangular shape or unusual in area, the manager may modify the connection charge or frontage, charge to require a payment commensurate with the benefits to be received. The city council shall establish and determine the connection charges required by this section pursuant to resolution or per refund agreement establishing that said charge or fee approximates or equals the applicant's share of the cost of constructing said water main and is necessary for the purpose of reimbursing the city or others pursuant to refund agreement with city. (Ord. 400 § 2, 1977)

Chapter 13.12 CROSS-CONNECTION CONTROL PROGRAM

13.12.010 Purpose.

A. The purpose of this chapter and Section 13.03.110 of this title is:

1. To protect the public water supply against actual or potential cross-connection by isolating within the premises contamination that may occur because of some undiscovered or unauthorized cross-connection on the premises;

2. To eliminate existing connections between drinking water systems and other sources of water that are not approved as safe and potable for human consumption;

3. To eliminate cross-connections between drinking water systems and sources of contamination;

4. To prevent the making of cross-connections in the future.

B. These regulations are adopted pursuant to the State of California Code of Regulations, Title 17 - Public Health entitled “Regulations Relating to Cross-Connections.” (Ord. 557 § 2, 1988)

13.12.020 Definitions.

For purposes of this chapter the following terms shall have the following meanings:

A. “Air-gap separation” means a physical break between a supply pipe and receiving vessel. The air-gap shall be at least double the diameter of the supply pipe measured vertically above the flood rim of the vessel, in no case less than one inch.

B. “Approved backflow prevention device” means devices which have passed laboratory and field evaluation tests performed by a recognized testing organization which has demonstrated their competency to perform such tests to the California Department of Health Services.

C. “Approved water supply” means any water supply whose potability is regulated by a state or local health agency.

D. “Auxiliary supply” means any water supply on or available to the premises other than the approved water supply.

E. “AWWA Standard” means an official standard developed and approved by the American Water Works Association (AWWA)

F. “Backflow” means a flow condition, caused by a differential in pressure, that causes the flow of water or other liquids, gases, mixtures or substances into the distributing pipes of a potable supply of water from any source or sources other than an approved water supply source. Back-siphonage is one cause of backflow. Back pressure is the other cause.

G. “Contamination” means a degradation of the quality of the potable water by any foreign substance which creates a hazard to the public health or which may impair the usefulness or quality of the water.

H. “Cross-connection” as used in this chapter means any unprotected actual or potential connection between a potable water system used to supply water for drinking purposes and any source or system containing unapproved water or a substance that is not or cannot be approved as safe, wholesome and potable. By-pass arrangements, jumper connections, removable sections, swivel or changeover devices or other devices through which backflow could occur, shall be considered to be cross-connections.

I. “Double check valve assembly” means an assembly of at least two independently acting check valves including tightly closing shut-off valves on each side of the check valve assembly and test cocks available for testing the watertightness of each check valve.

J. “Health agency” means the California Department of Health Services, or the local health agency with respect to a small water system.

K. “Local health agency” means the county or city health authority.

L. “Person” means an individual, corporation, company, association, partnership, municipality, public utility or other public body or institution.

M. “Premises” means any and all areas on a customer’s property which are served or have the potential to be served by the public water system.

N. “Public water system” means a system for the provision of piped water to the public for human consumption which has five or more service connections or regularly serves an average of twenty-five individuals daily at least sixty days out of the year.

O. “Reclaimed water” means a wastewater which as a result of treatment is suitable for uses other than potable use.

P. “Reduced pressure principle backflow prevention device” means a device incorporating two or more check valves and an automatically operating differential relief

valve located between the two checks, a tightly closing shut-off valve on each side of the check valve assembly, and equipped with necessary test cocks for testing.

Q. “Service connection” refers to the point of connection of a user’s piping to the water supplier’s facilities.

R. “Water supplier” means the person who owns or operates the approved water supply system.

S. “Water user” means any person obtaining water from an approved water supply system. (Ord. 557 § 2, 1988)

13.12.030 Cross-connection protection requirements.

A. General Provisions.

1. Unprotected cross-connections with the public water supply are prohibited.

2. Whenever backflow protection has been found necessary, the city shall require the water user to install an approved backflow prevention device by and at his/her expense for continued service or before a new service will be granted.

3. Wherever backflow protection has been found necessary on a water supply line entering a water user’s premises, then any and all water supply lines from the city’s mains entering such premises, buildings, or structures shall be protected by an approved backflow prevention device. This type of device to be installed will be in accordance with the requirements of this chapter.

B. Where Protection is Required.

1. Each service connection from the city water system for supplying water to premises having an auxiliary water supply shall be protected against backflow of water from the premises into the public water system unless the auxiliary water supply is accepted as an additional source by the city and is approved by the public health agency having jurisdiction.

2. Each service connection from the city water system for supplying water to any premises on which any substance is handled in such fashion as may allow its entry into the water system shall be protected against backflow of the water from the premises into the public system. This shall include the handling of process waters and waters originating from the city water system which have been subjected to deterioration in sanitary quality.

3. Backflow prevention devices shall be installed on the service connection to any premises having (a) internal cross-connections that cannot be permanently corrected

and controlled to the satisfaction of the state or local health department and the city, or (b) intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impracticable or impossible to ascertain whether or not cross-connections exist.

C. Type of Protection Required.

1. The type of protection that shall be provided to prevent backflow into the approved water supply shall be commensurate with the degree of hazard that exists on the consumer's premises. The type of protective device that may be required (listing in an increasing level of protection) includes: double check valve assembly (DC), reduced pressure principle backflow prevention device (RP), and an air-gap separation (AG). The water user may choose a higher level of protection than required by the city. The minimum types of backflow protection required too protect the approved water supply, at the user's water connection to premises with varying degrees of hazard are given in Table 1 of this section. Situations which are not covered in Table 1 shall be evaluated on a case-by-case basis and the appropriate backflow protection shall be determined by the city or health agency.

Table 1

TYPE OF BACKFLOW PROTECTION REQUIRED

Degree of Hazard		**Minimum Type of Backflow Prevention**
(a) Sewage and Hazardous Substances		
(1)	Premises where the public water system is used to supplement the reclaimed water supply.	AG
(2)	Premises where there are waste-water pumping and/or treatment plants and there is no interconnection with the potable water system. This does not include a single-family residence that has a sewage lift pump. A RP may be provided in lieu of an AG if approved by the health agency and the city.	AG
(3)	Premises where reclaimed water is used and there is no interconnection with the potable water system. A RP may be provided in lieu of an AG if approved by the health agency and the city.	AG
(4)	Premises where hazardous substances are handed in any manner which the substances may enter a potable water system. This does not include a single-family residence	AG

	that has a ewer lift pump. A RP may be provided in lieu of an AG if approved by the health agency and the city.	
(5)	Premises where there are irrigation systems into which fertilizers, herbicides or pesticides are, or can be, injected.	RP

(b) Auxiliary Water Supplies

(1)	Premises where there is an unapproved auxiliary water supply which is interconnected with the public water system. A RP or DC may be provided in lieu of an AG if approved by the health agency and the city.	AG
(2)	Premises where there is an unapproved auxiliary water supply and there are no interconnections with the public water system. A DC may be provided in lieu of a RP if approved by the health agency and city.	RP

(c) Fire Protection Systems

(1)	Premises where the fire system is directly supplied from the public water system and there is an unapproved auxiliary water supply on or to the premises (not interconnected).	DC
(2)	Premises where the fire system is supplied from the public water system and interconnected with an unapproved auxiliary water supply. RP may be provided in lieu of an AG if approved by the health agency and city.	AG
(3)	Premises where the fire system is supplied from the public water system and where either elevated storage tanks or fire pumps which take suction from the private reservoirs or tanks are used.	DC

(d) Premises where entry is restricted so that inspections for cross-connections cannot be made with sufficient frequency or at sufficiently short notice to assure that cross-connections do no exist. RP

(e) Premises where there is a repeated history of cross-connections being established or reestablished.

2. Two or more services supplying water from different street mains to the same building, structure or premises through which an interstreet main flow may occur, shall have at least a standard check valve on each water service to be located adjacent to

and on the property side of the respective meters. Such check valve shall not be considered adequate if backflow protection is deemed necessary to protect the city's mains from pollution or contamination; in such cases the installation of approved backflow devices at such service connections shall be required. (Ord. 557§ 2, 1988)

13.12.040 Backflow prevention devices.

A. Approved Backflow Prevention Devices.

1. Only backflow prevention devices which have been approved by this city shall be acceptable for installation by a water user connected to the city's potable water system.

2. The city will provide, upon request, to any affected customer a list of approved backflow prevention devices.

B. Backflow Prevention Device Installation.

1. Backflow prevention devices shall be installed in a manner prescribed in Section 7603, Title 17 of the California Code of Regulations. Location of the devices should be as close as practical to the user's connection. The city shall have the final authority in determining the required. location of a backflow prevention device.

a. Air-gap Separation (AG). The air-gap separation shall be located on the user's side of and as close to the service connection as is practical. All piping from the service connection to the receiving tank shall be above grade and be entirely visible. No water use shall be provided from any point between the service connection and the air-gap separation. The water inlet piping shall terminate a distance of at least two pipe diameters of the supply inlet, but in no case less than one inch above the flood rim of the receiving tank.

b. Reduced Pressure Principle Backflow Prevention Device (RP). The approved reduced pressure principle backflow prevention device shall be installed on the user's side of and as close to the service connection as is practical. The device shall be installed a minimum of twelve inches above grade and not more than thirty-six inches above grade measured from the bottom of the device and with a minimum of twelve inches side clearance. The device shall be installed so that it is readily accessible for maintenance and testing. Water supplied from any point between the service connection and the RP device shall be protected in a manner approved by the city.

c. Double Check Valve Assembly (DC). The approved double check valve assembly shall be located as close as practical to the user's connection and shall be installed above grade, if possible, and in a manner where it is readily accessible for testing and maintenance. If a double check valve assembly is put below grade it must be installed in a vault such that there is a minimum of six inches between the bottom of

the vault and the bottom of the device, so that the top of the device is no more than a maximum of eight inches below grade, so there is a minimum of six inches of clearance between the side of the device with the test cocks and the side of the vault, and so there is a minimum of three inches clearance between the other side of the device and the side of the vault. Special consideration must be given to double check valve assemblies of the “Y” type. These devices must be installed on their “side” with the test cocks in a vertical position so that either check valve may be removed for service without removing the device. Vaults which do not have an integrated bottom must be placed on a three-inch layer of gravel.

C. Backflow Prevention Device Testing and Maintenance.

1. The owners of any premises on which, or on account of which, backflow prevention devices are installed, shall have the devices tested by a person who has demonstrated their competency in testing of these devices to the city. Backflow prevention devices must be tested at least annually and immediately after installation, relocation or repair. The city may require a more frequent testing schedule if it is determined to be necessary. No device shall be placed back in service unless it is functioning as required. A report in a form acceptable to the city shall be filed with the city each time a device is tested, relocated or repaired. These devices shall be serviced, overhauled or replaced whenever they are found to be defective and all costs of testing, repair and maintenance shall be borne by the water user.

2. The city will supply affected water users with a list of persons acceptable to the city to test backflow prevention devices. The city will notify affected customers by mail when annual testing of a device is needed and also supply users with the necessary forms which must be filled out each time a device is tested or repaired.

D. Backflow Prevention Device Removal.

1. Approval must be obtained from the city before a backflow prevention device is removed, relocated or replaced.

a. Removal. The use of a device may be discontinued and the device removed from service upon presentation of sufficient evidence to the city to verify that a hazard no longer exists or is not likely to be created in the future;

b. Relocation. A device may be relocated following confirmation by the city that the relocation will continue to provide the required protection and satisfy installation requirements. A retest will be required following the relocation of the device;

c. Repair. A device may be removed for repair, provided the water use is either discontinued until repair is completed and the device is returned to service, or the service connection is equipped with other backflow protection approved by the city. A retest will be required following the repair of the device; and

d. Replacement. A device may be removed and replaced provided the water use is discontinued until the replacement device is installed. All replacement devices must be approved by the city and must be commensurate with the degree of hazard involved. (Ord. 557 § 2, 1988)

13.12.050 User supervisor.

At each premises where it is necessary, in the opinion of the city, a user supervisor shall be designated by and at the expense of the water user. This user supervisor shall be responsible for the monitoring of the backflow prevention devices and for avoidance of cross-connections. In the event of contamination or pollution of the drinking water system due to a cross-connection on the premises, the city shall be promptly notified by the user supervisor so that appropriate measures may be taken to overcome the contamination. The water user shall inform the city of the user supervisor's identity on, as a minimum, an annual basis and whenever a change occurs. (Ord. 557 § 2, 1988)

13.12.060 Administrative procedures.

A. Water System Survey.

1. The city shall review all requests for new services to determine if backflow protection is needed. Plans and specifications must be submitted to the city upon request for review of possible cross-connection hazards as a condition of service for new service connections. If it is determined that a backflow prevention device is necessary to protect the public water system, the required device must be installed before service will be granted.

2. The city may require an on-premises inspection to evaluate cross-connection hazards. The city will transmit a written notice requesting an inspection appointment to each affected water user. Any customer which cannot or will not allow an on-premises inspection of their piping system shall be required to install the backflow prevention device the city considers necessary.

3. The city may, at its discretion, require a reinspection for cross-connection hazards of any premises to which it serves water. The city will transmit a written notice requesting an inspection appointment to each affected water user. Any customer which cannot or will not allow an on-premises inspection of their piping system shall be required to install the backflow prevention device the city considers necessary.

B. Customer Notification—Device Installation.

1. The city will notify the water user of the survey findings, listing corrective action to be taken if required. A period of sixty days will be given to complete all corrective action required including installation of backflow prevention devices.

2. A second notice will be sent to each water user which does not take the required corrective action prescribed in the first notice within the sixty days period allowed. The second notice will give the water user a two-week period to take the required corrective action. If no action is taken within the two-week period the city may terminate water service to the affected water user until the required corrective actions are taken.

C. Customer Notification—Testing and Maintenance.

1. The city will notify each affected water user when it is time for the backflow prevention device installed on their service connection to be tested. This written notice shall give the water user thirty days to have the device tested and supply the water user with the necessary form to be completed and resubmitted to the city.

2. A second notice shall be sent to each water user which does not have his/her backflow prevention device tested as prescribed in the first notice within the thirty-day period allowed. The second notice will give the water user a two-week period to have his/her backflow prevention device tested. If no action is taken with the two-week period the city may terminate water service to the affected water user until the subject device is tested. (Ord. 557 § 2, 1988)

13.12.070 Water service termination.

A. General. When the city encounters water uses that represent a clear and immediate hazard to the potable water supply that cannot be immediately abated, the city shall institute the procedure for discontinuing the city water service.

B. Basis for Termination. Conditions or water uses that create a basis for water service termination shall include, but are not limited to, the following items:

1. Refusal to install a required backflow prevention device;

2. Refusal to test a backflow prevention device;

3. Refusal to repair a faulty backflow prevention device;

4. Refusal to replace a faulty backflow prevention device;

5. Direct or indirect connection between the public water system and a sewer line;

6. Unprotected direct or indirect connection between the public water system and a system or equipment containing contaminants;

7. Unprotected direct or indirect connection between the public water system and an auxiliary water system;

8. A situation which presents an immediate health hazard to the public water system.

C. Water Service Termination Procedures.

1. For conditions 1, 2, 3, or 4 of subsection B of this section, the city will terminate service to a customer's premises after two written notices have been sent specifying the corrective action needed and the time period in which it must be done. If no action is taken within the allowed time period water service may be terminated.

2. For conditions 5, 6, 7, or 8 of subsection B of this section, the city will take the following steps:

a. Make reasonable effort to advise water user of intent to terminate water service;

b. Terminate water supply and lock service valve. The water service will remain inactive until correction of violations has been approved by the city. (Ord. 557 § 2, 1988)

13.12.080 Requirements for certification backflow prevention device tester.

A. Each applicant for certification as a tester of backflow prevention devices shall file an approved application with the city clerk, together with a fee as may be established by the city council.

B. Competency in all phases of backflow prevention device testing and repair must be demonstrated by means of education and/or experience in order to obtain certification.

C. The following are minimum requirements:

1. Applicants shall have at least two years experience in plumbing or pipefitting or equivalent qualifications.

2. Hold a valid certification from the American Water Works Association (A.W.W.A.) California-Nevada Section, from a county certification program, or have equivalent training in the opinion of the city manager.

3. Each applicant for certification as a tester of backflow prevention devices shall furnish evidence to show that he or she has available the necessary tools and equipment to properly test such devices. He or she shall be responsible for the competency and accuracy of all tests and reports prepared by him or her.

D. The certificate issued to any tester is valid for a period of one year and may be revoked, suspended or not renewed by the city for improper testing, repairs and/or reporting. (Ord. 557 § 2, 1988)

13.12.090 Severability.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this chapter, or any part thereof, is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter or any part thereof. The council declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared invalid. (Ord. 557 § 2, 1988)

Chapter 13.18 WATER EFFICIENT LANDSCAPES

13.18.010 Purpose.

The purpose of this chapter is to establish water efficient landscape regulations that are “at least as effective in conserving water as” the State Model Water Efficient Landscape Ordinance (Government Code Section 65591 et seq.) in the context of conditions in the city in order to ensure that landscapes are planned, designed, installed, maintained, and managed in a manner that uses water efficiently, encourages water conservation, and prevents water waste. (Ord. 793 § 5, 2016)

13.18.020 Definitions.

For the purposes of this chapter and the Water Efficient Landscape Guidelines that implement this chapter, the following terms are defined:

“Applicant” means the person submitting a landscape documentation package. Applicants can be the property owner or the owner’s designee.

“Applied water” means the portion of water supplied by the irrigation system to the landscape.

“Automatic irrigation controller” means a timing device used to remotely control valves that operate an irrigation system. Automatic irrigation controllers are able to self-adjust and schedule irrigation events using either evapotranspiration (weather-based) or soil moisture data.

“Backflow prevention device” means a safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

“Certificate of completion” means the document required under Section 2.2 of the Water Efficient Landscape Guidelines.

“Certified irrigation designer” means a person certified to design irrigation systems by an accredited academic institution, a professional trade organization or other program such as the US Environmental Protection Agency’s WaterSense irrigation designer certification program and Irrigation Association’s Certified Irrigation Designer program.

“Certified landscape irrigation auditor” means a person certified to perform landscape irrigation audits by an accredited academic institution, a professional trade organization or other program such as the U.S. Environmental Protection Agency’s WaterSense

irrigation auditor certification program and Irrigation Association's Certified Landscape Irrigation Auditor program.

"Check valve" or "anti-drain valve" means a valve located under a sprinkler head, or other location in the irrigation system, to hold water in the system to prevent drainage from sprinkler heads when the sprinkler is off.

"Common interest developments" means community apartment projects, condominium projects, planned developments, and stock cooperatives per Civil Code Section 1351.

"Compost" means the safe and stable product of controlled biologic decomposition of organic materials that is beneficial to plant growth.

"Conversion factor (0.62)" means the number that converts acre-inches per acre per year to gallons per square foot per year.

"Distribution uniformity" means the measure of the uniformity of irrigation water over a defined area.

"Drip irrigation" means any non-spray low volume irrigation system utilizing emission devices with a flow rate measured in gallons per hour. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

"Ecological restoration project" means a project where the site is intentionally altered to establish a defined, indigenous, historic ecosystem.

"Effective precipitation (Eppt)" or "usable rainfall" means the portion of total precipitation which becomes available for plant growth.

"Emitter" means a drip irrigation emission device that delivers water slowly from the system to the soil.

"Established landscape" means the point at which plants in the landscape have developed significant root growth into the soil. Typically, most plants are established after one or two years of growth.

"Establishment period of the plants" means the first year after installing the plant in the landscape or the first two years if irrigation will be terminated after establishment. Typically, most plants are established after one or two years of growth. Native habitat mitigation areas and trees may need three to five years for establishment.

"Estimated total water use (ETWU)" means the total water used for the landscape as described in Section 2.1.B.2 of the Water Efficient Landscape Guidelines.

“ET adjustment factor (ETAF)” means a factor of 0.55 for residential areas and 0.45 for nonresidential areas, that, when applied to reference evapotranspiration, adjusts for plant factors and irrigation efficiency, two major influences upon the amount of water that needs to be applied to the landscape. The ETAF for new and existing (non-rehabilitated) special landscape areas shall not exceed 1.0. The ETAF for existing non-rehabilitated landscapes is 0.8.

“Evapotranspiration rate” means the quantity of water evaporated from adjacent soil and other surfaces and transpired by plants during a specified time.

“Flow rate” means the rate at which water flows through pipes, valves and emission devices, measured in gallons per minute, gallons per hour, or cubic feet per second.

“Flow sensor” means an inline device installed at the supply point of the irrigation system that produces a repeatable signal proportional to flow rate. Flow sensors must be connected to an automatic irrigation controller, or flow monitor capable of receiving flow signals and operating master valves. This combination flow sensor/controller may also function as a landscape water meter or submeter.

“Friable” means a soil condition that is easily crumbled or loosely compacted down to a minimum depth per planting material requirements, whereby the root structure of newly planted material will be allowed to spread unimpeded.

“Fuel Modification Plan Guideline” means guidelines from a local fire authority to assist residents and businesses that are developing land or building structures in a fire hazard severity zone.

“Graywater” means untreated wastewater that has not been contaminated by any toilet discharge, has not been affected by infectious, contaminated, or unhealthy bodily wastes, and does not present a threat from contamination by unhealthful processing, manufacturing, or operating wastes. “Graywater” includes, but is not limited to, wastewater from bathtubs, showers, bathroom washbasins, clothes washing machines, and laundry tubs, but does not include wastewater from kitchen sinks or dishwashers. Health and Safety Code Section 17922.12.

“Hardscapes” means any durable material (pervious and non-pervious).

“Hydrozone” means a portion of the landscaped area having plants with similar water needs and rooting depth. A hydrozone may be irrigated or non-irrigated.

“Infiltration rate” means the rate of water entry into the soil expressed as a depth of water per unit of time (e.g., inches per hour).

“Invasive plant species” means species of plants not historically found in California that spread outside cultivated areas and can damage environmental or economic resources. Invasive species may be regulated by county agricultural agencies as

noxious species. Lists of invasive plants are maintained at the California Invasive Plant Inventory and USDA invasive and noxious weeds database.

"Irrigation audit" means an in-depth evaluation of the performance of an irrigation system conducted by a certified landscape irrigation auditor. An irrigation audit includes, but is not limited to: inspection, system tune-up, system test with distribution uniformity or emission uniformity, reporting overspray or runoff that causes overland flow, and preparation of an irrigation schedule. The audit must be conducted in a manner consistent with the Irrigation Association's Landscape Irrigation Auditor Certification program or other U.S. Environmental Protection Agency "WaterSense" labeled auditing program.

"Irrigation efficiency (IE)" means the measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices. The irrigation efficiency for purposes of this ordinance are 0.75 for overhead spray devices and 0.81 for drip systems.

"Irrigation survey" means an evaluation of an irrigation system that is less detailed than an irrigation audit. An irrigation survey includes, but is not limited to: inspection, system test, and written recommendations to improve performance of the irrigation system.

"Irrigation water use analysis" means an analysis of water use data based on meter readings and billing data.

"Landscape architect" means a person who holds a license to practice landscape architecture in the state of California Business and Professions Code, Section 5615.

"Landscape area" means all the planting areas, turf areas, and water features in a landscape design plan subject to the maximum applied water allowance calculation. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development (e.g., open spaces and existing native vegetation).

"Landscape contractor" means a person licensed by the state of California to construct, maintain, repair, install, or subcontract the development of landscape systems.

"Landscape documentation package" means the documents required under Section 13.18.060.

"Landscape project" means total area of landscape in a project as defined in "landscape area" for the purposes of this ordinance, meeting requirements under Section 13.18.030.

“Landscape water meter” means an inline device installed at the irrigation supply point that measures the flow of water into the irrigation system and is connected to a totalizer to record water use.

“Lateral line” means the water delivery pipeline that supplies water to the emitters or sprinklers from the valve.

“Local agency” means a city or county, including a charter city or charter county, that is responsible for adopting and implementing the ordinance. The local agency is also responsible for the enforcement of this chapter, including, but not limited to, approval of a permit and plan check or design review of a project.

“Local water purveyor” means any entity, including a public agency, city, county, or private water company that provides retail water service.

“Low volume irrigation” means the application of irrigation water at low pressure through a system of tubing or lateral lines and low-volume emitters such as drip, drip lines, and bubblers. Low volume irrigation systems are specifically designed to apply small volumes of water slowly at or near the root zone of plants.

“Main line” means the pressurized pipeline that delivers water from the water source to the valve or outlet.

“Master shut-off valve” is an automatic valve installed at the irrigation supply point which controls water flow into the irrigation system. When this valve is closed water will not be supplied to the irrigation system. A master valve will greatly reduce any water loss due to a leaky station valve.

“Maximum applied water allowance (MAWA)” means the upper limit of annual applied water for the established landscaped area as specified in Section 2.1.B.2 of the Water Efficient Landscape Guidelines. It is based upon the area’s reference evapotranspiration, the ET adjustment factor, and the size of the landscape area. The estimated total water use shall not exceed the maximum applied water allowance. Special landscape areas, including recreation areas, areas permanently and solely dedicated to edible plants such as orchards and vegetable gardens, and areas irrigated with recycled water are subject to the MAWA with an ETAF not to exceed 1.0. MAWA = (ETo) (0.62) [(ETAF x LA) + ((1-ETAF) x SLA)].

“Median” is an area between opposing lanes of traffic that may be unplanted or planted with trees, shrubs, perennials, and ornamental grasses.

“Microclimate” means the climate of a small, specific area that may contrast with the climate of the overall landscape area due to factors such as wind, sun exposure, plant density, or proximity to reflective surfaces.

“Mined-land reclamation projects” means any surface mining operation with a reclamation plan approved in accordance with the Surface Mining and Reclamation Act of 1975.

“Mulch” means any organic material such as leaves, bark, straw, compost, or inorganic mineral materials such as rocks, gravel, or decomposed granite left loose and applied to the soil surface for the beneficial purposes of reducing evaporation, suppressing weeds, moderating soil temperature, and preventing soil erosion.

“New construction” means, for the purposes of this ordinance, a new building with a landscape or other new landscape, such as a park, playground, or greenbelt without an associated building.

“Nonresidential landscape” means landscapes in commercial, institutional, industrial and public settings that may have areas designated for recreation or public assembly. It also includes portions of common areas of common interest developments with designated recreational areas.

“Operating pressure” means the pressure at which the parts of an irrigation system are designed by the manufacturer to operate.

“Overhead sprinkler irrigation systems” or “overhead spray irrigation systems” means systems that deliver water through the air (e.g., spray heads and rotors).

“Overspray” means the irrigation water which is delivered beyond the target area.

“Parkway” means the area between a sidewalk and the curb or traffic lane. It may be planted or unplanted, and with or without pedestrian egress.

“Permit” means an authorizing document issued by the city for new construction or rehabilitated landscapes.

“Pervious” means any surface or material that allows the passage of water through the material and into the underlying soil.

“Planning Approval Letter (Letter #1)” is issued by the city and is required in order for the Los Angeles County building and safety department to issue building and grading permits.

“Planning Final Letter (Letter #2)” is issued by the city and is required in order for the Los Angeles County building and safety department to issue a certificate of occupancy (final building permit approval).

“Plant factor” or “plant water use factor” is a factor, when multiplied by ETo, estimates the amount of water needed by plants. For purposes of this chapter, the plant factor range for very low water use plants is 0 to 0.1, the plant factor range for low water

use plants is 0.1 to 0.3, the plant factor range for moderate water use plants is 0.4 to 0.6, and the plant factor range for high water use plants is 0.7 to 1.0. Plant factors cited in this ordinance are derived from the publication “Water Use Classification of Landscape Species.” Plant factors may also be obtained from horticultural researchers from academic institutions or professional associations as approved by the California Department of Water Resources (DWR).

“Project applicant” means the individual or entity submitting a landscape documentation package required under Section 13.18.060, to request a permit, plan check, or design review from the city. A project applicant may be the property owner or designee.

“Rain sensor” or “rain sensing shutoff device” means a component which automatically suspends an irrigation event when it rains.

“Record drawing” or “as-builts” means a set of reproducible drawings which show significant changes in the work made during construction and which are usually based on drawings marked up in the field and other data furnished by the contractor.

“Recreational area” means areas, excluding private single family residential areas, designated for active play, recreation or public assembly such as in parks, sports fields, picnic grounds, amphitheaters or golf course tees, fairways, roughs, surrounds and greens.

“Recycled water,” “reclaimed water,” or “treated sewage effluent water” means treated or recycled waste water of a quality suitable for nonpotable uses such as landscape irrigation and water features. This water is not intended for human consumption.

“Reference evapotranspiration” or “ETo” means a standard measurement of environmental parameters which affect the water use of plants. ETo is expressed in inches per day, month, or year as represented in Appendix B of the Water Efficient Landscape Guidelines, and is an estimate of the evapotranspiration of a large field of four- to seven-inch tall, cool-season grass that is well watered. Reference evapotranspiration is used as the basis of determining the maximum applied water allowances so that regional differences in climate can be accommodated.

“Regional water efficient landscape ordinance” means a local ordinance adopted by two or more local agencies, water suppliers and other stakeholders for implementing a consistent set of landscape provisions throughout a geographical region. Regional ordinances are strongly encouraged to provide a consistent framework for the landscape industry and applicants to adhere to.

“Rehabilitated landscape” means any re-landscaping project that requires a permit, plan check, or design review, meets the requirements of Section 13.18.030, and the

modified landscape area is equal to or greater than two thousand five hundred square feet.

“Residential landscape” means landscapes surrounding single- or multi-family homes.

“Run off” means water which is not absorbed by the soil or landscape to which it is applied and flows from the landscape area. For example, run off may result from water that is applied at too great a rate (application rate exceeds infiltration rate) or when there is a slope.

“Soil moisture sensing device” or “soil moisture sensor” means a device that measures the amount of water in the soil. The device may also suspend or initiate an irrigation event.

“Soil texture” means the classification of soil based on its percentage of sand, silt, and clay.

“Special landscape area (SLA)” means an area of the landscape dedicated solely to edible plants, recreational areas, areas irrigated with recycled water, or water features using recycled water.

“Sprinkler head” or “spray head” means a device which delivers water through a nozzle.

“Static water pressure” means the pipeline or municipal water supply pressure when water is not flowing.

“Station” means an area served by one valve or by a set of valves that operate simultaneously.

“Swing joint” means an irrigation component that provides a flexible, leak-free connection between the emission device and lateral pipeline to allow movement in any direction and to prevent equipment damage.

“Submeter” means a metering device to measure water applied to the landscape that is installed after the primary utility water meter.

“Turf” means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

“Valve” means a device used to control the flow of water in the irrigation system.

“Water conserving plant species” means a plant species identified as having a very low or low plant factor.

“Water Efficient Landscape Guidelines” or “Guidelines” refers to the Water Efficient Landscape Guidelines, as approved by and available at the city, which describes procedures, calculations, and requirements for landscape projects subject to the Guidelines.

“Water Efficient Landscape Ordinance” means Chapter 13.18 of the Industry Municipal Code.

“Water feature” means a design element where open water performs an aesthetic or recreational function. Water features include ponds, lakes, waterfalls, fountains, artificial streams, spas, and swimming pools (where water is artificially supplied). The surface area of water features is included in the high water use hydrozone of the landscape area. Constructed wetlands used for on-site wastewater treatment or stormwater best management practices that are not irrigated and used solely for water treatment or stormwater retention are not water features and, therefore, are not subject to the water budget calculation.

“Watering window” means the time of day irrigation is allowed.

“WUCOLS” means the Water Use Classification of Landscape Species published by the University of California Cooperative Extension and the Department of Water Resources 2014. (Ord. 793 § 5, 2016)

13.18.030 Applicability.

A. This chapter shall apply to all of the following landscape projects:

1. New construction projects with an aggregate landscape area equal to or greater than five hundred square feet requiring a building or landscape permit, plan check or design review;

2. Rehabilitated landscape projects with an aggregate landscape area equal to or greater than two thousand five hundred square feet requiring a building or landscape permit, plan check, or design review;

3. Existing landscapes limited to Section 3.1 of the Water Efficient Landscape Guidelines; and

4. Cemeteries. Recognizing the special landscape management needs of cemeteries, new and rehabilitated cemeteries are limited to Sections 2.1.B.2, 2.2.A.4, and 2.2.A.5 of the Water Efficient Landscape Guidelines; and existing cemeteries are limited to Section 3.1 of the Water Efficient Landscape Guidelines.

B. Any project with an aggregate landscape area of two thousand five hundred square feet or less may comply with the performance requirements of this ordinance or conform to the prescriptive measures contained in Appendix E of the Water Efficient Landscape Guidelines.

C. For projects using treated or untreated graywater or rainwater captured on site, any lot or parcel within the project that has less than two thousand five hundred square feet of landscape and meets the lot or parcel's landscape water requirement (estimated total water use) entirely with treated or untreated graywater or through stored rainwater captured on site is subject only to Section B.5 of Appendix E of the Water Efficient Landscape Guidelines. (Ord. 793 § 5, 2016)

13.18.040 Exemptions.

This chapter does not apply to:

A. Registered local, state or federal historical sites;

B. Ecological restoration projects that do not require a permanent irrigation system;

C. Mined-land reclamation projects that do not require a permanent irrigation system; or

D. Existing plant collections, as part of botanical gardens and arboretums open to the public. (Ord. 793 § 5, 2016)

13.18.050 Water Efficient Landscape Guidelines.

The Water Efficient Landscape Guidelines as adopted by resolution of the city council, as they may be amended from time to time, is hereby incorporated into this chapter by reference. (Ord. 793 § 5, 2016)

13.18.060 Procedures.

A. Landscape Design and Review. Prior to installation and construction, the applicant shall submit a complete landscape documentation package that complies with the provisions of this chapter and the Water Efficient Landscape Guidelines to the planning department for approval. The landscape documentation package shall include the following elements, as detailed in the Water Efficient Landscape Guidelines:

1. Project information including all of the following:

a. Date,

b. Applicant,

c. Project address (if available, parcel and/or lot number(s)),

d. Total landscape area (square feet),

e. Project type (e.g., new, rehabilitated, public, private, cemetery, homeowner-installed),

f. Water supply type (e.g., potable, recycled, well) and identify the local retail water purveyor if the applicant is not served by a private well,

g. Checklist of all documents in landscape documentation package,

h. Project contacts to include contact information for the applicant and property owner,

i. Applicant signature and date with statement, “I agree to comply with the requirements of the Water Efficient Landscape Guidelines and submit a complete Landscape Documentation Package”;

2. Water efficient landscape worksheet including calculations for the maximum applied water allowance (MAWA) and estimated total water use (ETWU) in compliance with this chapter and as contained in Appendix C of the Water Efficient Landscape Guidelines;

3. Soil management report;

4. Landscape design plan;

5. Irrigation design plan;

6. Grading design plan; and

7. A certificate of landscape design (Appendix A of the Water Efficient Landscape Guidelines) on the landscape plans verifying that the landscape documentation package, including landscape, irrigation, and grading designs have been prepared in accordance with the provisions of this chapter and the Water Efficient Landscape Guidelines and containing the following:

a. The statement: “I have complied with Chapter 13.18 of the City of Industry Municipal Code and the Water Efficient Landscape Guidelines and applied them for the efficient use of water in this landscape design plan,” and

b. The professional stamp, contact information, and signature of the California-licensed landscape architect who prepared the landscape plan.

B. Final Approval after Installation. Upon installation and prior to final inspection and approval, the applicant shall submit a certificate of completion (Appendix D of the Water Efficient Landscape Guidelines) to the planning department that includes:

1. Project information sheet containing:

a. Date,

b. Project name,

c. Applicant name, telephone, and mailing address,

d. Project address and location, and

e. Property owner name, telephone, and mailing address;

2. Certification by either the signer of the landscape design plan, the signer of the irrigation design plan, or the licensed landscape contractor that the landscape project has been installed per the approved landscape documentation package;

3. Irrigation scheduling parameters used to set the controller;

4. Landscape and irrigation maintenance schedule;

5. Irrigation audit report conducted by a third party certified landscape irrigation auditor;

6. Soil analysis report, if not submitted with landscape documentation package, and documentation verifying implementation of soil report recommendations;

7. Documentation showing that copies of the approved certificate of completion have been submitted to the local water purveyor and property owner or designee. (Ord. 793 § 5, 2016)

EXHIBIT B

CROSS-CONNECTION CONTROL

ORDINANCE NUMBER 557

ORDINANCE NO. 557

AN ORDINANCE OF THE CITY OF INDUSTRY ESTABLISHING A CROSS-CONNECTION CONTROL PROGRAM FOR THE PROTECTION OF THE PUBLIC WATER SYSTEM

THE CITY COUNCIL OF THE CITY OF INDUSTRY DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 13.03.110 of the Industry Municipal Code is hereby amended to read in its entirety as follows:

"Section 13.03.110 Protection Of Public Water Supply. No water service connection to any premises shall be installed or maintained by this department unless the public water supply is protected as required by state regulations and this title. It is unlawful for any person, firm, or corporation at any time to make or maintain or cause to be made or maintain, temporarily or permanently, for any period of time whatsoever, any cross-connection between plumbing pipes or water fixtures being served with water by the department and any other source of water supplied or to maintain any sanitary fixture or other appurtenances or fixtures which by reason of their construction may cause or allow back flow of water or other substances into the water works system and/or the service of water pipes or fixtures of any customer. In addition to the regulations contained in this Chapter, all cross-connections shall be subject to the cross connection control program as established by Chapter 13.12 of this Title and any violation of said Chapter 13.12 shall constitute a violation of this Section."

SECTION 2. Chapter 13.12 is hereby added to the Industry Municipal Code to read in its entirety as follows:

"CHAPTER 13.12

Cross-Connection Control Program

13.12.010 Purpose. The purpose of this Chapter and Section 13.03.110 of this Title is (1) to protect the public water supply

against actual or potential cross-connection by isolating within the premises contamination that may occur because of some undiscovered or unauthorized cross-connection on the premises; (2) to eliminate existing connections between drinking water systems and other sources of water that are not approved as safe and potable for human consumption; (3) to eliminate cross-connections between drinking water systems and sources of contamination; (4) to prevent the making of cross-connections in the future.

These regulations are adopted pursuant to the State of California Code of Regulations, Title 17 - Public Health entitled "Regulations Relating to Cross-Connections".

13.12.020 Definitions. For purposes of this Chapter the following terms shall have the following meanings:

A. Air-Gap Separation: The term "air-gap separation" means a physical break between a supply pipe and a receiving vessel. The air-gap shall be at least double the diameter of the supply pipe measured vertically above the flood rim of the vessel, in no case less than one inch.

B. Approved Backflow Prevention Device. The term "Approved backflow prevention device" shall mean devices which have passed laboratory and field evaluation tests performed by a recognized testing organization which has demonstrated their competency to perform such tests to the California Department of Health Services.

C. Approved Water Supply. The term "approved water supply" means any water supply whose potability is regulated by a State or local health agency.

D. Auxiliary Supply. The term "auxiliary supply" means any water supply on or available to the premises other than the approved water supply.

E. AWWA Standard. The term "AWWA Standard" means an official standard developed and approved by the American Water Works Association (AWWA).

F. Backflow. The term "backflow" shall mean a flow condition, caused by a differential in pressure, that causes the flow of water or other liquids, gases, mixtures or substances into the distributing pipes of a potable supply of water from any source or sources other than an approved water supply source. Back-siphonage is one cause of backflow. Back pressure is the other cause.

G. Contamination. The term "contamination" means a degradation of the quality of the potable water by any

foreign substance which creates a hazard to the public health or which may impair the usefulness or quality of the water.

H. Cross-Connection. The term "cross-connection" as used in this Chapter means any unprotected actual or potential connection between a potable water system used to supply water for drinking purposes and any source or system containing unapproved water or a substance that is not or cannot be approved as safe, wholesome, and potable. By-pass arrangements, jumper connections, removable sections, swivel or changeover devices, or other devices through which backflow could occur, shall be considered to be cross-connections.

I. Double Check Valve Assembly. The term "double check valve assembly" means an assembly of at least two independently acting check valves including tightly closing shut-off valves on each side of the check valve assembly and test cocks available for testing the watertightness of each check valve.

J. Health Agency. The term "health agency" means the California Department of Health Services, or the local health agency with respect to a small water system.

K. Local Health Agency. The term "local health agency" means the county or city health authority.

L. Person. The term "person" means an individual, corporation, company, association, partnership, municipality, public utility, or other public body or institution.

M. Premise. The term "premise" means any and all areas on a customers property which are served or have the potential to be served by the public water system.

N. Public Water System. The term "public water system" means a system for the provision of piped water to the public for human consumption which has five or more service connections or regularly serves an average of 25 individuals daily at least 60 days out of the year.

O. Reclaimed Water. The term "reclaimed water" means a wastewater which as a result of treatment is suitable for uses other than potable use.

P. Reduced Pressure Principle Backflow Prevention Device. The term "reduced pressure principle backflow prevention device" means a device incorporation two or more check valves and an automatically operating differential relief valve located between the two checks, a

tightly closing shut-off valve on each side of the check valve assembly, and equipped with necessary test cocks for testing.

Q. Service Connection. The term "service connection" refers to the point of connection of a user's piping to the water supplier's facilities.

R. Water Supplier. The term "water supplier" means the person who owns or operates the approved water supply system.

S. Water User. The term "water user" means any person obtaining water from an approved water supply system.

13.12.030 Cross-Connection Protection Requirements

A. General Provisions

1. Unprotected cross-connections with the public water supply are prohibited.

2. Whenever backflow protection has been found necessary, the City will require the water user to install an approved backflow prevention device by and at his/her expense for continued service or before a new service will be granted.

3. Wherever backflow protection has been found necessary on a water supply line entering a water user's premises, then any and all water supply lines from the City's mains entering such premises, buildings, or structures shall be protected by an approved backflow prevention device. This type of device to be installed will be in accordance with the requirements of this Chapter.

B. Where Protection is Required

1. Each service connection from the City water system for supplying water to premises having an auxiliary water supply shall be protected against backflow of water from the premises into the public water system unless the auxiliary water supply is accepted as an additional source by the City and is approved by the public health agency having jurisdiction.

2. Each service connection from the City water system for supplying water to any premises on which any substance is handled in such fashion as may allow its entry into the water system shall be protected against backflow of the water from the premises into the public system. This shall include the handling of process

waters and waters originating from the City water system which have been subjected to deterioration in sanitary quality.

3. Backflow prevention devices shall be installed on the service connection to any premises having (a) internal cross-connections that cannot be permanently corrected and controlled to the satisfaction of the state or local health department and the City, or (b) intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impracticable or impossible to ascertain whether or not cross-connections exist.

C. Type of Protection Required

1. The type of protection that shall be provided to prevent backflow into the approved water supply shall be commensurate with the degree of hazard that exists on the consumer's premises. The type of protective device that may be required (listing in an increasing level of protection) includes: Double check Valve Assembly (DC), Reduced Pressure Principle Backflow Prevention Device (RP), and an Air-gap separation (AG). The water user may choose a higher level of protection than required by the City. The minimum types of backflow protection required to protect the approved water supply, at the user's water connection to premises with varying degrees of hazard are given in Table 1. Situations which are not covered in Table 1 shall be evaluated on a case by case basis and the appropriate backflow protection shall be determined by the City or health agency.

Table 1

TYPE OF BACKFLOW PROTECTION REQUIRED

Degree of Hazard	Minimum Type of Backflow Prevention
(a) Sewage and Hazardous Substances	
(1) Premises where the public water system is used to supplement the the reclaimed water supply.	AG
(2) Premises where there are wastewater pumping and/or treatment plants and there is no interconnection with the potable water system. This does	AG

not include a single family residence that has a sewage lift pump. A RP may be provided in lieu of an AG if approved by the health agency and the City.

(3) Premises where reclaimed water is used and there is no interconnection with the potable water system. A RP may be provided in lieu of an AG if approved by the health agency and the City. — AG

(4) Premises where hazardous substances are handled in any manner which the substances may enter a potable water system. This does not include a single family residence that has a sewer lift pump. A RP may be provided in lieu of an AG if approved by the health agency and the City. — AG

(5) Premises where there are irrigation systems into which fertilizers, herbicides, or pesticides are, or can be, injected. — RP

(b) Auxiliary Water Supplies

(1) Premises where there is an unapproved auxiliary water supply which is interconnected with the public water system. A RP or DC may be provided in lieu of an AG if approved by the health agency and the City. — AG

(2) Premises where there is an unapproved auxiliary water supply and there are no interconnections with the public water system. A DC may be provided in lieu of a RP if approved by the health agency and City. — RP

(c) Fire Protection Systems

(1) Premises where the fire system is directly supplied from the public water system and there is an unapproved auxiliary water supply on or to the premises (not interconnected). — DC

(2) Premises where the fire system is supplied from the public water system

and interconnected with an unapproved auxiliary water supply. A RP may be provided in lieu of an AG if approved by the health agency and City. AG

(3) Premises where the fire system is supplied from the public water system and where either elevated storage tanks or fire pumps which take suction from the private reservoirs or tanks are used. DC

(d) Premises where entry is restricted so that inspections for cross-connections cannot be made with sufficient frequency or at sufficiently short notice to assure that cross-connections do not exist. RP

(e) Premises where there is a repeated history of cross-connections being established or re-established. RP

2. Two or more services supplying water from different street mains to the same building, structure, or premises through which an interstreet main flow may occur, shall have at least a standard check valve on each water service to be located adjacent to and on the property side of the respective meters. Such check valve shall not be considered adequate if backflow protection is deemed necessary to protect the City's mains from pollution or contamination; in such cases the installation of approved backflow devices at such service connections shall be required.

13.12.040 Backflow Prevention Devices

A. Approved Backflow Prevention Devices

1. Only backflow prevention devices which have been approved by this City shall be acceptable for installation by a water user connected to the City's potable water system.

2. The City will provide, upon request, to any affected customer a list of approved backflow prevention devices.

B. Backflow Prevention Device Installation

1. Backflow prevention devices shall be installed in a manner prescribed in Section 7603, Title 17 of the California Code of Regulations. Location of the devices should be as close as practical to the user's connection. The City shall have the final authority in

determining the required location of a backflow prevention device.

a. Air-gap separation (AG). The air-gap separation shall be located on the user's side of and as close to the service connection as is practical. All piping from the service connection to the receiving tank shall be above grade and be entirely visible. No water use shall be provided from any point between the service connection and the air-gap separation. The water inlet piping shall terminate a distance of at least two (2) pipe diameters of the supply inlet, but in no case less than one (1) inch above the flood rim of the receiving tank.

b. Reduced pressure principle backflow prevention device (RP). The approved reduced pressure principle backflow prevention device shall be installed on the user's side of an as close to the service connection as is practical. The device shall be installed a minimum of twelve inches (12") above grade and not more than thirty-six inches (36") above grade measured from the bottom of the device and with a minimum of twelve inches (12") side clearance. The device shall be installed so that it is readily accessible for maintenance and testing. Water supplied from any point between the service connection and the RP device shall be protected in a manner approved by the City.

c. Double check valve assembly (DC). The approved double check valve assembly shall be located as close as practical to the user's connection and shall be installed above grade, if possible, and in a manner where it is readily accessible for testing and maintenance. If a double check valve assembly is put below grade it must be installed in a vault such that there is a minimum of six inches (6") between the bottom of the vault and the bottom of the device, so that the top of the device is no more than a maximum of eight inches (8") below grade, so there is a minimum of six inches (6") of clearance between the side of the device with the test cocks and the side of the vault, and so there is a minimum of three inches (3") clearance between the other side of the device and the side of the vault. Special consideration must be given to double check valve assembles of the "Y" type. These devices must be installed on their "side" with the test cocks in a vertical position so that either check valve may

be removed for service without removing the device. Vaults which do not have an integrated bottom must be placed on a three inch (3") layer of gravel.

C. Backflow Prevention Device Testing and Maintenance

1. The owners of any premises on which, or on account of which, backflow prevention devices are installed, shall have the devices tested by a person who has demonstrated their competency in testing of these devices to the City. Backflow prevention devices must be tested at least annually and immediately after installation, relocation or repair. The City may require a more frequent testing schedule if it is determined to be necessary. No device shall be placed back in service unless it is functioning as required. A report in a form acceptable to the City shall be filed with the City each time a device is tested, relocated, or repaired. These devices shall be serviced, overhauled, or replaced whenever they are found to be defective and all costs of testing, repair, and maintenance shall be borne by the water user.

2. The City will supply affected water users with a list of persons acceptable to the City to test backflow prevention devices. The City will notify affected customers by mail when annual testing of a device is needed and also supply users with the necessary forms which must be filled out each time a device is tested or repaired.

D. Backflow Prevention Device Removal

1. Approval must be obtained from the City before a backflow prevention device is removed, relocated, or replaced.

a. Removal: The use of a device may be discontinued and the device removed from service upon presentation of sufficient evidence to the City to verify that a hazard no longer exists or is not likely to be created in the future;

b. Relocation: A device may be relocated following confirmation by the City that the relocation will continue to provide the required protection and satisfy installation requirements. A retest will be required following the relocation of the device;

c. Repair: A device may be removed for repair, provided the water use is either discontinued until repair is completed and the device is returned to service, or the

service connection is equipped with other backflow protection approved by the City. A retest will be required following the repair of the device; and

d. Replacement: A device may be removed and replaced provided the water use is discontinued until the replacement device is installed. All replacement devices must be approved by the City and must be commensurate with the degree of hazard involved.

12.13.050 User Supervisor

At each premises where it is necessary, in the opinion of the City, a user supervisor shall be designated by and at the expense of the water user. This user supervisor shall be responsible for the monitoring of the backflow prevention devices and for avoidance of cross-connections. In the event of contamination or pollution of the drinking water system due to a cross-connection on the premises, the City shall be promptly notified by the user supervisor so that appropriate measures may be taken to overcome the contamination. The water user shall inform the City of the user supervisor's identity on, as a minimum, an annual basis and whenever a change occurs.

12.13.060 Administrative Procedures

A. Water System Survey

1. The City shall review all requests for new services to determine if backflow protection is needed. Plans and specifications must be submitted to the City upon request for review of possible cross-connection hazards as a condition of service for new service connections. If it is determined that a backflow prevention device is necessary to protect the public water system, the required device must be installed before service will be granted.

2. The City may require an on-premise inspection to evaluate cross-connection hazards. The City will transmit a written notice requesting an inspection appointment to each affected water user. Any customer which cannot or will not allow an on-premise inspection of their piping system shall be required to install the backflow prevention device the City considers necessary.

3. The City may, at its's discretion, require a reinspection for cross-connection hazards of any premise to which it serves water. The City will transmit a written notice requesting an inspection appointment to each affected water user. Any customer which cannot or will not allow an on-premise inspection of their piping

system shall be required to install the backflow prevention device the City considers necessary.

B. Customer Notification -- Device Installation

1. The City will notify the water user of the survey findings, listing corrective action to be taken if required. A period of 60 days will be given to complete all corrective action required including installation of backflow prevention devices.

2. A second notice will be sent to each water user which does not take the required corrective action prescribed in the first notice within the 60 days period allowed. The second notice will give the water user a two week period to take the required corrective action. If no action is taken within the 2 week period the City may terminate water service to the affected water user until the required corrective actions are taken.

C. Customer Notification -- Testing and Maintenance

1. The City will notify each affected water user when it is time for the backflow prevention device installed on their service connection to be tested. This written notice shall give the water user 30 days to have the device tested and supply the water user with the necessary form to be completed and resubmitted to the City.

2. A second notice shall be sent to each water user which does not have his/her backflow prevention device tested as prescribed in the first notice within the 30 day period allowed. The second notice will give the water user a two week period to have his/her backflow prevention device tested. If no action is taken with the two week period the City may terminate water service to the affected water user until the subject device is tested.

13.12.070 Water Service Termination

A. General

When the City encounters water uses that represent a clear and immediate hazard to the potable water supply that cannot be immediately abated, the City shall institute the procedure for discontinuing the City water service.

B. Basis for Termination

Conditions or water uses that create a basis for water service termination shall include, but are not limited to, the following items:

1. Refusal to install a required backflow prevention device.

2. Refusal to test a backflow prevention device.

3. Refusal to repair a faulty backflow prevention device.

4. Refusal to replace a faulty backflow prevention device.

5. Direct or indirect connection between the public water system and a sewer line.

6. Unprotected direct or indirect connection between the public water system and a system or equipment containing contaminants.

7. Unprotected direct or indirect connection between the public water system and an auxiliary water system.

8. A situation which presents an immediate health hazard to the public water system.

C. Water Service Termination Procedures

1. For conditions 1, 2, 3, or 4, the City will terminate service to a customer's premise after 2 written notices have been sent specifying the corrective action needed and the time period in which it must be done. If no action is taken within the allowed time period water service may be terminated.

2. For conditions 5, 6, 7, or 8, the City will take the following steps:

   a. Make reasonable effort to advise water user of intent to terminate water service;

   b. Terminate water supply and lock service valve. The water service will remain inactive until correction of violations has been approved by the City.

13.12.080 Requirements for Certification Backflow Prevention Device Tester

Each applicant for certification as a tester of backflow prevention devices shall file an approved application with the City Clerk, together with a fee as may be established by the City Council.

Competency in all phases of backflow prevention device testing and repair must be demonstrated by means of education and/or experience in order to obtain certification.

The following are minimum requirements:

a. Applicants shall have had at least two (2) years experience in plumbing or pipe fitting or equivalent qualifications.

b. Hold a valid certification from the American Water Works Association (A.W.W.A.) California-Nevada Section, from a County certification program, or have equivalent training in the opinion of the City Manager.

c. Each applicant for certification as a tester of backflow prevention devices shall furnish evidence to show that he has available the necessary tools and equipment to properly test such devices. He shall be responsible for the competency and accuracy of all tests and reports prepared by him.

The certificate issued to any tester is valid for a period of one year and may be revoked, suspended, or not renewed by the City for improper testing, repairs, and/or reporting.

13.12.090 Severability

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this chapter, or any part thereof, is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter or any part thereof. The Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be declared invalid."

SECTION 3. The City Clerk shall post or publish this Ordinance as required by law.

PASSED, APPROVED and ADOPTED this 22nd day of September, 1988.

MAYOR, CITY OF INDUSTRY

ATTEST:

CITY CLERK, CITY OF INDUSTRY

EXHIBIT C

HAZARD ASSESSMENT REPORT

HAZARD ASSESSMENT REPORT

Date: _____

Assessment Reason: _____

Last Assessment Date: _____

CUSTOMER INFORMATION

Customer Name: _____ Phone #: _____

Property Address: _____

Point of Contact: _____ Phone #: _____

Email: _____

Type of Premises (Residential, Commercial, etc.): _____

Service Type	Account Number	Meter Number	Transmitter Number	Service Size
☐ Domestic				
☐ Fire				
☐ Irrigation				
☐ Other				

Notes/Comments:

_____

_____

_____

_____

BACKFLOW ASSEMBLY INFORMATION

Assembly #1

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #2

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #3

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #4

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

Assembly #5

Service Type Domestic ☐ Fire Protection ☐ Irrigation ☐			Meter Number	
Type	Size	Make	Model	Serial Number
Physical Location				

IDENTIFIED HAZARDS

Location & Description of Actual/Potential Hazard	Hazard Level: Low/High

Highest Threat Potential Hazard: High Hazard ☐ Low Hazard ☐ No Hazard ☐

Is the location in compliance: Yes ☐ No ☐

If no, reason:

_____

_____

_____

ASSESSMENT SUMMARY

I certify that this cross-connection hazard assessment accurately reflects the overall risk posed by the customer's plumbing system to IPU's water system. Based on the assessment, I certify that:

1. I found the following type(s) of premises isolation backflow preventer(s):

   Air Gap _____ RP/RPDA _____ DC/DCDA _____ PVB _____

2. The existing backflow preventer(s) is/are properly installed:

   Yes _____ No _____ N/A _____

3. The existing backflow preventer(s) commensurate with the degree of hazard:

   Yes _____ No _____ N/A _____

4. Since no backflow preventer is installed for premises isolation, the premises owner must install a premises isolation backflow preventer of the following type:

   Air Gap _____ RP/RPDA _____ N/A _____

5. The premises owner should replace the existing premises isolation backflow preventer(s) with the following:

   Air Gap _____ RP/RPDA _____ N/A _____

IPU Surveyor Name & Signature: _____

Date: _____

As the owner or authorized agent of the premises, I certify that I am aware of the findings indicated in this Cross-Connection Hazard Assessment Report:

Name & Signature: _____

Date: _____

The Cross-Connection Control Program Specialist will review and approve the findings of this hazard assessment report and provide the customer or authorized agent of this premise with a Letter of Correction. The Letter of Correction will list necessary actions, if any, required of the customer to comply with IPU's Cross-Connection Control Program.

If you have any further questions, please contact the Cross-Connection Control Program Specialist, Miguel Molina, at (626) 336-1307.

Additional information on the Cross-Connection Control Program can be found at industrypublicutilities.com.

EXHIBIT D

LETTER OF CORRECTION

Date:

John Doe
Title
Company Name
Address
City, CA ZIP

Subject: CROSS-CONNECTION CONTROL NOTICE OF CORRECTION

Dear Mr./Ms. Doe,

You are herewith informed that you must install on (certain designated) water lines within your premises either an air gap or an approved backflow prevention assembly. Name the type of device. This action is taken in accordance with the State of California and District Cross-Connection Control rules and regulations. Under these regulations, the District has the primary responsibility of protecting the public potable water from backflow of dangerous substances which would endanger the public health or physically damage the public water system.

On (date), as part of our program to see that the rules and regulations are complied with, (name of program specialist) conducted a survey of your plumbing system. This survey revealed potential/actual cross-connection of the following conditions:

- Condition 1
- Condition 2
- Condition 3

The above conditions present backflow hazards to the on-site water supply and domestic water supply for all customers. To correct these conditions the District requires the following:

1. Requirement 1
2. Requirement 2
3. Requirement 3

This letter addresses protection of certain cross-connections detected in our survey. We do not however, accept responsibility to guarantee that all cross-connections will be protected or for cross-connections that may be created in the future, due to repair or alterations made in your water system.

It is necessary to shut off the flow of water through a backflow prevention assembly during the time it is being field tested and/or repaired. If the complete interruption of water is critical to your operation, we recommend yo install backflow prevention assemblies in parallel. This will allow one assembly to continue serving water while the other is being field tested or repaired. A check should be made with your engineer or plumber to be sure that assemblies are properly selected for desired flows.

Note that installation of a backflow prevention assembly will prevent release of downstream pressure to the on-site plumbing system. Therefore, it is important that a temperature/pressure relief valve and/or thermal expansion tank be properly installed to relieve any excessive increase in on-site pressure due to hot water heating systems or other actives.

Attached is a list of backflow prevention assemblies that have been evaluated and approved by the Foundation for Cross-connection Control and Hydraulic Research of the University of Southern California. The assemblies listed thereon have been adopted by the District as the only assemblies approved for use on the water lines under our jurisdiction.

You will be allowed 30 days from the date of this letter to provide the corrective measures previously outlined.

For additional information regarding this matter, you may either write to (name of person) at (address) or telephone (phone number) between the hours of (specify times). Please contact (name) as soon as the work is done or if for any reason you cannot comply with the 30 day installation period or for clarification of any cross-connection control requirements discussed in this letter.

Sincerely,

Miguel Molina
Distribution Supervisor

EXHIBIT E

HIGH HAZARD CROSS-CONNECTION CONTROL PREMISES

(APPENDIX D OF THE CCCPH)

APPENDIX D

HIGH HAZARD CROSS-CONNECTION CONTROL PREMISES

The list below identifies premises that require backflow protection provided by an air gap or a reduced pressure principle backflow prevention assembly, unless noted otherwise. The list below is not intended to be all-inclusive. A PWS, State Water Board, or local health agency may require an AG, RP, or both to protect a PWS from other hazards not listed below and identified in premises through the hazard assessment completed in CCCPH Chapter 3, section 3.2.1. A PWS may reduce or increase the minimum protection required for a previously hazard-assessed user premise following a hazard reassessment as described in CCCPH Chapter 3, section 3.2.1.

1. Sewage handling facilities
2. Wastewater lift stations and pumping stations
3. Wastewater treatment processes, handling, or pumping equipment that is interconnected to a piping system connected to a PWS (+)
4. Petroleum processing or storage plants
5. Radioactive material storage, processing plants or nuclear reactors
6. Mortuaries
7. Cemeteries
8. Sites with an auxiliary water supply interconnected with PWS (+)
9. Sites with an auxiliary water supply not interconnected with PWS
10. Premises with more than one connection to the PWS (++++)
11. Recycled water (++)(+++)
12. Recycled water interconnected to piping system that contains water received from a PWS (+)
13. Graywater systems, as defined in California Water Code Section 14876, that are interconnected to a piping system that is connected to a PWS
14. Medical facilities
15. Kidney dialysis facilities
16. Dental office with water-connected equipment
17. Veterinarian facilities
18. Chemical plants
19. Laboratories
20. Biotech facilities
21. Electronics manufacture
22. Dry cleaner facilities
23. Industrial or commercial laundry facilities
24. Metal-plating facilities
25. Business park with a single meter serving multiple businesses
26. Marine-port facilities
27. Car wash facilities
28. Mobile home park, RV park, or campgrounds with RV hookups

29. Hotels/motels
30. Gas stations
31. Fire stations
32. Solid waste disposal facilities
33. Pet groomers
34. Agricultural premises
35. Hazard assessment access denied or restricted
36. Railroad maintenance facilities
37. Incarceration facilities (e.g. prisons)
38. Temporary connections to fire hydrants for miscellaneous uses, including construction
39. Private water distribution mains
40. Drinking water storage tank overflow connected to a sump or storm drain (+)
41. Airports

(+) Premise isolated by air gap only except as allowed through CCCPH Section 3.2.2(c)

(++) Dual-plumbed use areas established per CCR Title 22, Section 60313 through 60316.

(+++) Residences using recycled water for landscape irrigation as part of an approved dual plumbed use area established pursuant to CCR Title 22, sections 60313 through 60316 shall use, at a minimum, a DC. If the water supplier is also the supplier of the recycled water, then the recycled water supplier may obtain approval of the local public water supplier or the State Water Board, to utilize an alternative backflow protection plan that includes an annual inspection of both the recycled water and potable water systems and an annual cross-connection test of the recycled water and potable water systems pursuant to subsection 60316(a) in lieu of any BPA.

(++++) All connections must receive at least the same level of protection excluding fire protection when connected to the PWS distribution system (e.g. if one connection requires an RP then all connections must have RPs installed).

EXHIBIT F

CROSS-CONNECTION CONTROL

CUSTOMER SURVEY - RESIDENTIAL

INDUSTRY PUBLIC UTILITIES

Cross-Connection Control Program

CUSTOMER SURVEY - RESIDENTIAL

Customer Name _____ **Date** _____

Service Address _____ **City** _____

Property Contact Name (if different from above) _____ **Phone Number** _____

Mailing Address _____

E-mail Address _____

May we e-mail annual testing and backflow related notices? ☐ **Yes** ☐ **No**

RESIDENTIAL WATER USAGE

Please indicate if your Residence has any of the following (Check all that apply):

☐ Home Based Business – Type of Business: _____

☐ Landscape Irrigation System / In-ground Sprinkler System

Can you add chemicals to the system? ☐ **Yes** ☐ **No**

☐ Fire Sprinkler System

Can you add chemicals to the system? ☐ **Yes** ☐ **No**

☐ Home Dialysis Machine and/or Medical Equipment Connected to Water

☐ Solar System

Heat exchangers or boilers? ☐ **Yes** ☐ **No**

☐ Livestock Watering

Hose filled automated? ☐ **Yes** ☐ **No**

☐ Water Treatment Equipment (i.e. Water Softener)

Is backwash/cleaning cycle air gapped? ☐ **Yes** ☐ **No**

☐ Swimming Pool, Hot Tub, or Decorative Pond

If you fill it with a hose, does a hose bib vacuum breaker protect it? ☐ **Yes** ☐ **No**

If you fill it by direct water line, is it protected by a RP backflow preventer? ☐ **Yes** ☐ **No**

☐ Alternate Water Source

☐ On-site Sewage (Septic) Pump Station

(This is pumping equipment that pumps raw sewage to a municipal sewer or pumps effluent from a septic tank to a drain field.)

☐ Currently have air vacuum breakers or check valves on your outside faucets?

☐ NONE OF THE ABOVE

☐ Do you currently have a back flow prevention device installed? ☐ **Yes** ☐ **No** If yes, please provide the following:

Make _____ **Model** _____ **Serial #** _____ **Size** _____

Location of Assembly _____

Date of last test _____ Please attach a copy of the latest test form and return with this survey.

I confirm that the information provided above is true and correct, and that I have the authority to respond as the customer of record.

Signature _____ Print Name _____ Date _____

Submit the completed survey via e-mail to backflow@lapuentewater.com

EXHIBIT G

CROSS-CONNECTION CONTROL

CUSTOMER SURVEY - COMMERCIAL

INDUSTRY PUBLIC UTILITIES

Cross-Connection Control Program

PRE-HAZARD ASSESSMENT - COMMERCIAL

Customer Name _____ **Date** _____

Service Address _____ **City** _____

Property Contact Name (if different from above) _____ **Phone Number** _____

Mailing Address _____

E-mail Address _____

May we e-mail annual testing and backflow related notices? ☐ **Yes** ☐ **No**

PROPERTY INFORMATION (Please check one)

What type of property is this? ☐ **Commercial** ☐ **Industrial** ☐ **Institutional**

Please describe the type of business activity conducted on this property: _____

☐ Is there an irrigation system (sprinklers on the property)?

☐ Is there a boiler on the property?

☐ Is there a cooling tower on the property?

☐ Are there four or more stories in the building? If yes, how many? _____

☐ Is there fire protection (sprinklers) and/or private hydrant(s) on the property?

☐ Is there a well, non-potable or recycled water, grey or rainwater recovery?

☐ Do you store hazardous chemicals on-site?

If yes, what? _____

☐ Is there equipment that requires the use of water?

If yes, what? _____

☐ Is there existing backflow protection on the property?

I confirm that the information provided above is true and correct, and that I have the authority to respond as the customer of record.

Signature _____ Print Name _____ Date _____

OFFICE USE ONLY

Account # _____ **Meter #** _____ **Size** _____

# of Service Lines _____ **Additional Service Lines:** ☐ **Irrigation** ☐ **Fire Protection**

Reviewed By (Print) _____ **Signature** _____ **Date** _____

Backflow Protection Required? ☐ **Yes** ☐ **No** **Type** _____

EXHIBIT H

TESTER CODE OF CONDUCT

TESTER CODE OF CONDUCT

Backflow Test Submittals - 2025 Requirement

Effective July 1, 2025, all certified backflow testers working within the Industry Public Utilities (IPU) service area must sign and submit IPU's *Tester Code of Conduct* form as part of IPU's updated Cross-Connection Control Program established on July 1, 2025. IPU is implementing measures to ensure all testers agree and adhere to the guidelines outlined in the State Water Resources Control Board's Cross Connection Control Policy Handbook (CCCPH) and comply with all IPU requirements.

Testers working within IPU's service area must sign and return this *Tester Code of Conduct* form along with the backflow test(s) via e-mail to backflow@lapuentewater.com. *Backflow test results will not be considered valid unless the tester has submitted a completed form and recieved IPU approval for this year and annually thereafter.*

Approved Tester List - Effecive January 1, 2026

Beginning January 1, 2026, IPU will maintain a list of certified backflow testers, pre-approved by IPU the year prior, to conduct backflow assembly testing within IPU's service area. This list will be reviewed and revised annually, or more frequently if necessary, and will be provided to customers alongside their annual testing notices.

Compliance and Enforcement

IPU's Cross Connection Control Coordinator may suspend or revoke approval of any individual backflow tester and/or company from the list of approved testers if the individual or company fails or refuses to comply with IPU's Cross-Connection Control Program, State Policies and Regulations, engages in dishonest business practices, fails to maintain a valid backflow tester certification, and/or installs, repairs or tests backflow assemblies in a negligent manner. Failure to abide by any of these requirements may be grounds for exclusion from the approved testers list.

PROGRAM CONTACTS

Email: backflow@lapuentewater.com

MIGUEL MOLINA
626-890-0022
Shut off/restore water service during testing or repairs/replacement

ALYSSA ARANA
626-330-2126
District's Cross-Connection Control Program Questions

SUBMISSION

The *Tester Code of Conduct* form will be submitted along with the backflow tests completed by the tester. All documents will be submitted via e-mail to backflow@lapuentewater.com.

The *Tester Code of Conduct* form must be submitted at least once each calendar year. Backflow testing forms will not be accepted by IPU until the *Tester Code of Conduct* form has been received from that tester for the calendar year.

TESTER CODE OF CONDUCT

Industry Public Utility's (IPU) Code of Conduct requires backflow assembly testers to act honestly, competently, and with integrity and to use their knowledge and skill for the enhancement of public health and the protection of the public water system. IPU requires that the following Code of Conduct is followed by all backflow prevention assembly testers approved to conduct tests with IPU's jurisdiction:

1. Testers must notify IPU as soon as possible, within 24 hours if a backflow incident or an unprotected cross-connection is observed during field testing.
2. Maintain valid certification from a certifying organization pursuant to Article 4 of the CCCPH.
3. Testers are strictly prohibited from knowingly falsifying field results.
4. Testers must not remove or relocate a backflow assembly without obtaining explicit approval from IPU.
5. Passing backflow test reports must be submitted via email within 5 calendar days.
    a. Failing test results must be submitted within 24 hours of the test date.
6. Any assembly that fails routine testing shall be repaired within 30 days of the initial test date.
    a. Only Original Equipment Manufacturer parts shall be used to repair devices.
    b. If a failing device is anything other than a RP device, it must be replaced with an RP.
        i. DC's can continue to be used in fire protection if no chemicals are present.
7. Any backflow prevention device or assembly installed shall be manufactured in full conformance with the standards established by at least one of the following:
    a. Standards found in Chapter 10 of the Manual of Cross-Connection Control, Tenth Edition, published by the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research
    b. Certification requirements for BPAs in the Standards of ASSE International
8. Testers are responsible for informing IPU of any changes in their contact information, including address, emails or phone numbers.
9. Not misuse the certificate, logo, and marks of IPU.
10. Uphold and follow all policies and procedures required by IPU to remain in good standing.
11. Not participate in any interest, activity, or influence purely for personal gain and not in the interest of public health and environmental safety.

By signing this document, I hereby certify tat I have thoroughly read and understand this agreement to fuly conform to the provisions of this agreement:

Tester Name		**Certification #**	
Certifying Agency		**Latest Calibration Date of Equipment**	
Tester Signature		**Date**	
Company Name			
Company Address			
E-mail			
Phone Number			

Memo

Date: June 23, 2025

To: Honorable Board of Directors

Subject: Approve the Transfer of $1,000,000 from the Districts Checking Account to the California CLASS Account

SUMMARY

As declared in the District's Investment Policy, the Board has the authority to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the District's daily cash flow demands and conforming to all statutes governing the investment of District funds.

Based on the District's current checking account balance, the District has enough operational funds to meet operational expenses. A transfer of $1,000,000 to the District's California CLASS account will provide the highest investment return with the maximum security while meeting the District's daily cash flow demands.

RECOMMENDATION

Staff recommends the Board approve the transfer of $1,000,000 from the Districts Checking Account to the Districts CLASS account.

Respectfully Submitted,

Customer Service & Accounting Supervisor

Upcoming Events

Date: June 23, 2025

To: Honorable Board of Directors

RE: Upcoming Meetings and Conferences for 2025

Day/Date	Event	*Argudo*	*Barajas*	*Escalera*	*Hernandez*	*Rojas*
October 7-9, 2025	Watersmart Innovations Conference 2025; Reno, NV			X	X	
December 2-4, 2025	ACWA 2025 Fall Conference; San Diego, CA			X	X	